



# Town Centre Master Plan Sub-Committee

## Business Paper

**date of meeting:** Thursday 28 January 2021

**location:** Function Room  
Port Macquarie-Hastings Council  
17 Burrawan Street  
Port Macquarie

**time:** 8:00am

## Town Centre Master Plan Sub-Committee

### CHARTER

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#### 1.0 OBJECTIVES

- To advise Council on projects and issues which support and affect the continued development of the Port Macquarie Town Centre using funding from the Town Centre Master Plan Reserve.

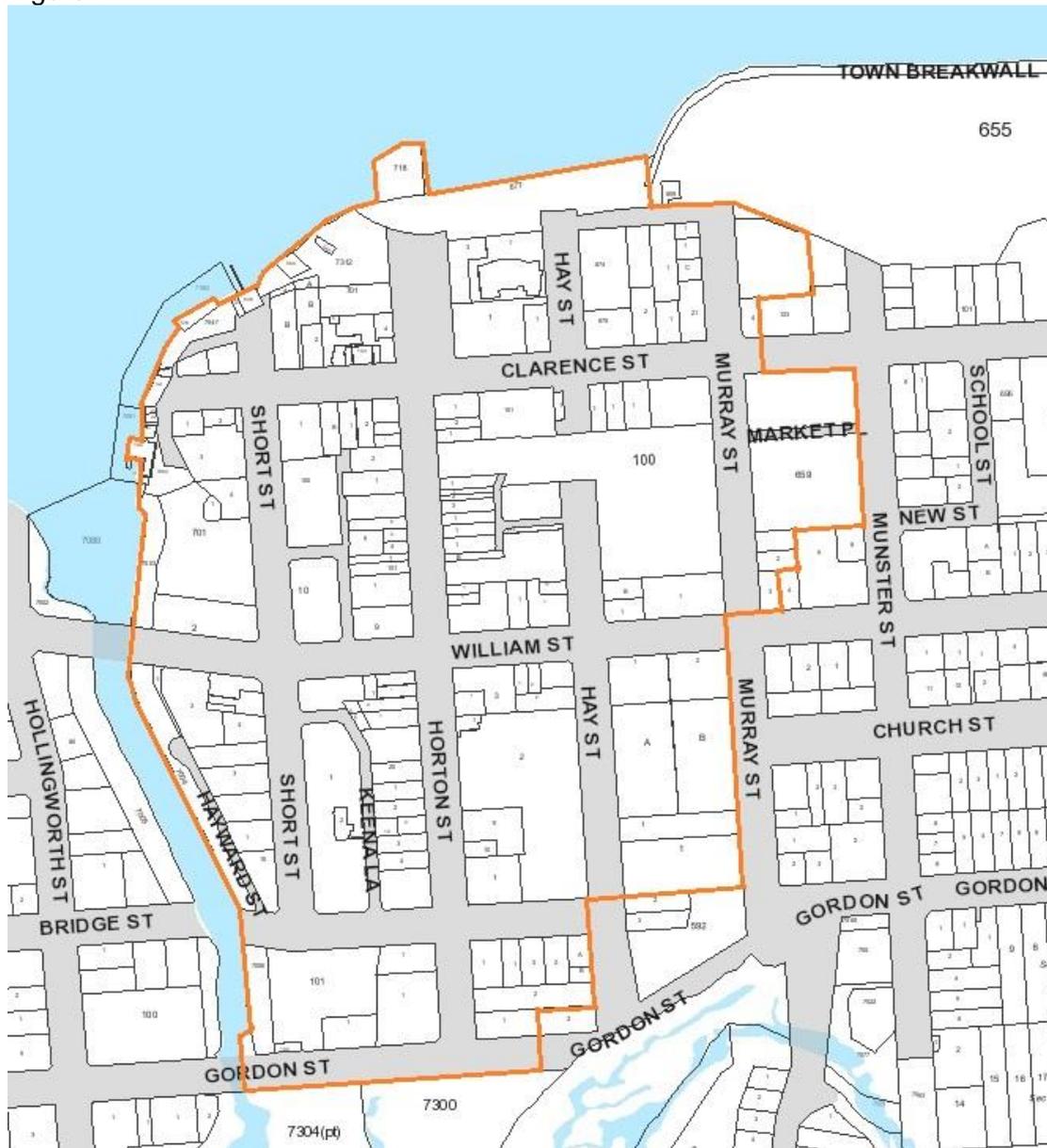
#### 2.0 KEY FUNCTIONS

The key functions of the Sub-Committee are to:

- Make recommendations to Council regarding the development, review and amendment as required of the Town Centre Master Plan
- Make recommendations to Council on works priorities - Capital and maintenance - for the implementation of the outstanding projects and upgrades identified in the Town Centre Master Plan Review adopted in 2014.
- Act as a communication conduit between Council and the CBD stakeholders in respect to the Town Centre Master Plan
- Present to Council an annual Works Program and Budget in December, to be considered by Council as part of the annual Operational Plan
- Maintain an awareness of the capital expenditure of Town Centre Master Plan Reserves and make recommendations to Council regarding such expenditure.
- Raise funds other than rates and loans to fund the objectives of the Sub-Committee through partnerships with other stakeholders
- Make recommendations to the relevant Director in relation to purchasing, manufacturing, obtaining and supplying material for the promotion of the CBD from any external funds raised by the Sub-Committee
- Advocate for the Town Centre Master Plan and promote the advantages of the CBD to the wider community

Generally, the Sub-Committee will work within the adopted TCMP boundary highlighted in Figure 1, however there will be projects which will extend beyond these boundaries from time to time, in meeting the implementation of the adopted Town Centre Master Plan.

Figure 1



### 3.0 MEMBERSHIP

#### 3.1 Voting Members

- Councillor & Alternate (resolved by Council)
- Director Strategy & Growth (Alternate Director Development & Environment)
- Senior Landscape Architect- Council
- 2 CBD Commercial Property Owners
- 2 CBD Traders
- 1 Greater Port Macquarie Tourism representative
- 1 Port Macquarie Chamber of Commerce representative
- 3 Community members

#### 3.2 Non-Voting Members

- There may be occasions where other attendees are required at Sub-Committee meetings, such as funding partners, independent people, other levels of government, client side project managers (if applicable), stakeholder engagement specialists and other Council staff. Such people will be invited to Sub-Committee meetings on an as needs basis.

### **3.3 Obligations of Members**

- 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. Council Officers that are members of Sub-committees are bound by the existing operational delegations in relation to speaking to the media.
- All Sub-Committee members are not permitted to speak to the media as representatives of the Sub-Committee unless approved by the Chairperson (prior to this from the Mayor as above)
  - Where approval has been granted by the Chairperson, the views and opinions expressed are those of the Town Centre Master Plan Sub-Committee and not of Port Macquarie-Hastings Council
- A Councillor or a non-Council member 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 or a non-Council member 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.
- All Sub-Committee members must comply with Council's Code of Conduct and relevant Council policies and procedures with particular reference to Council's Work Health and Safety Policy.

### **3.4 Member Tenure**

- Non Council members will be appointed for a two-year term.

### **3.5 Appointment of Members**

- Council, by resolution duly passed, will appoint members to the Sub-Committee following an advertised expression of interest.

## **4.0 TIMETABLE OF MEETINGS**

- Meetings of the Sub-Committee shall be held monthly at a date convenient to Sub-Committee members. During election caretaker mode, the Sub-Committee may be suspended until after the election, once Councillor representation is resolved by Council.

## **5.0 MEETING PRACTICES**

### **5.1 Decision Making**

- Recommendations of the Sub-Committee shall be made by consensus. If consensus is not reached, the item may be reported to Council for determination or deferred pending further information and debate.
- The Chairperson shall not have a casting vote.
- Recommendations to Council are to be made through the relevant Director, who will determine under delegation, the process for implementation.

## **5.2 Quorum**

- A quorum must include a minimum of one (1) Councillor or one (1) Council Executive staff member being present. The quorum for the Steering Group will be met if half of the members plus one are present.

## **5.3 Chairperson and Deputy Chairperson**

- The Chairperson shall be the Councillor, duly appointed by Council resolution.
- At all meetings of the Sub-Committee, the Chairperson shall occupy the Chair and preside. In the absence of the Chairperson, the alternate Councillor will preside at the Meeting.
- In the absence of the Chairperson and alternate Councillor, as the Sub-Committee's first item of business, the Sub-Committee shall elect one of its members to preside at the Meeting (elected chair must be a Council representative)

## **5.4 Secretariat**

- The incumbent Council Director is responsible for ensuring the Sub-Committee has adequate secretariat support. The secretariat will ensure that business papers and supporting papers are circulated at least three (3) days prior to each meeting. Minutes shall be circulated to members within seven (7) days of the meeting having taken place.
- The incumbent Council Director will coordinate a review of the Charter within 12 months of a new Council term and present to Council for adoption.

## **5.5 Recording of decisions and explicit discussions on risks**

- Minutes of Sub-Committee meetings shall include the decisions made, relevant details of discussions and the nature of any dissenting views expressed by members.

## **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 specific actions. These specifics will be minuted clearly. The working group will report back to the Sub-Committee with outcomes.

## **7.0 CONFIDENTIALITY AND CONFLICT OF INTEREST**

- Councillors, Council staff and members of this Sub-Committee must comply with the applicable provisions of Council's Code of Conduct in carrying out their 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.

- 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 they be excused from Sub-Committee deliberations on the issue where the conflict of interest may exist.
- 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.

## Town Centre Master Plan Sub-Committee

### ATTENDANCE REGISTER

Member	23/07/20	27/08/20	24/0920	29/10/20	17/12/20
Councillor G Hawkins (Chair)	✓	✓	✓	✓	A
Councillor L Dixon (Deputy Chair)	X	X	X	X	X
Director Strategy & Growth (Jeffery Sharp) Alternate - Director Development & Environment (Melissa Watkins)	✓	✓	✓	✓	✓
Senior Landscape Architect (Craig Luff)	✓	✓	✓	✓	✓
CBD Commercial Property Owner (Jeff Gillespie)	✓	✓	✓	✓	✓
CBD Commercial Property Owner (Adam Spencer)	-	-	-	-	A
CBD Trader (Simon Thresher)	-	-	-	-	✓
CBD Trader (Kieran Dell)	-	-	-	-	✓
Chamber of Commerce Representative (Tony Thorne)	✓	✓	✓	✓	✓
Greater Port Macquarie Tourism Representative (Janette Hyde)	-	-	-	-	A
Community Member 2018-2019 (Michelle Love)	✓	✓	✓	✓	✓
Community Member (John McGuigan)	✓	✓	✓	✓	✓
Community Member (Tony McNamara)	-	-	-	-	✓

**Key:** ✓ = Present  
 A = Absent With Apology  
 X = Absent Without Apology

### Meeting Dates for 2021

28/01/2021	Function Room	8:00am
25/02/2021	Function Room	8:00am
25/03/2021	Function Room	8:00am
29/04/2021	Function Room	8:00am
27/05/2021	Function Room	8:00am
24/06/2021	Function Room	8:00am
29/07/2021	Function Room	8:00am
28/10/2021	Function Room	8:00am
25/11/2021	Function Room	8:00am

# Town Centre Master Plan Sub-Committee Meeting

Thursday 28 January 2021

## Items of Business

<b>Item</b>	<b>Subject</b>	<b>Page</b>
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04	Disclosures of Interest.....	<u>13</u>
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10	General Business	

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

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

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**Item: 02****Subject: APOLOGIES**

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**RECOMMENDATION**

That the apologies received be accepted.

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**Item: 03****Subject: CONFIRMATION OF PREVIOUS MINUTES**

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**RECOMMENDATION**

That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 17 December 2020 be confirmed.

**PRESENT**

**Members:**

Director Development and Environment (Melissa Watkins)  
Landscape Architect (Craig Luff)  
Jeff Gillespie (CBD Commercial Property Owner)  
Tony Thorne (Port Macquarie Chamber of Commerce Representative)  
Michelle Love (Community Member)  
Tony McNamara (Community Member)  
John McGuigan (Community Member)  
Simon Thresher (CBD Trader)  
Kieran Dell (CBD Trader)

**Other Attendees:**

Group Manager Recreation and Buildings (Liam Bulley)  
TCMP Project Manager / Co-ordinator (Michael Nunez)

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The meeting opened at 8:02am.

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**01 ACKNOWLEDGEMENT OF COUNTRY**

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The Acknowledgement of Country was delivered.

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**02 APOLOGIES**

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**CONSENSUS:**

That the apologies received from Councillor G Hawkins, Janette Hyde and Adam Spencer be accepted.

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**03 CONFIRMATION OF MINUTES**

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CONSENSUS:

That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 29 October 2020 be confirmed.

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**04 DISCLOSURES OF INTEREST**

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There were no disclosures of interest presented.

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**05 BUSINESS ARISING FROM PREVIOUS MINUTES**

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Nil.

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**06 PORT MACQUARIE HISTORIC COURTHOUSE CURTILAGE - POLICE  
CONSTABLES COTTAGE AND LOCKUP**

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CONSENSUS:

That the Committee note the information contained within the report.

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**07 FORESHORE PROJECTS UPDATE**

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CONSENSUS:

That the Town Centre Master Plan Sub-Committee note the information contained within the Foreshore Projects Update Report.

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**08 GENERAL BUSINESS**

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**08.01 TOWN SQUARE PROGRAMMABLE LIGHTING UPDATE**

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A verbal update was provided regarding the process for repair of the lighting. Staff are working with the lighting company to determine the problem and seek repair or replacement under warranty. Further advice will be provided to the TCMP when it is available.

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**08.02 TREE REPLACEMENT IN TOWN SQUARE**

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A verbal update was provided advising that the failing trees in Town Square have now been replaced and are being maintained.

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The meeting closed at 9:05am.

Item: 04  
Subject: DISCLOSURES OF INTEREST

**RECOMMENDATION**

That Disclosures of Interest be presented

**DISCLOSURE OF INTEREST DECLARATION**

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

*(Refer to next page and the Code of Conduct)*

**Pecuniary Interest**

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

**Non-Pecuniary**

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

**Managing non-pecuniary conflicts of interest**

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

**SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION**

*This form must be completed using block letters or typed.  
If there is insufficient space for all the information you are required to disclose,  
you must attach an appendix which is to be properly identified and signed by you.*

<b>By</b> <i>[insert full name of councillor]</i>	
<b>In the matter of</b> <i>[insert name of environmental planning instrument]</i>	
<b>Which is to be considered at a meeting of the</b> <i>[insert name of meeting]</i>	
<b>Held on</b> <i>[insert date of meeting]</i>	
<b>PECUNIARY INTEREST</b>	
Address of the affected principal place of residence of the councillor or an associated person, company or body <b>(the <i>identified land</i>)</b>	
Relationship of identified land to councillor <i>[Tick or cross one box.]</i>	<input type="checkbox"/> The councillor has interest in the land (e.g. is owner or has other interest arising out of a mortgage, lease, trust, option or contract, or otherwise). <input type="checkbox"/> An associated person of the councillor has an interest in the land. <input type="checkbox"/> An associated company or body of the councillor has interest in the land.
<b>MATTER GIVING RISE TO PECUNIARY INTEREST<sup>1</sup></b>	
Nature of land that is subject to a change in zone/planning control by proposed LEP <b>(the <i>subject land</i><sup>2</sup>)</b> <i>[Tick or cross one box]</i>	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control <i>[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]</i>	
Proposed change of zone/planning control <i>[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]</i>	
Effect of proposed change of zone/planning control on councillor or associated person <i>[Tick or cross one box]</i>	<input type="checkbox"/> Appreciable financial gain. <input type="checkbox"/> Appreciable financial loss.

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

**Councillor's Signature:** ..... **Date:** .....

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

Last Updated: 3 June 2019



**Important Information**

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

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

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

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

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

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

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

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

**Item: 05**

**Subject: BUSINESS ARISING FROM PREVIOUS MINUTES**

<b>Item:</b>	08		28 May 2020
<b>Subject:</b>	Historical Rating Comparisons and Business Rate Impacts		
<b>Action Required:</b>	1. DSG to investigate possible methods of assisting Port Macquarie CBD property owners to have greater visibility (particularly via the rates notice) on understanding the contribution individual properties make annually to the TCMP levy and report to go to future meeting		
<b>Current Status:</b>	Ongoing		

<b>Reports to Future Meetings</b>		
<b>Report</b>	<b>Due Date</b>	<b>Requested</b>
Update on Accessible Parking Costs in the CBD	TBA	26 July 17

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**Item: 06**

**Subject: TOWN SQUARE CATENARY LIGHTS**

**Presented by: Development and Environment, Melissa Watkins**

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## **RECOMMENDATION**

**That the Town Centre Master Plan Sub-Committee note the information contained within the catenary lights report.**

### **Discussion**

This Report is provided in response to an action arising from the Town Centre Master Plan Sub-Committee Meeting held on 29 October 2020:

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#### **10.02 LIGHTING IN TOWN SQUARE**

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Jeff Gillespie asked whether we use the programming capabilities for usage of the lights in Town Square.

#### **CONSENSUS:**

That a report, regarding the status and use of the programmable lighting and possible lighting opportunities, be brought back to a future meeting.

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### **1. PROGRAMME MANAGEMENT**

- Programming is being managed by Glasshouse Lighting Team and programmed on a weekly basis. Options include static colour scheme or rotational colour sequence.
- There is opportunity to coordinate Catenary lighting with Glasshouse façade lighting at a cost of \$165 per week (\$8,580/year)
- Council's Events team are working on a policy to determine which events are to be accommodated in regards to themed lighting in both locations.

### **Attachments**

Nil

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Item: 07

Subject: FISHERMEN'S WHARF PROJECT UPDATE

Presented by: Development and Environment, Melissa Watkins

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### RECOMMENDATION

That the Town Centre Master Plan Sub-Committee note the information contained within the Fishermen's Wharf Update Report.

### Discussion

Completed since last month update:

- Turfing completed in parkland area adjacent to the boardwalk section.
- Timber edging installed around Norfolk Pines.



For completion by early February:

- Shark sculpture to be installed
- Light poles to be installed along boardwalk extent
- Path connection to boardwalk, William Street approach path
- Mulch around Norfolk Pines
- Removal of fencing along boardwalk section to allow public access

Completion programmed for late March. Public Works Advisory Project Manager will provide Council with any updates to the schedule following the progress meeting scheduled for 27 January 2021.

### Attachments

Nil

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Item: 08

Subject: FORESHORE PROJECTS UPDATE

Presented by: Development and Environment, Melissa Watkins

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## RECOMMENDATION

That the Town Centre Master Plan Sub-Committee note the information contained within the Foreshore Projects Update Report.

### Discussion

#### 1. TOWN GREEN WEST

Completed since last report:

- Works substantially complete and opened prior to the Christmas break

Planned work for the coming month:

- Installation of bollards at Short Street
- Additional planting under Norfolk Pines in mulched area
- Completion of underground irrigation pump and surrounding plant bed
- Installation of supplied commemorative Bob Woodlands plaque
- Installation of interpretive signage for mooring dolphin
- Reinstatement of banner poles at Town Green Central

#### 2. TOWN GREEN WEST PLAYGROUND

Completed since last report:

- Community consultation completed and data provided to design consultant. Refer to **Attachment 1** for the playground community engagement report.
- Concept design submitted for review / design review complete (refer to **Attachment 2** for the revised concept design).

Planned work for the coming month:

- Design consultant to finalise concept design based on comments
- Design consultant to commence detailed design

Key milestones:

- Detailed design - complete by early April 2021
- Tender process - April to June 2021
- Construction - July to end October 2021
- Funding deed project completion date - 17 December 2021

**3. FORESHORE BICENTENNIAL WALKWAY (Town Green West Link, Town Wharf, Fisherman's Wharf Parklands, William Street Underpass, Kooloonbung Creek Stage 2; Westport Park Link Path)**

Completed since last report:

- Draft Review of Environmental Factors under review by Council, Final submission expected end January.
- Fisheries licence approvals expected by end January.
- Crown license consultation underway, expected to be granted by March.

Planned work for the coming month:

- Liaise with OEH regarding intent to proceed with works in A111 zoned area based on Archaeology Management Plan and Heritage Consultant advice.
- Drawing updates to accommodate Priority Works scope and tie-in underway, to be completed by mid-February.
- Reassess cost estimate (QS report) for Priority Works scope based on updated construction documentation.

**4. FORESHORE BICENTENNIAL WALKWAY - Gordon Street Underpass**

Completed since last report:

- Public exhibition complete
- Development Approval - under review by Council
- Department of Planning, Industry & Environment notified that no submissions were received from the public exhibition.

Planned work for the coming month:

- Determination of Development Application expected early February.
- Engineering details of approach path, stairway, ramp and lighting underway. Completion expected late February.

**5. FORESHORE BICENTENNIAL WALKWAY - GRANT FUNDING**

- Funding of \$3.05M was announced by the Acting Prime Minister on 18 November for construction of walkway priority sections.
- The funding is allocated from the Bushfire Local Economic Recovery Fund (BLERF).
- Council's estimate for construction of Priority Sections was \$3.1M. A funding source for the \$50,000 deficit has been identified.
- Council staff met with representatives from Department of Regional NSW (DRNSW) and Public Works Advisory (PWA) on 11 December to initiate development of a deed for the funding allocation.
- A more comprehensive meeting between Council staff and DRNSW and PWA representatives was held on 18 January 2021 to further progress development of the funding deed. Staff are required to provide further detail regarding project risks and governance to PWA for inclusion in the funding deed.

Included below is the high level construction programme provided by staff to DRNSW on 3 August 2020 in response to a request for information regarding this project.

Key Activity	Tasks	Start Date (MM/YY)	End Date (MM/YY)
<b>Construction</b>			
	Town Green West Upgrade	Aug-20	Feb-21
	Town Green West Playground	Mar-21	Oct-21
	Town Green West Link	Nov-20	Apr-21
	Town Wharf	Nov-20	Apr-21
	William Street Underpass	Sep-21	Dec-21
	Kooloonbung Creek North (Stage 2)	Sep-21	Mar-22
	Gordon Street Underpass	Sep-21	Mar-22

Clearly, a number of these timeframes are in the past given the lag between providing this information, the announcement of funding in November 2020 and development of the funding deed.

Council's Project Delivery team, who will assume responsibility for management of this project post granting of required approvals, are revising the construction programme and have initially proposed the following draft milestones for inclusion in the funding deed:

- Milestone 1 - Completion of pre-construction documentation (design and approvals); Project Plan for Construction complete - 30 April 2021
- Milestone 2 - Commencement of site works - 31 July 2021
- Milestone 3- 50% completion of site works by 31 October 2021
- Milestone 4 - 80% completion of site works by 31 January 2022
- Milestone 5 - Completion of site works by 30 April 2022

Staff recognise that these Milestone dates extend beyond the end of 2021, Port Macquarie's bicentenary year. At the recent meeting with DRNSW and PWA representatives, Council staff expressed intent to complete construction of the walkway prior to the end of 2021 but proposed to provide completion milestones into 2022 to allow some time based contingency as opposed to possibly being required to seek variations to milestones as included in the draft funding deed. This approach is consistent with Council's approach to other comparable projects, for example, Town Green West. This position was supported by DRNSW and PWA representatives.

More detailed construction programmes will be provided in future monthly reports to the TCMP Sub-Committee regarding this project.

### Attachments

1.   Town Green Playground Engagement Report December 2020
2.   TGW Playground - Concept Plan



PORT MACQUARIE-HASTINGS  
COUNCIL

# Town Green West Upgrade Stage 2: Playground

## COMMUNITY ENGAGEMENT

17/12/2020



<b>Project name</b>	Town Green West Upgrade Stage 2: Playground		
<b>Project manager</b>	Tim Veness		
<b>Consultant</b>	Plummer & Smith		
<b>Engagement Officer</b>	Olivia Lawler		
<b>Operation Plan #</b>	2.3.4.12 CW	<b>CM Reference</b>	D2019/336310 SF17/3596 SF17/3601

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## 1. INTRODUCTION

### 1.1. Background

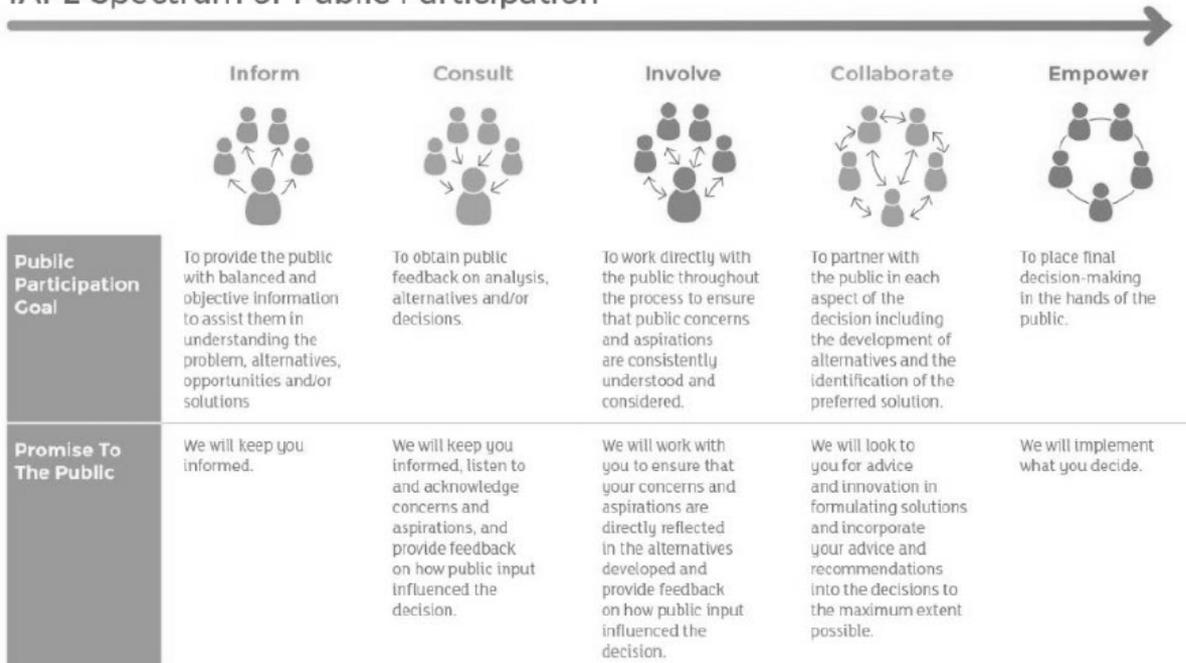
The Town Green Playground Upgrade is the second stage in the Town Green West Upgrade Project which follows on from the Town Green East Upgrade completed earlier in 2017. The Town Green Upgrade has provided significant space for the community and visitors to enjoy the foreshore and CBD. This project aligns with the Recreation Action Plan 2017-2025, Coastal Walk Master Plan and the Town Centre Master Plan 2013.

The upgrades to the Town Green West (stage 1 and 2) is a \$2.4 million project, with \$500,000 provided by the Town Centre Master Plan Committee (through contributions levied on commercial property owners within the Port Macquarie CBD). The Australian Government has provided \$1.5 million through a Community Development Grant, and an additional \$400,000 through the Bushfire Local Economic Recovery Fund to deliver the Bicentennial Walkway, which is jointly funded with the NSW Government.

### 1.2. Engagement approach

Engagement activities were undertaken to **consult** with the community from Friday 27 November to Friday 11 December. The intent of the community consultation was to identify and understand what the community loves about the current playground at Town Green and what they would like to see included in the upgrade. Key stakeholders included the surrounding businesses and residents, the Local Aboriginal Land Council and the general community.

#### IAP2 Spectrum of Public Participation



### 1.3. Consultation focus

The aim of the consultation was to find out what the community valued about the current playground and the ways in which they thought it could be improved in the upgrade. The questions asked included:

- On average, how often do you visit Town Green Playground?

- What kind of spaces would you like to see in the playground?
- What do you (or your children) like to do in a play space?
- What do you like about the current equipment at the Town Green playground?
- What type of theming would you like to see in the playground?
- We want Town Green playground to be a place we can all enjoy. Is there anything that currently takes away from your enjoyment of the playground? E.G. lack of shade, poor accessibility etc. Please provide detail.
- Age/Postcode/Do you identify as a person with a disability?

As Town Green is a culturally significant site of Aboriginal and European Heritage, there are some restrictions as to what is achievable in the playground upgrade which needed to be addressed with the community. Water play is a highly popular and attractive play element which is widely suggested in playground upgrades for our LGA. However, due to the site significance and mitigation measures in place to protect the site, construction depth is restricted. Therefore, equipment foundations will need to be shallow and laying of underground pipes is not achievable, meaning that water play and tall structures cannot be incorporated into the playground upgrade.

The fig tree is also a very popular aspect of Town Green Playground and it was made clear to the community that the tree would not be removed and instead, incorporating it into the design would be considered.

## 2. ENGAGEMENT ACTIVITIES, TIMELINES & RESULTS

### 2.1. Letter to Stakeholders

Letters were sent to surrounding residents and businesses located near Town Green playground as well as local playgroups who may be interested in the upgrade, notifying them of the consultation, ways they could get involved and asking them to share the information with anyone that may be interested. Letters were sent on Wednesday 25 November 2020. (See appendix 1).

### 2.2. Pop-Up Engagement Stall

Three pop-up engagement stalls were held on Friday 27 November (3:30pm-6:30pm), Saturday 28 November (2pm-5pm) and Wednesday 2 December (10am-1pm). Using two 'dotocracy' boards for the community to vote on their favourite play elements, we engaged with the community first hand and provided them the opportunity to have questions answered and share their thoughts with us directly. (See appendix 2).

### 2.3. Have Your Say

A total of 36 submissions were received through the Have Your Say survey with 47 downloads of the conversation piece and 18 of the FAQ sheet. (See appendix 3)

The community's most preferred play elements that they would like to see incorporated into the upgrade include:

- Providing play for all
- Celebration of the surrounding landscape - the fig, the park and the river
- Incorporating challenges and,
- Sensory play

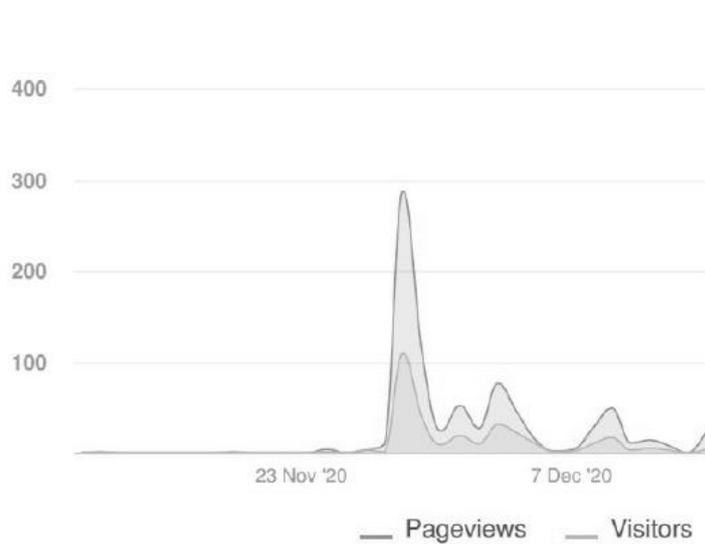
The other option comments included:

- A parent and child swing, shade and more areas for young children
- Water play

- Complex climbing structures and an expansion of the playground footprint
- Playground that suits all ages
- More swings

The survey also showed that the current playground at Town Green is not meeting expectations and need improving in terms of shade, seating for parents, and the play equipment is outdated and not suitable for a wide range of ages. (see appendix 4).

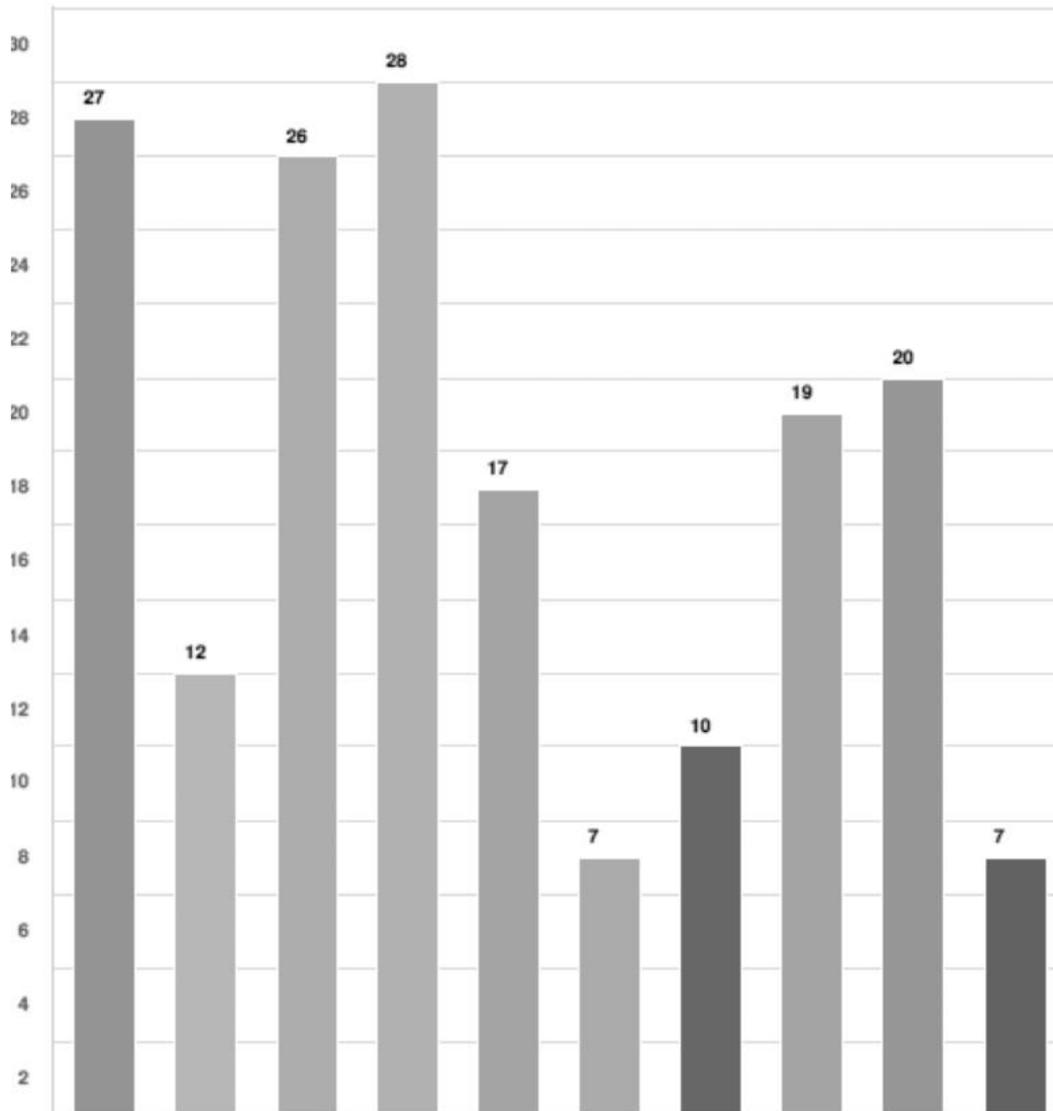
## Visitors Summary



## Highlights



What kind of play experiences would you like to see in the playground? (Click on the image to expand, click on the checkbox to vote)



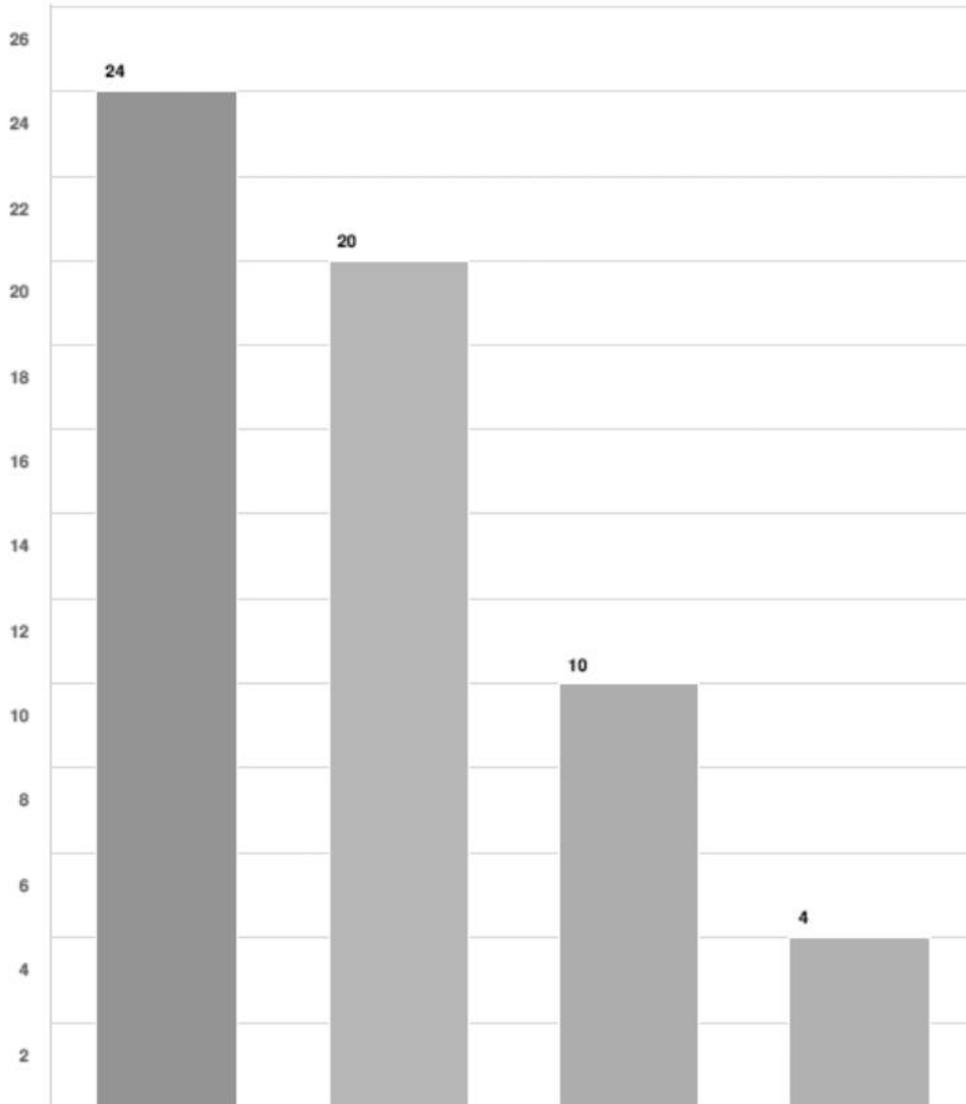
**Question options**

- Celebration of the surrounding landscape - the fig, the park and the river
- Using natural elements for imaginative play and story telling
- Incorporating challenges
- Providing play for all
- Older - active
- Younger - quiet and calm play
- Telling stories / incorporating culture
- Providing nature based play
- Sensory play
- Other, please provide detail.....

Mandatory Question (36 response(s))

Question type: Checkbox Question

What type of theming would you like to see in the playground



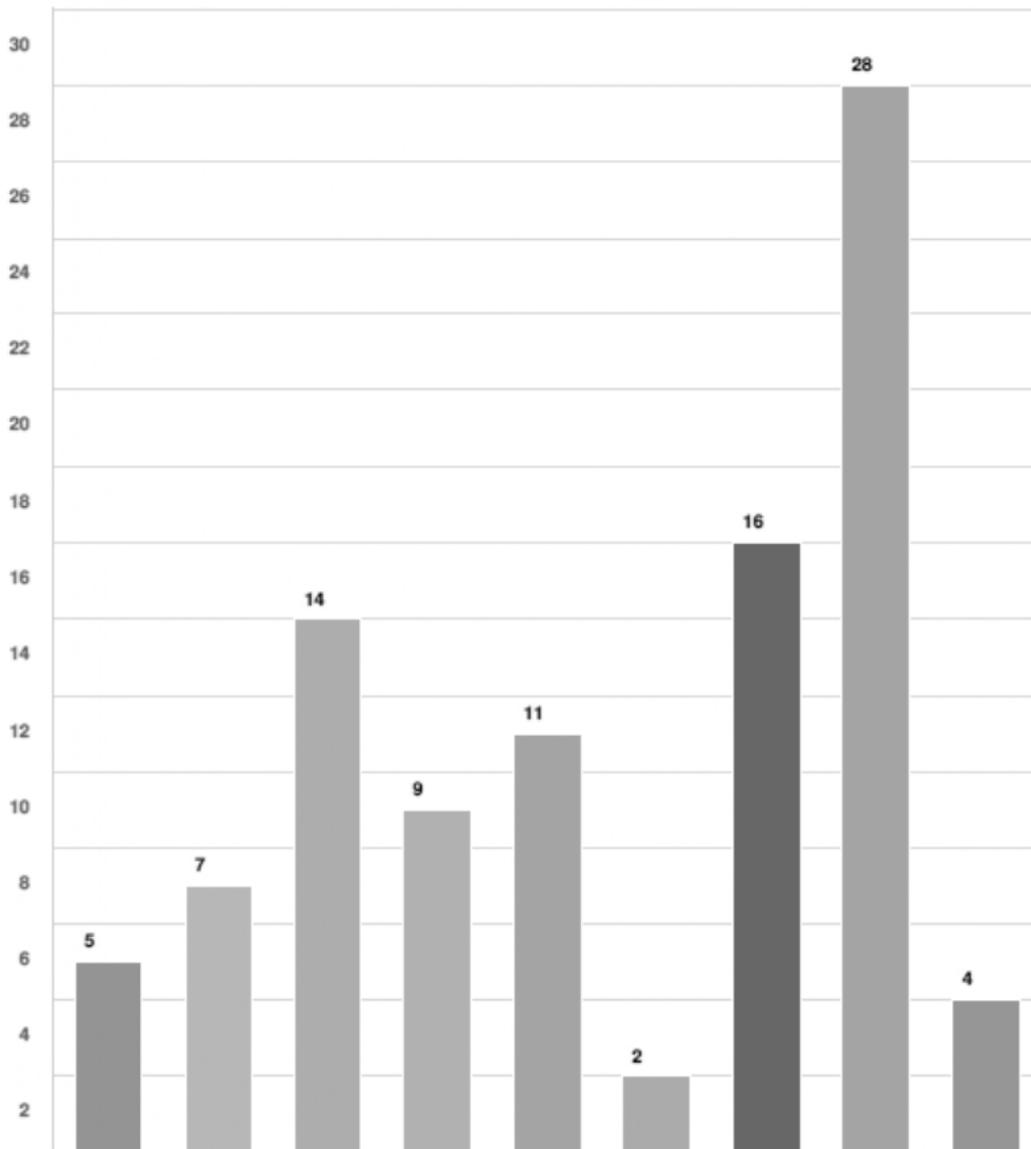
Question options

- Natural environment
- Birpai culture
- Maritime history
- Other, please provide detail...

Optional question (36 response(s), 0 skipped)

Question type: Checkbox Question

What do you like about the current equipment at Town Green Playground?



Question options

- Large boat shaped sandpit
- Slide
- Climbing ropes
- Monkey bars
- Spinning tyre shaped carousel
- Bouncing seats
- Swings
- Fig tree
- None (please provide detail)

Mandatory Question (36 response(s))

Question type: Checkbox Question

## 2.4. Formal/Written Submissions

A total of 7 written submissions were received via email and in person at the engagement pop-ups. (See appendix 5).

The main points outlined in the email submissions include:

- Not providing floodlighting to the playground after hours to deter antisocial behaviour
- Pruning the fig tree/canopy thinning
- Deterring the use of skateboards in the playground and around the Town Green area
- Chop n' Chill have requested the bins in front of the establishment be relocated
- Provision of sensory play similar to Bain Park, Wauchope. Removal of hot slides and areas which can potentially hide sharp objects.
- Fencing of the playground.

## 2.5. Communications

Communications activities for this consultation included promoting the 'Have Your Say' survey and pop-up sessions on social media including the Council corporate Facebook page, EngagePMH Facebook Group and Instagram. Comments from these posts were collated as well as posts from other groups or pages relating to the Town Green playground upgrade. A Facebook survey which included some of the questions from the HYS survey was created and posted in order to capture feedback from individuals who were unaware of the consultation or preferred the shorter survey alongside the anonymity of a Facebook survey. The questions regarding which play elements were preferred was also used to create an interactive Instagram story. (See appendix 6).

Corflute signs were also displayed on the construction fencing at Town Green which informed the community of the consultation and provided an easy link to the HYS webpage through a QR Code. (See appendix 7).

From the social media commentary, it is evident that water play is an appealing and widely desired element for a playground. Unfortunately, due to the cultural significance of the site this is not achievable and we have made this clear to the community and have taken this on board for future playground upgrades in more appropriate areas.

## 3. RESULTS SUMMARY/CONCLUSION

The feedback from the survey and social commentary has been positive with many ideas and opinion conveyed regarding the upgrade at Town Green playground.

It is evident that the fig tree remains the hero of the playground, particularly with the existing playground and incorporating it further as part of the playground is appealing to the community.

The most favourable types of play elements that the community would like to see included in the upgrade include:

- Providing play for all
- Celebration of the surrounding landscape - the fig, the river and the park
- Incorporating Challenges
- Sensory play
- Providing nature based play and
- Older-active

The most popular theming choice was the natural environment, however, portrayal of Birpai culture was only four votes behind and both should be considered as part of the upgrade.

Overall, as a destination playground, it is important that the upgrade to Town Green playground is considerate of all play abilities, inclusive of all ages and celebrates the natural environment, in particular, the fig tree.

#### 4. NEXT STEPS

Using the feedback from the community consultation, Plummer and Smith will develop their concept design into a final detailed design which will be shown to the community to inform only.

Construction is scheduled to commence in June 2021 and be complete by October.

#### 5. APPENDICES

Port Macquarie-Hastings Council  
PO Box 84  
Port Macquarie  
NSW Australia 2444  
DX 7415  
e council@pmhc.nsw.gov.au

ABN 11 236 901 601



25 November 2020

Refers to:

Dear Sir/Madam

### Community Consultation - Town Green West Playground Upgrade

A new and improved playground is coming to Town Green in 2021 and we want to hear from you about how we can create a more vibrant community space!

The new playground will complete the Town Green West Upgrade which has provided pathways, green spaces, seating, and shade for our community and visitors to enjoy the foreshore and CBD.

We would love to hear your feedback on what you would like to see at the new playground and encourage you to provide us your thoughts.

We will be holding three pop-up sessions at Town Green for our community to share their thoughts directly with us. The sessions are:

- Friday 27 November, 3:30pm-6:30pm
- Saturday 28 November, 2pm-5pm
- Wednesday 2 December, 10am-1pm

From this, a design will be developed with consideration of community feedback. The playground construction is scheduled to commence in June 2021 and expected to be complete by October (weather permitting).

As your property is located close to the playground, we encourage you to provide comment and contact us should you have any questions or concerns.

The Town Green West Upgrade (stage 1 and 2) is a \$2 million investment with \$500,000 provided by the Town Centre Master Plan Committee (through contributions levied on commercial property owners within the Port Macquarie CBD) and \$1.5 million from the Australian Government through a Community Development Grant.

Our 'Have Your Say' webpage and survey will be live by Friday 27 November for you to provide feedback at, [haveyoursay.pmhc.nsw.gov.au/town-green-playground](https://haveyoursay.pmhc.nsw.gov.au/town-green-playground). You can also email us at [engagement@pmhc.nsw.gov.au](mailto:engagement@pmhc.nsw.gov.au) or call Council's Community Engagement Officer, Olivia Lawler on 6581 8482.

Yours sincerely  
Lucilla Marshall, Group Manager Community

[pmhc.nsw.gov.au](https://pmhc.nsw.gov.au)

Page 1

**PORT MACQUARIE OFFICE**  
17 Burrawan Street, Port Macquarie NSW 2444  
t 02 6581 8111 f 02 6581 8123

**WAUCHOPE OFFICE**  
49 High Street, Wauchope NSW 2446  
t 02 6589 6500

**LAURIETON OFFICE**  
9 Laurie Street, Laurieton NSW 2443  
t 02 6559 9958

Port Macquarie-Hastings Council  
PO Box 84  
Port Macquarie  
NSW Australia 2444  
DX 7415  
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- Wednesday 2 December, 10am-1pm

From this, a design will be developed with consideration of community feedback. The playground construction is scheduled to commence in June 2021 and is expected to be complete by October (weather permitting).

As a local playgroup who may use or have interest in the Town Green playground, we encourage you to share with us your feedback and vision for an upgrade to this popular playground.

The Town Green West Upgrade (stage 1 and 2) is a \$2 million investment with \$500,000 provided by the Town Centre Master Plan Committee (through contributions levied on commercial property owners within the Port Macquarie CBD) and \$1.5 million from the Australian Government through a Community Development Grant.

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Yours sincerely  
Lucilla Marshall, Group Manager Community

[pmhc.nsw.gov.au](https://pmhc.nsw.gov.au)

Page 1

**PORT MACQUARIE OFFICE**  
17 Burrawan Street, Port Macquarie NSW 2444  
t 02 6581 8111 f 02 6581 8123

**WAUCHOPE OFFICE**  
49 High Street, Wauchope NSW 2446  
t 02 6589 6500

**LAURIETON OFFICE**  
9 Laurie Street, Laurieton NSW 2443  
t 02 6559 9958



Refers to:



# Summary Report

09 July 2009 - 13 December 2020

## Port Macquarie-Hastings Council Have Your Say

PROJECTS SELECTED: 1

Town Green Playground

FULL LIST AT THE END OF THE REPORT



### Visitors Summary



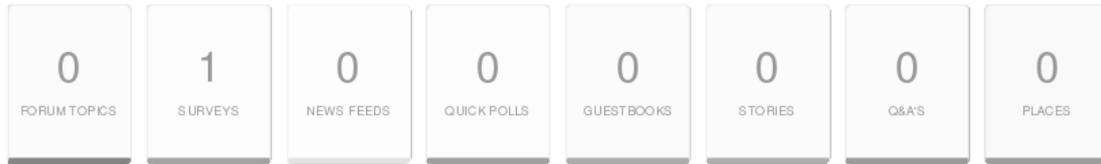
### Highlights



## PARTICIPANT SUMMARY

<b>ENGAGED</b>	<b>36 ENGAGED PARTICIPANTS</b>			(%)
	Registered	Unverified	Anonymous	
<b>INFORMED</b>	Contributed on Forums	0	0	0
	Participated in Surveys	36	0	0
	Contributed to Newsfeeds	0	0	0
	Participated in Quick Polls	0	0	0
<b>AWARE</b>	Posted on Guestbooks	0	0	0
	Contributed to Stories	0	0	0
	Asked Questions	0	0	0
	Placed Pins on Places	0	0	0
	Contributed to Ideas	0	0	0
	<i>* A single engaged participant can perform multiple actions</i>			<i>* Calculated as a percentage of total visits to the Project</i>
Town Green Playground 36 (12.9%)				
<b>ENGAGED</b>	<b>165 INFORMED PARTICIPANTS</b>			(%)
		Participants		
<b>INFORMED</b>	Viewed a video	0		
	Viewed a photo	0		
	Downloaded a document	47		
	Visited the Key Dates page	0		
	Visited an FAQ list Page	0		
	Visited Instagram Page	0		
<b>AWARE</b>	Visited Multiple Project Pages	133		
	Contributed to a tool (engaged)	36		
	<i>* A single informed participant can perform multiple actions</i>			<i>* Calculated as a percentage of total visits to the Project</i>
Town Green Playground 165 (59.4%)				
<b>ENGAGED</b>	<b>278 AWARE PARTICIPANTS</b>			
		Participants		
<b>INFORMED</b>	Visited at least one Page	278		
<b>AWARE</b>				
	<i>* Aware user could have also performed an Informed or Engaged Action</i>			<i>* Total list of unique visitors to the project</i>
Town Green Playground 278				

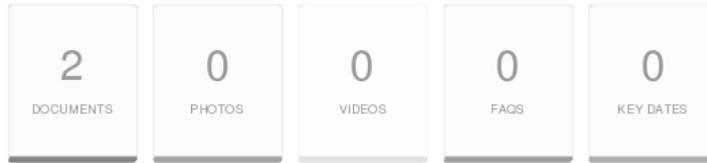
## ENGAGEMENT TOOLS SUMMARY



SURVEYS SUMMARY	
1	Surveys
36	Contributors
36	Submissions

TOP 3 SURVEYS BASED ON CONTRIBUTORS
<p>36</p> <p>Contributors to</p> <p>Town Green Playground Survey</p>

## INFORMATION WIDGET SUMMARY



DOCUMENTS	
2	Documents
47	Visitors
65	Downloads

TOP 3 DOCUMENTS BASED ON DOWNLOADS	
47 Downloads	18 Downloads
Town Green West Playground Conversation Piece	Town Green Playground FAQ's

---

Port Macquarie-Hastings Council Have Your Say : Summary Report for 09 July 2009 to 13 December 2020

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## TRAFFIC SOURCES OVERVIEW

REFERRER URL	Visits
m.facebook.com	119
www.portnews.com.au	20
www.pmhc.nsw.gov.au	18
www.google.com	9
l.facebook.com	7
www.google.com.au	2
android-app	1
www.camden Courier.com.au	1
www.bing.com	1

Port Macquarie-Hastings Council Have Your Say : Summary Report for 09 July 2009 to 13 December 2020

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## SELECTED PROJECTS - FULL LIST

PROJECT TITLE	AWARE	INFORMED	ENGAGED
Town Green Playground	278	165	36

<b>We want Town Green Playground to be a place we can all enjoy. Is there anything that currently takes away from your enjoyment of the playground? Eg lack of shade, poor accessibility etc. Please provide detail....</b>
Not enough shade. Would be nice to be fenced in so the kids can't run to the water. Not accessible for all.
Lack of shade, it gets so hot we are unable to play sometimes Not enough equipment for such a busy park often waiting to use things
Being so close to the public toilets I worry that sharps etc may be hiding under the chips or sand. An even visible ground would be fantastic. Shade over a slippery dip would be great so the kids don't burn their bottoms!
Poor accessibility, lack of shade, old equipment
Definitely could have a lot more shade, it's beautiful under the large tree, the shade aspect could be spread to over the playground as well. Would also love more grass closer to the park too.
Lack of shade, not really and stable walking ground a toddler, the sandpit is always filled with rubbish and sticks, the swing safety belts do nothing- these need to have a thicker strap or something.
Lack of shade Not enough things for younger kids
Lack of shade
The bark chip and sand. It's always dirty Needs more swings/ climbing
The little retaining wall, obstructs visibility of my littlies. The park gets a heavy work out and looks tired and unkept. For the new area, consider how it will withstand high use. The sandpit always feel grotty. Avoid murals or mosaics- they get weathered too quickly.
Too close to the toilets Too close to the chop and chill restaurant some customer's don't take kindly to children. Not enough space or equipment for a large amount of kids.
Need more seating
There's not much shade for the main play elements
Difficult for young children to use independently.
The current lack of play equipment that is "boring"
Lighting and seating for adults.
Lacks imagination, shade and just looks grubby

Need more shade and grass
One well placed shade sail would provide a lot of shade to the playground along with shade from the Fig Tree, Swings for all ages and maybe design areas by age appropriate so younger kids aren't put off by older kids in the same areas. Incorporate things to teach kids coordination and challenge them, get them thinking. Bright pops of colour would be very effective too.
The toilet amenities are not very kid friendly and could do with parent facilities.
Dirty amenities, not age appropriate
Limited seating
Fig tree requires significant canopy thinning work. Currently there is very limited filtered sunlight and whenever there is rain the area around the tree is unusable muddy area. The fig would be much more aesthetically pleasing if the canopy thinned out, by the removal of selected limbs. Please no floodlighting in the new park, as previous lighting has attracted antisocial behavior in the park at all hours of the morning. And please keep the new playground free of skateboards.
Definitely needs more shade or move the equipment utilising the shade of the beautiful fig tree
Lack of shade and bbq/picnic facilities More gardens, particularly productive type gardens would be nice
the current park doesn't address the current target market with the lack of engaging and interesting play areas
Lack of parking access.
I posted on facebook a great park I saw recently in Randwick - Figtree Pocket Park , which would be amazing in this space. A smaller version of this.... <a href="https://goo.gl/maps/RmBENazoZ1LQ2cQN7">https://goo.gl/maps/RmBENazoZ1LQ2cQN7</a>
Shade would allow for longer play times especially in the warmer months.
No shade or nin wood chips area for babies to play while older kids are on playground. No water bubbles.
Lack of equipment variety that is appropriate for all ages
The spinning tyre is too hard. The playground needs more challenges for kids to play around. They always want to climb in the tree, maybe you could make something like a trail with a tree house.
Lack of equipment to cater for a variety of ages and size demand of its location for the amount of children wanting to access it. Research Tamworths playground and that wins everyone's vote! It is incredible! Water park and individual age areas

**From:** [Bronwyn Davies](#)  
**To:** [Council](#)  
**Subject:** Town Green Upgrade  
**Date:** Friday, 27 November 2020 9:06:10 PM

---

I recently travelled down the east coast of QLD from Townsville.

In all the cities they have free, marvellous water parks for the children.

Having a water park with a fire boat, cannons, water slides etc would attract tourists and our local children.

A fire boat could be dedicated to all our fire people and volunteers that bravely fought the 2019/2020 bush fires.

Mackay has recently refurbished the water park and it's wonderful.

Laurieton would like to have one of these water parks too.

Warm Regards  
Bronnie Davies  
0416 074 509

**From:** [Jacqueline Rider](#)  
**To:** [Community Engagement Education](#)  
**Subject:** Town Green Playground project feedback  
**Date:** Tuesday, 1 December 2020 12:24:54 PM

---

### Town Green Playground redevelopment Feedback

Hi,

I have 3 requests regarding the redevelopment of the playground,

- **No lighting to be included to the playground.** Previously when the playground had floodlights lighting the playground it encouraged many late night gatherings, mostly intoxicated people, and mostly trying to damage the play equipment. Please don't encourage the use of the playground at night.
- **Major pruning of the Fig tree.** Canopy reduction and thinning to let some filtered sun onto the area. Currently when it rains it is a very muddy unusable area. Major limb reduction and canopy thinning would make the area much more inviting and visually pleasing.
- **Make the area skateboard proof.** Currently Town Green is a haven for skateboarders day and night. Please ensure all areas of the playground cannot be used by skateboarders .

Thanks, and looking forward to this outdated and now very messy area getting a much needed redevelopment

*Jacqueline Rider*  
*59 Clarence St*  
*Port Macquarie NSW 2444*  
*0438081764*

**From:** [Jacqueline Cudmore](#)  
**To:** [Council](#)  
**Subject:** Town Green Up Grade Kids Area  
**Date:** Friday, 4 December 2020 12:06:47 PM

---

Good afternoon

I do hope this email finds you well and busy.

Here at Chop n Chill we are very excited about the new upgrade!

All that we ask is that could you please remove the garbage bins out the front of CnC. We have asked numerous times as they just plain STINK and when the wind blows the stench comes straight into our restaurant.

Like I have stated above, we are very excited and just ask that you be considerate to our business and local patrons to the garbage bins.

Kindest Regards

Jacqui

--



**From:** [Tim Veness](#)  
**To:** [Olivia Lawler](#)  
**Subject:** FW: Town Green playground project feedback  
**Date:** Wednesday, 2 December 2020 1:26:42 PM

---

FYI

**Tim Veness**

Project Manager  
Infrastructure Project Delivery



p (02) 6581 8046

m 0428 169 180



---

**From:** graham johnstone <[johno333@bigpond.net.au](mailto:johno333@bigpond.net.au)>  
**Sent:** Wednesday, 2 December 2020 1:14 PM  
**To:** Tim Veness <[tim.veness@pmhc.nsw.gov.au](mailto:tim.veness@pmhc.nsw.gov.au)>  
**Subject:** RE: Town Green playground project feedback

Hi Tim,

Thanks for the prompt response. In regards to the playground lighting, I live in the Quay North apartments overlooking the playground. While the playground has been previously lit up at night, especially in the summer months, there is always partygoers at all hours of the morning as I mentioned intent on damaging play equipment. I don't see the need to have a playground illuminated all hours of the night, it just invites trouble.

Thanks again Tim

*Graham Johnstone*  
59 Clarence St  
0414704516

---

**From:** Tim Veness [<mailto:tim.veness@pmhc.nsw.gov.au>]  
**Sent:** Wednesday, December 2, 2020 12:46 PM

**To:** [johno333@bigpond.net.au](mailto:johno333@bigpond.net.au)  
**Cc:** Olivia Lawler  
**Subject:** RE: Town Green playground project feedback

Hi Graham,

Thank you for providing comments for the proposed Town Green Playground upgrade.

These comments will aid in delivering a community focused play space. In particular, your comments on lighting is something we are currently discussing and will enable further discussion on resolving suitable solution.

Cheers.

**Tim Veness**

Project Manager  
Infrastructure Project Delivery



p (02) 6581 8046  
m 0428 169 180



---

**From:** graham johnstone <[johno333@bigpond.net.au](mailto:johno333@bigpond.net.au)>  
**Sent:** Wednesday, 2 December 2020 12:39 PM  
**To:** Tim Veness <[tim.veness@pmhc.nsw.gov.au](mailto:tim.veness@pmhc.nsw.gov.au)>  
**Subject:** Town Green playground project feedback

Hi Tim,

Great to see the exciting changes / ideas proposed for the new playground.

I would like to offer a few suggestions.

The first being can we at all cost keep the new playground free of skateboarders. Please keep this area skateboard proof. Skateboarders frequent the Town Green now making it very unsafe for people, especially the elderly. This is not meant to be a skateboard area.

Secondly, the existing playground was equipped with 2 large floodlights that illuminated the play area ALL night. This attracted mostly drunken antisocial behaviour ...at all hours of the morning, whilst also trying to damage the play equipment. They were attracted to the playground because of the floodlight area. Please no lighting in the playground. Playground should close at sunset, I don't see any reason to encourage people to attend a floodlight playground at midnight. Note some uplighting to the Fig is proposed in the design, this shouldn't attract partygoers .  
Thirdly, regarding the large Fig, I think it requires significant canopy thinning, with selected limbs being removed. This would create much more filtered sunlight to the play areas and reduce the now very muddy unusable area around the base of the tree after any rain.

I hope these comments can be considered. Looking forward to a much needed new playground next year.

*Thanks*  
*Graham Johnstone*  
*59 Clarence St*  
*0414704516*

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**From:** [Amy Zhang](#)  
**To:** [Lisa Essex-Evans](#)  
**Cc:** [Council](#)  
**Subject:** Attention: My suggestions to Town Green Playground Upgrade - Community Consultation  
**Date:** Wednesday, 25 November 2020 5:01:49 PM

---

Hi Council Staff,

Sorry, I couldn't attend the pop session to put my ideas into Playground Upgrade because I am busy with work and looking after a 1.5 yrs old toddler. Therefore, I missed the pop-up session.

My suggestions are adding more play equipments for the younger children and the older children.

For younger children > sensory play experience > xylophone on the wall or creat something that the little ones can fiddler around like a wheel.

A smaller, colourful and multi- functional slide is good to add on the park. Aged 1-8 years can have the opportunity to get on.

The current blue one is too high and too wide steps on the ladder that the smaller kids' legs are not longer enough to climb. The current blue one is only suitable for aged 5-9 years old kids.

The current blue coloured painted ladder needs a bit of maintenance, a bit of paint, top up a bit of sand in the trough. Topping up some wooden chips down at the playground will be nice. Otherwise, the red coloured soil will get on everyone's cloths when they sit or fall on it.

For toddlers > peer playing > a nice seesaw

For safety reasons, it maybe worthwhile fencing the play area.

I don't know whether the upgrade playground is welcomed by kids with disabilities. If so, maybe some play equipment especially for kids who have disabilities can be included.

Thanks so much for reading this email!

If you have any questions, please don't hesitate to give me a call on my mobile:  
0412667720.

Kind regards,  
Amy Zhang  
Residents of Port Macquaire

Sent from my iPhone

On 16 Nov 2020, at 3:18 pm, Lisa Essex-Evans <[Lisa.Essex-Evans@pmhc.nsw.gov.au](mailto:Lisa.Essex-Evans@pmhc.nsw.gov.au)> wrote:

Hi Amy

Here are the details for the Town Green Playground community consultation pop up sessions. This is being run through our Community Engagement team, if you have any further enquiries prior to the sessions please contact them via email:- [council@pmhc.nsw.gov.au](mailto:council@pmhc.nsw.gov.au) or 02 6581 8111.

<image007.jpg>

Regards

Lisa

**Lisa Essex-Evans**

Administration Officer (Parks & Reserves Event Processing)  
Recreation, Property & Buildings  
Development and Environment Services  
(02) 6581 8111

<image003.jpg>

<image004.jpg>

<image005.jpg>

<image006.jpg>

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**Hand-drawn Site Plan:**

- Hashins River:** Located on the left side of the plan.
- For older kids + school kids:** Located on the left side of the main play area.
- For Babies + Small Toddler:** Located on the right side of the main play area.
- Signs:**
  - E.g. Do not stand on the Swings
  - Do not stand on baby playing equipment.
  - See Saw
  - Space ring
  - Blue spider crawl, Monkey Bar, slide (Require maintenance)
- Equipment Suggestions:**
  - Flower cup
  - Green Animal Rocking Chairs
  - Spider web
  - Babies slides
- Other notes:** "poor" (with a small square icon) and "Fence" (with a small square icon).

**Photographs included in the plan:**

- A large tree in the center of the plan.
- A photo of a large, colorful flower-shaped play structure.
- A photo of a tall, multi-level play structure with slides.
- A photo of a play structure with a spider web theme.

**My suggestions to Town Green Playground Upgrade 2019 - Community Consultation**

My suggestions are:  
1. Separate play area into two sections: one section for babies and smaller toddler and another section for bigger kids and school children.

2. Adding more play equipment for the younger children and the older children.

**For younger children:**  
Adding flower cup, spider webs, a smaller and colourful slides for little children, Or sensory play experience > xylophone on the wall that can make a sound or create something that the little ones can fiddle around like a wheel.

**For bigger kids and older children:**  
The current blue slide needs some care, new blue paint and paint the wooden deck and wooden blue ship and topping up the sand in the trough

3. Topping up some wooden chips down at the playground will be nice. For toddlers  
4. A nice seesaw

5. If possible, remove the blue slides and replace a multifunctional slide that the babies and toddler can all play.

6. The green animal rocking chair also requires some paint and care.

For safety reasons, fencing the play area.

I don't know whether the upgrade playground is welcomed by kids with disabilities. If so, maybe some play equipment especially for kids who have disabilities can be included. For example: adding a disability accessible swing and ensure the entrance is disability people friendly.

Adding signs at the entrance to the park. E.g. Please don't stand on the baby swing or the two swings. Please do not stand on the green animal rocking chair. Please supervise your kids at all times. Please wait until your turn to play the equipment. Please take care of your playground - Do not littering!

Thanks so much for reading this document.  
If you have any questions, please don't hesitate to give me a call on my mobile: 0412607720.

Kind regards,  
Amy Zhang  
Residents of Port Macquarie.



## **My suggestions to Town Green Playground Upgrade 2019 – Community Consultation**

My suggestions are:

1. Separate play area into two sections: one section for babies and smaller toddler and another section for bigger kids and school children.
2. Adding more play equipment for the younger children and the older children.

### **For younger children:**

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Or sensory play experience > xylophone on the wall that can make a sound or create something that the little ones can fiddler around like a wheel.

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Please supervise your kids at all times. Please wait until your turn to play the equipment. Please take care of your playground - Do not littering!

Thanks so much for reading this document.

If you have any questions, please don't hesitate to give me a call on my mobile:  
0412667720.

Kind regards,

Amy Zhang  
Residents of Port Macquaire

**From:** [Katherine Halling](#)  
**To:** [Council](#)  
**Subject:** Town green play area upgrade  
**Date:** Friday, 27 November 2020 1:04:22 PM

---

Hello

I would like to suggest as a preschool educator and grandmother following along the lines in a sensory area in Bain park Wauchope also a water play area perhaps thinking along the lines of the ones in QLD . please move away from hot slides and standouts that hide needles and sharp broken glass. Also we need to ensure plenty of shade areas the tree is awesome but we need more across the play area please

Thankyou  
Katherine Halling

**From:** [Michelle O'Brien](#)  
**To:** [Council](#)  
**Subject:** Town Green Playground  
**Date:** Sunday, 29 November 2020 1:46:55 PM

---

To whom it may concern

I would really like to see a fenced playground area for young children and a Ninja Course (like the new one that has just been approved at Ruins Way?) and climbing area for older children in the upgrade

To the town greens playground area.

A ninja course would also be excellent near the skate park so that families can keep all their children happy.

Regards

Michelle

Sent from [Mail](#) for Windows 10

## Town Green West Playground Upgrade

Created on December 08, 2020

What kind of play experiences would you like to see in the playground?

71 answers

A vertical list of ten dark grey rectangular bars, each representing a redacted answer to the question about play experiences.

What theming would you like to see at Town Green Playground?

71 answers

A vertical list of four dark grey rectangular bars, each representing a redacted answer to the question about theming.

### Any other comments on the Town Green Playground Upgrade?

35 answers

Something like south bank park in Brisbane

Something that is toddler friendly please!

Please make a big adventure playground. Too many little basic ones around. Look at QLD or SA.

Autism friendly playground. Sensory friendly, calm spots and climbing equipment please.

-No wood chips - Slides built into a hill (tunnels underneath) - Climbing frames for kids 2 and up - 4 swings - 2 toddler and 2 older children as toddlers are one of the main groups to utilise space - natural play equipment with climbing and balancing rocks - bike path around park - fence around it

Good parents seating incorporated throughout the park, play for all ages,

Much more seating available, provide a separate area for younger children to play like toddlers.

Great job! The town green foreshore is looking dynamite!

1. Provide shade! (Shade clothes) 2. Less plastic and colourful materials that break and age terribly. More natural materials. 3. Space for each age group. An area for quiet/younger children/lower equipment and then an area for older children (including active challenging options like shown above)

Waterplay! DONT mix bark and sand, it just becomes a mess. More soft fall as its cleaner and less messy. As this is probably one of the main parks in town (busiet), a huge variety of activities to cater for different ages and abilities and number of children. Suggestions: waterplay, slides multiple, swings (LOTS), trampolines, spinners/merrygoround, climbing, tunnels, flying fox, monkey bars, musical activities, bike/scooter track around fig tree, cubby house incorporated into fig tree.

Bubblers, Mini trampolines, more swings, more tunnels, better slides

Don't get rid of the fig tree please!

Provide play for all ages.

An Indigenous statue to rival/compliment the Sir Edmund Barton (the racist) statue

Something that is good for the older kids as well - they really miss out on the play equipment and the one at Westport is already designed for the little ones.

I think incorporating water play and STEM like activities would be great. Darling Harbour and a lot of locations in QLD have done this and it would be perfect for our year round sunny climate

Please don't let it spoil or detract from such a wonderful, peaceful place

Water play

A fence around the play ground for the younger children who can run away so close to the water would be great.

Water play would be great and maybe even a fence some how

Please make the park shaded and gated for the safety of the kids.

Please don't remove the big fig!

Shade shade shade please. Shade from trees are not enough.

Put a water type park in the kids would love it

Disability access ramps and additional amenities to the town green area  
Additional seating around for parents families Shade cloth and soft fall- get rid of the sand pit

Including all people, little, young, old and people who has ever disability. I would like to ask for a pathway of cobblestone/oval stone. It is believed to promote blood circulation and help with metabolism. While I am minding the children in the playground, I spend a few minutes walking on the cobblestone a strip of pathway.

Anything more natural for older children as well as younger would be great.

Would love to see incorporation of wet area / water play.

Water bottle, bubler, dog bowl combo. Proper shade cloth over the park. Sensory play and giant flying fox

The park needs to have lots of shade as I have seen at slot of parks around port there is no enough shade and the equipment gets too hot for the kids. Also needs to include some kind of water play and a little toddle track so they can ride their bike scooters etc Thank you

Provide shaded play area

Seating with backs that is in the shade and faces play areas is critical for breastfeeding mothers. Please ensure our public spaces are breastfeeding friendly <https://theconversation.com/heres-how-to-make-our-cities-breastfeeding-friendly-110176>

Would love to see water play area also!

Challenge spaces for tweens and teens that consider the success of games from shows like Ninja Warrior and mental games from TV shows like Survivor or Minute to Win It would be really engaging. Also having the ability to rotate such games on a cyclical basis would help to retain interest over time.

Include the treehouse



Facebook story analytics for the first story.

**Interactions** ①

7  
Actions taken from this story

Replies	1
Profile visits	2
Website clicks	3
Get Directions	1

**Discovery** ①

145  
Accounts reached with this story

Impressions	145
Follows	N/A
Navigation	168
Back	6
Forwards	130
Next story	19
Exited	13



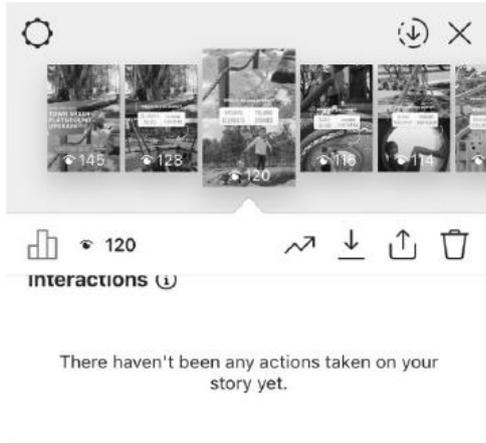
Facebook story analytics for the second story.

There haven't been any actions taken on your story yet.

**Discovery** ①

128  
Accounts reached with this story

Impressions	128
Follows	N/A
Navigation	123
Back	22
Forwards	86
Next story	6
Exited	9

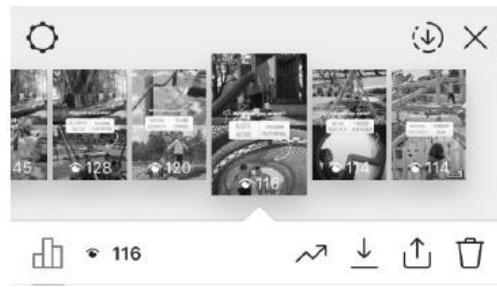


Discovery

120

Accounts reached with this story

Impressions	120
Follows	N/A
Navigation	130
Back	30
Forwards	96
Next story	4

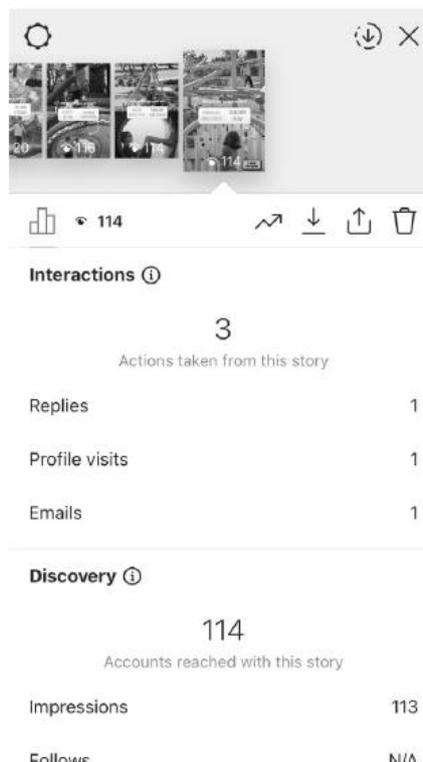
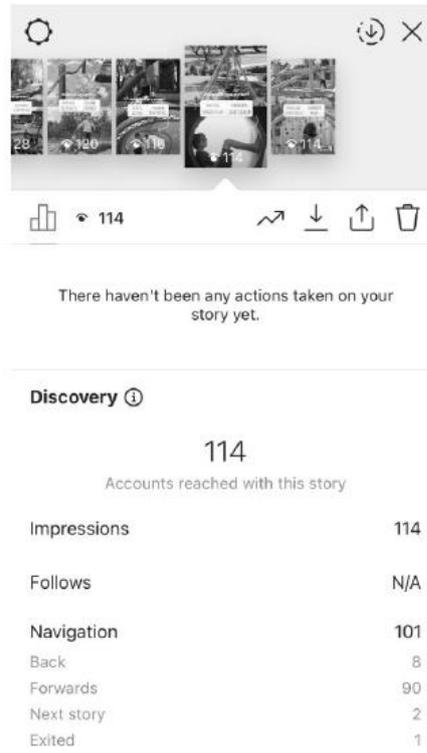


Discovery

116

Accounts reached with this story

Impressions	116
Follows	N/A
Navigation	111
Back	18
Forwards	88
Next story	4
Exited	1





 connectpmh



connectpmh Town Green Playground Upgrade! Come down and see us until 6:30pm!

Nov 27, 2020

## Post Performance

### Interactions (i)

14

Actions taken from this story

Shares	8
Replies	5
Profile Visits	1

### Discovery (i)

133

Accounts reached with this story

Impressions	186
Follows	1
Navigation	123
Back	4
Forward	69
Next Story	24
Exited	26



Facebook post interface for Elizabeth Brennan, Admin, dated November 27 at 1:00 PM. The post text reads: "Our much-loved Town Green Playground is getting an upgrade! 🎉 What do you want to see at the new playground? Let us know your thoughts so we can create a vibrant and inclusive space for our community. You can also come down and chat to us at our pop-ups on: Friday 27 November (today!), 3:30pm-6:30pm; Saturday 28 November, 2pm-5pm; Wednesday 2 December, 10am-1pm. Find out more information and take our short survey at: [haveyoursay.pmhc.nsw.gov.au/town-green-playground](http://haveyoursay.pmhc.nsw.gov.au/town-green-playground). The Town Green West Upgrade (stage 1 and 2) is a \$2 million investment with \$1.5 million from the Australian Government through a Community Development Grant and \$500,000 contributed by the Town Centre Master Plan Committee (through contributions levied on commercial property owners within the CBD). See Less". The post shows 8 likes and 2 shares, with a comment input field at the bottom.

**Port Macquarie-Hastings Council**  
6d · 🌐

Tomorrow is your last chance to give us your feedback on the new Town Green Playground!

Share your thoughts in our survey on how we can create a vibrant, inclusive play space for everyone to enjoy 😊  
<https://fal.cn/3c87R>

Survey closes Friday 11 December.

\*The upgrades to Town Green West, including the Town Green Playground is a \$2.4 million project, with \$500,000 provided by the Town Centre Masterplan Committee (through contributions levied on commercial property owners within the Port Macquarie CBD). The Australian Government has provided \$1.5 million through a Community Development Grant, and an additional \$400,000 through the Bushfire Local Economic Recovery Fund to deliver the Bicentennial Walkway, which is jointly funded with the NSW Government.



SURVEY.APP.DO  
**SURVEY: TOWN GREEN WEST PLAYGROUND UPGRADE**  
As the second stage of the Town Green West Upgrade, our popular Town...

2,950 People reached      297 Engagements      **Boost Post**

👤 Jadie Claes, James Thomas and 9 others      4 Comments 2 shares

👍 Like      💬 Comment      ➦ Share      ⋮

Performance for your post

2,950 People Reached

25 Likes, Comments & Shares 🌐

13 Likes	11 On Post	2 On Shares
----------	------------	-------------

10 Comments	8 On Post	2 On Shares
-------------	-----------	-------------

2 Shares	2 On Post	0 On Shares
----------	-----------	-------------

272 Post Clicks

0 Photo views	93 Link clicks	179 Other Clicks 🌐
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NEGATIVE FEEDBACK

2 Hide post      0 Hide all posts

0 Report as spam      0 Unlike Page

Reported stats may be delayed from what appears on posts

12/7/2020

(5) Creator Studio

Reported stats may be delayed from what appears on posts

**Post Details**

**Port Macquarie-Hastings Council**  
27 November ·

Town Green playground is due for an upgrade!  
#haveyoursay with how you want the park to look via our online survey, or, in person at one of our three pop-up sessions at Town Green.  
Come along and tell us your ideas... See more



**13,549**  
People reached

**1,574**  
Engagements

Boost post

Jodi McFall, Robyn Leonard and 69 others · 48 Comments 6 shares

Like
Comment
Share

**Performance for your post**

---

**13,549** People Reached

---

**166** Reactions, comments & shares

<b>71</b> <small>Like</small>	<b>65</b> <small>On post</small>	<b>6</b> <small>On shares</small>
<b>6</b> <small>Love</small>	<b>6</b> <small>On post</small>	<b>0</b> <small>On shares</small>
<b>83</b> <small>Comments</small>	<b>73</b> <small>On Post</small>	<b>10</b> <small>On Shares</small>
<b>6</b> <small>Shares</small>	<b>6</b> <small>On Post</small>	<b>0</b> <small>On Shares</small>

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**1,408** Post Clicks

<b>20</b> <small>Photo views</small>	<b>119</b> <small>Link clicks</small>	<b>1,269</b> <small>Other Clicks</small>
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**NEGATIVE FEEDBACK**

<b>3</b> Hide post	<b>0</b> Hide all posts
<b>0</b> Report as spam	<b>0</b> Unlike Page

Reported stats may be delayed from what appears on posts

https://business.facebook.com/creatorstudio/content\_posts

1/1

12/17/2020

(9) Port Macquarie-Hastings Council | Facebook



13,601 People reached      1,583 Engagements      Boost Post

71      75 comments 6 shares

Like    Comment    Share

All comments

Comment as Port Macquarie-Hastings Cou...

**Jess Bourne**  
Incorporating a water playground similar to darling harbour in Sydney would be amazing!!  
Like · Reply · Message · 2 w      25

**Elizabeth Gough**  
Facilities for the disabled would be wonderful and include sensory play for the blind.  
Like · Reply · Message · 2 w      10

**Jill Howard**  
We had a perfect natural water and park environs at Lake Cathie. Loved by, and used by, the whole district. Fabulous for families. But you've let it die. How about a permanent fix?  
Like · Reply · Message · 2 w      7

**Port Macquarie-Hastings Council**  
Thanks for the feedback so far! Thought we'd jump in to update you regarding water play for this park.  
Due to the cultural significance of the site and the mitigation measures in place to protect the site, construction depth at the site will be restricted. Equipment foundations will need to be shallow and laying of underground pipes will be restricted, meaning tall structures and water play areas won't be part of the new playground.  
We've currently got our fun thinking hats on to come up with a new plan that will make this park exciting for the kids. So keep your ideas flowing! Your input is important.  
Like · Reply · Commented on by Comms Admn · 2 w      8

**Angie Keating**  
Port Macquarie-Hastings Council what about the irrigation sprinklers installed in the turf along the whole grasses area? Isn't that similar in design? Water play would be so amazing down there.  
Like · Reply · Message · 2 w      2

**Tahniah Kelly-buchanan**  
Port Macquarie-Hastings Council definitely need to included water play into the park and a track for



https://www.facebook.com/pmhc2444

41/49

12/17/2020

(9) Port Macquarie-Hastings Council | Facebook



Like · Reply · Message · 2 w

**Connie Windhorse**  
Port Macquarie-Hastings Council so any substantial structures including swings won't be possible as they need to be anchored into the ground. Would that be true ? How deep or shallow are we talking please.

Like · Reply · Message · 2 w

**Coastal Shane**  
Port Macquarie-Hastings Council If not there how about Westport Park?  
Surely if they can build one at Tuncurry we can do the same here.

Like · Reply · Message · 2 w

**Linda Cook Aces**  
Port Macquarie-Hastings Council disability and wheel chair inclusive PLEASE

Like · Reply · Message · 2 w

**Port Macquarie-Hastings Council**  
Hi **Angie Keating**, thanks for your question. The irrigation and new turf has been placed within filled areas, meaning there was no excavation into the heritage layers. Irrigation pipes are also significantly smaller in diameter compared to drainage pipes that would be required to facilitate water play areas.

Like · Reply · Commented on by **Comms Admn** · 2 w

**Port Macquarie-Hastings Council**  
Hi **Connie Windhorse** yes that is correct. However, in lieu of piered footings, pad footings can be used for most structures. To prevent entering into the heritage layers, the footing depth is approximately 400-500mm max from the finished surface. Existi...  
**See more**

Like · Reply · Commented on by **Comms Admn** · 2 w

Reply as Port Macquarie-Hastings Co... [Profile icons]

**Sam Buchanan**  
Yes! Water playground please!

Like · Reply · Message · 2 w

**Belinda Schubert**  
the wood chips are not kid friendly especially the little ones, picking splinters out of little ones feet, hands and clothing is not fun. A friendly surface and facilities for smaller children especially for those children just learning to walk would be great

Like · Reply · Message · 2 w

**Chelsea Ellis**  
**Belinda Schubert** and some shade too!

Like · Reply · Message · 2 w

**Belinda Schubert**  
**Chelsea** absolutely

Like · Reply · Message · 2 w

Reply as Port Macquarie-Hastings Co... [Profile icons]

**Paige Buddee**  
Water Playground For Sure..Please & Thankyou!

Like · Reply · Message · 2 w

**Kayla Hall**  
We need shade at our parks

Like · Reply · Message · 2 w

**Rachel Waind**  
Perfect spot for water play and something that

https://www.facebook.com/pmhc2444



42/49

12/17/2020

(9) Port Macquarie-Hastings Council | Facebook



-  **Naomi Wyndham**  
Water playground would be fabulous!  
Like · Reply · Message · 2 w 👍 1
-  **Fionnuala Dixon**  
Yes, a water playground would add life  
Like · Reply · Message · 2 w 👍 6
-  **Zee Bee**  
The railway park in Lismore or the park in Tamworth are both awesome. Suggest looking at them for inspiration.  
Like · Reply · Message · 2 w
-  **Aishling Keary**  
As long as there are toilets close by and there is SHADE provided we'll be happy 😊  
Like · Reply · Message · 2 w 👍 1
-  **Yvonne Fosse**  
Musical instrument equipment, so it's utilised by children of all abilities and mobilities.  
Like · Reply · Message · 2 w 👍 2
-  **Alexei Watson**  
The best kids playground I've taken my girls to is Tamworth's. The nearby cafe was heaving with parents as well.  
I will fill out the survey 🙌  
Like · Reply · Message · 2 w · Edited 👍 1
-  **Michaela Delaforce**  
**Alexei Watson** totally agree  
Like · Reply · Message · 2 w
-  Reply as Port Macquarie-Hastings Co... ■ ■ ■ ■
-  **Mary Cas**  
Telegraph Point park desperately needs an upgrade, the town green park is better than what we have!  
Like · Reply · Message · 2 w 👍 3
-  **Gavin Willows**  
It's great the way it is Lake Cathie however is a Trainwreck spend the money there  
Like · Reply · Message · 2 w 👍 1
-  **Kaz Garrett**  
Yes, I agree, a free water playground like they have elsewhere. Lots of them in QLD. Need it with these summers  
Like · Reply · Message · 2 w 👍 4
-  **Cassandra Crawley**  
A playground like south bank Brisbane would be amazing!!  
Like · Reply · Message · 2 w 👍 1
-  **Hilda Hanna**  
I ask the same waterpark for the kids  
Like · Reply · Message · 2 w 👍 1
-  **Naomi Louise Boyd**  
Water park would be a fantastic idea as port has nothing like that  
Like · Reply · Message · 2 w 👍 1
-  **Daniel Strangeway**  
**Naomi Louise Boyd** they should build a lagoon like we have up here with a park next to it  
Like · Reply · Message · 2 w
-  Reply as Port Macquarie-Hastings Co... ■ ■ ■ ■
-  **Paul Hedley**  
There are other towns in the shire that need things



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43/49

12/17/2020

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-  **Donna Bulley**  
**Paul Hedley** like lake Cathie  
 Like · Reply · Message · 2 w  5
-  **Sandra Flemming**  
**Paul Hedley**  
 Yes i agree,what about kendall  
 Like · Reply · Message · 2 w  1
-  **Deen Stephen**  
**Paul Hedley** it is called Port Macquarie Council  
 because that's where most of the money is spent.  
 Like · Reply · Message · 2 w
-  Reply as Port Macquarie-Hastings Co...    
-  **Lisa Willows**  
 Please keep the trees 🌲  4  
 Like · Reply · Message · 2 w
-  **Skye Austin**  
 Something aimed for babies and toddlers. Like a mum  
 and bub swing, small little climbing equipment and  
 SHADE.  
 Like · Reply · Message · 2 w  2
-  **Erin Thompson**  
 Agree finish the one near the skate park it was supposed  
 to have a waterpark and it got a new bike track that was  
 made poorly I might say.  
 Like · Reply · Message · 2 w  1
-  **Bonita Leeson**  
 Couldn't agree more Su. One where the water runs out of  
 an elevated tap so kids can stand under it and paddle in  
 the area which collects it. Saw one in Q. and the kids  
 loved it!  
 Like · Reply · Message · 2 w
-  **Coastal Shane**  
 I'm with everyone else in regards to a water park or a  
 water play area 👍  
 Children love these & we no longer have any areas like  
 this since peppermint park closed.  
 If it can't be built at the town green surely it could be  
 done so where else like Westport park.  
 Like · Reply · Message · 2 w
-  **Katherine Halling**  
 Definitely a water and sensory area not the sand as it  
 hides sharp objects often  
 Like · Reply · Message · 2 w  4
-  **John Horsley**  
 Have look at Vera's Waterpark at The Entrance for  
 inspiration  
 Like · Reply · Message · 2 w  1
-  **John Clugston**  
**John Horsley** definitely. Lots of upkeep though  
 Like · Reply · Message · 2 w
-  **John Horsley**  
**John Clugston** oh is that what sent CC council  
 broke? 😞😞  
 Like · Reply · Message · 2 w
-  **Rachel Waind**  
 Oh wouldn't that be amazing  
 Like · Reply · Message · 2 w  1
-  Reply as Port Macquarie-Hastings Co...    
-  **Danielle Fazzolari**  
 4 swings instead of 2, more than one slide and steps that  
 toddlers can actually climb up to the slides. Definitely  
 Like · Reply · Message · 2 w  1

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**Samantha Mullard**  
you definitely need make some of the play equipment for little children. Because my daughter when there and she couldn't play on anything and she is almost 3 years old.

Like · Reply · Message · 2 w



**Ash Ray-Mal**  
Water play. SHADE

Keep the stupid trip hazard rocks out, use soft plants not plants that will cut little fingers and keep it relatively level, not all hilly and steps to trip on. Make it kid friendly not just for looks. Kids dont want mosaic fish to trip on. They want soft ground to run on be it grass or wood chip. It can still look good and BE SAFE. like the stupid pelican spring thing that was removed because the point on the pelicans head jabbed into little eyes as they rocked back and forth, think a little before putting these unsafe equipment in. Make it young kid friendly too, not all climb frames and monkey bars 6 ft off the ground.

Flying foxes seem to be very popular.

Like · Reply · Message · 2 w



**Matty Garnett**  
More than just two swings for a start and no wood chips. Had one snap off in my daughters foot at that park 2 years ago, wasn't fun.

Like · Reply · Message · 2 w · Edited



**Elle Grace**  
**Matty Garnett** they just topped it up too!

Like · Reply · Message · 2 w



**Matty Garnett**  
**Elle Grace** I noticed that last weekend!

Like · Reply · Message · 2 w



Reply as Port Macquarie-Hastings Co...



**Arijaana Van Hoom**  
Wading pool would be great for children.

Like · Reply · Message · 2 w



**Carole Rosenbaum**  
Water Park at Town beach would be awesome

Like · Reply · Message · 2 w



**Raymond Weatherby**  
Finish the one that was supposed to be finished mid way through the year at town beach near breakwall hq

Like · Reply · Message · 2 w



**Rosemary Clarke**  
Make it a water park

Like · Reply · Message · 2 w



**Audrey Coxon**  
Absolutely, Jill Howard it's time now before it's too late!

Like · Reply · Message · 2 w · Edited



**Su Moy**  
Definitely a water park area in it.

Like · Reply · Message · 2 w



**Taylah Humphreys**  
Shade waterplay and fenced off

Like · Reply · Message · 2 w



**Leah Shelley-Rumble**  
**Taylah Humphreys** I second this

Like · Reply · Message · 2 w



**Ashlee Weigel**  
**Taylah Humphreys** yes fully fenced would be great!

Like · Reply · Message · 2 w



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- 

**Tiffany Anderson**  
Water play  
Like · Reply · Message · 2 w
- 

**Andy Anderson**  
**Kerrie Anderson**  
Like · Reply · Message · 2 w
- 

**Sarah Fone**  
**Briohny Buru Dylan John Fone Saki Shinohara Fone**  
Like · Reply · Message · 2 w 
- 

**Kelly Morrison**  
A fence so they can't run off to the water every 10 seconds  
Like · Reply · Message · 1 w
- 

**Jenna Blanch**  
Perhaps a picket fence or something to enclose the play area. No wood chips, they aren't soft. Some people are asking for a water park but if there are restrictions on this then perhaps something that provides a bit of water fun like randomised water spouts coming out of a non slip surface for kids to enjoy running through. And if kids can climb up something to go down a slide, please make it so the slide is the only side they can go off. Too many places are not safe in that aspect  
Like · Reply · Message · 2 w 
- 

**Coastal Shane**  
<https://www.facebook.com/106858047826869/posts/173554157823924/>  
Like · Reply · Message · 2 w
- 

**Maureen Brown**  
Lake cathie is always getting a new playground . Lots of upgrades out there very often . Port Macquaries . Town square has been run down for a long time. Be fair people?  
Like · Reply · Message · 2 w 
- 

**Jill Howard**  
**Maureen Brown** happy to have new playground, shame it sits beside a toxic lake.  
Like · Reply · Message · 2 w 
- 

**Debbi Phillips**  
just like the new fish cleaning table at the toxic lake, surrounded by warning signs not to eat the toxic fish 🐟 gotta love an upgrade!  
Like · Reply · Message · 2 w · Edited 
- 

**Kylie Willows**  
Maureen, people are referring to fixing the ecological disaster at Lake Cathie, not building a new playground.  
Like · Reply · Message · 2 w
- 

**Maureen Brown**  
**Debbi Phillips** that's good to know.  
Like · Reply · Message · 1 w
- 

Reply as Port Macquarie-Hastings Co... 
- 

**Nicole Brown**  
<https://g.co/kg/FKZCJY>  
 **GOOGLE.COM**  
The Entrance Waterfront Playground - Google Search  
Like · Reply · Message · 2 w 
- 

**Naomi Lyons**  
<https://goo.gl/maps/RwY7Xq2ZpnUP8q8p7>



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9



Like · Reply · Message · 1 w



**Naomi Lyons**

A smaller version of this park in Randwick 'Figtree Pocket Park' would be so nice around our fig tree.

Like · Reply · Message · 1 w



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[Write a comment..](#)



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**Port Macquarie-Hastings Council**  
Published by Falcon.io · 10 December at 17:00 ·

Tomorrow is your last chance to give us your feedback on the new Town Green Playground!

Share your thoughts in our survey on how we can create a vibrant, inclusive play space for everyone to enjoy 😊  
<https://fal.cn/3c87R>  
S... See more



SURVEY.APP.DO  
**SURVEY: TOWN GREEN WEST PLAYGROUND UPGRADE**  
As the second stage of the Town Green West Upgrade, our popular...

2,954 People reached	297 Engagements	Boost Post
-------------------------	--------------------	------------

11 8 comments 2 shares

Like Comment Share

All comments

Comment as Port Macquarie-Hastings Cou...

**Brian Stephens**  
What are you doing about Lake Cathie???

Like · Reply · Message · 6 d 1

**portanglicansoupkitchen**  
Love to have disable friendly amenities and access to the playground... as well as equipment that can be utilised by all

Like · Reply · Message · 6 d 2

**portanglicansoupkitchen**  
**portanglicansoupkitchen** showers may be a good idea with a token system available at a close by location

Like · Reply · Message · 6 d 1

**Port Macquarie-Hastings Council**  
**portanglicansoupkitchen** This is good input! Please submit your ideas via a really quick online survey <https://fal.cn/3c87R>

Like · Reply · Commented on by Comms Admn · 6 d 1

Reply as Port Macquarie-Hastings Co...

**Deborah Dinham**  
Duplicate the new one near the point drive, Inneslake. It's a good one.

Like · Reply · Message · 6 d

**Port Macquarie-Hastings Council**  
Thanks for sharing your ideas Deborah 😊  
Inneslake is a good park! Please submit your ideas via a really quick online survey <https://fal.cn/3c87R>

<https://www.facebook.com/pmhc2444>

15/19

12/17/2020

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Reply as Port Macquarie-Hastings Co...    

**Tim Banks**  
I suggest using council funds to buy more toilet facilities please. The current two electronic toilets near Centrelink which self clean and the third toilet which is for the disabled are inadequate for the town's needs and population. 😞

Like · Reply · Message · 6 d 👍 1

**Author**  
**Port Macquarie-Hastings Council**  
Tim Banks thanks for sharing your thoughts, we value your suggestion! Head over to our 'Have Your Say' website to submit your feedback. We are working towards a more connected community, and making sure the towns facilities meet the expectation of the community.  
<https://haveyoursay.pmhc.nsw.gov.au/>

HAVEYOURSAY.PMHC.NSW.GOV.AU  
Port Macquarie-Hastings Council Have Your Say

Like · Reply · Commented on by Comms Admn  · Remove Preview · 6 d

Reply as Port Macquarie-Hastings Co...    

[Write a comment...](#)

**Port Macquarie-Hastings Council**  
Published by Comms Admn  · 9 December at 16:50 · 

We're live right now for the December Council Meeting. Click the YouTube link to watch along with us.  
<https://youtu.be/EklGamcKjgk>



## Ordinary Council Meeting

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YOUTUBE.COM  
**Ordinary Council Meeting 9 December 2020**  
Ordinary Council Meeting 9 December 2020

1,693 People reached	55 Engagements	Boost Post
-------------------------	-------------------	------------

👍 2 1 share

 Like  Comment  Share 

 Comment as Port Macquarie-Hastings Cou...    

**Port Macquarie-Hastings Council**  
Published by Falcon.io  · 8 December at 18:30 · 

During the festive season let's make sure we're staying safe 🦋.....🦋  
Hand santa-tiser ✓  
Two antlers apart ✓  
#staysafepmh

<https://www.facebook.com/pmhc2444>



16/19

12/15/2020

(1) People Of The Hastings Discussion Forum! | Facebook



1



## People Of The Hastings Discussion Forum!

Public group · 498 members

About

Discussion

More

Join Group



Chris Tasik shared a photo.

November 27 at 12:08 PM ·



<https://www.facebook.com/groups/604391066400851/permalink/1682190895287524>

1/2

12/15/2020

(1) People Of The Hastings Discussion Forum! | Facebook



**Port Macquarie-Hastings Council**

November 27 at 12:00 PM ·

Town Green playground is due for an upgrade! 🗣️

#haveyoursay with how you want the park to look via our online survey, or, in person at one of our three pop-up sessions at Town Green.

Come along and tell us your ideas:

- Friday 27 November, 3.30pm - 6.30pm
- Saturday 28 November, 2pm - 5pm
- Wednesday 2 December, 10am - 1pm

To fill in the online survey head to our website:

<https://haveyoursay.pmhc.nsw.gov.au/town-green-playground>

\*The Town Green West upgrade (stage 1 and 2) is a \$2 million investment with \$500,000 contributed by the Town Centre Master Plan Committee (through contributions levied on commercial property owners within the CBD) and \$1.5 million from the Australian Government through a Community Development Grant.



Lucilla Marshall and 4 others

3 Comments 1 Share



Like



Share



**Maria Rodgers**  
Carolina Rodgers Ann Marie Rodgers

Like · Share · 2w



**Kerry Bunting**  
A fence

Like · Share · 2w



**Jenny Ramm**  
Its about time

Like · Share · 2w



# Town Green Playground Upgrade

As the second stage of the Town Green West Upgrade, our popular Town Green Playground is due for an upgrade and we want to hear from you! What's your vision for an upgraded playground at Town Green? View the list of possible play elements and take our quick survey before **11 December 2020**.

To find out more information, 'Have Your Say' and follow the progress of this project, visit our website or scan the QR code below for a direct link. You can also contact us by email at [engagement@pmhc.nsw.gov.au](mailto:engagement@pmhc.nsw.gov.au) or call Council on (02) 6581 8111.

-  Playground design completed early **2021**
-  Construction planned to commence **June 2021**
-  Construction planned for completion **September 2021**  
(weather permitting)

*The Town Green West upgrade (stage 1 and 2) is a \$2 million project with \$1.5 million provided by the Australian Government through a Community Development Grant and \$500,000 by the Town Centre Master Plan (TCMP) Sub-Committee.*

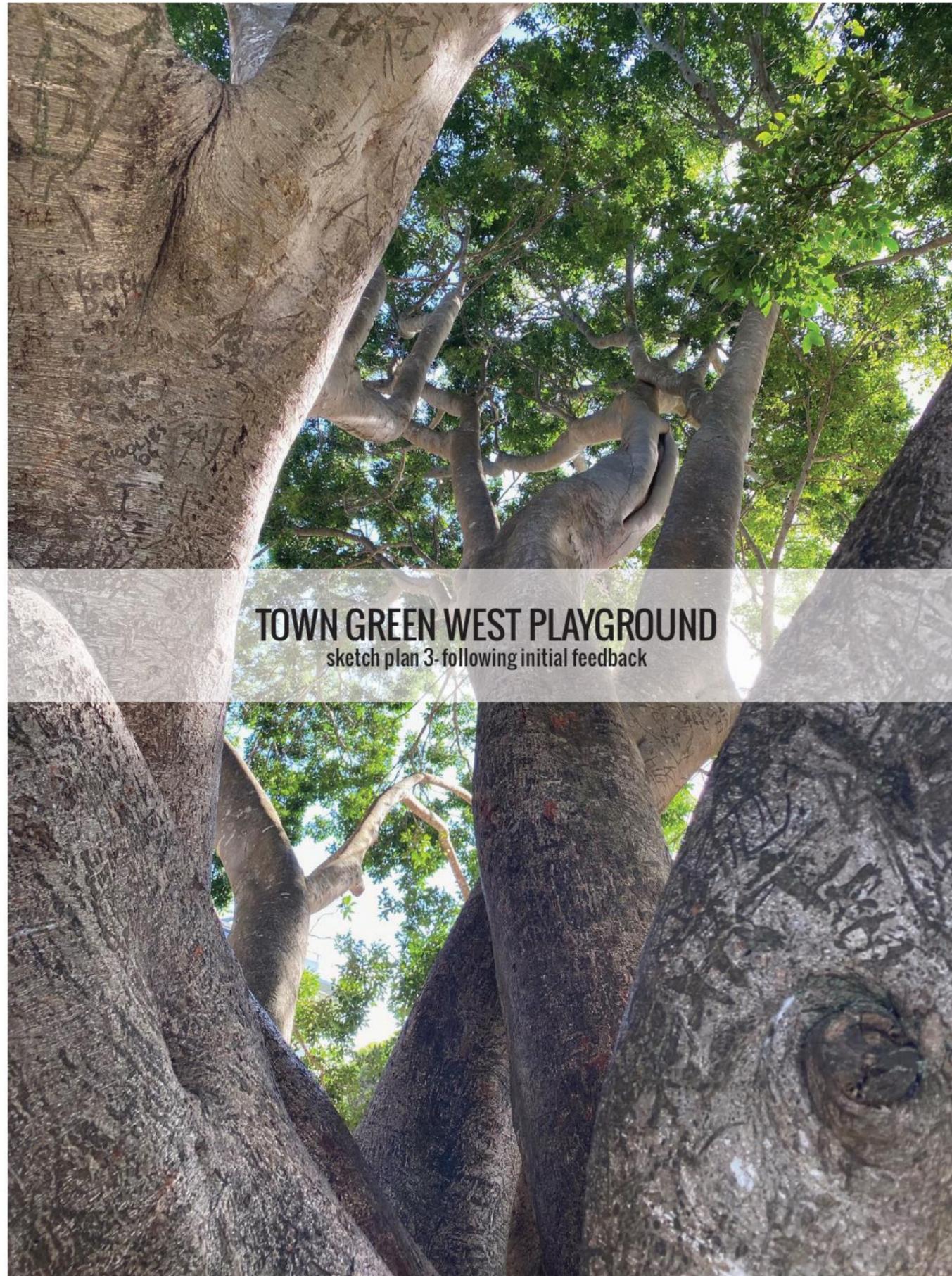


Image: View of current Town Green Playground.



[pmhc.nsw.gov.au/town-green-playground](http://pmhc.nsw.gov.au/town-green-playground)



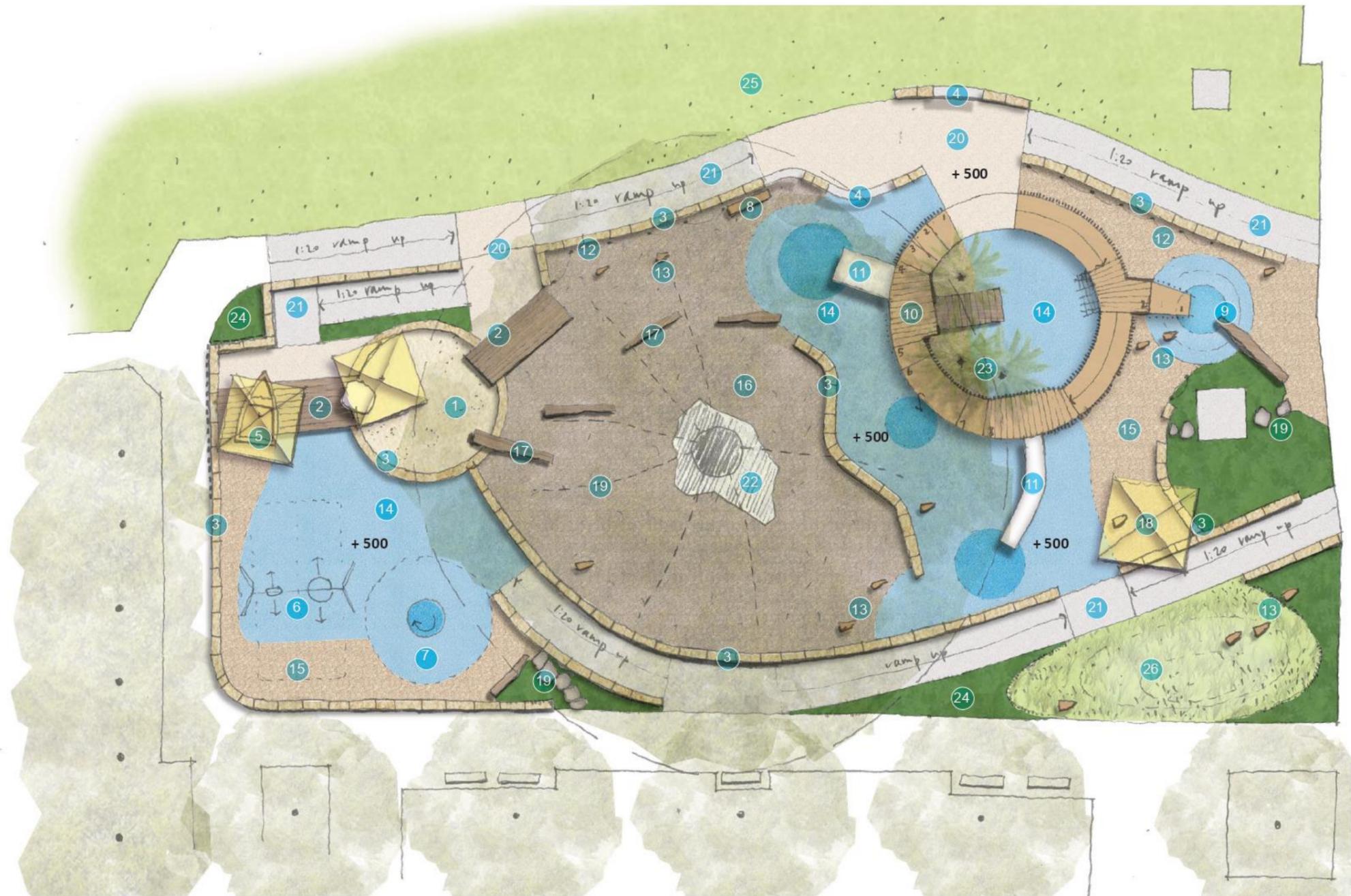


**TOWN GREEN WEST PLAYGROUND**  
sketch plan 3- following initial feedback

PLUMMER & SMITH  
14.01.21

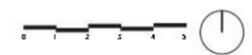
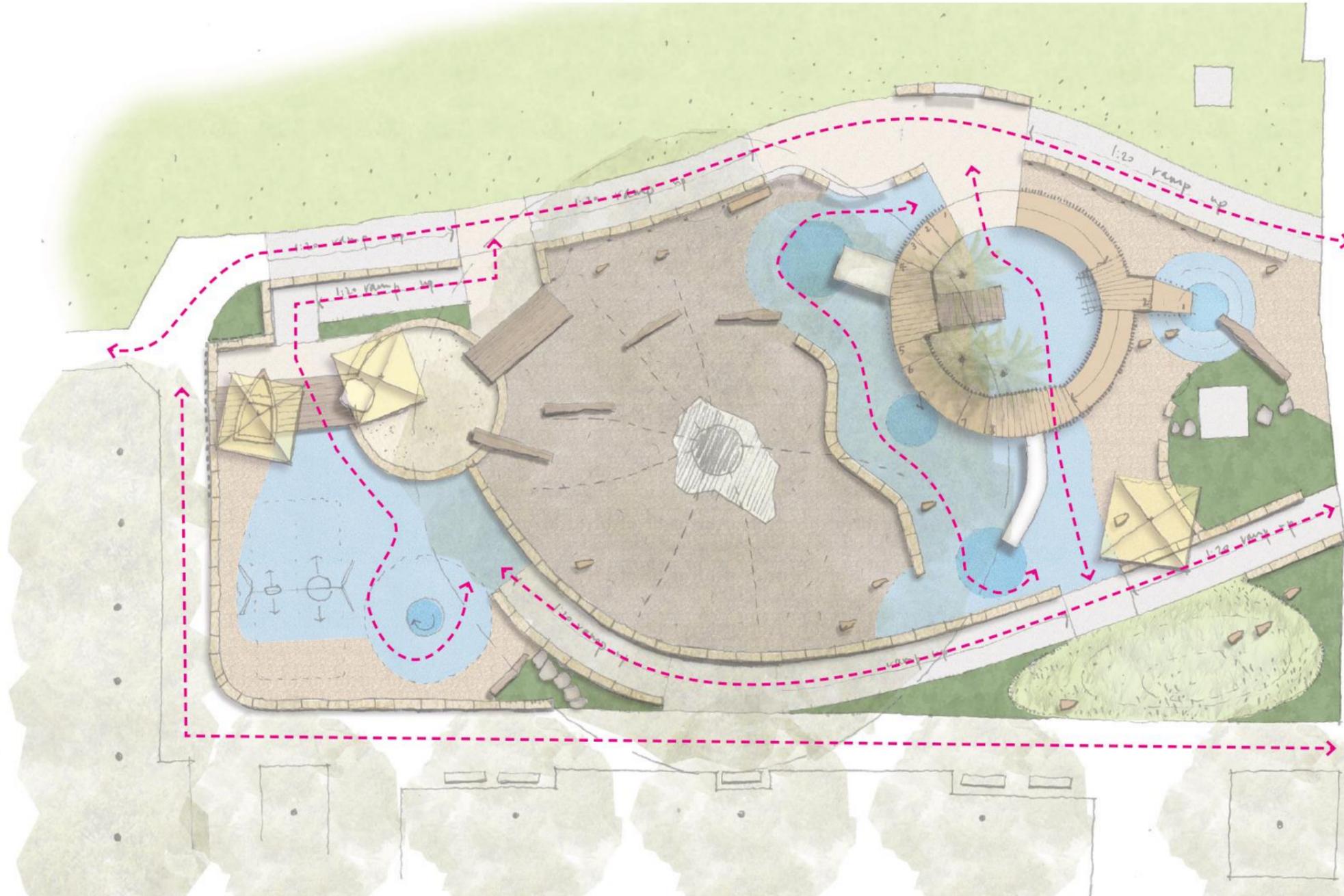
# CONCEPT PLAN

1. Sandpit with dig elements, sand table and umbrella shade
2. Timber bench/platform
3. Sandstone block wall for retaining and seating
4. Concrete seating wall
5. Umbrella over small play boat
6. Swings - Basket & Standard
7. Carousel
8. Timber Seat
9. Balance log to softfall mound
10. Main feature play element - refer following pages for detail
11. Slides - small & large
12. Rope and bollards
13. Carved elements - cultural/ environmental interpretation
14. Rubber softfall
15. Softfall mulch - 'Takura'
16. Mulch area
17. Locally sourced natural timber logs
18. Fixed shade umbrellas
19. Stone steppers through garden
20. Feature concrete - sand & shell
21. Plain grey concrete
22. Existing fig tree
23. Palms
24. Planting area
25. Turf Area
26. Turf mound - 'Zoysia sp.'



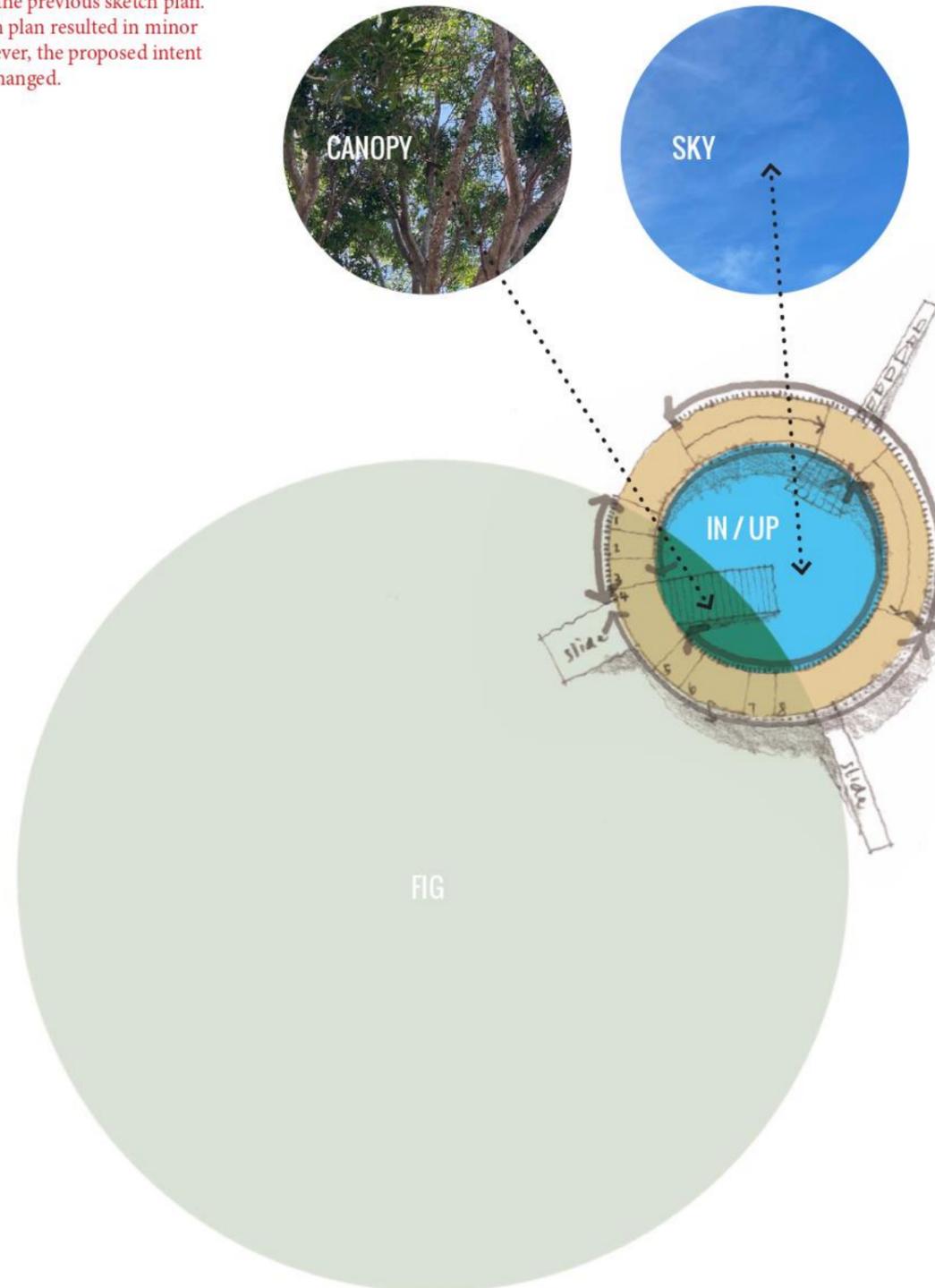
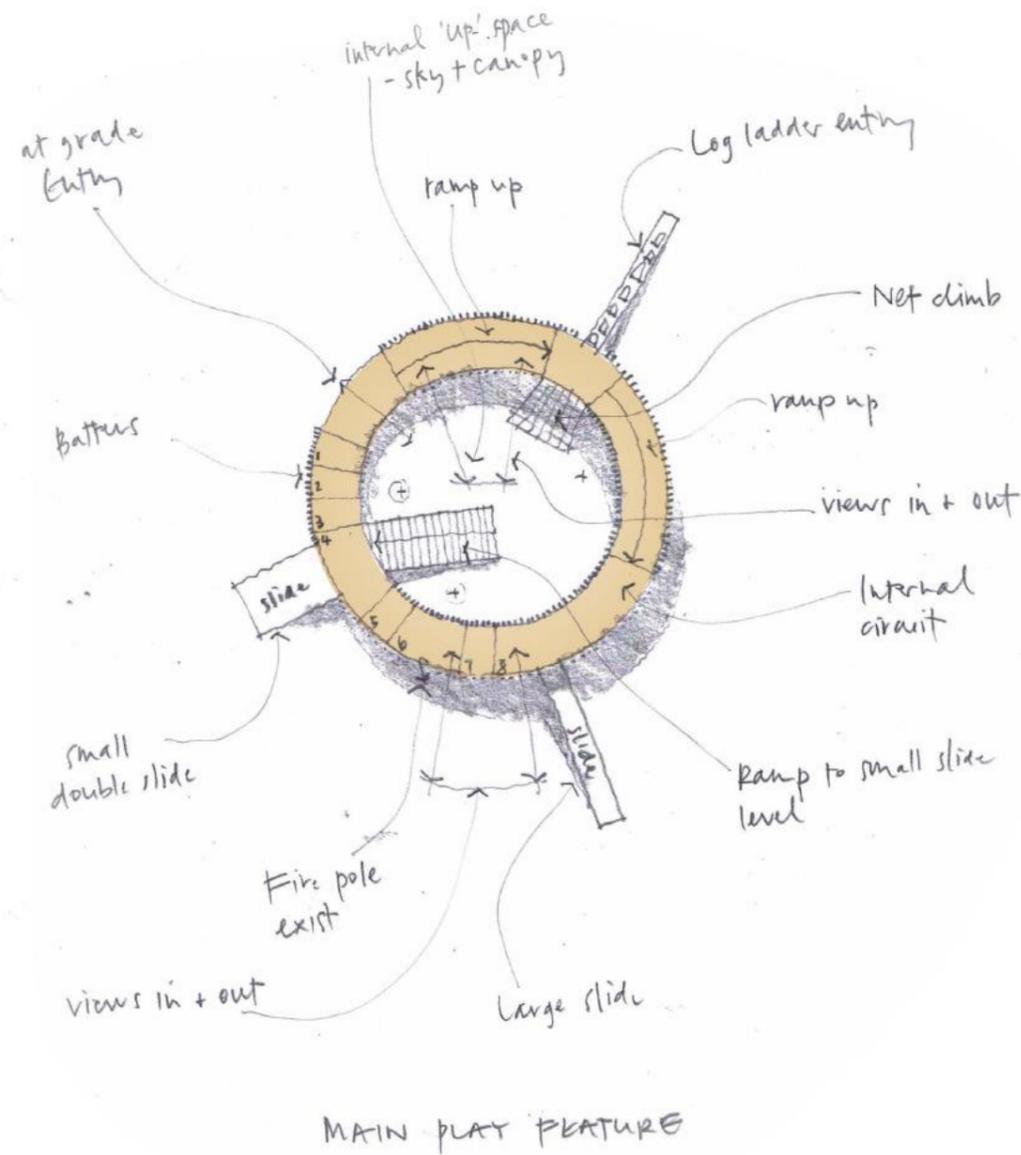
PLUMMER & SMITH  
14.01.21

# ACCESSIBILITY



PLUMMER & SMITH  
14.01.21

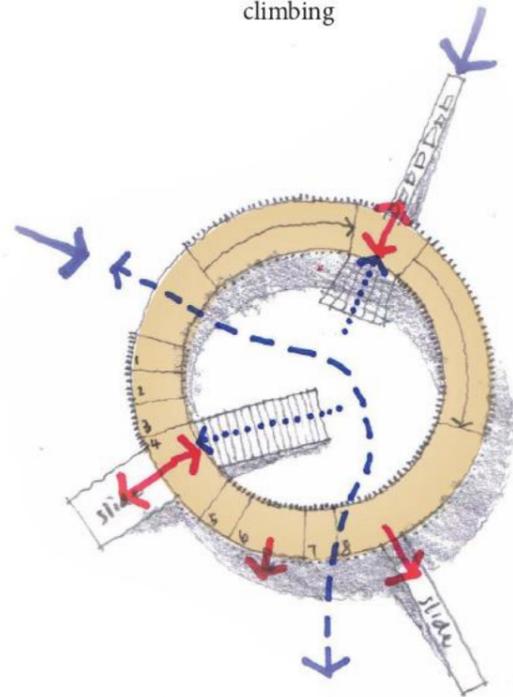
NOTE- the exact rotation and arrangement of elements depicted in the following diagrams is as per the previous sketch plan. The updated sketch plan resulted in minor adjustments. However, the proposed intent and content is unchanged.



NOTE- the exact rotation and arrangement of elements depicted in the following diagrams is as per the previous sketch plan. The updated sketch plan resulted in minor adjustments. However, the proposed intent and content is unchanged.

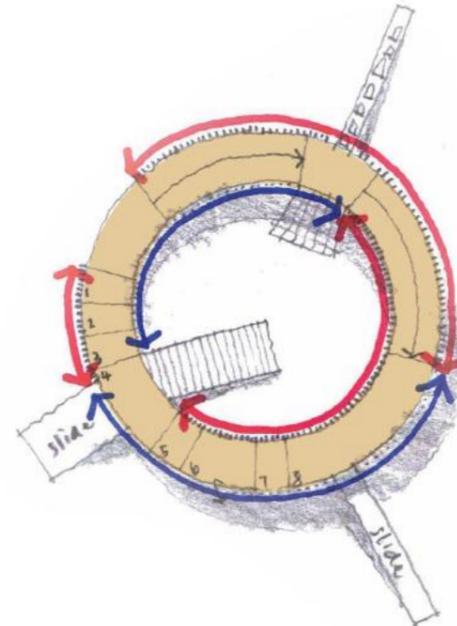
**ACCESS**

into and out of  
under  
through  
around  
/  
stepping  
balancing  
ramping  
sliding  
climbing



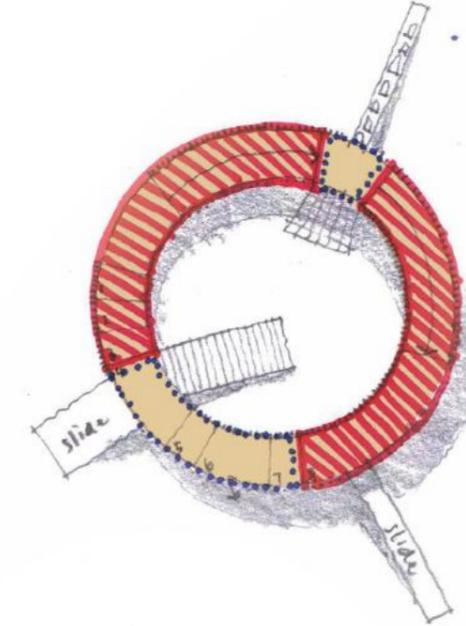
**EDGES**

red- using battens for filtered light and shade to the north and west  
blue- using webnet to allow 'openness' to the southern edges- allows for increased interaction from inside to outside the element



**SHADE**

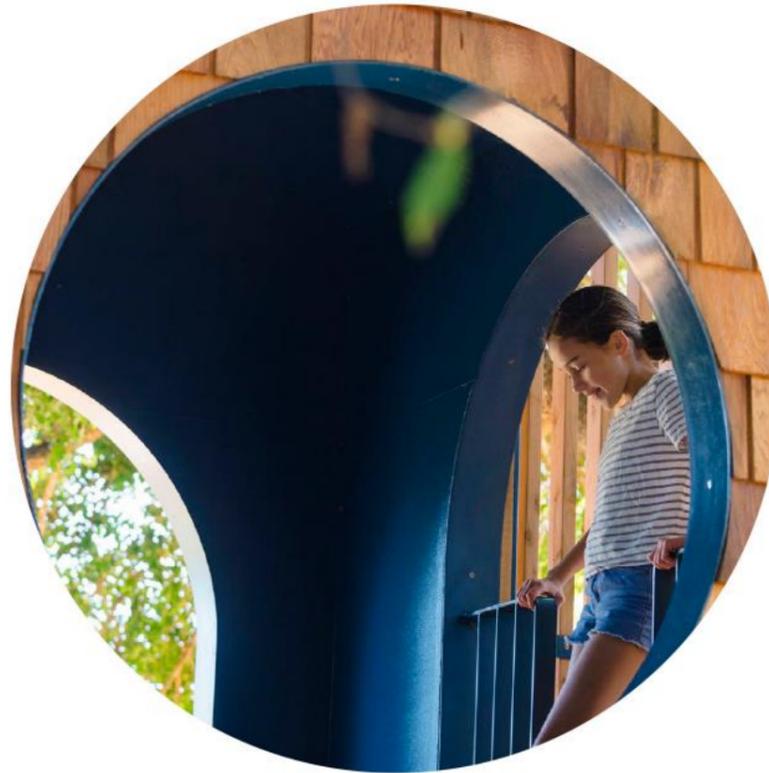
red- roofed areas for shade- creating dappled light  
blue- open to the canopy and sky (possibly enclosed with webnet)



FILTERED



OPEN



OPEN BUT PROTECTED



---

Item: 09

Subject: DRAFT MARKETS POLICY

Presented by: Strategy and Growth, Liesa Davies

---

### RECOMMENDATION

**That the Town Centre Master Plan Sub-Committee note the information in the Draft amended Markets Policy and provide feedback.**

### Discussion

The Port Macquarie-Hastings Markets Policy has been in place for two years, and a review of the Markets Policy Review went to the Ordinary Council Meeting on 9 December 2020.

At the Meeting, it was resolved that the draft amended Market Policy be placed on public exhibition from 14 December 2020 until 29 January 2021, removing the operating hour restrictions for CBD markets, but with no new increase in number of permissible days for CBD markets. Additionally, any application that constitutes an exception to the Market Policy will need be brought to Council for consideration.

The Acting Director Strategy & Growth will provide an overview to the Sub-Committee on the draft amended policy and invite members to provide feedback.

### Attachments

1   Draft Amended Markets Policy



Authorised by: Council  
Authorised date: 21/11/2018  
Effective date: 22/11/2018  
Next review date: 20/11/2019  
File Number: D2018/281959

## Council Policy MARKETS POLICY

### 1. INTRODUCTION

Port Macquarie-Hastings Council supports quality markets acknowledging that they contribute to the community by providing spaces to gather and socialise, and help activate our public spaces. Markets can also complement the offerings of local businesses and provide opportunities for emerging enterprises.

Council receives regular requests from commercial enterprises, community groups, not-for-profit organisations and the general public to establish new, one off or regular markets.

The purpose of this policy is to establish Council's approach to the approval of markets and the level of commitment it requires from market operators to achieve quality market operations. It aims to facilitate well managed markets that help to support and contribute to local communities, complementing the offerings of local businesses.

### 2. POLICY STATEMENT AND SCOPE

This Policy covers markets on Council owned and managed land, Crown Reserves and Crown Land (where Council is the trust manager) throughout the Port Macquarie-Hastings area. This policy applies to new markets or where an existing market is undergoing major change or seeking an extension to an existing approval.

It does not apply to markets that are held on private land (which may require a Development Application), or markets which are occasional, or may be part of a larger event and are considered under the broader event application.

Council aims to support markets that sell high quality goods and services, relative to the market location.

Markets proposed at the following locations in the Port Macquarie central business district may be impacted by other Council policies or guidelines:

- Town Square (Port Macquarie Town Square Protocol)
- Town Green (Port Macquarie Entertainment Precinct Event Use Policy)
- Hay Street Forecourt (Port Macquarie Entertainment Precinct Event Use Policy)

As a general guideline, in each of the Port Macquarie, Wauchope or Laurieton CBDs (see maps at Appendix A) in any week only one 'regular' market will be permitted from Monday to Friday, and one 'regular' market on the weekend (Saturday and Sunday inclusive). Competing applications will be considered on merit with pre-approved markets taking precedence. Regular markets involve four or more markets in one calendar year.

All market proposals will be subject to a Market Suitability analysis (see Appendix B). This will include an evaluation of:

1. Capacity and Conditions
2. Utilities and Infrastructure
3. Accessibility and Transportation
4. Impacts
5. Policy Implications
6. Other

### Approval Process

Applicants for markets in the Port Macquarie CBD should be familiar with the policies listed in Section 4 of this policy.

The Temporary Licence Panel, a cross functional group established to approve commercial activities on Council-managed land, will undertake the Site Suitability analysis based on the information provided by the proponent and make a recommendation to the Director Strategy and Growth with regard to the application.

Further approval may be required if the market site is deemed suitable following the Site Assessment process as follows:

**Council owned and managed land** – Approval is required under Section 68 Local Government Act 1993 or Section 138/Section 139a Roads Act 1993, if a road reserve, to operate a market on Council owned and managed land.

**Crown Reserves and Crown Land** – Approval via a licence is required from the Reserve Trust or NSW Crown Lands to operate a market on a Crown Reserve or Crown Land.

A market approval must be operational or in use as per the approval otherwise it may be revoked.

In summary, the market approval process under the Market Policy looks like this:



Market applications should include a Market Suitability Analysis (Attachment B) including any relevant supporting documentation.

Development consent is required for markets on private land unless they meet the temporary events criteria in State Environmental Planning Policy (Exempt and Complying Development) 2008 or are operating under a blanket DA approval.

Council has the right to revoke a market approval should any conditions of the approval be breached or the site and/or activities on the site be deemed unsuitable based on the Site Suitability criteria.

A market approval must be operational or in use as per the approval otherwise it may be revoked.

An applicant may request a review of a decision by making a request in writing to the General Manager within 7 days of being notified of a decision.

### 3. RESPONSIBILITIES AND AUTHORITIES

The Director Strategy and Growth responsible and accountable for the implementation of this policy.

The Group Manager Regulatory Services is responsible for ensuring compliance with this Policy.

A market owner which operates in the Port Macquarie-Hastings local government area is required to comply with this Policy.

### 4. REFERENCES

Port Macquarie Town Square Protocol – encourages activations with the Town Square and outlines the process and high level requirements for staging events within the space.

Port Macquarie Entertainment Precinct Event Use Policy – ensures that events conducted in the entertainment precinct are safe, well run, held in suitable locations and do not unduly impact on residents, businesses or the environment.

Local Approvals Policy - Mobile Food Vending Vehicles and Temporary Food Stalls in a Public Place. Establishes the criteria that is used in considering applications to operate mobile food vending vehicles and temporary food stalls.

### 5. DEFINITIONS

Market - an open-air area, or an existing building, that is used for the purpose of selling, exposing or offering goods, merchandise or materials for sale by independent stall holders and includes temporary structures and existing permanent structures used for that purpose on an intermittent or occasional basis. (Port Macquarie-Hastings Local Environmental Plan)

Occasional Market – a one off, annual or irregular market generally involving less than four (4) markets in any calendar year.

Private Land – land owned by non-government entities.

Regular Market – a market held on a regular basis or more than four (4) markets in any calendar year.  
Section 68 Local Government Act 1993 – governs activities on community land including engage in a trade or business.

Section 138 Roads Act 1993 – governs works within a road reserve.

Section 139a Roads Act 1993 – governs street vending consents.

Crown Reserves and Crown Land – land set aside on behalf of the community for a wide range of public purposes.

Council officer: A member of Council staff.

Director: A 1<sup>st</sup> tier management position and titled as such.

Group Manager: A 2<sup>nd</sup> tier management position and titled as such.

### 6. PROCESS OWNERS

Director Infrastructure and Director Development and Environment

### 7. AMENDMENTS

Nil.

APPENDIX A

Port Macquarie CBD and surrounds



Wauchope



Laurieton



## APPENDIX B

## Market Suitability Analysis

Criteria	Criteria Performance Measure	Essential Criteria	Meets Criteria YES/NO
<b>1. Capacity and Conditions</b>			
Location	High visibility.		
Landmark	Well known location, easy to find.		
Slope	Appropriate gradient for stalls, stages and visitors.		
Surface	Potential to minimise surface damage through hardstand areas, all weather surfaces etc.	✓	
Patron and Stallholder Capacity	Ample capacity for patrons and stallholders.		
Seating and Community Space	Adequate seating and gathering areas.		
Entertainment Spaces	Suitable spaces for locating entertainment (if applicable).		
Potential to Expand	Capacity to grow.		
Safety	Ability to ensure a safe space for patrons, public and stallholders.	✓	
<b>2. Utilities and Infrastructure</b>			
Water and Power	Adequate access to power and running water.		
Toilets	Accessible toilets with ample capacity for patrons.	✓	
Overhead Cover	Undercover protection for patrons and stallholders.		
Storage	On-site storage capacity.		
Sound Amplification	Permanent or portable PA system (if applicable).		
<b>3. Accessibility and Transportation</b>			
Parking Capacity	Short and long term parking to meet demand.	✓	
Public Transport	Adjacent transport connections.		
Active Transport	Ease of movement around the site.		
Loading Zones & Emergency Access	Provision for loading and unloading of vehicles.	✓	
Equitable Access	Access for all.		
<b>4. Impacts</b>			
Site impact	No long term impact on the site.	✓	
Site rehabilitation and maintenance	Allows for scheduled works or rehabilitation between events.		
Local Impact	No impact on existing users in the immediate area.		
Distance to Existing Markets	Close proximity to another market site.		
Proximity to Retail Precincts	Duplication of goods or services.		
Stallholders impact on existing businesses	No detrimental effect on existing businesses of a similar nature.		
Scheduling	Clashes with other events including markets on both private and public land.		
<b>5. Policy Implications</b>			
Relevant policies	Compliance or non-compliance with relevant policies.		
<b>6. Other</b>			
Community Benefit	Positive community benefit.		
Economic Benefit	Positive economic benefit.		

As a guideline applications should at least meet the essential criteria.

Other considerations:

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Attach maps or supporting documents.

Site deemed suitable: YES NO

Date Assessed by Temporary Licence Panel:

Approved by:

\_\_\_\_\_  
Director Strategy & Growth