ORDINARY COUNCIL

Wednesday 18 November 2020



Ordinary Council Meeting Wednesday, 18 November 2020

Items of Business

Item	Subject	Page			
10.06		ONS POLICY - FOLLOWING PUBLIC EXHIBITION			
	Attachment :	Draft Petition Policy - Following Exhibition5			
10.08	INVESTMENTS	6 - OCTOBER 2020			
	Attachment 1:	Port Macquarie-Hastings Council Monthly Report - October 202011			
	Attachment 2:	Port Macquarie-Hastings Council Portfolio as at 31 October 202032			
10.09	MONTHLY BUI	OGET REVIEW - OCTOBER 2020			
	Attachment :	October 2020 Budget Review38			
10.10	QUARTERLY E	BUDGET REVIEW STATEMENT - SEPTEMBER 2020			
	Attachment :	September 2020 Quarterly Budget Review Statement			
10.11	ANNUAL FINA 2020	NCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE			
	Attachment :	Port Macquarie Hastings Council - Financial Statements - 2019 - 2020			
10.13	2017-2022 DELIVERY PROGRAM AND 2020-2021 OPERATIONAL PLAN - PROGRESS REPORT AS AT 30 SEPTEMBER 2020				
	Attachment 1:	Attachment A - Exception Report against the 2020-2021 Operational Plan as at 30 September 2020			
	Attachment 2:	Attachment B - 2017-2022 Delivery Program and 2020-2021 Operational Plan progress report as at 30 September 2020			
10.14	2019-2020 ANN	IUAL REPORT			
	Attachment 1:	2019-2020 Annual Report - Part A - Community Report Card 301			
	Attachment 2:	2019-2020 Annual Report - Part B - Statutory Detail			
10.17	PORT MACQU SUB-COMMITT	ARIE-HASTINGS COUNCIL SUSTAINABILITY ADVISORY EE			
	Attachment :	Draft Charter Sustainability Advisory Sub Committee			
11.01	PORT MACQU	ARIE-HASTINGS BICENTENARY EVENT - APRIL 2021			
	Attachment :	Port Macquarie-Hastings Bicentenary Vision and Action Plan 423			
11.02	DRAFT BAIN P	ARK MASTER PLAN - COMMUNITY ENGAGEMENT			
	Attachment 1:	Community Engagement Report A - Bain Park Master Plan - November 2019			
	Attachment 2:	Community Engagement Report B - Bain Park Master Plan - October 2020452			
	Attachment 3:	Draft Bain Park Master Plan - Rev 3			
12.01	ECONOMIC DE REPORT ON P	EVELOPMENT STRATEGY 2017-2021: SIX MONTHLY ROGRESS			

Attachment :	2017 - 2021 Economic Development Strategy Implementation - November 2020 Update	482
PORT MACQU REPORT	ARIE HEALTH AND EDUCATION PRECINCT UPDATE	
Attachment 1:	Minutes - HEP Consortium Meeting - 20200428	500
Attachment 2:	Minutes - HEP Consortium Meeting - 20200623	504
Attachment 3:	Minutes - HEP Consortium Meeting - 20200825	507
Attachment 4:	Minutes - HEP Consortium Meeting - 20201027	509
Attachment 5:	Minutes - HEP Planning Proposal Reference Group - 20200526	512
Attachment 6:	Minutes - HEP Planning Proposal Reference Group - 20200721	516
Attachment 7:	Minutes - HEP Planning Proposal Reference Group - 20200922	518
ADVISORY SU	B-COMMITTEE - REVISED CHARTER COAST, ESTUARY &	
Attachment 1:	Current Sub-Committee Charter - Adopted August 2019	520
Attachment 2:	DRAFT Charter - Coast Estuary and Floodplain Advisory Sub Committee	524
COASTSIDE E	NVIRONMENTAL LAND PLANNING AGREEMENT	
Attachment 1:	Voluntary Planning Agreement FINAL - Executed Version - Coastside Environmental Land Planning Agreement - Christian Outreach ~ 3 April 2013	528
Attachment 2:	Draft 2020 Coastside Environmental Land Planning Agreement 2020 9 15	562
Attachment :	Submisson Summary and Recommendation Schedule	592
Attachment :	Plan Highlighting Location of Easement to be Acquired	702
	PORT MACQU REPORT Attachment 1: Attachment 2: Attachment 3: Attachment 4: Attachment 5: Attachment 6: Attachment 7: RECOMMENDI ADVISORY SU FLOODPLAIN Attachment 1: Attachment 2: COASTSIDE E Attachment 1:	PORT MACQUARIE HEALTH AND EDUCATION PRECINCT UPDATE REPORT Attachment 1: Minutes - HEP Consortium Meeting - 20200428



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 affective 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





Petitions

1. INTRODUCTION

The purpose of this policy is to determine a consistent approach to the accepting and consideration of petitions received by Council from members of the public.

POLICY STATEMENT AND SCOPE

A petition is a request made to Council seeking a particular action. Any person with a direct interest in Port Macquarie-Hastings Council such as residents, land owners, business people or in some other capacity may ask Council to change an existing Policy, a decision of Council or take action for a certain purpose or for the benefit of particular persons.

The subject of a petition must be a matter on which the Council has the power to act.

Care is to be taken in the wording of petitions as Council imposes certain requirements on their form and content. The petition should follow the guidelines detailed below.

- Be enclosed in a sealed envelope and addressed to "the General Manager" of Port Macquarie-Hastings Council.
- Contain the names and addresses of the petitioners and their own original signatures. Any
 additional requests for information, such as telephone numbers or e-mails, should be clearly
 listed as optional.
- State the facts which the petitioners wish to bring to the notice of the Council (this is the 'grievance').
- Conclude with a request that the Council do, or do not do, something or take some course of action. Each page of a petition seeking signatures must be headed with the words of the request.
- · Be clearly written, typed or printed and not have anything attached to it
- Be respectful, decorous and temperate in its language.
- Be in English, or be accompanied by a translation certified to be correct.
- Be in an original document format, not a postcard, leaflet or the like.

A petition must not:

- · Contain irrelevant statements or information, including logos, photos, slogans etc
- Include headings that refer to an individual Councillor or staff member, or which contain
 photographs of a Councillor or staff member or similar information judged as 'additional' to the
 subject of the petition.
- Contain material of a political campaigning nature.
- Be altered in any way from the petition as signed by the petitioners.

Signatures

- A petition must contain at least one signature
- Every signature must be original hand-writing, and signatures must not be pasted on, photocopied or transferred in any way.
- · Every person signing a petition must write their full address after their signature.

Lodgement

- Petitions must be lodged in the format as specified in Appendix 1 of the Petitions Policy
- Petitions may be lodged at the Public Forum section of a Council meeting if there is a speaker
 registered to speak on the petition however they are not to be considered or debated unless a
 resolution of Council is passed to transact the business of the meeting and the chairperson rules
 it as a matter of urgency in accordance with the Code of Meeting Practice.

Petitions Page 1 of 6
UNCONTROLLED IF PRINTED

- Petitions lodged with Council, either personally through a Councillor or staff member, will be
 presented to Council for consideration at the next available Ordinary meeting of Council where the
 agenda has not already been determined.
- Once a petition has been received and registered by Council, an acknowledgement letter will be sent to the person who initiated the petition.

Electronic Petitions

Electronic petitions, such as change.org petitions will not be considered by Council directly. These petitions do not represent valid data for consideration as many signatures to these petitions could be from people at locations with no reasonable interest in a local matter, ie internationally or interstate. Electronic petitions will be circulated to Councillors by email for their information and possible action should a Councillor wish to lodge a Notice of Motion to Council to respond to the petition. It is noted that there is no obligation upon Councillors to react to electronic petitions.

What will happen next?

Where the petition meets the requirements of a petition as listed in the guidelines:

- Petitions lodged with Council, containing 100 signatures or more, will be included on the agenda
 of the next available Ordinary meeting of Council where the agenda has not already been
 determined with a recommendation for notation.
- Petitions lodged with Council, with less than 100 signatures, will not be placed on a Council
 meeting agenda and will be managed internally by staff. Councillors will be provided with a copy
 of these petitions informally for their information.
- Council shall consider the petition and a Councillor will need to move a motion, which will be required to be seconded, to either note the petition as recommended or to act on the petition in some way.
- Petitions lodged as part of a public consultation or exhibition process shall be accepted as a submission to that process and will not be dealt with separately.
- Only the person who has lodged the petition and has included their contact details on the lodgement form will be advised of the outcome of Council's deliberations.

Signatories on a petition must be made aware that their details provided could be a public record should the petition form part of a public Council document.

3. RESPONSIBILITIES AND AUTHORITIES

Group Manager Governance

REFERENCES

This policy is based on the procedures and practices of the NSW Parliament in dealing with petitions. An extract from NSW Legislative Assembly - Standing Orders - Petitions is included as Appendix 2.

DEFINITIONS

Petition: A petition is a request made to Council seeking a particular action

PROCESS OWNER

Group Manager Governance

AMENDMENTS

Nil

Petitions Page 2 of 6
UNCONTROLLED IF PRINTED

APPENDIX 1 - PETITION To the Councillors of Port Macquarie-Hastings Council

The Petition of the residen	ts of the Port Macquarie-Hastings Council	
Brings to the attention of the	he Council	
[Briefly state the circumstathe Council.]	nnces of the issue that the petitioners wish	
The undersigned petitioner	rs therefore ask the Council to	
[Outline the action that the	e Council should, or should not, take.]	
Lodged by:	Contact Phone	
Address:		
Email:		
You acknowledge that any considered by Council.	information provided below may be a pub	ic record when
Name	Address	Signature

Petitions Page 3 of 6 UNCONTROLLED IF PRINTED

ıbsequent page	es of a petition must repeat the requ	est from the first page of the petition
e undersigned p	petitioners ask the Council to	
outline the action	n that the Council should, or should i	not. take.1
	that any information provided below	
onsidered by Cou		rmay be a public record when
Name	Address	Signature

Petitions Page 4 of 6 UNCONTROLLED IF PRINTED

APPENDIX 2 - STANDING ORDERS - NSW LEGISLATIVE ASSEMBLY - PETITIONS - as at July 2020

Standing Orders—New South Wales Legislative Assembly

CHAPTER 9			
PETITIONS			
119. A petition must be lodged with the Clerk by 12 noon on the day it is to be reported to the House.			
120. A petition must bear the Clerk's certification that it is in conformity with the Standing Orders.			
121. A petition must:			
(1) Be legible and contain no alterations.			
(2) Be in English or be accompanied by a translation certified to be			
correct by the lodging Member.			
original signatures on sheets containing the petition or the request and they must not be pasted on or otherwise transferred to the petition.			
A petitioner unable to write may affix their mark in the presence of a witness who shall list their own name and address as well as the name and address of the petitioner.			
 (5) Contain at least one signature on the same sheet as the request. (6) Be respectful, decorous, and temperate in its language, and not contain irrelevant statements. 			
(7) If from a corporation, be made under its common seal.(8) Be received only as the petition of the parties signing the same.			
122. A petition must not:			
(1) Have letters, affidavits, or other documents attached to it, except if it is a petition for a private bill.			
(2) Make reference to any debate in Parliament.			
(3) Be lodged by a Member who has signed the petition as a petitioner.			
	PETITIONS 119. A petition must be lodged with the Clerk by 12 noon on the day it is to be reported to the House. 120. A petition must bear the Clerk's certification that it is in conformity with the Standing Orders. 121. A petition must: (1) Be legible and contain no alterations. (2) Be in English or be accompanied by a translation certified to be correct by the lodging Member. (3) Contain the request of the petitioner(s). (4) Contain the names and addresses of the petition or the request and they must not be pasted on or otherwise transferred to the petition. A petitioner unable to write may affix their mark in the presence of a witness who shall list their own name and address as well as the name and address of the petitioner. (5) Contain at least one signature on the same sheet as the request. (6) Be respectful, decorous, and temperate in its language, and not contain irrelevant statements. (7) If from a corporation, be made under its common seal. (8) Be received only as the petition of the parties signing the same. 122. A petition must not: (1) Have letters, affidavits, or other documents attached to it, except if it is a petition for a private bill. (2) Make reference to any debate in Parliament.		

Procedure for lodgement and	123. The procedure for the lodging and presentation of a petition is as follows:	
presentation	(1) The Member must be acquainted with the contents of the petition.	
	(2) The Member must ensure that the petition is in conformity with the Standing Orders.	
	(3) The Member must sign the front sheet and, if applicable, certify that the petition has been signed by 500 or more persons.	
	(4) The petition may be lodged for presentation with the Clerk.	
	(5) In the House the Clerk shall announce that petitions have been received.	
	(6) The terms of the petition presented shall be printed in Hansard and in the Votes and Proceedings.	
	(7) No discussion upon the subject matter of a petition shall be allowed, except by way of substantive motion.	
		3 July 2009
Petitions deemed to have been received	have been moved on the next sitting day (not being a Friday), is agreed to, without	
Referral to Minister	125.	
and response	(1) A copy of every petition lodged with the Clerk and received by the House shall be referred by the Clerk to the Minister responsible for the administration of the matter which is the subject of the petition.	
	(2) The Minister must lodge a response with the Clerk within 35 calendar days of a petition being received by the House if that petition has been signed by 500 or more persons.	
	(3) The receipt of the response shall be reported to the House by the Clerk and a copy of the response sent to the Member who lodged	
	the petition. The response shall also be published.	

Petitioning the Parliament

The following link provided details regarding petitions in the Legislative Assembly and Legislative Council. Both have similar requirements and both require a petition in writing.

https://www.parliament.nsw.gov.au/about/getinvolved/Pages/Petition-the-Parliament.aspx



Monthly Investment Report October 2020



Imperium Markets Pty Ltd ABN: 87 616 579 527
Authorised Representative of Libertas Financial Planning Pty Ltd AFSL 429 718
Phone: +61 2 9053 2987

Email: michael.chandra@imperium.markets
Level 13, 333 George Street, Sydney NSW 2000



Executive Summary

Compliance

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

Performance

As at 31/10/2020	1m (actual)	1m (% p.a.)	FYTD (actual)	FYTD (% p.a.)
AusBond Bank Bill Index	0.01%	0.13%	0.04%	0.11%
Council's Portfolio^	0.18%	2.09%	0.76%	2.26%
Outperformance	0.17%	1.96%	0.72%	2.15%

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

Impact of COVID-19 to Council's Portfolio

COVID-19 has adversely impacted financial markets, which in turn, has also affected Council's investment portfolio. We provide a quick summary in this section.

With regards to financial markets, of importance was the RBA cutting interest rates twice in March 2020, taking the official cash rate down to a record low of 0.25%. Shares (equities) experienced a significant correction in March but recovered substantially due to the unprecedented fiscal and monetary policy support from global central banks and governments, as well as pricing in an early distribution of a vaccine. Global equity markets suffered another selloff in September and October as investors remained nervous due to the rising infections in the US and Europe, and the lack of clarity with regards to the timing of additional fiscal stimulus measures in the US.

With regards to the medium-longer term outlook for financial markets, of importance is the RBA's outlook and stance on the current situation:

- 1. The RBA's official cash rate will remain unchanged at its emergency level of 0.25% until its objectives of full employment and inflation are reached;
- 2. The extension of the Term Funding Facility (TFF) until 30 June 2021, allowing all ADIs to access cheap funding directly from the RBA at a cost of 0.25% for 3 years (the facility was increased from an original \$90bn to \$200bn);
- 3. RBA Governor Lowe has commented that he has not seen any signs of stress in the financial system from this crisis because unlike the GFC, the banks have cash and are well capitalised. He also suggested that Australia had "fantastic fundamentals" and had so far been effective at containing the virus and providing policy stimulus;

Monthly Investment Report: October 2020



4. The RBA Board expects rates would be low "for a very long period of time" and has continued to suggest they could ease policy further by cutting the cash rate, 3-year yield target and TFF rate by 15bp to 0.10% (from 0.25%), as early as 3rd November.

The biggest impact to Council's investment portfolio is with regards to its largest exposure being assets held in bank term deposits, which accounts for around ~94% of Council's total investment, and cash (~5% of the total investment portfolio). The biggest risk that PMHC faces over the medium-longer term in this environment is not the potential loss of capital (given all the banks are well capitalised and regulated by APRA), but the rapid loss of interest income as interest rates have plummeted.

Council's term deposit portfolio was yielding 2.14% p.a. at month-end, with a weighted average duration of around 542 days or 1½ years. This average duration will provide some income protection against the low interest rate environment over the next 18 months. As existing deposits mature however, they will inevitably be reinvested at much lower prevailing rates.

We note the current interest rates in the term deposit market:

- The highest deposit rate from any rated ADI in the market is now 1.20% p.a. for 5 years;
- The highest deposit rates amongst the "AA-" rated ADIs (major banks) is now yielding between 0.55%-0.90% p.a. (depending on term);
- The highest deposit rates amongst the "A" rated ADIs was yielding between 0.80%-1.20% p.a. (depending on term);
- The highest deposit rates amongst the "BBB" and unrated ADIs was yielding between 0.65%-1.00% p.a. (depending on term).

Given official rates have fallen to record lows, Council is likely to see a rapid decline in interest income over future financial years. Its budgeted income over the <u>medium-longer term</u> needs to be revised to reflect the low interest rate environment. Returns between 0.60%-1.00% p.a. may potentially be the "norm" over the next few financial years.

Monthly Investment Report: October 2020



Council's Portfolio

Asset Allocation

The portfolio is predominately directed to fixed term deposits (94.00%). The remainder of the portfolio is directed to the overnight cash account with Westpac (5.04%) and the single FRN with Bendigo-Adelaide (0.96%).

We would consider increasing the allocation to liquid senior floating rate notes (FRNs), if there are any remaining attractive securities in the primary or secondary market. This will not only offer additional upside with regards to the portfolio's investment returns, but also provide additional liquidity (FRNs are saleable – generally accessible within 2 business days). FRNs are also dominated by the higher rated ADIs which allows Council to maintain a bias towards the higher rated banks.

With the RBA flagging the possibility of a further interest rate cut, the priority should be to lock in any attractive medium-longer dated fixed deposits that may still be available to address reinvestment risk.



Term to Maturity

All maturity limits (minimum and maximum) comply with the Investment Policy. Medium-Term (3-5½ years) assets account for around 11% of the total investment portfolio, with capacity of around \$91m at month-end.



Monthly Investment Report: October 2020



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

Compliant	Horizon	Invested (\$)	Invested (%)	Min. Limit (%)	Max. Limit (%)	Available (\$)
√	0 - 365 days	\$142,538,279	44.81%	0%	100%	\$175,547,775
✓	1 - 3 years	\$139,500,000	43.86%	0%	70%	\$83,160,238
✓	3 - 5.5 years	\$36,047,775	11.33%	0%	40%	\$91,186,647
✓	5.5 - 10 years	\$0	0.00%	0%	10%	\$31,808,605
		\$318,086,054	100.00%			

Counterparty

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

Compliant	Issuer	Rating	Invested (\$)	Invested (%)	Max. Limit (%)	Available (\$)
✓	NAB	AA-	\$53,000,000	16.66%	30.00%	\$42,425,816
✓	WBC (St George)	AA-	\$72,538,279	22.80%	30.00%	\$22,887,537
✓	Rabobank	A+	\$13,000,000	4.09%	20.00%	\$50,617,211
✓	ICBC Sydney	Α	\$58,500,000	18.39%	20.00%	\$5,117,211
✓	ING Bank Aus.	Α	\$17,500,000	5.50%	20.00%	\$46,117,211
✓	Aus Military Bank	BBB+	\$7,500,000	2.36%	10.00%	\$24,308,605
✓	BOQ	BBB+	\$30,000,000	9.43%	10.00%	\$1,808,605
✓	Bendigo	BBB+	\$3,047,775	0.96%	10.00%	\$28,760,830
✓	AMP Bank	BBB	\$9,000,000	2.83%	10.00%	\$22,808,605
✓	Auswide	BBB	\$24,000,000	7.55%	10.00%	\$7,808,605
✓	MyState	BBB	\$13,000,000	4.09%	10.00%	\$18,808,605
✓	Newcastle PBS	BBB	\$17,000,000	5.34%	10.00%	\$14,808,605
			\$318,086,054	100.00%		

In September 2020, ratings agency **S&P downgraded AMP Bank by one notch to "BBB"** stating its view that "the overall creditworthiness of the AMP group is weaker" and that "the group is exposed to challenges that may disrupt its overall strategic direction and its ability to effectively execute its strategy."

Separately, Moody's downgraded MyState Bank's long-term credit rating from Baa1 (BBB+ equivalent from S&P) to Baa2 (BBB equivalent from S&P). The downgrade reflects the bank's lower financial buffers in a more challenging operating environment when compared to its peers. Moody's acknowledged though that the bank's capital ratio remained steady during the 2020 financial year.

We have no issues with Council's investments with both AMP Bank and MyState, given they are super-senior ranked assets, extremely low risk and high up the bank capital structure.

Monthly Investment Report: October 2020



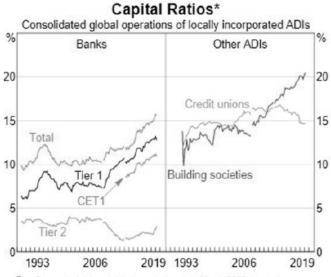
We remain supportive of the regional and unrated ADI sector (and have been even throughout the GFC period). They continue to remain solid, incorporate strong balance sheets, while exhibiting high levels of capital – typically, much higher compared to the higher rated ADIs. Some unrated ADIs have up to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

RBA Governor Lowe has recently commented that they have not seen any signs of stress in the financial system and that unlike during the GFC, the banks (all ADIs) now have cash, are well capitalised and are acting as "shock absorbers" in the current crisis.

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

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

The biggest single risk that depositors face in the current low interest rate environment is not capital or credit risk, but reinvestment risk. <u>Interest rates are now at their effective lower bound of 0.25%</u> and could potentially drop to 0.10% as early 3rd November.



Per cent of risk-weighted assets; break in March 2008 due to the introduction of Basel II for most ADIs; break in March 2013 due to the introduction of Basel III for all ADIs

Source: APRA

Monthly Investment Report: October 2020



Fossil Fuel Investments

What is Council's current exposure to institutions that fund fossil fuels?

Using the following link http://www.marketforces.org.au/banks/compare, based on the Council's investment portfolio balance as at 31/10/2020 (\$318.09m), we can roughly estimate that ~57% of the investments have some form of exposure.

How would Council modify its Investment Policy to cater for divestment of fossil fuels?

If the major banks were withdrawn from investments, some members of the community may look at that remaining list of ADIs (banks) and say "Why the do we have all our money with those no-name institutions? I've never even heard of them. We don't want to take risks with our money after councils lost \$100's of millions speculating in the GFC". It will be difficult to please everyone. We suggest starting the discussion with all Councillors asking "are you comfortable investing all the money with the lower rated regionals and credit unions?" If not, then a full divestment campaign will be complicated.

Some ways to potentially 'make changes' to the policy, or at least have a discussion, includes:

- "Where possible within policy and without compromising the risk and return profile, we favour..."
- "We have not yet made a decision to divest because it will have implications on credit quality, ratings and income, but we are actively discussing..."

What would be implications on our portfolio credit rating?

By adopting a free fossil fuel policy or an active divestment strategy, this would eliminate the major banks rated "AA-" as well as some other "A" rated banks (AMP, BoQ and ING). Council would be left with a smaller sub-sector of banks to choose to invest with.

What would be risks and implications on Council's portfolio performance?

Some implications include:

- High concentration risk limiting Council to a selected number of banks;
- Increased credit/counterparty risk;
- May lead to a reduction in performance (most of the senior FRN issues are with the higher rated ADIs) which could result in a significant loss of income generated – could be in excess of hundreds of thousands of dollars per annum;
- Underperformance compared to other Councils.

It may actually be contrary to Council's primary objective to preserve capital as the investment portfolio's risk would increase (all things being equal). Council may not be maximising its returns – this is one of the primary objectives written in the Investment Policy.

Monthly Investment Report: October 2020



Council's exposure is summarised as follows:

Counterparty	Credit Rating	Funding Fossil Fuel
NAB	AA-	Yes
WBC (St George)	AA-	Yes
Rabobank	A+	No
ICBC, Sydney	Α	No
ING Bank Australia	Α	Yes
Australian Military	BBB+	No
BoQ	BBB+	Yes
Bendigo-Adelaide	BBB+	No
AMP Bank	BBB	Yes
Auswide	BBB	No
MyState Bank	BBB	No
Newcastle Permanent	BBB	No

^{^^}The underlying exposure in these managed funds includes the domestic major banks.
Source: https://www.marketforces.org.au/info/compare-bank-table/

Summary	Amount	Invested %
Yes	\$182,038,279	57%
No	\$136,047,775	43%
	\$318,086,054	100%



Credit Quality

The portfolio remains lightly diversified from a credit ratings perspective. The portfolio is entirely directed to the investment grade ADIs (BBB- or higher), with zero allocation to unrated ADIs. There is high capacity to invest in the higher rated ADIs (A or higher), particularly after the downgrades of BoQ and Bendigo-Adelaide Bank in May 2017, as well as AMP Bank over the past 12 months, which now all fall into the "BBB" rated category.

Following the adoption of a new policy, there is now more capacity to invest with the "BBB" rated ADIs (~\$7.8m remaining at month-end), although most ADIs in this sector are currently full on liquidity due to the combination of minimal credit growth (loans being written) and the term funding facility (TFF) provided by the RBA (access to cheap funding).

If there are any attractive deposits being offered in the "BBB" rated sector (outside of BoQ, which Council is close to maximum limits), we will inform Council to take advantage and invest accordingly.

All ratings categories are within the current Policy limits:

Compliant	Credit Rating	Invested (\$)	Invested (%)	Max. Limit (%)	Available (\$)
√	AA Category	\$125,538,279	39.47%	100%	\$192,547,775
✓	A Category	\$89,000,000	27.98%	60%	\$101,851,633
✓	BBB Category	\$103,547,775	32.55%	35%	\$7,782,344
✓	Unrated ADIs	\$0	0.00%	5%	\$15,904,303
		\$318,086,054	100.00%		



Performance

Council's performance for the month ending 31 October 2020 is summarised as follows:

Performance	1 month	3 months	6 months	FYTD	1 year
Official Cash Rate	0.02%	0.06%	0.13%	0.08%	0.42%
AusBond Bank Bill Index	0.01%	0.03%	0.05%	0.04%	0.51%
Council's T/D Portfolio	0.18%	0.56%	1.18%	0.76%	2.50%
Council's FRN Portfolio	0.09%	0.26%	0.58%	0.36%	1.47%
Council's Portfolio^	0.18%	0.56%	1.17%	0.76%	2.49%
Outperformance	0.16%	0.53%	1.12%	0.72%	1.98%

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

For the month of October, the portfolio (excluding cash) provided a solid return of +0.18% (actual), outperforming the benchmark AusBond Bank Bill Index return by +0.16% (actual). The strong performance continues to be driven by the handful of deposits still yielding above 3% p.a. However, some of these individual deposits are approaching maturity and will be reinvested at much lower prevailing rates.

Over the past 12 months, the portfolio returned +2.49% p.a., outperforming bank bills by 1.98% p.a. and around five times the official cash rate. This has been very strong given deposit rates reached their all-time lows and margins have generally contracted over the past 3 years.

We are pleased that PMHC remains amongst the best performing Councils in the state of NSW where deposits are concerned, earning on average, more than \$1,900,000 in additional interest income compared to its peers (refer to our August 2020 rankings). We have been pro-active in our advice about protecting interest income and addressing reinvestment risk for many years and encouraged to maintain a long duration position. This is now reflected by the high performance of the investment portfolio. Of the 76 individual deposits PMHC held, 23 are still yielding higher than 3.00% p.a. That is, around 30% of outstanding deposits held is earning an interest rate that is twelve times the prevailing cash rate of 0.25%.

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



Council's Term Deposit Portfolio & Recommendation

As at the end of October 2020, Council's deposit portfolio was yielding 2.14% p.a. (down 6bp from the previous month), with an average duration of ~1½ years. Where possible, we recommend Council extends or at least maintains this average duration. In the low interest rate environment, the biggest collective risk that the local government sector has faced over the post-GFC era has been the dramatic fall in interest rates - from 7½% to the historical low levels of 0.25% (and potentially lower).

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

At the time of writing, we see value in:

ADI	LT Credit Rating	Term	T/D Rate
ICBC, Sydney	А	5 years	1.20% p.a.
ICBC, Sydney	А	4 years	1.05% p.a.
NAB	AA-	5 years	0.90% p.a.
ICBC, Sydney	А	3 years	0.90% p.a.
BoQ	BBB+	5 years	0.90% p.a.
BoQ	BBB+	4 years	0.85% p.a.
ICBC, Sydney	А	2 years	0.80% p.a.
BoQ	BBB+	3 years	0.75% p.a.
BoQ	BBB+	2 years	0.65% p.a.

The above deposits are suitable for investors looking to provide some income protection and mitigate reinvestment/rollover risk in the low interest rate environment.

For terms under 12 months, we believe the strongest value is currently being offered by the regional ADIs (dependent on daily funding requirements):



ADI	LT Credit Rating	Term	T/D Rate
AMP	BBB	12 months	^0.80% p.a.
AMP	BBB	6-11 months	^0.75% p.a.
Judo Bank	Unrated ADI	12 months	~0.70% p.a.
Judo Bank	Unrated ADI	9 months	~0.65% p.a.
BoQ	BBB+	9-12 months	0.60% p.a.
MyState	BBB+	12 months	0.60% p.a.

AMPT/Ds – these are grossed up rates which includes a 0.20% p.a. rebated commission from Imperium Markets

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

ADI	LT Credit Rating	Term	T/D Rate
СВА	AA-	12 months	~0.57% p.a.
ICBC, Sydney	А	12 months	~0.55% p.a.
NAB	AA-	12 months	0.54% p.a.
Westpac	AA-	12 months	~0.54% p.a.
NAB	AA-	3-9 months	0.50% p.a.



Senior FRNs & Recommendations

Over October, amongst the senior major bank FRNs, physical credit securities tightened significantly (valuations rose) by around 22bp at the longer-end of the curve, on expectations the RBA would provide more easing measures which includes buying longer-dated bonds. Those investors that require liquidity with a domestic major bank (highly rated) and can roll down the curve should invest in 5 year terms over 3 year terms (or shorter), given the ability to lock in capital gains in subsequent years.

A new 5 year senior major bank FRN would now be issued around +40bp, appearing expensive on a historical basis. We expect minimal primary issuance from the domestic banks in the immediate future given the RBA's \$200bn term funding facility (TFF) to the ADIs, offering a rate of 0.25% (which is likely to be reduced to 0.10% shortly) for 3 years, and has now been extended to June 2021. The lack of supply from new (primary) issuances has played a major role with the rally in credit markets over recent months.

During the month, United Overseas Bank (AA-) issued a 5 year benchmark issue at +59bp, initially tightening from guidance of +64bp, printing \$750m.

Amongst the "A" and "BBB" rated sector, the senior securities were marked around 13-20bp wider over October. During the month, Mizuho Sydney Branch (A) issued a 3 year benchmark issue at +53bp, initially tightening from guidance of +65bp, reflecting the high demand and minimal issuance. It was over two times oversubscribed with the deal printing \$700m. Meanwhile, Bank of China, Sydney Branch (A) and Bank of China (Australia) Ltd (A-) both issued new 3 year deals at +78bp and +83bp respectively.

While turnover in the secondary market is still predominately dominated by the major banks, given the lack of supply, we have started to observe that even a handful of regional bank senior paper has sometimes been trading inside "mid" levels over recent months.

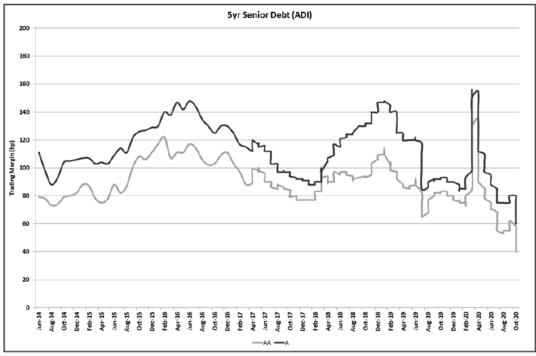
Credit margins are now trading very tight on a historical level and look expensive. FRNs will continue to play a role in investor's portfolios mainly on the basis of their liquidity and the ability to roll down the curve and gross up returns over ensuing years (in a relatively stable credit environment).

Senior FRNs (ADIs)	31/10/2020	30/09/2020
"AA" rated – 5yrs	+40bp	+62bp
"AA" rated – 3yrs	+22bp	+38bp
"A" rated – 5yrs	+60bp	+80bp
"A" rated – 3yrs	+41bp	+55bp
"BBB" rated – 3yrs	+70bp	+83bp

Source: IBS Capital

Monthly Investment Report: October 2020





Source: IBS Capital

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

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

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

In late August 2019, Council placed a bid of \$3m into the new Bendigo (BBB+) 5 year FRN at +97bp maturing 06/09/2024 (ISIN: AU3FN0050019). This FRN should be viewed as a 4 year holding period, with the ability to 'roll down the curve', realise capital gains which would boost the overall return of the investment portfolio. The security was marked around +55bp (from +69bp the previous month) or a capital price ~\$101.59 at month-end. We recommend Council holds this FRN.



Economic Commentary

International Market

October saw some risk aversion with global equity markets parring back some of their gains experienced from previous months. Equity markets have almost entirely ignored the coronavirus and its economic impacts, pricing in a rapid V-shaped recovery and an early distribution of a vaccine.

In the US, the S&P 500 fell -2.77%, while the NASDAQ lost -2.29%. Across the main European markets, Germany's DAX plunged -9.44%, UK's FTSE lost -4.92% and France's CAC by -4.36%.

The US unemployment rate fell by 0.5% to 7.9% in September, which was partially driven by the 0.3% drop in the participation rate. To date, just over half (11.4 million) of the jobs lost since the pandemic first hit the US, have been recovered.

The FOMC Minutes hinted that the Fed is willing to do more if necessary and opens the door to post-election easing if necessary. The Minutes noted that "many" participants had "assumed additional fiscal support and that if future fiscal support was significantly smaller or arrived significantly later than they expected, the pace of the recovery could be slower than anticipated".

US House Leader Pelosi said stimulus talks had come to an "impasse", while Senate Republicans have pushed back on the White House's US\$1.8 trillion proposal. A stimulus deal only now appears likely to be completed after the November 3 election.

Tough social restrictions were imposed in many European cities, with the virus infection rates in countries including France, Spain, the Netherlands, Belgium and the UK rising to be above 250 per million, higher than the US during its July peak.

The International Monetary Fund (IMF) upgraded its global growth forecasts, seeing GDP now shrink by "only" -4.4% this year compared to the -5.2% projected in June, with the Chief Economist describing the recovery as a "long, uneven and uncertain ascent".

China's August industrial profits were reported up a healthy +19.1% versus +19.6% in July (back in March, close to the peak of China's covid-19 lockdowns, they were -35% y/y). **Q3 GDP for China grew** by +4.9% on an annual basis (or +2.7% q/q), following +3.2% growth in the second quarter. Retail sales grew +3.3% in September from a year earlier, posting the fastest growth since December 2019.

RBNZ's Orr also reiterated the RBNZ is set to ease policy next year and talked up the merits of negative interest rates, saying they "can be highly effective and highly efficient".

The MSCI World ex-Aus Index fell -3.20% for the month of October:

Index	1m	3m	1yr	3yr	5yr	10yr
S&P 500 Index	-2.77%	-0.04%	+7.65%	+8.29%	+9.48%	+10.70%
MSCI World ex-AUS	-3.20%	-0.48%	+3.02%	+4.22%	+6.20%	+6.74%
S&P ASX 200 Accum. Index	+1.93%	+0.98%	-8.15%	+4.09%	+6.80%	+6.94%

Source: S&P, MSCI

Monthly Investment Report: October 2020



Domestic Market

The RBA kept monetary policy unchanged in its October meeting but strengthened its easing bias, clearing the way for cut on 3rd November. The final paragraph in its statement revealed it "continues to consider how additional monetary easing could support jobs as the economy opens up further".

The Government delivered its budget with an underlying cash deficit for 2020-21 expected to be appropriately \$213.7bn (11.0% of GDP). Gross debt is expected to be \$872bn (44.8% of GDP) in 2020-21 and peak at 55% of GDP in 2025-26. Some of the notable highlights from the budget included bringing forward and backdating the Stage 2 Income Tax Cuts to July 2020, which is worth \$12.5bn in 2020-21, as well as asset write-offs and tax offsets to businesses with turnover less than \$5bn.

Residential building approvals fell -1.6% m/m in August with the level of approvals remaining near 2012 levels. The decline was solely driven by apartments which fell a sharp -11%, while detached housing rose +4.8%.

Retail sales in August fell -4.0% m/m, close to the consensus estimate of -4.2%. Excluding Victoria (which was under lockdown), retail sales fell by a much smaller -1.3% m/m.

Employment fell -29.5k in September with a clear drag from Victoria's second lockdown offsetting the recovery being experienced in other states. **The unemployment rate rose to 6.9% (from 6.8%)**, with the overall participation rate remaining unchanged at 64.8% (although it dropped significantly in VIC).

Headline CPI rose by a sharp +1.6% q/q in Q3, following Q2's record fall of -1.9% q/q. The rise in Q3 was driven by the end of temporary free childcare and other subsidies, and a rebound in petrol prices. Annual inflation is now back into positive territory at +0.7%. The trimmed mean CPI rose +0.4% in Q3, keeping annual inflation at +1.2% y/y.

The government announced a \$800m digital technology package; around \$680m will go to upgrading government IT infrastructure and \$120m for helping private businesses digitise.

The Australian dollar finished -0.90% lower at US70.44 cents (from US71.08 cents the previous month).

Credit Market

The main global credit indices were mixed over October, with spreads tightening in the US and Europe on the back of rising infection rates. Conversely, the credit index in Australia tightened. The indices now trade back to their levels experienced earlier this year (February 2020):

Index	October 2020	September 2020
CDX North American 5yr CDS	66bp	59bp
iTraxx Europe 5yr CDS	65bp	59bp
iTraxx Australia 5yr CDS	71bp	76bp

Source: Markit

Monthly Investment Report: October 2020



Fixed Interest Review

Benchmark Index Returns

Index	October 2020	September 2020
Bloomberg AusBond Bank Bill Index (0+YR)	+0.01%	+0.01%
Bloomberg AusBond Composite Bond Index (0+YR)	+0.28%	+1.08%
Bloomberg AusBond Credit FRN Index (0+YR)	+0.32%	+0.02%
Bloomberg AusBond Credit Index (0+YR)	+0.56%	+0.48%
Bloomberg AusBond Treasury Index (0+YR)	+0.12%	+1.28%
Bloomberg AusBond Inflation Gov't Index (0+YR)	-0.09%	+1.39%

Source: Bloomberg

Other Key Rates

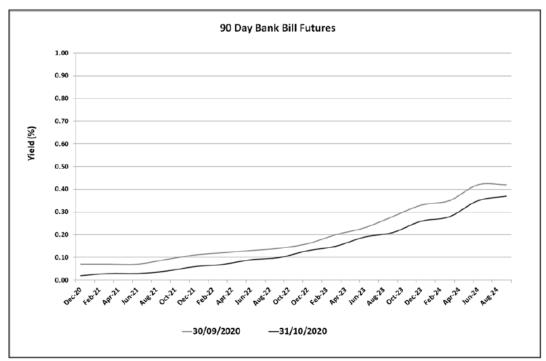
Index	October 2020	September 2020
RBA Official Cash Rate	0.25%	0.25%
90 Day (3 month) BBSW Rate	0.06%	0.09%
3yr Australian Government Bonds	0.13%	0.17%
10yr Australian Government Bonds	0.83%	0.84%
US Fed Funds Rate	0.00%-0.25%	0.00%-0.25%
10yr US Treasury Bonds	0.88%	0.69%

Source: RBA, AFMA, US Department of Treasury



90 Day Bill Futures

Over October, bill futures fell across the board after the RBA continued to signal further monetary policy easing. This includes cutting the official cash rate, 3 year target yield and the Term Funding Facility (TFF) to 10bp (from 25bp) and additional quantitative easing (QE) measures, likely targeting longer-dated bonds.



Source: ASX



Fixed Interest Outlook

The US Fed has reiterated it is committed to "using its full range of tools to support the US economy" and has signalled it is not considering raising interest rates at least until the end of 2023, as highlighted by its latest 'dot plots'. The Fed has indicated it is willing to do more if necessary and opened the door to post-election easing if necessary.

The futures market pushed back expectations of the next Fed rate hike after it announced it aims to achieve a "moderately above 2% inflation for some time". The futures market does however continue to price in the possibility that the US Fed may need to take rates into negative territory over the next 6-12 months (factoring in around a 15% chance by end of June 2021, although the Fed remains adamant this is not required).

Domestically, the RBA has signalled it is considering additional policy easing measures. This includes cutting the official cash rate, 3 year target yield and the Term Funding Facility (TFF) to 0.10% (from 0.25%) and potentially quantitative easing (QE), targeted at longer-dated yields.

Their longer-term forward guidance is to keep committing the official cash rate unchanged (0.25%) or at potentially lower levels (0.10%) until there is a sustainable recovery and its economic objectives of full employment (unemployment rate of 4.5%-5.0%) and target inflation (2-3%) are on track.

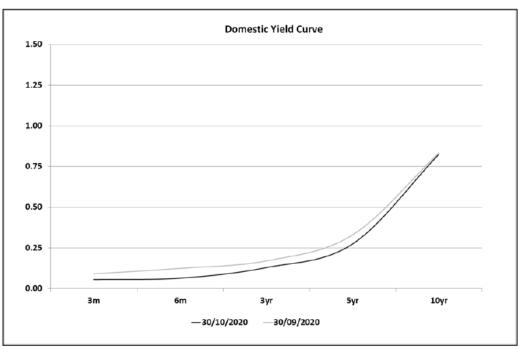
Deputy RBA Governor Debelle has suggested that it would be "more than three years before sufficient progress was being made towards full employment to be confident that inflation will be sustainably within the target band" and that it is "highly unlikely that the cash rate will be raised over that time horizon".

RBA Governor Lowe has commented that unlike during GFC, the banks have cash and are well capitalised, and that they are not seeing any signs of stress in the financial system.

For now, the RBA is not contemplating adopting negative rates, indicating this would be "extraordinarily unlikely", citing the mixed empirical evidence on negative rates. In the short-term, it would be effective in lowering the exchange rate, but in the medium term, "their effectiveness can wane including through the effect on the financial system. Negative rates can also encourage more saving".

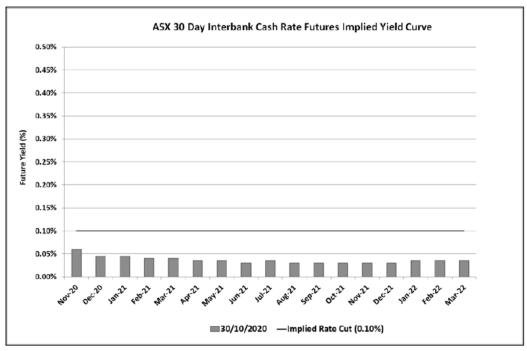
The domestic bond market continues to suggest a 'lower-for-longer' period of interest rates. Over the month, yields fell up to 6bp at the long-end, with 10-year government bond yields finishing at 0.83%:





Source: AFMA, ASX, RBA

The futures market was pricing in around an 84% chance that the RBA would cut interest rates to 0.10% (from 0.25%) on the 3rd November:



Source: ASX

Monthly Investment Report: October 2020



Disclaimer

Imperium Markets provides fixed income investment advisory services and a financial market platform through which clients and fixed income product providers may transact with each other.

The information in this document is intended solely for your use. The information and recommendations constitute judgements as of the date of this report and do not consider your individual investment objectives and adopted policy mandate.

Imperium Markets monitors the entire fixed income investible universe and recommends the best rate available to us, regardless of whether a product provider uses our market platform. You are responsible for deciding whether our recommendations are appropriate for your particular investment needs, objectives and financial situation and for implementing your decisions. You may use our platform to transact with your chosen product providers.

Imperium Markets charges a flat fee for our investment advice. Any commissions received are rebated to clients in full. If you choose a product provider who uses our market platform, the product provider pays us 1bp p.a. funding fee (pro-rated for the term of investment) of the value of the investments transacted.

Monthly Investment Report: October 2020



Investment Report

01/10/2020 to 31/10/2020

Page 2 / 6



Portfolio Valuation as at 31/10/2020

Issuer	Rating	Туре	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
ICBC Sydney Branch	٩	Ω	GENERAL	Annual	13/11/2018	10/11/2020	2.9300	5,000,000.00	142,084.93	12,442.47
ICBC Sydney Branch	4	9	GENERAL	Annual	05/12/2018	08/12/2020	2.8600	2,000,000.00	52,028.49	4,858.08
ICBC Sydney Branch	A	Ω	GENERAL	Annual	14/12/2018	15/12/2020	2.8900	6,000,000.00	152,496.99	14,727.12
Westpac	AA-	D	GENERAL	Quarterly	17/12/2019	17/12/2020	1.4600	6,000,000.00	10,800.00	7,440.00
ВОО	88B+	DT.	GENERAL	Annual	24/01/2017	25/01/2021	3.6500	2,000,000.00	56,400.00	6,200.00
Westpac	AA-	DT.	LOCAL BRANCH	Annual	21/02/2017	22/02/2021	3.3900	2,000,000.00	47,181.37	5,758.36
ICBC Sydney Branch	Ø	1	GENERAL	Annual	27/02/2020	26/02/2021	1.3900	2,500,000.00	23,610.96	2,951.37
ВОО	88B+	DT.	GENERAL	Annual	10/03/2016	10/03/2021	3.8000	3,000,000.00	73,709.59	9,682.19
ING Direct	٧	D T	GENERAL	Annual	20/02/2019	16/03/2021	2.8200	2,000,000.00	39,402.74	4,790.14
Westpac	AA-	D	GENERAL	Quarterly	22/03/2018	23/03/2021	3.0200	4,000,000.00	13,238.36	10,259.73
Westpac	AA-	D	GENERAL	Quarterly	22/05/2018	25/05/2021	3.1000	4,000,000.00	23,441.10	10,531.51
AMP Bank	888	Ð	GENERAL	Annual	25/11/2019	25/05/2021	1.6000	5,000,000.00	74,958.90	6,794.52
AMP Bank	888	D T	GENERAL	Annual	29/11/2019	27/05/2021	1.6000	4,000,000.00	59,265.75	5,435.62
ВОО	BBB+	D	GENERAL	Annual	29/05/2019	31/05/2021	2.3000	3,000,000.00	29,490.41	5,860.27
Rabobank Australia Branch	A+	DT.	GENERAL	Annual	08/06/2017	07/06/2021	3.0200	5,000,000.00	59,986.30	12,824.66
Westpac	AA-	DT.	GENERAL	Quarterly	06/06/2018	15/06/2021	3.1000	3,000,000.00	14,013.70	7,898.63
NAB	AA-	TD	GENERAL	At Maturity	19/06/2020	21/06/2021	1.0000	4,000,000.00	14,794.52	3,397.26
NAB	AA-	Ð	GENERAL	Annual	03/07/2018	22/06/2021	3.0000	4,000,000.00	39,780.82	10,191.78

Page 3 / 6

Issuer	Rating	Туре	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
NAB	AA-	<u>و</u>	GENERAL	Annual	03/07/2018	06/07/2021	3.0000	3,000,000.00	29,835.62	7,643.84
Westpac	AA-	TD.	GENERAL	Quarterly	17/07/2018	13/07/2021	3.0400	5,000,000.00	5,413.70	5,413.70
NAB	AA-	TD	GENERAL	Annual	26/07/2018	20/07/2021	3.0400	4,000,000.00	32,315.62	10,327.67
Westpac	AA-	TD	LOCAL BRANCH	Annual	24/07/2019	23/07/2021	1.7500	4,000,000.00	19,178.08	5,945.21
NAB	AA-	TD	GENERAL	Annual	02/08/2018	03/08/2021	3.0700	5,000,000.00	37,428.77	13,036.99
ICBC Sydney Branch	Ą	TD	GENERAL	Annual	30/08/2019	30/08/2021	1.6200	5,000,000.00	13,758.90	6,879.45
NAB	AA-	DT.	GENERAL	At Maturity	31/08/2020	31/08/2021	0.8000	5,000,000.00	6,794.52	3,397.26
NAB	AA-	TD	GENERAL	Annual	31/08/2020	31/08/2021	0.8000	5,000,000.00	6,794.52	3,397.26
Westpac	AA-	TD	GENERAL	Quarterly	13/09/2018	14/09/2021	2.8800	5,000,000.00	18,936.99	12,230.14
NAB	AA-	TD	GENERAL	Annual	27/09/2018	28/09/2021	3.0500	5,000,000.00	14,205.48	12,952.05
Auswide Bank	888	TD	GENERAL	Annual	30/09/2019	30/09/2021	1.7500	4,000,000.00	6,136.99	5,945.21
Westpac	AA-	TD	GENERAL	Quarterly	13/09/2018	12/10/2021	2.8900	5,000,000.00	19,002.74	12,272.60
Auswide Bank	888	TD	GENERAL	Annual	23/10/2019	25/10/2021	1.6500	5,000,000.00	2,034.25	2,034.25
Auswide Bank	BBB	TD	GENERAL	At Maturity	25/11/2019	25/11/2021	1.7000	5,000,000.00	79,643.84	7,219.18
ICBC Sydney Branch	Ą	TD	GENERAL	Annual	05/12/2018	07/12/2021	3.0100	4,000,000.00	109,514.52	10,225.75
ICBC Sydney Branch	ď	DT.	GENERAL	Annual	16/12/2019	16/12/2021	1.5700	4,000,000.00	55,229.59	5,333.70
ING Direct	۷	D D	GENERAL	Annual	30/01/2020	31/01/2022	1.6500	5,000,000.00	62,383.56	7,006.85
Newcastle Permanent	888	Ð	GENERAL	Quarterly	07/02/2019	08/02/2022	3.0500	4,000,000.00	28,745.21	10,361.64
Westpac	AA-	TD	GENERAL	Annual	21/02/2017	21/02/2022	3.6100	2,000,000.00	50,243.29	6,132.05
NAB	AA-	TD	GENERAL	Annual	21/02/2017	21/02/2022	3.4600	5,000,000.00	120,389.04	14,693.15

Page 4 / 6

Issuer	Rating	Туре	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
ING Direct	¥	Ð	GENERAL	Annual	02/03/2020	02/03/2022	1.5000	5,000,000.00	50,136.99	6,369.86
ВОО	BBB+	QT	GENERAL	Annual	15/03/2017	15/03/2022	3.8000	2,000,000.00	47,890.41	6,454.79
Newcastle Permanent	888	1	GENERAL	Quarterly	12/03/2019	22/03/2022	2.9000	4,000,000.00	15,254.79	9,852.05
Newcastle Permanent	888	1	GENERAL	Annual	27/03/2019	29/03/2022	2.8000	5,000,000.00	84,000.00	11,890.41
Newcastle Permanent	888	9	GENERAL	Quarterly	18/04/2019	19/04/2022	2.7000	4,000,000.00	3,846.58	3,846.58
ВОО	BBB+	10	GENERAL	Annual	28/05/2019	30/05/2022	2.4000	4,000,000.00	41,293.15	8,153.42
Rabobank Australia Branch	4 +	ΔT	GENERAL	Annual	08/06/2017	07/06/2022	3.2200	5,000,000.00	63,958.90	13,673.97
Australian Military Bank	BBB+	TD	GENERAL	Annual	19/06/2020	20/06/2022	1.1500	2,000,000.00	8,506.85	1,953.42
Australian Military Bank	BBB+	1	GENERAL	Annual	19/06/2020	20/06/2022	1.1500	2,000,000.00	8,506.85	1,953.42
Westpac	AA-	DT D	GENERAL	Quarterly	23/06/2020	23/06/2022	1.0100	3,500,000.00	3,777.12	3,002.33
Australian Military Bank	BBB+	TD	GENERAL	Annual	23/06/2020	23/06/2022	1.0500	3,500,000.00	13,189.73	3,121.23
Westpac	AA-	TD	GENERAL	Quarterly	24/06/2020	24/06/2022	1.0200	5,000,000.00	5,309.59	4,331.51
NAB	AA-	ΔT	GENERAL	Annual	02/08/2018	02/08/2022	3.2200	4,000,000.00	31,406.03	10,939.18
NAB	AA-	TD	GENERAL	Annual	16/08/2018	16/08/2022	3.0500	4,000,000.00	25,402.74	10,361.64
ICBC Sydney Branch	A	TD	GENERAL	Annual	28/08/2019	29/08/2022	1.6400	5,000,000.00	14,602.74	6,964.38
Auswide Bank	888	DT.	GENERAL	At Maturity	06/09/2019	06/09/2022	1.8000	3,000,000.00	62,432.88	4,586.30
Westpac	AA-	DT.	LOCAL BRANCH	Annual	13/09/2017	13/09/2022	3.4100	3,000,000.00	13,453.15	8,688.49
Rabobank Australia Branch	+	DT	GENERAL	Annual	13/09/2017	13/09/2022	3.3800	3,000,000.00	13,334.79	8,612.05
Westpac	AA-	ΔT	GENERAL	Quarterly	29/09/2020	29/09/2022	0.7200	5,000,000.00	3,254.79	3,057.53
MyState Bank	888	Д	GENERAL	Annual	29/09/2020	29/09/2022	0.8500	5,000,000.00	3,842.47	3,609.59

Page 5 / 6

Issuer	Rating	Туре	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
Auswide Bank	888	2	GENERAL	Annual	30/09/2019	30/09/2022	1.7500	4,000,000.00	6,136.99	5,945.21
ICBC Sydney Branch	⋖	1	GENERAL	Annual	23/10/2019	24/10/2022	1.7000	3,000,000.00	1,257.53	1,257.53
ICBC Sydney Branch	Ą	TD	GENERAL	Annual	31/10/2019	31/10/2022	1.7300	5,000,000.00	473.97	473.97
ING Direct	⋖	10	GENERAL	Annual	27/02/2020	27/02/2023	1.6000	2,500,000.00	27,178.08	3,397.26
ВОО	88B+	1	GENERAL	Annual	28/05/2019	29/05/2023	2.5500	4,000,000.00	43,873.97	8,663.01
ВОО	BBB+	2	GENERAL	Annual	19/06/2020	19/06/2023	1.3500	2,000,000.00	9,986.30	2,293.15
ВОО	BBB+	1	GENERAL	Annual	27/06/2019	27/06/2023	2.2000	5,000,000.00	37,671.23	9,342.47
MyState Bank	BBB	10	GENERAL	Annual	14/09/2020	14/09/2023	0.9000	4,000,000.00	4,734.25	3,057.53
MyState Bank	BBB	TD	GENERAL	Annual	14/09/2020	14/09/2023	0.9000	4,000,000.00	4,734.25	3,057.53
ICBC Sydney Branch	∢	2	GENERAL	Annual	27/11/2019	27/11/2023	1.7600	00.000,000,0	98,367.12	8,968.77
ICBC Sydney Branch	∢	10	GENERAL	Annual	16/12/2019	18/12/2023	1.8100	4,000,000.00	63,672.33	6,149.04
Auswide Bank	BBB	10	GENERAL	Annual	02/03/2020	04/03/2024	1.7500	3,000,000.00	35,095.89	4,458.90
ВОО	BBB+	10	GENERAL	Annual	18/06/2020	18/06/2024	1.4500	3,000,000.00	16,208.22	3,694.52
ING Direct	⋖	Д	GENERAL	Annual	23/06/2020	24/06/2024	1.2500	3,000,000.00	13,458.90	3,184.93
Bendigo and Adelaide	BBB+	FRN	GENERAL	Quarterly	06/09/2019	06/09/2024	1.0600	3,047,775.00	4,791.78	2,700.82
ВОО	88B+	1	GENERAL	Annual	27/09/2019	27/09/2024	2.0000	2,000,000.00	3,726.03	3,397.26
NAB	AA-	Д	GENERAL	Annual	16/10/2020	16/10/2024	0.8000	5,000,000.00	1,753.42	1,753.42
ICBC Sydney Branch	⋖	1	GENERAL	Annual	18/06/2020	18/06/2025	1.7500	2,000,000.00	13,041.10	2,972.60
ICBC Sydney Branch	⋖	9	GENERAL	Annual	16/10/2020	16/10/2025	1.2000	5,000,000.00	2,630.14	2,630.14
Westpac	AA-	CASH	GENERAL	Monthly	31/10/2020	31/10/2020	0.5000	16,038,279.30	5,781.20	5,781.20

BUDGET VARIATIONS - October 2020	020										
Section	Project	Project Description	Capital/ Operating	Division	Full Year Original Budget	Full Year Current Budget	Actuals to October 2020	New Yearly Proposed Budget - October 2020	Movement Funding Source		EFFECT ON FUNDING POSITION
Grant Funding											
Final Flood and Fire Response Claims received from Transport for NSW	ms received	from Transport for NSW									
Transport & Traffic	42030	Doyles River Rd & Kapearrow Bridge Reconstruction	Capital		0	0	10,000	10,000	-10,000 Grant	ant	0
Transport & Traffic	42031	Oxley Hwy Culvert Reconstruction	Capital	Infrastructure	0		147,520	147,520	-147,520 Grant	ant	
Transport & Traffic	19342	Capital Grants	Capital		-6,119,089	-7,515,343	-1,577,938	-7,672,863	157,520 Grant	ant	0
Council will receive grant funding for two Road Safety Officer Projects	or two Road	Safety Officer Projects									
Transport & Traffic	41998	Cycling Shared Path Education	Operational		0	0	0	4,000	-4,000 Grant	ant	0
Transport & Traffic	41999	Speed on Country Roads Program	Operational	Infrastructure	0	0	0	6,000	-6,000 Grant	ant	0
Transport & Traffic	19331	Operating Grants	Operational		0	0	0	-10,000	10,000 Grant	ant	0
Council has received grant funding	from the EP	Council has received grant funding from the EPA for the Better Waste & Recycling Fund									
Waste	50080	Better Waste & Recycling Fund	Operational	Corporate	21,000	21,000	20,052	132,983	-111,983 Grant	ant	0
Waste	19304	Operating Contributions	Operational	Performance	0	0	-111,983	-111,983	111,983 Grant	ant	0
Council will receive grant funding f	rom the Dep	Council will receive grant funding from the Department of Infrastructure, Transport and Regional Development for the upgrade to Driver Reviver sites	onal Developi	ment for the upg	grade to Driver	Reviver sites					
Transport & Traffic	42073	Upgrade of Driver Reviver Sites	Capital	Infracturation	0	0	20,000	20,000	-20,000 Grant	ant	0
Transport & Traffic	19342	Capital Grants	Capital		-6,119,089	-7,515,343	-1,577,938	-7,535,343	20,000 Grant	ant	0
Additional Grant Funding to be received for the Lorne Rd Upgrade	eived for the	Lorne Rd Upgrade									
Transport & Traffic	42032	Lorne Road Upgrade	Capital	Infractructure	120,000	120,000	21,290	160,000	-40,000 Grant	ant	0
Transport & Traffic	19342	Capital Grants	Capital		-1,364,568	-1,364,568	-1,577,938	-1,404,568	40,000 Grant	ant	0
Total Grant Funding									339,503		0

BUDGET VARIATIONS - October 2020	120										
Section	Project	Project Description	Capital/ Operating	Division	Full Year Original Budget	Full Year Current Budget	Actuals to October 2020	New Yearly Proposed Budget - October 2020	Movement Funding Source	F P	EFFECT ON UNDING DSITION
Reserve Movements											
Transfer of Election related costs to reserve	o reserve										
Governance	320	Council Election	Operating	Corporate Performance	000'059	650,000	0	0	650,000 Reserve	a)	0
Community Engagement	42052	Poll - Fluoridation of the Public Water Supply	Operating	Strategy & Growth	000'06	90,000	0	0	90,000 Reserve	a)	0
Governance	9024	Transfer to Election Reserve	Operating	Corporate Performance	-235,474	-235,474	0	504,526	-740,000 Reserve	Ф	0
Decrease in Water Usage Charges for Q1	for Q1										
Water Supply	11405	Water - User Charges	Operating	of to other	-22,031,192	-22,031,192	-4,291,399	-21,031,192	-1,000,000 Reserve	ø.	0
Water Supply	9200	Transfer to Reserve	Operating	IIII astinctule	17,651,476	17,651,476	0	16,651,476	1,000,000 Reserve	o o	0
Increase in the Contribution for Waste Education	ste Educatio	u									
Waste	11120	Operating Contribution - Waste Management	Operating	Corporate	-80,004	-80,004	-164,714	-164,714	84,710 Reserve	Ф	0
Waste	9400	Transfer to Reserve	Operating	Performance	2,671,614	2,671,614	0	2,756,324	-84,710 Reserve	e e	0
Total Reserve Movements									1,824,710		0
Movement between Projects											
Building Surveyor funded from increased revenues	reased reven	nes									
Development Assessment	236	Development & Assessment Salaries & Wages	Operating	Development &	1,132,020	1,132,020	396,625	1,198,770	-66,750 Revenue		-66,750
Development Assessment	10730	Building Certification Revenue	Operating	Environment	-1,292,400	-1,292,400	-590,920	-1,359,150	66,750 Revenue		66,750
Funding for the backfill of the Digit	al Communic	Funding for the backfill of the Digital Communications Officer whilst website upgrade is underway.	erway.								
Communications	285	Corporate Communications	Operating		006,390	66,300	1,990	46,300	20,000 Revenue		20,000
Communications	554	Advertising	Operating		106,092	106,092	3,553	81,092	25,000 Revenue		25,000
Library	218	Printing	Operating	Strategy & Growth	966'6	966'6	1,564	4,996	5,000 Revenue		5,000

2

DODGEI VANIA IIONS - Octobel 2020	5020										
Section	Project	Project Description	Capital/ Operating	Division	Full Year Original Budget	Full Year Current Budget	Actuals to October 2020	New Yearly Proposed Budget - October 2020	Movement Source	Funding Source	EFFECT ON FUNDING POSITION
Community Inclusion	401	Community Plans	Operating		19,992	19,992	0	9,992	Ò	10,000 Revenue	10,000
Communications	285	Salaries and Wages	Operating		663,797	663,797	194,170	723,797	-60,000	-60,000 Revenue	-60,000
Total Movements between Projects	ts								126,750		0
Budget Variation Requests - Approved by Executive	oved by Execu	utive									
Budget Variance Request for the Port Macquarie SPS#13 Catchment Reline	Port Macquari	ie SPS#13 Catchment Reline									
Sewerage Services	39333	Port Macquarie SPS#13 Catchment Reline	Capital		210,000	210,000	0	485,000	-275,000	-275,000 Reserve	0
Sewerage Services	39368	Sewer Rehabilitation	Capital	mirastructure	555,000	550,000	131,399	275,000	275,000	275,000 Reserve	0
Budget Variance Request for the replacement of Thompson's Bridge	replacement o	of Thompson's Bridge									
Transport & Traffic	42000	Thompson's Creek Bridge Replacement	Capital		579,843	579,843	209,074	913,007	-333,164	-333,164 Reserve	0
Transport & Traffic	41865	Bago Rd Pavement Rehabilitation	Capital	Infrastructure	428,509	428,509	0	95,345	333,164	333,164 Reserve	0
Total Budget Variations approved by Executive	by Executive								608,164		0
ORGANISAT	ONAL TOTAL	ORGANISATIONAL TOTAL - THIS REVIEW							2,899,127	1. "	0
FORECAST FOR FIN	ANCIAL YEAR	FORECAST FOR FINANCIAL YEAR ENDED 30 JUNE 2021									
		Original Budget as at 1 July 2020 Plus: Adjustments			Shortfall	-676,730					
		July Review			:	0					
		August Review September Review		_, _	Surplus	63,165					
FOREC	FORECAST FOR 30 JUNE 2021	October Review			Shortfall	-462,463					
Notes:	-	The result shown above is the general fund result. All surpluses/deficits in the water, sewerage and waste funds are transferred to/from reserves.	sult. All surplu	ses/deficits in the	water, sewerag	e and waste fun	ds are transfe	rred to/from res	erves.		
	2	Reserve are internal restrictions that hold fund that reserve.	ds for a specific	nat hold funds for a specific purpose, e.g. Th	he airport has its	own reserve at	nd all income	and expenditure	relating to the	The airport has its own reserve and all income and expenditure relating to the airport is credited/debited to	d/debited to
	3	Council projects are funded from a variety of funding sources. Below is a definition of the various types of funding that are used to fund projects	funding source:	s. Below is a defi	nition of the vari	ous types of fun	ding that are	used to fund pro	ojects.		

BUDGET VARIATIONS - October 2020	020										
Section	Project	Project Project Description	Capital/ Operating	Division	Full Year Original Budget	Full Year Current Budget	Full Year Actuals to Current October Budget 2020	New Yearly Proposed Budget - October 2020	Movement Source	Funding Source	EFFECT ON FUNDING POSITION
		Revenue - All funds that are generated through rates, annual charges, fees and charges, interest etc. These funds are untied and can be expended on any project that Council considers appropriate.	h rates, annual	charges, fees ar	nd charges, inte	rest etc. These	funds are unti	ied and can be ex	xpended on a	ny project that C	ouncil
		Grants - Government grants can either be monetary or otherwise and may be tied or road. Untied grants may be applied for any purpose council considers appropriate.	netary or other	ther be monetary or otherwise and may be tied or untied. Tied grants are required to be used for a specific purpose such as the construction of a 1 for any purpose council considers appropriate.	tied or untied. riate.	Tied grants are	required to be	used for a specil	fic purpose su	ch as the const	uction of a
		Contributions - Contributions are non-reciprocal transfers to Council in the sense that Council is not required to give value in exchange for the contributions directly to the contributor. Examples are contributions given by ratepayers towards capital works in their vicinity.	of transfers to (Council in the ser. tal works in their	nse that Council vicinity.	is not required t	to give value ii	n exchange for th	ne contribution	s directly to the	contributor.
		Reserves - Reserves are internal restrictions held for a specific purpose, e.g. The airport has its own reserve and all income and expenditure relating to the airport is credited/debited to that reserve.	eld for a speci	ific purpose, e.g.	The airport has	its own reserve	and all incom	e and expenditur	re relating to t	he airport is crec	ited/debited
		S7.11 and S64 Contributions - Section 7.11 of the NSW Environmental and Planning Act (1979) and section 64 of the Local Government Act (1993) provides NSW local government with a formal legal framework for levying developers for the provision of infrastructure, services and amenities - known as developer contributions.	the NSW Envi opers for the p	ironmental and Pi irovision of infrast	lanning Act (19) tructure, service	79) and section (64 of the Local s - known as d	l Government Ac. eveloper contribu	t (1993) provi utions.	des NSW local o	overnment
	4	Some projects are funded by multiple funding sources, e.g. a capital project may be funded by s7.11 funds, grants and re revenue funding adjustment as the other types of funding will have an income line budget adjustment shown in the report.	sources, e.g. a of funding will	le funding sources, e.g. a capital project may be funded by s7.11 funds, grants and revenue. The effect on capital column will only show the other types of funding will have an income line budget adjustment shown in the report.	nay be funded b line budget adji	y s7.11 funds, g ustment shown i	rants and reve in the report.	anue. The effect	on capital col	umn will only sh	ow the

Port Macquarie-Hastings Council Budget Review for the quarter ended 30 September 2020 Income & Expenses

			ANNUAL			YE	AR TO DATE		CURR	ENT QUAR	TER
	Original Budget 2020/21	Original Budget including Carry-over 2020/21 (000's)	Approved Changes Jul-Aug 20 Reviews (000's)	Revised Budget	Projected year end result 2020/21 (000's)	YTD Actuals (000's)	YTD Budget (000's)	Actuals as a % of Budget	July 20 - Sept 20 Actuals	July 20 - Sept 20 Budget	July 20 - Sept 20 Actuals as a % of Budget
Income											
Rates and annual charges	105,087	105,087		105,087	105,087	98,298	97,725	100.6%	98,298	97,725	100.6%
User charges and fees	36,935	36,935		36,935	36,935	5,471	9,270	59.0%	5,471	9,270	59.0%
Interest and investment revenue	6,490	6,490		6,490	6,490	1,747	1,623	107.6%	1,747	1,623	107.6%
Other revenues	4,109	4,109	(10)	4,099	4,099	1,315	1,107	118.7%	1,315	1,107	118.7%
Grants and contributions - operating	16,243	17,238	419	17,657	17,657	2,424	3,434	70.6%	2,424	3,434	70.6%
Grants and contributions - capital	28,274	30,176	1,659	31,835	31,835	7,018	4,855	144.6%	7,018	4,855	144.6%
Total income from continuing operations	197,138	200,035	2,068	202,103	202,103	116,272	118,014	98.5%	116,272	118,014	98.5%
Expenses											
Employee costs	54,590	54,590	(102)	54,488	54,488	11,474	13,304	86.2%	11,474	13,304	86.2%
Borrowing costs	2,512	2,512		2,512	2,512	364	234	155.6%	364	234	155.6%
Materials and contracts	42,329	45,573	1,736	47,309	47,309	7,026	9,887	71.1%	7,026	9,887	71.1%
Depreciation	49,177	49,177		49,177	49,177	12,682	12,294	103.2%	12,682	12,294	103.2%
Other expenses	15,075	15,075	63	15,138	15,138	3,417	3,207	106.5%	3,417	3,207	106.5%
Net Loss/(Profit) from disposal of assets	3,000	3,000	(1,500)	1,500	1,500	0	0	0.0%	0	0	0.0%
Total expenses from continuing operations	166,683	169,927	197	170,124	170,124	34,963	38,927	89.8%	34,963	38,927	89.8%
Net operating result from continuing operations - Surplus/(Deficit)	30,455	30,108	1,871	31,979	31,979	81,309	79,087	102.8%	81,309	79,087	102.8%
Net operating result before capital items - Surplus/(Deficit)	2,181	(68)	212	144	144	74,291	74,232	100.1%	74,291	74,232	100.1%

Port Macquarie-Hastings Council Budget Review for the quarter ended 30 September 2020 Capital Budget (excluding Commitments)

	Original	•	Approved	Revised	Projected year	YTD Actuals	-	Actuals as a	July 20 - Sept J	,	July 20 -
	Budget 2020/21	over	Changes Jul-Aug 20	Budget	end result 2020/21	(000's)	(000's)	% of Budget	20 Actuals	20 Budget	Sept 20 Actuals as a
	2020/21	(000 5)	Reviews		(000's)						% of Budget
			(000's)		(/						
Capital Funding											
General fund rates and environmental levy	5,606		28	5,634	5,634	393	1,473	26.7%	393	1,473	26.7%
Capital grants and contributions	11,732	1,327	1,607	14,666	14,666	1,200	3,791	31.7%	1,200	3,791	31.7%
Internal Restrictions	35,107	4,509	(11)	39,605	39,605	1,844	4,602	40.1%	1,844	4,602	40.1%
External Restrictions	25,290	746	(1,106)	24,930	24,930	6,135	8,852	69.3%	6,135	8,852	69.3%
S94/64 funds	10,958	1,462	(539)	11,881	11,881	1,399	2,353	59.5%	1,399	2,353	59.5%
Loans	2,700			2,700	2,700	752	1,220	61.6%	752	1,220	61.6%
Total Capital Funding	91,392	8,044	(21)	99,415	99,415	11,723	22,291	52.6%	11,723	22,291	52.6%
Capital Expenditure											
General fund asset purchases/construction	50,954	6,988	1,196	59,138	59,138	5,621	12,733	44.1%	5,621	12,733	44.1%
Waste management asset purchases/construction	6,320	297	(111)	6,506	6,506	597	712	83.8%	597	712	83.8%
Water supply asset purchases/construction	22,475	178	(2,098)	20,555	20,555	3,413	5,140	66.4%	3,413	5,140	66.4%
Sewerage services asset purchases/construction	12,770	581	992	14,343	14,343	2,092	3,706	56.4%	2,092	3,706	56.4%
Capital Expenditure excluding Loans	92,519	8,044	(21)	100,542	100,542	11,723	22,291	52.6%	11,723	22,291	52.6%
Loan Repayments (principal)	8,970		0	8,970	8,970	1,673	1,580	105.9%	1,673	1,580	105.9%
Total Capital Expenditure	101.489	8.044	(21)	109,512	109,512	13.396	23.871	56.1%	13.396	23.871	56.1%
i o iai o apiiai arpoilaitai o	101,400	5,044	(21)	100,012	103,012	10,030	20,011	00.170	10,030	20,071	30.170

Port Macquarie-Hastings Council Budget Review for the quarter ended 30 September 2020 Cash & Investments

	Original Budget 2020/21 (000's)	Carry- over (000's)	Approved Changes Jul- Aug 20 Reviews (000's)	Revised Budget	Projected year end result 2020/21 (000's)	YTI Actual: (000's
Unrestricted	(677)		151	(526)	(526)	
Externally restricted						
Developer Contributions (Incl Water & Sewer)	115,680	(1,475)	1,101	115,307	115,307	
Unexpended contributions	72			72	72 6.959	
Unexpended grants Unexpended loans	6,959 (3,355)	(272)	10	6,959 (3,617)	(3,617)	
Water Supply	65,922	(78)	2,098	67,942	67,942	
Sewerage Services	27,202	(497)	(984)	25,721	25,721	
Employee Leave Entitlements (Restricted)	0			0	0	
Special Rates Domestic Waste Management	1,593 11,787	(118) (378)	20	1,475 11,429	1,475 11,429	
Stormwater Management	(382)	(196)	57	(521)	(521)	
Deposits & Bonds	7,862	, ,		7,862	7,882	
Total externally restricted	233,340	(3,014)	2,302	232,629	232,629	
nternally restricted						
Operational Reserves	4.540	(4.000)	200	2.020	2.020	
Committed Works Employee Leave Entitlements	4,542 5,812	(1,902)	299	2,939 5.812	2,939 5,812	
Office Building & Equipment	435	(32)		403	403	
Plant Replacement	4,187		(215)	3,972	3,972	
Working Capital	5,435	(947)		4,488	4,488	
Quarantined Funds	20,411	(2,881)	84	17,614	17,614	
Crown Reserves	507	(395)		112	112	
Environment Levy	1,415	(609)	30	836	836	
Onsite Effluent	903			903	903	
Surf Clubs	714			714	714	
Tourism & Industry Promotion Wauchope Heated Indoor Pool	611			611 0	611 0	
	4,150	(1,004)	30	3,176	3,176	
Roads & Infrastructure Asset Revaluation	104			101	104	
Asset Revaluation The Glasshouse	104 457			104 457	104 457	
Ferries Maintenance	1,350			1,350	1,350	
Infrastructure Priorities	222	(109)		113	113	
Lake Road Upgrade	0			0	0	
Major Buildings Renewals	243 300	(195)		48 300	48 300	
Playing Fields PM Town Centre Masterplan	1,401	(294)	38	1,145	1,145	
Road Environmental Works	(9)	(11)		(20)	(20)	
Regional Road Infrastructure	6,114	(9)		6,105	6,105	
Strategic Priorities Reserve	7,604		45	7,649	7,649	
Transport Infrastructure Renewal William Street Carparking	2,439 3,391	(168)	121	2,392	2,392	
Works Associated with Developments	200			200	200	
	23,816	(786)	204	19,843	19,843	
Council Business Units	(40)	(E2)		(102)	(102)	
Airport Crematorium & Lawn Cemetery	(49) 730	(53)	1,500	(102) 2,230	(102) 2,230	
Property Investment	2,252	(293)	1,000	1,959	1,959	
	2,933	(346)	1,500	4,087	4,087	
Coastal & Estuary Management Canal Maintenance	(53)	(475)		(220)	(220)	
Canal Maintenance Lake Cathie Dredging	(53)	(175)		(228) 41	(228) 41	
Lake Cathie Remediation - Enforceable Undertaking	60					
Town Beach Sand Nourishment/4WD Access Points	634			634	634	
Other	682	(175)	0	447	447	
Other Council Election	50			50	50	
Covid Relief Measures	30		(1,493)	50	50	
Cultural Activities	200			200	200	
HACC Greenmeadows	0			0	0	
Planning Studies	(206)	(185)		(391)	(391)	
Street Lighting Town Bands	886			886 82	886 82	
Work Health & Safety Initiatives	130			02	04	
•	1,060	(185)	(1,493)	827	827	
Total internally restricted	53,052	(5,377)	325	45,994	45,994	
Total restricted	286,392	(8,391)	2,627	278,623	278,623	
Total cash and investments	285,715	(8,391)	2,778	278,097	278,097	
Available cash	(677)	0	151	(526)	(526)	
		Total Cas	h & Investments Iess Cas	per the Tris h at Bank		318,06 (5,034
		Total fund	ds invested per t	he Investm	ent Report	313,03
		- Ottal lail				

All restricted funds are invested in accordance with Council's Investment Policy.

Council's cash has been reconciled to the bank statement to the 30 September 2020

The YTD Total Cash and Investments have been reconciled with funds invested and Cash at Bank.

Port Macquarie-Hastings Council Budget Review for the quarter ended 30 September 2020 TCORP Ratios T_Corp Ratios

T-Corp Ratios					Projected Jun	e 2021 Position		
Ratio	Purpose	Definition	Benchmark	June 2020 Actual Result	Original 2020/21 Budget	Revised 2020/21 Budget	Internal Target - Short Term (1-2 yrs)	CALCULATION METHOD
Operating Performance	This ratio measures Council's achievement of containing operating expenditure within operating revenue.	(Operating Revenue excluding capital grants and contributions - operating expenses) ((Operating Revenue excluding capital grants and contributions)	Greater than 0	3.38%	0 .69%	0.08%	>0%	Budget
Own Source Revenue	This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions. A Council's financial flexibility improves the higher the level of its own source revenue.	Operating Revenue excluding all grants and contributions/ Total Revenue including all grants and contributions	Greater than 60%	⊘ 71.82%	Ø 76.95%	⊘ 73.79%	60.00%	Budget
Unrestricted Current Ratio	This ratio is designed to represent Council's ability to meet short term obligations as they fall due.	Current assets less all external restrictions/ current liabilities less specific purpose liabilities	Greater than 1.5	① 1.43	1.54	1.54	>1.5	Estimate
Debt Service Cover	This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.	(Op results before capital excluding interest & depn, impairment, amortisation) / (Principal repayments + borrowing costs)	Greater than 2	4.83	4.60	4.51	>2	Estimate
Rates and Annual Charges Outstanding Percentage	To assess the impact of uncollected rates and annual charges on liquidity and the adequacy of recovery efforts.	Rates and annual charges outstanding/ Rates and annual charges collectible	<5% metro and <10% rural	5.71	5.88	⊘ 5.88	< 5.5%	Estimate
Cash Expenses Cover	This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash flow.	(Current year's cash equivalents + term deposits) (Payments from cash flow of operating and financing activities) x 12	Greater than 3 months	28.31	32.46	⊘ 34.00	> 3 months	Estimate
Building and Infrastructure Renewals Ratio	This ratio compares the proportion spent on infrastructure asset renewals and the asset's deterioration measured by its accounting depreciation.	Asset renewals (building, infrastructure and other structures/Depreciation, amortisation and impairment (building, infrastructure and other structures)	100%	⊗ 49.35%	⊗ 72.67%	80.12%	>45%	Estimate
Infrastructure Backlog Ratio	This ratio shows what proportion the backlog is against the total value of Council's infrastructure.	Estimated cost to bring assets to a satisfactory condition/ Total value of infrastructure, building, other structures and depreciable land improvement assets.	Less than 2%	① 3.51%	① 4.24%	4.19%	<6%	Estimate
Asset Maintenance	This ratio compares actual versus required annual maintenance, as detailed in Special Schedule 7 (of the annual financial statements).	Actual asset maintenance/Required asset maintenance	Greater than 1	0.93	0.92	0.92	>.9	Estimate

O	
0	
8	

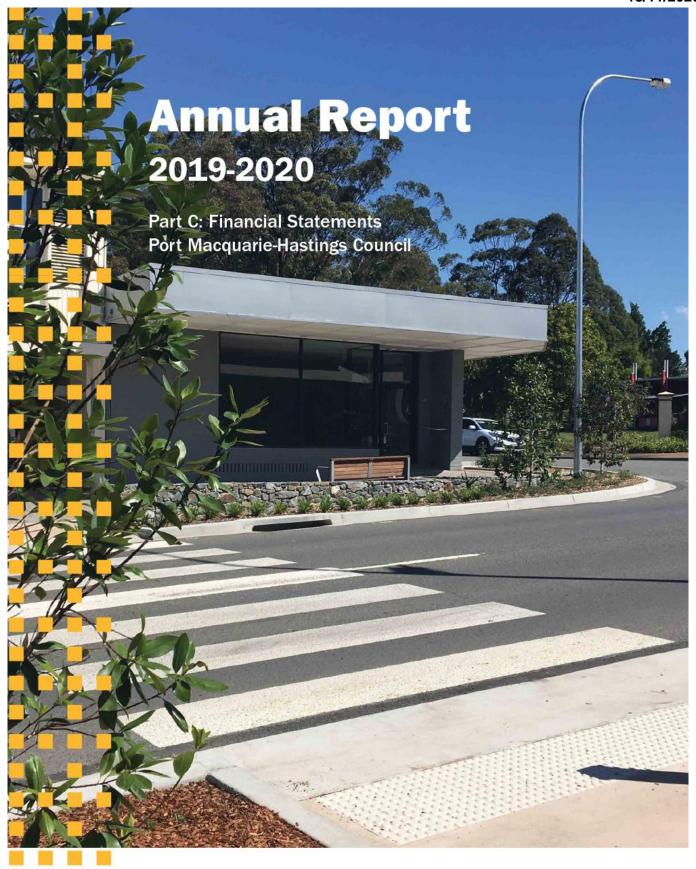
Meets ratio benchmark Close to meeting ratio benchmark Does not meet benchmark

Port Macquarie-Hastings Council Budget Review for the quarter ended 30 September 2020 Consultancy and Legal Expenses

	Expenditure YTD excluding GST	Budgeted Y/N
Expense		
Legal Fees	138,756	Yes
IT Consulting	149,204	Yes
Business Consultant	133074/1.1	Yes
Engineering Consulting	857,529	Yes
Environmental Consulting	127,142	Yes
Property Development	103,473	Yes
Total Expense	1,376,104	

Port Macquarie-Hastings Council Budget Review for the quarter ended 30 September 2020 Contracts entered into during the September quarter.

Division	Contractor	Contract detail & purpose	Contract value	Commencement Date	Duration of Contract	Budgeted Y/N	Explanation as to why not budgeted.
Infrastructure	Eire Constructions Pty Ltd	T-20-01 Construction of Scrubby Creek Bridge	\$499,805	23-Sep-20	Complete on finalisation of project	Yes	Not Applicable
Infrastructure	Eire Constructions Pty Ltd	T-20-18 Design & Construction of Dunbogan Pedestrian Balustrade Rail	\$597,239	23-Sep-20	Complete on finalisation of project	Yes	Not Applicable
Infrastructure	Hopkins Consultants Pty Ltd	T-20-27 Boundary Street Upgrade - Detailed Design	\$639,859	23-Sep-20	Complete on finalisation of project	Yes	Not Applicable
Infrastructure	Birdon Pty Ltd	Out of Water Inspection & Maintenance of the Hibbard Ferry	\$469,458	23-Sep-20	Complete on finalisation of project	Yes	Not Applicable
Development & Environment	Convic Pty Ltd	Design & Construction of the Lake Cathie Skate Park	\$520,000	15-Jul-20	Complete on finalisation of project	Yes	Not Applicable





GENERAL PURPOSE FINANCIAL STATEMENTS

for the year ended 30 June 2020

Our Vision

A sustainable high quality life for all

Our Mission

Building the future together - people, place, health, education and technology



Page

Port Macquarie - Hastings Council

General purpose financial statements for the year ended 30 June 2020

Contents

1. Statement by Councillors and Management	A-1
Primary Financial Statements	
- Income Statement	A-2
- Statement of Comprehensive Income	A-3
- Statement of Financial Position	A-4
- Statement of Changes in Equity	A-5
- Statement of Cash Flows	A-6
3. Notes to the Financial Statements	A-7

4. Auditor's reports

- On the Financial Statements
- On the Conduct of the Audit

Port Macquarie-Hastings Council is constituted under the Local Government Act (1993) NSW and has its principal place of business at:

Port Macquarie-Hastings Council Cnr Lord & Burrawan Streets PORT MACQUARIE NSW 2444.

Through the use of the internet, we have ensured that our reporting is timely, complete, and available at minimum cost. All press releases, financial statements and other information are readily available on our website: www.pmhc.nsw.gov.au

General Purpose Financial Statements for the year ended 30 June 2020

Statement by Councillors and Management made pursuant to Section 413(2c) of the Local Government Act 1993 (NSW) (as amended)

The attached General Purpose Financial Statements have been prepared in accordance with:

- The Local Government Act 1993 (NSW) (as amended) and the Regulations made thereunder.
- The Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- The Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these statements:

- present fairly Port Macquarie Hastings Council's operating result and financial position for the year, and
- accord with Port Macquarie Hastings Council's accounting and other records.

We are not aware of any matter that would render this report false or misleading in any way.

Signed on 29 October 2020 in accordance with a resolution of Council made on 12 August 2020.

Peta Pinson

Mayor

29/10/2020

Jeffery Sharp

Acting General Manager

29/10/2020

Geoff Hawkins

Councillor 29/10/2020

Nicole Spencer

Responsible Accounting Officer

29/10/2020

Income statement for the year ended 30 June 2020

Original unaudited budget 2020 \$'000		Notes	Actual 2020 \$'000	Actual 2019 \$'000
	Income from continuing operations			
102,169	Rates and annual charges	3a	102,785	99,131
38,508	User charges and fees	3b	35,179	38,441
4,775	Other revenues	3с	5,529	5,637
14,138	Grants and contributions provided for operating purposes	3d,e	17,527	14,046
31,373	Grants and contributions provided for capital purposes	3d,e	42,842	67,493
8,701	Interest and investment revenue	4	8,158	8,881
1,015	Rental Income		1,166	956
200,679	Total income from continuing operations		213,186	234,585
	Expenses from continuing operations			
53,592	Employee benefits and on-costs	5a	51,588	50,854
2,465	Borrowing costs	5b	2,459	3,332
43,032	Materials and contracts	5с	43,280	39,990
49,043	Depreciation and amortisation	5d	51,732	50,323
-	Impairment	5d	1,759	27
14,213	Other expenses	5e	15,414	14,192
3,000	Net loss from disposal of assets	6	9,519	4,856
165,345	Total expenses from continuing operations		175,751	163,574
35,334	Operating result from continuing operations		37,435	71,011
45	Operating result from discontinued operations	22	(73)	213
35,379	Net operating result for the year		37,362	71,224
	Net operating result for the year before grants and			
4,006	contributions provided for capital purposes		(5,480)	3,731

The above Income Statement should be read in conjunction with the accompanying notes.

The Council has not restated comparatives when initially applying AASB 1058 Income of Non-for-Profit Entities, AASB 15 Revenue from Contracts with Customers and AASB 16 Leases. The comparative information has been prepared under AASB 111 Construction Contracts, AASB 118 Revenue, AASB 1004 Contributions, AASB 117 Leases and related Accounting Interpretations.

Statement of comprehensive income for the year ended 30 June 2020

	Notes	Actual 2020 \$'000	Actual 2019 \$'000
Net operating result for the year - from Income statement		37,362	71,224
Other comprehensive income			
Amounts that will not be reclassified subsequently to operating result			
Gain/(loss) on revaluation of infrastructure, property, plant and equipment		(28,678)	47,777
Total other comprehensive income for the year		(28,678)	47,777
Total comprehensive income for the year		8,684	119,001

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

The Council has not restated comparatives when initially applying AASB 1058 *Income of Non-for-Profit Entities*, AASB 15 *Revenue from Contracts with Customers* and AASB 16 *Leases*. The comparative information has been prepared under AASB 111 *Construction Contracts*, AASB 118 *Revenue*, AASB 1004 *Contributions*, AASB 117 *Leases* and related Accounting Interpretations.

Statement of financial position as at 30 June 2020

as at 30 June 2020	Notes	Actual 2020 \$'000	Actual 2019 \$'000
ASSETS			
Current assets			
Cash and cash equivalents	7	15,901	15,331
Investments	7	99,540	113,000
Receivables	8	23,288	28,062
Inventories	9	370	385
Contract assets	12b	5,768	_
Other assets	9	14	4
Non-current assets classified as held for sale	10	1,250	2,800
Total current assets		146,131	159,582
Non-current assets			
Investments	7	197,500	172,000
Receivables	8	2,627	5,081
Inventories	9	598	598
Infrastructure, property, plant and equipment	11	2,032,778	2,037,657
Total non-current assets		2,233,503	2,215,336
Total assets		2,379,634	2,374,918
LIABILITIES			
Current liabilities			
Payables	14	25,315	22,815
Contract liabilities	12b	1,142	-
Borrowings	14	10,467	9,972
Provisions	15	19,959	19,133
Total current liabilities		56,883	51,920
Non-current liabilities			
Borrowings	14	39,748	47,816
Provisions	15	4,171	4,201
Total non-current liabilities	15	43,919	52,017
Total liabilities		100,802	103,937
Net assets		2,278,832	2,270,981
EQUITY			
Accumulated Surplus		1,396,953	1,360,424
Revaluation reserves	16a		910,557
revaluatiOH lesetves	Tba	881,879	910,557
Total equity		2,278,832	2,270,981

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

The Council has not restated comparatives when initially applying AASB 1058 Income of Non-for-Profit Entities , AASB 15 Revenue from Contracts with Customers and AASB 16 Leases. The comparative information has been prepared under AASB 111 Construction Contracts, AASB 118 Revenue, AASB 1004 Contributions, AASB 117 Leases and related Accounting Interpretations.

Statement of changes in equity for the year ended 30 June 2020

		Actual 2020 \$'000			Actual 2019 \$'000	
	Accumulated Surplus	IPP&E revaluation reserve	Total equity	Accumulated Surplus	IPP&E revaluation reserve	Total equity
Opening balance	1,360,424	910,557	2,270,981	1,289,200	862,780	2,151,980
Changes due to AASB 1058 and AASB 15 adoption (note 16)	(833)	-	(833)	-	-	-
Restated opening balance	1,359,591	910,557	2,270,148	1,289,200	862,780	2,151,980
Net operating result for the year	37,362	-	37,362	71,224	-	71,224
Gain (loss) on revaluation of infrastructure, property, plant and equipment (note 11)	-	(28,678)	(28,678)	-	47,777	47,777
Total comprehensive income	37,362	(28,678)	8,684	71,224	47,777	119,001
Closing balance	1,396,953	881,879	2,278,832	1,360,424	910,557	2,270,981

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

The Council has not restated comparatives when initially applying AASB 1058ncome of Non-for-Profit Entities, AASB 15 Revenue from Contracts with Customers and AASB 16 Leases. The comparative information has been prepared under AASB 111Construction Contracts, AASB 118 Revenue, AASB 1004 Contributions, AASB 117 Leases and related Accounting Interpretations.

Statement of cash flows

for the year ended 30 June 2020

Original unaudited Budget			Actual	Actua
2020			2020	2019
\$'000		Notes	\$'000	\$'000
	Cash flows from operating activities			
	Receipts:			
102,029	Rates and annual charges		102,245	98,767
39,500	User charges and fees		40,261	40,203
8,706	Investment revenue and interest		8,344	8,433
46,544	Grants and contributions		49,024	43,548
2,000	Bonds, deposits and retentions received		2,907	3,813
3,608	Other		16,226	12,075
	Payments:			
(52,994)	Employee benefits and on-costs		(51,812)	(50,188
(40,710)	Materials and contracts		(50,343)	(45,549
(2,455)	Borrowing costs		(2,327)	(2,830
(3,000)	Bonds, deposits and retentions refunded		(3,610)	(3,373
(11,233)	Other		(14,564)	(13,775
91,995	Net cash provided by operating activities	17	96,351	91,124
	Cash flows from investing activities			
	Receipts:			
151,943	Sale of investments		113,000	137,000
-	Sale of infrastructure, property, plant and equipment	6	359	692
	Payments:			
(120,982)	Purchase of investments		(125,040)	(174,000
(87,463)	Purchase of infrastructure, property, plant and equipment		(76,528)	(57,223
(56,502)	Net cash used in investing activities		(88,209)	(93,531
	Cash flows from financing activities			
	Receipts:			
1,500	Proceeds from borrowings and advances Payments:		2,400	-
(10,097)	Repayment of borrowings and advances		(9,972)	(11,115
(8,597)	Net cash provided by (or used in) financing activities		(7,572)	(11,115
26,896	Net increase/(decrease) in cash and cash equivalents		570	(13,522
15,331	Cash and cash equivalents at beginning of reporting period		15,331	28,853
42,227	Cash and cash equivalents at end of reporting period	17	15,901	15,331

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

The Council has not restated comparatives when initially applying AASB 1058 *Income of Non-for-Profit Entities*, AASB 15 *Revenue from Contracts with Customers* and AASB 16 *Leases*. The comparative information has been prepared under AASB 111 *Construction Contracts*, AASB 118 *Revenue*, AASB 1004 *Contributions*, AASB 117 *Leases* and related Accounting Interpretations.

Notes to the financial statements for the year ended 30 June 2020

Contents of the notes to the financial statements

		Page
Note 1	Basis of preparation	A7
Note 2(a)	Functions or activities	A10
Note 2(b)	Components of functions or activities	A11
Note 3	Revenue from continuing operations	A12
Note 4	Interest and investment income	A20
Note 5	Expenses from continuing operations	A21
Note 6	Gain or loss from disposal of assets	A27
Note 7(a)	Cash and cash equivalents	A28
Note 7(b)	Investments	A29
Note 7(c)	Restricted cash, cash equivalents and investments	A30
Note 8	Receivables	A32
Note 9	Inventories and other assets	A34
Note 10	Non-current assets classified as held for sale	A35
Note 11	Infrastructure, property, plant and equipment	A36
Note 12	Contract assets and liabilities	A41
Note 13	Leases	A43
Note 14	Payables and borrowings	A46
Note 15	Provisions	A49
Note 16	Accumulated surplus, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors	A52
Note 17	Statement of cash flow information	A57
Note 18	Commitments	A58
Note 19	Contingencies	A59
Note 20	Financial risk management	A60
Note 21	Material budget variations	A65
Note 22	Discontinued operations	A68
Note 23	Fair Value Measurement	A69
Note 24	Related party disclosures	A72
Note 25	Events occurring after reporting date	A74
Note 26	Statement of developer contributions	A75
Note 27	Results by fund	A77
Note 28(a)	Statement of performance measures - consolidated results	A79
Note 28(b)	Statement of performance measures by fund	A81

Notes to the financial statements 30 June 2020 (continued)

Note 1 Basis of Preparation

These financial statements were authorised for issue by Council on 12 August 2020. Council has the power to amend and reissue these financial statements in cases where critical information is received from public submissions or where the OLG directs Council to amend the financial statements.

The principal accounting policies adopted in the preparation of these consolidated financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, The *Local Government Act (1993)* (NSW) ("LGA 1993") and Regulations, and the Local Government Code of Accounting Practice and Financial Reporting. Port Macquarie-Hastings Council is a not for-profit entity. The financial statements are presented in Australian dollars and are rounded to the nearest thousand dollars unless otherwise indicated.

(a) Historical cost convention

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain financial assets and liabilities and certain classes of infrastructure, property, plant and equipment and investment property.

(b) Significant accounting estimates and judgements

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgements in the process of applying the Council's accounting policies. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the entity and that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions

Port Macquarie-Hastings Council makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are set out below.

- (i) estimated fair values of infrastructure, property, plant & equipment refer note 11
- (ii) estimated tip remediation provisions refer note 15
- (iii) employee benefits provision refer note 15

Significant judgements in applying the council's accounting policies

(i) Projected Section 7.11 Commitments

Council has used significant judgement in determining future Section 7.11 income and expenditure in Note 26.

Coronavirus (COVID-19) impact

Covid-19 is a respiratory illness that is caused by a new virus and was declared a world-wide pandemic by the World Health Organisation in March 2020.

Covid-19 and even more so the associated government (& societal) measures to slow the spread of the virus have had a significant impact on global and local economies and across communities and individuals.

Council has not been isolated from the direct and indirect effects of Covid-19 and has therefore had to react to the impacts of Covid-19 during the 19/20 financial year and consider the impacts of Covid-19 in preparing these financial statements.

Covid-19 effects on Council's financial performance for the 19/20 financial year

Reduced income attributable to Covid-19 included the following revenue sources:

 - Airport Income
 \$1m

 - Glasshouse Income
 \$497k

 - Library Income
 \$23k

 - Income from rental properties
 \$27k

 - Parking fines
 \$77k

 - Food shop inspections
 \$21k

 - Interest on rates and annual charges
 \$9k

2. Additional Covid-19 expenditure incurred by Council included:

- Payments to casual staff \$458 - Safety screens and other protection

materials \$29k

Covid-19 effects on Council's Statement of Financial Position for the 19/20 financial year.

The impacts on Councils financial position have been minimal but included the following:

- Minor increase in the annual leave liability due to staff not taking planned leave.

Council does not believe that the impacts of Covid-19 on its financial position have been significant.

Notes to the financial statements 30 June 2020 (continued)

Note 1 Basis of Preparation

Monies and other assets received by Council

(a) The Consolidated Fund

In accordance with the provisions of Section 409(1) of the LGA 1993, all money and property received by Council is held in the Council's Consolidated Fund unless it is required to be held in the Council's Trust Fund.

The Consolidated Fund has been included in the financial statements of Port Macquarie-Hastings Council.

Cash and other assets of the following entities have been included as part of the Consolidated fund:

- General purpose operations
- Water supply
- Sewerage service
- Waste management service
- * Broadwater
- Sanctuary Springs

(b) The Trust Fund

In accordance with the provisions of Section 411 of the LGA 1993, a separate and distinct Trust Fund is maintained to account for all money and property received by the Council in trust which must be applied only for the purposes of or in accordance with the trusts relating to those monies. Trust monies and property subject to Port Macquarie-Hastings Council's control have been included in these reports.

A separate statement of monies held in the Trust Fund is available for inspection at the council office by any person free of charge.

Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the taxation authority. In this case it is recognised as part of the cost of the acquisition of the asset for as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the Statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows, arising from investing or financing activities which are recoverable from, or payable to the taxation authority, are presented as operating cash flows.

Volunteer Services

Council relies on volunteer services in three primary areas, The Glasshouse, the library and in our community inclusion section. Volunteer services are recognised in the income statement where the fair value can be measured reliably and the services would have been purchased had they not been donated. Council does not believe the value of volunteers is material to the financial statements.

New accounting standards and interpretations issued but not yet effective.

Certain new accounting standards and interpretations have been published that are not mandatory for 30 June 2020 reporting period. Port Macquarie-Hastings Council's assessment of the impact of these new standards and interpretations relevant to them, is set out below.

AASB 1059 Service Concession Arrangements: Grantors
AASB 2018-5 Amendments to Australian Accounting Standards - Deferral of AASB 1059
AASB 2019-2 Amendments to Australian Accounting Standards - Implementation of AASB 1059

Council has not applied any pronouncements before its operative date in the annual reporting period beginning 1 July 2019

This standard provides guidance for public sector entities (grantors) who have entered into service concession arrangements with private sector operators.

AASB 1059 requires grantors to recognise a service concession asset and, in most cases, a corresponding liability on the balance sheet. A control approach is used to assess the service concession arrangements in place.

On initial recognition the asset is measured at current replacement cost based on AASB 13 Fair Value Measurement and existing assets of the grantors are reclassified at the date of transition. After initial recognition, the grantor accounts for the assets under either AASB 116 Property, Plant and Equipment or AASB 138 Intangible Assets.

The nature of the consideration given to the operator will affect whether the grantor applied either the 'financial liability' or the 'grant of right' model for the recognition of the liability.

Notes to the financial statements 30 June 2020 (continued)

Note 1 Basis of Preparation

AASB 2019-2 makes amendments to the recognition and measurement of the asset and liability where the modified retrospective approach to transition is being used and provides and practical expedient due the different effective dates of AASB 16 and AASB 1059.

The effective date of this standard is the annual reporting period beginning on or after 1 January 2020 (i.e. year ended 30 June 2021).

Council does not expect an impact since we generally do not enter into service concession arrangements.

New accounting standards adopted during the year

During the year, Port Macquarie-Hastings Council adopted all standards which were mandatorily effective for the first time at 30 June 2020. The standards which had an impact on reported position, performance or disclosures have been discussed in Note 16.

Port Macquarie-Hastings Council has not applied any pronouncements before its operative date in the annual reporting period beginning 1 July 2019.

Notes to the financial statements 30 June 2020 (continued)

Note 2(a) Council Functions or activities

		Incom					ne following fun vided in Note 2(b		vities.	
Functions/Activities	income from opera	•	Expenses fro opera	•	Operating recontinuing		Grants included in continuing o		Carrying amour	nt of assets
	Actual 2020 \$'000	Actual 2019 \$'000	Actual 2020 \$'000	Actual 2019 \$'000	Actual 2020 \$'000	Actual 2019 \$'000	Actual 2020 \$'000	Actual 2019 \$'000	Actual 2020 \$'000	Actual 2019 \$'000
Leadership & Governance	649	348	6,064	4,814	` '	(4,466)		20	82,139	79,301
Your Community Life Your Business and Industry	22,114 7,974	5,520 11,903		24,140 6,545	`	(18,620) 5,358		1,827 5,752	252,680 42,364	243,533 49,027
Your Natural and Built Environment	120,915	159,159	119,826	128,075	1,089	31,084	9,689	8,734	2,002,451	2,003,057
Total functions & activities	151,652	176,930	175,751	163,574	(24,099)	13,356	22,033	16,333	2,379,634	2,374,918
General Purpose Income	61,534	57,655	-	-	61,534	57,655	9,585	9,324		-
Net operating result for the year	213,186	234,585	175,751	163,574	37,435	71,011	31,618	25,657	2,379,634	2,374,918

Notes to the financial statements 30 June 2020

Note 2(b) Components of functions or activities

(continued)

Details of the functions or activities reported on in Note 2(a) are as follows:

Leadership & Governance

Council is trying to achieve a collaborative community that works together and uses opportunities for community participation in decision making that is defined as ethically, socially and environmentally responsible. The result will be

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

Your Community Life

Council is trying to achieve a healthy, inclusive and vibrant community.

The result will be

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

Your Business and Industry

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

The result will be

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

Your Natural and Built Environment

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

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

Notes to the financial statements 30 June 2020

Note 3 Revenue from continuing operations

(continued)

	Actual 2020 \$'000	Actual 2019 \$'000
(a) Rates and annual charges		
Ordinary Rates		
Residential	41,345	39,822
Farmland	2,333	2,294
Business	7,835	7,538
Less: Pensioner rebates	(1,526)	(1,528)
Rates levied to ratepayers	49,987	48,126
Pensioner rate subsidies received	839	841
Total ordinary rates	50,826	48,967
Special Rates		
Broadwater Special Rate	106	104
Sanctuary Springs Special Rate	29	23
Total special rates	135	127
Annual Charges (pursuant to s.496, 496A, 496B, 501 & 611)		
Domestic waste management services	14,093	13,456
Water supply	8,698	8,782
Sewerage services	28,248	27,046
Waste management services (not domestic)	767	744
Stormwater drainage	804	792
Reclaimed water	32	35
Pensioner subsidies		
Water supply	366	366
Sewerage services	350	348
Waste management services	282	284
Less: Pensioner rebates	(1,816)	(1,816)
Total annual charges	51,824	50,037
Total rates and annual charges	102,785	99,131

Council has used 2019 valuations provided by the NSW Valuer General in calculating its rates.

Accounting policy for rates and annual charges

Rates and annual charges are recognised as revenue when the council obtains control over the assets comprising these receipts which is the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.

Pensioner rebates relate to reductions in rates and certain annual charges for eligible pensioners' place of residence in the local government council area that are not subsidised by the NSW Government.

Pensioner rate subsidies are received from the NSW Government to provide a contribution towards the pensioner rebates and are in substance a rates payment.

2019 accounting policy

Control over assets acquired from rates and annual charges is obtained at the commencement of the rating year as it is an enforceable debt linked to the rateable property or, where earlier, upon receipt of the rates.

(continued)

Port Macquarie - Hastings Council

Notes to the financial statements 30 June 2020

Note 3 Revenue from continuing operations

	Actual 2020 \$'000	Actual 2019 \$'000
(b) User charges and fees		
User charges (pursuant to s.502)		
Water supply services	17,402	18,354
Sewerage services	1,226	1,341
Waste management services (not domestic)	6,932	6,984
Onsite Effluent	328	319
Reclaimed Water	323	162
Total user charges	26,211	27,160
Fees		
Animal registration	130	131
Certificate income	422	345
Cemeteries	249	268
Health	81	124
Private Works	381	840
s.611	114	111
Section 68 permits	790	941
Transport & communications	3,683	5,001
Planning & building - Regulatory	2,357	2,797
Water meter installations	542	454
Water supply fees	33	144
Other	186	125
Total fees	8,968	11,281
Total user charges and fees	35,179	38,441

Accounting policy for user charges and fees

Revenue arising from user charges and fees is recognised when or as the performance obligation is completed and the customer receives the benefit of the goods/services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service. There is no material obligation for Council in relation to refunds or returns.

Where an upfront fee is charged such as membership fees for the Glasshouse the fee is recognised on a straight-line basis over the expected life of the membership.

Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather that the term of the licence.

2019 accounting policy

User charges and fees are recognised as revenue when the service has been provided.

Notes to the financial statements 30 June 2020

Note 3 Revenue from continuing operations

(continued)

(c) Other revenues Administration Caravan Parks Environment	2020 \$'000 356 230 184 433	2019 \$'000 207 226 354
Administration Caravan Parks	356 230 184	207 226 354
Administration Caravan Parks	230 184	226 354
Administration Caravan Parks	230 184	226 354
Caravan Parks	230 184	226 354
	184	354
Environment		
	433	F00
Fines		562
Housing and community amenities	203	134
Insurance claims recoveries	336	-
Legal fees recovery	103	121
Legal Settlements	236	-
Recreation and cultural facilities	87	177
State waste rebate	112	112
Transport and communications	687	715
The Glasshouse	1,079	1,751
Waste management revenues	842	877
Water supplies	221	144
Other	420	257
Total other revenues	5,529	5,637

Accounting policy for other revenue

Where the revenue relates to a contract with customer, the revenue is recognised when or as the performance obligation is completed and the customer receives the benefit of the goods/services being provided.

Where the revenue relates to a contract which is not enforceable or does not contain sufficiently specific performance obligations then revenue is recognised when an unconditional right to a receivable arises or the cash is received, whichever is earlier.

2019 accounting policy:

Port Macquarie Hastings Council recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the council, and specific criteria have been met for each of the council's activities as described below. Council bases its estimates on historical results, taking into consideration the type of customer, the type of transaction and the specifics of each arrangement.

Parking fees and fines are recognised as revenue when the service has been provided, or when the penalty has been applied, whichever occurs first.

Other revenue is recorded when the payment is due, the value of the payment is notified, or the payment is received, whichever occurs first.

Notes to the financial statements 30 June 2020 (continued)

Note 3 Revenue from continuing operations

	Operati	ng	Capita	al
	Actual	Actual	Actual	Actual
	2020	2019	2020	2019
	\$'000	\$'000	\$'000	\$'000
(d) Grants				
General purpose (untied)				
Financial assistance				
Relating to current year	4,653	4,577	-	-
Prepayment received in advance for subsequent year	4,932	4,747	-	-
Amount recognised as income during current year	9,585	9,324	-	-
Special purpose (tied)				
Airport	_	_	_	5,752
Community services and education	35	102	13	65
Health	103	112	-	-
Housing and community amenities	75	52	812	193
Library	204	150	_	_
NSW Rural Fire Service	478	502	_	751
Bushfire/disaster recovery	2,543	_	_	_
Recreation and culture	132	64	5,389	2,332
Transport			,	,
- Other roads and bridges	156	125	5,999	3,181
- Roads to recovery	1,827	1,248	-	_
- LIRS interest subsidy	37	48	-	-
Sewerage services	-	-	3,855	1,238
Stormwater	-	-	-	52
Street lighting	145	144	-	-
Other	203	210	27	12
Total special purpose grants	5,938	2,757	16,095	13,576
Total grants	15,523	12,081	16,095	13,576
Comprising:				
- Commonwealth funding	11,497	10,618	-	-
- State funding	4,026	1,463	16,095	13,576
	15,523	12,081	16,095	13,576

Notes to the financial statements 30 June 2020 (continued)

Note 3 Revenue from continuing operations

	Operat	ing	Capital		
	Actual	Actual	Actual	Actual	
	2020	2019	2020	2019	
	\$'000	\$'000	\$'000	\$'000	
(e) Contributions					
Developer contributions					
(s7.4 and s7.11 - EP&A Act, s64 of the LGA):					
Cash contributions					
S7.4 - contributions using planning agreements	-	-	(53)	646	
S7.11 - contributions towards amenities/services	343	292	8,262	10,710	
S7.12 - fixed development consent levies	-	-	298	290	
S64 - water supply contributions	-	-	4,686	5,525	
S64 - sewerage service contributions	-	-	1,893	2,179	
Non-cash contributions					
S7.11 - in kind contributions S7.11 - deferrals	-	-	92 (809)	242 261	
S64 - water In kind contributions	-	_	61	716	
S64 - sewer In kind contributions	-	-	-	-	
S64 - water deferrals	-	-	(269)	71	
S64 - sewer deferrals			(100)	119	
Total development contributions	343	292	14,061	20,759	
Other contributions					
Cash contributions RMS contributions (Regional/Local, Block Grant)	1,616	1,585	-	-	
Other	45	88	25	-	
Non-cash contributions					
Subdivision dedications (other than by s7.11)			12,661	33,158	
Total other contributions	1,661	1,673	12,686	33,158	
Total contributions	2,004	1,965	26,747	53,917	
Total grants and contributions	17,527	14,046	42,842	67,493	

Notes to the financial statements 30 June 2020 (continued)

Note 3 Revenue from continuing operations

Accounting policy for grants and contributions

Accounting policy from 1 July 2019

Grant Income under AASB 15

Where grant income arises from an agreement which is enforceable and contains sufficiently specific performance obligations the revenue is recognised when control of each performance obligation is satisfied.

The performance obligations are varied based on the agreement but include milestones, submission of acquittals etc. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain milestones for others.

Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control. Within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract.

Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

Grant income

Assets arising from grants in the scope of AASB 1058 are recognised at the assets fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard.

Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received.

Capital grants

Capital grants received to enable Council to acquire or construct an item of infrastructure, property, plant and equipment to identified specifications which will be under Council's control and which is enforceable are recognised as revenue as and when the obligation to construct or purchase is completed.

For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project as there is no profit margin.

For acquisition of assets, the revenue is recognised when the asset is acquired and controlled by the Council.

Contributions

Port Macquarie-Hastings Council has obligations to provide facilities from contribution revenues levied on developers under the provisions of \$7.4, 7.11 and 7.12 of the Environmental Planning and Assessment Act 1979.

While Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon receipt by Council, due to the possibility that individual development consents may not be acted upon by the applicant and, accordingly, would not be payable to Council.

Developer contributions may only be expended for the purposes for which the contributions were required, but the council may apply contributions according to the priorities established in work schedules.

Accounting policy prior to 1 July 2019

Control over grants and contributions is normally obtained upon their receipt (or acquittal) and revenue is recognised at this time and is valued at the fair value of the granted or contributed asset at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner, or used over a particular period, and those conditions were un-discharged at reporting date, the unused grant or contribution is disclosed at note 3(f).

A liability is recognised in respect of revenue that is reciprocal in nature to the extent that the requisite service has not been provided at reporting date.

Port Macquarie - Hastings Council	Notes to the financial statements
Note 3 Revenue from continuing operations (continued)	30 June 2020 (continued)

Actual	Actual
2020	2019
\$'000	\$'000

(f) Unspent grants and contributions - external restrictions

Certain grants and contributions are obtained by Council on the condition they be spent in a specified manner due to externally imposed restrictions.

Operating grants		
Operating grants recognised as income in the current period that:		
- have not been spent	1,054	119
- were received for the provision of goods and services in a future period	4,932	4,747

Operating grants recognised in previous reporting periods which have been spent in the current reporting period

(110) (4,848)

Unspent operating grants that were recognised during the year comprise the following		
- Bushfire Disaster Recovery Funding	863	-
- Crown Reserve Plans of Management	-	58
- Community Services	7	4
- Cultural	15	-
- Environmental	25	-
- Flood Mitigation	-	15
- Regional Gallery	43	42
- Waste Management	101	
	1,054	119

Capital grants		
Capital grants recognised as income in the current period that:		
- have not been spent	98	859
Capital grants recognised in previous reporting periods which have been spent in the current reporting period	(805)	(553)

Unspent capital grants that were recognised during the year comprise the following		
- Environment	-	1
- Glasshouse	10	10
- Library	73	105
- Recreation and Culture	13	461
- Roads and Transport	2	282
	98	859

	98	859
Contributions		
Contributions recognised as income in the current period that:		
- have not been spent Contributions recognised in previous reporting periods which have been	16,161	21,203
spent in the current reporting period	(9,109)	(9,185)

Unspent contributions that were recognised during the year comprise the following		
- S7.11/S64	16,143	21,163
- Environmental	13	3
- Recreation & Culture	5	37
	16,161	21,203

Notes to the financial statements 30 June 2020

Note 3 Revenue from continuing operations (continued)

(continued)

(g) Disaggregation of revenue

The following shows the revenue recognition pattern for the streams of Council

	AASB 15	AASB 1058
	\$,000	\$,000
Revenue recognition at a point in time		
Rates and annual charges	-	102,785
Financial assistance grants	-	9,585
User charges and fees	8,045	328
Grant revenue and non-developer contributions	-	7,684
Developer contributions	-	27,065
Fines	-	433
Other		3,787
	8,045	151,667
Revenue recognised over time		
Grant revenue		
Grants to acquire or construct Council controlled assets	-	16,035
User charges and fees	26,806	-
Other	1,309	_
	28,115	16,035
Total	36,160	167,702

Port Mac	uarie -	Hastings	Council

Notes to the financial statements

30 June 2020 (continued)

Note 4 Interest and investment income

	Actual	Actual
	2020	2019
	\$'000	\$'000
Interest and Investment revenue		
Interest in financial assets measured at amortised cost		
Overdue rates and annual charges	281	266
Overdue user charges and fees	51	48
Cash and Investments		
- General Fund	2,666	2,713
- Waste Fund	478	487
- Water Fund	2,390	2,085
- Sewer Fund	1,150	1,344
- Special Funds	40	42
- S7.11 Deposits	497	870
- S64 Deposits Water fund	431	714
- S64 Deposits Sewerage Services	174	312
Total interest and investment revenue	8,158	8,881

Accounting policy for interest and investment revenue

Interest income is recognised using the effective interest rate at the date that the interest is earned.

Dividends are recognised as income in profit or loss when the shareholder's right to receive payment is established

Notes to the financial statements 30 June 2020

Note 5 Expenses from continuing operations

(continued)

	Actual	Actual
	2020	2019
	\$'000	\$'000
(a) Employee benefits and on costs		
Salaries and wages	41,506	38,977
Travelling	1,562	1,596
Employee leave entitlements	6,908	7,669
Superannuation	4,697	4,664
Workers' compensation insurance	951	942
Fringe Benefits Tax	50	51
Payroll Tax	608	611
Training costs (excluding Salaries)	366	591
Other	77	100
Less: Capitalised costs	(5,137)	(4,347)
Total employee costs expensed	51,588	50,854

Accounting policy for employee benefits and on-costs

Employee benefit expenses are recorded when the service has been provided by the employee.

Retirement benefit obligations

All employees of the Council are entitled to benefits on retirement, disability or death. Council contributes to various defined benefit plans and defined contribution plans on behalf of its employees.

Defined benefit superannuation plans

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available

Council participates in a defined benefits superannuation scheme called the Local Government Superannuation Scheme - Pool B (Scheme). Pooled Employers form a sub-group of the Scheme with over 170 employers supporting around 5,000 employees and ex-employees.

The pooled Employers sub-group is considered to be a defined benefit multi-employer plan as defined by AASB119, for the following reasons:

- 1. Assets are not segregated within a sub-group according to the employees of each sponsoring employer.
- 2. The contribution rates have been the same for all sponsoring employers. That is, contribution rates have not varied for each supporting employer according to the experience relating to the employees of that sponsoring employer.
- 3. Benefits for employees of all sponsoring employers are determined according to the same formulae and without regard to the sponsoring employer; and
- 4. The same actuarial assumptions are currently used in respect of the employees of each sponsoring employer.

Given the factors above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers and hence shares in the associated gains and losses (to the extent that they are not borne by members). As such Council does not believe that there is sufficient reliable information to allow each sponsoring employer to account for its proportionate share of the defined benefit obligation, sub-group assets and costs associated with the sub-group in the same way as it would for a single employer sponsored defined benefit plan.

Pooled Employers are required to pay future service employer contributions and past service employer contributions to the Fund.

The future service employer contributions were determined using the new entrant rate method under which a contribution rate sufficient to fund the total benefits over the working life-time of a typical new entrant is calculated. The current future service employer contributions rates are:

Notes to the financial statements 30 June 2020

Note 5 Expenses from continuing operations

(continued)

Division B	1.9 times member contributions for non- 180 Point Members; Nil for 180 Point Members*
Division C	2.5% salaries
Division D	1.64 times member contributions

^{*} For 180 Point Members, Employers are required to contribute 7% of salaries to these members' accumulation accounts, which are paid in addition to members defined benefits.

The past service contribution for each Pooled Employer is a share of the total past service contributions of \$40.0 million for 1 July 2019 to 30 June 2021, apportioned according to each employer's share of the accrued liabilities as at 30 June 2019. These past service contributions are used to maintain the adequacy of the funding position for the accrued liabilities.

The adequacy of contributions is assessed at each triennial actuarial investigation and monitored annually between triennials.

As stated above, each sponsoring employer is exposed to that actuarial risks associated with current and former employees of other sponsoring employers and hence shares in the associated gains and losses.

However, there is no relief under the Fund's trust deed for employers to walk away from their defined benefit obligations. Under limited circumstances, an employer may withdraw from the plan when there are no active members, on full payment of outstanding past service contributions. There is no provision for allocation of any surplus which may be present at the date of withdrawal from the entity.

Agreed allocation of a deficit or surplus on :

1. wind-up of the plan

There are no specific provisions under the Fund's trust deed dealing with deficits or surplus on wind-up.

2. withdrawal from the plan

There is no provision for allocation of any surplus which may be present at the date of withdrawal of an employer.

The expected contributions to the Fund by Council for the next annual reporting period is \$787,720.28.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2020 is:

Employer reserves only*	\$millions	Asset Coverage
Assets	1,695.20	
Past Service Liabilities	1,773.20	95.60%
Vested Benefits	1,757.50	96.50%

^{*} excluding member accounts and reserve in both assets and liabilities

The key economic long term assumptions used to calculate the present value of accrued benefits are:

Investment return	5.75% per annum
Salary inflation	3.5% per annum
Increase in CPI	2.5% per annum

The contribution requirements may vary from the current rates if the overall sub-group experience is not in line with the actuarial assumptions in determining the funding program; however, any adjustment to the funding program would be the same for all sponsoring employers in the Pooled Employers group. Please note that the estimated employer reserves financial position above is a preliminary calculation, and once all the relevant information has been received by the Funds Actuary, the final end of year review will be completed around November/December 2020.

The implications are that additional contributions are estimated to remain in place until 30 June 2021.

It is estimated that there are \$479,300 in past service contributions remaining

Based on a Past Service Liabilities methodology, the share of the surplus that can be attributed to Council is 1.2%

Notes to the financial statements 30 June 2020

(continued)

Note 5 Expenses from continuing operations

	Actual 2020	Actual 2019
	\$'000	\$'000
(b) Borrowing Costs		
Interest on Loans	2,341	2,760
Amortisation of discounts and premiums:		
- Tip remediation	188	582
Less: Capitalised costs	(70)	(10)
Total borrowing costs expensed	2,459	3,332

Accounting policy for borrowing costs

Borrowing costs incurred for the construction of any qualifying asset are capitalised during the period of time that is required to complete and prepare the asset for its intended use or sale. Other borrowing costs are expensed as incurred.

Notes to the financial statements 30 June 2020

Note 5 Expenses from continuing operations

(CO	nt	in	u	ed)

	Actual 2020	Actual 2019
/ N M	\$'000	\$'000
(c) Materials and contracts		
Raw materials and consumables	28,154	25,669
Contractor and consultancy costs		
- Domestic waste management contract	4,775	4,911
- Other	9,692	8,597
Remuneration of Auditors	117	125
Legal fees:		
- Planning and development	209	369
- Debt recovery	85	81
- Other	248	238
Total materials and contracts	43,280	39,990

Accounting policy

Expenses are recorded on an accruals basis as the council receives the goods or services.

Auditors' remuneration

Auditors of the Council - NSW Auditor-General:

 (i) Audit and other assurance services
 104
 95

 Audit and review of financial statements
 104
 95

 Total fees paid or payable to the Auditor-General
 104
 95

During the year the following fees were paid or payable for services provided by other audit firms

Total remuneration of auditors	117	125
Total fees paid or payable to audit firms	13	30
Internal audit services - The Trustee for Centium Group Unit Trust	2	18
Other assurance services - Thomas Noble & Russell	11	12
(i) Audit and other assurance services		
During the year the following fees were paid or payable for services provide	led by other audit firms	

Notes to the financial statements 30 June 2020

Note 5 Expenses from continuing operations (continued)

(continued)

	Actual	Actual
Note	2020	2019
	\$'000	\$'000
(d) Depreciation and impairment of non-financial assets		
Depreciation		
Infrastructure, property, plant & equipment	51,732	50,323
Total depreciation costs	51,732	50,323
Impairment/revaluation decrement of IPPE		
Infrastructure Assets	1,993	27
Other Assets	17	-
Amounts taken through revaluation reserve	(251)	
Total impairment costs charged to Income Statement		_
(IPPE)	1,759	27
Total depreciation and impairment for non-financial		
assets	53,491	50,350

Accounting policy for depreciation, amortisation and impairment expenses of non-financial assets

Depreciation and amortisation

Depreciation and amortisation are calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives. Useful lives are included in Note 11 for IPPE assets.

Depreciation is capitalised where in-house assets have contributed to new assets.

Impairment of non-financial assets

Council assets held at fair value that are not held primarily for their ability to generate new cash flow, and that are deemed to be specialised, are no longer required to be tested for impairment under AASB 136. This is because these assets are assessed on an annual basis to ensure that the carrying amount is not materially different from fair value and therefore an impairment loss would be captured during this assessment

Other assets that do not meet the criteria above are tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

For the purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash inflows that are largely independent of the cash inflows from other assets or groups of assets (cash-generating units). Non-financial assets that suffered an impairment are reviewed for possible reversal of the impairment at each reporting date.

Impairment losses for revalued assets are firstly offset against the amount in the revaluation surplus for the class of asset, with only the excess to be recognised in the Income Statement.

Notes to the financial statements 30 June 2020

Note 5 Expenses from continuing operations (continued)

(continued)

	Actual 2020 \$'000	Actual 2019 \$'000
(e) Other expenses		
Bad & Doubtful Debts	304	35
Contributions and donations	308	365
Insurance	1,127	1,210
Electricity and heating	4,234	3,354
Mayoral fee	60	62
Councillors' fees	151	159
Councillors' (incl Mayor) expenses	30	51
Legal Settlements	728	-
Street lighting	1,173	1,086
Telephones	370	395
Bank charges and fees	351	346
Valuation fees	217	225
Emergency services levy (includes FRNSW, SES & RFS levies)	954	910
Waste Levy	5,407	5,994
Total other expenses from continuing operations	15,414	14,192

Accounting policy for other expenses

Other expenses are recorded on an accruals basis as the Council receives the goods or services.

Notes to the financial statements 30 June 2020

Note 6 Gain or loss from the disposal, replacement and de-recognition of assets

(continued)

	Note	Actual 2020 \$'000	Actual 2019 \$'000
Gain (or loss) on disposal of infrastructure, property, plant & equipment	11	,,,,,,	,,,,,
Proceeds from disposal		359	549
Less: Carrying amount of assets sold		1,685	709
Gain (or loss) on disposal	_	(1,326)	(160)
Gain (or loss) on disposal of non-current assets held for sale	10		
Proceeds from sales		-	-
Less: Cost of sales (Note 1)		2,800	-
Gain (or loss) on disposal	_	(2,800)	-
Gain (or loss) on disposal of real estate development			
Proceeds from sales		-	143
Less: Cost of sales	_	<u> </u>	76
Gain (or loss) on disposal	_		67
Gain (or loss) on disposal of investments	7b		
Proceeds from disposal		113,000	137,000
Less: Carrying value of investments		113,000	137,000
Gain (or loss) on disposal	_		-
Loss on disposal of infrastructure assets			
Less: Carrying amount of assets disposed	_	5,393	4,763
	_	(5,393)	(4,763)
Net gain (or loss) from disposal of assets	_	(9,519)	(4,856)

Note 1:

Council purchased a property in William Street, Port Macquarie in 2005. Council has subsequently tested the market for the land several times over the years. To enable additional carparking to be provided within the CBD, the land was sold in 2019-2020 to a neighbouring property owner. The conditions of sale included a requirement for the provision of 150 additional public carparking spaces beyond that required by the development. As the sale has occurred, but the carparking spaces not yet provided, an adjustment has been made in the accounts to reflect the status. As this land was held on Council's books at a value of \$2.8m, there is a loss on sale shown in this note of \$2.8m.

Accounting policy for disposal of assets

Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the Income Statement.

The gain or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer and the asset is de-recognised.

Notes to the financial statements 30 June 2020

Note 7(a) Cash and cash equivalents

(continued)

	Note	Actual 2020 \$'000	Actual 2019 \$'000
Cash at bank and on hand		5,034	2,521
Deposits at call		10,867	12,810
	17a	15,901	15,331

Accounting policy for cash and cash equivalents

For Statement of Cash Flow presentation purposes, cash and cash equivalents includes cash on hand; deposits held at call with financial institutions; other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value; and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the Statement of Financial Position.

Notes to the financial statements 30 June 2020 (continued)

Note 7(b) Investments

Actual 2020		Actu	al 2019
Current \$'000	Non- Current \$'000	Current \$'000	Non-Current \$'000

The following financial assets are held as investments:

Debt securities at amortised cost

Term Deposits

Total

99,540	197,500	113,000	172,000
99,540	197,500	113,000	172,000

Accounting policy for investments

Financial instruments are recognised initially on the date that council becomes party to the contractual provisions of the instrument

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

Financial Assets

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

Classification

On initial recognition, Council classifies its financial assets into the following categories - those measured at:

- amortised cost
- fair value through profit and loss (FVTPL)
- fair value through other comprehensive income equity instrument (FVOCI-equity)

Financial assets are not reclassified subsequent to their initial recognition.

Amortised cost

Assets measured at amortised cost are financial assets where:

- the business model is to hold assets to collect contractual cash flows, and
- the contractual terms give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Council's financial assets measured at amortised cost comprise trade and other receivables, term deposits and cash and cash equivalents in the statement of financial position.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, impairment and gains or loss on de-recognition are recognised in profit or loss.

Notes to the financial statements 30 June 2020

Note 7(c) Restricted cash, cash equivalents and investments

(continued)

			Actual 2019		
	Current I	Non-Current	Current 1	Non-Current	
	\$'000	\$'000	\$'000	\$'000	
Total cash, cash equivalents and investments	115,441	197,500	128,331	172,000	
External restrictions	87,630	149,921	98,204	131,618	
Internal restrictions	19,809	47,579	23,884	40,382	
Unrestricted	8,002		6,243	-	
	115,441	197,500	128,331	172,000	
	2020 Res	tricted Cash	2019 Rest	ricted Cash	
Note		\$'000		\$'000	
External Restrictions					
Included in liabilities		7,862		8,455	
Other external restrictions Developer contributions: (A)					
- General		47,907		47,091	
- Water		45,444		40,878	
- Sewer		18,070		16,407	
Specific purpose unexpended grants: (C)					
- General		6,754		5,974	
- Waste		205		-	
Unexpended Contributions (B)		92		99	
Water fund (D)		66,543		59,429	
Sewer fund (E)		27,777		33,384	
Broadwater Special Rate (F)		1,428 39		1,434 35	
Sanctuary Springs Special Rate (G)					
Waste Management (H) Stormwater Management		15,335		15,005	
Total external restrictions	-	95 237,551	_	1,631 229,822	
Internal Restrictions					
Operational Reserves					
Committed Works		6,423		7,619	
Employee Leave Entitlements		5,617		5,217	
Office Building & Equipment		1,683		1,212	
Plant Replacement		5,836		5,715	
Working Capital	-	8,835	_	8,328	
Quarantined Funds		28,394		28,091	
Quarantined Funds Crown Reserves		725		564	
Environmental Levy		725 1,759		2,174	
Onsite Effluent		797		673	
Surf Clubs		769		724	
Tourism & Industry Promotion		758		632	
	-	4,808	_	4,767	

Notes to the financial statements 30 June 2020 (continued)

Note 7(c) Restricted cash, cash equivalents and investments

		2020 Restricted Cash	2019 Restricted Cash
	Notes	\$'000	\$'000
Internal Restrictions (continued)			
Roads and Infrastructure			
Asset Revaluation		165	135
The Glasshouse		457	457
Ferries		1,318	1,479
Infrastructure Priorities		593	814
Lake Road Upgrade		157	157
Major Buildings Renewals		119	119
Playing Fields		300	300
PM Town Centre Masterplan		1,712	1,611
Road Environmental Works		91	75
Regional Road Infrastructure		6,114	6,336
Strategic Priorities Reserve		8,404	6,242
Transport Infrastructure Renewal		2,800	2,591
William Street Carparking		3,391	-
Works Associated with Developments		150	100
		25,771	20,416
Council Business Units		,	,
Airport		1,347	4,596
Crematorium & Lawn Cemetery		750	750
Property Investment		2,477	2,673
		4,574	8,019
Coastal and Estuary Management		,	•
Canal Maintenance		(53)	836
Lake Cathie Dredging		28	15
Lake Cathie Remediation - Enforceable Undertaking		60	_
Town Beach Sand Nourishment/4WD Access Points		624	607
		659	1,458
Other			
Council Election		286	236
Covid-19 Relief Measures		1,493	
Cultural Activities		200	230
HACC Greenmeadows		_	2
Planning Studies		187	176
Street Lighting		886	871
Work Health & Safety Initiatives		130	-
,		3,182	1,515
Total Internal Restrictions		67,388	64,266
Total Restrictions		304,939	294,088

⁽A) Developer contributions which are not yet expended for the provision of services and amenities in accordance with contributions plans.

⁽B) Contributions which are not yet expended for the purposes for which they were obtained.

⁽C) Grants which are not yet expended for the purposes for which they were obtained (see Note 1)

⁽D-H) Water, Sewerage, Broadwater Special Rate, Sanctuary Springs Special Rate and Domestic Waste Management (DWM) funds are externally restricted assets which must be applied for the purposes for which they were raised.

Notes to the financial statements 30 June 2020 (continued)

Note 8 Receivables

	Actual	2020	Actual 2	2019
		Non-		Non-
	Current	Current	Current	Current
	\$'000	\$'000	\$'000	\$'000
Purpose				
Rates and annual charges	4,711	714	4,058	827
Interest and extra charges	724	66	299	68
User charges and fees	3,335	364	7,463	86
Government grants and subsidies	5,632	470	8,541	700
Accrued revenues	3,436	-	4,045	-
Net GST Receivable	2,379	-	1,607	-
Other	3,465	1,013	2,141	3,400
Total	23,682	2,627	28,154	5,081
Less: Provision for impairment:				
Rates and annual charges	36	-	34	-
User charges and fees	358		58	-
	394	_	92	
Total	23,288	2,627	28,062	5,081
Restricted receivables				
Externally restricted receivables				
Water Supply	4,669	375	6,866	970
Sewerage Services	2,194	297	1,180	580
Waste Management	1,404	109	1,476	133
Sanctuary Springs	1	-	-	-
Broadwater special rate	1	-	1	-
Total externally restricted receivables	8,269	781	9,523	1,683
Unrestricted receivables	15,019	1,846	18,539	3,398
Total receivables	23,288	2,627	28,062	5,081

Accounting policy for receivables

Recognition and measurement

Receivables are included in current assets, except for those with maturities greater than 12 months after the reporting date which are classified as non-current assets.

Receivables are recognised initially at fair value and subsequently measures at amortised cost using the effective interest method, less provision for impairment. Receivables are generally due for settlement within 30 days.

Cash flows relating to short-term receivables are not discounted if the effect of discounting is immaterial.

Notes to the financial statements 30 June 2020 (continued)

Note 8 Receivables

Impairment

Impairment of financial assets measured at amortised cost is recognised on an expected credit loss (ECL) basis.

When determining whether the credit risk of a financial asset has increased significantly since initial recognition, and when estimating ECL, the council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on council's historical experience and informed credit assessment, and including forward-looking information

When considering the ECL for rates debtors, council takes into account that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold.

For non-rates debtors, council uses the presumption that an asset which is more than 30 days past due has seen a significant increase in credit risk.

The council uses the presentation that a financial asset is in default when:

- the other party is unlikely to pay its credit obligations to the council in full, without recourse by the council to actions such as realising security (if any is held) or
- the financial assets (for non-rates debtors) are more than 90 days past due.

Credit losses are measured as the present value of the difference between the cash flows due to the entity in accordance with the contract, and the cash flows expected to be received. This is applied using a probability weighted approach.

On initial recognition of the asset, an estimate of the expected credit losses for the next 12 months is recognised. Where the asset has experienced significant increase in credit risk then the lifetime losses are estimated and recognised.

Council uses the simplified approach for trade receivables where the expected lifetime credit losses are recognised on day 1.

There has been no change in the estimation techniques or significant assumptions made during the current reporting period.

The council writes off a trade receivable when there is information indicating that the debtor is in severe financial difficulty and there is no realistic prospect of recovery, e.g. when the debtor has been placed under liquidation or has entered into bankruptcy proceedings, or when the receivables are over 4 years past due, whichever occurs first.

None of the receivables that have been written off are subject to enforcement activity

Where the council renegotiates the terms of receivables due from certain customers, the new expected cash flows are discounted at the original effective interest rate and any resulting difference to the carrying value is recognised in profit or loss.

Rates and annual charges outstanding are secured against the property.

Notes to the financial statements 30 June 2020

Note 9 Inventories and other assets

(continued)

	Actual	2020 Non-	Actual	2019 Non-
	Current	Current	Current	Current
	\$'000	\$'000	\$'000	\$'000
(a) Inventories				
At cost:				
Real estate (refer i. below)	-	598	-	598
Stores and materials	370		385	
Total inventories	370	598	385	598
i. Real estate development				
Industrial/Commercial		598		598
Total real estate held for sale	-	598		598
Represented by:				
Development costs		598		598
Total real estate held for sale		598		598
(ii) Inventories not expected to be realised within the next 12 months		598		598
(b) Other assets				
Prepayments	14	-	4	
Total other assets	14		4	
External restricted/unrestricted inventories and of	ther assets			
Water Supply	173	-	180	-
Sewerage Services	4	-	5	-
Unrestricted	207	598	204	598
Total inventories and other assets	384	598	389	598

Accounting policy for inventories and other assets

Raw materials and stores, work in progress and finished goods

Raw materials and stores, work in progress and finished goods are stated at the lower of cost and net realisable value. Costs are assigned to individual items of inventory on basis of weighted average costs. Costs of purchased inventory are determined after deducting rebates and discounts. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land held for resale/capitalisation of borrowing costs

Land held for resale is stated at the lower of cost and net realisable value. Cost is assigned by specific identification and includes the cost of acquisition, and development and borrowing costs during development. When development is completed borrowing costs and other holding charges are expensed as incurred.

Borrowing costs included in the cost of land held for resale are those costs that would have been avoided if the expenditure on the acquisition and development of the land had not been made. Borrowing costs incurred while active development is interrupted for extended periods are recognised as expenses.

Notes to the financial statements

30 June 2020

Note 10 Non-current assets classified as held for sale

(continued)

	2020	2019
	\$'000	\$'000
Land	250	2,800
Buildings	489	-
Furniture & Fittings	14	-
Other Structures	495	-
Plant & Equipment	2	
	1,250	2,800

2020

Council has entered into a contract to sell the Innes Garden Memorial Park. The settlement date is 1 July 2020 and the price of the sale is commercial in confidence.

2019

Council previously owned a commercial property in William Street, Port Macquarie. This property was sold on the 31 July 2019. Refer to Note 6 for additional information.

Accounting policy for non-current assets classified as held for sale

Non-current assets (or disposal groups) are classified as held for sale if their carrying amount will be recovered principally through a sale transaction rather than through continued use. They are measured at the lower of their carrying value amount and fair value less costs to sell, except for assets such as deferred tax assets; assets arising from employee benefits; financial assets; and investment properties that are carried at fair value.

An impairment loss is recognised for any initial or subsequent write-down of the asset (or disposal group) to fair value less costs to sell. A gain is recognised for any subsequent increases in fair value less costs to sell of an asset (or disposal group), but not in excess of any cumulative impairment loss previously recognised. A gain or loss not previously recognised by the date of the sale of the non-current asset (or disposal group) is recognised at the date of de-recognition.

Non-current assets (including those that are part of a disposal group) are not depreciated or amortised while they are classified as held for sale.

Notes to the financial statements 30 June 2020

(continued)

Note 11 Infrastructure, property, plant and equipment

		At 30 June 201	9			Movements	during year				At 30 June 202	0
By asset class	Gross carrying amount \$'000	Accum depreciation \$'000	Net carrying amount \$'000	Renewals	New assets	Carrying value of disposals	Depn and impairment	Transfers/ Adjustments \$'000	Revaluation increments/(d ecrements) (2) \$'000	Gross carrying amount \$'000	Accum depreciation \$'000	Net carrying amount \$'000
Capital work in progress	87,836	-	87,836	33,696	28,416			(44,927)		105,021	-	105,021
Plant and equipment	43,133	23,271	19,862		2,573	354	2,678	32		44,138	24,703	19,435
Office equipment	12,097	7,832	4,265		27		1,175			12,055	8,938	3,117
Furniture and fittings	7,024	5,569	1,455		51	32	249	(29)		6,842	5,646	1,196
Leased property, plant and equipment	286	63	223				3			286	66	220
Land												
- Operational Land	95,507	-	95,507		786			39		96,332	-	96,332
- Community Land	29,237	-	29,237		207					29,444	-	29,444
- Crown Land (Council Trustee)	22,536	_	22,536							22,536	_	22,536
- Land Under Roads	67,636	-	67,636		66			5		67,707	-	67,707
- Non Depreciable Land Improvements	4,808	-	4,808							4,808	-	4,808
- Depreciable land improvements	10,213	2,559	7,654	3			199			10,215	2,757	7,458
Infrastructure:												
- Other Structures	7,672	2,837	4,835		8	16	202	(683)		6,188	2,246	3,942
- Buildings	185,162	54,395	130,767	1,059	627	1,300	4,900	6,472		189,578	56,853	132,725
- Roads	525,740	270,522	255,218	2,044	4,572	1,989	10,416	12,011	(12,470)	367,343	118,373	248,970
- Bridges	203,684	86,122	117,562	548	1,021	401	3,030	2,896	45,413	220,839	56,830	164,009
- Footpaths	192,407	99,025	93,382		1,598	144	2,520	2,997	37,904	185,414	52,197	133,217
- Other road assets	65,816	21,387	44,429	503	306	67	1,868	1,473	968	66,883	21,139	45,744
- Bulk Earthworks (non-deprec)	267,400	9	267,391		535	8		972	(143,159)	125,731	-	125,731

Notes to the financial statements

30 June 2020 (continued)

Note 11 Infrastructure, property, plant and equipment

		At 30 June 2019	9			Movements	during year			,	At 30 June 2020	0
By asset class	Gross carrying amount	Accum depreciation	Net carrying amount	Renewals	New assets	Carrying value of disposals	Depn and impairment	Transfers/ Adjustments	Revaluation increments/(d ecrements) (2)	Gross carrying amount	Accum depreciation	Net carrying amount
	\$'000	\$'000	\$1000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
- Stormwater drainage	244,387	106,112	138,275	63	2,095	524	2,929	1,114	37,119	254,715	79,502	175,213
- Water supply network	587,099	217,225	369,874	464	1,319	1,843	9,540	5,979	3,501	596,745	226,991	369,754
- Sewerage network	439,487	197,219	242,268	220	1,913	257	9,313	3,713	2,046	448,490	207,900	240,590
- Swimming Pools	11,216	3,726	7,490	-	-	-	195	-	-	11,216	3,921	7,295
- Other open space/ recreational assets	59,357	36,795	22,562	1,082	1,099	143	2,590	3,951	-	63,946	37,985	25,961
Other Assets												
- Heritage Collections	941	614	327	-	-	-	12	-	-	941	626	315
- Library Books	6,497	6,077	420	-	454	-	280	-	-	6,950	6,356	594
- Other	775	97	678	-	-	-	7	_	_	775	104	671
Reinstatement, Rehabilitation, Restoration Assets (refer note 15)				-	-	-	-	-	_			
Tip Asset	2,489	1,329	1,160		-	-	387		-	2,489	1,716	773
Totals	3,180,442	1,142,785	2,037,657	39,682	47,673	7,078	52,493	(3,985)	(28,678)	2,947,627	914,849	2,032,778

Notes:

- Excludes investment properties and non-current assets held for resale.
- Additions to Buildings and Infrastructure are made up of Asset Renewals and New Assets. Renewals are defined as replacements of existing assets with equivalent capacity or performance as opposed to the acquisition of new assets.
- The 'Water Supply network' and 'Sewerage network' asset classes do not include those fixed assets belonging to the water and sewerage funds which form part of other asset classes, eg land, buildings etc.
- Refer to Note 23 Fair value measurement for information regarding the fair value of IPP&E.
- Asset classes to be included in Special Schedule 7 Infrastructure Asset Report.

Notes to the financial statements 30 June 2020

Note 11 Infrastructure, property, plant and equipment

(continued)

		At 30 June 201	В			Movements	s during year				At 30 June 201	9
By asset class	Gross carrying amount	Accum depreciation and impairment	Net carrying amount	Renewals	New assets	Carrying value of disposals	Depn and impairment	Transfers/ Adjustments	Revaluation increments/(d ecrements) (2)	Gross carrying amount	Accum depreciation and impairment	Net carrying amount
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Capital work in progress	77,135	-	77,135	20,063	30,634			(39,996)		87,836	-	87,836
Plant and equipment	41,267	22,031	19,236		3,453	708	2,591	472		43,133	23,271	19,862
Office equipment	22,527	17,811	4,716		502	1	1,131	182	(3)	12,097	7,832	4,265
Furniture and fittings	7,073	5,405	1,668		110		323			7,024	5,569	1,455
Leased property, plant and equipment	286	60	226				3			286	63	223
Land												
- Operational Land	94,588	-	94,588		919					95,507	-	95,507
- Community Land	28,614	-	28,614		623					29,237	-	29,237
- Crown Land (Council Trustee)	22,536	-	22,536							22,536	-	22,536
- Land Under Roads	67,636	-	67,636							67,636	-	67,636
- Non Depreciable Land Improvements	4,625	-	4,625						183	4,808	-	4,808
- Depreciable land improvements	9,659	2,268	7,391		160		191		294	10,213	2,559	7,654
Infrastructure:												
- Other Structures	7,947	2,564	5,383	8		96	232	(357)	129	7,672	2,837	4,835
- Buildings	179,875	49,005	130,870	251	800	5	4,425	574	2,702	185,162	54,395	130,767
- Roads	497,345	251,431	245,914	20	7,953	295	9,533	2,134	9,025	525,740	270,522	255,218
- Bridges	179,221	82,794	96,427	27	159	1,097	2,905	20,784	4,167	203,684	86,122	117,562

Notes to the financial statements 30 June 2020 (continued)

Note 11 Infrastructure, property, plant and equipment

		At 30 June 201	В			Movements	during year				At 30 June 201	•
By asset class	Gross carrying amount	Accum depreciation and impairment	Net carrying amount	Renewals	New assets	Carrying value of disposals	Depn and impairment	Transfers/ Adjustments	Revaluation increments/(d ecrements) (2)	Gross carrying amount	Accum depreciation and impairment	Net carrying amount
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
- Footpaths	177,569	93,267	84,302		6,928	164	2,331	1,498	3,149	192,407	99,025	93,382
- Other road assets	60,766	18,806	41,960		130	13	1,740	2,503	1,589	65,816	21,387	44,429
- Bulk Earthworks (non-deprec)	255,699	9	255,690		1,571	254		620	9,764	267,400	9	267,391
- Stormwater drainage	227,338	99,358	127,980	2	6,910	786	2,773	791	6,151	244,387	106,112	138,275
- Water supply network	563,639	203,224	360,415		3,288	1,172	9,495	10,803	6,035	587,099	217,225	369,874
- Sewerage network	433,579	187,109	246,470	12	5,944	878	9,130	(3,943)	3,793	439,487	197,219	242,268
- Swimming Pools	9,702	2,929	6,773				209	735	191	11,216	3,726	7,490
- Other open space/ recreational assets	56,132	34,437	21,695	525	1,095	3	2,539	1,188	601	59,357	36,795	22,562
Other Assets												
- Heritage Collections	905	545	360	16	-	-	56	-	7	941	614	327
- Library Books	6,216	5,832	384		281		245	_	-	6,497	6,077	420
- Other	775	88	687				9	_	_	775	97	678
Reinstatement, Rehabilitation, Restoration Assets (refer note 15)												
Tip Asset	2,489	750	1,739	-	-	-	579	-	_	2,489	1,329	1,160
Totals	3,035,143	1,079,723	1,955,420	20,924	71,460	5,472	50,440	(2,012)	47,777	3,180,442	1,142,785	2,037,657

Notes to the financial statements 30 June 2020

Note 11 Infrastructure, property, plant and equipment (continued)

(continued)

Accounting policy for infrastructure, property, plant and equipment

Infrastructure, property, plant and equipment are held at fair value. Independent comprehensive valuations are performed at least 5 yearly however the carrying amount of assets is assessed by council at each reporting date to confirm that it is not materially different from current fair value.

Water and sewerage network assets are indexed at each reporting period in accordance with the Rates Reference Manual issued by Department of Industry (DoI) - Water.

Increases in the carrying amounts arising on revaluation are credited to the asset revaluation reserve. To the extent that the increase reverses a decrease previously recognising profit or loss relating to that asset class, the increase is first recognised as profit or loss. Decreases that reverse previous increases of assets in the same class are first charged against revaluation reserves directly in equity to the extent of the remaining reserve attributable to the class; all other decreases are charged to the Income Statement.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the income statement during the financial period in which they are incurred.

When infrastructure, property, plant and equipment are acquired by council at significantly below fair value, the assets are initially recognised at their fair value at acquisition date.

Land is not depreciated. Depreciation on other assets is calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives as follows:

Plant and equipment	Years	Other Equipment	Years
Office equipment	5 to 10	Playground equipment	5 to 15
Office furniture	10 to 20	Other parks furniture	10 to 20
Computer equipment	5 to 10		
Vehicles	5 to 8	Buildings	
Heavy plant/road making equipment	5 to 8	Buildings: Masonry	50 to 100
Other plant and equipment	5 to 15	Buildings: Other	20 to 40
Water and sewer assets		Stormwater Assets	
Dams and reservoirs	40 to 100	Drains	80 to 100
Bores	20 to 40	Culverts	40 to 80
Reticulation pipes: PVC	40	Flood control Structures	80 to 100
Reticulation pipes: other	40 to 100		
Pumps and telemetry	10 to 50		
Transportation assets		Other infrastructure assets	
Sealed roads: surface	25 to 35	Bulk earthworks	Infinite
Sealed roads: structure	80 to 90	Swimming pools	10 to 80
Unsealed roads	15 to 60	Other open space/recreation	5 to 100
Bridge: concrete	90	Other infrastructure	10 to 100
Bridge: other	40		
Kerb, gutter and footpaths	30 to 90		

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date. Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the Income statement.

Land under roads

Land under roads is land under roadways and road reserves including land under footpaths, nature strips and median strips.

Council has elected to recognise land under roads acquired before 1 July 2008 in accordance with AASB 1051.

Land under roads acquired after 1 July 2008 is recognised in accordance with AASB 116 Property, Plant and Equipment.

Crown reserves

Crown Reserves under Council's care and control are recognised as assets of the Council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated. Where the Crown reserves are under a lease arrangement they are accounted for under AASB 16 Leases, refer to Note 13. Improvements on Crown Reserves are also recorded as assets, while maintenance costs incurred by Council and revenues relating to the reserves are recognised within Council's Income Statement.

Rural Fire Service assets

Under section 119 of the *Rural Fire Services Act 1997 (NSW)*, "all fire fighting equipment purchased or constructed wholly or from money to the credit of the Fund is to be vested in the council of the area for or on behalf of which the fire fighting equipment has been purchased or constructed". Council recognises rural fire service assets when vested or purchased and depreciates them from the time they are held ready for use. Rural fire service assets controlled and recognised by council include land, buildings and fire fighting equipment.

Notes to the financial statements 30 June 2020 (continued)

Note 12 Contract assets and liabilities

		30 June 2020
		\$'000
a. Contract assets		
Grant and Contributions		
Environment & Heritage - Dunbogan Flood Access Road Upgrade		56
NSW Dept of Premier & Cabinet - Andrews Park Upgrade		65
NSW Dept of Premier & Cabinet - Telegraph Point Pedestrian Safety Upgrades		121
Office of Sport - Stuart Park Sporting Precinct		1,605
RMS - Bago Road Rehabilitation		837
RMS - Dunbogan Bridge at Reid Street		600
Stronger Country Communities - Bold St Pedestrian Crossing		205
Transport NSW - 2018/19 & 2019/20 CPTIGS Bus Shelters		85
Other		107
User Fees and Charges		2,087
		5,768
b. Contract liabilities		
Funds to construct Council controlled assets	(i)	717
Funds received prior to performance obligation being satisfied (upfront payments) - AASB 15	(ii)	75
Upfront Fees - Ferry Tickets, Private Works, Water Meter Installation, Glasshouse Tickets		350
		1,142

- (i) Council has received funding to construct assets including roads, bridges and other infrastructure. The funds received are under an enforceable contract which required Council to construct an identified asset which will be under Council's control on completion. The revenue is recognised as Council constructs the asset and the contract liability reflects the funding received which cannot yet be recognised as revenue. The revenue is expected to be recognised in the next 12 months.
- (ii) The contract liability relates to grants received prior to the revenue recognition criteria in AASB 15 being satisfied since the performance obligations are ongoing. In addition, Council has received a deposit for the sale of the Innes Garden Memorial Park. The performance obligations of this contract will not be satisfied until settlement on 1 July 2020.

Revenue recognised that was included in the contract liability balance at the beginning of the period

Funds to construct Council controlled assets	848
Funds received prior to performance obligation being satisfied (upfront payments) - AASB 15	172
Deposits received in advance of services being provided (e.g Glasshouse Deposits)	248
	1,268

Notes to the financial statements 30 June 2020 (continued)

Note 12 Contract assets and liabilities

Significant changes in contract asset and liabilities

The contract liabilities have arisen on adoption of AASB 15 and AASB 1058. Previously income received in advance was recognised for reciprocal contracts. The increase in the contract liability is primarily due to grants in

Accounting policy for contract assets and liabilities

Where the amounts billed to customers are based on the achievement of various milestones established in the contract, the amounts recognised as revenue in a given period do not necessarily coincide with the amounts billed to or certified by the customer.

When a performance obligation is satisfied by transferring a promised good or service to the customer before the customer pays consideration or before the payment is due, Council presents the work in progress as a contract asset, unless the rights to that amount of consideration are unconditional, in which case Council recognises a receivable.

When an amount of consideration is received from a customer/fund provider prior to Council transferring a good or service to the customer, Council presents the funds which exceed revenue recognised as a contract liability.

Notes to the financial statements

30 June 2020

(continued)

Note 13 Leases

The Council has applied AASB 16 using the modified retrospective (cumulative catch-up) method and therefore the comparative information has not been restated and continues to be reported under AASB 117 and related Interpretations.

Council as lessee

Council has leases over a range of assets including land and buildings. Information relating to the leases in place and associated balances and transactions is provided below.

Terms and conditions of leases

Buildings

Environmental Laboratory

Council leases a laboratory for the purpose of undertaking environmental testing. The lease is for five (5) years, and has a renewal option of two further terms each of five (5) years.

The costs associated with the environmental laboratory lease are not considered material to the financial statements.

Land

Council leases a number of parcels of land from the Crown for various purposes. Most of these leases have no termination date and can be cancelled at any time at the discretion of the Minister. These leases are considered short term leases, so are exempt from AASB 16 recognition and measurement.

Other Crown Land

Council leases a parcel of land in Laurieton for the purpose of a Home and Community Care Centre for the frail aged and disabled. The lease is for 40 years and there is provision for Council to apply for an extension to the lease as long as the use of the property remains unchanged.

The costs associated with this lease are not considered material to the financial statements.

Extension Options

Council includes options in the building leases to provide flexibility and certainty to Council operations and reduce cost of moving premises; and the extension options are at Council's discretion.

At commencement date and each subsequent reporting date, Council assesses where it is reasonably certain that the extension options will be exercised

Leases at significantly below market value - Concessionary/peppercorn leases

Council has a number of leases at significantly below market for land and buildings which are used for:

Water Pipelines and Storage Child Care Centre Radio Repeater Station Community Hall

The leases are generally between 2 and 20 years and require payments of a maximum amount of \$1,000 per year. The use of the right-to-use asset is restricted by the lessors to specified community services which Council must provide, these services are detailed in the leases.

Council does not believe that any of the leases in place are individually material from a statement of financial position or performance perspective.

(continued)

Port Macquarie - Hastings Council

Notes to the financial statements 30 June 2020

Note 13 Leases

Accounting policy

Accounting policies under AASB 16 - applicable from 1 July 2019

At inception of a contract, Council assesses whether a lease exists - i.e. does the contract convey the right to control the use of an identified asset for a period of time in exchange for consideration?

Council has elected not to separate non-lease components from lease components for any class of asset and has accounted for payments as a single component.

At the lease commencement, Council recognises a right-of-use asset and associated lease liability for the lease term. The lease term includes extension periods where Council believes it is reasonably certain that the option will be exercised.

The right-of-use asset is measured using the cost model where cost on initial recognition comprises: the lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration, less any lease incentives. The right-of-use is depreciated over the lease term on a straight-line basis and assessed for impairment in accordance with the impairment of asset accounting policy.

The lease liability is initially recognised at the present value of the remaining lease payments at the commencement of the lease. The discount rate is the rate implicit in the lease, however where this cannot be readily determined then the Council's incremental borrowing rate for a similar term with similar security is used.

Subsequent to initial recognition, the lease liability is measured at amortised cost using the effective interest rate method. The lease liability is re-measured when there is a lease modification, or change in estimate of the lease term or index upon which the lease payments are based (e.g. CPI)

Where the lease liability is re-measured, the right-of-use asset is adjusted to reflect the re-measurement.

Exceptions to lease accounting

Council has applied the exceptions to lease accounting for both short-term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. Council recognises the payments associated with these leases as an expenses on a straight-line basis over the lease term.

Leases at significantly below market value/Concessionary leases

Council has elected to measure the right of use asset arising from the concessionary leases at cost which is based on the associated lease liability at initial recognition.

Council as a lessor

(e) Operating Leases

Council leases out a number of properties to community groups; these leases have been classified as operating leases for financial reporting purposes.

The amounts recognised in the Income Statement relating to operating leases where Council is the lessor are shown below:

Notes to the financial statements

30 June 2020

Note 13 Leases (continued)

	\$'000
Operating Leases	
Lease income (excluding variable lease payments not dependent on an index or rate)	1,049
Lease income relating to variable lease payments not dependent on an index or rate	114
Direct operating expenses from property that generated rental income	(86)
Total income relating to operating leases	1,077

Maturity analysis of lease receivable showing the undiscounted lease payments to be received after reporting date for operating leases:

	\$'000
<1 year	911
1-2 years	670
2-3 years	588
3-4 years	541
4-5 years	300
> 5 years	783
Total undiscounted lease receivable	3,793

(f) Finance Leases

Council has sub-leased some properties which are on Crown land to community organisations and has classified these as finance leases since the sub-lease is for the remaining life of the Council's lease to the Crown. Council does not believe that any of the leases in place are individually material from a statement of financial position or performance perspective.

Accounting policy

When Council is a lessor, the lease is classified as either an operating or finance lease at inception date, based on whether substantially all of the risks and rewards incidental to ownership of the asset have been transferred to the lessee. If the risks and rewards have been transferred then the lease is classified as a finance lease, otherwise it is an operating lease.

When Council has a sub-lease over an asset and is the intermediate lessor, then the head lease and sub-lease are accounted for separately. The classification of the sub-lease is based on the right-of-use asset which arises from the head lease rather than the useful life of the underlying asset.

If the lease contains lease and non-lease components, then the non-lease components are accounted for in accordance with AASB 15 Revenue from Contracts with Customers.

The lease income is recognised on a straight-line basis over the lease term.

Notes to the financial statements 30 June 2020 (continued)

Note 14 Payables and borrowings

	Actual	2020	Actual	2019
		Non-		Non-
	Current \$'000	Current \$'000	Current \$'000	Current \$'000
Payables				
Goods and services	10,710	-	8,876	
Accrued wages and salaries	1,635	-	973	
Accrued expenses - other	1,442	-	1,162	
Accrued Interest	366	-	422	
Government departments and agencies	1,182	-	869	
Deposits and retentions	6,857	-	7,395	
Prepaid rates	2,427	-	2,538	
Other prepayments	565	-	463	
Other payables	131	_	117	
Total payables	25,315	-	22,815	
Borrowings				
Loans - Secured	10,467	39,748	9,972	47,816
Total borrowings	10,467	39,748	9,972	47,816
(a) Payables and borrowings relating to restric	cted assets			
Water	598	-	527	
Sewer	3,459	6,761	3,319	10,072
Waste Management	191	814	156	961
Total restricted liabilities	4,248	7,575	4,002	11,033
Liabilities related to unrestricted assets	31,534	32,173	28,785	36,783
Total	35,782	39,748	32,787	47,816
Total				
(b) Current payables not expected to be settled within the next 12 months - Deposits				

Notes to the financial statements 30 June 2020

Note 14 Payables and borrowings

(continued)

(c) Changes in liabilities arising from financing acti	/ities
--	--------

	2019		2020
Class of borrowings	Opening balance as at 1/7/19	Cash Flows	Closing Non Cash Balance as Changes at 30/6/20
Loans - Secured	57,788	(7,573)	- 50,215
Total liabilities from financing activities	57,788	(7,573)	- 50,215
	2018		2019
	Opening balance as	Cash	Closing Non Cash Balance as
Class of borrowings	at 1/7/18	Flows	Changes at 30/6/19
Loans - Secured	68,903	(11,115)	- 57,788
Total liabilities from financing activities	68,903	(11,115)	- 57,788

(4)	\ Eii	nancing	arrand	amante
ľ	,	Haliciliy	arrany	ememo

	2020	2019
Total facilities		
The amount of total financing facilities available to council at the repo	orting date is:	
- Bank overdraft facility	500	500
- Purchase Cards	500	500
	1,000	1,000
Drawn facilities		
The amount of financing facilities drawn down at the reporting date is	s:	
- Bank overdraft facility	-	-
- Purchase Cards	33	45
	33	45

The bank overdraft facility may be drawn at any time and may be terminated by the bank without notice.

Undrawn facilities

The amount of undrawn financing facilities available to council at the reporting date is:

	967	955
- Purchase Cards	467	455
- Bank overdraft facility	500	500

Notes to the financial statements 30 June 2020 (continued)

Note 14 Payables and borrowings

Breaches and defaults

During the current and prior year, there were no defaults or breaches on any of the loans.

Security over loans

Council loans are secured over future cash flows.

Lease liabilities are secured by the underlying leased assets.

Bank overdrafts

The bank overdraft of Port Macquarie Hastings Council is secured by a registered first mortgage over the income of the Council.

Accounting policy for payables and borrowings

Council measures all financial liabilities initially at fair value less transactions costs, subsequent financial liabilities are measured at amortised cost using the effective interest rate method.

The financial liabilities of the Council comprise trade payables, bank and other loans.

Payables

These amounts represent liabilities for goods and services provided to the Council prior to the end of financial year that are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

Borrowings

Borrowings are removed from the Statement of Financial Position when the obligation specified in the contract is discharged, cancelled or expired. The difference between the carrying amount of a financial liability that has been extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, is recognised in other income or finance cost.

Borrowings are classified as current liabilities unless Council has an unconditional right to defer settlement of the liability for at least 12 months after the reporting date.

Notes to the financial statements 30 June 2020 (continued)

Note 15 Provisions

	20	20	201	19
		Non-		Non-
	Current	Current	Current	Current
	\$'000	\$'000	\$'000	\$'000
Provisions				
Employee benefits provisions				
Annual leave	4,182	-	3,696	-
Sick leave	4,752	187	4,854	329
Long service leave	10,707	476	10,578	552
Maternity leave	78	-	5	-
Redundancies	240	-	-	-
Other provisions				
Asset remediation	-	3,508		3,320
Total Provisions	19,959	4,171	19,133	4,201
Current provisions not expected to be settled within				
the next 12 months	13,912	-	13,114	-

(a) Description of and movements in non-employee benefit provisions

The movement in the asset remediation provision is presented in the table below.

Asset Remediation	2020 '000	2019 '000
At beginning of year	3,320	2,738
Changes in provision:		
Revised discount rate	139	510
Unwinding of discount	49	72
Closing Balance	3,508	3,320

Nature and purpose of non-employee benefit provisions

Council is required by law to restore the current stage of the tip site at Cairncross at the end of its useful life in 2021. The projected cost of this restoration in 2021 is \$500,000 based on a study conducted by independent consultants. For the periods 2021-2031, 2032-2036, 2037-2051 Council has allocated \$100,000 pa, \$90,000 pa and \$85,000 pa respectively for ongoing monitoring costs. The reduction in the amount required is due to a reduction in surface water monitoring requirements over time. These figures are based on Council maintaining its current management approach which involves each cell being capped as it is filled. The amounts required have been discounted to present value at an interest rate equivalent to the risk-free cost of borrowing to Council.

(a) Provisions relating to restricted assets

Waste Management	759	3,529	818	3,348
Water	1,777	56	1,509	92
Sewer	1,313	59	1,703	67
Total restricted provisions	3,849	3,644	4,030	3,507
Provisions related to unrestricted assets	16,110	527	15,103	694
Total provisions	19,959	4,171	19,133	4,201

Notes to the financial statements 30 June 2020 (continued)

Note 15 Provisions

Accounting policy for provisions

Provisions are recognised when Council has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and the amount has been reliably estimated.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date. The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the passage of time is recognised as interest expense.

Employee benefits

Short-term obligations

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulating sick leave expected to be wholly settled within 12 months after the end of the period in which the employees render the related service are recognised in respect of employees' services up to the end of the reporting period and are measured at the amounts expected to be paid when the liabilities are settled. The liability for annual leave and accumulating sick leave is recognised in the provision for employee benefits. All other short-term employee benefit obligations are presented as payables.

Other long-term employee benefit obligations

The liability for long service leave and annual leave that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period using the projected unit credit method.

Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

On-costs

The employee benefit provisions include the aggregate on-cost liabilities that will arise when payment of current employee benefits is made in future periods.

These amounts include superannuation, payroll tax and workers compensation expenses which will be payable upon the future payment of certain leave liabilities which employees are entitled to at the reporting period.

The obligations are presented as current liabilities in the Statement of Financial Position if the Council does not have an unconditional right to defer settlement for at least 12 months after the reporting date, regardless of when the actual settlement is expected to occur.

Asset remediation - tips

Restoration

Close-down and restoration costs include the dismantling and demolition of infrastructure and the removal of residual materials and remediation of disturbed areas. Estimated close down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, whether this occurs during the developing or during the operation phase, based on the net present value of estimated future costs.

Provisions for close -own and restoration costs do not include any additional obligations which are expected to arise from future disturbance. The costs are estimated on the basis of a closure plan. The cost estimates are calculated annually during the life of the operation to reflect known developments, e.g. updated costs estimates and revisions to the estimated lives of operations, and are subject to formal review at regular intervals.

Notes to the financial statements 30 June 2020

(continued)

Note 15 Provisions

Rehabilitation

Where rehabilitation is conducted systematically over the life of the operation, rather than at the time of closure, provision is made for the estimated outstanding continuous rehabilitation work at each reporting date and the cost is charged to the income statement.

at the reporting date. These costs are charged to the income statement. Movements in the environmental clean up provisions are presented as an operating costs, except for the unwinding of the discount which is shown as a borrowing cost. Remediation procedures generally commence soon after the time the damage, remediation process and estimated remediation costs become known, but may continue for many years depending on the nature of the disturbance and the remediation techniques.

As noted above, the ultimate cost of environmental remediation is uncertain and cost estimates can vary in response to many factors including changes to the relevant legal requirements, the emergence of new restoration techniques or experience at other locations. The expected timing of expenditure can also change. As a result there could be significant adjustments to the provision for close down and restoration and environmental clean up, which would affect future financial results.

Other movements in the provisions for close down and restoration costs, including those resulting from new disturbance, updated cost estimates, changes to the estimated lives of operations and revisions to discount rates are capitalised within property, plant and equipment. These costs are then depreciated over the lives of the assets to which they relate.

Close down and restoration costs are a normal consequence of tip operations and the majority of close down and restoration expenditure is incurred at the end of the life of the operations. Although the ultimate cost to be incurred is uncertain, Council estimates the respective costs based on feasibility and engineering studies using current restoration standards and techniques.

Notes to the financial statements

30 June 2020 (continued)

Note 16 Accumulated surplus, revaluation reserves, changes in accounting policies, accounting estimates and errors

(a) Nature and purpose of reserves

IPPF Revaluation reserve

The Infrastructure, property, plant and equipment (IPPE) revaluation reserve is used to record increments and decrements in the revaluation of infrastructure, property, plant and equipment.

(b) Changes in accounting policy due to adoption of new Accounting Standards.

During the year ended 30 June 2020, the Council has adopted AASB 15 Revenue from Contracts with Customers, AASB 1058 Income of Not-for-profit Entities and AASB 16 Leases using the modified retrospective (cumulative catch-up) method and therefore the comparative information for the year ended 30 June 2019 has not been restated and continues to comply with AASB 111 Construction Contracts, AASB 117 Leases, AASB 118 Revenue, AASB 1004 Contributions and associated Accounting Interpretations.

All adjustments on adoption of AASB 15 and AASB 1058 have been taken to retained earnings at 1 July

The impacts of adopting these standards and associated transition disclosures are provided below:

AASB 15 and AASB 1058

The following approach has been applied on transition to AASB 15 and AASB 1058:

- Council has not adopted the completed contract expedient and therefore has not excluded revenue which was fully recognised in previous years in accordance with the former accounting standards; and
- Council has retrospectively restated contracts for modifications that occurred before 1 July 2019 unless such contract modification were minor.

Revenue recognition from contract modifications

In relation to contract modifications, AASB 15 requires customer approval, which is a more prudent criteria than the probability requirement in the previous standards and has resulted in deferral of revenue where unapproved works have been performed.

Transfer of control to a customer - over time or at a point in time

AASB 15 has specific criteria regarding whether control is transferred over time or at a point in time. Council has reviewed its contracts and concluded that the criteria for recognition over time is not met in some circumstances. In such cases, revenue and related production costs will be recognised at the delivery of each separate performance obligation instead of over the contract using a single margin.

Principal v agent

Prior to adoption of AASB 15, the Council has assessed that they were a principal in transactions where another party was involved in providing the goods or services including pass-through grants.

Under AASB 15, the indicators of a principal have changed and there now may be a number of performance obligations within grant agreements where the Council is acting as an agent since the only obligation is to transfer the funds to a third party. The result is that Council can only recognise the "commission" to which they are entitled rather than the gross revenue and expenses. There is no change to reported profit.

Licences

Council has reviewed the licences it grants and considers that all licences are either short-term or low value and elects to recognise all revenue from licences up-front rather than spreading them over the life of the

Notes to the financial statements

30 June 2020 (continued)

Note 16 Accumulated surplus, revaluation reserves, changes in accounting policies, accounting estimates and errors

Pre-paid rates

Under AASB 1058, prepaid rates are recognised as a financial liability until the beginning of the rating period.

Grants - operating

Under AASB 1004, most grant income was recognised as revenue on receipt. Under AASB 15, where an agreement is enforceable and contains sufficiently specific performance obligations, the revenue is either recognised over time as the work is performed, or recognised at the point in time that the control of the services passes to the customer.

Grants - capital

Under AASB 1004, most grant monies were recorded as revenue on receipt. Under AASB 1058, where Council has received assets (including cash) to acquire or construct a non-financial asset, the asset is to be controlled by Council and the contract is enforceable, then the asset is recognised as a contract liability on receipt and recorded as revenue as the performance obligation to acquire or construct the asset is completed.

Changes in presentation

In addition to the above changes in accounting policies, the Council has also amended the presentation of certain items to align them with the requirements of AASB 15 and AASB 1058, these amendments include:

- * Movement of balances between receivables and contract assets.
- * Additional line items of contract assets and contract liabilities have been created.

Opening contract balances at 1 July 2019		
	Balance at 1 July 2019 \$'000	
Contract liabilities		
- Under AASB 1058	833	
Total contract liabilities	833	

Notes to the financial statements 30 June 2020

(continued)

Note 16 Accumulated surplus, revaluation reserves, changes in accounting policies, accounting estimates and errors

Comparison of financial statement line items under AASB 15 compared to previous standards for the current year

The following tables show the impact of adopting AASB 15 and AASB 1058 on the Council's financial statements for the year ended 30 June 2020.

Statement of financial position as at 30 June 2020

	Carrying amount per Statement of financial position under AASB 15 and AASB 1058 \$'000	Reclassification \$'000	Remeasurement \$'000	Carrying amount under previous revenue standards \$'000	Note
Current assets	00.000	5 700		00.050	
Receivables Contract assets	23,288 5,768			29,056 -	
Current liabilities Income received in					
advance	565	,	-	3,417	
Prepaid Rates Contract liabilities	2,427 1,142		(717)	-	(i)
Net assets	2,278,832	-	(717)	2,278,115	
Equity Accumulated Surplus	1,396,953		717		
Total Equity	1,396,953	-	717	1,397,670	

⁽i) Transfer of part of the contract liability to income received in advance and elimination of contract liability which arises under AASB 15 for funds received to construct an asset to be controlled by Council and other funds under AASB 15 which have been received prior to the satisfaction of performance obligations.

Notes to the financial statements 30 June 2020

(continued)

Note 16 Accumulated surplus, revaluation reserves, changes in accounting policies, accounting estimates and errors

Income statement as at 30 June 2020

	Income statement and comprehensive income under AASB 15 and AASB 1058 \$'000	Reclassification \$'000	Remeasurement \$'000	Income statement and comprehensive income under previous revenue standards \$'000	Note
Operating Activities Revenue	213,186	-	717	213,903	(i)
Expenses Discontinued	(175,751)	-	-	(175,751)	
operation	(73)	-	-	(73)	
Profit/(Loss) for the year	37,362	-	717	38,079	
Total comprehensive income	8,684	-	717	9,401	

⁽i) Difference in revenue between recognition on receipt under the old standards and as/when performance obligations are met under new standards.

Statement of cash flows for the year ended 30 June 2020

The adoption of AASB 15 and AASB 1058 has not materially changed the statement of cash flows for the year ended 30 June 2020.

AASB 16

Council as a lessee

Under AASB 117, Council assessed whether leases were operating or finance leases, based on its assessment of whether the significant risks and rewards of ownership had been transferred to Council or remained with the lessor. Under AASB 16, there is no differentiation between finance and operating leases for the lessee and therefore all leases which meet the definition of a lease are recognised on the statement of financial position (except for short-term leases and leases of low-value assets).

Council has used the exception to lease accounting for short-term leases and leases of low-value assets, and the lease expense relating to these leases is recognised in the Income Statement on a straight-line basis.

Practical expedients used on transition

AASB 16 includes a number of practical expedients which can be used on transition. Council has used the following expedients:

- Contracts which had previously been assessed as not containing leases under AASB 117 were not reassessed on transition to AASB 16.

Notes to the financial statements

30 June 2020 (continued)

Note 16 Accumulated surplus, revaluation reserves, changes in accounting policies, accounting estimates and errors

Financial statement impact of adoption of AASB 16

Council has not recognised right-of-use assets and lease liabilities at 1 July 2019 for leases previously classified as operating leases, or leases that are significantly below market value which were previously off balance sheet as these are considered immaterial to the financial statements.

Council as a lessor

For the arrangements where Council is a lessor, there are no significant accounting policy changes on adoption of AASB 16 except for sub-leases, which have not been classified in relation to the right-of-use asset under the head lease rather than the underlying asset.

(c) Changes in accounting estimates

There are no significant changes in accounting estimates in this year.

Notes to the financial statements 30 June 2020 (continued)

Note 17 Statement of Cash Flows Information

	Notes	Actual 2020 \$'000	Actual 2019 \$'000
(a) Reconciliation of cash and cash equivalents Total cash and cash equivalents per Statement of Financial			
Position	7a	15,901	15,331
Balances as per statement of cash flows		15,901	15,331
(b) Reconciliation of net operating result to cash provided from operating activities			
Net operating result from Income statement		37,362	71,224
Depreciation, amortisation and impairment		53,583	50,440
Non cash capital grants and contributions		(11,636)	(35,270)
Movement in operating assets and liabilities			
Increase/(decrease) in provision for doubtful debts		302	21
Increase/(decrease) in provision for leave entitlements		608	1,209
Increase/(decrease) in other provisions		188	582
(Increase)/decrease in receivables		6,926	(5,625)
(Increase)/decrease in inventories		15	34
(Increase)/decrease in other current assets		(10)	-
(Increase)/decrease in contract assets		(5,768)	-
Increase/(decrease) in payables		2,556	1,574
Increase/(decrease) in accrued interest payable		(56)	(80)
Increase/(decrease) in other liabilities and accruals		-	38
Increase/(decrease) in contract liabilities		1,142	-
Loss on disposal of assets		9,519	4,856
Works in progress expensed		1,620	2,121
Net cash provided from (or used in) operating			
activities from Statement of cash flows		96,351	91,124
(c) Non-cash financing and investing activities			
Bushfire grants		-	703
Developer contributions in kind		153	958
Dedications		12,661	33,158
Other - Developer contribution deferrals		(1,178)	451
		11,636	35,270

Notes to the financial statements 30 June 2020 (continued)

Note 18 Commitments

		Actual	Actual
		2020	2019
	Notes	\$'000	\$'000
(a) Capital commitments (exclusive of GST)			
Capital expenditure committed for at the end of the reporting date but not recognised in the financial statements as liabilities:			
- Buildings		\$ <u>-</u> 25	2,905
- Road Infrastructure		1,386	6,308
- Sewerage and water infrastructure		6,648	19,443
- Other	-	<u></u>	535
		8,034	29,191

Council's commitments are for the purchase/construction of roads, water, sewer, parks etc infrastructure. The building commitment at 30 June 2019 is for the Port Macquarie Airport Terminal Building.

Notes to the financial statements 30 June 2020 (continued)

Note 19 Contingencies

The following assets and liabilities do not qualify for recognition in the Statement of Financial Position, but their knowledge and disclosure is considered relevant to the users of Council's Financial Report.

LIABILITIES NOT RECOGNISED

Other Liabilities

(i) Third Party Claims

The Council is involved from time to time in various claims incidental to the ordinary course of business including claims for damages relating to its services.

Council believes that it is appropriately covered for all claims through its insurance coverage and does not expect any material liabilities to eventuate.

(ii) Section 7.11 Plans

Council levies Section 7.11 and S64 Contributions upon various development across the Council area through the required Contributions Plans.

As part of these Plans, Council has received funds for which it will be required to expend the monies in accordance with those plans.

As well, these Plans indicate proposed future expenditure to be undertaken by Council, which will be funded by making levies and receipting funds in future years or where a shortfall exists by the use of Council's General Funds.

These future expenses do not yet qualify as liabilities as of the Reporting Date, but represent Councils intention to spend funds in the manner and timing set out in those Plans.

(iii) Statewide Limited

Council is a member of Statewide Mutual, a mutual pool scheme providing liability insurance to Local Government.

Membership includes the potential to share in either the net assets or liabilities of the fund depending on its past performance. Council's share of the Net Assets or Liabilities reflects Councils contributions to the pool and the result of insurance claims within each of the Fund Years.

The future realisation and finalisation of claims incurred but not reported to 30/6 this year may result in future liabilities or benefits as a result of past events that Council will be required to fund or share in respectively.

CONTINGENT ASSETS

1 Infringement Notices/Fines

The income received as a result of Council issuing infringement notices is followed up and collected by the Infringement Processing Bureau.

Council's revenue recognition policy for such income is to account for it as revenue on receipt. Accordingly, at year end, there is a potential asset due to Council representing issued but not received infringement notices.

Due to the limited information available on the status, value and duration of outstanding notices, Council is unable to determine the value of outstanding income.

Notes to the financial statements 30 June 2020 (continued)

Note 20 Financial risk management

Risk management

Port Macquarie-Hastings Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Port Macquarie-Hastings Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance team under policies approved by the Councillors.

The fair value of receivables, loans, investments and financial liabilities approximates the carrying amount.

Council's objective is to maximise its return on cash and investments while maintaining an adequate level of liquidity and preserving capital. The finance team manage the cash and investments portfolio with the assistance of independent advisors. Council has an investment policy which complies with S625 of the *Local Government Act* and the Ministerial Investment Order. The policy is regularly reviewed by Council and a monthly investment report is provided to Council setting out the make-up and performance of the portfolio as required by the local government regulations.

The risks associated with the instruments held are:

- price risk the risk that the capital value of investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments or their issuers or factors affecting similar instruments traded in a market. Council's investment portfolio currently comprises term deposits. As a result, there is no exposure to price risk on its investments.
- interest rate risk the risk that movements in interest rates could affect returns. Council's investment portfolio comprises term deposits which are invested at a fixed interest rate. The interest rate risk arises when these deposits mature and may be re-invested at a lower interest rate
- liquidity risk the risk that Council will not be able to pay its debts as and when they fall due
- credit risk the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to Council.

Council manages these risks by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees. Council may seek advice from independent advisors before placing any cash and investments.

Notes to the financial statements 30 June 2020

Note 20 Financial risk management (continued)

(continued)

(a) Market risk - price risk and interest rate risk

The impact on the result for the year and equity of a reasonably possible movement in the price of investments held is shown below. The reasonably possible movement was determined based on historical movements and economic conditions in place at the reporting date.

economic conditions in place at the reporting date.		
	2020	2019
	\$'000	\$'000
Impact of a .25% (1) movement in interest rates		
- Income Statement	40	153

Notes:

⁽¹⁾ Sensitivity percentages based on management's expectation of future possible market movements. Interest rate movements calculated on cash, cash equivalents, managed funds, and FRNs.)

Notes to the financial statements 30 June 2020 (continued)

Note 20 Financial risk management (continued)

(b) Credit risk

Council's major receivables comprise rates, annual charges and user charges and fees.

Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery policies.

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

There are no significant concentrations of credit risk other than Council has significant credit risk exposures in its local area given the nature of the business.

The maximum exposure to credit risk at the reporting date is the carrying amount of each class of receivable in the financial statements

Council makes suitable provision for doubtful receivables as required.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

Credit risk profile

Receivables - rates and annual charges

Credit risk on rates and annual charges is minimised by the ability of Council to recover these debts as a secured charge over the land - that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates which further encourages payment.

Rates and annual charges (excluding water billing)

	Not Yet Due		Overdue debts				
	\$'000	< 1 year \$'000					
2020	-	3,681	303	242	303	4,529	
2019	-	3,202	260	227	281	3,970	

Water Billing

		Not Yet Due		Overdue debts			
		\$'000	< 1 year \$'000				
202	20	2,087	3,630	79	32	17	5,845
201	9	2,096	4,127	61	13	11	6,308

Note: The rates and annual charges shown above do not include the water access charge so will not balance to Note 8 outstanding rates and annual charges.

Notes to the financial statements 30 June 2020 (continued)

Note 20 Financial risk management (continued)

(b) Credit risk (continued)

Receivables - non-rates and annual charges

Council applies the simplified approach for non-rates and annual charges debtors to provide for expected credit losses prescribed by AASB 9, which permits the use of the lifetime expected loss provision. To measure the expected credit losses, non-rates and annual charges debtors have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision as at 30 June 2020 is determined as follows. The expected credit losses incorporate forward-looking information

2020	Not Yet Due	Overdue debts				Total
2020		< 30 days	30-60 days	60-90 days	>90 days	\$'000
Gross Carrying amount (\$,000)	-	14,624	852	221	655	16,352
Expected loss rate (%)	0.0%	0.0%	0.0%	0.0%	54.5%	
ECL Provision	-	-	-	-	357	357

2010	Not Yet Due	Overdue debts				Total
2019		< 30 days	days 30-60 days 60-90 days		>90 days	\$'000
Gross Carrying amount (\$,000)	-	16,601	108	306	289	17,304
Expected loss rate (%)	0.0%	0.0%	0.0%	0.0%	20.1%	
ECL Provision	-	-	-	-	58	58

Notes to the financial statements 30 June 2020

Note 20 Financial risk management (continued)

(continued)

(c) Liquidity risk

Payables, lease liabilities and borrowings are subject to liquidity risk - that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due.

Council manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon in extenuating circumstances.

Borrowings are also subject to interest rate risk: the risk that movements in interest rates could adversely affect funding costs. Council manages this risk through diversification of borrowing types, maturities and interest rate structures.

The finance team regularly reviews interest rate movements to determine if it would be advantageous to refinance or renegotiate part or all of the loan portfolio.

The timing of cash flows presented in the table below to settle financial liabilities reflects the earliest contractual settlement dates. The timing of expected outflows is not expected to be materially different from contracted cashflows.

The amounts disclosed in the table are the undiscounted contracted cash flows for non-lease liabilities and therefore the balances in the table may not equal the balances in the statement of financial position due to the effect of discounting.

\$'000	Weighted average interest rate	Due within 1 year \$'000	Due between 1 and 5 years \$'000	Due after 5 years \$'000	Total contractual cash flows \$'000	Carrying values \$'000
2020						
Payables		22,192	-	-	22,192	22,192
Borrowings	4.23%	12,483	40,535	3,384	56,402	50,215
		34,675	40,535	3,384	78,594	72,407
2019						
Payables		19,711	-	-	19,711	19,711
Borrowings	4.32%	12,370	48,584	5,141	66,095	57,788
		32,081	48,584	5,141	85,806	77,499

Notes to the financial statements 30 June 2020 (continued)

Note 21 Material Budget Variations

Council's original budget was incorporated as part of the Operational Plan adopted by the Council on 19 June 2019 and is not required to be audited. The original projections on which the budget was based have been affected by a number of factors. These include state and federal government decisions including new grant programs, changing economic activity, the weather, and by decisions made by Council.

While these general purpose financial statements include the original budget adopted by Council, the *Local Government Act* requires Council to review its financial budget on a quarterly basis so it is able to manage the variation between actuals and budget that invariably occur during the year. Port Macquarie-Hastings Council completes a monthly review of budgets which is presented to Council.

Material variations of more than 10% between original budget and actual results are explained below.

Budget variations relating to Council's income statement include: Revenues

1. Rental Income

The rental income is under budget by \$151K (U) 14.88%. This is primarily due to COVID-19 concessions granted by Council to affected lessees.

2. Grants and contributions provided for operational purposes

The actual amount of grants and contributions received for operational purposes was over the original budget by some \$3.4m (F) 23.97%. Council generally does not include grant funding in the original budget unless it has been confirmed. This results in large variations to budgets as grants are approved throughout the year. Variations in the amounts received in grants and contributions are detailed below.

Bushfire Services	\$1,796K (F)	Council received two Bushfire Recovery grants during the year totalling \$1.6m. These were in response to the bushfire crisis in December and January. In addition hazard reduction grant funding of \$129k was also received.
Feb 2020 Storms and Flood Emergency Response	\$1,341K (F)	Council received a grant during the year to help with the clean up from a storm and flood incident.
Recreation and Culture	\$56K (F)	The following grants were not included in the original budget as amounts were not confirmed at the time of budget preparation: - Cultural Plan - Dynamic Young Leaders Program
Environmental Grants	\$65K (F)	The following grants were recognised during the year: - North Brother Catchment Flood Study - Flying Fox Management
Library	\$52K (F)	The Library per capita subsidy was greater than expected.
Roads & Transport	\$94K (F)	Council recognised a grant during the year for the North Hastings River Level 3 Timber Bridge
Waste Management	\$101K (F)	Council recognised a grant during the year for a Multi Dwelling Organics Recovery project

Notes to the financial statements 30 June 2020

(continued)

Note 21 Material Budget Variations

3. Grants and contributions provided for capital purposes

The actual amount of grants and contributions received for capital purposes was over the original budget by some \$11.5mK (F) 36.56%. Council generally does not include grant funding in the original budget unless it has been confirmed. This results in large variations to budgets as grants are approved throughout the year. Variations in the amounts received in grants and contributions are detailed below.

Roads and Bridges Grants	\$4.470K (F)	The following grants have been recognised
Todas and Bridges Glants	ψτ,τι οις (ι)	""
		during the year:
		- Humpty Creek Bridge
		- Shared path Ocean Dr (Brotherglen-Hwy)
		- Bago Road rehabilitation
		- Thompsons Creek Bridge
		- Dunbogan Bridge - Reid Street
		- Pedestrian Refuges on Ocean Drive
Small Town Sewerage Program	\$3,855K (F)	These funds were recognised during the year.
Developer Contributions	\$3,195K (U)	Council had budgeted for a slowing in
		development. The slowing of the market has
		been greater than anticipated.
Developer Provided Assets	\$6,314K (F)	Council receives assets from developers on the
		completion of their subdivisions. This was
		greater than budgeted in 2019/20.

4. Other Revenues

The actual amount of other revenues was over the original budget by some \$754K (F) 15.79%. The primary items impacting this result are outlined below.

Legal Settlements	\$236K (F)	Council received a favourable legal settlement
		during the year for a breach of the EP&A Act by
		a ratepayer.
Safety, Health and Wellbeing	\$130K (F)	Council received a Safety, Health and
		Wellbeing Incentive during the year.
Insurance Claims Recoveries	\$335K (F)	During the year Council had two buildings
		damaged by fire. As these buildings were
		insured a debtor for the amount of the loss
		incurred to 30 June 2020 was raised.

Expenses

5. Net loss from the disposal of assets

Net loss from the disposal of assets is over the original budget by \$6,519K (U) 217.3%. This has been caused by the following:

Sale of property in William Street,	
Port Macquarie	\$2.8m (U) See Notes 5 and 10 for details.

In addition, Council has completed a significant works program this financial year and the net loss from disposal of assets reflects the value of assets disposed of as the new assets were constructed.

Notes to the financial statements 30 June 2020

Note 21 Material Budget Variations

(continued)

Budget variations relating to Council's cash flow statement include:

Cash flows from Operating Activities

Variance of 4.74% (F) is under the 10% threshold.

Cash flows from Investing Activities

Variance of 56.12% (U) is attributable to fewer investments being redeemed than anticipated and purchase of infrastructure, property, plant and equipment being less than expected.

Cash flows from Financing Activities

Variance of 11.92% (U) is due to Council deferring the loan borrowing of \$1.5m for the Hastings Regional Sporting Complex until 2020/21 and the taking up an infrastructure loan of \$2.4m.

In addition to the above mentioned items, minor favourable and unfavourable variations occurred throughout the year in a number of revenue and expense items. All variations have been monitored and reported to Council on a regular basis.

Notes to the financial statements 30 June 2020 (continued)

Note 22 Discontinued Operation

(a) Description

Council has entered into a contract for sale of the Innes Garden Memorial Park. The settlement date for this sale is the 1 July 2020. This sale does not include any of the Council's general cemeteries.

Financial information relating to the discontinued operation for the period to the end of June 2020 is set out below:

(b) Income statement and cash flow information

The Income Statement and cash flow information presented are for the full financial years 2019/20 and 2018/19.

	2020	2019
	\$'000	\$'000
Revenue	1,092	1,201
Expenses	1,165	988
Operating result from discontinued operations	(73)	213
Net cash inflow/(outflow) from ordinary activities Net increase/(decrease) in cash generated by the discontinued	338	444
operation	338	444

(c) Carrying amounts of assets and liabilities

The carrying amounts of assets and liabilities transferred as at 30 June 2020 and 30 June 2019 are:

Infrastructure, property, plant and equipment	1,250	2,432
Receivables	47	58
Total Assets	1,297	2,490
Payables	11	12
Provision for employee benefits	334	86
Total Liabilities	345	98
Net Assets	952	2,392

Notes to the financial statements 30 June 2020 (continued)

Note 23 Fair Value Measurement

The Council measures the following asset and liabilities at fair value on a recurring basis.

- * Infrastructure, property, plant and equipment
- * Financial assets

Fair value hierarchy

AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a level in the fair value hierarchy as follows:

Level 1: Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date

Level 2: Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3: Unobservable inputs for the asset or liability

The table below shows the assigned level for each asset and liability held at fair value by the Council:

		Level 2 (\$)	Level 3 (\$)	
		Significant	Significant	
		observable	unobservable	
2020	Note	inputs	inputs	Total
		\$'000	\$'000	\$'000
Infrastructure, Property, Plant and Equipment				
Operational land	11	96,332	-	96,332
Community land	11	-	29,444	29,444
Crown land (Council Trustee)	11	-	22,536	22,536
Land under roads	11	-	67,707	67,707
Land improvements - non depreciable	11	-	4,808	4,808
Land improvements - depreciable	11	-	7,458	7,458
Buildings	11	693	132,032	132,725
Other structures	11	-	3,942	3,942
Roads	11	-	248,970	248,970
Bridges	11	-	164,009	164,009
Footpaths	11	-	133,217	133,217
Other Road Assets	11	-	45,744	45,744
Bulk earthworks	11	-	125,731	125,731
Stormwater drainage	11	-	175,213	175,213
Water supply network	11	-	369,754	369,754
Sewerage network	11	-	240,590	240,590
Swimming pools and recreational assets	11	-	33,256	33,256
Other assets	11	-	986	986
Total Infrastructure, Property, Plant & Equipment		97,025	1,805,397	1,902,422

		Level 2 (\$)	Level 3 (\$)	
		Significant	Significant	
		observable	unobservable	
2019	Note	inputs	inputs	Total
		\$'000	\$'000	\$'000
Infrastructure, Property, Plant and Equipment				
Operational land	11	95,507	-	95,507
Community land	11	-	29,237	29,237
Crown land (Council Trustee)	11	-	22,536	22,536
Land under roads	11	-	67,636	67,636
Land improvements - non depreciable	11	-	4,808	4,808
Land improvements - depreciable	11	-	7,654	7,654
Buildings	11	726	130,041	130,767
Other structures	11	-	4,835	4,835
Roads	11	-	255,218	255,218
Bridges	11	-	117,562	117,562
Footpaths	11	-	93,382	93,382
Other Road Assets	11	-	44,429	44,429
Bulk earthworks	11	-	267,391	267,391
Stormwater drainage	11	-	138,275	138,275
Water supply network	11	-	369,874	369,874
Sewerage network	11	-	242,268	242,268
Swimming pools and recreational assets	11	-	30,052	30,052
Other assets	11	-	1,005	1,005
Total Infrastructure, Property, Plant & Equipment		96,233	1,826,203	1,922,436

Notes to the financial statements 30 June 2020 (continued)

Note 23 Fair Value Measurement

Valuation Techniques used to derive Level 2 and Level 3 Fair Values

The following table summarises the quantitative information relation to the significant unobservable inputs use in deriving the various Level 3 asset class fair values.

Class	Valuation technique(s)	Unobservable inputs
IPPE		
Plant, equipment, furniture, fittings and office equipment	Cost approach	Current replacement cost of modern equivalent asset, asset condition, useful life and residual value
Property, plant and equipment leased	Cost approach	Current replacement cost of modern equivalent asset using componentisation, asset condition and remaining lives Rates per m2 used were between \$2,500 and \$4,000
Operational Land	Market approach	Price per square metre
Community Land	Land values obtained from the NSW Valuer-General	Land value, land area, level of restriction
Land under roads	Market-based direct comparison	Extent and impact of use, market cost of land per square metre, restrictions.
		The market value of land varies significantly depending on the location of the land and current market conditions.
Buildings (including swimming pools and other recreational buildings	Cost approach	Current replacement cost of modern equivalent asset using componentisation, asset condition, remaining lives and residual value
		Rates per m2 used were between \$2,500 and \$4,000
Other Structures	Cost approach	Current replacement cost of modern equivalent asset, asset condition, remaining lives, residual value
Roads (including bridges, footpaths, bulk earthworks) and other similar assets.	Cost approach	Asset condition, remaining lives using componentisation
		Unit rates per m2 or length varied from \$9 to \$22,070
Stormwater drainage	Cost approach	Asset condition, remaining lives using componentisation
		Unit rates per m2 or length varied from \$6 to \$54,618
Water supply and sewerage network infrastructure	Cost approach	Asset condition, remaining lives using componentisation
		Unit rates per m2 or length varied from \$137 to \$10,162
Other infrastructure	Cost approach	Asset condition, remaining lives using componentisation
Tip assets	Cost approach	Environmental legislation, timing of expected cash outflows, asset condition

Notes to the financial statements 30 June 2020 (continued)

Note 23 Fair Value Measurement

Class	Valuation technique(s)	Unobservable inputs
IPPE		
Library books	Cost approach	Current replacement cost of modern equivalent asset, asset condition, remaining lives, residual value
Other - art works	Market/Cost approach	Market approach if information readily available. The level of appreciation of the asset, current replacement/replication cost of equivalent asset, asset condition
Heritage collections	Cost approach	Current replacement cost of modern equivalent asset using componentisation, asset condition and remaining lives
		Rates per m2 used were between \$2,500 and \$4,000

Reconciliation of movements

A reconciliation of the movements in recurring fair value measurements allocated to Level 3 of the hierarchy is provided below.

	2020 (\$'000)	2019 (\$'000)
Balance at 1 July	1,826,203	1,754,984
Total gains or losses for the period		
Recognised in profit or loss - Realised - refer Note 6	(6,687)	(4,742)
Recognised in other comprehensive income - Revaluation	(28,678)	47,765
Other movements		
Purchases	21,352	36,422
Sales	(5)	(21)
Depreciation	(47,688)	(45,535)
Transfers into of level 3	40,900	37,330
Balance at 30 June	1,805,397	1,826,203

Notes to the financial statements 30 June 2020 (continued)

Note 24 Related Party Disclosures

Key management personnel

Key management personnel (KMP) of the council are those persons having the authority and responsibility for planning, directing and controlling the activities of the council, directly or indirectly.

The aggregate amount of KMP compensation included in the Income Statement is:

Compensation	2020 (\$'000)	2019 (\$'000)
Short-term benefits	1,451	1,370
Post-employment benefits	154	139
Other long-term benefits	125	185
Termination benefits	-	160
Total	1,730	1,854

Other transactions with KMP and their related parties

Council has determined that transactions at arm's length between KMP and Council as part of KMP using council services (e.g. access to library or Council swimming pool by KMP) will not be disclosed.

Item No	Nature of the transaction	Amount of the transactions during the year ('000)	Outstanding balances, including commitments at year end ('000)	Terms and conditions	Provisions for impairment of receivables related to the amount of outstanding balances ('000)	The expense recognised during the period relating to bad or doubtful debts due from related parties ('000)
2020			1	1		
1	Employee Expenses relating to close family members of KMP	\$73	Payroll accrual for 3 days	Council Staff Award	-	-
2	Fees and Charges	\$3	-	In accordance with Council's fees and charges		
3	Purchase of Goods	\$18	-	30 Day Payment of invoices	-	-
4	Fees and Charges	\$11	-	In accordance with Council's fees and charges	-	-
5	Fees and Charges	\$2		Commercial Rental	-	-
	Total	\$107				

Notes to the financial statements 30 June 2020 (continued)

Note 24 Related Party Disclosures

019						
1	Employee Expenses relating to close family members of KMP		Payroll accrual for 1 day	Council Staff Award	-	-
2	Fees and Charges	\$80	-	In accordance with Council's fees and charges	-	-
3	Purchase of Goods	\$19	-	30 Day Payment of invoices	-	-
4	Fees and Charges	\$1	-	In accordance with Council's fees and charges	-	-
5	Fees and Charges	\$9	\$1 due to Council at 30 June 2019	Commercial Rental	-	-
6	Employee Expenses	\$3	-	In accordance with Council's policies and procedures	-	-
7	Fees and Charges	\$10	-	In accordance with Council's fees and charges	-	-
8	Fees and Charges	\$6	-	In accordance with Council's fees and charges	-	-
9	Fees and Charges	\$1	-	In accordance with Council's policies and procedures	-	-

A close family member of a Council KMP is employed by the council under the relevant pay award on an arm's length basis.

The following transactions have occurred in the ordinary course of business:

- Development Fees were received in relation to planning applications from one of Council's KMPs. The applications relate to a property in Mahala Close, Bonny Hills.
- Council had numerous transactions with the Hastings Co-operative during the year including the rental paid to council for 3 & 4 an outdoor eating approval. In addition, Council purchased goods such as Gas, Kero, Cement, Herbicide, Sleepers, Sprayer etc from the Co-op. One of Council's KMP's is a director of this company.
 - 5 One of council's KMP's has a Ground Lease at the Port Macquarie Airport at a commercial rental.
 - A KMP of Council was paid an amount to cover half of their removal costs on moving to Port Macquarie to undertake a Council position.
 - 7 A KMP of council is partner in a company that use Council for the provision of property information.
- 8 A Council KMP is a shareholder/owner in Stabilcorp Pty Limited. During 2018/19 Stabilcorp Pty Limited was billed for waste landfill fees.
- 9 A KMP of Council paid Council to undertake some private water testing

Notes to the financial statements 30 June 2020 (continued)

Note 25 Events occurring after reporting date

Events that occur after the reporting date of 30 June 2020, and up to and including the date when the financial report is "authorised for issue" have been taken into account in preparing this financial report. Council has determined the date of the Auditors' Report as the appropriate "authorised for issue" date relating to this General Purpose Financial Report.

Innes Garden Memorial Park

Council entered into a sale contract for the Innes Garden Memorial Park (crematorium and lawn cemetery) which was finalised on the 1 July 2020. The sale price is commercial in confidence. This operation has been included in note 22 as a discontinued operation.

Covid-19

Council has disclosed the impact that the Covid-19 (coronavirus) pandemic has had on operations and financial reporting for the year ended 30 June 2020 in Note 1. As the pandemic is still developing and on-going, it is not practical to estimate the potential impact, positive or negative, after 30 June 2020.

Notes to the financial statements 30 June 2020

(continued)

Note 26 Statement of developer contributions

(a) Summary of developer contributions

	Opening Balance	Contributio	ons received dur Non Cash Deferrals	ing year (1) In Kind	Interest & investment income earned during year \$1000	Expended during year \$'000	Balance before internal borrowings \$'000	Internal borrowings during the year (4)	Held as restricted asset (2) \$1000	Projected future contributions	Projected cost of works still outstanding (8) \$1000	Projected over/under funding (5) \$1000	Cumulative balance of internal borrowings (to)/from (5) \$'000
Roads	15,300			92	-	-			16,559	-		-	5,919
Parking	4,617	2	-	-	47	2,554	2,112	_	2,112	8,857	10,207		(5,919)
Open Space	11,756	2,296	-	-	127	1,140	13,039	_	13,039	49,751	66,537	(3,747)	_
Community Facilities	9,122	2,519	-	-	102	1,144	10,599	-	10,599	19,572	35,746	(5,575)	-
Other	1,895	10	-	-	20	-	1,925	-	1,925	-	1,688	207	-
Administration Levy	-	343	-	-	-	343	-	-	-	900	900	-	-
S7.11 under plans	42,690	8,575	(808)	92	454	7,577	44,234	-	44,234	102,199	168,181	(21,669)	-
S7.11 not under plans	458	30	-	-	5	400	93	-	93	-	-	-	-
S7.12 levies	787	298	-	-	9	348	746	-	746	-	-	-	-
S7.4 Planning agreements	3,156	(53)	-	-	32	301	2,834	-	2,834		_	-	-
Section 64	57,285	6,579	(370)	61	602	1,013	63,514		63,514	-	-	-	-
Totals	104,376	15,429	(1,178)	153	1,102	9,639	111,421	-	111,421	102,199	168,181	(21,669)	

Under the Environmental Planning and Assessment Act 1979, Council has significant obligations to provide Section 7.11 (contributions towards provision or improvement of amenities or services) infrastructure in new release areas. It is possible that the funds contributed may be less than the cost of this infrastructure, requiring council to borrow or use general revenue to fund the difference.

Notes

(1) Reconcilable with Note 3

Page 126

⁽²⁾ Reconcilable with Note 7(c) (Restricted assets excludes 'amounts expended in advance')

⁽³⁾ Projections are not applicable to S7.12 levies, Planning agreements and Section 64. Projections are based on undiscounted numbers.

⁽⁴⁾ Borrowings within and between plans during current period only.

⁽⁵⁾ Cumulative balance of borrowing within and between plans.

Note 26 Statement of developer contributions (continued)

(b) Contributions under plans

		Contributions received during year (1)		Interest & investment income earned	Expended during	Balance before	Internal borrowings	Held as restricted	Projected future	Projected cost	Projected over/under	Cumulative balance of internal borrowings	
	Opening Balance	Cash	Non Cash	In Kind	during year	year	borrowings	during the year (4)	asset (2)	(3)	outstanding (3)	funding (3)	(to)/from (5)
	\$1000	\$'000	Deferrals	\$'000	\$'000	\$'000	\$'000	\$1000	\$1000	\$'000	\$'000	\$'000	\$'000
Roads	15,300	3,404		92	158	2,286	16,668	-	16,668	23,119	53,103	(13,316)	5,919
Parking	4,617	2	-	-	47	2,554	2,112	-	2,112	8,857	10,207	762	(5,919)
Open Space	11,756	2,296	-	-	127	1,140	13,039	-	13,039	49,751	66,537	(3,747)	-
Community Facilities	9,122	2,519	-	-	102	1,144	10,599	-	10,599	19,572	35,746	(5,575)	-
Other	1,895	-	-	-	-	-	1,895	-	1,895	-	1,688	207	-
Administration Levy	-	343	-	-	-	343	-	-	-	900	900	-	-
S7.12 levies	787	-	-	-	-	-	787	-	787	-	-	-	-
Totals	43,477	8,564	(808)	92	434	7,467	45,100	-	45,100	102,199	168,181	(21,669)	-

(c) Contributions not under plans

		Contributions received during year (1)		Interest & investment income earned	Expended during	Balance before	Internal borrowings	Held as restricted	Projected future contributions	Projected cost	Projected over/under	Cumulative balance of internal borrowings	
	Opening Balance	Cash	Non Cash	In Kind	during year	year		during the year (4)	asset (2)	(3)	outstanding (3)	funding (3)	(to)/from (5)
	\$1000	\$'000		\$'000	\$1000	\$1000	\$1000	\$1000	\$'000	\$1000	\$1000	\$1000	\$'000
Roads	47	30	-	-	1	-	78	-	78	-	_	-	-
Open Space	411	-	-	-	4	400	15	-	15	-	_	-	-
Totals	458	30	-	-	5	400	93	-	93	-	_	-	-

Notes to the financial statements 30 June 2020 (continued)

Note 27 Results by Fund

General fund refers to all Council activities other than water and sewer. All amounts disclosed in this note are gross i.e. inclusive of internal charges and recoveries made between the funds. Assets and liabilities shown in the water and sewer columns are restricted for use for these activities.

Income Statement by Fund	2020 \$'000 General	2020 \$'000 Water	2020 \$'000 Sewer	
Income from continuing operations				
Revenue:				
Rates and annual charges	66,489	8,317	27,979	
User charges and fees	15,155	19,196	828	
Other revenues	5,203	237	89	
Grants and contributions provided for operating purposes	17,527	-	-	
Grants and contributions provided for capital purposes	29,569	5,711	7,562	
Other income:	-	-	-	
Interest and investment revenue (3)	3,872	2,894	1,392	
Rental Income	1,126	14	26	
Total income from continuing operations	138,941	36,369	37,876	
Expenses from continuing operations				
Employee benefits and on-costs	42,760	4,171	4,657	
Borrowing costs	1,993	-	466	
Materials and contracts	24,273	10,650	8,357	
Depreciation and amortisation	32,280	9,958	9,494	
Impairment	1,683	-	76	
Other expenses	10,022	2,626	2,766	
Net Loss from the disposal of assets	7,419	1,842	258	
Total expenses from continuing operations	120,430	29,247	26,074	
Operating result from continuing operations	18,511	7,122	11,802	
Operating result from discontinued operations	(73)	-	-	
Net operating result for the year	18,438	7,122	11,802	
Net operating result for the year before grants and contributions provided for capital purposes	(11,131)	1,411	4,240	

Port Macquarie - Hastings Council

Note 27 Results by Fund (continued)

Notes to the financial statements 30 June 2020 (continued)

Statement of financial position by Fund	2020 \$'000 General	2020 \$'000 Water	2020 \$'000 Sewer
ASSETS			
Current assets			
Cash and cash equivalents	11,791	2,913	1,197
Investments	45,130	38,567	15,843
Receivables	14,338	6,756	2,194
Inventories	193	173	4
Contract assets	5,768	-	-
Other	14	-	-
Non-current assets classified as held for sale	1,250	-	-
Total current assets	78,484	48,409	19,238
Non-current assets			
Investments	97,381	70,967	29,152
Receivables	1,955	375	297
Inventories	598	-	-
Infrastructure, property, plant & equipment	1,335,295	407,141	290,342
Total non-current assets	1,435,229	478,483	319,791
Total assets	1,513,713	526,892	339,029
LIABILITIES			
Current liabilities			
Payables	24,569	598	148
Contract liabilities	1,067	74	1
Borrowings	7,156	-	3,311
Provisions	16,869	1,777	1,313
Total current liabilities	49,661	2,449	4,773
Non-current liabilities			
Borrowings	32,987	-	6,761
Provisions	4,056	56	59
Total non-current liabilities	37,043	56	6,820
Total liabilities	86,704	2,505	11,593
Net assets	1,427,009	524,387	327,436
EQUITY			
Accumulated Surplus	887,500	282,189	227,264
Revaluation reserves	539,509	242,198	100,172
Total equity	1,427,009	524,387	327,436

Notes to the financial statements 30 June 2020 (continued)

Note 28(a) Statement of performance measures - Consolidated Results

	Amounts 2020 \$'000	2020 Indicators	2019 Indicators	2018 Indicators	Benchmark
1. Operating performance Total continuing operating revenue (1) excluding capital grants and contributions - operating expenses (2) Total continuing operating revenue (1) excluding capital grants and contributions	5,797 171,422	3.38%	5.12%	4.66%	>0
2. Own source operating revenue Total continuing operating revenues (1) less all grants and contributions Total continuing operating revenues (1) inclusive of capital grants and contributions	153,894 214,264	71.82%	65.42%	66.14%	>60%
3. Unrestricted current ratio Current assets less all external restrictions Current liabilities less specific purpose liabilities	<u>49,065</u> 34,327	1.43 x	1.74x	2.05x	>1.5x
4. Debt service cover ratio Operating results on before capital excluding interest and depreciation/impairment/amortisation (EBITDA) Principal repayments (from the statement of cash flows) + borrowing costs (from the income statement)	60,081 12,431	4.83 x	4.32x	3.98x	>2x
Rates and annual charges outstanding percentage Rates and annual charges outstanding Rates and annual charges collectible	6,179 108,282	5.71%	5.01%	4.88%	<10% regional
5a. Rates and annual charges outstanding percentage (excluding pensioner accruals) Rates and annual charges outstanding Rates and annual charges collectible	6,070 108,282	5.61%	4.90%	4.77%	
6. Cash expense cover ratio Current year's cash, cash equivalents + term deposits Payments from cash flow of operating and financing activities	312,941 132,630	28.31 months	28.42 months	26.14 months	>3 Months

Notes:

^{1.} Excludes fair value increments on investment properties, reversal of revaluation decrements, reversal of impairment losses on receivables, net gain on sale of assets, and net share of interests in joint ventures and associates using the equity method and includes pensioner rate subsidies

2. Excludes impairment/revaluation decrements of IPPE, fair value decrements on investment properties, net loss on disposal of assets, and net loss on share of interest in joint ventures and associates using the equity method.

Notes to the financial statements 30 June 2020 _ (continued)

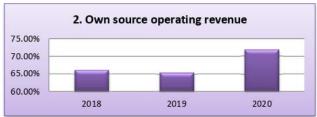
Note 28(a) Statement of performance measures - Consolidated results - Graphs



Purpose of operating performance ratio

Measures Council's achievement of containing operating expenditure within operating revenue.

Benchmark greater than 0%



Purpose of own source operating revenue ratio

Measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.

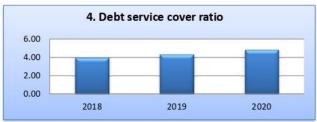
Benchmark is greater than 60%



Purpose of unrestricted current ratio

Represents Council's ability to meet short term obligations as they fall due.

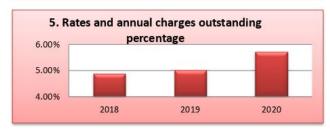
Benchmark is greater than 1.5.



Purpose of debt cover ratio

Measures the availability of operating cash to service debt including interest, principal and lease payments.

Benchmark is greater than 2.

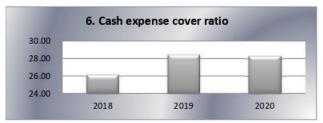


Purpose of rates and annual charges outstanding %

To assess the impact of uncollected rates and annual charges on liquidity and the adequacy of recovery efforts.

Benchmark is <5% metro

senchmark is <5% metr <10% regional



Purpose of cash expense cover ratio

Indicates the number of months Council can continue paying for its immediate expenses without additional cash inflow.

Benchmark is greater than 3 months.

Notes to the financial statements 30 June 2020 (continued)

Note 28(b) Statement of performance measures by fund

	General Indicators		Water Indicators		Sewer Indicators		Benchmark
	2020	2019	2020	2019	2020	2019	
1. Operating performance Total continuing operating revenue (1) excluding capital grants and contributions - operating expenses (2) Total continuing operating revenue (1) excluding capital grants and contributions	-1.84%	-4.46%	10.61%	30.11%	15.09%	12.41%	>0
2. Own source operating revenue Total continuing operating revenues (1) less all grants and contributions Total continuing operating revenues (1) inclusive of capital grants and contributions	66.36%	59.47%	84.30%	78.34%	80.04%	75.55%	>60%
3. Unrestricted current ratio							
Current assets less all external restrictions	1.43	1.74	49.48	61.80	84.93	4.71	>1.5x
Current liabilities less specific purpose liabilities							
4. Debt service cover ratio Operating results (1) before capital excluding interest and depreciation/impairment/amortisation (EBTDA) Principal repayments (from the statement of cash flows) + borrowing costs (from the income statement)	3.69	3.11	-	13.94	3.96	3.71	>2x

Notes to the financial statements 30 June 2020 (continued)

Note 28(b) Statement of performance measures by fund

	dicators	Water Indicators		Sewer Indicators		Benchmark
2020	2019	2020	2019	2020	2019	
4.82%	4.38%	17.57%	13.41%	3.90%	3.61%	<5% metro <10%
						regional
19.35	19.06	78.86	83.31	27.96	32.83	>3 months
months	months	months	months	months	months	
	4.82% 19.35 months	4.82% 4.38% 19.35 19.06	4.82% 4.38% 17.57% 19.35 19.06 78.86 months months	4.82% 4.38% 17.57% 13.41% 19.35 19.06 78.86 83.31	4.82% 4.38% 17.57% 13.41% 3.90% 19.35 19.06 78.86 83.31 27.96 months months months months months	4.82% 4.38% 17.57% 13.41% 3.90% 3.61% 19.35 19.06 78.86 83.31 27.96 32.83 months months months months months months

Notes:

^{1.} Excludes fair value increments on investment properties, reversal of revaluation decrements, reversal of impairment losses on receivables, net gain on sale of assets, and net share of interests in joint ventures and associates using the equity method and includes pensioner rate subsidies

^{2.} Excludes impairment/revaluation decrements of IPPE, fair value decrements on investment properties, net loss on disposal of assets, and net loss on share of interest in joint ventures and associates using the equity method.

General Purpose Audit Reports

for the year ended 30 June 2020



INDEPENDENT AUDITOR'S REPORT

Report on the general purpose financial statements

Port Macquarie-Hastings Council

To the Councillors of Port Macquarie-Hastings Council

Opinion

I have audited the accompanying financial statements of Port Macquarie-Hastings Council (the Council), which comprise the Statement by Councillors and Management, the Income Statement and Statement of Comprehensive Income for the year ended 30 June 2020, the Statement of Financial Position as at 30 June 2020, the Statement of Changes in Equity and Statement of Cash Flows for the year then ended and notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion:

- the Council's accounting records have been kept in accordance with the requirements of the Local Government Act 1993, Chapter 13, Part 3, Division 2 (the Division)
- the financial statements:
 - have been prepared, in all material respects, in accordance with the requirements of this Division
 - are consistent with the Council's accounting records
 - present fairly, in all material respects, the financial position of the Council as at 30 June 2020, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- · all information relevant to the conduct of the audit has been obtained
- no material deficiencies in the accounting records or financial statements have come to light during the audit.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- · mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Other Information

The Council's annual report for the year ended 30 June 2020 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the special purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act* 1993, I have separately expressed an opinion on the special purpose financial statements and Special Schedule - Permissible income for general rates.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the *Local Government Act 1993*, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- on the Original Budget information included in the Income Statement, Statement of Cash Flows, and Note 21 Material budget variations
- on the Special Schedules. A separate opinion has been provided on Special Schedule -Permissible income for general rates
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- · about any other information which may have been hyperlinked to/from the financial statements.

Gearoid Fitzgerald

Goard Lingerald

Delegate of the Auditor-General for New South Wales

29 October 2020 SYDNEY



Cr Peta Pinson Mayor Port Macquarie-Hastings Council PO Box 84 PORT MACQUARIE NSW 2444

Contact: Gearoid Fitzgerald Phone no: 9275 7392 Our ref: D2025248/1778

29 October 2020

Dear Mayor

Report on the Conduct of the Audit for the year ended 30 June 2020 Port Macquarie-Hastings Council

I have audited the general purpose financial statements (GPFS) of Port Macquarie-Hastings Council (the Council) for the year ended 30 June 2020 as required by section 415 of the *Local Government Act 1993* (the Act).

I expressed an unmodified opinion on the Council's GPFS.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2020 is issued in accordance with section 417 of the Act. This Report should be read in conjunction with my audit opinion on the GPFS issued under section 417(2) of the Act.

INCOME STATEMENT

Operating result

	2020	2019	Variance
	\$m	\$m	%
Rates and annual charges revenue	102.8	99.1	3.7
Grants and contributions revenue	60.4	81.5	25.9
Operating result for the year	37.4	71.2	47.5
Net operating result before capital grants and contributions	(5.5)	3.7	248.6

Level 19, Darling Park Tower 2, 201 Sussex Street, Sydney NSW 2000 GPO Box 12, Sydney NSW 2001 | t 02 9275 7101 | mail@audit.nsw.gov.au | audit.nsw.gov.au

The Council's operating surplus (\$37.4 million including depreciation and amortisation expense of \$51.7 million) was \$33.8 million lower than the 2018–19 result.

Rates and annual charges revenue (\$102.8 million) increased by \$3.7 million (3.7 per cent).

User charges and fees revenue (\$35.2 million) decreased by \$3.3 million (8.5 per cent).

Grants and contributions revenue (\$60.4 million) decreased by \$21.1 million (25.9 per cent) and is largely due to:

- \$5.7 million increase in total grants including:
 - \$5.8 million decrease in airport capital grants (prior year funding related to the upgrade of the Port Macquarie Airport Terminal)
 - \$2.5 million increase in bushfire / disaster recovery operating grants
 - \$3.1 million increase in recreation and culture capital grants (includes funding for the Stuart Park Regional Sporting Facility)
 - \$2.8 million increase in roads and bridges capital grants (various projects)
 - \$2.6 million increase in sewerage services capital grants (includes funding for the Small Towns Sewerage Program)
- \$6.7 million decrease in cash and non-cash developer contributions and a \$20.5 million decrease in subdivision dedications.

Materials and contracts expense (\$43.3 million) increased by \$3.3 million (8.2 per cent).

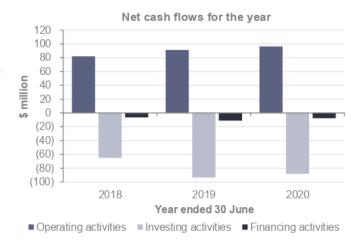
Impairment expense (\$1.8 million) increased by \$1.8 million (6,415 per cent) due to:

- \$0.7 million of infrastructure, property, plant & equipment destroyed by the significant bushfire event of October / November 2019
- \$1.1 million in asset write-downs relating to the sale of the Innes Gardens Memorial Parks Crematorium

Net loss on disposal of assets (\$9.5 million) increased by \$4.7 million (96.0 per cent).

STATEMENT OF CASH FLOWS

- Net cash provided by operating activities increased by \$5.2 million. This is largely due an increase in rates and annual charges, grants and contributions and other revenue received offset by an increase in materials and contracts.
- Net cash used in investing activities decreased by \$5.3 million. This is due to increased capital expenditure of \$19.3 million and the redemption of investments of \$25.0 million.
- Net cash used in financing activities decreased by \$3.5 million. This is due to a decrease in loan repayments of \$1.1 million, together with new borrowings during the year of \$2.4 million.



FINANCIAL POSITION

Cash and investments

Cash and investments	2020	2019	Commentary
	\$m	\$m	
External restrictions	237.6	229.8	Externally restricted, internally restricted and
Internal restrictions	67.4	64.3	unrestricted cash and investments have remained relatively stable with the prior year.
Unrestricted	8.0	6.2	Unrestricted balances provide liquidity for day-to-
Cash and investments	313.0	300.3	day operations.

Debt

Council has total overdraft financing facilities available of \$1.0 million which consist of a bank overdraft and purchase card facility, each with an approved drawdown limit of \$0.5 million.

At 30 June 2020, the bank overdraft facility was undrawn and the purchase card facility was drawn by \$0.033 million.

Council has total borrowings of \$50.2 million (\$57.8 million at 30 June 2019). Council continues to repay borrowings in accordance with existing loan agreements and borrowed an additional \$2.4 million during the 2020 financial year.

PERFORMANCE

Performance measures

The following section provides an overview of the Council's performance against the performance measures and performance benchmarks set by the Office of Local Government (OLG) within the Department of Planning, Industry and Environment.

Operating performance ratio

The 'operating performance ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by OLG is greater than zero per cent.

The Council exceeded the OLG benchmark for the current reporting period.

A deterioration in the Council's 2019-20 operating result (before all capital items) led to a reduced ratio.

Despite improvement, the general funds ratio continues to be below the benchmark (2020: (1.84)%; 2019: (4.46)%).



Own source operating revenue ratio

The 'own source operating revenue ratio' measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60 per cent.

The Council exceeded the OLG benchmark for the current reporting period.

The ratio was negatively impacted in 2017-18 and 2018-19 due to higher levels of capital grants and contributions.

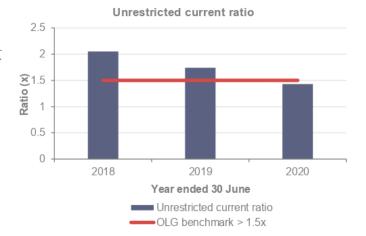


Unrestricted current ratio

The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times.

The Council was slightly below the OLG benchmark for the current reporting period. The decline in Council's ratio is due to a reduction in current assets less all external restrictions of \$2.6 million, together with an increase in current liabilities less specific purpose liabilities of \$4.6 million.

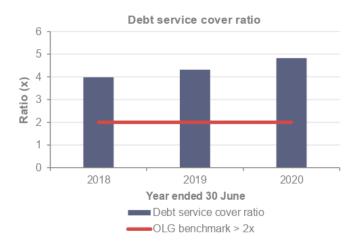
A key driver of the decrease in the ratio is management's decision to invest in term deposits with longer dated maturities to mitigate reinvestment risk associated with COVID-19. This has decreased current investments, and increased non-current investments, by \$25.5 million as at 30 June 2020.



Debt service cover ratio

The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by OLG is greater than two times.

The Council exceeded the OLG benchmark for the current reporting period. The increase in Council's ratio is due to a reduction in loan repayments (principal + borrowing costs).

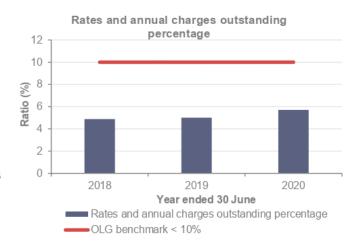


Rates and annual charges outstanding percentage

The 'rates and annual charges outstanding percentage' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is less than 10 per cent for regional and rural councils.

The Council exceeded the OLG benchmark for the current reporting period.

The ratio increased during 2019-20 as a result of COVID-19 and Council's support package measures implemented in response.



Cash expense cover ratio

This liquidity ratio indicates the number of months the council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by OLG is greater than three months.

The Council exceeded the OLG benchmark for the current reporting period and the Council's ratio has remained relatively stable on prior years.



Infrastructure, property, plant and equipment renewals

The Council's asset renewal expenditure in the 2019-20 year was \$39.7 million (2018-19 - \$20.9 million). In 2019-20 major renewal projects included Stuart Park Regional Sporting Precinct, Dunbogan Bridge Rehabilitation and Comboyne Road Stabilisation.

OTHER MATTERS

Impact of new accounting standards

AASB 15 'Revenue from Contracts with Customers' and AASB 1058 'Income for Not-for-Profit Entities'

The Council adopted the new accounting standards AASB 15 'Contracts with Customers' and AASB 1058 'Income of Not-for-Profit Entities' (collectively referred to as the Revenue Standards) for the first time in their 2019–20 financial statements.

AASB 15 introduces a new approach to recognising revenue based on the principle that revenue is recognised when control of a good or service transfers to a customer. AASB 15 impacts the timing and amount of revenue recorded in a councils' financial statements, particularly for grant revenue. AASB 15 also increases the amount of disclosures required.

AASB 1058 prescribes how not-for-profit entities account for transactions conducted on non-commercial terms and the receipt of volunteer services. AASB 1058 significantly impacts the timing and amount of income recorded in a councils' financial statements, particularly for grant income and rates which are paid before the commencement of the rating period.

The Council recognised a \$0.8 million adjustment to opening accumulated surplus at 1 July 2019 on adoption of the new Revenue Standards.

The Council disclosed the impact of adopting the new Revenue Standards in Note 16.

AASB 16 'Leases'

The Council adopted the new accounting standard AASB 16 'Leases' for the first time in their 2019–20 financial statements.

AASB 16 changes the way lessees treat operating leases for financial reporting. With a few exceptions, operating leases will now be recorded in the Statement of Financial Position as a right-of-use asset, with a corresponding lease liability.

AASB 16 results in lessees recording more assets and liabilities in the Statement of Financial Position and changes the timing and pattern of expenses recorded in the Income Statement.

The Council did not recognise any right-of-use assets or lease liabilities at 1 July 2019 on adoption of AASB 16.

The Council disclosed the impact of adopting AASB 16 in Note 16.

Legislative compliance

My audit procedures did not identify any instances of non-compliance with legislative requirements or a material deficiency in the Council's accounting records or financial statements. The Council's:

- accounting records were maintained in a manner and form to allow the GPFS to be prepared and effectively audited
- · staff provided all accounting records and information relevant to the audit.

Gearoid Fitzgerald

goard Lityprald

Delegate of the Auditor-General for New South Wales

cc: Jeffery Sharp, Acting General Manager

Grahame Marchant, Chair of Audit, Risk and Improvement Committee Jim Betts, Secretary of the Department of Planning, Industry and Environment

SPECIAL PURPOSE FINANCIAL STATEMENTS

for the year ended 30 June 2020

Our Vision

A sustainable high quality life for all

Our Mission

Building the future together - people, place, health, education and technology



Special purpose financial statements for the year ended 30 June 2020

Contents

	rage
Statement by Councillors and Management	B1
Income statement of water supply business activity	B2
Income statement of sewerage business activity	В3
Income statement of waste management business activity	B4
Statement of Financial Position of water supply business activity	B5
Statement of Financial Position of sewerage business activity	В6
Statement of Financial Position of waste management business activity	В7
Note 1 - Significant accounting policies	B8-B11
Auditor's report	

Auditor's report

Special Purpose Financial Statements for the year ended 30 June 2020

Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- NSW Government Policy Statement, Application of National Competition Policy to Local Government
- Division of Local Government Guidelines, Pricing & Costing for Council Businesses: A Guide to Competitive Neutrality
- The Local Government Code of Accounting Practice and Financial Reporting
- The NSW Office of Water Best-Practice Management of Water Supply and Sewerage Guidelines.

To the best of our knowledge and belief, these statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year,
- accord with Council's accounting and other records; and
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed on 29 October 2020 in accordance with a resolution of Council made on 12 August 2020.

Mayor

29/10/2020

Jeffery Sharp

Acting General Manager

29/10/2020

Geoff Hawkins

Councillor 29/10/2020

Nicole Spencer

Responsible Accounting Officer

29/10/2020

Income Statement of Water Supply business activity for the year ended 30 June 2020

	Actual 2020 \$'000	Actual 2019 \$'000
Income from continuing operations		
Access charges	8,036	8,127
User charges	18,650	19,724
Fees	883	1,323
Interest	2,894	2,872
Grants and contributions provided for non capital purposes	366	366
Other income	251	204
Total income from continuing operations	31,080	32,616
Expenses from continuing operations		
Employee benefits and on-costs	4,171	4,370
Borrowing costs	-	25
Materials and contracts	11,072	6,570
Depreciation, amortisation and impairment	9,958	9,905
Loss on sale of assets	1,843	1,172
Calculated taxation equivalents	158	159
Debt guarantee fee	-	21
Other expenses	1,598	1,003
Total expenses from continuing operations	28,800	23,225
Surplus (deficit) from continuing operations before capital amounts Grants and contributions provided for capital purposes Surplus (deficit) from continuing operations after capital amounts	2,280 5,712 7,992	9,391 8,937 18,328
	1,552	-
Less Corporate Taxation Equivalent (27.5%) [based on result before capital] Surplus (deficit) after tax	7,365	2,817 15,511
Opening accumulated surplus	274,039	256,558
Adjustments for amounts unpaid	'	,
Taxation equivalent payments	158	159
Debt guarantee fees	-	21
Corporate taxation equivalent	627	2,817
Less: TER Dividend Paid	(104)	(103)
Less: Surplus Dividend Paid	(940)	(924
Closing accumulated surplus	281,145	274,039
Return on Capital %	0.56%	2.31%
Subsidy from Council	1,466	-
Calculation of Dividend Payable		
Surplus (deficit) after tax	7,365	15,511
Less: Capital grants and contributions (excluding developer contributions)	1,249	2,572
Surplus for dividend calculation purposes	6,116	12,939
Dividend calculated from surplus	3,058	6,469

Income Statement of Sewerage business activity for the year ended 30 June 2020

•	Actual 2020 \$'000	Actual 2019 \$'000
Income from continuing operations		
Access charges	27,806	26,589
User charges	1,548	1,508
Fees	63	75
Interest	1,391	1,721
Grants and contributions provided for non capital purposes	350	348
Other income	115	119
Total income from continuing operations	31,273	30,360
Expenses from continuing operations		
Employee benefits and on-costs	4,656	4,921
Borrowing costs	466	590
Materials and contracts	9,317	9,253
Depreciation, amortisation and impairment	9,570	9,380
Loss on sale of assets	258	878
Calculated taxation equivalents	176	172
Debt guarantee fee	234	444
Other expenses	1,800	1,631
Total expenses from continuing operations	26,477	27,269
Surplus (deficit) from continuing operations before capital amounts	4,796	3,091
Grants and contributions provided for capital purposes	7,562	9,480
Surplus (deficit) from continuing operations after capital amounts	12,358	12,571
Less Corporate Taxation Equivalent (27.5%) [based on result before capital]	1,319	927
Surplus (deficit) after tax	11,039	11,644
Opening accumulated surplus	214,496	202,274
Adjustments for amounts unpaid		,
Taxation equivalent payments	176	172
Debt guarantee fees	234	444
Corporate taxation equivalent	1,319	927
Less: TER Dividend Paid	(97)	(96
Less: Surplus Dividend Paid	(873)	(869
Closing accumulated surplus	226,294	214,496
Return on Capital %	1.81%	1.33%
Subsidy from Council	0	27
Calculation of Dividend Payable		
Surplus (deficit) after tax	11,039	11,644
Less: Capital grants and contributions (excluding developer contributions)	5,689	5,944
Surplus for dividend calculation purposes	5,350	5,700
Dividend calculated from surplus	2,675	2,850

Income Statement of Waste Management business activity for the year ended 30 June 2020

	Actual 2020 \$'000	Actual 2019 \$'000
Income from continuing operations		
Access charges	14,378	13,716
User charges	7,636	8,046
Interest	516	523
Grants and contributions provided for non capital purposes	384	323
Other income	1,182	1,097
Total income from continuing operations	24,096	23,705
Expenses from continuing operations		
Employee benefits and on-costs	2,352	2,424
Borrowing costs	225	623
Materials and contracts	11,423	11,435
Depreciation, amortisation and impairment	899	1,076
Loss on sale of assets	-	3
Calculated taxation equivalents	19	19
Debt guarantee fee (if applicable)	20	35
Other expenses	6,195	6,056
Total expenses from continuing operations	21,133	21,671
Grants and contributions provided for capital purposes	-	-
Surplus (deficit) from continuing operations after capital amounts	2,963	2,034
Less Corporate Taxation Equivalent (27.5%) [based on result before capital]	815	610
Surplus (deficit) after tax	2,148	1,424
Opening accumulated surplus	23,868	22,530
Adjustments for amounts unpaid		
Taxation equivalent payments	19	19
Debt guarantee fees	20	35
Corporate taxation equivalent	815	610
Less: Dividend Paid	(1,882)	(750)
Closing accumulated surplus	24,988	23,868
Return on Capital %	13.10%	11.30%
Subsidy from Council	- 13.10%	-
Calculation of Dividend Payable		
•	2,148	1,424
Surplus (deficit) after tax		1,727
Surplus (deficit) after tax Less: Capital grants and contributions (excluding developer contributions)	<u>'.</u>	_
Surplus (deficit) after tax Less: Capital grants and contributions (excluding developer contributions) Surplus for dividend calculation purposes	2,148	1,424

Statement of Financial Position of Water Supply business activity as at 30 June 2020

	Actual	Actual
	2020	2019
	\$'000	\$'000
ASSETS		
Current assets		
Cash and cash equivalents	2,913	3,052
Investments	38,567	40,076
Receivables	6,756	6,866
Inventories	173	180
Total current assets	48,409	50,174
Non-current assets		
Investments	70,967	57,803
Receivables	375	970
Infrastructure, property, plant and equipment	407,141	406,944
Total non-current assets	478,483	465,717
Total assets	526,892	515,891
LIABILITIES		
Current liabilities		
Payables	598	424
Contract liabilities	74	-
Income received in advance	-	103
Provisions	2,821	2,536
Total current liabilities	3,493	3,063
Non-current liabilities		
Provisions	56	92
Total non-current liabilities	56	92
Total liabilities	3,549	3,155
Net assets	523,343	512,736
EQUITY		
Accumulated surplus	281,145	274,039
Revaluation Reserves	242,198	238,697
Total equity	523,343	512,736

Statement of Financial Position of Sewerage business activity as at 30 June 2020

	Actual 2020 \$'000	Actual 2019 \$'000
ASSETS		
Current assets		
Cash and cash equivalents	1,197	1,519
Investments	15,843	19,946
Receivables	2,194	1,180
Inventories	4_	5
Total current assets	19,238	22,650
Non-current assets		
Investments	29,152	28,770
Receivables	297	580
Infrastructure, property, plant and equipment	290,342	276,748
Total non-current assets	319,791	306,098
Total assets	339,029	328,748
LIABILITIES		
Current liabilities		
Payables	148	114
Income received in advance	-	3
Contract liabilities	1	-
Borrowings	3,311	3,202
Provisions	2,283	2,668
Total current liabilities	5,743	5,987
Non-current liabilities		
Borrowings	6,761	10,072
Provisions	59	67
Total non-current liabilities	6,820	10,139
Total liabilities	12,563	16,126
Net assets	326,466	312,622
EQUITY		
Accumulated surplus	226,294	214,496
Revaluation Reserves	100,172	98,126
Total equity	326,466	312,622
• •		

Statement of Financial Position of Waste Management business activity as at 30 June 2020

	Actual 2020 \$'000	Actual 2019 \$'000
ASSETS		
Current assets		
Cash and cash equivalents	408	464
Investments	5,399	6,092
Receivables	1,404	1,476
Total current assets	7,211	8,032
Non-current assets		
Investments	9,933	8,788
Receivables	109	133
Infrastructure, property, plant and equipment	24,343	23,513
Total non-current assets	34,385	32,434
Total assets	41,596	40,466
LIABILITIES		
Current liabilities		
Payables	42	9
Income received in advance	2	5
Borrowings	147	142
Provisions	759	818
Total current liabilities	950	974
Non-current liabilities		
Borrowings	814	961
Provisions	3,529	3,348
Total non-current liabilities	4,343	4,309
Total liabilities	5,293	5,283
Net assets	36,303	35,183
EQUITY		
Accumulated surplus	24,988	23,868
Revaluation Reserves	11,315	11,315
Total equity	36,303	35,183

Notes to the financial statements 30 June 2020

Note 1 Significant accounting policies for the year ended 30 June 2020

A statement summarising the supplemental accounting policies adopted in the preparation of the Special Purpose Financial Statements (SPFS) for National Competition Policy (NCP) reporting purposes follows.

These financial statements are SPFS prepared for use by the Council and Office of Local Government. For the purposes of these statements, the Council is a non-reporting not-for-profit entity.

The figures presented in these special purpose financial statements have been prepared in accordance with the recognition and measurement criteria of relevant Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB) and Australian Accounting Interpretations.

The disclosures in these special purpose financial statements have been prepared in accordance with the *Local Government Act 1993 (NSW)*, the *'Local Government (General) Regulation 2005'*, and the Local Government Code of Accounting Practice and Financial Reporting.

The statements are prepared on an accruals basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, fair values of non-current assets. Certain taxes and other costs, appropriately described, have been imputed for the purposes of the National Competition Policy.

The Statement of Financial Position includes notional assets/liabilities receivable from/payable to Council's general fund. These balances reflect a notional intra-entity funding arrangement with the declared business activities.

National Competition Policy

Council has adopted the principle of 'competitive neutrality' to its business activities as part of the national competition policy which is being applied throughout Australia at all levels of government. The framework for its application is set out in the June 1996 Government Policy statement on the 'Application of National Competition Policy to Local Government'. The 'Pricing & Costing for Council Businesses A Guide to Competitive Neutrality' issued by the Office of Local Government in July 1997 has also been adopted.

The pricing and costing guidelines outline the process for identifying and allocating costs to activities and provide a standard of disclosure requirements. These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents; Council subsidies; return on investments (rate of return and dividends paid).

Declared business activities

In accordance with *Pricing & Costing for Council Businesses - A Guide to Competitive Neutrality*, Council has declared that the following are to be considered as business activities:

Category 1 - Business activities with gross operating turnover more than \$2 million

Name	Brief description of Activity
Port Macquarie-Hastings Water	Comprising the whole of the operations and assets of the water supply
Supply	systems servicing the Port Macquarie-Hastings Council area, which is
	established as a separate Special Rate Fund. As the total annual
	operating revenues exceed \$2,000,000, it is defined as a "Category 1"
	Business activity.

Notes to the financial statements 30 June 2020

Note 1 Significant accounting policies - continued

Dad Marania Hastinas Courses	
Port Macquarie-Hastings Sewerage	Comprising the whole of the operations and assets of the sewerage
Services	reticulation and treatment systems servicing the Port Macquarie-
	Hastings Council area, which is established as a separate Special Rate
	Fund. As the total annual operating revenues exceed \$2,000,000, it is
	defined as a "Category 1" Business activity.
Port Macquarie-Hastings Waste	
Management Services	Comprising the whole of the operations and assets of the waste management service carried out by the Port Macquarie-Hastings Council, which is established as a separate Special Rate Fund. Waste management comprises domestic waste management as well as
	commercial waste operations. As the total annual operating revenues exceed \$2,000,000, it is defined as a "Category 1" Business activity.

(i) Taxation equivalent charges

Council is liable to pay various taxes and financial duties. Where this is the case, they are disclosed as a cost of operations just like all other costs. However, where Council does not pay some taxes which are generally paid by private sector businesses, such as income tax, these equivalent tax payments have been applied to all Council nominated business activities and are reflected in the special purpose financial statements. For the purposes of disclosing comparative information relevant to the private sector equivalent, the following taxation equivalents have been applied to all Council-nominated business activities (this does not include Council's non-business activities):

	Notional Rate Applied
Corporate Tax Rate	27.5%
	Land tax is calculated on the total value of land above the taxable threshold. For 2020 the general threshold is \$734,000. The amount of tax payable for properties below the Premium threshold is \$100 and 1.6% of the land value above the general threshold. For land values above the Premium threshold the tax payable is 2% of the value above the Premium threshold which for 2020 is \$4,488,000 plus \$60,164.
Debt Guarantee fees	2%
Other Taxes for Charges	Adjusted accordingly

In accordance with the Department of Industry (DoI)-Water guidelines, a payment for the amount calculated as the annual tax equivalent charges (excluding income tax) must be paid from water supply and sewerage business activities. The payment of taxation equivalent charges, referred in the Best Practice Management of Water Supply and Sewerage Guidelines as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the Act. Achievement of substantial compliance to the DoI-Water guidelines is not a prerequisite for the payment of the tax equivalent charges; however, the payment must not exceed \$3 per assessment.

Notes to the financial statements

30 June 2020

Note 1 Significant accounting policies - continued

Income Tax

An income tax equivalent has been applied on the profits of the business activities. Whilst income tax is not a specific cost for the purpose of pricing a good or service, it needs to be taken into account in terms of assessing the rate of return required on capital invested. Accordingly, the return on capital invested is set at a pre-tax level - gain/(loss) from ordinary activities before capital amounts, as would be applied by a private sector competitor. That is, it should include a provision equivalent to the corporate income tax rate, currently 27.5%.

Income Tax is only applied where a gain from ordinary activities before capital amounts has been achieved. Since the taxation equivalent is notional - that is, it is payable to the 'Council' as the owner of business operations - it represents an internal payment and has no effect on the operations of the Council.

Accordingly, there is no need for disclosure of internal charges in the SPFS. The rate applied of 27.5% is the equivalent company tax rate prevalent as at reporting date. No adjustments have been made for variations that have occurred during the year.

Local government rates and charges

A calculation of the equivalent rates and charges for all Category 1 businesses has been applied to all assets owned, or exclusively used by the business activity.

Loan and debt guarantee fees

The debt guarantee fee is designed to ensure that Council business activities face 'true' commercial borrowing costs in line with private sector competitors. In order to calculate a debt guarantee fee, council has determined what the differential borrowing rate would have been between the commercial rate and the Council's borrowing rate for its business activities.

(ii) Subsidies

Government policy requires that subsidies provided to customers and the funding of those subsidies must be explicitly disclosed. Subsidies occur where Council provides services on a less than cost recovery basis. This option is exercised on a range of services in order for Council to meet its community services obligations. The overall effect of subsidies is contained within the Income Statement of the business activities.

(iii)Return on Investments (rate of return)

The NCP Policy statement requires that councils with category 1 businesses 'would be expected to generate a rate of return on capital funds employed that is comparable to rates of return for private businesses operating in a similar field'. Funds are subsequently available for meeting commitments or financing future investment strategies. The rate of return is disclosed for each of Council's business activities on the Income Statement.

(iv) Dividends

Council is not required to pay dividends to either itself as owner of a range of businesses or to any external entities.

A local government water supply and sewerage business is permitted to pay annual dividends from their water supply or sewerage business surpluses. Each dividend must be calculated and approved in accordance with the Dol-Water guidelines and must not exceed 50% of the relevant surplus in any one year, or the number of water supply or sewerage assessments at 30 June 2020 multiplied by \$30 (less the payment for tax equivalent charges, not exceeding \$3 per assessment).

Notes to the financial statements

30 June 2020

In accordance with the Best Practice Management of Water Supply and Sewer Guidelines, a Dividend Payment form, Statement of Compliance, Unqualified independent Financial Audit Report and Compliance Audit Report are submitted to Dol-Water.



INDEPENDENT AUDITOR'S REPORT

Report on the special purpose financial statements

Port Macquarie-Hastings Council

To the Councillors of Port Macquarie-Hastings Council

Opinion

I have audited the accompanying special purpose financial statements (the financial statements) of Port Macquarie-Hastings Council's (the Council) Declared Business Activities, which comprise the Statement by Councillors and Management, the Income Statement of each Declared Business Activity for the year ended 30 June 2020, the Statement of Financial Position of each Declared Business Activity as at 30 June 2020 and Note 1 Significant accounting policies for the Business Activities declared by Council.

The Declared Business Activities of the Council are:

- Water supply
- Sewerage
- Waste Management.

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Council's declared Business Activities as at 30 June 2020, and their financial performance for the year then ended, in accordance with the Australian Accounting Standards described in Note 1 and the Local Government Code of Accounting Practice and Financial Reporting – update number 28 (LG Code).

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as the auditor of councils
- precluding the Auditor-General from providing non-audit services.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to Note 1 to the financial statements which describes the basis of accounting. The financial statements have been prepared for the purpose of fulfilling the Council's financial reporting responsibilities under the LG Code. As a result, the financial statements may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2020 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act* 1993, I have separately expressed an opinion on the general purpose financial statements and Special Schedule 'Permissible income for general rates'.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements and for determining that the accounting policies, described in Note 1 to the financial statements, are appropriate to meet the requirements in the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- · that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.

Gearoid Fitzgerald

Goard Lityarald

Delegate of the Auditor-General for New South Wales

29 October 2020 SYDNEY

SPECIAL SCHEDULES

for the year ended 30 June 2020

Our Vision

A sustainable high quality life for all

Our Mission

Building the future together - people, place, health, education and technology



Special Schedules for the year ended 30 June 2020

Contents

Special Schedules	Page
Permissible Income Calculation	C1
Report on infrastructure assets as at 30 June 2020	C2-C5

Permissible income for general rates

	2020/21	2019/20
	Calculation	Calculation
	\$'000	\$'000
Notional General Income Calculation (1)		
Last year notional income yield	52,287	50,327
Plus/minus adjustments (2)	371	591
Notional General Income	52,658	50,918
Permissible Income Calculation		
Special variation (3)		
OR Rate peg	2.60%	2.70%
OR Crown land adjustment incl rate peg		
Less: expiring special variations amount Plus: special variation amount		
OR Plus: rate peg amount	1,369	1,375
OR Plus: Crown land adjustment and rate peg amount	1,309	1,575
Sub total	54,027	52,293
Plus or minus last year's carry forward total	1	(5)
Less: Valuation objections claimed in previous year	(2)	(5) (2)
Sub total	(1)	(7)
Total Permissible Income	E4 026	E2 206
Total Permissible moonie	54,026	52,286
Less: Notional Income yield	54,025	52,287
Catch up or (excess) result	2	(2)
Plus: income lost due to valuation objections claimed (4)	2	2
Less: unused catch up (5)		
Carry forward to next year	3	1

^{1.} The Notional General Income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.

^{2.} Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called "supplementary valuations" as defined in the Valuation of Land Act 1916.

^{3.} The Special Variation Percentage is inclusive of the Rate Peg percentage and where applicable crown land adjustment.

^{4.} Valuation objections are unexpected changes in land values as a result of land owners successfully objecting to the land value issued by the Valuer-General. Councils can claim the value of the income lost due to valuation objections in any single year.

^{5.} Unused catch-up amounts will be deducted if they are not caught up within 2 years. Usually councils will have a nominal carry forward figure. These amounts can be adjusted for in setting the rates in a future year.

Report on Infrastructure Assets as at 30 June 2020

Asset class	Asset category	Estimated cost to bring assets to a satisfactory standard	to the agreed level of service	2019/20 required maintenance (1) \$'000	2019/20 Actual Maintenan ce \$'000	Net Carrying amount \$'000	Gross replacement cost (GRC) \$'000	Assets	in condition a	as a % of Gros	ss Replaceme	ent Cost
Buildings		0	0	872	872	132,725	189,578	51.28%	42.45%	5.79%	0.09%	0.39%
Other Structures				55	55	3,942	6,188	34.25%	43.81%	21.16%	0.22%	0.56%
Roads	Sealed Roads	21,446		4,141	4,121	236,100	341,823	28.64%	68.98%	2.25%	0.12%	0.01%
	Unsealed Roads	26,351		3,743	3,743	12,870	25,520	7.92%	61.14%	30.94%	0.00%	0.00%
	Bridges	4,300		1,300	808	164,009	220,839	56.54%	32.01%	6.65%	0.67%	4.13%
	Footpaths	24		185	185	133,217	185,414	38.82%	50.70%	10.47%	0.01%	0.00%
	Other road assets (incl. Bulk earth works)			596	596	171,475	192,614	71.54%	21.52%	5.88%	0.32%	0.74%
	Sub total	52,121		9,965	9,453	717,671	966,210	44.98%	47.35%	6.31%	0.27%	1.09%
Water Supply Network				4,476	4,476	369,754	596,745	35.22%	45.63%	16.15%	0.18%	2.82%
Sewerage Network				5,431	5,431	240,590	448,490	28.46%	40.95%	22.86%	1.96%	5.77%
Stormwater Drainage		6,564		2,202	977	175,213	254,715	50.04%	37.62%	9.92%	2.42%	0.00%
Open Space/Recreational Assets	Swimming Pools			255	255	7,295	11,216	47.44%	27.72%	6.31%	0.65%	17.88%
	Other Open Space/Recreational Assets			2,180	2,180	25,961	63,946	24.20%	18.04%	39.45%	3.21%	15.10%
	Sub total			2,435	2,435	33,256	75,162	29.30%	20.16%	32.18%	2.65%	15.71%
Other Infrastructure Assets												
Total classes	Total – all assets	58,685	-	25,436	23,699	1,673,151	2,537,088					

Notes

* The required maintenance identified in Council's asset management plans.

Infrastructure Asset Condition Assessment

Level	Condition		Description
1	Excellent/Very Good		No work required (normal maintenance).
2	Good		Only minor maintenance work required.
3	Satisfactory		Maintenance work required.
4	Poor		Renewal required.
5	Very Poor	·	Urgent renewal/upgrading required.

Port Macquarie - Hastings Council Report on Infrastructure Assets as at 30 June 2020

		Current year		
\$'000	Amounts	indicators	2019 E	Benchmarks
Building and infrastructure renewals ratio #				
Asset renewals	23,444	49.35%	70.22%	>100%
Depreciation, amortisation and impairment	47,503			
Infrastructure backlog ratio #				
Estimated cost to bring to a satisfactory standard	58,685	3.51%	6.66%	<2%
Net carrying amount of infrastructure assets	1,673,152			
Asset maintenance ratio				
Actual asset maintenance	23,699	0.93	1.00	>100%
Required asset maintenance	25,436			
Cost to bring assets to agreed service level				
Estimated cost to bring assets to an agreed level of				
Service set by council Gross replacement cost				

[#] Excludes works in progress

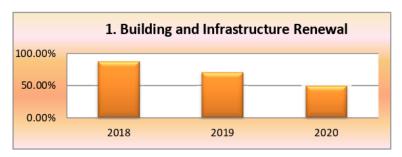
Port Macquarie - Hastings Council Report on Infrastructure Assets as at 30 June 2020

Current year \$'000	Gene	ral	Wat	er	Sewe	r	Benchmarks
	2020	2019	2020	2019	2020	2019	
Building and infrastructure renewals ratio Asset renewals	67.32%	101.66%	18.07%	35.59%	29.13%	19.20%	>100%
Depreciation, amortisation and impairment							
Infrastructure backlog							
Estimated cost to bring to a satisfactory standard Net carrying amount of infrastructure assets	3.51%	6.66%	0.00%	0.00%	0.00%	0.00%	<2%
Asset maintenance ratio							
Actual asset maintenance	0.89	1.00	1.00	1.00	1.00	1.00	>100%
Required asset maintenance							
Cost to bring assets to agreed service level							
Estimated cost to bring to satisfactory standard							
Gross replacement cost							

General Fund refers to all Council activities except Water and Sewer.

Report on Infrastructure Assets as at 30 June 2020

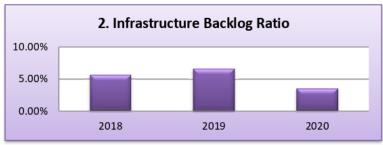
Infrastructure Asset Performance Indicators - Consolidated



Purpose of building and infrastructure renewal ratio

To assess the rate at which these assets are being renewed against the rate at which they are depreciating.

Benchmark greater than 100%



Purpose of infrastructure backlog ratio

This ratio shows what proportion the backlog is against the total value of Council's infrastructure.

Benchmark is less than 2%



Purpose of the asset maintenance ratio

This ratio compares the actual versus required annual asset maintenance. A ratio of above 1.0 indicates that Council is investing enough funds within the year to stop the infrastructure backlog from growing.

Benchmark is greater than 1.0



INDEPENDENT AUDITOR'S REPORT

Special Schedule - Permissible income for general rates

Port Macquarie-Hastings Council

To the Councillors of Port Macquarie-Hastings Council

Opinion

I have audited the accompanying Special Schedule – Permissible income for general rates (the Schedule) of Port Macquarie-Hastings Council (the Council) for the year ending 30 June 2021.

In my opinion, the Schedule is prepared, in all material respects in accordance with the requirements of the Local Government Code of Accounting Practice and Financial Reporting – update number 28 (LG Code), and is in accordance with the books and records of the Council.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Schedule' section of my report.

I am independent of the Council in accordance with the requirements of the:

- · Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- · precluding the Auditor-General from providing non-audit services.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the special purpose framework used to prepare the Schedule. The Schedule has been prepared for the purpose of fulfilling the Council's reporting obligations under the LG Code. As a result, the Schedule may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2020 includes other information in addition to the Schedule and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements, special purpose financial statements and Special Schedule 'Report on infrastructure assets as at 30 June 2020.

My opinion on the Schedule does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act* 1993, I have separately expressed an opinion on the general purpose financial statements and the special purpose financial statements.

In connection with my audit of the Schedule, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the Schedule or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Schedule

The Councillors are responsible for the preparation of the Schedule in accordance with the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation of the Schedule that is free from material misstatement, whether due to fraud or error.

In preparing the Schedule, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Schedule

My objectives are to:

- obtain reasonable assurance whether the Schedule as a whole is free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the Schedule.

A description of my responsibilities for the audit of the Schedule is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors responsibilities/ar8.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- · that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited Schedule on any website where it may be presented
- about any other information which may have been hyperlinked to/from the Schedule.

Gearoid Fitzgerald

goard Lityperald

Delegate of the Auditor-General for New South Wales

29 October 2020 SYDNEY







pmhc.nsw.gov.au

council@pmhc.nsw.gov.au PO Box 84 Port Macquarie NSW 2444 Tel 6581 8111

- f pmhc2444
- engagepmh
- pmhcouncil
- port-macquariehastings-council
- pmhcouncil
- onnectpmh
- chatpmh
- watchpmh



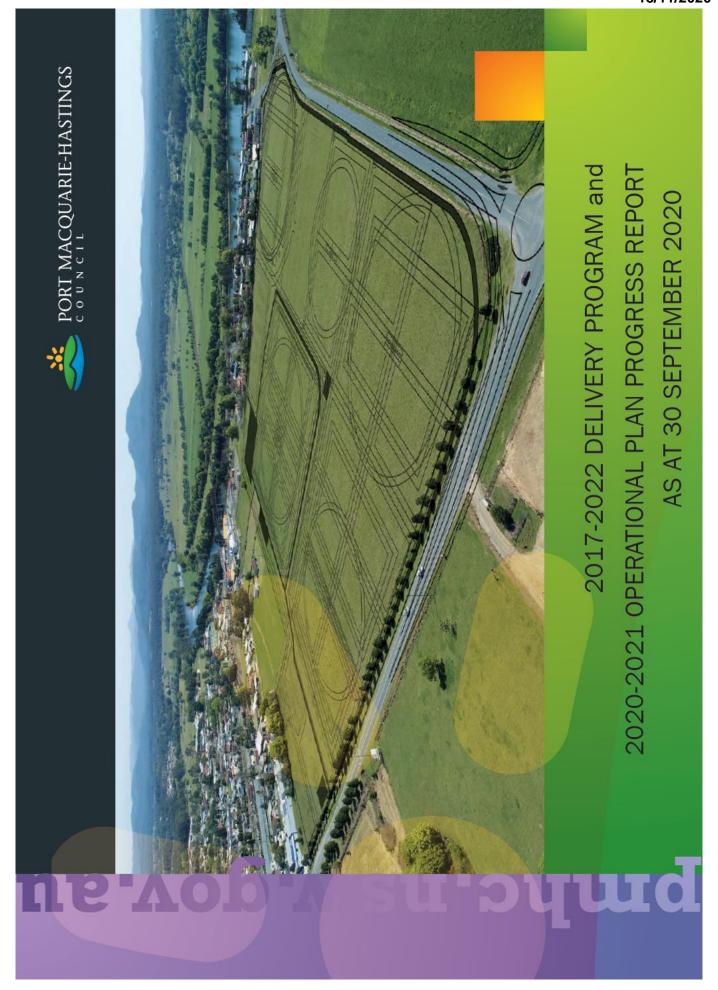
2047-202	22 Delivery Pr	2017-2022 Delivery Program and 2020-2021 Operational	tional Pla	Attachment A - Exception Report Plan Exception Report as at 30 September 2020
Operational Plan Activity 2020-2021	Lead	Success Measures	-	Actual Comment on Progress 30 September 2020
Theme: Leadership and Governance			_	
1.4.1.5 Develop asset design and as-constructed templates as part of the Asset Data Standards Review	Infrastructure Planning	Develop an Auto CAD file template for asset design and as-constructed plans that meets Asset Design As Constructed (ADAC) standards by 30 June	100%	0% Behind schedule. Project being developed as part of Asset Designed As Constructed (ADAC) and Asset Data Standards review. Work between the Assets Team, GIS and Asset Planning Engineers has commenced and will continue with completion is expected by 30 June 2022.
1.5.3.1 Increase operating revenue at the Airport, the Glasshouse, the Crematorium and Cemetery and the Environmental Laboratory	Commercial Business Units	Increase operating revenue by 3% per annum per business unit (Airport)	3%8	-65% Behind schedule. Operating revenue down 64.9% on the corresponding period in 2019-2020 due to the impact of COVID-19. Airline services and demand for travel expected to recover as COVID-19 travel and border restrictions ease.
1.5.3.1 Increase operating revenue at the Airport, the Glasshouse, the Crematorium and Cemetery and the Environmental Laboratory	Commercial Business Units	Increase operating revenue by 3% per annum per business unit (Environmental Laboratory)	3%	2% Behind schedule. Sampling and analysis has been reduced slightly as a result of initial response to the COVID-19 pandemic.
1.5.3.1 Increase operating revenue at the Airport, the Glasshouse, the Crematorium and Cemetery and the Environmental Laboratory	Commercial Business Units	Increase operating revenue by 3% per annum per business unit (Glasshouse)	%6	94% Behind schedule. Operating revenue down 93.6% on the corresponding period in 2019-2020 due to the impact of COUTO-19.1 Latest NSW Public Health Order has increased the capacity of the Glasshouse performance spaces to 50% (e.g. Theatre with 290 patrons), with an increased number of enquiries and bookings now being received for future events.
Theme: Your Community Life				
2.1.3.1 Monitor and take action as appropriate to ensure compliance with development approvals and building, environmental, public health and onsite sewage standards	Environment and Regulatory Services	80% of food permit inspection program completed	80%	67% Behind target. 42 inspections due, with 28 completed. Some delay in completing scheduled inspections as a result of COVID-19 enquiries and support, 24 customer requests (CRM) and 30 new registrations/applications received this quarter.
2.3.2.3 Manage the Mayor's Sporting Fund	Economic and Cultural Development	Distribute funds as required and coordinate fundraising events	100%	9% Behind schedule. Due to the impacts of COVID-19 on local. State, National and International sporting competitions ability to be held, no funds have been distributed to local athletes since March 2020. All fund raising events proposed for the remainder of 2020 have been cancelled. Until there is a lift in current NSW Public Health restrictions, it is proposed that the Mayor's Sporting Fund Sub-Committee not reconvene until February 2021.
2.3.3.12 CW Thrumster Sports Fields - Detailed design and approvals - multi-year project	Recreation, Property and Buildings, (Project Delivery)	Recreation, Property Deliver project according to approved project and Buildings, plan (Thrumster Sports Fields - design and (Project Delivery) approvals)	100%	85% Behind schedule. This is a multi-year project initiated in 2017-2018 financial year. An open tender for the design and approvals of this facility has been prepared and advertised during the reporting period. The award of this tender is expected to take place at the October 2020 Ordinary Council Meeting. Design engagement is expected to then continue into the 2020-2021 financial year.
2.3.3.18 Administration of public roads, public spaces, events and customer engagement: Section 138 Road Applications, Road	Infrastructure Planning	Deliver works in accordance with Council's Policies and Procedures	100%	80% Behind schedule. Level of service for responding to applications and enquiries has slightly decreased due to staff being on extended unplanned leave. Approval has been given for temporary staff to back fill to ensure the level of service can be increased to required levels.
2.4.1.2 Prioritise and commence implementation of agreed actions from the Customer Experience project	Customer Experience and Communications	Implement the agreed Customer Experience priorities for 2020-2021	100%	25% Behind schedule. Allocation of funding will occur as part of the project implementation for online payments.
2.5.1.3 Manage the delivery of a range of high quality performing and visual arts events at the Glasshouse in consideration of Council's Cultural Plan	Commercial Business Units	Deliver the performing arts program as per the annual season launch (15 events)	100%	9% Behind schedule. The Glasshouse performance spaces were closed from Monday 23 March until Monday 31 August 2020 due to the Public Health (Restrictions on Gathering and Movement) Order 2020. This resulted in the cancellation of performances planned as part of the Glasshouse Theatre Program 2020. Latest NSW Public Health Order has increased the capacity of the Glasshouse performance spaces to 50% (e.g., theatre with 290 patrons), with an increased number of enquiries and bookings now being received for future events.
Theme: Your Business and Industry				
3.3.1.2 Support, facilitate and advocate for regular Commercial public transport (RPT) airline services at Port Business Un Macquarie Airport	Commercial Business Units	Increase in passenger numbers compared to previous year	100%	5% Behind schedule. Passenger numbers for July to September 2020 are down 95% on July to September 2019 due to the impact of COVID-19.

Page 1

2017-202	2 Delivery Pr	ogram and 2020-2021 Opera	tional Pla	Exception	2017-2022 Delivery Program and 2020-2021 Operational Plan Exception Report as at 30 September 2020
Operational Plan Activity 2020-2021	Lead	Success Measures	Target Ac	ial Comment on	Actual Comment on Progress 30 September 2020
Theme: Your Natural and Built Environment	Responsibility				
2			L		
4.1.1.26 CW Continue construction of the Southern Arm Trunk Main (DN750) - Pacific Hwy to Bonny Hills	Infrastructure Planning, (Project Delivery)	Deliver programs according to approved schedule (Construction of the Southern Arm Trunk Main)	7000%	85% Behind schedule. Project pre- along Houston Mitchell Drive. (NPWS) regarding land acqui expected to be re-commence to future funding allocation(s)	Behind schedule. Project pre-construction phase on hold awaiting the completion of property acquisitions along Houston Mitchell Drive. Council is currently negotiating with National Parks and Wildlife Services (NPWS) regarding land acquisition required to install the pipeline in the proposed easement. Project not expected to be re-commenced until late 2020 with construction expected to span over future FY's subject for future funding all-coamon(s).
tion of ea 13) -	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Preconstruction of Thrumster Sewerage Treatment Plant (Area 13)	100%	75% Behind schedu Management S	Behind schedule. Project has been delayed awaiting the completion of the Integrated Water Cycle Management Strategy. Project is forecast to commence in the last quarter of the 2020-2021 FY.
CW Investigation of Stormwater ation Options - Bellbowrie/Bay Street ent	Infrastructure Planning , (Project Delivery)	Deliver project according to approved project plan (Investigation of Stormwater Remediation Options - Bellbowrie/Bay Street Catchment)	100%	85% Behind schedu original scope. finalising original program is to b design drawing design drawing	Behind schedule. Design is behind milestone dates mainly associated with variations introduced to the original scope. Consultant has been on hold awailing approval to commence variation works prior to finalising original scope items. Approval has been given to commence variation works and an updated program is to be provided to include variation and complete all remaining deliverables (design report, design drawings cost estimates).
n Works - dial	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (North Haven Flood mitigation Works - investigation and concept design of remedial works)	100%	80% Behind schedu within the 2020 found to be mo	Behind schedule. Project planning forecast to commence in late 2020. It is aimed to complete the works within the 2020-2021 financial year however, works may progress into the 2021-2022 financial year if found to be more complex than initially expected.
4.2.1.17 Develop the annual bushfire risk mitigation program for Council lands prepared in accordance with the Bush Fire Risk Management Plan	Environment and Regulatory Services	The annual bushfire risk mitigation program is adopted by Council by 30 September 2020	100%	80% Behind schedu to guide the co	Behind schedule. Program relies on the Bushfire Management Committee endorsed Annual Work Plan to guide the council land priorities. This has not been finalised to date.
4.4.1.12 CW Beechwood Road - continue the design for Stages 5 and 6 of Beechwood Road reconstruction - Riverbreeze to Waugh Street - multi-year project	Infrastructure Planning , (Project Delivery)	Deliver project according to approved project plan (Beechwood Road - continue the design for Stages 5 and 6 of Beechwood Road reconstruction (Riverbreeze to Waugh Street)	100%	90% Behind schedule. Stage 5 of designs only, including high decision from Council regarders in 2020-2021 FY.	Behind schedule. Stage 5 designs completed during the reporting period, Stage 6 is limited to concept designs only, including higher level crossing of Yippen Creek to improve flood access. Awaiting planning decision from Council regarding primary flood access prior to progressing the design. Expected to be complete in 2020-2021 FY.
ghes Place project)	Infrastructure Planning , (Project Delivery)	Deliver project according to approved project plan (Hastings River Drive - Hughes Place to Boundary Street upgrade)			Behind schedule. This project continues from 2017-2018 FY. AT&L engaged to undertake detailed design and environmental approvals. Detailed designs are now nearing completion. The contractor has experienced some delays in meeting scheduled progress with completion now expected in October 2020. The construction of this segment of Hastings River Dr is subject to additional funding being allocated/secured.
	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Kew Main Street Upgrade)	100%	85% Behind schedu from the Federa with multiple rou efforts required works are expe	Behind schedule. This project continued from the 2017-2018 FY following the announcement of funding from the Federal Government. The detailed design phase of the project is currently nearing completion with multiple rounds of community consultation now complete. The project has been delayed due to the efforts required to ensure the community is accepting of what is proposed in the design. Construction works are expected to commence in May 2021 and completed in August 2021.
4.4.1.52 AUS-SPEC Review - Undertake a comprehensive review of Councils full suite of design and construction specifications - multi-year	Infrastructure Planning	Deliver project according to approved project plan (AUS-SPEC Review)	100%	0% Behind schedu projects. This p updated specifi	Behind schedule. Implementation of revised specifications have been delayed by other higher priority projects. This pojects is being re-mitiation in October to update the standard drawings and finalised the updated specification documents.
v	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Pembrooke Road - Stoney Creek Bridge Upgrade - Detailed Design)	100%	75% Behind schedu planning. Proje	Behind schedule. Project scope of works has been developed and is awaiting commencement of project planning. Project is expected to carry over into the 2021-2022 FY due to the complexity of the design.
4.4.1.66 CW Kindee Bridge Upgrade Detailed Design	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Kindee Bridge Upgrade - Detailed Design)	100%	75% Behind schedu of this broader FY.	Behind schedule. Kindee bridge maintenance and repair works have been prioritised ahead of the initiation of this broader bridge replacement project. Project initiation now expected in the last quarter of 2020-2021 FY.
- it -	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Pedestrian Refuge - Honton Street - Clarence Street and William Street - Detailed Design and Construction)	100%	80% Behind schedu This is expected	Behind schedule. This project requires a level of community engagement prior to completion of the design. This is expected to push the completion of the works into the 2021-2022 FY.
	Infrastructure Planning	Boundary adjustments commenced			Behind schedule. Discussion have been initiated with NPW S for the adjustment of road boundaries, however still no response. The adjustment of Houston Mitchell Drive is progressing.
4 4.1.30 CW Roundabout Installation Owen and Home Streets	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Roundabout Installation Owen and Home Streets)	100%	85% Behind schedu the scope for th feasible or appr devices may be the current delii following accep	Behind schedule. This is NSIW Govr Grant funded project. An application has been submitted to change the scope for the project following the strategic design phase. A nondatout it so longer considered feasible or appropriate in this location due to primarily the steep grades, and alternative traffic calning devices may be proposed. An extension of time will therefore be requested for the funding deed to extend the current delivery milestones in consideration of the scope change. The design phase will re-commence following acceptance of the change in scope for the grant funding deed.

Page 2

2017-202	2 Delivery Pro	ogram and 2020-2021 Opera	tional Pl	n Exception I	2017-2022 Delivery Program and 2020-2021 Operational Plan Exception Report as at 30 September 2020
Operational Plan Activity 2020-2021	Lead	Success Measures	Target A	ual Comment on P	Target Actual Comment on Progress 30 September 2020
	Responsibility				
4.6.1.06 Inform and educate residents, industry	Recreation, Property	Recreation, Property Provide advice in accordance with service	100%	7% Behind schedule.	97% Behind schedule. Total number of active CRM's is 362. 230 (Public), 45 (storm), 61 (Private), and 26
and community groups about Council's tree	and Buildings	standards and industry best practice		(Illegal tree remo	Illegal tree removal/pruning). 7 CRM's currently exceed service standard, with 2 CRM's still to be actioned.
management requirements within the Port				Additional informa	Additional information: 147 enquires (84 public and 63 private phone and email enquires). This does not
Macquarie-Hastings 2013 Development Control				include calls trans	include calls transferred from call centre to mobile or landline. In addition, there were 34 internal enquiries
Plan (DCP)				and 12 hours for	and 12 hours for rural road/fire related inspections.
4.6.1.17 Review of Environmental Factors (REF) Environment and	Environment and	Conduct a Pre and Post training survey of	100%	0% Behind schedule	10% Behind schedule. State Environmental Planning Policy (SEPP) Coastal Management refresher
Training and process/capability improvement	Regulatory Services	REF Authors		undertaken with [undertaken with Department of Planning and Industry and Environment (DPIE) representative in
				September 2020.	September 2020. Approximately 10% complete based on this training.
4.6.1.17 Review of Environmental Factors (REF) Environment and	Environment and	Create new training and process documents	100%	.0% Behind schedule.	80% Behind schedule. Review of Environmental Factors workload was greater than expected. Additional staff
Training and process/capability improvement	Regulatory Services	(Environmental induction and awareness		resources will ass	resources will assist in delivering this target which will be rectified by the Natural Resource Management
		training, Environmental Work Method		restructure.	
		Statement (EWMS), procedures,			
		environmental inspection checklist)			
4.8.3.3 Dunbogan Flood Access - salt marsh	Environment and	Salt Marsh offset contract is completed	100%	.0% Behind schedule.	80% Behind schedule. Works being undertaken to clear handover backlog from 2019-2020. Work to be
offset	Regulatory Services			undertaken to pre	undertaken to prepare site for activities for 2020-2021. Works will be completed by end of 2021 financial
				year.	



Item 10.13 Attachment 2

Leadership and Governance Page 2

Governance and Leadership COMMUNITY THEME

What we are trying to achieve

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

1.1 Inform and engage with the community about what Council does using varied communication channels Community Strategic Plan: Delivery Program Objective: 1.1.1 Use a variety of tools to engage with the community in a manner that is transparent, effective, relevant and inclusive

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
1.1.1 Engage with the community using a range of methods to facilitate community involvement in decision making	Community	1. Capture the number of engagement activities undertaken and number of participant including online	1. 100%	1. 100%	On target. Engagement for the first quarter summary as follows: Zoom meeting attendees: 527 Face-to-face meetings: 185 CCAT meetings: 21 Facebook live reach: 29K Facebook live engagement: 327 The following key engagements occurred during Q1: General Engagement activities: - Hastings Sports Fields Meeting (Randall St. Princess Ave) - Road Corridor, PMTNCCC, Lake Cathie, Bonny Hills, Laurieton/Camden Haven, Kew/ Kendall - Aircraft Noise - North Brother Flood Catchment Study - Bain Park Master Plan - Shaping Our Future 2040 - Local Strategic Land Planning Statement - Port Management Workshops - CSP & IPR overview - William & Munster Street upgrade - initial business engagement - Sancrox / Fernbank Creek update Community Planning - Wauchope CCAT meetings Community Strategic Plan Focus Group - Environment & Sustainability Focus Group - Economic development Focus Group - Economic development Focus Group - Transport Think 2050 - Virtual schools summit (primary and secondary) Facebook Live sessions Hastings Sports Fields - Reach 17,000, engaged 78 FUTUREthink - the Big Picture Reach 12,000, engaged 249

Community Strategic Plan: 1.1 Inform and engage with the community about what Council does using varied communication channels

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

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
		2. Improve overall engagement approach and levels of engagement	2. 100%	2. 100%	On target. Zoom account purchased to facilitate increased online engagement Facebook Group EngagePMH fostered to increase online awareness and engagement. Members 552, Comments 106, Posts by PMHC 68, posts by Members 6 - Instagram account revitalised and populated with content, followers 954
		3. Increased community participation on Council's Have your Say online portal	3. 100%	3. 100%	On target. 51 new registrations in Q1.
1.1.1.4 Implement strategic communications priorities in Customer accordance with Council's Working Together Experience Framework and established Council priorities (amend Communitor 2020-2021)	Customer Experience and Communications	1. Deliver regular, positive and engaging media messaging	1. 100%	1. 100%	On target. 200 media releases, statements, events, alerts, announcements and responses were actioned from July-September 2020. These appeared through a mix of different channels - newspapers, TV, radio, digital media and included a combination of driving positive messaging on Council services and projects, Mayoral messages and managing media enquiries.
		2. Increase community engagement with Council's digital channels	2. 100%	2. 100%	On target. Strategic communication priorities continue to be updated through the communications, governance and community relations portfolio under the Working Together Framework. Communications planning and delivery around these priorities is ongoing with positive increases in digital engagement demonstrated as per commentary for 1.1.5.3.

Community Strategic Plan: 1.1 Inform and engage with the community about what Council does using varied communication channels

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

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.1.1.5 Implement strategic education priorities in accordance with Council's Working Together Framework	Community	1. Education Framework for Council developed	1. 100%	1. 100%	On target. A draft Education Framework has been created collaboratively by previous Education Team. This will be circulated to the organisation by January 2021. The framework will be a working document that may change regularly as we evaluate our processes as a team.
		2. Education messaging program implemented in accordance with identified priorities	2. 100%	2. 100%	On target. An internal audit of education was conducted at the beginning of this calendar year by the new Education Team Leader. The new Education team came together on 7 Sept 2020. Team members are currently working on a annual plans for our main sections of Council that require Education. The plans highlight key messaging for the year. This process is being undertaken in consultation with Group Managers and Managers from each section who will also be a part of the final approval process of Education plans.

Delivery Program Objective: 1.1.2 Support community involvement in decision making through education around Council matters and services

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.1.2.1 Engage the community on developing the 2021 Community Community Strategic plan to drive council projects and programs into the future	Community	1. Community Strategic 1. 100% plan developed and adopted by June 2021	1. 100%	1. 100%	On target. Engagement progressing well. Steering Group has endorsed project timeline.

Community Strategic Plan: 1.1 Inform and engage with the community about what Council does using varied communication channels

Delivery Program Objective: 1.1.2 Support community involvement in decision making through education around Council matters and services

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
		2. Engagement continues for the Community Strategic Plan until June 2021	2. 100%	2. 100%	On target. Community Strategic Plan engagement activities in Q1 - Focus Group - Cultural - Focus Group - Well-being, recreation - Focus Group - Environment & Sustainability - Focus Group - Economic development - Focus Group - Transport - Think 2050 - Virtual schools summits (primary and secondary) Facebook live event FUTUREthink - the Big Picture, 3,300 views, reach 17K, engagements 249
1.1.2.3 Undertake the Community Planning Program	Community	1. Community plans developed by 1 September 2020	1. 100%	1. 100%	On target. All Community Plans developed and finalised stages as follows. Port Macquarie Community Plans to be considered as potential second stage. Endorsed by Council - Bonny Hills - Lake Cathie - Pappinbarra & Surrounds - Telegraph Point Council Meeting 21 Ocotber - Kew, Kendall, Herons Creek and Lorne - Rollands Plains On exhibition - Beechwood & Pembrooke Completed Public Exhibition and being finalised by CCAT - Wauchope - Camden Haven In Draft - North Shore
		2. Facilitate Community 2. 100% Council Action teams	2. 100%	2. 100%	On target. Regular CCAT communication re-established and ongoing plan being put in place.
		3. Implement Council actions identified in Community Plans and embed in future plans	3. 100%	3. 100%	On target. Community Plan actions used as a reference for COVID and Bushfire funding applications. Projects also presented for consideration to the COVID Recovery Working Groups action plans. Spreadsheet of Community Plans developed and distributed to Group Managers for consideration in the development of the 2020/21 Operational Plan.

Leadership and Governance Page 6

Community Strategic Plan: 1.1 Inform and engage with the community about what Council does using varied communication channels

1.1.2 Support community involvement in decision making through education around Council matters and services Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.1.2.4 Develop Local Strategic Planning Statement (LSPS)	Strategy	1. Complete Local Strategic Planning Statement (LSPS) for presentation to the NSW Department of Planning and Environment by 30 June 2021	1. 100%	1. 100%	Achieved. The Local Strategic Planning Statement was endorsed by Council at an Extraordinary Council Meeting held on 7 October 2020. The LSPS was uploaded to the NSW Government Plannning Portal on 7 October 2020 to meet the State's definition of completion of an LSPS.

Delivery Program Objective: 1.1.3 Engage with the community on impacts and changes to services.

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.1.3.2 Develop a Community Engagement program to enable community involvement in decision making in line with the Working Together Framework	Community	The Community Engagement program is developed and implementation of actions commenced by 30 June 2021	1. 100%	1. 100%	On target. Engagement Scheme and Action Plan in draft.

Delivery Program Objective: 1.1.4 Provide easy to understand and accessible community reporting.

Community Strategic Plan: 1.1 Inform and engage with the community about what Council does using varied communication channels

Delivery Program Objective: 1.1.4 Provide easy to understand and accessible community reporting.

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.1.4.2 Provide progress reports on implementation of the Delivery Program in accordance with Local Government Act requirements	People, Safety and Performance	Report Delivery Program progress to Council on a six monthly basis	1. 100%	1. 100%	On target. The six monthly Delivery Program and Operational Plan Progress Report was presented to the September 2020 Ordinary Council Meeting. The next progress report is scheduled to be presented to the Ordinary Council Meeting in March 2021.
1.1.4.3 Develop the one year Operational Plan in accordance with Local Government Act requirements	People, Safety and Performance	People, Safety 1. Operational plan and Performance adopted by 30 June	1. 100%	1. 100%	On target. The planning phase for the 2021 -2022 Operational Plan has commenced and is ongoing.
1.1.4.4 CW Implement new Corporate Reporting Tool	People, Safety and Performance	Improved planning and reporting capability with self-service access to real-time reporting achieved.	1. 100%	1. 100%	On target. A new corporate reporting tool is under investigation and in progress.
1.1.4.5 Review the Resourcing Strategy in accordance People, with Local Government Act requirements and Perf	People, Safety and Performance	Resourcing strategy 1. 100% review completed by March 2021.	1. 100%	1. 100%	On target. The review of the existing Resourcing Strategy is anticipated to commence in the coming months.

YTD Actual Comment on Progress	
YTD AC	
Target	
Success Measures	
Lead Responsibility	· · · · · · · · · · · · · · · · · · ·
Operational Plan Activity 2020 - 2021	

Community Strategic Plan: 1.1 Inform and engage with the community about what Council does using varied communication channels

1.1.5 Develop an effective and coordinated community focused Communications Strategy Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.1.5.3 Use targeted communication channels to ensure the community are well-informed, involved in Council decision making and understanding of Council priorities Communication channels to engaging information and messaging utilising a range of communication channels	Customer Experience and Communications	Deliver regular and engaging information and messaging utilising a range of communication channels	1. 100%	1. 100%	On target. Regular targetted and broader awareness communications have taken place using a range of communication methods and channels, including through social media, rates newsletter, electronic newsletters, outdoor billboards and bus shelters, town flags and banners, radio, newspapers, television, YouTube and project signage. These communication activities are designed to keep the community informed on Council projects and services, advise of upcoming works, activities and promote Council events and

Community Strategic Plan: 1.1 Inform and engage with the community about what Council does using varied communication channels

Delivery Program Objective: 1.1.5 Develop an effective and coordinated community focused Communications Strategy

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
		2. Increase community engagement with Council's digital	2. 100%	2. 100%	On target. During the first quarter, there were 76,796 users of the website, 132,270 sessions and 298,006 page views. This is
		channels			a decrease in activity of 63%, 49% and 28% respectively when comparing with the
					that this is not a direct comparison as in Cotober 2010. Goodle made change to
					how it collects and reports analytics. Next
					accurate comparison. However, the
					number of pages accessed per session has increased by 42% from 1 5 to 2 2
					pages. The most visited pages this quarter
					were job vacancies, Contact Us, Application Tracker, Make a Payment,
					ferries and sports field closures. Likes for
					trie corporate Facebook page increased by 3.14% from 11,334 to 11,690, and
					Facebook followers increased by 3.36% from 11,802 to 12,199. During the first
					quarter, we reached 769,579 people and 64 157 people engaged with our Eacebook
					page. Page engagement increased by
					4.6% on the same period from the previous vear. Page reach decreased by 10% on
					the same period from the previous year.
					YouTube received 10.1K video views
					time of 4 minutes, 13 seconds.

Leadership and Governance Page 10

1.1 Inform and engage with the community about what Council does using varied communication channels Community Strategic Plan:

1.1.5 Develop an effective and coordinated community focused Communications Strategy Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.1.5.4 Ensure communication and strategies are informed by research and understanding of preferred community communication methods and other available insights	Customer Experience and priorities and me Communications are informed by insights from the communications research and Cu Experience proje	thods 2019 stomer	1. 100%	1. 100%	On target. Monthly analysis of community engagement via digital channels is ongoing. Insights from the June 2019 customer research are being used to plan and prioritise communications.

Delivery Program Objective: 1.1.6 Continue to promote access by the community to Councillors

Operational Plan Activity	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.1.6.1 Manage Councillor development program	Governance	1. Manage Councillor 1. 100% development	1. 100%	1. 100%	On target. The Councillor Professional Development Program has been managed as needs are identified and as per the adopted policy.
1.1.6.2 Deliver the Take the Council to the Community program	Governance	1. Hold two off-site Council meetings during the year (March Wauchope, October Laurieton)	1. 100%	1. 100%	On target. October 2020 Laurieton meeting could not be held in Laurieton due to COVID-19 restrictions. Wauchope meeting expected to be held in March 2021 at Wauchope.

1.2 Maintain strong partnerships between all stakeholders — local, state and federal — so that they are affective advocates for the community Community Strategic Plan:

1.2.1 Promote Council participation and build linkages in local, state and federal initiatives, forums and opportunities to support Council's continued planning for the growth of the region Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.2.1.1 Convene meetings with local business chambers for the Mayor and Senior Staff	General Manager's Office	J. Schedule meetings 1, 100% Aanager's Office throughout the year (with local business chambers for the Mayor and Senior Staff)	1. 100%	1. 100%	On target. Quarterly meetings with Mayor and A/GM scheduled and being undertaken. Other meetings with Senior staff also occurring as needed.

Page 184

Leadership and Governance Page 11

1.2 Maintain strong partnerships between all stakeholders — local, state and federal — so that they are affective advocates for the community Community Strategic Plan:

1.2.1 Promote Council participation and build linkages in local, state and federal initiatives, forums and opportunities to support Council's Delivery Program Objective:

continued planning for the growth of the region

Horizon of the grant of grant of grant of the grant of th	a une growul or une	Logical			
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.2.1.2 Convene meetings with State and Federal Members for the Mayor and Senior Staff	General Manager's Office	1. Schedule meetings 1. 100% throughout the year (with State and Federal Members for the Mayor and Senior Staff)	1. 100%	1. 100%	On target. The Acting General Manager and Mayor meet with our State and Federal members on an as needs basis. Most recently (21 August 2020) the Acting General Manager and Director Infrastructure met with the Hon. Melinda Pavey MP and Dr. David Gillespie MP. The Acting General Manager has also met with the Hon. Leslie Williams on the 26 June, 14 September and 6 October 2020.
1.2.1.3 Work proactively to secure grant funding from other levels of government to support Council project and service delivery priorities	Economic and Cultural Development	I. Identify and apply for 1. 100% grants in a timely and effective manner	1. 100%	1. 100%	On target. On-going monitoring of opportunities and applications being made, with six applications made in this quarter (21 Local Roads and Community Infrastructure Projects included as one grant). Grants updates also being provided on six monthly basis to Council.

Community Strategic Plan: 1.3 Demonstrate leadership

Delivery Program Objective: 1.3.1 Provide effective leadership and equity

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.3.1.1 Participate in the Mid North Coast Joint Organisation (MNCJO)	General 1. Attendance and Manager's Office Regional Joint Organisation must by the Mayor a General Manager and Man	at the reetings nd yer	1. 100%	1. 100%	On target. The Mayor and Acting General Manager attended the 25 September MNCJO Board meeting held here at Port Macquarie-Hastings Council offices.
1.3.1.2 Participate in the Regional Cities NSW quarterly General Manage	General Manager's Office	General 1. Attendance at the Manager's Office meetings by the Mayor and General Manager	1. 100%	1. 100%	On target. The Acting General Manager and Mayor have attended the most recent Regional Cities Meeting (virtually) on the 6 August 2020.

Community Strategic Plan: 1.3 Demonstrate leadership

Delivery Program Objective: 1.3.1 Provide effective leadership and equity

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target		YTD Actual	YTD Actual Comment on Progress
1.3.1.3 Ongoing community disaster preparedness and General Support	_	1. Ensure activities are 1. 100% undertaken	1. 100%	1. 100%	On target. Ongoing community support lead by the Strategy and Growth Division and Council's Bushfire Recovery Officer.

Delivery Program Objective: 1.3.2 Build trust and improve Council's reputation through transparency, good decision making and living Council's Values	improve Council's r	eputation through transpa	ırency, good de	cision making an	d living Council's Values	
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress	
1.3.2.1 Manage the Legislative Compliance Register	Governance	1. Undertake annual review of the Legislative Compliance Register and report on it and consider improvements to the Legislative Compliance process	1. 100%	1. 100%	Achieved. The Legislative Compliance review for 2019-2020 was presented to the August 2020 Audit, Risk and Improvement Committee Meeting and then presented to the September 2020 Ordinary Council Meeting.	
1.3.2.2 Produce and submit the annual Code of Conduct complaints report in accordance with Office of Local Government requirements	Governance	Report prepared annually and presented to Council no later than 31 December	1. 100%	1. 100%	On target. The annual report on Code of Conduct complaints has been updated and will be submitted to an Ordinary Council Meeting within required timeframes.	
1.3.2.3 Produce and submit the annual Government Information Public Access (GIPA) Report in accordance with the GIPA Act requirements	Governance	Submit GIPA annual 1. 100% report to Information and Privacy Commission no later than 31 October	1. 100%	1. 100%	On target.The 2019-2020 GIPA Annual Report will be submitted to the IPC in line with required timeframes.	
1.3.2.4 Coordinate lodgement of annual Disclosure of Interest Retums	Governance	Annually update Disclosure Register by September	1. 100%	1. 100%	Achieved. Disclosure register updated and a report has been prepared for the October 2020 Ordinary Council Meeting.	
1.3.2.6 Report on Public Interest Disclosures (PID)	Governance	Report biannually in July and February on any Public Interest Disclosures (PIDs)	1. 100%	1. 100%	Achieved. The PID online reporting tool was used to submit the biannual statistical reports to the NSW Ombudsman on 24 July 2020.	

Community Strategic Plan: 1.3 Demonstrate leadership

Delivery Program Objective: 1.3.2 Build trust and improve Council's reputation through transparency, good decision making and living Council's Values

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
		2. Submit PID annual control of the NSW ombudsman by 31 October	2. 100%	2. 100%	On target. The 2019-2020 PID Annual Report will be submitted to the NSW Ombudsman's Office in line with required timeframes.
1.3.2.7 Submit annual performance reporting for the water and sewer business to NSW Office of Water for benchmarking comparisons	Infrastructure Planning	Collate and forward 1. 100% performance reporting data to NSW Office of Water annually	1. 100%	1. 100%	On target. Currently being collated and on track for submission early October 2020.

Delivery Program Objective: 1.3.3 Ensure there is appropriate management of risk to mitigate impact for Council and the community

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.3.3.2 Manage the Risk Management Action Plan, as part of the state wide continuous improvement program	Governance	Review and implement the Risk Management Action Plan on a quarterly basis and report to Executive	1. 100%	1. 100%	On target. The Insurance Risk Management Action Plan (IRMAP) is being developed for 2020/2021
1.3.3.5 Improve the Risk Management Framework	Governance	Improve the Risk Management Framework in line with project milestones	1. 100%	1. 100%	On target. An exercise has been undertaken to review the Risk Culture for Councils' insurers, and a Safety Audit has been conducted with outcomes currently under review.
1.3.3.6 Capture high risk electrical assets in Council's asset management system	Infrastructure Planning	Complete electrical asset data survey for Council owned assets by 30 June	1. 100%	1. 100%	Achieved. All high risk electrical assets have been captured with future assets being picked up as part of the project completion reporting process.
1.3.3.7 Manage the Delegation Framework	Governance	Manage and consider improvements to the Delegation framework	1. 100%	1. 100%	On target. A review of Director delegations has been undertaken. This Operational Plan action will be informed by the recruitment of the new General Manager, who may wish to review and or amend the delegation framework.

Community Strategic Plan: 1.3 Demonstrate leadership

Delivery Program Objective: 1.3.3 Ensure there is appropriate management of risk to mitigate impact for Council and the community

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.3.3.8 Respond to formal information requests within required timeframes	Governance	1. Respond to formal GIPA requests within the required timeframes	1. 100%	1. 100%	On target. All requests managed within the legislative time frames for the July to September 2020 reporting period.
1.3.3.9 Coordinate requirements for the 2021 Local Government Election and Councillor Induction Program	Governance	1. Coordinate all requirements for the 2021 Local Government Election and Implement the Councillor Induction Program	1. 100%	1. 100%	On target. Elections to be held 4 September 2021. Pre-election planning to commence February 2021.

Delivery Program Objective: 1.3.4 Manage our workforce to deliver community outcomes

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.3.4.1 Implement workplace strategies and processes People, Safety 1. Actions implemented 1. 100% to continue to improve Human Resources and Performance by 30 June 2021 as per the Workforce Management Strategy	People, Safety and Performance	People, Safety 1. Actions implemented and Performance by 30 June 2021 as per the Workforce Management Strategy	1. 100%	1. 100%	On target. All engagement, attraction, retention and Equity and Diversity actions from the Workforce Management Strategy 2017-21 are progressing. Hiring for key positions within the People and Culture team was completed in Q1, this will ensure the team is resourced to take forward actions in the remaining quarters. Workforce Planning Group Manager development activities, including a Talent and Succession review, will be piloted in CO2

Community Strategic Plan: 1.3 Demonstrate leadership

Delivery Program Objective: 1.3.4 Manage our workforce to deliver community outcomes

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
1.3.4.2 Implement workplace strategies and processes to continue to improve Work, Health and Safety.	People, Safety and Performance	1. Actions implemented 1. 100% by 30 June 2021 as per the Work, Health Safety Strategy.	1. 100%	1. 100%	On target. Successful initial implementation of the Vault system to capture incidents, injuries and hazards across Council. Rollout will continue across all councils work groups. Resourcing has been provided to focus on audit 2019 findings and review and develop key policies and procedures. RU OK information sessions were held throughout September with presentations to all work groups via toolbox talks and Skype.
1.3.4.3 Implement workplace strategies and processes to continue to improve Learning and Development	People, Safety and Performance	1. Actions implemented 1. 100% by 30 June 2021 as per the Learning and Development Strategy	1. 100%	1. 100%	On target. Development Needs are captured in Q1 through the Employee Engagement Planning process. The annual training calendar is progressing, however, reliability of course delivery has been impacted by COVID-19 with some program providers delaying or cancelling courses in Q1. Council successfully implemented Resilience Training through two State Government funded online programs; Managing Stress in Times of Uncertainty and Prepared Leaders. A review of the Learning and Development Strategy to meet the changing needs of the Council and it's employees is planned for Q2.
1.3.4.4 CW Port Macquarie Depot - Rationalisation of Port Macquarie and Wauchope Council Depot operations	Strategy	1. Holistic review of depot holdings and plans by 30 June 2021	1. 100%	1. 100%	On target. The acquisition of 1 Commerce Street Wauchope was endorsed by Council at the Ordinary Council Meeting held on 23 September 2020. This acquisition will be the catalyst now for the holistic depot review.

Community Strategic Plan: 1.3 Demonstrate leadership

Delivery Program Objective: 1.3.5 Build an engaged workforce

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.3.5.1 Implement Organisational Development initiatives and strategies to develop a highly engaged workforce who are solutions focused	People, Safety and Performance	1. Actions implemented 1. 100% by 30 June 2021 as per the Organisational Development Strategy to grow Leadership capability across the organisation	1. 100%	1. 100%	On target. Work has commenced on combining the existing Organisational Development Strategy with the existing Learning and Development Strategy to create a central People and Culture Development document. The strategy for growing the Leadership capability across the organisation will be developed as part of this update.
		2. Employee Engagement Days delivered in May 2021	2. 100%	2. 100%	Yet to commence. Working group will be gathered to commence planning late November for May 2021.
		3. The Employee Engagement Process is implemented across the organisation with all staff having clear goals set, quarterly one on one conversations and a personal development plan in place	3. 100%	3. 100%	On target. Part I (Clarifying) and Part II (Setting Performance Targets and Development Goals) of the Employee Engagement Goals) of the Employee Engagement Process Roadshow has been completed across people leaders. Part III of Roadshow (Managing Performance through the EEP) is in development and will be delivered by the People and Culture Business Partners and People and Culture Development Coordinator over the next 6-8 months. Annual delivery of these education sessions will continue to capture any supervisors new to Council. Work on supporting people leaders on encouraging quarterly one on one conversations and clear goal setting will continue. There is currently work being undertaken in the Learning and Development space to clarify and simplify the process for Personal Development Plans.

Leadership and Governance Page 17

Community Strategic Plan: 1.3 Demonstrate leadership

Delivery Program Objective: 1.3.5 Build an engaged workforce

Operational Plan Activity	Lead	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2020 - 2021	Responsibility				
		4. The Employee Engagement Survey results are circulated to all staff and action plans developed by 30 June 2021	4. 100%	4. 100%	Yet to commence. Employee Engagement Survey preparation to commence late 2020.
1.3.5.3 Implement the Human Resource Information System (HRIS)	People, Safety and Performance	Staff have digital access to self-service human resource functionality	1. 100%	1. 100%	On target. Q1 market research into systems and collaboration with Digital Technology and Finance teams to scope project deliverables (Self Service, Leave Form processing and Timesheets) and benefits. Q2 will focus on procurement ready for integration of systems and implementation in 2021.

Community Strategic Plan: 1.4 Use innovative, efficient and sustainable practices

Delivery Program Objective: 1.4.1 Provide efficient technology and inclusive digital systems that are easy to use and easy to access

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.4.1.1 CW Undertake delivery of Digital Technology projects (DT - Roadmap Program - multi-year projects)	Digital Technology	Deliver project according to approved project plan (ICT - Projects)	1. 100%	1. 100%	On target. The Digital Technology roadmap has now been re-mapped out since the COVID-19, re-establishing delivery timelines. the projects are on track.
1.4.1.2 CW Undertake delivery of ICT projects (ICT - Renewals - multi-year project)	Digital Technology	1. Deliver project according to approved project plan (ICT - Renewals)	1. 100%	1. 100%	On target. All ICT projects delivered according to approved project plan with oversight by the Executive.

Community Strategic Plan: 1.4 Use innovative, efficient and sustainable practices

Delivery Program Objective: 1.4.1 Provide efficient technology and inclusive digital systems that are easy to use and easy to access

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.4.1.5 Develop asset design and as-constructed templates as part of the Asset Data Standards Review	Infrastructure Planning	1. Develop an Auto CAD file template for asset design and as- constructed plans that meets Asset Design As Constructed (ADAC) standards by 30 June	1. 100%	1. 0%	Behind schedule. Project being developed as part of Asset Designed As Constructed (ADAC) and Asset Data Standards review. Work between the Assets Team, GIS and Asset Planning Engineers has commenced and will continue with completion is expected by 30 June 2022.
1.4.1.6 CW Property Management System for management of Council owned assets	Strategy	Property Management System options assessed for suitability	1. 100%	1. 90%	Monitoring required. This will be led by the Property Management team and may be supported by Strategy where appropriate. The opportunities have been identified as largely transactional, rather than strategic.

Delivery Program Objective: 1.4.2 Deliver agreed services at the agreed service level at best value

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.4.2.1 Work across the organisation to facilitate the implementation of the Business Improvement Strategy	People, Safety and Performance	1. Throughout 2020-21 1. 100% carry out activities to build continuous improvement capability across the organisation, as outlined in the Business Improvement Strategy	1. 100%	1. 100%	On target. The Business Improvement Office (BIO) has been focusing on raising the awareness of continuous improvement activities to highlight and champion the improvement efforts of staff. These improvement stories are a mechanism demonstrate the opportunities staff have to make improvement in their particular area. BIO are also in the process of developing an Improvement Playbook to provide a step by step guide to making an improvement using the PMHC Improvement Process.
		2. Undertake five improvement initiatives by 30 June 2021	2. 100%	2. 100%	On target. The Business Improvement Office (BIO) continues to finalise the five identified service reviews outlined in the 2019-20 Operational Plan and will identify a further five improvement initiatives to be undertaken.

Community Strategic Plan: 1.4 Use innovative, efficient and sustainable practices

Delivery Program Objective: 1.4.3 Deliver a customer focused service that provides the community a consistent experience of Council

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
1.4.3.1 Deliver high quality and valued customer experiences that place the customer at the Centre of what Council does	Customer Experience and Communications	1. Design and implement two cross organisational customer improvement programs identified in the Customer Experience project	1. 100%	1. 100%	On target. Website improvement and online payments projects have commenced.
		2. Report quarterly to Council on Customer Experience improvement activity	2. 100%	2. 100%	On target. First quarter report in October is on Customer Experience Policy Framework.
		3. Review and interrogate call centre data to demonstrate that customer experience is adequately captured, monitored and data informs improvement projects	3. 100%	3. 100%	On target. Call centre data will inform website re-platform project.
1.4.3.2 Provide up to date information for our community through a single source of truth	Customer Experience and Communications	Develop digital communications strategy	1. 100%	1. 100%	On target. Strategy development has commenced.
		2. Ensure Council's website is current and represents single source of truth for internal and external customers	2. 100%	2. 100%	On target. Content transition plan commenced prior to re-platforming of website.

Community Strategic Plan: 1.5 Ensure strong corporate and financial management that is transparent and accountable

Delivery Program Objective: 1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
1.5.1.01 Monitor and accurately report on Council's financial position in accordance with Local Government Act requirements	Financial Services	Lodge audited financial statements with Office of Local Government by 31 October	1. 100%	1. 100%	On target. Council's audited annual financial statements for the year ended 30 June 2020 are on track to be lodged with the Office of Local Government by the required deadline.
		2. Submit three quarterly budget review statements and an annual report submitted to Council	2. 100%	2. 100%	On target. The Quarterly Budget Review Statement for the quarter ended 30 September 2020 will be presented to the November 2020 Council meeting.
1.5.1.02 Manage Council's investment portfolio to optimise investment returns within the constraints of the policy, the Local Government Act and Regulations	Financial Services	Financial Services 1. Exceed benchmark for investment return	1. 100%	1. 100%	On target. Investment return has exceeded the benchmark for each month in isolation and the financial year to date.
		2. Table report to Council monthly	2. 100%	2. 100%	On target. Reports have been presented to Council within the required timeframes.
1.5.1.03 Develop annual Operational Plan budget and review the Long Term Financial Plan	Financial Services	al Services 1. Develop the draft annual budget in line with Integrated Planning and Reporting time frames	1. 100%	1. 100%	On target. Preparation of the annual budget is underway and is on track to be finalised by the required timeframes.
		2. Have final budget adopted by Council by 30 June	2. 100%	2. 100%	On target. The 2021-2022 budget preparation is underway and on track for the budget to be adopted by June 2021.
		3. Review the Long Term Financial Plan in line with the budget cycle	3. 100%	3. 100%	On target. Preparation of the 2021-2022 budget is underway and will incorporate a review of the Long Term Financial Plan.
1.5.1.04 Prepare monthly financial reports for Council	Financial Services	al Services 1. Submit financial reports to Council monthly	1. 100%	1. 100%	On target. Monthly financial reports have been presented to Council as required.

Community Strategic Plan: 1.5 Ensure strong corporate and financial management that is transparent and accountable

Delivery Program Objective: 1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
1.5.1.06 Progress Partridge Creek residential development planning	Strategy	Provide a report to Council outlining Partridge Creek residential development options upon receipt of updated land valuation	1. 100%	1. 90%	Monitoring required. This item is advanced through the project plan. Council development more broadly is subject to review and that review may influence the strategy to completion for this item.
1.5.1.08 Conduct Asset Revaluation for Transport assets (Roads, Bridges, Footpaths, Airport Runway)	Infrastructure Planning	1. Complete asset revaluation by 30 June	1. 100%	1. 100%	On target. This project is practically complete and awaiting the outcome of the financial audit to be undertaken in October 2020. The Transport and Stormwater asset revaluation was undertaken throughout August and the draft has been submitted for review.
1.5.1.09 Progress Emily Avenue residential development planning	Strategy	1. Receive Development Consent and Commence Design by 30 June	1. 100%	1. 100%	On target. DA for residential subdivision was approved at the Ordinary Council Meeting on 20 May 2020, subject to planning and development conditions.
1.5.1.10 Implement Asset Designed As Constructed (ADAC) computerised automated process system	Infrastructure Planning	1. Complete implementation of ADAC within Council operations by 30 June	1. 100%	1. 90%	Monitoring required. Undertaking the ADAC implementation is underway with a meeting scheduled with ADAC providers.
1.5.1.11 Progress Kangaroo Park, North Shore residential development planning	Strategy	1. Lodge Development Approval application for Kangaroo Park development	1. 100%	1. 90%	Monitoring required. The constraints of the Kangaroo Park development are being reviewed. This review will determine the priority of Kangaroo Park to Council and the community.
1.5.1.12 Conduct Asset Revaluation for land improvements, other structures and other assets (parks, cemeteries, waste management, bus shelters, etc) assets	Infrastructure Planning	1. Undertake condition rating of Council's assets by 30 June	1. 100%	1. 100%	On target. Project scoping has commenced during this quarter with preparation of a request for tender document to procure a suitable contractor to undertake a detailed condition assessment. Procurement will occur throughout October and November 2020.

Community Strategic Plan: 1.5 Ensure strong corporate and financial management that is transparent and accountable

Delivery Program Objective: 1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.5.1.13 Undertake condition assessment and review of Infrastructure all unsealed roads in line with ARRB recommendations Planning	Infrastructure Planning	1. Undertake assessment of unsealed roads by 30 June	1. 100%	1. 100%	On target. Project scoping has commenced with a desktop review of Council's unsealed road assets. This information will be used to fully develop a suitable project scope with possible engagement of a specialist contractor to undertake detailed condition ratings.
1.5.1.14 Property Purchase Investigations	Strategy	1. Investigations into 1. 100% Property Purchases undertaken	1. 100%	1. 100%	On target. The strategic acquisition of 1 Commerce Street Wauchope was endorsed by Council at the Ordinary Council Meeting held on 23 September 2020.

Delivery Program Objective: 1.5.2 Use procurement, tendering, purchasing and contract management approaches that are transparent and equitable

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.5.2.1 Continue to implement and monitor the Procurement Strategy action items	Financial Services 1. Completion of Procurement Straimplementation pactions within agritmeframes	Completion of Procurement Strategy implementation plan actions within agreed timeframes	1. 100%	1. 100%	On target. The procurement strategy action items have been completed within the required timeframes.
1.5.2.2 CW Ensure plant purchases are in line with the Infrastructure plant replacement program (Plant Purchases and Disposals - multi-year project)	Infrastructure Operations	Plant replacement program delivered according to approved schedule	1. 100%	1. 100%	On target. Plant replacement program procedure and procurement plans developed and being finalised to support approval by Director.
1.5.2.3 Manage and maintain Council's Plant and Fleet Infrastructure to support the operational activities of Council Operations	Infrastructure Operations	Plant and Fleet managed and maintained in accordance with adopted program and budget	1. 100%	1. 100%	On target. Plant and Fleet managed in accordance with the adopted program and budget.

1.5 Ensure strong corporate and financial management that is transparent and accountable Community Strategic Plan: 1.5.2 Use procurement, tendering, purchasing and contract management approaches that are transparent and equitable Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.5.2.5 Undertake procurement activities in accordance Financial with legislative requirements and that are transparent	Financial Services	Services 1. Capture contracts awarded with a value of \$150,000 (excluding GST) or more	1. 100%	1. 100%	On target. All contracts above \$150,000 have been captured as required.

Delivery Program Objective: 1.5.3 Develop, manage and maintain Council Business Units through effective commercial management

	0				
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	Comment on Progress
1.5.3.1 Increase operating revenue at the Airport, the Glasshouse, the Crematorium and Cemetery and the Environmental Laboratory	Commercial Business Units	Increase operating revenue by 3% per annum per business unit (Airport)	1. 3%	165%	Behind schedule. Operating revenue down 64.9% on the corresponding period in 2019 -20 due to the impact of COVID-19. Airline services and demand for travel expected to recover as COVID-19 travel and border restrictions ease.
		2. Increase operating revenue by 3% per annum per business unit (Environmental Laboratory)	2. 3%	22%	Behind schedule. Sampling and analysis has been reduced slightly as a result of initial response to the COVID-19 pandemic.
		3. Increase operating revenue by 3% per annum per business unit (Glasshouse)	3. 3%	394%	Behind schedule. Operating revenue down 93.6% on the corresponding period in 2019 -20 due to the impact of COVID-19. Latest NSW Public Health Order has increased the capacity of the Glasshouse performance spaces to 50% (e.g. Theatre with 290 patrons), with an increased number of enquiries and bookings now being received for future events.
1.5.3.2 Implement the Glasshouse Strategic Plan 2020- Commercial 2022 in consideration of Council's Cultural Plan Business Un	Commercial Business Units	Deliver actions according to adopted Glasshouse Strategic Plan	1. 100%	1. 100%	On target (noting the impact of COVID-19). The Glasshouse Plan 2020-2022 was adopted by Council in July 2020.

Community Strategic Plan: 1.5 Ensure strong corporate and financial management that is transparent and accountable

Delivery Program Objective: 1.5.3 Develop, manage and maintain Council Business Units through effective commercial management

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
		Present biannual reports to Council	2. 100%	2. 100%	On target. The Glasshouse presented its bi-annual report at the August 2020 Council meeting, the next report is due in February 2021.
1.5.3.6 Manage Council's property management, leasing and licencing, and statutory property functions for the most appropriate return to Council and the community	Recreation, Property and Buildings	Deliver statutory property projects according to approved project plan	1. 100%	1. 100%	On target. Land matters are progressed as required.
		2. Manage Council's lease and licence portfolio to ensure the most appropriate return to Council and the community	2. 100%	2. 100%	On target. 178 Commercial Leases 73 Community Leases 83 Leases PMHC as Lessee
1.5.3.8 CW Land and Easement Acquisitions for Council Purposes - Survey, Valuation and Land Transactions	Recreation, Property and Buildings	Deliver projects according to approved project plan (Land Acquisitions for Council Roads - Survey, Valuation and Land Transactions)	1. 100%	1. 100%	On target. Land matters are progressed as required.

Delivery Program Objective: 1.5.4 Identify new commercially viable revenue sources

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
1.5.4.1 Review current revenue sources and investigate Commercial the commercial viability of identified new revenue Business Units sources	Commercial Business Units	1. Identify new revenue 1. 100% sources	1. 100%	1. 100%	On target. Review of revenue sources currently underway in conjunction with the development of the 2021-2022 Schedule of Fees and Charges.

Page 198

Your Community Life Page 25

Your Community Life COMMUNITY THEME 2

hat we are trying to achieve

A poolities of comments

Community Strategic Plan: 2.1 Create a community that feels safe

Delivery Program Objective: 2.1.1 Support Community Safety initiatives

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.1.1.1 Manage the contract for approved lifeguard services	Recreation, Property and Buildings	1. Deliver approved lifeguard services	1. 100%	1. 100%	On target. Lifeguard patrols commenced on 26th September at Town & Lake Cathie beaches and from 28th September at Flynns, Lighthouse, Rainbow and North Haven beaches.
		2. Deliver lifeguard education programs to schools and community groups (target 2,500 students)	2. 100%	2. 100%	On target. Lifeguard education to commence in school term 4. Delivery of program will be a combination of face to face and remote education due to COVID-19 restrictions.

Delivery Program Objective: 2.1.2 Advocate for, support and coordinate emergency services

Success Measures Target YTD Actual Comment on Progress ponsibility	1. Provide coordination 1. 100% 1. 100% On target. Working with Emergency and support to emergency service units as required.
Operational Plan Activity Lead 2020 - 2021 Resp	2.1.2.1 CW Council supports Emergency Management Infrastructure Operations and Agencies

Page 199

Community Strategic Plan: 2.1 Create a community that feels safe

2.1.3 Conduct regulatory and educational activities which safeguard public and environmental health, and ensures compliance with planning and building standards. Delivery Program Objective:

		_	£		3	s =	ъ
	Comment on Progress	On target. 32 applications received this quarter. 11 determined and the remainder are under assessment within the service standard. A total of 48 applications currently under assessment.	Behind schedule. 42 inspections due, with 28 completed. Some delay in completing scheduled inspections as a result of COVID-19 enquiries and support, 24 customer requests (CRM) and 30 new registrations/applications received this quarter.	On target. 12 applications received with 10 determined in service standard.	On target. 428 annual statements due this quarter with 42 statements overdue and subject to compliance follow up. 9 risk/compliance assessments (CRM) and 3 NSW Fire and Rescue Inspection Notifications received.	On target. No inspections undertaken this quarter however this is considered on target as inspections will be scheduled for a future reporting period on a risk basis.	On target. Two public health inspections completed. No new system registrations or risk plans submitted this quarter.
	YTD Actual	1. 100%	2. 67%	3. 83%	4. 90%	5. 80%	6. 80%
	Target	1. 80%	2. 80%	3. 80%	4. 80%	5. 80%	6. 80%
a	Success Measures	1.80% of building certificate applications assessed within service standard	2. 80% of food permit inspection program completed	3. 80% of Notices of Completion applications for caravan park and manufactured homes assessed within service standard	4. 80% of notified buildings with fire safety requirement inspected (AFSS)	5.80% of notified premises undertaking skin penetration procedures, barbers, hairdressers, beauty, tattoo inspected	6. 80% of notified regulated cooling and heating systems inspected.
S	Lead Responsibility	Environment and Regulatory Services					
and building standards	Operational Plan Activity 2020 - 2021	2.1.3.1 Monitor and take action as appropriate to ensure compliance with development approvals and building, environmental, public health and on-site sewage standards					

Community Strategic Plan: 2.1 Create a community that feels safe

2.1.3 Conduct regulatory and educational activities which safeguard public and environmental health, and ensures compliance with planning and building standards Delivery Program Objective:

and banding standard	2				
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
		7.80% of on-site sewage system inspection program completed	7. 80%	7. 80%	On target. 37 Inspections undertaken. 14 applications for inspection/approval to operate received this quarter.
		8. 80% of private swimming pool compliance certificate applications assessed within service standard	8. 80%	8. 80%	On target. 44 applications received this quarter. 30 applications determined and 14 awaiting assessment within service standard.
		9.80% of public pools and spas inspected	9. 80%	9. 80%	On target. 9 inspections completed for this period in accordance with 3 yearly inspection cycle.
		10. Capture the number of public health customer requests (CRM's) received and investigate within the service standard	10. 100%	10. 100%	On target. 94 CRM's received with 84 responded to in service standard.
		11. Develop an Education and Inspection program for Underground Petroleum Storage Systems (UPSS)	11. 100%	11. 100%	On target. Inspections nearing completion.
2.1.3.3 Provide ranger & law enforcement services to ensure compliance relating to parking, beach patrols, illegal signage, sale of goods on roads, building site sediment control & companion animals	Environment and Regulatory Services	Increase in the number of animal registrations annually	1. 100%	1. 100%	On target.
		2. Monitor the number of companion animal incidents	2. 100%	2. 100%	On target. 367 dog and cat related CRM's received this quarter and investigated with service standard.
		3. Monitor the number of offences detected during proactive patrols	3. 100%	3. 100%	On target. 343 reports received and investigated.

Community Strategic Plan: 2.1 Create a community that feels safe

2.1.3 Conduct regulatory and educational activities which safeguard public and environmental health, and ensures compliance with planning and building standards Delivery Program Objective:

and building bring	2				
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	larget	Y I D Actual	Comment on Progress
		4. Respond to 80% of Regulatory Services customer requests regarding compliance with parking, beach patrols, illegal signage, sale of goods on roads, building site sediment control and companion animals	4. 80%	4. 83%	On target. 83% requests responded to within service standard.
2.1.3.4 Manage Council's Environmental Laboratory and provide sampling, analysis, reporting & advice of water quality analysis to internal & external customers on an approved fee for service basis	Commercial Business Units	1. Complete all sampling, analysis and reporting of operational and regulatory requests in accordance with the required service standards	1. 90%	1. 95%	On target. 94.9% of finalised reports met the required service standard. All reports for urgent request and non compliant results were met within the agreed service standard.
		2. Maintain National Association of Testing Authorities (NATA) corporate accreditation	2. 100%	2. 100%	Achieved. NATA accreditation maintained.
		3. Undertake all sampling, analysis and reporting of operational and regulatory requests in accordance with approved budgets	3. 100%	3. 100%	On target. All sampling, analysis and reporting conducted within budget.
2.1.3.5 Provide a safe water supply in accordance with Australian Drinking Water Quality Guidelines	Infrastructure Planning	Have nil reportable incidents in accordance with NSW Health agreed protocols	1. 0#	1. 0#	On target. No reportable incidents in reporting period.

Community Strategic Plan: 2.2 Advocate for social inclusion and faimess

Delivery Program Objective: 2.2.1 Support and advocate for all community sectors

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	Comment on Progress
2.2.1.1 Through the Community Inclusion Plan Involve Community youth for a better Council	Community	Implement a new refreshed and restructured Youth leadership model that will assist in providing a youth voice to Council decisions	1. 100%	1. 100%	On target. Over the course of the past 9 months, Council has been undertaking the YOUTHinkers program to develop a new a fresh Youth Leadership group. This wil be the key group for young people to provide input into Council business. We also held 2 successful Youth Summits on 14 and 15 September 2020 to seek Youth ideas for the Future Think 2050
		2. Support programs and youth activities including Youth Week	2. 100%	2. 100%	On target. A youth forum is planned for the second quarter targeting youth leadership.
2.2.1.3 Through the Community Inclusion Plan coordinate the Community grants program to assist the community to deliver projects that contribute to a sense of place	Community	1. Deliver Community Grants Program through two rounds per year	1. 100%	1. 100%	On target. Round 1 of Community Grants was held over September 2020 with 41 application from 34 organisations, with 17 being successful in the first round.
		2. Review and implement the new Community Grants program to meet the needs of a changing community	2. 100%	2. 100%	On target. A review of the approach to Grants was developed and presented to Council in August 2020 and the new Community Grants round reflects the review.

2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres Community Strategic Plan:

Delivery Program Objective: 2.3.1 Ensure access to community facilities and activities: including access to natural environment

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.3.1.1 CW Deliver the Disability Inclusion Action Plan Community in accordance with State Legislation	Community	Implement the actions as per the Disability Inclusion Action Plan	1. 100%	1. 100%	On target. The team continued to deliver actions in the DIAP including: Blair Park Reserve, Port Macquarie Senior Citizens toilets and disabled car parks at Mrs York's Garden.

Delivery Program Objective: 2.3.1 Ensure access to community facilities and activities: including access to natural environment

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.3.1.2 Through the Community Inclusion plan continue Community to manage Community Halls	Community	Audit and plan for 1. 100% community places and spaces	1. 100%	1. 100%	On target. Commenced work on understanding hall users during COVID and the desire for management model into the future.
		2. Manage Community Halls to current service standards	2. 100%	2. 100%	On target. Although our halls have been impacted by Covid they have continued to operate. At the September 2020 Council meeting, all Community Halls fees were waived to allow greater community and business access.
		3. Support Council and 3. 100% non Council owned Hall network	3. 100%	3. 100%	On target . Through the Community Planning process and the Community Recovery projects, we are able to provide support for the halls.

centres

Delivery Program Objective: 2.3.2 Provide a range of inclusive sporting and recreational opportunities and facilities to encourage a healthy and active lifestyle

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
2.3.2.2 CW Deliver sporting facility renewal and upgrades program across the LGA	Recreation, Property and Buildings	Deliver renewal and upgrades as per schedule and reported according to seasonal sports	1. 100%	1. 100%	On target. The overall Sporting Facility Renewal and Upgrades program is on target as follows: Vince Inmon Sporting Fields Planning commenced, design to commence in second quarter. Vince Inmon Sporting Fields Amenities Construction of amenities ongoing, works to be completed by end of November 2020. Lank Bain Sports Ground Planning commenced. Port Macquarie Regional Sports Stadium Planning commenced. Sporting Infrastructure Renewals Planning commenced. Charlie Watt Lighting & Drainage Construction complete with project close out by end of October 2020. Oxley Oval Lighting Project complete. Blackbutt Park Project complete. Blackbutt Park Project complete.
2.3.2.3 Manage the Mayor's Sporting Fund	Economic and Cultural Development	Distribute funds as required and coordinate fundraising events	1. 100%	1. 0%	Behind schedule. Due to the impacts of COVID19 on local. State, National and International sporting competitions ability to be held, no funds have been distributed to local athletes since March 2020. All fund raising events proposed for the remainder of 2020 have been cancelled. Until there is a lift in current NSW Public Health restrictions, it is proposed that the Mayor's Sporting Fund Sub-Committee not reconvene until February 2021.
2.3.2.4 Undertake regional master planning for recreational facilities	Recreation, Property and Buildings	1. Commence review of 1. 100% Bonny Hills Reserves Master Plan	1. 100%	1. 100%	On target. Bonny Hills Reserves Master Planning is ongoing, second round of community engagement is scheduled for the second quarter 2020.

centres

Delivery Program Objective: 2.3.2 Provide a range of inclusive sporting and recreational opportunities and facilities to encourage a healthy and active lifestyle

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
		2. Complete Master Planning for Bain Park, Wauchope	2. 100%	2. 100%	On target. Draft master plan updated to incorporate changes from key stakeholders with a report planned to be presented to the November 2020 Ordinary Council Meeting to place the plan on public exhibition.
2.3.2.5 CW Camden Haven River Recreational Boating Recreation, Improvements - Upgrade of facilities as pre Boating Property an Needs Investigation Buildings	Recreation, Property and Buildings	Deliver to approved 1. 100% project plan (Camden Haven River Recreational Boating Improvements)	1. 100%	1. 100%	On target. Draft Review of Environmental Factors and required licences for dredging of North Haven Boat Ramp are being finalised so that funding for works can be sought.

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
2.3.3.01 CW Undertake the maintenance program for parks, reserves, sporting fields and beaches including parks signage	Recreation, Property and Buildings	1. Deliver program, including beach cleaning and playground inspections according to approved maintenance schedules	1. 100%	1. 100%	On target. During the reporting period, staff focus has been on: - Mowing parks and reserves across the LGA for the September School Holidays - sports field maintenance for winter sports Sports field change over to Summer sports - mowing of all cemeteries for Fathers Day - garden maintenance in the Port Macquarie CBD area including pruning, watering, weed treatment and mulching - formal inspection of all playgrounds with required maintenance and repairs - green waste removals - cleaning of bin hides across the local government area inspections for Customer requests - Bubblers, BBQ's, Playgrounds and other various spaces opened/ turned on in response to relaxation of COVID-19 restrictions Winter works program, mulching of trees and Gardens throughout the LGA - Repairing of Parks furnishings - Installation of Parks ordinance signage Boardwalk maintenance at Kooloonbung Creek
2.3.3.02 CW Undertake scheduled and reactive maintenance programs of all Council-owned buildings including office furniture replacement	Recreation, Property and Buildings	Deliver projects according to facilities works program	1. 100%	1. 100%	On target. Works are been carried out as per our current maintenance schedules and reporting mechanisms.
2.3.3.03 CW Undertake building rectification works in Recreation, line with Council Asset Management - multi-year project Property and Buildings	Recreation, Property and Buildings	Deliver project according to approved project plan (building rectification works)	1. 100%	1. 100%	On target. All works are being carried out as per the Building Asset Management Plan's (BAMP) program.

Delivery Program Objective: 2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities

Onorational Blan Activity	Pool I		Target	NTO A OTIV	Commont on Drogress
Operational Figure Activity 2020 - 2021	Lead Responsibility	Success Measures	laigei	T D Actual	Comment on Progress
2.3.3.04 CW Provide, maintain and manage public aquatic facilities	Recreation, Property and Buildings	1. Oversee the management of Council's public aquatic facilities in accordance with lease obligation checklist	1. 100%	1. 100%	On target. All four aquatic facilities are now open to the public from 26 September and are being monitored in accordance with the contractual requirements.
		2. Undertake annual off-season facility maintenance in accordance with approved program	2. 100%	2. 100%	On target. Project planning has commenced with works scheduled for delivery May/June 2021.
2.3.3.05 Deliver park furniture renewals across the local Recreation, government area, including donated seats program Buildings	Recreation, Property and Buildings	Deliver Park furniture replacement program according to approved schedule	1. 100%	1. 100%	On target. Project planning to commence in second quarter.
2.3.3.06 CW Carry out playground equipment replacement program	Recreation, Property and Buildings	1. Deliver the Playground Equipment Replacement program according to approved schedule	1. 100%	1. 98%	Monitoring required. The overall Playground Replacement Program is on target as follows: Bonny Hills Community Hall Reserve Planning commenced, engagement and concept plan scheduled for second quarter John Dick Reserve Planning commenced, engagement and concept plan scheduled for second quarter Narran Park King Creek Planning commenced, engagement and concept plan scheduled for second quarter Riverview Reserve Project is pending commencement due to resolution of land tenure. Rocks Ferry Reserve Construction scheduled for second quarter of 20/21 Blair Reserve Project complete. Town Beach Park Project thas been delayed due to scope of work modification. Further design and possible engagement required.

Delivery Program Objective: 2.3.3 Develop and im	plement managem	ent of operational and ma	intenance prog	rams for open sp	2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
2.3.3.08 CW Deliver recreational walkway replacement program across the local government area	Recreation, Property and Buildings	1. Deliver Recreational 1. 100% walkway program according to approved project plan	1. 100%	1. 100%	On target. Kooloonbung Creek boardwalk replacement has been identified as the project from Recreational walkway program and project planning has commenced. Town Beach to Town Beach North project planning is scheduled to commence in second quarter. North Haven Beach Reserve - Pedestrian Amenities has environmental approvals underway. Sandhurst Reserve has procurement of contractor underway with works planned for completion in the third quarter, Blair Reserve has works nearing completion and Harry's Lookout works complete.
2.3.3.09 Implement maintenance programs for boat ramps, wharves and jetties	Recreation, Property and Buildings, (Infrastructure Operations)	1. Deliver programs according to approved maintenance and schedule (for boat ramps, wharves and jetties)	1. 100%	1. 100%	On target. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems.
2.3.3.10 Undertake the maintenance program for beaches	Recreation, Property and Buildings	Undertake beach and beach access maintenance as per program	1. 100%	1. 100%	On target. Beach accesses maintained and cleaned as required. Detailed beach grooming undertaken at all high profile beaches ahead of the school holiday period. Watonga Street beach access upgraded at Lighthouse Beach.
		2. Undertake inspections of beach access signs	2. 100%	2. 100%	On target. Signs inspected, repaired and replaced as required.

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
2.3.3.12 CW Thrumster Sports Fields - Detailed design and approvals - multi-year project	Recreation, Property and Buildings, (Project Delivery)	1. Deliver project according to approved project plan (Thrumster Sports Fields - design and approvals)	1. 100%	1. 85%	Behind schedule. This is a multi-year project initiated in 2017-2018 financial year. An open tender for the design and approvals of this facility has been prepared and advertised during the reporting period. The award of this tender is expected to take place at the October 2020 Ordinary Council Meeting. Design engagement is expected to then continue into the 2020-2021 financial year.
2.3.3.14 CW Undertake the Public Amenities Renewals Program	Recreation, Property and Buildings	Deliver project according to approved project plan (Public Amenities Renewals program)	1. 100%	1. 100%	On target. Pilot Beach Amenities has the review of environmental factors complete, toilet kit in storage, new mains switchboard under construction and the demolition of the old building planned to start after the October 2020 school holidays. New amenities will be completed prior to the 2020 Christmas school holidays. Blair Park Amenities requires consultation to be undertaken prior to ordering amenities. Installation has been programmed for March 2021.
2.3.3.16 Manage burial, cremation and memorialisation services at Wauchope, Laurieton and other outlying cemeteries	Customer Experience and Communications	Carry out services in 1. 100% accordance with legislative and customer requirements	1. 100%	1. 100%	On target. All burial, ash placements and customers interactions carried out in accordance with legislative and customer requirements.
2.3.3.17 CW Carry out improvement and expansion works at Wauchope and Laurieton and other outlying cemeteries	Customer Experience and Communications	Deliver projects according to approved project plan (improvement and expansion works at cemeteries)	1. 100%	1. 100%	On target. Review of project to be undertaken due to sale of crematorium.

2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.3.3.18 Administration of public roads, public spaces, events and customer engagement. Section 138 Road Applications, Road Encroachments, Customer Enquiries, Statutory Road Functions, Road Policies	Infrastructure Planning	1. Deliver works in accordance with Council's Policies and Procedures	1. 100%	1. 80%	Behind schedule. Level of service for responding to applications and enquiries has slightly decreased due to staff being on extended unplanned leave. Approval has been given for temporary staff to back fill to ensure the level of service can be increased to required levels.
2.3.3.20 Develop Plans of Management for Council Crown Reserve Sites - Undertake plans of management as required under the Crown Lands Management Act	Recreation, Property and Buildings	1. Plans of Management for Council Crown Reserve Sites undertaken as required	1. 100%	1. 100%	On target. Land categorisations were finalised and endorsed at the December 19 meeting of Council and will be submitted to the Minister for Housing, Property and Water for approval as the next stage of the project.

Delivery Program Objective: 2.3.4 Plan, investigate, design and construct open spaces, recreational and community facilities

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.3.4.02 CW Port Macquarie Coastal Walk — upgrade as per adopted master plan	Recreation, 1. Deliver project Property and according to approact Buildings, (Project project plan (Port Delivery) Macquarie Coasta Walk)	Deliver project according to approved project plan (Port Macquarie Coastal Walk)	1. 100%	1. 100%	Achieved. Project works included completion of Charlie Uptin Walk, Doctors Walk and Kenny Walk sections of the Coastal Walk.
2.3.4.07 CW Googik Track - construct shared walkway/cycleway, Stage 2 - multi-year project	Recreation, Property and Buildings	1. Deliver project according to approved project plan (Googik Track - construct shared walkway/cycleway, Stage 2)	1. 100%	1. 100%	On target. Staff are working with National Parks staff to finalise planning for upgrading of the Googik Track connection between Lake Cathie and Elkhorn Grove. Works are scheduled for delivery by end June 2021.

centres

2.3.4 Plan, investigate, design and construct open spaces, recreational and community facilities Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress	
2.3.4.08 CW Hastings Regional Sporting Complex Construction (multi-year project)	Recreation, Property and Buildings, (Project Delivery)	Deliver project according to approved project plan (Hastings Regional Sporting Complex Construction)	1. 100%	1. 100%	On target. This is a multi-year project initiated in 2017-2018 financial year. Design works are progressing towards an anticipated design completion in December 2020. Construction works planning and associated phasing are currently being developed. This is a multi year project and will continue into 2021-2022 reporting period for the construction phase (pending funding allocation).	L
2.3.4.12 CW Port Macquarie Town Centre Master Plan (TCMP) improvements	Recreation, Property and Buildings	1. Deliver project according to approved project plan (PMQ TCMP Improvements)	1. 100%	1. 100%	On target. Foreshore walkway priority projects. Detailed design complete. Consultant engaged to undertake Environmental and Crown Land Approvals. Gordon Street underpass. Preparation of Environmental Impact Statement complete and submission of the Development Application will proceed in the second quarter.	
2.3.4.14 CW Port Macquarie Pool - Design Finalisation	Recreation, Property and Buildings, (Project Delivery)	1. Deliver project according to approved project plan (Port Macquarie Pool - Design Finalisation)	1. 100%	1. 100%	On target, against revised milestones. This project has been delayed due to extensive community consultation that was undertaken to determine the preferred location of the Pool. A contract for the first design stage of the project (strategic design and business case) will commence in November 2020. This is a multi year project.	
2.3.4.16 CW Continue installation of Town Village Entry Community Signage	Community	1. Deliver project according to approved project plan (Continue installation of Town Village Entry Signage)	1. 100%	1. 100%	On target. Signage installation is ongoing and planned for completion in the second quarter of 2020-2021. Removal of old signage will also be undertaken.	

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
2.3.4.17 CW Lake Cathie Foreshore Reserve - Master plan implementation - Construction of Skate Facility	Recreation, Property and Buildings	1. Deliver project according to approved project plan (Lake Cathie Foreshore Reserve - Construction of Skate Facility)	1. 100%	1. 100%	On target. Design and construct tender was awarded to Convic Pty Ltd. Design is now nearing completion with construction forecast to commence in November 2020 with completion in March 2021. All funds will be expended within the 20/21 FY
2.3.4.18 CW Rainbow Beach Sports Fields	Recreation, Property and Buildings, (Project Delivery)	Deliver project according to approved project plan (Rainbow Beach Sports Fields)	1. 100%	1. 100%	On target, against revised milestones. Design of the sports fields underway by outsourced consultancy. Design is expected to be completed early 2021 with construction commencing mid 2021.
2.3.4.19 CW Red Ochre Park - Develop new park facilities - Local Facilities	Recreation, Property and Buildings	Deliver project according to approved project plan (Red Ochre Park - Develop new park facilities - Local Facilities)	1. 100%	1. 100%	On target. Construction ongoing with works scheduled for completion by end of October 2020.
2.3.4.20 CW Ruins Way Park - Develop new park facilities - Local Facilities	Recreation, Property and Buildings	1. Deliver project according to approved project plan (Ruins Way Park - Develop new park facilities - Local Facilities)	1. 100%	1. 100%	On target. Design has commenced. Targeted to commence construction in December 2020.
2.3.4.22 CW Parks and Gardens Future Designs - Preparation of engineering designs in advance of construction programmes for Parks and Gardens	Recreation, Property and Buildings	Deliver project according to approved project plan (Parks and Gardens Future Design)	1. 100%	1. 100%	On target.
2.3.4.23 CW Rainbow Beach Reserve - Reserve Upgrade	Recreation, Property and Buildings	1. Deliver project according to approved project plan (Rainbow Beach Reserve - Reserve Upgrade)	1. 100%	1. 100%	On target. Project planning commenced.

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
2.34.24 CW Camden Haven Surf Club Building - Contribution to design and approvals for new facility	Recreation, Property and Buildings	1. Preconstruction for replacement Camden Haven Surf Club Building - Contribution to design and approvals for new facility	1. 100%	1. 100%	On target. Building Services is in the process of engaging with the CHSLSC through Oct/Nov with the engagement of a suitable architect engaged prior to Jan 2021. Detailed design to be completed prior to June 2021
2.3.4.25 CW Port Macquarie Town Green West Reserve Upgrade - (Town Centre Master Plan supported project)	Recreation, Property and Buildings, (Project Delivery)	Deliver project according to approved project plan (Port Macquarie Town Green West Reserve Upgrade)	1. 100%	1. 100%	On target. Construction is progressing well with completion expected prior to Christmas 2020.
2.3.4.26 CW Accessible Ramp and Viewing Platform - Tacking Point Lighthouse	Recreation, Property and Buildings	Deliver project according to approved project plan (Accessible Ramp and Viewing Platform - Tacking Point Lighthouse	1. 100%	1. 100%	On target. Project planning has commenced.
2.3.4.27 CW Jabiru Reserve Fish Cleaning Table	Recreation, Property and Buildings	1. Deliver project according to approved project plan (Jabiru Reserve Fish Cleaning Table)	1. 100%	1. 100%	On target. Project planning has commenced.
2.3.4.28 CW Port Macquarie Town Signage - Installation of Signage in the Port Macquarie area	Community	Deliver project according to approved project plan (Port Macquarie Town Signage)	1. 100%	1. 100%	On target. Signage installation is ongoing and planned for completion in the second quarter of 2020-2021. Removal of old signage will also be undertaken.

centres

2.3.4 Plan, investigate, design and construct open spaces, recreational and community facilities Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.3.4.30 CW Beechwood Tennis Courts - Upgrade Tennis Facility	Recreation, Property and Buildings	Deliver project according to approved project plan (Beechwood Tennis Courts - Upgrade Tennis Facility)	1. 100%	1. 100%	Achieved. Project complete.
2.3.4.31 CW Lake Cathie Master Plan - Implmentation Recreation, Property an Buildings	Recreation, Property and Buildings	Deliver project according to approved project plan (Lake Cathie Master Plan - Implmentation)	1. 100%	1. 100%	On target. Rmainder of works scheduled for commencement/completion October 2020.

Delivery Program Objective: 2.3.5 Plan and deliver innovative Library Services which cater for new technology and growing population

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.3.5.1 CW Provide a range of library programs and lending services across the local government area (including Library Fumishings, Fittings and Equip; Library Local Priority Grant)	Community	Annual library events 1. 100% program delivered	1. 100%	1. 100%	On target. Because of COVID-19 many services have been moved online.
		2. Increase Library membership	2. 100%	2. 100%	On target. Library membership increase from 35,443 to 35,956 this quarter.
2.3.5.2 CW Purchase of Library Books - multi-year project	Community	1. Complete book purchases	1. 100%	1. 100%	On target. 28% of resource budget spent.
2.3.5.4 Adopt and implement the Library Strategic Plan Community	Community	1. Implement actions as per the Library Strategic Plan - Undertake precinct planning for future libraries - Review Library operating hours and resource levels	1. 100%	1. 100%	On target. Library Strategic Plan adopted. Saturday hours extended at Port Macquarie as part of the Strategic Plan.

Your Community Life Page 42

2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town Community Strategic Plan:

Delivery Program Objective: 2.3.5 Plan and deliver innovative Library Services which cater for new technology and growing population

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.3.5.6 CW Purchase and fit out new Community Van to provide services such as Library outreach, arts and cultural program and community engagement	Community	1. Service delivery program developed and implementation commenced by 30 June 2021	1. 100%	1. 100%	On target. New van sites explored, service to be commenced in next quarter.
		2. Van purchased and 2. 100% fit out complete	2. 100%	2. 100%	On target. Van purchased and fitted out, external artwork to be completed in the second quarter.
2.3.5.7 CW Deliver Special Library Projects to enhance Community library delivery program	Community	1. Deliver Special Library Projects to enhance library	1. 100%	1. 100%	On target. Introduced new Library App.

Delivery Program Objective: 2.3.6 Support a range of inclusive community activities and programs

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.3.6.04 Implement the Community Inclusion Plan	Community	1. Implement the Community Inclusion Plan actions	1. 100%	1. 100%	On target. Continuing to work on the delivery of key actions with in the plan. This quarter's key actions included: Training of PMHCares volunteers, development of a new Inclusion Team, development of a Charter for Community Inclusion, development of a charter for the Aboriginal Reference Group, Community Grants and Community Recovery Sessions.
		2. Review Inclusion plan annually to meet the needs of our growing community	2. 100%	2. 100%	On target. This will be a focus in quarters 3 and 4. and is yet to commence, With limited staff resources in the first quarter and volunteering impacted by COVID, This has not been a key focus.

Your Community Life Page 43

2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town Community Strategic Plan:

Delivery Program Objective: 2.3.6 Support a range of inclusive community activities and programs

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.3.6.05 Hamilton Green Maintenance and Hamilton Green Enhancement Project	Community	Hamilton Green Maintenance and Hamilton Green Enhancement Project undertaken	1. 100%	1. 100%	On target. Focus for 2020-2021 with limited funds will be on maintenance priorities, which are determined in consultation with the management group.
2.3.6.09 Community Drug Action Team (CDAT) Drug Action Week	Community	Community Drug Action Team (CDAT) Week deliveried sucessfully	1. 100%	1. 100%	On target. CDAT continue to meet regularly to determine how to support Drug action Week.
2.3.6.10 Anzac Centenary Local Grants Programme	Community	Anzac Centenary Local Grants Programme delivered sucussefully	1. 100%	1. 100%	On target. Program development underway.

2.4 Empower the community through encouraging active involvement in projects, volunteering and events Community Strategic Plan: Delivery Program Objective: 2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.4.1.1 Through the Community Inclusion Plan implement, support and promote the Graffiti Blaster Program	Community	Plan and coordinate 1. 100% the graffit blasters program and capture impact of graffiti removal	1. 100%	1. 90%	Monitoring required. Due to COVID, the activities of the Graffiti Blasters has been suspended until an appropriate risk assessment and COVID Safe plan can be developed.
2.4.1.2 Prioritise and commence implementation of agreed actions from the Customer Experience project	Customer Experience and Communications	Customer 1. Implement the Experience and agreed Customer Communications Experience priorities for 2020-2021	1. 100%	1. 25%	Behind schedule. Allocation of funding will occur as part of the project implementation for online payments.

2.4 Empower the community through encouraging active involvement in projects, volunteering and events Community Strategic Plan:

Delivery Program Objective: 2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
2.4.1.3 Through the Community Inclusion Plan Involve youth for a better Council	Community	Implement a new refreshed and restructured Youth leadership model that will assist in providing a youth voice to Council decisions	1. 100%	1. 100%	On target. Refer to OP action 2.2.1.1.
		Support programs and youth activities including Youth Week	2. 100%	2. 100%	On target. Refer to OP action 2.2.1.1.
2.4.1.4 Through the Community Inclusion Plan support developing a connected community	Community	Develop and deliver training for volunteers and volunteer managers to increase capacity for volunteering within Council projects	1. 100%	1. 100%	On target. Although our volunteer approach has been impacted by COVID, we have still continued to develop volunteers where appropriate and training (virtual) has been provided to our PMHCares volunteers.
		2. Implement a Community Directory	2. 100%	2. 100%	On target. Directory is up and running and continues to be promoted to the community
		3. Review and implement Council's volunteer policy, toolkit, guidelines, recruitment and recognition and management processes	3. 100%	3. 100%	Yet to commence. With limited staff resources in the first quarter and volunteering impacted by COVID, this has not been a key focus. This will be a focus in quarter 3 and 4.
2.4.1.5 Through the Community Inclusion Plan support developing a diverse community	Community	Celebrate dates of significance for Aboriginal and Torres Strait Islander people	1. 100%	1. 90%	Monitoring required. Due to COVID, the NAIDOC week events have been postponed and are scheduled for November 2020.
		2. Celebrate Seniors Week	2. 100%	2. 100%	On target. Planning underway for Seniors Week 2020, date is yet to be confirmed due to COVID.

2.4 Empower the community through encouraging active involvement in projects, volunteering and events Community Strategic Plan:

Delivery Program Objective: 2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
		3. Develop a Council community Inclusion Committee	3. 100%	3. 100%	On target. Community Inclusion Committee Charter has been developed and initial engagement with key groups undertaken. A report will go to the Ordinary Council Meeting in October 2020 and call for expression of interests from the community to be a part of the committee.
		Review and re-affirm Councils statement of Reconciliation and Commitment to the Birpai Community	4. 100%	4. 100%	On target. Currently working closely with the Birpai and Bunyah Local Land Councils in the development of an Aboriginal Advisory Council. The review and re-affirm Councils statement of Reconciliation and Commitment to the Birpai Community is yet to commence, With limited staff resources in the first quarter and volunteering impacted by COVID, this has not been a key focus. This will be a focus in quarter 3 and 4.
		5. Support Seniors Programs	5. 100%	5. 90%	Monitoring required. We have not focussed on senior programs during Covid, however will review in the 3rd quarter.
2.4.1.6 Through the Community Inclusion Plan support developing a resilient community	Community	Support others through participating in community events and significant dates	1. 100%	1. 90%	Monitoring required. Due to COVID, events have been limited although we have looked to create virtual events to continue to connect our community.
		Work collaboratively 2. 100% with relevant organisation to develop improved service for marginalised communities	2. 100%	2. 100%	On target. We continue to work with key groups and our COVID Wellbeing Group to support our community including the the PMHCares initiative. This will also be supported by the new Community Inclusion Committee.

2.4 Empower the community through encouraging active involvement in projects, volunteering and events Community Strategic Plan:

Delivery Program Objective: 2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	Comment on Progress
		3. Work with community and industry service providers to advocate for affordable houses and space spaces, improved services and facilities for our homeless	3. 100%	3. 100%	On target. Key engagement has been undertaken this quarter to inform our new Housing Strategy. This included key stakeholders from service groups and providers of safe spaces and services.
2.4.1.7 Through the Community Inclusion Plan support developing a liveable community	Community	Audit built environment to improve recreation and connecting opportunities	1. 100%	1. 100%	On target. Working with all areas across the organisation and using information gained through engagement and community plans looking to provide connection and improved outcomes for the community. Example is the engagement on the Bonny Hills Reserve Master Plan.
		2. Design and deliver intergenerational and inclusive play spaces	2. 100%	2. 100%	On target. We continue to support the organisation with engagement on development inclusive spaces. Blair Park Reserve, a recipient of Everyone Can Play grant, was opened in July 2020.
		3. Support community led actions to create more liveable communities as identified in the Community Plans	3. 100%	3. 100%	On target. The team is working with our community on both the community plans and the actions within the plans to create a more liveable place. Two more community plans will go to the October 2020 Council meeting for endorsement - Kew, Kendall, Herons Creek and Lorne and Rollands Plains.

Community Strategic Plan: 2.4 Empower the community through encouraging active involvement in projects, volunteering and events

Delivery Program Objective: 2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.4.1.8 Implement strategic education priorities in accordance with Council's Working Together Framework	Community	1. Design an Annual Education program that influences community behaviours	1. 100%	1. 100%	On target. The Education team are including targeted desired behavioural changes in our planning processes. Two of the current team members undertook a Community Based Social marketing Course this calendar year which is based around behavioural change. When other areas from across the business source our services, we seek to work with them to determine the desired behavioural changes they're aiming to achieve and have included this in our briefing document.
		2. Develop an Holistic approach for Education for priority Council services - Education Plan	2. 100%	2. 100%	On target. The draft Education Framework has been formed which defines and gives reasoning behind a holistic and coordinated approach to education. Team members are taking a collaborative approach to our planning to ensure consistency in messaging, avoiding flooding the community with messaging and to help break down silos in education across Council. We have created structures that facilitate a coordinated and holistic approach, such as collaborative planning sessions, shared online filing systems and consistent education plan templates to be used across the organisation.

Community Strategic Plan: 2.4 Empower the community through encouraging active involvement in projects, volunteering and events

Delivery Program Objective: 2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
		3. Implement Education 3. 100% programs including Water, Waste and Road Safety	3. 100%	3. 100%	On target. The team are currently working on education activities and annual plans for these key areas of Council. Also, we have developed a service level agreement for waste which has already been signed. A service level agreement for roads has been developed and is awaiting signing and a service level agreement for water is in the initial phase of development. All of this is being done in consultation with Water, Waste and Roads teams.

Community Strategic Plan: 2.5 Promote a creative and culturally rich community

Delivery Program Objective: 2.5.1 Support cultural activities within the community

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.5.1.1 Implement the Cultural Plan	Economic and Cultural Development	1. Implement agreed Cultural Plan actions	1. 100%	1. 100%	On target. Cultural Plan implementation continues. * Public Art audit is complete and maintenance report pending. Once the report is received a maintenance schedule will be agreed. * Planning will commence in 2021 to map out the Cultural Precinct project scope. * The Public Art Masterplan is in development with cross Council discussions in progress to address some internal considerations. * This year's ArtWalk COVID Safe event format fostered more extensive collaboration with local creative industries than the traditional event format, noting the delivery in our additional main town centres. The event delivered successfully - see specific reporting response.

Community Strategic Plan: 2.5 Promote a creative and culturally rich community

Delivery Program Objective: 2.5.1 Support cultural activities within the community

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
2.5.1.2 CW Undertake Glasshouse back of house maintenance	Commercial Business Units	Undertake Glasshouse back of house maintenance as required	1. 100%	1. 100%	On target. Planned, preventative maintenance on the building and equipment included: both lifts serviced, LED lighting installed for banner display in the windows, studio bar built and installed, damaged window in Clarence Street removed, lighting console software upgraded and megadeck staging units repainted.
2.5.1.3 Manage the delivery of a range of high quality performing and visual arts events at the Glasshouse in consideration of Council's Cultural Plan	Commercial Business Units	Deliver the exhibition 1. 100% program as per the annual gallery program (20 exhibitions)	1. 100%	1. 100%	On target. The Glasshouse Regional Gallery re-opened on 30 June 2020 (after shutdown due to COVID-19) and as per the annual visual arts program, it has presented the following exhibitions: Made Worn - Australian Design Centre Abstraction - Port Macquarie Hastings Council Collection Stencil Art Prize In The Shade II - Sydney Printmakers
		Deliver the performing arts program as per the annual season launch (15 events)	2. 100%	2. 0%	Behind schedule. The Glasshouse performance spaces were closed from Monday 23 March until Monday 31 August 2020 due to the Public Health (Restrictions on Gathering and Movement) Order 2020. This resulted in the cancellation of performances planned as part of the Glasshouse Theatre Program 2020. Latest NSW Public Health Order has increased the capacity of the Glasshouse performance spaces to 50% (e.g. theatre with 290 patrons), with an increased number of enquiries and bookings now being received for future events.

Community Strategic Plan: 2.5 Promote a creative and culturally rich community

Delivery Program Objective: 2.5.1 Support cultural activities within the community

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	Comment on Progress
2.5.1.4 Commence development of new Cultural Plan	Economic and Cultural Development	1. Commence review and development of new Cultural Development Plan working with the Cultural Steering Group and key stakeholders	1. 100%	1. 100%	Yet to commence. This project is scheduled to commence in 2021. Discussions initiated with the Cultural Steering group.
2.5.1.5 Heritage Local Assistance Fund	Economic and Cultural Development	1. Distribute Heritage Assistance Fund Grants in accordance with established criteria	1. 100%	1. 100%	On target. No applications were received during this round. Direct promotion of Heritage grants to owners and custodians of heritage listed properties is recommended for the next round.
2.5.1.6 Bicentenary Activities	Economic and Cultural Development	Bicentenary activities 1. 100% delivered according to the adopted events plan	1. 100%	1. 100%	On target. Bicentenary Working Group to review a revised COVIDSafe event program on 15 October 2020. Approved program to be presented to the Cultural Steering Group in November 2020. Revised program incorporates the launch of Port Macquarie Lumiere and other identified PMHC COVID Recovery Projects that support the event vision. "To walk our place and discover the stories that weave together to make Port Macquarie-Hastings the region it was, it is, and will be".
2.5.1.7 Wauchope Bicentenary Riverside Sculptural Trail	Economic and Cultural Development	Wauchope Bicentenary Riverside Sculptural Trail delivered according to the adopted project plan	1. 100%	1. 100%	On target. Commissioning Agreements are being finalised now with all artists selected. Artwork is on schedule for delivery by March 2021.

Community Strategic Plan: 2.5 Promote a creative and culturally rich community

Delivery Program Objective: 2.5.1 Support cultural activities within the community

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.5.1.8 Art Walk	and	1. Art Walk delivered 1. 100% sucessfully	1. 100%	1. 100%	Achieved. A COVID Safe event delivered across the region between 1 - 8 October 2020. Incorporated over 100 participants as part of the Longest Footpath Art Gallery, over 40 satellite events, and three Artist Markets. A specialised izi.TRAVEL guide was developed to feature all artists and the capability of www.artwalkpmq.com.au was developed to feature associated events and participants.

Your Business and Industry Page 52

Your Business and Industry COMMUNITY THEME 3

What we are trying to achieve

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

Community Strategic Plan: 3.1 Embrace business and a stronger economy

3.1.1 Assist the growth of local business and industry, ensuring this is a central consideration of Council activities Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
3.1.1.01 Implement actions from the 2017-2021 Economic Development Strategy to lead, create and proactively support an environment that stimulates sustainable industry, business and investment growth	Economic and Cultural Development	1. Implement actions from the Economic Development Strategy and report to Council on implementation twice per year	1. 100%	1. 100%	On target. Actions from the Economic Development Strategy implemented, with twice-yearly report to Council scheduled for November 2020.
3.1.1.02 Commence development of new Economic Development Strategy	Economic and Cultural Development	1. Commence review and development of new Economic Development Strategy in consultation with the Economic Development Steering Group and key stakeholders	1. 100%	1. 100%	On target. Development of a new Economic Development Strategy will be discussed at the Economic Development Steering Group meeting on 14 October 2020.

Your Business and Industry Page 53

Community Strategic Plan: 3.1 Embrace business and a stronger economy

Delivery Program Objective: 3.1.2 Optimise the use of appropriately zoned land for business uses

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
3.1.2.1 Finalise Local Environmental Plan (LEP) and Development Control Plan (DCP) amendments in Planning, relation to a business park near Port Macquarie Airport (Development (UGMS Action 15)	Land Use Planning, (Development Assessment)	1. Final report to Council re Local Environmental Plan (LEP) and Development Control Plan (DCP) amendments by 30 December 2020	1. 100%	1. 100%	Achieved. The amended Local Environment Plan (LEP) enabling the development of a business park near the Port Macquarie Airport was published on the NSW Legislation website on 10 September 2020. The Development Control Plan (DCP) provisions, which aim to coordinate high quality and integrated development across the Business Park, commenced on the same date as publication of the LEP amendment.
3.1.2.2 Review and prepare planning proposals for specific sites within the Port Macquarie-Hastings Local Government Area based on priorities as determined by Council	Development Assessment	Report to Council bi- annually on progress and status of site specific amendments	1. 100%	1. 100%	On target. Report on the status of site specific Planning Proposal requests to amend the Local Environmental Plan due to be presented to Council in December 2020.
3.1.2.3 CW Greenmeadows Drive - Development Planning and Feasibilities	Strategy	1. Consider Greenmeadows Drive appropriateness for strategy on community use assets by 30 June 2021	1. 100%	1. 100%	On target. Discussions have commenced with Council's Engagement Team on the appropriateness and community sentiment on a community facility at Greenmeadows Drive. The competing use is residential development.

Delivery Program Objective: 3.1.3 Implement Major Events Strategy

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
3.1.3.2 Implement the Port Macquarie-Hastings Events Economic and Plan Cultural Development		I. Implementation of Events Plan actions relating to 'Major and Community Events'	1. 100%	1. 100%	On target. Priority actions from the Events Plan have been completed including adjusting the way community events are delivered, having taken the survey feedback on board as well as accommodating COVID restrictions. We are continuing the process to review and then streamline the event owners experience when interacting with Council.

Community Strategic Plan: 3.1 Embrace business and a stronger economy

Delivery Program Objective: 3.1.3 Implement Major Events Strategy

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
		2. Successful distribution of Events	2. 100%	2. 100%	On target. Due to the pandemic and COVID restrictions, Council was unable to
		Grants and Sponsorships			support any major events during the July - September 2020 quarter. However we
					were able to support 3 smaller events through the Event Sponsorship Program
					and the Quick Grants. Two of these events
					were mountain biking and resulted in a combined economic impact of
					approximately \$190,000 for our
					community. The other event Motofest was
					economic impact on that weekend, there
					was a large reach and Council is awaiting
					the results of the destination awareness
					that this event created. The event staff
					have been supporting events to find dates
					in 2021 so some originally unplanned
					economic impact may be felt in the next
					quarter.

Community Strategic Plan: 3.1 Embrace business and a stronger economy

Delivery Program Objective: 3.1.4 Implement the Destination Management Plan

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
3.1.4.1 Work with stakeholders to implement actions from the Destination Management Plan in accordance with the identified strategic outcomes	Economic and Cultural Development	1. Implement actions within the Destination Management Plan (DMP)	1. 100%	1. 100%	On target. 1. Destination Management Plan Implementation - * The annual destination campaign is in market and has responded as required to the changing travel restrictions. Delivering 242,810 unique visits to the website of which 54.2% were direct from paid media activity. * On going Industry Communications * On going Destination PR Program delivery - highlights include a Father's Day feature in Yahoo Lifestyle, planning for Trade development Stage 2 and an ArtWalk Group Famil.
		2. Increase new monthly visits to the website by more than 15% in 12 months	2. 100%	2. 100%	On target. Visits to the Destination website for the first quarter show an increase of 21.59% year on year. This represents an increase in users from 133,321 for the FY 2019-20 to 162,099 for the FY 2020-21.
3.1.4.2 Greater Port Macquarie Brand Review	Economic and Cultural Development	Brand Review project developed and delivered in accordance with project plan	1. 100%	1. 100%	On target. Project planning has commenced, including extensive engagement with other destinations to collect insights and learnings to inform the project plan.
3.1.4.3 Public Art, Audit and Maintenance	Economic and Cultural Development	Complete public art audit and commence maintenance plan	1. 100%	1. 100%	On target. Public Art audit is complete and maintenance report pending.

Your Business and Industry Page 56

3.3 Embrace opportunity and attract investment to support the wealth and growth of the community Community Strategic Plan: 3.3.1 Develop, manage and maintain Port Macquarie Airport as a key component of the regional transport network and continue to grow the airport's contribution to the regional economy Delivery Program Objective:

Operational Plan Activity	Lead	Success Measures	Target	YTD Actual	Comment on Progress
2020 - 2021	Responsibility				
3.3.1.1 Continue to monitor, plan & implement the PMQ Airport Master Plan to meet demand and regulatory reqs - Commence design of future infrastructure improvements, includes public car park expansion	Commercial Business Units	Deliver identified actions from the Airport Master Plan according to approved project plan	1. 100%	1. 100%	On target. Parallel Taxiway - Concept design finalised. \$3.53 million funding awarded for Stage 1 in June 2020, under the Australian Government Regional Airport Program. Draft environmental impact assessment (EIS) and DA have been finalised ready for submission. Project has commenced with the relocation of the Airport Weather Station (AWS). Biodiversity Certification Agreement - implementation continuing post approval. Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act) Referral - Final draft conditions of consent have been submitted to the Department of Agriculture, Water and the Environment, with consent expected in 2020. Airport Business and Technology Park - Development Control Plan (DCP) and Local Environmental Plan (LEP) have been fast tracked under the State Government's Planning System Acceleration Program and were approved in September 2020.
3.3.1.2 Support, facilitate and advocate for regular public transport (RPT) airline services at Port Macquarie Airport	Commercial Business Units	Increase in passenger numbers compared to previous year	1. 100%	1. 5%	Behind schedule. Passenger numbers for July to September 2020 are down 95% on July to September 2019 due to the impact of COVID-19.
3.3.1.4 CW Port Macquarie Airport Parallel Taxiway Stage 1 and General Aviation pavement renewal – finalise detailed design	Commercial Business Units (Project Delivery)	Finalise detailed design of Airport Parallel Taxiway Stage and General Aviation pavement renewal	1. 100%	1. 100%	On target. Parallel Taxiway - Concept design finalised. \$3.53 million funding awarded for Stage 1 in June 2020, under the Australian Government Regional Airport Program. Draff environmental impact assessment (EIS) and DA have been finalised ready for submission. Project has commenced with the relocation of the Airport Weather Station (AWS).

3.3 Embrace opportunity and attract investment to support the wealth and growth of the community Community Strategic Plan:

3.3.1 Develop, manage and maintain Port Macquarie Airport as a key component of the regional transport network and continue to grow the airport's contribution to the regional economy Delivery Program Objective:

all bolt 3 collinibation to the regional economy	to the regional eco	IOIII)			
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target		YTD Actual	Comment on Progress
3.3.1.5 Continue to monitor, plan and implement the Port Macquarie Airport Biodiversity Certification Strategy and related environmental approvals	Commercial Business Units, Environment and Regulatory Services	1. Deliver identified actions from the Biodiversity Certification Strategy and related environmental approvals according to approved project plan	1. 100%	1. 100%	On target. Biodiversity Certification Agreement - implementation continuing post approval. Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act) Referral - Final draft conditions of consent have been submitted to the Department of Agriculture, Water and the Environment, with consent expected in 2020.
3.3.1.6 CW Operate and maintain Port Macquarie Airport in accordance with regulatory and safety requirements	Commercial Business Units	Carry out daily aerodrome inspections according to regulatory requirements	1. 100%	1. 100%	Achieved. All inspections carried out in accordance with regulatory requirements.
		2. Carry out maintenance / refurbishment of Council-owned hangars according to approved project plan	2. 100%	2. 100%	On target. Hangar maintenance undertaken as required.
		3. Ensure airport operational manuals are reviewed by 30 June	3. 100%	3. 100%	On target. Airport Operations Manual and Transport Security Program updated progressively throughout the year as required.
		Upgrade passenger security screening equipment by 31 December 2020	4. 100%	4. 100%	On target. Procurement ongoing with the tender to be considered by Council at the October Council Meeting.

3.3 Embrace opportunity and attract investment to support the wealth and growth of the community Community Strategic Plan: 3.3.1 Develop, manage and maintain Port Macquarie Airport as a key component of the regional transport network and continue to grow the airport's contribution to the regional economy Delivery Program Objective:

Toppo Carodina	an port o commissation to ano regional economy	in in			
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
3.3.1.7 Finalise development planning for the Port Macquarie Airport Business and Technology Park - (multi-year project)	Strategy	1. Finalise development planning by 30 June 2021 according to approved project plan	1. 100%	1. 100%	On target. The Port Macquarie-Hastings Local Environmental Plan (Amendment No 56) relating to Council's Airport and Thrumster lands plus adjoining private property, commenced 10 September 2020. The LEP aims to support the development of the Port Macquarie airport precinct through the introduction of appropriate zones and development controls and identification of land that has been biodwersity certified.

3.4 Partner for success with key stakeholders in business, industry, government, education and the community Community Strategic Plan: Delivery Program Objective: 3.4.3 Encourage innovation that will support our growth as a regional city including smart community technology

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
3.4.3.3 Implement actions from Council's Smart Community Roadmap	Economic and Cultural Development	Economic and 1. Smart Communities 1. 100% Cultural Initiatives developed and implemented in accordance with priorities identified in Roadmap	1. 100%	1. 100%	On target. Smart Community Roadmap drafted and placed on exhibition. Final Smart Community Roadmap to be presented to October 2020 Council meeting for adoption.

Your Natural and Built Environm COMMUNITY THEME 4

What we are trying to achiev

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

Community Strategic Plan: 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

4.1.1 Plan, investigate, design and construct water supply assets ensuring health, safety, environmental protection and security of supply for the future growth of the region **Delivery Program Objective:**

,					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.1.1.01 CW Construction planning for the Sancrox Reservoir to Area 13 (Thrumster) trunk main (DN750)	Infrastructure Planning, (Project Delivery)	Infrastructure Planning, (Project according to approved Delivery) Commencement of the construction of the Sancrox Reservoir to Area 13 Thrumster trunk main)	1. 100%	1. 90%	Monitoring required. The design phase for this project is complete however, the project has been placed on hold pending a development application for a new service centre which being lodged on one of the lots that the pipeline is proposed to pass through. Given the uncertain timeframe to resolve the issues pertaining to the lot with the proposed service centre, Council will look into alternative options to traverse this portion of land. If an alternative is variable, stakeholder consultation will need to be undertaken prior to moving into the tender phase. The re-commencement of the project will be subject to negotiations with the landowner to ensure that unnecessary re-work is not undertaken. These works are now expected to be complete in the
4.1.1.04 CW Installation of new water supply services to residential and business premises to cater for new development	Infrastructure Planning, (Infrastructure Operations)	Deliver project according to approved project plan (new water supply services to residential and business premises)	1. 100%	1. 100%	On target. Installation of new water supply services being carried out in response to development applications.

Your Natural and Built Environment Page 59

Community Strategic Plan: 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

4.1.1 Plan, investigate, design and construct water supply assets ensuring health, safety, environmental protection and security of supply for the future growth of the region

Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	YTD Actual Comment on Progress
4.1.16 CW Thrumster Reclaimed Water Interim Supply - Rising Main to Thrumster Reservoir - Booster Pumping Station and Interim Reservoir - undertake construction	Infrastructure Operations, (Project Delivery)	Deliver project according to approved project plan (Thrumster Reclaimed Water Interim Supply)	1. 100%	1. 100%	On target, against revised milestones. Construction now underway via contract, works to continue into 2020-2021 and are due for completion in mid 2021.
4.1.1.18 CW Construction of a water main - Between Sancrox Reservoir and Wauchope	Infrastructure Operations, (Project Delivery)	Deliver project according to approved project plan (Construction of a water main - Between Sancrox Reservoir and Wauchope)	1. 100%	1. 100%	On target, against revised milestones. This project has reached the finalisation of the design phase during Dec 2019. Construction has proceeded well, with end of construction expected in November 2020.
4.1.1.26 CW Continue construction of the Southern Arm Trunk Main (DN750) - Pacific Hwy to Bonny Hills	Infrastructure Planning, (Project Delivery)	1. Deliver programs according to approved schedule (Construction of the Southern Arm Trunk Main)	1. 100%	1. 85%	Behind schedule. Project pre-construction phase on hold awaiting the completion of property acquisitions along Houston Mitchell Drive. Council is currently negotiating with National Parks and Wildlife Services (NPWS) regarding land acquisition required to install the pipeline in the proposed easement. Project not expected to be re-commenced until late 2020 with construction expected to span over future FY's subject to future funding allocation(s).
4.1.27 CW Commencement of design for the Water treatment/Filtration Plant at Cowarra Dam	Infrastructure Planning	1. Deliver programs according to approved schedule (Commencement of design for the Water treatment/Filtration Plant at Cowarra Dam)	1. 100%	1. 100%	On target. Project on track to achieve allocated expenditure. Scoping study for the works is currently being finalised by Public Works under the management of the Infrastructure Planning team. Project Delivery will commence steering the project from the completion of the scoping study. Next stage of the project expected to be a concept design and environmental approvals pathway assessment which will span across multiple financial years.

Community Strategic Plan: 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

4.1.1 Plan, investigate, design and construct water supply assets ensuring health, safety, environmental protection and security of supply for the future growth of the region Delivery Program Objective:

HOLBO CHINO B CHINO BE CHINO B	le region				
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.1.1.28 CW Preconstruction Works - Trunk Main from Bonny Hills to Kew (Area 12) Reservoir - Stage 1	Infrastructure Planning, (Project Delivery)	Deliver programs according to approved schedule (Preconstruction Works - Trunk Main from Bonny Hills to Kew (Area 12) Reservoir- Stage 1)	1. 100%	1. 100%	On target. Project initiation and planning works commenced during this reporting period. The design phase of this project will continue into 2020-2021 financial year.
4.1.1.29 CW Marbuk Motorised Water Main Valve - Relocation	Infrastructure Planning, (Infrastructure Operations)	Deliver programs according to approved schedule (Marbuk Motorised Valve - Relocation)	1. 100%	1. 100%	On target. Project charter submitted for approval, quotes received for materials.
4.1.1.31 CW Water Supervisory Control and Data Acquisition (SCADA) System - Replacement	Infrastructure Planning, (Infrastructure Operations)	1. Deliver programs according to approved project plan (Water Supervisory Control and Data Acquisition (SCADA) System - Replacement)	1. 100%	1. 100%	On target. Planning underway.
4.1.1.32 CW Replacement of 3 Villages River Inlet Platform Structures	Infrastructure Planning, (Infrastructure Operations)	1. Deliver programs according to approved schedule (Replacement of 3 Villages River Inlet Platform Structures)	1. 100%	1. 100%	On target. Preliminary works underway including project charter
4.1.1.34 CW Preconstruction works for the Granite Street Reservoir rehabilitation/renewal	Infrastructure Planning, (Infrastructure Operations)	1. Deliver programs according to approved schedule (Preconstruction works for the Granite Street Reservoir rehabilitation/renewal)	1. 100%	1. 100%	On target. Preliminary works underway

Community Strategic Plan: 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

4.1.1 Plan, investigate, design and construct water supply assets ensuring health, safety, environmental protection and security of supply for the future growth of the region Delivery Program Objective:

1.0					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.1.1.35 CW Preconstruction of Widderson St Reservoir Roof Replacement	Infrastructure Planning, (Infrastructure Operations)	1. Deliver programs according to approved schedule (Preconstruction of Widderson St Reservoir Roof Replacement)	1. 100%	1. 100%	On target. Preliminary works underway
4.1.1.36 CW Water critical infrastructure - Site Security Upgrades	Infrastructure Planning, (Infrastructure Operations)	Deliver programs according to approved schedule (Water critical infrastructure - Site Security Upgrades)	1. 100%	1. 100%	On target. Preliminary works underway including project charter.
4.1.1.39 CW Telemetry Microwave link replacement Bonny Hills to Camden Haven	Infrastructure Planning, (Infrastructure Operations)	1. Deliver programs according to approved schedule (Telemetry Microwave link replacement Bonny Hills to Camden Haven)	1. 100%	1. 100%	On target. Preliminary works underway including project charter.
4.1.1.40 CW Design of Rock Ramp to secure water level at Koree Island Pumping Stations Intake Pool	Infrastructure Planning	1. Deliver programs according to approved project plan (Design of Rock Ramp to secure water level at Koree Island Pumping Stations Intake Pool)	1. 100%	1. 100%	On target. Design underway.
4.1.1.42 CW Installation of Baffles within Reservoirs to ensure chlorination contact time for disinfection	Infrastructure Operations	1. Deliver programs according to approved schedule (Installation of Baffles within Reservoirs to ensure chlorination contact time for disinfection)	1. 100%	1. 100%	On target. Preliminary works underway including request for quotations.

Your Natural and Built Environment Page 63

4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management Community Strategic Plan: 4.1.1 Plan, investigate, design and construct water supply assets ensuring health, safety, environmental protection and security of supply for the future growth of the region Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.1.1.43 CW Annual Energy Efficiency Initiatives Allocation - Variable Speed Drive Pumps - Water sites	Infrastructure Planning, (Infrastructure Operations)	1. Deliver programs according to approved schedule (Annual Energy Efficiency Initiatives Allocation - Variable Speed Drive Pumps - water sites)	1. 100%	1. 100%	On target. North Haven Booster pump station and Lake Road Booster pump station identified for upgrades and work will has commenced.
4.1.1.44 CW Wauchope Water Treatment Plant upgrade project	Infrastructure Planning, (Project Delivery)	Infrastructure 1. Deliver programs Planning, (Project according to approved Delivery) Schedule (Wauchope Water Treatment Plant upgrade project)	1. 100%	1. 100%	On target. This emergency water supply security project has transitioned from the design to the construction phase during the reporting period. The project is on track for construction completion in late 2020 whereby the throughput capacity of the Wauchope Water Treatment plant will be effectively tripled in capacity.
4.1.1.45 CW Water Supply Security Projects	Infrastructure Planning, (Project Delivery)	Deliver programs according to approved schedule (Water Supply Security Projects)	1. 100%	1. 100%	On target. Project split into various sub- projects including: Investigations of desalination plant (Placed on hold). Wauchope Water Treatment Plant Upgrade (reported as separate item). Cowarra Booster Pump Station construction.

Delivery Program Objective: 4.1.2 Develop and implement annual maintenance and preventative works program for water supply assets

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.1.2.1 CW Conduct water asset replacement and renewal programs for live water mains, water meters, renewals and minor works and switchboards	Operations	according to approved schedule (Live water mains, water meters, renewals and minor works, pumps, switchboards and flow meters)	% 001 -	% 00 1	on targer, water Supply mitastructure renewals being carried out as required.

Community Strategic Plan: 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

4.1.2 Develop and implement annual maintenance and preventative works program for water supply assets Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.1.2.2 CW Carry out programmed replacement of Water Treatment Plant (WTP) electrical and mechanical assets	Infrastructure Planning, (Infrastructure Operations)	1. Deliver project according to approved project plan (Carry out programmed replacement of Water Treatment Plant (WTP) electrical and mechanical assets)	1. 100%	1. 100%	On target. Preliminary works underway including project charter

Delivery Program Objective: 4.1.3 Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.13.01 CW Commence construction of the Port Macquarie sewer rising main, Port Macquarie	Infrastructure 1. Deliver pr Operations, according to (Project Delivery) project plan (Commence construction Macquarie S main (Sewee Station)	Deliver project according to approved project plan (Commence construction of the Port Macquarie Sewer rising main (Sewer Pump Station)	1. 100%	1. 100%	On target, against revised milestones. This project continues from 2017-2018 financial year and is a multi year project. The construction phase of this project has been underway since March 2020 and is on track for completion during Oct 2020.
4.1.3.03 CW Small Towns Sewerage Scheme Construction - Long Flat, Comboyne, Telegraph Point (multi-year project)	Infrastructure Operations, (Project Delivery)	1. Deliver project for Comboyne Sewerage (Project Delivery) Scheme according to approved project plan	1. 100%	1. 100%	On target. This project continues from previous FY's. Ledonne were engaged to undertake the works in August 2018 and have progressed with installation of pipework and are nearing completion with construction of the STP. Construction completion of the Comboyne scheme is expected in late 2020.

4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management Community Strategic Plan:

:::::::::::::::::::::::::::::::::::::::					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
		2. Deliver project for Long Flat Sewerage Scheme according to approved project plan	2. 100%	2. 100%	On target. This project continues from previous FYs. Ledonne were engaged to undertake the works in August 2018 and have progressed with installation of pipework and commenced early works for the construction of the STP. Construction completion of the Long Flat scheme is expected in late 2020.
		3. Deliver project for Telegraph Point Sewerage Scheme according to approved project plan	3. 100%	3. 100%	Achieved. This project continues from previous FY's. Ledonne were engaged to undertake the works in August 2018 and have progressed with installation of pipework and are nearing completion with construction of the STP. Construction completion of the Telegraph Point scheme is complete.
4.1.3.15 CW Commencement of the construction of the Infrastructure Area 14 reclaimed Inlet trunk main (DN250), Bonny Planning, (Pre Hills	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Reclaimed Water - Area 14 Reclaimed Trunk Main)	1. 100%	1. 100%	Achieved. Project complete.
4.1.3.18 CW Continuation of preconstruction of Thrumster Sewerage treatment Plant (Area 13) - Phase 1	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Preconstruction of Thrumster Sewerage Treatment Plant (Area 13)	1. 100%	1. 75%	Behind schedule. Project has been delayed awaiting the completion of the Integrated Water Cycle Management Strategy. Project is forecast to commence in the last quarter of the 20/21 FY.

Community Strategic Plan: 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

4.1.3 Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region Delivery Program Objective:

10691					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	Comment on Progress
4.1.3.22 CW Investigation, Design and Construction of Infrastructure Kew Sewer Treatment Plant (STP) Upgrade (Multi-Year Planning, (Project project) Delivery)	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Investigation, Design and Construction of Kew Sewer Treatment Plant (STP) Upgrade)	1. 100%	1. 100%	On target, against revised milestones, project to continue through into 2021/22. Port Macquarie-Hastings Council partnering with NSW Public Works Advisory for the delivery of this project. NSW Public Works Advisory progressing with project management for the detailed design and delivery of this Sewer Treatment Plant upgrade. The construction phase of this project is estimated to commence not before 2021 based on current project status.
4.1.3.23 CW Annual Energy Efficiency Initiatives Infrastructure Allocation - Variable Speed Drive Pumps – Sewer Sites Planning, (Infrastructure Operations)	Infrastructure Planning, (Infrastructure Operations)	Deliver project according to approved project plan (Annual Energy Efficiency Initiatives allocation)	1. 100%	1. 100%	On target. Port Macquarie pump station Number 8 identified for upgrades with work to commence in the coming months.
4.1.3.24 CW Inlet Works Replacement for Port Macquarie Sewer Treatment Plants (STP)	Infrastructure Operations	Deliver project according to approved project plan (Inlet Works Replacement for Port Macquarie Sewer Treatment Plants)	1. 100%	1. 100%	On Target. Detailed Project Plan submitted for approval.
4.1.3.25 CW Integrated Water Cycle Management Strategy Delivery (Multi-Year Project)	Infrastructure Planning	Deliver project according to approved project plan (Integrated Water Cycle Management Strategy)	1. 100%	1. 100%	On target. Continued progress with IWCM and delivery for 2021.

Community Strategic Plan: 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

Delivery Program Objective: 4.1.3 Plan, investigat region	e, design and cons	truct sewerage assets en:	suring health, se	ıfety, environme	4.1.3 Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.1.3.26 CW Preconstruction works for upgrade of Lake Infrastructure Innes Sewerage Pump Station #71 (PMSPS71) Delivery)	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Preconstruction works for upgrade of Lake Innes Sewerage Pump Station #71 (PMSPS71)	1. 100%	1. 100%	On target. Project is on track against revised milestones. Project initiation and planning works commenced during this reporting period. The design phase of this project is expected to continue into 2020-2021 financial year.
4.1.3.27 CW Port Macquarie Waste Water Treatment Plant Odour control mitigation works	Infrastructure Planning, (Infrastructure Operations)	Deliver project according to approved project plan (Port Macquarie Waste Water Treatment Plant Odour control mitigation works)	1. 100%	1. 100%	On target. Project plan submitted for approval.
4.1.3.28 CW Camden Haven Waste Water Treatment Membrane Replacements	Infrastructure Planning, (Infrastructure Operations)	1. Deliver project according to approved project plan (Camden Haven Waste Water Treatment Membrane Replacements)	1. 100%	1. 100%	On target. Project plan submitted for approval.
4.1.3.29 CW Preconstruction of Wauchope Waste Water Treatment Plant Inlet Rationalisation	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Preconstruction of Wauchope Waste Water Treatment Plant Inlet Rationalisation)	1. 100%	1. 100%	On target. Construction has commenced utilising a combination of internal and external resources. Construction completion is expected by the end of 2020.
4.1.3.30 CW Bonny Hills Waste Water Treatment Plant Aerator Replacements	Infrastructure Planning, (Infrastructure Operations)	1. Deliver project according to approved project plan (Bonny Hills Waste Water Treatment Plant Aerator Replacements)	1. 100%	1. 100%	On target. Project plan submitted for approval.

4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management Community Strategic Plan:

ng health, safety, environmental protection and the future growth of tl	
4.1.3 Plan, investigate, design and construct sewerage assets ensurin	region
Delivery Program Objective:	

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.1.3.31 CW Replace Sewer Telemetry Radios Wauchope and Kew	Infrastructure Planning, (Infrastructure Operations)	Deliver project according to approved project plan (Replace Sewer Telemetry Radios Wauchope and Kew)	1. 100%	1. 100%	On target. Project Planning Underway.
4.1.3.32 CW Sewer Distributed Network Protocol (DNP3) Telemetry Processor roll out Port Macquarie	Infrastructure Planning, (Infrastructure Operations)	1. Deliver project according to approved project plan (Sewer Distributed Network Protocol (DNP3) Telemetry Processor roll out Port Macquarie)	1. 100%	1. 100%	On target. Roll Out of processors underway.
4.1.3.33 CW Sewer Distributed Network Protocol (DNP3) Telemetry Processor roll out Wauchope and Kew	Infrastructure Planning, (Infrastructure Operations)	1. Deliver project according to approved project plan (Sewer Distributed Network Protocol (DNP3) Telemetry Processor roll out Wauchope and Kew)	1. 100%	1. 100%	On target. Planning Underway.
4.1.3.34 CW Port Macquarie Sewer Pump Station 13 Catchment Reline	Infrastructure Planning, (Infrastructure Operations)	Deliver project according to approved project plan (Port Macquarie Sewer Pump Station 13 Catchment Reline)	1. 100%	1. 100%	On target. Budget Variance Request form submitted for approval.
4.1.3.35 CW Preconstruction works for Port Macquarie Sewer Pump Station 21 Refurbishment	Infrastructure Planning, (Infrastructure Operations)	Deliver project according to approved project plan (Preconstruction works for Port Macquarie Sewer Pump Station 21 Refurbishment)	1. 100%	1. 100%	On target. Preliminary works underway.

Delivery Program Objective: 4.1.3 Plan investigate design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management Community Strategic Plan:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.1.3.36 CW Preconstruction works for Camden Haven Infrastructure Sewer Pump Station 2 Refurbishment Delivery)	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Preconstruction works for Camden Haven Sewer Pump Station 2 Refurbishment)	1. 100%	1. 100%	On target. Project is on track against revised milestones. Project initiation and planning works commenced during this reporting period. The design phase of this project is expected to continue into 2020-2021 financial year.
4.1.3.37 CW Kew/Kendall Sewer Pump Station 7, 8 and Infrastructure 9 Supervisory control and data acquisition (SCADA) Planning, Upgrade (Infrastructure Operations)	Infrastructure Planning, (Infrastructure Operations)	1. Deliver project according to approved project plan (Kew/Kendall Sewer Pump Station 7, 8 and 9 Supervisory control and data acquisition (SCADA) Upgrade)	1. 100%	1. 100%	On target. Planning Underway.
4.1.3.38 CW Preconstruction works for upgrade of Port Infrastructure Macquarie Sewerage Pump Station #18 Delivery)	oject oject	1. Deliver project according to approved project plan (Preconstruction works for upgrade of Port Macquarie Sewerage Pump Station #18)	1. 100%	1. 100%	On target. Project is on track against revised milestones. Project initiation and planning works commenced during this reporting period. The design phase of this project is expected to continue into 2020-2021 financial year.
4.1.3.39 CW Sewer Critical Infrastructure Site Security Upgrades	Infrastructure Planning, (Infrastructure Operations)	1. Deliver project according to approved project plan (Sewer Critical Infrastructure Site Security	1. 100%	1. 100%	On target. Public Works Advisory preparing tender for site security upgrades.

Your Natural and Built Environment Page 70

Community Strategic Plan: 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

4.1.3 Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.1.3.40 CW Preconstruction works for upgrade/relocation of Port Macquarie Sewerage Pump Planning, (Project according to approved Station #1 for Aquatic Centre Project Delivery) Station #1 for Aquatic Centre Project Delivery) (Preconstruction works for upgrade/relocation of Port Macquarie Sewerage Pump Station #1 for Aquatic Centre Projects)	Infrastructure Planning, (Project Delivery)	nfrastructure Planning, (Project according to approved project plan Checonstruction works for upgrade/relocation of Port Macquarie Sewerage Pump Station #1 for Aquatic Centre Projects)	1. 100%	1. 0%	Project deferred. This project has been deferred to a future operational plan given that it will not be required until funding for the Aquatic facility is confirmed. Consideration to the relocation of the pump station will be given during the Aquatic Facility design.

Delivery Program Objective: 4.1.4 Develop and implement annual maintenance and preventative works program for sewerage assets

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.1.4.1 CW Programmed replacement of Sewer Pumps Infrastructure and Electrical switchboards at Sewage Pump Stations Planning, (Infrastructure Operations)	Infrastructure Planning, (Infrastructure Operations)	1. Deliver project according to approved project plan (Programmed replacement of Sewer Pumps and Electrical switchboards at Sewage Pump Stations)	1. 100%	1. 100%	On target. Asset renewal being undertaken as required.
4.1.4.4 CW Carry out programmed replacement of Infrastructu Sewer Treatment Plant (STP) electrical and mechanical Operations assets	Operations	1. Deliver project according to approved project plan (Carry out programmed replacement of Sewer Treatment Plant (STP) electrical and mechanical assets)	1. 100%	1. 100%	On target. Electrical and mechanical assets renewed as required.

Community Strategic Plan: 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

Delivery Program Objective: 4.1.4 Develop and implement annual maintenance and preventative works program for sewerage assets

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.1.4.5 CW Conduct sewer assets replacement and maintenance programs for Sewer Rehabilitation and Relining Works	Infrastructure Operations	1. Deliver project according to approved project plan (Conduct sewer assets replacement and maintenance programs for Sewer Rehabilitation and Relining Works)	1. 100%	1. 100%	On target. Quotes received for relining works, contractor to be engaged. Rehabilitation of assets being undertaken.

Delivery Program Objective: 4.1.5 Work towards planning, investigation, design, construction of stormwater assets

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.15.06 CW Continue design and construction for Black Swan Terrace - Stormwater detention facility (multi-year project)	Infrastructure Planning, (Project Delivery)	Infrastructure Planning, (Project according to approved Delivery) Project plan (Black Swan Terrace - Stormwater detention facility)	1. 100%	1. 100%	On target. Project plan issued for review and design and request for tender developed. Expected to be a multi year project due to land acquisition requirements.
4.15.08 CW Stormwater Remediation Panorama Drive Infrastructure Bonny Hills - Detailed Designs of remedial options Planning, (Proj Delivery)	Infrastructure Planning, (Project Delivery)	Infrastructure Planning, (Project according to approved Delivery) Polivery) Stormwater Remediation Panorama Drive Bonny Hills)	1. 100%	1. 100%	On target. Project planning underway. Detailed design expected to commence in late 2020 with completion expected prior to end of financial year.

Community Strategic Plan: 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

Delivery Program Objective: 4.1.5 Work towards planning, investigation, design, construction of stormwater assets

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.1.5.09 CW Investigation of Stormwater Remediation Options - Bellbowrie/Bay Street Catchment	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Investigation of Stormwater Remediation Options - Bellbowrie/Bay Street Catchment)	1. 100%	1. 85%	Behind schedule. Design is behind milestone dates mainly associated with variations introduced to the original scope. Consultant has been on hold awaiting approval to commence variation works prior to finalising original scope items. Approval has been given to commence variation works and an updated program is to be provided to include variation and complete all remaining deliverables (design report, design drawings, cost estimates).
4.1.5.10 CW Stormwater Remediation Designs – Design of drainage improvement works	Infrastructure Planning	1. Deliver project according to approved project plan (Stormwater Remediation Designs –Design of drainage improvement works)	1. 100%	1. 100%	Achieved. Design works undertaken when required.
4.1.5.11 CW Detailed Designs of Stormwater Remediation measures identified in the Westport Stormwater Management Plan including Gordon Street to Buller Street Port Macquarie works	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Detailed Designs of Stormwater Remediation measures identified in the Westport Stormwater Management Plan)	1. 100%	1. 100%	On target. Multi year project. Consultant engaged to undertake detailed stormwater catchment analysis and detailed designs. Designs are progressing well and project is on track.
4.1.5.12 CW Stormwater Remediation - 35 Hart Street - Infrastructure Investigation of stormwater remediation - Planning and Planning, (Pro Designs	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Stormwater Remediation - 35 Hart Street	1. 100%	1. 100%	On target. Project planning to be commenced in late 2020 with completion of design expected within the 2020-2021 financial year.

Your Natural and Built Environment Page 73

Community Strategic Plan: 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

4.1.5 Work towards planning, investigation, design, construction of stormwater assets Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.1.5.13 CW Stormwater Remediation - 10 Dilladerry Cres, Port Macquarie - Overflow swale plus system augmentation	Infrastructure Planning, (Project Delivery)	Infrastructure Planning, (Project according to approved Delivery) Polivery) (Stormwater Remediation - 10 Dilladerry Cres, PMQ)	1. 100%	1. 100%	Achieved. Project complete.

Delivery Program Objective: 4.1.6 Develop and implement annual maintenance and renewal programs for stormwater assets

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.1.6.02 Undertake annual canal maintenance for Settlement Shores and Broadwater canals as required	Infrastructure Planning, (Infrastructure Operations)	1. Undertake canal maintenance works in accordance with the rolling priority program and risk management processes	1. 100%	1. 100%	On target. Works delivered on budget. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems.
4.1.6.05 Settlement Shores canals - Major Maintenance and Dredging	Infrastructure Planning, (Project Delivery)	Deliver project to approved project plan (Settlement Shores Canals Major Maintenance and Dredging)	1. 100%	1. 100%	Achieved. Project complete.
4.1.6.07 CW Carry out the Stormwater Renewal Program	Infrastructure Planning, (Infrastructure Operations)	Deliver program according to approved schedule (Stormwater Renewal)	1. 100%	1. 100%	On target. The 2020-2021 Stomwater Renewal is currently in the planning phase with the programme likely to include the following projects: Planning Phase (Stomwater Relining): Alma St, North Haven Short St, Port Macquarie Graham St, Kendall Ocean Dr, North Haven.
4.1.6.18 Carry-out stormwater maintenance program including inspections, monitoring and repair works	Infrastructure Planning, (Infrastructure Operations)	Deliver project to approved project plan (Stormwater maintenance program)	1. 100%	1. 100%	On target. Works delivered on budget. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems.

Community Strategic Plan: 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

Delivery Program Objective: 4.1.6 Develop and implement annual maintenance and renewal programs for stormwater assets

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.16.19 Carry-out stormwater engineering investigations in response to identified issues from both reactive and proactive inspections	Infrastructure Planning	1. Engineering Investigations completed for all complex issues raised	1. 100%	1. 100%	On target. Additional investigations and designs are undertaken throughout the year as required. Investigations works for this quarter have been prioritised for previously identified Operational Plan projects, and further work will be done in the later quarters of this year as design work slows down during construction phases of other projects.
4.1.6.20 Stormwater Asset Management Condition Rating of stormwater assets via CCTV inspections, including of newly constructed works	Infrastructure Planning, (Infrastructure Operations)	1. In accordance with adopted programs and proactive maintenance requirements based on risk	1. 100%	1. 100%	On target. Works delivered on budget. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems.
4.1.6.21 Develop Urban Stomwater Catchment Management Plans for each of the 62 sub-catchments	Infrastructure Planning	1. Deliver project according to approved project plan (Develop Urban Stormwater Catchment Management Plans)	1. 100%	1. 100%	On target. Recruitment for a 12 month placement for a Project Officer was undertaken in September 2020 to undertake specialised transport projects. This officer will commence in October 2020 and program this project for completion in 2020-2021.
4.16.22 CW North Haven Flood Mitigation Works - investigation and concept design of remedial works	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (North Haven Flood mitigation Works - investigation and concept design of remedial works)	1. 100%	1. 80%	Behind schedule. Project planning forecast to commence in late 2020. It is aimed to complete the works within the 2020-2021 financial year however, works may progress into the 2021-2022 financial year if found to be more complex than initially expected.

Community Strategic Plan: 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

Delivery Program Objective: 4.1.7 Develop and implement effective waste management strategies

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	Comment on Progress
4.1.7.06 Ensure effective recycling and recovery of domestic waste through Material Recovery Facility (MRF)	Commercial Business Units	Recovery of domestic waste through Material Recovery Facility complete by 30 June 2021	1. 100%	1. 100%	On target. Recovery (recycling) of domestic waste through Material Recovery Facility (MRF) continuing as required.
4.1.7.07 Ensure effective recycling and recovery of commercial organic waste through Organic Recovery Facility (ORF) Business Units	Commercial Business Units	1. Capture carbon credit data associated with waste diversion to Organic Resource Recovery Facility (ORRF) for reporting purposes	1. 100%	1. 100%	On target. Recovery of domestic waste through Organic Recovery Facility (ORF) continuing as required.
		2. Recovery of domestic waste through Organic Recovery Facility complete by 30 June 2020	2. 100%	2. 100%	On target. Recovery of domestic waste through Organic Recovery Facility (ORF) continuing as required.
4.1.7.09 Deliver efficient waste and recycling services at all WasteTransfer Stations	Commercial Business Units	1. Operation of all Waste Transfer Stations undertaken in accordance with regulatory requirements	1. 100%	1. 100%	On target. Waste Transfer Stations operations undertaken in accordance with regulatory requirements.
4.1.7.13 Address illegal dumping and provide clean up programs	Commercial Business Units	1. Illegal dumping and clean up programs delivered by 30 June 2021	1. 100%	1. 100%	On target. Illegal dumping and clean up programs undertaken as required.
4.1.7.14 Commence Multi Unit Dwelling Organics Recovery Project	Commercial Business Units	Deliver project according to approved project plan (Multi Unit Dwelling Organics Recovery Project)	1. 100%	1. 100%	On target. Project milestone 3 of 4 achieved on 30/08/2020. Project to be completed by 30/06/2021.

Community Strategic Plan: 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

Delivery Program Objective: 4.1.7 Develop and implement effective waste management strategies

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	YTD Actual Comment on Progress
4.1.7.20 Deliver "Better Waste and Recycling" Initiatives (Office of Environment and Heritage)	Commercial Business Units	Deliver projects according to approved Office of Environment and Heritage (OEH) project plans	1. 100%	1. 100%	On target. Projects identified and commenced.
4.1.7.23 CW Caimcross Recycling Industrial Zone Improvements - Concrete Processing Facility Establishment Stage 1 - EIS, Design, Planning & Approvals	Commercial Business Units	1. Deliver project according to approved project plan (Cairncross Recycling Industrial Zone Improvements - Concrete Processing Facility Establishment Stage 1)	1. 100%	1. 100%	Yet to commence. Project requirement in 2020-21 to be reviewed against current Waste Strategy objectives / priorities.
4.1.7.26 CW Caimcross Waste Depot - Facility Upgrade and Expansion Approvals	Commercial Business Units	Deliver project according to approved project plan (Cairncross Waste Depot - Facility Upgrade and Expansion Approvals)	1. 100%	1. 100%	On target. Detailed design completed. Request for tender advertised to market on 24/9/2020 with tender submissions expected by end of October 2020. Landfill construction expected to start in January 2021.
4.1.7.27 Continue to monitor, plan and implement the Waste Strategy 2017 - 2024 in accordance with regulatory requirements and industry best practice - (multi-year project)	Commercial Business Units	Deliver identified actions from the Waste Strategy 2017-2024 according to approved project plan	1. 100%	1. 100%	On target. The current Waste Strategy actions are being delivered as required. The Waste Strategy is expected to be reviewed following the release of the new NSW 20 year Waste Strategy due in 2021.
4.1.7.28 Deliver efficient waste collection services, including domestic, commercial and public place	Commercial Business Units	Waste collection services delivered as required	1. 100%	1. 100%	On target. Waste collection services delivered as required.
4.1.7.29 Ensure effective operation of Cairncross waste Commercial management facility including effective disposal of Business Unwaste to landfill	Commercial Business Units	Capture the tonnage of waste to landfill for environmental reporting	1. 100%	1. 100%	On target. Reporting completed as required.

Page 250

Your Natural and Built Environment Page 77

Community Strategic Plan: 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

Delivery Program Objective: 4.1.7 Develop and implement effective waste management strategies

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
		2. Operation of Cairncross waste management facility undertaken in accordance with regulatory requirements	2. 100%	2. 100%	On target. Operations undertaken as required.
4.1.7.30 Undertake Waste Education and Marketing campaigns	Commercial Business Units	Waste Education and Marketing campaigns delivered according to approved programs	1. 100%	1. 100%	On target. Waste education campaigns delivered as required in support of Council's Waste Strategy and services.
4.1.7.31 Operate and maintain waste facilities in accordance with regulatory requirements and industry best practice		Deliver projects including landfill gas monitoring according to approved project plans	1. 100%	1. 100%	On target. Gas landfill monitoring ongoing. Gas trial initiated in September 2020 at Cairncross landfill with report expected to be completed in early 2021 on the outcomes of the trial.

4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion Community Strategic Plan:

Delivery Program Objective: 4.2.1 Develop and implement Coastal, Estuary, Floodplain, and Bushfire management plans

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.2.1.01 Deliver the annual bushfire risk mitigation program for Port Macquarie-Hastings Council.	Environment and Regulatory Services	Environment and 1.90% of the annual 1.100% Regulatory bushfire risk mitigation program delivered	1. 100%	1. 100%	On target. Contractor scheduling underway based on risk ratings of the Bush Fire Risk Management Plan and pending completion of required environmental approvals.
		2. RFFF estimates are submitted to the RFS for the following financial year grant application	2. 100%	2. 100%	Yet to commence, this will not be required until Q3.

Your Natural and Built Environment Page 78

Community Strategic Plan: 4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion

Delivery Program Objective: 4.2.1 Develop and implement Coastal, Estuary, Floodplain, and Bushfire management plans

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.2.1.02 Implement actions from the Flying Fox Camp Management Plan for Kooloonbung Creek	Environment and Regulatory Services	Attend community meetings x two (six monthly)	1. 100%	1. 100%	On target. Last meeting held on 15 June 2020, next meeting scheduled for December 2020.
		2. Develop educational 2. 100% materials	2. 100%	2. 100%	On target. A number of initiatives including new signs, website updates, signs, website updates, zoom presentations and a letter box drop have been undertaken to date.
		3. Develop protocols to 3. 100% manage incidents	3. 100%	3. 100%	Achieved. PMHC has created a collection for dead bats procedures, and DPIE is producing procedures for heat stress events.
		4. Investigate alternative habitat	4. 100%	4. 100%	On target. Numerous sites have been identified as possible alternative habitat locations.
		5. National flying-fox census count x 4 (quarterly)	5. 100%	5. 100%	On target. One census in August 2020 completed.
		6. Operation of sprinkler system and monitoring ongoing	6. 100%	6. 100%	On target. Daily monitoring and operation of sprinkler system is underway.
4.2.1.03 Investigation of appropriate floodplain mitigation measures and strategies to reduce flood risk in the Hibbard Precinct Catchment	Environment and Regulatory Services	Begin investigation into options for mitigation measures	1. 100%	1. 100%	Yet to commence. Due to staffing resource issues this project is on hold until the Natural Resource Management restructure is completed.
		2. Community consultation undertaken	2. 100%	2. 100%	Yet to commence. Progress for this action will not commence until Quarter 4 due to staff resourcing issues. The Natural Resource Management restructure has been approved to assist with these staffing issues.
		3. Grant application submitted and obtained	3. 100%	3. 100%	Yet to commence. Progress for this action will not commence until Quarter 4 due to lack of resources.

Community Strategic Plan: 4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion

Delivery Program Objective: 4.2.1 Develop and implement Coastal, Estuary, Floodplain, and Bushfire management plans

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.2.1.04 Implementation of flood mapping updates associated with Hastings River Flood Study	Environment and Regulatory Services	1. GIS flood mapping completed and available to community	1. 100%	1. 100%	Yet to commence. Progress for this action will not commence until Quarter 4 due to lack of resources.
4.2.1.05 Continue to ensure development compliance to achieve sound environmental outcomes - Vegetation Management Plans (VPM's), Koala Plans of Management developed, registered, implemented and monitored	Environment and Regulatory Services	Create workflow management processes for VMPs and KPOMs using Authority	1. 100%	1. 100%	On target. Workflow document has been created for VMP's.
		2. Register, respond and undertake initial action on customer requests associated with VMP's within 14 days	2. 100%	2. 100%	On target. VMP inspections and queries are being promptly dealt with.
		3. Undertake mapping of vegetation management plans and koala plans of management with dedication years	3. 100%	3. 100%	Yet to commence. Progress for this action will not commence until Quarter 4 because of timing with final ecological restoration report due in Quarter 4.
4.2.1.06 Development of environmental program of works (registration, implementation, monitoring) to ensure compliance to Airport biocertification	Environment and Regulatory Services	1. Ongoing monitoring, generate reports, manage budgets for payment of contracts and write final report pertinent to on-ground environmental management actions	1. 100%	1. 100%	On target Final report for 2019-2020 was submitted and ongoing management of weed control and feral animal control is on track for 2020-2021.
		2. Undertake scoping, briefing preparation, and requisition of appropriate services	2. 100%	2. 100%	On target. Briefs, project works and scoping documents are currently being prepared for works on the airport biocertification project.

Community Strategic Plan: 4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion

Delivery Program Objective: 4.2.1 Develop and implement Coastal, Estuary, Floodplain, and Bushfire management plans

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	Comment on Progress
4.2.1.07 Continue to provide environmental impact or conditions advice on proposed development or proposed construction works	Environment and Regulatory Services	Referrals to DA applications is undertaken within 14 days	1. 100%	1. 100%	On target, in majority of circumstances meeting this target.
4.2.1.08 Investigation of appropriate floodplain mitigation measures and strategies to reduce flood risk in the Wrights and Yarranabee Creeks	Environment and Regulatory Services	Community consultation begun	1. 100%	1. 100%	Yet to commence. Progress for this action will not commence until Quarter 4 due to staffing resourcing issues. The Natural Resource Management restructure has been approved to assist with these staffing issues.
		2. Grant application submitted and obtained	2. 100%	2. 100%	Yet to commence, progress for this action will not commence until Quarter 4 due to lack of resources.
4.2.1.09 Continue to develop a Flood Study for the North Brother Local Catchments - facilitation of stormwater remediation	Environment and Regulatory Services, (Infrastructure Planning)	Development of a North Brother Flood Study underway to facilitate future stormwater remediation	1. 100%	1. 100%	On target. The draft plan was placed on pubic exhibition for 28 days from 13 July 2020. A further report detailing the outcomes of the public exhibition was presented to the September 2020 Ordinary Council Meeting. The options report was endorsed and will progress to next phase of the flood plain risk management study in the coming months.
4.2.1.11 Undertake preparatory work for new stormwater system at Illaroo Road	Environment and Regulatory Services	1. Completion of Aboriginal Archaeological investigation	1. 100%	1. 100%	On target. Aboriginal Cultural Heritage assessment completed. Aboriginal Heritage Impact Permit granted by NSW Government. Consultant due to commence archaeological investigation works in October 2020.

Community Strategic Plan: 4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion

Delivery Program Objective: 4.2.1 Develop and implement Coastal, Estuary, Floodplain, and Bushfire management plans

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
		2. Removal of asbestos 2. 100%	2. 100%	2. 100%	On target. The Aboriginal Archaeology investigation works must be completed before asbestos remediation can commence, see 4.2.1.11. Remediation Action Plan completed by GHD. Plans prepared for asbestos remediation. Grant funding secured for asbestos remediation by DPIE.
4.2.1.13 Consult with community regarding funding model options for Illaroo revetment wall	Environment and Regulatory Services	1. Consultation with community undertaken	1. 100%	1. 100%	On target. Community engagement plan is being written for Illaroo revetment wall. Delivery of community consultation scheduled for quarter 2.
4.2.1.14 Coast and estuary management committee	Environment and Regulatory Services	1. 4 committee meetings held per year	1. 100%	1. 100%	On target. Two committee meetings held. Subcommittee recruitment has been completed.
4.2.1.15 Compliance with Seagrass Assessment and Intertidal Wetland Rehabilitation Plan for the Stingray Creek Bridge Replacement Work	Environment and Regulatory Services	4 year post construction sea grass monitoring completed	1. 100%	1. 100%	On target. Scope of works have been drafted for consultant to undertake works. Request for quotation (RFQ) is the next step.
		2. Fence erected on offset site	2. 100%	2. 100%	On target. Further discussions are required with the landholder. Application for a DA has been lodged.
		3. Offset site mapped to determine vegetation integrity	3. 100%	3. 100%	Yet to commence. Request for quote is being finalised, Work will be undertaken in quarter 2 of 2020-2021.
4.2.1.16 Development of a Coastal Management Program for Lake Cathie	Environment and Regulatory Services	Undertake the initial development of a scoping study for Coastal Management Program specific to Lake Cathie	1. 100%	1. 100%	On target. Development of a community education and engagement plan is currently underway and works on the Bushfire sensitive waterways grant has begun.

Community Strategic Plan: 4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion

Delivery Program Objective: 4.2.1 Develop and implement Coastal, Estuary, Floodplain, and Bushfire management plans

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.2.1.17 Develop the annual bushfire risk mitigation program for Council lands prepared in accordance with Regulatory the Bush Fire Risk Management Plan Services	Environment and Regulatory Services	The annual bushfire I. 100% risk mitigation program is adopted by Council by 30 September 2020	1. 100%	1. 80%	Behind schedule. Program relies on the Bushfire Management Committee endorsed Annual Work Plan to guide the council land priorities. This has not been finalised to date.
4.2.1.18 Flood Mapping - Updated Flood Maps including LEP maps, External Customer Mapping Portal Regulatory and Automated Flood Certificates Services	Environment and Regulatory Services	Environment and 1. All Council adopted Regulatory flood studies mapped Services and accessible to internal and external customers via LEP	1. 100%	1. 100%	Yet to commence. Due to staffing resource issues this project is on hold until the Natural Resource Management restructure is completed.
		2. Flood mapping portal 2. 100% scoping study completed	2. 100%	2. 100%	Yet to commence. Progress for this action will not commence until Quarter 4 due to lack of resources.
		3. Online portal developed and tested	3. 100%	3. 100%	Yet to commence. Due to staffing resource issues this project is on hold until the NRM restructure is completed.
		Project plan and possible consultant engagement completed	4. 100%	4. 100%	Yet to commence, due to staffing resource issues this project is on hold until the NRM restructure is completed.

Delivery Program Objective: 4.2.2 Promote strategies to mitigate Climate Change

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.2.2.1 Undertake development of a Sustainability and Climate Change Strategy Climate Change Strategy Services Services Sustainability and 1. 100% Climate Change Services Strategy developed and adopted by 30 June 2021	Environment and Regulatory Services	Sustainability and Climate Change Strategy developed and adopted by 30 June 2021	1. 100%	1. 100%	On target. Program is being developed for the delivery of the Strategy by the due date.

Page 256

Community Strategic Plan: 4.3 Facilitate development that is compatible with the natural and built environment

Delivery Program Objective: 4.3.1 Undertake transparent and efficient development assessment in accordance with relevant legislation

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.3.1.1 Ensure development assessment, building certification and subdivision certification activities are completed efficiently and in accordance with legislation	Development Assessment	1. Capture the number of applications and processing times, together with a commentary on development trends and report to Council quarterly	1. 100%	1. 100%	On target. Determined applications for July to September 2020 iinclude: 249 Development Applications with an average processing time of 37 days,54 s96 Modifications with an average processing time of 38 days, 169 Building Construction Certificates with an average processing time of 14 days and 24 Complying Development Certificates with an average processing time of 14 days.
4.3.1.2 Ensure the Development Assessment Panel operates in accordance with their charter and all applications are accurately determined	Development Assessment	Have no successful 1.100% legal appeals relating to process errors	1. 100%	1. 100%	On target. No legal appeals have been received during the 2020 July to September quarter.

4.4 Plan for integrated transport systems that helps people get around and link our communities Community Strategic Plan:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.4.1.02 Develop a Regional Integrated Transport Strategy (Multi-year project)	Infrastructure Planning, (Strategy)	Deliver project according to approved project plan (Develop a Regional Integrated Transport Strategy)	1. 100%	1. 100%	On target. Planning has commenced on the production of the strategy and the key inputs for consideration. Will be aligned and informed by the Local Strategic Planning Statement.
4.4.1.03 CW Footpath, Cycleway and Pedestrian works Infrastructure Planning, (Pro Delivery)	Infrastructure Planning, (Project Delivery)	Infrastructure Planning, (Project according to approved Delivery) Cycleway and Pedestrian works)	1. 100%	1. 100%	On target. A number of sections of path have already been constructed with the remainder to be complete before the end of financial year.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

lioigal alli io liiwolg					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	Comment on Progress
4.4.1.10 CW Lake Road - continuation of detailed design of dual lanes - Jindalee to Fernhill intersections and Chestnut Road to Ocean Drive - multi-year project	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Lake Road - continuation of detailed design of dual lanes)	1. 100%	1. 100%	Achieved. Project complete. The project was delivered behind the original schedule due to an increase in scope. Construction of the works is now pending allocation of budget in future financial years.
4.4.1.12 CW Beechwood Road - continue the design Infrastructure for Stages 5 and 6 of Beechwood Road reconstruction - Planning, (Project Riverbreeze to Waugh Street - multi-year project Delivery)	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Beechwood Road - continue the design for Stages 5 and 6 of Beechwood Road reconstruction (Riverbreeze to Waugh Street)	1. 100%	1. 90%	Behind schedule. Stage 5 designs completed during the reporting period, Stage 6 is limited to concept designs only, including higher level crossing of Yippen Creek to improve flood access. Awaiting planning decision from Council regarding primary flood access prior to progressing the design. Expected to be complete in 20-21FY
4.4.1.13 CW Hastings River Drive - Hughes Place to Boundary Street upgrade (Multi-year project)	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Hastings River Drive - Hughes Place to Boundary Street upgrade)	1. 100%	1. 85%	Behind schedule. This project continues from 2017-2018 FY. AT&L engaged to undertake detailed design and environmental approvals. Detailed designs are now nearing completion. The contractor has experienced some delays in meeting scheduled progress with completion now expected in October 2020. The construction of this segment of Hastings River Dr is subject to additional funding being allocated/secured.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

)					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.4.1.21 CW Dunbogan Bridge - Reid Street - undertake substructure rehabilitation (Multi-year project)	Infrastructure Planning	Deliver project according to approved project plan (Dunbogan Bridge - Reid Street)	1. 100%	1. 100%	On target. Pedestrian Balustrade Rail (PBR) replacement for the Dunbogan Bridge delivery on track. Engagement of contractor to deliver Project proceeding following Request for Tender T-20-18 and approval to proceed following Ordinary Council Meeting in September 2020. Commencement of fabrication in November 2020, and onsite works in January 2021.
4.4.1.22 CW Kindee Bridge - structural repairs and Bridge Replacement optioneering (Multi-year project)	Infrastructure Planning, (Infrastructure Operations)	Deliver project according to approved project plan (Kindee Bridge - structural repairs and bridge replacement optioneering)	1. 100%	1. 100%	On target. Stage 2 works nearing completion, which is planned for October 2020. Planning underway for Stage 3 works (pile repairs) for continued delivery in 2020-2021 and 2021-2022. Bridge replacement optioneering complete, community consultation regarding future replacement options planned to be undertaken in November/December 2020.
4.4.1.32 Continue corridor planning - Kendall Road - Ocean Drive - Hastings River Drive regional road corridor (MR538/MR600) - multi-year project	Infrastructure Planning	Corridor planning - Kendall Road - Ocean Drive- Hastings River Drive regional road corridor commenced	1. 100%	1. 100%	On target. This project has progressed and is currently on target. Council's contractor has completed the corridor review, description and vision phase.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

Siowal of the legion					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.4.1.34 CW Kew Main Street Upgrade	Infrastructure Planning, (Project Delivery)	Infrastructure Planning, (Project according to approved Delivery) Project plan (Kew Main Street Upgrade)	1. 100%	1. 85%	Behind schedule. This project continued from the 2017-2018 FY following the announcement of funding from the Federal Government. The detailed design phase of the project is currently nearing completion with multiple rounds of community consultation now complete. The project has been delayed due to the efforts required to ensure the community is accepting of what is proposed in the design. Construction works are expected to commence in May 2021 and completed in August 2021.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

	Comment on Progress	On target. The 2020-21 Road Rehabilitation and Resealing Programme is currently in the planning phase with the programme likely to include the following projects: Planning Phase (Road Resurfacing and Rehabilitation). Toorak Ct, Port Macquarie Acacia Ave, Port Macquarie Highfields Cct, Port Macquarie Highfields Cct, Port Macquarie Highfields Cct, Port Macquarie Highfields Cct, Port Macquarie Hills (Binbilla to Panorama) (dependent on funding) Ocean Dr, Bonny Hills (Binbilla to Panorama) (dependent on funding) Wingham Rd, Comboyne (dependent on funding) The rehabilitations and resurfacing has already commenced and will be progressively completed until June 2021. The final programme dates are yet to be finalised. Delivery Phase (Road Resurfacing and Rehabilitation): Belah Rd, Port Macquarie - completed Jindalee Rd, Port Macquarie Comboyne Rd, Comboyne (Township to Stennets) - underway Planning Phase (Road Resealing): Lighthouse Beach Local Streets, Port Macquarie Greenmeadows Local Streets, Port Macquarie Greenmeadows Local Streets, Comboyne Widderson St, Port Macquarie Kindee Bangalay Dr, Port Macquarie The reseals are likely to commence in January starting with the Greenmeadows area and progressively completed over the hotter summer period until March 2021. The final programme dates are yet to be finalised.
	YTD Actual	1. 100%
	Target	1. 100%
	Success Measures	1. In accordance with adopted programs and preventative maintenance requirements (Local Roads Proactive Transport Program)
	Lead Responsibility	Infrastructure Planning, (Infrastructure Operations)
iloigai aili io iliwoig	Operational Plan Activity 2020 - 2021	Hastructure Planning, (Infrastructure Operations) Operations)

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

lioifei ein io liiwolfi					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.4.1.42 CW John Oxley Drive Upgrade – Detailed Design – The Ruins Way to Wrights Road (Oxley Highway)	Infrastructure Planning, (Infrastructure Operations)	Deliver project according to approved project plan (John Oxley Drive Upgrade)	1. 100%	1. 100%	On target. (multi year project) Hopkins Consulting are now nearing completion of the detailed design phase with final completion expected in October 2020. The construction phase of the project is pending the availability of budget in future FY's.
4.4.1.44 Conduct sealed road network condition survey Infrastructure Planning	Infrastructure Planning	1. Undertake condition rating of Council's transport assets by 30 June 2021	1. 100%	1. 100%	On target. This project has been practically completed.
4.4.1.45 CW Ocean Drive duplication - Matthew Flinders Drive to Greenmeadows (Multi-year project)	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Ocean Drive duplication - Matthew Flinders Drive to Greenmeadows)	1. 100%	1. 100%	On target. Development of the construction tender documents commencing in October 2020 following Council Resolution. Project awaiting additional funding prior to commencement.
4.4.1.46 CW Design and investigations for Gordon Street Pavement Reconstruction and Service Relocations - between Ocean Drive and Horton Street	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Design and investigations for Gordon Street Pavement Reconstruction)	1. 100%	1. 100%	Achieved. Design project complete. Construction planning commencing (refer separate line item for construction).
4.4.1.48 Development Contribution Plan (Roads) Review and Update	Infrastructure Planning	1. Deliver project according to approved project plan (Development Contribution Plan (Roads) Review and Update)	1. 100%	1. 90%	Monitoring required. Project scoping was deferred due to other higher priority program activities. This project will be reinitiated with the Strategy Group in November 2020.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

0					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.4.1.49 CW Transport and Traffic various design works - additional Transport and Stormwater Designs	Infrastructure Planning	1. Deliver project according to approved project plan (Transport and Traffic various design works - additional Transport and Stormwater Designs)	1. 100%	1. 100%	On target. Additional designs and transport and traffic designs are undertaken throughout the year as required. Design works for this quarter have been prioritised for previously identified Operational Plan projects, and further design will be done in the later quarters of this year as design work slows down during construction phases of other projects.
4.4.1.51 CW Installation of new bus shelters as per the Community Passenger Transport Infrastructure Grant Scheme (CPTIGS) Program	Infrastructure Planning, (Project Delivery)	Bus shelter installations completed as per the program	1. 100%	1. 100%	On target.
4.4.1.52 AUS-SPEC Review - Undertake a comprehensive review of Councils full suite of design and construction specifications - multi-year project	Infrastructure Planning	Deliver project according to approved project plan (AUS- SPEC Review)	1. 100%	1. 0%	Behind schedule. Implementation of revised specifications have been delayed by other higher priority projects. This project is being re-initiation in October to update the standard drawings and finalised the updated specification documents.
4.4.1.55 CW Beach to Beach - shared path project at Camden Haven	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Beach to Beach - shared path project at Camden Haven)	1. 100%	1. 100%	Achieved. Final section of D9 path installation is now complete.
4.4.1.59 CW Gordon/Horton Street - intersection upgrade - details designs	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Gordon/Horton Street - intersection upgrade - details designs)	1. 100%	1. 100%	On target. Project was placed on hold pending advice from TfNSW regarding the approval process for the traffic signal design. The project has now recommenced and is expected to be complete by end of financial year.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

BIOWII DI III I CERIONI					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.4.1.61 CW Continuation of Bago Road Rehabilitation (Milligan's Rd to Bluewater Cres)	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Bago Road Rehabilitation - Milligan's Rd to Bluewater Cres)	1. 100%	1. 100%	Achieved. Works complete.
4.4.1.62 CW Reconstruction of The Ruins Way (Major Innes Road to Sitella St)	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Reconstruction of The Ruins Way (Major Innes Road to Sitella St)	1. 100%	1. 100%	On target. Construction is progressing utilising internal resources. Construction is forecast to be completed in early 2021.
4.4.1.63 CW Pembrooke Road - Stoney Creek Bridge Upgrade - Detailed Design	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Pembrooke Road - Stoney Creek Bridge Upgrade - Detailed Design)	1. 100%	1. 75%	Behind schedule. Project scope of works has been developed and is awaiting commencement of project planning. Project is expected to carry over into the 21/22 FY due to the complexity of the design.
4.4.1.64 CW Koala Street Upgrade - Concept Design	Infrastructure Planning	Deliver project according to approved project plan (Koala Street Upgrade - Concept Design)	1. 100%	1. 100%	On target. Recruitment for a 12 month placement for a Project Officer was undertaken in September 2020 to undertake specialised transport projects. This officer will commence in October 2020 and program this project for completion in 2020-2021.
4.4.1.65 CW Scrubby Creek Bridge - Detailed Design	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Scrubby Creek Bridge - Detailed Design)	1. 100%	1. 100%	On target. Construction contract has been awarded to Eire constructions with commencement expected in October 2020. Completion is expected by Christmas 2020.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

estrians, cyclist and vehicular needs to cater for the future	
.4.1 Plan, investigate, design and construct transport assets which address pedestrians, cy	rowth of the region
Delivery Program Objective: 4	5

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.4.1.66 CW Kindee Bridge Upgrade Detailed Design	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Kindee Bridge Upgrade - Detailed Design)	1. 100%	1. 75%	Behind schedule. Kindee bridge maintenance and repair works have been prioritised ahead of the initiation of this broader bridge replacement project. Project initiation now expected in the last quarter of 20/21FY.
4.4.1.67 Transport Network Improvement Planning Project - Options Assessment and Strategic Business Case (Including Review of Orbital Road Options) - (multi-year project)	Infrastructure Planning	1. Deliver project according to approved project plan (Transport Network Improvement Planning Project)	1. 100%	1. 100%	On target. The Transport Network Improvement Planning Project has continued in 2020-2021 with key components including stakeholder and community consultation undertaken in the first quarter. A Councillor briefing was also facilitated with Council's chosen contractor for this project.
4.4.1.70 CW Pedestrian Refuge - Horton Street - Clarence Street and William Street - Detailed Design and Construction	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Pedestrian Refuge - Horton Street - Clarence Street and William Street - Detailed Design and Construction)	1. 100%	1. 80%	Behind schedule. This project requires a level of community engagement prior to completion of the design. This is expected to push the completion of the works into the 2021-2022 finanical year.
4.4.1.71 Work with National Parks and Wildlife Services Infrastructure to adjust road boundaries Planning	Infrastructure Planning	1. Boundary adjustments commenced	1. 100%	1. 0%	Behind schedule. Discussion have been initiated with NPWS for the adjustment of road boundaries, however still no response. The adjustment of Houston Mitchell Drive is progressing.
4.4.1.77 CW Shared pathway Ocean Drive (Brotherglen Infrastructure Drive to Sirius Drive Lakewood)	Infrastructure Planning	1. Deliver project according to approved project plan (Shared pathway Ocean Drive - Brotherglen Drive to Sirius Drive Lakewood)	1. 100%	1. 100%	Achieved. Project has been complete with final streetlighting being installed and comissioned.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

diowill of the region					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.4.1.80 CW Boundary Street Upgrade - Detailed Design and Environmental Approvals	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Boundary Street Upgrade - Detailed Design and Environmental Approvals)	1. 100%	1. 100%	On target. Detailed design contract awarded to local consultant. Design will be ongoing into the 2021-2022 financial year.
4.4.1.81 CW Bril Bril Road Sealing - Investigations and concept design	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Bril Bril Road Sealing - Investigations and concept design)	1. 100%	1. 90%	Monitoring required. Project Plan progressing. Survey and site investigations expected to commence in October 2020. Project expected to be completed within the financial year.
4.4.1.82 CW School to School share path project - detailed design and planning approvals for highest priority sections	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (School to School share path project - detailed design and planning approvals for highest priority sections)	1. 100%	1. 90%	Monitoring required. Project planning has commenced. With no obvious construction opportunities the funding for this financial year is expected to be expended on design and approvals. It is likely that the budget will be sufficient to complete these works however, some funds may be carried over into the 2021-2022 financial year.
4.4.1.83 CW Gordon Street Upgrade - Road Resurfacing, Stormwater flood mitigation and water main renewal works (multi-year project)	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Gordon Street Upgrade - Road Resurfacing, Stormwater flood mitigation and water main renewal works)	1. 100%	1. 100%	On target. Construction planning underway with the construction expected to commence in March 2021. Project will carry over into 21/22 FY with additional funds to be allocated to allow completion of the project.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

Indian in Inmode					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.4.1.84 CW Bago Road Rehabilitation of Stage 3 - Bluewater Crescent to Cameron Street	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Bago Road Rehabilitation of Stage 3 - Bluewater Crescent to Cameron Street)	1. 100%	1. 100%	On target. Project on track for expenditure during financial year. Detailed design nearing completion with draft issued for review. Construction forecast to commence early 2021.
4.4.1.85 Lake Cathie Bridge (Ocean Drive) - Level 3 Investigation and Durability Assessment	Infrastructure Planning	1. Deliver project according to approved project plan (Lake Cathie Bridge (Ocean Drive) - Level 3 Investigation and Durability Assessments)	1. 100%	1. 100%	On target. Level 3 Investigation and durability investigations for Lake Cathie Bridge progressing, with Project Planning underway. Funds diverted via T-20-18 in Ordinary Council Meeting in September 2020. Multi year progress with planning focus and initial investigations (2020/21) and Level 3 investigations and procurement activities (2021-2022).
4.4.1.86 Limeburner's Bridge (Shoreline Drive) - Level 3 Infrastructure Investigation and Durability Assessment Planning	Planning Planning	1. Deliver project according to approved project plan (Limeburner's Bridge (Shoreline Drive) - Level 3 Investigation and Durability Assessment)	1. 100%	1. 100%	On target. Level 3 Investigation and durability investigations for Limeburners Bridge progressing, with Project Planning underway. Funds diverted via T-20-18 in Ordinary Council Meeting in September 2020. Multi year progress with planning focus and initial investigations (2020-2021) and Level 3 investigations and procurement activities (2021-2022).
4.4.1.87 CW Thompsons Bridge Replacement	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Thompsons Bridge Replacement)	1. 100%	1. 100%	On target. Construction planning underway with the construction expected to commence in March 2021. Project will carry over into 2021-2022 financial year with additional funds to be allocated to allow completion of the project.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

ist and vehicular needs to cater for the future	
oort assets which address pedestrians, cyclist and	
4.4.1 Plan, investigate, design and construct transp	with of the region
Delivery Program Objective: 4.4	OLO

10180-1011					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target		YTD Actual	YTD Actual Comment on Progress
4.4.1.88 CW Lorne Road Sealing - Investigations and concept design	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Lorne Road Sealing - Investigations and concept design)	1. 100%	1. 100%	On target. Planning for the project has commenced with survey also completed. The strategic design will commence in November 2020 with completion expected by the end of financial year 2020-2021,
4.4.1.89 Undertake a detailed traffic analysis of the Sancrox/Thrumster/Fernbank growth area to identify high priority works	Infrastructure Planning	1. Deliver project according to approved project plan (Undertake a detailed traffic analysis of the Sancrox/Thrumster/Fer nbank growth area to identify high priority works)	1. 100%	1. 100%	On target. Project planning has commenced and is on target. Project scoping is currently underway and will progress with the commencement of the Project Officer in October 2020.
4.4.1.90 Slipping of Hibbard Ferry	Infrastructure Planning, (Infrastructure Operations)	Deliver project according to approved project plan (Slipping of Hibbard Ferry)	1. 100%	1. 100%	On target. Works scheduled for early 2021.
4.4.1.91 CW King Creek Road - Shoulder Sealing and Safety Barrier Installation	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (King Creek Rd - Shoulder Sealing and Safety Barrier Installation)	1. 100%	1. 100%	On target. Project planning and design for the project are now nearing completion with construction expected to commence in early 2021. Works are expected to be complete within the 2020-2021 financial year.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

incligation in march					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.4.1.92 CW Roundabout Installation Owen and Home Streets	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Roundabout Installation Owen and Home Streets)	1. 100%	1. 85%	Behind schedule. This is NSW Govt Grant funded project. An application has been submitted to change the scope for the project following the strategic design phase. A roundabout is no longer considered feasible or appropriate in this location due to primarily the steep grades, and alternative traffic calming devices may be proposed. An extension of time will therefore be requested for the funding deed to extend the current delivery milestones in consideration of the scope change. The design phase will recommence following acceptance of the change in scope for the grant funding deed.
4.4.1.93 CW Roundabout Installation Lord and Herschell Streets	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Roundabout Installation Lord and Herschell Streets)	1. 100%	1. 90%	Monitoring required. This is NSW Govt Grant funded project. An application has been submitted to increase the funding for the project to allow the pavement to be reinstated at the same time as the roundabout construction. An extension of time will therefore be requested for the funding deed to extend the current delivery milestones in consideration of the scope change. The design phase will recommence following acceptance of the change in scope for the grant funding deed.
4.4.1.94 CW Roundabout Installation Nancy Bird Walton Drive, Kendall Road and Ocean Drive	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Roundabout Installation Nancy Bird Walton Drive, Kendall Road and Ocean Drive)	1. 100%	1. 100%	On target. This line item supplements funding for the Kew Main Street upgrade project.

Your Natural and Built Environment Page 95

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

bedestrians, cyclist and vehicular needs to cater for the future	
gn and construct transport assets which address p	
. 4.4.1 Plan, investigate, desi	growth of the region
Delivery Program Objective:	

Indian of the control					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.4.1.95 CW Bago Road Rehabilitation - Stage 1 - finalisation of Milligans Road resurfacing	Infrastructure Planning, (Infrastructure Operations)	Deliver project according to approved project plan (Bago Road Rehabilitation - Stage 1 - finalisation of Milligans Road resurfacing)	1. 100%	1. 100%	On target. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems.
4.4.1.96 CW Design and Construction of the Pappinbarra Bridge Replacement	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Design and Construction of the Pappinbarra Bridge Replacement)	1. 100%	1. 100%	On target. Project initiation and design phase planning has been completed, and a tender for the detailed design of the new bridge has been advertised during the reporting period. The design phase of this project will continue for the remainder of the 2020-2021 financial year. The construction phase of this project is expected to commence in 2021-2022 financial year.
4.4.1.97 CW Review of Car Parking Strategy	Infrastructure Planning	Deliver project according to approved project plan (Review of Car Parking Strategy)	1. 100%	1. 100%	On target. Recruitment for a 12 month placement for a Project Officer was undertaken in September 2020 to undertake specialised transport projects. This officer will commence in October 2020 and program this project for completion in 2020-2021.
4.4.1.98 CW The Hatch Rd - Reseal Sections - Investigation and design for sealing 3kms of Rd	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (The Hatch Rd - Reseal Sections - Investigation and design for sealing 3kms of Rd)	1. 100%	1. 100%	On target. Funding for the project is expected to be formally announced in November. Design and approvals are expected to be completed by late 2021 with construction expected to be complete by mid 2022.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.4.1.99 CW O'Neills Bridge Replacement	Infrastructure Planning	Deliver project according to approved project plan (O'Neills Bridge Replacement)	1. 100%	1. 90%	Monitoring required. This project is the resolution of outstanding land acquisition from a bridge construction project. There has been no progress of the acquisition by the Property Team due to no responses from the land owners. Continued follow up with the land owners will be undertaken.
4.4.1.99-100 CW Bulli Creek Bridge Replacement	Infrastructure Planning	Deliver project according to approved project plan (Bulli Creek Bridge Replacement)	1. 100%	1. 100%	Achieved. All outstanding land matters (electical easements) have been completed. Waiting final confirmation from Property Team proir to closing project.
4.4.1.99-101 CW Ocean Drive Shared Path Pacific Hwy Infrastructure to Glen Haven Drive (Undertake final land acquisitions) Planning	Infrastructure Planning	1. Deliver project according to approved project plan (Ocean Drive Shared Path Pacific Hwy to Glen Haven Drive (Undertake final land acquisitions)	1. 100%	1. 90%	Monitoring required. This project is the resolution of outstanding land acquisition from a shared path construction project. There has been no progress of the acquisition by the Property Team due to no responses from the land owners. Continued follow up with the land owners will be undertaken.
4.4.1.99-102 Wauchope CBD Pedestrian Redesign - All Infrastructure Stages Delivery)	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Wauchope CBD Pedestrian Redesign - All Stages)	1. 100%	1. 100%	On target. The Wauchope CDB upgrade works are complete and open to the public. this was a multi year project.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

Delivery Program Objective: 4.4.2 Develop and implement annual maintenance and renewal programs for transport assets

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
works throughout the local government dance with the rolling priority program and nance hierarchy	Infrastructure Planning, (Infrastructure Operations)	1. In accordance with adopted programs and preventative maintenance requirements (Road resurfacing works)	7. 100%	1. 100%	On target. The 2020-21 Road Rehabilitation and Resealing Programme is currently in the planning phase with the programme likely to include the following projects: Planning Phase (Road Resurfacing and Rehabilitation): Toorak Ct, Port Macquarie Acacia Ave, Port Macquarie Highfields Cct, Port Macquarie Hay St, Port Macquarie Ballina Cr, Port Macquarie Herschell St, Port Macquarie Herschell St, Port Macquarie (dependent on funding) Ocean Dr, Bonny Hills (Binbilla to Panorama) (dependent on funding) Wingham Rd, Comboyne (dependent on funding) The rehabilitations and resurfacing has already commenced and will be progressively completed until June 2021. The final programme dates are yet to be finalised. Delivery Phase (Road Resurfacing and Rehabilitation): Belah Rd, Port Macquarie - completed Jindalee Rd, Port Macquarie Comboyne (Road Resealing): Lighthouse Beach Local Streets, Port Macquarie Greenmeadows: Local Streets, Port Macquarie Greenmeadows Local Streets, Port Macquarie Greenmeadows Local Streets, Port Macquarie Greenmeadows Local Streets, Port Macquarie The reseals are likely to commence in January starting with the Greenmeadows area and progressively completed over the hotter summer period until March 2021. The final programme dates are befinalised

Your Natural and Built Environment Page 99

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

assets
oort a
transp
fort
rograms
/alp
renew
and
tenance
maint
annual
ement
and imp
evelop
1.4.2 D
e:
ectiv
o ja
rogram
ry P
Delive

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.4.2.2 Carry out annual unsealed road maintenance program including resheeting, grading, drainage and vegetation and rural roadside vegetation clearing	Infrastructure Planning, (Infrastructure Operations)	1. In accordance with adopted programs and preventative maintenance requirements (annual unsealed road maintenance program)	1. 100%	1. 100%	On target. Works delivered on budget. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems.
4.4.2.3 Carry out annual sealed road maintenance program including resurfacing, jetpatching, heavy patching and installation of roadside fumishings	Infrastructure Planning, (Infrastructure Operations)	1. In accordance with adopted programs and reactive maintenance requirements based on risk (annual sealed road network maintenance program)	1. 100%	1. 100%	On target. Works delivered on budget. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems.
4.4.2.4 Undertake bridges and culverts maintenance and repair program including inspections, monitoring and bridge repair works	Infrastructure Planning, (Infrastructure Operations)	1. In accordance with adopted programs and reactive maintenance requirements based on risk (bridges and culverts maintenance and repair program)	1. 100%	1. 100%	On target. Works delivered on budget. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems.
4.4.2.5 Carry out reactive maintenance to Koala Food Trees (KFT) and Koala Fencing on Link Rd (Ocean Dr)	Infrastructure Planning, (Environmental Services)	1. In accordance with adopted programs and reactive maintenance requirements based on risk (reactive maintenance to Koala Food Trees and Koala Fencing)	1. 100%	1. 100%	On target. All KFT's mapped into data register. Ongoing reactive maintenance as required.
4.4.2.6 Bridgeworks and Road Rehabilitation Program - Infrastructure Undertake regular bridge and geotechnical road pavement tests to inform and develop programme	Infrastructure Planning	Deliver project according to approved project plan (Bridgeworks and Road Rehabilitation Program)	1. 100%	1. 100%	On target. Preliminary project charters and scopes have been developed. External funding has been sought from numerous grant programs and successful grants announced for COVID-19 funding programs.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

Delivery Program Objective: 4.4.2 Develop and implement annual maintenance and renewal programs for transport assets

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.4.2.7 CW Timber Bridges – Renewals and Repairs	Infrastructure Planning, (Infrastructure Operations)	Deliver project according to approved project plan (Timber Bridges – Renewals and Repairs)	.100%	1. 100%	On target. The 2020-21 Bridgeworks Programme is currently in the planning phase with the programme likely to include the following projects: Planning Phase. Kindee Bridge, Kindee - Stage 3 Pile strengthening, Black Creek Bridge, Lorne, Logans Crossing Bridge, Rendall, Stoney Creek Bridge, Pembrooke, Roods Bridge, Bellangry, Bril Bril Bridge, Rollands Plains (dependent on funding), Donkins Flat Bridge, Comboyne (dependent on funding) and Old School Bridge, Herons Creek (dependent on funding). The bridge reconstruction and major works have already commenced and will be progressively completed until June 2021. The final programme dates are yet to be finalised. Delivery Phase: Kindee Bridge, Kindee - Stage 2 complete - scaffold to be removed in October 2020. Foxes Bridge, Bridge, Pappinbarra - complete. Tipperary
					bridge, Lorne - underway.

Your Natural and Built Environment Page 101

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

Delivery Program Objective: 4.4.3 Develop and implement traffic and road safety programs

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.4.3.1 Develop a Road Safety Action Plan and undertake associated safety education and awareness programs identified in the plan	Community	1. Undertake road safety educational programs	1. 100%	1. 100%	On target. An annual Road Safety plan is being developed that outlines all campaigns and projects, including two funded Transport for NSW projects (Speed on Country Roads, Shared Path Campaign). Education has continued to occur around general road safety, including driving safely over the holidays, double demerits and returning to school safely.
4.4.3.2 Install and maintain street lights in accordance with identified priorities	Infrastructure Planning	Deliver street lighting 1. 100% program according to approved schedule and prioritisation	1. 100%	1. 100%	On target. Recruitment for a 12 month placement for a Project Officer was undertaken in September 2020 to undertake specialised transport projects. This officer will commence in October 2020 and program this project for completion in 2020-2021.

4.5 Plan for integrated and connected communities across the Port Macquarie-Hastings area Community Strategic Plan:

4.5.1 Carry out strategic planning to manage population growth and provide for co-ordinated urban development Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.5.1.07 Review Local Environmental Plan (LEP) and Development Control Plan (DCP) provisions to promote development of the Yippin Creek Urban Release Area (UGMS Action 4)	Strategy	Report to Council regarding draft planning outcomes by 30 June 2021	1. 100%	1. 90%	Monitoring required. The Planning Proposal is progressing well, on schedule and budget. The issue of flood free access is approaching as an issue for the Planning Proposal and will need to be resolved prior to completion.
4.5.1.08 Progress Council led precinct planning for the proposed Health and Education Precinct (UGMS Action 13)	Strategy	1. Continue support studies for a planning proposal in consultation with stakeholders by 30 June 2021	1. 100%	1. 100%	On target. The Health and Education Precinct Masterplan progresses on target and on budget. Transport is a key issue and State announcements of projects and funding will be critical to timing.

Community Strategic Plan: 4.5 Plan for integrated and connected communities across the Port Macquarie-Hastings area

Delivery Program Objective: 4.5.1 Carry out strategic planning to manage population growth and provide for co-ordinated urban development

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.5.1.10 Review LEP and DCP provisions to promote appropriate housing choice options (UGMS Action 1)	Land Use Planning (Development Assessment)	1. Complete Housing Strategy by June 2021	1. 100%	1. 95%	Monitoring required. Project was placed on hold 1 April 2020 due to the COVID-19 pandemic and resumed on 8 July 2020. Consultants preparing the Local Housing Strategy for the LGA undertook online targetted stakeholder engagement in late September 2020. Feedback from this engagement is currently being analysed and will inform the preparation of the Local Housing Strategy. The project is planned for completion by June 2021.
4.5.1.11 Investigate the capacity of land at Ocean Dr/Houston Mitchell Dr for light industrial use and at Ocean Dr/Bonny View Dr for light industrial development or for use as a school (UGMS Act 17)	Land Use Planning (Development Assessment)	1. Final report to Council re Local Environmental Plan (LEP) and Development Control Plan (DCP) amendments by 30 June 2021	1. 100%	1. 90%	Monitoring required. The Proponent was delayed in providing additional information to Council to address community and State Agency concerns with the Planning Proposal and draft Development Control Plan provisions, which was due in late July 2020. This information was submitted in late September 2020. Anticipated a postexhibition report will be presented to Council in Quarter 3 2020-2021.
4.5.1.14 Review the Port Macquarie-Hastings Heritage Inventory (UGMS Action 31)	Strategy	1. Complete Stage 2 of the Heritage Inventory review and report to Council by 30 June 2021	1. 100%	1. 90%	Monitoring required. The Heritage Inventory Review has been documented in Council Project Planning Framework. It is yet to be determined to be a priority for the resources and is being monitored for delivery timelines.
4.5.1.15 Port Macquarie Civic Precinct - Commence investigations for strategic landuse planning of Council owned property	Strategy	1. Investigations commenced for Port Macquarie Civic Precinct Strategic Landuse Planning of Council owned property	1. 100%	1. 90%	Monitoring required. Have not progressed to date due to resource constraints, but remains a high priority in planning.

Community Strategic Plan: 4.5 Plan for integrated and connected communities across the Port Macquarie-Hastings area

Delivery Program Objective: 4.5.1 Carry out strategic planning to manage population growth and provide for co-ordinated urban development

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.5.1.17 Fernbank Creek/Sancrox - Support Studies	Strategy	1. Fembank Creek/Sancrox - Support Studies undertaken	1. 100%	1. 100%	On target. The progression of the Structure plan is on schedule and on budget.

Delivery Program Objective: 4.5.2 Plan for infrastructure that supports population growth

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.5.2.2 Continue the review of the Major Roads Contributions Plan for completion in 2020-2021 (UGMS Action 23)	Strategy	1. Complete review of draft works program for review of the Major Roads Contributions Plan by 30 June 2021	1. 100%	1. 100%	On target. A review of the Major Roads Contributions Plan will be based on a works program to be provided by Council's Transport and Stormwater Network Team. The works program has resource constraints and higher priority projects. Following this works program the costs and priorities will be used to inform the Major Roads Contributions Plan review.

Community Strategic Plan: 4.6 Restore and protect natural areas

Delivery Program Objective: 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.6.1.01 Undertake strategic biosecurity (weed management) program to restore and conserve the natural environment of the Mid North Coast	Environment and Regulatory Services	Environment and 1.1,500 km of high risk/priority pathways inspected	1. 100%	1. 100%	On target. To date, 350 kms of high risk/priority pathways inspected.
		2. 10 media engagements on biosecurity matters	2. 100%	2. 100%	On target. Three social media posts have been delivered and have included weed alerts on Parthenium and Tropical Soda Apple. A Councillor newslettter has been distributed including news article on Parthenium Weed.

Your Natural and Built Environment Page 104

Community Strategic Plan: 4.6 Restore and protect natural areas

4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
		3. 10 regional weed meetings/workshops attended	3. 100%	3. 100%	On target. Three workshops and meetings have been held to date on SKYPE to be COVID safe.
		4. 120 urban property inspections undertaken	4. 100%	4. 100%	On target. 74 urban property inspections completed in Quarter 1 of 2020-2021.
		5. 153 high risk site inspections undertaken	5. 100%	5. 100%	On target. 77 high risk site inspections completed in Quarter 1 of 2020-2021.
		6. 2,300 km of roads inspected and treated as high risk pathways	6. 100%	6. 100%	On target. To date, 456 km of roads inspected and treated.
		7. 240 rural/semi-rural property inspections undertaken	7. 100%	7. 100%	On target. 108 rural/semi-rural property inspections completed in Quarter 1 of 2020-2021.
		8. 60 days managing priority weeds in Council's drainage reserves	8. 100%	8. 100%	On target. Management of priority weeds will continue throughout the year as per seasonal conditions.
		9. 680 ha inspected and treated for priority weeds	9. 100%	9. 100%	On target. To date, 265 ha have been inspected and treated.
		 Deliver two training workshops provided to community and relevant stakeholders 	10. 100%	10. 100%	Yet to commence. Work will commence in Quarter 2 and 4 of 2020-2021.
4.6.1.02 Tenure blind aquatic weed control targeting mainly Salvinia in static water bodies	Environment and Regulatory Services	1. 46 sites inspected and treated for aquatic weeds	1. 100%	1. 100%	On target. To date, four inspections have been undertaken. Due to growing season more inspections are due later in the year.
4.6.1.05 Implement the Bushland Regeneration Management Program and collaborate with various community groups (e.g. Landcare)	Environment and Regulatory Services	All Council reserves are mapped to determine the ecological value based on benefits and constraints	1. 100%	1. 100%	Yet to commence. Progress for this action will not commence until Quarter 4 of 2020-2021 due to timing with final report due in Quarter 4.

Community Strategic Plan: 4.6 Restore and protect natural areas

Delivery Program Objective: 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
		2. Undertake management of Council reserves that are deemed of significant ecological value following guidance and direction from the Ecological Restoration report	2. 100%	2. 100%	Yet to commence. Progress for this action will not commence until Quarter 4 because of timing with final ecological restoration report due in Quarter 4.
4.6.1.06 Inform and educate residents, industry and community groups about Council's tree management requirements within the Port Macquarie-Hastings 2013 Development Control Plan (DCP)	Recreation, Property and Buildings	Develop and implement educational material and delivery program	1. 100%	1. 100%	On target. Educational material delivered via correspondence and conversations regarding different legislative requirements, including civil advice letters, Local Land Services, Office of Environment and Heritage jurisdiction, meetings with contractors and residents regarding Development Control Plan provisions and application process.
		2. Provide advice in accordance with service standards and industry best practice	2. 100%	2. 97%	Behind schedule. Total number of active CRM's is 362. 230 (Public), 45 (storm), 61 (Private), and 26 (Illegal tree removal/pruning). 7 CRM's currently exceed service standard, with 2 CRM's still to be actioned. Additional information: 147 enquires (84 public and 63 private phone and email enquires). This does not include calls transferred from call centre to mobile or landline. In addition, there were 34 internal enquiries and 12 hours for rural road/fire related inspections.
		3. Undertake investigations in relation to all reported illegal tree works	3. 100%	3. 100%	On target. 26 illegal tree incidents reported and investigated during this reporting period.

Community Strategic Plan: 4.6 Restore and protect natural areas

Delivery Program Objective: 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.6.1.08 Commence implementation of identified actions from the adopted Koala Population Recovery Strategy (UGMS Action 29)	Environment and Regulatory Services	Detailed map which identifies Koala Road strike hot spots in Port Macquarie Urban area	1. 100%	1. 100%	On target. Contemporary road strike map has been produced for PMHC in 2020.
4.6.1.12 Undertake bush regeneration on sites related to development and infrastructure projects	Environment and Regulatory Services	Consultation with community undertaken	1. 100%	1. 100%	On target. Work is currently being scoped and investigated for delivery in quarter 3 of 2020-2021.
4.6.1.13 Undertaken priority weed control for high priority weed species	Environment and Regulatory Services	Management on sites is monitored and reported on upon completion of works	1. 100%	1. 100%	On target. Two contracts for Bitou control have been raised, one contract for Gloriosa Lily to be released and one contract for Red lantana to be released.
		2. New contracts are scoped, briefs are prepared and services are secured for work for 20/21 operational year	2. 100%	2. 100%	On target. Sites have been identified for weed control and briefs have been written.
4.6.1.14 Undertake targeted control of priority weed trees on a tenure-blind basis	Environment and Regulatory Services	Contract sites are monitored and reported on upon completion of works	1. 100%	1. 100%	On target.
		2. New contracts are scoped, briefs are prepared and services are secured for work for 20/21 operational year	2. 100%	2. 100%	On target. Sites have been identified for weed control and briefs have been written.
4.6.1.15 Environmental Compliance Auditing	Environment and Regulatory Services	Creation of template site inspection checklist	1. 100%	1. 100%	On target. Audit template created.

Community Strategic Plan: 4.6 Restore and protect natural areas

Delivery Program Objective: 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
		2. Toolbox talks have been held with relevant teams to relay information regarding environmental management procedures	2. 100%	2. 100%	Yet to commence. Works will begin in Q.3 when additional staff resources are allocated.
		3. Undertake 10 site inspections throughout the year to audit environmental compliance	3. 100%	3. 100%	Yet to commence. Works will begin in Q.3 when additional staff resources are allocated.
4.6.1.16 Commence the Natural Resources asset and maintenance register	Environment and Regulatory Services	Carry out priority maintenance actions within the budget allocated	1. 100%	1. 100%	On target. Progress for this action will commence in the fourth quarter in line with timing of with final report which is due in Quarter 4.
		2. Create the Natural Resources Management asset register APP which records location and condition of assets	2. 100%	2. 100%	On target. Map to capture data collection has been created.
		3. Map all Natural Resources Management assets	3. 100%	3. 100%	On target. Map and data collection schema has been created.
		4. Write the management plan which outlines maintenance and replacement actions	4. 100%	4. 100%	Yet to commence, works will begin in Q.4 when data gathering phase is completed.

Community Strategic Plan: 4.6 Restore and protect natural areas

Delivery Program Objective: 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	Comment on Progress
4.6.1.17 Review of Environmental Factors (REF) Training and process/capability improvement	Environment and Regulatory Services	1. Conduct a Pre and Post training survey of REF Authors	1. 100%	1. 10%	Behind schedule. State Environmental Planning Policy (SEPP) Coastal Management refresher undertaken with Dept Planning and Industry and Environment (DPIE) representative in September 2020. Approximately 10% complete based on this training.
		2. Create new training and process documents (Environmental induction and awareness training, Environmental Work Method Statement (EWMS), procedures, environmental inspection checklist)	2. 100%	2. 80%	Behind schedule. Review of Environmental Factors workload was greater than expected. Additional staff resources will assist in delivering this target which will be rectified by the Natural Resource Management restructure.
		3. Establish a baseline data set - tracking duration of REF process	3. 100%	3. 90%	Monitoring required. Review of Environmental Factors workload for review has been larger than expected. Additional resources will be provided to the team as part of the Natural Resource Management restructure and this target will be achieved.
		A. Provide internal staff 4. 100% with 4 environmental training opportunities during the year	4. 100%	4. 100%	On target. Coastal SEPP, Veg SEPP training has been completed in September with assistance from State Government staff.

Community Strategic Plan: 4.6 Restore and protect natural areas

Delivery Program Objective: 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
		5. Write a report which details out the demonstrated actions against recommendations, prior to deadlines, which are stated in Houston Mitchell Drive audit report	5. 100%	5. 100%	Yet to commence. Works will begin in Q.3 when additional staff resources are allocated.
4.6.1.18 Partridge Creek Acid Sulphate Soils Wetland Management	Environment and Regulatory Services	1.12 site inspections of 1.100% weir conducted each year	1. 100%	1. 100%	On target. Monthly investigations are have been undertaken and after heavy rain events.
4.6.1.19 Actions from the Ecological Restoration report implemented	Environment and Regulatory Services	Bushland management undertaken on identified sites	1. 100%	1. 100%	On target. Progress for this action will commence in the fourth quarter in line with timing of with final report which is due in Quarter 4.
		2. Creation of policy for native vegetation offset to better reflect current management practices	2. 100%	2. 90%	Monitoring required. Due to Natural Resource Management restructure work on this project has been slightly delayed.
		3. Investigation for new lands for Development Control Plan (DCP) offsets	3. 100%	3. 100%	Yet to commence. Progress for this action will not commence until Quarter 4 because of timing with Ecological Restoration report due in Quarter 4.
		 Investigation of feasibility of bushland reserves becoming stewardship sites 	4. 100%	4. 100%	On target. Confidential report presented to the Ordinary Council Meeting in September 2020, identifying sites that may require further investigation.
4.6.1.20 Wild deer management in PMHC	Environment and Regulatory Services	Implement PMHC specific management actions generated from the Hastings Wild Deer Program	1. 100%	1. 100%	On target, 10 deer have been culled to date and thermal imaging conducted. In addition educational materials have been completed during rutting season to warn residents about possible aggressive behaviour issues.

Community Strategic Plan: 4.6 Restore and protect natural areas

Delivery Program Objective: 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.6.1.21 Tip Gravel Road Environmental Protect Biodiversity Conservation (EPBC) Act Koala Management Plan	Environment and Regulatory Services	1. Inspect fences annually	1. 100%	1. 100%	Achieved. Fences inspected Sept 2020
		2. Submit compliance report outlining actions undertaken	2. 100%	2. 100%	On target. Action such as camera monitoring and fence inspections have been completed.
		3. Undertake camera monitoring 3 times per year	3. 100%	3. 100%	On target. One month of camera monitoring completed to date.
4.6.1.22 Undertake audit of Coastal Vegetation State Environmental Planning Policy (SEPP) mapping	Environment and Regulatory Services	Map of Coastal Vegetation SEPP mapping audited for accuracy in PMHC LGA	1. 100%	1. 100%	On target. Work has been commenced by the state government.
		2. Report outlining mapping inaccuracies in PMHC LGA	2. 100%	2. 100%	On target. Work with State Government partners has commenced.
4.6.1.23 Provide support for the implementation of the Coastal Koala Plan of Management (CKPoM)	Environment and Regulatory Services	1. Develop a program of actions that are relevant to the Natural Resource Management team which are generated from the CKPoM	1. 100%	1. 100%	Yet to commence. The draft CKPoM was put on hold by Council following the adoption of the new SEPP Koala.

Your Natural and Built Environment Page 111

Community Strategic Plan: 4.7 Provide leadership in the development of renewable energy opportunities

Delivery Program Objective: 4.7.1 Promote renewable energy outcomes within Council

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.7.1.06 CW Install solar energy systems at selected existing Council facilities	Recreation, Property and Buildings	1. Install solar energy systems at identified Council facilities	1. 100%	1. 100%	Achieved. Projects for the Wauchope, Laurietion and Kendall Pool sites were completed July 2020 and are operational. Performance of these systems can be viewed through Council's Solar Analytics website.
4.7.1.09 CW Install Solar Panels at Port Macquarie Sewerage Treatment Plant (STP)	Infrastructure Operations, (Strategy)	1. Deliver project according to approved project plan (Install solar energy systems at Port Macquarie Sewerage Treatment Plant (STP)	1. 100%	1. 90%	Monitoring required. A design review on the PV installation at the Port Macquarie Sewage Treatment Plant is required. The installation program will be determined by the design review and is being monitored.
4.7.1.10 CW Installation of Solar Panels - Wauchope Water Treatment Plant (WTP)	Infrastructure Operations, (Strategy)	Deliver project according to approved project plan (Installation of solar energy panels - Wauchope Water Treatment Plant (WTP)	1. 100%	1. 100%	On target. The Wauchope Treatment Plant installations are on program.

4.8 Increase awareness of issues affecting our environment, including the preservation of flora and fauna Community Strategic Plan:

Delivery Program Objective: 4.8.1 Ensure all Council operations comply with environmental standards and regulations

	ed via oned.
YTD Actual Comment on Progress	On target. All plants monitored via SCADA-C and outages actioned.
YTD Actual	1. 100%
Target	1. 100%
Success Measures Target	Monitor plants continuously with plant breakdowns attended to within 24 hours
Lead Responsibility	Infrastructure Operations
Operational Plan Activity 2020 - 2021	4.8.1.1 Operate and maintain water treatment plants in Infrastructure accordance with adopted maintenance programs and Operations scheme requirements

Your Natural and Built Environment Page 112

Community Strategic Plan: 4.8 Increase awareness of issues affecting our environment, including the preservation of flora and fauna

Delivery Program Objective: 4.8.1 Ensure all Council operations comply with environmental standards and regulations

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.8.1.2 Operate the water supply network to ensure public health and safety	Infrastructure Operations	Ensure any public health and safety issues in relation to water supply are responded to in line with service standards	1. 100%	1. 100%	On target. Enquiries responded to in accordance with service standards.
4.8.1.3 Maintain and operate storage dams in accordance with Australian National Committee On Large Dams (ANCOLD) guidelines	Infrastructure Operations	1. Ensure any issues in relation to the operation and maintenance of storage dams are handled in line with ANCOLD guidelines	1. 100%	1. 100%	On target. Dams being managed in accordance with ANCOLD guidelines
4.8.1.4 Operate and maintain sewerage treatment plants in accordance with environmental licences, adopted maintenance programs and scheme requirements	Infrastructure Planning, (Infrastructure Operations)	Monitor plants continuously with plant breakdowns attended to within 24 hours	1. 100%	1. 100%	On target. All plants monitored via Clear SCADA and outages actioned as required.
4.8.1.5 Operate the sewerage network to ensure service delivery meets public health and safety requirements	Infrastructure Operations	health and safety issues in relation to sewerage network are responded to in line with service standards	1. 100%	1. 100%	On target. Enquiries responded to in accordance with service standards. Three reportable surcharges occurred in this quarter.

Delivery Program Objective: 4.8.2 Increase community awareness and enable access to the natural environment

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.8.2.1 Deliver bushfire preparedness and planning programs to the community	Environment and Regulatory Services	Environment and 1. Attendance at BFMC 1. 100% Regulatory and bushfire risk meetings - 90% participation	1. 100%	1. 100%	On target.
		2. Attendance at relevant industry training and workshops - 90% participation	2. 100%	2. 100%	On target.

Community Strategic Plan: 4.8 Increase awareness of issues affecting our environment, including the preservation of flora and fauna

Delivery Program Objective: 4.8.2 Increase community awareness and enable access to the natural environment

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
		3. CRM completion 100% within the relevant service standards - variable	3. 100%	3. 100%	On target. Customer requests are being managed as they are generated in a timely fashion.

Delivery Program Objective: 4.8.3 Promote Biodiversity Programs

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.8.3.1 Continue implementation of identified actions from the adopted Biodiversity Strategy	Environment and Regulatory Services	Environment and 1. Implement actions Regulatory from the following plans Services (outlined in specific OP plan goals) Koala Recovery Strategy, Flying-fox Camp Mngt plan, Ecological restoration report, MNC Feral Deer Strategy	1. 100%	1. 100%	On target. Progress reported against individual goals.
4.8.3.2 PMHC in partnership with JO, KPS, and DPIE support the ongoing work of the Koala Recovery Partnership Program	Environment and 1. Operational Regulatory objectives of th Services Program are m	Operational objectives of the Koala Recovery Partnership Program are met	1. 100%	1. 100%	On target. Research into koala population abundance and presence/absence is being undertaken.
4.8.3.3 Dunbogan Flood Access - salt marsh offset	Environment and Regulatory Services	Environment and 1. Salt Marsh offset Regulatory contract is completed Services	1. 100%	1. 80%	Behind schedule. Works being undertaken to clear handover backlog from 2019-2020. Work to be undertaken to prepare site for activites for 2020-21. Works will be completed by end of 2021 financial year.

COVID-19 RECOVERY ADDENDUM TO THE ONE YEAR OPERATIONAL PLAN 2020-2021

Community Strategic Plan: 1.1 Inform and engage with the community about what Council does using varied communication channels

Delivery Program Objective: 1.1.5 Develop an effective and coordinated community focused Communications Strategy

s Target YTD Actual Comment on Progress	1. 100% 1. 100% On target. Plan under development and resources allocated.
Success Measures Target	1. Community is informed of projects and funding via various communication channels including website, media release and social media
Lead Responsibility	Customer Experience and Communication
Operational Plan Activity 2020 - 2021	1.1.5.5 Communication – to community – use of funding/that projects have been added to Operational Plan - COVID-19 RECOVERY

Community Strategic Plan: 2.1 Create a community that feels safe

Delivery Program Objective: 2.1.1 Support community safety initiatives

YTD Actual Comment on Progress	On target. Planning has commenced and is ongoing.
YTD Actual	1. 100%
Target	1. 100%
Success Measures Target	1. Deliver project according to approved project plan (Work with Pappinbarra residents and the Rural Fire Service (RFS) to develop and implement a community fire-safety plan)
Lead Responsibility	Community
Operational Plan Activity 2020 - 2021	2.1.1.2 Work with Pappinbarra residents and the Rural Community Fire Service (RFS) to develop and implement a community fire-safety plan

COVID-19 RECOVERY ADDENDUM TO THE 2020 - 2021 OPERATIONAL PLAN Page 115

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

2.3.1 Ensure access to community facilities and activities: including access to natural environment Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.3.1.3 Public Spaces Interpretation Strategy and Guidelines - COVID-19 RECOVERY	Economic and Cultural Development	1. Deliver project according to approved project plan (Public Spaces Interpretation Strategy and Guidelines)	1. 100%	1. 100%	Yet to commence . This project is scheduled to commence in 2021.

Delivery Program Objective: 2.3.2 Provide a range of inclusive sporting and recreational opportunities and facilities to encourage a healthy and active lifestyle

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.3.2.07 CW Laurieton Sports Complex – installation of Recreation, multipurpose court - COVID-19 RECOVERY Buildings	Recreation, Property and Buildings	Deliver project according to approved project plan (Laurieton Sports Complex – installation of multipurpose court	1. 100%	1. 100%	On target. Project planning commenced.
2.3.2.08 CW Laurieton Sports Complex – installation of Recreation, multipurpose court (part funding) - COVID-19 RECOVERY Buildings	Recreation, Property and Buildings	Deliver project according to approved project plan (Laurieton Sports Complex — installation of multipurpose court	1. 100%	1. 100%	On target. Project planning commenced.
2.3.2.09 CW Install a sheltered seating area, picnic table and rubbish bins at Kendall Park - COVID-19 RECOVERY	Recreation, Property and Buildings	Deliver project according to approved project plan (Install a sheltered seating area, picnic table and rubbish bins at Kendall Park)	1. 100%	1. 100%	On target. Project planning to commence in second quarter.
2.3.2.10 CW Increased seating and shade at Charlie Watt Reserve - COVID-19 RECOVERY	Recreation, Property and Buildings	Deliver project according to approved project plan (Increased seating and shade at Charlie Watt Reserve)	1. 100%	1. 100%	On target. Project planning to commence in the second quarter.

COVID-19 RECOVERY ADDENDUM TO THE 2020 - 2021 OPERATIONAL PLAN Page 116

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

2.3.2 Provide a range of inclusive sporting and recreational opportunities and facilities to encourage a healthy and active lifestyle Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.3.2.11 Contribution to Creek to Creek Trail Development - COVID-19 RECOVERY	Recreation, Property and Buildings	1. Deliver project according to approved project plan (Contribution to Creek to Creek Trail Development)	1. 100%	1. 100%	On target. Project planning to commence in the second quarter.

Delivery Program Objective: 2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	Comment on Progress
2.3.3.22 CW Wauchope Rotary Youth Hall external repaint western side - COVID-19 RECOVERY	Recreation, Property and Buildings	Deliver project according to approved project plan (Wauchope Rotary Youth Hall external repaint western side)	1. 100%	1. 100%	On target. Funding has been secured, works are programmed to be completed prior to March 2021, the project may start earlier dependant on contractors availability.
2.3.3.23 CW Stuarts Park Building beautification - COVID-19 RECOVERY	Recreation, Property and Buildings	Deliver project according to approved project plan (Stuarts Park Building beautification)	1. 100%	1. 100%	On target. Funding has been secured, works are programmed to be completed prior to March 2021, the project may start earlier dependant on contractors availability.
2.3.3.24 CW Wauchope Stadium Cladding Replacement - COVID-19 RECOVERY	Recreation, Property and Buildings	Deliver project according to approved project plan (Wauchope Stadium Cladding Replacement)	1. 100%	1. 100%	On target. Funding has been secured, works are programmed to be completed prior to March 2021, project may start earlier dependant on contractors availability.
2.3.25 CW Jubilee Hall – external repaint - COVID-19 Recreation, RECOVERY Buildings	Recreation, Property and Buildings	Deliver project according to approved project plan (Jubilee Hall – external repaint)	1. 100%	1. 100%	On target. Funding has been secured, works are programmed to be completed prior to March 2021, the project may start earlier dependant on contractors availability.

Page 290

COVID-19 RECOVERY ADDENDUM TO THE 2020 - 2021 OPERATIONAL PLAN Page 117

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

2.3.4 Plan, investigate, design and construct open spaces, recreational and community facilities Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.3.4.32 CW North Shore Fish Cleaning table - COVID- Recreation, 19 RECOVERY Buildings	Recreation, Property and Buildings	Deliver project according to approved project plan (North Shore Fish Cleaning table)	1. 100%	1. 100%	On target. Project planning to commence in second quarter.
2.3.4.33 CW CSU-Googik Connection Consultancies - Infrastructure COVID-19 RECOVERY	Infrastructure Planning	1. Deliver project according to approved project plan (CSU- Googik Connection Consultancies)	1. 100%	1. 100%	On target. Recruitment for a 12 month placement for a Project Officer was undertaken in September 2020 to undertake specialised transport projects. This officer will commence in October 2020 and program this project for completion in 2020-2021.
2.3.4.34 CW Lake Cathie Foreshore Reserve Master Plan – Stage 2 works - COVID-19 RECOVERY	Recreation, Property and Buildings	1. Deliver project according to approved project plan (Lake Cathie Foreshore Reserve Master Plan – Stage 2 works)	1. 100%	1. 100%	On target. Project planning scheduled to commence in the second quarter.

Delivery Program Objective: 2.3.6 Support a range of inclusive community activities and programs

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.3.6.11 Port Macquarie Hastings (PMH) Cares - COVID-19 RECOVERY	Community	Deliver project according to approved project plan (Port Macquarie Hastings (PMH) Cares)	1. 100%	1. 100%	On target. Program underway. Volunteers have completed online training and Working With Children checks are being processed. Staff are working on implementing a COVID safety plan.

COVID-19 RECOVERY ADDENDUM TO THE 2020 - 2021 OPERATIONAL PLAN Page 118

Community Strategic Plan: 2.5 Promote a creative and culturally rich community

Delivery Program Objective: 2.5.1 Support cultural activities within the community

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
2.5.1.9 Artwalk delivery - COVID-19 RECOVERY	Economic and Cultural Development	Deliver project according to approved project plan (Artwalk delivery)	1. 100%	1. 100%	Achieved. A COVID Safe event delivered across the region between 1 - 8 October 2020. Incorporated over 100 participants as part of the Longest Footpath Art Gallery, over 40 satellite events, and three Artist Markets. A specialised izi. TRAVEL guide was developed to feature all artists and the capability of www.artwalkpmq.com.au was developed to feature associated events and participants.

Community Strategic Plan: 3.1 Embrace business and a stronger economy

Delivery Program Objective: 3.1.1 Assist the growth of local business and industry, ensuring this is a central consideration of Council activities

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
3.1.1.03 Tourism product and trade market development Stage 2 - COVID-19 RECOVERY	Economic and Cultural Development	Deliver project according to approved project plan (Tourism product and trade market development Stage 2)	1. 100%	1. 100%	On target. Project underway building on Stage 1 industry distribution audit, engagement and training. Includes raising awareness of the destination amongst travel trade, hosting famils, tactical campaigns and ongoing industry engagement.
3.1.1.04 Additional Investment in tourism PR and Marketing - COVID-19 RECOVERY	Economic and Cultural Development	Deliver project according to approved project plan (Additional Investment in tourism PR and Marketing)	1. 100%	1. 100%	On target. Project scoping and audit process for the Google DMO Project and UberMedia COVID Recovery dashboard development tracking foot traffic within the region has started with a delivery timetable agreed.

COVID-19 RECOVERY ADDENDUM TO THE 2020 - 2021 OPERATIONAL PLAN Page 119

Community Strategic Plan: 3.1 Embrace business and a stronger economy

3.1.1 Assist the growth of local business and industry, ensuring this is a central consideration of Council activities Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
3.1.1.05 Tourism - Visiting Friends and Relatives Program development - COVID-19 RECOVERY	Economic and Cultural Development	Deliver project according to approved project plan (Tourism - Visiting Friends and Relatives Program development)	1. 100%	1. 100%	On target. Project planning has commenced.
3.1.1.06 Website Food and Wine Trail Development - COVID-19 RECOVERY	Economic and Cultural Development	1. Deliver project according to approved project plan (Website Food and Wine Trail Development)	1. 100%	1. 100%	On target. Project Planning has commenced. Work is underway to define project scope and inclusions as well as the over-arching framework for consistent messaging. This project will be delivered in conjunction with the Creative and Arts trail development.
3.1.1.07 Reboot, Refresh, Restart COVID-19 Careers Pop-ups - COVID-19 RECOVERY	Economic and Cultural Development	Deliver project according to approved project plan (Reboot, Refresh, Restart Covid- 19 Careers Pop-ups)	1. 100%	1. 100%	On target. Reboot, Refresh Restart calendar being delivered over October/November 2020, including keynote webinar, pop-up, and a range of collaborative efforts with local service providers. Planning delivery of further initiatives from early 2021.
3.1.1.08 Grant writing workshops - COVID-19 RECOVERY	Economic and Cultural Development	Deliver project according to approved project plan (Grant writing workshops)	1. 100%	1. 100%	On target. Planning for Grant Writing Workshops has commenced, with a series of business and community workshops being scheduled for the New Year. Grant Guru - a specialised grant finder portal - is being developed for PMHC. This will enable our community, business and Council staff to search for free for grant opportunities using filters and receive automatic alerts when specific grants are pending and are open. A series of online grants training is being planned in tandem with this new website.

Community Strategic Plan: 3.1 Embrace business and a stronger economy

3.1.1 Assist the growth of local business and industry, ensuring this is a central consideration of Council activities Delivery Program Objective:

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	Comment on Progress
3.1.1.09 Arts, Culture and Creative Industries content development and marketing - COVID-19 RECOVERY	Economic and Cultural Development	1. Deliver project according to approved project plan (Arts, Culture & Creative Industries content development and marketing)	1. 100%	1. 100%	On target. Project Planning has commenced. Work in underway to define project scope and inclusions as well as the over-arching framework for consistent messaging.
3.1.1.10 Cultural industries – Networking and mentoring Economic and - COVID-19 RECOVERY Development	Economic and Cultural Development	Deliver project according to approved project plan (Cultural industries – Networking and mentoring)	1. 100%	1. 100%	On target. Planning has commenced.
3.1.1.11 Creative and Arts Trails development - COVID-19 RECOVERY	Economic and Cultural Development	Deliver project according to approved project plan (Creative and Arts Trails development)	1. 100%	1. 100%	On target. Project planning has commenced, scoping for the project and key deliverables are in development. This project will be delivered in partnership with the food and wine trails. Work is underway to define project scope and inclusions as well as the over-arching framework for consistent messaging.
3.1.1.12 Program to encourage use of vacant commercial spaces - COVID-19 RECOVERY	Economic and Cultural Development	1. Deliver project according to approved project plan (Program to encourage use of vacant commercial spaces)	1. 100%	1. 100%	On target. Vacant shopfronts activated as part of Artwalk 2020. Project plan being developed for broader approach across region.

Delivery Program Objective: 3.2.1 Support vibrant commercial, tourism, recreational and or community hubs across the region

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress	
3.2.1.3 CW Towns Gateway entrance strategy - COVID-19 RECOVERY	Economic and Cultural Development	Economic and 1. Deliver project 1. 100% Cultural according to approved Development project plan (Towns Gateway entrance strategy)	1. 100%	1. 100%	On target. Project planning to commence in late 2020 early 2021.	

COVID-19 RECOVERY ADDENDUM TO THE 2020 - 2021 OPERATIONAL PLAN Page 120

Community Strategic Plan: 3.1 Embrace business and a stronger economy

Delivery Program Objective: 3.2.1 Support vibrant commercial, tourism, recreational and or community hubs across the region

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	Comment on Progress
3.2.1.4 CW Port Macquarie Lumiere night time installation - COVID-19 RECOVERY	Economic and Cultural Development	Deliver project according to approved project plan (Port Macquarie Lumiere night time installation)	1. 100%	1. 100%	On target. Detailed Project Plan and draft request for quote developed.
3.2.1.5 CW Port Macquarie Lumiere Night time installation – infrastructure component - COVID-19 RECOVERY	Economic and Cultural Development	1. Deliver project according to approved project plan (Port Macquarie Lumiere night time installationinfrastructure component)	1. 100%	1. 100%	On target. Detailed Project Plan and draft request for quote developed.
3.2.1.6 Tourism and Cultural Development Project Officer - COVID-19 RECOVERY	Economic and Cultural Development	Deliver project according to approved project plan (Tourism and Cultural Development Project Officer)	1. 100%	1. 100%	On target. Recruitment complete and project planning underway.
3.2.1.7 CW Renew the maps "Comboyne Plateau" outside Udder Cow Café and in Pioneer Park - COVID-19 RECOVERY	Community	1. Deliver project according to approved project plan (Renew the maps "Comboyne Plateau" outside Udder Cow Café and in Pioneer Park)	1. 100%	1. 100%	On target. Planning has commenced.

Delivery Program Objective: 3.4.3 Encourage innovation that will support our growth as a regional city including smart community technology

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
3.4.3.4 CW CBD Wifi (Wauchope, Laurieton, expand Port) - COVID-19 RECOVERY	Economic and Cultural Development	Deliver project according to approved project plan (CBD Wifi (Wauchope, Laurieton, expand Port)	1. 100%	1. 100%	On target. Project plan being developed by Digital Technology Group for delivery during the 20/21 FY.

COVID-19 RECOVERY ADDENDUM TO THE 2020 - 2021 OPERATIONAL PLAN Page 121

Page 295

COVID-19 RECOVERY ADDENDUM TO THE 2020 - 2021 OPERATIONAL PLAN Page 122

4.4 Plan for integrated transport systems that helps people get around and link our communities Community Strategic Plan:

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 Delivery Program Objective:

BIOMII OI III I I I I I I I I I I I I I I					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.4.1.99-103 CW Footpath – The Parade: Ocean St to Surf Club car park (NW side); 260m - COVID-19 RECOVERY	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Footpath – The Parade: Ocean St to Surf Club carpark (NW side); 260m) - COVID-19 RECOVERY	1. 100%	1. 100%	On target. Project planning has commenced for each of the footpath projects with construction completion expected within the 2020-2021 financial year.
4.4.1.99-104 CW Footpath – Lake Street: Tunis St to Seymour St (Wside); missing links; 120m - COVID-19 RECOVERY	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Footpath Lake Street Tunis St to Seymour St)	1. 100%	1. 100%	On target. Project planning has commenced for each of the footpath projects with construction completion expected within the 2020-2021 financial year.
4.4.1.99-105 CW Footpath – Comboyne St to Graham St connection at Kendall Services Club - COVID-19 RECOVERY	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Footpath – Comboyne St to Graham St connection at Kendall Services Club)	1. 100%	1. 100%	On target. Project planning has commenced for each of the footpath projects with construction completion expected within the 2020-2021 financial year.
4.4.1.99-106 CW Footpath – Hill Street: Pioneer Park to Infrastructure Main Street (W side);180m - COVID-19 RECOVERY Planning, (Pro Delivery)	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Footpath – Hill Street: Pioneer Park to Main Street (W side); 180m)	1. 100%	1. 100%	On target. Project planning has commenced for each of the footpath projects with construction completion expected within the 2020-2021 financial year.
4.4.1.99-107 CW Footpath – Parker Street: Wauchope High School to Bain Street (W side); 160m - COVID-19 RECOVERY	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Footpath – Parker Street: Wauchope High School to Bain Street (W side); 160m.)	1. 100%	1. 100%	On target. Project planning has commenced for each of the footpath projects with construction completion expected within the 2020-2021 financial year.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

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 Delivery Program Objective:

linifal all in limnif					
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures	Target	YTD Actual	Comment on Progress
4.4.1.99-108 CW Footpath – Rushcutter Way: Moondara Tce to Bangalay Dr (SE side); 200m - COVID-19 RECOVERY	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Footpath – Rushcutter Way: Moondara Tce to Bangalay Dr (SE side); 200m)	1. 100%	1. 100%	On target. Project planning has commenced for each of the footpath projects with construction completion expected within the 2020-2021 financial year.
4.4.1.99-109 CW Footpath – Major Innes Road: Braeroy Dr toThe Ruins Way (E side); 320m - COVID- 19 RECOVERY	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (Major Innes Road: Braeroy Dr to The Ruins Way (E side); 320m)	1. 100%	1. 100%	On target. Project planning has commenced for each of the footpath projects with construction completion expected within the 2020-2021 financial year.
4.4.1.99-110 CW Footpath – Watonga Street: Connection to Matthew Flinders Dr; 35m - COVID-19 RECOVERY	Infrastructure Planning, (Project Delivery)	Deliver project according to approved project plan (Footpath – Watonga Street: Connection to Matthew Flinders Dr; 35m)	1. 100%	1. 100%	On target. Project planning has commenced for each of the footpath projects with construction completion expected within the 2020-2021 financial year.
4.4.1.99-111 CW New bus shelters (3 or 4) and landing Infrastructure pads - COVID-19 RECOVERY Delivery)	Infrastructure Planning, (Project Delivery)	1. Deliver project according to approved project plan (New bus shelters (3 or 4) & landing pads)	1. 100%	1. 100%	On target. Project planning has commenced for each of the footpath projects with construction completion expected within the 2020-2021 financial year.
4.4.1.99-112 CW Install seating beside Anzac Memorial Recreation, (Comboyne) - COVID-19 RECOVERY Buildings	Recreation, Property and Buildings	Deliver project according to approved project plan (Install seating beside Anzac Memorial (Comboyne)	1. 100%	1. 100%	On target. Project planning to commence in second quarter.
4.4.1.99-113 Laurieton Main Street Masterplan development - COVID-19 RECOVERY	Strategy	1. Deliver project according to approved project plan (Laurieton Main Street Masterplan development)	1. 100%	1. 100%	On target. An inception meeting was held with the Camden Haven Chamber of Commerce on 7 October 2020. An Enquiry by Design will be led by the Group Manager Community.

COVID-19 RECOVERY ADDENDUM TO THE 2020 - 2021 OPERATIONAL PLAN Page 123

COVID-19 RECOVERY ADDENDUM TO THE 2020 - 2021 OPERATIONAL PLAN Page 124

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

Delivery Program Objective: 4.4.2 Develop and implement annual maintenance and renewal programs for transport assets

Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.4.2.8 CW Kendall Bridge - expansion joints rehabilitation - COVID-19 RECOVERY	Infrastructure Planning	Deliver project according to approved project plan (Kendall Bridge expansion joints rehabilitation)	1. 100%	1. 100%	On target. Kendall Bridge Joint Rehabilitation delivery on track with detailed project planning, procurement activities and approvals in progress, following approval of Project in Ordinary Council Meeting in August 2020.
4.4.2.9 CW Hay Street Resurfacing – Port Macquarie - Infrastructure COVID-19 RECOVERY (Infrastructure Operations)	Infrastructure Planning, (Infrastructure Operations)	Deliver project according to approved project plan (Hay Street Resurfacing – Port Macquarie)	1. 100%	1. 100%	On target. Detailed planning to be finalised early 2021 for completion in April/May 2021.

Delivery Program Objective: 4.4.3 Develop and implement traffic and road safety programs

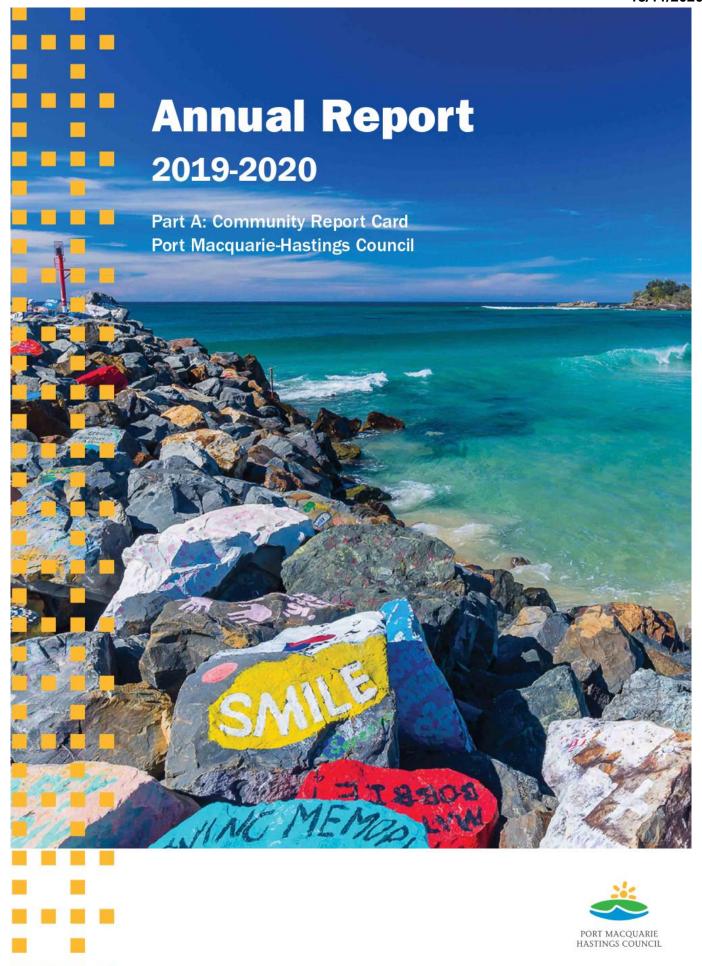
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.4.3.3 CW Install signage on Pappinbarra Road for speed reduction to help protect wildlife and to improve road safety - COVID-19 RECOVERY	Infrastructure Planning	1. Deliver project according to approved project plan (Install signage on Pappinbarra Road for speed reduction to help protect wildlife and to improve road safety)	1. 100%	1. 100%	On target. Recruitment for a 12 month placement for a Project Officer was undertaken in September 2020 to undertake specialised transport projects. This officer will commence in October 2020 and program this project for completion in 2020-2021.
4.4.3.4 CW Rural Road Safety Improvements – linemarking, signs - COVID-19 RECOVERY	Infrastructure Planning	Deliver project according to approved project plan (Rural Road Safety Improvements – linemarking, signs)	1. 100%	1. 100%	On target. Recruitment for a 12 month placement for a Project Officer was undertaken in September 2020 to undertake specialised transport projects. This officer will commence in October 2020 and program this project for completion in 2020-2021.

Community Strategic Plan: 4.4 Plan for integrated transport systems that helps people get around and link our communities

Delivery Program Objective: 4.7.1 Promote renewable energy outcomes within Council

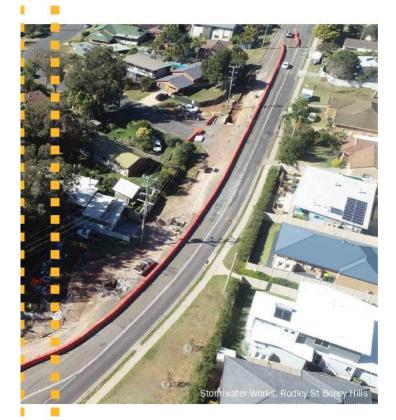
Operational Plan Activity 2020 - 2021	Lead Responsibility	Success Measures Target	Target	YTD Actual	YTD Actual Comment on Progress
4.7.1.11 CW Solar PV - Airport - COVID-19 RECOVERY	Commercial Business Units	Deliver project according to approved project plan (Solar PV airport)	1. 100%	1. 100%	On target. \$140k funding approved at the August 2020 Council meeting. Project planning commenced with an expected start in early 2021.





In this report

2019-2020 contents



	Page
Our year: Message from the Mayor and General Manager	3
About this report	4
About us	5
Our Council	6
Our experiences	7
Our communications	10
Performance	11
Community themes	12
Leadership and Governance	13
Community Life	16
Business and Industry	20
Natural and Built Environment	23
Financial Summary	29
Financial Overview	30

Cover Photo: Town Beach Breakwall by Matt Cramer

П

П

П

П

П

Our year

2019-2020 Annual Report



We commenced the year looking and feeling quite differently to how we finished the year

What a year 2019-2020 turned out! We are proud of the overwhelming achievements of our staff and our community as we have pulled together to fight fires, manage drought, introduce water restrictions and respond to a pandemic whilst we continued to deliver against our Operational Plan and support recovery across our region.

Our ability to respond to and adapt to a changing world has been showcased this year and we have learnt many lessons. We have been humbled by the resilience, care and resourcefulness of our people here at Council and in our communities across the region.

In the first half of the year, we worked closely with other government agencies to respond to the impact of the fires that burnt across almost 50% of our region. Our teams repaired and replaced essential and community infrastructure and their creative problem solving led us to become the first region in the county to suppress fire with recycled water. In response to the Covid-19 pandemic, we mobilised over 400 staff to work from alternate locations whilst continuing to deliver services. Our libraries (that were required to close), moved online to serve and engage our customers.

Meanwhile our water, sewerage and infrastructure teams continued to work on our frontline - delivering and maintaining water, sewerage, roads and key infrastructure projects, taking advantage of the quiet streets to accelerate key projects whilst continuing to work in safe but high-risk conditions.

We commenced live streaming our Council Meetings followed by moving planned engagement sessions, meetings and workshops with our community to online environments - effectively growing our audience across all our social channels.

Whilst making decisions in an online environment is not without challenge, we have learnt that it brings with it greater transparency and visibility - enabling greater participation of our community in our plans, our discussions and our decisions.

We introduced a range of financial and other financial relief to our businesses and residents, and established a Covid-19 Recovery Working Group of over 50 community representatives and leaders who assisted us to identify key areas of focus for recovery effort.

Throughout the year, we received a total of \$31.6m in grants from the NSW and Australian Governments which, whilst welcome, placed additional pressure on our teams to deliver even more for our community than we had forecast.



Peta Pinson Mayor



Jeffrey Sharp Acting General Manager

About this report

2019-2020

Informing our community

The Annual Report is one of the key components of the Integrated Planning and Reporting (IPR) Framework, legislated by the NSW Government. The report helps Council keep the community informed on what has been achieved in the previous financial year.

The Annual Report is broken into three components:

Part A

Community Report Card

A summary of the key achievements against the Operational Plan actions and Delivery Program objectives and an overview of the financial status.

Part B

Statutory Information

Council is required under the NSW Local Government Act 1993 to publicly report on set criteria which give technical insight into the legislated obligations Council must meet each year.

Part C

Financial Statements

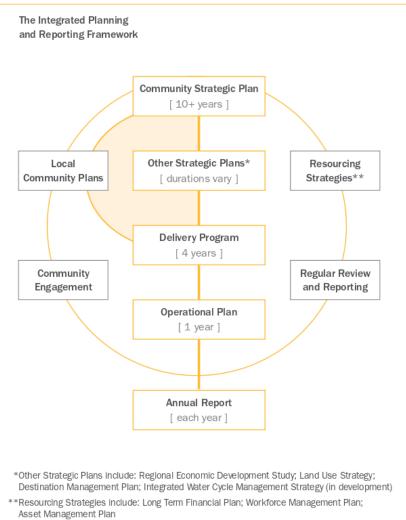
The independently audited statements give a detailed insight into the financial management of Council

The Integrated Planning and Reporting Framework

Our community plays an important role in guiding Council's service delivery

Relevant and timely community engagement is a key part of the Integrated Planning and Reporting Framework, recognising the important role the community play in guiding Council in their service delivery.

The framework also recognises that Council plans and strategies are all interrelated and should not exist in isolation of overarching community aspirations.



About us

2019-2020

Acknowledgment of Country

Port Macquarie-Hastings Council proudly acknowledges our Aboriginal community as the area's first peoples and traditional owners of the land and water on which they relied. We acknowledge that we, the community, gather in Birpai Land.

We pay respects to the Birpai elders both past and present and we also extend that respect to all Aboriginal and Torres Strait Islander peoples. We recognise their rich culture and we embrace the spirit of reconciliation.

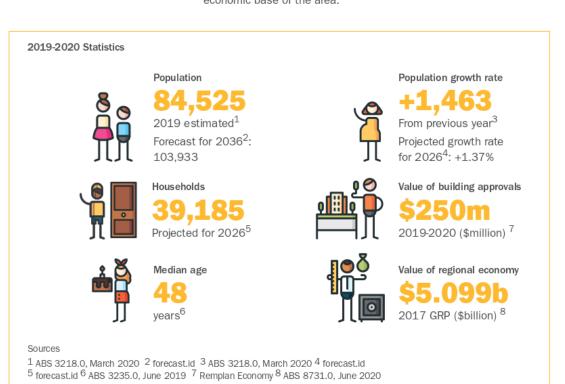
Profile

Port Macquarie-Hastings is one of the fastest growing regions of NSW

Our Local Government Area (LGA) is located on the Mid North Coast of NSW 384km north of Sydney and 543km south of Brisbane and covers 3,686sq km. Bisected by the Pacific Highway, a large proportion of the area is State Forest and National Parks. We are bordered by Kempsey Shire in the north, the Tasman Sea in the east, MidCoast Council in the south, and Walcha Shire in the west.

Each of the primary townships have unique characteristics making them individual destinations. Port Macquarie is the regional centre and largest population and service base. Wauchope has a long history and strong rural association while Camden Haven encompasses villages linked by stunning waterways.

The Hastings region provides employment and industry opportunities for many professional, personal and commercial services, with significant employment growth over recent years in health and social services, construction, education and training industries. Significant projects such as the airport redevelopment, major road upgrades, new industrial and residential subdivisions and the expansion of the Charles Sturt University campus are strengthening the diverse economic base of the area.



Page 305

ı

П

Our Council

2019-2020

An elected Council

Port Macquarie-Hastings Council consists of a popularly elected Mayor and eight Councillors, elected by residents for a four-year term.

The most recent Local Government elections were in September 2016 and the next elections will be in September 2021 following a 12 month postponement due to Covid-19.

There are (2) Councillor vacancies following the resignations of Michael Cusato in September 2019 and Justin Levido in June 2020. These vacancies will remain vacant until the September 2021 Local Government elections.

Each year, the Councillors elect a Deputy Mayor from among their numbers. Lisa Internann is the current Deputy Mayor.

Our Councillors

Port Macquarie-Hastings Council

The Councillors determine Council's policies and direction.



Mayor
Peta Pinson
mayor@pmhc.nsw.gov.au



Councillor (Depuy Mayor)
Lisa Internann
cr.lintemann@pmhc.nsw.gov.au



Councillor
Peter Alley
cr.palley@pmhc.nsw.gov.au



Councillor Lee Dixon cr.ldixon@pmhc.nsw.gov.au



Councillor Sharon Griffiths cr.sgriffiths@pmhc.nsw.gov.au



Councillor Geoff Hawkins cr.ghawkins@pmhc.nsw.gov.au



Councillor Robert Turner cr.rturner@pmhc.nsw.gov.au



Councillor Michael Cusato Resigned September 2019



Councillor
Justin Levido
Resigned June 2020

П

П

Our experiences

2019-2020 overview

Fast facts

First region in Australia to use recycled water to suppress fires

Lindfield Park Road fire active for 210 days

30% of managed land burnt

3km of temporary pipeline laid in <14 days

\$1.4m Australian Government Bushfire Disaster Recovery funding received

\$250K NSW Bushfire funding received for community resilience and economic recovery

'Severe' water restrictions triggered for the first time

Unprecedented financial relief made available

New business and community supports

#SupportLocalPMH expanded

What we experienced this year

A year of rescue, restrictions and recovery

We led the way with recycled water used to suppress fires, undertook community education campaigns, enabled relief measures and introduced new initiatives to support our local economy.

Drought and fires

The reporting year was one of the driest on record. The minimal rainfall led to limited water extraction from the Hastings River. This caused the combined storage of our dams to reach record low levels, resulting in the implementation of highest level water restrictions being implemented for the first time ever and for several months.

Fires started in mid July 2019 when a peat fire began out near Port Macquarie Airport causing much disruption to airport travel both in and out of region. This Lindfield Park Road fire continued for over nine months and our response is discussed overleaf.

Several fires impacted our area most significantly in the first half of 2019 with residents in Crestwood, Emerald Downs Lake Cathie, Lake Innes and the broader region all impacted by flames and ash.

Our rual communities of Debenham, Bellangry, Pappinbarra, Forbes River, Birdwood and Yarras all experienced significant damage and loss. Roads were closured and several rural bridges destroyed.

Up to 1,741 sq km burnt in the LGA, which equates to 47.3% of the region. We experienced significant impact to our bushland, native animals and koala population with 26% of primary production land and 64% of forsest and bushland burnt. Over 30% of land owned or managed by PMHC was burnt.

Almost 30 properties were lost to fire with over 70 facilities and outbuildings destroyed or damaged. The numerous fires burning concurrently across the region placed additional demand on water supply.



П

Our experiences

2019-2020 overview continued

In the months following these fires PMHC held several recovery meetings and coordinated assistance in impacted communities with the Red Cross and other agencies.





We immediately identified essential road and bridge repairs and undertook significant infrastructure works to ensure rural communities were connected.

Additionally, we offered assistance support to those entitled to rate relief, fast tracked bushfire impacted development assessments and assisted with clean up and waste removal.

Lindfield Park Road Fire

The Lindfield Park Road fire was active for 210 days, burning over 400ha of peat under the surface. Given the prolonged drought and continuing spread of fires, Council worked closely with State Government agencies to address the environmental and health impacts caused by the extended burning and opted to use recycled water to manage this fire.

This was the first time in Australia that recycled water had been used to suppress fires. Within two weeks we had laid 3km of temporary pipeline hose and modified the Recycled Water Treatment Plant (RWTP) to increase the daily output required for the fire suppression - whilst continuing to supply for commercial use.

This project offered a self-sufficient solution that enabled the Rural Fire Service to redeploy their resources to other fire fronts across the region, more effectively serving and supporting the community. The improved air quality saw a reduction in the number of road closures in the vicinity of the fire, which had been intermittently occurring due to smoke over the road.

The use of recycled water prevented further demand on our water supply in a time of intense drought. The modifications we made to the RWTP increased our capacity to continue to produce high quality recycled water throughout the ongoing drought, at a time that saw us enter the highest level of water restrictions for some months. We've continued to explore new ways to utilise the recycled water for managing flying foxes and supplying water for livestock.







Highly Commended, 2020 NSW Local Government Excellence Awards

Special Project Initiative: Lindfield Park Road Rehydration Project

П

П

П

Our experiences

2019-2020 overview continued

Water Restrictions

Like most of NSW our region experienced intense drought in the reporting period. For the first time ever we oved through the incremental trigger levels to our most severe restriction between January and April 2020, to support our aim of reducing overall demand by 20%.

Throughout this period
Council worked closely with
a range of local industries
to assist in implementing
ways to reduce water usage.
We introduced commercial
permits whilst also
undertaking a community
education campaign across
television, radio, social and
print media.

As one of the highest users of water in the region, Council also undertook thorough assessments and introduced action plans to minimise our use.



Covid-19

Throughout the Covid-19 pandemic, Council worked alongside government agencies and proactively installed clear and informative

localised messaging to support and strengthen government messages to promote community health, keeping safe and stopping the spread.

In accordance with public health orders we closed and opened community facilities and amenities. We created and distributed visual collateral for notification at facilities and for posting on various media and online channels. A weekly eNewsletter was introduced and distributed to over 11,000 subscribers.



Council staff worked closely with businesses to develop and implement Covid-safe plans and Council resolved to respond to the economic ramifications of Covid-19 by introducing a range of financial relief measures for residents and businesses.

In April 2020, Council resolved to waive fees and charges including: interest on rates and charges; direct debit dishonour fees; credit card surcharge fees; impound and maintenance fees for animals; rent for council owned cafes and facilities; interest on outstanding rental fees; fees for outdoor dining and footpath displays; fees for mobile food vending vehicles and food shop inspections; and licence fees and application fees for activities on council managed land.

We introduced a new Business Support and Community Support programs to provide non-financial assistance through a range of initiatives and projects to support job retention and growth, as well as our region's economy such as:

- Priority management and processing of commercial applications or enquiries regarding development inspections and approvals
- Priority processing of business applications to conduct commercial activities on Council managed land
- Continuing and expanding the #Support calfull marketing campaign

Following the introduction of these financial relief measures, we established a Covid-19 Recovery Working Group (RWG) bringing together representatives of key industry sectors, regions and diverse community interests from across the Port Macquarie-Hastings Local Government Area (LGA). The aim of the RWG was to plan for how to successfully recover from the pandemic economically, socially, culturally and environmentally and to make recommendations for the priorities in our local region. Projects were identified and prioritised by members of the RWG who worked closely for the following months to ensure any recovery effort was coordinated and involved relevant stakeholders.

i

П

П

ī

ı

П

П

ì

i

Our communications

2019-2020 snapshot

Online and social media channels

Our focus remains on improving the customer experience across all our operations and more broadly, on remaining a leader in local government, all in an effort to ensure our region is a place where people want to live, learn, work, play and invest.

Port Macquarie-Hastings Council has a website presence and representation on social media platforms.

pmhc.nsw.gov.au

council@pmhc.nsw.gov.au Tel 6581 8111

- (f) pmhc2444
- 📤 engagepmh
- pmhcouncil
- in port-macquariehastings-council
- pmhcouncil
- onnectpmh
- chatpmh
- watchpmh

Communications and media

Keeping our community informed

The unique circumstances created by ongoing bushfire impacts, drought and Covid-19 required Council to adapt operations and delivery of services. Council's responses were vital at a time of devastating bushfires and social isolation and we increased communications to keep our community updated with responsible messaging through a variety of accessible channels.

2019-2020 Communications



pmhc.nsw.gov.au

1,514,344

page views for 799,405 sessions

479,471

users

4,367

Have Your Say registrations (+13%)

42,235

total subscribers to all eNewsletters inc eNews subscribers (+2.7%)



Facebook

733 posts (+14%)

11,334

likes (+24%)



comms + media

839

media releases, interviews, statements and responses

48

Mayoral weekly messages

49

Community Now notices (statutory advertising)

201

community newsletters inc weekly March-June Covid-19 updates



ouTube

39,990

+57%

new subscribers

2019-2020 PMHC ANNUAL REPORT: PART A

Performance

2019-2020 at a glance

Measuring overall performance

These performance measures have been adopted in the annual Operational Plan since the introduction of the Integrated Planning and Reporting Framework in 2011.

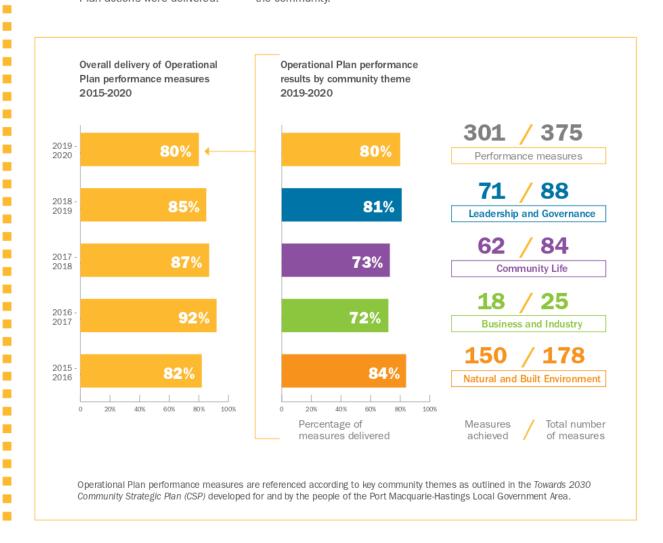
For the 2019-2020 financial year, 80% of the Operational Plan actions were delivered.

Operational Plan performance results

A challenging year is reflected in an overall reduction in measures achieved

Bushfires and the Covid-19 pandemic had significant impact upon the overall delivery of 2019-2020 Operational Plan actions and Capital Works projects. Council achieved an overall 80% delivery percentage, which is a 5% reduction when compared to the same period last year.

Whilst the reduction in overall delivery is to be noted, it is worth recognising that Council was able to maintain operations throughout these challenges to continue to deliver outcomes and services to the community.



П

П

ī

ı

П

П

П

Community themes

2019-2020 Annual Report

What Council does

The 'About Us>What Council Does' section of the Port Macquarie-Hastings Council website has useful resources if you are looking for more information.

You can find the Towards 2030 Community Strategic Plan (CSP) in 'Corporate Planning Reporting Budgets' or click here

To find the Operational Plans, delivery programs and project highlights for each region ie Port Macquarie, Camden Haven and Wauchope click here

Think2050

In December 2019. Council launched Think2050. A range of community engagement activities will help create a future vision to understand the expectations of our changing community and develop a new Community Strategic Plan (CSP). To find out more see 'Community Culture' on the PMHC website or click here

Delivering outcomes for the future

Reporting to our community to help inform future directions

This Annual Report and the Operational Plan performance measures are referenced according to key community themes as outlined in the Towards 2030 Community Strategic Plan (CSP) developed for and by the people of the Port Macquarie-Hastings Local Government Area.

The four themes for the Port Macquarie-Hastings community are:

Leadership and Governance

Community Life

Business and Industry

Natural and Built Environment

The next sections of this Annual Report provide an overview of Council's deliveries for 2019-2020 as they pertain to each of the community themes.



Leadership and Governance

2019-2020

What are we trying to achieve

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



Leadership and Governance

2019-2020 Delivering outcomes for the future

Our structure

Our organisational structure was approved by Council in July 2019.



- General Manager Craig Swift McNair
- Strategy & Growth S&G Jeffery Sharp
 - + Community
 - + Customer Experience & Communication
 - + Economic & Cultural Development
 - + Strategy
 - Infrastructure Dan Bylsma
 - + Infrastructure Operations
 - + Infrastructure Planning
 - + Project Delivery
 - Corporate Performance Rebecca Olsen
 - + Commercial & **Business Units**
 - + Digital Technology
 - + Governance
 - + Financial Services
 - + People Safety & Performance
 - **D&E** Development & Environment Melissa Watkins
 - + Development Assessment
 - + Environment & Regulatory Services
 - + Recreation Property & Buildings

Securing grants for future improvements

The unique circumstances created by ongoing bushfire and Covid-19 impacts have guided applications for grant funding

Our General Manager and Mayor have continued to work closely with each of the business chambers and progress associations that represent the region. Our track record of securing grants is testament to our ongoing liaison with community, business and other stakeholders to ensure that funding from the NSW and Australian Governments is responding to community needs.

One of the ongoing challenges local government is facing when it comes to grant funding is an increased emphasis by funding bodies on the need for projects to be 'shovel ready' - particularly in light of bushfire and Covid-19 recovery and a strong desire of other levels of government to see money injected into economies now. This places increased pressure on local government to be investing heavily in project definition and design as often grants criteria is for works to be completed within 12 months.

During the 2019-2020 financial year, Council secured over \$31.6m from State and Federal Government to fund a range of projects to improve and develop road and airport infrastructure, playgrounds and parks, expand and support cultural activities, libraries and catchment management projects.

In April 2020, Council established a Covid-19 Recovery Working Group (RWG) for the purpose of bringing together representatives of key industry sectors, regions and diverse community interests from across the Port Macquarie-Hastings Local Government Area (LGA).

The aim of the RWG was to plan for how our 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.

An engaged workforce

This year, Council provided training, education and support for staff focussing on mental health, domestic and family violence. We identified inhouse 'Wellbeing Champions' and promoted corporate wellness throughout the organisation. We adjusted the way we communicate internally and undertake work - utilising a range of platforms to hold regular meetings, check-ins and toolbox talks to ensure safe practices are carried out.

Leadership and Governance

2019-2020 Delivering outcomes for the future

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

Community Strategic Plan 1.1

Delivery Program Objective

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

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

1.1.3 Engage with the community on impacts and changes to services

Engaging with the Community

Community engagement is a growing focus with a variety of engagement activities on key projects held throughout the year.

From July 2019 to March 2020, community members engaged in activities that involved face-to-face engagement via drop-in information sessions, group engagement activities and pop-up information sessions, involvement in community and council action team meetings and community think tank workshops.

Community Council Actions Teams (CCATs) have been established in most regional locations to support and drive the development of Community Plans.

The community planning program is ongoing and has seen almost all of our rural and remote communities become involved in plan development. Over 1000 community members have engaged with the process to date.

In December 2019, Council commenced engagement for the community strategic plan. This engagement is important as it informs the development of our new Community Strategic Plan. The *Think2050* campaign was launched with the aim of holding a series of events throughout the first six months of 2020 to engage the community to imagine and plan for the next thirty years.

In March 2020, due to the Covid-19 pandemic we quickly reviewed and reoriented our approach and increased our social media footprint and commenced engagement via a variety of online channels.

Since March we have delivered live and recorded Q&A sessions via online tools and social media. Through testing and trialing new ways to connect and reach our community we continue to explore ways we can engage and reach our community on line. It is encouraging to see our community willing and ready to test this new technology and opportunities to engage with us.

We communicate, engage and educate via diverse platforms and Covid-19 saw us increase our contact on a weekly basis with community via direct email to ensure local information was consistent, frequent and informative as we navigated our way ahead.

Taking Council to the Community

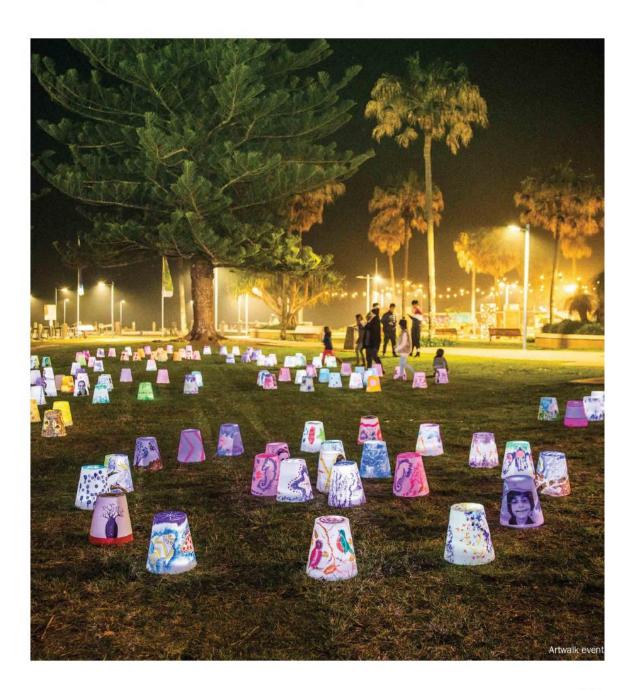
Whilst we held meetings in Port Macquarie, Laurieton and Wauchope, in February we commenced streaming our meetings which are also available on our website to provide the community with the opportunity to view council proceedings, understand how Council operates and how decisions are made.

Between March and June all Council meetings were held online and broadcast live via YouTube.



2019-2020

What are we trying to achieve A healthy, inclusive and vibrant community



2019-2020 Delivering outcomes for the future

Provide quality programs, community facilities and public spaces eg community halls, parks and vibrant town centres

Community Strategic Plan 2.3

Delivery Program Objective

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

2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities

2.3.4 Plan, investigate, design and construct open spaces, recreational and community facilities

2.3.5 Plan and deliver innovative Library Services, which cater for new technology and growing population

Promoting a Healthy and Active Lifestyle

Upgrade Projects

The Kendall Reserve Sports Ground

Reserve upgrade project builds on Council's commitment to provide a range of inclusive sporting and recreational opportunities and facilities to encourage a healthy and active lifestyle. Works included:

- Cricket Nets: existing nets were upgraded with an extension to the run-ups and the refurbishment of the nets, new turf around the extension area, and new drinking fountain installed nearby
- Sports Field Lighting: replacement and upgrade of the sports field lighting for Field 2
- Amenities Building: installation of two new security lights, bird proofing; and new drinking fountain nearby
- Six month Fertiliser Plan in place for soil improvements to the playing surface.

Port Macquarie Sporting Field - Oxley Oval Lighting Upgrade: Project funding of \$152K received from the NSW Stronger Communities Fund. This project upgraded the LED lighting from an average illuminance of 50 lux to 300 lux. This will allow the venue to increase its utilisation capacity from currently only hosting local night-time training sessions to meeting required lighting standards that allow for the hosting of night fixtures/matches. Delivery of these improvements will also contribute to our commitment to increasing the participation of sport in the Port Macquarie-Hastings area.

Sport Fields Lighting Upgrade: Works on the sports field LED lighting installations at four sporting precincts across the LGA was completed in January 2020. The new lighting uses advanced technology LED's, increasing the life expectancy of lamps from 5,000 to 50,000 hours and also incorporates 'smart controller' remote access which is a more efficient way of managing the lighting on a daily basis.

Delivery of these improvements will afford the opportunity for extended usability and provide a solution to the increasing participation in sport in the Port Macquarie-Hastings area.

Locations: Andrews Park in Wauchope; Woods Street in Port Macquarie; Vince Inmon Sporting Precinct in Laurieton; and Charlie Watt Reserve in Telegraph Point.



2019-2020 Delivering outcomes for the future

Maintenance Programs

Facilities and amenities: we've continued to meet our planned maintenance schedules with cyclical maintenance and repairs for: parks and reserves; sports fields; playgrounds; CBD areas; cemeteries; public waste bins and water bubblers; boat ramps, wharves and jetties; beaches including detailed beach grooming; and all indoor pools (managed in accordance with approved guidelines with closure between March and May to support public health orders).

Park furniture renewals including the Donated Seat Program completed.

Recreational walkway replacement program has seen the North Haven to Bonny Hills Walkway planning commenced, Blair Reserve and Sandhurst Reserve had construction commenced and continuing into 2020-2021 and Harry's Walkway replacements complete.

Public amenities renewals: Short Street amenities completed, with \$255K funding received from NSW Stronger Country Communities Fund. Pilot Beach amenities upgrade impacted by Covid-19 supply issues.

Rocks Ferry Reserve riverbank revetment extension works were completed and included additional scope of works which include extension of rock armouring.

Kew Community Park construction completed, with \$151K funding received from NSW Stronger Country Communities Fund.

Playground equipment replacement program was impacted by Covid-19, however, Town Beach Park had the detailed plan finalised with grant funding secured to include scope for a water play area. Blair Reserve had construction commenced with project funding of \$50K received from NSW Everyone Can Play. Rocks Ferry Reserve had community engagement finalised and concept plans complete. Reservoir Park, Scribbly Bark and Settlement Point Reserve playgrounds were completed.

Buildings: Scheduled and reactive maintenance programs of all Council-owned buildings including office furniture replacement were undertaken in line with maintenance schedules. Building rectification works were undertaken in line with the Council Building Asset Management Plan.

Recreation, Property and Amenities

Port Macquarie Coastal Walk upgrade works were impacted by Covid-19 with delivery milestones revised. Stage 2 of the Charlie Uptin and Doctors Walk sections are underway and scheduled for completion in the first quarter of 2020-2021, including the Kennys Walk section.

Flynns Beach upgrade to sea wall construction complete.

Hastings Regional Sporting Complex construction had design works progressing. Construction works planning is currently being developed.

Town Centre Master Plan improvements include the Foreshore Walkway priority projects with detailed design complete.

Port Macquarie Pool community engagement undertaken and site selection process complete, with Macquarie Park confirmed as the preferred site.

Mrs Yorks Garden concept plan finalised with works to be implemented by Friends of Mrs Yorks Garden.

Lake Cathie Skate Park Recreation Group's application for funding now successful. Council will commence construction 2020-2021.

Beechwood Tennis Courts upgrades to the tennis facility works commenced.

Stuart Park Regional Sporting Precinct upgrades completed. Actions included completion of an off leash dog park, playground, landscaping and a multipurpose sports court. Project funding of \$3.2m received from NSW Office of Sport.





2019-2020 Delivering outcomes for the future

Libraries

Council has three libraries and a mobile van providing services throughout the region. The Library Service is part of the Mid North Coast Library Cooperative, a partnership with Kempsev Shire Libraries.

Libraries are a hub for the community with over 1000 people passing through the doors each day and 35,674 registered members. All branches have internet, WiFi, magazines, DVDs, music, MP3s and a wide variety of books. Community can also access meeting rooms, study rooms, a recording studio and resources including plant seeds, exercise equipment and ukuleles.

Library membership increased to 35,000 this year compared to 32,000 for the same period last year. The Library Strategic Plan was adopted and the new library website was launched in August 2019.

The annual Library Events Program was temporally suspended due to Covid-19 and was switched to an online program including the delivery of live story times, Zoom author talks and workshops with the community. All libraries were closed during lockdown and have since staged re-openings.

The library has greatly increased its online resources of books, magazines, movies and music as well as introducing a new classical music service. The library service now has its own Library Service App to facilitate community access to its resources.

Glasshouse

A range of performing arts events were presented at the Glasshouse alongside visual arts events at the Regional Gallery up until 23 March 2020, when the NSW Government public health order took effect and required closure until 30 June 2020.

Cultural Development

Implementation of actions from the Cultural Plan was undertaken with some actions

- Three Local Heritage assistance grants awarded to improve heritage listed buildings within the local government area
- ArtWalk 2020 was successful for two funding applications, including a new format for the 'World's Longest Footpath Gallery'
- The Public Art Policy was adopted by Council
- The Cultural Economy Project was finalised and presented to Cultural Steering Group and will be used to inform the Cultural Plan
- Bicentenary celebration planning continues
- The Wauchope Bicentennial Riverside Sculpture Trail project continues to gather support with the formation of a Reference Group





Business and Industry

2019-2020

What are we trying to achieve

A successful place that has a vibrant, diversified and resilient regional economy for people to live, learn, work, play and invest



Business and Industry

2019-2020 Delivering outcomes for the future

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

Community Strategic Plan 3.3

Delivery Program Objective

3.3.1 Develop, manage and maintain Port Macquarie Airport as a key component of the regional transport network and continue to grow the airport's contribution to the regional economy



Port Macquarie Airport Terminal Building Upgrade

The Airport Terminal Upgrade Stage 2 and terminal car park second exit lane construction was completed in November 2019.

The Parallel Taxiway Stage 1 and General Aviation pavement renewal concept design was finalised, with \$3.53m funding provided by the Australian Government Regional Airports Program. The tender for the environmental impact assessment (EIS) and Development Application was awarded.

Passenger numbers are down 26.3% on last year due to Covid-19 suspension of airline services.



Winner, 2020 NSW Local Government Excellence Awards

Asset Management and Infrastructure Initiatives: Port Macquarie Airport Terminal Building Upgrade

Embrace business and a stronger economy

Community Strategic Plan 3.1

Delivery Program Objective

- 3.1.1 Assist the growth of local business and industry, ensuring this is a central consideration of Council activities
- 3.1.3 Implement Major Events Strategy
- 3.1.4 Implement the Destination Management Plan

Economic Development Strategy

Several actions identified in our Economic Development Strategy have been implemented including:

- Adoption of the Health and Education Precinct Master Plan
- Completion of the Airport Terminal Upgrade
- Destination Management Plan drafted
- Smart Community Roadmap project drafted
- The Hub Business and co-working centre operations
- continued collaboration with CSU to develop the Port Macquarie Innovation Centre

Business and Industry

2019-2020 Delivering outcomes for the future

Major Events

Implementation of actions relating to Major Events through the Port Macquarie-Hastings Events Plan was undertaken. Some actions

- Completion of a community survey
- Updating the event toolkit and webpage
- A review and streamline of the process for event owners experience when interacting with Council

Support was provided for 16 major events from July 2019 up until Mid-March 2020. The 16 events resulted in a combined economic impact of over \$19.1m for the local community. Seven events were planned for the April to June 2020 quarter and were unable to proceed.

Destination Management Plan

Implementation of our Destination Management Plan (DMP) continued with:

- Development and implementation of the Summer/Spring campaign
- A 12 month Public Relations Program completed
- A revised DMP was adopted by Council in May 2020

Visits to the destination website for the 2019-2020 financial year show an increase of 7.10% year on year. This represents an increase in users from 361,161 for 2018-2019 financial year to 386,813 for 2019-2020 financial year.

Due to Covid-19, the annual target to increase destination website visits by 15% was not achieved - however, any increase during these unprecedented times, does represent a successful outcome due to a focused strategic approach by Council.

Towns and Villages Initiatives

Supporting town and village initiatives that will provide activation and economic return has seen a number of actions implemented and included:

- Completion of Wauchope CBD upgrade works
- Unique boutique Wauchope social media/ radio campaign delivered
- Footpath trading and A-frame sign fee waiver for towns and villages continuing with a policy review planned for the coming months
- Bushfire recovery initiatives, including a partnered approach to accessing bushfire recovery funding
- Developing the #supportlocalpmhc brand, communications approach and collateral and advocating for industry support
- Developed the Council Business Support Program
- Promoted key funding opportunities to the business community





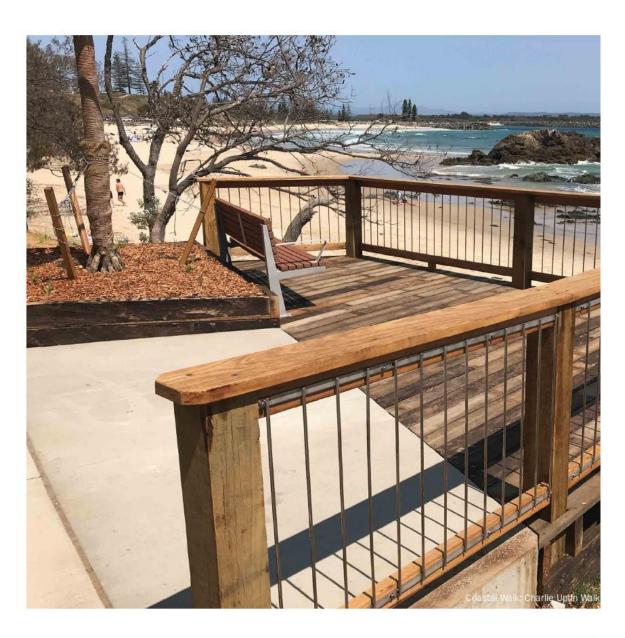
. .

Natural and Built Environment

2019-2020

What are we trying to achieve

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



.

.

Natural and Built Environment

2019-2020 Delivering outcomes for the future

Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

Community Strategic Plan 4.1

Delivery Program Objective 4.1.7 Develop and implement effective waste management strategies

Waste Education

Supporting the community to achieve sustainability goals is a key component of any waste and resource recovery service.

In 2019-2020, we partnered with Impact Environmental Education to assist in delivering a NSW Environmental Trust grant funded project aimed at increasing recovery of organic waste from Multi Unit Dwellings (MUDs).

Our current kerbside waste diversion rate is 55% but the MUDs organics project is expected to contribute to increasing diversion of organic material from landfill.

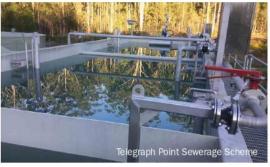
The waste education targeted 5,000 MUDs that currently don't have organics services (green lid bin, food and garden waste).

Together with other programs aimed at increasing diversion of recyclable (yellow lid) and compostable materials (green lid) we are working towards a medium-long term goal of 70% of kerbside collected waste being diverted from landfill.

Telegraph Point Sewerage Scheme

The new scheme, completed in April 2020 at Telegraph Point, replaces onsite systems with connection to a new pressure sewerage system, improves environmental conditions with controlled quality effluent and brings improved social amenity for facilities in the Village with a reduced impact to the environment. The pressure sewer system was installed at Telegraph Point under a contract awarded in August 2018 to deliver village sewerage schemes in Comboyne, Long Flat and Telegraph Point. Costing \$29m, the project was funded by Council and included a NSW State Government contribution of almost \$6m under the Restart NSW Water Security for Regions program.





Natural and Built Environment

2019-2020 Delivering outcomes for the future

Facilitate development that is compatible with the natural and built environment

Community Strategic Plan 4.3

Delivery Program Objective

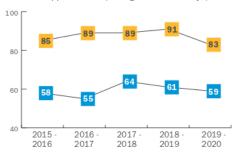
4.3.1 Undertake transparent and efficient development assessment in accordance with relevant legislation

Development

The total value of works across all development types for 2019-2020 was over \$402m, which is less than the 2018-2019 total of \$438m however still high when compared with previous financial years. This highlights the continued strength in the building sector and high level of investment in the region.

Development Applications 2015-2020

- Number of DAs received per month (average)
- DA approval time (average number of days)



Monthly average number of development applications received and the corresponding monthly average gross approval times

Plan for integrated transport systems that help people get around and link our communities

Community Strategic Plan 4.4

Delivery Program Objective

4.4.1 Plan, investigate, design and construct transport assets which address pedestrians, cyclist and vehicular needs to cater for the future growth of the region

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

Roads and Transport Infrastructure

Summary of road maintenance works delivered in 2019-2020 (estimated km):

- Road rejuvenation and resealing: 15km
- Road rehabilitation: 23km
- Unsealed road grading: 480km

Works delivered in accordance with annual programs:

- Unsealed road maintenance program including resheeting, grading, drainage rural roadside vegetation maintenance
- Sealed road maintenance program including resurfacing, jetpatching, heavy patching and installation of roadside furnishings
- Bridges and culverts maintenance and repair program including inspections, monitoring and bridge repair works
- Bridgeworks and road rehabilitation program, which includes regular bridge and geotechnical road pavement tests

Natural and Built Environment

2019-2020 Delivering outcomes for the future



2019-2020 Road Rehabilitation and Resealing Program highlights:

- Ocean Dr, Laurieton (Kew Rd to Henry Kendall)
- Kew Rd, Laurieton (Ocean Dr to Tunis St)
- Widderson St, Port Macquarie (Oxley Hwy to Hastings River Dr)
- Comboyne Rd, Byabarra (Oxley Hwy to Hartys Creek)
- High St, Wauchope (Beechwood Rd to Cameron St)
- Matthew Flinders Dr, Port Macquarie
- Bago Road, Herons Creek (Milligans to Pacific Hwy)
- Lighthouse Beach local streets, Port Macquarie
- Long Flat local roads, Long Flat, Kindee, Forbes River
- Captain Cook Bicentennial Dr, Laurieton
- Ocean Dr, North Haven to Bonny Hills

Lighthouse Road Upgrade

The upgrade to Lighthouse Road from Matthew Flinders Drive through to Tacking Point Lighthouse was completed in September 2019. The project involved the widening and resurfacing of the road, the installation of new kerb and guttering and the upgrade of stormwater infrastructure.

Improvements included formalising the lower carpark and installation of a new pedestrian footpath from Davis Crescent through to the existing elevated viewing platform.

.

The upgrade was a \$1.58m project, with \$540,000 funded by the Australian Government through the Building Better Regions Fund and \$1.04m contributed by Council. The project was delivered by our staff and Eire Constructions, under budget and well ahead of the end of September 2019 timeline.

Dunbogan Bridge Rehabilitation

Critical maintenance works were undertaken to prolong the life of Dunbogan Bridge and ensure its ongoing strength in July 2019.

This rehabilitation included strengthening of the piles and piers on the underside of the bridge to resist 20-year flood loadings and to prolong the bridge's life by an additional 50 years.

The scope of work include replacing the bridge's steel joint plates to prevent further corrosion of the existing reinforcing steel and ensuring the bridge remains an unrestricted access route, for large vehicles up to 59 tons to safely cross the bridge.





Natural and Built Environment

2019-2020 Delivering outcomes for the future

Plan for integrated and connected communities across the Port Macquarie-Hastings area

Community Strategic Plan 4.5

Delivery Program Objective

4.5.1 Carry out strategic planning to manage population growth and provide for coordinated urban development

Health and Education Precinct

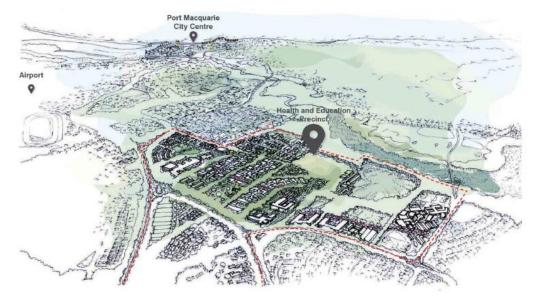
The Health and Education Precinct will position our region as a premium destination for university students and health care professionals in a thriving new community precinct.

The education, health care and social assistance are projected to have the highest rate of jobs growth for the Mid North Coast to which presents an exciting opportunity to increase the number of young people in our community, provide economic diversification, and increase labour force participation.

We have developed a master plan for the Port Macquarie Health and Education Precinct as a key element of planning for our future growth. The aim is to transform the precinct into a centre of excellence for education, training and health.

Following the adoption of the master plan by Council in September 2019, we have commenced working with key project government and non-government stakeholders to undertake detailed project planning and ongoing community and stakeholder consultation.

As part of this detailed project planning, in May 2020, Council resolved to commence relevant strategic planning tasks, including the preparation of a Council Initiated Planning Proposal, a precinct specific Development Control Plan and to undertake development contributions investigations.



Natural and Built Environment

2019-2020 Delivering outcomes for the future

Restore and protect natural areas

Community Strategic Plan 4.6

Delivery Program Objective

4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

Koala Recovery Strategy

The Port Macquarie-Hastings koala population has suffered decline largely due to habitat clearing, modification and fragmentation. Other threats include disease, fire, logging, road deaths and predation by dogs. These threats are unlikely to abate without action.

To ensure long-term sustainable management of koalas across the region an array of recovery focused management actions are needed. The *Koala Recovery Strategy* is guiding us to:

- Safeguard the welfare of koalas and reverse the current population decline
- Reduce road strike
- Reduce domestic dog strikes
- Maintain the genetic diversity of koalas in the region
- Assist in managing developments in aspects including design, habitat fragmentation and fire management

Our road teams continue to deliver works for koala food trees and fencing in accordance with annual maintenance programs.

Bushland Regeneration: Partnership with Port Macquarie Landcare

Bush regeneration is the practice of restoring bushland by focusing on reinstating and reinforcing an ecological community's natural regenerative processes. Bushland management works aim to rehabilitate bushland from weed incursions and other disturbances such as over-clearing and vandalism. By doing this, degraded plant communities can be restored to healthy ecosystems composed of locally occurring native flora and fauna.

Our bushland management team undertakes on-ground management of invasive weeds and conduct bushland restoration works within the region.

With a sound knowledge of native and introduced plant biology and ecology, the team's goal is to promote assisted natural regeneration and ecological restoration within Council's managed bushland reserves. The team improves the health of existing reserves by:

- Removal of invasive weeds by hand or the use of herbicide sprays
- Coastal weed management (eg Bitou bush eradications)
- Sand dune revegetation and beach erosion prevention
- Planting of appropriate indigenous species
- Assisting with ecological burns in bushland reserves
- Mitigation of illegal man-made structures such as temporary dwellings and campsites
- Clean-up of illegal dumping sites



П

Financial Summary

2019-2020 Delivering priorities identified by community

Operational Cost of Services

What Port Macquarie-Hastings Council spent to deliver priorities the community have identified, with the spend including operating costs and capital works investment.



Roads and transport

New transport infrastructure, maintenance and upgrade of sealed and unsealed roads, rural roads, bridges, roadside vegetation, drainage



\$20.1m

Water supply

Catchment, resources management reclaimed water, system construction, system improvements, maintenance



\$3.3m

Aquatic recreation

3 swimming pools and lifeguard services across 6 sites



\$2.6m

Library

Operations and resources for 3 library locations, mobile lending services and digital collection



\$1.2m*

Cemeteries and Crematorium Maintenance and operations of the Gardens Memorial Park and 11 outlying cemeteries



JJ **\$4.5**n

Natural resource:

Management of plants, control of feral animals, bush and environmental restoration, planning for future energy use options



Stormwater

Network monitoring, maintenance, upgrades



Parks and recreation

Maintenance and upgrades of playgrounds, sports fields, open recreation space



Community inclusion

Community advocacy, events sponsorship, new infrastructure for vibrant & connected places



Glasshouse

Facility management and maintenance, cultural programs, community hire subsidy and back of house operations



Waste management

Domestic waste service, transfer stations, construction of new facilities, reduce waste education



\$32.3m

Sewerage services

Maintenance, system improvements, small village sewerage scheme



\$2 0m

Ferry services

2 ferries, operations, maintenance



\$5.4n

Port Macquarie Airport

Operations, facility maintenance



\$1.2m

Street lighting

Service payment, maintenance



Business and Industry

Tourism marketing, visitor centre operations, industry development programs, major events support

*Denotes business unit of Council where expenditure is offset by income generation

П

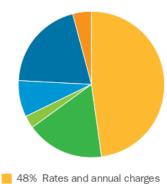
Financial Overview

2019-2020 Annual Report

Audited Statements

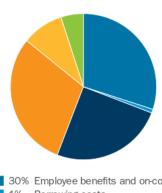
Port Macquarie-Hastings Council's audited financial statements are Part C of our Annual Report. These are available on Council's website click here

Operating Income 2019-2020 \$213,196,000



- 17% User charges and fees
- 2% Other revenues
- 8% Operational grants/contributions 20% Capital grants/contributions
- 4% Interest and investments
- 1% Rental income

Operating Expenses 2019-2020 \$175,751,000



- 30% Employee benefits and on-costs 1% Borrowing costs 25% Materials and contracts
- 29% Depreciation and amortisation 9% Other expenses
- 5% Net loss from asset disposal 1% Impairment

Financial position

A positive result for 2019-2020

The long term goal to continually review services, delivery methods and asset management practices has played a significant role in the year's audited financial results and will continue to be a focus for Council in future years.

Funding future services

In 2012, Council received approval for two Special Rate Variations (SRV): 7.30% as a permanent increase; and a 4.43% rate which applied for a period of 5 years to 2017. In 2017-2018 a permanent SRV approval of 3.89% was received.

How the 7.30% SRV was allocated

2019-2020	\$
Beach Safety School Education Programs: School visits and educational resources to over 4,694 students	11,807
Bushfire Management: Provision of new and enhanced Asset Protection Zones (APZ), fire trail upgrades and construction	23,614
Parks, Reserves and Sporting Field Maintenance: Increased maintenance levels of service and resulted in a significant reduction in the number of customer requests	495,898
Tree Maintenance: Priority listed tree works undertaken	59,036
Road Maintenance Heavy Patching: Works to sealed road repairs maintenance backlog in accordance with Council's risk based prioritisation system	590,355
Road Maintenance Resealing Program: Address resealing on lower priority roads	1,357,839
Unsealed Road Maintenance Program: Maintenance grading of high priority unsealed roads. High priority roads graded twice per annum and lower priority roads once per annum	413,247
	2,951,796
How the 3.89% SRV was allocated	
non the 5.55% off has allocated	_

2019-2020

Operational Income: Provide funding for increased operating expenditures	452,663
High Traffic Roads: Resurfacing undertaken with priorities based on condition data, roads hierarchy and traffic volumes	950,048
Pavement Rejuvenation: Repairs, improvements and replacements undertaken according to priority rankings	237,512
Road Construction: Design requirements for new road constructions	214,968

1,855,191









Port Macquarie-Hastings Council

pmhc.nsw.gov.au

council@pmhc.nsw.gov.au PO Box 84 Port Macquarie NSW 2444 Tel 6581 8111

- f pmhc2444
- engagepmh
- mhcouncil
- port-macquariehastings-council
- pmhcouncil
- (iii) connectpmh
- chatpmh
- watchpmh



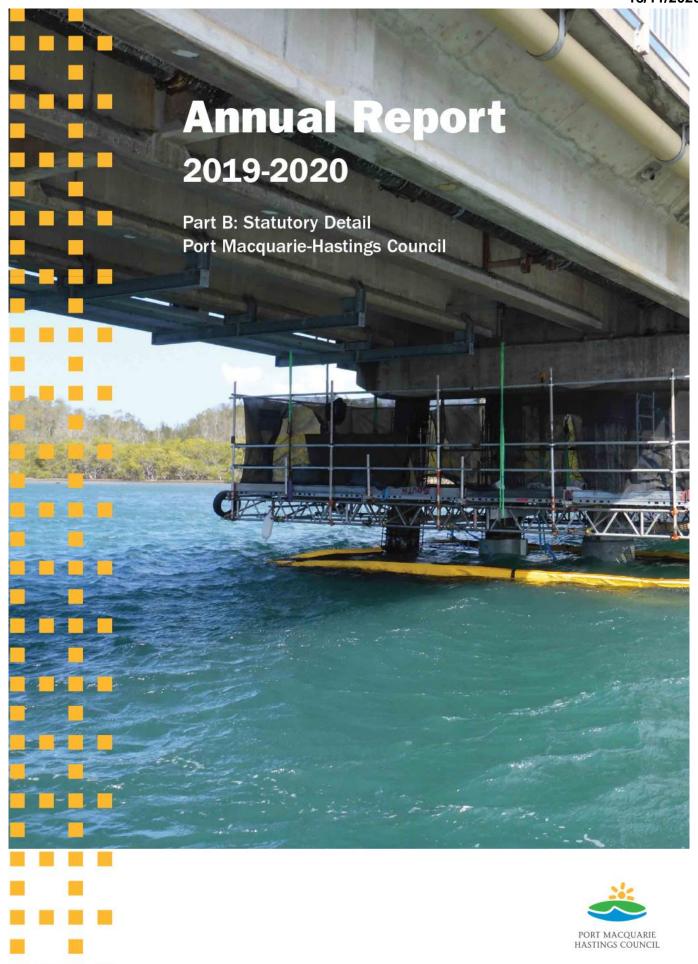


Table of Contents

Achievements in implementing the 2017-2021 Delivery Program and 2019-2020 Operational Plan	
Rates and Charges Written Off	. 24
Mayor and Councillor Expenses	. 25
Register of Overseas Travel	. 25
Contracts awarded greater than \$150,000	. 26
Legal Proceedings	. 26
Resolutions made under Section 67 concerning work carried out on private land	. 27
Statement of external bodies exercising delegated function by Council	. 27
Statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies in which council held a controlling interest	n . 27
Statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies in which the Council participated	
Grants, Financial Assistance and Contributions	. 31
Statement of Activities to implement Equal Employment Opportunity (EEO) Management Plan .	. 33
General Manager Remuneration Package	. 34
Senior Staff Remuneration Package	. 34
Statement of Stormwater Management Services	. 34
Statement detailing the Coastal Protection Services provided	. 35
Particulars of any Environmental Upgrade Agreement entered into	. 35
Special Variation of rating income	. 36
7.3% Special Rate Variation (SRV) Activity Breakdown	. 36
3.89% Special Rate Variation (SRV) Activity Breakdown	. 37
Companion Animals Act 1998	. 38
Swimming Pool Inspections Act 1992	. 39
Carers Recognition Act 2010	. 39
Capital works	. 39
Fisheries Management Act 1994	. 39
Public Interest Disclosures Act 1994	. 39
Government Information (Public Access) Act 2009	. 40
Environmental Planning and Assessment Act 1979	42

APPENDICES

Appendix A - Government Information (Public Access) Act Agency Report Appendix B - Disability Inclusion Action Plan

Achievements in implementing the 2017-2021 Delivery Program and 2019-2020 Operational Plan

In accordance with the Local Government Act s428(1)

The 2017-2021 Delivery Program outlines the Councillors commitment to the Port Macquarie-Hastings community during their four-year term of office. The objectives within the four-year Delivery Program represent what the Council aimed to deliver and serve as a guide for Council executive and staff when developing annual Operational Plans.

The 2017-2021 Delivery Program and 2019-2020 Operational Plan Progress Report, of which, is outlined over the following pages, was presented to the 23 September 2020 Ordinary Council Meeting (Item 10.16). The report focuses on providing concise information and details all of the actions, activities and projects that were delivered in line with each Council service.

The Operational Plan sets out a sub set of actions, activities and projects that will be undertaken each financial year to deliver the overall objectives in the Delivery Program and ultimately contribute to achieving the vision and goals outlined in the long term Community Strategic Plan.

In a broad context, the Delivery Program represents the work Council is responsible for to meet the community's aspirations for the future, as described in the Towards 2030 Community Strategic Plan. The 2017-2021 Delivery Program and the subsequent objectives appear in each of the four Community Themes outlined below:

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

Each of the four themes in the Delivery Program are referenced by a number of result statements. They describe the outcomes Council envisage will be achieved at the conclusion of their term in office.

Six monthly progress reports on the Delivery Program are a legislated requirement of the NSW Government's Integrated Planning and Reporting Framework. Meeting the targets in annual Operational Plans, contributes to the overall achievement of the objectives outlined in the four-year Delivery Program.

The following statistical snapshot below represents the performance measurement data across all Community Themes in the plan. There were 375 Operational Plan performance measures adopted within the 2019-2020 Operational Plan and as at 30 June 2020, 80% (301) were achieved or were on target for delivery as part of a multi-year project and 20% (74) were reported as behind. The table below provides a summary of the total number of performance measures and status by Community Theme.

2019-2020 Operational Plan Summary of Performance Measures by Theme				
Community Theme	Total No.	On target/ Achieved	Behind	Overall Delivery (%)
Leadership and Governance	88	71	17	81%
Your Community	84	62	22	73%
Your Business and Industry	25	18	7	72%
Your Natural and Built Environment	178	150	28	84%
Total	375	301	74	80%

The COVID-19 pandemic has had some impact upon the overall delivery of 2019-2020 Operational Plan Actions and Capital Works. Council achieved an overall 80% delivery percentage, which is a 5% reduction when compared to the same period last year. The unique challenges caused by COVID required Council to adapt its operations and delivery of services in a number of areas across the business. Whilst the reduction in overall delivery is to be noted it is worth recognising that Council was able to maintain operations throughout the pandemic to continue to deliver outcomes and services to the community.

A snapshot of progress on various projects across the region is provided below

Laurieton/Camden Haven/surrounds

- Rainbow Beach Sports Fields has designs underway with expected design completion early 2021
- Riverview Reserve playground upgrade has community engagement undertaken and project will continue into 2020-2021
- Scribbly Bark Reserve playground replacement is complete
- Construction of the Kew Sewerage Treatment Plant has detailed designs ongoing and will
 continue into 2020-2021
- Bold Street Pedestrian crossing in Laurieton is complete
- Comboyne Small Town Sewerage Scheme provision of a centralised sewerage system has construction completion planned by Mid-2020
- Stormwater flooding mitigation measures at Rodley Street Bonny Hills has construction complete
- Dunbogan Bridge Reid Street substructure rehabilitation work has construction complete

Port Macquarie

- Blair Reserve playground upgrade has construction underway
- Flynns Beach seawall upgrade and replacement is complete
- Red Ochre Park has construction plans completed. Estimated completion is first quarter of 2020-2021
- The Ruins Way Park construction was impacted by contractor availability due to the bushfires and COVID-19, project to continue into 2020-2021
- Settlement Point Reserve playground replacement is complete
- Stuart Park Regional Sporting Precinct upgrades complete, including an Off Leash Dog Park, playground, landscaping and multi-purpose sports court
- Town Beach Park playground replacement has detailed plans finalised and procurement commenced. Additional grant funding secured and scope of works expanded to include a water play area. Project delivery to continue into 2020-2021
- Port Macquarie Pool has community engagement undertaken and site selection process complete, with Macquarie Park confirmed as the preferred site. Concepts design phase to continue into 2020-2021
- Port Macquarie Airport Terminal upgrade was completed in November 2019
- Port Macquarie Airport Parallel Taxiway Stage 1 and General Aviation pavement renewal
 has concept designs finalised. Tender for the environmental impact assessment (EIS)
 and Development Application awarded. Additional funding awarded for stage 1 and the
 project will continue into 2020-2021
- Port Macquarie Sewer Treatment Plant works had scope reduced in 2019-2020 with a major refurbishment planned to commence in 2020-2021
- The Ruins Way Port Macquarie reconstruction works (Major Innes Road and Sitella Street), has design review and finalisation nearing completion. Scope increased to resurface Major Innes Drive and more of The Ruins Way supported by additional Federal Grant funding
- Port Macquarie Coastal Walk upgrade has construction works on Stage 2 Charlie Uptin and Doctors Walk sections underway and also includes the Kennys Walk section. Project will continue into 2020-2021

Wauchope/Rural/surrounds

- Hastings Regional Sporting Complex construction has design works progressing.
 Construction works planning currently being developed. Project will continue into 2020-2021
- Reservoir Park playground replacement is complete
- Rocks Ferry Reserve playground upgrade has community engagement finalised, construction scheduled in the first quarter of 2020-2021
- Bago Road rehabilitation works (Milligans Road to Blue Water Cres) complete
- Long Flat Small Town Sewerage Scheme provisions of a centralised sewerage system has construction ongoing and planned completion for October 2020
- Telegraph Point Small Town Sewerage Scheme provisions of a centralised sewerage system has construction completion planned for first quarter of 2020-2021

The information below demonstrates Council's achievements and highlights 'how we know we are progressing' against the set objectives outlined in the 2017-2021 Delivery Program.

Summary of highlights are outlined below by Community Theme, Council Service and Delivery Program Objective

COMMUNITY THEME: LEADERSHIP AND GOVERNANCE

What are we trying to achieve

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

What the result will be

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

How do we know we are progressing

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

Highlights by Council Service and Delivery Program Objective

Council Service: Communications and Community Place

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

- Over 839 Media releases, statements, alerts and announcements and reactive responses were issued
- A range of communication tools were used to keep the community up to date with council
 activities including use of consistent media channels such as social media, newspaper
 advertising, radio and Weekly Mayoral messages discussing topics such as water
 restrictions, water saving and bushfires
- Registered users on Council's 'Have Your Say' online engagement portal as at 30 June 2020 was 4,367, an increase from 4,221 as at 31 March 2020
- The Education Messaging Program has an Education Framework developed and support procedures in place to work with the organisation to deliver a holistic education program

Council Service: Community Place

Delivery Program Objective: 1.1.2 Support community involvement in decision making through education around Council matters and services

- Community engagement on the Community Strategic Plan, 'Think 2050' commenced
 December 2019, including Q&A sessions with Ambassadors and an open survey on
 council's online engagement portal 'Have Your Say'. COVID-19 has impacted planned
 engagement activities, however, the engagement program will continue into 2020-2021
- Community Plans for Bonny Hills, Comboyne/Byabarra, Lake Cathie, Telegraph Point and Pappinbarra have been developed and endorsed by Council
- Community Plans for Camden Haven, Kew and Kendall, Lorne and Herons Creek,
 Wauchope and Rollands Plains have had community engagement undertaken and will be presented to Council in August 2020
- Draft Community Plans for Beechwood and Pembroke, Hastings Hinterland and the North Shore are currently with their Council Community Action teams (CCAT) and are planned to be presented to Council in September 2020
- The Port Macquarie Community Plan will be developed after the 'Think 2050' engagement

Delivery Program Objective: 1.1.3 Engage with the community on impacts and changes to services

- Development of a Community Engagement Program has work continuing. Due to impacts from COVID-19 since March 2020, engagement was delivered in new and innovative ways, with some activities including, live online Facebook Q&A sessions and Zoom meetings with local communities
- A community satisfaction survey was undertaken in April 2020. Overall, the results showed community satisfaction was recorded at 90%, which increased from 87% in 2017. The top drivers of satisfaction were, the level of communication Council currently has with community, strategic planning of the LGA, providing strong leadership and the opportunity to engage with Council

Council Service: Integrated Planning and Reporting

Delivery Program Objective: 1.1.4 Provide easy to understand and accessible community reporting

- An easy to read Community Report Card, highlighting Council's achievements in delivering outcomes to the community for the 2018-2019 financial year was produced with hard copies available at Council's Customer Service Offices and Library branches across the region
- The 2018-2019 Annual Report was presented to the Ordinary Council Meeting in November 2019 meeting legislative requirements
- The 2020-2021 Operational Plan and budget was placed on public exhibition from 19
 March to 17 April 2020. Over 170 submissions were received, which helped inform final
 development of the documents, which were presented and adopted at the Ordinary
 Council Meeting 17 June 2020
- Six monthly Delivery Program and Operational Plan progress reports were presented to the Ordinary Council Meetings in September 2019 and February 2020 meeting legislative requirements

Council Service: Communications

Delivery Program Objective: 1.1.5 Develop an effective and coordinated community focused Communications Strategy

- Council has used a broad range of communications channels to keep the community informed of Council initiatives and projects. This includes delivering a quarterly rates newsletter, regular media exposure, utilising community newsletters, radio and television advertising and Facebook and website content, other methods included, project signage, bus shelters and letter box drops
- Likes for the corporate Facebook page increased from 10,905 as at 31 March 2020 to 11,334 as at 30 June 2020, representing an increase of 3.93%
- Total number of visits to Council's website for the 2019-2020 financial year was 479,471 users and 1,514,344 page views

2019-2020 Annual Report - PART B - Statutory Information

Council Service: Governance

Delivery Program Objective: 1.1.6 Continue to promote access by the community to Councillors

 The Take the Council to the Community program saw the October 2019 Ordinary Council Meeting held in Laurieton and the Ordinary Council Meeting for March 2020 held in Wauchope

Council Service: General Manager's Office

Delivery Program Objective: 1.2.1 Promote Council participation and build linkages in local, state and federal initiatives, forums and opportunities to support Council's continued planning for the growth of the region

- Regular meetings held with Camden Haven, Port Macquarie and Wauchope Chamber of Commerce and also Northside and Lake Cathie Progress Associations with the Mayor and Senior staff in attendance
- The General Manager, Mayor and Senior staff attended meetings throughout the year with State Members and also meet with representatives from the Ministers Office, Crown Land and NSW Department of Planning, Industry and Environment to discuss Lake Cathie

Council Service: General Manager's Office

Delivery Program Objective: 1.3.1 Provide effective leadership and equity

 The Mayor and General Manager have attended various Mid North Coast Joint Organisation (MNCJO) board meetings during the 2019-2020 financial year

Council Service: Governance

Delivery Program Objective: 1.3.2 Build trust and improve Council's reputation through transparency, good decision making and living Council's Values

- The 2018-2019 Legislative Compliance Register was reviewed and presented to the Audit, Risk and Improvement Committee and adopted at the September 2019 Ordinary Council Meeting
- The annual report on Code of Conduct complaints was presented and adopted at the Ordinary Meeting of Council in December 2019
- The 2018-2019 annual reports for Public Interest Disclosures (PID) and Government Information Public Access (GIPA) were submitted in line with required timeframes for the 2019-2020 period
- The annual Disclosure of Interest Returns was adopted at the Ordinary Council Meeting in October 2019
- Public Interest Disclosure Reporting for 2019-2020 was completed and submitted to the NSW Ombudsman in line with legislative requirements

Council Service: Governance

Delivery Program Objective: 1.3.3 Ensure there is appropriate management of risk to mitigate impact for Council and the community

- The Insurance Risk Management Action Plan was developed
- The Risk Management Framework has had a review of the Risk Culture for Councils insurers completed and a safety audit undertaken
- Formal Government Information (Public Access) Act (GIPA) requests for 2019-2020 financial year have been managed and responded to within the legislative timeframes

Council Service: Human Resource Management

Delivery Program Objective: 1.3.4 Manage our workforce to deliver community outcomes

- The Workforce Management Strategy includes 17 actions with the majority of action delivered or underway. Some of which include development and adoption of an Equity and Diversity Strategy and review of a large number of Human Resource policies and a trial of Knowledge Sharing program
- The Work, Health and Safety Strategy actions are being delivered with an audit recently completed. A review and update of a number of key policies and procedures was also undertaken

 The Learning and Development Strategy actions are being delivered and include a new Educational Assistance Policy implemented to support staff with further education and qualifications, compliance training and personal development and leadership programs

Delivery Program Objective: 1.3.5 Build an engaged workforce

- The 2019-2020 Annual Employee Engagement Days were postponed due to COVID-19. It
 is planned to reschedule them to late 2020 or early 2021
- Embedding the Employee Engagement through the organisation, providing support to people leaders, process improvements and education sessions were an ongoing focus during 2019-2020 financial year
- The Annual 2020 Annual Employee Engagement Survey was undertaken in February 2020. Discussion and action planning relating to the outcomes of the survey is ongoing within teams across the organisation

Council Service: Digital Technology

Delivery Program Objective: 1.4.1 Provide efficient technology and inclusive digital systems that are easy to use and easy to access

- Delivery of non-essential Digital Technology projects was delayed due to COVID-19.
 Undertaking critical tasks was the focus during this time. Digital Technology projects will continue for delivery in 2020-2021
- Renewal of Council's technology infrastructure to provide secure and responsive information communication technology was undertaken, however was impacted by COVID-19

Council Service: Business Improvement Office

Delivery Program Objective: 1.4.2 Deliver agreed services at the agreed service level at best value

 Facilitation of business improvement processes across the organisation were undertaken some of which included, development of success story templates to share process improvements and highlight the continuous improvement culture, mapping of the financial bond release process to understand steps and timing involved with this activity

Council Service: Customer interactions

Delivery Program Objective: 1.4.3 Deliver a customer focused service that provides the community a consistent experience of Council

- Over 78,449 calls were received from July 2019 to June 2020 through the Customer Call Centre, with 93% of calls answered within the service standard, exceeding the set target of 75%
- Over 76,435 counter enquires were processed from July 2019 to June 2020, and over 34,685 e-mails were received through Customer Service offices in Laurieton, Port Macquarie and Wauchope

Council Service: Financial Management and Assets and Property Investments

Delivery Program Objective: 1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information

- The 2018-2019 audited financial statements were lodged with the Office of Local Government in October 2019 in accordance with legislated timeframes
- Investment reports tabled in accordance with required timelines
- · Monthly investment returns exceeded the benchmark
- Financial reports tabled in accordance with required timelines
- Quarterly Budget Review Statements were presented to Council in line with required timeframes
- The 2020-2021 Operational Plan and budget was presented and adopted at the Ordinary Council Meeting in June 2020 in line with legislative requirements

Council Service: Strategy (Land Use Planning)

Delivery Program Objective: 1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information

2019-2020 Annual Report - PART B - Statutory Information

- The Partridge Creek residential development planning is ongoing with bushfire and ecology incorporated into the revised location of B1 zone. Work will continue into 2020-2021
- Emily Avenue residential development planning had Development Application approval for the project in May 2020. Work will continue into 2020-2021

Council Service: Procurement

Delivery Program Objective: 1.5.2 Use procurement, tendering, purchasing and contract management approaches that are transparent and equitable

- The Procurement Strategy had action items completed with the required timeframes
- The Plant Replacement Program was delivered, however procuring plant was impacted by COVID-19
- Plant and Fleet were managed and maintained throughout the year in accordance with the adopted program

Council Service: Commercial Business Units - Glasshouse, Airport and Crematorium and Cemetery

Delivery Program Objective: 1.5.3 Develop, manage and maintain Council Business Units through effective commercial management

- Operating revenue increased at the Environmental Laboratory by 16% in comparison to the same period last year exceeding the 3% target
- The Draft Glasshouse Strategic Plan 2020-2022 will be presented to the Ordinary Council Meeting in July 2020 after the public exhibition during January and February 2020
- Biannual reports on the 2019-2022 Glasshouse Strategic Plan were presented to the Ordinary Council Meetings in August 2019 and February 2020

Council Service: Recreation, Property and Buildings

Delivery Program Objective: 1.5.3 Develop, manage and maintain Council Business Units through effective commercial management

- Statutory property projects that included land matters were progressed during the year as required
- Council's lease and license portfolio currently has 138 Commercial leases (including airport, residential, Temporary Licenses, Outdoor Dining and Outdoor Trading) and 70 Community Leases

Council Service: Asset Management

Delivery Program Objective: 1.5.3 Develop, manage and maintain Council Business Units through effective commercial management

The Property Investment Strategy update report was presented to the November 2019
 Ordinary Council Meeting, the next report is due in November 2020

COMMUNITY THEME - YOUR COMMUNITY

What are we trying to achieve A healthy, inclusive and vibrant community

What the result will be

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

How we know we are progressing

- Community facilities are established that encourage social activities and interactions
- · Community safety initiatives are recognised and supported
- Open spaces, recreational and community facilities are provided for a range of social, health and wellbeing activities.

2019-2020 Annual Report - PART B - Statutory Information

- The community is supported through a range of programs based on social issues
- A range of community activities, programs and events are supported and implemented

We know we are progressing on delivering outcomes to the community against the Delivery Program objectives as achievement highlights can be seen below against specific council services

Highlights by Council Service and Delivery Program Objective

Council Service: Sports and Recreation

Delivery Program Objective: 2.1.1 Support Community Safety initiatives

- Lifeguard patrols delivered at Town, Flynns, Lighthouse, Lake Cathie, Rainbow and North Haven Beaches up until 27 March, when volunteer patrols were suspended as a result of COVID-19. Surveillance patrols continued at Town, Flynns, Lake Cathie and Rainbow Beach until the conclusion of the season on 25 April 2020
- The Lifeguard Education Program was undertaken in Term 4 in schools across the local government area. Over 3,868 students participated in the program

Council Service: Emergency Management

Delivery Program Objective: 2.1.2 Advocate for, support and coordinate emergency services

 Support provided to the Emergency Operations Centre during the November 2019 fires and work is ongoing with emergency services across the Local Government Area

Council Service: Compliance

Delivery Program Objective: 2.1.3 Conduct regulatory and educational activities, which safeguard public and environmental health, and ensures compliance with planning and building standards

- Monitoring and taking action to ensure compliance issues are managed has included a range of activities undertaken such as.
 - Pool inspections:
 - Public health inspections;
 - On-site sewerage management system inspections;
 - Fire safety inspections;
 - o Recording of companion animal incidents; and
 - Offences recorded by Council Rangers in relation to parking, beach patrols, illegal signage and sale of goods on roads.

Council Service: Commercial Business Units - Environmental Testing

Delivery Program Objective: 2.1.3 Conduct regulatory and educational activities, which safeguard public and environmental health, and ensures compliance with planning and building standards

- Sampling, analysis and reporting of operational and regulatory requests at the Laboratory were completed within the set service standards and budgets
- National Association of Testing Authority corporate accreditation maintained

Council Service: Community Place

Delivery Program Objective: 2.2.1 Support and advocate for all community sectors

- Delivering youth focused activities during the COVID-19 pandemic has seen a successful piloted digital campaign successfully undertaken
- The YOUTHinkers Program had a number of young people aged between 14 and 25 involved to help finalise the approach to Youth Leadership and Council
- Two rounds of Community Grants were undertaken in 2019-2020, with Round two providing over \$76,000 to 16 Community Groups
- The Community Inclusion Plan was adopted at the Ordinary Council Meeting in May 2020

Council Service: Community Place

Delivery Program Objective: 2.3.1 Ensure access to community facilities and activities: including access to natural environment

- Delivering actions from the Disability Inclusion Action Plan has included:
 - The launch of the Short Street accessible amenities including the first adult change table with an overhead gantry hoist;

2019-2020 Annual Report - PART B - Statutory Information

- o Installation of a wheelchair viewing platform at the Charlie Uptin Walk;
- Installation of a wheelchair accessible picnic table at Kew playground;
- Installation of two new disability carparks and a wheelchair friendly beach ramp as part of the Flynns Beach seawall upgrade;
- Celebration of International Day of People with Disability; and
- Receiving grant funding for an 'Everyone can play' space for Blair Reserve.

Council Service: Recreation, Property and Buildings and Community Engagement
Delivery Program Objective: 2.3.2 Provide a range of inclusive sporting and recreational opportunities and facilities to encourage a healthy and active lifestyle

- Implementation of the 2015-2025 Recreation Action Plan included:
 - Hastings Regional Sporting Facility Stage 1 development has detailed design finalisation scheduled for October 2020;
 - Sancrox/Thrumster Sports Fields has advertisement pending for the tender for detailed designs;
 - Hastings River Recreational Boating Facility has detailed concept plans developed.
 Land acquisition discussions are ongoing with land owners;
 - Port Macquarie Coastal Walk upgrade has construction works on Stage 1 scheduled for completion in August 2020;
 - Port Macquarie off leash dog park at Stuarts Park is complete;
 - o North Haven to Bonny Hills Coastal Walk has quotations currently being sought;
 - Port Macquarie Pool has community engagement and site selection complete, with Macquarie Park confirmed as the preferred site. Project planning for detailed design process has commenced and is ongoing;
 - Wayne Richards Park Stages 3 and 4 has environmental issues identified. Further engagement required with sporting stakeholder groups
- Town Green West works have the construction phase expected to be complete before the busy summer period
- Implementation of the Sporting facility renewal and upgrade program has included actions such as:
 - Oxley Oval sporting infrastructure upgrade has clubhouse construction commenced and the upgrade of the electrical supply complete;
 - Port Macquarie Hastings Hockey Facility has the installation of lighting to Field 2 complete:
 - Port Macquarie Regional Sports Stadium has construction of new training field including lighting complete;
 - Charlie Watt Reserve Telegraph Point has lighting upgrades complete and field drainage scheduled for September 2020;
 - Andrews Park Wauchope has lighting upgrades complete;
 - Lake Cathie Sports Fields field surface upgrade has field surface upgrades and installation of irrigation complete;
 - o Blackbutt Park Wauchope has furniture park upgrades complete and
 - Kendall Sports Ground reserve upgrades complete.
- Regional Master Planning for recreational facilities is ongoing:
 - The review of the Bonny Hills Master Plan has commenced with community engagement underway and
 - Master Planning for Bain Park Wauchope has the Draft master plan complete and will be presented for consideration at the Ordinary Council Meeting in July 2020.

Delivery Program Objective: 2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities

- Maintenance program works for parks, reserves, sporting fields and beaches across the local government area were undertaken and included actions such as:
 - Mowing selected parks and reserves;
 - Sports field maintenance;
 - Mowing of cemeteries;
 - Garden maintenance in the Port Macquarie CBD area including pruning, watering, weed treatment and mulching;
 - o Formal inspections of all playgrounds with required maintenance and repairs;

2019-2020 Annual Report - PART B - Statutory Information

- Cleaning bin hides/bubblers across the local government area; and
- Installation of signage and safety fencing at local playgrounds due to COVID-19 closures.
- All four pools managed in accordance with the pool management and operational guidelines. However, all four pools were closed from 23 March 2020 due to COVID-19.
 Wauchope pool reopened in a restricted capacity from 18 May 2020 and Port Macquarie pool reopened 15 May 2020 in accordance with NSW Government COVID-19 restrictions
- · Park furniture renewals, including the donated seat program completed
- The Playground equipment replacement program was impacted by COVID-19, however, Town Beach Park had the detailed plan finalised with grant funding secured to include scope for a water play area, work to continue into 2020-2021. Blair Reserve had construction commenced and continuing into 2020-2021. Rocks Ferry Reserve had community engagement finalised and concept plans complete. Reservoir Park, Scribbly Bark and Settlement Point Reserve playgrounds were completed
- The Recreational walkway replacement program has seen the North Haven to Bonny Hills Walkway planning commenced, Blair Reserve and Sandhurst Reserve had construction commenced and continuing into 2020-2021 and Harry's Walkway replacements complete
- The Maintenance program for boat ramps, wharves and jetties was undertaken in accordance with approved maintenance and schedule
- The Maintenance program for beaches was undertaken including detailed beach grooming at all high profile beaches
- Rocks Ferry Reserve riverbank revetment extension works were completed and included additional scope of works to include to extend rock armouring
- The Public amenities renewals program has seen Short Street amenities completed. Pilot Beach amenities upgrade was impacted by COVID-19 supply issues and is planned for completion in September 2020
- Kew Community Park had construction complete

Council Service: Building Maintenance

Delivery Program Objective: 2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities

- Scheduled and reactive maintenance programs of all Council-owned buildings including
 office furniture replacement were undertaken in line with maintenance schedules
- Building rectification works were undertaken in line with the Council Building Asset Management Plan

Council Service: Recreation, Property and Buildings

Delivery Program Objective: 2.3.4 Plan, investigate, design and construct open spaces, recreational and community facilities

- Port Macquarie Coastal Walk upgrade works were impacted by COVID-19 with delivery milestones revised. Stage 2 of the Charlie Uptin and Doctors Walk sections are underway and scheduled for completion in the first quarter of 2020-2021, including the Kennys Walk section
- Flynns Beach upgrade to the sea wall had construction complete
- Hastings Regional Sporting Complex construction had design works progressing.
 Construction works planning is currently being developed and continuing into 2020-2021
- Town Centre Master Plan improvements include the Foreshore Walkway priority projects with detailed design complete. The environmental and crown land approvals will continue into 2020-2021. The Gordon Street underpass has preparation of Environmental Impact Statement underway and will continue into 2020-2021
- Port Macquarie Pool had community engagement undertaken and site selection process complete, with Macquarie Park confirmed as the preferred site. The project plan for the concept design phase had been approved and endorsed by the steering group with the concept design phase to continue into 2020-2021
- Mrs York's Garden had the concept plan finalised with works to be implemented by Friends of Mrs York's Garden

- Lake Cathie Skate Park construction as part of the Lake Cathie Foreshore Reserve Master Plan implementation has seen the Lake Cathie Skate and Recreation Group application for funding successful. Tenders have been advertised and project will continue into 2020-2021
- Rainbow Beach Sports Fields has designs underway with design and construction works continuing into 2020-2021
- Development of new park facilities at Red Ochre had been impacted by COVID-19, construction plans have been completed and project will continue into 2020-2021
- Development of new facilities at the Ruins Way had been impacted by COVID-19, construction expected to start on the first half of 2020-2021
- Stuart Park Regional Sporting Precinct upgrades are complete. Actions included, completion of an Off Leash Dog Park, playground, landscaping and a multi-purpose sports court
- Upgrades to the tennis facility at Beechwood Tennis Courts had works commenced and is scheduled for completion during the first quarter of 2020-2021

Council Service: Library

Delivery Program Objective: 2.3.5 Plan and deliver innovative Library Services which cater for new technology and growing population

- The annual Library Events Program was temporally suspended due to COVID-19 and was switched to an on-line program including the delivery of live story times, zoom author talks and workshops with the community
- Library membership increased to 35,000 as at 30 June 2020 compared to 32,000 for the same period last year
- The Library Strategic Plan was adopted
- The new Library website was launched in August 2019

Council Service: Community Engagement

Delivery Program Objective: 2.3.6 Support a range of inclusive community activities and programs

- A wide range of community activities and events were held across the local government area up until Mid-March, which was impacted by COVID-19. Events delivered from July 2019 to February 2020 included:
 - NAIDOC Week;
 - Mayors Sporting Fund Bowls Day;
 - Artwalk:
 - o Countdown to Christmas;
 - Hastings Sports Awards;
 - o Mayors Sporting Fund Golf Day; and
 - o Seniors Week.

From March 2020, hosting events digitally included:

- o Live Facebook feeds; and
- o Zoom activities.

Delivery Program Objective: 2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects

 Support to promote community-led volunteer programs and projects was undertaken across the local government area, including the Graffiti Blasters Program

Council Service: Cultural Development

Delivery Program Objective: 2.5.1 Support cultural activities within the community

- Implementation of actions from the Cultural Plan was undertaken with some actions including:
 - Three Local Heritage assistance grants awarded to improve heritage listed buildings within the local government area;
 - ArtWalk 2020 was successful for two funding applications, a new format 'World's Longest Footpath Gallery' launched in July 2020. A COVID safe event is proposed to run over an extended period from 1-8 October 2020;
 - The Public Art Policy was adopted by Council following the public exhibition period;

2019-2020 Annual Report - PART B - Statutory Information

- The Cultural Economy Project was finalised and presented to Cultural Steering Group and will be used to inform the Cultural Plan;
- Bicentenary celebration planning continues with a report presented to the Ordinary Council Meeting in July 2020 outlining the plans; and
- The Wauchope Bicentennial Riverside Sculpture Trail project continues with the formation of a Reference Group, expressions of interest and site visits held for potential artist.
- A range of performing arts events were presented at the Glasshouse up until 23 March 2020, which was then closed to the public due to COVID-19 and suspension of the gallery program until it reopened on 30 June 2020. Some events presented included:
 - o For Country For Nation Australian War Memorial;
 - Symmetry of Nature Beric Henderson;
 - Threaded Earth Vana Ford and Kerry Wheelan;
 - Olsen and Ormandy;
 - o Bennelong Bangarra Dance Theatre; and
 - H.M.S Pinafore.
- A range of visual arts events were presented at the Glasshouse up until 23 March 2020, which was then closed to the public due to COVID-19 and cancellation of performance until it reopened on 30 June 2020. Some events presented included:
 - Sydney Comedy Festival Manhatten;
 - Short Film Festival Cheek to Cheek;
 - Evening Stars Jane Rutter and Peter Cousens; and
 - Reality in Flames Australian War Memorial Clay Intersections.

COMMUNITY THEME: YOUR BUSINESS AND INDUSTRY

What are we trying to achieve

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

What the result will be

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

How we know we are progressing

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

We know we are progressing on delivering outcomes to the community against the Delivery Program objectives as achievement highlights can be seen below against specific council service

Highlights by Council Service and Delivery Program Objective

Council Service: Economic Development

Delivery Program Objective: 3.1.1 Assist the growth of local business and industry, ensuring this is a central consideration of Council activities

- Implementation of the Economic Development Strategy has included actions such as:
 - o Adoption of the Health and Education Precinct Master Plan;
 - Completion of the Airport Terminal Upgrade:
 - o Drafting the new Destination Management Plan;
 - Smart Community Roadmap project nearing completion;.

2019-2020 Annual Report - PART B - Statutory Information

- Maintained connection to The Hub Business and Co-working centre during temporary COVID-19 closure;
- Continued collaboration with CSU to develop the Port Macquarie Innovation Centre as part of Stage 2: and
- Ongoing support to opening of non-Council co-working centres across the Port Macquarie-Hastings region.
- Business confidence survey undertaken in August 2019 with over 400 responses, results published in October 2019 and made available to the Construction Industry Action Group and local business networks

Council Service: Development Assessment

Delivery Program Objective: Optimise the use of appropriately zoned land for business uses

- Finalising the Local Environmental Plan (LEP) and Development Control Plan (DCP)
 amendments in relation to a business park near Port Macquarie Airport has seen a report
 presented and adopted at the Ordinary Council Meeting in May 2020 for the post
 exhibition planning proposal
- The review of planning proposals for specific sites within the Port Macquarie-Hastings Local Government Area based on priorities as determined by Council had a biannual progress report presented to Ordinary Council Meeting in June 2020 as required

Delivery Program Objective: 3.1.3 Implement Major Events Strategy

- Implementation of actions relating to 'Major Events' through the Port Macquarie Hastings Events Plan was undertaken. Some actions included:
 - o Completion of a community survey;
 - o Updating the event toolkit and webpage; and
 - A review and streamline of the process for event owners experience when interacting with Council.
- Support provided for 16 major events from July 2019 up until Mid-March 2020. Seven
 events were planned for the April to June 2020 quarter and were unable to proceed. The
 16 events resulted in a combined economic impact of over \$19.1 million for the local
 community

Delivery Program Objective: 3.1.4 Implement the Destination Management Plan

- Implementation of actions from the Destination Management Plan have included:
 - Development and implementation of the Summer Spring destination strategic marketing campaign;
 - The annual Public Relations Program completed the first 12month delivery with new contractors Gate 7: and
 - The revised Destination Management Plan was presented and adopted at the Ordinary Council Meeting in May 2020.
- Visits to the destination website for the 2019-2020 financial year show an increase of 7.10% year on year. This represents an increase in users from 361,161 for 2018-2019 financial year to 386,813 for 2019-2020 financial year. Due to COVID-19, the annual target to increase destination website visits by 15% was not achieved, however, any increase during these unprecedented times, does represent a successful outcome due to a focused strategic approach by Council

Delivery Program Objective: 3.2.1 Support vibrant commercial, tourism, recreational and or community hubs across the region

- Supporting town and village initiatives that will provide activation and economic return has seen a number of actions implemented and included:
 - Completion of Wauchope CBD upgrade works;
 - Unique boutique Wauchope social media/radio campaign delivered;
 - Footpath trading and A-frame sign fee waiver for towns and villages continuing with a policy review planned for the coming months;
 - Bushfire recovery initiatives, including a partnered approach to accessing bushfire recovery funding;

- Developing the #supportlocalpmhc brand, communications approach and collateral and advocating for industry support;
- o Developed the Council Business Support Program; and
- o Promoted key funding opportunities to the business community.

Council Service: Airport

Delivery Program Objective: 3.3.1 Develop, manage and maintain Port Macquarie Airport as a key component of the regional transport network and continue to grow the airport's contribution to the regional economy

- Port Macquarie Airport Terminal upgrade Stage 2 had construction completed in November 2019
- Port Macquarie Airport Terminal car park second exit lane completed November 2019
- Based on year on year figures, passenger numbers are down 26.3%, compared to the same period last year. This is a result of COVID-19 and suspension of airline services
- Port Macquarie Airport Parallel Taxiway Stage 1 and General Aviation pavement renewal had concept design finalised. Tender for the environmental impact assessment (EIS) and Development Application awarded, \$3.53 M funding awarded for Stage 1 in June 2020 under the Australian Government Regional Airport Program. The project will continue into 2020-2021
- Port Macquarie Airport Biodiversity certification agreement implementation is continuing post approval
- Operating and maintaining the Port Macquarie Airport in accordance with regulatory and safety requirements was undertaken and included daily inspection of the aerodrome, Hanger maintenance and progressive updates to operational manuals throughout the year
- Development planning for the Airport Business Park is complete with a report presented to the Ordinary Council Meeting in May 2020

Council Service: Economic Development

Delivery Program Objective: 3.3.2 Promote investment, education and lifestyle opportunities

- Promoting local growth and opportunities within and outside the region has included undertaking actions such as:
 - Key investment attraction exhibitions postponed due to COVID-19, planning underway for attendance at future exhibitions; and
 - Further videos in the 'relocation attractions series completed and actively promoting the opportunity to live, work and invest in the Port Macquarie-Hastings region.

Delivery Program Objective: 3.4.1 Foster partnerships with higher education institutions through research and development, innovation and local skills development

- Port Macquarie Health and Education Precinct Master Plan implementation work is progressing
- Engagement undertaken with the local Education and Skills Forum and support for the pilot program funding application continuing
- Support for the CSU Innovation Hub development and business plan
- Support for the development of Sovereign Hills Co-lab
- Further initiatives and partnerships have been developed under the COVID Recovery Working Group with rollout commenced and will continue into 2020-2021

Delivery Program Objective: 3.4.2 Support local business networks

- The Business Hub is meeting regularly
- Engagement with local Chambers of Commerce and other business/industry representative groups is ongoing

Delivery Program Objective: 3.4.3 Encourage innovation that will support our growth as a regional city including smart community technology

 Management and engagement via the Hub Business and Coworking centre was ongoing until closure due to COVID-19 in Mid-March 2020

- Monthly Hub Business open nights and Innovate Port Macquarie meetings were impacted in Mid-March 2020 due to COVID-19, however engagement with Hub members and broader business and industry continued digitally
- Smart City Strategy development had a change in the engagement approach and was also impacted by COVID-19 which required an adjustment to the project scope. The Smart Community project roadmap was in draft and being prepared for public exhibition planned for August 2020
- Supporting the delivery of projects which enhance local digital engagement, smart work
 hubs and 'smart' technology rollout has seen business planning support provided for CSU
 Innovation Hub as part of Stage 2B campus development, planning the reopening of the
 Hub and Coworking Centre and promotion of free public Wi-Fi

COMMUNITY THEME: NATURAL AND BUILT ENVIRONMENT

What are we trying to achieve

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

What the result will be

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

How we know we are progressing

- We have water, waste, and sewer systems that are efficient, maintained and environmentally compliant
- Consideration, is given to climate change impacts and potential mitigation
- Programs are implemented to support, the condition of the natural environment
- The road and transport network is well planned and maintained
- The transport network, recreational facilities, and open spaces, reflect community priorities
- Coordinated urban development is, well planned to meet projected population growth
- We successfully preserve local flora and fauna
- · Renewable energy options are promoted
- We know we are progressing on delivering outcomes to the community against the Delivery Program objectives as achievement highlights can be seen below against specific council services

Highlights by Council Service and Delivery Program Objective

Council Service: Water Supply

Delivery Program Objective: 4.1.1 Plan, investigate, design and construct water supply assets ensuring health, safety, environmental protection and security of supply for the future growth of the region

- Installation of new water supply services to residential and business premises to cater for new development was undertaken and is in response to Development Applications
- Construction of the reclaimed (outlet) trunk main at Bonny Hills (Area 14) is complete
- Thrumster reclaimed water supply rising main to the reservoir had construction underway and will continue into 2020-2021
- · Construction of the Beechwood Rosewood Reservoir is complete

2019-2020 Annual Report - PART B - Statutory Information

- Water Trunk Main Augmentation between Sancrox Reservoir and Wauchope had designs finalised, construction works commenced in April 2020 and will continue into 2020-2021
- Preconstruction work for the Trunk Main from Bonny Hills to Kew (Area 12) Reservoir had planning works forecast to commence and continuing into 2020-2021

Delivery Program Objective: 4.1.2 Develop and implement annual maintenance and preventative works program for water supply assets

- Water asset replacement and renewal program undertaken in line with the approved schedule
- Annual chemical dosing system upgrades undertaken as per approved project plan with work continuing into 2020-2021

Council Service: Sewerage

Delivery Program Objective: 4.1.3 Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region

- Provision of centralised sewerage systems for Comboyne, Long Flat and Telegraph Point
 as part of the small town sewerage program had construction commenced in October
 2018 and ongoing. Telegraph Point and Comboyne are scheduled for completion in the
 first quarter of 2020-2021 and Long Flat is scheduled for completion in October 2020
- Lakewood/Kew (Area 15) sewerage upgrades to cater for future development is progressing. The project is being delivered in partnership with NSW Public Works and is progressing project management for the detailed design. Work will continue into 2020-2021
- Construction of the reclaimed (inlet) trunk main at Bonny Hills (Area 14) is complete
- Construction of the Sewer Rising Main from Camden Haven Sewer Pump Station to Dunbogan Bridge is complete
- Port Macquarie Sewerage Pumping Station (#64) electrical upgrades are complete
- Kew Sewer Treatment Plant upgrades are being undertaken in partnership with NSW Public Works Advisory who are progressing with project management for the detailed design and delivery. Work will continue into 2020-2021

Delivery Program Objective: 4.1.4 Develop and implement annual maintenance and preventative works program for sewerage assets

- Programmed replacement of sewerage assets including sewer pumps and electrical switchboards was undertaken as required
- Programmed replacement of Sewer Treatment Plant electrical and mechanical assets including instruments was undertaken as required
- Sewer assets replacement and maintenance programs for odour control installations, sewer rehabilitation renewal and realigning works was undertaken as required

Council Service: Stormwater and Drainage

Delivery Program Objective: 4.1.5 Work towards planning, investigation, design, construction of stormwater assets

- Stormwater remediation concept designs at Panorama Drive Bonny Hills complete
- Stormwater remediation measures identified in the Westport Stormwater Management Plan including Gordon Street to Buller Street Port Macquarie works had consultant engaged to undertake detailed stormwater catchment analysis. Works will continue into 2020-2021
- Stormwater remediation construction works at 31 Calwalla Cres complete
- Stormwater remedial work at 741 Beechwood Road had planning complete with construction works commenced and continuing into 2020-2021

Delivery Program Objective: 4.1.6 Develop and implement annual maintenance and renewal programs for stormwater assets

 Annual canal maintenance for Settlement Shores and Broadwater canals was undertaken in accordance with the rolling priority program

- Major canal maintenance and dredging at Settlement Shore canals had works commenced December 2019 following community consultation. Works are continuing in 2020-2021
- The Stormwater Renewal Program has seen completed works undertaken including:
 - o Stormwater relining works at Fairmont Gardens, Wauchope;
 - Stormwater relining works at 122 Hibbard Drive Port Macquarie;
 - o Stormwater relining works at Longworth Road Dunbogan; and
 - o Stormwater relining works at Black Swan Terrace West Haven.
- Stormwater flooding mitigation measures at Rodley Street Bonny Hills has construction works complete
- Stormwater maintenance program undertaken with works based on inspections and assessment criteria
- Condition ratings of stormwater assets via CCTV inspections, including newly constructed works, was undertaken in accordance with adopted programs and proactive maintenance requirements

Service: Waste Management

Delivery Program Objective: 4.1.7 Develop and implement effective waste management strategies

- Expansion works at Kingfisher Waste Depot commenced late 2019 and is scheduled to be complete September 2020
- The Waste Education Program for primary schools were delivered
- The Pre-school Waste Education Program was developed and implementation was impacted due to COVID-19 restrictions
- The Developments, Public Plan and Events Waste Minimisation and Management Policy was presented and adopted at the Ordinary Council Meeting in June 2020 as part of the development of Event Waste Management guidelines
- Ensuring effective recycling and recovery of domestic and organic waste through the material recovery facility was undertaken as required
- Domestic waste collection services undertaken as required
- · Commercial waste collection services undertaken as required
- Operation of Waste Transfer stations and the Cairncross Waste Management facility undertaken as required
- Public waste collections services undertaken as required
- Illegal dumping and clean-up programs undertaken as required
- The Multi-Unit Dwelling Organics Recovery Project had project milestone 2 completed in May 2020 and delivery of milestone 3 continuing into 2020-2021
- Kingfisher Waste Transfer Station Gas Investigation Risk Analysis had final gas investigation study issued to the Environmental Protection Agency (EPA)
- Dunbogan landfill site Gas Investigation Risk Analysis project had gas bores installed and the 12month monitoring program commenced
- Cairncross Gas Extraction Trial System had contractor engaged, however, project is pending due to COVID-19 restrictions
- Waste education and Marketing campaigns delivered according to approved program
- Projects identified and delivered for 'Better Waste and Recycling' initiatives
- Cairncross Recycling Industrial Zone improvements completed in June 2020
- Cairncross Waste Depot facility expansion approvals had detailed designs expected for completion in September 2020

Council Service: Natural Resource Management

Delivery Program Objective: 4.2.1 Develop and implement Coastal, Estuary, Floodplain, and Bushfire Management Plans

- Inspection of fire trails on Council land undertaken
- 240 Asset Protection Zones (APZ) inspections were undertaken during the 2019-2020 financial year
- The Flying Fox Management Plan was complete and actions were undertaken as required
- A centralised compliance register for environmental outcomes associated with development was established

2019-2020 Annual Report - PART B - Statutory Information

- Implementation of actions relating to Airport bio certification works was undertaken
- The Draft North Brother Local Catchment Flood Study had the draft options report complete and placed on public exhibition
- Development of the Coastal Management Program had the first draft of the scoping study complete for Stage 1, community consultation undertaken and a report is scheduled to be presented to Council in the first quarter of 2020-2021 with work continuing

Council Service: Development Assessment

Delivery Program Objective: 4.3.1 Undertake transparent and efficient development assessment in accordance with relevant legislation

- Development Assessment, Building Certification and Subdivision Certification activities were undertaken in accordance with legislation with the number of applications and processing times as follows:
 - o 906 Development Applications, average processing time of 44 days;
 - 141 Development Application modifications, average processing time 41 days;
 - 476 Building Construction Certificates, average processing time of 10 Days; and
 - o 81 Complying Development Certificates, average processing time of 13 days.
- No successful legal appeals were recorded in relation to processing errors for development applications from 1 July 2019 to 30 June 2020

Council Service: Roads, Bridges and Transport

Delivery Program Objective: 4.4.1 Plan, investigate, design and construct transport assets which address pedestrians, cyclist and vehicular needs to cater for the future growth of the region

- The footpath construction program was undertaken in accordance with the project plan
- Improved pedestrian amenity for the Wauchope Main Street Stage 1 is complete
- Substructure rehabilitation works on the Dunbogan Bridge Reid Street had construction works complete
- Kindee Bridge structural repairs and bridge replacement optioneering had initial repairs and detailed investigations complete. Stage 2 works commenced with works continuing into 2020-2021
- Diamond Head Road/The Boulevard Flood Access Stage 1A had construction complete
- Pedestrian crossing at Bold Street Laurieton complete
- Corridor planning Kendall Road Ocean Drive Hastings River Drive regional road corridor had a Contractor appointed in June 2020 and the project continuing into 2020-2021
- Detailed concept designs for Mialia Street to Orana Drive Lake Cathie are complete with further progress pending construction funding confirmation
- Kew Main Street upgrade is currently in the design phase with community consultation being undertaken on the initial concept design. Construction works forecast for completion by 2020-2021 financial year end
- The 2019-2020 Road Rehabilitation and Resealing Programme was undertaken including:

Road resurfacing and rehabilitation works completed on:

- o Ocean Drive, Laurieton (Kew Road to Henry Kendall);
- o Kew Road, Laurieton (Ocean Drive to Tunis Street);
- o Widderson Street, Port Macquarie (Oxley Hwy to Hastings River Drive);
- o Comboyne Road, Byabarra (Oxley Hwy to Hartys Creek); and
- High Street, Wauchope (Beechwood Road to Cameron Street).

Road resealing works completed on:

- o Matthew Flinders Drive, Port Macquarie;
- o Bago Road, Herons Creek (Milligans Road to Pacific Hwy);
- o Lighthouse Beach Local Streets Port Macquarie;
- o Long Flat Local Roads, Long Flat, Kindee, Forbes River;
- o Captain Cook Bicentennial Drive, Laurieton; and
- o Ocean Drive, North Haven to Bonny Hills.
- John Oxley Drive upgrade has consultants engaged to undertake the detailed design and environmental approval works. The design phase will continue into 2020-2021

2019-2020 Annual Report - PART B - Statutory Information

- Designs and investigations for the Gordon Street pavement reconstruction and service relocations has designs progressing. The construction phase will continue into 2020-2021 and 2021-2022
- Installation of new bus shelters across the region as per the Community Passenger Transport Infrastructure Grant Scheme has included:
 - o Ron Banks Road, (at Bago Road) Herons Creek;
 - Cameron Street, Wauchope;
 - o Ocean Drive, (Links Crescent), Port Macquarie;
 - o Laurie Street, (Bold Street) Laurieton; and
 - o The Jib (Doncaster Ave) Port Macquarie.

Bus stop hardstand areas installed at:

- o Home Street, Port Macquarie;
- o Home Street, (Cross St) Port Macquarie;
- o Savoy Street, Port Macquarie; and
- o Savoy Street, (Narani Crescent) Port Macquarie.
- Settlement Point Ferry and Hibbard Ferry, upgrades to ferry access and signage installation complete
- · Beach to Beach shared path at Camden Haven has final section of D9 path complete
- Lighthouse Road Tourism Connectivity Project Lighthouse Road east upgrades -Matthew Flinders Drive to The Lighthouse is complete
- Detailed designs for the Gordon/Horton Street intersection upgrade had designs underway and will continue into 2020-2021
- Slipping of Settlement Point Ferry complete
- · Bago Road rehabilitation (Milligans Road to Blue Water Cres) works complete
- Design review and finalisation nearing completion for reconstruction of The Ruins Way Port Macquarie (Major Innes Road and Sitella Street). Reconstruction works planned for completion in first quarter of 2020-2021
- Detailed designs for Scrubby Creek Bridge had design works underway with construction works commenced in July 2020
- Traffic analysis underway for the Orbital Strategic Business Case with works continuing into 2020-2021
- Pedestrian Refuge at Hayward Street west of Horton Street complete
- Pedestrian Refuge at Gordon Street and Hollingsworth Street west of Horton Street complete
- · Pedestrian safety upgrades at Telegraph Point complete
- Road safety improvements at Pembrooke Road complete
- · Road safety improvements at Rawdon Island complete

Delivery Program Objective: 4.4.2 Develop and implement annual maintenance and renewal programs for transport assets

- The annual unseal road maintenance program including resheeting, grading, drainage and vegetation and rural roadside vegetation clearing was delivered in accordance with adopted program
- The annual sealed road maintenance program including resurfacing, jetpatching, heavy patching and installation of roadside furnishings was delivered in accordance with adopted program
- The annual bridges and culverts maintenance and repair program including inspections, monitoring and bridge repair works was delivered in accordance with adopted program
- Reactive maintenance for Koala Food Trees and Koala Fencing on Link Road (Ocean Drive) was undertaken in accordance with adopted program
- The annual Bridgeworks and Road Rehabilitation Program, that includes regular bridge and geotechnical road pavement tests to inform and develop program was undertaken in line with the adopted program

Delivery Program Objective: 4.4.3 Develop and implement traffic and road safety programs

 Implementation of the Road Safety Action Plan and educational programs were impacted by COVID-19 and deferred to 2020-2021 for delivery

 Installation and maintenance of street lights including upgrade investigations, designs and delivery was undertaken in accordance with the program

Council Service: Strategy (Land Use Planning/Strategy)

Delivery Program Objective: 4.5.1 Carry out strategic planning to manage population growth and provide for co-ordinated urban development

- Planning for the Port Macquarie Health and Education Precinct had a planning proposal being drafted, as well as ecology, contamination and heritage assessments with work continuing into 2020-2021
- The review of the Port Macquarie-Hastings Development Control Plan is complete and finalised and commenced 17 June 2020
- The review of the Local Environmental Plan and Development Control Plan provisions to promote appropriate housing choice options had a consultant preparing the Local Housing Strategy with preliminary findings complete. Stakeholder and community engagement put on hold due to COVID-19, work will continue into 2020-2021
- Preparation of Stage 1 investigation for Fernbank Creek and Sancrox potential future growth areas had the Structure (outline) plan complete and planning proposal work progressing into 2020-2021

Council Service: Environmental Services

Delivery Program Objective: 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

- Implementation of the Strategic Biosecurity (Weed Management) Program to restore and conserve that natural environment was undertaken with actions including:
 - o 2,300km of Council roads managed for roadside weeds;
 - o 28km of riparian zones managed for invasive weeds;
 - o 65ha of coastal dune systems managed for Bitou Bush;
 - o 680ha of Council assets managed for invasive weeds;
 - 70 days per annum undertaking management of high priority weeds on high risk sites within the drainage network; and
 - o 75 properties larger than 1ha, inspected for invasive weeds.
- Riparian land managed for aquatic weed invasion
- Implementation of the Bushland Regeneration Management Program undertaken in collaboration with various community groups
- Ongoing education and assistance provided to residents, industry and community groups on Council's tree management requirements within the Port Macquarie-Hastings 2013 Tree Management Development Control Plan
- Over 1,280 customer requests for tree management for public and private matters have been handled for the 1 July 2019 to 30 June 2020 period including illegal tree works
- Bushland mapping and site surveying undertaken in order to improve the mapping of bushland regeneration sites for community access
- Implementation of identified actions from the adopted Koala Population Recovery Strategy was undertaken
- Implementing mitigation actions from Hastings River Flood Plain Risk Management Plan: Stage 4: Install river stream flow gauges and rainfall gauges to inform floodplain modelling was completed

Council Service: Building Maintenance and Asset Management

Delivery Program Objective: 4.7.1 Promote renewable energy outcomes within Council

- LED lighting upgrades for Council buildings was completed
- Wauchope, Laurieton and Kendall Pools identified as existing Council facilities that were suitable to install solar energy systems. Preliminary works completed with delays due to COVID-19 stock availability. Project will continue into 2020-2021
- Implementation of the Long Term Energy Strategy actions were undertaken. A six monthly update report was presented to the Ordinary Council Meeting in May 2020

Council Service: Water Supply

Delivery Program Objective: 4.8.1 Ensure all Council operations comply with environmental standards and regulations

2019-2020 Annual Report - PART B - Statutory Information

- Operating and maintaining water treatment plants in accordance with adopted maintenance programs was undertaken
- Operating the water supply network to ensure public health and safety was undertaken
- Operating and maintaining storage dams in accordance within the set guidelines was undertaken

Council Service: Sewerage

Delivery Program Objective: 4.8.1 Ensure all Council operations comply with environmental standards and regulations

- Operating and maintaining sewerage treatment plants in accordance with environmental licenses, adopted maintenance programs and safety requirements was undertaken
- Operating the sewerage network to ensure public health and safety was undertaken with all defects identified through waste trade inspections undertaken and complaints/requests dealt with in line with service standards

Council Service: Environmental Services

Delivery Program Objective: 4.8.2 Increase community awareness and enable access to the natural environment

 Delivering bushfire preparedness and planning programs to the community was undertaken with all community enquiries responded to within the seven-day service standard

Rates and Charges Written Off

In accordance with the Local Government (General) Regulation Clause 132

The amount of rates and charges written off during the year were as follows: (including rates reduced or waived for pensioners)

Summary of rates and charges written off during 2019-2020		
Abandoned Pensioners		
General Fund Rates	\$1,494,479.97	
Environmental Levy	\$31,644.31	
Sewerage Services Annual Charges	\$633,361.91	
Domestic Waste Annual Charges	\$515,562.08	
Other Waste Annual Charges	\$1,269.95	
Water Supply Annual Charges	\$665,777.96	
	\$3,342,096.18	
Pensioner Subsidy received from Office of Local Government	\$1,838,007.54	
Net cost to Council for Abandoned Pensioners	\$1,504,088.64	
Abandoned Other		
General Fund Rates	\$45,680.03	
Environmental Levy	\$493.41	
Water Supply Annual Charges	\$2,392.25	
Sewerage Services Annual Charges	\$0.41	
Domestic Waste Annual Charges	\$650.73	
Stormwater Annual Charges	\$37.68	
Other Waste Annual Charges	\$0.01	
Onsite Effluent Annual Charges	\$0.04	
Water Supply Usage Charges	\$353,648.20	
Sewerage Services Usage Charges	\$61,843.39	
	\$464,746.15	
Abandoned Interest		
General Fund	\$5,533.47	
Onsite Effluent Annual Charges	\$0.00	
Sewerage Services	\$1.82	
Water Supply	(\$3,577.37)	
	\$1,957.92	
Total Rates and charges written off 2019-2020	\$3,808,800.25	
Less: Pensioner Subsidy received from Office of Local Government	\$1,838,007.54	

Mayor and Councillor Expenses

In accordance with the Local Government (General) Regulation Clause 217 (1) (a1)

The total amount of money spent on providing facilities and payment of expenses is outlined in the table below.

Details	Amount (\$)
Mayoral Allowance	\$64,376.93
Councillor Fees	\$146,944.42
Sub Total	\$211,321.35
Dedicated office equipment allocated to Councillors	\$0.00*
Telephone calls made by Councillors	\$3,363.74
Councillor attendance at conferences and seminars	\$3,332.17
Training of councillors and provision of skill development	\$8,580.03
Interstate visits by councillors, including transport, accommodation and other out-of-pocket travelling expenses	\$2,164.35
Overseas visits by councillors, including transport, accommodation, and other out-of-pocket travelling expenses	\$0.00
Travel within the local government area and NSW	\$20,612.78
Expenses of any spouse, partner or other person who accompanied a councillor, being expenses payable in accordance with the guidelines	\$0.00
Expenses involved in the provision of care for a child or an immediate family member of a councillor	\$0.00
Other expenses (including catering, stationery, printing, sundries)	\$6,166.59
Sub Total	\$44,219.66
Total Costs	\$255,541.01

^{*} Although there were no direct expenses recorded with regard to office equipment allocated to Councillors, it is noted that each Councillor was provided a mobile phone, Apple iPad and access to a Councillor work area in Council's Port Macquarie Administration Building.

Mayoral Discretionary Fund

Pursuant to the reporting requirements of Council's Mayoral Discretionary Fund Policy, a total of \$7,564.54 was discretionally allocated by the Mayor for the period.

Register of Overseas Travel

Overseas visits undertaken in 2019-2020 by Councillors, Council Staff and other Council Representatives in accordance with the Local Government (General) Regulation Clause 217(1)(a1).

Councillors or other Council Representatives

There has been no overseas travel undertaken during 2019-2020.

Contracts awarded greater than \$150,000

In accordance with the Local Government (General) Regulation Clause 217(1)(a2)

Contractor	Goods/Services or Works Description	Value (\$)
Hopkins Consultants Pty Ltd	Design - John Oxley Drive - Kingfisher Road to the Ruins Way	\$359,605
Coffs Harbour City Council trading as Coastal Works	Kendall Emergency Water Trunk Main	\$415,000
King and Campbell Pty Ltd	Environmental Assessment and Development for Planned Works at Port Macquarie Airport	\$190,946
SMEC Australia Pty Ltd	Port Macquarie Road Network Planning Project - Strategic Business Case	\$295,230
King and Campbell Pty Ltd	Rainbow Beach Sporting Fields Design and Environmental Approvals (LGP1208-3)	\$269,600
TCM Civil Pty Ltd	Construction of Port Macquarie Sewer Rising Main 71	\$1,364,000
Eire Constructions Pty Ltd	Coastal Walk Boardwalks	\$268,322
Eire Constructions Pty Ltd	Sancrox Reservoir to Wauchope Water Trunk Main - Main Works	\$1,216,855
Eire Constructions Pty Ltd	Construction of Thrumster Recycled Water Interim Supply Main Stages 3-8	\$3,683,952
All Access Solutions Pty Ltd	Kindee Bridge Scaffold	\$184,600
Impact Environmental Consulting Pty Ltd	RFQ-20-09 Multi-unit Dwellings (MUDs) Organics Recovery Project	\$139,160
Kellog, Brown and Root Pty Ltd	T-19-60 Beach to Beach Detailed Design and EIS	\$248,020
Dupont Memcor (Australia) Pty Ltd	T-20-10 Supply and commissioning of membranes and tanks for the Wauchope Water Treatment Plant Upgrade	\$1,178,221
Bitzios Consulting Pty Ltd	MR538 and MR600 Corridor Strategy Planning	\$194,245
Soil Conservation Service	Lake Innes ASS Management Options Study Consult Agreement	\$293,000
InQuik Pty Ltd	Supply and Delivery of Scrubby Creek and Thompsons Bridges	\$352,000

Legal Proceedings

In accordance with the Local Government (General) Regulation Clause 217 (1)(a3)

Expenses incurred as at year ended 30 June 2020 in relation to legal proceedings were as follows:

Matter	Nature of Proceeding	Status / Outcome	Costs (\$)
Amber Healing Farm, 87 Stingray Creek Road	Development without consent	Ongoing. Still following up payment of costs as ordered by the Court and outstanding issue of illegal works.	\$36,356.50
2325 Oxley Highway Wauchope	Development without consent	Finalised. Convictions recorded, Defendant fined and to pay Council's costs. Section 34 agreement entered into.	\$131,457.11

Houston Mitchell Drive	Contravention of National Parks and Wildlife Act 1974	Finalised. Appeal of Enforceable undertaking withdrawn.	\$4,449.50
Taylor v PMHC (2010)	Resolution of costs	Finalised. Costs issues resolved.	\$35,694.09
Gates v PMHC	GIPA - Access to information	Ongoing.	\$38,105.96
BDM v PMHC	Appeal Breach of Development Consent	Finalised. Fines issued and costs awarded. Defendant requesting payment plan.	\$10,783.90

Resolutions made under Section 67 concerning work carried out on private land

In accordance with the Local Government (General) Regulation Clause 217(1)(a4)

Council did not resolve to undertake any Private Works during 2019-2020.

Statement of external bodies exercising delegated function by Council

In accordance with the Local Government (General) Regulation Clause 217(1)(a6)

No external bodies exercised functions delegated by Council during 2019-2020.

Statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies in which council held a controlling interest

In accordance with the Local Government (General) Regulation Clause 217(1)(a7)

There are no companies which Council held a controlling interest during 2019-2020.

Statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies in which the Council participated

In accordance with the Local Government (General) Regulation Clause 217(1)(a8)

Mid North Coast Library Cooperative

Council has been part of the Mid North Coast Cooperative Library Service since 1980. The Cooperative enables rationalised purchasing of both online and physical resources, which are then made available to all residents of Kempsey and Port Macquarie-Hastings local government areas. All resources are shared and physical items can be requested from any branch library.

Council's library service has also formed partnerships with Charles Sturt University, Hastings Autism and Asperger's Resource Group and Port Macquarie and District Family History Society to house their respective collections.

Mid North Coast Joint Organisation

Council is a member of the Mid North Coast Joint Organisation (MNCJO) along with Bellingen Shire Council and Kempsey Shire Council.

The NSW Government established Joint Organisations (JOs) under the *Local Government Act* 1993 (the Act) in 2018. Council resolved to join the MNCJO in March 2018. As per information provided by the Office of Local Government (OLG), this Act allows for Councils to voluntarily join new JOs to strengthen regional coordination and improve the delivery of important infrastructure and services for communities through strategic planning, collaboration, shared leadership and advocacy.

The NSW government has previously stated that JOs will transform the way local and state governments work together to plan and deliver the things that matter to regional communities. JOs will give local Councils a seat at the table in planning for important regional infrastructure and investment. The MNCLO Board continues to meet bi-monthly to progress matters relating to our local region.

Council Art Collection

Council continues to manage the Council Art Collection, which is housed at the Glasshouse. Many of the works were exhibited in two Glasshouse Gallery exhibitions throughout 2019-2020, as well as being displayed in the Glasshouse foyers and conference and meeting rooms.

Headspace

Headspace commenced delivering services to young people in January 2013 and has been very successful in increasing young people's mental health awareness in the community. Council has been working closely with Headspace to develop activities and programs for young people through partnerships with the regions young people.

Council continued to partner with Headspace for many events, activities and programs including; Homelessness matters day, Luminosity, and Youth Week, although this year that was a challenge with COVID-19 impacting on physical delivery of activities we have continued through digital means and continuing programs including YOUTHinkers. These actions will continue into the future.

Youth Partnership

Over the last financial year Council was successful in gaining a Building Better Regions Grant for the Dynamic Young Leaders Program for Port Macquarie Hastings. The project will develop and deliver a leadership course for young people in the region, aimed at developing social, ethical, emotional, physical and cognitive competencies.

The program will aim to deliver a new leadership program and supporting curricula relevant to youth of the region that will result in:

- Youth trained in leadership with the skills to contribute to the future of the region.
- The development of networking skills in regional youth.
- Greater collaboration between Council, education institutions, youth organisations and local businesses.

Conservatorium Mid North Coast

The Conservatorium Mid North Coast (CMNC) is an Incorporated Association dedicated to furthering the musical talent of the Mid North Coast of NSW. The Conservatorium aims to create a vibrant, creative, cohesive and active music and performing arts culture across the MidCoast and Port Macquarie-Hastings Local Government Areas, a culture that embraces and supports the need for quality music education and understands links with the broader arts, community development and creative industries sectors.

Through the presentation of Free Friday Lunchtime Concerts for the community, the program provides local musicians the opportunity to perform publicly within a professional capacity and opportunities for the community to engage in arts and cultural experiences at no cost. The program has grown significantly in popularity, in regards to attendance by the community. These concerts are held in vacant spaces in the Glasshouse and in the Hay Street forecourt, utilising existing space and activating the precinct.

The concerts, as with all normal business activities at the Glasshouse, were disrupted by the recent COVID-19 virus outbreak. A total of 34 weekly concerts were held from July 5 2019 to March 13 2020 performed by a total of 290 performers, with 2,321 audience members (average audience of 68 persons) in attendance. In a 'regular' year a total of 50 concerts are programmed. COVID-19 caused the loss of 16 performances and a potential loss of 952 audience members and 119 performer opportunities.

Port Macquarie-Hastings Council is continuing to work with the CMNC through the COVID-19 recovery period and hopes to welcome CMNC volunteers, performers and audience members back into the venue as soon as it safe to do so.

2019-2020 Annual Report - PART B - Statutory Information

Beach to Beach Riverwalk

Beach to Beach is a community group that formed in 2014 to build a multiuse path to link Grants Beach in North Haven to Pilot Beach in Dunbogan. Council has supported the group through providing funding and construction support, and has a staff member on the Committee.

Schools to Schools

Schools to Schools is a community group that formed to build a multiuse path to link Kendall Public School to Laurieton Public School. Council has supported the group through providing funding, constructing path sections and by acting as a liaison between all relevant parties involved in the project.

Creek to Creek

Creek to Creek is a Camden Haven based community group that undertakes improvements to the Queens Lake Walking Trail. Council supports the group through the provision of materials, funding, and advice.

Friends of Mrs York's Garden

The Friends of Mrs York's Garden is a small community group that has formed to restore a previous historical garden in Port Macquarie. Council has supported the group through providing funding, ecological and heritage advice and by supporting the volunteers with Work Health and Safety, and volunteer management advice.

Coastal Warriors

Coastal Warriors Mid North Coast is a volunteer based organisation that formed in July 2017 with Council's support. Coastal Warriors aim is to prevent plastics and other harmful objects entering our oceans harming marine life and damaging our Eco systems.

Coastal Warriors hosted numerous pick up days throughout the LGA with local beach clean ups and also surrounding areas including parks and gardens, to prevent harmful objects entering drains and leading into our waterways. They supported the Marine Litter Grant including the grant funding for two Sea bins at the Port Macquarie Marina.

Midwaste Regional Waste Group

Midwaste is the forum made up of representatives from six member Councils located on the Mid North Coast of NSW, whose focus is regional co-operation in waste management, waste minimisation and resource recovery. The six councils include Bellingen, Coffs Harbour, Kempsey, Mid Coast, Nambucca, and Port Macquarie-Hastings.

Council works closely with the Midwaste Coordinator and member Councils to achieve regional goals, including providing local workshops and waste education initiatives for the community. Council has been a part of this group since 2003.

Midwaste, supported by Council, was recently successful with a Food Smart Communities grant funded by the NSW EPA, and this is being rolled out in our LGA until June 2021.

North Shore Eco Warriors

North Shore Eco Warriors is a volunteer organisation carrying out clean ups on the North Shore of Port Macquarie. Council supported their community litter grant, which resulted in recycled seating with an anti-litter message, recently installed on the north shore. The North Shore Eco Warriors also supported the Marine litter grant and service several fishing line bins on the North Shore.

Supporting Local Communities and Businesses

Council has worked closely with communities throughout the region in activating community spaces, capturing and implementing their needs and expectations and stimulating their local businesses. Through collaboration with a range of community stakeholders, including the Economic Development Steering Group and Cultural Steering Group, Council has continued to advocate for and implement initiatives that will encourage and support a vibrant, diversified and resilient local economy.

2019-2020 Annual Report - PART B - Statutory Information

page 29

Arts Mid North Coast (AMNC)

Council continues to support Arts Mid North Coast (AMNC). AMNC is a regional non-profit incorporated organisation and a peak body for arts and cultural development across the Mid North Coast region.

AMNC provides the framework for arts and cultural development across regional and rural NSW, predominantly for local community art organisations. The organization aims to engage with all relevant sectors of the regional community to promote, facilitate and advocate for excellence in arts and cultural development across the Mid North Coast region.

Community Planning Process

In September 2018, Council introduced a community-planning program to work with communities to develop their own community plans. The Community Plans identify the vision for their places and actions to achieve that vision into the future. Council has identified 12 communities across the Local Government area, excluding Port Macquarie township, and through working with Community Council Action Teams (CCATs), 12 plans have been developed. The aim is for all of the communities across our region will have Community Plans and CCATS to assist in delivering community outcomes by August 2021.

Port Macquarie Dementia Steering Group

Through the Port Macquarie Dementia Steering Group, Council provides support and advice on making Port Macquarie a dementia friendly city. Council has been working with the group for over three years, and has a staff member on the committee.

Library Van

Council currently offers an outreach library service through a mobile van, which attends a number of schools and is present at various community events throughout the year. Council was successful in September 2018 in gaining a Cultural Infrastructure Grant through Create NSW for a new Library Van with increased services and programs. The Van is expected to be in service by late 2020.

Landcare

Council works closely with a number of urban Landcare group across a range of sites in the Local Government Area. They restore urban bush land for the enjoyment of the community and the health of the environment.

Charles Sturt University

Council has a close working partnership with Charles Sturt University (CSU) including supporting Student placements within the Council and joint event delivery.

Council's Environmental Laboratory, which provides a range of water, sewerage and environmental testing services, is co-located within the CSU Port Macquarie campus. The inclusion of Council's laboratory within the CSU campus provides a unique opportunity to explore potential future opportunities for collaboration between CSU and Council in teaching and research.

Community Drug Action Team

Council supports and Auspices the Community Drug Action Team to deliver vital information about drugs to the community. CDAT work to support Council events to highlight the issues around drug use.

Eucalypt Plantation Joint Venture Forestry Right Agreement

This is a Joint Venture Agreement between Council and Forestry for the establishment of a eucalypt plantation of 75ha (on a total plot of 106.4ha). The agreement, established in 1999, extends for 40 years until 2039 with Council's contribution to the agreement being the land.

Grants, Financial Assistance and Contributions

Total amount granted under section 356 in accordance with the Local Government (General) Regulation Clause 217(1)(a5)

Council recognises the importance of assisting Not-For-Profit community groups and organisations that are interested in and working towards, the enhancement of facilities and improve community well-being of its residents. Each year, Council provide financial assistance to a broad range of groups to boost their ability to make a difference in our local community. The following community groups/organisations were assisted in 2019-2020.

Community Group / Organisation	\$ Amount
Arts Mid North Coast	\$15,750.00
Anglican Parish of Wauchope	\$7,059.00
Beechwood Public School P&C	\$3,045.00
A Gill	\$300.00
Bonny Hills Community Hall	\$1,000.00
Byabarra Hall & Recreational Reserve Trust	\$10,000.00
Camden Haven Chamber of Commerce	\$5,000.00
Camden Haven Community Band	\$7,100.00
Camden Haven Surf Life Saving Club	\$15,000.00
Cerebral Palsy Alliance	\$7,495.00
Donation of Rates	\$29,755.25
Waiver of Development Application Fees	
- Comboyne Agricultural & Horticultural Association	\$957.00
- Hollisdale Rural Fire Service	\$1,344.00
- Vikings Rugby and Cricket Club	\$6,821.00
- Douglas Vale Conservation	\$269.34
Donations to Educational Institutions	\$2,910.00
Friends of Kooloonbung Creek	\$5,000.00
Glasshouse Discount to Community Groups	\$50,050.98
Glasshouse Vouchers	\$2,800.00
Hastings District Highland Band	\$7,224.00
Hastings Koala Orchestra	\$5,676.00
Hastings Landcare	\$1,719.09
Kidney Health Australia	\$250.00
Kendall Community Centre	\$2,865.00
Kendall Heritage Society Inc	\$500.00
Kendall Men's Shed	\$3,759.00
Lake Cathie/Bonny Hills Lions Club	\$2,653.00
Laurieton Mens Shed	\$6,991.82
Liberty Domestic & Family Violence Specialist Serv	\$2,500.00

Community Group / Organisation	\$ Amount
Long Flat Public School P&C	\$450.00
Mac Adams Music Centre	\$1,000.00
Maritime Museum - Rates, Water & Insurance	\$33,233.06
Mayors Sporting Fund	\$7,359.85
Pappinbarra Progress Association	\$4,674.00
Port Big Red Bus	\$4,815.00
Port Macquarie Country Womens Association	\$250.00
Port Macquarie Hastings Municipal Band	\$10,150.00
Port Macquarie Art & Craft	\$4,895.00
Port Macquarie Astronomical Society	\$10,000.00
Port Macquarie Hastings U3A Inc	\$800.00
Port Macquarie Historic Court House	\$1,000.00
Port Macquarie Landcare Group	\$10,000.00
Port Macquarie Neighborhood Centre	\$2,717.00
Port Macquarie Senior Citizens	\$1,000.00
Port Macquarie Surf Life Saving Club – Includes materials for surf club building	\$27,769.78
Riding for the Disabled	\$4,545.50
Southlake Marketplace	\$1,150.00
St Thomas Anglican Soup Kitchen	\$8,525.46
Tacking Point Surf Life Saving Club	\$10,000.00
Telegraph Point Community Association	\$1,363.64
Volunteer Marine Rescue NSW	\$6,280.00
Wauchope Chamber of Commerce	\$9,100.00
Wauchope Community Centre Arts Council	\$8,347.00
Wauchope Little Athletics Club	\$3,000.00
Wauchope Mens Shed	\$3,266.00
Wauchope Patchwork Quilters	\$5,968.00
Wauchope Poultry Club	\$3,095.00
Wauchope Rotary Youth Hall	\$2,000.00
Wauchope Show Society	\$9,090.91
Wauchope/Bonny Hills Surf Life Saving Club	\$15,500.00
West Port Macquarie Tennis Club Inc	\$7,030.91
Total	\$424,170.59

Statement of Activities to implement Equal Employment Opportunity (EEO) Management Plan

Clause 217(1)(a9)

Council's Equal Employment Opportunity (EEO) Management Plan seeks to create a positive work culture within the organisation, by ensuring all employees adopt fair practices and demonstrate ethical behavior while respecting the social, personal and cultural attributes of those they interact with.

Key achievements during 2019-2020

- Ongoing provision of:
 - work experience placements
 - flexible work practices and workplace facilities for women with breastfeeding responsibilities
 - flexible work practices for employees with carer and family responsibilities, including part time work, purchased leave, flexible hours and work from home
 - Transition to Retirement options for mature staff
 - Health Plan process for employees who may have a temporary or permanent disability or medical condition that requires support.
 - Reasonable Adjustment Policy
- Employment of apprentices, trainees and cadets across a range of work areas and disciplines
- Vast array of eLearning and face to face training packages to assist any staff member needing training to keep up with changing technology in the work place
- Provision of a variety of leadership development opportunities
- Continuation of the workforce of the future projects identified by the Millennial workshop program
- . COVID-19 response including extending the Working from Home policy and Wellbeing focus
- Aligned Council policies and procedures to the new LGNSW Award 2020
- EEO awareness at onboarding and induction for all new starters
- · Adoption of the new Equity and Diversity Strategy
- Domestic and Family Violence working group and all staff awareness training including the introduction of Wellbeing Champions.

General Manager Remuneration Package

In accordance with the Local Government (General) Regulation Clause 217 (1)(b)

The remuneration for the General Manager for the year ended 30 June 2020 is broken down as below:

Detail	Amount
Salary component	\$313,987
Total amount of any bonus payments, performance payments or other payments made to the general manager that do not form part of the salary component	Nil
Total amount payable by the council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which the General Manager may be a contributor	\$29,829
Total value of any non-cash benefits for which the General Manager may elect under the package	\$9,000
Total amount payable by the council by way of fringe benefits tax for any such non-cash benefits	\$605
Total Remuneration Package	\$353,421

Senior Staff Remuneration Package

In accordance with the Local Government (General) Regulation Clause 217 (1)(c)

In addition to the General Manager, Council has classified four Directors positions as senior staff positions under Section 428 (1)(c) of the Local Government Act 1993. The total combined remuneration packages for the four senior staff that held these positions was \$1,015,616.

Total remuneration for all four senior staff members includes the following:

Detail	Amount
Salary components	\$892,889
Total amount of any bonus payments, performance payments or other payments made that do not form part of the salary components.	nil
Total amount payable by the council by way of the employer's contribution or salary sacrifice to any superannuation scheme	\$122,727
Total value of any non-cash benefits	Nil
Total amount payable by way of fringe benefits tax	Nil
Total Remuneration Package for four senior staff	\$1,015,616

Statement of Stormwater Management Services

In accordance with the Local Government (General) Regulation Clause 217(1)(e)

Annual charges for stormwater management service were used to fund operational stormwater maintenance, design, investigation and capital works across all urban areas of the region in accordance with Council's Operational Plan. A dedicated stormwater works crew provides a specific focus on the delivery of stormwater maintenance services to the community, to improve actual stormwater service levels, environmental health and customer response times.

A summary is provided below of key works/investigations undertaken during the 2019-2020 reporting period:

Stormwater relining, Fairmont Gardens, Wauchope

2019-2020 Annual Report - PART B - Statutory Information

page 34

- Stormwater relining, 122 Hibbard Drive, Port Macquarie
- Stormwater relining, Longworth Road, Dunbogan
- Stormwater relining, Black Swan Terrace, Laurieton
- Stormwater relining, 52 The Boulevard, Dunbogan
- Stormwater replacement, Widderson Street, Port Macquarie
- Illaroo Road Stormwater remediation, Lake Cathie
- · Rodley Street flooding mitigation measures, Bonny Hills
- 31 Calwalla Crescent Stormwater remediation, Port Macquarie
- Westport Stormwater Management Plan design
- Stormwater remedial works, 741 Beechwood Road, Beechwood
- Stormwater remediation designs, investigation into stormwater improvements on Herschell Street, Port Macquarie

Statement detailing the Coastal Protection Services provided

In accordance with the Local Government (General) Regulation Clause 217 (1)(e1)

Council did not levy services for coastal protection during 2019-2020.

Particulars of any Environmental Upgrade Agreement entered into

In accordance with any requirements imposed under s406. s54P

Council did not enter into any environmental upgrade agreements during 2019-2020.

Special Variation of rating income

In accordance with the Local Government (General) Regulation s508(2) s508(a)

In 2012, Council received approval for a Special Rating Variation (SRV), of 7.30% as a permanent increase to the rate base. An additional permanent SRV approval of 3.89% was received in 2017-2018. The tables below outline how the total amount of the rating increases have been expended during the 2019-2020 financial year according to Council's funding future services program.

Year	Special Rate Variation (SRV) %	Details	Amount
2019-2020	7.30%	Infrastructure maintenance/renewal	\$2,951,797
		Total	\$2,951,797
2019-2020	3.89%	Funding for increased operating expenditures	\$452,663
		High volume traffic resurfacing	\$950,048
		Rejuvenation treatments	\$237,512
		Road construction	\$214,968
		Total	\$1,855,191

2012-2013 Approval - 7.3% - Expenditure for 2019-2020	Amount
Beach Safety	\$11,807
Bushfire Management	\$23,614
Parks, Reserves and Sporting Field Maintenance	\$495,898
Tree Maintenance	\$59,036
Road Maintenance - Heavy Patching	\$590,355
Road Maintenance - Resealing Program	\$1,357,840
Unsealed Road Maintenance Program	\$413,247
Total	\$2,951,797

2017-2018 Approval – 3.89% - Expenditure for 2019-2020	Amount
Funding for increased operating expenditures	\$452,663
High volume traffic resurfacing	\$950,048
Rejuvenation treatments	\$237,512
Road construction	\$214,968
Total	\$1,855,191

The following projects and outcomes have been achieved using funding from the special rating increases across the local government area.

7.3% Special Rate Variation (SRV) Activity Breakdown

Beach Safety - Lifeguard Funding

2019-2020 funding spend of \$11,807: School Education Programs delivered school visits and educational resources to over3,868 students across the local government area, noting the number of students reached is fewer than previous years as a result of the impact of COVID-19 restrictions.

Bushfire Management

2019-2020 funding spend of \$23,614: The bushfire risk mitigation and resilience grants program and access to the state mitigation support services assist Council in the provision of new and enhanced Asset Protection Zones (APZ), fire trail upgrades and construction. In addition to this funding and support Council used the SRV funding to undertaken additional works associated with APZ inspections and maintenance as well as fire trail upgrades.

Parks, Reserves and Sporting Field maintenance

2019-20209 funding spend of \$495,898: This additional funding has allowed Council to increase maintenance levels of service, particularly mowing maintenance, which has resulted in a significant reduction in the number of customer requests that have been generated this financial year. High use areas have been targeted for higher levels of service primarily associated with mowing activities improving usability of public open space across the local government area.

Tree Management

2019-2020 funding spend of \$59,036: This additional funding has allowed Council to undertake priority listed tree works. The number of jobs in Council's tree works list has decreased from 817 for the 2018-2019 financial year to 809 at the end of 2019-2020.

Heavy Patching - Road Maintenance

2019-2020 funding spend of \$590,355: Works addressed the sealed road repairs maintenance backlog in accordance with Council's risk based prioritisation system. Additional road repair works (including heavy patching and road drainage repairs) were implemented utilising special rate variation funds allocated to operational roads maintenance budgets.

Resealing Program - Road Maintenance

2019-2020 funding spend of \$1,357,839: This program allowed Council to address resealing on lower traffic roads, which saw a number of streets resealed in and around Port Macquarie.

Unsealed Road Maintenance

2019-2020 funding spend of \$413,247: Maintenance grading of high priority unsealed roads continued. Grading high priority roads twice per annum and lower priority roads once per annum has been achieved during the year.

3.89% Special Rate Variation (SRV) Activity Breakdown

Funding for increased operating expenditures 2019-2020 funding spend of \$452,663.

High traffic road resurfacing was undertaken with priorities based on condition data, roads hierarchy and traffic volumes funding spend of \$950,048

Pavement rejuvenation has been carried out across the region according to priority rankings. Funding supported design requirements for new road construction funding spend of \$237,512.

Road construction funding spend of \$214,968.

Road/Street and Description	Location	Activity
Comboyne Road Oxley Hwy to Harty's Creek	Comboyne	Pavement
		Rehabilitation
High Street	Wauchope	Asphalt
Widderson Street	Port Macquarie	Works
Uralla Road	Port Macquarie	
Jambali Road	Port Macquarie	
Ocean Drive	Laurieton	
Kew Road	Laurieton	
Byabarra Bagnoo Road	Byabarra	Gravel
Lorne Road	Lorne	Resheeting

Road/Street and Description	Location	Activity
Mortons Creek Road	Beechwood	
Pappinbarra Road	Pappinbarra	
Bril Bellangry Road	Rollands Plains	
Toms Creek Road	Toms Creek	
Forbes River Road	Forbes River	
Hursley Road	Pembrooke	
Wingham Road	Comboyne	

Companion Animals Act 1998

Statement regarding activities relating to enforcing and ensuring compliance with the Clause 217(1)(f)

Rangers are responsible for enforcing companion animal laws, as well as educating the community about responsible pet ownership. Council spent \$183,581.58 on companion animal management and activities during 2019-2020. Council continues to promote responsible companion animal ownership through information on Council's website, brochures, media releases and through communication with the public on a daily basis.

Animals impounded

When Council rangers have been unable to identify the owners of stray animals, cats and dogs are taken to the Council pound. During the year, this totaled 53 cats and 439 dogs. There were 6 cats and 162 dogs seized and taken home to the owner instead of taken to the pound.

Dog attacks

Over the past year, rangers received 194 dog attack reports. Of these alleged dog attacks,69 required further investigation.

Responsible pet ownership education

Council has been proactively encouraging authorised identifiers and breeders to use the online NSW Pet Registry. Council has corresponded with pet owners supplying the Office of Local Government brochures on how to register pets online and give them the best possible chance of being returned home. These brochures are enclosed with all Certificates of Identification Council issues.

Further education, is also provided by Rangers, Customer Service and Administration Officers with information and resources readily available on our website. This education helps reduce the number of stray and unwanted animals.

Promoting the desexing of dogs and cats

Telephone calls received from customers requesting discount desexing for their pets are referred on to the RSPCA or the National Desexing Network, who at times have vouchers/programs available to assist with desexing companion animals. Council Rangers promote desexing animals before registration to assist owners in accessing the discounted registration rates available.

Alternatives to euthanasia for unclaimed animals

The impounding facility is run under contract by the state branch of the RSPCA. This allows for all unclaimed animals to be released to them for assessment and suitability for re-housing. With this procedure in place, it allows for all suitable unclaimed dogs and cats to be placed on the statewide rehousing network. Euthanasia rates for animals are therefore, kept to an absolute minimum.

Off-leash dog areas

Council has a number of beaches that are identified as off-leash areas and has in this financial year completed two fenced dedicated dog parks in Laurieton and Wauchope. A future fenced dog exercise area for Port Macquarie is expected to be completed in the 2019-2020 financial year. The current off-leash areas for dogs are:

- North Shore Beach from northern end of Corilla housing estate north to Queens Head 4WD access point
- North Shore Beach from southern end of Corilla housing estate south to the northern break wall 2019-2020 Annual Report - PART B - Statutory Information

page 38

- · Rocky Beach, Port Macquarie
- Nobby's Beach, Port Macquarie
- Lighthouse Beach Port Macquarie from Watonga Rocks south to Dirah Street Access, Lake Cathie
- · Rainbow Beach, Bonny Hills from Duchess Creek north to Middle Rock
- Spooney's Bay, Bonny Hills
- Grants Beach, North Haven from the northern end of the surf club car park, north to Grants Head
- Washhouse Beach, Dunbogan from the breakwall to the north boundary of the Kattang Nature Reserve
- Dunbogan Beach, Dunbogan from Seaview Avenue beach access point south to Beach Street access point
- · Henry Kendall Reserve, Laurieton (fenced dedicated dog park) and
- · Blackbutt Park, Wauchope (fenced dedicated dog park).

Swimming Pool Inspections Act 1992

Section 22F(2) Swimming Pool Act 1992, section 428 of the Local Government Act 1993 Division 5 of Part 2

Swimming Pool Regulations	Total inspections		
Number of inspections of tourist and visitor accommodation	29		
Number of Inspections of premises on which there are more than two dwellings	29		
Council officers carried out 291 inspections of swimming pools on residential premises in 2019- 2020			
Resulted in council issuing:			
1. A certificate of compliance under section 22D of the Act	132		
2. A certificate of non-compliance under clause 18BA of this Regulation	18		

Carers Recognition Act 2010

CR Act Section 8(2)

Port Macquarie-Hastings Council is not considered to be a 'human service agency' under the Act (i.e. a council that provides services directed at carers and/or people being cared for by carers).

Capital works

OLG Capital Works Expenditure guidelines

In relation to capital works projects valued at greater than 10% of Council's ordinary rate in 2019-2020, Council finalised an upgrade of the Port Macquarie Airport Terminal Building. The upgrade doubled the size of the existing terminal building to cater for future growth in airline services and passenger numbers, and provide enhanced passenger facilities of a quality and level of service commensurate with contemporary regional airport standards.

Fisheries Management Act 1994

S220ZT (2)

Port Macquarie-Hastings Council is not identified in any recovery or threat abatement plan under the Act as responsible for implementation of measures included in the plan.

Public Interest Disclosures Act 1994

Public authorities are required to report annually to Parliament on their obligations under the Public Interest Disclosures Act 1994 (Section 31). The Public Interest Disclosures Act 1994 (PID Act) sets in place a system to encourage public officials to report serious wrongdoing. The

2019-2020 Annual Report - PART B - Statutory Information

page 39

conditions around this reporting are set out in Council's Internal Reporting Policy. Public Interest Disclosures (PID's) received and investigated by Council during 2019-2020 include:

Number of public officials who made PIDs to Council	2
Number of PIDs received by Council	2
Number of PIDs primarily about local government pecuniary interest	0
contravention	
Number of PIDs finalised	1

During the reporting period, Council undertook the following actions to meet its staff awareness obligations:

- Internal reporting policy in place, regularly reviewed and updated;
- Code of Conduct Training provided by LGNSW;
- Training provided to staff during induction;
- · Links on intranet site:
- Links on internet site and
- Messages on bulletin boards

Government Information (Public Access) Act 2009

The Government Information (Public Access) Act 2009 (GIPA Act) was introduced 1 July 2010. The GIPA Act provided widespread reform for the public sector in the way community members access Government Information.

The GIPA Act facilitates access to information that holds in the following ways:

- Mandatory release via Council's website (Open access)
- Authorised proactive release via Council's website
- Informal release via an informal access application
- Formal release via a formal access application.

Any person who wishes to obtain access to information held by Council is encouraged to contact Council for assistance. There are a number of open access documents available including:

- Council's GIPA Information Guide
- · Documents tabled in Parliament by or on behalf of Council
- · Council's Policy Documents
- Disclosure Log of Access Applications
- Register of Government Contracts
- · Council's Code of Conduct
- Council's Code of Meeting Practice
- Annual Reports
- Annual Financial Reports
- Integrated Planning and Reporting document suite
- Business Papers, agendas and minutes of Council/Committee meetings
- Register of Investments
- Register of Graffiti Removal Works
- Council plans and policies

Where information is released to an applicant under a formal access application and Council considers that it will be of interest to other members of the public, Council may provide details of the information in its *disclosure* log on Council's website for inspection by the public.

Council is required to produce an Annual Report under Section 125 of the Government Information (Public Access) Act 2009. The following information has been produced to comply with this requirement.

Review of proactive release program - Clause 7(a)

Under section 7 of the GIPA Act, Council must review their programs for the release of government information to identify the kinds of information that can be made publicly available. This review must be undertaken at least once every 12 months.

Council's program for the proactive release of information involves:

- Reviewing all formal applications and determining if the information sought should be released proactively in the future
- Reviewing all informal requests and determining if the information should be released proactively in the future and
- Monitoring matters raised by staff and determining if the information should be released proactively in the future.

During the reporting period, Council reviewed this program by ensuring there is an ongoing monitoring program of all applications/requests for information whether they were formal, informal or other requests. The program also includes information from Council officers with respect to the information they are producing. The review has determined the proactive release of information to be sufficient at this time.

See Appendix A for the Government Information (Public Access) Act - Agency report

Environmental Planning and Assessment Act 1979

Particulars of compliance with and effect of planning agreements in force during the year in accordance with the Environmental Planning and Assessment Act Section 7.5 (previously 93G(5))

No.	Title	Date Entered Into	Land to which agreement applies	Description of Agreement	Parties	Status
1	Sovereign Hills Estate Highway Works Planning Agreement	13 April 2007	Parts of Lot 2 Deposited Plan 1065263, Lot 4 Deposited Plan 588214, Lot 52 Deposited Plan 776844, Lot 2 Deposited Plan 603648 and the Oxley Highway Road Reserve, Thrumster	The planning agreement provides for the early provision of an upgraded section of the Oxley Highway and the provision of a major intersection to serve a proposed new Town Centre for Area 13/Thrumster. A Deed of novation was executed on 18 August 2015.	Port Macquarie-Hastings Council Sovereign Hills Project Pty Ltd NT Australia Pty Ltd Taisei Oncho Australia Pty Ltd MMTR Pty Ltd Almaty Pty Ltd	The highway upgrade has been completed.
2	Sovereign Hills Estate Planning Agreement	18 June 2008	Lot 1 DP 603648, Lot 32 DP 792453, Lot 4 DP 588214, Lot 101 DP 843811, Lot 5 DP 809815, Lot 102 DP 1106752, Lot 2 DP 1108055, Lots 1, 2 & 3 DP 1112929 Oxley Highway Thrumster.	The planning agreement relates to the early provision of infrastructure, including roads, open space and community facilities, required to serve a proposed new Town Centre and urban expansion proposed by the Area 13 LEP. The First Deed of Variation was executed on 17 September 2012. A Deed of novation was executed on 18 August 2015 and 25 July 2019.	Port Macquarie-Hastings Council Sovereign Hills Project Pty Ltd (Developer) NT Australia Pty Ltd, Taisei Oncho Australia Pty Ltd, MMTR Pty Ltd, Almaty Pty Ltd, The Gateway (Port Macquarie) Pty Ltd, K M Gleeson and C A Gleeson, MEL Properties Pty Ltd (Owners)	The development has commenced. Part development contributions received.

No.	Title	Date	Land to which	Description of Agreement	Parties	Status
		Entered	agreement			
		Into	applies			
3	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot 1 DP 603648, Lot 32 DP 792453, Lot 4 DP 588214, Lot 101 DP 843811, Lot 5 DP 809815, Lot 102 DP 1106752, Lot 2 DP 1108055, Lots 1, 2 & 3 DP 1112929 Oxley Highway Thrumster.	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance. A Deed of novation was executed on 18 August 2015 and 25 July 2019.	Port Macquarie-Hastings Council, Sovereign Hills Project Pty Ltd (Developer) NT Australia Pty Ltd, Taisei Oncho Australia Pty Ltd, MMTR Pty Ltd, Almaty Pty Ltd, The Gateway (Port Macquarie) Pty Ltd, K M Gleeson and C A Gleeson, MEL Properties Pty Ltd (Owners)	The development has commenced. Part development contributions received.
4	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot 4 DP 613304 Oxley Highway Thrumster	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council Chewton Glen Pty Ltd	The development had not commenced during the financial year.
5	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot 3 DP 565437 & Lot 206 DP 754434 Oxley Highway Port Macquarie	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council J C L'Estrange	The development had not commenced during the financial year.
6	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot 2 DP 701760 Thrumster St Thrumster	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council P J & R L Gray	The development had not commenced during the financial year.
7	Area 13 Environmental Land	18 June 2008	Lot 1 DP 565437	The planning agreement provides for payment of a contribution for management of	Port Macquarie-Hastings Council PJ&RL Gray	The development had not commenced

No.	Title	Date Entered Into	Land to which agreement applies	Description of Agreement	Parties	Status
	Management Planning Agreement		Thrumster St Thrumster	environmental areas following establishment, dedication and initial maintenance.		during the financial year.
8	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lots 8 & 9 DP 22692 Oxley Highway Port Macquarie	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council T O & N J Hamilton & L & A M Stokman	The development had not commenced during the financial year.
9	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot 147 DP 754434 Oxley Highway Port Macquarie.	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance. A Deed of Novation was executed on 2 September 2019.	Port Macquarie-Hastings Council Lankester Investments Pty Ltd	The development had not commenced during the financial year.
10	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot 5 DP 809161 Oxley Highway Port Macquarie	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council R L Maloney	The development had not commenced during the financial year.
11	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot 6 DP 809161 Thrumster St Thrumster	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance. The land has been subdivided into Lots 1 & 2 DP 12243. Deed of Novation for Lot 2 DP1224314 to Hometown Australia Thrumster Property Trust 16 July 2018.	Port Macquarie-Hastings Council G R & M P Murcott	The development had not commenced during the financial year.
12	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot 1 DP 505954 Oxley Highway Port Macquarie	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance. Deed of Assumption executed 21 December 2012 to GT Jones & KL Jones.	Port Macquarie-Hastings Council W & B J Muras	The development had not commenced during the financial year.

No.	Title	Date Entered Into	Land to which agreement applies	Description of Agreement	Parties	Status
13	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot 1 DP 619643 Oxley Highway Port Macquarie	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council New Pacific Australia Co Pty Ltd	The development had not commenced during the financial year.
14	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot 1 DP 119272, Oxley Highway Port Macquarie	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council N Panos	The development had not commenced during the financial year.
15	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot G DP 400213 & Lots 22, 23 & 24 DP 1089272 Oxley Highway Port Macquarie	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council C H & E J Pilcher	The development had not commenced during the financial year.
16	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot 1 DP 552051 Oxley Highway Port Macquarie	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council N L Ramm	The development had not commenced during the financial year.
17	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lots 10,11 & 12 DP 22692 Oxley Highway Port Macquarie	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council K F & D Y Tanswell	The development had not commenced during the financial year.
18	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot 2 DP 613304 Bestglen PI Thrumster	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council G R & G J Teasdell	The development had not commenced during the financial year.

No.	Title	Date Entered Into	Land to which agreement applies	Description of Agreement	Parties	Status
19	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot 1 DP 574816 Oxley Highway Thrumster	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council P J & A J Willoughby	The development had not commenced during the financial year.
20	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot 3 DP 619643 Oxley Highway Port Macquarie	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council A D Witchard	The development had not commenced during the financial year.
21	Area 13 Environmental Land Management Planning Agreement	18 June 2008	Lot 2 DP 619643, Oxley Highway Port Macquarie	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council E C & D Witchard	The development had not commenced during the financial year.
22	Macquarie Park Planning Agreement	18 June 2008	Lot 2 DP 1112365, Grant St Port Macquarie	The planning agreement provides for payment of a contribution for the provision of new or upgraded public parking facilities within a designated area. Agreement amended 31 March 2009.	Port Macquarie-Hastings Council Macquarie Park Developments Pty Ltd	Development commenced. Contributions received.
23	Area 13 Environmental Land Management Planning Agreement	24 September 2008	Lot 71 DP 1061516 Oxley Highway Thrumster	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council Sovereign Hills Project Pty Ltd (Developer)	The development has commenced.
24	Area 13 Environmental Land Management Planning Agreement	24 September 2008	Lot 1 DP 613304 Oxley Highway Thrumster	The planning agreement provides for payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council G E & S J Vaughan	The development had not commenced during the financial year.

No.	Title	Date Entered Into	Land to which agreement applies	Description of Agreement	Parties	Status
25	Timber Town Estate Planning Agreement	16 February 2010	Lot 21 DP 245751, Part Lot 328 and Lots 329 and 330 DP 1120104 and Lot 319 DP 1065651, Colonial Circuit and Bullock Drive Wauchope	The planning agreement provides for payment of contributions for local roads and open space, construction of a watermain, construction of link roads to adjoining property, footpaths and cycleways and establishment, dedication and maintenance of environmental open space.	Port Macquarie-Hastings Council Tebran Pty Ltd	The development has commenced. Part contributions received.
26	Maxwell Residential Subdivision Planning Agreement	16 February 2010	Lot 12 DP 812134 and Lot 1 DP 1125021, Beechwood Road Wauchope	The planning agreement provides for payment of contributions for local roads and open space, construction of a watermain, construction of link roads to adjoining property, footpaths and cycleways and establishment, dedication and maintenance of environmental open space. Deed of Assumption entered into 23 October 2014.	Port Macquarie-Hastings Council Cheryn Annette Maxwell and C A Maxwell as Executor of the Estate of the Late J M Maxwell	The development has commenced. Part contributions received.
27	Beechwood Water Supply, Sewerage Services and Roadworks Planning Agreement	16 February 2010	Lot 3 DP 800211, Beechwood Road Beechwood	The planning agreement provides for payment of a contributions for local water supply and local roads, construction of intersections, construction of a watermain and dedication of a link road to adjoining property. A deed of assumption was entered into with Midco (No 2) PTY Limited on 6 March 2018.	Port Macquarie-Hastings Council Robert G Willcox	The development has commenced. Part contributions received.
28	Beechwood Water Supply, Sewerage Services and Roadworks Planning Agreement	16 February 2010	Lot 1 DP 789484, Beechwood Road Beechwood	The planning agreement provides for payment of a contributions for local water supply and local roads, construction of intersections, construction of a watermain and dedication of a link road to adjoining property.	Port Macquarie-Hastings Council Kayjay Superannuation Pty Ltd	The development has commenced. Part contributions received.

No.	Title	Date Entered Into	Land to which agreement applies	Description of Agreement	Parties	Status
29	Beechwood Water Supply, Sewerage Services and Roadworks Planning Agreement	16 February 2010	Lot A DP 382960, Beechwood Road Beechwood	The planning agreement provides for payment of a contributions for local water supply and local roads, construction of intersections, construction of a watermain and dedication of a link road to adjoining property.	Port Macquarie-Hastings Council Midco Holdings Pty Ltd	The development has commenced. Part contributions received.
30	Beechwood Water Supply, Sewerage Services and Roadworks Planning Agreement	16 February 2010	Lot 4 DP 831325, Beechwood Road Beechwood	The planning agreement provides for payment of a contributions for local water supply and local roads, construction of intersections, construction of a watermain and dedication of a link road to adjoining property.	Port Macquarie-Hastings Council W T & D C Bowen	The development has commenced. Part contributions received.
31	Newport Resort Park	21 February 2011	Lot 2 DP 1095632, Lots 11 & 12 DP 792325	The planning agreement provides for payment of a contribution for local sewerage services.	Port Macquarie-Hastings Council Papuka Holdings Pty Ltd and Trevnor Pty Ltd	The development has commenced. Part contributions received.
32	Beechwood Residential Development Planning Agreement	18 August 2010	Lot 3 DP 831325	The planning agreement provides for payment of a contributions for local water supply and local roads, construction of intersections and construction of a watermain.	Port Macquarie-Hastings Council WL & RM Lane	The development had not commenced during the financial year.
33	Beechwood Residential Development Planning Agreement	18 August 2010	Lot 5 DP 21925	The planning agreement provides for payment of a contributions for local water supply and local roads, construction of intersections and construction of a watermain.	Port Macquarie-Hastings Council ANR Investments Pty Ltd	The development has commenced. Part contributions received.
34	Riverpark Sancrox Planning Agreement	16 August 2016	Lots 1-3, 15-66, 68, 70-72, 74-80, 83, 84 & 86 in DP 791199. Lots 90-95 in DP 805549 & Lot	The planning Agreement provides for the carrying out of water supply & roadworks by the developer & arrangements for payment of water supply & road contributions.	Port Macquarie-Hastings Council Clos Verdun Redevelopments Limited, Riverpark Sancrox Pty Limited, Cindy Smith and Jennifer Freeman	The development has commenced.

No.	Title	Date Entered Into	Land to which agreement applies	Description of Agreement	Parties	Status
			51 in DP 775871			
35	Yippin Creek Residential Community Planning Agreement	15 July 2011	Lot 2 DP 1036844	The planning agreement provides for the carrying out of water supply works, sewer pump station, sewerage rising main, road works, pedestrian footpaths and footbridge, establishment and management of Yippin Creek corridor land by the Developer. A Deed of Variation was executed 12 February 2014.	Port Macquarie-Hastings Council Gwynvill Trading P/L	The development had not commenced during the financial year.
36	Ocean Club Residential Community Planning Agreement	23 December 2011	Lot 5 DP 594793, lot 4 DP 255923 & Lot 1 DP 1145106	The planning agreement provides for payment of contributions for local sewerage services and major roads, construction of an intersection and watermain, dedication of a link road to adjoining property and establishment, dedication and maintenance of environmental open space. Revoked the Lake Cathie Residential Community Planning Agreement.	Port Macquarie-Hastings Council Gwynvill Trading P/L	The development has commenced. Part contributions received.
37	Sydmart Area 14 Stage 1A Planning Agreement	23 December 2011	Part Lot 33 & Lot 34 DP 803801	The planning agreement provides for carrying out of works including establishing and maintaining environmental lands, road works, sewerage works and water supply works, dedication of specified land to Council.	Port Macquarie-Hastings Council Sydmart Pty Limited	The development has commenced. Part contributions received.
38	Tolone Area 14 Stage 1A Planning Agreement.	23 December 2011	Lot 3 DP 706357	The planning agreement provides for carrying out of works including road works, sewerage works and water supply works, dedication of specified land to Council and payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council J Tolone	The development had not commenced during the financial year.
39	Mifsud Area 14 Stage 1A Planning Agreement	23 December 2011	Lot 2 DP 706357	The planning agreement provides for carrying out of works including road works, sewerage works and water supply works, dedication of specified land to Council and payment of a contribution for management of environmental areas following establishment, dedication and initial maintenance.	Port Macquarie-Hastings Council A Mifsud	The development had not commenced during the financial year.

No.	Title	Date Entered Into	Land to which agreement applies	Description of Agreement	Parties	Status
40	Seawide Area 14 Stage 1B Planning Agreement	September 2011	Lot 4 DP 615261	The planning agreement provides for the carrying out of specified works including establishing and maintaining environmental lands, road works, local park embellishment works and pedestrian beach access, the dedication of specified land to Council.	Port Macquarie-Hastings Council Seawide Pty Limited	The development has commenced. Part contributions received.
41	Milland Area 14 Stage 1B Planning Agreement	September 2011	Lot 1 DP 374315	The planning agreement provides for the carrying out of specified works including establishing and maintaining environmental lands, road works, local park embellishment works and pedestrian beach access, the dedication of specified land to Council.	Port Macquarie-Hastings Council Milland Pty Limited	The development has commenced. Part contributions received.
42	Sancrox Employment Land and Quarry Planning Agreement	15 July 2011	Lot 1 DP 124543, Lot 2 DP 222740	The planning agreement provides for the dedication of an access road imposition of obligations in relation to the ongoing operation of a quarry, and the Landowner to provide the Council with a security for works. The plan operated alongside the Sancrox Employment Land & Quarry Planning Agreement dated 15 April 2014.	Port Macquarie-Hastings Council James John Dunn & Catherine Bridgette Dunn (as Trustees for the JJ & CB Dunn Superannuation Fund, Expressway Spares	The development has commenced.
43	Sancrox Employment Land Environmental Lands and Services McMullen Land Planning Agreement	15 July 2011	Lot 1 DP 555095	The planning agreement provides for the construction of water and sewerage infrastructure, the carrying out of works for the purposes of establishing and maintaining environmental lands, monetary development contributions for the maintenance of environmental lands, dedication of specified land to Council on which some Works will be situated.	Port Macquarie-Hastings Council Dan McMullen	The development had not commenced during the financial year.
44	Sancrox Employment Land Environmental Lands and Services	15 July 2011 First Deed of Variation 16 January 2017	Lot 62 DP 754434, Lot 1 DP 226821, Lot 1 DP 124543, Lot 1 DP 1131036, Lot 1 DP	The planning agreement provides for the construction of water and sewerage infrastructure, the carrying out of specified works including establishing and maintaining environmental lands, payment of monetary development contributions for the maintenance of environmental lands, the dedication of	Port Macquarie-Hastings Council Expressway Spares Pty Limited, James John Dunn & Catherine Brigette Dunn	The development has commenced.

No.	Title	Date Entered Into	Land to which agreement applies	Description of Agreement	Parties	Status
	Planning Agreement		1144490, Lot 2 DP 222740, Lot 30 DP 255774 and Lot 31 DP 255774	specified land to Council on which some Works will be situated. First Deed of Variation executed 16 January 2017		
45	West Haven Planning Agreement	December 2011	Lot 1 DP 827937	The planning agreement provides for the carrying out of works for the purposes of establishing and maintaining environmental lands, dedication of specified land to Council on which some Works will be situated, monetary development contributions towards management of environmental lands. Deed of Variation executed 4 July 2013.	Port Macquarie-Hastings Council Neil Allan Tate David Warwick Cafe Robert William Fennell	The development had not commenced during the financial year.
46	Area 15 Planning Agreements (6)	2 March 2012	Lot 33 DP 754405, Lot 3 DP 794077, Lot 12 DP 1091444, Lot 5 DP 24500, Lot 2 DP 504042, Lot 2 DP 594388.	The planning agreement provides for the carrying out of works for local parks, roads, sewer and water supply works, dedication of specified land to Council, dedication of Environmental Offset Land, establishment, management and dedication of environmental lands & arrangements for payment of contributions.	Port Macquarie-Hastings Council Gentlemore Pty Ltd, Haloville Pty Ltd, Somersby, Rural Supplies Land Holdings Pty Ltd and Somersby Rural Supplies Pty Ltd. JM Cook Laurieton Lifefstyle Resort Pty Ltd CM Curtis, DP Middlemiss, KJ Middlemiss and SL Rowbottom JM Moses, LM Moses, TM Moses, A Moses and J Abade RD Tate and ML Tate	The development had not commenced during the financial year.
47	Lindfield Park Road Planning	12 April 2012	Lot 2 DP 244442.	The planning agreement provides for payment of monetary contributions towards the ongoing	Port Macquarie-Hastings Council	The development had not
	Agreement			management of environmental land. Revokes	AM & CK Smith	commenced

No.	Title	Date Entered Into	Land to which agreement applies	Description of Agreement	Parties	Status
				the Area 13 Environmental Land Management Planning Agreement between Council and AM & CK Smith dated 18 June 2008 relating to Lot 2 DP 244442.		during the financial year.
48	Lindfield Park Road Planning Agreement	12 April 2012	Lot 35 DP 1157283.	The planning agreement provides for payment of monetary contributions towards the ongoing management of environmental land. Revokes the Area 13 Environmental Land Management Planning Agreement between Council and DL Fanning dated 18 June 2008 relating to Lot 35 DP 1157283.	Port Macquarie-Hastings Council DL Fanning	The development had not commenced during the financial year.
49	Coastside Environmental Land Planning Agreement	3 April 2013	Lot 1 DP 1102031 Oxley Highway Thrumster	The planning agreement provides for payment of monetary development contributions for ongoing management of Environmental Management Land. Arrangements for access to land for construction of public road, sewer infrastructure, environmental management works and noise barrier. Establishment, management and dedication of environmental management Land and dedication of land for public road. Revoked the Area 13 Environmental Land Planning Agreement between PMHC and Christian Outreach Centre dated 18 June 2008	Port Macquarie-Hastings Council Christian Outreach Centre	The development had not commenced during the financial year.
50	Grants Head Quarry Planning Agreement	4 July 2013	Lot 1 DP 1107705	The planning agreement provides for payment of a monetary contribution to Council for maintenance of a haulage route to be used in connection with the carrying out of the development.	Port Macquarie-Hastings Council Hurd Haulage P/L	The development has commenced. Part contributions received.
51	Kmart Settlement City Precinct Planning Agreement	27 March 2014	Lot 2 DP 1163062	The planning agreement includes provisions relating to aspects of future development of the site including the east west pedestrian connection, mainstreet, Town Square, Intersection Works, and Warlters Street upgrade works, dedication of land and splay corners and pedestrian works.	Port Macquarie-Hastings Council Kmart Australia Limited	The development has commenced.

No.	Title	Date Entered Into	Land to which agreement applies	Description of Agreement	Parties	Status
52	Sancrox Employment Land and Quarry Planning Agreement	15 April 2014	Lot 1 DP 124543, Lot 2 DP 222740, Lot 1 DP 704890, Lot 1 DP 720807 & Lot 353 DP 754434	The planning agreement provides for the dedication of an access road imposition of obligations in relation to the ongoing operation of a quarry.	Port Macquarie-Hastings Council James John Dunn & Catherine Bridgette Dunn (as Trustees for the JJ & CB Dunn Superannuation Fund, Expressway Spares Pty Ltd Hanson Construction Materials Pty Ltd	The development has commenced.
53	Hastings Estate Planning Agreement	21 November 2014	Lot 1 DP222740, Lot 229 DP754434, Lot 1 DP 318920	The planning agreement provides for payment of contributions, provision of water supply and sewerage services, upgrading of part of Fernbank Creek Road and intersection upgrade works prior to development of land.	Port Macquarie-Hastings Council Hastings Estate Pty Ltd Paul James Koch Clara Jane Koch	The development had not commenced during the financial year.
54	Ocean Drive Lake Cathie Planning Agreement	18 February 2015	Lot 1 DP1193553, Lot 1 DP 374315, Lot 4 DP 615261	The planning agreement between Council and three adjoining property owners will provide for staged construction of an intersection, payment of roads contributions, construction of relocated water and sewer mains, lead in road, and sewer pump station. This agreement works alongside the existing Rainbow Beach Central Corridor Planning Agreement and Area 14 Stage 1b Planning Agreements.	Port Macquarie-Hastings Council Caterina Village Pty Ltd Caterina Development Pty Ltd Seawide Pty Ltd St Vincents Foundation Pty Ltd	The development has commenced. Part contributions received.
55	Birdon Planning Agreement	27 April 2015	Lot 17 DP 1191370 (Lot 2 DP 225413), Glen Ewan Road, Sancrox	The agreement provides for the dedication of land and payment of monetary development contributions in relation to intersection upgrade work or the carrying out of intersection upgrade work, prior to development of the land.	Port Macquarie-Hastings Council Birdon Holdings P/L	The development had not commenced during the financial year.
56	St Agnes Village	29 January 2015	Lot 100 DP 1186143 Part Lot 4 DP 1119462	The planning agreement provides for establishment and management of environmental land.	Port Macquarie-Hastings Council The Trustees of the Roman Catholic Church of the Diocese of Lismore	The development has commenced.

No.	Title	Date Entered	Land to which agreement	Description of Agreement	Parties	Status
		Into	applies			
57	Laurieton Residential Resort Planning Agreement	26 June 2015	Lot 4 DP 1188392, Lakewood	Establishes criteria for assessment of dwellings as Aged Units. The Deed of Variation was executed 22 February 2017 that allows for the remaining Sewerage Services Contributions to be paid in a lump sum and require the dedication of land on which sewerage services works are located.	Port Macquarie-Hastings Council ZW 2 Pty Ltd (trading as Laurieton Residential Resort	The development has commenced. Part contributions received.
58	Bago Quarry Planning Agreement	10 September 2015	Bago Quarry located at Lot 129, DP 754445, 129 Milligans Road, Herons Creek.	The planning agreement provides for payment of a monetary contribution to Council towards the maintenance of Bago Road. The Developer would also undertake maintenance works on approximately 2.1 kilometres of Milligan's Road, Herons Creek.	Volcanic Resources Pty Ltd, Warren James Roche, Inez Marie Roche & Mark Andrew Roche.	The development had not commenced during the financial year.
59	Lookout Road Quarry Planning Agreement	13 March 2017	Lot 161 & Part Lot 52 DP 754445 & Compartments 42 & 43 in Broken Bago State Forest	The VPA provides for the payment to Council of a monetary contribution for the purposes of the maintenance and upgrade of the Haulage Route, or such other public roads that Council determines as being impacted on by the Development.	Port Macquarie-Hastings Council CTK Natural Resources Pty Limited	The development had not commenced during the financial year.
60	Lincoln Road Planning Agreement	1 August 2017	Lot 1 DP 1066820	The VPA is to secure the dedication of land and the carrying out of work for the establishment, dedication Council and management of environmentally sensitive lands in conjunction with the residential development, and improvements to and reallocation of stormwater infrastructure into Council ownership. Deed of Assumption & Variation entered into 13 December 2019.	Port Macquarie-Hastings Council Leroy James Day and Kimberley Rae Day	The development has commenced
61	Sienna Grange Residential Aged Care Facility Planning Agreement	22 February 2017	Lot 1 DP 735097 and Lot 10 DP 31128	The VPA provides for the payment to Council of a monetary contribution towards the provision of sewerage infrastructure to meet the RACF development. The amount is dependent upon the Sewerage Connection Works Option taken up.	Port Macquarie-Hastings Council Australian Unity Retirement Development Management Pty Ltd as trustee for Australian	The development has commenced. Part contributions received.

No.	Title	Date Entered Into	Land to which agreement applies	Description of Agreement	Parties	Status
					Unity Sienna Grange Development Trust	
62	Thrumster Rider Sewer Main Planning Agreement	20 October 2017	Lot 138 DP 1225533	The planning agreement provides for a monetary contribution towards provision of a necessary future upgrade of the Thrumster sewer network servicing the above development.	Port Macquarie-Hastings Council Lewis Development Pty Ltd	The development has commenced.
63	Rainbow Beach Central Corridor Planning Agreement 2017	5 March 2018	Lot 1232 DP 1142133, Lot 5 DP 25886, Lots 1-4 DP 1150758	The planning agreement provides for the establishment, embellishment and dedication of a local community park, establishment and dedication of district sporting fields. Provision of road access to the sporting fields. Establishment, management and dedication of environmental lands, including ongoing management of environmental lands for 20 years. Provision of a \$200,000 security for rectification of any significant environmental events. Payment of monetary contributions in accordance with contributions plans in force at the time of the approval for a stage in the development. Offsets against Development Contributions, in consideration of the provision of the local park and sporting fields. This VPA revokes the Rainbow Beach Central Corridor Planning Agreement dated 22 December 2011.	Port Macquarie-Hastings Council St Vincent's Foundation	The development has commenced. Part development contributions received.

No.	Title	Date Entered Into	Land to which agreement applies	Description of Agreement	Parties	Status
64	South Lindfield Urban Release Area Planning Agreements (6)	16 January 2019	Lot 2 DP 533058, Lot 2 DP 1177586, Lot 1 DP 533058, Lot 3 DP 533058, Lot 5 DP 630393, Lot 1 DP 369206	The planning agreements provide for the establishment, dedication and management of environmental lands and provision of infrastructure to meet the development that is made permissible by the South Lindfield LEP. There is a variation to the definition of Sewerage Services Contribution Local for the Busways Land planning agreement.	Port Macquarie-Hastings Council BaptistCare Land Busways East Pty Ltd, Bhaajayu Pty Ltd, South Pty Ltd & Galbrock Pty Ltd Lake Innes Residential Pty Ltd Geoffrey Priest, Rene Patat as trustees for Scribbly Gums Superannuation Fund and Scribbly Gums Holdings Pty Ltd Ross & Jennifer Ramm Nigel Mann family & Philip & Brett Pye	The development had not commenced during the financial year.
65	The Ruins Way, Innes Peninsula Environmental Land Management Planning Agreement	29 April 2019	Lot 3321 DP 1199939, Lot 31 DP 835437 & Lot 2 DP 813302	The agreement provides for establishment, management and dedication of environmental land and payment of a management contribution.	John Miller, Elsina Miller J&E Miller (Builder) Pty Ltd	The development had not commenced during the financial year.
66	1179 Oxley Highway, Sancrox Planning Agreement (aka Highway Service Centre Planning Agreement)	24 July 2019	Lot 11 DP 1029846	The agreement addresses provision for road access to the land adjoining the proposed HSC to ensure that future development of the land could be carried out and the provision for sewerage reticulation works through the construction and/or payment of Sewerage Infrastructure Contribution.	Port Macquarie-Hastings Council Scott PDI No.6 Pty Ltd Margaret Mary Hore	The development had not commenced during the financial year.

No.	Title	Date	Land to which	Description of Agreement	Parties	Status
		Entered	agreement			
		Into	applies			
67	Palmcare	13	LOT 4 DP	The agreement addresses the construction of	Port Macquarie-Hastings	The development
	Highfields	December	262236	sewerage reticulation works and payment for	Council	had not
	Planning	2017		sewerage works, if constructed.	Palmcare Pty Ltd	commenced
	Agreement					during the
						financial year.

APPENDIX A

Government Information (Public Access) Act - Agency Report

Clause 8A: Details of the review carried out by the agency under section 7 (3) of the Act during the reporting year and the details of any information made publicly available by the agency as a result of the review

Reviews carried out by the agency	Information made publicly available by the agency		
Yes	Yes		

Clause 8B: The total number of access applications received by the agency during the reporting year (including withdrawn applications but not including invalid applications)

Total number of applications received	
34	

Clause 8C: The total number of access applications received by the agency during the reporting year that the agency refused either wholly or partly, because the application was for the disclosure of information referred to in Schedule 1 to the Act (information for which there is conclusive presumption of overriding public interest against disclosure)

Number of Applications Refused	Wholly	Partly	Total
	0	0	0
% of Total	0%	0%	

Schedule 2 Statistical information about access applications to be included in annual report

Table A: Number of applications by type of applicant and outcome*

	Access Granted in Full	Access Granted in Part	Access Refused in Full	Information not Held	Information Already Available	Deal with	Refuse to Confirm/Deny whether information is held	Application Withdrawn	Total	% of Total
Media	0	0	0	0	0	0	0	0	0	0%
Members of Parliament	0	0	0	0	0	0	0	0	0	0%
Private sector business	4	1	1	0	0	1	0	0	7	22%
Not for profit organisations or community groups	0	0	0	0	0	0	0	0	0	0%
Members of the public (by legal representative)	5	3	0	1	0	1	0	0	10	31%
Members of the public (other)	5	7	1	0	1	0	0	1	15	47%
Total	14	11	2	1	1	2	0	1	32	
% of Total	44%	34%	6%	3%	3%	6%	0%	3%		

^{*} More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

Table B: Number of applications by type of application and outcome*

Table B: Number of applications by type of application and outcome										
	Access Granted in Full	Access Granted in Part	Access Refused in Full	Information not Held	Information Already Available	Deal with	Refuse to Confirm/Deny whether information is held	Application Withdrawn	Total	% of Total
Personal information applications*	0	3	1	0	0	0	0	1	5	16%
Access applications (other than personal information applications)	14	8	1	1	1	2	0	0	27	84%
Access applications that are partly personal information applications and partly other	0	Ο	0	0	0	0	0	0	0	0%
Total	14	11	2	1	1	2	0	1	32	
% of Total	44%	34%	6%	3%	3%	6%	0%	3%		

^{*} A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

Table C: Invalid applications

Reason for invalidity	No of applications	% of Total
Application does not comply with formal requirements (section 41 of the Act)	3	100%
Application is for excluded information of the agency (section 43 of the Act)	0	0%
Application contravenes restraint order (section 110 of the Act)	0	0%
Total number of invalid applications received	3	100%
Invalid applications that subsequently became valid applications	3	100%

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of Act

	Number of times consideration used*	% of Total
Overriding secrecy laws	0	0%
Cabinet information	0	0%
Executive Council information	0	0%
Contempt	0	0%
Legal professional privilege	0	0%
Excluded information	0	0%
Documents affecting law enforcement and public safety	0	0%
Transport safety	0	0%
Adoption	0	0%
Care and protection of children	0	0%
Ministerial code of conduct	0	0%
Aboriginal and environmental heritage	0	0%
Privilege generally - Sch 1(5A)	0	0%
Information provided to High Risk Offenders Assessment Committee	0	0%
Total	0	

^{*}More than one public interest consideration may apply in relation to a particular access application and if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E

Table E: Other public interest considerations against disclosure: matters listed in table to section 14 of Act

	Number of times consideration used*	% of Total
Responsible and effective government	2	12%
Law enforcement and security	0	0%
Individual rights, judicial processes and natural justice	13	76%
Business interests of agencies and other persons	2	12%
Environment, culture, economy and general matters	0	0%
Secrecy provisions	0	0%
Exempt documents under interstate Freedom of Information legislation	0	0%
Total	17	

Table F: Timeliness

	Number of applications*	% of Total
Decided within the statutory timeframe (20 days plus any extensions)	31	97%
Decided after 35 days (by agreement with applicant)	1	3%
Not decided within time (deemed refusal)	0	0%
Total	32	

Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)

	7				
	Decision varied	Decision upheld	Total	% of Total	
Internal review	0	0	0	0%	
Review by Information Commissioner*	1	0	1	100%	
Internal review following recommendation under section 93 of Act	0	0	0	0%	
Review by NCAT	0	0	0	0%	
Total	1	0	1		
% of Total	100%	0%			

^{*}The Information Commissioner does not have the authority to vary decisions, but can make recommendations to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

Table H: Applications for review under Part 5 of the Act (by type of applicant)

	Number of applications for review	% of Total
Applications by access applicants	2	100%
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0	0%
Total	2	

Table I: Applications transferred to other agencies.

	Number of applications transferred	% of Total
Agency-Initiated Transfers	0	0%
Applicant - Initiated Transfers	0	0%
Total	0	

APPENDIX B

Disability Inclusion Action Plan Annual Progress Report
Disability Inclusion Act 2014
Adopted 21 October 2020 Ordinary Council Meeting

Disability Inclusion Action Plan Annual Report: Year 3 of 4 years For actions occurring between 1 July 2019 to 30 June 2020

1. Attitude	1. Attitudes and Behaviours Disability Inclusion Action Plan								
1 Focus Area	Action	KPI	Responsibility	Timing	Status	Supporting comment and \$ allocated budget			
1.1 To increase opportunities for all residents to participate in civic life within the LGA	People with disability participate in Council meetings, community consultations, ceremonies and events	Monitor and report annually on the participation rates of people with disability	Community Inclusion Team	Short term (1-2 years)	100% Achieved	Council community events and engagement meetings are held at accessible venues. Seniors Expo held at Panthers, free sponsored venue. 1450 attendees and 102 stallholders. Access Committee (PMHC Function Room). Cr Peter Alley, Chairperson and 11 members. COVID impacted ability to undertake other event and activities from March to June			
1.2 Council works	Participate in	Attend minimum	Community	Short term	100%	-Attended NDIS			
with its	disability services	3 industry	Inclusion Team	(1-2 years)	Achieved	Interagency Network meeting.			
community	regional forums and	meetings per year							
partners to									

advocate for appropriate service levels to the region	inter-agency networks					-Attended 2 Dementia Friendly Communities Steering Committee Meetings Covid Recovery Wellbeing Group -MNC Health and Wellbeing Recovery Committee - x 12 -Healthy Communities MNC x3
1.3 Participation by people with a disability in Council's decision making processes is encouraged and supported	Ensure Access Committee's continued effectiveness as an advisory body on access issues	6 Access Committee meetings held per year	Community Inclusion Team	Short term (1-2 years)	100% on target	Due to COVID we were only able to hold 3 x Access Committee meetings. Focus included prioritisation of projects such as footpath and kerb ramp requests from residents and reviews of draft Council works designs. 3x access-friendly business excursion days 27x car parks audited and data collected to be entered into an 'app' that will enable those with a disability to easily locate disability-friendly carparks across the LGA.
1.4 Council works with its community partners to advocate	Advocate to State and Federal Government for	Report annually on advocacy	Community Inclusion Team	Medium term (2-4 years)	100% Achieved	Annual report card and Council report submitted to State Government

2019 - 2020 Disability Inclusion Action Plan

for appropriate	increased services					
service levels to	for people with					
the region	disability and					
the region	their carers					
1.5 Positive attitude towards people with a disability in the LGA are promoted	Coordinate and widely promote an International Day of People with a Disability event (IDPwD)	1 event delivered per year	Community Inclusion Team	Short term (1-2 years)	100% Achieved	Int Day of People with Disability held at McInherney Park with a BBQ lunch, Finska competition and trophy presentation. In attendance were disability service providers Aces Foundation and NewIDAFE, plus members of the Hastings Access Sub-Committee.
1.6 To facilitate change towards more accessible and inclusive business practices by operators in all areas of tourism and commercial industry in the LGA	Access Committee continues to roll out the Access Friendly Business Project	10 businesses visited per year	Community Inclusion Team	Short term (1-2 years)	75% Achieved	Due to COVID-19 only 3 local businesses were visited: Wauchope Country Club Lake Cathie Bowling Club Northpoint Apartments Port Macquarie
1.7 Council works with local industry providers to identify and	Provide education and promotion around accessible tourism and encourage	2 business and tourism presentations	Group Manager Economic Development	Medium term (2-4 years)	100% Achieved	In 2018 Economic Development completed the Port Macquarie- Hastings Skills Audit which outlined the significant employment growth - and likely skills gaps - in the

ATTACHMENT ORDINARY COUNCIL
18/11/2020

resolve issues	business to use				Health and Social Services Sector.
associated with	access symbols				Council has since directed efforts
providing	on their marketing				to growing the number and
inclusive tourism	collateral and				capability of providers operating
and	windscreen				under the NDIS program, and
other services to	viewpoints marked				attracting skills to meet the
people with a	on maps				demands of this growing industry.
disability	'				Support to NDIS start-ups includes
,					selection of a disability transport
					provider in the PMHC/CSU
					Hackathon, and in 2019 Council
					worked with NDIS providers to
					support the trial of a monthly NDIS
					Industry network at The Hub
					Business and Co-Working Centre.
					Efforts to attract skills for the
					Health and Social Services Sector
					include development of a
					relocation attraction video
					targeting the health sector, and
					plans for a flyer-drop of the Live,
					Grow, Be industry attraction
					brochure at the 2020 National
					Disability Services Conferences in
					NSW and QLD (both cancelled due
					to COVID).
2. Focus Ar	ea: Liveable Com	munities		Disa	bility Inclusion Action Plan

2 Focus Area	Action	КРІ	Responsibility	Timing	Status	Supporting comment and \$allocated budget
2.1 To progressively improve access to public spaces, buildings and infrastructure for all residents and visitors	Upgraded footpaths and kerb ramps provide a continuous accessible path-of-travel throughout town centres and between town centres and key retail, leisure, residential aged care and community facilities	Report annually on new or upgraded footpath, kerb ramps and pedestrian refuges and crossings installed – subject to resources and Budget availability	Group Manager Transport & Stormwater Network	Short term (1-2 years)	100% Achieved	Footpaths completed in 2019-2020 include: Hill Street, from Parker Street to Lake Road (Port Macquarie, 150m) Ocean Drive, from Brotherglen Drive to Sirius Drive (Lakewood, 700m) Mooney Street, from Telegraph Point Public School to Log Wharf (Telegraph Point, 800m). kerb ramps at: Port Macquarie: Hollingworth & Bridge Street, Ackroyd & Gore Street, Parker & Savoy Street, Heather & Morton Street, Table & Gore Street Wauchope: Glenview Drive, Cameron & Azalea Street, High Street & Gowrie Street
2.2 To progressively improve	Scope, design and prioritise disability access	Access Committee review and	Community Inclusion Team	Short term (1-2 years)	100% Achieved	Port Macquarie Senior Citizen Hall has been reviewed and only the toilet in the Pioneer Room is
	improvements	prioritise				tonet in the Figure Room is

Council-owned community buildings to provide equal access for people with disability	at community facilities within budget constraints	improvements annually				suitable to bring up to DDA compliance at a cost of \$15,000
2.3 To progressively improve access to public amenities for all residents and visitors	Audit council public toilets. Review scope of works and design and implement to upgrade existing public toilets in the LGA	2 new accessible toilets installed Public toilet and Adult change facility completed for PMQ Plaza car park amenities.	Group Manager Recreation & Buildings	Short term (1-2 years) Medium term (2-4 years)	100% Achieved 3 new accessible toilets installed New Plaza car park amenities opened December 2019	Comboyne Hall installed new toilet at \$77k (18/19). Completed Bonny Hills amenities reconstructed due to vandalism. Completed Grant received through the Stronger Country Communities Fund (\$255,030) for new amenities at PMQ Plaza car park. An additional contribution from the Access Committee resulted in the inclusion of an adult change table & gantry hoist within this facility. Completed Pilot Beach Amenities to be rebuilt to meet all current standards Construction to start in October 2020.

						Blackbutt toilets to be upgraded in 20/21. Construction to start in November 2020.
2.4 To progressively improve access to public amenities for all residents and visitors	Scope, design and build Dog Parks with input from Guide Dogs	2 Dog Parks created	Group Manager Recreation & Buildings	Medium term (2-4 years)	100% Achieved	Allocated Grant for 2019/2020 to develop off-leash dog exercise park in Port Macquarie (Stuart Park Regional Sporting Precinct) Completed. Wauchope Dog Park Completed. These facilities will also be used by people with assistance animals and guide dogs to train their puppies. Both Dog Parks include seating and easy access for people with disability.
2.5 Services and facilities provided by Council comply with the requirements of Disability Discrimination Act, Australian Standards AS1428	Resolve access issues at Wauchope Library arising from poorly located accessible parking, inappropriate ramp gradients, paving and benches	Improvements undertaken at Wauchope Library	Group Manager Recreation & Buildings	Medium term (2-4 years)	100% Achieved	Wheelchair ramp to outdoor play space installed. DIAP Budget: \$13k. Completed

Building Code of	- subject to budget					
Australia	availability					
2.6 Services and facilities provided by Council are compliant with the requirements of Disability Discrimination Act, Australian Standards AS1428 & Building Code of Australia	Review construction of Airport Terminal Building upgrade for disability access considerations	Building reviewed	Airport Business Manager	Short term (1-2 years)	100% Achieved	The terminal has been completed to meet requirements of AS1428, with specific access and mobility features incorporated into the design including: -Provision of compliant ambulant and disabled amenities to both the male and female landside and airside areasCompliance with thresholds, walkways, ramps and landing grade requirementsContinuous accessible paths of travel and circulation spaceProvision of low-height DDA compliant check in counter and car rental service deskProvision of low-height DDA complainant flight information display screen to departures loungeInclusion of hearing loops to the check in and departure lounge areas -Statutory signage inclusionAccess Committee undertook an inspection of the new facility. Additional changes to the security and being accessible will be part of the 20/21 report.

2.7 Improve	Investigate viability	Town Beach	Group	Short term	100%	Reviewed. Access Committee
access to beaches	of an access mat	assessed for	Manager	(1-2 years)	On Target	decided not to proceed due to cost
and outdoor	trial which connects	viability of an	Recreation &			of mobi-mat (\$26k for 60metres),
recreational	carpark to beach	access mat trial	Buildings			inefficiencies of set up and pack
facilities						down requiring 4 x staff twice per
						day and beach tractor, and
						difficulties with high and low tide
						requiring different lengths of
						matting.
						During 2020/21 Recreation &
						Buildings are to explore other
						options such as more permanent
						solutions with recycled tyre ramps.
						2018/19 Budget \$170 for 450 x
	Review and scope	Signage reviewed		Short term	100%	brochures distributed to Visitor
	signage about how	for promoting		(1-2 years)	Achieved	Information Centre, CSC's &
	to hire free beach	beach wheelchair		(1-2 years)		disability groups.
	wheelchair	beach wheelenan				
						2019/20 Budget \$200 for signage
						to be displayed at Shelly Beach.
2.8 All residents	Review design for	Facility complies	Group	Short term	100% on	Detailed design of these facilities is
and visitors have	Wauchope Regional	with Australian	Manager	(1-2 years)	Target	underway
access to beaches	Sporting Fields to	Standards AS1428	Recreation &			
and outdoor	trial an adult change	& Building Code	Buildings			
recreational	table	of Australia				
facilities	at this venue					

2.9 To improve accessibility to playgrounds for all residents and visitors	Lake Cathie Playground access improvement	Accessible play equipment and fence installed	Group Manager Recreation & Buildings	Short term (1-2 years)	100% Achieved	Completed \$50k DIAP budget allocated for wheelchair-friendly carousel and playground fencing completed November 2018.
2.9 To improve accessibility to playgrounds for all residents and visitors	Liberty wheelchair swing	Accessible play equipment and fence installed	Group Manager Recreation & Buildings	Short term (1-2 years)	100% Achieved	\$10k DIAP budget contribution to Liberty Swing, Town Beach completed 2017/18.
2.10 Scope, design and prioritise disability access improvements at community facilities	Port Macquarie Pool upgrade design to include disability access	Facility reviewed	Group Manager Recreation & Buildings	Medium term (2-4 years)	100% on Target	Site selection complete. Tender for detailed design and approval has closed, currently reviewing submissions. Note: disability access to be included within the facility's design.
2.11 All Council- owned community halls within LGA provide equal access for people with disability	Scope, design and prioritise disability access improvements at community facilities - subject to budget availability	All facilities reviewed	Group Manager Recreation & Buildings	Medium term (2-4 years)	100% On target	All council-owned buildings and facilities have been scoped and prioritised for any access improvements. The Access Committee reviews this on an annual basis. Port Macquarie Seniors Facility investigating costings to install

						compliant wheelchair-accessible amenities 20/21 as per item 2.2.
2.12 To improve access to public spaces, buildings and infrastructure for all residents and visitors.	Proactive approach to selecting street and park furniture that includes a mix of accessible products	Report annually on accessible street and park furniture installed	Group Manager Recreation & Buildings Group Manager Transport & Stormwater Network	Medium term (2-4 years)	100% Achieved	\$30k DIAP budget allocated for Town Beach accessible picnic setting completed 20/21 \$15k DIAP budget allocated to Kew wheelchair-accessible picnic table and shelter 2019/20
2.13 Roads & public transport are suitable for people with a disability	Access Committee to conduct an audit of all bus shelters and upgrade in accordance with Council adopted bus shelter improvement program	Apply for grants when appropriate Access Committee to prioritise location of new bus shelters	Community Inclusion Team	Short term (1-2 years)	75% On target	Auditing commenced with over 90 bus stops reviewed. In 2019-20 we installed 5 new bus shelters, funded via the NSW Government CPTIGS program, at: Port Macquarie x 2 Laurieton x 1 Wauchope x 1 Herons Creek x 1
2.14 Roads & public transport are suitable for people with a disability	Investigate feasibility for a Taxi Zone to have a grate transition	Taxi Zone transition investigated	Group Manager Infrastructure Planning	Medium term (2-4 years)	100% Achieved Kerb ramp installed instead.	Grate for Coles Port Macquarie taxi zone found to be not feasible and kerb ramp installed instead at taxi zone.

and its use is effectively monitored		,				the 2019 - 2020 year for disability access offences. Note: parking infringements were suspended for
2.16 There is an	Access Committee	Audit by Access	Community	Short term	100% on	4 months due to COVID-19 Access Committee has audited 127
adequate level of accessible parking	to review locations and suitability of	Committee undertaken, map	Inclusion Team	(1-2 years)	Target	accessible parking spaces in Port Macquarie. An App is in early
and its use is	existing accessible parking throughout	produced and to			Audit	development stage with Geospatial
effectively monitored	the LGA to ensure	investigate			completed App in early	Information Systems team to input data on accessible car parks in our
	adequate and	accessible parking			development	LGA. Upon project completion the
	appropriate	solutions.			stage	app will be available for the
	provision					community and will be widely promoted.
2 Facus areas	Employment				Dioc	•
3 Focus area: I	Employment				Disa	bility Inclusion Action Plan
3 Focus Area	Action	KPI	Responsibility	Timing	Status	Supporting comment and \$ allocated budget
3.1 To develop	Provide EEO training	Inclusiveness	Human	Medium	100%	The Equity and Diversity Strategy
	to raise awareness	Training provided	Resources	term	Achieved	2019-2024 was adopted in
greater			Manager	(2-4 years)	1	November 2019. The strategy
awareness	of the legislative	via general	ivialiagei	(2 i years)		
J	of the legislative requirements	awareness training modules	ivialiagei	(2 Tyeurs)		outlines initiatives to promote

towards access	to ensure					diversity and inclusion within
issues. Staff have	discriminatory					Council's workforce.
the appropriate	practices are					
level of skills and	eliminated from the					Supportive practices are used in
knowledge to	workplace					Council's recruitment processes, to
provide equitable						remove potential barriers to
services and an						employment.
accessible						
environment						
3.2 To develop a	Assist line managers	Compliance with	Human	Medium	100%	A Health Plan template and
more disability-	and supervisors to	WHS Safety	Resources	term	Achieved	process has been introduced and is
friendly	work effectively	Measures	Manager	(2-4 years)		being actively used. A health plan is
workplace	with staff with a					a tool that supports reasonable
	disability and ensure					adjustment in the workplace and
	that occupational	Modifications in				documents adjustments and
	health	the workplace				support for employees who may
	and safety	where				have a temporary or permanent
	requirements	appropriate				disability or medical condition that
	are met					requires support.
3.3 To develop a	Provide	Report annually	Human	Short term	100%	During 19/20 there have been 23
more disability	opportunities	on the number of	Resources	(1-2 years)	Achieved	employees who have been
friendly	for redeployment	staff with an	Manager			provided with flexible working
workplace	and retraining	acquired				arrangements, adjusted duties and
	where a disability is	disability that				other supports due to temporary
	acquired in the	have been				and permanent disabilities
	workplace if	reassigned to				acquired.
	possible	other duties				

ATTACHMENT ORDINARY COUNCIL
18/11/2020

3.4 Employer of choice	Review our obligations under the Carers Recognition Act and implement appropriate practices	Employees aware of flexibility provisions	Human Resources Manager	Short term (1-2 years)	100% on Target	Carer's Leave Procedure reviewed and adopted June 2018. New Flexible Working Arrangements Policy is currently in draft, with consultation with staff expected during 2020/21.
4 Focus Area	Systems and Prod	Cesses	Responsibility	Timing	Status	Supporting comment
						and \$allocated budget
4.1 Provide council information in a range of formats that provides best practice accessibility to services and support for people with disability	Audit and revise council's website to be compliant with WCAG 2.0AA	Accessibility of council's website against WCAG 2.0AA	Communica- tions Manager	Short term (1-2 years)	100% Achieved.	Council's website is compliant with the WCAG 2.0 AA checklist. Auto review reminders are set for every 12 months.
4.2 To provide equitable access to appropriate and responsive	Provide training to staff in National Relay Service use and protocols	1 Training workshop completed	Customer Service Team Leader	Medium term (2-4 years)	100% Achieved.	Staff attended National Relay online training in late 2018 with updates set out to staff regularly. We have the new staff familiarise

services across the LGA. The process of information dissemination and communication with all customers is improved						themselves with the site and provide them with the link to the website and access to the Tip Sheet. The online training is no longer available however there is a PDF that shows an introduction to the relay calls and we go through that with the new staff. The tip sheet& introduction information is in our team room for easy access.
4.3 Information is provided in 'user-friendly' accessible formats	Provide Council information and publications in alternative formats on request and promote availability	Report annually the number of requests for information in alternative formats and the average response time	Communica- tions Manager	Short term (1-2 years)	100% Achieved	No requests have come in for an alternative format to receive information. Information is distributed in pdf format, recognised universally as the most accessible format.
4.4 Appropriate services are provided to meet the needs of	Continue to develop and promote the spoken word and large-print	20.4% of the Library collection budget is allocated to large	Library Manager	Short term (1-2 years)	100% Achieved	In 2019-2020 \$55,000 was allocated to large print, \$27,000 was allocated to audio and \$10,000 to Eaudio. The delivery service for people who are house bound

ATTACHMENT ORDINARY COUNCIL
18/11/2020

people with a disability and frail older people	book collections at libraries	print and audio books.				continued as normal except during the COVID-19 lockdown.
4.5 Appropriate programs are provided to meet the needs of people with a disability to access arts and culture	Continue to develop, promote and deliver the art and dementia program and the Digital Art program	20 sessions delivered per year	Glasshouse Venue Manager	Short term (1-2 years)	100% Achieved	8 sessions delivered in 2019-20 with 44 participants up until February. March -June were cancelled due to COVID-19. Annual budget spend for this programme is \$1,062. There was a shift in programming to digital programming and the following were delivered via digital platforms: -3D interactive digital tours - creating an opportunity for anyone to get up close and personal with the artworks on display digitallyZoom Craftanoons- an accessible program that assisted and delivered interactive learning. Attendants included elderly, young children or teens and visually impaired, and people with mobility issues. Often attending the sessions with their carer each participant had access to personalised instruction.

4.6 To improve access to public spaces, buildings and infrastructure for all residents and visitors	Integrate people with a disability into Glasshouse audiences and activities	Report annually the number of companion card tickets issued	Glasshouse Venue Manager	Short term (1-2 years)	100% Achieved	-Short films- digital up close and personal with local and established artists. Accessible to allOnline downloadable kids and craft activities - free resources with instructions. Accessible to all. 215 companion card tickets issued in 2019-20, noting the venue was only operating for 9 months due to COVID-19
4.7 Appropriate services are provided to meet the needs of frail aged residents and residents with a disability	Promote and continue to provide assisted waste collection services for residents who are unable to take their bins to the kerbside	Report annually the number of assisted residences	Group Manager Commercial Business Units	Ongoing	100% Achieved	JR Richards currently provides Wheel Out - Wheel Back services to 48 residences and the service is available to any residents that require it (based on a property assessment).
4.8 Appropriate services are provided to meet the needs of people with a disability	Plan & scope considerations for disability friendly council event experience	Provide and promote suitable viewing areas and amenities	Community Events Officer	Short term (1-2 years)	100% Achieved Each community event that is planned, staged and	-Opportunities will continue to be explored to include better viewing areas or platforms for future event design plans if the site permitsGround level viewing areas made available at side of VIP tents/side of stage at Australia Day

2019 - 2020 Disability Inclusion Action Plan

ATTACHMENT ORDINARY COUNCIL
18/11/2020

		delivered by	Celebrations held in Wauchope
		Council is	and PMQ in 2020.
		held on	-Collaboration between SailAbility
		Council-	NSW - PMQ Branch and PMHC
		owned land	staged aquatic activities on
		that provides	Australia Day 2020 providing an
		access to	inclusive sailing experience for all
		amenities.	along the Hastings River.
			-Ground level viewing areas made
			available adjacent to Town Square
			and on Town Green as part of
			Council's Annual Countdown to
			Christmas Celebrations held in the
			CBD





Port Macquarie-Hastings Council

pmhc.nsw.gov.au

council@pmhc.nsw.gov.au PO Box 84 Port Macquarie NSW 2444 Tel 6581 8111

- f pmhc2444
- engagepmh
- mhcouncil
- port-macquariehastings-council
- pmhcouncil
- (iii) connectpmh
- chatpmh
- watchpmh





SUSTAINABILITY ADVISORY SUB COMMITTEE Draft Charter

Adopted: XXXXXXXXXXX

1.0 INTRODUCTION

Port Macquarie-Hastings Council is committed to ensuring that the Port Macquarie-Hastings is a community for all. A community that offers everyone a great quality of life and the opportunity to realise their potential as part of a flourishing society.

The Sustainability Advisory Sub Committee will allow Council to seek input from members of the community on sustainability issues that directly affect them, provide technical resources and expertise and assist Council in its decision making process.

The Sustainability Advisory Sub Committee will provide advice to Council regarding sustainability initiatives and assist Council in responding to Climate Change in the Port Macquarie-Hastings.

2.0 OBJECTIVES

- To assist Council in implementation, monitoring and review of its strategic and operational planning, particularly the Sustainability and Climate Change Strategy and the Long Term Energy Strategy.
- To assist Council to provide and receive two-way feedback from the community and industry regarding issues relating to sustainability matters.
- To assist Council with projects and issues which support and affect Council programs, services, and projects to ensure we have an informed community.
- Assist Council in development of the Sustainability and Climate Change Strategy.
- Engage with and provide input to Council on other sustainability and climate changes matters and issues which are relevant to the Local Government Area.

3.0 KEY FUNCTIONS

The key functions of the Sustainability Advisory Sub Committee are to:

- Support Council in promoting projects, facilities and services with the wider community.
- Discuss issues of mutual concern in relation to Council policy, strategy or direction, so that they
 can be resolved to the benefit of all members of the community.
- Provide advice and guidance in the development of Council's plans and strategies.
- Advise Council on sustainability and climate change issues relating to the Port Macquarie-Hastings Local Government Area.
- Advise Council on the implementation of the adopted Sustainability and Climate Change Strategy.

Draft Sustainability Advisory Sub Committee Charter Page 1 of 5

- Review and provide feedback to Council in respect of new or emerging sustainability and climate change initiatives.
- Act as a Sub Committee for the purpose of relevant NSW guidelines as they relate to sustainability and climate change

4.0 MEMBERSHIP

4.1 Voting Members

- 2 x Councillor(s) as resolved by Council
- Director Development and Environment (or alternate Director)
- · Group Manager Regulatory and Environmental Services
- Group Manager Strategy (or Nominee)
- Sustainability Officer
- PMHC Staff Sustainability Action Group Chairperson (or nominee)
- 5 x Community representatives (1 person each representing Port Macquarie, Lake Cathie, Camden Haven, Wauchope, Rural area)
- 2 x Development industry representatives
- 3 x Sustainability industry representatives (with demonstrated experience and/or suitable
 qualifications in one or more of the following areas energy/water/waste/environmental
 management/natural resources/environmental science/sustainability or environmental
 education)

4.2 Non-Voting Members

Other attendees/members, including State and Federal Government representatives and specific community groups or organisations within various sectors may be invited to attend meetings or working groups on certain issues or to progress an agreed outcome, as approved by the Sub Committee. These are non-voting attendees and may only be invited with the approval of the Sub Committee or the Chairperson if the need for their attendance is identified between regular meetings.

4.3 Obligations of Members

- · Act honestly and in good faith.
- Act impartially at all times.
- Participate actively in the work of this Committee
- Exercise the care, diligence and skill that would be expected of a reasonable person in comparable circumstances.
- Comply with this Charter document at all times.
- Facilitate and encourage community engagement with Sub Committee and Council initiatives.
- As per Section 226 (c) of the NSW Local Government Act 1993, the Mayor is the principal spokesperson for the governing body and Councillors that are members of a Committee are to obtain the Mayor's agreement to make media and other statements. Further, only the Mayor, or a Councillor with the Mayor's agreement and otherwise in accordance with Council policies and procedures, may release Council information through media statements or otherwise, and the

Draft Sustainability Advisory Sub Committee Charter Page 2 of 5

- release of such information must be permissible under Council's adopted Code of Conduct. Council officers that are members of Committees are bound by the existing operational delegations in relation to speaking to the media.
- A Councillor as a member of a Committee or the Committee itself has no delegation or authority to make decisions on behalf of Council, nor to direct the business of Council. The only decision making power open to Councillors is through formal resolutions of Council.
- A Councillor as a member of a Committee or the Committee itself cannot direct staff and must abide by the decisions of Council and the policies of Council.
- Councillors, Council staff and members of this Committee must comply with the applicable
 provisions of Council's Code of Conduct in carrying out the functions as Council officials. It is the
 personal responsibility of Council officials to comply with the standards in the Code of Conduct
 and regularly review their personal circumstances with this in mind particularly with respect to
 conflicts of interest, confidentiality and general conduct obligations.

4.4 Member Tenure

Committee members will serve on this Sub Committee up until the next ordinary Local Government elections. Following the election, a review of all Council's Committees will be undertaken with the newly elected Council and membership of the Committees as resolved shall be filled by inviting expressions of interest from interested members of the community to fill any relevant vacant positions.

4.5 Appointment of Members

- A formal Expression of Interest process will be undertaken across the Local Government Area as
 a way of determining the representatives on the Sub Committee. Members of the Sub
 Committee will be representative of diverse interests and experience across the Local
 Government Area rather than a single issue. The members of the Sub Committee, taken
 collectively, will have a broad range of qualifications, skills and experience in the relevant
 sectors in the Port Macquarie-Hastings region. This Expression of Interest process shall be
 conducted in accordance with Council's Procedure for Calling Expressions of Interest for
 Community Members to Council Committees.
- Where practicable the membership will represent the geographical spread of the Port Macquarie-Hastings Local Government Area, and a diverse range of cultural, gender and age groups.
- · Council, by resolution duly passed, will appoint members to the Committee.

5.0 TIMETABLE OF MEETINGS

Meetings will be held quarterly (or more regularly if required). Meetings will generally be held at the main administration office of Port Macquarie-Hastings Council. Electronic meetings may be held under certain circumstances with the approval of the chairperson.

6.0 MEETING PRACTICES

6.1 Decision Making

 Recommendations of the Sub Committee shall be by majority of the members present at each meeting and each member shall have one (1) vote.

> Draft Sustainability Advisory Sub Committee Charter Page 3 of 5

- The Chairperson shall not have a casting vote.
- In the event of an equality of votes on any matter, the matter shall be referred directly to Council's Executive Team and then to Council for consideration.
- Recommendations from the Sub Committee are to be made through the Chief Executive Officer
 or the relevant Director, who will determine under delegation, the process for implementation or
 referral to Council for consideration, whichever is appropriate under the circumstances.
- The Sub Committee has no delegation to allocate funding on behalf of Council. The Committee
 may make recommendations to Council about how funding should be spent in relation to the
 above-mentioned objectives, however those funds will only be applied and expended following a
 formal resolution of Council.
- The Sub Committee may establish working groups to support actions and activities within
 Council Plans or to assist in the delivery of projects and services, as deemed appropriate. All
 projects are to be aligned with Council's suite of Integrated Planning and Reporting documents.
 Membership of working groups shall be determined by the Committee.
- The Sub Committee may be delegated authority by the Council to make decisions on behalf of Council in certain circumstances however delegation to commit funds will not be granted.

6.2 Quorum

- A quorum must include a minimum of one (1) Councillor or one (1) Council Director being present.
- The quorum for the Sub Committee shall be at least half of the voting members are present.

6.3 Chairperson and Deputy Chairperson

- The Chairperson shall be the Councillor resolved by Council to chair the Sub Committee.
- · The Deputy Chair shall be the alternate Councillor as resolved by Council.
- At all meetings of the Sub Committee, the Chairperson shall occupy the Chair and preside. In the
 absence of the Chairperson and Deputy Chair, a member of Council's Executive Team who is a
 member on this Sub Committee, or their nominee, shall chair the meeting.

6.4 Secretariat

- The responsible Council Director shall ensure the Sub Committee has adequate secretariat
 support. The secretariat will ensure that business papers and supporting papers are circulated
 at least three (3) working days prior to each meeting. Minutes shall be circulated to members
 within seven (7) days of the meeting having taken place.
- All Sub Committee agendas and minutes will be made available to the public via Council's web site, unless otherwise restricted by legislation or confidentiality provisions.
- The responsible Council Director will coordinate a review of the Charter within 6 months of a new Council term and present to Council for adoption.

6.5 Recording of decisions and explicit discussions on risks

· The minutes shall reflect actions arising from the Sub Committee meeting.

- A summary of discussions shall only be recorded on specific items when agreed by the Sub Committee.
- The Secretariat shall record a summary of all discussions that relate to risks.

7.0 CONVENING OF "OUTCOME SPECIFIC" WORKING GROUPS

- The Sub Committee can at times request a working group to be convened, for a period of time, and/or for specific actions. These specifics will be clearly defined. The working group will report back to the Sub Committee with outcomes.
- Any working groups established under this Sub Committee will be responsible for providing
 updates to the Sub Committee. The working groups will be an informal gathering with notes
 collected and managed by the senior staff member in attendance and will be tabled at the
 Committee meetings.

8.0 CONFIDENTIALITY AND CONFLICT OF INTEREST

- Any independent members of the Sub Committee will be required to complete a confidentiality agreement that will cover the period of their membership of the Committee.
- Sub Committee members must declare any conflict of interests at the start of each meeting or before discussion of a relevant item or topic. Details of any conflicts of interest should be appropriately minuted.
- Where members or invitees at Sub Committee meetings are deemed to have a real or perceived
 conflict of interest, it may be appropriate that they be excused from Committee deliberations on
 the issue where the conflict of interest may exist and this is to be recorded in the minutes of the
 meeting.

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





PORT MACQUARIE-HASTINGS BICENTENARY 2021 VISION AND ACTIONS MATRIX

NOISI

To walk our place and discover the stories that weave together to make Port Macquarie-Hastings the region it was, it is, and will be.

PROGRAMMING GUIDES

- We will actively support inclusion
- We will respect the diversity of our community
- We will consider the region's future generations
- We will encourage multi-generational storytelling of all cultures
- We will create partnerships with enduring outcomes
- We will learn by listening
- We will respect the environment of our place mountains, fresh and saltwater rivers, bush and ocean and how it evolves over time.

PROGRAMMING FRAMEWORK

- Rethinking due to COVID gathering restrictions planning must allow for minimal impact on delivery in fluid regulatory environment.
- Leverage the funding opportunities from Austrade Bushfire Tourism Recovery Fund and PMHC COVID Recovery Projects to extend reach of identified projects and amplify investment.
- Lumiere Port Macquarie to act as the centerpiece of the Bicentenary event program off which hangs a supplementary program of Council-owned and Council-supported activities and initiatives.
- incorporate Gathang language and Aboriginal design across Bicentenary branding and marketing platforms promoting the event

ACTIONS MATRIX:

Action	Deliveries
(Put a goal under here to explain	(What are we saying that we are going to do)
why we are doing it)	
Deliver Lumiere Port Macquarie	An immersive night-time installation weaving culture and heritage in a world-class immersive story-
	telling experience on the entire historic façade of the Old Courthouse.
Goal: Create a legacy destination	
project for the region	I. Overall Project Management and delivery



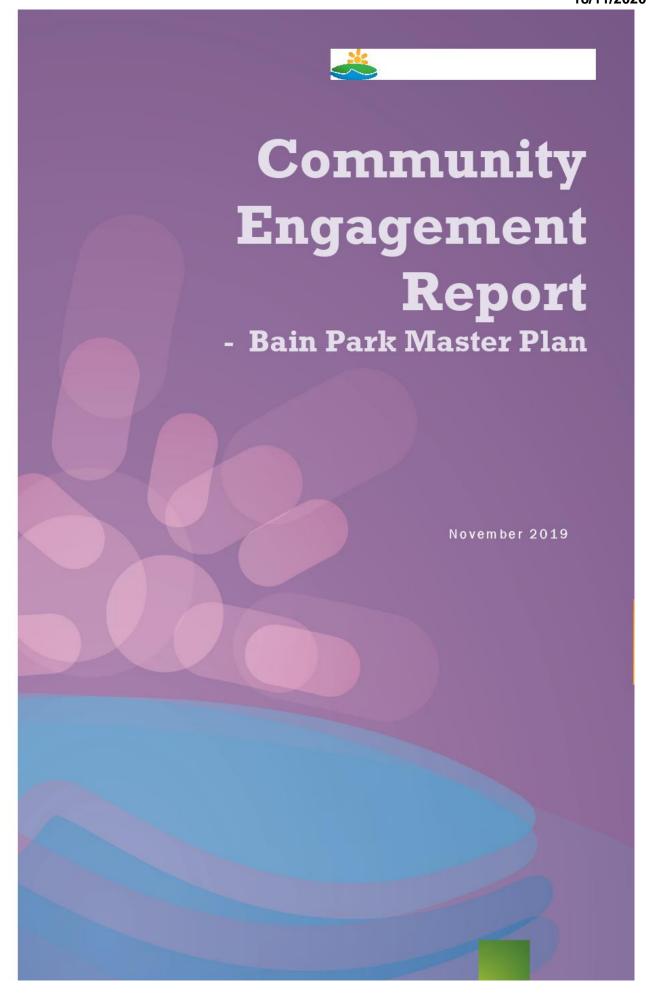
	II. Official Opening	-
	III. Delivery of nightly activation program – including Glasshouse activation and screenings	
	IV. Creation of a virtual information platform supporting Lumiere installation.	
Deliver Hastings River Aquatic	Tall Ship Coral Trekker 10 day Residency on Lady Nelson Wharf - includes:	\top
Activities	- Ticketed day trips and dinner cruises	
	- Public access tours	
<u>Goal</u> : Encourage utilisation and discovery of PMQ Foreshore	- TAFE General Purpose Hand Course for local residents.	
	Visiting Vessels Program - includes:	Г
	- William The Fourth	
	- NSW Water Police Port Stephens	
	- Australian Border Force	
	- PMQ Marina Hub (including super yacht)	
		Т
	Local Vessels Program - includes:	
	- Mid North Coast Maritime Museum	
	- Sailability	
	- Marine Rescue	
	- Commercial vessels	
	Aquatic Licence for Sail Past Event	Т
Deliver Community Art Exhibition	Community invited to register and collect a blank A4 canvas to create a visual response to the varied	
at Glasshouse Port Macquarie	natural, cultural, historic and popular elements that make positive contributions to our place.	
Goal: Bring people together to participate in arts and cultural	Exhibition staged on Level 2, Mezzanine Foyer at Glasshouse Port Macquarie between 10 -18 April 2021.	
activities accessible to everyone.	Official Opening of Community Art Exhibition	
		\neg



)
Create and share Education Resources	Create digital education resource which meets Stage 1 -Stage 5 of the NSW Education History Syllabus.	
Goal: Create a legacy resource for ongoing utilisation by local school students.	Virtual cultural activity rolled out to all local Infants and Primary Schools focusing on celebrating 'our place'.	
Develop and promote Trails across the region	New Food, Wine, Art & Culture Trails - includes trail development with operators, website development, printed booklet, and satellite events.	
Goal: To create legacy destination attraction assets across the region	Existing Historic and Walking Trails - includes accessing existing guides and tours, planning accessibility tours, refreshing existing marketing materials and collateral, creating online content, and satellite events.	
	Community Days - Walk Our Place	
	Curate a program of Trails and Satellite Events to encourage the community to explore our place in a COVID-Safe way. Includes treasure hunt, online and printed guides	
Deliver New Public Art	Wauchope Bicentenary Riverside Sculptural Trail	
Goal: Create permanent legacy infrastructure in partnership with	Depicting the history of Wauchope with a particular focus of life on the river and encompassing Aboriginal as well as colonial history creative interpretation, sculptures, and creative seating set with a minimalist approach within the idyllic foreshore location.	
the community.	Town Green West Upgrade Public Artwork	
	Commissioning culturally appropriate installation.	
	Official Openings of the Wauchope Bicentenary Riverside Sculptural Trail and Town Green West sculptural artwork.	
		_



Community projects and activities ideally during the identified event period (10-18 April 2021) which Commemorative Church Service to be held in the historic St Thomas's Anglican Church with Completion and screening of Birpai Local Aboriginal Land Council film on Blackmans Point. Includes development of an online platform and printed booklet to capture all activities. commemorate the history, the heritage and people who make our region what it is. David Martin (27 February - 18 April 2021) Glen Dick (10 July - 5 September 2021) **Bicentenary Extra-Ordinary Grants Program** optional site tour post-service. Friends of Mrs York's Garden Dance Mid North Coast Glasshouse Gallery Exhibitions **Targeted event support** For example: Support Satellite Events Program commemorate the milestone as Goal: Enable community to they choose.





Community Engagement Report – Bain Park Master Plan

Contents

Background	3
Engagement Approach	
Engagement Timelines	3
What was consulted on	2
Engagement results	5
Submissions received	9
Next steps	11
Annendix	10

Page 428



1 INTRODUCTION

1.1 BACKGROUND

Bain Park is a significant recreational area located in the centre of the Wauchope CBD. Council will be engaging in a series of comprehensive community engagement activities in order to prepare a Bain Park Master Plan to guide future development. The Bain Park Master Plan project has been identified in the 2019/2020 Operational Plan as part of Council's regional master planning for recreational facilities to encourage a healthy, inclusive and vibrant community.

Over many years, the Wauchope community has been requesting an overhaul of Bain Park in full by Council. In 2012 an 'All Abilities' playground was developed in consultation with the community and has been very well utilised by locals and visitors to date. Driving the need for Master Plan development have been the requests from local community organisations including the Wauchope Rotary, Lions and District Historical Society approaching Council to consider the development of infrastructure to support increased activation of the space.

1.2 ENGAGEMENT APPROACH

This Community Engagement Report provides a summary of the community engagement activities carried out by the Community Engagement Team during September - October 2019.

The intent of the community engagement was to inform the design of a Master Plan for Bain Park. The creation of a Master Plan will allow Council to create a future design for the space that reflects the community's current and future needs. The Master Plan will provide a strategic direction for the allocation of Council funds into the future, as well as allowing increased opportunities to attract grant funding.

The Master Plan will aim to accommodate a wide range of future community events, including events, performances, movie screenings, expos, etc. whilst also factoring in the adjacent community facilities that have a strong connection to the park and the CBD. The Master Plan will be utilised to inform the Bain Park Plan of Management, which is to be developed later in the financial year.

Widespread community engagement and participation was considered vital to ensure all members of the community had the opportunity to have their say and provide feedback on the development of the plan. Numerous engagement activities were scheduled to allow for a broad cross-section of the community to easily contribute to the visioning and planning process.

1.3 ENGAGEMENT TIMELINES & ACTIVITY

Date	Activity
Late September 2019	Creation of online 'have your say' pages and community survey
Late September 2019	Promotion of community engagement activities via emails, phone calls, flyer and poster drops to residential and shop fronts, social and traditional media.



14, 16, & 24 October 2019	Pop-up community engagement stall in Bain Park
19 October 10am - 2pm 2019	Community Master Planning workshop at Wauchope Community Arts Hall.
23 October 2019	Meeting with Wauchope Arts Council
31 October 2019	Consultation is closed for feedback

Table 1: Community engagement timeline

1.4 WHAT WAS CONSULTED ON

The community was asked the following questions:

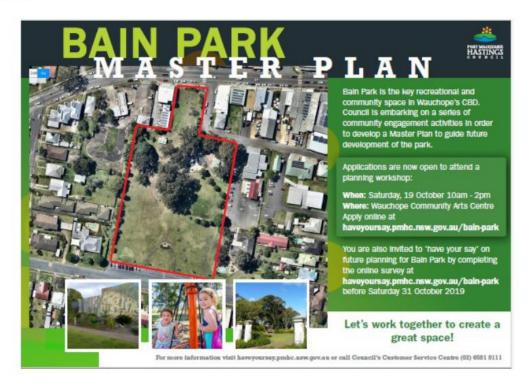
- 1. How often do you visit Bain Park?
- 2. Why do you visit Bain Park?
- 3. What do you love most about visiting Bain Park?
- 4. If you could change one thing about Bain Park, what would that be?
- 5. If you could add one thing to Bain Park, what would that be?
- 6. Would you like Bain Park to have a theme?
- 7. What is you big idea for Bain Park?
- 8. Additional comments

Flyer





Poster



2 ENGAGEMENT RESULTS

2.1 ON SITE POP-UP CONVERSATIONS

 Engagement staff attended the Wauchope Neighbourhood Centre's 'Family Fun Day' on 9 October and conducted three pop-up sessions on site in Bain Park on 14,16 and 24 October. Over 100 conversations conducted at engagement pop-ups

The following ideas were suggested during the pop-ups:

- Public toilets require upgrade or replacement to make accessible for all
- · Install change table in toilets
- Water play
- Increased shaded seating including near scooter track
- Install gas/electric public barbeques
- Inclusion of seating and picnic tables inside playground area
- Adventure playground including flying fox, more play areas for older children
- Provide additional shade over play equipment
- Play options for toddlers, 'regular' swing set
- Nature, imaginative play inclusions sandpit, logs, etc.
- Inclusion of sheltered picnic tables in open spaces
- Water refill station located centrally in Bain Park





Bain Park users also raised the following issues:

- The playground was looking tired and the inclusions needed some maintenance/upgrading
- The pebble create pathways were patchy due to age/wear and tear and needed resurfacing in sections
- Pedestrian access (such as a wide set of stairs), needed from the Community Arts Hall car park as people were currently jumping over retaining wall and it was crumbling in sections

2.2 BAIN PARK MASTER PLANNING WORKSHOP









A total of 16 people attended the Master Planning Workshop on Saturday 19 October from 10am - 2pm at the Wauchope Community Arts Hall. Participants were guided through a number of task throughout the day to identify the following:

- · Why they visit Bain Park;
- What they loved about Bain Park;
- What they value and wish to preserve in Bain Park;
- · What elements could make Bain Park better;
- What their future vision for Bain Park.

Workshop participants comprised a mixed demographic of locals including representatives from the Wauchope Lions Club, the Rotary Club, the Arts Council and the District Historical Society.

2.3 SURVEY RESULTS

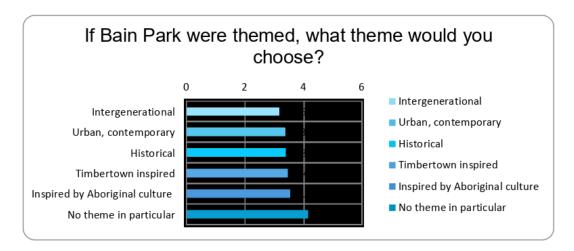
- 47 online surveys submitted via 'Have Your Say'
- 13 hardcopy surveys submitted

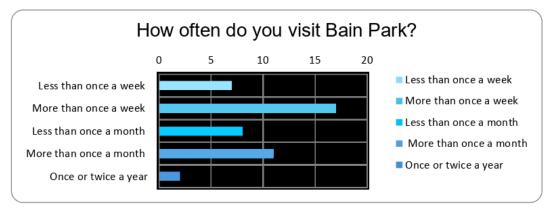
Engagement Responses via Have Your Say

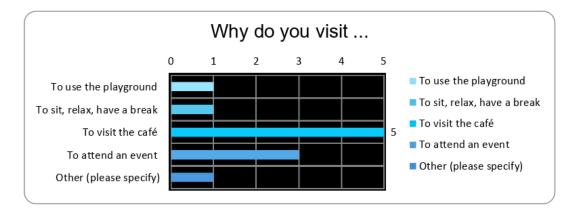
AWARE PARTICIPANTS	305
Visited at least one Page	305
INFORMED PARTICIPANTS	87
Registered for the Workshop	18
Visited Multiple Project Pages	72
Contributed to a tool (engaged)	47
ENGAGED PARTICIPANTS	
Participated in Surveys	47

25 September to 7 November Total online visits = 429











The following is a summary of responses received to open-ended survey questions from survey respondents:

What do you love most about visiting Bain Park?

Beautiful open spaces, it is like Wauchope's 'Town Green', central location, the trees, the cafe, the playground.

If you could change one thing about Bain Park, what would that be?

- · Upgrade the toilets currently no child/adult change table, inaccessible
- Upgrade playground more equipment for toddlers, nature play options, add regular swings and maintain planter boxes in playground, more shade over playground
- · Increased seating and picnic tables around the park, install barbeques
- Plant more trees and install garden beds
- Play equipment/options for older kids

If you could add one thing to Bain Park, what would that be?

- Increased seating and shade
- · Regular events like themed market days, community events
- · More and diverse play equipment
- Water play
- Improved barbeque facilities

What is you big idea for Bain Park?

- An outstanding intergenerational playground that people visit from all over
- Historical museum and community space
- · Outdoor concert area
- A flying-fox
- · Options for disabled kids, natural and sensory play
- · Include tourist information centre
- · Make toilets accessible for all
- Interactive sun dial
- Lots more shade and picnic areas
- A space that all ages can enjoy with water features

2.4 SUBMISSIONS RECEIVED

A summary of the formal submissions received are outlined below (submissions attached in Appendix 1):

1. Wauchope District Historical Society (WDHS)

The submission centres on the relocation of the WDHS's historic church building (currently located on the grounds of Wauchope's Timber Town) to the southern end of the Bain Park with access from Avondale Street. The site required would to be



large enough to establish a shopfront for interacting with locals and visitors to accommodate historical research located within a landscaped area suitable for display of larger collection items from the collection. WDHS proposes that Society members would be on hand to assist visitors and locals and manage changing historical exhibits and interactive displays.

2. Wauchope Community Arts Council (WCAC)

The WCAC, established in 1995, manages a multiuse cultural space in the Wauchope Arts Hall. The Hall is activated throughout the year through concerts, events, films, exhibitions and creative workshops.

The WCAC proposes the following recommendations for consideration in the development of the Master Plan:

- · Increased power sites throughout Bain Park to accommodate larger events
- Increased shade areas and trees
- Provision for wide steps leading from car park to Bain Park opposite Hall site
- Enhanced pathways (and rails) for people with mobility issues from car park to the north-eastern side of Bain Park
- Resolve issues with car park closures from Council via contracted traffic controllers during events prohibiting access to Hall
- Installation of bi-fold doors across western side of Hall to accommodate larger audiences
- The car park west wall requires repairs and upgrades
- WCAC would like Council to consider the building adjacent the Hall (currently leased by Omnicare) be returned to the Wauchope community and utilised as a shared community space.
- WCAC supports the creation of a 'Gaudi' inspired bench/lounge/wall in Bain Park including water feature for wetting feet and could facilitate community workshops to develop the work.
- WCAC supports the Wauchope District Historical Society's proposal of relocating the historic church to use as their museum venue if it is located at the Avondale Street end of Bain Park.
- Enhance experience of Park users by installing large musical structures through interaction of by wind movement
- Incorporate a labyrinth walking meditation space in the Park
- Free community Wi-Fi
- · Upgrade toilet facilities in Bain Park

3. Rotary Club of Wauchope Inc.

Wauchope Rotary strongly proposes that the community would benefit from a multiuse stage structure to accommodate a variety of formal and informal events and activities.

Other ideas for consideration in development of the Master Plan:

- A botanical garden concept for Bain park to highlight and feature local flora for the enjoyment of locals and visitors
- A meandering shared path that circumnavigates the Park to allow joggers, walkers to enjoy the developing views
- The inclusion of two shelters one to the east and one to the west of the current middle pathway surrounded by botanical plantings



4. Lions Club of Wauchope

The Lions Club would like to fund the installation of a commemorative plinth-style sundial that includes a 'you are here' feature. In addition, the Club would like to fund the construction and installation of a sundial of human involvement constructed in historically native timbers from the Wauchope region. The Club proposes the two items would be best located adjacent the historic entry gates at the main entrance to the Park via High Street.

3 NEXT STEPS

The Project Team in development of the draft Bain Park Master Plan will now review all feedback, ideas and comments received during the engagement period.

The draft Bain Park Master Plan will then be presented to Council for endorsement.

The endorsed draft Bain Park Master Plan will then be placed on public exhibition for feedback and any feedback will be reviewed by the Project Team. Where appropriate changes will be made to the draft Master Plan.

The Final Masterplan will be presented back to Council for adoption and following adoption the

Project Team will work to source funding to implement the Master Plan.



Wauchope District Historical Society PO Box 410 Wauchope NSW 2446

31 October 2019

Port Macquarie-Hastings Council 17 Burrawan Street Port Macquarie NSW 2444

Attention:

Ms Georgina Perri Community Planning Coordinator Strategy & Growth

Dear Georgina

BAIN PARK MASTER PLAN: SUBMISSION BY WAUCHOPE DISTRICT HISTORICAL SOCIETY (WDHS)

Thank you for inviting WDHS to participate in the Bain Park Master Planning Workshop held on 19 October 2019.

While WDHDS representatives had the opportunity on the day of making a submission outlining our case, we would like to make a further submission reinforcing our view that a WDHS presence in Bain Park would fit in well with any other community uses likely to be included in any proposed plan. Indeed no stakeholder at the workshop suggested otherwise.

The Wauchope experience

As a fine piece of real estate in the centre of Wauchope it is appropriate that a comprehensive plan be prepared to guide the future development of Bain Park in meeting the needs of all members of the community. While a generous public space compared to other towns - Bellingen comes to mind - it is not unlimited and accordingly there will be intense competition between the various stakeholders for a spot. The key, in our submission, to assessing these competing demands is to find the right balance



between the various interests so that those using the facilities, be they residents, local or international visitors, come away with an experience which is enriching and different from what can be had elsewhere.

Why does the WDHS deserve a spot?

What does the WDHS have to offer that is deserving of inclusion in the plan?

One of the exercises you invited participants to do at the workshop was to pretend that they and their families stopped off at Bain Park to experience the range of attractions on offer in any proposed plan and then write a postcard to a friend conveying those experiences. Not all attractions would be on display on such an occasions - e.g. concerts and large outdoor events - but clearly innovative, inclusive and interactive outdoor play activities for children of all ages would rate a mention. So would nicely landscaped and shaded areas with well-designed facilities, space for larger community activities and the overall feel of the park as a worthwhile stopover.

Wouldn't it be worth a mention also that the stopover also offered something local and unique: historical exhibits and interactive displays for all ages on the history of settlement in the Hastings Valley from 1818 right up to the present, housed in a building that is heritage listed and is the oldest extant building in the Wauchope district?

While WDHS has been without a 'home' for the past six years, most of our historical records have been digitised and can be easily researched. Society members will also be on hand to assist. WDHS members have a range of talents including historical and archaeological research, computing and Photoshop skills, curatorial experience, and the preparation of statements of significance on historic artefacts. These will all be put to use to ensure that those using our facilities will have an enriching experience and come away with a greater understanding of the history of the Hastings Valley, the lives of the original inhabitants, and an appreciation of the efforts of the pioneering settlers.



The WDHS site

We envisage a site on the southern end of the park with access from Avondale Street large enough for us to relocate our historic church building as well as establish a shopfront for interacting with locals and visitors. This space will accommodate computers with appropriate software to enable people to conduct their own research with assistance from WDHS members. We propose to landscape the area surrounding our church museum for the display, from time to time, of larger items in our collection.

Other suggestions include an arboretum with plantings of trees that have made a significant contribution to the economic development of the Wauchope District. In recognition of long Aboriginal settlement of the area, tens of thousands of years before white settlement, plans could include plantings of bush tucker and medicinal plants.

Summary

We are very excited by the opportunities that the Bain Park Master Plan offers the Society to make a significant contribution to the future development of the park. We believe we have something special to offer which can, and will, fit in well with other proposed activities in the park.

We look forward to working with Council and other stakeholders in settling, and bringing to fruition, a plan that will provide a guide to future development of the park offering a range of enriching experiences for locals and visitors alike.

Yours faithfully

George Hegarty Secretary



Wauchope Community Arts Council

BAIN PARK Master Plan Submission

October 2019

Wauchope Arts Council welcomes the opportunity to lodge a Bain Park Master Plan submission.

Wauchope Arts, in the Cultural Precinct of Wauchope beside Bain Park, was established in 1995 under the umbrella of ARTS NSW to both nurture and showcase local artists/creatives, particularly young artists, and to bring world class performers to the Hastings Region. It is renowned as one of the most charming venues on the NSW MNC and attracts musicians/performers of extraordinary quality.

This strategy has put Wauchope on the cultural map with people from across the Mid North Coast/NSW attending events (Att 1) and artists from around the globe requesting to perform. Artists such as Wallis Bird (Ireland/Berlin), The East Pointers (Canada) and other high profile Australian Artists such as David Bridie, Fred Smith, Chaika and Jeff Lang all happily advertise tours of Sydney, Melbourne and Wauchope.

Events, films, markets, festivals, exhibitions and creative workshops are also staged at the hall (Att 3 and 4).

Wauchope Arts Council supports and auspices fledgling local groups, most recently Mosaic Choir and Rockin' with Dave and Friends.

With 568 subscribers and 354 active members we create opportunities to bring more people to Wauchope. Collaborating with like-minded people and organisations, including the PMHC's Place Making Team, Frugal Forest, Mid Coast Waste, Wauchope TAFE and Wauchope Chamber of Commerce. Through various festivals and events we provide forums for the community to: learn new skills; educate and stimulate discussion about the environment; reduce waste; save water and explore new ways of thinking (Att 3 and 4).

Our motto "Arts from the Heart" is a fitting description of what we, as a small group of committed volunteers, do.

'Wauchope Arts is an absolute highlight along the touring way, we would love to come back and play... really any time you will have us" Hussey Hicks

"Please pass on my thanks to the beautiful group of people that I met at Wauchope Community Arts. So many organisations use the word 'community' in their name – but Wauchope Community Arts epitomised community.......". Michael Waugh

The main aims of Wauchope Community Arts Council are:

COMMUNITY ENRICHMENT – to bring a diverse range of performers and cultural experiences to the Wauchope Region (Att 3, 4 and 5).

A recent survey of attendees commented......

"it is a fabulous place – great sense of community", "really appreciate the unique experience offered by Wauchope Arts, it is an excellent Regional asset", "..enjoy the shows.. worth the 75 km travel each way", "great organisation that needs wider exposure and potentially more support from Council and State agencies",

COMMUNITY SUPPORT – arts and culture make a significant contribution to the social and economic wellbeing of our community.

- We strive to create a safe, inclusive space for a diverse range of people to meet, especially as people are geographically isolated. It helps build the social capital of the district.
- We patronise and promote local businesses for goods and services.
- Our patrons add to the local economy frequenting local restaurants, motels and other businesses.

COMMUNITY COLLABORATION – some events are held in conjunction with other groups or to raise money/support for organisations such as:

Creative Wauchope; Hastings Women and Children's Refuge; Woodford Folk Festival; Frugal Forest' Pappinbarra Progress Association' Djiyagan Dhanbaan; Mid North Coast Refugee Group; Wauchope Chamber of Commerce; PMHC Council; Hastings Co-op; Wauchope Progress Association to name a few (Att 3 and 4).

BAIN PARK CULTURAL PRECINCT MASTERPLAN

In addition to the events and arts activities at the hall, the natural amphitheatre in the park is already a cultural site, used for family friendly outdoor performances, festivals, markets, concerts, workshops, as a play area for kids and meeting place.

Wauchope Arts has utilised the park for Festivals such as the Junkfest, Tree Fiesta and a variety of other activities. Other users have utilised the park and the hall together to great advantage, such as Creative Wauchope, and joint Christian celebrations. The car park has been closed at times to facilitate use of a broader space including our recent addition of an undercover outdoor area. It makes a very festive, connected event with possibility for undercover as well as open-air activities.

Such events could be significantly enhanced by:

- · more power sites throughout the park
- · more shade areas and trees
- · wide steps leading from the car park to the park
- enhanced pathways (and rails) for people with mobility issues from the car park to the park at the north eastern side of the park
- resolve issues with car park closure due to council requesting Men at Work traffic controllers. This is very costly and prohibitive.

Rain, hail or shine, Wauchope Arts provides an undercover, dry, indoor space for a huge range of community activities, and brings more people to the vicinity than just about anyone else bar the café. Supporting that fact and facilitating our efforts as an indoor facility adjoining the park is of primary importance.

From Wauchope Arts point of view a master plan should enhance and build on, but not disrupt the existing community cultural activities.

To this end we request:

- Proposed park developments compliment Wauchope Arts activities
- Any outdoor stage be completed in partnership with Wauchope Arts, neighbours and be placed at the Avondale St end of Bain Park.
- Programmes on an outdoor stage are booked in cohesion and consideration with Wauchope Arts hall activities

MAIN RECOMMENDATIONS:

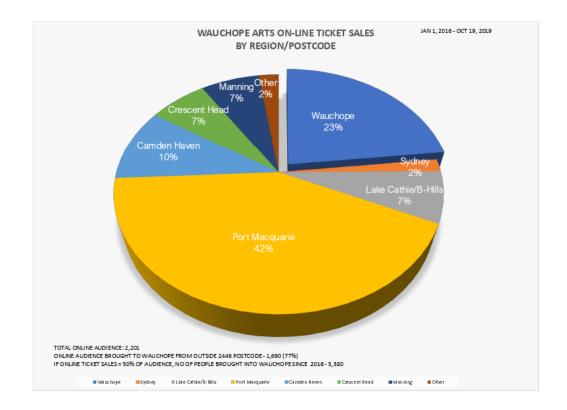
- 1. Wauchope Arts Council would like to expand our activities, however our capacity is currently limited by:
 - a. having to run the 355 committee for PMHC. We request the Hall be handed back to Wauchope Arts Community Council, as it was formally handed over to us in1997. We would like to resume that arrangement. It was and is inappropriate to have us under the 355 committee structure.
 - b. Limit of 115 people capacity. Currently we are looking at options to facilitate expansion of the hall, for mainly two reasons. At 115 the hall is "bursting at the seams" and several shows per year are sold out. We do not like to disappoint people who have travelled from all over the MNC and at 115 people, particularly in summer, the hall can be stifling. Our recommendation is to install bi-fold doors across the western side of the building in order to create more space for larger audiences.
 - c. A need to upgrade the Hall given it is Wauchope's and surrounding hamlets defacto cultural centre. There is an urgent need for increased storage space, upgraded kitchen (preferably commercial), a Green Room for Artists (they are currently using the small Store Room) and possibly a new roof.
 - d. A need to **employ a Community/Arts officer** to coordinate activities as volunteers have limited time.
- 2. Wauchope Arts would like to see better connectivity between the hall, the car park and Bain Park. Our capacity to provide events across both the Hall and the park is limited by:
 - a. Lack of electrical outlets in the park. Request electrical outlets to the west and south. This would greatly assist us and other community organisations to stage events. Currently there is only one outlet to the east.
 - b. Poor access from the Car Park to the park. We would like to see wide steps into the park (from the carpark) across from the hall and upgrade the north eastern pathway/wheelchair access as well as installing a rail so people with various mobility issues have better access to the park from the car park. Currently for events we use a portable set of stairs.
 - c. Issues with car park closure due to council requesting Men at Work traffic controllers. This is very costly and prohibitive for Community Groups. Request council investigate other options to close the southern end of the car park for events and encourage use of Avon St for parking.

- d. The car park west wall requires repairs and upgrading
- 3. Wauchope Arts would like to see the Council owned building (currently rented by Omnicare) returned to community use as a shared facility that various groups could utilise. Wauchope Arts could facilitate a variety of workshops as it has several small rooms perfect for events like Creative Wauchope or for travelling artists. It also has a kitchen, garden area and toilet facilities perfect for a shared community art space.
- 4. Wauchope Arts would be an enthusiastic supporter of any proposal to create a 'Gaudi park bench/lounge/wall' and could envisage this along with the water feature for people to sit in a circle wetting their feet and cooling off in the summer months. We have the skills in the committee and our arts community to assist with this project.
- 5. We welcome the Historical Society's proposal of re locating the Museum as long as it is at the Avondale St end for access and parking. It will add an important cultural/educational experience for residents and visitors.
- 6. Enhance the experience of the park users by **adding large musical structures** that either create sound by wind or by playing them.
- 7. Incorporate a Labryinth walking meditation space into the park.

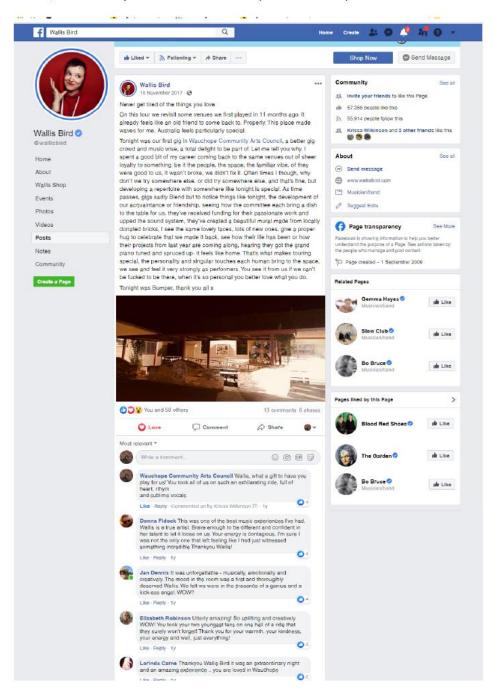
Other ideas/issues:

- Cycling in Wauchope: a charging station for e-bikes could be incorporated as well as further lock up stations for bikes.
- A bank of hire bikes similar to outside the Glasshouse (but not so expensive) would also be a great addition.
- A map in Bain Park re possible rides/walks in the area.
- · Charging station in the car park for EV's.
- Ability to organise events in the park if you don't have Broadband Liability insurance is an issue for small groups. This is costly and not flexible for Community Groups.
- · Free community Wi-fi
- Upgraded toilet facilities in Bain Park to accommodate people with various needs and installation of a change table for adults.

ATT 1. ONLINE Ticket sales by Post Code. Online tickets are approximately 50% of bookings



ATT 2, Facebook post from Wallis Bird (Ireland/Berlin)



ATT 3. Variety of Events and Workshops part 1













Wauchope Community Arts Council is involved in a diverse range of events and activities with bring many benefits to the local community.

ATT 4. Variety of Events and Workshops part 2



For local gig details go to www.wauchopearts.org.au frankyamma.com facebook.com/frankyamma Cole Clark

泰 二十

ATT 5. Example of some events



171

ROTARY CLUB OF WAUCHOPE INC ABN 21 900 491 262 ROTARY DISTRICT 9650 NSW AUSTRALIA

P O Box 116 Wauchope NSW 2446

Rotary



George Campbell President 2019-2020

Loris Hendy Secretary 2019-2020

14 Oct 2019

Georgina Perri PMHC Community Planning Coordinator Strategy and Growth

Bain Park Master Plan - Consultations

Thank you for the opportunity to contribute ideas to the Master Plan for Bain Park, Wauchope.

As previously submitted to the August 2019 Wauchope Community Plan consultations, Wauchope Rotary strongly proposes that the Community would benefit from a suitable multi use structure to support various formal and informal activities held in the earthen amphitheatre. Council via Melissa Watkins, Director Development & Environment has acknowledged receipt of the proposal.

We would like to add other ideas for consideration in developing the Master Plan.

Represented on the attached drawing are a few concepts.

- Wauchope does not have a botanical garden and the incorporation of this concept in the plan should work well.
- A meandering shared path could circumnavigate the park to allow walkers, joggers, push-bike riders to enjoy the developing views.
- The above path could meander through native and introduced botanical plantings including shade trees and other plantings.
- The utility of the open spaces could be improved by two shelters, one to the east and one to the west of the current middle pathway.
- Each shelter could face an open play area for picnickers and passive activities, surrounded by the botanical plantings.

Yours in Rotary service

George Campbell

President

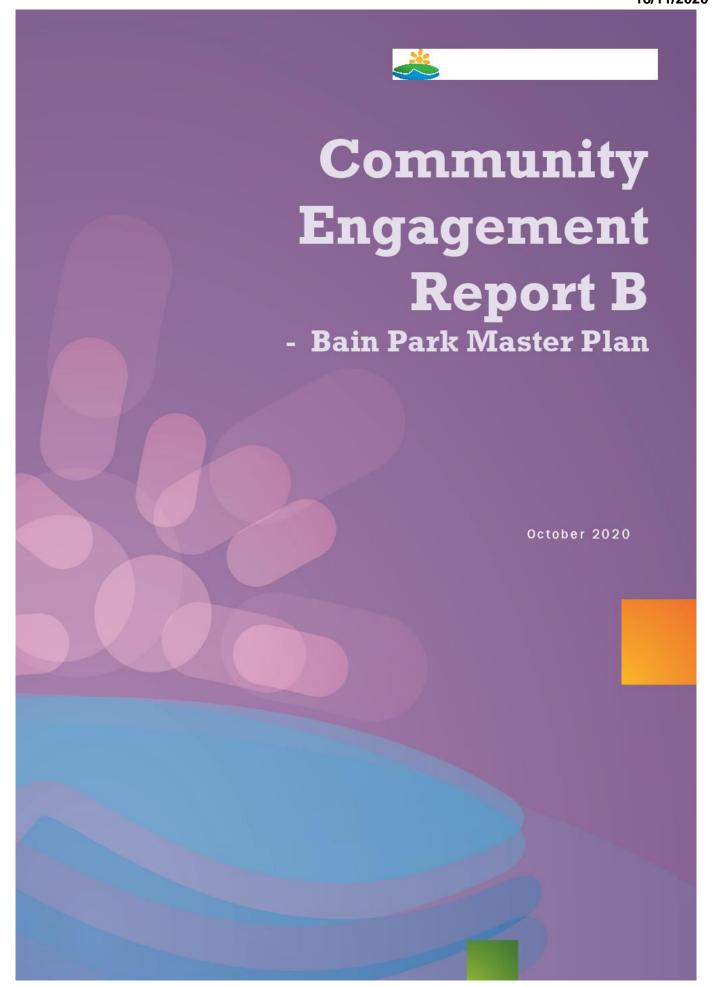
. 9

Batamal
planting
should the
should their
plantings



KOTALOX

Item 11.02 Attachment 1





COMMUNITY ENGAGEMENT REPORT B - BAIN PARK MASTER PLAN

Contents

1.0 Introduction	3
1.1 Background	3
1.2 Engagement Background	3
1.3 Initial Engagement September - October 2019	3
1.4 Ordinary Council Meeting 1 July 2020 Resolution Master Plan Rev 0	3
1.5 WCAC Consultation Master Plan (Rev 1)	2
1.6 Engagement Approach	2
1.7 Stage 2 Engagement	5
2.0 Engagement Activities and Timeline	5
3.0 Stage 2 Engagement Outcomes	6
3.1 Wauchope Community Arts Council (WCAC)	6
3.2 Wauchope District Historical Society (WDHS)	7
3.3 Wauchope Rotary (Youth Hall)	8
3.4 Wauchope Lions Club	8
3.5 Residents	8
3.6 Omnicare	8
3.7 Wauchope RSL Sub-Branch	
4.0 Master Plan Revisions: Key Changes	10
5.0 Next Steps	12

Appendix

- A) Statements for Inclusion (and amendments)
- B) Wauchope RSL Sub-Branch Letter

Reference Documents (available on request)

- Draft Bain Park Master Plan (Revisions 0-3)
- All stakeholder meeting minutes
- Community Engagement Report A (November 2019)



1.0 INTRODUCTION

1.1 Background

The Bain Park Master Plan (Master Plan) was identified in the 2019/2020 Operational Plan as part of Council's regional master planning for recreational facilities to encourage a healthy, inclusive and vibrant community. The project has been carried over to the 2020/2021 Operational Plan.

Bain Park is a significant recreation area located in the centre of the Wauchope CBD. Council has undertaken a series of comprehensive engagement activities to inform a Master Plan to guide future development.

Driving the need for the Master Plan has been requests from local community organisations who have approached Council to improve and increase infrastructure in Bain Park. More recently, the funding and implementation of the Master Plan is an identified action in the Draft Wauchope and Surrounds Community Plan (May 2020).

The Master Plan aims to accommodate a wide range of future community uses including events, performances, movie screenings, expos, etc. while factoring in adjacent community facilities that have a strong connection to the park and the CBD.

1.2 Engagement Background



Diagram 1: Overview of engagement activities and Master Plan revisions

1.3 Initial Engagement September - October 2019

Throughout September and October 2019, Council engaged in a series of comprehensive community engagement activities to develop the Master Plan. Feedback was incorporated into the design process and the draft Bain Park Master Plan (Rev 0) was completed in March 2020. Details and outcomes from this engagement activity were reported in the Community Engagement Report A: Bain Park Master Plan (November 2019).

1.4 Ordinary Council Meeting 1 July 2020 | Resolution | Master Plan (Rev 0)



The draft Master Plan (Rev 0) was included in the 1 July 2020 Council Meeting with a view for the Master Plan to be put on public exhibition to obtain broad community feedback.

Some stakeholders raised concerns about the Master Plan not responding to the needs of all user groups, citing a lack of consultation between initial engagement activities and the draft Master Plan (Rev 0) being put up to Council.

Concerns from these stakeholders were echoed in a resolution on this item – that further engagement be undertaken with specific stakeholder groups 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. Councillors were also to be invited.

A report would then be provided to Council, including any revisions to the Master Plan, prior to it being placed on public exhibition.

1.5 WCAC Consultation | Master Plan (Rev 1)

In July 2020, in response to feedback from Wauchope Community Arts Council (WCAC) representatives, an updated draft Master Plan (Rev 1) was completed consolidating the original four new building option to two. This sought to address concerns that the smaller scale of the new buildings would not accommodate the current functions of the existing Community Arts Hall. This plan was not widely circulated.

1.6 Engagement Approach

Engagement was undertaken remotely via Zoom meetings and email or phone communication. The level of engagement included consultation and involvement from the key stakeholder group identified in the 1 June Council Meeting resolution and augmented by others who had previously participated in the 2019 planning workshop, or community groups who had submitted feedback on the project.

Stakeholders comprised representatives of the following:

- Wauchope Community Arts Council (WCAC)
- Wauchope District Historical Society (WDHS)
- · Wauchope Rotary (Youth Hall)
- · Wauchope Lions Club
- Wauchope Chamber of Commerce and Industry (WCCI)
- Omnicare
- Local residents
- Wauchope RSL Sub-Branch (submitted feedback in letter form)
- Bunyah Land Council (did not provide comment)
- Waterman's Café (did not provide comment)
- Girl Guides (Rotary Youth Hall user group)



1.7 Stage 2 Engagement















Stakeholder identification and re-engagement

Whole group consultation

Focus group consultation

Feedback

Master Plan updated

Plan Whole group d consultation

proceed – with minor updates

Diagram 2: Overview of re-engagement activities

The purpose of the secondary engagement round was to give stakeholders an opportunity to provide feedback on the draft Bain Park Master Plan (Rev 1) prior to the plan being put on public exhibition, and to inform potential changes to the draft that further addressed the needs of the community. In addition, this engagement provided an opportunity for the Community Engagement team to reconnect with stakeholders and for the Project Team to present the rationale behind the draft design and discuss where the design did, and did not address the requests and needs of the community.

The aim of this engagement was to:

- · Identify and address key issues facing each targeted stakeholder group;
- Gain feedback on the draft Bain Park Master Plan (Rev 1) and better understand stakeholder vision and needs; and
- Make relevant changes to the Master Plan with a view to acceptance by key stakeholders to progress to the public exhibition stage.

2.0 ENGAGEMENT ACTIVITIES AND TIMELINE

Date (2020)	Method	Activity	Master Plan Rev
4 Aug	Zoom	Wauchope Community Arts Council (WCAC) focus meeting. (7 external / 8 internal)	Rev 1
11 Aug	Zoom	All stakeholders consultation meeting (14 external / 8 internal)	Rev 1
18 Aug	Zoom	Wauchope District Historical Society (WDHS) focus meeting (ex/in)	Rev 1
19 Aug	Zoom	Wauchope Lions Club focus meeting (3 ex / 6in)	Rev 1
20 Aug	Email	Statements for Inclusion developed	Rev 2
16 Sep	Zoom	Draft Master Plan presented at Councillor Briefing.	Rev 2
22 Sep	Internal	Master Plan updated	Rev 2



24 Sep	Zoom	Stakeholder meeting - review and acceptance of Master Plan to proceed to public exhibition (Lions Club; Rotary Club).	Rev 2
28 Sep	Zoom	Stakeholder meeting - review and acceptance of Master Plan to proceed to public exhibition (WCAC, WDHS, Wauchope Chamber of Commerce and Industry, Avondale Street residents).	Rev 2
7 Oct	Email	Draft Master Plan shared with Bunyah Land Council	Rev 3
7 Oct	Email	Minor updates to Master Plan, shared with stakeholders.	Rev 3
9 Oct	Email	Draft Master Plan shared with Wauchope RSL Sub-Branch	Rev 3

3.0 STAGE 2 ENGAGEMENT OUTCOMES

Focus stakeholder meetings centred on each group's area of concern with elements of the Master Plan and how it would impact or enhance their current and future interaction with Bain Park.

The common theme for all was an assurance from Council of ongoing consultation during the Master Plan stage and detailed design stage. A series of statements have been included in the Master Plan (Rev 3) to ensure key feedback and Council commitments were not lost in meeting minutes (see Appendix A).

A summary of key concerns and outcomes is set out below. Detailed feedback from all engagements is recorded in meeting minutes, with high level issues set out below.

3.1 Wauchope Community Arts Council (WCAC)

- Strong preference to retain the existing Arts Hall either in its current location or relocated closer to the park with upgrades (with little to no down time).
- Any changes, plans or detailed design of the Arts Hall not be undertaken without consultation with WCAC.
- Better integration of Arts Hall with the park.
- . Improved public amenities (with adult change table) within the park.
- Current building managers will be future managers and dissolution of 355
 Management Committees
- Better connectivity to Arts Hall and car park from Avondale Street.



Outcome - inclusion in Master Plan (Rev 2/Rev 3)

- Inclusion of statements in the Master Plan (Rev 2) on key information relating to
 ongoing consultation, building use, car parking, land parcels, management structure,
 artwork, public space and options for flexibility in design and staging.
- Variation of options to retain or relocate existing buildings.
- Wauchope Community Arts Council, Wauchope Rotary Club and other existing user
 groups will be a part of the design process for their respective facilities. No
 construction/demolition of the Arts Hall or Youth Hall will occur without prior
 consultation with both parties. This includes negotiating the design options and
 staging to ensure the current Arts Hall and Youth Hall can continue until the new
 buildings are completed. If that is not possible, agreement on downtime and interim
 accommodation will be sought.

3.2 Wauchope District Historical Society (WDHS)

The WDHS had initially sought space in the Park for the WDHS Church that is currently located on private land. Following an offer by Council to re-home the church to a recently acquired site on Randall Street, the WDHS felt that other input into the Master Plan had not been considered. This was addressed during the focus group meeting, with the following themes raised.

- Retention of Bain Park Gates at High Street entrance.
- Retention of centenary trees and plaques and memorial to volunteers.
- Inclusion of interpretive Aboriginal and European history through artwork and interpretive design.

Outcome - inclusion in Master Plan (Rev 3)

- Inclusion of opportunities to reference Wauchope's history, culture and environment.
 This may be explored through a variety of mediums including use of locally sourced materials, interpretive art / installations / detailing.
- Community consultation will be undertaken on any change to the historic entry gates during the public exhibition stage and prior to the commencement of detailed design.
- Incorporation of the Bain Park Gates at the High Street entry (replica gates and two remaining pillars to be installed at the Avondale Street entry).
- Community consultation will be undertaken on any changes/reinterpretation into the
 design for the centenarian trees and plaques, and the volunteer memorial (specific
 consultation with businesses and individuals listed on the sign).
- Council will seek opportunities to incorporate wayfinding signage to direct visitors



3.3 Wauchope Rotary (Youth Hall)

- Not opposed to a new building to enable modern facilities and an increase in capacity to accommodate future use and growing population.
- More power and water to temporary stage site.
- New building to be fit for purpose for current user groups (such as Girl Guides and Quilters) with little to no down time.

Outcome - inclusion in Master Plan (Rev 2/Rev 3)

- The design of the proposed new Wauchope Community Arts Hall (Arts Hall) and Wauchope Rotary Youth Hall (Youth Hall) facilities will be fit for purpose.
- Wauchope Community Arts Council, Wauchope Rotary Club and other existing user
 groups will be a part of the design process for their respective facilities. No
 construction/demolition of the Arts Hall or Youth Hall will occur without prior
 consultation with both parties. This includes negotiating the design options and
 staging to ensure the current Arts Hall and Youth Hall can continue until the new
 buildings are completed. If that is not possible agreement on downtime and interim
 accommodation will be sought.

3.4 Wauchope Lions Club

- Inclusion of three, complementary sundials (human involvement, plinth, and geographical locating plate) funded by Lions Club.
- Inclusion of timber town heritage and Lions signage to acknowledge long connection with the park.

Outcome - inclusion in Master Plan (Rev 3)

- Inclusion of a sundial (location to be based on solar study and compatibility with adjacent activities within the master plan).
- Inclusion of opportunities to reference Wauchope's history, culture and environment.
 This may be explored through a variety of mediums including use of locally sourced materials, interpretive art / installations / detailing.

3.5 Residents

Safety, vandalism, BBQ noise and smoke.

Outcome - inclusion in Master Plan (Rev 3)

- BBQ shelter located away from residential boundary.
- Amenities will be designed using Crime Prevention through Environmental Design (CPTED) principles for materials and passive surveillance.

3.6 Omnicare

Intention to install a sensory garden in the open space adjoining the park for clients



and also the community, this would also service the nearby school who have some students with disabilities.

Clarification of ownership of Omnicare building (Crown Land but managed by Council).

Outcome - inclusion in Master Plan (Rev 3)

 Inclusion of a sensory garden in the space between the Omnicare Building and the playground, that will be installed and maintained by Omnicare and will be fully accessible to the public.

3.7 Wauchope RSL Sub-Branch

Inclusion of a small memorial to increase accessibility of the community during commemoration activities due to the location of the current cenotaph, located on High Street. Made by email submission.

Outcome - inclusion in Master Plan (Rev 3)

• Inclusion of a war memorial in the west of the park.



4.0 MASTER PLAN REVISIONS: KEY CHANGES

The draft Bain Park Master Plan (Rev 0) was completed in March 2020. Since that time, it has been revised three times, with Revision 3 being accepted by the key stakeholder groups as being appropriate to progress to the public exhibition stage.

Significant changes across revisions are set out below and illustrated in the site plans following.

No.	Date (2020)	Key Changes
0	18 March	Community Arts Hall and Rotary Youth Hall replaced by four, multi-use community buildings.
		– Public toilet block integrated into new buildings.
		Bain Park gates relocated to southern entry plaza.
1	30 June	Four new buildings consolidated into two fit-for-purpose facilities to accommodate current and future functions of the Community Arts Hall and Rotary Youth Hall.
2	22 Sept	Options for retaining and/or relocating Community Arts Hall and Rotary Youth Hall.
		Inclusion of statements relating to ongoing consultation, building use, car parking, land parcels, management structure, artwork, public space and options for flexibility in design and staging.
		Inclusion of opportunities to reference Wauchope's history, culture and environment.
		Shelter size increased in north of park.
		Sandstone terracing introduced to Bago Mound.
		Bain Park gates returned to High Street/northern entry.
		Public sensory garden incorporated into grounds of building leased by Omnicare (funded and maintained by Omnicare).
		Introduction of sundial at southern entry plaza incorporating volunteer memorial.
		War memorial introduced to west of site.
		Public toilets relocated to south of park.
3	30 Sept	Minor updates to inclusion statements (see Appendix A)
		Toilet block returned to (current) existing location.





Rev O: four new buildings



Rev 1: two new building option



Rev 2: two new building option



Rev 2/3: relocated/retained building options; south toilet



 $\textbf{Rev 3: public toilet returned to existing location (building options from Rev 2 retained \textit{/ not shown here)}}$



5.0 NEXT STEPS

The draft Bain Park Master Plan (Rev 3) will be presented at the 18 November 2020 Ordinary Council meeting for endorsement to be placed on public exhibition for 28 days.

Submissions made at this time will be reviewed by the Project Team and, where appropriate, changes will be made to the draft Master Plan (Rev 3) and shared with the community and key stakeholder groups.

The final Master Plan will be presented back to Council for adoption (in approximately March 2021). Following this the Project Team will work to source funding to implement the Bain Park Master Plan.



APPENDIX A: STATEMENTS FOR INCLUSION

Statements for Inclusion in Draft Bain Park Master Plan

What is the Bain Park Master Plan?

The Bain Park Master Plan is an over-arching plan that provides a framework to guide future development of the park. The plan identifies constraints and opportunities for the site and incorporates the community's vision for the space, identified through community consultation. The Master Plan also addresses the use of the space, connectivity and activation from adjacent facilities that support a range of cultural, community and commercial functions that enrich the bark.

Structures, buildings, artwork and other elements included in the Master Plan are indicative of this future development and have not been designed in detail.

Ongoing Community Consultation

In August 2020, Council undertook further engagement with some of those who took part in the initial planning workshops, including the following community groups and stakeholders:

- Wauchope Community Arts Council
- · Wauchope District Historical Society
- Wauchope Rotary Club
- Wauchope Lions Club
- Bunyah Aboriginal Land Council

The outcome of this consultation is the inclusion in the Master Plan of the following statements, to reassure the community that ongoing consultation will occur as the project progresses and, specifically, for the following factors.

- All stakeholders listed above will be included in the detailed design process for the park.
- Recognition that Wauchope Community Arts Council has a preference to retain, upgrade and potentially move the existing Arts Hall to the proposed site of the new building.
- The design of the proposed new Wauchope Community Arts Hall (Arts Hall) and Wauchope Rotary Youth Hall (Youth Hall) facilities will be fit for purpose.
- Wauchope Community Arts Council, Wauchope Rotary Club and other existing user groups will be a part of the design process for their respective facilities.
- No construction/demolition of the Arts Hall or Youth Hall will occur without prior
 consultation with both parties. This includes negotiating the design options and staging to
 ensure the current Arts Hall and Youth Hall can continue until the new buildings are
 completed. If that is not possible agreement on downtime and interim accommodation
 will be sought.
- Port Macquarie-Hastings Council will, during the building concept design stage, research
 and investigate options for keeping the Arts Hall so Wauchope and the Mid North Coast
 can have a facility that reflects the culture and atmosphere of the current hall with the
 benefits of a modernisation facelift.
- The current managers of the Arts Hall and the Youth Hall will be the future managers of either new or retained facilities.
- Any expansion of the footprint/inclusion of outdoor dining for the commercial premises in the park will be subject to community consultation both during the public exhibition stage and prior to the commencement of detailed design.
- The design of all public art introduced to the park will be subject to community
 consultation. Public art shall leverage opportunities for cultural and historical expression



- through working with public artists and in consultation with Bunyah Local Aboriginal Land Council and abovementioned community groups.
- Flexibility in the staging of works depending on funding, condition of existing assets, and priorities as identified by the community.
- Community consultation will be undertaken on any change to the historic entry gates during the public exhibition stage and prior to the commencement of detailed design.
- Community consultation will be undertaken on any changes/reinterpretation into the
 design for the centenarian trees and plaques, and the volunteer memorial (specific
 consultation with businesses and individuals listed on the sign).
- Council will seek opportunities to incorporate wayfinding signage to direct visitors to other heritage and cultural precincts in the area.

Further inclusions incorporated into the site plan are:

- Options to retain, move or upgrade the existing Wauchope Community Arts Hall and Wauchope Rotary Youth Hall, including improved connectivity from the buildings to the park (if existing structures retained in-situ and other possibilities for parking from Avondale Street with a driveway up beside Omnicare property boundary).
- Options for relocation and upgrade of public toilets (including but not limited to the
 inclusion of adult change table) into the park if existing Wauchope Community Arts Hall
 and Wauchope Rotary Youth Hall buildings are retained.
- Clear demarcation of land titles and boundaries.
- . Increased size of shelter located in the north east of the park.
- A note that weed trees will not be removed until new feature trees are planted and established on the promenade.
- Demarcation of accessible parking and 'parents with prams' spaces to be included in detailed design.
- Incorporation of the Bain Park Gates at the High Street entry.
- Inclusion of a war memorial in the west of the park.
- Inclusion of a sensory garden in the space between the Omnicare Building and the playground, that will be installed and maintained by Omnicare and will be fully accessible to the public.
- Inclusion of opportunities to reference Wauchope's history, culture and environment. This
 may be explored through a variety of mediums including use of locally sourced materials,
 interpretive art / installations / detailing.
- Inclusion of a sundial (location to be based on solar study and compatibility with adjacent activities within the master plan).

Next Steps

Following acceptance by the key, identified stakeholder groups of the Draft Bain Park Master Plan will be put to Council for endorsement to be put on public exhibition for 28 days. During this time, the broader community will be invited to have their say. Submissions made during this time will be considered and if necessary, revisions made to the Master Plan and shared with the community. Following this, the Draft Bain Park Master Plan will be put to Council for endorsement.

Once the plan is endorsed, Council can cost the development and begin to seek funding. At present, there is no timeline set for the commencement of construction and Council will keep the community informed as this changes.

Revision 3: Minor Updates (September 2020)

- Pg 5: alter wording of point 2. Arts hall does meet needs but just require upgrades.
- Pg 8 Deb requested the buildings be labelled different. Craig to change this to A and B
- Shelter in front of the mound to be identified as the stage.
- Deb requested addition of "key stakeholders" in 2 paragraphs on page 4.
- Addition of the word "Signage" into paragraph above next steps on Pg 4.
- Craig to look at location of possible car and bike charging stations.
- Craig to look into 3 proposed options for public toilet block: Leave in current position and update, or in the space opposite the restaurant facing Oxley Lane (next to item number 7), or move to suggested location at southern end closer to playground.
- Inclusion on Pg 9 of statement to the effect of "consideration to be given to a combination of options 1 and 2."



APPENDIX B: WAUCHOPE RSL SUB-BRANCH FEEDBACK

The General Manager

Port Macquarie Hastings Council

Bain Park Master Plan

Attention of Craig Luss

Craig

The Wauchope RSL Sub-branch as an interested party wish to express interest in the inclusion of a small Memorial for future commemoration services for ANZAC and Remembrance Day.

The attachment showing the positions of various building and path works would address what is becoming an OH&S issue to continue holding the commemoration services for the people of Wauchope at the cenotaph located at 47 High Street.

There being no shade for the elderly and a small grass verge which cannot cater for the schools, the driveway and area surrounding the cenotaph has been a major concern for some time with the requirement for the general public to congregate on High Street (Oxley Highway).

At a general meeting, the members of the Wauchope RSL Sub branch were unanimous in requesting application be made to Port Macquarie Hastings | Council for inclusion in the Bain Park project.

I have studied the Master Plan and using the attached numbering, I believe the most appropriate place to erect a small Memorial would be close to walk path on the west side at nine and central to 2 X proposed covered seating structures at 11.

The schools would be accommodated on the open grass areas and shade may be sought from the Eucalypts.

The Temp. stage with power at 19 would accommodate the delivery of the commemoration services with audio added to wish list.



A move to Bain Park by the Wauchope RSL Sub-branch, schools and the community would also bring benefits with reduced road closures and traffic management, thus reducing costs.

The addition of a memorial in the Bain Park Master Plan would be of mutual benefit to all stakeholders.

I am available on Ph. 0265853589 M.0456887400.

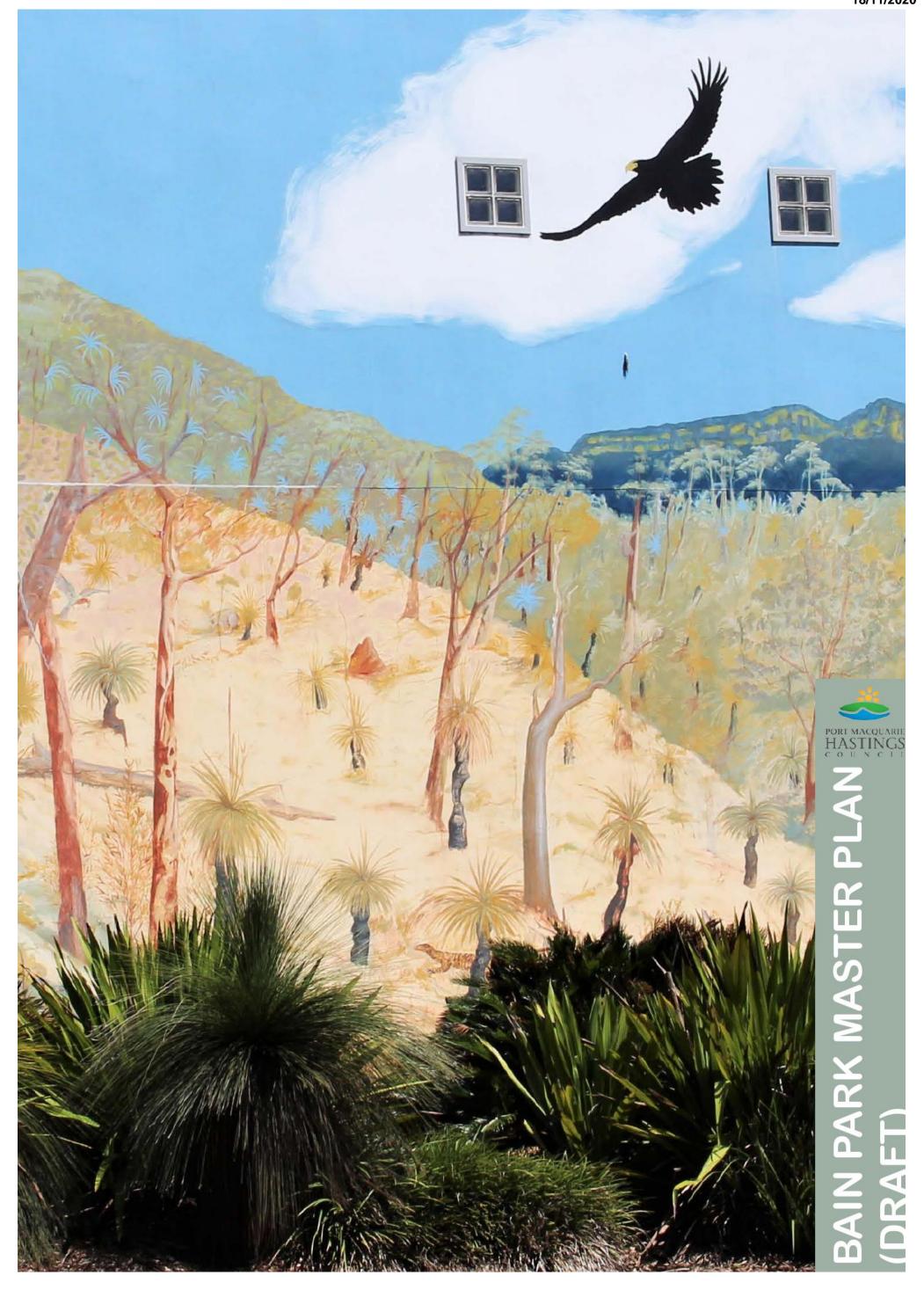
Email: d.l.hancock@bigpond.com

Des Hancock

Vice President Wauchope SB

BAIN PARK MASTER PLAN
COMMUNITY ENGAGEMENT REPORT B
- 16 -

Attachment 2



RE	REVISION HISTORY									
ISS	SUE	DATE	AUTHOR	APPROVED						
0	DRAFT MASTER PLAN	18 March 2020	Craig Luff	Liam Bulley						
1	DRAFT MASTER PLAN	30 June 2020	Craig Luff	Liam Bulley						
2	DRAFT MASTER PLAN	22 Sept 2020	Craig Luff	Liam Bulley						
3	DRAFT MASTER PLAN	30 Sept 2020	Craig Luff	Liam Bulley						



Acknowledgement of Country

Port Macquarie-Hastings Council acknowledges the Birpai people as the traditional custodians of the land. We pay our respects to Elders both past and present and extend that respect to all other Aboriginal and Torres Strait Islander people.

The Bunyah Local Aboriginal Land Council is the custodian of the land and waterways in the Wauchope area.

"Wauchope is the heart of the Hastings with a proud local community who preserves and celebrates its long history while embracing sustainable tourism, events and initiatives that attract visitors and grow our inclusive, connected community"

The Vision for Wauchope: Wauchope and Surrounds Community Plan (draft) September 2019

About Bain Park

Bain Park is an important cultural and recreational space for the community and a number of groups who both use and activate the space. The park has been an intrinsic part of the Wauchope community since it was proclaimed a recreational area in 1889.

The park sits on Birpai land that, post settlement, was owned by the Bain Family, who hailed from Scotland and settled in the region. The Bain Family sold the parcel of land that makes up the park to the community at a greatly reduced price. In addition, the community raised funds and sought a government grant to clear the land and install a tennis court, cricket pitch and small pavilion. At that time, it was known as Wauchope Park.

Located in the heart of the Wauchope CBD, Bain Park continues to attract locals and visitors alike; it is a key community meeting place, playing host to markets and events year round.

About the Master Plan

The Bain Park Master Plan (the Master Plan) represents a long term vision for the park and provides an over-arching framework to guide future development. The Master Plan identifies opportunities and constraints of the site and incorporates the community's vision for the space, identified through community consultation. It also addresses the use of the space, connectivity and activation from adjacent facilities that support a range of cultural, community and commercial functions that enrich the park.

Structures, buildings, artwork and other elements included in the Master Plan are indicative of this future development - detailed design of these elements will be undertaken in consultation with the community and specific user groups as the project progresses.

In addition, the Master Plan provides a strategic direction for the allocation of Council funds into the future, as well as enabling increased opportunities to attract grant funding.

Design Principles

In addition to the community's vision for the space, design principles provide a reference point and a commitment to achieving a design that is socially, environmentally and economically responsible. The following principles underpin the design of parks in the Port Macquarie-Hastings region.

- Safe spaces. Parks including their embellishments should be located and designed to provide a safe and user friendly environment.
- Accessible and equitable. Port Macquarie-Hastings Council (Council) is committed to creating and maintaining equitable access for the community.
- Cost effective. Maintenance costs and whole of life cycle asset costs for Parks represent a significant part of the Council's budget. These costs are ultimately passed onto the community through rates.
- Relevant to community needs and expectations.
 Parks should reflect the natural environment and local community values and needs.

- Socially and environmentally sustainable. Council is committed to progressing the concept of Ecologically Sustainable Development (ESD) to ensure enhanced individual and community wellbeing, welfare, equity within and between generations, to ensure the protection of biological diversity and maintain essential ecological processes.
- Lifestyle flexibility. Parks and reserves must be designed to be flexible and adaptable to the changing demographics of the area.
- Protect and enhance natural and heritage features and values. Ensure that communities can access and enjoy these features, and that they remain intact for future generations.
- Innovative. It is important that the design is innovative in its regard to form and function and response to existing environment and surrounds.
- Purpose built. An individual design response is required for each setting, site and community.

Community Engagement

Following community requests and consultation, an all abilities playground was installed in the park in 2012. Since this time, Wauchope community groups have approached Council to consider the development of infrastructure to support an increase in activation of the space.

Initial Engagement

In September 2019, Council invited the community to participate in a series of activities (including surveys, pop-up stalls and a visioning workshop) to generated ideas and a vision for the park. These include:

- Increased shaded seating including near scooter track
- Install gas/electric barbeques.
- · Centrally located water refill station.
- Upgrade or new accessible toilets including adult change table.
- Inclusion of sheltered picnic tables and seating in open spaces and inside playground.
- Adventure playground including flying fox, more play areas for older children.
- Play options for toddlers, 'regular' swing set.
- Water play.



3/13

AIN PARK MASTER PLAN (DRA OMMUNITY ENGAGEMENT DESIGN PRINCIPLES







- Nature, imaginative play inclusions.
- Shade over play equipment.

The community identified the following issues:

- The playground was looking tired and the inclusions needed some maintenance/upgrading.
- The pebble create pathways were patchy due to age/ wear and tea and needs resurfacing in sections.
- Pedestrian access (such as a wide set of stairs) is needed from the Community Arts Hall car park as people were currently jumping over the retaining wall and it was crumbling in sections.

Ongoing Consultation

In August 2020, Council undertook further engagement with some of those who took part in the initial planning workshops, including the following community groups and stakeholders:

- Wauchope Community Arts Council
- Wauchope District Historical Society
- Wauchope Rotary Club
- Wauchope Lions Club
- Bunyah Aboriginal Land Council

The outcome of this consultation is the inclusion in the Master Plan of a series of statements, to reassure the community that ongoing consultation will occur as the project progresses and, specifically, for the following factors.

- All stakeholders listed above will be included in the detailed design process for the park.
- Recognition that Wauchope Community Arts Council has a preference to retain, upgrade and potentially move the existing Arts Hall to the proposed site of the new building.
- The design of the proposed new Wauchope Community Arts Hall (Arts Hall) and Wauchope Rotary Youth Hall (Youth Hall) facilities will be fit for purpose.
- Wauchope Community Arts Council, Wauchope Rotary Club and other existing user groups will be a part of the design process for their respective facilities.
- No construction/demolition of the Arts Hall or Youth Hall will occur without prior consultation with both parties. This includes negotiating the design options and staging to ensure the current Arts Hall and Youth Hall can continue until the new buildings are completed. If that is not possible agreement on downtime and interim accommodation will be sought.
- Port Macquarie-Hastings Council will, during the

building concept design stage, research and investigate options for keeping the Arts Hall so Wauchope and the Mid North Coast can have a facility that reflects the culture and atmosphere of the current hall with the benefits of a modernisation facelift.

- The current managers of the Arts Hall and the Youth Hall will be the future managers of either new or retained facilities.
- Any expansion of the footprint/inclusion of outdoor dining for the commercial premises in the park will be subject to community consultation both during the public exhibition stage and prior to the commencement of detailed design.
- The design of all public art introduced to the park will be subject to community consultation. Public art shall leverage opportunities for cultural and historical expression through working with public artists and in consultation with Bunyah Local Aboriginal Land Council and abovementioned community groups.
- Flexibility in the staging of works depending on funding, condition of existing assets, and priorities as identified by the community.
- Community consultation will be undertaken on any change to the historic entry gates during the public exhibition stage and prior to the commencement of detailed design.
- Community consultation will be undertaken on any changes/reinterpretation into the design for the centenarian trees and plaques, and the volunteer memorial (specific consultation with businesses and individuals listed on the sign).
- Council will seek opportunities to incorporate wayfinding signage to direct visitors to other heritage and cultural precincts in the area.

Further inclusions incorporated into the site plan are:

- Options to retain, move or upgrade the existing
 Wauchope Community Arts Hall and Wauchope Rotary
 Youth Hall, including improved connectivity from the
 buildings to the park (if existing structures retained
 in-situ and other possibilities for parking from Avondale
 Street with a driveway up beside Omnicare property
 boundary).
- Options for relocation and upgrade of public toilets (including but not limited to the inclusion of adult change table) into the park if existing Wauchope Community Arts Hall and Wauchope Rotary Youth Hall buildings are retained.
- Clear demarcation of land titles and boundaries.
- Increased size of shelter located in north east of park.





- A note that weed trees will not be removed until new feature trees are planted and established on the promenade.
- Demarcation of accessible parking and 'parents with prams' spaces to be included in detailed design.
- Options for electric car charing and e-bikes to be included in detailed design.
- Incorporation of the Bain Park Gates at the High Street entry (replica gates and two remaining pillars to be installed at the Avondale Street entry).
- · Inclusion of a war memorial in the west of the park.
- Inclusion of a sensory garden in the space between the Omnicare Building and the playground, that will be installed and maintained by Omnicare and will be fully accessible to the public.
- Inclusion of opportunities to reference Wauchope's history, culture and environment. This may be explored through a variety of mediums including use of locally sourced materials, interpretive signage / art / installations / detailing.
- Inclusion of a sundial (location to be based on solar study and compatibility with adjacent activities within the master plan).

Next Steps

Following acceptance by the identified key stakeholder groups the Draft Bain Park Master Plan will be put to Council for endorsement to be put on public exhibition for 28 days. During this time, key stakeholders and the broader community will be invited to have their say. Submissions made during this time will be considered and if necessary, revisions made to the Master Plan and shared with key stakeholders and the community. Following this, the Draft Bain Park Master Plan will be put to Council for endorsement.

Once the plan is endorsed, Council can cost the development and begin to seek funding. At present, there is no timeline set for the commencement of construction and Council will keep the community informed as this changes.

Contact

For more information on the project please contact Council's Community Engagement team via email engagement@pmhc.nsw.gov.au or by calling (02) 6581 8111

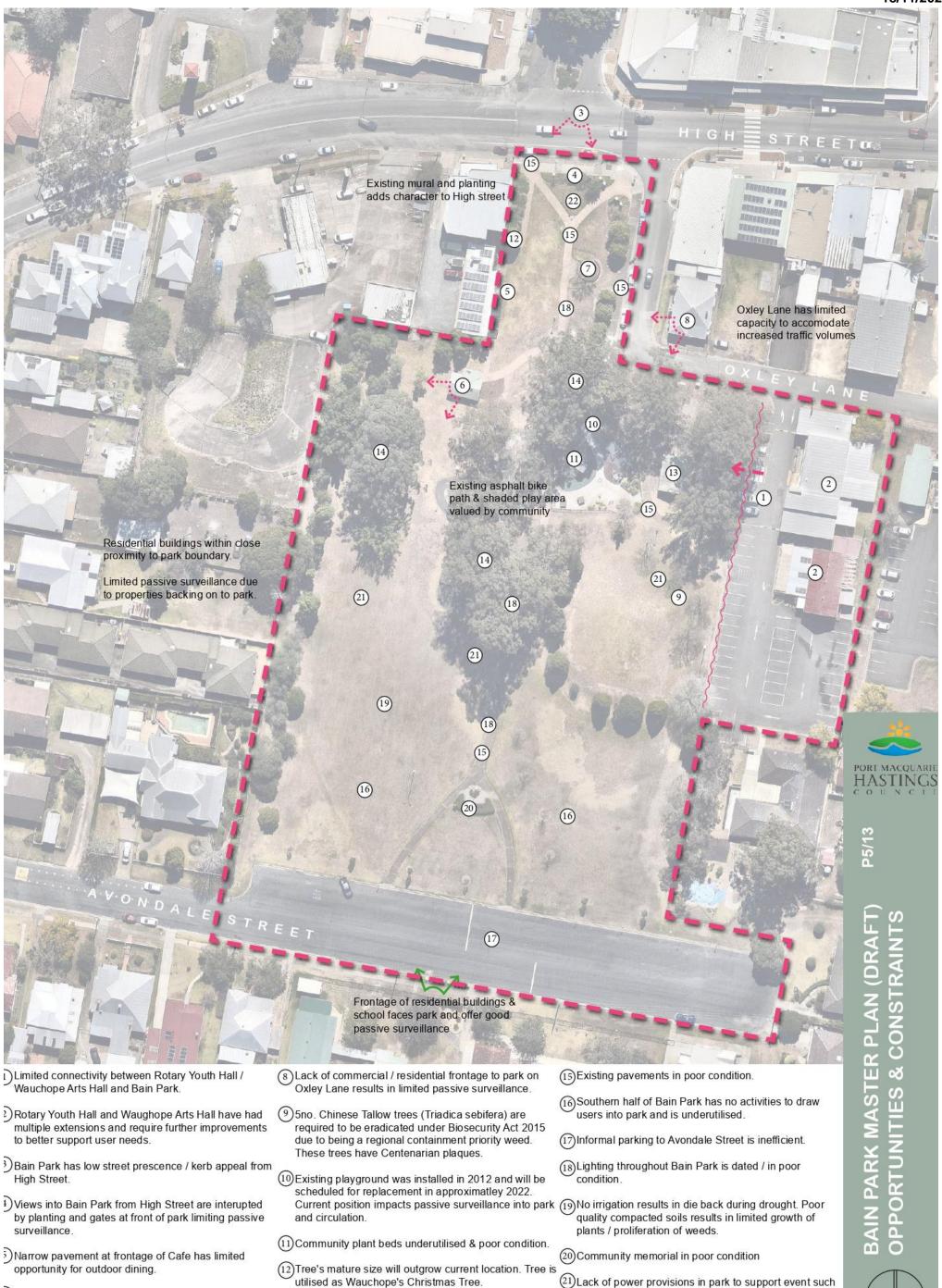


P4/1

AIN PARK MASTER PLAN (DRA OMMUNITY ENGAGEMENT



ATTACHMENT ORDINARY COUNCIL
18/11/2020



(13) Large shelter not ideal for multiple smaller groups

(14) Existing trees have good form and provide shade

as market stalls.

(22) Park furniture is dated and in average condition.

Existing retaining wall in poor condition

Toilet block subject to vandalism and does not have

7) Existing tree and wall surround in poor condition

adult change table.

Item 11.02 Attachment 3 Page 472

ORDINARY COUNCIL 18/11/2020 **ATTACHMENT**



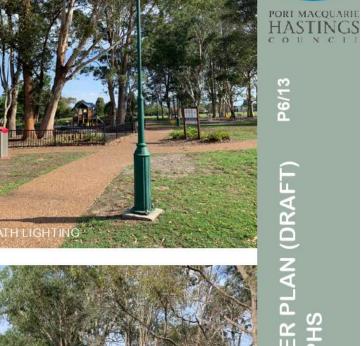


















Page 473

ATTACHMENT ORDINARY COUNCIL 18/11/2020















P7//1

N (DRAFT)







- Entry wall with uplighting at main entrances to park (original Bain Park gates integrated to northern entry).
- 5) Pavement extended to accomodate outdoor dining.
- 7)Large trees, low understory planting and a wide paved (13) Terraced sandstone block amphitheatre cut into bago entrance with 4m solar pole lights reinforce visual connectivity to High Street & open views into Bain Park
- 8)Existing toilet block replaced. New toilets to include adult change table and address CPTFD principles
- Shelter to south to have four BBQ's.
- (12) Upgrades to community buildings (12a Youth Hall / 12b Community Arts Hall). Option A depicted - refer to P8 for further details & alternative arrangements.
- mound with small covered stage area (13a).
- (14) Shaded playground / water play area relocated to improve connectivity to school, passive surveillance and access to parking
- (18) Public sensory garden (funded and maintained by Omnicare).
- (19) Bicycle / scooter pump track.
- (20) War memorial.
- (21) Car parking formalised with 6m solar pole lights.

Irrigation to all planting beds and lawn areas (recycled water ready).

ATTACHMENT



LEGEND

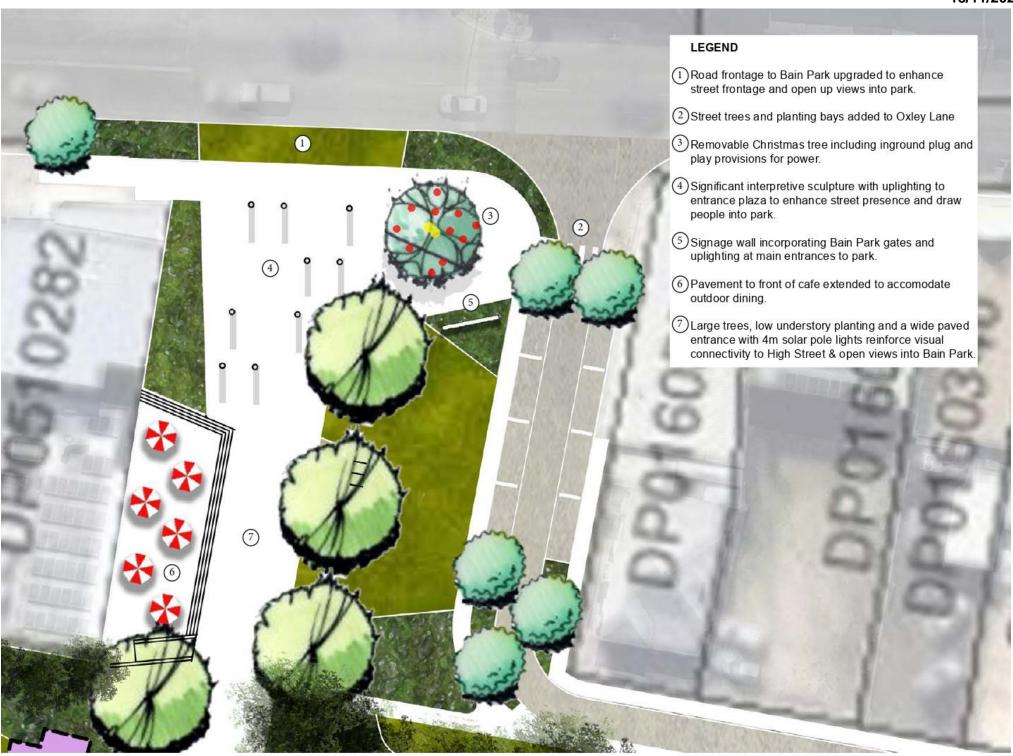
New community buildings (Option A - highest cost).

- Existing buildings demolished (however opportunity to salvage and reuse materials from the existing buildings to be considered).
- New buildings constructed at grade with park to achieve high level of connectivity to park, with parking to rear.
- Character shall be the Wauchope vernacular.
- Shall maintain current functionality; target engagement to be carried out with existing users during subsequent design stages to ensure all user requirements achieved.
- Management agreements with the existing users to be developed.
- Construction to minimise disruption to existing users.
- May be considered in conjunction with Option B (i.e. a New Youth Hall building however existing Community Arts Hall relocated - or vice versa).
- (2) Existing community buildings relocated (Option B medium cost).
 - Relocated to be at grade with park to with parking to rear to achieve high level of connectivity to park.
 - Subject to structural review of buildings / feasibility study.
 - Buildings will require modification to allow access from both sides and ensure compliance with current standards.
 - Shall maintain current functionality; target engagement to be carried out with existing users during subsequent design stages to ensure all user requirements achieved.
 - Management agreements with the existing users to be developed.
 - Construction to minimise disruption to existing users.
 - May be considered in conjunction with Option A (i.e. a New Youth Hall building however existing Community Arts Hall relocated - or vice versa).
- (3) Existing community buildings retained in current location (Option C lowest cost).
 - Retained in current location with parking separating buildings from park.
 - Accessability between park and buildings enhanced by addition of a defined pedestrian access through car park and by provision of new steps / ramps.
 - Existing retaining wall replaced with sandstone blocks.
 - Opportunity to extend WCAC building south to accomodate storage.
 - Management agreements with the existing users to be developed.





ATTACHMENT ORDINARY COUNCIL
18/11/2020







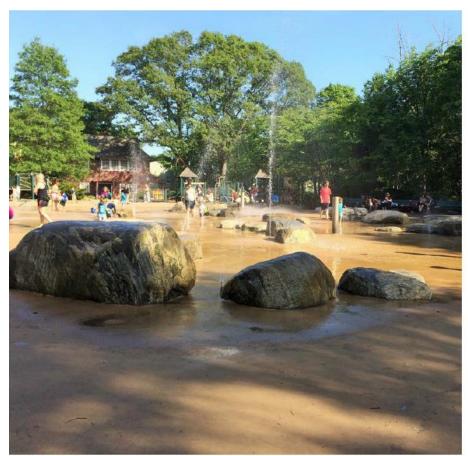
BAIN PARK MASTER PLAN (DRAFT

ATTACHMENT ORDINARY COUNCIL



ATTACHMENT ORDINARY COUNCIL 18/11/2020















Stage 1 - \$680,000 for main entrances, interpretive sculptures and promenade path



Stage 2 - \$790,000 for shaded playground, pump track and sculptural seating area



Stage 3 - \$2,950,000 for new buildings, upgrade of old toilets, and upgrade of carparks



Stage 4 - \$720,000 for amphitheatre, covered stage and multi-purpose lawn



Stage 5 - \$390,000 for shaded water play area



Stage 6 - \$540,000 for shelters, perimeter landscaping and outdoor dining area



Stage 7 - \$530,000 for irrigation, lighting and wifi



Your Business and Industry

What we are trying to achieve

A region that is a successful place that has vibrant, diversified and resilient regional economy that provides opportunities for people to live, learn, work, play and invest.

What the result will be

We will have:

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

How we will get there

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





Economic Development Outcomes, Strategic Objectives and Actions (November 2020 Update)

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
Embracing business and a stronger economy	Ensure a whole of organisation 'solutions focused' culture and approach to supporting business.	A commitment to the Small Business Friendly Council program and associated initiatives.	Introduction of COVID fee waivers/hardship measures for local business and community in April 2020. Ongoing contact with the Service NSW Easy to do Business Program and the NSW Small Business Commissioner. Advocacy for support to business following the bushfire and COVID-19 crisis, and promotion of bushfire and COVID-19 Recovery grants. Participation in the 2020 NSW Small Business Month event, and coordination of a combined promotion of all local NSW Small Business Month events	Continuation of COVID fee waivers/hardship measures until February 2021. Review of NSW Government Easy to do Business program.	
A Council that recognises the importance of a strong economy and fosters a culture that is supportive of business and that ensures the economic development of the region is a central consideration in all its activities.	considerations are central to	On-going review of policies and procedures.	Commercial Activities on Council- managed Land on-going. Footpath trading trial for towns and villages commenced in May 2019, fees waived for footpath trading and a- frame sign applications.	Outdoor Dining Policy to be adopted, with view to including footpath trading, A-frame signs and busking under the policy.	

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
				Ongoing implementation. Further review November 2020.	
	Maintain a strong connection with the business community and an understanding of their needs.	Conduct an annual business survey.	2020 Business Confidence Survey completed.	Final report to be published October 2020.	
		Provide support to local business award programs.	Commitment to support Port Macquarie Chamber of Commerce Business Awards.	Council Sponsorship of 2020 Port Macquarie Chamber of Commerce Business Awards (Postponed - COVID- 19) Proposed Council support to the Camden Haven Chamber of Commerce Barefoot Business Awards 2020 (Postponed - COVID-19)	
		Continued engagement with local business networks and the 'Business Hub'.	The Business Hub is meeting regularly with 75% attendance. Regular Council representation at network meetings. Small Business activities support. Bushfire Recovery Funding committed to projects and activities developed by all local Chambers of Commerce, including a variety of efforts to encourage the community to support local business.	Bi-monthly meetings and support of The Hub.	

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
	4. A Council which provides leadership to the business and broader community.	Maintain regular and open communication with local stakeholders on matters of economic significance to ensure effective advocacy by all.	Quarterly Chamber Meetings; Monthly Economic Development Steering Group Meetings; GPMTA marketing sub-committee; Social media – The Business Portal (Facebook page) contribution; Economic Development Matters e-Newsletter; local media releases	On-going meetings and communication activities.	
	5.Ensure appropriately zoned land and precinct planning to encourage business investment and the development of new industries.	Implement Urban Growth Management Strategy.	On-going implementation.	On-going implementation.	
A Council that initiates and drives the liveability and sustainability of the region through improved planning, infrastructure and services.		Finalise Port Macquarie Health and Education Precinct Planning.	Commenced preparation of a Council initiated Planning Proposal, a precinct specific Development Control Plan and development contributions plan. Ongoing collaboration with key government and industry stakeholders.	Develop project advocacy approach, including marketing collateral, funding applications, project partner definition. Delivery of the Council initiated Planning Proposal, precinct specific Development Control Plan and development contributions plan.	

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
		Progress Airport Precinct expansion opportunities.	Council has commenced management actions under the Airport and Surrounding Lands Biodiversity Certification Agreement. Preparation of Environmental impact statement and Development Application for Parallel Taxiway development and landing clearing tree encroaching take off / landing zones. Planning Proposal, covering Airport and surrounding lands, including the Bio certified lands and the Airport Business and Technology Precinct, has been finalised as under the State Government's Planning System Acceleration Program.	Continue design and development of the Airport Business and Technology Precinct.	
		Review existing tourism- zoned land and investigate potential sites for future tourism development.		Review planning controls for rural and environmental areas in relation to nature-based tourism.	
		Provide support for timely strategic planning.	On-going under UGMS and priorities as confirmed by Council		

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
	6. Prioritise, advocate and provide leadership in the delivery of infrastructure projects that will make Port Macquarie-Hastings the premier place to live, learn, work, play and invest on the North Coast.	Review Infrastructure Gap Analysis Report and recommend prioritisation of key elements.	Action under review noting Regional Integrated Transport Strategy development.		
		Plan for alternate north/south link roads in Port Macquarie. Plan suitable transport network improvements for Port Macquarie.	Consultant engaged (SMEC) and works underway on the Port Macquarie Transport Network Improvement Planning Project. Traffic Model developed. Traffic Model has been reviewed by TfNSW. Value management workshop planning complete. Pre-value management works held 25/09/2020	Develop and refine improvement options. Hold value management to rate options.	
		Support high speed broadband rollout and promote the associated benefits.		Promote availability of NBN fibre optic to Port Macquarie businesses, and other technology that improves business connectivity.	
		Support the delivery of projects which enhance connectivity.		Installation of free wifi planned for Laurieton and Wauchope CBDs. Promote NBN Business Fibre Zone in Port Macquarie, and the availability of free gigabit fibre connections (announced 22/9/20)	

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
		Advocate for the further development of the public transport network to meet the needs of the local community and visitors.	Advocacy via regular local member and ministerial meetings.	Information to be collated and included in the Regional Integrated Transport Strategy	
		Develop a Port Macquarie CBD Parking Strategy.		Quotes for project delivery to be sought December 2020 / January 2021.	
		Implementation of priorities from the Area Wide Traffic Study.	Priorities being reviewed for inclusion into Operation Plan via the 10 year capital works programme planning.	Implementation on-going.	
	7. Work with key stakeholders to implement major capital works projects.	Implement Port Macquarie Foreshore Master Plans.	Completion of the \$2.1M Port Macquarie Coastal Walk upgrade Finalisation of detailed design and approvals and commencement of construction of the Town Green West upgrade.	Continue construction of the Town	\$1.5m Community Development Grant (Federal)
			Continuation of detailed design process (80% complete).	Finalise design and preparation for construction. Full completion of detailed design (December 2020).	

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
		Continue to support Wauchope Main Street Plan.	Main Street upgrade complete.		
	8. Further position Port Macquarie as a centre for learning and investment in education with a focus on	Facilitate investment in student accommodation.	On-going policy allowing for deferral of contributions for student accommodation development.		
	education with a focus on domestic and international tertiary students with great employment possibilities.	Promote the opportunity to live, learn and earn in the Port Macquarie-Hastings LGA.	Additional digital marketing content developed (remote worker relocation/stories videos).	Exhibition attendance at Sydney Build Expo and the Advanced Manufacturing Expo (postponed COVID-19) Release and promotion of new digital marketing content.	
Creating vibrant and desirable places	9. Planning for a Smart Regional City.	Develop a Smart City Strategy	Smart Community Roadmap adopted by Council.	Incorporate Smart Community Priorities into key Council Strategies and Plans during development, including the Think 2050 Community Strategic Plan.	

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
A region where the townships, villages and business precincts are vibrant, connected, commercial, cultural, tourism, recreational and/or community hubs.		Implement the Town Centre Master Plan.	Expression of Interest for an additional parklet within the Port Macquarie Town Centre completed. Designs approved. Engineering drawings for Foreshore Promenade complete. Work has commenced on securing all required Environmental approvals and licences for Foreshore Promenade.	2nd Parklet installed. Secure all Environmental approvals and licences for Foreshore Promenade. Secure funding for Bicentenary Walkway future stages.	
			On-going implementation. Cultural Economy Project completed. Public Art Policy Review completed.		\$37,500 - building better regions fund (Cultural Economy Project)
		Smart & Connected Communities - Value at Stake Analysis.	Complete		
		· ·	Smart Community Roadmap adopted by Council.	Incorporate Smart Community Priorities into key Council Strategies and Plans during development, including the Think 2050 Community Strategic Plan.	

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
		Complete CBD Wifi rollout.	Trial complete.	Installation of free wifi planned for Laurieton and Wauchope CBDs. Promote NBN Business Fibre Zone in Port Macquarie, and the availability of free gigabit fibre connections (announced 22/9/20)	
		Continue to investigate feasibility of a Smart Work Hub.	The Hub Business and Co-working trial extended to January 2021. Support for Sovereign Hills Co-lab establishment.		
		Further implementation of the Digital Strategy.		Installation of free wifi planned for Laurieton and Wauchope CBDs. Promote NBN Business Fibre Zone in Port Macquarie, and the availability of free gigabit fibre connections (announced 22/9/20)	
	10. In collaboration with relevant stakeholders, provide practical support to the LGA's towns and villages to plan for a sustainable and prosperous future.	Towns and villages initiatives, including the investigation of footpath trading opportunities.		including key economic development initiatives identified. On-going community planning and policy development.	\$250k NSW Bushfire Community Resilience and Economic Recovery Funds \$1,416,667 National Bushfire Recovery Funding

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
		Explore opportunities to further activate public spaces including commercial opportunities.		On-going assistance to temporary licence applicants including COVID relief fee waivers.	
		1	Port Macquarie Aquatic Facility planning has continued. Steering Group formed to progress this project. Continuation of the Stuart Park Regional Sporting Precinct project. Flynns Beach Seawall Replacement - Stage 1 completion. Oxley Oval Flood Lighting Upgrade (300 Lux). Commence project planning and design for upgrade of Westport Park car park. Commence detailed design and approvals for the Rainbow Beach sporting fields.	upgrade. Complete construction on the Lake Cathie skate Park. Commence North haven to Bonny Hills	Town Beach Playground upgrade - \$200,000 Lake Cathie Skate Park - \$305,000 NSW Boating Now Program - Westport Park \$737,000

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
Driving opportunity	11. Gather and analyse economic data to identify key trends, opportunities and gaps.	2016 Census data review.		On-going review of data releases.	
A region that embraces and creates opportunities. A region that attracts investment to create additional jobs and increase the wealth of the region and its		Tourism Product Gap Analysis.			
residents.	to live, learn, work, play and	Implementation of Destination Management Plan (DMP).	New Destination Management Plan Adopted.	Implementation of new Destination Management plan.	
		Update of the investment prospectus.		Distribute <i>Live, Grow, Be</i> to key markets.	
		Place Marketing to attract investment.	Industry exhibition representation at Advanced Manufacturing Expo and Sydney Build 2020 cancelled due to COVID-19. Flyer drops planned for NDS Conferences in Sydney and Queensland - conferences cancelled due to COVID-19	Further content development and targeted communication of local stories. Industry exhibition representation in 2021. Planning underway for participation in Regional Cities NSW initiatives.	

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
	13. Positive and proactive engagement with event owners, funding bodies and event placement organisations to sustain a full event portfolio.	Implementation of the Major- Events Strategic Action Plan- Implementation of the 2019- 2024 Council Events Plan		On-going management of hosting contracts and bidding for new events. Streamlining the event owners experience with Council and the internal processes that occur around event applications.	
		Support to existing and emerging events.	Events Sponsorship Program growing local events. Round 1 2021 funding decisions finalised in October 2020.	Future funding rounds. Working with event owners to reschedule or reimagine their event due to COVID-19 restrictions and use appropriate messaging when advertising their upcoming events. Searching out the styles of events that can operate in current COVID restrictions.	
	14. Develop and support projects which generate job creation opportunities.	Food Cluster Feasibility Study.			
		Tele-commuter / tele-worker attraction.	Relocation attraction videos completed targeting remote workers.	Further targeting of remote workers and micro business relocation. Raise local awareness of new major corporation "Work from Home" opportunities in context of COVID-19.	

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
		ito encourage investment in	On-going enquiry responses, prospectus promotion.	On-going enquiry responses, prospectus promotion.	
			Develop relationships with target industries. Continued place marketing.	Further marketing and distribution activities, including presence at Sydney Build Expo and the Advanced Manufacturing Expo.	
	nor the start-up community.	Business Incubator/Innovation Centre Feasibility Study.		Establishment of CSU Innovation Centre as part of CSU Stage 2B, to open in January 2021.	

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
	16. Plan for current and future workforce needs.	Undertake a Regional Skills Audit.	Refresh, Reboot, Relaunch concept developed by the COVID Recovery Working Group and delivered by Council to support displaced workers transition to employment and self-employment opportunities in our region.	Participation in the Mid North Coast Employment Services Trial Working Group. Extend Refresh, Reboot, Relaunch concept to: Support TAFE NSW launch of foundation skills course in Port Macquarie-Hastings. Deliver resilience webinar with 2015 Senior Australian of the year and author Jackie French. Work with the Department of Education Skills and Employment (DESE) to deliver: - Kick-start your side-hustle workshop to support establishment of new businesses; - Harvest Services Information Session to raise awareness about seasonal work opportunities in NSW, and planning for; - Care Fair outlining career opportunities in Health and Social Services Industry.	

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
		Support for the Careers Market.		Careers Market 2021 (postponed 2020 due to COVID-19)	
	17. Identify and secure grant funding to support economic development initiatives.	Identify and pursue opportunities to secure funding for projects that will support the delivery of Council priorities.	Ongoing - refer to 6-monthly Grants report to Council.	Funding being pursued for priority Council projects.	
		Build awareness of grant opportunities for local businesses.	On-going liaison with other levels of government and promotion of grant opportunities via Council channels.	Grants Guru web portal development.	
Partnering for success	18. Support the growth of the Port Macquarie Airport precinct.	Grow passenger numbers and route options (eg scheduling, competition and destinations)	Advocating for Airlines to restart routes suspended in response to COVID-19. Qantas to commence a new Port Macquarie to Brisbane service in Dec 2020.	Advocating for Airlines to restart routes suspended in response to COVID-19. Explore opportunities to develop new routes or work with alternative airlines. Fly Pelican to commence direct flights between Port Macquarie and Canberra in November 2020.	

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
A Council which works alongside key stakeholders in business, industry, government and the community to build a strong, innovative and resilient economy.		Support airport precinct expansion opportunities.	Secured \$3.53 million of funding for parallel taxiway project awarded under Federal Government's Regional Airport Program.	Planning for Business Park ongoing. Construction of the parallel taxiway and General Aviation pavement	\$3.53 million of funding for parallel taxiway project awarded under Federal Government's Regional Airport Program
	19. Provide timely support to existing and emerging industries in a partnership capacity to encourage growth and sustainability.	Food Industry Development including a focus on value-adding.			
		Construction Industry Action Group.		Further meetings as an industry group and agreement on priority industry initiatives.	
		Cultural Plan implementation and on-going review.	On-going implementation. Cultural Economy Project completed. Public Art Policy Review completed.	Public Art Policy Master Plan development.	
		Destination Management Plan review and implementation, including pursuing opportunities for education-related tourism products.	New Destination Management Plan Adopted.	Implementation of new Destination Management plan.	

2017 to 2021 Outcomes	Strategic Objectives	Actions (for annual review)	Action to Date (focus on last 6 months)	Future Priorities	Non-Council project Funding
		Work with key stakeholders to recognise, support and promote creative industries.	On-going engagement with Creative Wauchope Sub-Committee, Artwalk 2020. Cultural Economy Project completed.	COVID recovery project implementation.	
	growth of existing enterprises.		On-going support for Chambers of Commerce and business support networks.	Engagement for development of Laurieton Town Centre Master Plan will commence November 2020.	
		Facilitate and lead conversations with Government representatives, departments and bodies.	Ongoing advocacy, planning and applications for funding support, including a submission to the 2020 NSW Small Business Strategy.	On-going advocacy. Data collection to advocate for economic recovery from COVID-19 and advocacy for further funding for COVID Recovery Working Group identified priorities.	

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





Port Macquarie Health and Education Precinct (HEP) - Planning Proposal Reference Group Meeting 26/05/2020

Meeting Date: 26 May 2020 Time: 1400

Venue: Skype Meeting

Meeting Minutes

Attendees:

Alan Bawden (AB) - NSW Rural Fire Service

Craig Diss (CD) - NSW Department of Planning, Industry and Environment

Dimitri Young (DY) - NSW Department of Planning, Industry and Environment (Biodiversity and Conservation)

Craig Flemming (CF) - NSW Environment Protection Authority

Samantha Grey (SG) - NSW Environment Protection Authority

Jillian Fryer (JF) - Department of Regional NSW

Louise McMeeking (LM) - Department of Regional NSW

Matt Adams (MA) - Transport for New South Wales

Kieran Metcalfe (KM) - Port Macquarie Hastings Council

Duncan Coulton (DC) - Port Macquarie Hastings Council

Jeffery Sharp (JS) - Port Macquarie Hastings Council

John Hanlon (JH) - Port Macquarie Hastings Council

Melissa Watkins (MW) - Port Macquarie Hastings Council

Apologise:

Kaylene Evans - Transport for New South Wales Dan Croft - Port Macquarie Hastings Council

Distribution:

All invitees

Meeting Minutes:

- KM provided a project and meeting overview and attendee welcome and introductions.
- KM discussed the strategic context of the project, stating that the project was consistent
 with the NSW Government's North Coast Regional Plan and Council's Urban Growth
 Management Strategy.
- DY provided an overview of ecologically sensitive areas within and adjacent to the wider HEP, including the Nature Reserve to the east of the precinct.
- DY provided an overview of the biodiversity assessment methodology used in other precincts such as the Port Macquarie Airport business park precinct.

Our meeting will be conducted as follows:

- 1. We start on time and finish on time
- 2. We all participate and contribute everyone is given opportunity to voice their opinions
- 3. We actively listen to what others have to say, seeking first to understand, then to be each agenda for reflection understood
- 4. We follow up on the actions for which we are assigned responsibility and complete them on time
- 5. We give and receive open and honest feedback in a constructive manner
- 6. We use data to make decisions (whenever possible)
- 7. We strive to continually improve our meeting process and build time into each agenda for reflection.

- DY provided an overview of the development process for high environmental value (HEV) mapping as detailed within the North Coast Regional Plan.
- DY described the context of the environmental mapping provided within the HEP Gap Analysis (included with the meeting invitation).
- DY mentioned that the Blackbutt Shrubby Moist Forest illustrated in red within Figure 4 of the Gap Analysis was unlikely to constitute an endangered ecological community or core koala habitat.
- KM explained that the Planning Proposal (PP) investigation area has been developed in consideration of the value of avoiding areas of HEV in the first instance.
- DY acknowledged the PP boundary and suggested that an ecological assessment would be required to determine the extent of any HEV within the site. Action: Council to undertake ecological investigation to determine the extent of any HEV within the site.
- KM acknowledged that DPIE (Biodiversity and Conservation) had provided advice in relation to the preparation of planning proposals following a review of Council's draft Planning Proposal Policy. KM acknowledged that this advice provided guidance in relation to both ecological and Aboriginal Heritage matters. KM and DY agreed that these matters should be taken into consideration in the preparation of a PP for the site. Action: Council to undertake Aboriginal Heritage and ecological assessments for the HEP PP in accordance with DPIE guidance in relation to Council's draft Planning Proposal Policy.
- KM explained that the HEP PP boundary avoided areas mapped as flood prone within Council's LEP.
- DY acknowledged that a flood assessment would not be required if the PP did not incorporate flood prone land.
- KM discussed that any potential drainage issues within the site would likely be assessed by Council's Engineering Team.
- KM discussed that it was likely that the HEP Project would provide positive social and economic outcomes for the Port Macquarie region.
- CD stated full support for the HEP project and associated PP investigations.
- CD suggested that the project should be implemented in a timely manner.
- KM acknowledged that social and economic considerations would need to be assessed as part of the PP.
- CD suggested that while a social and economic assessment would be required to support
 the PP, it should be fit for purpose and need not be extensive. However, CD emphasised
 the need for an evidence based social and economic assessment to support the PP.
 Action: Council to undertake an evidence based social and economic assessment
 as part of PP Investigations.

Values: Communication, Accountability, Professionalism, Integrity & Teamwork

- KM explained that Council had intended to undertake an industrial and commercial land use review to support the PP. Action: Council to undertake an industrial and commercial land use review to support the PP.
- KM questioned if State funding or investment opportunities might be available to assist
 with the delivery of the project. It was discussed that while some funding opportunities
 may exist, any application for regional growth funding would need to be based on strategic
 and not site specific merit.
- MA advised that Transport for New South Wales (TfNSW) is undertaking an assessment of key areas of Port Macquarie's road network.
- MA stated that funding has not yet been allocated to road upgrade works that may be recommended following the TfNSW assessment of the road network.
- MA stated that Council should advise of any change in potential yield within the precinct (in comparison to information already provided to TfNSW) so that this can be taken into consideration in the TfNSW assessment of the road network.
- MA stated it would be important to differentiate between predicted yield that has already been realised within the precinct, in comparison to future potential yield.
- KM mentioned that infrastructure such as sewer, water and stormwater would likely be
 assessed by Council's Engineering Team to determine the adequacy of existing
 infrastructure to accommodate the development of the precinct and any additional
 infrastructure that may be required.
- CF mentioned that the adequacy of the sewerage network should be assessed to ensure that any illegal connections are identified and the system operates effectively to avoid occurrences such as dry weather overflows.
- CF emphasised the importance good quality sewerage infrastructure.
- KM confirmed that the adequacy of the sewerage network would be assessed to
 determine the adequacy of existing infrastructure to accommodate the development of the
 precinct and any additional infrastructure that may be required.
- KM provided an overview in relation to recent enquiries regarding the suspected former use of the current Lake Innes Shopping Centre Site for fuel distribution.
- KM mentioned that a record of remediation works on the site has been made available to Council and that Council was continuing to work with the landholder regarding this matter.
- CF mentioned that the EPA had been notified of the site, but that it was determined that
 the site does not require regulation. CF went onto explain that this does not exclude the
 potential for contamination to exist within the site.
- CF questioned what the contamination 'Classes' represent within Figure 7 of the Gap Analysis. KM explained that this is a Council identification system used in the identification and tracking of potential contaminated land investigations.
- KM suggested that a Stage 1 contamination assessment would likely be undertaken for the wider PP precinct to identify any potential contamination issues and recommended any further investigations or actions.

Values: Communication, Accountability, Professionalism, Integrity & Teamwork

- CF suggested that a Stage 1 site audit may be suitable for the investigation of the PP
 area. However, CF also suggested that the EPA does not need to be involved in such
 investigations. Action: Council to undertake a Stage 1 contamination assessment of
 the site as part of PP Investigations.
- CF suggested that landfill gas monitoring could be built into the Master Plan for the site.
 MW confirmed that a gas monitoring program has already been implemented for the former landfill site.
- In relation to noise considerations as part of the PP, CF suggested that sensitive receivers near to the precinct should be identified, such as residences along Kingfisher Road.
 Action: Council to identify sensitive receivers near the precinct as part of PP investigations.
- AB stated that a potential fire threat exists from unmanaged vegetation within the vicinity of the precinct, including the nearby nature reserve.
- AB suggested that setbacks to bushfire prone areas should be investigated.
- AB suggested that potential bushfire impacts to services, air quality, the road network and
 existing land uses within the precinct should be considered. AB suggested that this was
 particularly important given the range of existing and proposed medical activities within
 the precinct. Action: Council to undertake an assessment to address bushfire
 considerations as part of PP investigations.
- It was agreed that future meetings should be held at the same time on a Tuesday on a bimonthly basis. Action: Next meeting to be scheduled for 1400 on Tuesday 28 July 2020.

Meeting Closed at 1515



Health and Education Precinct (HEP) HASTINGS Project Consortium Meeting

Meeting Date: 23 June 2020 Time: 7:00am

Venue: Skype Meeting

Meeting Notes

Item

- 1. Welcome and introductions
- Kieran Metcalfe provided a meeting introduction.
- 2. Actions from our last meeting
 - The actions of the previous meeting were discussed by Kieran Metcalfe as follows:

Action: Commercial in confidence quotation and associated design for the proposed sewer line upgrade to be circulated to the wider consortium.

 Kieran Metcalfe discussed the current status of sewer line upgrade investigations. Kieran Metcalfe advised that Council's Infrastructure Planning and Development Contributions Teams are currently working with relevant stakeholders in the progression of potential sewer upgrade designs and delivery mechanisms.

Action: Kieran Metcalfe to follow up on the status of the proposed sewer line upgrade and seek involvement in discussions between Council's engineering and development contributions representatives and relevant HEP stakeholders.

 As above, Kieran Metcalfe discussed the current status of sewer line upgrade investigations. Kieran Metcalfe advised that Council's Infrastructure Planning and Development Contributions Teams are currently working with relevant stakeholders in the progression of potential sewer upgrade designs and delivery mechanisms.

Action: Kieran Metcalfe to progressively follow up on individual projects detailed within the HEP Master Plan with relevant stakeholders and circulate the HEP projects inventory to the wider HEP consortium.

 Kieran Metcalfe advised that ongoing consultation is being undertaken with individual precinct stakeholders. Kieran Metcalfe noted that the HEP projects inventory was circulated to the wider HEP consortium with the 23/6/2020 meeting invite.

Our meeting will be conducted as follows:

- 1. We start on time and finish on time
- 2. We all participate and contribute everyone is given opportunity to voice their opinions
- 3. We actively listen to what others have to say, seeking first to understand, then to be understood
- $4. \ \mbox{We follow up on the actions for which we are assigned responsibility and complete them on time$
- 5. We give and receive open and honest feedback in a constructive manner
- 6. We use data to make decisions (whenever possible)
- 7. We strive to continually improve our meeting process and build time into each agenda for reflection.

Action: Kieran Metcalfe to follow up on the potential for HEP Master Plan projects to be considered during the post COVID-19 recovery meetings.

- Kieran Metcalfe advised that items from the HEP Master Plan had been discussed during post COVID - 19 working group meetings. Duncan Coulton provided an update in relation to the COVID - 19 working group and explained that the group is currently in the process of prioritising actions.
- Donna Clarke questioned if it was just small projects that were currently being investigated by Council. Kieran Metcalfe explained that a variety of projects ranging from lower cost quick wins through to longer term strategic planning items are currently being investigated by Council.

3. Current development challenges / investigations

- Kieran Metcalfe provided an overview in relation to Council's Resolution at its Ordinary Meeting of 6 May 2020 to commence relevant Council initiated strategic planning tasks associated with the HEP. Kieran Metcalfe went on to state that the subject investigations have now commenced.
- Donna Clarke explained that there was an aspect of surprise when areas west of John
 Oxley Drive were not included within the area proposed for a Council initiated planning
 proposal. Donna Clarke went on to question the status of the John Oxley Drive Structure
 Plan and whether areas outside of the Council initiated planning proposal boundary would
 be investigated for future development.
- Kieran Metcalfe stated that while Council has resolved to adopt the study area as
 identified during Council's Ordinary Meeting of 6 May 2020, this does not exclude the
 potential for the progression of future development investigations elsewhere within the
 precinct at a later stage. Kieran Metcalfe reiterated that as the subject Council initiated
 planning proposal was being resourced by the community, decisions were required to be
 made regarding the scope of the investigations in order to ensure they could be achieved
 within resourcing limitations.

4. Promoting our precinct

- Jane Evans provided an overview in relation to a proposed health and education research cluster within the Lake Road industrial precinct, including the potential for medical device manufacturing to be undertaken within this precinct.
- Kate Wood Foye suggested that further information could be provided to the group at a
 later stage in relation to the above proposal, once project planning had been further
 progressed. It was questioned whether the proposed activities would be permitted within
 the current land use zone that exists within the industrial area. Action: confirm the
 suitability of the existing land use zone within the Lake Road industrial area to
 accommodate the proposed health and education research cluster activities.

5. Open forum - discussion topics from around the room

The status of road network investigations was questioned. Matt Adams advised that
 Transport for New South Wales are narrowing down on what is required in relation to road
 infrastructure. Matt Adams suggested that when Transport for New South Wales have
 concluded this process, it is likely that grant funding opportunities would be investigated.

- Kieran Metcalfe mentioned that Council would continue working with Transport for New South Wales to ensure that strategic planning investigations are aligned with Transport for New South Wales road network investigations and vice versa.
- The proposed Port Macquarie Airport Business Park was discussed. Duncan Coulton suggested that road links will be an important aspect of the Airport Business Park.
- Cameron Hawkins provided a further update in relation to the traffic assessment currently being undertake for the local road network.
- It was questioned whether the preparation of the business case for the orbital road had slowed down. Cameron Hawkins stated that this was not the case, and that investigations were ongoing. Cameron Hawkins stated that the orbital road proposal is being considered strategically in the context of the wider road network.

6. Close

The meeting was closed at approximately 8:15am. The next meeting was scheduled for either 7:00am or 7:30am on Tuesday 25 August 2020, depending on the meeting format. It was discussed that the format for the next meeting would be either online or in person at Council's Administration Centre, depending on the COVID-19 considerations in place closer to the meeting date.



HASTINGS Project Consortium Meeting

Meeting Date: 25 August 2020 Time: 7:30am

Venue: Microsoft Teams Meeting

Meeting Notes

Item

Welcome and introductions

- Kieran Metcalfe provided a meeting introduction.
- Linda Cooper advised that she is joining the meeting from the University of Newcastle in place of Trevor Gerdsen who has retired.

2. Actions from our last meeting

The single action of the previous meeting was discussed by Kieran Metcalfe as follows:

Action: Confirm the suitability of the existing land use zone within the Lake Road industrial area to accommodate the proposed health and education research cluster activities.

- Kieran Metcalfe advised that the current zoning of the Lake Road industrial area is IN1 General Industrial. Kieran Metcalfe advised that within this zoning light industries and any other development not specified as prohibited within the LEP are permitted with consent. Kieran Metcalfe explained that this would likely provide a degree of flexibility in relation to the potential for health and education research and manufacturing activities within the area under the current zoning.
- 3. HEP Planning Proposal progress, including the progress of specialist studies and consultation with State Government Agencies
- Kieran Metcalfe provided an update in relation to specialist studies currently underway to support the HEP Planning Proposal as follows:
 - The historic heritage assessment has been drafted and has identified limited constraints. Investigation to date shows that the Lake Innes Ruins complex is the nearest known heritage item to the precinct. The recommendation in relation to this heritage item is that development should not be higher than the highest trees within the Planning Proposal area to minimise visual impacts to and from the site.

Our meeting will be conducted as follows:

- 1. We start on time and finish on time
- 2. We all participate and contribute everyone is given opportunity to voice their opinions
- 3. We actively listen to what others have to say, seeking first to understand, then to be understood
- 4. We follow up on the actions for which we are assigned responsibility and complete them on time
- 5. We give and receive open and honest feedback in a constructive manner
- 6. We use data to make decisions (whenever possible)
- 7. We strive to continually improve our meeting process and build time into each agenda for reflection.

- The Aboriginal Heritage Assessment has been drafted and the findings are reflective of the highly modified nature of the site. Kieran Metcalfe mentioned that the assessment is currently with the Birpai Local Aboriginal Land Council for review.
- Completion of the draft stage 1 contamination assessment is imminent.
- Kieran Metcalfe mentioned that ongoing consultation, including a bi-monthly reference group meeting, was being undertaken with relevant State Government agencies in relation to the Planning Proposal. Kieran Metcalfe advised that the most recent meeting was held on 21/7/20 and that the reference group had been helpful in relation to identifying constraints and opportunities associated with the HEP.
- In relation to the Planning Proposal investigation, Kieran Metcalfe mentioned that initial development yield analysis would likely be brought forward to allow more timely commencement of infrastructure and service demand assessment.
- Scott Marchant questioned if the Transport for New South Wales roads investigations had progressed since the last meeting.
- Kieran Metcalfe advised that Council Staff are continuing to work with Transport for New South Wales in relation traffic assessment including development yield/traffic impact investigation. However, Kieran Metcalfe advised that no new advice in relation to the progress of Transport for New South Wales investigations could be provided at this stage.

4. COVID-19 response opportunities and progress of quick win investigations

- Duncan Coulton advised that \$150,000 of COVID relief funding had been allocated to design and environmental investigations for a pathway link between CSU and the Googick track
- Duncan Coulton also advised that \$300,000 of State Government funding had been allocated by Council to the resealing of Highfields CCT.

5. Open forum - discussion topics from around the room

 Michelle Love advised that a Bernard Salt 'investment in healthcare and medical services in regional centres' webinar was planned for 26/8/20. Michelle explained that it could be considered that the Port Macquarie Health & Education Precinct is ahead of the curve in terms of supplying product ready for this growing demand and that this could help encourage further funding.

6. Close

The meeting was closed at approximately 7:50am.



HASTINGS Project Consortium Meeting

Meeting Date: 27 October 2020 Time: 7:30am

Venue: Microsoft Teams Meeting

Meeting Notes

Item

- 1. Welcome and introductions
- · Kieran Metcalfe provided a meeting introduction.

2. Actions from our last meeting

- Guy Hingston questioned if Scott Marchant's query from the previous meeting could be answered (if the Transport for New South Wales roads investigations had progressed since the last meeting). Kieran Metcalfe suggested that this question could be discussed as part of the planning investigation section of the meeting.
- HEP Planning Proposal progress, including the progress of specialist studies and consultation with State Government Agencies
- · Kieran Metcalfe outlined that:
 - Draft ecology, heritage and contamination assessments have been prepared as part of the planning proposal investigations and forwarded to the relevant State Government agencies for review. Kieran Metcalfe mentioned that no feedback had yet been received in relation to these reviews.
 - GHD have been engaged to undertake an industrial and commercial land use review as part of planning proposal investigations. This review will consider the site, as well as the wider Local Government Area
 - Ongoing engagement is being undertaken with the State Government as part of a regular planning proposal review meeting.
 - Council is currently investigating traffic and transport and infrastructure servicing for the HEP based on potential floor area yields derived from the HEP Master Plan and other available information.
 - Ongoing consultation is being undertaken with individual precinct stakeholders.
 - A report will be prepared for the November Ordinary Council Meeting to provide an update on the project.

Our meeting will be conducted as follows:

- 1. We start on time and finish on time
- 2. We all participate and contribute everyone is given opportunity to voice their opinions
- 3. We actively listen to what others have to say, seeking first to understand, then to be understood
- $4. \ \mbox{We follow up on the actions for which we are assigned responsibility and complete them on time$
- 5. We give and receive open and honest feedback in a constructive manner
- 6. We use data to make decisions (whenever possible)
- 7. We strive to continually improve our meeting process and build time into each agenda for reflection.

- In relation to traffic investigations currently being undertaken by Transport for NSW (TfNSW), Anthony Donohoe provided the following update:
 - TfNSW will be holding a workshop with Council in November to discuss this matter.
 - A strategic business case is currently being prepared. It is likely to be available by the middle to end of next year.
- Guy Hingston suggested that Wrights Road is a key to resolving traffic issues. Guy
 Hingston suggested that a number of properties could be acquired and the road could be
 widened to six lanes in this location to assist in resolving these issues.
- Anthony Donohoe mentioned that he would be happy to review Guy Hingston's proposal.
- Anthony Donohoe mentioned that demand management was a key factor for traffic investigations and that options to reduce car dependency were being explored.
- Donna Clarke questioned, given the above discussions, if the orbital road was 'off the table?'
- Duncan Coulton advised that Council is currently undertaking broad strategic work on the road network, which is considering options and is being led by Council's Infrastructure Planning Team.
- Anthony Donohoe mentioned that investigation across the whole traffic network is important.
- Donna Clarke mentioned that it's not good to be stuck in traffic and that the area needs
 more than one traffic 'spine'. Donna Clarke questioned if the traffic investigations could
 hold up the planning proposal process.
- Duncan Coulton mentioned that traffic investigations are not holding up Council's planning proposal investigations at this stage.
- Anthony Donohoe mentioned that Council is currently waiting on TfNSW investigations to be progressed to inform Council's planning investigations.
- Scott Marchant questioned if Council would use Urban Growth Management Strategy (UGMS) population projections to inform the HEP strategic planning investigations and suggested that these figures may be low.
- Duncan Coulton clarified that Scott Marchant was likely referring to the information contained within the Local Strategic Planning Statement (LSPS). Duncan Coulton mentioned that population projection information within the LSPS was sourced from the Department of Planning, Industry and Environment.
- Duncan Coulton suggested that factors such as COVID-19 are likely to shift demographic trends and that little information on these shifts are currently available. Duncan Coulton suggested that it would be very useful to have information on these factors if anyone is aware of where such information can be sourced.
- Kieran Metcalfe stated that the strategic planning for the HEP was currently being
 undertaken in consideration of the ultimate potential development of the Precinct as
 detailed within the HEP Master Plan. Kieran Metcalfe stated that population and
 demographic information would also be considered as part of the strategic planning
 process.
- Scott Marchant questioned when the HEP planning proposal would be available for public review and comment.
- Kieran Metcalfe advised that the current project program suggests that this will occur in late 2021, but that this timeframe would be challenged where possible to deliver the project as efficiently as possible.

4. Project consultation, promotion and quick win opportunities

- Kieran Metcalfe stated that while the HEP consortium and planning proposal reference group were effective in communicating as smaller defined stakeholder groups, Council was investigating wider communication and promotion of the project and invited input from the wider group.
- Kate Wood-Foye suggested that Charles Sturt University (CSU) would be interested in
 assisting with the development of promotional information for the HEP such as a video or
 other promotional material. Action: Council to liaise with CSU to investigate the
 development of promotional material for the HEP.
- Kieran Metcalfe outlined that following the investigation and sourcing of COVID 19
 recovery funding, an opportunity is currently available to source funding for projects under
 the Bushfire Recovery Program, which is funded by the NSW and Australian
 Governments. Kieran Metcalfe suggested that HEP projects would be investigated in
 relation to this opportunity.

Open forum - discussion topics from around the room

- Michelle Love questioned how broad Council's strategic planning investigations area is.
 Michelle Love also suggested that there was land suitable for development and other opportunities outside of Council's planning proposal investigation area.
- Kieran Metcalfe mentioned that current strategic planning investigations are being undertaken at a strategic level where required, and provided the example that traffic and transport is being considered in relation to the wider transport network.
- Kieran Metcalfe stated that while the planning proposal boundary for the HEP had been
 determined to assist with the efficient delivery of key aspects of the project, the wider HEP
 boundary had not changed and that all projects as detailed within the HEP Master Plan
 were being investigated.

6. Close

- It was discussed that the next HEP consortium meeting would take place in early 2021, after the Christmas and New Year break.
- The meeting was closed at approximately 8:15am.



Port Macquarie Health and Education Precinct (HEP) - Planning Proposal Reference Group Meeting 26/05/2020

Meeting Date: 26 May 2020 Time: 1400

Venue: Skype Meeting

Meeting Minutes

Attendees:

Alan Bawden (AB) - NSW Rural Fire Service

Craig Diss (CD) - NSW Department of Planning, Industry and Environment

Dimitri Young (DY) - NSW Department of Planning, Industry and Environment (Biodiversity and Conservation)

Craig Flemming (CF) - NSW Environment Protection Authority

Samantha Grey (SG) - NSW Environment Protection Authority

Jillian Fryer (JF) - Department of Regional NSW

Louise McMeeking (LM) - Department of Regional NSW

Matt Adams (MA) - Transport for New South Wales

Kieran Metcalfe (KM) - Port Macquarie Hastings Council

Duncan Coulton (DC) - Port Macquarie Hastings Council

Jeffery Sharp (JS) - Port Macquarie Hastings Council

John Hanlon (JH) - Port Macquarie Hastings Council

Melissa Watkins (MW) - Port Macquarie Hastings Council

Apologise:

Kaylene Evans - Transport for New South Wales Dan Croft - Port Macquarie Hastings Council

Distribution:

All invitees

Meeting Minutes:

- KM provided a project and meeting overview and attendee welcome and introductions.
- KM discussed the strategic context of the project, stating that the project was consistent
 with the NSW Government's North Coast Regional Plan and Council's Urban Growth
 Management Strategy.
- DY provided an overview of ecologically sensitive areas within and adjacent to the wider HEP, including the Nature Reserve to the east of the precinct.
- DY provided an overview of the biodiversity assessment methodology used in other precincts such as the Port Macquarie Airport business park precinct.

Our meeting will be conducted as follows:

- 1. We start on time and finish on time
- 2. We all participate and contribute everyone is given opportunity to voice their opinions
- 3. We actively listen to what others have to say, seeking first to understand, then to be each agenda for reflection understood
- 4. We follow up on the actions for which we are assigned responsibility and complete them on time
- 5. We give and receive open and honest feedback in a constructive manner
- 6. We use data to make decisions (whenever possible)
- 7. We strive to continually improve our meeting process and build time into each agenda for reflection.

- DY provided an overview of the development process for high environmental value (HEV) mapping as detailed within the North Coast Regional Plan.
- DY described the context of the environmental mapping provided within the HEP Gap Analysis (included with the meeting invitation).
- DY mentioned that the Blackbutt Shrubby Moist Forest illustrated in red within Figure 4 of the Gap Analysis was unlikely to constitute an endangered ecological community or core koala habitat.
- KM explained that the Planning Proposal (PP) investigation area has been developed in consideration of the value of avoiding areas of HEV in the first instance.
- DY acknowledged the PP boundary and suggested that an ecological assessment would be required to determine the extent of any HEV within the site. Action: Council to undertake ecological investigation to determine the extent of any HEV within the site.
- KM acknowledged that DPIE (Biodiversity and Conservation) had provided advice in relation to the preparation of planning proposals following a review of Council's draft Planning Proposal Policy. KM acknowledged that this advice provided guidance in relation to both ecological and Aboriginal Heritage matters. KM and DY agreed that these matters should be taken into consideration in the preparation of a PP for the site. Action: Council to undertake Aboriginal Heritage and ecological assessments for the HEP PP in accordance with DPIE guidance in relation to Council's draft Planning Proposal Policy.
- KM explained that the HEP PP boundary avoided areas mapped as flood prone within Council's LEP.
- DY acknowledged that a flood assessment would not be required if the PP did not incorporate flood prone land.
- KM discussed that any potential drainage issues within the site would likely be assessed by Council's Engineering Team.
- KM discussed that it was likely that the HEP Project would provide positive social and economic outcomes for the Port Macquarie region.
- CD stated full support for the HEP project and associated PP investigations.
- CD suggested that the project should be implemented in a timely manner.
- KM acknowledged that social and economic considerations would need to be assessed as part of the PP.
- CD suggested that while a social and economic assessment would be required to support
 the PP, it should be fit for purpose and need not be extensive. However, CD emphasised
 the need for an evidence based social and economic assessment to support the PP.
 Action: Council to undertake an evidence based social and economic assessment
 as part of PP Investigations.

- KM explained that Council had intended to undertake an industrial and commercial land use review to support the PP. Action: Council to undertake an industrial and commercial land use review to support the PP.
- KM questioned if State funding or investment opportunities might be available to assist
 with the delivery of the project. It was discussed that while some funding opportunities
 may exist, any application for regional growth funding would need to be based on strategic
 and not site specific merit.
- MA advised that Transport for New South Wales (TfNSW) is undertaking an assessment of key areas of Port Macquarie's road network.
- MA stated that funding has not yet been allocated to road upgrade works that may be recommended following the TfNSW assessment of the road network.
- MA stated that Council should advise of any change in potential yield within the precinct (in comparison to information already provided to TfNSW) so that this can be taken into consideration in the TfNSW assessment of the road network.
- MA stated it would be important to differentiate between predicted yield that has already been realised within the precinct, in comparison to future potential yield.
- KM mentioned that infrastructure such as sewer, water and stormwater would likely be
 assessed by Council's Engineering Team to determine the adequacy of existing
 infrastructure to accommodate the development of the precinct and any additional
 infrastructure that may be required.
- CF mentioned that the adequacy of the sewerage network should be assessed to ensure that any illegal connections are identified and the system operates effectively to avoid occurrences such as dry weather overflows.
- CF emphasised the importance good quality sewerage infrastructure.
- KM confirmed that the adequacy of the sewerage network would be assessed to
 determine the adequacy of existing infrastructure to accommodate the development of the
 precinct and any additional infrastructure that may be required.
- KM provided an overview in relation to recent enquiries regarding the suspected former use of the current Lake Innes Shopping Centre Site for fuel distribution.
- KM mentioned that a record of remediation works on the site has been made available to Council and that Council was continuing to work with the landholder regarding this matter.
- CF mentioned that the EPA had been notified of the site, but that it was determined that
 the site does not require regulation. CF went onto explain that this does not exclude the
 potential for contamination to exist within the site.
- CF questioned what the contamination 'Classes' represent within Figure 7 of the Gap Analysis. KM explained that this is a Council identification system used in the identification and tracking of potential contaminated land investigations.
- KM suggested that a Stage 1 contamination assessment would likely be undertaken for the wider PP precinct to identify any potential contamination issues and recommended any further investigations or actions.

- CF suggested that a Stage 1 site audit may be suitable for the investigation of the PP
 area. However, CF also suggested that the EPA does not need to be involved in such
 investigations. Action: Council to undertake a Stage 1 contamination assessment of
 the site as part of PP Investigations.
- CF suggested that landfill gas monitoring could be built into the Master Plan for the site.
 MW confirmed that a gas monitoring program has already been implemented for the former landfill site.
- In relation to noise considerations as part of the PP, CF suggested that sensitive receivers near to the precinct should be identified, such as residences along Kingfisher Road.
 Action: Council to identify sensitive receivers near the precinct as part of PP investigations.
- AB stated that a potential fire threat exists from unmanaged vegetation within the vicinity of the precinct, including the nearby nature reserve.
- AB suggested that setbacks to bushfire prone areas should be investigated.
- AB suggested that potential bushfire impacts to services, air quality, the road network and
 existing land uses within the precinct should be considered. AB suggested that this was
 particularly important given the range of existing and proposed medical activities within
 the precinct. Action: Council to undertake an assessment to address bushfire
 considerations as part of PP investigations.
- It was agreed that future meetings should be held at the same time on a Tuesday on a bimonthly basis. Action: Next meeting to be scheduled for 1400 on Tuesday 28 July 2020.

Meeting Closed at 1515



Port Macquarie Health and Education Precinct (HEP) - Planning Proposal Reference Group Meeting 21/07/2020

Meeting Date: 21 July 2020 Time: 1400

Venue: Skype Meeting

Meeting Notes

Attendees:

Alan Bawden (AB) - NSW Rural Fire Service

Craig Diss (CD) - NSW Department of Planning, Industry and Environment

Dimitri Young (DY) - NSW Department of Planning, Industry and Environment (Biodiversity and Conservation)

Craig Flemming (CF) - NSW Environment Protection Authority

Jillian Fryer (JF) - Department of Regional NSW

Louise McMeeking (LM) - Department of Regional NSW

Matt Adams (MA) - Transport for New South Wales

Kieran Metcalfe (KM) - Port Macquarie Hastings Council

Duncan Coulton (DC) - Port Macquarie Hastings Council

John Hanlon (JH) - Port Macquarie Hastings Council

Melissa Watkins (MW) - Port Macquarie Hastings Council

Distribution:

All invitees

Meeting Notes:

- KM provided a meeting overview.
- The notes and actions of the previous meeting were reviewed. KM provided an update in relation to the actions of the previous meeting as follows:
 - Action: Council to undertake ecological investigation to determine the extent of areas of High Environmental Value (HEV) within the site. KM advised that consulting company 'Cardno' had been appointed to undertake the subject ecological assessment of the site.
 - Action: Council to undertake Aboriginal Heritage and ecological assessments for the HEP Planning Proposal (PP) in accordance with DPIE guidance in relation to Council's draft Planning Proposal Policy. KM advised that 'Niche Environment and Heritage' had been engaged to prepare Aboriginal and historic heritage assessments for the site. As noted above, KM advised that 'Cardno' had been appointed to undertake the subject ecological assessment for the site.

Our meeting will be conducted as follows:

- 1. We start on time and finish on time
- 2. We all participate and contribute everyone is given opportunity to voice their opinions
- 3. We actively listen to what others have to say, seeking first to understand, then to be each agenda for reflection understood
- $4. \ \mbox{We follow up on the actions for which we are assigned responsibility and complete them on time$
- 5. We give and receive open and honest feedback in a constructive manner
- 6. We use data to make decisions (whenever possible)
- 7. We strive to continually improve our meeting process and build time into each agenda for reflection.

- Action: Council to undertake an evidence based social and economic assessment as part of PP Investigations. KM advised that social and economic assessment is intended to be undertaken once 'baseline' ecological, heritage and contamination information is known. KM advised that this process is intended to ensure that the social and economic assessment takes into account the conservation, heritage and past land use constraints and opportunities on the site, as these will inform development yield and type.
- Council to undertake an industrial and commercial land use review to support the PP. KM advised that industrial and commercial land use review is intended to be undertaken once 'baseline' ecological, heritage and contamination information is known. KM advised that this process is intended to ensure that the industrial and commercial review takes into account the conservation, heritage and past land use constraints and opportunities of the site, as these will assist to inform the development type within the precinct.
- Action: Council to undertake a Stage 1 contamination assessment of the site as part of PP Investigations. KM advised that 'Regional Geotechnical Solutions' had been engaged to undertake a Stage 1 contamination assessment of the site.
- Action: Council to identify sensitive receivers near the precinct as part of PP investigations. KM advised that identification of sensitive receivers and consideration of surrounding land use is intended to be undertaken once 'baseline' ecological, heritage and contamination information is known. KM advised that this process is intended to ensure that the assessment takes into account the conservation, heritage and past land use constraints and opportunities of the site, as these will assist to inform the development type and location within the precinct.
- Action: Council to undertake an assessment to address bushfire considerations as part of PP investigations. KM advised that the bushfire assessment is intended to be undertaken once 'baseline' ecological, heritage and contamination information is known. KM advised that this process is intended to ensure that the bushfire assessment takes into account the conservation, heritage and past land use constraints and opportunities of the site, as these will assist to inform the development type and location within the precinct.
- KM questioned if there was any update in relation to State funding or investment
 opportunities that might be available to assist with the delivery of the project. LM advised
 that such opportunities exist, but that generally the funding is targeted towards projects
 that require such funding in order to be progressed. LM suggested that this may not be
 the case for the HEP planning proposal project.
- DC provided an overview in relation to the investigation of funding opportunities for HEP related projects through Council's COVID-19 Recovery Working Group. DC advised that the preferred projects would be confirmed by 12 August 2020.
- KM advised that the HEP strategic planning project is currently in the early assessment phase, and as such, limited information is available on the progress of associated strategic planning assessments. However, KM advised that updates in relation to the findings of 'baseline' assessments would likely be available for the next meeting.

Meeting Closed at approximately 1430



Port Macquarie Health and Education Precinct (HEP) - Planning Proposal Reference Group Meeting 22/09/2020

Meeting Date: 22 September 2020 Time: 1400

Venue: Microsoft Teams Meeting

Meeting Notes

Attendees:

Dimitri Young (DY) - NSW Department of Planning, Industry and Environment (Biodiversity and Conservation)

Lucy Walker - (LW) - Department of Planning, Industry and Environment

Craig Flemming (CF) - NSW Environment Protection Authority

Jillian Fryer (JF) - Department of Regional NSW

Louise McMeeking (LM) - Department of Regional NSW

Kieran Metcalfe (KM) - Port Macquarie Hastings Council

Duncan Coulton (DC) - Port Macquarie Hastings Council

John Hanlon (JH) - Port Macquarie Hastings Council

Melissa Watkins (MW) - Port Macquarie Hastings Council

Clinton Grohs (CG) - Port Macquarie Hastings Council

Distribution:

All invitees

Meeting Notes:

- The minutes of the previous meeting where accepted without amendment.
- KM provided an update in relation to the progress of the planning proposal investigations as follows:
 - Council has received a draft ecological investigation to determine the extent of areas
 of High Environmental Value (HEV) within the site. It was mentioned that this draft
 ecological investigation had been forwarded to BCD for information and review.
 - Council has received draft Aboriginal and historic heritage assessments for the HEP Planning Proposal (PP). It was mentioned that Council is intending to send these assessments to the NSW Heritage Office for information and review.
 - Council has received a draft Stage 1 contamination assessment for the site as part of PP Investigations. KM questioned if this assessment should be sent to the EPA for review. LW advised that the assessment would likely be referred to the EPA for review as part of the later stages of the planning proposal assessment process and that it may be useful for the EPA to review the document beforehand. Craig Flemming

Our meeting will be conducted as follows:

- 1. We start on time and finish on time
- 2. We all participate and contribute everyone is given opportunity to voice their opinions
- 3. We actively listen to what others have to say, seeking first to understand, then to be each agenda for reflection understood
- $4. \ \mbox{We follow up on the actions for which we are assigned responsibility and complete them on time$
- 5. We give and receive open and honest feedback in a constructive manner
- 6. We use data to make decisions (whenever possible)
- 7. We strive to continually improve our meeting process and build time into each agenda for reflection.

advised that the EPA could review the report and advise Council if there was anything further that should be considered. Action: KM to provide the draft Stage 1 contamination assessment to CF for review.

- KM advised that Council has commissioned 'GHD' to prepare an industrial and commercial land use review to consider the suitability of the proposal in relation to industrial and commercial land use within the context of the wider Local Government Area.
- KM advised that the landholder of an existing student accommodation development on Kingfisher Road has requested to be included as part of the subject Planning Proposal. KM advised that the landholder had been excluded from the planning proposal investigation initially as the site has previously been developed. KM advised that the landholder has been requested to provide additional information/justification in order to be considered for inclusion as part of the planning proposal investigations.
- KM advised that Council will continue to work with TfNSW in the investigation of traffic challenges within the precinct and the associated road network.
- KM advised that Council will begin to consider bushfire assessment requirements over the coming months as additional information becomes available in relation to potential development within the precinct.
- KM questioned if attendees would support having this meeting on a quarterly basis. This
 approach was accepted. Given that the next scheduled meeting was 22 December 2020,
 KM suggested that the next meeting could be held early in the new year. Action: KM to
 schedule the next Planning Proposal Reference Group Meeting for early 2021.

Meeting Closed at approximately 1425

ORDINARY COUNCIL 21/08/2019



COAST, ESTUARY & FLOODPLAIN SUB-COMMIMITTEE CHARTER

Adopted: Ordinary Council YYYY MM DD

1.0 OBJECTIVES

- Assist Council in undertaking coast, estuary and floodplain management and planning.
- Assist Council in reviewing coast, estuary and floodplain studies, plans, and policies.
- Engage with and provide input to Council on other coast, estuary and floodplain matters and issues which are relevant to the Local Government Area.
- Provide and receive two-way feedback from the community.

2.0 KEY FUNCTIONS

- Advise Council on conditions and management issues for the coast, estuaries and floodplains
 of the Port Macquarie-Hastings Local Government Area.
- Advise Council on the development of coastal, estuary and floodplain management plans for the Port Macquarie-Hastings Local Government Area.
- Advise Council on the implementation of adopted coastal, estuary and floodplain management plans.
- Act as a Sub- Committee for the purpose of relevant NSW guidelines as they relate to coastal, estuary and floodplain management.

3.0 MEMBERSHIP

3.1 Members

Community Representatives				
Name	Title	Catchment	Coast, estuary, flood	
Alan MacIntyre	Community Representative	Camden Haven	Coast and estuary	
Patrick McEntee	Community Representative	Hastings	Coast and estuary	
Bob Jolly	Community Representative	Lake Cathie	Coast and estuary	
Kingsley Searle	Oyster Industry	Hastings	Coast and estuary	
Tony Troup	Oyster Industry	Camden Haven	Coast and estuary	
Paul Hyde	Fishing Industry	Hastings	Coast and estuary	
Vacant	Development Industry	Hastings	Flood	
Vacant	Development Industry	Camden Haven	Flood	
Vacant	Community Representative	Hastings	Flood	
Vacant	Community Representative	Camden Haven	Flood	
Vacant	Community Representative Revive Lake Cathie (RLC)	Lake Cathie	Flood	

[Coast, Estuary and Floodplain Sub-Committee] Charter Page 1 of 4

> Item 13.10 Attachment 2

> > Page 450

ORDINARY COUNCIL 21/08/2019

Council Representatives		
Name	Title	
Michael Cusato (Chairperson)	Councillor	
	Director, Development & Environment	
	Manager, Environmental Services	
	Natural Resources Manager	
	Environmental Projects Officer	

Agency Representatives				
Name	Title	Organisation	Coast, estuary, flood	
Tina Clemens	NRM Project Officer	DPI - Lands	All	
Mick Northam Scott Anderson (alternative)	Fisheries Officer	DPI - Fisheries	Coast and estuary	
Shane Robinson Geoff James (alternative)	Manager, Hastings Macleay Area North Coast Branch	DPIE - NPWS	Coast and estuary	
John Schmidt Toong Chin (alternative)	Natural Resource Officer - Water, Floodplains & Coast	DPIE - Biodiversity and Conservation Division	Coast and estuary	
Nic Denshire Toong Chin (alternative)	Principal Floodplain Officer - Water, Floodplains & Coast	DPIE - Biodiversity and Conservation Division	Flood	
Paul Burg Maria Frazer (alternative)	Local Commander, Hastings Cluster	SES	Flood	
Matt Dawson Andre Uljee (alternative)	Boating Safety Officer	RMS	Coast and estuary	

3.2 Obligations of Members

- Act honestly and in good faith.
- To act professionally and respectfully.
- Act impartially at all times.
- Participate actively in the work of the Sub-Committee.
- Exercise the care, diligence and skill that would be expected of a reasonable person in comparable circumstances.
- Comply with this Charter at all times.
- Facilitate and encourage community engagement with the Sub-Committee and Council.
 As per Section 226 (c) of the NSW Local Government Act 1993, the Mayor is the principal spokesperson for the governing body and Councillors that are members of a Sub-Committee are to obtain the Mayor's agreement to make media and other statements. Further, only the Mayor, or a Councillor with the Mayor's agreement and otherwise in accordance with Council policies and procedures, may release Council information through media statements or otherwise, and the release of such information must be lawful under the Council adopted Code of Conduct.
- A Councillor as a member of a Sub-Committee or the Sub-Committee itself has no delegation or authority to make decisions on behalf of Council, nor to direct the business of Council. The only decision making power open to Councillors is through formal resolutions of Council.

[Coast, Estuary and Floodplain Sub-Committee] Charter

Item 13.10 Attachment 2

Page 451

ORDINARY COUNCIL 21/08/2019

- A Councillor as a member of a Sub-Committee or the Sub-Committee itself cannot direct staff and must abide by the decisions of Council and the policies of Council.
- Councillors, Council staff and members of this Sub-Committee must comply with the applicable
 provisions of Council's Code of Conduct in carrying out the functions as Council officials. It is
 the personal responsibility of Council officials to comply with the standards in the Code of
 Conduct and regularly review their personal circumstances with this in mind.

3.3 Member Tenure

Sub-Committee members will serve for a period of five (5) years after which Council will call expressions of interest for the next five (5) year period. Existing Sub-Committee members will be eligible to re-apply for a position and serve additional terms. Any changes in the composition of the Sub-Committee requires the approval of Council.

3.4 Appointment of Members

- A formal Expression of Interest process will be undertaken across the Local Government Area as a way of determining the independent representatives on the Sub-Committee.
- Applications from individuals and representatives from interest groups, and who meet the selection criteria will be encouraged.
- Council, by resolution duly passed, will appoint members to the Sub-Committee.

4.0 TIMETABLE OF MEETINGS

Meetings will be held quarterly as a minimum or more regularly if required. Meetings will generally be held at the main administration office of Port Macquarie-Hastings Council.

5.0 MEETING PRACTICES

5.1 Decision Making

- Recommendations of the Sub-Committee shall be by majority of the members present at each Meeting and each member shall have one (1) vote.
- · The Chairperson shall not have a casting vote
- In the event of an equality of votes on any matter, the matter shall be referred directly to Council's Executive Group and then to Council.
- Recommendations from the Sub-Committee are to be made through the relevant Director, who will determine under delegation, the process for implementation.
- The Sub-Committee has no delegation to allocate funding on behalf of Council. The Sub-Committee may make recommendations to Council about how funding should be spent in relation to the above-mentioned objectives, however those funds will only be applied and expended following a formal resolution of Council.
- The Sub-Committee may establish working groups to support actions and activities within the strategies or to assist in the delivery of projects and events as deemed appropriate. All projects are to be aligned with Council's suite of Integrated Planning and Reporting documents.

5.2 Quorum

The quorum for the Sub-Committee will be half of the members plus one. A quorum must include a minimum of one (1) Councillor and one (1) Council staff member being present.

[Coast, Estuary and Floodplain Sub-Committee] Charter Page 3 of 4

Attachment 2 Page 452

Item 13.10

ORDINARY COUNCIL 21/08/2019

5.3 Chairperson and Deputy Chairperson

- . The Chairperson shall be the Councillor, Chair Coast, Estuary and Floodplain Sub-Committee
- At all Meetings of the Sub-Committee, the Chairperson shall occupy the Chair and preside. In the absence of the Chairperson the Director will act as Chairperson for that meeting.

5.4 Secretariat

- · The Director is responsible for ensuring the Sub-Committee has adequate secretariat support.
- The secretariat will ensure that the business paper and supporting papers are circulated at least three (3) days prior to each meeting.
- Minutes shall be appropriately approved and circulated to each member within three (3) weeks
 of a meeting being held.
- All Sub-Committee agendas and minutes will be made available to the public via Council's web site, unless otherwise restricted by legislation.

5.5 Recording of decisions and explicit discussions on risks

The Secretariat shall record all discussions that relate to risks

6.0 CONVENING OF "OUTCOME SPECIFIC" WORKING GROUPS

- The Sub-Committee can at times request a working group to be convened, for a limited period
 of time, for a specific action, these specifics will be minuted clearly. The working group will
 report back to the Sub-Committee with outcomes.
- Any working groups established under this Sub-Committee will be responsible for providing
 updates to the Sub-Committee. The working groups will be an informal gathering with notes
 collected and managed by the senior staff member in attendance and will be tabled at the SubCommittee meetings.

7.0 CONFIDENTIALITY AND CONFLICT OF INTEREST

- Any independent members of the Sub-Committee will be required to complete a confidentiality agreement that will cover the period of their membership of the Sub-Committee.
- Sub-Committee members must declare any conflict of interests at the start of each meeting or before discussion of a relevant item or topic. Details of any conflicts of interest should be appropriately minuted.
- Where members or invitees at Sub-Committee meetings are deemed to have a real or
 perceived conflict of interest, it may be appropriate that they be excused from Sub-Committee
 deliberations on the issue where the conflict of interest may exist

[Coast, Estuary and Floodplain Sub-Committee] Charter

Item 13.10 Attachment 2

Page 453



Port Macquarie-Hastings Council PO Box 84 PORT MACQUARIE NSW 2444 p (02) 6581 8111 e council@pmhc.nsw.gov.au

Charter

Coast Estuary and Floodplain Advisory Sub-Committee

1.0 OBJECTIVES

- Assist Council in undertaking coast, estuary and floodplain management and planning.
- Assist Council in reviewing coast, estuary and floodplain studies, plans and policies.
- Engage with and provide input to Council on other coast, estuary and floodplain matters and issues which are relevant to the Local Government Area.
- Provide and receive two-way feedback from the community.

2.0 KEY FUNCTIONS

- Advise Council on conditions and management issues for the coast, estuaries and floodplains of the Port Macquarie-Hastings Local Government Area.
- Advise Council on the development of coastal, estuary and floodplain management plans for the Port Macquarie-Hastings Local Government Area.
- Advise Council on the implementation of adopted coastal, estuary and floodplain management plans
- Act as a Sub-Committee for the purpose of relevant NSW guidelines as they relate to coastal, estuary and floodplain management.

3.0 MEMBERSHIP

3.1 Members

Community Representatives*

Name	Title	Catchment	Focus Area	Role	Year Term Expires
* Alan MacIntyre	Community Representative	Camden Haven	Coast and Estuary	Voting rights	2025
* Kingsley Searle	Oyster Industry and Community Representative	Hastings Valley	Coast and Estuary	Voting rights	2025
* Tony Troup	Oyster Industry	Camden Haven	Coast and Estuary	Voting rights	2025
* Vacant	Fishing Industry	Hastings Valley, Camden Haven, Lake Cathie	Coast and Estuary	Voting rights	2025
* Garry Fajks	Community Representative	Camden Haven	Flood	Voting rights	2025
* Stephen Healy	Community Representative	Hastings Valley	Flood	Voting rights	2025
* Marisha Ewart	Community Representative	Camden Haven	Coast and Estuary	Voting rights	2025
* Peter Fitzroy	Community Representative	Lake Cathie	Coast and Estuary	Voting rights	2025

* Vern Warner	Community	Lake Cathie	Coast and Estuary	Voting rights	2025
	Representative				
* Vacant	Development	Hastings	Flood	Voting rights	2025
	Industry				
* Vacant	Development	Camden Haven	Flood	Voting rights	2025
	Industry				

Staff Representatives

Name	Title	Roles and Responsibilities
Peter Alley (Chairperson)	Councillor	Voting rights
Lisa Intemann (Deputy	Deputy Mayor	Voting rights
Chairperson)		
Melissa Watkins	Director Development and Environment	Advisory
Deborah Archer	Group Manager Environment and Regulatory	Advisory
	Services	
Blayne West	Natural Resources Manager	Advisory
Jesse Dick	Technical Environmental Officer - Flood	Advisory
Vacant	Coast, Estuary, Flood Coordinator	Advisory
Vacant	Coast and Estuary Officer	Advisory
Hayley Owen	Community Inclusion Team Leader	Advisory, Aboriginal Land
		Council Liaison

Agency Representatives

Organisation	Focus Area	Roles and Responsibilities
Department of Primary Industries - Lands	All	Advisory
Department of Primary Industries - Fisheries	Coast and Estuary	Advisory
Department of Planning Industry and Environment	Coast and Estuary and	Advisory
- National Parks and Wildlife Services	Flood	
Department of Planning Industry and Environment	Coast and Estuary and	Advisory
- Biodiversity and Conservation Division	Flood	
State Emergency Service	Flood	Advisory
Roads and Maritime Service	Coast and Estuary	Advisory

3.2 Obligations of Members

- Act honesty and in good faith.
- Act professionally and respectfully.
- · Act impartially at all times.
- Participate actively in the work of the Sub-Committee.
- Exercise care, diligence and skill that would be expected of a reasonable person in comparable circumstances.
- Comply with this Charter at all times.
- Facilitate and encourage community engagement with the Sub-Committee and Council.
- As per Section 226 (C) of the NSW Local Government Act 1993, the Mayor is the principal spokesperson for the governing body, and Councillors that are members of a Sub-Committee are required to obtain the Mayor's agreement to make media and other statements on behalf of Council. Further, only the Mayor or a Councillor with the Mayor's agreement and otherwise in accordance with Council policies and procedure may release Council information through media statements or otherwise, and the release of such information must be lawful under the Council adopted Code of Conduct.
- A Councillor as a member of a Sub-Committee or the Sub-Committee itself has no delegation
 or authority to make decisions on behalf of Council, nor to direct the business of Council. The
 only decision making power open to Councillors is through formal resolutions of Council.
- A Councillor as a member of a Sub-Committee or the Sub-Committee itself cannot direct staff and must abide by the decision of Council and the policies of Council.
- Councillors, Council staff and members of this Sub-Committee must comply with the
 applicable provisions of Council's Code of Conduct in carrying out the functions as Council
 officials. It is the personal responsibility of Council officials to comply with the standards in
 the Code of Conduct and regularly review their personal circumstances with this in mind.

3.3 Member Tenure

Sub-Committee members will serve for a period of five (5) years after which Council will call for expressions of interest for the next five (5) year period. Existing Sub-Committee members will be eligible to re-apply for a position and serve additional terms. Any changes in the composition of the Sub-Committee requires approval of Council.

3.4 Appointment of Members

- A formal Expression of Interest process will be undertaken across the Local Government Area as a way of determining the independent representatives on the Sub-Committee.
- Applications from individuals and representatives from interest groups and who meet the selection criteria will be encouraged.
- Council, by resolution duly passed, will appoint members to the Sub-Committee.

4.0 TIMETABLE OF MEETINGS

Meetings will be held quarterly as a minimum or more regularly if required.

5.0 MEETING PRACTICES

5.1 Decision Making

- Recommendations of the Sub-Committee shall be by consensus or by a majority vote of the members present at each meeting and each voting member shall have one (1) vote.
- The Chairperson shall not have a casting vote.
- In the event of an equality of votes on any matter, the matter shall be referred directly to Council's Executive Group and then to Council.
- Recommendations from the Sub-Committee are to be made through the relevant Director who will determine under delegation the process for implementation.
- The Sub-Committee has no delegation to allocate funding on behalf of Council. The Sub-Committee may make recommendations to Council about how funding should be spent in relation to the above-mentioned objectives, however those funds will only be applied and expended following formal resolution of Council.
- The Sub-Committee may establish working groups to support actions and activities within the strategies or to assist in the delivery of projects and events as deemed appropriate.
- All projects are to be aligned with Council's suite of Integrated Planning and Reporting documents.

5.2 Quorum

The quorum for the Sub-Committee will be half of the voting members plus one. A quorum must include a minimum of one (1) Councillor and one (1) Council staff member being present.

5.3 Chairperson and Deputy Chairperson

- The Chairperson shall be the Councillor, Chair Coast, Estuary and Floodplain Sub-Committee as determined by the Council.
- At all meetings of the Sub-Committee the Chairperson shall occupy the Chair and preside. In
 the absence of the Chairperson the Deputy Chairperson as determined by the Council shall
 act as Chairperson for that meeting. In the absence of both the Chairperson and Deputy
 Chairperson the Director will act as Chairperson for that meeting.

5.4 Secretariat

- The Director is responsible for ensuring the Sub-Committee has adequate secretariat support
- The secretariat will ensure that the business paper and supporting papers are circulated at least three (3) days prior to each meeting, or earlier if possible.
- Minutes shall be appropriately approved and circulated to each member within three (3) weeks of a meeting being held.
- Any late papers are distributed as soon as practicable.
- All Sub-Committee agendas and minutes will be made available to the public via Council's website unless otherwise restricted by legislation.

5.5 Recording of decisions and explicit discussions on risk

The secretariat shall record all discussions that relate to risk.

6.0 CONVENING OF 'OUTCOME SPECIFIC' WORKING GROUPS

- The Sub-Committee can at times request a working group to be convened for a limited period
 of time for a specific action. These specifics will be minuted clearly. The working group will
 report back to the Sub-Committee with outcomes.
- Any working groups established under this Sub-Committee will be responsible for providing
 updates to the Sub-Committee. The working groups will be an informal gathering with notes
 collected and managed by the senior staff member in attendance and will be tabled at the
 Sub-Committee meetings.

7.0 CONFIDENTIALITY AND CONFLICT OF INTEREST

- Any voting members of the Sub-Committee or working group members will be required to complete a confidentiality agreement that will cover the period of their membership.
- Sub-Committee members must declare any conflicts of interest at the start of each meeting
 or before discussion of a relevant item or topic. Details of any conflicts of interest should be
 appropriately minuted.
- Where members or invitees at Sub-Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate that they be excused from Sub-Committee deliberations on the issue where the conflict of interest may exist.



Coastside Environmental Land Planning Agreement

Under s93F of the Environmental Planning and Assessment Act 1979

Port Macquarie-Hastings Council

Christian Outreach Centre

General Mahager

Nitness

Developer Secretary Con Operations Toars

Witness

lawyers

T 02 8235 9700 • **F** 02 8235 9799 • **W** www.lindsaytaylorlawyers.com.au • **E** mail@lindsaytaylorlawyers.com.au **ABN** 15 695 894 345

Liability limited by a scheme approved under Professional Standards Legislation



Table of Contents

Summai	ry Sheet	4
Parties.		6
Backgro	ound	6
Operativ	ve provisions	6
Part 1	- Preliminary	6
1	Definitions & Interpretation	6
2	Status, application & effect of this Agreement	. 12
3	Future Development of Council Land	. 12
4	Commencement of this Agreement	. 12
5	Commencement of Development Contributions obligations	. 12
6	Further Agreements Relating to this Agreement	. 13
7	Surrender of right of appeal, etc.	. 13
8	Application of s94, s94A and s94EF of the Act to the Development	. 13
Part 2	General provisions relating to development contributions	. 13
9	Provision of Development Contributions	. 13
10	Procedures relating to payment of monetary Development Contributions	. 14
11	Procedures relating to the dedication of land	. 14
Part 3	- Provisions relating to Environmental Management Land	. 15
12	Approval of Vegetation Management Plan	. 15
13	Establishment & Management of Environmental Management Land	. 15
14	Access to Environmental Management Land	. 16
15	Failure to Perform Establishment or Management Obligations	. 16
16	Inspection of the Environmental Management Land	. 16
17	Dedication of Environmental Management Land	. 16
18	Management Contribution	. 17
19	Alternative Funding	. 17
20	Construction and maintenance of Noise Barrier	. 18
Part 4	- Other provisions	. 18
21	Access to Land for construction of and dedication of Proposed Public Road	. 18
22	Access to Land for construction of Sewer Infrastructure	. 19
23	Provision of Security for Establishment Obligation and Management Obligation	. 19
24	Provision of Security for Management Contribution	. 19
25	Call-up of Security	. 20
26	Release & return of Security	. 20

HAS_HAS00412_026.doc



27	Security for obligation to dedicate land
28	Indemnity and Insurance
29	Registration of this Agreement
30	Assignment, Sale of Land, etc
31	Enforcement
32	Dispute Resolution – expert determination
33	Dispute Resolution - mediation
34	Notices
35	Costs
36	Entire Agreement
37	Further Acts
38	Governing Law and Jurisdiction
39	Joint and Individual Liability and Benefits
40	No Fetter
41	Representations and Warranties
42	Severability
43	Modification
44	Waiver
45	GST
46	Completion of Landowner's obligations under this Agreement
47	Explanatory Note Relating to this Agreement
Schedu	le
Executi	on30
Appendi	x 31



Coastside Environmental Land

Planning Agreement

Summary Sheet

Council:

Name: Port Macquarie-Hastings Council

Address: Corner Lord and Burrawan Streets, Port Macquarie, New South Wales,

Telephone: (02) 6581 8111 Facsimile: (02) 6581 8123 Representative: Tim Molloy

Christian Outreach Centre:

Name: Christian Outreach Centre

Address: 1/61 Holdsworth Street, Coorparoo, Queensland 4151

Telephone: (07) 3457 1099 Facsimile: (07) 3457 1010 Email: KWootton@coc.org.au Representative: Ken Wootton

Land:

See definition of Land in clause 1.1.

Development:

See definition of Development in clause 1.1.

Application of s94, s94A and s94EF of the Act:

See clause 9.

HAS_HAS00412_026.doc

Coastside Environmental Land Planning Agreement Port Macquarie-Hastings Council					
Christian Outreach Centre					
Security:					

See clauses 24, 25 and 28.

Registration:

This Agreement is to be registered. See clause 30.

Restriction on dealings:

See clause 31.

Dispute Resolution:

Expert determination and mediation. See clauses 33 and 34.



Coastside Environmental Land Planning Agreement

Parties

Port Macquarie-Hastings Council ABN 11 236 901 601 of Corner Lord and Burrawan Streets, PORT MACQUARIE, New South Wales 2444

Christian Outreach Centre ABN 79 400 419 737 of 1/61 Holdsworth Street, COORPAROO, Queensland 4151

Background

- A The Christian Outreach Centre owns the whole of the Land.
- B The Christian Outreach Centre has made a development application to the Council to subdivide the Land to create the Lot 1 Development Land, the Lot 2 Development Land and the Lot 3 Development Land as separate lots.
- C The Christian Outreach Centre proposes to sell one or more of the Lot 1 Development Land, the Lot 2 Development Land and the Lot 3 Development Land to third parties for the purposes of Development and itself to develop any part of the Land it retains.
- D The Christian Outreach Centre has offered to make Development Contributions in connection with the carrying out of Development in accordance with this Agreement.
- E The Christian Outreach Centre intends that such Development Contributions obligations should be borne by the owner of the time being of the Lot 1 Development Land, the Lot 2 Development Land and the Lot 3 Development Land.
- F The Christian Outreach Centre and the Council have agreed to enter into this Agreement to give effect to the above arrangements.

Operative provisions

Part 1 - Preliminary

1 Definitions & Interpretation

1.1 The following definitions apply in this Agreement unless the context or subject-matter otherwise indicates or requires:

Act means the Environmental Planning and Assessment Act 1979 (NSW).

HAS_HAS00412_026.doc



Agreement includes any schedules, annexures and appendices to this Agreement.

Alternative Funding means funding obtained by the Council for the ongoing management of Environmental Management Land dedicated to the Council under this Agreement that does not rely on monetary Development Contributions obtained by the Council under Division 6 of Part 4 of the Act (including under this Agreement).

Area 13 Land means the land the subject of the Area 13 LEP.

Area 13 LEP means Port Macquarie-Hastings (Area 13 Thrumster) Local Environmental Plan 2008.

Bank Guarantee means an irrevocable and unconditional undertaking without any expiry or end date in favour of the Council to pay an amount or amounts of money to the Council on demand issued by:

- (a) one of the following trading banks:
 - (i) Australia and New Zealand Banking Group Limited,
 - (ii) Commonwealth Bank of Australia,
 - (iii) Macquarie Bank,
 - (iv) National Australia Bank Limited,
 - (iv) St George Bank Limited,
 - (v) Westpac Banking Corporation, or
- (b) any other financial institution approved by the Council in its absolute discretion.

Building has the same meaning a in the Act.

Council means Port Macquarie-Hastings Council.

Council Land means any part of the Area 13 Land that is vested in or under the control of the Council on which development for a residential, business or industrial purpose is permissible not being land required to be held by the Council for a public purpose.

DCP means the Area 13 Thrumster Development Control Plan.

Development means any development (within the meaning of the Act) of the Land.

Development Application has the same meaning as in the Act.

Development Consent has the same meaning as in the Act.

Development Contribution means a monetary contribution, the dedication of land free of cost, the carrying out of work, or the provision of any other material public benefit, or any combination of them, to be used for, or applied towards, a Public Purpose.

Environmental Management Land means the Lot 1 Dedication Land Part 1 and the Lot 1 Dedication Land Part 2.

Establishment Obligation means the establishment of the Environmental Management Land in accordance with:

(a) this Agreement, and



- (b) any Vegetation Management Plan approved by the Council, and
- (c) otherwise to the satisfaction of the Council.

Establishment Period in relation to:

- (a) the Lot 1 Dedication Land Part 1 means the period commencing when any part of the Development is commenced (within the meaning of the Act) on either the Lot 1 Development Land or the Lot 3 Development Land.
- (b) the Lot 1 Dedication Land Part 2 means the period commencing when any part of the Development is commenced (within the meaning of the Act) on the Lot 2 Development Land,

or such other period or periods commencing at such other time or times as the Parties agree and ending when the Establishment Obligation is completed to the reasonable satisfaction of the Council.

Final Lot means a lot having an area not exceeding 5,000 square metres to be created in the Development for separate occupation and disposition or a lot of a kind or created for a purpose that is otherwise agreed by the Parties, not being:

- a lot created by a subdivision of the Land that is to be dedicated or otherwise transferred to the Council, or
- (b) a lot created by a subdivision of the Land on which is situated a dwelling-house that was in existence on the date of this Agreement.

GST has the same meaning as in the GST Law.

GST Law has the meaning given to that term in A New Tax System (Goods and Services Tax) Act 1999 (Cth) and any other Act or regulation relating to the imposition or administration of the GST.

Just Terms Act means the Land Acquisition (Just Terms Compensation) Act 1991.

Land means Lot 1 Deposited Plan 1102031.

LEP 2011 means Port Macquarie-Hastings Local Environmental Plan 2011.

Lot 1 and Lot 3 Initial Developer means the Lot 1 Landowner or the Lot 3 Landowner, whoever is the first to commence Development on the Lot 1 Development Land or Lot 3 Development Land.

Lot 1 Dedication Land Part 1 means the part of the Land identified as 'Management Unit 1A' and 'Management Unit 1B' on the Map.

Lot 1 Dedication Land Part 2 means the part of the Land identified as 'Management Unit 2A', 'Management Unit 2B' and 'Management Unit 2C' on the Map.

Lot 1 Development Land means the part of the Land on which Development is permitted to be carried out by clause 2.5 and clause 3 of Schedule 1 of LEP 2011.

Lot 1 Landowner means the Landowner (not being the Council) for the time being of the Lot 1 Dedication Land Part 1, the Lot 1 Dedication Land Part 2 and the Lot 1 Development Land.

Lot 2 Development Land means the part of the Land identified as '2' on the



Lot 2 Landowner means the Landowner for the time being of the Lot 2 Development Land.

Lot 3 Development Land means the part of the Land identified as '3' on the Map.

Lot 3 Landowner means the Landowner for the time being of the Lot 3 Development Land.

Management Contribution means a monetary contribution of \$10,584.00 per hectare of Net Developable Area indexed quarterly after 1 January 2008 in accordance with the Consumer Price Index (All Groups- Sydney) published by the Australian Bureau of Statistics.

Management Contribution Refund means an amount calculated as follows:

Refund \$ = F x YE x A / T

Where

- F = Balance of all Management Contributions paid under this Agreement and any other similar planning agreements that are held by the Council.
- YE = 20 (the period of years between the date which the Management Contribution is paid and the date any Alternative Funding takes effect expressed as a number to two decimal places).
- A = Net Developable Area in respect of which the Management Contribution is paid.
- T = The sum of the values of YE x A under this Agreement and under other planning agreements relating to land to which the Area 13 LEP applies in which the definition of Management Contribution Refund in this Agreement appears.

Management Obligation means the management of the Environmental Management Land in accordance with:

- the relevant requirements of any Development Consent relating to the Development, and
- (b) to the extent not inconsistent with such a Development Consent:
 - any Vegetation Management Plan approved by the Council, and
 - (ii) otherwise to the satisfaction of the Council.

Management Period means the period commencing immediately at the end of the Establishment Period and ending three years after the Environmental Management Land is dedicated to the Council or such other period or periods as the Parties agree.

Management Work means Work forming part of the Establishment Obligation or the Management Obligation.

Manufactured Home has the same meaning as in the *Local Government Act* 1993.

Map means the map in the Schedule.



Moveable Dwelling has the same meaning as in the *Local Government Act* 1993.

Net Developable Area means:

- (a) if development for the purpose of a Place of Public Worship has commenced (within the meaning of the Act) on the Lot 3 Development Land, the area of Lot 1 Development Land and Lot 2 Development Land
- (b) in all other cases, the area of Lot 1 Development Land, Lot 2 Development Land and Lot 3 Development Land.

Noise Barrier means a noise barrier as illustrated in Map 5.3.3.7 in Part 5.3 of the DCP that achieves the noise levels shown in Map 5.3.3.8 in the same part of the DCP.

Occupation Certificate:

- in relation to development that comprises the erection of a Building has the same meaning as in the Act,
- (b) in relation to a Manufactured Home means a certificate issued by the Council under cl.69 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005,
- (c) in relation to a Moveable Dwelling any approval of the Council to occupy and use a Moveable Dwelling that has been installed on land in accordance with an approval granted by the Council under Part A of the Table to s68 of the Local Government Act 1993 and that complies with the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.

Place of Public Worship has the same meaning as in LEP 2011.

Proposed Public Road means the road outlined in heavy black and marked as such on the Map.

Proposed Public Road Land means the land on which the Proposed Public Road is located and any other land reasonably required for the road batter.

Public Purpose has the same meaning as in s93F(2) of the Act.

Regulation means the Environmental Planning and Assessment Regulation 2000.

Security means a Bank Guarantee unless the Council, in its absolute discretion, agrees to another kind of security as a suitable means of enforcing the Developer's obligations under this agreement.

Sewer Infrastructure means sewer pipes, mains, access chambers and fittings necessary to serve the Development and for the connection of the Land to Council's sewerage system.

Stage means a stage of the Development provided for in a Development Consent or any part of the Development that the Parties agree is a stage for the purposes of this Agreement.

Subdivision has the same meaning as in the Act.

Subdivision Certificate has the same meaning as in the Act.



Vegetation Management Plan means a plan that contains provisions relating to the establishment and maintenance of the Environmental Management Land including provision for the staged dedication of the Environmental Management Land as a public reserve in conjunction with the Development.

Work means building, engineering or construction work in, on, over or under land.

- 1.2 In the interpretation of this Agreement, the following provisions apply:
 - 1.2.1 Headings are inserted for convenience only and do not affect the interpretation of this Agreement.
 - 1.2.2 A reference in this Agreement to a business day means a day other than a Saturday or Sunday on which banks are open for business generally in Sydney.
 - 1.2.3 If the day on which any act, matter or thing is to be done under this Agreement is not a business day, the act, matter or thing must be done on the next business day.
 - 1.2.4 A reference in this Agreement to dollars or \$ means Australian dollars and all amounts payable under this Agreement are payable in Australian dollars.
 - 1.2.5 A reference in this Agreement to any law, legislation or legislative provision includes any statutory modification, amendment or reenactment, and any subordinate legislation or regulations issued under that legislation or legislative provision.
 - 1.2.6 A reference in this Agreement to any agreement, deed or document is to that agreement, deed or document as amended, novated, supplemented or replaced.
 - 1.2.7 A reference to a clause, part, schedule or attachment is a reference to a clause, part, schedule or attachment of or to this Agreement.
 - 1.2.8 An expression importing a natural person includes any company, trust, partnership, joint venture, association, body corporate or governmental agency.
 - 1.2.9 Where a word or phrase is given a defined meaning, another part of speech or other grammatical form in respect of that word or phrase has a corresponding meaning.
 - 1.2.10 A word which denotes the singular denotes the plural, a word which denotes the plural denotes the singular, and a reference to any gender denotes the other genders.
 - 1.2.11 References to the word 'include' or 'including' are to be construed without limitation.
 - 1.2.12 A reference to this Agreement includes the agreement recorded in this Agreement.
 - 1.2.13 A reference to a Party to this Agreement includes a reference to the servants, agents and contractors of the party, and the Party's successors and assigns.
 - 1.2.14 Any schedules, appendices and attachments form part of this Agreement.



1.2.15 A reference to 'Landowner' is a reference to the Lot 1 Landowner, the Lot 2 Landowner and the Lot 3 Landowner jointly and severally unless the reference is only reasonably capable of referring to one or two of them having regard to the context or subject-matter.

2 Status, application & effect of this Agreement

- 2.1 This Agreement is a planning agreement for the purposes of s93F of the Act.
- 2.2 This Agreement applies to the Land and to the Development.

3 Future Development of Council Land

3.1 The provisions of this Agreement bind the Council in relation to the development of the Council Land in the same way as they bind the Developer to the fullest extent practicable in the circumstances of that development.

4 Commencement of this Agreement

- 4.1 This Agreement commences on the date on which it has been executed by both Parties.
- 4.2 The Party who executes this Agreement last is to notify the other Parties once it has done so and promptly provide them with a copy of the fully executed version of this Agreement.

5 Revocation of previous planning agreement

5.1 The planning agreement under s93F of the Act between the Parties titled 'Area 13 Environmental Land Management Planning Agreement' dated 18 June 2008 is revoked upon the commencement of this Agreement.

6 Commencement of Development Contributions obligations

- 6.1 The Parties acknowledge that the Development Contributions required to be made by the Developer under this Agreement are consequent upon the increased demand for public facilities caused by the carrying out of the Development.
- 6.2 The Landowners are under no obligation to make the Development Contributions to the Council in accordance with this Agreement unless and until Development Consent is granted to the Development or any part of it and the Development is commenced (within the meaning of the Act).



7 Further Agreements Relating to this Agreement

- 7.1 The Parties may, at any time, enter into such other agreements or arrangements relating to the subject-matter of this Agreement that they consider are necessary or desirable in order to give effect to this Agreement.
- 7.2 An agreement or arrangement referred to in clause 7.1 is not to be inconsistent with this Agreement.

8 Surrender of right of appeal, etc.

- 8.1 The Landowner is not to commence or maintain, or cause to be commenced or maintained, any proceedings in the Land and Environment Court concerning:
 - 8.1.1 the validity of this Agreement, or
 - 8.1.2 the granting or modification of any Development Consent to the Development to the extent that the Development Consent was granted or modified having regard to the existence of this Agreement.

9 Application of s94, s94A and s94EF of the Act to the Development

- 9.1 This Agreement does not exclude the application of s94, s94A or s94EF of the Act to the Development.
- 9.2 This Agreement permits the Council to take into consideration, to the extent relevant, the benefits under this Agreement in determining a Development Contribution under s94 of the Act in relation to the Development.

Part 2 – General provisions relating to development contributions

10 Provision of Development Contributions

- 10.1 The Landowner is to make Development Contributions to the Council in accordance with this Agreement and otherwise to the satisfaction of the Council.
- 10.2 Subject to this Agreement, the Council is to apply a Development Contribution made by a Landowner under this Agreement towards the public purpose for which it is made and otherwise in accordance with this Agreement.
- 10.3 The Council may apply a Development Contribution other than a monetary Development Contribution made under this Agreement towards a public purpose other than the purpose specified in this Agreement if the Council considers that the public interest would be better served by applying the



Development Contribution towards the other purpose rather than the purpose specified in this Agreement.

11 Procedures relating to payment of monetary Development Contributions

- 11.1 A monetary Development Contribution is made for the purposes of this Agreement when the Council receives the full amount of the contribution payable under this Agreement in cash or by unendorsed bank cheque or by the deposit by means of electronic funds transfer of cleared funds into a bank account nominated by the Council.
- 11.2 The Landowner is to give the Council not less than 2 business days written notice of its intention to pay a monetary Development Contribution.
- 11.3 A Landowner is not required to pay a monetary Development Contribution under this Agreement unless the Council, after having received the Landowner's notice under clause 11.2, has given to the Landowner a tax invoice for the amount of the Development Contribution.
- 11.4 A Landowner is not in breach of this Agreement if it fails to pay a monetary Development Contribution at the time required by this Agreement by reason only of the Council's failure to give to the Landowner a tax invoice in relation to the amount proposed to be paid by it.

12 Procedures relating to the dedication of land

- 12.1 A Development Contribution comprising the dedication of land is made for the purposes of this Agreement when:
 - 12.1.1 a deposited plan is registered in the register of plans held with the Registrar-General that dedicates land as a public road (including a temporary public road) under the *Roads Act 1993* or creates a public reserve or drainage reserve under the *Local Government Act 1993*, or
 - 12.1.2 the Council is given an instrument in registrable form under the Real Property Act 1900 that is effective to transfer the title to the land to the Council when registered.
- 12.2 For the purposes of clause 12.1.2:
 - 12.2.1 a Landowner is to give the Council, for execution by the Council as transferee, an instrument of transfer under the *Real Property Act* 1900 relating to the land to be dedicated, and
 - 12.2.2 the Council is to execute the instrument of transfer and return it to the Landowner within 7 days of receiving it from the Landowner, and
 - 12.2.3 the Landowner is to lodge the instrument of transfer for registration with the Registrar-General within 7 days of receiving it from the Council duly executed, and
 - 12.2.4 the Landowner and the Council are to do all things reasonably necessary to enable registration of the instrument of transfer to occur.



Part 3 – Provisions relating to Environmental Management Land

13 Approval of Vegetation Management Plan

- 13.1 The Landowner is to ensure that any Development Application that seeks Development Consent for the establishment and maintenance of the Environmental Management Land is accompanied by a Vegetation Management Plan.
- 13.2 A Landowner is not to establish or maintain the Environmental Management Land except in accordance with:
 - 13.2.1 a Vegetation Management Plan that has been approved by the Council, and
 - 13.2.2 the terms of any approval granted by the Council as modified from time to time.

14 Establishment & Management of Environmental Management Land

- 14.1 The Lot 1 and Lot 3 Initial Developer, at its own cost, is to perform in respect of the Lot 1 Dedication Land Part 1:
 - 14.1.1 the Establishment Obligation during the Establishment Period for that part of the Land; and
 - 14.1.2 the Management Obligation during the Management Period.
- 14.2 The Lot 2 Landowner, at its own cost, is to perform in respect of the Lot 1 Dedication Land Part 2:
 - 14.2.1 the Establishment Obligation during the Establishment Period for that part of the Land; and
 - 14.2.2 the Management Obligation during the Management Period.
- 14.3 The Landowner is to perform its obligations under this clause 14 in accordance with:
 - 14.3.1 this Agreement, and
 - 14.3.2 any further agreement that is entered into by the Parties under clause 7, and
 - 14.3.3 any requirements and directions notified in writing by the Council to the Landowner at any time before the Environmental Management Land Management Work is completed that is not inconsistent with:
 - (a) this Agreement, or
 - (b) any agreement referred to in clause 14.3.2, or
 - (c) any Development Consent relating to the Development.
- 14.4 The Establishment Obligation and the Management Obligation are not to be varied by a Landowner, unless:



- 14.4.1 the Parties agree in writing to the variation, and
- 14.4.2 any consent or approval required under the Act or any other law to the variation is first obtained.

15 Access to Environmental Management Land

15.1 For the purposes of clauses 14.1 and 14.2, the Lot 1 Landowner is to permit the other Landowners to enter the part of the Land owned or controlled by the Lot 1 Landowner at any time, upon giving reasonable prior notice, in order for them to carry out their respective Establishment Obligations and Management Obligations.

16 Failure to Perform Establishment or Management Obligations

- 16.1 If the Council reasonably considers that a Landowner is in breach the Establishment Obligation or the Management Obligation, the Council may give the Landowner a notice requiring the breach to be rectified to the Council's reasonable satisfaction.
- 16.2 The dispute resolution provisions of this Agreement do not apply to the giving of a notice under clause 16.1.
- 16.3 A notice given under clause 16.1 is to allow the Landowner a period of not less than 28 days to rectify the breach or such further period as the Council considers reasonable in the circumstances.

17 Inspection of the Environmental Management Land

- 17.1 Before the Environmental Management Land is dedicated to the Council in accordance with this Agreement, the Lot 1 Landowner is to permit the Council, its officers, employees, agents and contractors to enter that land at any time, for the purposes of establishing compliance with any approved Vegetation Management Plan, upon giving reasonable prior notice.
- 17.2 After the Environmental Management Land is dedicated to the Council in accordance with this Agreement, the Landowner is to permit the Council, its officers, employees, agents and contractors to reasonably pass through land owned, occupied or otherwise controlled by the Landowner to enable the Council to obtain reasonable access to the Environmental Management Land.
- 17.3 This clause does not derogate from any other rights the Council has under this Agreement to enter the Environmental Management Land.

18 Dedication of Environmental Management Land

- 18.1 The Lot 1 Landowner is to dedicate:
 - 18.1.1 the Lot 1 Dedication Land Part 1 to the Council as a public reserve free of cost to the Council prior to the issue of an Occupation



- Certificate for the Lot 1 Development Land or the Lot 3 Development Land, and
- 18.1.2 the Lot 1 Dedication Land Part 2 to the Council as a public reserve free of cost to the Council prior to the issue of the first Subdivision Certificate relating to the Lot 2 Development Land.
- 18.2 For the purposes of this clause:
 - 18.2.1 the Lot 3 Landowner is to notify the Lot 1 Landowner when an application for an Occupation Certificate is made in respect of the Lot 3 Development Land, and
 - 18.2.2 the Lot 2 Landowner is to notify the Lot 1 Landowner when an application for a Subdivision Certificate is made in respect of the Lot 2 Development Land.

19 Management Contribution

- 19.1 Subject to clause 19.2, the Landowner is to pay to the Council the Management Contribution relating to the Development or any Stage based on the Net Developable Area of the Land the subject of the Development or Stage and at the following times:
 - 19.1.1 if the Development or Stage involves subdivision that will create a Final Lot - before the issuing of the first Subdivision Certificate for the Development or Stage, or
 - 19.1.2 if the Development or Stage involves the erection of a Building before the issuing of the first Construction Certificate for the Development or Stage,
 - 19.1.3 in any other case before the issuing of the first Occupation Certificate for the Stage unless otherwise determined by the Council acting reasonably.
- 19.2 Nothing in this Agreement requires the Landowner to pay to the Council the Management Contribution in respect of the creation of a residue lot unless the Council is of the opinion that the lot will not be further subdivided.
- 19.3 The Management Contribution and any interest earned on its investment is to be held and applied by the Council for a period of 17 years on and from the expiration of the Management Period towards the ongoing environmental management of the Environmental Management Land.
- 19.4 The Management Contribution payable by a Landowner may be reduced by agreement in writing between the Landowner and the Council but only if the agreement also provides for an extended Management Period.

20 Alternative Funding

- 20.1 The Council is to use its reasonable endeavours to obtain Alternative Funding as soon as reasonably practicable after this Agreement is entered into.
- 20.2 A Landowner is not to raise any requisition or objection or bring any proceedings or make any claim or demand in respect of anything done or not done by the Council for the purposes of clause 20.1.

HAS_HAS00412_026.doc



- 20.3 If, at any time after the date of this Agreement, the Council obtains Alternative Funding, the Council is to send a notice to the Landowner:
 - 20.3.1 informing the Landowner that the Council has obtained the Alternative Funding, and
 - 20.3.2 specifying the amount of the Management Contribution Refund that may be claimed by the Landowner.
- 20.4 If a notice under clause 20.3 is given in a case:
 - 20.4.1 where a Landowner has not yet paid the Management Contribution, that contribution is taken for the purposes of this Agreement to have been reduced by the amount specified in the notice,
 - 20.4.2 where a Landowner has paid the Management Contribution, the Council is to pay the Management Contribution Refund to the Landowner if it receives written notice from the Landowner requesting payment.

21 Construction and maintenance of Noise Barrier

- 21.1 The Lot 2 Landowner is to construct and maintain the Noise Barrier on the Lot 1 Dedication Land Part 2 in the location shown in Part 5.3.3 of the DCP in accordance with any Development Consent granted for the construction of the Noise Barrier.
- 21.2 The Lot 1 Landowner is to permit the Lot 2 Landowner to enter the part of the Land owned or controlled by the Lot 1 Landowner at any time, upon giving reasonable prior notice, in order to construct and maintain the Noise Barrier.

Part 4 – Other provisions

22 Access to Land for construction of and dedication of Proposed Public Road

- 22.1 This clause applies if Development is commenced (within the meaning of the Act) on the Lot 3 Development Land before the Lot 1 Development Land and the Lot 3 Landowner is required under a Development Consent, or is otherwise required to construct the Proposed Public Road.
- 22.2 The Lot 1 Landowner is to:
 - 22.2.1 permit the Lot 3 Landowner to enter the part of the Land owned or controlled by the Lot 1 Landowner at any time, upon giving reasonable prior notice, in order to construct the Proposed Public Road, and
 - 22.2.2 on completion of construction of the Proposed Public Road, dedicate the Proposed Public Road Land to the Council as a public road, free of cost to the Council.



23 Access to Land for construction of Sewer Infrastructure

- 23.1 The Parties acknowledge that Sewer Infrastructure may be required to be constructed on the Land to serve the Development and other land.
- 23.2 If a Landowner (Landowner A) is required under a Development Consent, or is otherwise required to construct Sewer Infrastructure on the part of the Land owned by another Landowner (Landowner B), the following is to occur:
 - 23.2.1 Landowner A and the Council are to consult Landowner B in relation to the location of the Sewer Infrastructure and the Council is to consider any representations made in writing by Landowner B,
 - 23.2.2 the Council may determine, in its absolute discretion, the location of the Sewer Infrastructure, and is to notify Landowner A and Landowner B as such, and
 - 23.2.3 Landowner B is to permit Landowner A to enter the part of the Land owned or controlled by Landowner B at any time, upon giving reasonable prior notice, in order for Landowner A to construct the Sewer Infrastructure in the location determined by the Council.

24 Provision of Security for Establishment Obligation and Management Obligation

- 24.1 In this clause, a reference to the Establishment Obligation or the Management Obligation is a reference to any part of it that is not completed at the time the Environmental Management Land is dedicated to the Council in accordance with this Agreement.
- 24.2 A Landowner is not to carry out the Establishment Obligation or Management Obligation unless, before doing so, the Landowner provides the Council with Security that is adequate to secure the performance of the Landowner's obligations in relation to the Establishment Obligation or Management Obligation on such terms and conditions required by the Council acting reasonably.

25 Provision of Security for Management Contribution

- 25.1 The Parties acknowledge and agree that no demand arises for the Management Contribution before the time specified in clause 19.1.
- 25.2 A Landowner is not in breach of this Agreement if the Management Contribution or any part of it is unpaid by the time specified in clause 19.1 if, before that time:
 - 25.2.1 the Council notifies the Landowner in writing that it agrees to a later time by which payment is required to be made, and
 - 25.2.2 the payment required to be made is 110% of the unpaid amount, and
 - 25.2.3 the Landowner has provided Security to the Council for 110% of the unpaid amount.



25.3 If clause 25.2 applies, the Landowner is to pay to the Council the amount referred to in clause 25.2.2 by not later than the time specified in the notice referred to in clause 25.2.1.

26 Call-up of Security

- 26.1 The Council may call-up Security if, in its absolute discretion it considers that a Landowner has breached this Agreement.
- 26.2 If the Council calls on Security, it may use the amount so paid to it in satisfaction of any costs incurred by it in remedying the Landowner's breach including but not limited to:
 - 26.2.1 the reasonable costs of the Council's servants, agents and contractors reasonably incurred for that purpose,
 - 26.2.2 all fees and charges necessarily or reasonably incurred by the Council in order to have the obligation to which the Security relates carried out, completed or rectified, and
 - 26.2.3 all legal costs and expenses reasonably incurred by the Council, by reason of the Landowner's breach.

27 Release & return of Security

- 27.1 Council is to release and return Security held under this Agreement if the obligation or obligations that are secured by the Security have been performed to the satisfaction of the Council.
- 27.2 At any time following the provision of Security, a Landowner may provide the Council with a replacement Security in the amount of the Security specified in clause 24 and 25.
- 27.3 On receipt of a replacement Security, the Council is to release and return to the Landowner as directed, the Security it holds which has been replaced.

28 Security for obligation to dedicate land

- 28.1 If the Lot 1 Landowner does not dedicate land required to be dedicated under this Agreement at the time at which it is required to be dedicated or at all, the Lot 1 Landowner consents to the Council compulsorily acquiring the land for compensation in the amount of \$1 without having to follow the pre-acquisition procedure under the Just Terms Act.
- 28.2 Council is to only acquire land pursuant to clause 28.1 if to do so is reasonable having regard to the circumstances surrounding the failure by the Lot 1 Landowner to dedicate the land required to be dedicated under this Agreement.
- 28.3 Clause 28.1 constitutes an agreement for the purposes of s30 of the Just Terms Act.
- 28.4 If, as a result of the acquisition referred to in clause 28.1, the Council must pay compensation to any person other than the Landowner, the Lot 1



- Landowner must reimburse the Council for that amount, upon a written request being made by the Council, or the Council can call on any Security.
- 28.5 Except as otherwise agreed between the Parties, the Lot 1 Landowner must ensure that the land to be dedicated under this Agreement is free of all encumbrances and affectations (whether registered or unregistered and including without limitation any charge or liability for rates, taxes and charges), on both the date that the Lot 1 Landowner is liable to transfer that land to the Council under this Agreement, and the date on which the Council compulsorily acquires the whole or any part of that land in accordance with the Just Terms Act.
- 28.6 The Lot 1 Landowner indemnifies and keeps indemnified the Council against all claims made against the Council as a result of any acquisition by the Council of the whole or any part of the Land.
- 28.7 The Lot 1 Landowner is to promptly do all things necessary, and consents to the Council doing all things necessary, to give effect to this clause 28, including without limitation:
 - 28.7.1 signing any documents or forms;
 - 28.7.2 giving land owner's consent for lodgement of any Development Application;
 - 28.7.3 producing certificates of title to the Registrar-General under the Real Property Act; and
 - 28.7.4 paying the Council's costs arising under this clause 28.
- 28.8 Notwithstanding clause 28.5, if, despite having used its best endeavours, the Lot 1 Landowner cannot ensure that the land to be dedicated is free from all encumbrances and affectations, then the Lot 1 Landowner may request that Council agree to accept the land subject to those encumbrances and affectations, but the Council may withhold its agreement in its absolute discretion.

29 Indemnity and Insurance

- 29.1 The Landowner indemnifies the Council, its employees, officers, agents, contractors and workmen from and against all losses, damages, costs (including legal costs on a full indemnity basis), charges, expenses, actions, claims and demands whatsoever which may be sustained, suffered, recovered or made arising in connection with a negligent act or omission of the Landowner in carrying out any Work and the performance of any other obligation under this Agreement.
- 29.2 The Landowner is to take out and keep current, or is to ensure that its contractors take out and keep current, to the satisfaction of the Council the following insurances in relation to Work required to be carried out by the Landowner under this Agreement up until the Work is completed:
 - 29.2.1 contract works insurance, noting the Council as an interested party, for the full replacement value of the Works (including the cost of demolition and removal of debris, consultants' fees and authorities' fees), to cover the Landowner's liability in respect of damage to or destruction of the Works,



- 29.2.2 public liability insurance for at least \$20,000,000.00 for a single occurrence, which covers the Council, the Landowner and any subcontractor of the Landowner, for liability to any third party,
- 29.2.3 workers compensation insurance as required by law, and
- 29.2.4 any other insurance required by law.
- 29.3 If a Landowner fails to comply with clause 29.2, the Council may effect and keep in force such insurances and pay such premiums as may be necessary for that purpose and the amount so paid is to be a debt due from the Landowner to the Council and may be recovered by the Council as it deems appropriate including:
 - 29.3.1 by calling upon the Security provided by the Landowner to the Council under this Agreement, or
 - 29.3.2 recovery as a debt due in a court of competent jurisdiction.
- 29.4 A Landowner is not to commence to carry out any Work unless it has first provided to the Council satisfactory written evidence of all of the insurances specified in clause 29.2.

30 Registration of this Agreement

- 30.1 The Parties agree to register this Agreement on the title to the Land.
- 30.2 Upon commencement of this Agreement, the Landowners are to provide the Council with the following documents to enable registration of this Agreement:
 - 30.2.1 an instrument requesting registration of this Agreement on the title to the Land in registrable form duly executed by the Landowners, and
 - 30.2.2 the written irrevocable consent of each person referred to in s93H(1) of the Act to that registration.
- 30.3 The Parties are to do such things as are reasonably necessary to remove any notation relating to this Agreement from the title to the Land:
 - 30.3.1 in so far as the part of the Land concerned is a Final Lot,
 - 30.3.2 in relation to any other part of the Land, once the Landowner has completed its obligations under this Agreement to the reasonable satisfaction of the Council or this Agreement is terminated or otherwise comes to an end for any reason whatsoever.

31 Assignment, Sale of Land, etc

- 31.1 Unless the matters specified in clause 31.2 are satisfied, the Landowner is not to do any of the following:
 - 31.1.1 sell or transfer the Land or any part of it to any person, or
 - 31.1.2 assign the Landowner's rights or obligations under this Agreement, or novate this Agreement, to any person.
- 31.2 The matters required to be satisfied for the purposes of clause 31.1 are as follows:



- 31.2.1 the Landowner has, at no cost to the Council, first procured the execution by the person to whom the Land or part is to be sold or transferred or the Developer's rights or obligations under this Agreement are to be assigned or novated, of an agreement in favour of the Council on terms reasonably satisfactory to the Council, and
- 31.2.2 the Council, by notice in writing to the Landowner, has stated that evidence satisfactory to the Council has been produced to show that the purchaser, transferee, assignee or novatee is reasonably capable of performing its obligations under the Agreement, and
- 31.2.3 the Landowner is not in breach of this Agreement, and
- 31.2.4 the Council otherwise consents to the sale, transfer, assignment or novation, such consent not to be unreasonably withheld.
- 31.3 This clause does not apply in relation to any sale or transfer of the Land if this Agreement is registered on the title to the Land at the time of the sale or transfer.

32 Enforcement

- 32.1 Without limiting any other remedies available to the Parties, this Agreement may be enforced by any Party in any court of competent jurisdiction.
- 32.2 For the avoidance of doubt, nothing in this Agreement prevents:
 - 32.2.1 a Party from bringing proceedings in the Land and Environment Court to enforce any aspect of this Agreement or any matter to which this Agreement relates,
 - 32.2.2 the Council from exercising any function under the Act or any other Act or law relating to the enforcement of any aspect of this Agreement or any matter to which this Agreement relates.
- 32.3 A Landowner is to pay to the Council, upon demand, the Council's costs of enforcing this Agreement against the Landowner, irrespective of whether the enforcement action undertaken by the Council involves proceedings in a court.

33 Dispute Resolution – expert determination

- 33.1 This clause applies to a dispute under this Agreement which relates to a matter that can be determined by an appropriately qualified expert.
- 33.2 Any dispute between the Parties as to whether a dispute to which this clause applies can be determined by an appropriately qualified expert is to be referred to the Chief Executive Officer of the professional body that represents persons with the relevant expertise for determination, which is to be final and binding on the Parties.
- 33.3 Such a dispute is taken to arise if one Party gives another Party a notice in writing specifying particulars of the dispute.
- 33.4 If a notice is given under clause 33.3, the Parties are to meet within 14 days of the notice in an attempt to resolve the dispute.



- 33.5 If the dispute is not resolved within a further 28 days, the dispute must be referred to the President of the NSW Law Society to appoint an expert for expert determination.
- 33.6 The expert determination is binding on the Parties except in the case of fraud or misfeasance by the expert.
- 33.7 Each Party must bear its own costs arising from or in connection with the appointment of the expert and the expert determination.

34 Dispute Resolution - mediation

- 34.1 This clause applies to any dispute under this Agreement other than a dispute to which clause 33 applies.
- 34.2 Such a dispute is taken to arise if one Party gives another Party a notice in writing specifying particulars of the dispute.
- 34.3 If a notice is given under clause 34.2, the Parties are to meet within 14 days of the notice in an attempt to resolve the dispute.
- 34.4 If the dispute is not resolved within a further 28 days, the Parties must mediate the dispute in accordance with the Mediation Rules of the Law Society of New South Wales published from time to time and must request the President of the Law Society, or the President's nominee, to select a mediator.
- 34.5 If the dispute is not resolved by mediation within a further 28 days, or such longer period as may be necessary to allow any mediation process which has been commenced to be completed, then the Parties may exercise their legal rights in relation to the dispute, including by the commencement of legal proceedings in a court of competent jurisdiction in New South Wales.

35 Notices

- 35.1 Any notice, consent, information, application or request that is to or may be given or made to a Party under this Agreement is only given or made if it is in writing and sent in one of the following ways:
 - 35.1.1 delivered or posted to that Party at its address set out in the Summary Sheet, or
 - 35.1.2 faxed to that Party at its fax number set out in the Summary Sheet, or
 - 35.1.3 emailed to that Party at its email address set out in the Summary Sheet.
- 35.2 If a Party gives the other Party 3 business days notice of a change of its address, fax number or email address, any notice, consent, information, application or request is only given or made by that other Party if it is delivered, posted, faxed or emailed to the latest address or fax number.
- 35.3 Any notice, consent, information, application or request is to be treated as given or made if it is:
 - 35.3.1 delivered, when it is left at the relevant address.
 - 35.3.2 sent by post, 2 business days after it is posted,



- 35.3.3 sent by fax, as soon as the sender receives from the sender's fax machine a report of an error free transmission to the correct fax number or
- 35.3.4 sent by email and the sender does not receive a delivery failure message from the sender's internet service provider within a period of 24 hours of the email being sent.
- 35.4 If any notice, consent, information, application or request is delivered, or an error free transmission report in relation to it is received, on a day that is not a business day, or if on a business day, after 5pm on that day in the place of the Party to whom it is sent, it is to be treated as having been given or made at the beginning of the next business day.

36 Costs

- 36.1 The Landowner is to pay to the Council the Council's costs not exceeding \$5,000.00 (ex GST) of preparing, negotiating, executing and stamping this Agreement, and any document related to this Agreement within 7 days of a written demand by the Council for such payment.
- 36.2 The Landowner is also to pay to the Council the Council's costs of enforcing this Agreement within 7 days of a written demand by the Council for such payment.

37 Entire Agreement

- 37.1 This Agreement contains everything to which the Parties have agreed in relation to the matters it deals with.
- 37.2 No Party can rely on an earlier document, or anything said or done by another Party, or by a director, officer, agent or employee of that Party, before this Agreement was executed, except as permitted by law.

38 Further Acts

38.1 Each Party is to promptly execute all documents and do all things that another Party from time to time reasonably requests to effect, perfect or complete this Agreement and all transactions incidental to it.

39 Governing Law and Jurisdiction

- 39.1 This Agreement is governed by the law of New South Wales.
- 39.2 The Parties submit to the non-exclusive jurisdiction of its courts and courts of appeal from them.
- 39.3 The Parties are not to object to the exercise of jurisdiction by those courts on any basis.

HAS_HAS00412_026.doc



40 Joint and Individual Liability and Benefits

- 40.1 Except as otherwise set out in this Agreement:
 - 40.1.1 any agreement, covenant, representation or warranty under this Agreement by 2 or more persons binds them jointly and each of them individually, and
 - 40.1.2 any benefit in favour of 2 or more persons is for the benefit of them jointly and each of them individually.

41 No Fetter

41.1 Nothing in this Agreement is to be construed as requiring Council to do anything that would cause it to be in breach of any of its obligations at law, and without limitation, nothing is to be construed as limiting or fettering in any way the exercise of any statutory discretion or duty.

42 Representations and Warranties

42.1 The Parties represent and warrant that they have power to enter into this Agreement and comply with their obligations under the Agreement and that entry into this Agreement will not result in the breach of any law.

43 Severability

- 43.1 If a clause or part of a clause of this Agreement can be read in a way that makes it illegal, unenforceable or invalid, but can also be read in a way that makes it legal, enforceable and valid, it is to be read in the latter way.
- 43.2 If any clause or part of a clause is illegal, unenforceable or invalid, that clause or part is to be treated as removed from this Agreement, but the rest of this Agreement is not affected.

44 Modification

44.1 No modification of this Agreement will be of any force or effect unless it is in writing and signed by the Parties to this Agreement.

45 Waiver

- 45.1 The fact that a Party fails to do, or delays in doing, something the Party is entitled to do under this Agreement, does not amount to a waiver of any obligation of, or breach of obligation by, another Party.
- 45.2 A waiver by a Party is only effective if it is in writing and only in relation to the particular obligation or breach in respect of which it is given.

HAS_HAS00412_026.doc

Coastside Environmental	Land Planning Agreement
Port Macquarie-Hastings	Council
Christian Outreach Centre	e



46 GST

46.1 In this clause:

Adjustment Note, Consideration, GST, GST Group, Margin Scheme, Money, Supply and Tax Invoice have the meaning given by the GST Law.

GST Amount means in relation to a Taxable Supply the amount of GST payable in respect of the Taxable Supply.

GST Law has the meaning given by the A New Tax System (Goods and Services Tax) Act 1999 (Cth).

Input Tax Credit has the meaning given by the GST Law and a reference to an Input Tax Credit entitlement of a party includes an Input Tax Credit for an acquisition made by that party but to which another member of the same GST Group is entitled under the GST Law.

Taxable Supply has the meaning given by the GST Law excluding (except where expressly agreed otherwise) a supply in respect of which the supplier chooses to apply the Margin Scheme in working out the amount of GST on that supply.

- 46.2 Subject to clause 46.4, if GST is payable on a Taxable Supply made under, by reference to or in connection with this Agreement, the Party providing the Consideration for that Taxable Supply is to also pay the GST Amount as additional Consideration.
- 46.3 Clause 46.2 does not apply to the extent that the Consideration for the Taxable Supply is expressly stated in this Agreement to be GST inclusive.
- 46.4 No additional amount is to be payable by the Council under clause 46.2 unless, and only to the extent that, the Council (acting reasonably and in accordance with the GST Law) determines that it is entitled to an Input Tax Credit for its acquisition of the Taxable Supply giving rise to the liability to pay GST.
- 46.5 If there are Supplies for Consideration which is not Consideration expressed as an amount of Money under this Agreement by one Party to the other Party that are not subject to Division 82 of the A New Tax System (Goods and Services Tax) Act 1999, the Parties agree:
 - 46.5.1 to negotiate in good faith to agree the GST inclusive market value of those Supplies before issuing Tax Invoices in respect of those Supplies;
 - 46.5.2 that any amounts payable by the Parties in accordance with clause 46.2 (as limited by clause 46.4) to each other in respect of those Supplies will be set off against each other to the extent that they are equivalent in amount.
- 46.6 No payment of any amount pursuant to this clause 46, and no payment of the GST Amount where the Consideration for the Taxable Supply is expressly agreed to be GST inclusive, is required until the supplier has provided a Tax Invoice or Adjustment Note as the case may be to the recipient.
- 46.7 Any reference in the calculation of Consideration or of any indemnity, reimbursement or similar amount to a cost, expense or other liability incurred by a party, is to exclude the amount of any Input Tax Credit entitlement of that party in relation to the relevant cost, expense or other liability.



46.8 This clause continues to apply after expiration or termination of this

Agreement.

47 Completion of Landowner's obligations under this Agreement

- 47.1 This clause applies when a Landowner has completed all of its obligations under this Agreement to the satisfaction of the Council.
- 47.2 The Landowner may make an application to the Council in writing requesting the Council to certify in writing that the Landowner has completed all of its obligations under this Agreement to the satisfaction of the Council.
- 47.3 The Council is to issue the certificate referred to in clause 46.2 within 28 days of receiving the Developer's application referred to in that clause.

48 Explanatory Note Relating to this Agreement

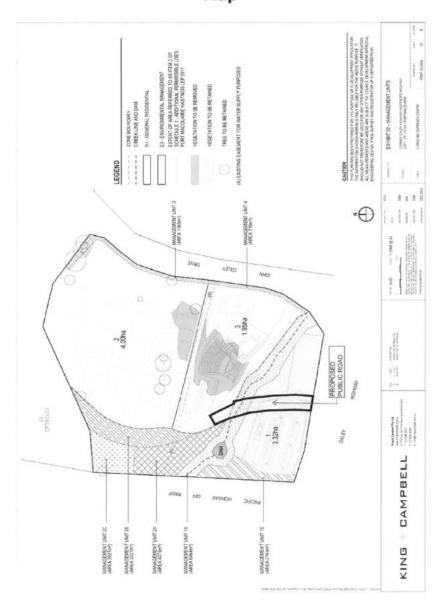
- 48.1 The Appendix contains the Explanatory Note relating to this Agreement required by clause 25E of the Regulation.
- 48.2 Pursuant to clause 25E(7) of the Regulation, the Parties agree that the Explanatory Note in the Appendix is not to be used to assist in construing this Planning Agreement.



Schedule

(Clause 1.1)

Map



HAS_HAS00412_026.doc

29

Coastside Environmental Land Planning Agreement
Port Macquarie-Hastings Council
Christian Outreach Centre
Execution
Executed as an Agreement
Dated: 3 April 2013
Executed by the Council
Seneral Manager
SCULY, SARAH EDDY EXECUTIVE ASSISTANT
Witness/Name/Position:
Executed by the Developer
Secretary COC Hearthcape
Operations Board Developer
011/cm . 5/127
Witness



Appendix

(Clause 48)

Environmental Planning and Assessment Regulation 2000 (Clause 25E)

Explanatory Note

Draft Planning Agreement

Under s93F of the Environmental Planning and Assessment Act 1979

Parties

Port Macquarie-Hastings Council ABN 11 236 901 601 of Corner Lord and Burrawan Streets, Port Macquarie, New South Wales, 2444

Christian Outreach Centre ABN 79 400 419 737 of 1/61 Holdsworth Street, Coorparoo, Queensland 4151

Description of the Land to which the Draft Planning Agreement Applies

Lot 1 Deposited Plan 1102031.

Description of Proposed Development

Any development (within the meaning of the Act) of Land.

Summary of Objectives, Nature and Effect of the Draft Planning Agreement

Objectives of Draft Planning Agreement

The objective of the Draft Planning Agreement is to secure funding, land and the carrying out of work for the establishment, dedication and management of environmental lands in conjunction with the development on the Land.

HAS_HAS00412_026.doc



Nature of Draft Planning Agreement

The Draft Planning Agreement is a planning agreement under s93F of the *Environmental Planning and Assessment Act 1979* (Act). The Draft Planning Agreement is a voluntary agreement under which Development Contributions (as defined in clause 1.1 of the Draft Planning Agreement) are made by the Developer for various public purposes (as defined in s93F(3) of the Act).

Effect of the Draft Planning Agreement

The Draft Planning Agreement:

- relates to the carrying out of the Development on the Land by the Landowners,
- imposes obligations on the Landowners to make Development Contributions only if Development Consent is granted to the carrying out of the Development or any Stage,
- · does not exclude the application of s94, 94A or 94EF of the Act.
- makes provision for the Landowners to carry out:
 - Establishment of the Environmental Management Land, and
 - Management of the Environmental Management Land for three years after the land is dedicated to the Council or such other period or periods as the Parties agree.
- makes provision for the dedication of the certain land in conjunction with the carrying out of Development,
- makes provision for monetary contributions towards management of Environmental Management Land,
- requires the Council to apply Development Contributions made under the agreement towards the specified purpose for which they were made,
- · is to be registered on the title to the Land,
- imposes restrictions on the Parties transferring the Land or part of the Land or assigning, or novating an interest under the agreement,
- provides two dispute resolution methods for a dispute under the agreement, being expert determination and mediation,
- · provides that the agreement is governed by the law of New South Wales, and
- provides that the A New Tax System (Goods and Services Tax) Act 1999 (Cth) applies to the agreement.

Assessment of the Merits of the Draft Planning Agreement

The Planning Purposes Served by the Draft Planning Agreement

The Draft Planning Agreement:

 provides and co-ordinates community services and facilities in connection with the Development,

HAS_HAS00412_026.doc



 provides increased opportunity for public involvement and participation in environmental planning and assessment of the Development.

How the Draft Planning Agreement Promotes the Public Interest

The draft Planning Agreement promotes the public interest by promoting the objects of the Act as set out in s5(a)(ii),(iv),(vi),(vii) and 5(c) of the Act.

For Planning Authorities:

Development Corporations - How the Draft Planning Agreement Promotes its Statutory Responsibilities

N/A

Other Public Authorities – How the Draft Planning Agreement Promotes the Objects (if any) of the Act under which it is Constituted

N/A

Councils - How the Draft Planning Agreement Promotes the Elements of the Council's Charter

The Draft Planning Agreement promotes the elements of the Council's charter by:

- providing a means to properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development, and
- providing a means for the private funding of management of environment land for the benefit of the Development and the wider community, and
- providing a means that allows the wider community to make submissions to the Council in relation to the Agreement.

All Planning Authorities – Whether the Draft Planning Agreement Conforms with the Authority's Capital Works Program

The Draft Planning Agreement requires specified Works to be carried out by the Landowner for the purposes of roads and sewerage services construction and the establishment of environmental land. These Works are not included in the Council's relevant current capital works program. However, the Council's Delivery Program identifies these types of Works in the relevant capital works program. Accordingly, the provision of these Works under the Agreement is consistent and confirms with the capital works envisioned by the Council's Delivery Program.

Coastside Environmental	Land Planning Agreement
Port Macquarie-Hastings	Council
Christian Outreach Centre	e



All Planning Authorities - Whether the Draft Planning Agreement specifies that certain requirements must be complied with before issuing a construction certificate, subdivision certificate or occupation certificate

Yes. This Draft Planning agreement does contain requirements that must be complied with before a construction certificate, occupation certificate or subdivision certificate is issued.

General Manager

Witness

Beter Thomas General Becrata Developer Operations Board

Witness



Deed

2020 Coastside Environmental Land Planning Agreement

Under s7.4 of the Environmental Planning and Assessment Act 1979

Port Macquarie Hastings Council
S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

Date:

© Lindsay Taylor Lawyers

lindsaytaylorlawyers
Level 9, Suite 3, 420 George Street, Sydney NSW 2000, Australia
T 02 8235 9700 • W www.lindsaytaylorlawyers.com.au
• E mail@lindsaytaylorlawyers.com.au

LTL Pty Ltd trading as Lindsay Taylor Lawyers • ABN 78 607 889 887

Liability limited by a scheme approved under Professional Standards Legislation

2020 Coastside Environmental Land Planning Agreement
Port Macquarie-Hastings Council
S.Z.C.J.S.E. Pty Ltd
Port Macquarie Gateway Pty Ltd
Christian Outreach Centre



2020 Coastside Environmental Land Planning Agreement

Table of Contents

Summa	ry Sneet	4
Parties .		6
Backgro	ound	6
Operati	ve provisions	7
Part 1	- Preliminary	7
1	Interpretation	7
2	Status of this Deed	11
3	Commencement	11
4	Application of this Deed	12
5	Warranties	12
6	Revocation of previous planning agreement	12
7	Further agreements	12
8	Surrender of right of appeal, etc.	12
9	Application of s7.11, s7.12 and s7.24 of the Act to the Development	12
Part 2	- Development Contributions	13
10	Provision of Development Contributions	13
11	Management Contribution	
12	Alternative Funding	14
13	Access to Land for construction of Sewer Infrastructure	14
Part 3	- Dispute Resolution	15
14	Dispute resolution – expert determination	15
15	Dispute Resolution - mediation	15
Part 4	- Enforcement	16
16	Provision of Security for Management Contribution	16
17	Call-up of Security	16
18	Release & return of Security	17
19	Breach of obligations	17
20	Enforcement in a court of competent jurisdiction	18
Part 5	- Registration & Restriction on Dealings	18
21	Registration of this Deed	18
22	Restriction on dealings	19

HAS_HAS20010_014

2020 Coastside Environmental Land Planning Agreement Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

Part 6	- Indemnities	19
23	Risk	19
24	Release	19
25	Indemnity	19
Part 7	- Other Provisions	20
26	Review of Deed	20
27	Notices	20
28	Approvals and Consent	21
29	Costs	21
30	Entire Deed	21
31	Further Acts	21
32	Governing Law and Jurisdiction	21
33	Joint and Individual Liability and Benefits	22
34	No Fetter	22
35	Illegality	22
36	Severability	22
37	Amendment	22
38	Waiver	22
39	GST	23
40	Explanatory Note	24
Executi	on	25
Δnnendix		27

Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

2020 Coastside Environmental Land Planning Agreement

Summary Sheet

Council:

Name: Port Macquarie Hastings Council

Address: Corner Lord and Burrawan Streets, Port Macquarie, New South Wales,

2444

Telephone: (02) 6581 8111 **Facsimile**: (02) 6581 8123

Email: council@pmhc.nsw.gov.au
Representative: Clinton Tink

Lot 1 Landowner and Lot 3 Landowner:

Name: S.Z.C.J.S.E. Ltd Pty

Address: 22 Berowra PI, King Creek 2446

Telephone: 0412 522911

Email: markminturn@icloud.com

Representative: Mark Minturn

Lot 2 Landowner:

Name: Port Macquarie Gateway Pty Ltd (ACN 623 815 878) ATF Port Macquarie

Gateway Unit Trust

Address: C/- Clinch Long Woodbridge Lawyers, Level 5, 99 York Street, Sydney

NSW 2000

Telephone: (02) 9279 4888

Email: dwoodbridge@Clw.com.au
Representative: Dean Woodbridge

Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

Previous Landowner:

Name: Christian Outreach Centre

Address: 1/61 Holdsworth Street, Coorparoo Queensland 4151

Telephone: (07) 3457 1099 Email: KWootton@coc.org.au Representative: Ken Wootton

Land:

See definition of Land in clause 1.1.

Development:

See definition of Development in clause 1.1.

Development Contributions:

See clause 11.

Application of s7.11, s7.12 and s7.24 of the Act:

See clause 9.

Security:

See Part 4.

Registration:

See clause 22.

Restriction on dealings:

See clause 23.

Dispute Resolution:

See Part 3.

HAS_HAS20010_014

Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

2020 Coastside Environmental Land Planning Agreement

Under s7.4 of the Environmental Planning and Assessment Act 1979

Parties

Port Macquarie Hastings Council ABN 11 236 901 601 of Corner Lord and Burrawan Streets, Port Macquarie, New South Wales, 2444 (**Council**)

and

S.Z.C.J.S.E. Pty Ltd ABN 26606461036 of 22 Berowra Pl, King Creek 2446 (Lot 1 Landowner and Lot 3 Landowner)

and

Port Macquarie Gateway Pty Ltd (ACN 623 815 878) as Trustee for Port Macquarie Gateway Unit Trust ABN 51 926 639 304 c/- Clinch Long Woodbridge Lawyers, Level 5, 99 York Street, Sydney NSW 2000 (**Lot 2 Landowner**)

and

Christian Outreach Centre ABN 72 157 669 672 of 1/61 Holdsworth Street, Coorparoo Queensland 4151 (Previous Landowner)

Background

- A Council entered into the Coastside Environmental Land Planning Agreement (Previous VPA) with the Previous Landowner on 3 April 2013 in connection with subdividing Lot 1 DP1102031 into 3 lots.
- B The Previous VPA required the establishment, management and dedication of environmental management land and associated works, and the allocation of responsibility for those obligations between the owners of the 3 proposed lots.
- C The Previous VPA was registered on the title to Lot 1 DP1102031 and S.Z.C.J.S.E. Pty Ltd became bound by the terms of the Previous VPA upon becoming registered proprietor of Lot 1 DP1102031 on or around 15 January 2016.
- D Lot 1 DP1102031 was subdivided into 3 lots in 2019, being Lots 1-3 DP1250669. This is the land to which this planning agreement applies.
- E Lot 2 DP1250669 has since been transferred to Port Macquarie Gateway Pty Ltd and it is bound by the terms of the Previous VPA upon becoming registered proprietor of that land.
- F As at the date of this Deed, S.Z.C.J.S.E. Pty Ltd owns Lots 1 and 3 DP1250669 and Port Macquarie Gateway Pty Ltd owns Lot 2 DP1250669.
- G S.Z.C.J.S.E. Pty Ltd has obtained development consent to DA2017 677 for the development and use of Lot 3 DP1250669 for the purpose of a place of public worship. That development consent approved a vegetation management plan (VMP) for the establishment, management and dedication of environmental management land on Lot 1.

Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

- H Development application DA2017 1043 has been lodged with the Council for the subdivision of Lot 2 DP1250669 into residential lots.
- The Landowners no longer proposes to dedicate the environmental management land under the Previous VPA and intends to modify the development consent to DA2017 – 677 and the VMP (Modification) in this regard.
- J The Council and the Landowners intend to enter into this planning agreement to give effect to the above in connection with the Modification and the development of Lots 1-3 DP1250669 and to revoke the Previous VPA.

Operative provisions

Part 1 - Preliminary

1 Interpretation

1.1 In this Deed the following definitions apply:

Act means the Environmental Planning and Assessment Act 1979 (NSW).

Alternative Funding means funding obtained by the Council for the ongoing management of land that is situated within Zone E2 Environmental Conservation or Zone E3 Environmental Management under the Area 13 LEP that is dedicated to the Council under a planning agreement under \$7.4 of the Act, that does not rely on monetary Development Contributions obtained by the Council under Division 7.1 of Part 7 of the Act (including under this Deed).

Area 13 LEP means *Port Macquarie-Hastings (Area 13 Thrumster) Local Environmental Plan 2008.*

Approval includes approval, consent, licence, permission or the like.

Authority means the Commonwealth or New South Wales government, a Minister of the Crown, a government department, a public authority established by or under any Act, a council or county council constituted under the *Local Government Act 1993*, or a person or body exercising functions under any Act including a commission, panel, court, tribunal and the like.

Bank Guarantee means an irrevocable and unconditional undertaking without any expiry or end date in favour of the Council to pay an amount or amounts of money to the Council on demand issued by:

- (a) one of the following trading banks:
 - (i) Australia and New Zealand Banking Group Limited,
 - (ii) Commonwealth Bank of Australia,
 - (iii) Macquarie Bank Limited,
 - (iv) National Australia Bank Limited,
 - (iv) St George Bank Limited,
 - (v) Westpac Banking Corporation, or

HAS_HAS20010_014

Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

(b) any other financial institution approved by the Council in its absolute discretion.

Building has the same meaning as in the Act.

Claim includes a claim, demand, remedy, suit, injury, damage, loss, Cost, liability, action, proceeding or right of action.

Construction Certificate has the same meaning as in the Act.

Cost means a cost, charge, expense, outgoing, payment, fee and other expenditure of any nature.

Deed means this Deed and includes any schedules, annexures and appendices to this Deed.

Development means any development (within the meaning of the Act) of the Land approved by a Development Consent.

Development Application has the same meaning as in the Act.

Development Consent has the same meaning as in the Act.

Development Contribution means a monetary contribution, the dedication of land free of cost, the carrying out of work, or the provision of any other material public benefit, or any combination of them, to be used for, or applied towards a public purpose, but does not include any Security or other benefit provided by a Party to the Council to secure the enforcement of that Party's obligations under this Deed for the purposes of s7.4(3)(g) of the Act.

Dispute means a dispute or difference between the Parties under or in relation to this Deed.

Environmental Management Land means any part of the Land that is situated within Zone E2 Environmental Conservation or Zone E3 Environmental Management under the Area 13 LEP or any other part of the Land agreed between the Parties to be Environmental Management Land for the purposes of this Deed.

Final Lot means a lot having an area not exceeding 5,000 square metres to be created in the Development for separate occupation and disposition or a lot of a kind or created for a purpose that is otherwise agreed by the Parties, not being:

- a lot created by a subdivision of the Land that is to be dedicated or otherwise transferred to the Council, or
- (b) a lot created by a subdivision of the Land on which is situated a dwelling-house that was in existence on the date of this Deed.

GST has the same meaning as in the GST Law.

GST Law has the same meaning as in *A New Tax System (Goods and Services Tax) Act 1999* (Cth) and any other Act or regulation relating to the imposition or administration of the GST.

Land means Lot 1, Lot 2 and Lot 3.

Landowners means the Lot 1 Landowner, the Lot 2 Landowner and the Lot 3 Landowner jointly and severally unless the context or subject-matter otherwise indicates or requires.

Lot 1 means Lot 1 DP1250669, and any lot created by subdivision or consolidation of that lot.

Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

Lot 1 Landowner means S.Z.C.J.S.E. Pty Ltd.

Lot 2 means Lot 2 DP1250669 and any lot created by subdivision or consolidation of that lot.

Lot 2 Landowner means Port Macquarie Gateway Pty Ltd.

Lot 3 means Lot 3 DP1250669 and any lot created by subdivision or consolidation of that lot.

Lot 3 Landowner means S.Z.C.J.S.E. Pty Ltd.

Management Contribution means a monetary contribution of \$10,584.00 per hectare of Net Developable Area indexed quarterly after 1 January 2008 to the date of payment in accordance with the *Consumer Price Index (All Groups- Sydney)* published by the Australian Bureau of Statistics.

Management Contribution Refund means an amount calculated as follows:

Refund $\$ = F \times YE \times A / T$

Where

- **F** = Balance of all Management Contributions paid under this Deed and any other similar planning agreements that are held by the Council.
- YE = 20 (the period of years between the date which the Management Contribution is paid and the date any Alternative Funding takes effect expressed as a number to two decimal places).
- A = Net Developable Area in respect of which the Management Contribution is paid.
- T = The sum of the values of YE x A under this Deed and under other planning agreements relating to land to which the Area 13 applies in which the definition of Management Contribution Refund in this Deed appears.

Manufactured Home has the same meaning as in the *Local Government Act* 1993.

Moveable Dwelling has the same meaning as in the *Local Government Act* 1993.

Net Developable Area means the area of the Land remaining after excluding any part of the Land:

- on which residential, business or industrial development is not permissible under the Area 13 LEP, and
- (b) that is, or will be, required to be dedicated to the Council for the purposes of a local park, and
- (c) that comprises a lot specified in paragraph (b) of the definition of Final Lot, and
- (d) that the Council agrees to exclude at the request of the Landowners, and
- (e) that is or will be required for arterial road purposes (within the meaning of the document of the Council titled DCP 2006 – Area 13 Thrumster DCP, and

2020 Coastside Environmental Land Planning Agreement Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

 (f) and land on which development is restricted under a Development Consent to protect hollow-bearing trees.

Occupation Certificate:

- in relation to development that comprises the erection of a Building has the same meaning as in the Act,
- (b) in relation to a Manufactured Home means a certificate issued by the Council under cl.69 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005,
- (c) in relation to a Moveable Dwelling any approval of the Council to occupy and use a Moveable Dwelling that has been installed on land in accordance with an approval granted by the Council under Part A of the Table to s68 of the Local Government Act 1993 and that complies with the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.

Party means a party to this Deed.

Regulation means the *Environmental Planning and Assessment Regulation* 2000

Residue Lot means a lot to be created in the Development that is not a Final Lot

Security means a Bank Guarantee unless the Council, in its absolute discretion, agrees to another kind of security as a suitable means of enforcing the Landowner's obligations under this Deed.

Sewer Infrastructure means sewer pipes, mains, access chambers and fittings necessary to serve the Development and for the connection of the Land to Council's sewerage system.

Stage means a stage of the Development approved by a Development Consent or otherwise approved in writing by the Council for the purposes of this Deed.

Subdivision of land has the same meaning as in the Act.

Subdivision Certificate has the same meaning as in the Act.

- 1.2 In the interpretation of this Deed, the following provisions apply unless the context otherwise requires:
 - 1.2.1 Headings are inserted for convenience only and do not affect the interpretation of this Deed.
 - 1.2.2 A reference in this Deed to a business day means a day other than a Saturday or Sunday on which banks are open for business generally in Sydney.
 - 1.2.3 If the day on which any act, matter or thing is to be done under this Deed is not a business day, the act, matter or thing must be done on the next business day.
 - 1.2.4 A reference in this Deed to dollars or \$ means Australian dollars and all amounts payable under this Deed are payable in Australian dollars.
 - 1.2.5 A reference in this Deed to a \$ value relating to a Development Contribution is a reference to the value exclusive of GST.

2020 Coastside Environmental Land Planning Agreement Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

- 1.2.6 A reference in this Deed to any law, legislation or legislative provision includes any statutory modification, amendment or re-enactment, and any subordinate legislation or regulations issued under that legislation or legislative provision.
- 1.2.7 A reference in this Deed to any agreement, deed or document is to that agreement, deed or document as amended, novated, supplemented or replaced.
- 1.2.8 A reference to a clause, part, schedule or attachment is a reference to a clause, part, schedule or attachment of or to this Deed.
- 1.2.9 An expression importing a natural person includes any company, trust, partnership, joint venture, association, body corporate or governmental agency.
- 1.2.10 Where a word or phrase is given a defined meaning, another part of speech or other grammatical form in respect of that word or phrase has a corresponding meaning.
- 1.2.11 A word which denotes the singular denotes the plural, a word which denotes the plural denotes the singular, and a reference to any gender denotes the other genders.
- 1.2.12 References to the word 'include' or 'including' are to be construed without limitation.
- 1.2.13 A reference to this Deed includes the agreement recorded in this Deed.
- 1.2.14 A reference to a Party to this Deed includes a reference to the employees, agents and contractors of the Party, the Party's successors and assigns.
- 1.2.15 A reference to 'dedicate' or 'dedication' in relation to land is a reference to dedicate or dedication free of cost.
- 1.2.16 Any schedules, appendices and attachments form part of this Deed.
- 1.2.17 Notes appearing in this Deed are operative provisions of this Deed.

2 Status of this Deed

2.1 This Deed is a planning agreement within the meaning of s7.4(1) of the Act.

3 Commencement

- 3.1 This Deed commences and, except as provided in clause 3.3, has force and effect on and from the date when the Parties have:
 - 3.1.1 all executed the same copy of this Deed, or
 - 3.1.2 each executed separate counterparts of this Deed and exchanged the
- 3.2 The Parties are to insert the date when this Deed commences on the front page and on the execution page.
- 3.3 Clause 6, and Part 2 of this Deed has force and effect on and from the date when the Development Consent to DA2017-677 and any vegetation

Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

management plan approved under that Development Consent is modified to remove the requirement to dedicate the Environmental Management Land.

4 Application of this Deed

4.1 This Deed applies to the Land and to the Development.

5 Warranties

- 5.1 The Parties warrant to each other that they:
 - 5.1.1 have full capacity to enter into this Deed, and
 - 5.1.2 are able to fully comply with their obligations under this Deed.

6 Revocation of previous planning agreement

- 6.1 The planning agreement under s7.4 of the Act between the Council and the Previous Landowner titled 'Coastside Environmental Land Planning Agreement' dated 12 April 2013 (Previous VPA) is revoked upon the commencement of this Deed.
- 6.2 Nothing in clause 6.1 affects the validity or enforceability of anything that has been done or omitted to be done under or pursuant to the Previous VPA prior to its revocation

7 Further agreements

7.1 The Parties may, at any time and from time to time, enter into agreements relating to the subject-matter of this Deed that are not inconsistent with this Deed for the purpose of implementing this Deed.

8 Surrender of right of appeal, etc.

8.1 The Landowners are not to commence or maintain, or to cause or procure the commencement or maintenance, of any proceedings in any court or tribunal or similar body appealing against, or questioning the validity of this Deed, or an Approval relating to the Development in so far as the subject-matter of the proceedings relates to this Deed.

9 Application of s7.11, s7.12 and s7.24 of the Act to the Development

- 9.1 This Deed does not exclude the application of s7.11, s7.12 or s7.24 of the Act to the Development.
- 9.2 The benefits under this Deed are to be taken into consideration when determining a development contribution under s7.11 of the Act in relation to the Development.

2020 Coastside Environmental Land Planning Agreement
Port Macquarie-Hastings Council

ㅁㄴ

S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

Part 2 - Development Contributions

10 Provision of Development Contributions

- 10.1 The Landowners are to make Development Contributions to the Council in accordance with any other provision of this Deed relating to the making of Development Contributions and otherwise to the satisfaction of the Council.
- 10.2 The Council is to apply each Development Contribution made by the Landowners under this Deed towards the public purpose for which it is made and otherwise in accordance with this Deed.
- 10.3 Despite clause 10.2, the Council may apply a Development Contribution made under this Deed towards a public purpose other than the public purpose specified in this Deed if the Council reasonably considers that the public interest would be better served by applying the Development Contribution towards that other purpose rather than the purpose so specified.

11 Management Contribution

- 11.1 Subject to clause 11.3:
 - 11.1.1 the Lot 1 Landowner is to pay to the Council the Management Contribution relating to the Development or any Stage on Lot 1 based on the Net Developable Area of Lot 1 the subject of the Development or Stage, and
 - 11.1.2 the Lot 2 Landowner is to pay to the Council the Management Contribution relating to the Development or any Stage on Lot 2 based on the Net Developable Area of Lot 2 the subject of the Development or Stage, and
 - 11.1.3 the Lot 3 Landowner is to pay to the Council the Management Contribution relating to the Development or any Stage on Lot 3 based on the Net Developable Area of Lot 3 the subject of the Development or Stage.
- 11.2 A Management Contribution referred to in clause 11.1 is to be paid at the following times:
 - 11.2.1 if the Development or Stage involves Subdivision of land that will create a Final Lot - before the issuing of the first Subdivision Certificate for the Development or Stage, or
 - 11.2.2 if the Development or Stage involves the erection of a Building before the issuing of the first Construction Certificate for the Development or Stage,
 - 11.2.3 in any other case before the issuing of the first Occupation Certificate for the Stage, or, if no Occupation Certificate is required to be issued in respect of the Development or Stage within 5 business days of the granting of the Development Consent for the Development or Stage, unless otherwise determined by the Council acting reasonably.

2020 Coastside Environmental Land Planning Agreement Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

- 11.3 Nothing in this Deed requires the Landowners to pay to the Council the Management Contribution in respect of the creation of a residue lot unless the Council is of the opinion that the lot will not be further subdivided.
- 11.4 The Management Contribution is made for the purposes of this Deed when the Council receives the full amount of the contribution payable under this Deed in cash or by unendorsed bank cheque or by the deposit by means of electronic funds transfer of cleared funds into a bank account nominated by the Council.
- 11.5 The Management Contribution and any interest earned on its investment is to be held and applied by the Council towards the ongoing environmental management of the land shown coloured on the map marked Map A2-1 Environmental Management Units contained in the document of the Council in existence on the date this Deed is entered into titled DCP 2006 Area 13 Thrumster DCP, a copy of which is deposited in the office of the Council.

12 Alternative Funding

- 12.1 The Council is to use its reasonable endeavours to obtain Alternative Funding as soon as reasonably practicable after this Deed is entered into.
- 12.2 The Landowners are not to raise any requisition or objection or bring any proceedings or make any claim or demand in respect of anything done or not done by the Council for the purposes of clause 12.1.
- 12.3 If, at any time after the date of this Deed, the Council obtains Alternative Funding, the Council is to send a notice to the Landowners:
 - 12.3.1 informing the Landowners that the Council has obtained the Alternative Funding, and
 - 12.3.2 specifying the amount of the Management Contribution Refund that may be claimed by the Landowners.
- 12.4 If a notice under clause 12.3 is given in a case:
 - 12.4.1 where the Landowners have not yet paid the Management Contribution, that contribution is taken for the purposes of this Deed to have been reduced by the amount specified in the notice,
 - 12.4.2 in the case where the Landowners have paid the Management Contribution, the Council is to pay the Management Contribution Refund to the Landowners if it receives written notice from the Landowners requesting payment.

13 Access to Land for construction of Sewer Infrastructure

- 13.1 The Parties acknowledge that Sewer Infrastructure may be required to be constructed on the Land to serve the Development and other land.
- 13.2 If one of the Landowners (Landowner A) is required under a Development Consent, or is otherwise required to construct Sewer Infrastructure on the part of the Land owned by another of the Landowners (Landowner B), the following is to occur:

2020 Coastside Environmental Land Planning Agreement
Port Macquarie-Hastings Council
S.Z.C.J.S.E. Pty Ltd
Port Macquarie Gateway Pty Ltd



Christian Outreach Centre

- 13.2.1 Landowner A and the Council are to consult Landowner B in relation to the location of the Sewer Infrastructure and the Council is to consider any representations made in writing by Landowner B,
- 13.2.2 the Council may determine, in its absolute discretion, the location of the Sewer Infrastructure, and is to notify Landowner A and Landowner B as such, and
- 13.2.3 Landowner B is to permit Landowner A to enter the part of the Land owned or controlled by Landowner B at any time, upon giving reasonable prior notice, in order for Landowner A to construct the Sewer Infrastructure in the location determined by the Council.

Part 3 - Dispute Resolution

14 Dispute resolution – expert determination

- 14.1 This clause applies to a Dispute between any of the Parties to this Deed concerning a matter arising in connection with this Deed that can be determined by an appropriately qualified expert if:
 - 14.1.1 the Parties to the Dispute agree that it can be so determined, or
 - 14.1.2 the Chief Executive Officer of the professional body that represents persons who appear to have the relevant expertise to determine the Dispute gives a written opinion that the Dispute can be determined by a member of that body.
- 14.2 A Dispute to which this clause applies is taken to arise if one Party gives another Party a notice in writing specifying particulars of the Dispute.
- 14.3 If a notice is given under clause 14.2, the Parties are to meet within 14 days of the notice in an attempt to resolve the Dispute.
- 14.4 If the Dispute is not resolved within a further 28 days, the Dispute is to be referred to the President of the NSW Law Society to appoint an expert for expert determination.
- 14.5 The expert determination is binding on the Parties except in the case of fraud or misfeasance by the expert.
- 14.6 Each Party is to bear its own costs arising from or in connection with the appointment of the expert and the expert determination.
- 14.7 The Parties are to share equally the costs of the President, the expert, and the expert determination.

15 Dispute Resolution - mediation

- 15.1 This clause applies to any Dispute arising in connection with this Deed other than a Dispute to which clause 14 applies.
- 15.2 Such a Dispute is taken to arise if one Party gives another Party a notice in writing specifying particulars of the Dispute.

Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

- 15.3 If a notice is given under clause 15.2, the Parties are to meet within 14 days of the notice in an attempt to resolve the Dispute.
- 15.4 If the Dispute is not resolved within a further 28 days, the Parties are to mediate the Dispute in accordance with the Mediation Rules of the Law Society of New South Wales published from time to time and are to request the President of the Law Society to select a mediator.
- 15.5 If the Dispute is not resolved by mediation within a further 28 days, or such longer period as may be necessary to allow any mediation process which has been commenced to be completed, then the Parties may exercise their legal rights in relation to the Dispute, including by the commencement of legal proceedings in a court of competent jurisdiction in New South Wales.
- 15.6 Each Party is to bear its own costs arising from or in connection with the appointment of a mediator and the mediation.
- 15.7 The Parties are to share equally the costs of the President, the mediator, and the mediation.

Part 4 - Enforcement

16 Provision of Security for Management Contribution

- 16.1 The Parties acknowledge and agree that no demand arises for the Management Contribution before the time specified in clause 11.2.
- 16.2 The Landowners are not in breach of this Deed if the Management Contribution or any part of it is unpaid by the time specified in clause 11.1 if, before that time:
 - 16.2.1 the Council notifies the Landowners in writing that it agrees to a later time by which payment is required to be made, and
 - 16.2.2 the payment required to be made is 110% of the unpaid amount, and
 - 16.2.3 the Landowners have provided Security to the Council for 110% of the unpaid amount.
- 16.3 If clause 16.2 applies, the Landowners are to pay to the Council the amount referred to in clause 16.2.2 by not later than the time specified in the notice referred to in clause 16.2.1.

17 Call-up of Security

- 17.1 The Council may call-up Security if, in its absolute discretion it considers that any one of the Landowners has breached this Deed.
- 17.2 If the Council calls on the Security, it may use the amount so paid to it in satisfaction of any costs incurred by it in remedying the relevant Landowner's breach including but not limited to:
 - 17.2.1 the reasonable costs of the Council's servants, agents and contractors reasonably incurred for that purpose,

Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

- 17.2.2 all fees and charges necessarily or reasonably incurred by the Council in order to have the obligation to which the Security relates carried out, completed or rectified, and
- 17.2.3 all legal costs and expenses reasonably incurred by the Council, by reason of the Landowner's breach.

18 Release & return of Security

- 18.1 Council is to release and return Security held under this Deed if the obligation or obligations that are secured by the Security have been performed to the satisfaction of the Council.
- 18.2 At any time following the provision of Security, the Landowners may provide the Council with a replacement Security in the amount of the Security specified in clause 16.
- 18.3 On receipt of a replacement Security, the Council is to release and return to the Landowners as directed, the Security it holds which has been replaced.

19 Breach of obligations

- 19.1 If the Council reasonably considers that one or more of the Landowners is in breach of any obligation under this Deed, it may give a written notice to the relevant Landowner:
 - 19.1.1 specifying the nature and extent of the breach,
 - 19.1.2 requiring the relevant Landowner to:
 - rectify the breach if it reasonably considers it is capable of rectification, or
 - (b) pay compensation to the reasonable satisfaction of the Council in lieu of rectifying the breach if it reasonably considers the breach is not capable of rectification,
 - 19.1.3 specifying the period within which the breach is to be rectified or compensation paid, being a period that is reasonable in the circumstances.
- 19.2 If the relevant Landowner fails to fully comply with a notice referred to in clause 19.1, the Council may, without further notice to the Landowner, call-up the Security provided by the Landowner under this Deed and apply it to remedy the Landowner's breach.
- 19.3 Any costs incurred by the Council in remedying a breach in accordance with clause 19.2 may be recovered by the Council by either or a combination of the following means:
 - 19.3.1 by calling-up and applying the Security provided by the relevant Landowner under this Deed, or
 - 19.3.2 as a debt due in a court of competent jurisdiction.
- 19.4 For the purpose of clause 19.3, the Council's costs of remedying a breach the subject of a notice given under clause 19.1 include, but are not limited to:
 - 19.4.1 the costs of the Council's employees, agents and contractors reasonably incurred for that purpose,

2020 Coastside Environmental Land Planning Agreement Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

- 19.4.2 all fees and charges necessarily or reasonably incurred by the Council in remedying the breach, and
- 19.4.3 all legal costs and expenses reasonably incurred by the Council, by reason of the breach
- 19.5 Nothing in this clause 19 prevents the Council from exercising any rights it may have at law or in equity in relation to a breach of this Deed by one or more of the Landowners, including but not limited to seeking relief in an appropriate court.

20 Enforcement in a court of competent jurisdiction

- 20.1 Without limiting any other provision of this Deed, the Parties may enforce this Deed in any court of competent jurisdiction.
- 20.2 For the avoidance of doubt, nothing in this Deed prevents:
 - 20.2.1 a Party from bringing proceedings in the Land and Environment Court to enforce any aspect of this Deed or any matter to which this Deed relates, or
 - 20.2.2 the Council from exercising any function under the Act or any other Act or law relating to the enforcement of any aspect of this Deed or any matter to which this Deed relates.

Part 5 - Registration & Restriction on Dealings

21 Registration of this Deed

- 21.1 The Parties agree to register this Deed for the purposes of s7.6(1) of the Act.
- 21.2 Upon the commencement of this Deed , the Landowners are to deliver to the Council in registrable form:
 - 21.2.1 an instrument requesting registration of this Deed on the title to the Land duly executed by the registered proprietors of the Land, and
 - 21.2.2 the written irrevocable consent of each person referred to in s7.6(1) of the Act to that registration, and
 - 21.2.3 the certificate of title for the Land, or evidence of its production to the NSW Land Registry Services for the purposes of registering this Deed
- 21.3 The Landowners are to do such other things as are reasonably necessary to enable registration of this Deed to occur.
- 21.4 The Parties are to do such things as are reasonably necessary to remove any notation relating to this Deed from the title to the Land or part of the Land, once the Landowners have completed their obligations under this Deed in respect of the Land or part to the reasonable satisfaction of the Council or this Deed is terminated or otherwise comes to an end for any other reason.

Port Macquarie-Hastings Council

S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

\Box

22 Restriction on dealings

- 22.1 The Landowners are not to:
 - 22.1.1 sell or transfer the Land or any part of it, or
 - 22.1.2 assign the Landowners' rights or obligations under this Deed, or novate this Deed,

to any person unless:

- 22.1.3 the Landowners have, at no cost to the Council, first procured the execution by the person to whom the Land or part is to be sold or transferred or the Landowners' rights or obligations under this Deed are to be assigned or novated, of a deed in favour of the Council on terms reasonably satisfactory to the Council, and
- 22.1.4 the Council has given written notice to the Landowners stating that it reasonably considers that the purchaser, transferee, assignee or novatee, is reasonably capable of performing its obligations under this Deed, and
- 22.1.5 the Landowners are not in breach of this Deed, and
- 22.1.6 the Council otherwise consents to the transfer, assignment or novation, such consent not to be unreasonably withheld.
- 22.2 Subject to clause 22.3, the Landowners acknowledge and agree that they remain liable to fully perform their obligations under this Deed unless and until they have complied with their obligations under clause 22.1.
- 22.3 Clause 22.1 does not apply in relation to any sale or transfer of the Land if this Deed is registered on the title to the Land at the time of the sale.

Part 6 - Indemnities

23 Risk

23.1 The Landowners perform this Deed at their own risk and its own cost.

24 Release

24.1 The Landowners release the Council from any Claim they may have against the Council arising in connection with the performance of the Landowners' obligations under this Deed except if, and to the extent that, the Claim arises because of the Council's negligence or default.

25 Indemnity

25.1 The Landowners indemnify the Council from and against all Claims that may be sustained, suffered, recovered or made against the Council arising in connection with the performance of the Landowners' obligations under this

Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

Deed except if, and to the extent that, the Claim arises because of the Council's negligence or default.

Part 7 - Other Provisions

26 Review of Deed

- 26.1 The Parties agree to review this Deed if either party is of the opinion that any change of circumstance has occurred, or is imminent, that materially affects the operation of this Deed.
- 26.2 For the purposes of clause 26.1, the relevant changes include (but are not limited to) any change to a law that restricts or prohibits or enables the Council or any other planning authority to restrict or prohibit any aspect of the Development.
- 26.3 For the purposes of addressing any matter arising from a review of this Deed referred to in clause 26.1, the Parties are to use all reasonable endeavours to agree on and implement appropriate amendments to this Deed.
- 26.4 If this Deed becomes illegal, unenforceable or invalid as a result of any change to a law, the Parties agree to do all things necessary to ensure that an enforceable agreement of the same or similar effect to this Deed is entered into.
- 26.5 A failure by a Party to agree to take action requested by the other Party as a consequence of a review referred to in clause 26.1 (but not 26.4) is not a Dispute for the purposes of this Deed and is not a breach of this Deed.

27 Notices

- 27.1 Any notice, consent, information, application or request that is to or may be given or made to a Party under this Deed is only given or made if it is in writing and sent in one of the following ways:
 - 27.1.1 delivered or posted to that Party at its address set out in the Summary Sheet, or
 - 27.1.2 emailed to that Party at its email address set out in the Summary Sheet.
- 27.2 If a Party gives the other Party 3 business days' notice of a change of its address or email, any notice, consent, information, application or request is only given or made by that other Party if it is delivered, posted or emailed to the latest address.
- 27.3 Any notice, consent, information, application or request is to be treated as given or made if it is:
 - 27.3.1 delivered, when it is left at the relevant address,
 - 27.3.2 sent by post, 2 business days after it is posted, or
 - 27.3.3 sent by email and the sender does not receive a delivery failure message from the sender's internet service provider within a period of 24 hours of the email being sent.

Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

27.4 If any notice, consent, information, application or request is delivered, or an error free transmission report in relation to it is received, on a day that is not a business day, or if on a business day, after 5pm on that day in the place of the Party to whom it is sent, it is to be treated as having been given or made at the beginning of the next business day.

28 Approvals and Consent

- 28.1 Except as otherwise set out in this Deed, and subject to any statutory obligations, a Party may give or withhold an approval or consent to be given under this Deed in that Party's absolute discretion and subject to any conditions determined by the Party.
- 28.2 A Party is not obliged to give its reasons for giving or withholding consent or for giving consent subject to conditions.

29 Costs

- 29.1 The Landowners are to pay to the Council the Council's costs not exceeding \$4,350.00 (plus GST) of and incidental to preparing, negotiating, executing, stamping and registering this Deed, and any document related to this Deed within 7 days of a written demand by the Council for such payment.
- 29.2 The Landowners are also to pay to the Council the Council's reasonable costs of enforcing this Deed within 7 days of a written demand by the Council for such payment.

30 Entire Deed

- 30.1 This Deed contains everything to which the Parties have agreed in relation to the matters it deals with.
- 30.2 No Party can rely on an earlier document, or anything said or done by another Party, or by a director, officer, agent or employee of that Party, before this Deed was executed, except as permitted by law.

31 Further Acts

31.1 Each Party must promptly execute all documents and do all things that another Party from time to time reasonably requests to effect, perfect or complete this Deed and all transactions incidental to it.

32 Governing Law and Jurisdiction

- 32.1 This Deed is governed by the law of New South Wales.
- 32.2 The Parties submit to the non-exclusive jurisdiction of its courts and courts of appeal from them.
- 32.3 The Parties are not to object to the exercise of jurisdiction by those courts on any basis.

HAS HAS20010 014 21

Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

33 Joint and Individual Liability and Benefits

- 33.1 Except as otherwise set out in this Deed:
 - 33.1.1 any agreement, covenant, representation or warranty under this Deed by 2 or more persons binds them jointly and each of them individually, and
 - 33.1.2 any benefit in favour of 2 or more persons is for the benefit of them jointly and each of them individually.

34 No Fetter

34.1 Nothing in this Deed shall be construed as requiring Council to do anything that would cause it to be in breach of any of its obligations at law, and without limitation, nothing shall be construed as limiting or fettering in any way the exercise of any statutory discretion or duty.

35 Illegality

35.1 If this Deed or any part of it becomes illegal, unenforceable or invalid as a result of any change to a law, the Parties are to co-operate and do all things necessary to ensure that an enforceable agreement of the same or similar effect to this Deed is entered into.

36 Severability

- 36.1 If a clause or part of a clause of this Deed can be read in a way that makes it illegal, unenforceable or invalid, but can also be read in a way that makes it legal, enforceable and valid, it must be read in the latter way.
- 36.2 If any clause or part of a clause is illegal, unenforceable or invalid, that clause or part is to be treated as removed from this Deed, but the rest of this Deed is not affected

37 Amendment

37.1 No amendment of this Deed will be of any force or effect unless it is in writing and signed by the Parties to this Deed in accordance with clause 25C of the Regulation.

38 Waiver

- 38.1 The fact that a Party fails to do, or delays in doing, something the Party is entitled to do under this Deed, does not amount to a waiver of any obligation of, or breach of obligation by, another Party.
- 38.2 A waiver by a Party is only effective if it:

38.2.1 is in writing,

2020 Coastside Environmental Land Planning Agreement Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

- 38.2.2 is addressed to the Party whose obligation or breach of obligation is the subject of the waiver,
- 38.2.3 specifies the obligation or breach of obligation the subject of the waiver and the conditions, if any, of the waiver,
- 38.2.4 is signed and dated by the Party giving the waiver.
- 38.3 Without limitation, a waiver may be expressed to be conditional on the happening of an event, including the doing of a thing by the Party to whom the waiver is given.
- 38.4 A waiver by a Party is only effective in relation to the particular obligation or breach in respect of which it is given, and is not to be taken as an implied waiver of any other obligation or breach or as an implied waiver of that obligation or breach in relation to any other occasion.
- 38.5 For the purposes of this Deed, an obligation or breach of obligation the subject of a waiver is taken not to have been imposed on, or required to be complied with by, the Party to whom the waiver is given.

39 GST

39.1 In this clause:

Adjustment Note, Consideration, GST, GST Group, Margin Scheme, Money, Supply and Tax Invoice have the meaning given by the GST Law.

GST Amount means in relation to a Taxable Supply the amount of GST payable in respect of the Taxable Supply.

GST Law has the meaning given by the *A New Tax System (Goods and Services Tax) Act 1999* (Cth).

Input Tax Credit has the meaning given by the GST Law and a reference to an Input Tax Credit entitlement of a party includes an Input Tax Credit for an acquisition made by that party but to which another member of the same GST Group is entitled under the GST Law.

Taxable Supply has the meaning given by the GST Law excluding (except where expressly agreed otherwise) a supply in respect of which the supplier chooses to apply the Margin Scheme in working out the amount of GST on that supply.

- 39.2 Subject to clause 39.4, if GST is payable on a Taxable Supply made under, by reference to or in connection with this Deed, the Party providing the Consideration for that Taxable Supply must also pay the GST Amount as additional Consideration.
- 39.3 Clause 39.2 does not apply to the extent that the Consideration for the Taxable Supply is expressly stated in this Deed to be GST inclusive.
- 39.4 No additional amount shall be payable by the Council under clause 39.2 unless, and only to the extent that, the Council (acting reasonably and in accordance with the GST Law) determines that it is entitled to an Input Tax Credit for its acquisition of the Taxable Supply giving rise to the liability to pay GST.
- 39.5 If there are Supplies for Consideration which is not Consideration expressed as an amount of Money under this Deed by one Party to the other Party that

2020 Coastside Environmental Land Planning Agreement
Port Macquarie-Hastings Council
S.Z.C.J.S.E. Pty Ltd
Port Macquarie Gateway Pty Ltd



Christian Outreach Centre

are not subject to Division 82 of the A New Tax System (Goods and Services Tax) Act 1999, the Parties agree:

- 39.5.1 to negotiate in good faith to agree the GST inclusive market value of those Supplies prior to issuing Tax Invoices in respect of those Supplies:
- 39.5.2 that any amounts payable by the Parties in accordance with clause 39.2 (as limited by clause 39.4) to each other in respect of those Supplies will be set off against each other to the extent that they are equivalent in amount.
- 39.6 No payment of any amount pursuant to this clause 39, and no payment of the GST Amount where the Consideration for the Taxable Supply is expressly agreed to be GST inclusive, is required until the supplier has provided a Tax Invoice or Adjustment Note as the case may be to the recipient.
- 39.7 Any reference in the calculation of Consideration or of any indemnity, reimbursement or similar amount to a cost, expense or other liability incurred by a party, must exclude the amount of any Input Tax Credit entitlement of that party in relation to the relevant cost, expense or other liability.
- 39.8 This clause continues to apply after expiration or termination of this Deed.

40 Explanatory Note

- 40.1 The Appendix contains the Explanatory Note relating to this Deed required by clause 25E of the Regulation.
- 40.2 Pursuant to clause 25E(7) of the Regulation, the Parties agree that the Explanatory Note is not to be used to assist in construing this Planning Deed.

2020 Coastside Environmental Land	Planning Agreement
Port Macquarie-Hastings Council	
S.Z.C.J.S.E. Pty Ltd	
Port Macquarie Gateway Pty Ltd	
Christian Outreach Centre	
Execution	
Executed as a Deed	
Dated:	
Executed on behalf of the Counc	zil
General Manager	Witness
·	
Mayor	Witness
-	
Executed on behalf of the S.Z.C. the Corporations Act (Cth) 2001	J.S.E. Pty Ltd in accordance with s127(1) of
Name/Position	
Name/Position	

Name/Position

2020 Coastside Environmental Land Planning Agreement	$\mathbf{I} = \mathbf{I}$
Port Macquarie-Hastings Council	
S.Z.C.J.S.E. Pty Ltd	
Port Macquarie Gateway Pty Ltd	
Christian Outreach Centre	
Executed on behalf of the Port Macquarie Gateway Pty Ltd in accordance with s127(1) of the Corporations Act (Cth) 2001	
Name/Position	
Name/Position	
Executed on behalf of the Previous Landowner in accordance with s127(1) of the Corporations Act (Cth) 2001	
Name/Position	

2020 Coastside Environmental Land Planning Agreement
Port Macquarie-Hastings Council
S.Z.C.J.S.E. Pty Ltd
Port Macquarie Gateway Pty Ltd
Christian Outreach Centre



Appendix

(Clause 40)

Environmental Planning and Assessment Regulation 2000
(Clause 25E)

Explanatory Note

Draft Planning Agreement

Under s7.4 of the Environmental Planning and Assessment Act 1979

Parties

Port Macquarie Hastings Council ABN 11 236 901 601 of Corner Lord and Burrawan Streets, Port Macquarie, New South Wales, 2444 (**Council**) and

S.Z.C.J.S.E. Pty Ltd ABN 26606461036 of 22 Berowra PI, King Creek 2446 (Lot 1 Landowner and Lot 3 Landowner)

and

Port Macquarie Gateway Pty Ltd (ACN 623 815 878) as Trustee for Port Macquarie Gateway Unit Trust ABN 51 926 639 304 c/- Clinch Long Woodbridge Lawyers, Level 5, 99 York Street, Sydney NSW 2000 (**Lot 2 Landowner**)

Christian Outreach Centre ABN 72 157 669 672 of 1/61 Holdsworth Street, Coorparoo Queensland 4151 (Previous Landowner)

Description of the Land to which the Draft Planning Agreement Applies

This draft Planning Agreement applies to Lots 1, 2 and 3 of DP1250669, and any lot created by subdivision or consolidation of those lots.

Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

Description of Proposed Development

This draft Planning Agreement applies to any development (within the meaning of the Act) of the Land approved by a Development Consent.

Summary of Objectives, Nature and Effect of the Draft Planning Agreement

Objectives of Draft Planning Agreement

The objective of the draft Planning Agreement is to secure funding for the establishment, dedication and management of environmental lands in the Council's area in conjunction with the development of the Land and to enable the landowner of one part of the Land access another part of the Land (if it is owned by another landowner) to carry out sewer infrastructure work. The draft Planning Agreement also operates to revoke the planning agreement between the Council and the Previous Landowner titled 'Coastside Environmental Land Planning Agreement' dated 12 April 2013.

The obligation for the Landowner to provide development contributions under this draft Planning Agreement and the revocation of the previous planning agreement has force and effect on and from the date when the Development Consent to DA2017-677 and any vegetation management plan approved under that Development Consent is modified to remove the requirement to dedicate the Environmental Management Land.

Nature of Draft Planning Agreement

The draft Planning Agreement is a planning agreement under s7.1 of the *Environmental Planning and Assessment Act 1979* The Draft Planning Agreement is a voluntary agreement under which Development Contributions (as defined in clause 1.1 of the Draft Planning Agreement) are made by the Landowner for various public purposes (as defined in s7.4(3) of the Act).

Effect of the Draft Planning Agreement

The Draft Planning Agreement:

- relates to the carrying out of the Development on the Land by the Landowners,
- imposes obligations on the Landowners to make Development Contributions only if Development Consent is granted to the carrying out of the Development or any Stage,
- does not exclude the application of s7.11, 7.12 or 7.24 of the Act.
- makes provision for monetary contributions to be paid towards management of environmental management land in the Council's area,
- requires the Council to apply Development Contributions made under the agreement towards the specified purpose for which they were made,

2020 Coastside Environmental Land Planning Agreement Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

- enables the landowner of one part of the Land access another part of the Land (if it is owned by another landowner) to carry out sewer infrastructure work,
- is to be registered on the title to the Land,
- imposes restrictions on the Parties transferring the Land or part of the Land or assigning, or novating an interest under the agreement,
- provides two dispute resolution methods for a dispute under the agreement, being expert determination and mediation,
- provides that the agreement is governed by the law of New South Wales, and
- provides that the A New Tax System (Goods and Services Tax) Act 1999 (Cth) applies to the agreement.

Assessment of the Merits of the Draft Planning Agreement

The Planning Purposes Served by the Draft Planning Agreement

The Draft Planning Agreement:

- provides funding for the management of the environment in connection with the Development,
- provides increased opportunity for public involvement and participation in environmental planning and assessment of the Development.

How the Draft Planning Agreement Promotes the Public Interest

The draft Planning Agreement promotes the public interest by promoting the objects of the Act as set out in s1.3(e) and (j) of the Act.

For Planning Authorities:

Development Corporations - How the Draft Planning Agreement Promotes its Statutory Responsibilities

N/A

Other Public Authorities – How the Draft Planning Agreement Promotes the Objects (if any) of the Act under which it is Constituted

N/A

Councils – How the Draft Planning Agreement Promotes the Guiding Principles for Local Government (formerly s8 Elements of the Council's Charter)

The Draft Planning Agreement promotes the guiding principles for local government by:

2020 Coastside Environmental Land Planning Agreement Port Macquarie-Hastings Council



S.Z.C.J.S.E. Pty Ltd

Port Macquarie Gateway Pty Ltd

Christian Outreach Centre

- providing a means for the private funding of management of environment land for the benefit of the Development and the local community, and
- providing a means for Council to work with the landowner to secure private funding for the management of environmental land,
- providing a means that allows the wider community to make submissions to the Council in relation to this Agreement.

All Planning Authorities – Whether the Draft Planning Agreement Conforms with the Authority's Capital Works Program

The Draft Planning Agreement requires access to be given in order to construct works for the purposes of sewerage services. These Works are not included in the Council's relevant current capital works program. However, the Council's Delivery Program identifies these types of Works in the relevant capital works program. Accordingly, by enabling the provision of these works, the Agreement is consistent and conforms with the capital works envisioned by the Council's Delivery Program.

All Planning Authorities – Whether the Draft Planning Agreement specifies that certain requirements must be complied with before a construction certificate, occupation certificate or subdivision certificate is issued

Yes. Monetary development contributions are required to be paid before the issuing of construction certificates, occupation certificates and subdivision certificates.

Part A - Agency Submissions

9/11/2020

NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
	Biodiversity Conservatio n Division	A congratulatory and comprehensive Agency submission suggesting additional content to strengthen and round out the LSPS consistent with current legislation, Council policy and best practice planning. Specific suggestions made in relation to strengthening: Planning Priority 1: 1. Include some key specific biodiversity actions flowing from the Biodiversity Management Strategy. 2. Include Actions to: a. Focus development to areas of least biodiversity sensitivity. b. Implement the 'Avoid, Minimise, Offset' Hierarchy to Biodiversity and areas of High Environmental Value (HEV). c. Rezone areas of confirmed HEV d. map overlays for other biodiversity values and biodiversity corridors e. Consider the impact of climate change on biodiversity (ecosystems change and species shift) in the council's decision making. Planning Priority 3: 3. To include a heading 'Coastal Hazards' and cross reference to Planning Priority 4, and describe how the Coastal Management Program will address coastal hazards. 4. Include additional actions to: a. Prepare Coastal Management Plans for coastal lands with emphasis on natural hazard risk assessment. b. Use the NSW Government's 'Minimising the Impacts of Extreme Heat: A guide for Local	We congratulate the Port Macquarie-Hastings Council on preparing a creative LSPS that incorporates many of our previous recommendations, as well quotes and educative figures to frame themes and convey concepts. THE BCD comments seek to round out and strengthen the LSPS. In summary to BCD recommends that: Planning Priority 1: Include some key specific biodiversity actions flowing from the Biodiversity Management Strategy such as: a. Preparation of vegetation management plans to help achieve the 'Avoid, Minimise, Offset" approach for biodiversity impacts. b. Biodiversity controls articulated in the DCP, including, a hollow bearing tree protocol, buffers for threatened ecological communities and riparian areas, koala habitat tree offsets and an indigenous street and open space planting list, c. Using biodiversity offsets and vegetation management plans to increase landscape connectivity' Include Actions to: d. Focus development to areas of least biodiversity sensitivity and implement the 'Avoid, Minimise, Offset' Hierarchy to Biodiversity and areas of High Environmental Value (HEV). e. Rezone areas of confirmed HEV to E2 Environmental Conservation in Port Macquarie-Hastings LEP. f. Adopt additional local provisions with associated map overlays for other biodiversity values and biodiversity corridors on private land. g. Consider the impact of climate change on biodiversity, such as ecosystems change and species shift, in the council's decision making. Planning Priority 3: Amend the narrative associated with Planning Priority 3 to include a heading 'Coastal Hazards' that provides a strong cross reference to Planning priority 4 and describe how the Coastal Management Program will address hazards such as coastal erosion, tidal inundation, sea level rise, storm surge and associated climate change impacts.	The submission does not involve substantiative directional change to the LSPS as exhibited. Suggested amendments by BCD will secure greater clarity and alignment with State policy; are reasonable, and supported for inclusion in post publication revisions. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December	Note the submission. Write to BCD thanking them for their input into preparation of Port Macquarie-Hastings Council first LSPS. Endorse the BCD recommendations and amend the published Shaping Our Future 2040 in the line with the suggested improvements to Planning Priority 1, 3, 5, and 17.

		Shaping Cur rutu	re 2040 Public Submissions Review		9/11/2020
NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
		Government, to minimise heat in local government areas. Planning Priority 5: 5. Include actions to: a. Assess LGA-wide carbon emissions and implement an emissions reduction plan. b. Monitor/Update climate change information and report to the community on progress against climate resilience and net zero emission goals asper the NSW Government's publication Net Zero Emissions Guidance for NSW Council's. c. Diversify the energy sector by identifying renewable energy resource precincts and infrastructure corridors with access to the electricity network. d. Enable appropriate smaller-scale renewable energy projects (biowaste/solar/wind/hydro/geothermal) or other innovative storage technologies. Planning Priority 17: 6. Include actions to identify and manage potential risks to Council's assets and services using the NSW Government's Guide to Climate Change Risk Assessment for NSW Local Government, and enable community preparedness and resilience.	Include additional actions to: a. Prepare Coastal Management Plans for coastal lands with emphasis on natural hazard risk assessment. b. Use the NSW Government's 'Minimising the Impacts of Extreme Heat: A guide for Local Government, to minimise heat in local government areas. Planning priority 5: Include actions to: a. Assess LGA-wide carbon emissions and develop and implement a plan to reduce emissions in consultation with the community. b. Consider updated climate change information and monitor and report to the community on progress against climate resilience and net zero emission goals asper the NSW Government's publication Net Zero Emissions Guidance for NSW Council's. c. Diversify the energy sector by identifying renewable energy resource precincts and infrastructure corridors with access to the electricity network. d. Enable appropriate smaller-scale renewable energy projects using bio-waste, solar, wind, small-scale hydro, geothermal or other innovative storage technologies. Planning Priority 17: Include actions to: a. identify and manage potential risks to climate change (such as heat, floods, storms and drought) on council's assets and services using the NSW Government's Guide to Climate Change Risk Assessment for NSW Local Government, to enable communities and individuals to be better prepared and more resilient.	Agenda report).	
2.	Crown Land Management	A comprehensive submission setting out the Departments requirements to inform the LSPS, and reflect the special social, environmental and economic characteristics for Crown land assets. The LSPS must be consistent with and reflect:	Crown land comprises some of the most iconic and diverse spaces in NSW that are reserved for a multitude of purposes including recreational activities, environmental protection, tourism and community and cultural purposes. Protecting and enhancing Crown land is essential for business, tourism, recreation, community well-being and the biodiversity of the state.	The submission does not involve substantiative directional change to the	Note the submission. Write to Crown Land thanking

	raping our rataro 20	040 Public Submissions Review		9/11/2020
NO AGENCY SUMMARY	SUBMIS	MISSION CONTENT	Comment	Recommendation
2016 • the purposes for wireserved or dedica • Native Title legislat • Plans of Managem dedicated Crown L • The need for prepa Management for pure Land Managers. The submission also come Management (PoMs) for Managemen	social, et it for reserved and and. aration of Plans of ublic land by Council Crown by July 2021. Social, et The der Crown land and aration of Plans of ublic land by Council Crown by July 2021. Social, et The der Crown land and der it look the man Manage of CLM Actions in Trust for the by July 2021. Social, et The der Crown land in Trust for which is consisted expression in Trust for the consisted expression in Trust for the consisted expression in Trust for which is consisted expression in Trust for the consistency of the manage in troduction in Trust	e land use visions set out in LSPS should reflect the special environmental and economic characteristics of Crown land. epartment's requirements to inform LSPS as they relate to a land are set out below: Its of the Crown Land Management Act and the principles own land management must be considered in LSPS preparing local, centre, and neighbourhood strategies within ocal area that incorporate Crown land, councils must recognise anagement framework for Crown land under the Crown Land gement Act 2016 (CLM Act) and consider the objects of the Act, including the principles of Crown land management led by the Act. In the consistent with reserve and dedication purposes etailed plans, planning controls and policies pertaining to future of areas of Crown land must take into consideration and be stent with the purposes for which the land is reserved or atted under the CLM Act. Particular consideration should be to encouraging public use and enjoyment, and multiple uses of a land where appropriate, and ensuring that planning controls it restrict the use of the reserved Crown land for the purposes ich it has been reserved or dedicated. This is also essential to be compliance by council and the State with the Commonwealth title legislation and the NSW Aboriginal Land Rights Act 1983. In the consistent with plans of management ing priorities in LSPS must also align with any plans of gement for reserved and dedicated Crown land. The CLM Act used significant changes to the model for the management of led Crown land for which Councils are appointed to have care, and management. Council Crown land managers are now rised to manage Crown land as if it were 'public land' under the Government Act 1993 (LG Act), generally as community land. In the Common land management must be in place by 1 July 2021 and other of guidance materials have been prepared to assist cits in this regards.	LSPS as exhibited. Suggested amendments by Crown Land Management will secure greater clarity and alignment with State policy; are reasonable, and supported for inclusion in post publication revision of the LSPS and detailed in a report to Council in December. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. • Amend the published Shaping Our Future 2040 to incorporate the Crown Land recommendations as appropriate. • Note that Plans of Management (PoMs) for all public land managed by Port Macquarie-Hastings Council in Trust for the Crown must in place by July 2021.

3 | P a g e

		, ,	16 20 40 1 dbirio Gdbiiirio Grono il cvi cvi		9/11/2020
ИО	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
3.	Department of Primary Industry - Agriculture	The submission acknowledges the comprehensive analysis and strong alignment of the LSPS with State, regional and local planning and policy directions. Specific comment and support is provided in relation to: • the holistic approach taken in the LSPS in relation to future rural residential development. • the need for development of a Rural Lands Strategy. • enabling policy to facilitate diversification and value-adding throughout the agricultural section. • the need to engage with DPI-Agriculture in relation to future strategy and planning investigations.	DPI Agriculture provides in principle support to the Draft Port Macquarie-Hastings LSPS. The draft LSPS provides a comprehensive analysis of and alignment with existing state, regional and local strategic plans and policies that relate to the strategic land use planning needs and community vision for the shire. Agriculture has been recognised as an important sector to the Local Government Area with key principles for the protection of significant farmland, avoidance of land use conflict and encouraging new agribusiness opportunities. The development of a Rural Land Use Strategy is strongly supported and we welcome the opportunity to provide support to this process as it progresses. DPI Agriculture is supportive of exploring the value-adding and diversification opportunities for the sector and would be keen to work with your council to enable those ancillary activities that are conducive to agricultural production in the shire and that do not have an adverse impact to production, the environment or amenity. We recognise that Port Macquarie-Hastings will continue to experience population growth and Council's Urban Growth Areas that have been identified to accommodate population growth over the next 20 years. It is understood that council intend to undertake a number of further studies that may require updating the UGMS. We refer you to our previous correspondence (OUT18/567) relating to the UGMS and seek further consultation on relevant strategies, planning amendments and subsequent planning proposals. DPI Agriculture also supports the holistic approach being undertaken with other local government areas within the area to meet rural residential needs. This will assist in the protection of important farmland and ensure such development is appropriately located.	The submission does not necessitate substantiative directional change to the LSPS as exhibited. Suggested amendments by the Department of Primary Industry Agriculture will secure greater clarity and alignment with State policy; are reasonable, and supported for inclusion in Council's post publication revision of the LSPS to be reported to Council in December. The specific details of changes to content will be available in a Tracked Changes	Note the submission. Write to DPIE Agriculture thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the DPIE Agriculture recommendations as appropriate. Note that Council is required to develop a Rural Lands Strategy under the north Coast Regional Plan 2036.

9/11/2020

NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
4.	Department of Primary Industry - Fisheries	The submission outlines the Departments review of the LSPS and alignment with the Fisheries Management Act 1994 and the Departments Policy and Guidelines for Fish Habitat Conservation and Management. Specific suggestions and recommendations are detailed to improve the LSPS in relation to: Theme 1 Our Environment • to provide for protection of key fish habitats in LEP and DCP controls, including map amendments. • That the LSPS and the Biodiversity Management Strategy recognise the significance of fresh water rivers, creeks, streams and habitats as wildlife corridors. • to implement the 'avoid, minimise, offset principle' for key fish habitats. • to implement planning controls to protect Threatened species listed under the Fisheries Management Act 1994. • Identify areas that will be affected by climate change, particularly climate induced sea level rise, including the coastal and floodplain areas of the Hastings and Camden Haven Rivers. • Develop Coastal Management Programs to protect: • coastal key fish habitats, and • areas likely to be affected by upslope migration of marine vegetation from development and other pressures, • and ensure resilience to climate change.	DPI Fisheries has reviewed the draft LSPS in light of the provisions of the Fisheries Management Act 1994 (FM Act) (namely the aquatic habitat protection and threatened species conservation provisions in part 7 and 7A of the FM Act, respectively) and the Department's Policy and Guidelines for Fish Habitat Conservation and Management (Update 2013) (DPI Fisheries P&G) (http://www.dpi.nsw.gov.au/_data/assets/pdf_file/0005/634694/Polic y-and-guidelines-for-fish-habitat.pdf) and offers the following comments on the planning priorities within the LSPS: Theme 1: Our Environment This theme and its associated planning priorities and actions are supported and applauded. Protecting key fish habitats The Port Macquarie-Hastings Council LGA contains important sensitive key fish habitat, including tidal areas and freshwater rivers and creeks, and is an important location for commercial and recreational fishing. Key fish habitats are those habitats that are most important for protection and conservation to sustain fish populations and, accordingly, should be acknowledged within Council's Biodiversity Management Strategy. Maps of key fish habitat within the Port Macquarie-Hastings LGA can be viewed here: https://www.dpi.nsw.gov.au/fishing/habitat/publications/pubs/key-fish-habitat-maps. Port Macquarie-Hastings Council can utilise these mapping layers to protect these sensitive waterways and riparian zones for aquatic biodiversity (Note: revised key fish habitat mapping will be released by DPI Fisheries and provided to Councils in the near future). Key fish habitats, particularly freshwater waterways, also provide important biodiversity corridors throughout the region which facilitate the natural movement of other wildlife away from areas of more	version of the LSPS (Attachment to the December Agenda report). The submission does not necessitate substantiative directional change to the LSPS as exhibited. Suggested amendments by Department of Primary Industry Fisheries will secure greater clarity and alignment with State policy; are reasonable, and supported for inclusion in Council's post publication revision of the LSPS to be reported to Council in December.	That Council: Note the submission. Write to DPIE Fisheries thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the DPIE Fisheries recommendations as appropriate. Note the need to develop Coastal Management programs.

NO AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	9 / 1 1 / 2 0 2 (Recommendation
. AGENCI	SUMMARI	SUBMISSION CONTENT	Comment	Recommendation
	 Iink Planning Priority 7 with the Biodiversity Management Strategy to ensure the protection of environmentally sensitive areas and other natural environments. buffers between development and areas of actual and potentially high environmental sensitivity. New development located to limit any adverse impact on the region's biodiversity, coastal and aquatic habitats and water catchments both now and into the future. implement best practice erosion and sediment control and stormwater management measures, including the principles of water sensitive urban design, to reduce impacts to waterways from the quality, volume and erosive force of stormwater flows. Theme 5 Our economy ensure that planning priority 15 recognises the environmental benefits of implementing best management agricultural practices and that adequate provisions for their uptake/implementation are included within the LEP and DCPs. 	intense development. The LSPS, in particular the key principle within Planning Priority 1, should recognise that freshwater rivers, creeks and streams are important wildlife corridors that, similar to linear strips of terrestrial vegetation, sustain high biodiversity values, to ensure that protection strategies are developed and implemented for these areas. It should be noted that DPI Fisheries has a long standing policy position on avoiding, minimising and offsetting impacts to key fish habitats and these policy positions should be recognised within the Biodiversity Management Strategy, and/or subsequent updates to this strategy. Details of these policy positions can be found within the DPI Fisheries P&G (Note: a revised DPI Fisheries offset policy will be released by DPI Fisheries in the near future). Threatened species It is important for Port Macquarie-Hastings Council to acknowledge species listed under the FM Act that occur within the LGA. Maps showing the distribution of FM Act listed threatened fish species found within the Port Macquarie-Hastings LGA, which can assist with developing planning controls that protect these species, can be found here: https://www.dpi.nsw.gov.au/fishing/species-protection/threatened-species-distributions-in-nsw/freshwater-threatened-species-distributions-in-nsw/freshwater-threatened-species-distributions-in-nsw/freshwater-threatened-species-distributions-in-nsw/freshwater-threatened-species-distributions-in-nsw/freshwater-threatened-species-distributions-in-nsw/freshwater-threatened-species-distribution-maps. The threatened fish species within the Port Macquarie-Hastings LGA, include Gudgeon (Mogumda adspersa). Preparing for and adapting to climate change In adapting to climate change, it particular, climate change-induced sea level rise. Identification of these areas is particularly important for land adjacent to existing tidal areas within the Port Macquarie-Hastings LGA, including the coastal floodplain areas of the Hastings and Camden-Haven Rivers. Sea level rise wi	The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	

	, 3	Future 2040 Public Submissions Review		9/11/2020
NO AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
		can occur unimpeded. Provision of migration pathways is essential in providing these important coastal vegetation communities with resilience to climate change. This concept should be considered within the development of Coastal Management Programs for the Port Macquarie-Hastings LGA. Preparation of Coastal Management Programs The Port Macquarie-Hastings LGA incorporates a range of important coastal key fish habitats. Coastal Management Programs set the long-term strategy for the coordinated management of the coast and this action is supported and applauded. DPI Fisheries looks forward to continuing to work with Port Macquarie-Hastings Council on the development of Coastal Management Programs for the LGA.		
		Theme 2: Our places A key goal of Planning Priority 7 should be to link with the Biodiversity Management Strategy to ensure the protection of environmentally sensitive areas and other natural environments. Actions/outcomes of Theme 2 should consider providing adequate buffers between development and areas of actual and potentially high environmental sensitivity. The DPI Fisheries P&G includes specific information on buffers between development and key fish habitat. These recommended buffer distances should be the minimum buffers that are incorporated into any planned development. New development should be appropriately located to limit any adverse impact on the region's biodiversity, coastal and aquatic habitats and water catchments both now and into the future.		
		It will be necessary to ensure that new developments are required to implement best practice erosion and sediment control and stormwater management measures, including the principles of water sensitive urban design, to reduce impacts to waterways from the quality, volume and erosive force of stormwater flows.		
		Theme 5: Our economy It will be important to ensure that planning priority 15 recognises the environmental benefits of implementing best management agricultural practices and that adequate provisions for their uptake/implementation are included within the LEP and DCPs. Implementation of best management practice with respect to agricultural activities assists with ensuring impacts to adjacent and		

9/11/2020

ИО	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
	Department	The submission acknowledges the important	downstream key fish habitats, such as those associated with sediment, pesticide, fertiliser run-off and disturbance of acid sulfate soils, are avoided and minimised. The draft LSPS includes a number of important initiatives, which	The	That Council:
5.	Department Planning Industry & Environment (DPIE) - Northern Region (Grafton Office)	initiatives introduced in the LSPS, which demonstrate Council's commitment to land use planning and the future of Port Macquarie-Hastings. Specific comment and recommended amendments include: The need to ensure that the content of the final LSPS is consistent with State planning, including the North Coast Regional Plan 2036,	demonstrate Council's commitment to land use planning and the future of the Port Macquarie-Hastings Local government area. The draft LSPS has been reviewed by the Department's Local and Regional Planning - Northern Region team and specific comments in relation to the draft LSPS are included in the attached schedule . The aim is that the LSPS will be a key resource to guide the implementation of strategic and statutory planning at the local level, including the assessment of planning proposals. Please ensure that the content of the final LSPS is consistent with State planning, including the North Coast Regional Plan 2036, State Environmental	submission does not necessitate substantiative directional change to the LSPS as exhibited. Suggested amendments	Note the submission. Write to DPIE Northern Region thanking them for their input into preparation of Port Macquarie-Hastings

					9/11/2020
NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
		State Environmental Planning Policies and section 9.1 Ministerial Directions. Ensuring references to the <i>Regional City Action Plan</i> note its role in guiding the direction of Port Macquarie at the local level, and current 'Draft' status. Ensure that the DPIE role in approving Council's Development Control Plan is recognised. General comment around the impact of the 2019/20 drought and bushfires on the LGA's environmental report card. Minor text and iconography corrections, and mapping improvements. Pinpointing specific areas of biological importance in figure 9. An action to commit Council to achieving the North Coast Regional Plan 2036 target of 40% of new housing in the form of medium density housing (dual occupancies, apartments, townhouses, villas or small lot dwellings) by 2036. LEP amendments to protect water catchments, ground water resources, and marine environments. Nominate locations for implementation of Place Guidelines. That Planning Priority 16 note the opportunities provided by digital technology, and its potential impact on demographic cohorts. Correct the Local Government Narrative. Additional reference in the LSPS to the Regional priorities for Port Macquarie-Hastings Council to grow community connectivity with Kempsey Shire, and maximise the opportunities associated growth in the Hunter region.	Planning Policies and section 9.1 Ministerial Directions. This includes any actions referenced in other plans and strategies in the LSPS. Schedule General comments Council is commended and congratulated for the extensive work that has gone into the preparation of the LSPS and for the commitment to land use planning that is evident in the LSPS actions. The Department would like to thank Council staff for the cooperative approach during the preparation of the LSPS. Specific comments • the messages from the Mayor and the Acting CEO are currently holding text; • references to the Port Macquarie Regional City Action Plan should include 'proposed'; • the colour coding in Figure 2 on page 15 indicates that the Department has a role in approving Council's Development Control Plan; • the Regional Economic Development Strategy could be referenced on page 18 as a State plan that guides the direction for Port Macquarie-Hastings at a local level; • the environmental report card on page 28 could be misrepresenting the LGA's environmental score due to the recent drought and significant bushfires and further clarification / discussion about how these events may have influenced the scoring could be included; • the percentages for residential and industrial land on page 30 may require review. As residential land occupies 7,268ha (2%) while industrial occupies 359ha (also 2%); • it would be beneficial if the specific areas of biological importance, identified on page 44, could be pinpointed on Figure 9; • it would be beneficial if an action in Planning Priority 2 committed to Council working towards achieving the North Coast Regional Plan 2036 target of 40% of new housing in the form of dual occupancies, apartments, townhouses, villas or dwellings on lots less than 400m2 by 2036; • Action 4.2 if retained could provide additional detail on how the LEP could be amended to protect marine environments, water catchment areas and groundwater sources from potential	by the Department of Planning Industry and environment (DPIE) will secure greater clarity and alignment with State policy including the north Coast Regional Plan 2036; are reasonable, and supported for inclusion in Council's post publication revision of the LSPS to be reported to Council in December. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the DPIE Agriculture recommendations as appropriate. Note the requirement for Council to ensure consistency between State and local policy, particularly in achieving the North Coast Regional Plan 2036 target of 40% of new housing in the form of medium density housing (dual occupancies, apartments, townhouses, villas or small lot dwellings) by 2036.

9/11/2020

NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
6.	Department Planning Industry and Environment (DPIE) - Public Spaces	A detailed and comprehensive submission commending Council on the LSPS, its alignment with the North Coast Regional Plan 2036, and strong focus on increased liveability through access to great public spaces. Specific comment and recommended amendments to improve the LSPS include: 1. Embed the Public Space definition and reference to public spaces into Council's Context, Vision and Planning Priorities. 2. Increase mapping of public spaces. 3. Embed access to quality public spaces in current and future planning. 4. Promote access to quality public space to ensure liveable, sustainable and well-designed neighbourhoods.	development impacts, and whether any further investigative studies are required prior to undertaking the amendment; Action 6.4 could consider including localities where the local Place Guidelines are likely to be implemented; it would be beneficial if Figure 27 could be extrapolated to 2041 to provide consistency throughout the document; the icons in Table 1 on page 132 should be reversed; the rationale for planning priority 16 could note that digital infrastructure also provides the opportunity for people to work remotely, which may result in additional sea/tree changers relocating to the area and subsequently resulting an increase to the younger demographic cohort; Appendix A includes the Regional Plan commentary for the Nambucca Shire, not Port Macquarie-Hastings; additional detail could be included throughout the document in accordance with the Port Macquarie-Hastings narrative in the Regional Plan, for example: how community connectivity will grow between centres and with Kempsey Shire; how opportunities associated with growth in the Hunter region will be maximised. The Public Spaces Division sponsors the Premier's Priority 11: Greener Public Spaces: Increase the proportion of homes in urban areas within 10 minutes' walk of quality green, open and public space by 10% by 2023*. Partnering across government, industry and Councils will be key to achieving the Premiers Priority and supporting communities through: a) Helping create more liveable neighbourhoods and communities, b) Bringing economic, environmental, social and cultural value to places and residents, c) Helping mitigate urban heat island effect, and support biodiversity, and d) Improving physical and mental health and wellbeing. The Places Branch, Public Spaces Division commends Council on its draft LSPS's strong focus on increased liveability through creation of and access to high-quality public space. These reflect the Directions raised in the North Coast Regional Plan relating to the importance of providing quality places.	The submission does not necessitate substantiative directional change to the LSPS as exhibited. Suggested amendments by the Department of Planning Industry and Environment (DPIE) Public Spaces will secure	That Council: Note the submission. Write to DPIE Public Spaces thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the DPIE Public Places

	9/11/20
NO AGENCY SUMMARY SUBMISSION CONTENT	Comment Recommendation
5. Promote access to quality public space to support strong town centres and improve the local economy. 6. Recognise green infrastructure is essential infrastructure and integrate it with grey infrastructure to increase community and environmental resilience 1. Embed the Public Space Division's C Section 1. Embed the Public Space definition and spaces into Council's Context, Vision and We suggest Public Space' is referred to con LSPS, as per the definition on page 1 being 'places public open spaces: active and passive (in playgrounds, public beaches, inverbanks and playing fields and courts, and publicly access b) Public facilities: public libraries, museums civic/community centres, showgrounds and facilities. 2. Streets: streets, avenues and boulevards, pavements, passages and lanes, and bicycle were or packed by the part in providing access to quality public space. 2. Increase mapping of public spaces. We commend Council for including a figure to key social infrastructure sites in the LGA and such as parks, libraries and cycling networks mapping of key public spaces within the LG. LSPS is cinclude key squares and plazas, pe other important cultural facilities. 3. General comments While the LSPS is sizable, it was clearly set	and alignment with State policy particularly around Public Spaces, place making and place sensitive design; are reasonable, and waterfronts, outdoor sible bushland) sp. galleries, lindoor public sports ele paths and alignment with State policy particularly around Public Spaces, place making and place sensitive design; are reasonable, and supported for inclusion in Council's post publication revision of the LSPS to be reported to Council in December. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment) At to illustrate the number of and including public space, is in its mapping. Further GA could be included in the

NO ACENOY CURRENT		9/11/2020
NO AGENCY SUMMARY SUBMISSION CONTENT	Comment	Recommendation
was clearly illustrated and the evidence justification for eac Priority was elegantly articulated. We comment Council on standard of its draft LSPS. 4: Embed access to quality public spaces in current an planning. (Planning Priorities (PP) 9 - Preserve and enhance the dist character, size and scale of our towns, villages and rural communities; and 10 - Protect, respect and embrace our ne and cultural heritage (including our Abonginal cultural heritage (including our Abonginal cultural heritage). The LSPS has eloquently articulated the benefits of plannin public space infrastructure within the LGA, including social, environmental, cultural and economic benefits. We suggest including the following additional actions: a) We are pleased the LSPS mentions PP11 as being spec relevant to the LSPS, and a nuanced understanding of the variou elements that contribute to good access and quality public action. b) PP9 — Develop mechanisms in LEPs/DCPs to encourage applicants to explain how their development proposal will in quantum and/or quality of the public space. c) PP 10 — We suggest the following Planning Principle is a as an action - Embed the Government Architect of NSV CU Design Principles and implementation framework (when fin the design and planning of Council's built-environment projection and support community wellbeing, right locations; 8 - Create vibrant public places and spaces inspire social interaction and support community wellbeing, Provide a multi-modal integrated land-use and transport ne across Port Macquane-Hastings) The LSPS acknowledges that access to public space is an outcome to create liveable neighbourhoods and great place by promoting physical and mental wellbeing, encouraging social integrated and enclause and transport ne across Port Macquane-Hastings)	the high Ind future tinctive atural, built lage) Ing for Ing	

O AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	9 / 1 1 / 2 0 Recommendation
		We suggest including the following actions: a) PP 7 – Include an action for increasing number of h 10-minute access to quality green, open and public accordance with the goal of Premier's Priority 11. b) PP 7 – The Local Housing Strategy could also note housing meets the 10 minute access target (while u are a priority, the goal is for all communities to be all within ten minutes.) c) PP 8 – We recommend the social infrastructure strated developed, is kept regularly updated in line with poper growth in the LGA, to ensure public space access not continue to be adequately planned for (PP8) d) PP11 – The LSPS notes there is low use of active the LGA. Council could include an action to utilise efuture consultation to determine what would encount to use more active transport. This could then be use actions under its Regional Integrated Transport Strategy. PP11 – To support more use of active transport in the Integrated Transport Strategy, we recommend Courprojects, such as those featuring in Government's Shared Spaces program, to test the success rate of active transport infrastructure solutions. 6: Promote access to quality public space to support town centres and improve the local economy. (Planning Priorities (PP) 6 Use a place-based approach development of our sites, streetscapes, precincts, towns 8 (As before); 13 Build the capacity of Port Macquarie as city and develop the vitality of other economic centres at employment lands; and 14 Develop a thriving and sustaine economy).	space, in that all new urban areas ble to be ategy, once bulation leeds ransport in existing or age citizens ed to inform ategy. he Regional ncil trial pilot streets as f different t strong to shape the s and centres; s a regional and inable visitor	
		The LSPS could highlight the important role access to question space plays in creating vibrant town centres. This includ cultural spaces, which are an important part of public space in the soughest that planning priorities related to building economy articulate the role access to quality public space including by creating vibrant town centres, activating the night-time economy, supporting the tourism economy and new residents and workers.	les access to ace and ng a strong ce plays, e day and	

	Shaping our rutu	re 2040 Public Submissions Review		9/11/2020
NO AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
		 f) PP 8 - We suggest Council's Property Strategy, in its response to the Social Infrastructure Strategy, considers the use of any vacant or underused council owned property around the CBD for temporary activations (cultural, small events, F&B etc.) to encourage a vibrant centre and support the day and night-time economy. g) PP13 & PP14 - The Economic Development Strategy could explore how the cultural strategy and walkability initiatives can help to support vibrant town centres and the day and night-time economy by drawing people to the centre through activation and accessibility and encouraging longer dwelling times at all times of the day. These strategies can also be used to support PP14 broadly and specifically in relationship to Action 14.3. h) PP 6, 13 & 14 - A lighting strategy could also be used to support the Port Macquarie CBD Cultural Precinct Plan, the heritage interpretation plan and to encourage activation of the CBD under the Economic Development Strategy by providing attractive night-time illumination of public spaces and heritage buildings to attract people to the CBD after dark. 		
		7: Recognise green infrastructure is essential infrastructure and integrate it with grey infrastructure to increase community and environmental resilience (Planning Priorities (PP) 1 Protect, conserve and enhance our biodiversity and areas of high environmental value; 2 Manage growth sustainably; 3 Increase our community's resilience to the impacts and risks of natural hazards and environmental change; 4 Protect and improve the health of our waterways and aquatic habitats; 5 Sustainably and efficiently manage our energy, water, waste and natural resources; 8 Create vibrant public places and spaces that inspire social interaction and support community wellbeing; 12 Develop a network of safe, accessible and sustainable local transport options linking key local destinations; 13 Build the capacity of Port Macquarie as a regional city and develop the vitality of other economic centres and employment lands; and 18 Create a greener urban environment) We recommend in all LSPSs that green infrastructure is given an equal weighting to social and grey infrastructure and that LSPSs prioritise planning for green infrastructure to support growth,		

	onaping our re	iture 2040 Public Submissions Review		9/11/2020
NO AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
		by enhancing resilience to climate change, improving air quality, providing shade to reduce ambient temperature, and extending biodiversity habitat. We are also pleased that Council has adopted a definition of Green Infrastructure from the Government Architect's <i>Greener Places: an urban green infrastructure design framework</i> and commend Council's actions 18.1 and 18.2 to develop a Green Infrastructure Plan and classify green infrastructure as an asset, where appropriate. We suggest Council also consider the following actions, provided by the Green and Resilient Places Division: i) Multiple PP's - Target an improvement to tree canopy and green cover throughout the LGA. An example is the Greater Sydney Region Plan's target of 40% canopy cover by 2036. This could be achieved by including planting programs to improve physical and visual amenity along active and vehicular transport corridors; considering embellishment of open space i.e. including a requirement for tree planting to achieve 60% tree canopy in local open space. j) Multiple PPs - Embed controls to maintain and enhance current tree canopy in the LGA. The DCP could establish an appropriate tree replacement ratio for public and private trees removed in the LGA (e.g. ratios of at least 2:1 [new to old] can assist in combatting any canopy cover loss). k) PP2 – Update Council's Urban Growth Management Strategy to include an approach to new urban development that occurs outside of the current urban development boundary. Should greenfield development occur, a strategy should be in place that highlights the importance of, and mandates, the integration of new development with green infrastructure to protect the natural environment and ensure resilient places for people to live? I) PP5 - Consider updates to Council's Long-Term Energy Strategy to include green infrastructure energy saving mechanisms i.e. green walls and roofs, as well as recognise the importance of tree canopy in reducing urban heat and energy consumption. m) PP8 - In developing a Social In		

	Shaping Our Full	are 2040 Fubile Submissions Review		9/11/2020
NO AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
		 o) PP13 – Consider opportunities to embed green infrastructure and tree canopy as part of the implementation of the Health and Education Master Plan. p) PP13 – Consider embedding development controls for tree planting and urban greening, such as deep soil zones and tree replacement ratios, as part of the review of LEP and DCP provisions for Port Macquarie CBD. q) PP18 - While the value of the Green Grids and intentions to connect to or implement the Green Grids and networks were mentioned in the LSPS, we couldn't find a specific action related to delivery of the Green Grid. We recommend Council include an action to develop and/or implement a Green Grid Strategy to support population and environmental health, including biodiversity corridors. Open Space Branch, Public Space Division's Comments (Planning Priority (PP) 7: Provide for a diversity of housing in the right location) The (PP) 7 estimates that an additional 11,950 dwellings will be required by 2041 to house the new incoming population. However, there is no mention of quality public open space provision that will help meet the open space and recreation needs of the growing community. 		
		We recommend that (PP)7 should include following Actions in the LSPS: o Provide high-quality public open spaces in new release areas, through DCP clauses. Improve accessibility within the subdivision and its open spaces with walking and cycling paths. o Assess all existing and proposed community facilities, play spaces and public spaces with NSW Governments 'Everyone Can Play' Guidelines.' The Everyone Can Play (ECP) guideline helps to deliver play spaces that are designed to be more inclusive of everyone in the community.		
		The Everyone Can Play (ECP) guideline helps to deliver play spaces		

		Shaping Sur rutu	re 2040 Public Submissions Review		9/11/2020
NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
			extended to public open space, to deliver inclusive public spaces for the community.		
			Planning Priority (PP) 8: Create vibrant public places and spaces that inspire social interaction and support community wellbeing. The (PP) 8 has identified a vision for 'an active and healthy community.' Council has highlighted the Action to prepare a Recreation Action Plan, and Social Infrastructure Strategy to ensure that appropriate level of recreational facilities and services are provided for existing and future communities. Open Space Branch is supportive of the identified actions.	>	
			Planning priority (PP)11: Provide a multi-modal, integrated land-use and transport network across Port Macquarie-Hastings The (PP) 11 has referred to a Movement and Place Framework and Healthy Streets Approach. Open Space Branch is supportive of the identified actions and references and that priority is given to people over cars in public open spaces, places and local streets and neighbourhood; where people want to spend time and promotes physical & social activity and connectivity.		
			Planning priority (PP)18: Create a greener urban environment The (PP) 18 has referred to Greener Places and an urban green infrastructure design framework. Open Space Branch is supportive of the reference and believes that the Greener Places: an urban green infrastructure design framework will help create a healthier, more liveable and sustainable urban environment by improving community access to recreation and exercise, supporting walking and cycling connections, and improving the resilience of urban areas.		
			The provision of green infrastructure will help improve the quality of our urban areas and help to adapt and mitigate the effects of climate change. Well-designed and planned green infrastructure will help absorb flood water, cool the urban environment, clean the air, provide space for local food production and ensure the survival of NSW's fauna and flora as well as providing space for recreation, sport and leisure. The Greener Places: an urban green infrastructure design framework will assist Port Macquarie - Hastings Council to create better public open spaces and landscape outcomes for the urban areas within the LGA.		

		Shaping Our Futu	re 2040 Public Submissions Review		9/11/2020
NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
7.	Department Planning Industry and Environment (DPIE) - Resilience Planning	The submission details specific recommendations and commentary for inclusion in the LSPS to embed and build resilience planning and long term actions for natural hazards and disaster, including specifically: • Long term actions to manage and sustain resilience in the LGA; • Review of bushfire mapping; • Actions to address recovery post natural events, and local adaptation and resilience planning; • Actions to manage and minimise the future demand on emergency services, and avoid increasing populations at risk from natural hazard; • Establish DA principles for hazard and disaster planning and resilience; • Review LEP & DCPs controls to encourage adaptable and resilient buildings	The Department of Planning, Industry and Environment's Resilience Planning team has reviewed Council's draft LSPS and forwarded the following points for Council's consideration in the preparation of the final document. Regarding resilient places, the Port Macquarie Hastings LSPS would benefit from the following: It is recommended that Action 3.5 be expanded to review of all bushfire mapping. Actions that address recovery after a natural hazard event would help promote resilience-building within the LGA. Actions to manage future risk so as to not to increase the population at risk and the demand on Emergency Services personnel and volunteers should be included in the LSPS. action 3.6 could be expanded to establishing hazard planning and disaster resilience principles as primary considerations in all development proposals. A planning principle that ensures that local/regional hazard risk assessments inform land use planning decisions could be included. an additional action could include a review of development controls to encourage adaptable and resilient buildings. There should be an action to undertake a local adaptation plan/resilience plan. It is important that the LSPS include long term actions to ensure that resilience is managed and sustained in the LGA.	The submission does not necessitate substantiative directional change to the LSPS as exhibited. Suggested amendments by the Department of Planning Industry and environment - Resilience Planning will secure greater clarity and alignment with State policy, particularly in relation to resilience planning for our communities against climate change and natural disasters, and risk avoidance; are reasonable, and supported for	Note the submission. Write to DPIE Resilience Planning thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the DPIE Resilience Planning recommendations.

9/11/2020

ИО	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
8.	Department Planning Industry and Environment (DPIE) - EES - Air	A supportive submission acknowledging the intent of the LSPS to reduce air pollution, and efficiently manage energy, water, waste and natural resources. Specific recommendations are detailed in the submission to improve the LSPS content in relation to air quality, and efficient management of resources: • Expand PP 5 to include 'air' in addition to 'energy, water, waste and natural resources'. • Consider: • new housing controls to promote cleaner heating and cooling technology, and energy efficiency measures for all new housing. • Locate housing to reduce car dependency, and minimise emissions.	The Port Macquarie-Hastings draft LSPS includes Environmental Planning Priorities 1-5 that seek to protect biodiversity and water ways. PLANNING PRIORITY 5 Seeks to sustainably and efficiently manage our energy, water, waste and natural resources but does not seek to protect air quality. It is noted that the LSPS includes, in support of the Environmental Planning Priorities, the David Suzuki quote, "I can't imagine anything more important than air, water, soil, energy and biodiversity. These are the things that keep us alive." It is recommended that Planning Priority 5 be expanded to include air. Natural and Built Environment (NBE) Objective 3 is "Sustainable and environmentally sensitive development outcomes that consider the impact on the natural environment". For most urban and regional centres in NSW, wood smoke is the leading source of air pollution. Discouraging the use of wood heaters in built up areas, as well as initiating wood smoke education	inclusion in Council's post publication revision of the LSPS to be reported to Council in December. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report). The submission does not necessitate substantiative directional change to the LSPS as exhibited. Suggested amendments by the Department of Planning Industry and environment - EES & Air will secure	That Council: Note the submission. Write to DPIE EES Air thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the DPIE

		Shaping Our Futu	re 2040 Public Submissions Review		9/11/2020
NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
		Incorporate provisions to avoid land use conflict between future residents and current land uses, and ISEPP standards and measures to reduce air pollution and noise impacts for air quality.	campaigns, can reduce this source of pollution. Reducing use of wood heating would contribute to meeting UN Sustainable Development Goals 7.1.2: Proportion of population with primary reliance on clean fuels and technology and 3.9.1: Mortality rate attributed to household and ambient air pollution. It is recommended that cleaner heating technology, such as reverse cycle air conditioning, together with energy efficiency measures to reduce demand for heating and cooling and renewable energy options, be supported for all new housing in built up areas. Even where air quality is generally good, there can be pockets of poor air resulting from, for example, local industry or transport. It is important to note that electric vehicles will not eliminate vehicle related air pollution as tyre, brake and road wear lead to emission of harmful fine particles. Port Macquarie is planning for significant increases in population of around 900-1000 people per year. It will be important that new housing is sited appropriately to avoid land use conflict between future residents and current land uses. Sensitive uses such as homes, aged care or childcare centres adjoining busy roads can incorporate measures to reduce air pollution impacts. The ISEPP guidelines are useful in regional areas where there are busy roads. ISEPP Interim Guideline measures for air quality include: 1. Incorporating an appropriate separation distance between sensitive uses and the road using broad scale site planning principles such as building siting and orientation. The location of living areas, outdoor space and bedrooms and other sensitive uses (such as childcare centres) should be as far as practicable from the major source of air pollution. 2. Ventilation design and open-able windows should be considered in the design of development located adjacent to roadway emission sources. 3. Where separation distances can't be met, mechanical ventilation can be used. When the use of mechanical ventilation is proposed, the air intakes should be sited as far as	greater clarity and alignment with State policy; are reasonable, and supported for inclusion in Council's post publication revision of the LSPS to be reported to Council in December. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	recommendations .

9/11/2020

ИО	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
			Landscaping has the added benefit of improving aesthetics and minimising visual intrusion from an adjacent roadway. Where new housing is proposed alongside existing industry and agriculture, consider whether the existing uses will impact new uses prior to re-zoning land. The Port Macquarie-Hastings draft LSPS includes the following planning priorities to managed transport emissions and increase uptake of active transport options: PLANNING PRIORITY 11: Provide a multi-modal, integrated landuse and transport network across Port Macquarie- Hastings and PLANNING PRIORITY 12 Develop a network of safe, accessible and sustainable local transport linking key destinations. These comprehensive commitments offer excellent opportunities to reduce air pollution, as noted in the draft LSPS.		
9.	Heritage NSW	A comprehensive submission outlining improvements to the Heritage elements in the LSPS. Specific commentary and suggestions for inclusion are to: • increase awareness and information around Port Macquarie-Hastings Council's heritage and how it is incorporated into planning and decision making. • Ensure alignment with the Directions and Goals of the North Coast Regional Plan 2036. Particularly Direction 18 to Respect and Protect Aboriginal Heritage, and direction 19 to Protect Historic heritage. • Improve consultation with Aboriginal Communities. • Protect local character, and identify places and items which contribute to liveability, local employment and wellbeing. • Prepare Character Statements recognising heritage and culture as a fundamental aspect of the identity of places. • Mitigate against loss of heritage Recommendations Actions include:	□ incorporating heritage and culture into environmental management plans and strategies, such as the Biodiversity Strategy, Ecological Restoration Report and Coastal Management Program □ undertaking a Landscapes Study to identify high-value landscapes across the LGA which can be incorporated as scenic protection areas in planning controls □ enhancing and protecting views of scenic and cultural landscapes from public areas, and □ recognising the opportunities which Aboriginal and non-Aboriginal heritage offer for tourism. While these initiatives are positive, we consider that there are opportunities to provide a greater level of information on Council's heritage and how it is considered during planning. Areas we suggest that Council and the Department consider when finalising the LSPS are: □ if the relevant Aboriginal communities and/or groups have not already been consulted about the content of the LSPS, this should be done prior to the LSPS being finalised □ further considering the linkages between culture, heritage and tourism, and the opportunities culture and heritage bring for economic growth	The submission does not necessitate substantiative directional change to the LSPS as exhibited. Suggested amendments by Heritage NSW will secure greater clarity and alignment with State policy, particularly the North Coast Regional Plan 2036; are	That Council: Note the submission. Write to Heritage NSW thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the Heritage NSW recommendations Note the need to ensure alignment with the Directions and Goals of the

18/11/2020

A Local Strategic Planning Statement for Port Macquarie-Hastings Shaping Our Future 2040 Public Submissions Review

					9/11/2020
NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
		 capture the identification, appropriate protection, interpretation and promotion of Aboriginal cultural heritage and Historic heritage through meaningful and ongoing consultation with the Aboriginal community to identify important values and potential issues regarding cultural heritage and connection to land support the ongoing identification and documentation of heritage places and context early, to assist more detailed planning actions to avoid or mitigate impact on heritage items and places where possible, strategically identify key heritage places and clusters support heritage asset revitalisation and adaptive reuse provide guidance for sensitive heritage areas subject to major infrastructure or development identify funding and resourcing for Aboriginal and Historic heritage priorities allow for the development of plans and strategies which interpret, celebrate and promote Aboriginal and non-Aboriginal identity, culture and heritage, and develop strategies and programs to tell the story of a local area, and the diversity of its history and culture. 	 □ further articulating heritage as it relates to local character, including potentially identifying clusters of places and items which contribute to the significant character of the place, and □ considering the linkages between actions and priorities, e.g. the ways in which heritage and culture contribute to attractive and liveable places, local employment and community wellbeing. This would help better align Council's local strategic planning with the North Coast Regional Plan, specifically. □ Direction 18 − Respect and protect the North Coast's Aboriginal heritage, and □ Direction 19 − Protect historic heritage. Our records show that, in addition to the Local heritage items, archaeological sites, Aboriginal conservation areas and sites listed under Port Macquarie-Hastings Local Environmental Plan 2011, the LGA contains: • part of the World, National and State heritage listed 'Gondwana Rainforests of Australia' • a further ten State Heritage Register (SHR) items: • 'Archaeological Remains of Overseers' Cottages' (SHR 01813) • 'Courthouse and Norfolk Island pines (former)' (SHR 00554) • 'Hastings Historical Society Museum' (SHR 00326) • 'Kendall School of Arts' (SHR 00479) • 'Lake Innes House ruins and environs' (SHR 00997) • 'Lake Innes House riins and environs' (SHR 00997) • 'Lavireton School of Arts' (SHR 00476) • 'Port Macquarie First (Allman Hill) Burying Ground 1822 - 1824' (SHR 01730) • 'Port Macquarie Government House Site' (SHR 01517) • 'Port Macquarie Second Burying Ground 1824 - 1886' (SHR 01731) • 'St. Thomas' Anglican Church' (SHR 01653) • The 'Three Brothers Mountains Middle and North' Aboriginal Place, and • 402 Recorded Aboriginal Sites. Care must be taken to avoid impacts on these items, place and sites, and consideration nee	reasonable, and supported for inclusion in Council's post publication revision of the LSPS that is to be reported to Council in December. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	North Coast Regional Plan 2036. Particularly Direction 18 to Respect and Protect Aboriginal Heritage, and Direction 19 to Protect Historic heritage.

NO AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	9 / 1 1 / 2 0 Recommendation
		information and more detailed advice on the SHR items, Aboplaces and sites if required.	original	
		The Department of Planning's publication Aboriginal Heritag North Coast: a discussion paper includes information which of use in updating Council's LSPS and LEP in relation to Abcultural heritage. We have provided this publication as Attact 2.	may be original	
		Attachment 1		
		Heritage in Local Strategic Planning Statements Heritage NSW encourages councils to take a strategic approvedeveloping and implementing the priorities, policy positions actions in its Local Strategic Planning Statement (LSPS). To that the LSPS provides strong strategic guidance with regard both Aboriginal and Historic heritage, we recommend that it consider the following:	and o ensure ds to	
		Character Statements Character Statements which recognise heritage and culture fundamental aspect of the identity of the place.	as a	
		Planning Priorities Planning Priorities which: □ identify Aboriginal cultural heritage and Historic heritage v and opportunities to protect and celebrate those values □ recognise the contribution which Aboriginal cultural heritage make to the sense of place and belonging area	ge and	
		 □ support the protection and celebration of heritage sites an □ identify and celebrate the diversity and heritage of the ma cultural groups in the community, and 		
		☐ recognise that Aboriginal and Historic heritage and divers cultural asset and potential driver of tourism and economic gand the opportunities that this can provide.		
		Actions Actions which:		
		capture the identification, appropriate protection, interpretation and promotion of Aboriginal cultural hand Historic heritage require meaningful and ongoing the state of the state o		

9/11/2020

NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
10.	Mid North	A detailed and supportive submission.	consultation with the Aboriginal community to identify important values and potential issues regarding cultural heritage and connection to land orequire meaningful, ongoing and representative community engagement which captures the diversity of the local community require consultation with State Government agencies in relation to both Aboriginal cultural heritage and Historic heritage support the ongoing identification and documentation of heritage places and context early, to assist more detailed planning actions to avoid or mitigate impact on heritage items and places where possible, strategically identify key heritage places and clusters support heritage asset revitalisation and adaptive reuse provide guidance for sensitive heritage areas subject to major infrastructure or development identify funding and resourcing for Aboriginal and Historic heritage priorities allow for the development of plans and strategies which interpret, celebrate and promote Aboriginal and non-Aboriginal identity, culture and heritage, and develop strategies and programs to tell the story of a local area, and the diversity of its history and culture. The Draft Shaping Our Future 2040 LSPS is extremely	The	That Council:
10.	Coast Local Health District (LHD)	The submission notes that the LSPS is extremely comprehensive, and well aligned with the North Coast Regional Plan to support the health and well-being of residents and others. Specific support, comments, recommendations, and offers to assist in relation to further policy work are detailed in relation to: • development of a place framework, guidelines and evaluation framework to measure liveability. • development and review of Council's place based approach, and in identifying liveability indicators. • developing greater housing diversity to increase the sense of place, community and social	romprehensive and we particularly like your inclusion of 'Our Places' and 'Our Connections' as two of your four key themes. Their inclusion demonstrates Port Macquarie-Hastings Council's commitment and support of the health and wellbeing of residents and other users. As noted within your draft LSPS these planning priority areas are well aligned with the North Coast Regional Plan's Direction 15 - Develop healthy, safe, socially engaged and well-connected communities, Direction 23 - Increase housing diversity and choice, and Direction 25 - Deliver more opportunities for affordable housing. Our Places Planning Priority 6 - Use a place-based approach to share the development of our sites, streetscapes, precincts, villages, towns and centres. Actions:	submission does not necessitate substantiative directional change to the LSPS as exhibited. Suggested amendments by the Mid North Coast Health District will secure greater clarity and	Note the submission. Write to Mid North Coast LHD thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the

		Snaping Our Futu	re 2040 Public Submissions Review		9/11/2020
NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
		capital through greater interaction between residents • development of a local housing strategy, and affordable housing policy focusing on how Port Macquarie-Hastings' Council will consider and address the needs, current supply and shortfalls in various housing types and tenures. • development of a Social Infrastructure Strategy to guide your public spaces, community and recreational facilities - as this will be critical in improving liveability. • movement networks as a key factor of liveability as they allow people to travel safely and conveniently between home, work, school and other important destinations within and between neighbourhoods. • Healthy Active Streets in evaluating the effectiveness of streets as great places. There could be opportunity for MNCLHD to work with Port Macquarie-Hastings Council in delivering this health-centred approach and using the 1 O Healthy Streets Indicators.	6.1 Develop a place framework to inform the approach for creating great places across the LGA. 6.4 Develop and implement local Place Guidelines for the planning, design, provision and evaluation of our neighbourhoods, public spaces and community facilities informed by relevant NSW Government guidelines. 6.5 Develop an evaluation framework and dataset to measure the liveability of our Places to better inform decision-making. MNCLHD comment: Your commitment to developing a place framework, local place guidelines and an evaluation framework to measure the liveability of Port Macquarie-Hastings' will enhance residents' relationship with their neighbourhood, as well as each other, and will foster connection to meet residents' needs at all ages (www.healthyactivebydesign.com.au). There is good evidence that states that the key attributes of 'place making' include access and connections (pedestrian-friendly and accessible using a range of transport options), uses and activities (convenient for both local daily living activities and larger organised events, and at different times of day and throughout the year), comfort and image (attractive, sense of history, safe and clean), and sociability (welcoming and connects people with others) [1]. MNCLHD would be happy to help during the development stages and/or review of Port Macquarie-Hastings' place-based approach and in particular in identifying liveability indicators. Planning Priority 7 - Provide for a diversity of housing in the right locations. Actions: 7.1 Finalise Council's Local Housing Strategy in line with the DPIE Local Housing Strategy Guideline 2018 to provide for a diversity of housing choice in the PMHC LGA. 7.2 Develop LEP and DCP controls informed by the Local Housing Strategy recommendations to promote housing diversity and choice in appropriate locations.	alignment with State policy; are reasonable, and supported for inclusion in Council's post publication revision of the LSPS to be reported to Council in December. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report). Offers to collaborate with Council in relation to further policy work are noted and greatly appreciated. It is recommende d that Council	Mid North Coast LHD recommendations

9	/ 1	-1	- /	2	\cap	2	\cap
0	, ,		4	_	v	_	U

NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
			7 .3 Develop and implement an Affordable Housing Policy and Action Plan which take into account the needs of our low-income and homeless residents. MNCLHD comment: There is good evidence to support your focus on housing diversity as this and housing density can support critical infrastructure, connect neighbourhoods and help people age in place. Diversity of housing types helps cater to the housing needs of people at different stages of their lives, and of an increasingly diverse range of household types [2]. Mixed-use planning and the presence of a variety of destinations and housing types and population sub-groups promote walking, which in turn increases the sense of place, community and social capital through greater interaction between residents [3]. We are very supportive of the development of a local housing strategy and an additional policy that focuses specifically on affordable housing to guide how Port Macquarie-Hastings' Council will consider need, current supply and other shortfalls in various housing types and tenures. MNCLHD would be happy to help during the development stages and/or review of Port Macquarie-Hastings' Local Housing Strategy and Affordable House Policy (and action plan). Planning Priority 8 - Create vibrant public places and spaces that inspire social interaction and support community wellbeing. Actions: 8.1 Develop a Social Infrastructure Strategy which will guide the development and adaptive use of our public spaces and community and recreational facilities across the LGA.	thank the District for their support and investigate any ongoing collaboration opportunities.	
			MNCLHD comment: We are very supportive of the development of a Social Infrastructure Strategy to guide your public spaces, community and recreational facilities - as this will be critical in improving liveability. A Social Infrastructure Strategy will help deliver stronger positive and equitable social outcomes. Some factors to consider are: To prepare community facility benchmarks and minimum standards for new and existing areas across the LGA To include social infrastructure in the Development Contributions essential list.		

	Shaping Our Futu	re 2040 Public Submissions Review		0.444.0000
NO AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	9 / 1 1 / 2 0 2 0 Recommendation
		Support local health and wellbeing initiatives run by local community organisations and state agencies through the provision of infrastructure or resources. Ensure the distribution and quality of public and open space and parks is equitable, prioritising upgrades for disadvantaged areas. To identify links to the Draft NSW Physical Activity Strategy Office of Sport and key actions to enhance infrastructure that allows physical activity to flourish. MNCLHD would be happy to help during the development stages and/or review of Port Macquarie-Hastings' Social Infrastructure Strategy. Our Connections		
		Planning Priority 11 - Provide a multi-modal, integrated land-use and transport network across Port Macquarie-Hastings.		
		11.2 Develop and implement a Regional Integrated Transport strategy for the LGA which includes the Movement & Place Framework and the Hub & Spoke Model. 11.3 Develop local Movement and Place guidelines for		
		incorporation in Port Macquarie-Hastings Place Planning Framework and Place Plans.		
		MNCLHD comment:		
		There is good evidence to support the focus of movement networks as a key factor of liveability as they allow people to travel safely and conveniently between home, work, school and other important destinations within and between neighbourhoods (www.healthyactivebydesign.com.au).		
		Good practice when considering movement networks means that they need to be safe, connected, prioritise walking, cycling and public transport routes to local destinations and provide opportunities for planned and incidental physical activity.		
		While we all know that there is consistent evidence that the presence of footpaths is associated with active transport across all age groups (4, 5, 6, 7-12, 13, 14, 15], it is worth noting that footpaths also		

	,	Snaping Our Future 2040 Public Submissions Review			
NO AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation	
		support recreational and general walking in adolescents, adults older adults [16, 6, 17-19, 20, 21, 22]. For many of the coastal village hinter1ands that are often remote from other settlement within the LGA and noted in the Place Hierarchy for Port Macq Hastings on pages 86-88, the need for more opportunities for planned physical activity (e.g. recreational walking or cycling) i worth extra consideration. Using active travel to work may not be feasible in these smalle villages so access to quality footpaths within and between neighbouring villages is very important to support resident's absafely participate in recreational walking and cycling. We are very supportive of the Healthy Streets Approach in evaluthe effectiveness of streets as great places. There could be opportunity for MNCLHD to work with Port Macquarie-Hastings Council in delivering this health-centred approach and using the Healthy Streets Indicators.	and is uarie- s r illity to		
		Planning Priority 12 - Develop a network of safe, accessible ar sustainable local transport options linking key destinations. 12.1 Review progress against Council's Pedestrian and Mobility Plans and incorporate outstanding connection future operational plans. 12.2 Develop an Active Transport Plan in line with the Regional Integrated Transport Strategy, Place Plans at the Green Grid. 12.3 Investigate and advocate for improved public train and innovative transport opportunities for our towns, villages, precincts and hubs.	nd ns in eand		
		MNCLHD comment: There is good evidence to support your intention to revisit the Council's Pedestrian and Mobility Plans, and develop an Active Transport Plan to support the development of healthy, safe, so engaged and well-connected communities. Safe, accessible ar sustainable local transport options need to:	cially		
		 Support communities to improve the amenity and fun- local open spaces and facilities to promote opportunit active living and community cohesion. 			

9/11/2020

NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
			 Deliver an integrated plan and network (for cyclists and pedestrians) that links important destinations with each other and with residential development and open space network across the LGA. Consider connectivity and include safe cycle/walk ways in any new development or road renewal to link residents to existing sporting facilities, shopping centres and schools. Connectivity will encourage children to walk or cycle to school and all ages to use local recreation and other facilities. Review road crossings surrounding schools and prioritise safe walking to school pathways. MNCLHD would be happy to help during the development stages and/or review of Port Macquarie-Hastings' Pedestrian and Mobility Plans and an Active Transport Plan. Overall this LSPS highlights how as a council you will address key factors of liveability over the next 20 years. While there was little recommendation of additional inclusions to your LSPS, given its calibre and action-oriented priorities, we would like to extend our offer of assistance in the development and/or the review stages of the multiple strategies and plans mentioned, to help deliver your desired 20-year vision, and meet community needs. We thank you again for the opportunity to provide feedback on your Draft Local Strategic Planning Statement and look forward to further opportunities where Health Promotion can work together with Port Macquarie-Hastings Council to help improve the health of our communities. 		
11.	NSW Health - Cancer Institute NSW	The submission outlines the Institute's key message, which is that the provision of well-designed, appropriately located and properly budgeted built and natural shade is integral to assisting the community in reducing its overexposure to UVR, and hence in reducing the risk of skin cancer in the community. Specific suggestions and improvements include: That local planning strategies / guidelines and DCP provisions have a key place in ensuring	The Institute is committed to supporting your Council to reduce skin cancer in your LGA and has prepared the following submission that will: Outline the importance of well-designed shade for the prevention of skin cancer Explain the role of local policy in shade provision and skin cancer protection Offer specific suggestions regarding your draft LSPS Provide further information and contacts to assist your LGA in planning for good quality shade.	The submission does not necessitate substantiative directional change to the LSPS as exhibited.	That Council: Note the submission. Write to NSW Health thanking them for their input into preparation of Port Macquarie-Hastings

					9/11/2020
NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
		the practical planning, delivery, and retention and addition of shade in a range of settings. That Council's draft LSPS is critical to setting the agenda for the development of such policy in the future, and the Institute has been pleased to provide practical suggestions on how this can be done. Example text for inclusion in LG LSPSs relating to shade, and That ultra-violet (UV) radiation from the sun is recognised as a natural hazard in the LGA with appropriate mitigation planning. Suggested additions to DCP 2013 to ensure the practical planning and delivery of shade in new and existing developments.	 1. Skin cancer and shade Skin cancer is the most common cancer in Australia. At least 95 per cent of melanoma skin cancer and 99 per cent of non-melanoma skin cancers are caused by overexposure to ultra-violet radiation (UVR) from the sun. UVR is a carcinogen, and two in three Australians are expected to develop skin cancer before the age of 70.2 In Port Macquarie-Hastings Council LGA, the age-standardised incidence rate of melanoma between 2012 and 2016 was 70.4 per 100,000 population. The NSW average rate was 51.7 per 100,000 population. Across NSW, UVR levels are high enough to damage unprotected skin for at least 10 months of the year. Unlike temperature, UVR can't be seen or felt and damage to unprotected skin can still occur on cool or overcast days. The good news is that skin cancer is highly preventable. In addition to personal protective behaviours (Slip Slop Slap Seek Slide), there is evidence that well-designed and correctly positioned shade, from both natural vegetation and built structures, can reduce exposure to UVR by up to 75 per cent. The provision of good quality shade is integral to assisting the community in reducing its exposure to UVR. However, quality shade needs to be planned and provided with careful thought if it is to be effective. This is where your Council can play an important role through the planning and design of good quality shade. 2. The role of local policy in shade provision and skin cancer prevention Local planning provisions have a key place in ensuring the practical planning and delivery of shade, as does other policy that encourages the retention and addition of shade in a range of settings. As such, the Institute urges Council to 'step up' its priority for natural and built shade by: 1. recognising shade as a key planning, design and health issue for your LGA 2. recognising the range of co-benefits of shade in addition to protection from UVR i.e. comfort, shelter, aesthetics, biodi	Suggested amendments by the Cancer Institute will ensure practical and best practice in planning for shade to mitigate ultraviolet radiation from the sun; will secure greater clarity and alignment with State policy; are reasonable, and supported for inclusion in Council's post publication revision of the LSPS to be reported to Council in December. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the	Council's first LSPS. • Amend the published Shaping Our Future 2040 to incorporate the NSW Health recommendations.

	onaping our rut	ure 2040 Public Submissions Review		9/11/2020
NO AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
		 preparing policy to specify high quality design principles for shade in new private developments (for example by updating Development Control Plans for residential and commercial development) preparing policy (e.g. Engineering Guidelines) to ensure the provision of adequately budgeted and well-designed shade in public spaces and as part of public infrastructure e.g. in playgrounds, recreation areas, commercial and activity centres, bus stops, along footpaths and streets etc. Shade: A planning and design priority that prevents skin cancer, 2019 provides a summary of the benefits of shade, and its importance in the planning process. Guidelines to Shade - A practical guide for shade development in New South Wales, 2013 provides practical design details and guidance for Council and can be referenced in Council policies and engineering guidelines etc. It is also a useful reference for engineering and facilities staff involved in the design and installation of shade structures. Specific suggestions regarding Council's draft LSPS The Institute recognises the LSPS as the key strategic land use planning document for your LGA for the following 20 years, and hence considers it vital to include within it specific references to shade provision. 	December Agenda report).	
		The example LSPS text relating to shade provision (click hyperlink to be taken to document) provides detailed suggestions to assist you in finalising your LSPS. The example text outlines: Why shade (both natural and built) is important he co-benefits of well-designed shade and green spaces What is well-designed shade? Detailed LSPS actions relating to review of DCPs, consideration of shade in specific types of DAs and public infrastructure assessment, and commitment to shade provision in Council projects and infrastructure provision. The Institute also suggests that in the LSPS section relating to natural hazards, that Council add a specific Priority: "Recognise ultra-violet (UV) radiation from the sun as a		

NO AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	9 / 1 1 / 2 0 Recommendation
		Accompanying Actions to this Priority could be: "Plan and budget for well-designed and correct shade, from both natural vegetation and built stroughout public areas in the LGA. Update the Development Control Plan to requiperovision of well-designed and correctly position and built shade in relevant commercial, recreat public building developments, or in developments public spaces. Prepare a Shade and UV Protection Strategy / Council could also place the following background inform LSPS to support this Priority and Actions: "Utra-violet (UV) radiation is a type of natural hazard. A cent of melanoma skin cancer and 99 per cent of non-necancers are caused by overexposure to UV radiation from Well-designed and correctly positioned shade, from both vegetation and built structures, can reduce exposure to by up to 75 per cent. Council can assist in the provision throughout its public and open spaces, and can require in relevant private developments."	ire the oned natural tional and ints adjoining // Policy." mation in the one the sun the sun the sun the sun the sun the sun of shade	
		Other councils have already included this issue in their lexamples see Blue Mountains, Northern Beaches and ELSPSs. The Guidelines to Shade and example LSPS text refere will assist in the implementation of the suggested Action	Burwood final enced above	
		Institute would be pleased to assist Council in the devel Shade and UV Protection Strategy/Policy. 4. Summary		
		The Institute's key message is that the provision of well- appropriately located and properly budgeted built and n is integral to assisting the community in reducing its ove UVR, and hence in reducing the risk of skin cancer in th Local planning strategies/guidelines and DCP provision: place in ensuring the practical planning and delivery of s does policy that encourages the retention and addition or range of settings. Council's draft LSPS is critical to settil agenda for the development of such policy in the future.	atural shade er-exposure to le community. s have a key shade, as of shade in a ng the	

ИО	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
			Institute has been pleased to provide practical suggestions on how this can be done.		
12.	School Infrastructure NSW	 This agency submission aims to ensure that Council collaborates early with School Infrastructure NSW (SINSW) in planning for urban development to accommodate Port Macquarie-Hastings' future population. Specific recommendations are: That review and amendment of contributions planning includes provisions to exempt public schools from the payment of contributions on the basis of essential social infrastructure for the direct benefit of the local community. That Council's contributions plans should include requirements for public domain, transport and other infrastructure works required to support public schools in the LGA. That Council support the collection of contributions to deliver school infrastructure as part of any special infrastructure contribution (SIC). That Council develop innovative transport solutions with a range of stakeholders that seek to increase alternative transport options to support sustainable travel to and from schools. That SINSW is a party to discussions and initiatives, regarding transport planning. That SINSW is supportive of the action to review and update Council's Heritage Inventory contained to the <i>Port Macquarie-Hastings Local Environmental Plan 2011</i> (PLEP 2011) 	SINSW is supportive of the overall direction and actions contained in the draft LSPS, subject to ongoing collaboration between SINSW and Council to ensure infrastructure provision aligns with growth through to 2040. Growth Impact on Teaching Spaces The draft LSPS predicts that from 2016 to 2041, the total population of the Port Macquarie-Hastings Local Government Area (LGA) will increase from 80,050 people to approximately 98,850 people. This population growth will require the delivery of up to 11,950 new dwellings. The draft LSPS notes that Port Macquarie will provide the majority of new dwellings required to support future population growth. Other areas also identified to provide additional dwellings to support future population growth within the LGA include Wauchope, Lake Cathie, Bonny Hills, Laurieton, Dunbogan and Kendall. SINSW uses population and dwelling projection data provided by the Department of Planning, Industry and Environment (DPIE) as the basis for school planning. SINSW assesses schools within an area or region to identify the best way to distribute student numbers and deliver new and upgraded facilities. Based on this, SINSW requests that consultation between SINSW and Council occurs before the finalisation of future strategic directions and planning proposals that will increase the residential population of the LGA. This is to ensure appropriate resourcing is provided for local schools. Joint and Shared-Use Opportunities The draft LSPS includes a key principle to encourage partnerships for shared and joint-use of government and privately-owned facilities for community uses. SINSW is supportive of this and requests that the LSPS includes an additional action recommending Council work with SINSW to provide joint or shared-use facilities. SINSW seeks to explore and implement such facilities with Council where there is a mutual benefit for the school and the local community. However, this	The submission does not necessitate substantiative directional change to the LSPS as exhibited. Suggested amendments by School Infrastructure NSW are noted and broadly supported. The majority suggestions will improve planning, particularly around planning for schools and other public infrastructure; and ensure greater alignment with State policy. Suggested amendments are supported for inclusion in Council's post	Note the submission. Write to School Infrastructure NSW thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the NSW School infrastructure recommendations Note the recommendations and comments from school infrastructure NSW regarding transport planning and development contributions planning and suggested exemptions for public schools as essential social infrastructure for

		Onapring our rulu	re 2040 Public Submissions Review		9/11/2020
NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
		 That heritage listings and maps contained to the Port Macquarie-Hastings LEP 2011 considers SINSW schools. That LEP maps recognise that often only a portion of the site or school development contains elements or fabric of heritage significance. SINSW requests that heritage listings and mapping contained to the PLEP 2011 only reflects the elements of significance rather than the entire site. This will ensure vital alterations and additions to non-heritage significant school elements can be carried out as exempt or complying development under State Environmental Planning Policy (Educational Establishments and Child Care Facilities) 2017, where appropriate. 	is subject to timing, funding and a Memorandum of Understanding being developed between the parties. Infrastructure Delivery The draft LSPS includes an action to undertake an audit and review of Council's development contribution and servicing plans (amongst other things). SINSW is supportive of this action and requests that any future reviews and potential subsequent amendments to Council's development contribution plans includes an exemption for public schools. This request is sought on the basis DoE provides essential social infrastructure for the direct benefit of the local community. SINSW also requests Council's contributions plans should include requirements for public domain, transport and other infrastructure works required to support public schools in the LGA. Further, it is requested that Council support the collection of contributions to deliver school infrastructure as part of any special infrastructure contribution (SIC).	revision of the LSPS to be reported to Council in December. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	of the local community.
			Transport There is an opportunity for the draft LSPS to include an additional action which requires Council to develop innovative transport solutions with a range of stakeholders that seek to increase alternative transport options to support sustainable travel to and from schools.		
			SINSW is seeking to be a party to these discussions and initiatives, where appropriate. Heritage The draft LSPS includes an action to update the heritage inventory contained to the <i>Port Macquarie-Hastings Local Environmental Plan 2011</i> (PLEP 2011). SINSW is supportive of this action and requests that heritage listings and maps contained to the PLEP 2011 considers SINSW schools. Often, only a portion of the site or school development contains elements or fabric of heritage significance. SINSW requests that heritage listings and mapping contained to the PLEP 2011 only reflects the elements of significance rather than the entire site. This		

a	1	1	1	1	2	\cap	2	\cap
J				4	_	v	_	v

NO	AGENCY	SUMMARY	SUBMISSION CONTENT	Comment	Recommendation
			will ensure vital alterations and additions to non-heritage significant school elements can be carried out as exempt or complying development under State Environmental Planning Policy (Educational Establishments and Child Care Facilities) 2017, where appropriate. SINSW looks forward to reviewing future documentation that outlines the strategic direction of the Port Macquarie-Hastings LGA, including the final LSPS and supporting strategies, as well as working with Port		
			Macquarie-Hastings Council on future projects.		

Part B - Organisation Submissions

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
1.	Arts Mid North Coast	A comprehensive and congratulatory submission that is supportive of the content and presentation of the LSPS. The submission suggests specific recommendations to enhance, clarify and strengthen the LSPS: * Recognise where local cultural priorities are referenced in existing Council documents, such as cultural plans or your Community Strategic Plan * Articulate the social and economic benefits of cultural activity and infrastructure within your local government area * Articulate strategies, places, infrastructure projects or programs that will support a dynamic	Introduction This submission is made on behalf of Arts Mid North Coast (AMNC), the peak body for arts and cultural development across the Mid North Coast region of New South Wales. It is a region of over 315,000 residents in six local government areas, including Port Macquarie Hastings Council (PMHC). AMNC is an Incorporated Society with a Management Committee of six representatives appointed by the local Councils and six community members with a range of skills and involvement in arts and culture. One of 14 Regional Arts Development Organisations throughout the State this Network plays an important advocacy role for regional issues and with strong links to Regional Arts NSW and Create NSW. Our Vision for the Region is to ensure the Mid North Coast is a vibrant and diverse region embracing the creation, understanding and appreciation of the arts in fostering economic, community, cultural and environmental opportunities and benefits. We congratulate Council on the quality of content and presentation of the draft document brought together within the tight framework set by State Government and during the difficult times of bush fires and COVID 19. We would note that this has been assisted by the excellent work Council has undertaken over the last five years as it has developed and approved its various strategic plans including those for Arts, Economic Development, Community Inclusion and Tourism. Arts Mid North Coast has been involved in all those processes as well as a range of related plans and policies for the	The submission does not necessitate substantiative directional change to the LSPS as exhibited. Suggested amendments by Arts Mid North Coast are intended to ensure a vibrant and diverse region; and are broadly supported for inclusion in Council's post publication revision of the LSPS to be	Note the submission. Write to Arts Mid North Coast thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the Arts Mid North Coast recommendations as appropriate to cultural priorities, and place & social infrastructure.

9 /	1	1	- /	7	n	7	\cap	
9 /				~	0	~	v	

No Organisat	tion Submission summary	Submission Content	Comment	Recommendation
NO Organisat	cultural life within your local government area Lay the 'ground-work' for integrating culture into your local land use, planning policy and infrastructure planning Including culture as a planning priority which is locally-specific and informed by the content of Council's cultural plan Include specific projects in the LSPS Action (Implementation) Plan and or actions that will be undertaken e.g. Information gathering, Policy & Strategy development, delivery of specific programs or infrastructure projects, reviewing the planning framework (e.g. LEP, DCPs, local policies or local character statements) to remove barriers or better support cultural activity. Other comments include: particular support and commendation for the inclusion within the draft Plan of a definition around Culture and Place. that the draft LSPS does not fully reflect the people element of place making. It appears the people element gets lost in the	Glasshouse, Public Art, COVID Recovery, local museums and the Community Plan for Kendall. It is because of those plans and our involvement in them that we do wish to make a supportive submission at this time to clarify and strengthen the draft LSPS and how it gives due consideration to the importance of arts and culture to the enhanced liveability and prosperity of the Port Macquarie Hastings LGA over the next 20 years. The Plan has been prepared in response to Section 3.9 of the Environmental Planning and Assessment Act 1979 (the Act). The Act requires that this Statement include or identify the following: a. the basis for strategic planning in the area, having regard to economic, social and environmental matters; b. the planning priorities for the area that are consistent with any strategic plan applying to the areas and (subject to any such strategic plan) any applicable community strategic plan under Section 402 of the Local Government Act 1993; c. the actions required for achieving those planning priorities; and d. the basis on which the council is to monitor and report on the implementation of those actions. NSW State Policy/Guide When the changes to the above Act were announced requiring Councils to develop Local Strategic Planning Statements Arts Mid North Coast sought advice from Create NSW as to how arts and culture should be reflected in these Plans and also following on from such Plans Local Character Areas? We received a copy of their report, Supporting Culture through Local Strategic Planning Statements which provides a context through their NSW Cultural Infrastructure Plan 2025+. It is also noted as background that AMNC presented a comprehensive report on cultural infrastructure needs for the Mid North Coast to the State Government on that Plan and in support of funding under the Regional Cultural Fund. Key elements of these State documents which may not have been known to Council at the time of the drafting of the LSPS are provided for Council to both support the positive approach they	reported to Council in December. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	Recommendation

9) /	1	1	/	2	0	2	0	

No Organisation	Submission summary	Submission Content	Comment	Recommendation
	terms of actions and a preoccupation with planning. It is accepted that Council may well adjust that approach over time as it completes the Plans set out in its Social Infrastructure Strategy, a more comprehensive Community Inclusion Plan and the full suite of Community Plans. If so that should be stated. • the potential for better spaces will be enhanced by greater involvement of artists and the values outlined in Council's Cultural Plan. • the Plan could be enhanced by embedding key principles from the Cultural Plan into the LSPS either as text or as a fully referenced document. • the Timing of reviews - suggest that there should be alignment of key plans. • publication of the process of the approach to be taken. • Refer Council to other local government LSPS's as examples of positive approaches to Arts, Culture and Place.	What does 'culture' mean to your local community? While every local government area will have their own unique culture and identities, the NSW Cultural Infrastructure Plan defines culture as: the production, distribution and participation in creativity by the New South Wales community and visitors, and the reflection and expression of its customs, traditions, heritage and social character. It includes the visual arts, crafts, media arts, performing arts (music, dance, theatre, physical theatre), heritage, museums, archives, libraries, publishing, sound recording, film, audio visual, television, radio and digital arts. It also includes creativity in the public realm, such as the design of the built environment and public spaces. To varying degrees, all local government areas will have these sorts of activities and the infrastructure supporting it. For planning for arts and culture to succeed in your local area will require you to know what activities and infrastructure already exist, what local artists need, what your community would like to see more of and what planning-related barriers exist that might inhibit that activity occurring. Establishing this comprehensive definition for the NSW Government the advice from Create NSW then went on to define the importance of including arts and culture into any LSPS. Key information from the Guidelines is stated below with text in bold our emphasis: Incorporating Culture into your LSPS Inclusion of cultural objectives in an LSPS is the first step to integrating cultural activity and infrastructure into your local planning processes and giving effect to the state, region and district priorities are referenced in existing Council documents, such as cultural priorities are referenced in existing Council documents, such as cultural plans or your Community Strategic Plan • Articulate the social and economic benefits of cultural activity and infrastructure within your local government area • Articulate strategies, places, infrastructure projects or programs that wil		

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
			 Lay the 'ground-work' for integrating culture into your local land use, planning policy and infrastructure planning 		
			Culture as a 'Planning Priority'		
			If your council has a cultural strategy in place, cultural directions in its Community Strategic Plan or has undertaken significant research and consultation to inform other cultural planning, it may be appropriate to identify a local approach to culture as a planning priority. Culture could be included as a planning priority either geographically (relating to a spatially defined area of place within your LGA, such as a precinct) or thematically (as a broader priority across the LGA).		
			Including culture as a planning priority should be as locally-specific as possible and informed by the content of your cultural plan, or evidence gathered through research or consultation relating to:		
			 Cultural program or infrastructure outcomes your community has identified Local strengths, such as existing cultural assets and networks Opportunities, such as cultural infrastructure gaps or underutilised existing infrastructure Planned cultural or creative area developments, such as a cultural precinct Strategies or approaches to culture that have informed your 20-year vision. 		
			Culture as a 'Particular Area of Interest' If your organisation is not yet clear on what your community's cultural priorities are, further evidence and place-based planning is required. In this case, cultural planning, infrastructure and programs can be identified as a 'Particular Area of Interest'. Incorporating culture in this way highlights your Council's awareness of culture as a vital aspect of liveability but recognises that more detailed research and consultation is required after your LSPS is adopted.		
			Culture within the LSPS Action Plan Whether it is included as a planning priority or a particular area of interest, it is important that your LSPS Action Plan includes specific projects or actions that will be undertaken after your LSPS is adopted. Examples of types of activities might include:		

9/11/2020

No Organisation Submission summary	Submission Content	Comment	Recommendation
	 Information gathering – undertaking further consultation and research Strategy development – development of a cultural plan or cultural infrastructure strategy • Projects – delivery of specific programs or infrastructure projects Policy review – reviewing and amending the 'tools and levers' within your local planning framework (e.g. LEP, DCPs, local policies or local character statements) to remove barriers or better support cultural activity. Arts Mid North Coast Comments		
	What makes a Great Place?		
	We support and commend the inclusion within the draft Plan of greater definition of a place based approach to development and the very first Key Principle identified on page 84 of Creating Places for People. This is reinforced on page 88 by the diagram by the widely accepted Project for Public Spaces, (PPS) What makes a Successful Place. We do believe however those definitions as used in relation to Priority 6 are and should be broader. They are perhaps limited by the discussion first focusing on the provision of physical spaces and infrastructure before Planning Priority 8 which equally deals with physical spaces but takes a broader approach perhaps because it seeks a goal of community wellbeing. It may well be that there should be more context about a place based approach before the detail of the different places and spaces it can apply to in the Planning Priorities The full report by the Project for Public Spaces notes: IT TAKES A PLACE TO CREATE A COMMUNITY AND A COMMUNITY TO CREATE A PLACE. WHAT IF WE BUILT OUR COMMUNITIES AROUND PLACES? As both an overarching idea and a hands-on approach for improving a neighbourhood, city, or region, place making inspires people to collectively reimagine and reinvent public spaces as the heart of every community. Strengthening the connection between people and the places they share, place making refers to a collaborative process by which we can shape our public realm in order to maximize shared value. More than just promoting better urban design, place making facilitates creative patterns of use, paying		

No Organi	sation Submission summary	Submission Content	Comment	Recommendation
		With community-based participation at its centre, an effective place making process capitalizes on a local community's assets, inspiration, and potential, and it results in the creation of quality public spaces that contribute to people's health, happiness, and wellbeing		
		WHEN YOU FOCUS ON PLACE, YOU DO EVERYTHING DIFFERENTLY		
		Unfortunately, the rigid planning processes of the 20th century have become so institutionalized that community stakeholders rarely have the chance to voice their own ideas and aspirations about the places they inhabit. Place making can break down these silos by showing planners, designers, and engineers the broad value of moving beyond the narrow focus of their own professions, disciplines, agendas. Experience has shown us that when developers and planners welcome this kind of grassroots involvement, they spare themselves a lot of headaches.		
		Common problems like traffic-dominated streets, little-used parks, and isolated or underperforming development projects can be addressed—or altogether avoided—by embracing a model of place making that views a place in its entirety, rather than zeroing in on isolated components.		
		It is our submission that the draft LSPS does not fully reflect the people element of place making. It appears the people element gets lost in the terms of actions and a preoccupation with planning. It is accepted that Council may well adjust that approach over time as it completes the Plans set out in its Social Infrastructure Strategy, a more comprehensive Community Inclusion Plan and the full suite of Community Plans. If so that should be stated.		
		The Role of Arts in a Place based Approach		
		More recently the concept of place making has been further developed by leading writers and practitioners such as Mark Davy at Futurecity, who AMNC has had the benefit of hearing in his presentation as a key speaker at the international summits of REMIX, focusing on Culture, Technology and Entrepreneurship. Futurecity have now completed over 100 major projects		
		across the world and have a position that artists are central to place making. Mark notes: "Our work puts art at the centre of urban development. Art is no longer simply the ornament but a key asset to any project from its infancy, whether it		

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
			is a large brownfield site to an urban centre. Art is not a small percent; art is the project		
			We see developers as new patrons for the arts demanding a new approach to making places beyond the conventional master-planning approach. Our strategies promote the use of arts and culture to provide authentic and memorable places as part of the burgeoning interest among world cities in the power of culture to drive inward investment, tourism, commerce and regeneration."		
			Arts Mid North Coast believes the potential for better spaces will be enhanced by greater involvement of artists and the values outlined in Council's Cultural Plan. We would also proffer the view that sometimes the answer is to take Council out of the equation. The Highline in New York is the perfect example of a hugely successful project first initiated by creatives in the community. (Again a great presentation at REMIX).		
			Mark Davy has proffered the opinion that projects have indeed benefited by artists being involved at the beginning of projects and plans rather than them being led by engineers and technical parties with artists are brought in at the end to create the "decoration." He also noted artists are more empathetic in the community engagement process. I would also note and highly recommend the latest document from the World Organisation of United Cities & Local Government (UCLG), the 2020 Rome Charter: The Right to Participate Fully and Freely in Cultural Life is Vital to our Cities and Communities. https://www.2020romecharter.org/charter/		
			Clarification of Strategic Alignment and Key Plans		
			It is our submission that Port Macquarie Hastings Council has a wealth of local information and policy about the importance of arts and culture and its future planning that has and should inform the LSPS. The drafting and design approach taken in the proposed Plan has been to reference key plans by their identification within the section termed Strategic Alignment for each Planning Priorities. Therefore within the main content of the Plan there is only reference to a Cultural Plan rather than some of the key values and actions included in that Plan. The Plan could be enhanced by embedding some key principles from the Cultural Plan into the LSPS either as text or as a fully referenced document.		
			One needs to get to Appendix B to find the specific reference of the Cultural Plan 2019 to 2021. With respect it is noted that Appendix B is an extensive list		

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
			of council policies ad plans and it is suggested that those that are specifically identified in the main body of the Plan should be placed in a higher category of significance to reflect the difference between say the Cultural Plan which has gone through an extensive process of community engagement and evaluation and policy matters that may have no or little community engagement or assessment.		
			Timing of Reviews.		
			Page 8 notes that LSPS will be "regularly reviewed" but for more information we need to look to page 189 in the Governance section to ascertain the Plan may be reviewed every 7 years. It also notes that it may be updated prior to the seven year requirement to reflect significant changes in the strategic Planning Context, including finalisation of supporting plans.		
			Our concern is that without any reference to key principles or values in the Cultural Plan what that Plan is today in 2020 may be different in 2021 on review or indeed 2020 after Council elections. We appreciate that Council is now "bombarded" with State requirement for different Plans but it is our view that there should be some alignment of key plans or published process of the approach to be taken.		
			Local Government Precedents		
			While we comment on the need for these amendments and additions we do not consider it our role to tell Council exactly how this is expressed. To assist Appendix 1 to this submission summarises how this has been achieved by a number of Councils who now have approved Local Strategic Planning Statements. We have identified from these comments (all specific to each LGA) some common themes to consider.		
			3.1 Level of Detail		
			The various Plans have differing levels of detail as to how they treat arts and culture.		
			The most basic is that of Blacktown City Council which only has 2 identified actions, one planning for cultural facilities and the other planning for cultural interaction opportunities. Nevertheless it does so within its Local Planning Priority 4 of. Respecting heritage and fostering healthy, creative, culturally rich and socially connected communities. It also identifies and discusses it major arts facilities and activities. Equally simple is that of Lake Macquarie		

9/11/2020

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
			Council which has three actions all of which are specific actions to be taken rather than just generic statements. At the other end of the spectrum are those councils with very detailed discussion, priorities and actions relating to arts and culture. Not surprisingly one of those is the City of Sydney which has six pages of discussion and rationale and 10 specific actions. The City of Parramatta is also very detailed and specific. However such commitment to arts and culture it is not just a reflection of population size or provision of major facilities. Others with a comprehensive approach include Blue Mountains City with a 2016 population of 76,904 very similar to CHCC and Ku-ring-ai City Council (population 118, 503). Liveability v Prosperity While the majority of examples deal with the issue of arts and culture primarily within the major heading of Liveability it is worth noting Blue Mountains has its extensive discussion and actions under the heading of Sustainability, the Inner West Council and the Newcastle (Draft Plan) both have discussion under Local Economy /Productivity while City of Sydney has		
			priorities and actions across both Liveability and Productivity.		
2.	Cancer Council - 1.	DUPLICATE - Refer MNCH A comprehensive submission outlining the perspective of the Cancer Council. Recommendations include suggestions for incorporating relevant and appropriate urban planning content (text) to create environments that promote cancer-smart behaviours and reduce exposure to known cancer risks including solar radiation.	Thank you for the opportunity to provide feedback on the Draft LSPS. Cancer Council NSW is committed to reducing the impact of cancer on individuals and the community, and to lessening the burden for people affected by cancer. We are community funded and community focused. We believe health is central to urban planning in order to create environments that promote cancer-smart behaviours and reduce exposure to known cancer risks such as solar ultraviolet (UV) radiation. Cancer Council NSW is a key partner in the implementation of the NSW Skin Cancer Prevention Strategy (2017) which defines a comprehensive approach to reducing overexposure to (UV) and ultimately the incidence of skin cancer in NSW. The Strategy is a multidisciplinary initiative lead by Cancer Institute NSW which is an agency of NSW Health. As part of the delivery of the Strategy, the Shade Working Group is committed to increasing shade across NSW for skin cancer prevention by influencing the planning system and advocating for shade in the local community. Member organisations of the Shade Working Group include: Cancer Institute NSW, Cancer Council NSW, University of New South Wales		Note the submission. Write to the Cancer Council thanking them for their input into preparation of Port Macquarie- Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the Cancer Council suggestions to recognise UV radiation as a hazard and develop appropriate policy provisions for planning and designing shade.

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
			City Future Research Centre, and a strategic and social impact planner consultant. This submission is being provided by Cancer Council NSW, which also is Chair of the NSW Skin Cancer Prevention Strategy Shade Working Group.		
			Skin cancer in Australia Australia has the highest levels of UV radiation and the highest incidence rates of skin cancer worldwide, where two out of every three people are likely to be diagnosed with skin cancer by the age of 70. UV radiation causes 95% of melanomas and 99% of non-melanoma skin cancers in Australia. This means skin cancer is highly preventable.		
			In comparison to another important preventable social issue, nearly twice as many people die from melanoma than they do on our roads in NSW. 354 people died on our roads in 2018; while 638 people died of skin cancer in the same year¹. We wear a seatbelt every time we get in the car, and we should think about UV radiation in the same way.		
			Council can play an important role in reducing the risk of skin cancer of its residents through planning and designing shade. Good quality shade can reduce UV exposure by up to 75 per cent. Further information including the co-benefits of shade, are attached. They are also accessible via Cancer Council NSW's website, along with the Cancer Council NSW Guidelines to Shade and example case studies of well-designed shade.		
			Response to the Draft LSPS Cancer Council NSW strongly encourages Council to ensure the value of shade for UV radiation protection and other co-benefits are fully recognised in the vision for the LGA.		
			We have suggestions to support you with this, and attached to this letter is example text developed to include in your LSPS which supports shade as a planning priority for the LGA. We recommend that council look to include all		

¹ Cancer incidence and mortality projections 2011 to 2021. Cancer Institute NSW, Sydney, May 2011.
Centre for Road Safety, Transport for NSW https://roadsafety.transport.nsw.gov.au/downloads/road-toll-progress-2018.pdf

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
			or part of this text in relevant Themes or Planning Priorities from the Draft LSPS. This text an also be accessed via Cancer Council NSW's website.		
3.	Hastings Bird Watchers	A submission on behalf of Hastings Birdwatchers recommending: • inclusion of Hastings Macleay Key Biodiversity Areas (KBAs) in the LSPS. • Increased emphasis and actions in the LSPS to protect biodiversity, act on climate change, and move towards net zero emissions following the recent drought and bushfire events.	I am writing this submission on behalf of Hastings Birdwatchers (HBW), a community group interested in birds and their conservation. Our local council area encompasses two of 45 Key Biodiversity Areas (KBAs) in NSW. One of these areas is the Hastings Macleay KBA. KBAs are sites that contribute to the global persistence of biodiversity, including vital habitat for threatened plant and animal species in terrestrial, freshwater and marine ecosystems. They are considered "Nature's Hotspots". The Hastings Macleay KBA was proclaimed by Birdlife International to help protect the critically endangered Regent Honeyeater, Swift Parrot and endangered Australasian Bittern. We welcome the recognition in this statement that a healthy environment is essential for healthy communities and thank Port Macquarie Hastings Council for their recent initiatives to help protect the environment. The Biodiversity Strategy's commitment to avoid high biodiversity areas when approving development was particularly welcome. However, since the Biodiversity Strategy was approved by council, the situation for our birds and other animals has worsened considerably. The recent drought and bushfires have pushed many of our species closer to extinction and this has been further exacerbated by the resumption of large scale land clearing in NSW. There is now considerable urgency to protect as much native habitat as possible. Consequently, we feel there needs to be more focus on the urgent requirement to protect biodiversity as well as act on climate change and to work towards net zero carbon emissions as soon as we can. Climate change is a real and present danger to all biodiversity, including our children and grandchildren. Thank you for the opportunity to comment on this statement.	The submission involves a relative minor change to the LSPS which will not substantially alter the intent or strategic direction of the LSPS as exhibited. Suggested amendments by the Hastings Bird Watchers will ensure that the two Key Hastings Macleay Biodiversity Areas (KBAs) are correctly referenced in the LSPS. Inclusion of the KBAs in the LPS is fully supported. The suggestions for an emphasis on protecting biodiversity,	Note the submission. Write to the Hastings Bird Waters thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to:

9/11/2020

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
No	Organisation	Submission summary	Submission Content	act on climate change and move towards net zero emissions are noted.	Recommendation
				These Environmental suggestions are broadly aligned with the direction of the LSPS; and broadly supported for inclusion in Council's post publication revision of the	
				LSPS to be reported to Council in December. The specific details of changes to content will be available in a	
				Tracked Changes version of the LSPS (Attachment to the December Agenda report).	
4.	Shelter NSW	Shelter NSW is a peak housing advocacy body.	Shelter NSW Submission Local Strategic Planning Statement for Port Macquarie-Hastings 'Shaping our Future 2040' (August 2020)	Suggested amendments by Shelter NSW	That Council: Note the submission.

9/11/2020

No Organisation	Submission summary	Submission Content	Comment	Recommendation
	This is a comprehensive submission suggesting practical policy improvements and enhancements to the LSPS to strengthen housing related priorities. Specific recommendations are outlined in relation to: Planning Priority 3 Housing Development that builds resilience to climate change impacts Reducing climate change impacts Planning Priority 6 Maintain and encourage housing supply in the right locations increase housing choice in the form of more townhouses, villas and apartments connected to existing centres and essential infrastructure, deliver infill development that aims to revitalise established residential areas, close the mismatch between current and future housing needs by supporting ways to deliver seniors housing in locations close to town and village centres (taking into consideration land and	Introduction Shelter NSW appreciates the opportunity to comment on the Draft Port Macquarie-Hastings Local Strategic Planning Statement (LSPS) (August 2020). We congratulate Council on the report and support many of the proposed Actions outlined which aim to deliver housing choice in the context of a sustainable future. From Shelter NSW's perspective, the LSPS process is an opportunity to promote dialogue about ways to deliver homes that meet the needs of all NSW residents. The purpose of this submission is to advocate for housing outcomes that address the longer-term systemic housing needs of both regional and urban communities. Having reviewed the Draft Port Macquarie- Hastings LSPS, Shelter NSW has provided practical policy suggestions that we feel might support or strengthen the housing-related priorities outlined in your document. Our submission also provides a short overview of Shelter NSW's role as the NSW State peak body in the housing policy and advocacy space and a summary of the key messages we recently heard during our community and stakeholder consultation sessions across NSW on what a desirable housing system should deliver. About Shelter NSW Shelter NSW was established in 1975, as the NSW State Housing peak body to advocate for better housing outcomes in response to urban and regional redevelopment pressures. We grew from this to now representing the interests of a diverse network of partners and members who include organisations and individuals that share our vision of a secure home for all NSW residents. We pursue this vision through critical engagement with policy and collaborative leadership initiatives. Below are the key messages from Shelters NSW State wide consultation process. Make plans that emphasise housing as a home, not just an investment. Below are the key messages from Shelters NSW State wide consultation process. Make renting a genuine alternative to ownership, not just a transition phase.	encourage a shift in housing policy - for people, not just investment; building for place and community; and embedding resilience planning in the context of a changing climate and increased risk to human health and well-being. The suggestions from Shelter NSW are: closely aligned with the direction of the LSPS; supported for inclusion in post publication revision of the LSPS, and recommended to be incorporated into the content of the LSPS.	Write to the Shelter NSW thanking the organisation for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the Shelter NSW suggestions to strengthen Planning Priority 3, 7, 8, 9, 10. Note the shift in community sentiment reflected in the submission, particularly a call for action on climate change, and emissions reduction.

No Organisation	Submission summary	Submission Content	Comment	Recommendation
	environmental constraints) aim to deliver more housing diversity as part of any CBD or 'town centre' master planning process, introduce more medium-density (R3) zones within town centres. Recognise affordable housing (including public and community housing) as essential infrastructure Planning Priority 7 Incentives to encourage greater housing diversity Mandate bedroom mix Planning Priority 8 Support social interaction and community wellbeing by addressing the longer-term impact of Covid 19 and the need for people to access affordable housing options Develop a local housing strategy that contains way to support the delivery of affordable housing options across the LGA, and considers contains ways to support communities in caravan parks and lend lease communities (MHEs). Planning Priority 9 Maintain Local Built Form Character Through Best Practice Design Outcomes	Shelter NSW Comments on Draft Port Macquarie-Hastings LSPS Major regional centres across NSW are primarily dominated by freestanding housing stock, with a significant percentage of homes occupied by 'empty nesters', many of whom have reached retirement age. This, combined with a younger population often looking for alternative lifestyle and housing options, creates unique difficulties for the regional cities to solve. The following section provides feedback to several proposed housing-related planning priorities in the Draft Port Macquarie-Hastings LSPS. Our submission aims to provide feedback on ways to support or strengthen the identified strategic priorities related to "our environment" and "our place" outlined in your Draft report. In situations where our suggestions go beyond the direct control of Council, we are happy to collaborate with the Council in any future advocacy-based actions. Port Macquarie-Hastings LSPS Housing Related Priorities and Shelter NSW Recommendations PLANNING PRIORITY 6 Use a place-based approach to shape the development of our sites, streetscapes, precincts, villages, towns and centres The overwhelming trend in regional NSW is to rezone rural land to residential. This has delivered residential developments dominated by three and four bedroom dwellings on the urban fringes. To ensure a better balance of dwelling mix, substantial incentives will be required to support both future and current populations. Shelter NSW sees using a place-based approach for new residential developments, based on clustering dwelling patterns, as one way to deliver healthier long-term housing outcomes that improve social connection. This also has the benefit of reducing the impact of climate change and natural hazards. Shelter NSW Recommendations Maintain and encourage housing supply in the right locations	The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	

No Organisation Submission summary	Submission Content	Comment	Recommendation
No Organisation Submission summary Planning Priority 10 • Acknowledge and Support for Local Aboriginal Land the Council to delivery additional housing opportunities, and housing design outcomes on Aboriginal owned land	The following recommendations aim to support the delivery of homes that meet the needs of younger residents and deliver alternative housing options for older residents to age in place: • increase housing choice in the form of more townhouses, villas and apartments connected to existing centres and essential infrastructure, • deliver infill development that aims to revitalise established residential areas, • close the mismatch between current and future housing needs by supporting ways to deliver seniors housing in locations close to town and village centres (taking into consideration land and environmental constraints) • aim to deliver more housing diversity as part of any CBD or 'town centre' master planning process, • introduce more medium-density (R3) zones within town centres. Recognise affordable housing (including public and community housing) as essential infrastructure We would also encourage the Council to support the recognition of affordable housing (including public and community housing) as essential infrastructure in any future planning document (This definition is from the Australian Infrastructure Audit 2019). This recognition acknowledgers the essential relationship between infrastructure, jobs, services, open space, public transport and affordable housing supply. PLANNING PRIORITY 7 Provide for a diversity of housing in the right locations Shelter NSW Recommendations Shelter NSW Recommendations Shelter NSW suggests that the Council create incentives to encourage more housing diversity across the LGA and support pathways to deliver different	Comment	Recommendation
	Shelter NSW suggests that the Council create incentives to encourage more		
	Incentives to encourage greater housing diversity Shelter NSW recommends that Council consider the development of precinct plans linked to expanding housing choice in key precincts connected with essential services. Such services include shopping centre facilities,		

9/11/2020

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
			educational and University facilities, medical facilities and transport infrastructure.		
			Mandate bedroom Mix		
			One effective incentive would be the inclusion of a mandated mix of dwelling and bedroom types for new developments connected to town centres in the DCP.		
			The Council could consider mandating for a proportion of new dwellings to have a certain number of bedrooms in strategic centres (for example, mandate for 10% of new dwellings in strategic centres to be one or two bedrooms).		
			PLANNING PRIORITY 8 Create vibrant public places that inspire social interaction and support community wellbeing		
			Shelter NSW Recommendations Support social interaction and community wellbeing by addressing the longer-term impact of Covid 19 and the need for people to access affordable housing options		
			In response to the economic disparities resulting from the Covid-19 pandemic, Shelter NSW would like Council to consider the significant impact of affordable housing options on community wellbeing. Increasing delivery of affordable housing will support those members of the community who have decreased job security resulting from Covid 19.		
			The pandemic has highlighted the inequality between essential workers with secure employment and those without. We have seen the growth of a highly casualised workforce, and a growth in insecure employment. The impacts of Covid 19 will see an increasing need for many key workers without secure employment need access to affordable housing options over the coming years.		
			In response to these issues, Shelter NSW recommends that Council develop a local housing strategy that contains way to support the delivery of affordable housing option across the LGA.		
			Caravan Parks- Land Lease Communities		

No	Organisation Submission summary	Submission Content	Comment	Recommendation
		As Council may be aware, the legal rights of tenants in residential parks, caravan parks and manufactured home estates (land leases communities) differ depending on the individual agreement framework for each facility. Generally, there is little security for renters, especially older and more vulnerable residents living in these arrangements, they often face rent increases, water fees, energy costs, no grounds evictions and an inability to modify their homes. In response to this, Shelter NSW recommends that Council develop a local housing strategy that contains ways to support these communities. PLANNING PRIORITY 9		
		Preserve and enhance the distinctive character, size and scale of our towns, villages and rural communities		
		Shelter NSW Recommendations Maintain Local Built Form Character Through Best Practice Design		
		Outcomes		
		To ensure that any new, infill or residential developments enhance the existing build form of regional cities, main streets and town centres, Shelter		
		NSW recommends the Council develop local character assessment		
		requirements that include particular design elements for its DCP and Master plans proposals. In line with this initiative, we suggest that Council might like		
		to review the following two documents; 'Implementing Good Design' and Evaluating Good Design (2018) by NSW Governments Architect		
		(https://www.governmentarchitect.nsw.gov.au/guidance/implementing-good-		
		<u>design</u>)		
		PLANNING PRIORITY 10		
		Protect, respect and embrace our natural, built and cultural heritage (including our Aboriginal heritage)		
		Shelter NSW Recommendations		
		Acknowledge and Support for Local Aboriginal Land the Council to delivery additional housing opportunities		
		Shelter NSW would like to see a commitment by the Council to work with the Local Aboriginal Land the Council on the development of a strategic plan for their landholders aimed at supporting the delivery of additional housing opportunities.		

_					3/11/2020
	No Organis	ation Submission summary	Submission Content	Comment	Recommendation
			The primary aim would be to support additional housing opportunities and appropriate housing design outcomes on Aboriginal owned land. This work can be based on the Aboriginal Land Framework (introduced by the NSW Planning System in 2019). Proposed Actions: • work cooperatively with LALC to rezone land so that it can be used for additional social housing, • explore ways to support secondary dwellings/granny flat accommodation on existing Aboriginal/social housing lots, • encourage the construction of additional Aboriginal social housing stock so that the underutilisation of existing housing and essential service can be addressed, • work with public, community and Aboriginal housing providers to ensure dwellings are adequately maintained to improve the survivability of structures under bushfire or drought threat.		
			Survivability of Structures under bushfile of drought threat.		
			PLANNING PRIORITY 3		
			Increase our community's resilience by identifying, mitigating and		
			adapting to the impacts and risks of natural hazards, social and environmental change		
			Shelter NSW Recommendations Housing Development that builds resilience to climate change impacts		
			In line with the stated planning priority, we suggest that Council encourage		
			clustered development patterns with the aim of consolidating landscaping and		
			vegetation, reducing the risk of bushfire/floods and facilitating the delivery of better water management practices. Connected to these consolidation		
			initiatives, we recommend that new residential fringe or semiurban release development areas be based on the General Residential (R1) zones		
			combined with bush fire and flood management criteria as opposed to Low-		
			Density or large lot residential subdivision zones.		
			Reducing climate change impacts		
			To build resilience to the changing climate, Shelter NSW suggest that Council and the NSW Government work together, particularly in regional NSW, to		
			deliver green landscape spaces combined with an active tree planting and		
			employment initiatives.		

Part C - Developer / Consultant for landowner-developer Submissions

9/11/2020

No Organisation	Submission summary	Submission Content	Comment	Recommendation
Michael Mowle for Hopkins Pty Ltd.	A submission from the principal Director of a Port Macquarie based Land Development Consultancy. The submission provides commentary in relation to community engagement for the LSPS, and specific feedback on: The consultation process for Council strategies, and the need to involve private developer groups to inform future land release. Forward funding by Council of transport and other Infrastructure; Land Use and Zoning, including Business zoning; Subdivision, Urban consolidation; Business zonings, Environmental policy; and the Health and Education Precinct at Port Macquarie. That the current consultation process to important strategic planning processes of Council is not inclusive enough - particularly to industry representatives.	I am in receipt of the "Have Your Say" invitation on your Local Strategic Planning initiative. I am sending you my feedback because (aside from being really busy & not having the time) the public forums are dominated by well-meaning community groups. Some of the "Big Ideas" already listed are frankly pie in the sky and not realistic at all. I say that not to be critical but as a matter of fact. I know they all mean well. My feedback to you is as follows: Transport & Infrastructure – these are the key elements lacking in driving economic growth and prosperity. Regardless of what we might desire cars are with us for some time yet. We desperately need a safe & efficient road network that is integrated with land use planning. This will be informed somewhat by the Traffic Network Committee (but it needs to meet more regularly). You could consider a gap analysis with a targeted group to inform your proposed land release areas. Council could and should forward fund some of the missing infrastructure (e.g. Billabong SPS & SRM) Land Use & Zoning – council needs to listen to local consultants, landowners and developers more. We understand the financial viability of sites, constraints, infrastructure needs etc. better than anyone. The current UGMS overstates the zoned land supply by about 2000 lots (Charley land = 0 yield). Demand for standard lots is high with the Post COVID exodus from metro areas. The Fernbank/Sancrox release & land supply is going to be needed sooner than we think. Standard Lots vs Urban Consolidation – there remains high demand for 500-700 sq.m lots. Urban consolidation is not the silver bullet nor has it become universally desirable. People are moving here to live with some space post COVID. There is even a resurgence of demand for rural	The commentary in this submission is broadly noted. On transport and infrastructure, the Draft LSPS Action 19.1 indicates Development of an LGA wide Infrastructure Strategy to ensure integration in the planning, delivery and funding of all forms of our infrastructure. On land use and zoning the LSPS provides the Strategic Direction for all land use across the LGA. It is noted that the impacts of recent major natural disasters and the COVID-19 pandemic are yet to be fully played out and analysed. At this stage, the next Census is scheduled to be held in August 2021. The result of the census will provide insight into the local impacts of these events. In the meantime, Council continues to monitor demographic, land supply and development change. No further action recommended. On standard lots vs consolidation. Council is required under the North Coast Regional Plan 2036 to deliver 40% of new housing in the form of dual occupancies, apartments, townhouses, villas or dwellings on small lots (less than 400sqm) by 2036. No further action recommended. In 2016 only around 7,400 dwelling units out of total of approximately	Note the submission. Write to Hopkins Pty Ltd thanking the company for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Note the comments in relation to Council's Urban Growth Management Strategy 2036, and anecdotal market demand comments.

9/11/2020

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
			residential land in the past 6 months or so. I have long advocated some policy settings to incentivise urban consolidation such as discounted s94/s64 in areas where council really wants some re-development of this type. Commercial & Retail land has very low or no demand. The aspirational & urban planning inspired strategies of the early 2000's are out of date & not viable. The advent & rise of online shopping, e-commerce and working from home has changed & reduced the demand of B2, B3, B4 & B5 land forever. Environmental Policy – the various regulations (EPBC/Biodiversity etc.) & SEPP do not result in good environmental outcomes and only serve to stymie and make development more expensive. Why do we continue to fragment our land release areas & intersperse them with non-viable vegetated areas? I am not against habitat "corridors" if properly sized & designed. But fragmented bits of bush, isolate pockets of trees & even lone HBT make no sense & eventually do not provide any worthwhile environmental outcome. For Example why doesn't council & NSW Govt purchase Charleys land on Innes Peninsula for a Koala sanctuary? Why can't we get a sensible & viable development footprint at West Lindfield (which would involve clearing) in return for retaining some of the big chunks of good vegetation that might support Koalas? HEP – this precinct needs some love, someone needs to own the road network that serves it & move ahead with delivery. Especially upgrading Highfields & building a 2ndry access ASAP	30,800 private dwellings were in the form of medium density housing ² . No further action recommended. On Business land supply, the anecdotal commentary is noted. It is agreed that that there are emerging mega trends and macroeconomic forces impacting our community, including an aging people and changing behaviours. Council continues to monitor these forces in the context of the supply of business zoned land and the macro forces likely to shape our future. No further action recommended. On environmental policy and the HEP, the commentary is noted. No further action is recommended.	
2.	Tony Thorne for King and Campbell Pty Ltd.	A submission from the principal Director of a Port Macquarie based Land Development Consultancy. The submission raises concern in relation to:	Apart from a broad overview of the LSPS from at the CIAG meeting on 28 July I have not seen mention of the consultation processes referred to below at EDSG, PMNTCCC or TCMP meetings in recent months. I have also recently rejoined the board of the Port	The comments regarding the consultation process are noted. As a result of the passing of the Environmental Planning and Assessment Amendment Act 2017 in	Note the submission. Write to King & Campbell Pty Ltd thanking the company for their input

² ABS_REGIONAL_LGA_2019

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
		the consultation process for the LSPS and Housing Strategy. That the current consultation process to important strategic planning processes of Council is not inclusive enough - particularly to industry representatives. The lack of involvement of the Economic Development Steering Committee (EDSG), Chambers of Commerce, Transport Network Committee (PMNTCCC), and Construction Industry Association Group (CIAG).	Macquarie Chamber of Commerce and have not seen any mention of these consultation processes in the agendas for our meetings over the last two months. I think these broad planning and housing strategies are relevant to the role of the EDSG and in the past PMHC strategic planners have consulted with EDSG during the preparation of the draft UGMS as an example. I also think these broad planning and housing strategies are relevant to the PMNTCCC which is the forum for discussion between Council and the community on current traffic network issues. The PMNTCCC will be taking part in Value Management workshops over the next 2 months in relation to planned improvements to the Port Macquarie transport network and I think direct liaison between the current strategic planning and housing initiatives and the current strategic traffic planning initiatives is a very constructive approach that would inform our involvement in the VMWs. Noting that for instance the LSPS is intended to be the primary strategic planning document for the Port Macquarie Hastings LGA, direct consultation between the authors of that document and the transport network committee makes sense. Likewise the Chambers of Commerce have also been used in the past to undertake either direct consultation or provide members with relevant skills to take part in the consultation process. I am concerned that the current consultation process to important strategic planning processes of Council is not inclusive enough - particularly to industry representatives. I think that lack of industry input on economic development issues is reflected in the LSPS which is in my view light on in relation to the importance of economic development. While I am happy to take	the NSW Parliament in November 2017, all planning authorities are required to prepare a Community Participation Plan (CPP) about how and when they will undertake community participation when exercising relevant planning functions. The Draft Shaping Our Future 2040 was publicly exhibited in accordance with Council's Community Participation Plan 2019. During exhibition, the Draft Shaping Our Future 2040 was available for 28 days consistent with the Mandatory Exhibition Timeframe for Local Strategic Planning Statement. Documentation was available for viewing and also available to view on Council's website for the exhibition period at: https://haveyoursay.pmhc.nsw.gov.au/ . Two public workshops were held under the COVID-19 management arrangements, and an online survey was available on Council's website. Council's Community Engagement focus is to be inclusive, and Council has sought views that are representative of the community. Opportunities to meet with senior staff were facilitated during exhibition, and all correspondence received in relation to consultation are included in this summary.	into preparation of Port Macquarie-Hastings Council's first LSPS. Note the comments in relation to Council's Urban Growth Management Strategy 2036, and anecdotal market demand comments. No further action is required in relation to the LSPS

9/11/2020

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
			responsibility if I have simply missed an email and am showing my age by not being engaged on social media or spending enough time looking for these initiatives on PMHC's website I also think there could have been a more direct approach to industry representatives even through the existing sub committees of Council to ensure meaningful input from a broader cross-section of the community including industry stakeholders.		
			As a way of moving forward is it possible to include the membership of EDSG, PMNTCC and CIAG in future mail outs and invitations to be involved in these consultation processes.		
3.	King and Campbell Pty Ltd for Expressway Spares	The submission from the landowners/developers of the Sancrox Employment Precinct expresses in-principle support for the LSPS themes relating to economic development and job creation. A nomination to include additional land for employment at Sancrox (Frogs Road) is outside the scope of the LSPS and not considered further in this summary. Other specific comments include: Concern in relation to: • Mapping of Natural Advantages, Biological Priorities, Dwellings in Rural Zones, Natural Hazards, Burnt Areas and the Northern Rivers Biodiversity Management Plan. • No clear link to existing Council strategies/plans such as Industrial Lands Strategy Review (ILSR), Development Control Plan 2013 (particularly Section	We refer to the abovementioned matter and the public consultation period currently underway with respect to the Draft Shaping Our Future 2040 – Local Strategic Planning Statement (Draft LSPS) and provide this submission of behalf of Expressway Spares Pty Ltd. Expressway Spares' employ approximately 300 people and provide earthmoving heavy equipment spare parts and machine rebuild/overhaul services nationwide to the earthmoving and mining industries from their premises located on the corner of the Pacific Highway, Sancrox Road and Frogs Road, Sancrox, as well as their premises in Perth, Mount Thorley, Gunnedah & Mackay. Expressway Spares support economic development and the creation of jobs in our local economy and accordingly support the draft LSPS in principle. On behalf of Expressway Spares we provide the following comments with respect to the Draft LSPS: • A number of the figures included within the draft LSPS are difficult to read and or	The nomination of additional land for rezoning is outside the scope of the LSPS. Comments regarding the scalability of a number of the LGA-wide maps in the LSPS is noted. The maps used throughout the LSPS have been prepared using official State, and locally verified data, and combined spatial data sets at varying resolutions. The maps are used to spatially represent features and or information for strategic analysis, not fine grain property by property detail. The Industrial Lands Strategy Review (ILSR) has been incorporated into Port Macquarie-Hastings UGMS 2036. The Greater Sancrox Structure Plan 2015 is not relevant having not been endorsed or adopted by Council, and now superseded by a concurrent Structure planning process for the area.	That Council: Note the submission. Write to King & Campbell Pty Ltd thanking the company for their input on behalf of Expressway Spares into preparation of Port Macquarie-Hastings Council's first LSPS. Note the commentary by the principle Director. Note that no further action is required in relation to the LSPS.

9/11/2020

No Organisation Submission summary	Submission Content	Comment	Recommendation
D7), or the Greater Sancrox Structure Plan 2015. Support for: • the intention to provide a multimodal, integrated land-use and transport network across the LGA. • the intention to build the capacity of Port Macquarie as a regional city • develop the vitality of other economic employment lands • agglomeration of industry sectors and activities • facilitating economic activity around industry anchors • Actions 15.1, 21.1 and 21.2. A request to recognise the Sancrox employment precinct as large and important employers.	determine how they relate to, or impact, particular properties (this includes Figures 5, 9, 10, 12, 13 and 16). A number of the listed figures identify environmental features and the draft LSPS refers to links to scalable versions on the Council's website. These Figures were not able to be located. The draft LSPS isn't considered to clearly link the Council's existing strategies and plans, including the Industrial Lands Strategy Review (ILSR), Development Control Plan 2013 (particularly Section D7), or the Greater Sancrox Structure Plan 2015. Our Connections Planning Priority 11 – we support the intention to provide a multi-modal, integrated land-use and transport network across the LGA. It is considered that the development of the Sancrox Industrial Precinct, including land to the north of Sancrox Road and 7 Pacific Highway (Lot 121 DP125256), would assist in achieving this goal by: Encouraging industry on the Pacific Highway near the two (2) existing interchanges. Reducing industrial traffic from local roads thereby improving the overall efficiency and functionality of the local road network as well as the impacts of transport infrastructure on the liveability and amenity of the LGA. Our Economy Planning Priority 13 – we support the intention to build the capacity of Port Macquarie as a regional city and develop the vitality of other economic employment lands. It is considered that the development of the Sancrox Enterprise Zone, including the proposed long-term future employment land identified in the Urban Growth Management Strategy (2017), 7 Pacific Highway (Lot 121	A key role of the LSPS is to link Council's Strategies and plans to the implementation of the NSW Governments Strategic Plans. As a leading strategic document under the EP&A Act and IP&R Planning Framework, it does not attempt to articulate specific alignment with development control design detail. Notwithstanding, the LSPS may inform future reviews of the Development Control Plan 2013 (particularly Section D7) which provides supplementary site specific design detail for Highway Employment Lands at Sancrox and Fernbank Creek. The request to recognise Sancrox Employment precinct as large and important employers is noted. The role of the LSPS is not to identify or specifically recognise employer groups. Instead providing a framework within which employment across the LGA can operate and thrive.	

9	/	1	7	/	2	U	2	U

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
			Planning Priority 18 – Actions 15.1, 21.1 and 21.2 (page 175): Expressway Spares support these actions, particularly the cost-effective use of infrastructure by directing development towards existing infrastructure. Expressway Spares notes that the Sancrox Enterprise Zone is already serviced by the necessary infrastructure and the development of this area would align with this priority.		
4.	Land Dynamics Australia - for Bonny Hills Strategic	A submission from a Port Macquarie based land development consultancy firm making representation on behalf of landowners to extend Council's identified urban investigation areas, and inclusion of the land in a future review of the Port Macquarie-Hastings Urban Growth Management Strategy 2036.	Content not included in this summary.	No comment required.	No Action required.
5.	Land Dynamics Australia - for Crosslands Wauchope Landowners	A submission from a Port Macquarie based land development consultancy firm making representation on behalf of landowners to extend Council's identified urban investigation areas, and inclusion of the land in a future review of the Port Macquarie-Hastings Urban Growth Management Strategy 2036.	Content not included in this summary.	No comment required.	No Action required.
6.	Land Dynamics Australia - for Dahslford Grove Landowners	A submission from a Port Macquarie based land development consultancy firm making representation on behalf of landowners to extend Council's identified urban investigation areas, and inclusion of the land in a future review of the Port Macquarie-Hastings Urban Growth Management Strategy 2036.	Content not included in this summary.	No comment required.	No Action required.
7.	Land Dynamics Australia - for Glen Eden North Lake	A submission from a Port Macquarie based land development consultancy firm making representation on behalf of landowners to extend Council's	Content not included in this summary.	No comment required.	No Action required.

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
	Cathie Landowners	identified urban investigation areas, and inclusion of the land in a future review of the Port Macquarie- Hastings Urban Growth Management Strategy 2036.			
8.	Land Dynamics Australia - for Lindfield Park Road	A submission from a Port Macquarie based land development consultancy firm making representation on behalf of landowners to extend Council's identified urban investigation areas, and inclusion of the land in a future review of the Port Macquarie-Hastings Urban Growth Management Strategy 2036.	Content not included in this summary.	No comment required.	No Action required.
9.	Land Dynamics Australia - for Missen Landowners Boundary Street	A submission from a Port Macquarie based land development consultancy firm making representation on behalf of landowners to extend Council's identified urban investigation areas, and inclusion of the land in a future review of the Port Macquarie-Hastings Urban Growth Management Strategy 2036.	Content not included in this summary.	No comment required.	No Action required.
10.	Land Dynamics Australia - for Neville Road, Beechwood Landowners	A submission from a Port Macquarie based land development consultancy firm making representation on behalf of landowners to extend Council's identified urban investigation areas, and inclusion of the land in a future review of the Port Macquarie-Hastings Urban Growth Management Strategy 2036.	Content not included in this summary.	No comment required.	No Action required.
11.	Land Dynamics Australia - for 49 Panorama Drive, Bonny Hills Landowners	A submission from a Port Macquarie based land development consultancy firm making representation on behalf of landowners to extend Council's identified urban investigation areas, and inclusion of the land in a future review of the Port Macquarie-Hastings Urban Growth Management Strategy 2036.	Content not included in this summary.	No comment required.	No Action required.

9/11/2020

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
13.	Australia - for Surf Museum	A submission from a Port Macquarie based land development consultancy firm making representation on behalf of the Port Macquarie Surf Museum to: Recognise the local historical, and cultural significance of surfing Identify land adjoining Oxley Oval as a dedicated surf museum, and cultural and entertainment facility. Include actions in the LSPS to locate a museum on the nominated land.	Content not included in this summary as generally outside the scope of the LSPS. Content not included in this summary.	No comment required.	That Council: Note the submission. Write to Land Dynamics Pty Ltd to thank the Surf Museum group for their input into Port Macquarie- Hastings first LSPS. Refer the submission to Council's Development and Environment Division for a response, and inclusion in Council's planned review of areas of: all public land managed by Port Macquarie- Hastings Council in Trust for the Crown (Crown land), and Plans of Management (PoMs) for Crown land held in Trust consistent with the purposes for which the land is reserved or dedicated under the CLM Act. Note that PoMs must in place by July 2021. Note that Future LSPS Actions relating to a cultural surf facility may be reflected in future versions of the LSPS. No Action required.
	for Western	based land development consultancy firm making representation on behalf			

9/11/2020

No	Organisation	Submission summary	Submission Content	Comment	Recommendation
	side of HEP Landowners	of landowners to extend Council's identified urban investigation areas,			_
		and inclusion of the land in a future review of the Port Macquarie- Hastings Urban Growth Management			
		Strategy 2036.			

Part D - Public submissions

No	Submitter	Submission summary	Comment	Comment	Recommendation
1.	Community Leaders - Co Authored. Port Macquarie- Hastings Council COVID Recovery Sub Working Group, community wellbeing.	A comprehensive and detailed submission from the COVID Recovery Community Leaders Group. The submission expresses strong support for the Strategic direction detailed in the LSPS, noting particularly the intention to re-align with community values, and provide transparency. Specific comments and recommendations are: That the group acknowledges the legislative framework for the LSPS and the government guidelines for preparation. That the LSPS represents a strategic shift away from the assumption the economic growth equals quality of life towards greater alignment with community values for a healthy and safe environment and genuine community based quality of life. That the LSPS is more ambitious in intent. That population and economic growth are aligned with	Executive summary This submission is made by a group of reasonable and diverse community leaders who initially engaged together through contribution to the PMHC COVID19 Recovery Group/ Community Wellbeing Sub-Working Group. Council is legally required to generate the Local Strategic Planning Statement (LSPS), as the land use planning vision for the next twenty years. The LSPS will have a critical impact on our economy, community, and character of our LGA. This draft LSPS represents a strategic shift away from the assumptions that economic growth = quality of life, and toward recognition that a healthy environment is necessary for a healthy community and strong economy. This appears to reflect an intention to re-align with community values of a healthy and safe environment and genuine quality of life for our community. We fully support this strategic shift and realignment. However, the LSPS needs to be more ambitious, and a range of limitations with associated solutions need to be acknowledged to strengthen the capacity of the LSPS to serve the best interests of our community. These include the need to explicitly set intent for population and economic growth that is compatible with a healthy and safe environment, planning for	The submission is well considered and the author's thorough review of the draft Shaping Our Future 2040 is noted. The strong support for the LSPS as exhibited is noted. In relation to the specific comments and recommendations: Acknowledgement of the LSPS statutory framework is noted. Commentary on the strategic intent of the LSPS is noted. Noted. The strong emphasis in the submission on the need to align community needs and a healthy environment with economic/population growth is acknowledged and noted. Noted. Noted. Noted. The acknowledgement of Council's commitment to the LSPS strategic planning vision "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	Note the submission. Write to the Community Leaders Group thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.

9/11/2020

community needs and a healthy environment. • That the LSPS and its layout is a positive move toward bringing all PMHC planning intentions together in a strategically cohesive way. • That inclusion in the LSPS of I and use to meet our community's basic needs (food/water/energy), and introducing means to measure progress toward council's vision for our community. **Strong resilient communities where people prosper. A place that people want to be a part of" is noted. **Noted.** Noted.** Noted.** Noted.** Noted.** Noted.** Noted. The LSPS seeks to preserve and enhance the wellbeing of our people, our	No Subr	nitter Submission summary	Comment	Comment	Recommendation
Sustainable Development Goals provides a framework and a line of sight against global initiatives, and reinforces Community values (page 19) through clear and straightforward goals. • That Council appears to be committed towards a vision, actions and implementation that are aligned with community values of a healthy and safe environment. If this is the intent, it is welcomed. • That the current vision 'a sustainable, high quality life for all' is a great vision but Council has limited means to measure the progress and bring the vision to reality. • That the LSPS goes a long way to addressing the issues of the past. • That the commonity wellbeing in a safe and healthy environment is at odds with a strong economy, should be challenged. • That in order to create a strong and resilient economy, we must have a safe and healthy environment and community well being in community. We note the following: Outlines a series of actions to be implemented by Council and otherse gorup adicrose; Sutting Statement (LSPS) endorsed by a reasonable and devree gorup aleasonable and devrees gorup and reasonable and devrees gorup aleasonable and devrees gorup of community leaders. These leaders were brought together through eagenement with the bread or present with our community. • Agreed. Refer also to the preceding commentary. • The support for the draft LSPS vision, the use of info graphics to convey mendiutal best intentions for the Port Macquarie- thating scommunity. We fully support the level of transparency shown in this first draft and the trought development and the progression of the port Macquarie- that the LSPS gene a long way to addressing the iss	No Subr	community needs and a healthy environment. That the LSPS and its layout is a positive move toward bringing all PMHC planning intentions together in a strategically cohesive way. That inclusion in the LSPS of the United Nations 17 Sustainable Development Goals provides a framework and a line of sight against global initiatives, and reinforces Community values (page 19) through clear and straightforward goals. That Council appears to be committed towards a vision, actions and implementation tha are aligned with community values of a healthy and safe environment. If this is the intent it is welcomed. That the current vision 'a sustainable, high quality life for all' is a great vision but Council has limited means to measure the progress and bring the vision to reality. That the LSPS goes a long way to addressing the issues of the past. That the assumption that economic growth = quality of life, and that community wellbeing in a safe and healthy environment is at odds with a strong economy, should be challenged. That in order to create a strong and resilient economy, we must have a safe and healthy	needs (food/water/energy), and introducing means to measure progress toward council's vision for our community. 1. Introduction The intention of this document is to provide a core submission in response to 'Shaping our Future 2040 – Port Macquarie Hastings Council's (PMHC) Draft Local Strategic Planning Statement (LSPS)' endorsed by a reasonable and diverse group of community leaders. These leaders were brought together through engagement with the PMHC COVID19 Recovery Group/ Community Wellbeing Sub-Working Group, which has since concluded its work. Some may also submit individual specific addendums according to their interest or professional expertise. This submission is made with due respect for the positive contributions PMH Councillors and Officers make to our community. The purpose of a joint submission is to add weight to our collective and mutual best intentions for the Port Macquarie-Hastings community. We fully support the level of transparency shown in this first draft and the critiques made in this submission are intended to support further thought, development and engagement around details of content. A list of endorsees is provided at the end of the document. 2. LSPS - guidance, requirements and strategic importance It is acknowledged that Council has drafted the LSPS in response to, and with guidance from NSW Department of Planning, with a clear understanding that there are legal requirements of the LSPS (Context, Planning Priorities, Actions and Implementation) one of which is Council's responsibility to engage with Community in its production.	strong resilient communities where people prosper. A place that people want to be a part of" is noted. Noted. Noted. The LSPS seeks to preserve and enhance the wellbeing of our people, our environment, and our lifestyle. It outlines a series of actions to be implemented by Council and other levels of government, over time, and in agreement with our community. Agreed. Refer also to the preceding commentary. The support for the draft LSPS vision, the use of info graphics to convey important information, the focus on the environment and biodiversity, climate change, community resilience, and the need to conserve and protect our agricultural land is noted. Also acknowledged are the suggestions around accountability, empowering communities through clear communication, concerns in relation to climate change and natural hazards, change management, and food security and inter regional sustainability. Minor content changes to the exhibited LSPS are proposed in response to the submission to strengthen the vision, and overall document content in line with community values expressed here. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda	Recommendation

	9	/	1	1	/	2	0	2	0	
t	iο	n								١

No	Submitter Submission summary	Comment	Comment	Recommendation
	And that community wellbeing	 Every NSW Council will prepare a LSPS 		
	in a safe and healthy	which sets out the 20-year vision for land-use		
	environment is at odds with a	in the local area; the special characteristics		
	strong economy.	contributing to local identity; shared		
	Support is noted in relation to:	community values; and how growth and change will be managed into the future.		
	Support is noted in relation to: o the focus on a vision that is	 The LSPS is intended to be visionary 		
	interested in community	statement purposefully identifying strategic		
	wellbeing and guality of life, by	land use for the next 20 years, including		
	integrating 'liveability measures'	planning priorities relating to Transport,		
	Foregrounds community	Environmental Planning, Growth and		
	engagement	Changes to meet community needs.		
	 population demographics in the 	 The LSPS should be read in conjunction with 		
	context of local economic	relevant State and Regional planning policies		
	development like employment,	and plans, which will continue to guide		
	single resident households, etc.	planning decisions and the preparation of		
	a strong emphasis on the	development controls in local environmental		
	importance of the environment	plans.		
	and biodiversity, including plans to protect agricultural land from	We consider the rationale, purpose and practical		
	'inappropriate uses'	use of a LSPS to be a positive move toward		
	o continuing development	bringing all PMHC planning intentions together in		
	towards a sustainability and	a strategically cohesive way.		
	climate change strategy, with			
	opportunities to address climate	The integration of the United Nations 17		
	change to protect council	Sustainable Development Goals into the LSPS is		
	assets and foster 'community	a very useful tool that not only provides a		
	resilience'	framework and a line of sight against global		
	inclusive and straightforward	initiatives, but also reinforces the positive		
	info-graphic style	Community feedback of values (page 19) through		
	representations to encourage	clear and straightforward goals.		
	understanding and feedback	Similarly, the 'continuum of planning model' (page		
	Comprehensive and specific	11) sets the importance of context and provides a		
	suggestions are detailed in relation	pivotal opportunity for all strategic plans to be		
	to:	brought together, with an indication of their		
	Land use that is compatible	relationship to one another, under the LSPS.		
	with meeting basic community	, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1,		
	needs	We note that while councils are legally mandated		
	Accountability and measurable	to create an LSPS, it appears that Council has		
	progress towards Council's	taken this opportunity to turn in a different		
	vision	direction from its previous economic growth focus,		
		and set out with committed intent toward a vision,		

9	/ 1	1	1	2	0	2	0
0				_	~	_	~

No	Submitter S	Submission summary	Comment	Comment	Recommendation
110	- Submitter - S	Empowering community	actions and implementation that are aligned with	Sommont	reseminentation
		through clear communication.	community values of a healthy and safe		
	•		environment. If this is the intent, it is welcomed.		
		action beyond protection of			
		Council assets.	Council Vision – Past and Present		
	•	Tribito to reordonto, idridowners	To understand the value and limitation of this draft		
		and businesses from climate	LSPS, it is first useful to consider how this		
		change and natural hazards,	document differs from previous Council strategic		
		and the need to communicate this with the community.	plans.		
		,	While council has several hundred strategies,		
	•	Change management and resourcing.	plans and policies in place, there has previously		
			not been a mechanism to unify them. The LSPS		
	"	sustainability.	provides a vision and plan to shape how strategies		
	•		interface to work toward (rather than against) the		
		in future LSPS reviews.	broader council vision. The historical lack of		
			cohesive strategy has contributed to a gap between the current PMHC vision and the reality		
		A request for community	of its strategy and activities.		
		engagement workshops linked to	orns strategy and activities.		
		he development of a new	Consider Council's previous vision was 'a		
		Community Strategic Plan	sustainable, high quality life for all'. Council		
			currently would find it difficult to demonstrate that		
			sustainability is a focus or corporate value, with		
			existing initiatives being ad hoc and reactive,		
			driven either by legislative requirements or internal		
			staff interest. There were limited goals or means to evaluate progress toward them. Similarly, the		
			goal of a <i>high quality of life</i> , while laudable, is		
			equally difficult to measure without an agreed		
			definition, targets, or measures of quality of life to		
			assess council's impact on local quality of life.		
			Finally, the goal of inclusion captured by the		
			vision's closing - for all - has the same limitations.		
			Clear targets, metrics and systems should be		
			implemented to measure to what extent Council is		
			progressing toward its vision of inclusion and equity.		
			equity.		
			PMHC has had a great vision, but limited		
			means to measure the progress and bring the		
			vision to reality.		

9 /	1	1	- /	7	n	7	\cap
9 /				~	0	~	v

No	Submitter	Submission summary	Comment	Comment	Recommendation
			The result is exemplified by Council's current economic development strategy (EDS), which is a key strategy informing much of Council's operations. In its EDS, Council defines economic development as 'building the capacity of the local area to improve its economic future and quality of life for all'. Yet, the term 'quality life for all' is not defined or even mentioned again in the strategy. There is no attempt to articulate how the economic development strategy improves quality of life for our community, reflecting that this part of council's vision has fallen to the wayside in practice.		
			It appears that in the previous absence of an overarching strategy, Council has adopted the assumptions that 1. <i>Economic growth = quality of life</i> , and that community wellbeing in a safe and healthy environment is at odds with a strong economy. It is our belief that these assumptions should be challenged. In order to create a strong and resilient economy, we <i>must</i> have a safe and healthy environment and community.		
			4. Council Vision - Future The draft LSPS goes a long way to addressing the issues of the past. It is grounded from the outset in community engagement — which has inevitably resulted in greater focus on addressing climate change and critical risks to biodiversity, protecting our natural environment and promoting community wellbeing. It sets an intention to develop ways to evaluate progress toward some elements of the stated vision of 'a sustainable quality of life for all' (a change from the previous vision that would be good to understand).		
			We note that it is reasonable for residents and stakeholders to assume that Council has a role to support the safety of the local community. While Council cannot and should not be responsible for individuals or business decisions, Council does have a responsibility to convey information that is		

No	Submitter	Submission summary	Comment	Comment	Recommendation
			material to the safe, healthy and prosperous conduct of our lives.		
			The alternative is that thousands of individuals and small businesses spend time inefficiently researching how material issues (like climate change) might impact their lives and how to best		
			address these issues. This is an egregious waste of personal and business resources at a time when we need to activate every resource we have		
			to secure community safety and wellbeing and protect the local environment upon which our livelihoods depend.		
			With this in mind, it is noted that this draft LSPS retains a number of limitations that will have significant effect on capacity to implement or trigger needed change for our community. The draft LSPS would also have critical long-term		
			impacts on the community, both in the context of stated vision, and regarding the broader issue of safety and liveability of community for residents.		
			5. Strengths of the LSPS Supports the focus on a vision that is interested in community wellbeing and quality of life, by integrating 'liveability measures', albeit to only a portion of council operations (see implementation plan item 6.5)		
			Foregrounds community engagement Identifies future population demographics in the context of local economic development like employment, single resident households,		
			etc. o Emphasises a strong importance of the environment and biodiversity, including plans to protect agricultural land from 'inappropriate uses'		
			Continues to develop existing plans for sustainability and dimate change strategy, with opportunities to address climate change to protect council assets and foster 'community resilience'		

9	1	1	П	1	4	U	4	U	
40.0									ı

No	Submitter	Submission summary	Comment	Comment	Recommendation
			 Adopts an inclusive and straightforward info- 		
			graphic style to encourage understanding and		
			feedback		
			6. Opportunities that would make the LSPS		
			more meaningful		
			PMHC has the opportunity to generate an LSPS		
			that explicitly plans land use that:		
			 proactively directs population and economic growth that is compatible with retaining a 		
			healthy and safe environment. This is in		
			contrast to land use being reactively		
			determined in response to population		
			pressures, as may have occurred during		
			strategic drift over the past decade.		
			 is compatible with upholding the mandated principle of intergenerational equity. 		
			acknowledges that a healthy environment and		
			safe climate are necessary requirements for a		
			resilient economy and safe and healthy		
			community.		
			Francisco of bounds of bound of the continued		
			Examples of how the above might be achieved includes land use planning that incorporates the		
			following suggestions:		
			Land use that is compatible with meeting		
			basic community needs: While the current		
			vision of the LSPS is aspirational, there are		
			sufficient threats to community health and		
			safety that there is benefit formally committing to land use that is compatible with community		
			safety and meeting basic human needs. To		
			this end, the LSPS should set a commitment		
			to land use that fosters or is compatible with		
			food, water and energy self-sufficiency for our		
			community in the face of known and unknown future conditions while preserving the natural		
			environment our community values.		
			Accountability and measurement of progress		
			toward council's vision: The LSPS should		
			explicitly state commitment to develop targets		
			and adopt means to measure progress		
			toward key components of council's vision.		

9	- 1	-/-	7	U	_	U

No	Submitter	Submission summary	Comment	Comment	Recommendation
			This creates mechanisms to realise strategic goals and to hold council accountable to these. For instance, if council's vision includes quality of life, council should draw on evidence-based measures of quality of life to ensure project planning and implementation is consistent with community wellbeing, and that there are means to measure progress toward this vision. Council could convene a group of community members and subject matter experts to advise as to appropriate evidence-based measures. • Empowering community through clear communication: When there are issues that are material to our community's lives, Council should adopt accurate and direct language to engage community understanding for core priority areas. For example, the language of 'resilience' and 'adaptation' to climate change fails to capture the threats that council is aware that out our community is facing. The use of this 'softer' language impacts community understanding and therefore motivation to work alongside council toward mutual goals and vision. If community were made aware of the climate risk information council uses in its business planning, they would better understand the need for individual action to adapt to climate impacts. • Extending council's climate change action beyond protection of council assets • Climate change will affect all of council operations and community life. There are economic opportunities afforded by addressing it actively. There are also significant financial and social costs to not acting (impacts occur inequitably with vulnerable groups most effected). • The LSPS suggests that Council's main approach to climate change risks is to protect council owned infrastructure from climate change damage. We believe that Council should make an explicit		

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
			commitment to support community safety and prosperity via: As noted above, direct and thoughtful communication about climate change that unlocks community and business resources to take individual and collective climate action alongside council. The LSPS should explicitly acknowledge that climate change poses an immediate threat to that safety and health of our community, and requires swift collective action to ensure community wellbeing, as other Councils have already articulated in their LSPS documents. https://www.climatechange.vic.gov.au/_data/asse ts/pdf_file/0027/419148/CCC-Lit-Review-Guidefor-Policymakers.pdf Commitment to decline support for projects or land use that exacerbate climate change and thereby compromise community safety. Commitment to projects and land use that reverse climate change (e.g. regenerative agriculture) Well-designed infrastructure and policy that support a zero emissions community (e.g. public EV recharge stations, public batteries) Lobbying to other levels of government to support our community's safety from climate change impacts through state and federal policy. Engage subject matter experts to give expert guidance on the above points, including		

No Submitter

Submission summary

A Local Strategic Planning Statement for Port Macquarie-Hastings Shaping Our Future 2040 Public Submissions Review

NGOs and other community wellbeing

Food Self-sufficiency: Access to a safe and reliable food supply is essential for the wellbeing of our community. This is especially important in the era of acute and chronic climate driven disasters (fire

Comment

solutions.

organisations.

9/11/2020 Comment Recommendation engaging with Councillors and executive staff so there is real understanding of these issues. This is extremely important Current land use by residents, land/home-owners and businesses will be impacted by sea level rise, bush fire risk, flooding, heat island effect and other impacts of climate change. E.g. land owners in North Haven will experience regular household inundation at high tides within several decades. Implementation plan needs to include a communication plan for these soon-tobe-effected stakeholders to clearly understand the nature of risks to their interests, and enable them to engage meaningfully in land use planning and Change management resourcing: This LSPS suggests a significant shift in council operations that will likely require substantive organisational change to translate into implementation. It is critical to ensure that adequate resources and subject matter experts are allocated to support an operational and strategic shift away from the assumption that 'economic growth = quality of life'. Engage community to optimise LSPS reviews: Support Strategic Reviews of the LSPS to better address risks and optimise economic opportunities by engaging a range of stakeholders including internal council staff, chambers of commerce, developers, local health,

			our Future 2040 Public Subr		9/11/2020
No	Submitter	Submission summary	Comment	Comment	Recommendation
			& floods) compromising food production and distribution for our region. Note also		
			the production and distribution		
			challenges emerging during the		
			pandemic. The current implementation points regarding rural land use fail to		
			acknowledge that our land is the basis of		
			our community's long-term local food security. Setting intent for land use that		
			fosters local food security (especially		
			regenerative agriculture) has multiple		
			other benefits for our community, including a more resilient local economy.		
			fostering a year-round tourist economy		
			(local, regional, domestic, international)		
			that is less reliant on bushfire season, and even addressing gender inequality		
			(over half of agriculture industry		
			employees are women).		
			7. Final thoughts		
			We note that these observations and suggestions		
			are clearly not exhaustive, with a number of areas we would be interested to give further input should		
			time have allowed. We hope other members of our		
			community will provide input on specific issues		
			such as transport and other areas of land use and preservation.		
			prosor valion.		
			Given that the LSPS is being forwarded prior to		
			the completion of comprehensive community consultation, we ask that consideration to be given		
			to the development of community engagement		
			workshops over the next two years, linked to the Community Strategic Plan.		
			Confindinty Strategic Plan.		
			Finally, while we have suggested a range of		
			amendments or considerations on this draft LSPS, we would like to reiterate our support for the		
			strategic shift that this draft appears to signal. This		
			document suggests an intention to turn away from		
			the previous assumptions that economic growth = quality of life and move toward recognition that a		
			quanty of mo und more torraid recognition that a	I	L

9/11/2020

No	Submitter Submission summary	Comment	Comment	Recommendation
2.	Ali Bigg This submission is in support of a submission from Community Leaders (group of community representatives - the group was formed in response to recent natural disasters and COVID-p pandemic). Recommendations are to: • prioritise forest and vegetation protection over new industrial or residential developments. 7. enable and encourage residential and industrial developments to surpass sustainability standards (as per for e.g. BASICs) to include passive solar outcomes, significant water capture, and mandatory solar PV and solar HW 8. prioritise passive and public transport and the removal of personal vehicles from city centres 9. landscaping initiatives in public spaces to include more trees,	healthy environment is necessary for a healthy community and strong economy. This appears to reflect an intention to re-align with community values of a healthy and safe environment and genuine quality of life for our community. In this realignment, Council has our full support. I am writing in support of the submission made by community leaders on the draft LSPS on public exhibition. I am very happy that this planning statement is starting to send the message that a healthy environment is more important than short-term economic goals. Without a healthy environment, economic goals will be impossible to meet. The challenges we've faced in the 18months or so clearly demonstrate the significant economic cost of an unhealthy environment. Council has a role and an opportunity to show real leadership in this space and to be at the forefront of the economic gains of doing so. For e.g. the NSW EPA is developing a 20year waste strategy that is due for release next year. The focus is strongly on the circular economy and the (likely significant) funding that will be aligned with this strategy will be allocated to projects that can help to achieve that. Such initiatives can help keep our resources local, support local jobs, and ensure a cleaner and healthier environment for all.	The strong support for the LSPS expressed on behalf of Community Leaders Group is noted. In response to specific recommendations: Noted. The 'Environment' is a key theme of the LSPS. The theme highlights the importance and significance of our biodiversity and environment to the future prosperity and wellbeing of our community, and our region over the period of the Strategy. As the first LSPS for our LGA, the LSPS seeks to build a planning framework based on preservation and enhancement of our diverse environment, and its contribution to our local identity, and what makes our area a desirable place to live. Noted. It is open to developers and householders to exceed mandatory standards in relation to the outcomes listed. The LSPS provides the strategic framework	Recommendation That Council: Note the submission. Write to the Community Leaders Group thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.
	spaces to include more trees, especially natives and food producing trees	a safer, healthier and more connected community and environment by including the following for	outcomes listed. The LSPS	
	incorporate and retrofit for water sensitive urban design, ensuring run-off is minimised and water is slowed down across the environment to safeguard our water table.	consideration in the LSPS: - prioritising forest and vegetation protection over new industrial or residential developments - our community's mental health and our tourism industry, not to mention our flora and fauna, need to be	Noted. The LSPS highlights the importance of our connections; and the need to prioritise pedestrians over cars to create places where people want to be, and to mitigate the impacts of transport infrastructure on liveability and	

No	Submitter	Submission summary	Comment	Comment	Recommendation
		lobby state and federal government to stop logging our koala habitat and other unburnt bushland. commit to strategies to secure food, water and energy security for our community and broader region. support the work of regenerative farmers, and actively encourage other local land holders and managers to adopt more regenerative practices. Note the benefits to everyone in our community, through cleaner air, cleaner water, better resistance to drought and flood, and therefore a community that is more resilient to climate hardships. increase efficiencies by utilising policy proven to be effective in other LGAs to achieve the above where appropriate.	protected over and above ongoing development enable and encourage residential and industrial developments to exceed sustainability requirements (as per for e.g. BASICs) to include passive solar outcomes, significant water capture, and mandatory solar PV and solar HW prioritise passive and public transport and the removal of personal vehicles from city centres landscaping public spaces to include more trees, especially natives and food producing trees incorporate and retrofit for water sensitive urban design, ensuring run-off is minimised and water is slowed down across the environment to safeguard our water table lobby state and federal government to stop logging our koala habitat and other unburnt bushland commit to strategies to secure food, water and energy security for our community and broader region support the work of regenerative farmers, and actively encourage other local land holders and managers to adopt more regenerative practices. The benefits flow on to everyone in our community, through cleaner air, cleaner water, better resistance to drought and flood, and therefore a community that is more resilient to climate hardships. increase efficiencies by utilising policy proven to be effective in other LGAs to achieve the above where appropriate.	amenity. Balancing movement and place outcomes is a key objective of the LSPS. Specific actions to limit vehicle use are not proposed or recommended. Noted. Reference is made to the landscape initiatives outlined in Planning Priority 10 and 18, and Actions 10.5, 18.1. Noted. Council could opt to advocate on behalf of the community on this issue. Noted. Additional commentary around a safe and reliable food supply is considered in keeping with the direction of the LSPS; is reasonable and especially important in the presence of climate driven disasters. Ensuring the security of our water, energy and resources is also critical while minimising the negative impacts to our environment. Additional commentary is considered reasonable. Noted. The LSPS includes actions to recognise the importance of our farmland and regenerative agricultural practices to local food security. Noted. The LSPS acknowledges the importance of clean air and water, and resilience to natural hazards. Noted. The specific details of changes to content will be available in a Tracked Changes version of the LSPS	

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
				(Attachment to the December Agenda report).	
3.	Cath Eggart	A supportive submission, reiterating the comments on behalf of The Community Leaders Group, and with additional individual comment.	Survey submission and support for community Leader submission Additional Comment/s: Need to extend climate change action beyond protecting Council's assets. Divestment from climate damaging investments should be prioritised. Forest protection and supporting regenerative agriculture need to be encouraged. These actions have the capacity to store carbon and help mitigate climate change impacts (e.g. Moderate streamflow).	Refer comments above responding to the Community Leaders Group submission. In relation to additional comments: On extending climate actions beyond protecting Council assets, divesting from climate damaging investments, council is currently preparing a Sustainability Strategy and Regional integrated Transport Strategy, both of which will identify directions that Council and the community can take to move towards net zero emissions. On forest protection and regenerative agricultural, there is merit is including an additional Principle under Planning priority 15 to recognise and support the importance of our farmland and regenerative agricultural practices to local food security. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	Note the submission. Write to the Community Leaders Group thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.
4.	Dr Sarah Mollard	A supportive submission endorsing the submission from The Community Leaders Group and recommending that Council support a safer, healthier and more connected community and environment by: • ensuring town planning supports equity and inclusion rather than increasing inequality	I am resident of PMH LGA and work as a General Practitioner in Port Macquarie. I am also involved in our community as a parent and volunteer, and an advocate for action on climate change as a founding member of Hastings Parents for the Environment and a member of Climate Change Australia. I am writing to endorse the submission made by community leaders on the draft LSPS, coauthored by Stuart Bate, Jane Evans and Rachel Sheppard.	The endorsement of the Community leaders Group submission and broad support for action on a changing climate is noted. Refer to comments above responding to the Community Leaders Group submission. The specific details of changes to content will be available in a Tracked Changes version of the LSPS	Note the submission. Write to the Community Leaders Group thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
		 considering how council policies, procedures and actions might be shaped to address racial injustice, poverty and gender inequality in our region taking action to mitigate the risks arising from anthropogenic climate change prioritising development of pathways, cycle ways and public transport over expanded facilities for car transport providing boundaries on development and industrial land use that prioritise the care of our environment over short term financial gains prioritising forest and vegetation protection over new industrial or residential developments. landscaping public spaces to include more trees, especially natives and food producing trees. lobbying state and federal government to stop logging our koala habitat and other forest and bushland areas. commit to strategies to secure food, water and energy security for our community and broader region. finding ways to support the work of regenerative farmers, and supporting local land holders to adopt more regenerative practices. The benefits flow on to everyone in our community, through cleaner air, cleaner water, better resistance to drought and flood, 	As a doctor I am acutely aware of the essential relationship between health and the environment. Ensuring care for the environment does not play second fiddle to short-term economic goals is essential to support the health, well-being and security of our community. I also note that particularly in the context of climate change, it is the economically wise choice. I support the shift towards this understanding evidenced in the LSPS. Nonetheless, I agree with the writers of the submission by community leaders that further consideration needs to be given to how the LSPS can address these understandings in a way that is more explicit, and that includes accountability measures. I hope you will consider how council could support a safer, healthier and more connected community and environment by - ensuring town planning supports equity and inclusion rather than increasing inequality - considering how council policies, procedures and actions might be shaped to address racial injustice, poverty and gender inequality in our region - taking action to mitigate the risks arising from anthropogenic climate change - prioritising development of pathways, cycle ways and public transport over expanded facilities for car transport - providing boundaries on development and industrial land use that prioritise the care of our environment over short term financial gains - prioritising forest and vegetation protection over new industrial or residential developments - landscaping public spaces to include more trees, especially natives and food producing trees - lobbying state and federal government to stop logging our koala habitat and other forest and bushland areas - commit to strategies to secure food, water and energy security for our community and broader region.	(Attachment to the December Agenda report).	appropriate, and where reasonable.

No	Submitter	Submission summary	Comment	Comment	Recommendation
		and therefore a community that is more resilient to climate hardships. • expanding community engagement in local decision making through participatory democracy processes such as Citizens Assemblies.	- finding ways to support the work of regenerative farmers, and supporting local land holders to adopt more regenerative practices. The benefits flow on to everyone in our community, through cleaner air, cleaner water, better resistance to drought and flood, and therefore a community that is more resilient to climate hardships exploring how council can expand community engagement in local decision making through participatory democracy processes such as Citizens Assemblies		
5.	Harry Creamer		Online Survey submission Additional comment: A request to note full support for the group of community leaders "Submission from Community Leaders'.	The endorsement and support for the Community leaders Group submission is noted. Refer to comments above responding to the Community Leaders Group submission. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	That Council: Note the submission. Write to Mr Creamer thanking him for input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.
6.	Jane Evans	Co Author and signatory to the Community Leaders submission.	Co-author and support for group of community leaders "Submission from Community Leaders'.	The endorsement and support for the Community leaders Group submission is noted. Refer to comments above responding to the Community Leaders Group submission. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	That Council: Note the submission. Write to the Community Leaders Group thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.

9/11/2020

No.	Submitter	0.1	0	Cammant	9/11/2020
		Submission summary	Comment	Comment	Recommendation
V Ir	Kerry and Brian Welhburg nside Out Management	A supportive submission, reiterating the comments on behalf of The Community Leaders Group, and with additional individual comment.	Full support for group of community leaders "Submission from Community Leaders'. Additional comment: pleased that the Shaping the Future document has acknowledged the need for community resilience building going forward into an era of climate change. We would like to see acknowledgement that the management of farmland is king. This is what sustains us; our community is reliant on the production of food. Long term this food has to be produced on land that is regenerating. The Port Macquarie Hastings Council has a vibrant agricultural sector. Farmers should be supported to ensure their practices are regenerative thereby protecting the environment and food production into the future.	The endorsement and support for the Community leaders Group submission is noted. Refer to comments above responding to the Community Leaders Group submission, particularly in relation to agricultural sector. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	Note the submission. Write to the submitters thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.
8. N	vi Lyons	Online survey submission - see separate summary.	Online Survey submission. What are your thoughts on our vision for Port Macquarie-Hastings? There needs to be a greater connection between some of the aspirational and visionary statements and the real and pressing need to mitigate and adapt to climate change. This would be in keeping with the climate emergency we find ourselves confronting along with the rest of the country and the planet. Do you have any feedback on our strategic planning principles? There is a need to be clearer by way of examples about the principle of positively contributing to our built environment. For example suburb and street designs should maximise the number of houses that have roof slope that allow and encourage the installation of north-facing solar panels. What are your views on the timeframes for the actions? I am concerned about the basis for the population projection of an additional 12,000 in 2040. This estimate needs to be substantiated. If it is simply a projection of historical growth then that implies no limits to how far and how fast we will grow beyond 2040. This document provides an opportunity to present a range of different population growth	Refer separate survey summary. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	Note the submission. Write to the submitter thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.

No	Submitter	Submission summary	Comment	Comment	Recommendation
			rates and the land use planning that would be associated with each. We are limited by the land available for development if we are to meet the necessary environmental and quality of life constraints identified elsewhere in this strategy.		
9.	M Powter	A comprehensive submission, reflecting on recent major events impacting on the Port Macquarie-Hastings community; COVID-19 pandemic, 2018-19 drought, and 2019 bushfires. Specific concerns are raised in relation to: • The need to recognise and protect our natural environment. • Our role as custodians and stewards of our natural environment • How to reconcile projected population growth with ensuring our environment is protected, and not repeating the mistakes of the past? • The need to protect our point of difference from larger urban cities and not become "a clone of a Sydney suburb". • How koala are to be preserved and protected in our environment, not just in designated and selected isolated pockets? • The need for a comprehensive koala survey. • A proposed tidal pool - not at Oxley Beach which is largely natural and unspoilt.	Thank you for the opportunity to comment on Council's SEPP. I have been an owner/occupier in Port Macquarie since 2014, at Flynn's Beach. PMHC is to be congratulated on the improvements undertaken to the many public spaces in the time since I arrived here. These include the Town Green, Doctors Walk, Flynn's Beach seawall, stairs at Nobby's, roundabouts at Gordon Street, airport upgrade etc. etc. This round of planning is against a background of the impacts of covid19, devastating bushfires, climate change and the threat to the survival of the koala which is emblematic of our utter failure in the management of our local environment, not just here or in Australia but globally. The pandemic has demonstrated the need to recognise and protect our natural environment - home to untold biodiversity - like never before. In Port Macquarie we are lucky as it is our backyard, our escape from lockdown. It renews our spirits and recharges our batteries - we should be safeguarding it. Our natural environment and the creatures within it need careful stewardship - and not be treated like a money making resource or our own private playground to destroy just because we can, and no-one will know. This plan is proposing increasing the approximately 80,000 people now here, rising to almost 100,000 by 204119,000 extra people in 12,000 additional households. It is difficult to reconcile the population projection with our track record on the environment. We are just going to continue down the same path, creating the same	The comments expressed in the submission are noted. Where appropriate some content change is reasonable where in alignment with the overall strategic direction and intent of the exhibited LSPS. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	Note the submission. Write to the submitter thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.

9	/	1	1	/	2	0	2	0	

No	Submitter	Submission summary	Comment	Comment	Recommendation
			problems because that is what we do best. The pandemic has caused a shift in travel opportunities and we now find ourselves in what I would describe as a clone of a Sydney suburb, complete with traffic jams, road rage, queues for coffee. What happened to Port Macquarie??		
			PMHC is meant to be looking after us, not wannabes. Given the catastrophes that we have already experienced in the last 12 months doesn't it seem pointless to carry on as if nothing has happened? Nice words on a piece of paper do not equate to actually taking the hard decisions which may include to hitting the pause button on development - or are there too many vested interests?		
			Maybe I am wrong but Planning priority 1 seems to be suggesting that unless koalas live in the designated areas identified it's just too bad for the rest of them. Tell me that is not true. What of Macquarie Nature Reserve backing on to the koala hospital and Flynn Street. I have seen koalas at Windmill Hill and near Nobby's Beach, and Koala Streetwhat of these isolated pockets??When I first arrived at Port Macquarie koalas regularly wandered through our townhouse gardens and onto the surrounding streets - Flynn, Chalmers, Crisallen. Now? Nothing!		
			What survey work has been done over the last 25 years to identify and quantify koala populations? What benchmarking has been done to follow their movements? What is planned?? Millions of dollars thrown at the koala hospital as a tourist attraction bringing even more road traffic - sorry koalas, you lose unless you have been run over, burnt or attacked. Or live in your designated areas.		
			The Ocean baths. A great idea - but at Oxley beach? Really?! Do we have to destroy something that is almost unspoilt? Choose another location that has already been		

No	Submitter	Submission summary	Comment	Comment	Recommendation
			developed, please. Or say no to the nice man from Canberra.		
10.	N Julian	A comprehensive and thoughtful submission, demonstrating a thorough review of the exhibited LSPS, and expressing support for the strategic direction presented in the LSPS. Specific concerns and comments raised include: • Suggested improvements to content to strengthen the LSPS document, highlight the need to comprehensively review current policy (particularly the 2010 Community Strategic Plan) following recent major natural disasters and pandemic event (items 1-9). • The need to clarify and agree on the use and application of the terms sustainable and sustainability throughout the document (items10-12). • The need for a shift in thinking to move the community towards acting on climate change (13). • The extreme importance of reviewing the Koala Recovery Strategy and Biodiversity Strategy following the drought and devastating 2019-20 bushfires. • The need to 'increase biodiversity, combat climate change, sustainably manage growth, integrate climate change into programs and address obstruction, achieving state objectives in waste management, and move	Firstly I would like to say that I appreciate the time that has been taken to prepare the Draft. It shows significant research and work to get it to this point and the discussion within the document shows a shift in thinking that I very much appreciate for our community. My comments range from small to larger scale issues. Respectfully listed below for consideration: 1. I appreciate the reasoning behind the strategic planning Vision (p7), but I am concerned about the wording 'above all a place for our people.' It suggests that people's needs will always come first. I think a position which is more 'caretaking our place,' or 'people living in balance with their environment' is a better statement considering some of the challenges that we currently face. Context is important. 2. I think the wording of 'Environment as risk' (p12) could be reconsidered? The statement 'communities and businesses have long known,' is not necessarily correct it is more a perception. Really it is human impacts and the way humans interact with the environment that creates the risk e.g. homes in bushfires prone areas or building homes on sand dunes. Statements like 'environment as risk' can create fear and distance that work against environmental connection which is incredibly important. 3. I think any of the current plans that Council holds that relate to need to be reviewed post 2019/20 bushfires and pandemic. 4. How old is the Current Community Strategic Plan (CSP)? If it was developed in 2010, it needs to be reviewed to address issues such as climate change that Council is just beginning to acknowledge.	The strong support for the LSPS expressed is noted. Suggested improvements to clarify and strengthen the document are broadly reasonable, and in alignment with the strategic direction and intent of the LSPS. It is recommended to incorporate suggested improvements to the exhibited LSPS document where appropriate and consistent with the strategic direction of the exhibited LSPS. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	That Council: Note the submission. Write to the submitter thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.

					9/11/2020
N	o Submitter	Submission summary	Comment	Comment	Recommendation
		towards sustainable water management. (15-20). Suggestions around community facilities, especially libraries. Creating places for people in harmony with the environment. The economic potential from investing in the green economy. The importance of agriculture to our area, and the need to consider programs that will assist to improve degraded land and update farming practices for greater resilience. Specific references and web links are provided to relevant information, including a link to a new CSU course linking the environment-science-and-engineering/regenerative-agriculture.	 Does the asset management plan include environmental 'caretaking'? I believe the <i>Towards 2030</i> vision needs to be clarified – does it means economic sustainability, or environmental? The commentary from the community (pages 19-20) is overwhelmingly related to the quality of the local environment. This needs to be the main driver for this report. Noting the 'environmental report card' on page 28 – how is Council considering this information in relation to the report and will measures be used in the future? Will this prompt review of the Biodiversity Strategy for example and its relative importance? Will these same measures be used to map the success of <i>Shaping Our Future 2040</i> as a planning document? I think Our Environment should be better represented in Figure 7 - it is all encompassing and everything else sits within it. This is a mindset that we need to adopt as a community to move forward considering challenges such as climate change etc. Something similar to this may be more appropriate: https://sustainability-at-the-uofs.php#HistoryofSustainabilityattheUniversityofSaskatchewan Environment Community Environment Environment		

82 | P a g e

No Submitter

Submission summary

A Local Strategic Planning Statement for Port Macquarie-Hastings Shaping Our Future 2040 Public Submissions Review

What we should say is 'We DEPEND on the environment for our survival. It provides us with our basic needs of clean air, water and productive soils ...' Language is important when producing messaging for the community. Similar to the diagram in #10 we need to be reflecting the reality of the situation (noting the excellent quote from David Suzuki has been included on p46!). 14. I feel that it is of extreme importance that the Biodiversity strategy and the Koala Recovery Strategy are updated in light of the devastation of the 2019-20 bushfires. I would like to know if Council will update these documents. This is necessary now as an important foundation document for Shaping

Comment

Comment

Our Future 2040.

15. In our urban areas, rather than mowed spaces we can consider tiny forests, called 'Miyawaki' forests – which 'increase biodiversity and combat climate change'. This could be coordinated by Council, but planning should also consider urban verge food forests and other programs that assist food security and engage people with their environment.
16. Manage growth sustainably. Economic development should consider the Donut economics model mentioned in #9.
17. Council's approach to dealing with climate change needs to be more than two pronged, due to the incredibly serious nature of the issue. There needs to be public

acknowledgement of the issue, Councillor and staff training and education to integrate climate change into programs and address obstruction. Then community education to

bring the community along also.

18. Climate change adaptation needs to identify and address any risks within the LGA, not just to Council assets. This includes local environment and habitat. The Sustainability Strategy is a priority but it needs to address the gaps in other strategies that have no

9 / 1 1 / 2 0 2 0 Recommendation
Recommendation

9	- 1	-/-	7	U	_	U

No	Submitter	Submission summary	Comment	Comment	Recommendation
			mention of environmental factors or need to be updated to acknowledge climate change impacts. 19. P72 Noting the strategic objectives of the WARR Act, the new state waste strategy and Councils own waste strategy targets are largely environmental or sustainability goals, Council needs to consider whether Waste Services as a Business unit (where traditionally objectives are financial) will enable these goals to be reached. 20. Water management should encourage water tank installation, permanent water restrictions and low water gardens – these measures are not in included anywhere in the diagrams? 21. Planning priority 6 – 'create places designed for people', - better to state that we want places where people live in harmony with their environment?? 22. Enable libraries (p102) to diversify e.g. tool libraries and repair cafes etc. 23. P142 – Economic development – there is great potential in investing in the green economy, particularly where this brings benefits on multiple strategic fronts. Recycling and resource recovery is an area with huge potential growth, particularly with encouragement of investment in processing nationally https://www.environment.gov.au/protection/w aste-resource-recovery/national-plastics-summit		
			traditional but to thrive at this point I believe we need to try and make some leaps ahead. Other areas are doing this, for example Cairns:		
			https://www.cairns.qld.gov.au/council/news- publications/media-releases/releases/green- economy		
			Green economy links:		

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
			https://sustainabledevelopment.un.org/content/documents/GE%20Guidebook.pdf https://www.oecd.org/greengrowth/ggsd2020/ Regenerative agriculture – when agriculture is so important to our area, we need to consider programs that will assist to improve degraded land and update farming practices for greater resilience. Southern Cross University now offers a course https://www.scu.edu.au/school-of-environment-science-and-engineering/regenerative-agriculture/ Partnerships with CSU to consider how this could be offered locally, using local sites should be explored. The recent resilience course scholarship was an excellent idea – a similar offering could assist local farmers to understand regenerative agriculture? https://about.csu.edu.au/community/scholarships/mid-north-coast-community-leadership-and-resilience-network-scholarship		
11.	Philip Lloyd	An Online survey submission. Concern is expressed in relation to: The need to balance population growth with protection and preservation of our environment, community values, and infrastructure improvements and reducing infrastructure backlog. Why Council's fixation on growth and the need to increase at current rates? The pursuit of unfunded and unreasonable major projects such as the Orbital Road project vs improvements to existing infrastructure.	Online survey submission. What are your thoughts on our vision for Port Macquarie-Hastings? There is reference to protecting and preserving our environment but in the same sentence Council still pursues current growth and development. I believe that the majority of residents in our region believe our population is growing too fast. In fact it creates pressures on infrastructure like roads/traffic congestion and destroys wildlife habitat. Council's summary indicates 15,000 new homes by 2040 but isn't asking if this is necessary or even advisable. Why must we increase at this rate? Do you have any feedback on our strategic planning principles? As per above, Council seems fixated on growth and that's not what the majority want. Council is	The submitter is broadly supportive of the exhibited LSPS Themes, but raises specific concern and some scepticism in relation to Council's genuine commitment to the direction and intent of the LSPS. In response to specific recommendations: Noted. It is agreed that it is crucial that Council manage growth and preserve our environment. Importantly, the LSPS seeks to genuinely articulate the value and importance that our community feels and publicly expresses towards our local biodiversity and environment and what it means to them.	That Council: Note the submission. Write to the submitter thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.

9/11/2020

No	Submitter Submission summary	Comment	Comment	Recommendation
	That council is not genuine in listening to or addressing community concerns The need for greater accountability. Greater weighting to environmental and social values and concerns. Probity issues where Council is landowner, developer and regulator. That offsetting habitat loss is counter to objectives for protection and preservation of habitat. That 2040 is perilously close to projections for functional extinction of local koala	up on the already enormous infrastructure backlog. Have we identified the correct themes? If not, what do you think is missing? Themes referred to are community participation	Noted. Australia's population is growing and the North Coast of NSW is one of the state's most desirable places to live. Positioned between the two of the fastest growing population corridors in the nation, Port Macquarie-Hastings will continue to attract new residents. The LSPS gives direction to how we can better manage future change. Noted. Future funding and delivery of Infrastructure is a key challenge for Council and the community going forward. The LSPS recognises that infrastructure underpins modern lifestyle and is fundamental to all of Council's objectives of achieving liveable, sustainable, connected and thriving communities. The LSPS reconsiders how we can better deliver infrastructure, and how we can adapt existing networks to our changing needs³. Agreed. Agreed. Agreed. Agreed. Ouncil's position on the environment, and the strategic intent of the LSPS, is to protect and enhance the LGA's biodiversity by directing development to appropriate locations that can deliver a sustainable and resilient built environment away from natural hazards and constraints. The LSPS adopts the Biodiversity Conservation Division "Avoid,"	

³ An Assessment of Australia's Future Infrastructure Needs. The Australian Infrastructure Audit 2019 Executive Summary - Infrastructure Australia.

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
			"talks" about preserving habitat but by its own actions destroys existing koala habitat hiding behind pathetic state regulations that allow Council (and other developers) to do using contemptible koala offsets. 2040 is perilously close to the date many experts believe our koalas will be functionally extinct. It would be a pleasant change to see our Council show true stewardship by applying a higher standard to environmental issues than the minimum set by other levels of government.	Minimise, Offset" hierarchy to managing impacts of development on biodiversity and areas of high environmental value. Noted. This is a common and consistent theme. Feedback received across all areas of Council's recent engagement/s with our community (2017-2020) indicate a high level of concern and anxiety within our community for the koala, which especially intensified in the period following the recent catastrophic environmental events.	
				It is recommended to incorporate suggested improvements to the exhibited LSPS document where appropriate and consistent with the strategic direction of the exhibited LSPS. Relatively minor change is envisaged. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	
12.	S Proust and L Mitchell	An online survey submission, and support for the submission on behalf of the Hastings Bird Watchers. Refer online survey responses and the response to the Hastings Bird Waters Submission Part B Organisational submissions, No. 6.	Online Survey submission. What are your thoughts on our vision for Port Macquarie-Hastings? Hastings Birdwatchers is pleased that the vision has a focus on environmental and social issues as well as economic. Do you have any feedback on our strategic planning principles? We agree broadly with the strategic planning principles Have we identified the correct themes? If not, what do you think is missing? Yes, provided the planned growth is very much informed by protecting the significant biodiversity	The submitter is broadly supportive of the exhibited LSPS Vision, Themes and Planning Priorities, but raises specific concern in relation to Council's action on climate change; suggesting the need for greater emphasis and urgency on climate change action. A specific recommendation is that Council urgently adopt changes to its LEP to reflect a greater commitment to protecting the environment and implementing the Port Macquarie-Hastings Biodiversity Management	That Council: Note the submission. Write to the submitter thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.

No	Submitter Submission summary	Comment	Comment	Recommendation
		and landscape values of the LGA. The urgency for tackling climate change impacts needs to be more strongly emphasised also. Do you agree with the planning priorities, principles and actions for each theme? See above What are your views on the timeframes for the actions? There needs to be a greater urgency for Council to adopt changes to its LEP to reflect both greater commitment to protecting the environment of the LGA and seriously implementing Council's Biodiversity Management Strategy, and undertaking measures to combat the effects of climate change. Do you have any further feedback about Shaping Our Future 2040? Refer Hastings bird Watchers submissions	Strategy. Shaping Our Future will be used to update key components of the Port Macquarie-Hastings Local Environmental Plan (LEP) 2011 and Development Control Plan 2013. Support for the Hastings Bird Watchers submission is noted.	
13.	Council staff submission commending Council on Shaping Our Future 2040. Full support is expressed in relation to the Planning Priorities, and their importance in preserving longer term environmental and social health for the Port Macquarie-Hastings community. Strong concern is expressed in relation to: Short term economic aspirations of the development and housing lobby over healthy ecosystems, and the natural beauty of our LGA. Poorly planned housing detracts from tourism values and what has attracted visitors to the area in the past. The tenure of koala locally if industrial and residential development is unchecked.	To Whom It May Concern, As employee I work in Port Macquarie, and as a past resident of I have many friends and favourite places in the Port-Macquarie Hastings LGA. I commend Council on the "Shaping our Future" LSPS document and fully support the Planning Priorities outlined throughout. Each one of these Planning Priorities is key to the longevity of the area's environmental and social health. As experienced by many people during recent severe weather events, it is the social glue and healthy environment that makes a place and its people resilient. Unfortunately, maintaining healthy ecosystems, the natural beauty and uniqueness of the Port-Macquarie Hastings LGA and minimising urban sprawl have been overshadowed by the short-term economic aspirations of the development and housing lobby. Whilst these groups promise economic flow-on effects via jobs in construction	The submitter notes: their full support for the exhibited LSPS Themes and Planning Priorities, and the focus on preserving longer term environmental and social health of the LGA's environment and people. Concern in relation to seemingly 'unchecked' urban sprawl and short term economic aspirations over the health of the LGAs biodiversity and environment, and the tenuous status of the koala due to habitat loss for new housing and development. On urban expansion, the LSPS seeks to focus housing growth to mapped urban growth areas and existing centres to achieve the state government's target for 40% of new housing to be the form of medium density development.	Note the submission. Write to the submitter thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.

9/11/2020

The need for the economy to be based on long terms sustainable business and industry. The need to: The need for the economy to be based on long terms sustainable business and industry. The need to: The need for the economy to be based on long terms poorly planned housing (Greenfield sprawl) detracts from the tourism values to which people have flocked in the past. On the status of koala, the strong concern and heightened anxiety of the Port Macquarie-Hastings community about the local tenure of the species following recent environmental districtions.	No Submitter
The now tenuous status of the Koala is the perfect example of what lies ahead if industrial and region. 2. Find ways to support the work of regenerative practices. 3. Stop urban sprawd and start to respond to actual housing is -a sc COVID has demonstrated at a national scale. Local economys needs comment and don't consume rate-payer dollars though large scale infrastructure maintenance costs). Protect ciconic local species such as the koala from over development and other unburnt bushland. The benefits flow on to everyone in our community that is more resilient to climate hardships. The benefits flow on to everyone in our community that is more resilient to climate hardships. Protect circolic local species out and other unburnt bushland. The protect iconic local and fload, and therefore a community that is more resilient to climate hardships. The benefits flow on to everyone in our community that is more resilient to climate hardships. Protect circolic local species of the protection of logging of koala habitat and other unburnt bushland.	No Submitter

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
			protection over new industrial or residential developments Lobby state and federal government to stop logging our local koala habitat and other unburnt bushland I would also like to add my support to the "Submission of Observations from Community Leaders Sept 2020" on the draft LSPS on public exhibition.	Relatively minor change is envisaged. The specific details of changes to content will be available in a Tracked Changes version of the LSPS (Attachment to the December Agenda report).	
14.	Denis Lane	A detailed submission based on a review of the exhibited Summary LSPS document and Implementation Plan. Initially supportive, the submission expresses some pessimism and cynicism in relation to the exhibited LSPS documents, challenging: Councillors inaction on a Coastal Plan of Management Council's response to the plight of the Koala - ongoing destruction of koala habitat, and Council inaction since 2012 Various Council activities which belie assertions of Council listening to the community. Multiplicity and complexity of Council plans and strategies, use of jargon, cross referencing to other Council plans and strategies. Failures to adequately monitor, audit and measure the outcomes of plans and strategies. A spelling error on page 10 of the summary document.	Initially, I took this planning document to be refreshing – a change from the usual approach to planning most clearly articulated in the Orbital Road fiasco. The abundantly apparent disregard of the many community voices expressing outrage at the deception for at least three years prior to 2018 by both our own Counsellor representatives and senior levels of the Council organisation. This was further emphasised when in September 2018, the Koala Recovery Plan was adopted by our Councillors who immediately suspended action on the draft Coastal Koala Plan of Management – the adoption of which was rated the highest priority in the Koala Recovery Plan. Among the reasons advanced for suspending the Coastal Koala Plan of Management was the objection of a significant landholder within the LGA. The other primary reason was the claimed requirement to remap koala habitat after significant destruction of vegetation due to development of infrastructure since 2012. Surely, this alone would indicate a major problem with Council's response to the plight of the Koala – not to mention the many endangered but perhaps not so cute native fauna and flora.	The submitter is broadly supportive of the exhibited LSPS Themes, but concerned and sceptical about whether there is a genuine commitment by Council to the strategic intent and direction of the LSPS. The perceived ineffectiveness of Council in relation to community engagement, planning and funding of infrastructure, and the Biodiversity Strategy and the Koala Recovery Strategy is noted. On Infrastructure Funding and delivery This is a key challenge for Council and the community going forward. The LSPS recognises that infrastructure underpins modern lifestyle and is fundamental to all of Council's objectives of achieving liveable, sustainable, connected and thriving communities. The LSPS reconsiders how we can better deliver infrastructure, and how we can adapt existing networks to our changing needs ⁴ . On community engagement, Council's focus is to be inclusive, equitable and	Note the submission. Write to the submitter thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.

⁴ An Assessment of Australia's Future Infrastructure Needs. The Australian Infrastructure Audit 2019 Executive Summary - Infrastructure Australia.

No	Submitter	Submission summary	Comment	Comment	Recommendation
		Specific comments on the LSPS Planning Principles: • 'Result in sustainable outcomes for our community now and into the future; considering Environmental, Social, and Economic factors and risks' - When do these issues get considered – the experience with this Council is that Environmental and Social issues are totally subservient to detailed design, business case approval and massive Council expenditure/investment in proposed projects or courses of action? Indeed, this principle would make a significant improvement on current practices. • 'Work in an adaptive management framework that allows the review and amendment of Council's planning policies to ensure that our unique scenic landscape qualities, ecological and biodiversity values are recognised;' - Suggest the use of the term 'protected' in place of 'recognised'. It seems as though all these values are at risk to the everexpanding greed of developers and associated elements. Avarice will	I was equally impressed by the seemingly new approach to community engagement after Counsellors sent the then Community Participation Policy for review around late 2018 or early 2019. That policy called for the community to be consulted early in the planning process rather than to have Council plans presented to them after all the initial decisions had been taken with clandestine prior discussion over many years. The then Community Participation Policy called for open and transparent interaction with the community – sadly lacking in most of the larger project proposals to date. Even when the proposals for an Orbital Road and new Airport Access Road were being spruiked to the community, Council was silently proceeding with detailed engineering designing which belied any assertion that Council was listening to the community on the issues. Upon reading the Shaping Our Future 2040 document, I quickly came to many references to other planning documents and their own numerous action activities. The associated Implementation Plan (Draft) alone has 16 Planning Priorities and 54 separate Action Items to be addressed over 4 separate time periods. Eighteen of these Action Items refer to other Relevant PMHC Strategies and/or Plans. The Urban Growth Management Strategy 2017-2036 itself has 33 Key Actions and this two-volume document alone is referenced 12 times in the Shaping Our Future document. Some of those references then refer to other planning documents and their own key action items. I understand Planning Departments, particularly in government bureaucracies spend their time developing complex webs of plans to meet the demands of other government agencies and it all	representative of the broader community. Development of the LSPS has considered feedback on engagement activities Council undertaken with the community over the past three to four years including submissions on key Council projects, policies and plans; community surveys; community think tanks; community planning and master planning sessions. Grammatical and other publication errors are noted and the document corrected. It is recommended to incorporate improvements to the exhibited LSPS document where appropriate and consistent with the strategic direction of the exhibited LSPS, and relatively insignificant. The specific details of changes to content will be available in a Tracked Changes version of the LSPS available in December.	

No	Submitter	Submission summary	Comment	Comment	Recommendation
		always overcome	becomes an industry unto itself. I have read the		
		recognition of significant values	Integrating Planning and Reporting page on the Council's website, so I do understand the		
		'Enhance equality, social	complexities of the environment in which Council		
		inclusion and community	operates.		
		participation:	oporates.		
		- I welcome the elevation to	Nevertheless, I believe that for Council to take the		
		a strategic planning	community with them there must be a way to		
		principle. I would hope	simplify the plans so the people throughout the		
		that the words are	community can grasp what it is that Council is		
		meaningful and convey a	trying to achieve without digging through a never-		
		commitment by Council, if	ending pile of paper documents (even when		
		adopted without change,	available electronically) to try to follow. It is just as important for achievements or failures to be		
		to participation rather than merely advising of	reported at least annually to determine whether		
		decisions and the Council	the whole maize of plans is actually delivering		
		perception of their own	value to the community. I do not see any		
		wisdom and foresight. We	commitment to such an exercise in open and		
		have had enough fake	transparent management within this Council.		
		engagement designed to			
		tick some external	May I suggest that in releasing documents that		
		requirement of process.	some form of spell-check be used prior to		
		'Be robust, future-focused	release? It is rather incongruous seeing		
		and evidence based;' - Unsure of the meaning of	'community' appear on page 10 of the document. I did notice some other spelling errors and bear in		
		this principle. Evidence	mind that I am only referring to the Summary		
		seems to be provided by	Document.		
		selected Consultants and			
		Stakeholders with a	The continuing use of Council jargon is another		
		preconceived viewpoint	barrier to understanding. The term "active		
		based upon self-interest.	transport options" (yes, I now understand that is		
		Evidence is often	includes walking and bike-riding) may be useful to		
		selectively referenced or	some but requires a leap in comprehension to		
		sometimes ignored (as	many in the community. Acronyms appear throughout such as 'UGMS' for Urban Growth		
		with Boundary Street) to reinforce decisions already	Management Strategy – this may be useful		
		set in concrete by Council.	abbreviations for those in Council but serve to fog		
		'Facilitate transparent	understanding for many within the Community.		
		collaboration processes and			
		involve stakeholders and the	On page 17 of the Summary there are six planning		
		community early;'	principles (five detailed below in italics), which if		
		- There is a need to	adopted unchanged by our Counsellor		
		demonstrate the merit of	representatives, will commit Council to follow:		

	9	/	1	1	/	2	0	2	0	
t	iο	n								l
										1
										l

No Submitter S	ubmission summary	Comment	Comment	Recommendation
	people selected to participate in various committees advising Council. As former Councillor Levido emphasised in a number of meetings, I recognise that developers and their associates are also members of the community but certainly people with special interests should not dominate Community Committees and should only be there in direct proportion to the size of their group within the community. Such Committees should be broadly based and truly representative of the community. Selection of members of committees should be open and transparent. Community Committees should not be dominated by Councillors or Council staff. Council staff should only attend such meetings in an advisory capacity. On the Planning Priorities: The numbering in this section is confusing based on the summary document. Clarification of the term 'place-based approach'.	Result in sustainable outcomes for our community now and into the future; considering Environmental, Social, and Economic factors and risks' I In our planning when do these issues get considered – the experience with this Council is that Environmental and Social issues are totally subservient to detailed design, business case approval and massive Council expenditure/investment in proposed projects or courses of action? Indeed, this principle would make a significant improvement on current practices. Work in an adaptive management framework (sounds good but what does it really mean) that allows the review and amendment of Council's planning policies to ensure that our unique scenic landscape qualities, ecological and biodiversity values are recognised," I am uncertain what recognised means and would be more comfortable with the use of 'protected'. In the headlong rush of apparently our State Government together with Council to stamp 'City' on Port Macquarie, it seems as though all these values are at risk to the ever-expanding greed of developers and associated elements. Avarice will always overcome recognition of significant values. Enhance equality, social inclusion and community participation,' I have addressed this aspect earlier and welcome its elevation to a strategic planning principle. I would hope that the words are meaningful and convey a commitment by Council, if adopted without change, to participation rather than merely advising of decisions and the Council perception of their own wisdom and foresight. We have had enough fake	Comment	Recommendation

Shaping C	ur Future 2040 Public Sub	missions Review	9/11/2020
No Submitter Submission summary	Comment	Comment	Recommendation
		Comment	Recommendation
	Moving on to the Planning Priorities. As I mentioned in the recent Community Zoom meeting, I found the Planning Priority numbering in this section confusing. It may have been the way the summary printed or a layout decision. Either way, it is odd – leaving some uncertainty as to whether the numbering of priorities represents a		

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
			hierarchy of importance or no such ordering. At the Zoom meeting, I did ask for some clarification of the term 'place-based approach'. I know I received some clarification, but it remains a little cloudy and I am sure the term will convey little to the broad community. I believe that many residents would gain should Council push developers to provide more than a single ingress/egress avenue to significant estates such as Crestwood Estate.		
			I do recognise that to utterly understand this planning document I will need to examine at the very least:		
			The Local Environment Plan; The Development Control Plan; the Council's Strategic Planning Framework, a range of other Council plans and policies; The Community Strategic Plan; places plans for centres and key sites across the LGA; relationships between Council plans and priorities of State agencies and other leading organisations; and finally the Council's Integrated Performance and Reporting Framework.		
			Finally, it seems bazaar to me that with an implementation plan that includes many action items with an implementation date of 2022, Council proposes to review this plan 'at least every seven years, as is the regulatory requirement for all local strategic planning statements'. I trust this reference does not relate to measuring and reporting to the Community on achievement or lack thereof (see Koala Recovery Plan for just one example) of Actions under the Implementation Plan.		
			The objective of planning should be to achieve something tangible in addition to another plan.		
15.	J Wadsworth	On line survey submission.	Online Survey submission. What are your thoughts on our vision for Port Macquarie-Hastings?	The submission suggests broad support, but recommending that include the concept of intergenerational equity into the Visions so that we as a	That Council: Note the submission.

9/11/2020

					9/11/2020
No	Submitter	Submission summary	Comment	Comment	Recommendation
			I think it should include the concept of	generation do not live in ways that	Write to the submitter
			intergenerational equity. That we as a community	compromise future generations.	thanking them for their
			don't live in ways that are at the expense of future		input into preparation of
			generations.	The submission suggests that	Port Macquarie-Hastings
				'Sustainability' and 'Resilience' should	Council's first LSPS.
			Do you have any feedback on our strategic	underpin all the themes.	 Amend the published
			planning principles?		Shaping Our Future 2040
			plaining principles:	The notion that our community move	to incorporate the specific
				towards a sustainable and resilient	content suggestions as
			I think it should include the concept of	future has been expressed as a key	appropriate, and where
			intergenerational equity.	theme in feedback received in response	reasonable.
				to Council's engagement activities over	rousonabio.
			Have we identified the correct themes? If not,	an extended period of time. This	
			what do you think is missing?	feedback is acknowledged and	
			I think you are close. I note that three of the	reflected in the LSPS, which looks to	
			'themes' mention the concepts "sustainable" and	provide a framework to guide Council in	
			"resilient" (environment, economy and	its role in creating both a resilient and	
			infrastructure).	adaptive community while planning for	
			These concepts would equally apply to place and	future generations.	
			people ("connections").		
			I suggest Two themes: Sustainable, Resilient Five	It is recommended to incorporate	
			sub themes: Our Environment, Our Places, Our	improvements to the exhibited LSPS	
			Infrastructure, Our Economy and Our People Our	document where appropriate and	
			Environment: Our community lives sustainably	consistent with the strategic direction of	
			and enjoys a resilient natural environment that is	the exhibited LSPS.	
			valued and protected. Our places: Our sustainable		
			and resilient communities provide a diversity of	Only relatively insignificant change is	
			housing choice, community and cultural facilities	envisaged based on strengthen the	
			and quality public open spaces, where people	document overall.	
			want to spend time and engage with each other		
			and can live well. We look to the future but respect	The specific details of changes to	
			and celebrate our past. Our Infrastructure: Good	content will be available in a Tracked	
			Our Economy: Good Our People: We are a safe	Changes version of the LSPS available	
			and resilient community, able to adapt to our	in December.	
			changing world. Our people are physically and		
			socially connected. It is easy, safe and convenient		
			for our community to move around our region via a		
			network that embraces place – creating streets		
			and neighbourhoods that are great places to meet.		
			and holymouthous that are great places to fileet.		
			Do you agree with the planning priorities,		
			principles and actions for each theme?		
			principles and addend for each along		
	L			I.	

9 /	1	1	- /	7	n	7	n	
9 /				~	0	~	0	

No	Submitter	Submission summary	Comment	Comment	Recommendation
			Our Environment: Planning Priority 1 requires a "Climate Change Strategy" in addition to the Sustainability Strategy that PMHC is planning to develop.		
			Planning Priority 3: Action 3.1 requires a "Climate Change Strategy" in addition to the Sustainability Strategy that PMHC is planning to develop.		
			Action 3.4 "Review and expand on flood studies to ensure modelling is current, fit for purpose, and incorporates latest climate change projections, and develop a Flood Mitigation Program to implement actions detailed in associated Flood Management Plans. Timeframe: This item should be short, medium and long term as climate change projections are revised.		
			Planning Priority 5: Action 5.3 This needs to include up to date climate change projections and be baselined from the record low rainfall experienced in 2019. Our Places: I think that there needs to be some inclusion of sustainable and resilience for 'Our Places' (planning priorities 6-10) as this theme represents our built environment which is susceptible to the impacts of Climate Change.		
			Planning Priority 6: Action 6.5 This really needs to include latest climate change projections from reputable scientific bodies such as United Nations Intergovernmental Panel on Climate Change and Bureau of Meteorology. 'Our Connections' really should be called 'Our People'. This theme's planning priorities, principles and actions lack any		
			mention of our community being safe or resilient, particularly in the face of Climate Change. As we experienced in 2019-2020 the increased smoke presence from burning off or prolonged bushfire seasons impacted our community greatly.		

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
			This aspect will keep our older and immune compromised populations contained in doors for large periods of the year. It may even lead to premature deaths of our community members.		
			What are your views on the timeframes for the actions? I think some need more ongoing timeframes such as Planning Priority 3 Action 3.4. Do you have any further feedback about		
			Shaping Our Future 2040? I fully support and endorse the Submission of Observations from Community Leaders September 2020 document compiled by Stuart		
16.	K Browne	A congratulatory and supportive submission, confirming support for and reiterating the comments expressed in the Community Leaders Group submission.	Bates, Jane Evans and Rachel Sheppard. I am a resident of Port Macquarie with a long background in health care and strategic planning. I am also involved in our community as an active member of The Lost Plot Community Garden, as well as participating in a range of community activities. I would like to express my support for the Submission of Observations from Community Leaders September 2020 on the draft LSPS on public exhibition. I congratulate Council for developing a planning statement that recognises a focus on a healthy environment is critical to our future and more important than short-term economic goals. This LSPS looks like a change in emphasis for the Council, in a good direction that acknowledges our community value of the environment. I would however love to see Council take things even further, and strongly support the suggestions offered in the community leaders' submission.	Refer response to Community Leaders Group submission As with the community Leaders Group submission, it is recommended to incorporate improvements to the exhibited LSPS document where appropriate and consistent with the strategic direction and intent of the exhibited LSPS. No substantiative change is envisaged. The specific details of changes to content will be available in a Tracked Changes version of the LSPS available in December.	Note the submission. Write to the submitter thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
			I hope you will consider how council could support a safer, healthier and more connected community and environment by: prioritising forest and vegetation protection over new industrial or residential developments landscaping public spaces to include more trees, especially natives and food producing trees lobby state and federal government to stop logging our koala habitat and other unburst bushland commit to strategies to secure food, water and energy security for our community and broader region. finding ways to support the work of regenerative farmers, and supporting local land holders to adopt more regenerative practices. The benefits flow on to everyone in our community, through cleaner air, cleaner water, better resistance to drought and flood, and therefore a community that is more resilient to climate hardships.		
17.	L Mitchell	Online survey submission.	Survey and support for The Group of Community Leaders submission What are your thoughts on our vision for Port Macquarie-Hastings? I agree with it. Do you have any feedback on our strategic planning principles? I commend the emphasis on environmental and social outcomes. Have we identified the correct themes? If not, what do you think is missing? Under Environment there should be mention of action to reduce carbon emissions and accept that we are in a climate emergency. Otherwise I agree with these themes	Support for the vision, and strategic planning principles is noted. Suggested improvement/s include: A greater emphasis on the environment and actions to reduce carbon emissions. Urgent action on loss of tree cover as a consequence of development. The need to reframe Council's dialogue to recognise a climate emergency. It is recommended to review the exhibited LSPS content and incorporate	Note the submission. Write to the submitter thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
18.	L Schlencker	A congratulatory and supportive submission from a new resident, confirming the importance of intergenerational sustainability, and reiterating and supporting the comments expressed in the Community Leaders Group submission. Particular support is expressed in relation to: • a focus away from "growing" in population and an increasing urban sprawl and more on	Do you agree with the planning priorities, principles and actions for each theme? See above What are your views on the timeframes for the actions? Urgent action needed to address loss of tree cover from development and frame Council's actions around recognition that we are in a climate emergency. Do you have any further feedback about Shaping Our Future 2040? Please see the attached submission from Community Leaders which I strongly support I am a new resident of this community living in Port Macquarie. We have moved here to be closer to family and to enjoy the stunning nature and climate of the region. I have become involved in our community as a volunteer with the PMH Sustainability Network and have been working park time on the MUDs program which is a Council project contacted to a consulting company. I would not call myself someone who has come from a "sustainability" background but these matters have become more important to me as I	improvements where appropriate and consistent with the strategic direction of the exhibited LSPS. Only relatively insignificant change is envisaged based on strengthening the document overall. The specific details of changes to content will be available in a Tracked Changes version of the LSPS available in December. The support for the vision, strategic planning principles and strategic intent of the LSPS is noted. Suggested improvement/s include: incorporating the recommendations of the community Leaders Group submission. a greater emphasis on the environment and maintaining the 'character' of our LGA. Council support for a safer, healthier and more connected	Recommendation That Council: Note the submission. Write to the submitter thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.
		urban sprawl and more on having a healthy, safe environment and high quality of life. the importance of keeping local jobs and supporting local businesses, and youth engagement the strategic intent of the exhibited LSPS to seek to embed the values and affinity that the community has to our local environment.	matters have become more important to me as I look at the future through our grandchildren's eyes. I am really encouraged to see this planning statement is starting to send the message that a healthy environment is more important than shorterm economic goals. I would absolutely support a focus away from "growing" in population and an increasing urban sprawl and more on having a healthy, safe environment and high quality of life. If we can keep local jobs, support local businesses, give more opportunities for more local businesses and keep our youth engaged in this	neatmer and more connected community, and environment. Improved sorting and recycling of waste, promoting reduced use of plastics, particularly soft plastics, and waste-based business opportunities. It is recommended to review the exhibited LSPS content and incorporate improvements where appropriate and consistent with the strategic direction of the exhibited LSPS. Only relatively insignificant change is envisaged based on strengthening the document overall.	reasonable.

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
No	Submitter	Submission summary	area that is more important than making the community bigger. This LSPS looks like a different path forward, in a good direction that is properly connected to our community values of the environment. I would like to say that I support the submission made by community leaders on the draft LSPS on public exhibition. But if council is setting goals for our community's land use and the 'character' of our LGA, I think they need to take it even a bit further as indicated by the community leaders' submission. I hope you will consider how council could support a safer, healthier and more connected community and environment by	The specific details of changes to content will be available in a Tracked Changes version of the LSPS available in December.	Recommendation

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
			also to see a focus on getting rid of soft plastics in our region where we can. Hopefully there are some good business opportunities in this waste space for our region too.		
			Thank you for the opportunity to make this submission,		
19.	M Biden	A request to be kept informed in relation to the LSPS.	Thank you for the contact, I appreciate being kept in the loop. T. I would certainly like to contribute, particularly in the planning areas. I believe we are sadly lacking in not having a regional or Botanic Gardens. Please keep me in mind, and I look forward to being included in future sessions. Many thanks once again for including me,		
20.	P Small	A congratulatory and supportive submission, acknowledging staff effort and noting: • An info graphic error. • A request to include Pedestrian and Mobility Plans (PAMPS) for each town and village to correct the perception of a Portcentic document. • The theme 'Our Connections' - hopeful that the document provides a framework for delivery of safe and environmentally friendly infrastructure.	President of the Beach2beach Shared Pathway Committee and Camden Haven CCAT member and I've been reading the Shaping Our Future document, in particular the Our Connections section. It's looking and reading well, it's evident how much work and consideration has gone into this complex component of the overall SOF Plan and the PMHC are to be congratulated. Just, two things: 1. The visual of cyclist and pedestrian are in the wrong column-see attached photo. 2. Can maps of each town and village's PAMP be included? It does come across as Port centric via their exclusion. The online version of the PAMP does not accurately describe the B2b Pathway status. If referral is given to readers to access information here it needs to be current and correct. Could this be updated? Our Connections is a comprehensive document, that will hopefully develop the actions, resources and strategies to deliver the infrastructure needed	The support expressed in the submission is acknowledged and noted. Suggested improvement/s include: Minor correction to info graphics. Inclusion of Pedestrian and Movement Plans (PAMPs) for the towns and villages to avoid a perception of a 'Port Macquarie Centric' document. It is recommended to review the exhibited LSPS content and incorporate improvements where appropriate and consistent with the strategic direction of the exhibited LSPS. Only minor and insignificant change is envisaged. The specific details of changes to content will be available in a Tracked Changes version of the LSPS available in December.	Note the submission. Write to the submitter thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
21.	J Geronomi - (Tender Funerals)	A supportive submission endorsing, and confirming and reiterating the Community Leaders Group submission.	to safely (human and environmentally) and effectively connect our incredible LGA. Please let me know if the Beach to Beach shared pathway committee can be of assistance. I have been a resident and involved in our community for 35 years: as a parent. as the foundation staff member of St Columba Anglican School Port Macquarie and integrally involved at all levels of this School for over 15 years in senior executive roles, and management. as an educator in the public school system, up to the level of Principal and Commonwealth Government school consultant in this area.	The support for the Community Leaders Group submission is acknowledged and noted. Appreciation is expressed in relation to the change in Council's narrative on the environment and the reflection in the document of the value of our environment and what it means to our community, and their sense of place and liveability. It is recommended to review the exhibited LSPS content and incorporate	Recommendation That Council: Note the submission. Write to the submitter thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.
			 as a current member of the Mental Health Advisory Group for the Mid North Coast Area Health, as Pianist, accompanist for the local Kala Rava community choir as a member of the Revive Lake Cathie incorporated group. as a member of the local Arts Association. I submit our endorsement by our Board and working groups/committees, the submission made by community leaders on the draft LSPS on public exhibition. We are happy that this planning statement is starting to send the message that a healthy environment is more important than short-term economic goals. In the past Council has focused too much on supporting growth rather than having a healthy, safe environment and high quality of life. This LSPS looks like a different path forward, in a good direction that is properly connected to our community values of the environment. 	exhibited LSPS content and incorporate improvements where appropriate and consistent with the strategic direction of the exhibited LSPS. Only relatively insignificant change is envisaged based on strengthening the document overall. The specific details of changes to content will be available in a Tracked Changes version of the LSPS available in December.	

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
			Tender Funerals Mid North Coast https://www.tenderfunerals.org/tender-midnorth- coast envisages:		
			burial sites prioritising forest and vegetation protection. Urgent evidence based climate action to address community health and safety, supporting land use that		
			combats climate change. o prioritising forest and vegetation protection over new industrial or residential developments		

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
			landscaping public spaces to include more trees, especially natives that support the bee population, and food producing trees and vegetation lobby state and federal government to stop logging our koala habitat and other unburst bushland commit to strategies to secure food, water and energy security for our community and broader region. finding ways to support the work of regenerative farmers, and supporting local land holders to adopt more regenerative practices. These benefits would flow on to everyone in our community, building a sense of community from within, supporting the well-being and mental health of our community. Environmentally the resulting benefits would be cleaner air, cleaner water, better resistance to drought and flood, and therefore a community that is more resilient to climate hardships. On behalf of our Board, we thank you for the opportunity to make this submission,		
22.	B Thompson	A request to consider inclusion of pickle ball courts in recreational planning.	I suggest you look at including pickle ball courts in your sports parks in the future. This is a rapidly growing sport in Australia and eventually there will be courts everywhere. The advantage is that the size needed for the courts is a lot smaller than either basketball or tennis courts. Usually you can fit 3 or maybe 4 pickle ball courts in the size of a basketball court.	The LSPS does specify particular sporting or recreational types and facilities. It is recommend to acknowledge the submission and refer the suggestion to introduce pickle ball courts to Council's Parks and Reserves section for review and further action. No action is required in relation to the LSPS document.	Write to the submitter thanking them for their input into the first LSPS for Port Macquarie-Hastings. Refer the submission request to Council's Development and Environment Division (Parks and Reserves) for consideration, and a response.
23.	R Sheppard	Submission to Councillors - 30 September 2020.	I support the recommendations in this item, and am pleased to see this potentially significant	This submission was made directly to Councillors for consideration of a report	That Council:

9/11/2020

NI.	Cub witten	0	Commont	9/11/2020
No	Submitter Submission summary	recommendation be put forward. I think it will facilitate a more pointed conversation about council meeting responsibilities to our community around issues identified by I have made some additional points below that I don't think are captured in the report, but are relevant to councillor's considerations on this item and more broadly. Some of these are captured in a submission on the LSPS. I note the top four risks identified by LGA GMs nationally, and would like to emphasise three of these are related. Climate change, reputation and financial sustainability, with climate change effecting the other two. Climate change and reputation risk Councils face the challenge of how to explain to the community why they have failed to communicate matters of material significance to our lives (eg buying/selling real estate, where we run our businesses, what local industries we support, how we buy our food). Council has known about and incorporated climate change information to manage risk of litigation and to cover its assets from damage for over a decade. But council (alongside much of the media and other levels of government) has failed to properly investigate and share likely impacts of climate change on our community. This has left PMH unnecessarily vulnerable to the impacts of climate change (noted in the March climate info report), and relatively unprepared to bring our community together to work alongside council in order to increase likelihood of securing safety and basic human needs into the future. With the information increasingly being brought to council from the ARIC, continuing to refrain from a proper consideration and communication of local climate impacts would be irresponsible and neglectful of our community's safety.	recommending that Council endorse the draft LSPS as exhibited and upload Shaping Our Future 2040 to meet the NSW government deadline for completion of regional council LSPS by 30 September 2040. The submission is supportive of the LSPS and strongly in favour of the strategic direction and intent indicated in the exhibited draft. Responses to the majority matters raised can be found in the above commentary.	Recommendation Note the submission. Write to the submitter thanking them for their input into preparation of Port Macquarie-Hastings Council's first LSPS. Amend the published Shaping Our Future 2040 to incorporate the specific content suggestions as appropriate, and where reasonable.

9/11/2020

No	Submitter	Submission summary	Comment	Comment	Recommendation
			I note that a number of councils appear to have addressed this issue in part through a climate emergency declaration. This has provided an opportunity to bring together understanding of 'how we got here', and change the narratives by setting intent, strategic reviews and ACTION to move forward with community and council working together on this unprecedented situation at the rate required. Climate change and financial sustainability Council are fully aware of the costs of last bushfire season. Some of them were listed in the March climate information report. In short, governments are unlikely to fork over disaster recovery money for the more frequent and increasingly worse disasters (fires, droughts, floods, heatwaves) that councils documentation acknowledge we will face. It will be Councils alongside our community, bearing the financial and emotional burden of picking up the peices of our community, as they have been over the last 12 months. Climate change impact		
			Council's March climate information report provides a Survey of climate impacts on our area. But like most resources, there is little drawing out of what this means for real life. I think there is a balance between talking about solutions and the dire reality we have gone to.		
			Solutions exist, and the draw down review is an excellent 2020 resource for council to consider for evidence based global and local solutions to climate change. Plans for economic recovery that are consistent with safety for our community include the 'Regional Horizons' roadmap from farmers for climate action https://farmersforclimateaction.org.au/portfolio/regi		
			onal-horizons/ and the One Million Jobs Plan from beyond zero emissions (https://millionjobs.org.au).		

9 /	1	1	- /	7	n	7	n	
9 /				~	0	~	0	

No	Submitter	Submission summary	Comment	Comment	Recommendation
			We need these solutions in mind, because the situation is dire. We've seen the fires and drought, and we know these will now recur regularly, as will floods, with the trauma, displacement and incredible ongoing stressors that they bring. Related, but Less close to our experience is the issue of food security. Just like experts predicted the pandemic was inevitable, experts predict mass simultaneous staple crop failures across the world (UN IPCC). Combine this with national security subject matter experts (former Chief of Australian defence force, Admiral Barrie) raising strong concerns about likely civil unrest from climate refugees within a few decades, it's a tough picture. The solutions exist, but community needs our councillors and Senior council staff to look beyond what council or individuals are required to do, and genuinely engage with the facts of how we maximise safety, wellbeing and prosperity for our community. I know council staff and councillors didn't sign up to be leading us locally through a global scale emergency, and I am grateful for councillors council staff, and community to all keep engaging with each other until we reach a point that our plans, decisions and actions are compatible with having a safe community. Based on the above points I ask that you consider a further point within recommendation #2, acknowledging in some way that climate change risks have a dynamic and amplifying effect on the reputation and financial sustainability risks council faces. I also ask that councillors make sure the discussion of climate change at council doesn't get stuck on risk. The collective need to act on		

9 /	1	1	- /	7	n	7	n	
9 /		- 1		~	0	~	v	

No	Submitter	Submission summary	Comment	Comment	Recommendation
			climate change offers a common goal, and there are industries ready to prosper if the right business environments are provided. This would be an excellent opportunity at a time of considerable economic and ecological need.		
			I further ask that councillors please start bringing this conversation to the community in different forums, and welcome further opportunities to discuss.		



