ATTACHMENTS

# ORDINARY COUNCIL

## Wednesday 19 May 2021

PORT MACQUARIE HASTINGS COUNCIL

# Ordinary Council Meeting

Wednesday, 19 May 2021

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# 1 Leadership and Governance

**What we are trying to achieve**

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

**What the result will be**

We will have:

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

**How we will get there**

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

## Conditions for attendance by Councillors at meetings by audio-visual link

### What is an "audio visual link"'

1. For the purposes of these procedures, an audio-visual link is a facility that enables audio and visual communication between persons at different places.

### Approval for Councillors to attend meetings by audio visual link

2. The Council and Committees of the Council comprising wholly of Councillors may, in response to a request made by a Councillor, resolve to permit the Councillor to attend one or more meetings of the Council or Committee remotely by audio visual link where it is satisfied that the Councillor will be prevented from attending the meeting/s in person because of illness, disability, caring responsibilities, or such other reason that is acceptable to the Council or Committee.
3. Requests by Councillors to attend meetings remotely by audio-visual link must be made in writing to the Chief Executive Officer at least two (2) business days before a meeting, and must provide information about the meetings the Councillor will be prevented from attending in person and the reason why the Councillor will be prevented from attending the meeting/s in person.
4. A resolution by the Council or a Committee of the Council permitting a councillor to attend one or more meetings by audio-visual link must provide the following information:
   - the grounds on which the Councillor is being permitted to attend meetings remotely by audio visual link, but not where those grounds relate to illness, disability or caring responsibilities, and
   - details of the meetings the resolution applies to.
5. The Council or Committee of the Council may permit more than one (1) Councillor, but no more than two (2), to attend a meeting by audio-visual link ~~but must not permit all councillors to attend a meeting by audio-visual link.~~
6. A decision to permit a Councillor to attend a meeting remotely by audio-visual link is at the Council's or the Committee's discretion. The Council and its Committees must act reasonably when considering requests by Councillors and not unreasonably withhold the granting of permission within these conditions to attend meetings remotely by audio-visual link.
7. The Council and its Committees are under no obligation to permit a councillor to attend a meeting remotely by audio-visual link where the technical capacity does not exist to allow the Councillor to attend a meeting by these means.
8. The Council and its Committees may refuse a Councillor's request to attend a meeting remotely by audio-visual link where the Councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality, comply with the Council's code of meeting practice or these conditions on one or more previous occasions when they have attended a meeting of the Council or its Committees by audio-visual link.

### Attendance by councillors at meetings by audio visual link

9. Where a Councillor attends a meeting by audio-visual link with the approval of the Council or a Committee of the Council they are to be taken as attending the meeting in person for the purposes of the Council's code of meeting practice and will have the same voting rights as if they were attending the meeting in person.
10. The Council's code of meeting practice will apply to a Councillor attending a meeting remotely by audio-visual link, in the same way it would if the Councillor was attending the meeting in person.

**Commented [MF1]:** The OLG suggestion is the same as a Notice of Motion however this is about 7 business days before the Council meeting which I think is unreasonable

**Commented [MF2]:** In these examples we will minute it as personal reasons

**Commented [MF3]:** I suggest we add this in as we don't want the Mayor to be the only Councillor in the chamber chairing a Council meeting remotely

**Commented [MF4]:** Suggest this be added so Councillors can avoid being blocked from attending remotely

**Commented [MF5]:** I feel it appropriate that these are added

11. Councillors must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link.
12. Councillors must be appropriately dressed when attending meetings by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the Council or the Committee into disrepute.
13. Where a Councillor attends a meeting of the Council or a Committee of the Council by audio-visual link, the minutes of the meeting must record that they attended the meeting by audio-visual link.

### Conflicts of interest

14. Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they may have in matters being considered at the meeting in accordance with the Council's code of conduct.
15. Where a Councillor has declared a pecuniary or significant non-pecuniary conflict of interest in a matter being discussed at the meeting, the Councillor's audio-visual link to the meeting must be terminated and the Councillor must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the Council or Committee, or at any time during which the Council or Committee is voting on the matter.

### Confidentiality

16. Councillors attending a meeting by audio-visual link must ensure that no other person is within sight or hearing of the meeting at any time that the meeting has been closed to the public under section 10A of the *Local Government Act 1993*.

### Maintenance of order

17. Where a Councillor is attending a meeting by audio-visual link, the chairperson or a person authorised by the chairperson may mute the Councillor's audio link to the meeting for the purposes of enforcing compliance with the Council's code of meeting practice.
18. If a Councillor attending a meeting by audio-visual link is expelled from a meeting for an act of disorder, the chairperson of the meeting or a person authorised by the chairperson, may terminate the Councillor's audio-visual link to the meeting.

# Local Government Remuneration Tribunal

Annual Report and Determination

*Annual report and determination under sections 239 and 241 of the Local Government Act 1993*

23 April 2021

NSW Remuneration Tribunals website

Local Government Remuneration Tribunal

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## Executive Summary

The *Local Government Act 1993* (the LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

### Categories

The Tribunal found the allocation of councils into the current categories appropriate. Criteria for each category is published in Appendix 1. These categories have not changed further to the extensive review undertaken as part of the 2020 review.

### Fees

The Tribunal determined a 2 per cent increase in the minimum and maximum fees applicable to each category.

## Section 1 Introduction

1. Section 239 of the LG Act provides that the Tribunal determine the categories of councils and mayoral offices and to place each council and mayoral office into one of those categories.
2. Section 241 of the LG Act provides that the Tribunal determine the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under section 239.
3. Section 242A (1) of the LG Act, requires the Tribunal to give effect to the same policies on increases in remuneration as those of the Industrial Relations Commission.
4. However, the Tribunal can determine that a council be placed in another existing or a new category with a higher range of fees without breaching the Government's wage policy as per section 242A (3) of the LG Act.
5. The Tribunal's determinations take effect from 1 July in each year.

## Section 2 2020 Determination

6. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years.
7. The Tribunal undertook an extensive review of the categories and allocation of councils into each of those categories as part of the 2020 review.
8. Like the review undertaken in 2017, the Tribunal examined a range of statistical and demographic data and considered the submissions of councils, Local Government NSW (LGNSW) and Regional Cities NSW.
9. The Tribunal determined to retain a categorisation model which differentiates councils primarily based on their geographic location and the other factors including population, the sphere of the council's economic influence and the degree of regional servicing.
10. The categories of general purpose councils were determined as follows:

| Metropolitan | Non-Metropolitan |
|---|---|
| • Principal CBD | • Major Regional City |
| • Major CBD | • Major Strategic Area |
| • Metropolitan Large | • Regional Strategic Area |
| • Metropolitan Medium | • Regional Centre |
| • Metropolitan Small | • Regional Rural |
| | • Rural |

11. Given the impact of the bushfires and the COVID-19 pandemic on the state and federal economies and wellbeing of communities, the Tribunal determined no increase in the minimum and maximum fees applicable to each existing category.
12. The Determination was made on 10 June 2020 in accordance with the Local Government (General) Amendment (COVID-19) Regulation 2020 which extended the

time for making of the determination to no later than 1 July 2020.

13. On 10 August 2020 the Tribunal received a direction from the Minister for Local Government, the Hon Shelley Hancock MP, to review the categorisation of Bayside Council. The Tribunal found that Bayside met the criteria to be classified as Metropolitan Large – having both a resident and non-resident working population (minimum 50,000) exceeding 200,000.
14. The Tribunal's 2020 determination was amended by the special determination on 17 August 2020 for Bayside Council be re-categorised as Metropolitan Large for remuneration purposes with effect from 1 July 2020.

# Section 3 2021 Review

## 2021 Process

15. The Tribunal wrote to all mayors or general managers and LGNSW in February 2021 to advise of the commencement of the 2021 review and invite submissions. This correspondence advised that the Tribunal completed an extensive review of categories in 2020 and as this is only required every three years, consideration would be next be given in 2023. Submissions received requesting to be moved into a different category as part of the 2021 review would only be considered were there was a strong, evidence-based case.
16. Eighteen submissions were received – seventeen from individual councils and a submission from LGNSW. It was not possible from some submissions to ascertain if they had been council endorsed. The Tribunal also met with the President and Chief Executive of LGNSW.
17. The Tribunal discussed the submissions at length with the assessors.
18. The Tribunal acknowledged difficulties imposed by COVID19 and, on some councils the bushfires and floods.
19. Submissions from councils in regional and remote locations that raised the unique challenges experienced by mayors and councillors which included difficulties with connectivity and the travel required in sometimes very difficult circumstances were also acknowledged.
20. A summary of the matters raised in the received submissions and the Tribunal's consideration of those matters is outlined below.

## Categorisation

21. Nine council submissions requested recategorisation. Four of these requests sought the creation new categories.
22. The Tribunal found that the current categories and allocation of councils to these categories remained appropriate. The Tribunal's finding had regard to the 2020 review, the current category model and criteria and the evidence put forward in the received submissions.
23. A summary of the individual council submissions that sought recategorisation is below.

**Metropolitan Large Councils**

24. Blacktown City Council requested the creation of a new category of Metropolitan Large – Growth Area.
25. Penrith City Council requested the creation of a new category Metropolitan Large –

Growth Centre.

26. Liverpool City Council requested recategorisation to Major CBD.

27. The Tribunal noted that an extensive review of the current category model was completed in 2020 and would be next considered in 2023. The Tribunal noted that the criteria required for recategorisation was not yet met and that current council allocations remained appropriate.

**Metropolitan Small Councils**

28. The City of Canada Bay sought recategorisation to Metropolitan Medium. The Tribunal noted that the criteria required for recategorisation was not yet met.

**Major Regional City Councils**

29. The City of Newcastle requested review and creation of a new category of "Gateway City" with comparable characteristics to the Major CBD category and a similar fee structure. The Tribunal noted that an extensive review of the current category model was completed in 2020 and would be next considered in 2023.

**Regional Centre**

30. Tweed Shire Council requested recategorisation to Regional Strategic Area. The Tribunal noted that the criteria required for recategorisation was not yet met.

**Rural Councils**

31. Federation Council requested recategorisation into a new category of Regional.

32. Narromine Shire Council sought recategorisation but did not specify a category for consideration.

33. Yass Valley Council sought recategorisation to Regional Rural.

34. The Tribunal noted that an extensive review of the current category model was completed in 2020 and would be next considered in 2023. The Tribunal noted that the criteria required for recategorisation was not yet met and that current council allocations remained appropriate.

## Fees

35. The Tribunal determined a 2.0 per centage increase in the minimum and maximum fees applicable to each category. A summary of the matters the Tribunal considered when making this determination is outlined below.

36. Submissions that addressed fees sought an increase of 2.5 per cent or greater. These submissions raised similar issues to warrant an increase which included the significant workload, responsibilities, capabilities, duties and expanding nature of mayor and councillor roles. Some submissions also suggested that an increase in remuneration may assist in improving the diversity of potential candidates.

37. The 2021-22 rate peg for NSW Councils was set at 2.0 per cent by the Independent Pricing and Regulatory Tribunal (IPART). The rate peg is the maximum percentage amount by which a council may increase its general income for the year.

38. Employees under the *Local Government (State) Award 2020* will receive a 2.0 per cent increase in rates of pay from the first full pay period to commence on or after 1 July 2021.

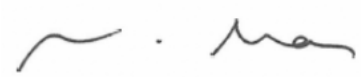
39. Section 242A of the LG Act provides that when determining the fees payable in each of the categories, the Tribunal is required to give effect to the same policies on increases in remuneration as the Industrial Relations Commission is required to give effect to under section 146C of the *Industrial Relations Act 1996* (IR Act), when making or

varying awards or orders relating to the conditions of employment of public sector employees.

40. The current government policy on wages pursuant to section 146C(1)(a) of the IR Act is articulated in *the Industrial Relations (Public Sector Conditions of Employment) Regulation 2014* (IR Regulation 2014). The IR Regulation provides that public sector wages cannot increase by more than 2.5 per cent. As such, the Tribunal has discretion to determine an increase of up to 2.5 per cent.
41. On 31 March 2021, Premiers Memorandum M2021-09 issued the *NSW Public Sector Wages Policy 2021* reflecting the Government's decision to provide annual wage increases of up to 1.5 per cent. The IR Regulation has not been amended to reflect this position.

## Conclusion

42. The Tribunal's determinations have been made with the assistance of Assessors Ms Kylie Yates and Mr Tim Hurst.
43. It is the expectation of the Tribunal that in the future all submissions have council endorsement.
44. Determination 1 outlines the allocation of councils into each of the categories as per section 239 of the LG Act.
45. Determination 2 outlines the maximum and minimum fees paid to councillors and mayors and members and chairpersons of county councils as per section 241 of the LG Act.



Viv May PSM

**Local Government Remuneration Tribunal**

Dated: 23 April 2021

## Section 4 2021 Determinations

**Determination No. 1 - Allocation of councils into each of the categories as per section 239 of the LG Act effective from 1 July 2021**

**Table 1: General Purpose Councils - Metropolitan**

| Principal CBD (1) |
|---|
| Sydney |

| Major CBD (1) |
|---|
| Parramatta |

| Metropolitan Large (12) |
|---|
| Bayside |
| Blacktown |
| Canterbury-Bankstown |
| Cumberland |
| Fairfield |
| Inner West |
| Liverpool |
| Northern Beaches |
| Penrith |
| Ryde |
| Sutherland |
| The Hills |

| Metropolitan Medium (8) |
|---|
| Campbelltown |
| Camden |
| Georges River |
| Hornsby |
| Ku-ring-gai |
| North Sydney |
| Randwick |
| Willoughby |

| Metropolitan Small (8) |
|---|
| Burwood |
| Canada Bay |
| Hunters Hill |
| Lane Cove |
| Mosman |
| Strathfield |
| Waverley |
| Woollahra |

## Local Government Remuneration Tribunal

**Table 2: General Purpose Councils - Non-Metropolitan**

| Major Regional City (2) |
|---|
| Newcastle |
| Wollongong |

| Major Strategic Area (1) |
|---|
| Central Coast |

| Regional Strategic Area (1) |
|---|
| Lake Macquarie |

| Regional Centre (24) | |
|---|---|
| Albury | Mid-Coast |
| Armidale | Orange |
| Ballina | Port Macquarie-Hastings |
| Bathurst | Port Stephens |
| Blue Mountains | Queanbeyan-Palerang |
| Cessnock | Shellharbour |
| Clarence Valley | Shoalhaven |
| Coffs Harbour | Tamworth |
| Dubbo | Tweed |
| Hawkesbury | Wagga Wagga |
| Lismore | Wingecarribee |
| Maitland | Wollondilly |

| Regional Rural (13) |
|---|
| Bega |
| Broken Hill |
| Byron |
| Eurobodalla |
| Goulburn Mulwaree |
| Griffith |
| Kempsey |
| Kiama |
| Lithgow |
| Mid-Western |
| Richmond Valley Council |
| Singleton |
| Snowy Monaro |

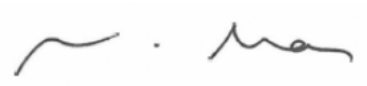
| Rural (57) | | | |
|---|---|---|---|
| Balranald | Cootamundra-Gundagai | Junee | Oberon |
| Bellingen | Cowra | Kyogle | Parkes |
| Berrigan | Dungog | Lachlan | Snowy Valleys |
| Bland | Edward River | Leeton | Temora |
| Blayney | Federation | Liverpool Plains | Tenterfield |
| Bogan | Forbes | Lockhart | Upper Hunter |
| Bourke | Gilgandra | Moree Plains | Upper Lachlan |
| Brewarrina | Glen Innes Severn | Murray River | Uralla |
| Cabonne | Greater Hume | Murrumbidgee | Walcha |
| Carrathool | Gunnedah | Muswellbrook | Walgett |
| Central Darling | Gwydir | Nambucca | Warren |
| Cobar | Hay | Narrabri | Warrumbungle |
| Coolamon | Hilltops | Narrandera | Weddin |
| Coonamble | Inverell | Narromine | Wentworth |

## Local Government Remuneration Tribunal

| Rural (57) | |
|---|---|
| | Yass |

**Table 3: County Councils**

| Water (4) | Other (6) |
|---|---|
| Central Tablelands | Castlereagh-Macquarie |
| Goldenfields Water | Central Murray |
| Riverina Water | Hawkesbury River |
| Rous | New England Tablelands |
| | Upper Hunter |
| | Upper Macquarie |



Viv May PSM

**Local Government Remuneration Tribunal**

Dated: 23 April 2021

## Local Government Remuneration Tribunal

**Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2021**

The annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2021 as per section 241 of the *Local Government Act 1993* are determined as follows:

**Table 4: Fees for General Purpose and County Councils**

| Category | | Councillor/Member Annual Fee ($) effective 1 July 2021 | | Mayor/Chairperson Additional Fee* ($) effective 1 July 2021 | |
|---|---|---|---|---|---|
| | | Minimum | Maximum | Minimum | Maximum |
| General Purpose Councils - Metropolitan | Principal CBD | 28,190 | 41,340 | 172,480 | 226,960 |
| | Major CBD | 18,800 | 34,820 | 39,940 | 112,520 |
| | Metropolitan Large | 18,800 | 31,020 | 39,940 | 90,370 |
| | Metropolitan Medium | 14,100 | 26,310 | 29,950 | 69,900 |
| | Metropolitan Small | 9,370 | 20,690 | 19,970 | 45,110 |
| General Purpose Councils - Non-Metropolitan | Major Regional City | 18,800 | 32,680 | 39,940 | 101,800 |
| | Major Strategic Area | 18,800 | 32,680 | 39,940 | 101,800 |
| | Regional Strategic Area | 18,800 | 31,020 | 39,940 | 90,370 |
| | Regional Centre | 14,100 | 24,810 | 29,330 | 61,280 |
| | Regional Rural | 9,370 | 20,690 | 19,970 | 45,140 |
| | Rural | 9,370 | 12,400 | 9,980 | 27,060 |
| County Councils | Water | 1,860 | 10,340 | 4,000 | 16,990 |
| | Other | 1,860 | 6,180 | 4,000 | 11,280 |

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).

Viv May PSM

**Local Government Remuneration Tribunal**

Dated: 23 April 2021

## Local Government Remuneration Tribunal

### Appendices

### Appendix 1 Criteria that apply to categories

**Principal CBD**

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

**Major CBD**

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

## Local Government Remuneration Tribunal

### Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding $200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

### Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000

Other features may include:

- total operating revenue exceeding $100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

## Local Government Remuneration Tribunal

### Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than $150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

### Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development
- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region
- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
- have significant natural and man-made assets to support diverse economic activity, trade and future investment
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

### Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding $250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a

significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

**Regional Strategic Area**

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 200,000.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding $250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

**Regional Centre**

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding $100M per annum
- the highest rates of population growth in regional NSW
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

## Local Government Remuneration Tribunal

**Regional Rural**

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.

Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

**Rural**

Councils categorised as Rural will typically have a residential population less than 20,000.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

**County Councils - Water**

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

**County Councils - Other**

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the *Biosecurity Act 2015*.

**Attachment A - Exception Report**

## 2017-2022 Delivery Program and 2020-2021 Operational Plan Exception Report as at 31 March 2021

| Operational Plan Activity 2020-2021 | Lead Responsibility | Success Measures | Target | Actual | Comment on Progress as at 31 March 2021 |
|---|---|---|---|---|---|
| **Theme1 : Leadership and Governance** | | | | | |
| 1.4.3.1 Deliver high quality and valued customer experiences that place the customer at the Centre of what Council does | Customer Experience and Communications | 2. Report quarterly to Council on Customer Experience improvement activity | 100% | 0% | Behind schedule. Progress will be reported to Council in Q4. |
| 1.5.3.1 Increase operating revenue at the Airport, the Glasshouse, and the Environmental Laboratory | Commercial Business Units | Increase operating revenue by 3% per annum per business unit (Airport) | 3% | -62% | Behind schedule. Operating revenue down 62.2% on the corresponding period in 2019-20 due to the impact of COVID-19 travel restrictions. |
| 1.5.3.1 Increase operating revenue at the Airport, the Glasshouse, and the Environmental Laboratory | Commercial Business Units | Increase operating revenue by 3% per annum per business unit (Environmental Laboratory) | 3% | -6% | Behind schedule. Sampling and analysis has reduced slightly as a result of the initial response to COVID-19 (with a corresponding reduction in variable operating costs). While income is down 5.5% against the corresponding period in 2019-20, income for the financial year to end March 2021 is 21% higher than the corresponding period in 2018- |
| 1.5.3.1 Increase operating revenue at the Airport, the Glasshouse, and the Environmental Laboratory | Commercial Business Units | Increase operating revenue by 3% per annum per business unit (Glasshouse) | 3% | -74% | Behind schedule. Operating revenue down 74% on the corresponding period in 2019-20 due to the impact of COVID-19 public health order restrictions. Reduced income offset by a reduction in operating costs. |
| **Theme 2: Your Community Life** | | | | | |
| 2.1.3.5 Provide a safe water supply in accordance with Australian Drinking Water Quality Guidelines | Infrastructure Planning | 1. Have nil reportable incidents in accordance with NSW Health agreed protocols | 0# | 1# | Behind schedule: Rainfall causing flooding in Shire also caused a broken water main in the Comboyne Water supply network on 23 March 2021. The incident allowed untreated water to enter the drinking water network making it unsafe to drink. This was reported to NSW Health as in incident and Council decided to implement a boil water alert to all residents. Following recitification works the boil water alert was ceased on 1 April 2021. |
| 2.3.3.18 Administration of public roads, public spaces, events and customer engagement:Section 138 Road Applications, Road Encroachments, Customer Enquiries, Statutory Road Functions, Road Policies | Infrastructure Planning | 1. Deliver works in accordance with Council's Policies and Procedures | 100% | 90% | Behind schedule. Level of service for responding to applications and enquiries has slightly decreased due to staff being on extended unplanned leave. One temporary staff and one permanent staff positions recruited to back fill roles to ensure the level of service can be increased to required levels. A slight increase has been realised with temporary staff working. |
| 2.3.4.07 CW Googik Track - construct shared walkway/cycleway, Stage 2 - multi-year project - Adopted 2017-18 - $75,696 | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Googik Track - construct shared walkway/cycleway, Stage 2) | 1. 100% | 1. 75% | Behind schedule. This project is being led by NSW National Parks and Wildlife Service who have advised that due to the heavy rainfal since December, and subsequent flooding in March, the works are likely not to commence until next financial year. |
| 2.3.4.08 CW Hastings Regional Sporting Complex Construction (multi-year project) | Recreation, Property and Buildings, (Project Delivery) | 1. Deliver project according to approved project plan (Hastings Regional Sporting Complex Construction) | 100% | 85% | Behind schedule This is a multi-year project initiated in 2017-2018 financial year. An outsourced detailed design engagement is ongoing. Design phase has progressed during this reporting period with a 100% detailed design submitted to council in December 2020 with design close out ongoing. Construction works planning and associated phasing are currently being developed. This is a multi year project and may continue into 2021-2022 reporting period for the construction phase (pending funding allocation). |
| 2.5.1.7 Wauchope Bicentenary Riverside Sculptural Trail | Economic and Cultural Development | 1. Wauchope Bicentenary Riverside Sculptural Trail delivered according to the adopted project plan | 100% | 85% | Behind schedule. Due to devastating flooding at the project site, the project has been delayed. The recently completed fish cleaning table and adjacent light pole (site 2) were both lost in the floods, and the site preparation and initial works at site 3 were heavily impacted. The bridge murals were not impacted and the three remaining works to go in along Rocks Ferry Road will be installed shortly; these sites were unaffected by flood waters. A report has been sent to the funding body and a meeting between Council and the funders will take place in the coming weeks. |
| **Theme 3: Your Business and Industry** | | | | | |
| 3.3.1.2 Support, facilitate and advocate for regular public transport (RPT) airline services at Port Macquarie Airport | Commercial Business Units | Increase in passenger numbers compared to previous year | 100% | 20% | Behind schedule. Passenger numbers for July 2020 to March 2021 are down 80% on July 2019 to March 2020 due to the impact of COVID-19 travel restrictions. March 2021 passenger numbers approx. 40% of March 2020 passenger numbers. |
| **Theme 4: Your Natural and Built Environment** | | | | | |
| 4.1.1.26 CW Continue construction of the Southern Arm Trunk Main (DN750) - Pacific Hwy to Bonny Hills | Infrastructure Planning, (Project Delivery) | 1. Deliver programs according to approved schedule (Construction of the Southern Arm Trunk Main) | 1. 100% | 1. 85% | Behind schedule. Project pre-construction phase was previously on hold awaiting the completion of road corridor property acquisitions along Houston Mitchell Drive. An approved pathway to dedication of road corridor has however now been finalised during this reporting period. Project delivery planning has therefore commenced during this reporting period with construction expected to span over future FY's subject to future funding allocation(s). |
| 4.1.1.31 CW Water Supervisory Control and Data Acquisition (SCADA) System - Replacement | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver programs according to approved project plan (Water Supervisory Control and Data Acquisition (SCADA) System - Replacement) | 1. 100% | 1. 80% | Behind target. Planning underway, specifications nearing completion |
| 4.1.1.32 CW Replacement of 3 Villages River Inlet Platform Structures | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver programs according to approved schedule (Replacement of 3 Villages River Inlet Platform Structures) | 1. 100% | 1. 80% | Behind target. Planning underway, specifications nearing completion |
| 4.1.1.36 CW Water critical infrastructure - Site Security Upgrades | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver programs according to approved schedule (Water critical infrastructure - Site Security Upgrades) | 1. 100% | 1. 90% | Behind target. Planning underway. Delay due to resourcing and response to operational priorities as a result of wet weather. |

| Operational Plan Activity 2020-2021 | Lead Responsibility | Success Measures | Target | Actual | Comment on Progress as at 31 March 2021 |
|---|---|---|---|---|---|
| 4.1.1.40 CW Design of Rock Ramp to secure water level at Koree Island Pumping Stations Intake Pool | Infrastructure Planning | 1. Deliver programs according to approved project plan (Design of Rock Ramp to secure water level at Koree Island Pumping Stations Intake Pool) | 1. 100% | 1. 50% | Behind schedule Concept design is complete. Final design calculations require a dry river event or very low flow, which is not predicted to occur for some time. Once these occur and design has been completed and built, another low flow occasion will be required for installation. |
| 4.1.1.46 CW Bonny Hills Recycled Water System Upgrade | Infrastructure Planning, (Project Delivery) | 1. Deliver programs according to approved schedule (Bonny Hills Recycled Water System Upgrade) | 1. 100% | 1. 75% | Behind schedule. Construction tender awarded during this reporting period for upgrade to recycled water treatment process at Bonny Hills Sewerage Treatment Plant. Program for completion extends into 2021/22 FY. |
| 4.1.2.2 CW Carry out programmed replacement of Water Treatment Plant (WTP) electrical and mechanical assets | Infrastructure Planning, (Infrastructure | 1. Deliver project according to approved project plan (Carry out programmed replacement of Water Treatment Plant (WTP) | 1. 100% | 1. 90% | Behind target. Multiple projects underway. Delay due to resourcing and response to operational priorities as a result of wet weather. |
| 4.1.3.18 CW Continuation of preconstruction of Thrumster Sewerage treatment Plant (Area 13) - Phase 1 | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Preconstruction of Thrumster Sewerage Treatment Plant (Area 13) | 1. 100% | 1. 75% | Behind schedule. Project has been delayed awaiting the completion of the Integrated Water Cycle Management Strategy. Project is forecast to commence in the last quarter of the 2020-2021 financial year. |
| 4.1.3.22 CW Investigation, Design and Construction of Kew Sewer Treatment Plant (STP) Upgrade (Multi-Year project) | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Investigation, Design and Construction of Kew Sewer Treatment Plant (STP) Upgrade) | 1. 100% | 1. 85% | Behind schedule, project to continue through into 2021/22. Port Macquarie-Hastings Council partnered with NSW Public Works Advisory for the delivery of the concept design phase for this project. the Project will now progress into the detailed design and investigations phase with a new consultancy. The construction phase of this project is estimated to commence not before 2021 based on current project status. |
| 4.1.3.27 CW Port Macquarie Waste Water Treatment Plant Odour control mitigation works | Infrastructure Planning, (Infrastructure | 1. Deliver project according to approved project plan (Port Macquarie Waste Water Treatment Plant Odour control mitigation | 1. 100% | 1. 90% | Behind schedule - Council has requested an extension of time to licence PRP requirements and this will extend this project deadlines into 2021-22 |
| 4.1.3.28 CW Camden Haven Waste Water Treatment Membrane Replacements | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Camden Haven Waste Water Treatment Membrane Replacements) | 1. 100% | 1. 70% | Behind schedule - Project has been delayed due to wet weather events and low resources. Investigations and options expected to be developed 2020-21 FY with replacement to commence in 2021-22 |
| 4.1.4.4 CW Carry out programmed replacement of Sewer Treatment Plant (STP) electrical and mechanical assets | Infrastructure Operations | 1. Deliver project according to approved project plan (Carry out programmed replacement of Sewer Treatment Plant (STP) electrical and mechanical assets) | 1. 100% | 1. 80% | Behind target. Projects awaiting resourcing |
| 4.1.5.09 CW Investigation of Stormwater Remediation Options - Bellbowrie/Bay Street Catchment | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Investigation of Stormwater Remediation Options - Bellbowrie/Bay Street Catchment) | 1. 100% | 1. 85% | Behind schedule. Design is behind milestone dates mainly associated with variations introduced to the original scope. Consultant has been on hold awaiting approval to commence variation works prior to finalising original scope items. Approval has been given to commence variation works and an updated program is to be provided to include variation and complete all remaining deliverables (design report, design drawings, cost estimates). Professional resourcing of this project has been impacted by flooding during this reporting period. |
| 4.1.5.12 CW Stormwater Remediation - 35 Hart Street - Investigation of stormwater remediation - Planning and Designs | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Stormwater Remediation - 35 Hart Street | 1. 100% | 1. 85% | Behind schedule Project planning to be commenced in early 2021 with completion of design expected within the 2020-2021 financial year. The professional resourcing of this stormwater project has been impacted by flooding during this reporting period leading to some delay. |
| 4.1.6.22 CW North Haven Flood Mitigation Works - investigation and concept design of remedial works | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (North Haven Flood mitigation Works - investigation and concept design of | 1. 100% | 1. 80% | Behind schedule. Project planning commenced in Dec 2020 due to COVID and other grant funded project priorities. It is aimed to complete the works within the 2020-2021 financial year however, works may progress into the 2021-2022 financial year if found to be more complex than initially expected. |
| 4.2.1.01 Deliver the annual bushfire risk mitigation program for Port Macquarie-Hastings Council. | Environment and Regulatory Services | 1. 90% of the annual bushfire risk mitigation program delivered | 1. 100% | 1. 100% | Behind shedule due to unshedulued extended leave and adverse weather. |
| 4.2.1.17 Develop the annual bushfire risk mitigation program for Council lands prepared in accordance with the Bush Fire Risk Management Plan | Environment and Regulatory Services | 1. The annual bushfire risk mitigation program is adopted by Council by 30 September 2020 | 1. 100% | 1. 75% | Behind schedule - Project has been delayed due to additional on-ground requirements and associated environmental approvals required. Yet to be undertaken due to extended leave of Bushfire Officer |
| 4.4.1.12 CW Beechwood Road - continue the design for Stages 5 and 6 of Beechwood Road reconstruction - Riverbreeze to Waugh Street - multi-year project | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Beechwood Road - continue the design for Stages 5 and 6 of Beechwood Road reconstruction (Riverbreeze to Waugh Street) | 1. 100% | 1. 100% | Behind schedule. Behind original target but on revised schedule. Stage 5 designs completed during Q1 20/21., Stage 6 is limited to concept designs only, including higher level crossing of Yippen Creek to improve flood access. Progressing in accordance with planning decision from Council regarding primary flood access prior to progressing the design. Expected to be complete in 20-21FY |
| 4.4.1.13 CW Hastings River Drive - Hughes Place to Boundary Street upgrade (Multi-year project) | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Hastings River Drive - Hughes Place to Boundary Street upgrade) | 1. 100% | 1. 85% | Behind schedule. This project continues from 2017-2018 financial year. Design consultant engaged to undertake detailed design and environmental approvals. Detailed designs are nearing completion. The contractor has experienced some delays in meeting scheduled progress with the project only recently progressing to the final stage of Development Approval submission. The construction of this segment of Hastings River Dr is subject to additional funding being allocated/secured. |

| Operational Plan Activity 2020-2021 | Lead Responsibility | Success Measures | Target | Actual | Comment on Progress as at 31 March 2021 |
|---|---|---|---|---|---|
| 4.4.1.34 CW Kew Main Street Upgrade | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Kew Main Street Upgrade) | 1. 100% | 1. 85% | Behind schedule. This project continued from the 2017-2018 financial year following the announcement of funding from the Federal Government. The detailed design phase of the project is currently nearing completion with multiple rounds of community consultation now complete. The project has been delayed due to the efforts required to ensure the community is accepting of the proposed upgrade. Construction works are expected to commence in May 2021 and completed in quarter one of 2021-2022 subject to a successful tender process (currently underway). |
| 4.4.1.42 CW John Oxley Drive Upgrade – Detailed Design – The Ruins Way to Wrights Road (Oxley Highway) | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (John Oxley Drive Upgrade) | 1. 100% | 1. 85% | Behind schedule.(multi year project) Local consultants Hopkins Consulting are progressing towards completion of the detailed design phase and sign off of final drawings during this reporting period. The construction phase of the project is pending the availability of budget in future FY's. |
| 4.4.1.52 AUS-SPEC Review - Undertake a comprehensive review of Councils full suite of design and construction specifications - multi-year project | Infrastructure Planning | 1. Deliver project according to approved project plan (AUS-SPEC Review) | 1. 100% | 1. 40% | Behind schedule. Implementation of revised specifications have been delayed by other higher priority projects. This project is continuing and ongoing with planning underway to recommence the update of the standard drawings and implementation of the new specifications by September 2021. |
| 4.4.1.59 CW Gordon/Horton Street - intersection upgrade - details designs | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Gordon/Horton Street - intersection upgrade - details designs) | 1. 100% | 1. 85% | Behind schedule. Project was placed on hold pending advice from TfNSW regarding the approval process for the traffic signal design. Resourcing of this project has been impacted flooding during this reporting period. The delay to completion is yet to be quantified/confirmed. |
| 4.4.1.63 CW Pembrooke Road - Stoney Creek Bridge Upgrade - Detailed Design | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Pembrooke Road - Stoney Creek Bridge Upgrade - Detailed Design) | 1. 100% | 1. 75% | Behind schedule. Project scope of works has been finalised and design phase project planning has commenced. Project is expected to carry over into the 2021-2022 financial year due to the complexity of the design and delay is design commencement. the site for this project has been heavily impacted by the flood event during this reporting period leading to a temporary bridge being required (currently under construction) in order to re open to traffic until the broader permanent bridge upgrade is designed and delivered. |
| 4.4.1.66 CW Kindee Bridge Upgrade Detailed Design | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Kindee Bridge Upgrade - Detailed Design) | 1. 100% | 1. 75% | Behind schedule. Kindee bridge maintenance and repair works have been prioritised ahead of the initiation of this broader bridge replacement project. Project initiation previously expected in the last quarter of 2020-2021 financial year however professional resourcing has been impacted during this reporting period due to floods, in turn further delaying this project.. |
| 4.4.1.71 Work with National Parks and Wildlife Services to adjust road boundaries | Infrastructure Planning | 1. Boundary adjustments commenced | 1. 100% | 1. 0% | Behind schedule. Discussion have been initiated with NPWS for the adjustment of road boundaries, however still no response. The adjustment of Houston Mitchell Drive is progressing. |
| 4.4.1.88 CW Lorne Road Sealing - Investigations and concept design | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Lorne Road Sealing - Investigations and concept design) | 1. 100% | 1. 100% | Behind schedule. Planning for the project is ongoing with survey and concept design well progressed. Concept design completion expected by the end of financial year 2020-2021 although professional resourcing has been impacted by flooding event. |
| 4.4.1.91 CW King Creek Road - Shoulder Sealing and Safety Barrier Installation | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (King Creek Rd - Shoulder Sealing and Safety Barrier Installation) | 1. 100% | 1. 85% | Behind schedule. Project planning and design for the project were nearing completion with construction expected to commence in Q3 of 20/21 FY, however flooding has impacted professional resourcing leading to a delay in commencing this project. Works are now at risk of not being complete within the 2020-2021 financial year. |
| 4.4.1.92 CW Roundabout Installation Owen and Home Streets | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Roundabout Installation Owen and Home Streets) | 1. 100% | 1. 85% | Behind schedule. This is NSW Govt Grant funded project. This project has been consolidated with the Lord St roundabout project. The combined funding of these two projects will allow this roundabout to be delivered. Construction is underway, flooding during this reporting period has impacted and delayed this project. |
| 4.4.1.98 CW The Hatch Rd - Reseal Sections - Investigation and design for sealing 3kms of Rd | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (The Hatch Rd - Reseal Sections - Investigation and design for sealing 3kms of Rd) | 1. 100% | 1. 85% | Behind schedule Funding for the project was formally announced in November 2020. Design and approvals are expected to be completed by late 2021 with construction expected to be complete by mid 2022. This project has been delayed by flooding during this reporting period. |
| 4.6.1.06 Inform and educate residents, industry and community groups about Council's tree management requirements within the Port Macquarie-Hastings 2013 Development Control Plan (DCP) | Recreation, Property and Buildings | 2. Provide advice in accordance with service standards and industry best practice | 2. 100% | 2. 97% | Behind schedule Total number of CRM's received 441, equating to 584 actual tasks. 256 (Public), 189 (Storm), 65 (Private), 27 (Illegal tree removal/pruning) and 47 (Other categories). 14 CRM's currently exceed service standard. Additional information: 74 enquires (51 public and 23 private phone and email enquires). This does not include calls transferred from call centre to mobile or landline. In addition, there were 33 internal enquiries and 6 hours for rural road/fire related inspections. |
| 4.6.1.16 Commence the Natural Resources asset and maintenance register | Environment and Regulatory Services | 4. Write the management plan which outlines maintenance and replacement actions | 4. 100% | 4. 90% | Behind schedule due to staffing shortfall |
| COVID Recovery Projects - Addendum to the 2020-2021 Operational Plan | | | | | |
| 4.4.1.103 CW Footpath – The Parade: Ocean St to Surf Club car park (NW side); 260m - COVID-19 RECOVERY | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Footpath – The Parade: Ocean St to Surf Club carpark (NW side); 260m) - COVID-19 RECOVERY | 1. 100% | 1. 85% | Behind schedule Construction commencement delayed by flooding during this reporting period. |
| 4.4.1.106 CW Footpath – Hill Street: Pioneer Park to Main Street (W side);180m - COVID-19 RECOVERY | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Footpath – Hill Street: Pioneer Park to Main Street (W side); 180m) | 1. 100% | 1. 85% | Behind target. Construction commenced on Hill St Comboyne footpath and forecast for completion in March 2021 in conjunction with adjoining COVID funded footpath scope in Pioneer Park. Delays due to March 2021 Flood Event and Emergency response. |
| 4.4.1.110 CW Footpath – Watonga Street: Connection to Matthew Flinders Dr; 35m - COVID-19 RECOVERY | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Footpath – Watonga Street: Connection to Matthew Flinders Dr; 35m) | 1. 100% | 1. 85% | Behind schedule. Project planning delayed by flooding during this reporting period. |

PORT MACQUARIE-HASTINGS COUNCIL

# 2017-2022 DELIVERY PROGRAM and 2020-2021 OPERATIONAL PLAN

## QUARTERLY PROGRESS REPORT AS AT 31 MARCH 2021

# COMMUNITY THEME 1 Leadership and Governance

**What we are trying to achieve**

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

**Community Strategic Plan:** 1.1 Inform and engage with the community about what Council does using varied communication channels

**Delivery Program Objective:** 1.1.1 Use a variety of tools to engage with the community in a manner that is transparent, effective, relevant and inclusive

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.1.1.1 Engage with the community using a range of methods to facilitate community involvement in decision making | Community | 1. Capture the number of engagement activities undertaken and number of participant including online | 1. 100% | 1. 100% | On target. Engagement summary as follows: Pop-ups: 60 participants. Bonny Hills Reserves Master Plan 30 Jan 2021 Zoom Meeting attendees: 17 Community Council Action Team meetings (CCAT): Beechwood and Comboyne Face-to-face meetings: 244 Illaroo Road Community Meetings 18/2/2021 & 23/2/2021 - 181 Laurieton Town Centre Master Plan - 14 CSP Business & Chamber Meeting 39 CSP Ambassadors 10 Facebook Live: N/A EngagePMH (Facebook group): 621 members. ConnectPMH (Iinstagram): 1166. Letters; 3263 |
| | | 2. Improve overall engagement approach and levels of engagement | 2. 100% | 2. 100% | On Target We continue to look ways to improve engagement from face to face to digital forums and everything in between. We continue to use our CCATs to share engagement opportunities as well as our monthly Have Your Say newsletter. |
| | | 3. Increased community participation on Council's Have your Say online portal | 3. 100% | 3. 100% | On target. New HYS registrations during Jan/Feb/Mar 2021: 160 |

**Community Strategic Plan:** 1.1 Inform and engage with the community about what Council does using varied communication channels

**Delivery Program Objective:** 1.1.1 Use a variety of tools to engage with the community in a manner that is transparent, effective, relevant and inclusive

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.1.1.4 Implement strategic communications priorities in accordance with Council's Working Together Framework and established Council priorities (amend for 2020-2021) | Customer Experience and Communications | 1. Deliver regular, positive and engaging media messaging | 1. 100% | 1. 100% | On target. A combined total of 500 multi-channel media touchpoints were actioned from Jan - Mar 2021. |
| | | 2. Increase community engagement with Council's digital channels | 2. 100% | 2. 100% | On target. The increase in community engagement is represented in the metrics as per commentary for 1.1.5.3 |
| 1.1.1.5 Implement strategic education priorities in accordance with Council's Working Together Framework | Community | 1. Education Framework for Council developed | 1. 100% | 1. 100% | Achieved. The Education Framework has been developed. |

**Community Strategic Plan:** 1.1 Inform and engage with the community about what Council does using varied communication channels

**Delivery Program Objective:** 1.1.1 Use a variety of tools to engage with the community in a manner that is transparent, effective, relevant and inclusive

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 2. Education messaging program implemented in accordance with identified priorities | 2. 100% | 2. 100% | On target. Maintaining and improving on the road safety program that operated before the Education Team started continues to be a priority of the team. Localising our campaigns through local places and people has been a priority. The team continues to work hard to develop collaborative partnerships with TfNSW and the local Police in order to ensure we are delivering the best campaigns to meet the ongoing needs of our community. Campaigns that have been implemented this quarter or are in planning for the final quarter are: - National Road Safety Week (May 16 - 23) - Yellow Ribbon Relay - a national event that will visit the Port Macquarie Koala Hospital as one of two flagship locations in Northern NSW to be selected to take part. This will showcase the impact of crashes with our endangered wildlife (particularly our local koala population) and people, and remind and encourage drivers to change their behaviour in known wildlife habitat corridors. - Little Blue Dinosaur - this campaign continued with signage and social media posts into February - Speed on country roads - this campaign continued with signage into February - A new template series of graphics to use on social media for repeat campaigns communicating upcoming events such as School Zones, Double Demerits and Plan B. - Shared pathways - increasing the awareness and use of our shared pathway network in particular for cyclists to work and school. |

**Community Strategic Plan:** 1.1 Inform and engage with the community about what Council does using varied communication channels

**Delivery Program Objective:** 1.1.2 Support community involvement in decision making through education around Council matters and services

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.1.2.1 Engage the community on developing the 2021 Community Strategic plan to drive council projects and programs into the future | Community | 1. Community Strategic plan developed and adopted by June 2021 | 1. 100% | 1. 100% | On target. We have undertaken engagement for the past 15 months with the community to assist in developing our Think 2050 Community Strategic Plan. This month we also undertook a number of focus group discussions with the local Business Community with 38 attendees on 2 March 2021 where we tested the vision and themes and sought their input in the future priorities. We also meet with our Community Ambassadors on 16 March 2021 to discuss the visions, themes and priorities. The Engagement report is now being finalised and the development of the CSP will be undertaken and draft reported to the May 2021 meeting. |
| | | 2. Engagement continues for the Community Strategic Plan until June 2021 | 2. 100% | 2. 100% | On target. In Quarter 3, a Business Focus Group was held with members of the Chambers of Commerce and the Think 2050 Ambassadors |
| 1.1.2.3 Undertake the Community Planning Program | Community | 1. Community plans developed by 1 September 2020 | 1. 100% | 1. 95% | Monitoring required. There are two outstanding Community Plans that need to be finalised - Wauchope and the North Shore. The plans have proven invaluable when determining community priorities and for getting grants throughout the past 9 months. The CCATs are also invaluable through the recent disaster as a touch point for the community and Council to connect. |

**Community Strategic Plan:** 1.1 Inform and engage with the community about what Council does using varied communication channels

**Delivery Program Objective:** 1.1.2 Support community involvement in decision making through education around Council matters and services

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 2. Facilitate Community Council Action teams | 2. 100% | 2. 100% | On target. Engagement Officers liaising with CCATS on a regular basis and project based. Meetings to be organised by end of May 2021 to review status of current adopted Community Plans and any revisions/updates required. Community Grants opportunity established for CCATs to apply for funding to deliver community-led Community Plan Actions. |
| | | 3. Implement Council actions identified in Community Plans and embed in future plans | 3. 100% | 3. 95% | Monitoring required. Community Plans and summary of actions have been provided to Group Managers for commentary and consideration for inclusion in the Operational Plan. Work will continue with the CCATs to prioritise actions for future works |
| 1.1.2.4 Develop Local Strategic Planning Statement (LSPS) | Strategy | 1. Complete Local Strategic Planning Statement (LSPS) for presentation to the NSW Department of Planning and Environment by 30 June 2021 | 1. 100% | 1. 100% | Achieved. The Local Strategic Planning Statement was endorsed by Council at an Extraordinary Council meeting held on the 30 September 2020. The LSPS was uploaded to the NSW Government Planning Portal on the 30 September 2020 to meet the State's definition of completion of an LSPS. |

**Delivery Program Objective:** 1.1.3 Engage with the community on impacts and changes to services.

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.1.3.2 Develop a Community Engagement program to enable community involvement in decision making in line with the Working Together Framework | Community | 1. The Community Engagement program is developed and implementation of actions commenced by 30 June 2021 | 1. 100% | 1. 100% | On target. Policy to be reviewed by May 2021. |

**Community Strategic Plan:** 1.1 Inform and engage with the community about what Council does using varied communication channels

**Delivery Program Objective:** 1.1.4 Provide easy to understand and accessible community reporting.

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.1.4.1 Produce and submit the annual report in accordance with Local Government Act requirements | People, Safety and Performance | 1. Annual report adopted by Council and submitted to the Office of Local Government (OLG) by 30 November | 1. 100% | 1. 100% | Achieved. The 2019-2020 Annual Report was presented to the 18 November 2020 Ordinary Council Meeting and submitted to the Office of Local Government in line with legislation. |
| | | 2. The Community Report Card (Part A); statutory report (Part B); and financial statements (Part C) is published for community viewing | 2. 100% | 2. 100% | Achieved. Hard copies of the 2019-2020 Annual Report were placed in Customer Service Offices and Library Branches in Laurieton, Port Macquarie and Wauchope in line with legislation. The report is also available on Councils website. |
| 1.1.4.2 Provide progress reports on implementation of the Delivery Program in accordance with Local Government Act requirements | People, Safety and Performance | 1. Report Delivery Program progress to Council on a six monthly basis | 1. 100% | 1. 100% | On target. A six monthly Delivery Program and Operational Plan Progress Report ending 31 December 2020, was presented to the 17 February Council meeting. |
| 1.1.4.3 Develop the one year Operational Plan in accordance with Local Government Act requirements | People, Safety and Performance | 1. Operational plan adopted by 30 June | 1. 100% | 1. 100% | On target. the Draft 2021-2022 Operational Plan is scheduled to be presented at 16 June 2021 Council meeting. The planning phase continues throughout the last quarter and is ongoing. |
| 1.1.4.4 CW Implement new Corporate Reporting Tool | People, Safety and Performance | 1. Improved planning and reporting capability with self-service access to real-time reporting achieved. | 1. 100% | 1. 100% | On target. New corporate reporting tool confirmed as Pulse. Implementation ongoing. |
| 1.1.4.5 Review the Resourcing Strategy in accordance with Local Government Act requirements | People, Safety and Performance | 1. Resourcing strategy review completed by March 2021. | 1. 100% | 1. 100% | Achieved. Desktop review of the existing Resourcing Strategy has been completed. |

**Community Strategic Plan:** 1.1 Inform and engage with the community about what Council does using varied communication channels

**Delivery Program Objective:** 1.1.5 Develop an effective and coordinated community focused Communications Strategy

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.1.5.3 Use targeted communication channels to ensure the community are well-informed, involved in Council decision making and understanding of Council priorities | Customer Experience and Communications | 1. Deliver regular and engaging information and messaging utilising a range of communication channels | 1. 100% | 1. 100% | On target. The delivery of an ongoing multi-channel communications approach continues online and offline, delivering regular updates and information to the broader community on Council plans, decisions and key brand messages. |
| | | 2. Increase community engagement with Council's digital channels | 2. 100% | 2. 100% | On target. The website received a total of 92,636 visits, 45% of this traffic was during the recent flood events 19 - 31 Mar 2021. During this time the website was continuously updated with real time information and optimised to improve the community experience in finding relevant information. By implementing social listening across community social groups, this informed the planned digital content, resulting in an increase of the overall digital engagement rate and social following with PMHC Facebook followers growing 20% this quarter. This is double the usual growth rate. Our average community reach rate increased by 58.7%, to over 12,000 people per post. |
| 1.1.5.4 Ensure communication and strategies are informed by research and understanding of preferred community communication methods and other available insights | Customer Experience and Communications | 1. Communications priorities and methods are informed by insights from the 2019 communications research and Customer Experience project | 1. 100% | 1. 100% | On target. We continue to use a multi-channel communication approach, regularly drawing on insights to optimise the content to effectively inform each audience type. Through implementing a social listening methodology in Q3, key brand risks were flagged and then actioned swiftly via a proactive and strategic Comms approach. |

**Community Strategic Plan:** 1.1 Inform and engage with the community about what Council does using varied communication channels

**Delivery Program Objective:** 1.1.6 Continue to promote access by the community to Councillors

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.1.6.1 Manage Councillor development program | Governance | 1. Manage Councillor development | 1. 100% | 1. 100% | On Target. The Councillor Professional Development Program has been managed as needs are identified and as per the adopted policy. This will be reviewed prior to and then again following the September 2021 local government elections |
| 1.1.6.2 Deliver the Take the Council to the Community program | Governance | 1. Hold two off-site Council meetings during the year (March Wauchope, October Laurieton) | 1. 100% | 1. 99% | Monitoring required: October 2020 Laurieton meeting could not be held in Laurieton due to COVID-19 restrictions. March 2021 Wauchope meeting also not held due to COVID restrictions. |

**Community Strategic Plan:** 1.2 Maintain strong partnerships between all stakeholders — local, state and federal — so that they are affective advocates for the community

**Delivery Program Objective:** 1.2.1 Promote Council participation and build linkages in local, state and federal initiatives, forums and opportunities to support Council's continued planning for the growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.2.1.1 Convene meetings with local business chambers for the Mayor and Senior Staff | General Manager's Office | 1. Schedule meetings throughout the year (with local business chambers for the Mayor and Senior Staff) | 1. 100% | 1. 100% | On Target. Meeting scheduled for 2021. Meetings held with all three Chambers of Commerce in this reporting period. |

**Community Strategic Plan:** 1.2 Maintain strong partnerships between all stakeholders — local, state and federal — so that they are affective advocates for the community

**Delivery Program Objective:** 1.2.1 Promote Council participation and build linkages in local, state and federal initiatives, forums and opportunities to support Council's continued planning for the growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.2.1.2 Convene meetings with State and Federal Members for the Mayor and Senior Staff | General Manager's Office | 1. Schedule meetings throughout the year (with State and Federal Members for the Mayor and Senior Staff) | 1. 100% | 1. 100% | On Target - The Mayor and CEO meet with our Local Members on as required needs basis. CEO met with Hon Leslie Williams MP 02/02/21. Mayor & CEO met with Leslie Williams and Minister Hancock on 04/02/21. CEO met with Pat Conaghan MP on 11/02/21. CEO and staff attended Media event with Hon Melinda Pavey MP on 25/02/21. Mayor, CEO and staff met with Dr David Gillespie MP on 04/03/21. During flood emergency crisis, phone call to Mayor & CEO from Governor General of Australia on 22/03/21; visit by the Prime Minister Morrison and Premier Berejiklian on 26/03/21. |
| 1.2.1.3 Work proactively to secure grant funding from other levels of government to support Council project and service delivery priorities | Economic and Cultural Development | 1. Identify and apply for grants in a timely and effective manner | 1. 100% | 1. 100% | On target. 17 grant applications submitted, requesting approximately $24.5million in grant funding. Applications included the Local Roads and Community Infrastructure Round 2, Crown Reserves Improvement Fund and Bushfire Local Economic Recovery Grants Programs. |

**Community Strategic Plan:** 1.3 Demonstrate leadership

**Delivery Program Objective:** 1.3.1 Provide effective leadership and equity

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.3.1.1 Participate in the Mid North Coast Joint Organisation (MNCJO) | General Manager's Office | 1. Attendance at the Regional Joint Organisation meetings by the Mayor and General Manager | 1. 100% | 1. 100% | On Target. The CEO and Director Strategy & Growth attended MNC JO Meeting and Bluett Awards presentation in Bellingen on 16/02/21. The Mayor and CEO attended MNC JO Meeting held in the Port Macquarie-Hastings Council Function Room on 12/03/21. The CEO also attended the GMAC Meeting on 19/02/21. |
| 1.3.1.2 Participate in the Regional Cities NSW quarterly meetings | General Manager's Office | 1. Attendance at the meetings by the Mayor and General Manager | 1. 100% | 1. 100% | On Target. The CEO attended the most recent Regional Cities Meeting (virtually) on 25 March 2021. The Mayor was an apology due to the flood emergency clean-up. |
| 1.3.1.3 Ongoing community disaster preparedness and support | General Manager's Office | 1. Ensure activities are undertaken | 1. 100% | 1. 100% | On Target. Bushfire Disaster - Ongoing community support led by Strategy & Growth Division and Council's Community Recovery Officer. Flood Disaster late March 2021 - Council has established a range of services and initiatives to assist flood-affected residents and businesses, including financial assistance with the waiving of a range of Council fees; establishment of flood outreach centres to provide information, emotional and financial support from a range of charities, Service NSW and Insurance Council of Australia; clean-up assistance. |

**Community Strategic Plan:** 1.3 Demonstrate leadership

**Delivery Program Objective:** 1.3.2 Build trust and improve Council's reputation through transparency, good decision making and living Council's Values

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.3.2.1 Manage the Legislative Compliance Register | Governance | 1. Undertake annual review of the Legislative Compliance Register and report on it and consider improvements to the Legislative Compliance process | 1. 100% | 1. 100% | Achieved. The Legislative Compliance review for 2019-2020 was presented to the August 2020 Audit, Risk and Improvement Committee Meeting and then presented to the September 2020 Ordinary Council Meeting. Council are currently reviewing alternative Compliance Registers |
| 1.3.2.2 Produce and submit the annual Code of Conduct complaints report in accordance with Office of Local Government requirements | Governance | 1. Report prepared annually and presented to Council no later than 31 December | 1. 100% | 1. 100% | Achieved. The annual report on Code of Conduct complaints was adopted by Council at the December 2020 Ordinary Council meeting and submitted to the Office of Local Government before the due date. |
| 1.3.2.3 Produce and submit the annual Government Information Public Access (GIPA) Report in accordance with the GIPA Act requirements | Governance | 1. Submit GIPA annual report to Information and Privacy Commission no later than 31 October | 1. 100% | 1. 100% | Achieved. The 2019-2020 GIPA Annual Report was submitted to the IPC in line with required timeframes. |
| 1.3.2.4 Coordinate lodgement of annual Disclosure of Interest Returns | Governance | 1. Annually update Disclosure Register by 30 September | 1. 100% | 1. 100% | Achieved. Disclosure register updated and a report was adopted at the October 2020 Ordinary Council Meeting with subsequent reports at the November 2020 and December 2020 Ordinary meetings for returns submitted after the due date due to staff absences. |
| 1.3.2.6 Report on Public Interest Disclosures (PID) | Governance | 1. Report biannually in July and February on any Public Interest Disclosures (PIDs) | 1. 100% | 1. 100% | Achieved. The PID online reporting tool was used to submit the biannual statistical reports to the NSW Ombudsman on 24 July 2020. |
| | | 2. Submit PID annual report to NSW Ombudsman by 31 October | 2. 100% | 2. 100% | Achieved. The PID online reporting tool was used to submit the biannual statistical reports to the NSW Ombudsman on 24 July 2020. |

**Community Strategic Plan:** 1.3 Demonstrate leadership

**Delivery Program Objective:** 1.3.2 Build trust and improve Council's reputation through transparency, good decision making and living Council's Values

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.3.2.7 Submit annual performance reporting for the water and sewer business to NSW Office of Water for benchmarking comparisons | Infrastructure Planning | 1. Collate and forward performance reporting data to NSW Office of Water annually | 1. 100% | 1. 100% | On target Reports submitted in line with requirements |

**Delivery Program Objective:** 1.3.3 Ensure there is appropriate management of risk to mitigate impact for Council and the community

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.3.3.2 Manage the Risk Management Action Plan, as part of the state wide continuous improvement program | Governance | 1. Review and implement the Risk Management Action Plan on a quarterly basis and report to Executive | 1. 100% | 1. 100% | On target. The Insurance Risk Management Action Plan (IRMAP) has been developed for 2020-2021 and is reported on a quarterly basis. |
| 1.3.3.5 Improve the Risk Management Framework | Governance | 1. Improve the Risk Management Framework in line with project milestones | 1. 100% | 1. 100% | On Target. An exercise has been undertaken to review the Risk Culture for Councils' insurers, and a Safety Audit has been conducted with outcomes currently under review. |
| 1.3.3.6 Capture high risk electrical assets in Council's asset management system | Infrastructure Planning | 1. Complete electrical asset data survey for Council owned assets by 30 June | 1. 100% | 1. 100% | Achieved. All high risk electrical assets have been captured with future assets being picked up as part of the project completion reporting process. |
| 1.3.3.7 Manage the Delegation Framework | Governance | 1. Manage and consider improvements to the Delegation framework | 1. 100% | 1. 100% | On Target. A review of Director delegations has been undertaken. This Operational Plan action will now progress with the commencement of the new Chief Executive Officer, who may wish to review and or amend the delegation framework. |
| 1.3.3.8 Respond to formal information requests within required timeframes | Governance | 1. Respond to formal GIPA requests within the required timeframes | 1. 100% | 1. 100% | On target. All requests managed within the legislative time frames for the January to March 2021 reporting period. |

**Community Strategic Plan:** 1.3 Demonstrate leadership

**Delivery Program Objective:** 1.3.3 Ensure there is appropriate management of risk to mitigate impact for Council and the community

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.3.3.9 Coordinate requirements for the 2021 Local Government Election and Councillor Induction Program | Governance | 1. Coordinate all requirements for the 2021 Local Government Election and Implement the Councillor Induction Program | 1. 100% | 1. 100% | On Target. Elections to be held 4 September 2021. Pre-election planning has commenced. |

**Delivery Program Objective:** 1.3.4 Manage our workforce to deliver community outcomes

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.3.4.1 Implement workplace strategies and processes to continue to improve Human Resources | People, Safety and Performance | 1. Actions implemented by 30 June 2021 as per the Workforce Management Strategy | 1. 100% | 1. 100% | On target. All engagement, attraction, retention and Equity & Diversity actions from the Workforce Management Strategy 2017-2021 are progressing. Highlights include: - Formal review of 2020 new starter, turnover and recruitment - Establishment structure was set-up in quarter three - Process mapping of all People, Safety & Performance processes in preparation for a new Human Resource Information System. The Workforce Planning program will be expaned across all teams in Q4. |
| 1.3.4.2 Implement workplace strategies and processes to continue to improve Work, Health and Safety. | People, Safety and Performance | 1. Actions implemented by 30 June 2021 as per the Work, Health Safety Strategy. | 1. 100% | 1. 100% | On target. A Work Health & Safety Strategy Framework was developed and presented to the Senior Leadership Team to drive awareness, accountability and direction. Policies and procedures review and update is progressing in response to the 2019 Audit. Vault roll out of the Incident Management module has been completed. Follow up sessions will continue in April/May to cover employees who missed the original sessions. |

**Community Strategic Plan:** 1.3 Demonstrate leadership

**Delivery Program Objective:** 1.3.4 Manage our workforce to deliver community outcomes

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.3.4.3 Implement workplace strategies and processes to continue to improve Learning and Development | People, Safety and Performance | 1. Actions implemented by 30 June 2021 as per the Learning and Development Strategy | 1. 100% | 1. 100% | On target to deliver the Learning and Development Strategy. The focus for Q3 was on compliance training to comply with safety and legislation. Other highlights for the quarter included: - Three (3) new Apprentices and four (4) new Trainees commenced - Thirty-One (31) Water and Sewer employees commenced Certificate III in Water Operations - L&D Newsletter issued to all employees promoting learning and development opportunities Plans are progressing to deliver resilience training across all divisions in Q4. |
| 1.3.4.4 CW Port Macquarie Depot - Rationalisation of Port Macquarie and Wauchope Council Depot operations | Strategy | 1. Holistic review of depot holdings and plans by 30 June 2021 | 1. 100% | 1. 100% | On target. The acquisition of 1 Commerce Street Wauchope was endorsed by Council at the Ordinary Council meeting held on 23 September 2020. The sale was completed on 6 April 2021. A strategic depot working group has been established for a holistic review of Council's depots. |

**Community Strategic Plan:** 1.3 Demonstrate leadership

**Delivery Program Objective:** 1.3.5 Build an engaged workforce

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.3.5.1 Implement Organisational Development initiatives and strategies to develop a highly engaged workforce who are solutions focused | People, Safety and Performance | 1. Actions implemented by 30 June 2021 as per the Organisational Development Strategy to grow Leadership capability across the organisation | 1. 100% | 1. 99% | Monitoring required. Work is continuing on combining the existing Organisational Development Strategy with the existing Learning and Development Strategy to create a central People and Culture Development document. The strategy for growing the Leadership capability across the organisation will be developed as part of this update and will continue to develop with the relationships built with leaders through the People and Culture Business Partner roles. |
| | | 2. Employee Engagement Days (EED) delivered in May 2021 | 2. 100% | 2. 90% | Monitoring required. Decision was made by executive to postpone the 2021 Employee Engagement Days due to uncertainty around COVID restrictions. Alternate options for Employee Engagement are being considered. |
| | | 3. The Employee Engagement Process is implemented across the organisation with all staff having clear goals set, quarterly one on one conversations and a personal development plan in place | 3. 100% | 3. 100% | Achieved. Part I (Clarifying) and Part II (Setting Performance Targets and Development Goals) of the Employee Engagement Process Roadshow has been completed across people leaders. Part III of Roadshow ( Managing Performance through the EEP) is in development and will be delivered by the People and Culture Business Partners over the next 6 months. Annual delivery of these education sessions will continue to capture any supervisors new to Council. Work on supporting people leaders on encouraging quarterly one on one conversations and clear goal setting will continue. There is currently work being undertaken in the Learning and Development space to clarify and simplify the process for Personal Development Plans |

**Community Strategic Plan:** 1.3 Demonstrate leadership

**Delivery Program Objective:** 1.3.5 Build an engaged workforce

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 4. The Employee Engagement Survey results are circulated to all staff and action plans developed by 30 June 2021 | 4. 100% | 4. 90% | Monitoring required. Decision was made by Executive to postpone the usual Gallup Q12 survey for Feb 2021 and to review the survey platform with a view to selecting a different tool. The aim is to conduct an all staff Employee Engagement survey in June/July 2021. |
| 1.3.5.3 Implement the Human Resource Information System (HRIS) | People, Safety and Performance | 1. Staff have digital access to self-service human resource functionality | 1. 100% | 1. 100% | On target. Quarter three focused on detailed process sessions to build the business procedures and design the technology interface. |

**Community Strategic Plan:** 1.4 Use innovative, efficient and sustainable practices

**Delivery Program Objective:** 1.4.1 Provide efficient technology and inclusive digital systems that are easy to use and easy to access

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.4.1.1 CW Undertake delivery of Digital Technology projects (DT - Roadmap Program - multi-year projects) | Digital Technology | 1. Deliver project according to approved project plan (ICT - Projects) | 1. 100% | 1. 100% | On target. Roadmap is on track. |
| 1.4.1.2 CW Undertake delivery of ICT projects (ICT - Renewals - multi-year project) | Digital Technology | 1. Deliver project according to approved project plan (ICT - Renewals) | 1. 100% | 1. 100% | On target. Roadmap is on track. |

**Community Strategic Plan:** 1.4 Use innovative, efficient and sustainable practices

**Delivery Program Objective:** 1.4.1 Provide efficient technology and inclusive digital systems that are easy to use and easy to access

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.4.1.5 Develop asset design and as-constructed templates as part of the Asset Data Standards Review | Infrastructure Planning | 1. Develop an Auto CAD file template for asset design and as-constructed plans that meets Asset Design As Constructed (ADAC) standards by 30 June | 1. 100% | 1. 0% | Monitoring required. Project being developed as part of Asset Designed As Constructed (ADAC) and Asset Data Standards review. The ADAC project has been deferred to the 2021/22 Operational Plan with funding allocated in the Draft budget to ensure implementation occurs. Work between the Assets Team, GIS and Asset Planning Engineers has commenced and will continue with completion is expected by 30 June 2022. |
| 1.4.1.6 CW Property Management System for management of Council owned assets | Strategy | 1. Property Management System options assessed for suitability | 1. 100% | 1. 90% | Monitoring required. This item will be led by the Property Team with support from Strategy where required. The opportunities identified are largely transactional operational efficiency and effectiveness rather than strategic in nature. Alignment with other Council led technology areas for improvement are being considered. |

**Delivery Program Objective:** 1.4.2 Deliver agreed services at the agreed service level at best value

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.4.2.1 Work across the organisation to facilitate the implementation of the Business Improvement Strategy | People, Safety and Performance | 1. Throughout 2020-21 carry out activities to build continuous improvement capability across the organisation, as outlined in the Business Improvement Strategy | 1. 100% | 1. 100% | On Target. The Business Improvement Office (BIO) has continued to raise the awareness of continuous improvement activities through improvement stories as well as developing an Improvement Playbook to provide a step by step guide to making improvements across the organisation using the PMHC Improvement Process. This Process is now being integrated into a program of work that aims to make improvements to customer interactions. |

**Community Strategic Plan:** 1.4 Use innovative, efficient and sustainable practices

**Delivery Program Objective:** 1.4.2 Deliver agreed services at the agreed service level at best value

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 2. Undertake five improvement initiatives by 30 June 2021 | 2. 100% | 2. 100% | On target. The Business Improvement Office (BIO) have finalised completion reports for 3 service reviews and are awaiting Executive endorsement. BIO are also currently collating management comments on the recommendations for the On Call Management Review. More recently, BIO have been collaborating with other service areas to scope and progress improvements to customer interactions as part of a program designed to enhance the customer experience. |

**Delivery Program Objective:** 1.4.3 Deliver a customer focused service that provides the community a consistent experience of Council

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.4.3.1 Deliver high quality and valued customer experiences that place the customer at the Centre of what Council does | Customer Experience and Communications | 1. Design and implement two cross organisational customer improvement programs identified in the Customer Experience project | 1. 100% | 1. 100% | On target. The online beach permits trial is now live and over 70 permits have been sold at end of Q3. NSW Planning Portal commenced 1 January 2021. |
| | | 2. Report quarterly to Council on Customer Experience improvement activity | 2. 100% | 2. 0% | Behind schedule. Focus of staff was on the review and updating of the Customer Experience Policy Framework, adopted by Council in December 2020. It is now considered that quarterly reports to Council are no longer the most efficient use of resources around the Customer Experience and an annual report will be presented to Council in Q4. |

**Community Strategic Plan:** 1.4 Use innovative, efficient and sustainable practices

**Delivery Program Objective:** 1.4.3 Deliver a customer focused service that provides the community a consistent experience of Council

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 3. Review and interrogate call centre data to demonstrate that customer experience is adequately captured, monitored and data informs improvement projects | 3. 100% | 3. 100% | On target. Data will be reporting in Q4 report. |
| 1.4.3.2 Provide up to date information for our community through a single source of truth | Customer Experience and Communications | 1. Develop digital communications strategy | 1. 100% | 1. 100% | On target. A digital communications strategy will be presented in Q4 2020-21 |
| | | 2. Ensure Council's website is current and represents single source of truth for internal and external customers | 2. 100% | 2. 100% | On target. The website continues to be the single source of truth across all our digital channels. The website upgrade project is still ongoing, utilising a mix of focus groups and current website data to inform design and content decisions. |

**Community Strategic Plan:** 1.5 Ensure strong corporate and financial management that is transparent and accountable

**Delivery Program Objective:** 1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.5.1.01 Monitor and accurately report on Council's financial position in accordance with Local Government Act requirements | Financial Services | 1. Lodge audited financial statements with Office of Local Government by 31 October | 1. 100% | 1. 100% | Achieved. Council's audited annual financial statements for the year ended 30 June 2020 were lodged with the Office of Local Government by the required deadline. |
| | | 2. Submit three quarterly budget review statements and an annual report submitted to Council | 2. 100% | 2. 100% | On target. The Quarterly Budget Review Statement for the quarter ended 31 March 2021 will be presented to the May 2021 Council meeting. |

**Community Strategic Plan:** 1.5 Ensure strong corporate and financial management that is transparent and accountable

**Delivery Program Objective:** 1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.5.1.02 Manage Council's investment portfolio to optimise investment returns within the constraints of the policy, the Local Government Act and Regulations | Financial Services | 1. Exceed benchmark for investment return | 1. 100% | 1. 100% | On target. Investment return has exceeded the benchmark for each month in isolation and the financial year to date. |
| | | 2. Table report to Council monthly | 2. 100% | 2. 100% | On target. Reports have been presented to Council within the required timeframes. |
| 1.5.1.03 Develop annual Operational Plan budget and review the Long Term Financial Plan | Financial Services | 1. Develop the draft annual budget in line with Integrated Planning and Reporting time frames | 1. 100% | 1. 100% | Achieved. The draft annual budget has been completed, tabled to Council and is currently on exhibition. |
| | | 2. Have final budget adopted by Council by 30 June | 2. 100% | 2. 100% | On target. The 2021/2022 budget preparation is underway and on track for the budget to be adopted by June 2021. |
| | | 3. Review the Long Term Financial Plan in line with the budget cycle | 3. 100% | 3. 100% | On target. A review of the Long Term Financial Plan is currently underway in conjunction with the 2021/2022 Operational Plan development. |
| 1.5.1.04 Prepare monthly financial reports for Council | Financial Services | 1. Submit financial reports to Council monthly | 1. 100% | 1. 100% | On target. Monthly financial reports have been presented to Council as required. |
| 1.5.1.06 Progress Partridge Creek residential development planning | Strategy | 1. Provide a report to Council outlining Partridge Creek residential development options upon receipt of updated land valuation | 1. 100% | 1. 90% | Monitoring required. This item is advanced through the project plan. Council development more broadly is subject to review and that review may influence the strategy to completion of this item. |
| 1.5.1.08 Conduct Asset Revaluation for Transport assets (Roads, Bridges, Footpaths, Airport Runway) | Infrastructure Planning | 1. Complete asset revaluation by 30 June | 1. 100% | 1. 100% | Achieved. The revaluation for Transport assets was accepted by Auditors with audit sign-off received with an unqualified audit opinion and Council was able to lodge the financial statements with the Office of Local Government in November. |

**Community Strategic Plan:** 1.5 Ensure strong corporate and financial management that is transparent and accountable

**Delivery Program Objective:** 1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.5.1.09 Progress Emily Avenue residential development planning | Strategy | 1. Receive Development Consent and Commence Design by 30 June | 1. 100% | 1. 100% | On target. DA for residential subdivision was approved at the Ordinary Council Meeting on 20 May 2020, subject to planning and development conditions. The site is being investigated for potential contaminants. |
| 1.5.1.10 Implement Asset Designed As Constructed (ADAC) computerised automated process system | Infrastructure Planning | 1. Complete implementation of ADAC within Council operations by 30 June | 1. 100% | 1. 0% | Yet to commence. Undertaking the ADAC implementation has been deferred with funding being allocated in the draft 2021/22 Operational Plan to allow the contracted implementation to be completed. Planning work to ensure timely engagement of the provider is ongoing. |
| 1.5.1.11 Progress Kangaroo Park, North Shore residential development planning | Strategy | 1. Lodge Development Approval application for Kangaroo Park development | 1. 100% | 1. 90% | Monitoring required. The constraints of the Kangaroo Park development are being reviewed. The review will determine the priority of development of Kangaroo Park to Council and the community. The 2021 Port Macquarie-Hastings flood has impacted on this site and the execution of the review. |
| 1.5.1.12 Conduct Asset Revaluation for land improvements, other structures and other assets (parks, cemeteries, waste management, bus shelters, etc) assets | Infrastructure Planning | 1. Undertake condition rating of Council's assets by 30 June | 1. 100% | 1. 100% | On Target. Consultant engaged with inspections completed, draft report received and being reviewed before issue of the final report. |
| 1.5.1.13 Undertake condition assessment and review of all unsealed roads in line with ARRB recommendations | Infrastructure Planning | 1. Undertake assessment of unsealed roads by 30 June | 1. 100% | 1. 100% | On target. This project was expected to commence in early 2021, though due to unexpected absences of team key members will delay commencement and completion to later in 2020/21. |

**Community Strategic Plan:** 1.5 Ensure strong corporate and financial management that is transparent and accountable

**Delivery Program Objective:** 1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.5.1.14 Property Purchase Investigations | Strategy | 1. Investigations into Property Purchases undertaken | 1. 100% | 1. 100% | On target. The strategic acquisition of 1 Commerce Street Wauchope was endorsed by Council at the Ordinary Council Meeting held on 23 September 2020. The acquisition was complete on 6 April 2021. |

**Delivery Program Objective:** 1.5.2 Use procurement, tendering, purchasing and contract management approaches that are transparent and equitable

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.5.2.1 Continue to implement and monitor the Procurement Strategy action items | Financial Services | 1. Completion of Procurement Strategy implementation plan actions within agreed timeframes | 1. 100% | 1. 100% | On target. The procurement strategy action items are underway. |
| 1.5.2.2 CW Ensure plant purchases are in line with the plant replacement program (Plant Purchases and Disposals - multi-year project) | Infrastructure Operations | 1. Plant replacement program delivered according to approved schedule | 1. 100% | 1. 90% | Monitoring required. Plant replacement progressing although plant & equipment are difficult to supply. |
| 1.5.2.3 Manage and maintain Council's Plant and Fleet to support the operational activities of Council | Infrastructure Operations | 1. Plant and Fleet managed and maintained in accordance with adopted program and budget | 1. 100% | 1. 100% | On target. Progressing as planned. |
| 1.5.2.5 Undertake procurement activities in accordance with legislative requirements and that are transparent | Financial Services | 1. Capture contracts awarded with a value of $150,000 (excluding GST) or more | 1. 100% | 1. 100% | On target. All contracts above $150,000 have been captured as required. |

**Community Strategic Plan:** 1.5 Ensure strong corporate and financial management that is transparent and accountable

**Delivery Program Objective:** 1.5.3 Develop, manage and maintain Council Business Units through effective commercial management

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.5.3.1 Increase operating revenue at the Airport, the Glasshouse, and the Environmental Laboratory | Commercial Business Units | 1. Increase operating revenue by 3% per annum per business unit (Airport) | 1. 3% | 1. -62% | Behind schedule. Operating revenue down 62.2% on the corresponding period in 2019 -20 due to the impact of COVID-19 travel restrictions. |
| | | 2. Increase operating revenue by 3% per annum per business unit (Environmental Laboratory) | 2. 3% | 2. -6% | Behind schedule. Sampling and analysis has reduced slightly as a result of the initial response to COVID-19 (with a corresponding reduction in variable operating costs). While income is down 5.5% against the corresponding period in 2019-20, income for the financial year to end March 2021 is 21% higher than the corresponding period in 2018-19. |
| | | 3. Increase operating revenue by 3% per annum per business unit (Glasshouse) | 3. 3% | 3. -74% | Behind schedule. Operating revenue down 74% on the corresponding period in 2019-20 due to the impact of COVID-19 public health order restrictions. Reduced income offset by a reduction in operating costs. |
| 1.5.3.2 Implement the Glasshouse Strategic Plan 2020-2022 in consideration of Council's Cultural Plan | Commercial Business Units | 1. Deliver actions according to adopted Glasshouse Strategic Plan | 1. 100% | 1. 100% | On target (noting the impact of COVID-19). The Glasshouse Plan 2020-2022 was adopted by Council in July 2020. |
| | | 2. Present biannual reports to Council | 2. 100% | 2. 100% | On target. The Glasshouse presented biannual reports to Council in August 2020 and February 2021. |
| 1.5.3.6 Manage Council's property management, leasing and licencing, and statutory property functions for the most appropriate return to Council and the community | Recreation, Property and Buildings | 1. Deliver statutory property projects according to approved project plan | 1. 100% | 1. 100% | On target. Land matters are progressed as required. |
| | | 2. Manage Council's lease and licence portfolio to ensure the most appropriate return to Council and the community | 2. 100% | 2. 100% | On target. 171 Commercial Leases 74 Community Leases 84 Leases PMHC as Lessee |

**Community Strategic Plan:** 1.5 Ensure strong corporate and financial management that is transparent and accountable

**Delivery Program Objective:** 1.5.3 Develop, manage and maintain Council Business Units through effective commercial management

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.5.3.8 CW Land and Easement Acquisitions for Council Purposes - Survey, Valuation and Land Transactions | Recreation, Property and Buildings | 1. Deliver projects according to approved project plan (Land Acquisitions for Council Roads - Survey, Valuation and Land Transactions) | 1. 100% | 1. 100% | On target. Land matters are progressed as required. |

**Delivery Program Objective:** 1.5.4 Identify new commercially viable revenue sources

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.5.4.1 Review current revenue sources and investigate the commercial viability of identified new revenue sources | Commercial Business Units | 1. Identify new revenue sources | 1. 100% | 1. 100% | On target. Review of revenue sources continuing in conjunction with the development of the 2021-2022 Schedule of Fees and Charges. |

# COMMUNITY THEME 2 Your Community Life

**What we are trying to achieve**

A healthy, inclusive and vibrant community.

**Community Strategic Plan:** 2.1 Create a community that feels safe

**Delivery Program Objective:** 2.1.1 Support Community Safety initiatives

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.1.1.1 Manage the contract for approved lifeguard services | Recreation, Property and Buildings | 1. Deliver approved lifeguard services | 1. 100% | 1. 100% | On Target. Lifeguard patrols continued at Town and Flynn's Beach across the reporting period. Christmas Holiday patrols commenced at Lighthouse, Lake Cathie, Rainbow and North Haven beaches during December and continued throghout the January school holiday period. |
| | | 2. Deliver lifeguard education programs to schools and community groups (target 2,500 students) | 2. 100% | 2. 100% | Achieved. The lifeguard education program commenced in term 4 in schools across our LGA. Due to COVID restrictions, the program was delivered via a mix of in classroom and online platforms with in excess of 2,500 students participating in the program. |

**Delivery Program Objective:** 2.1.2 Advocate for, support and coordinate emergency services

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.1.2.1 CW Council supports Emergency Management Operations and Agencies | Infrastructure | 1. Provide coordination and support to emergency service units as required | 1. 100% | 1. 100% | On target. Working with Emergency Service units is ongoing as required. LEMC Covid-19 updates reverted to Monthly call. Support of Flood Disaster EOC event in March 2021. |

**Community Strategic Plan:** 2.1 Create a community that feels safe

**Delivery Program Objective:** 2.1.3 Conduct regulatory and educational activities which safeguard public and environmental health, and ensures compliance with planning and building standards

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.1.3.1 Monitor and take action as appropriate to ensure compliance with development approvals and building, environmental, public health and on-site sewage standards | Environment and Regulatory Services | 1. 80% of building certificate applications assessed within service standard | 1. 80% | 1. 100% | On target - Applications not assessed awaiting further information from customers. |
| | | 2. 80% of food permit inspection program completed | 2. 80% | 2. 80% | On target - All programmed inspections completed as well as additional complaints and new applications. |
| | | 3. 80% of Notices of Completion applications for caravan park and manufactured homes assessed within service standard | 3. 80% | 3. 85% | 12 applications received and 10 determined within service standard. |
| | | 4. 80% of notified buildings with fire safety requirement inspected (AFSS) | 4. 80% | 4. 98% | On target - Progressing to enforcement for non-compliances |
| | | 5. 80% of notified premises undertaking skin penetration procedures, barbers, hairdressers, beauty, tattoo inspected | 5. 80% | 5. 100% | On target - No scheduled inspections due. |
| | | 6. 80% of notified regulated cooling and heating systems inspected. | 6. 80% | 6. 100% | On target - Risk management plans reviewed as received |
| | | 7. 80% of on-site sewage system inspection program completed | 7. 80% | 7. 100% | On target - 70 inspections undertaken. |

**Community Strategic Plan:** 2.1 Create a community that feels safe

**Delivery Program Objective:** 2.1.3 Conduct regulatory and educational activities which safeguard public and environmental health, and ensures compliance with planning and building standards

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 8. 80% of private swimming pool compliance certificate applications assessed within service standard | 8. 80% | 8. 100% | On target - 17 applications received with 8 determined. |
| | | 9. 80% of public pools and spas inspected | 9. 80% | 9. 100% | On target - No scheduled inspections due this quarter. |
| | | 10. Capture the number of public health customer requests (CRM's) received and investigate within the service standard | 10. 100% | 10. 89% | On target - 98 CRM's received with 92 responded to within service standard. |
| | | 11. Develop an Education and Inspection program for Underground Petroleum Storage Systems (UPSS) | 11. 100% | 11. 100% | On target - Informaiton and inspections completed. Following up required works |
| 2.1.3.3 Provide ranger & law enforcement services to ensure compliance relating to parking, beach patrols, illegal signage, sale of goods on roads, building site sediment control & companion animals | Environment and Regulatory Services | 1. Increase in the number of animal registrations annually | 1. 100% | 1. 100% | On target - Covid resulted in ceasing follow-up of registrations. Reminders have recommenced |
| | | 2. Monitor the number of companion animal incidents | 2. 100% | 2. 100% | On target - 273 dog and cat CRM's received this quarter. |
| | | 3. Monitor the number of offences detected during proactive patrols | 3. 100% | 3. 100% | On target - number of offences actively monitored and recorded. |

**Community Strategic Plan:** 2.1 Create a community that feels safe

**Delivery Program Objective:** 2.1.3 Conduct regulatory and educational activities which safeguard public and environmental health, and ensures compliance with planning and building standards

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 4. Respond to 80% of Regulatory Services customer requests regarding compliance with parking, beach patrols, illegal signage, sale of goods on roads, building site sediment control and companion animals | 4. 80% | 4. 91% | On target - Meeting target within service standards |
| 2.1.3.4 Manage Council's Environmental Laboratory and provide sampling, analysis, reporting & advice of water quality analysis to internal & external customers on an approved fee for service basis | Commercial Business Units | 1. Complete all sampling, analysis and reporting of operational and regulatory requests in accordance with the required service standards | 1. 90% | 1. 96% | On target. 96.1% of finalised reports met the required service standard. All reports for urgent request and non compliant results were met within the agreed service standard. |
| | | 2. Maintain National Association of Testing Authorities (NATA) corporate accreditation | 2. 100% | 2. 100% | Achieved. NATA accreditation maintained. |
| | | 3. Undertake all sampling, analysis and reporting of operational and regulatory requests in accordance with approved budgets | 3. 100% | 3. 100% | On target. All sampling, analysis and reporting conducted within budget. |

**Community Strategic Plan:** 2.1 Create a community that feels safe

**Delivery Program Objective:** 2.1.3 Conduct regulatory and educational activities which safeguard public and environmental health, and ensures compliance with planning and building standards

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.1.3.5 Provide a safe water supply in accordance with Australian Drinking Water Quality Guidelines | Infrastructure Planning | 1. Have nil reportable incidents in accordance with NSW Health agreed protocols | 1. 0# | 1. 1# | Behind Schedule: Rainfall causing flooding in Shire also caused a broken water main in the Comboyne Water supply network on 23 March 2021. The incident allowed untreated water to enter the drinking water network making it unsafe to drink. This was reported to NSW Health as in incident and Council decided to implement a boil water alert to all residents. Following recitification works the boil water alert was ceased on 1 April 2021. |

**Community Strategic Plan:** 2.2 Advocate for social inclusion and fairness

**Delivery Program Objective:** 2.2.1 Support and advocate for all community sectors

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.2.1.1 Through the Community Inclusion Plan Involve youth for a better Council | Community | 1. Implement a new refreshed and restructured Youth leadership model that will assist in providing a youth voice to Council decisions | 1. 100% | 1. 100% | On target. Discussions are under way with Headspace Youth Group and the Youth hub on how we can utilise them to help with getting a youth voice within Council. |
| | | 2. Support programs and youth activities including Youth Week | 2. 100% | 2. 100% | On target. Zamplify Youth Week event planned at Regional Stadium and includes bands, obstacle course, food trucks and a movie. |
| 2.2.1.3 Through the Community Inclusion Plan coordinate the Community grants program to assist the community to deliver projects that contribute to a sense of place | Community | 1. Deliver Community Grants Program through two rounds per year | 1. 100% | 1. 100% | On Target Round two grants were open in early march. These were initially to close on 31 March, however due to the recent flooding disaster these have been extended to the 28 April and will be reported to the May Council meeting. |

**Community Strategic Plan:** 2.2 Advocate for social inclusion and fairness

**Delivery Program Objective:** 2.2.1 Support and advocate for all community sectors

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 2. Review and implement the new Community Grants program to meet the needs of a changing community | 2. 100% | 2. 100% | Achieved A review of the approach to Grants was developed and presented to Council in August 2020 and the new Community Grants Round reflects the review. |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.1 Ensure access to community facilities and activities: including access to natural environment

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.1.1 CW Deliver the Disability Inclusion Action Plan in accordance with State Legislation | Community | 1. Implement the actions as per the Disability Inclusion Action Plan | 1. 100% | 1. 100% | On target. Team continues to deliver actions in Disability Inclusion Action Plan (DIAP). Planning for a new DIAP 2021 - 2024 is underway. |
| 2.3.1.2 Through the Community Inclusion plan continue to manage Community Halls | Community | 1. Audit and plan for community places and spaces | 1. 100% | 1. 100% | On target. The team continues to work on the Community Inclusion Plan to meet the needs of the community. Projects that have been reviewed this quarter include the Town Green West Play Space and Town Beach Playspace. We have also undertaken procurement for the Log Wharf Master Plan |
| | | 2. Manage Community Halls to current service standards | 2. 100% | 2. 100% | On target. Discussions are being held with Recreation, Property & Building Services to potentially lease out Council owned halls that are currently being managed by Section 355 committees. |
| | | 3. Support Council and non Council owned Hall network | 3. 100% | 3. 100% | On target. Through the Community Planning process and the Community Recovery projects, we are able to provide support for the halls. |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.2 Provide a range of inclusive sporting and recreational opportunities and facilities to encourage a healthy and active lifestyle

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.2.2 CW Deliver sporting facility renewal and upgrades program across the LGA | Recreation, Property and Buildings | 1. Deliver renewal and upgrades as per schedule and reported according to seasonal sports | 1. 100% | 1. 100% | On Target The overall Sporting Facility Renewals program is on target as follows: Vince Inmon Sporting Fields: Multi Year project Planning commenced, design commenced in third quarter of 2021. Vince Inmon Sporting Fields Amenities: Project complete Lank Bain Sports Ground: Project complete Port Macquarie Regional Sports Stadium: Planning commenced Sporting Infrastructure Renewals: Planning commenced Charlie Watt Lighting & Drainage: Project complete Oxley Oval Lighting Project complete Blackbutt Park Project complete Kendall Sports Ground Project complete |
| 2.3.2.3 Manage the Mayor's Sporting Fund | Economic and Cultural Development | 1. Distribute funds as required and coordinate fundraising events | 1. 100% | 1. 100% | On target. With resumption of sporting competition (following an easing of COVID restrictions), applications have recommenced and funds have been distributed as approved by Council at Feb-March 2021 Council meetings. |
| 2.3.2.4 Undertake regional master planning for recreational facilities | Recreation, Property and Buildings | 1. Commence review of Bonny Hills Reserves Master Plan | 1. 100% | 1. 85% | Monitoring required. Bonny Hills Reserves Master Planning is ongoing, second round of community engagement complete. Target to complete fourth quarter. |
| | | 2. Complete Master Planning for Bain Park, Wauchope | 2. 100% | 2. 100% | Achieved. Bain Park Master Planning is complete. |
| 2.3.2.5 CW Camden Haven River Recreational Boating Improvements - Upgrade of facilities as pre Boating Needs Investigation | Recreation, Property and Buildings | 1. Deliver to approved project plan (Camden Haven River Recreational Boating Improvements) | 1. 100% | 1. 50% | Behind target. This project has been signifcantly impacted by the March flooding event and works will likely not commence until the new financial year pending funding availability. |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.3.01 CW Undertake the maintenance program for parks, reserves, sporting fields and beaches including parks signage | Recreation, Property and Buildings | 1. Deliver program, including beach cleaning and playground inspections according to approved maintenance schedules | 1. 100% | 1. 100% | On target. During the reporting period, staff focus has been on: - mowing parks and reserves across the LGA - sports field preparation and maintenance of summer sports field user groups - mowing of all cemeteries, also for easter - garden maintenance in the Port Macquarie CBD area including pruning, weed treatment and mulching - formal inspection of all playgrounds with required maintenance and repairs, - cleaning of bin hides and bubblers across the local government area, - storm damage and clean up following extensive rainfall and storms during March, including removal of significant flood debris at the majority of our beaches and several high profile reserves. |
| 2.3.3.02 CW Undertake scheduled and reactive maintenance programs of all Council-owned buildings including office furniture replacement | Recreation, Property and Buildings | 1. Deliver projects according to facilities works program | 1. 100% | 1. 100% | On target - 100% Works are been carried out as per our current maintenance schedules and reporting mechanisms |
| 2.3.3.03 CW Undertake building rectification works in line with Council Asset Management - multi-year project | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (building rectification works) | 1. 100% | 1. 100% | On target 100% All works are being carried out as per the Building Asset Management Plan's (BAMP) program. |
| 2.3.3.04 CW Provide, maintain and manage public aquatic facilities | Recreation, Property and Buildings | 1. Oversee the management of Council's public aquatic facilities in accordance with lease obligation checklist | 1. 100% | 1. 100% | On Target. All four aquatic facilities are open to the public and are being monitored in accordance with the contractual requirements. All facilities are continuing to operate in accordance with NSW Government COVID-19 restrictions. |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 2. Undertake annual off-season facility maintenance in accordance with approved program | 2. 100% | 2. 100% | On target. Project planning has commenced with works scheduled for delivery May/June 2021. |
| 2.3.3.05 Deliver park furniture renewals across the local government area, including donated seats program | Recreation, Property and Buildings | 1. Deliver Park furniture replacement program according to approved schedule | 1. 100% | 1. 100% | Project on target |
| 2.3.3.06 CW Carry out playground equipment replacement program | Recreation, Property and Buildings | 1. Deliver the Playground Equipment Replacement program according to approved schedule | 1. 100% | 1. 100% | On Target The overall Playground Replacement program replacement is on target as follows: Bonny Hills Community Hall Reserve Design complete Construction scheduled for fourth quarter of 20/21 John Dick Reserve Design complete Construction scheduled for fourth quarter of 20/21 Narran Park King Creek Design complete Construction scheduled for fourth quarter of 20/21 Rocks Ferry Reserve Project complete Blair Reserve Project complete. Town Beach Park Project has been delayed due to scope of work modification. Further design and possible engagement required. Expected completion date by 30/6/2021. |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.3.08 CW Deliver recreational walkway replacement program across the local government area | Recreation, Property and Buildings | 1. Deliver Recreational walkway program according to approved project plan | 1. 100% | 1. 100% | On Target Town beach to Town Beach North Replacement Pathways - Project planning and environmental approvals commenced with works to be completed in fourth quarter. Kooloonbung Creek Boardwalk Replacement - Construction underway with works to be completed in fourth quarter. North Haven to Bonny Hills Walkway - Construction underway with works to be completed in fourth quarter. Sandhurst Reserve - Project planning, environmental approvals and procurement complete with works to be completed in fourth quarter (works delayed due to Contractor availability / prioritisation of other works) Blair Reserve - Complete Harry's Lookout - Complete |
| 2.3.3.09 Implement maintenance programs for boat ramps, wharves and jetties | Recreation, Property and Buildings, (Infrastructure Operations) | 1. Deliver programs according to approved maintenance and schedule (for boat ramps, wharves and jetties) | 1. 100% | 1. 100% | On target. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems. |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.3.10 Undertake the maintenance program for beaches | Recreation, Property and Buildings | 1. Undertake beach and beach access maintenance as per program | 1. 100% | 1. 100% | On target. Beach accesses maintained and cleaned as required. Detailed beach grooming undertaken at all high profile beaches ahead of the school holiday period. Repairs at Lighthouse beach 4 wheel drive access during March due to Storm Damage. Comprehensive removal of flood debris from Town Beach , oxley Beach, Flynns Rocky,Nobby, Shelly, Lighthouse Rainbow, North Haven Pilot Washouse Beaches was also undertaken during March due to extensive flooding in the LGA. This saw 100's of tonnes of debris removed and taken away to waste facilities. |
| | | 2. Undertake inspections of beach access signs | 2. 100% | 2. 100% | On Target. Signs inspected, repaired and replaced as required |
| 2.3.3.12 CW Thrumster Sports Fields - Detailed design and approvals - multi-year project | Recreation, Property and Buildings, (Project Delivery) | 1. Deliver project according to approved project plan (Thrumster Sports Fields - design and approvals) | 1. 100% | 1. 100% | Monitoring required. This is a multi-year project initiated in 2017-2018 financial year. Detailed design engagement has been awarded during this reporting period. Design engagement is expected to then continue into the 2020-2021 financial year. |
| 2.3.3.14 CW Undertake the Public Amenities Renewals Program | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Public Amenities Renewals program) | 1. 100% | 1. 100% | On Target - 100% Pilot Beach Amenities - Completed and are operational as of 23/12/20. Blair Park Amenities - consultation is required prior to ordering these amenities, installation has been programmed for March 2021 |
| 2.3.3.16 Manage burial, cremation and memorialisation services at Wauchope, Laurieton and other outlying cemeteries | Customer Experience and Communications | 1. Carry out services in accordance with legislative and customer requirements | 1. 100% | 1. 100% | On target. All burial, ash placements and customer interactions are carried out in accordance with legislative and customer requirements. |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.3.17 CW Carry out improvement and expansion works at Wauchope and Laurieton and other outlying cemeteries | Customer Experience and Communications | 1. Deliver projects according to approved project plan (improvement and expansion works at cemeteries) | 1. 100% | 1. 100% | On target. Improvements and expansion works are carried out in accordance with the approved plan. A review of resourcing is required due to the sale of the crematorium to ensure future targets are met. |
| 2.3.3.18 Administration of public roads, public spaces, events and customer engagement:Section 138 Road Applications, Road Encroachments, Customer Enquiries, Statutory Road Functions, Road Policies | Infrastructure Planning | 1. Deliver works in accordance with Council's Policies and Procedures | 1. 100% | 1. 90% | Behind schedule. Level of service for responding to applications and enquiries has slightly decreased due to staff being on extended unplanned leave. One temporary staff and one permanent staff positions recruited to back fill roles to ensure the level of service can be increased to required levels. A slight increase has been realised with temporary staff working. |
| 2.3.3.20 Develop Plans of Management for Council Crown Reserve Sites - Undertake plans of management as required under the Crown Lands Management Act | Recreation, Property and Buildings | 1. Plans of Management for Council Crown Reserve Sites undertaken as required | 1. 100% | 1. 100% | On Target - Land categorisations were finalised and endorsed at the December 19 meeting of Council and have been submitted to the Minister for Housing, Property and Water for approval. RFQ finalised and consultant appointed to undertake works. Draft POM's for submission to Crown Lands due for completion May 2021. |

**Delivery Program Objective:** 2.3.4 Plan, investigate, design and construct open spaces, recreational and community facilities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.4.02 CW Port Macquarie Coastal Walk — upgrade as per adopted master plan | Recreation, Property and Buildings, (Project Delivery) | 1. Deliver project according to approved project plan (Port Macquarie Coastal Walk) | 1. 100% | 1. 100% | Achieved. Project works included completion of Charlie Uptin Walk, Doctors Walk and Kenny Walk sections of the Coastal Walk. |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.4 Plan, investigate, design and construct open spaces, recreational and community facilities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.4.07 CW Googik Track - construct shared walkway/cycleway, Stage 2 - multi-year project | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Googik Track - construct shared walkway/cycleway, Stage 2) | 1. 100% | 1. 75% | Behind Schedule. This project is being led by NSW National Parks and Wildlife Service who have advised that due to the heavy rainfal since December, and subsequent flooding in March, the works are likely not to commence until next financial year. |
| 2.3.4.08 CW Hastings Regional Sporting Complex Construction (multi-year project) | Recreation, Property and Buildings, (Project Delivery) | 1. Deliver project according to approved project plan (Hastings Regional Sporting Complex Construction) | 1. 100% | 1. 85% | Behind Schedule This is a multi-year project initiated in 2017-2018 financial year. An outsourced detailed design engagement is ongoing. Design phase has progressed during this reporting period with a 100% detailed design submitted to council in December 2020 with design close out ongoing. Construction works planning and associated phasing are currently being developed. This is a multi year project and may continue into 2021-2022 reporting period for the construction phase (pending funding allocation). |
| 2.3.4.12 CW Port Macquarie Town Centre Master Plan (TCMP) improvements | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (PMQ TCMP Improvements) | 1. 100% | 1. 100% | On target. Foreshore walkway priority projects. Detailed design complete. Environmental and Crown Land Approvals target for completion fourth quarter. Gordon Street underpass now completed. |
| 2.3.4.14 CW Port Macquarie Pool - Design Finalisation | Recreation, Property and Buildings, (Project Delivery) | 1. Deliver project according to approved project plan (Port Macquarie Pool - Design Finalisation) | 1. 100% | 1. 100% | On target, against revised milestones. This project has been delayed due to extensive community consultation that was undertaken to determine the preferred location of the Pool. A contract for the first design stage of the project (strategic design and business case) has been awarded to expert architectural consultants Coop Studios in Dec 2020. This is a multi year project. |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.4 Plan, investigate, design and construct open spaces, recreational and community facilities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.4.16 CW Continue installation of Town Village Entry Signage | Community | 1. Deliver project according to approved project plan (Continue installation of Town Village Entry Signage) | 1. 100% | 1. 100% | On Target Town and Village signage for this financial year has been completed. Additional wording "Birpai Country" will be added to the large entrance signs in the next two months. |
| 2.3.4.17 CW Lake Cathie Foreshore Reserve - Master plan implementation - Construction of Skate Facility | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Lake Cathie Foreshore Reserve - Construction of Skate Facility) | 1. 100% | 1. 100% | Achieved. Design and construct tender was awarded to Convic Pty Ltd. Design and construction completed in April 2021. All funds will be expended within the 20/21 FY |
| 2.3.4.18 CW Rainbow Beach Sports Fields | Recreation, Property and Buildings, (Project Delivery) | 1. Deliver project according to approved project plan (Rainbow Beach Sports Fields) | 1. 100% | 1. 100% | On target, against revised milestones. Design of the sports fields underway by outsourced consultancy. Design is expected to be completed May 2021 with construction commencing 2021/22FY. |
| 2.3.4.19 CW Red Ochre Park - Develop new park facilities - Local Facilities | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Red Ochre Park - Develop new park facilities - Local Facilities) | 1. 100% | 1. 100% | Achieved. Project complete. |
| 2.3.4.20 CW Ruins Way Park - Develop new park facilities - Local Facilities | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Ruins Way Park - Develop new park facilities - Local Facilities) | 1. 100% | 1. 100% | On Target |
| 2.3.4.22 CW Parks and Gardens Future Designs - Preparation of engineering designs in advance of construction programmes for Parks and Gardens | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Parks and Gardens Future Design) | 1. 100% | 1. 100% | On target |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.4 Plan, investigate, design and construct open spaces, recreational and community facilities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.4.23 CW Rainbow Beach Reserve - Reserve Upgrade | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Rainbow Beach Reserve - Reserve Upgrade) | 1. 100% | 1. 85% | Monitoring required. Project planning commenced with scope to be defined. Works to be completed in last quarter. |
| 2.3.4.24 CW Camden Haven Surf Club Building - Contribution to design and approvals for new facility | Recreation, Property and Buildings | 1. Preconstruction for replacement Camden Haven Surf Club Building - Contribution to design and approvals for new facility | 1. 100% | 1. 85% | Monitoring required. Project delayed in commencement due to resourcing. Awaiting update of user requirements guide by Camden Haven Surf Life Saving Club (CHSLSC). RFQ to appoint consultant has been prepared and will be advertised following consultation with CHSLSC. Project completion expected 31/12/2021. |
| 2.3.4.25 CW Port Macquarie Town Green West Reserve Upgrade - (Town Centre Master Plan supported project) | Recreation, Property and Buildings, (Project Delivery) | 1. Deliver project according to approved project plan (Port Macquarie Town Green West Reserve Upgrade) | 1. 100% | 1. 100% | Achieved. Construction works completed in Dec 2020 ahead of the summer holiday season. |
| 2.3.4.26 CW Accessible Ramp and Viewing Platform - Tacking Point Lighthouse | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Accessible Ramp and Viewing Platform - Tacking Point Lighthouse | 1. 100% | 1. 100% | Project on target |
| 2.3.4.27 CW Jabiru Reserve Fish Cleaning Table | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Jabiru Reserve Fish Cleaning Table) | 1. 100% | 1. 100% | On Target |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.4 Plan, investigate, design and construct open spaces, recreational and community facilities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.4.28 CW Port Macquarie Town Signage - Installation of Signage in the Port Macquarie area | Community | 1. Deliver project according to approved project plan (Port Macquarie Town Signage) | 1. 100% | 1. 100% | On target. Town and Village signage for this financial year has been completed. Additional wording "Birpai Country" will be added to the large entrance signs in the next two months. |
| 2.3.4.30 CW Beechwood Tennis Courts - Upgrade Tennis Facility | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Beechwood Tennis Courts - Upgrade Tennis Facility) | 1. 100% | 1. 100% | Achieved. Works complete |
| 2.3.4.31 CW Lake Cathie Master Plan - Implementation | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Lake Cathie Master Plan - Implementation) | 1. 100% | 1. 100% | Achieved. Works complete |

**Delivery Program Objective:** 2.3.5 Plan and deliver innovative Library Services which cater for new technology and growing population

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.5.1 CW Provide a range of library programs and lending services across the local government area (including Library Furnishings, Fittings and Equip; Library Local Priority Grant) | Community | 1. Annual library events program delivered | 1. 100% | 1. 100% | On target Continued delivery of online events, as well as resumption of in-house programs. Introduction of new 'Science Kit' collection |
| | | 2. Increase Library membership | 2. 100% | 2. 100% | On target. Increase in membership from 32700 (Dec 2020) to 32705 (Mar 2021). |
| 2.3.5.2 CW Purchase of Library Books - multi-year project | Community | 1. Complete book purchases | 1. 100% | 1. 100% | On target. Have expended 79% of annual book vote. |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.5 Plan and deliver innovative Library Services which cater for new technology and growing population

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.5.4 Adopt and implement the Library Strategic Plan | Community | 1. Implement actions as per the Library Strategic Plan - Undertake precinct planning for future libraries - Review Library operating hours and resource levels | 1. 100% | 1. 100% | On target. Plan has been adopted by Council. We have applied for a library grant to introduce interim services to Sovereign Hills and Lake Cathie, until planning for future libraries can be determined. Library hours being reviewed after impacts of COVID19. |
| 2.3.5.6 CW Purchase and fit out new Community Van to provide services such as Library outreach, arts and cultural program and community engagement | Community | 1. Service delivery program developed and implementation commenced by 30 June 2021 | 1. 100% | 1. 100% | Achieved. New mobile services introduced at Sovereign Hills and Lake Cathie. |
| | | 2. Van purchased and fit out complete | 2. 100% | 2. 100% | On target. Van acquired, fit-out completed. Awaiting contingency funding, and signed acquittal from CEO. |
| 2.3.5.7 CW Deliver Special Library Projects to enhance library delivery program | Community | 1. Deliver Special Library Projects to enhance library delivery program | 1. 100% | 1. 100% | On target. Have introduced new 'Science Kits' collection, ongoing 'Kanopy Film Club' events, as well as reintroduction of pre-Covid in-house programs |

**Delivery Program Objective:** 2.3.6 Support a range of inclusive community activities and programs

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.6.04 Implement the Community Inclusion Plan | Community | 1. Implement the Community Inclusion Plan actions | 1. 100% | 1. 100% | On target. Team continuing to work through actions in Community Inclusion Plan. Planning underway for community events in 2021, updated volunteering procedures, the Community Inclusion Committee has been established and Aboriginal Advisory Group has been endorsed at the March Council meeting with EOIs to be advertised in late April 2021 |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, e.g. for example, Community community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.6 Support a range of inclusive community activities and programs

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 2. Review Inclusion plan annually to meet the needs of our growing community | 2. 100% | 2. 100% | On target. Community Inclusion Plan is currently under review to ensure that the actions in the plan meet the needs of the wider community into the future. As part of the review, the Disability Inclusion Action Plan will be incorporated into the Community Inclusion Plan. |
| 2.3.6.05 Hamilton Green Maintenance and Hamilton Green Enhancement Project | Community | 1. Hamilton Green Maintenance and Hamilton Green Enhancement Project undertaken | 1. 100% | 1. 100% | On target. Car park refurbishments have been completed to reduce flooding in the car park. Other maintenance to be determined via the Management Committee. We are actively seeking funding to support the detailed design of the Master Plan to assist in gaining support for future works |
| 2.3.6.09 Community Drug Action Team (CDAT) Drug Action Week | Community | 1. Community Drug Action Team (CDAT) Week deliveried sucessfully | 1. 100% | 1. 100% | On target. Supporting Community Drug and Alcohol Team (CDAT) to undertake the work in the community. |
| 2.3.6.10 Anzac Centenary Local Grants Programme | Community | 1. Anzac Centenary Local Grants Programme delivered successfully | 1. 100% | 1. 100% | On target. Working with the Rollands Plains and the Telegraph Point communities to develop memorials at their community Halls, The timing may of final development may be impacted due to the recent floods. |

**Community Strategic Plan:** 2.4 Empower the community through encouraging active involvement in projects, volunteering and events

**Delivery Program Objective:** 2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.4.1.1 Through the Community Inclusion Plan implement, support and promote the Graffiti Blaster Program | Community | 1. Plan and coordinate the graffiti blasters program and capture impact of graffiti removal | 1. 100% | 1. 90% | Monitoring required. Reviewing Council's Graffiti Policy and identifying how we can have an organisational approach. Call for new volunteers and potential partnership to tackle the issue. A planned Council graffiti removal event was cancelled due to weather in late March |
| 2.4.1.2 Prioritise and commence implementation of agreed actions from the Customer Experience project | Customer Experience and Communications | 1. Implement the agreed Customer Experience priorities for 2020-2021 | 1. 100% | 1. 100% | On target. Road map with 13 priority transactions endorsed. Cross divisional team stood up and work is progressing to timeframe. |
| 2.4.1.3 Through the Community Inclusion Plan Involve youth for a better Council | Community | 1. Implement a new refreshed and restructured Youth leadership model that will assist in providing a youth voice to Council decisions | 1. 100% | 1. 100% | On target. Discussions are under way with Headspace Youth Group and the Youth hub on how we can utilise them to help with getting a youth voice within Council. |
| | | 2. Support programs and youth activities including Youth Week | 2. 100% | 2. 100% | Monitoring Required Zamplify Youth Week event planned at Regional Stadium and includes bands, obstacle course, food trucks and a movie this was scheduled for Youth Week 2021 (April) unfortunately due to the weather we have postponed due to flood. Plans underway to reschedule this event to the July school holidays |

**Community Strategic Plan:** 2.4 Empower the community through encouraging active involvement in projects, volunteering and events

**Delivery Program Objective:** 2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.4.1.4 Through the Community Inclusion Plan support developing a connected community | Community | 1. Develop and deliver training for volunteers and volunteer managers to increase capacity for volunteering within Council projects | 1. 100% | 1. 90% | Monitoring required. Due to COVID, we reduced and then restricted volunteering . Some volunteering has recommenced this calendar year with a number of Graffiti Blasters back and some Library volunteers. We continue to support other volunteer groups such as Mrs York's Garden, Beach to Beach and Creek to Creek. A focus on volunteering will be reviewed in light of the recent disaster where so many of the community are keen to assist |
| | | 2. Implement a Community Directory | 2. 100% | 2. 100% | On target. Community Directory is up and running and is being utilised regularly for e-newsletters. Plans for Community Directory promotion once new website is implemented. |
| | | 3. Review and implement Council's volunteer policy, toolkit, guidelines, recruitment and recognition and management processes | 3. 100% | 3. 100% | On target. Planning is underway to revise the volunteering program for the future and creating policies, procedures and toolkits to reflect the changes. |
| 2.4.1.5 Through the Community Inclusion Plan support developing a diverse community | Community | 1. Celebrate dates of significance for Aboriginal and Torres Strait Islander people | 1. 100% | 1. 100% | On target. Planning for National Sorry Day, Reconciliation Week, and NAIDOC is underway and the team are engaging with the community to understand what activities should be done. A NAIDOC working group has been established. |

**Community Strategic Plan:** 2.4 Empower the community through encouraging active involvement in projects, volunteering and events

**Delivery Program Objective:** 2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 2. Celebrate Seniors Week | 2. 100% | 2. 90% | Monitoring required. All the planning for Senior's Week has been done and we were ready to celebrate with the community however due to the recent flood event, we have decided to postpone the Senio'rs Week Activities until May 2021 to enable the community to recover before bringing them back together. |
| | | 3. Develop a Council community Inclusion Committee | 3. 100% | 3. 100% | On target. The Community Inclusion Committee held its first meeting in late February 2021. An Expression of Interest was also put out in March 2021 calling for some additional members. |
| | | 4. Review and re-affirm Councils statement of Reconciliation and Commitment to the Birpai Community | 4. 100% | 4. 100% | On target. A report went to the February 2021 Ordinary Council Meeting where it was resolved to adopt the charter and call for Expressions of Interest for the Aboriginal Advisory Group. A further report will go to the June 2021 Ordinary Council Meeting. |
| | | 5. Support Seniors Programs | 5. 100% | 5. 100% | On target. Planning and development of a virtual Senior's Expo is complete. tai Chi and morning tea events in Port Macquarie, Laurieton & Wauchope are also planned. These were originally planned for Seniors Week (April) however have been postponed till May due to the Flood event |
| 2.4.1.6 Through the Community Inclusion Plan support developing a resilient community | Community | 1. Support others through participating in community events and significant dates | 1. 100% | 1. 100% | On target. Planning is in place to support our community in events for Senior's Week, Youth Week and NAIDOC week. |

**Community Strategic Plan:** 2.4 Empower the community through encouraging active involvement in projects, volunteering and events

**Delivery Program Objective:** 2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 2. Work collaboratively with relevant organisation to develop improved service for marginalised communities | 2. 100% | 2. 100% | On target. We continue to work with key groups and our COVID Wellbeing Group to support our community including the PMH Cares initiative. The Community Inclusion Committee held their first meeting in February 2021 and will work together to identify ways to support marginalised communities. |
| | | 3. Work with community and industry service providers to advocate for affordable houses and space spaces, improved services and facilities for our homeless | 3. 100% | 3. 100% | On target. Key engagement has been undertaken to inform our new Housing Strategy. This included key stakeholders from service groups and providers of safe spaces and services. |
| 2.4.1.7 Through the Community Inclusion Plan support developing a liveable community | Community | 1. Audit built environment to improve recreation and connecting opportunities | 1. 100% | 1. 100% | On target. The team continues to work on the Community Inclusion Plan to meet the needs of the community. The projects that have been reviewed this quarter include the Town Green West Play Space and Town Beach Playspace. We have also undertaken procurement for the Log Wharf Master Plan The team is also continuing to work with community groups to support the design and development of the Creek to Creek pathway, Beach to Beach Pathway and working on pathway connections from the Community Plans |

**Community Strategic Plan:** 2.4 Empower the community through encouraging active involvement in projects, volunteering and events

**Delivery Program Objective:** 2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 2. Design and deliver intergenerational and inclusive play spaces | 2. 100% | 2. 100% | On target. The team continues to work on the Community Inclusion Plan to meet the needs of the community. The projects that have been reviewed this quarter include the Town Green West Play Space and Town Beach Playspace. We have also undertaken procurement for the Log Wharf Master Plan. |
| | | 3. Support community led actions to create more liveable communities as identified in the Community Plans | 3. 100% | 3. 100% | On target. The team is working with our community on both the Community Plans and actions within the plans to create a more liveable place. |
| 2.4.1.8 Implement strategic education priorities in accordance with Council's Working Together Framework | Community | 1. Design an Annual Education program that influences community behaviours | 1. 100% | 1. 100% | On target. The Education team continues to work to the Education Framework and the annual plan. A focus this quarter has been on: Integrated Water Cycle Management - Water needs and stormwater run off issues, recycled water Roads and the statutory messages around double demerits, Shared paths, Waste - Batteries Blitz, Reduce food waste, Natural Resources - Lake Cathie |
| | | 2. Develop an Holistic approach for Education for priority Council services - Education Plan | 2. 100% | 2. 100% | Achieved. The Education Framework has been developed to support the development of a holistic education program. Work on this approach will continue with internal and external stakeholders. A new Schools education approach is being developed that will be a more holistic offering than in the past. This is scheduled for term 3 and 4 |

**Community Strategic Plan:** 2.4 Empower the community through encouraging active involvement in projects, volunteering and events

**Delivery Program Objective:** 2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 3. Implement Education programs including Water, Waste and Road Safety | 3. 100% | 3. 100% | On target. Projects and campaigns that have commenced or are in the planning phases include: Roads - Little Blue Dinosaur, Speed on Country Roads, Double Demerits, Road Safety Week and Shared pathways Water - Interactive map for IWCM, Recycled water Scheme - check with Paddy, Cowarra Dam, Early Childhood Port Macquarie Community Preschool Waste- Battery Recycling, Drop off for Free, Food waste campaign, Construction & demolition waste, planning phase for Litter and Plastic Free July Natural Resources - provide support for Illaroo Road Revetment wall, Animal Shelter branding and Customer Service pack |

**Community Strategic Plan:** 2.5 Promote a creative and culturally rich community

**Delivery Program Objective:** 2.5.1 Support cultural activities within the community

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.5.1.1 Implement the Cultural Plan | Economic and Cultural Development | 1. Implement agreed Cultural Plan actions | 1. 100% | 1. 100% | On target. Public Art audit and maintenance report complete. Artworks are prioritised for maintenance and planning underway to source suppliers and schedule works. This has been impacted by the floods limiting available resources and suppliers. |

**Community Strategic Plan:** 2.5 Promote a creative and culturally rich community

**Delivery Program Objective:** 2.5.1 Support cultural activities within the community

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.5.1.2 CW Undertake Glasshouse back of house maintenance | Commercial Business Units | 1. Undertake Glasshouse back of house maintenance as required | 1. 100% | 1. 100% | On target. Planned preventative maintenance on the building and equipment included: Test and tag of 1200 electrical items All lighting fixtures cleaned and serviced Theatre PA serviced Dimmer racks repaired and replaced AMP racks replaced Loading dock roller door replaced Workshop remodelling completed Projection panels installed in ground floor foyer |
| 2.5.1.3 Manage the delivery of a range of high quality performing and visual arts events at the Glasshouse in consideration of Council's Cultural Plan | Commercial Business Units | 1. Deliver the exhibition program as per the annual gallery program (20 exhibitions) | 1. 100% | 1. 100% | On target. The Glasshouse Regional Gallery has presented the following exhibitions as per the annual visual arts program: Saltwater Freshwater Arts 2021 David Martin - Port Macquarie 200 National Art Part 1 |
| | | 2. Deliver the performing arts program as per the annual season launch (15 events) | 2. 100% | 2. 100% | The Glasshouse Performing Arts Program operates each calendar year and the 2021 program was launched on 26 March, with the first event scheduled on 22 April. The theatre capacity increased from 75% to 100% on 29 March 2021, as per the latest Public Health Order. |
| 2.5.1.4 Commence development of new Cultural Plan | Economic and Cultural Development | 1. Commence review and development of new Cultural Development Plan working with the Cultural Steering Group and key stakeholders | 1. 100% | 1. 100% | On target. The Draft Cultural Plan 2021 - 2024 will go to the May 2021 Council meeting for review and then public exhibition. |
| 2.5.1.5 Heritage Local Assistance Fund | Economic and Cultural Development | 1. Distribute Heritage Assistance Fund Grants in accordance with established criteria | 1. 100% | 1. 100% | On target. Final round of Heritage Grants currently open. |

**Community Strategic Plan:** 2.5 Promote a creative and culturally rich community

**Delivery Program Objective:** 2.5.1 Support cultural activities within the community

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.5.1.6 Bicentenary Activities | Economic and Cultural Development | 1. Bicentenary activities delivered according to the adopted events plan | 1. 100% | 1. 100% | On target. Port Macquarie's Bicentenary event is on track to be delivered between 10-18 April 2021. The program incorporates the launch of the permanent light/sound installation 'Wakulda' on the facade of the Historic Port Macquarie Courthouse by the Governor of NSW, an Open Artists' Studio Weekend involving 20 local artists and over 40 Satellite Events registered activities throughout the event period, a visit by Sydney Harbour Tall Ship, Coral Trekker, acting as a floating classroom for delivery of TAFE General Purpose Hand Course for local students, and a Community Art Exhibition attracting 68 submissions for display in the Glasshouse Regional Gallery. |
| 2.5.1.7 Wauchope Bicentenary Riverside Sculptural Trail | Economic and Cultural Development | 1. Wauchope Bicentenary Riverside Sculptural Trail delivered according to the adopted project plan | 1. 100% | 1. 85% | Behind schedule. Due to devastating flooding at the project site, the project has been delayed. The recently completed fish cleaning table and adjacent light pole (site 2) were both lost in the floods, and the site preparation and initial works at site 3 were heavily impacted. The bridge murals were not impacted and the three remaining works to go in along Rocks Ferry Road will be installed shortly; these sites were unaffected by flood waters. A report has been sent to the funding body and a meeting between Council and the funders will take place in the coming weeks. |

**Community Strategic Plan:** 2.5 Promote a creative and culturally rich community

**Delivery Program Objective:** 2.5.1 Support cultural activities within the community

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.5.1.8 Art Walk | Economic and Cultural Development | 1. Art Walk delivered successfully | 1. 100% | 1. 100% | On target. The Cultural Steering Group support a return for a single night event focused in the PMQ CBD. Friday 1 October 2021 identified as the key event date, with extended satellite activities between 2-4 October (Long Weekend). Save The Date is scheduled for public issue by end of April 2021. |

# COMMUNITY THEME 3 Your Business and Industry

**What we are trying to achieve**

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

**Community Strategic Plan:** 3.1 Embrace business and a stronger economy

**Delivery Program Objective:** 3.1.1 Assist the growth of local business and industry, ensuring this is a central consideration of Council activities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 3.1.1.01 Implement actions from the 2017-2021 Economic Development Strategy to lead, create and proactively support an environment that stimulates sustainable industry, business and investment growth | Economic and Cultural Development | 1. Implement actions from the Economic Development Strategy and report to Council on implementation twice per year | 1. 100% | 1. 100% | On target. Actions from the Economic Development Strategy implemented, with twice-yearly report to Council adopted in November 2020. |
| 3.1.1.02 Commence development of new Economic Development Strategy | Economic and Cultural Development | 1. Commence review and development of new Economic Development Strategy in consultation with the Economic Development Steering Group and key stakeholders | 1. 100% | 1. 100% | On target. Phase 1 of the development of a new Economic Development Strategy completed with Economic Development Discussion Paper released. Community Engagement Sessions planned for 28-30 April 2021, with draft Economic Development Strategy to be presented to Council in late 2021. |

**Community Strategic Plan:** 3.1 Embrace business and a stronger economy

**Delivery Program Objective:** 3.1.2 Optimise the use of appropriately zoned land for business uses

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 3.1.2.1 Finalise Local Environmental Plan (LEP) and Development Control Plan (DCP) amendments in relation to a business park near Port Macquarie Airport (UGMS Action 15) | Land Use Planning, (Development Assessment) | 1. Final report to Council re Local Environmental Plan (LEP) and Development Control Plan (DCP) amendments by 30 December 2020 | 1. 100% | 1. 100% | Achieved. The amended Local Environment Plan (LEP) enabling the development of a business park near the Port Macquarie Airport was published on the NSW Legislation website on 10 September 2020. The Development Control Plan (DCP) provisions, which aim to coordinate high quality and integrated development across the Business Park, commenced on the same date as publication of the LEP amendment. |
| 3.1.2.2 Review and prepare planning proposals for specific sites within the Port Macquarie-Hastings Local Government Area based on priorities as determined by Council | Development Assessment | 1. Report to Council bi-annually on progress and status of site specific amendments | 1. 100% | 1. 100% | On Target. Report on the status of site specific Planning Proposal requests to amend the Local Environmental Plan was presented to Council in December 2020. Next report to Council anticipated in June 2021. |
| 3.1.2.3 CW Greenmeadows Drive - Development Planning and Feasibilities | Strategy | 1. Consider Greenmeadows Drive appropriateness for strategy on community use assets by 30 June 2021 | 1. 100% | 1. 100% | On target. Discussions have commenced with the Community Engagement Team on the appropriateness and the community sentiment on a community facility at Greenmeadows Drive. The competing use is a residential development. |

**Community Strategic Plan:** 3.1 Embrace business and a stronger economy

**Delivery Program Objective:** 3.1.3 Implement Major Events Strategy

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 3.1.3.2 Implement the Port Macquarie-Hastings Events Plan | Economic and Cultural Development | 1. Implementation of Events Plan actions relating to 'Major and Community Events' | 1. 100% | 1. 100% | On target. Work on priority objectives in the event action plan are progressing. This includes a focus on planning to increase brand exposure and recognition through new events with different markets and longer lasting reach than traditionally targeted (such as The Camper Trailer of the Year Showcase and online music event Dark Alley Sessions). Community events on Australia Day were supported through a grant program keeping numbers within COVID restrictions. A new one stop shop online form for ANZAC closures and ceremonies launched. |
| | | 2. Successful distribution of Events Grants and Sponsorships | 2. 100% | 2. 100% | On target. Council supported 7 major events during Jan - March 2021 quarter. These events resulted in a combined economic impact of over $9.6 million for our community. One of these events was the Junior NSW Touch State Cup Northern Conference which is generally our second largest event of the year. This year there were reduced teams and 1 parent per playing child allowed at the State Cup due to COVID restrictions. The Event Sponsorship Program has recently awarded 5 event grants for events being held in the second half of 2020. Liaison with event owners (currently sponsored/in receipt of grants) is ongoing to ensure oversight of contract deliverables and changes in COVID restrictions understood. |

**Community Strategic Plan:** 3.1 Embrace business and a stronger economy

**Delivery Program Objective:** 3.1.4 Implement the Destination Management Plan

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 3.1.4.1 Work with stakeholders to implement actions from the Destination Management Plan in accordance with the identified strategic outcomes | Economic and Cultural Development | 1. Implement actions within the Destination Management Plan (DMP) | 1. 100% | 1. 100% | On target. 1. Destination management plan Implementation - * The Sydney February campaign ran from 1 - 28 Feb 2021. Overall traffic increased 121% YOY with an increase in 7% traffic that can be attributed to the inclusion of a significant Outdoor presence in Sydney. * On going Industry Communications increased in response to the flood. * On going Destination PR Program delivery - highlights include Canberra Times promoting the Fly Pelican flights. |
| | | 2. Increase new monthly visits to the website by more than 15% in 12 months | 2. 100% | 2. 100% | On target. Visits to the destination website for the first quarter show an increase of 46.82% year on year. This represents an increase in users from 279,665 for the FY 2019-20 to 410,609 for the FY 2020-21 |
| 3.1.4.2 Greater Port Macquarie Brand Review | Economic and Cultural Development | 1. Brand Review project developed and delivered in accordance with project plan | 1. 100% | 1. 100% | On target. Council has finalised the RFQ and awarded the contract to the Destination Marketing Store. The Reference Panel has been formed and held their first meeting. Desktop analysis and consultation planning is underway. |
| 3.1.4.3 Public Art, Audit and Maintenance | Economic and Cultural Development | 1. Complete public art audit and commence maintenance plan | 1. 100% | 1. 100% | On target. Public Art audit up to date with maintenance to be undertaken shortly on prioritised sites for 2021-2022. |

**Community Strategic Plan:** 3.3 Embrace opportunity and attract investment to support the wealth and growth of the community

**Delivery Program Objective:** 3.3.1 Develop, manage and maintain Port Macquarie Airport as a key component of the regional transport network and continue to grow the airport's contribution to the regional economy

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 3.3.1.1 Continue to monitor, plan & implement the PMQ Airport Master Plan to meet demand and regulatory reqs - Commence design of future infrastructure improvements, includes public car park expansion | Commercial Business Units | 1. Deliver identified actions from the Airport Master Plan according to approved project plan | 1. 100% | 1. 100% | On target. Parallel Taxiway - Final design continuing. Environmental Impact Assessment (EIS) and DA submitted for assessment in March 2021. Airport Weather Station (AWS) relocated in October 2020. Biodiversity Certification Agreement - implementation continuing post approval. Australian Government Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act) Referral - approved November 2020. Airport Business and Technology Park - Local Environmental Plan (LEP) rezoning and Development Control Plan (DCP) approved in September 2020. |
| 3.3.1.2 Support, facilitate and advocate for regular public transport (RPT) airline services at Port Macquarie Airport | Commercial Business Units | 1. Increase in passenger numbers compared to previous year | 1. 100% | 1. 20% | Behind schedule. Passenger numbers for July 2020 to March 2021 are down 80% on July 2019 to March 2020 due to the impact of COVID-19 travel restrictions. March 2021 passenger numbers approx. 40% of March 2020 passenger numbers. |
| 3.3.1.4 CW Port Macquarie Airport Parallel Taxiway Stage 1 and General Aviation pavement renewal – finalise detailed design | Commercial Business Units (Project Delivery) | 1. Finalise detailed design of Airport Parallel Taxiway Stage 1 and General Aviation pavement renewal | 1. 100% | 1. 100% | On target. Parallel Taxiway - Final design continuing. Environmental Impact Assessment (EIS) and DA submitted for assessment in March 2021. Airport Weather Station (AWS) relocated in October 2020. |
| 3.3.1.5 Continue to monitor, plan and implement the Port Macquarie Airport Biodiversity Certification Strategy and related environmental approvals | Commercial Business Units, Environment and Regulatory Services | 1. Deliver identified actions from the Biodiversity Certification Strategy and related environmental approvals according to approved project plan | 1. 100% | 1. 100% | On target. Biodiversity Certification Agreement - implementation continuing post approval. |

**Community Strategic Plan:** 3.3 Embrace opportunity and attract investment to support the wealth and growth of the community

**Delivery Program Objective:** 3.3.1 Develop, manage and maintain Port Macquarie Airport as a key component of the regional transport network and continue to grow the airport's contribution to the regional economy

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 3.3.1.6 CW Operate and maintain Port Macquarie Airport in accordance with regulatory and safety requirements | Commercial Business Units | 1. Carry out daily aerodrome inspections according to regulatory requirements | 1. 100% | 1. 100% | On target. All inspections carried out in accordance with regulatory requirements. |
| | | 2. Carry out maintenance / refurbishment of Council-owned hangars according to approved project plan | 2. 100% | 2. 100% | On target. Hangar maintenance undertaken as required. |
| | | 3. Ensure airport operational manuals are reviewed by 30 June | 3. 100% | 3. 100% | On target. Airport Operations Manual and Transport Security Program updated progressively throughout the year as required. |
| | | 4. Upgrade passenger security screening equipment by 31 December 2020 | 4. 100% | 4. 100% | On target. December deadline extended due to COVID-19. New security screening equipment installed and operational in February 2021. |
| 3.3.1.7 Finalise development planning for the Port Macquarie Airport Business and Technology Park - (multi-year project) | Strategy | 1. Finalise development planning by 30 June 2021 according to approved project plan | 1. 100% | 1. 100% | On target The Port Macquarie-Hastings Local environmental Plan (Amendment No.56) relating to Council's Airport and Thrumster lands and adjoining private property, commenced 10 September 2020. The LEP aims to support the development of the Port Macquarie airport precinct through the introduction of appropriate zones and development controls and identification of land that has been biodiversity certified. |

**Community Strategic Plan:** 3.4 Partner for success with key stakeholders in business, industry, government, education and the community

**Delivery Program Objective:** 3.4.3 Encourage innovation that will support our growth as a regional city including smart community technology

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 3.4.3.3 Implement actions from Council's Smart Community Roadmap | Economic and Cultural Development | 1. Smart Communities Initiatives developed and implemented in accordance with priorities identified in Roadmap | 1. 100% | 1. 100% | On target. Smart Community Roadmap adopted by Council in October 2020. Consideration of integration opportunities into strategies and projects across the organisation is underway. |

COMMUNITY THEME 4 **Your Natural and Built Environment**

**What we are trying to achieve**

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

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.1 Plan, investigate, design and construct water supply assets ensuring health, safety, environmental protection and security of supply for the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.1.01 CW Construction planning for the Sancrox Reservoir to Area 13 (Thrumster) trunk main (DN750) | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Commencement of the construction of the Sancrox Reservoir to Area 13 Thrumster trunk main) | 1. 100% | 1. 90% | Monitoring required. status remains unchanged from Sept 2020 reporting period. The design phase for this project is complete however, the project has been placed on hold pending a development application for a new service centre which being lodged on one of the lots that the pipeline is proposed to pass through. Given the uncertain timeframe to resolve the issues pertaining to the lot with the proposed service centre, Council will look into alternative options to traverse this portion of land. If an alternative is variable, stakeholder consultation will need to be undertaken prior to moving into the tender phase. The re-commencement of the project will be subject to negotiations with the landowner to ensure that unnecessary re-work is not undertaken. These works are now expected to be complete in the 2021/22 |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.1 Plan, investigate, design and construct water supply assets ensuring health, safety, environmental protection and security of supply for the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.1.04 CW Installation of new water supply services to residential and business premises to cater for new development | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (new water supply services to residential and business premises) | 1. 100% | 1. 100% | On Target |
| 4.1.1.16 CW Thrumster Reclaimed Water Interim Supply - Rising Main to Thrumster Reservoir - Booster Pumping Station and Interim Reservoir - undertake construction | Infrastructure Operations, (Project Delivery) | 1. Deliver project according to approved project plan (Thrumster Reclaimed Water Interim Supply) | 1. 100% | 1. 100% | On target, against revised milestones. Construction continuing via contract, works to continue into 2020-2021 and are due for completion in Q1/Q2 2021/22 FY including interim recycled water reservoir and interconnection mains. |
| 4.1.1.18 CW Construction of a water main - Between Sancrox Reservoir and Wauchope | Infrastructure Operations, (Project Delivery) | 1. Deliver project according to approved project plan (Construction of a water main - Between Sancrox Reservoir and Wauchope) | 1. 100% | 1. 100% | Achieved. Project Complete works finalised during Nov 2020. |
| 4.1.1.26 CW Continue construction of the Southern Arm Trunk Main (DN750) - Pacific Hwy to Bonny Hills | Infrastructure Planning, (Project Delivery) | 1. Deliver programs according to approved schedule (Construction of the Southern Arm Trunk Main) | 1. 100% | 1. 85% | Behind schedule. Project pre-construction phase was previously on hold awaiting the completion of road corridor property acquisitions along Houston Mitchell Drive. An approved pathway to dedication of road corridor has however now been finalised during this reporting period. Project delivery planning has therefore commenced during this reporting period with construction expected to span over future FY's subject to future funding allocation(s). |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.1 Plan, investigate, design and construct water supply assets ensuring health, safety, environmental protection and security of supply for the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.1.27 CW Commencement of design for the Water treatment/Filtration Plant at Cowarra Dam | Infrastructure Planning | 1. Deliver programs according to approved schedule (Commencement of design for the Water treatment/Filtration Plant at Cowarra Dam) | 1. 100% | 1. 100% | On target. Project on track Scoping study for the works has been finalised by Public Works with a peer review by Hunter H2O currently now underway. Next stage of the project expected to be a concept design and environmental approvals pathway assessment which will span across multiple financial years. |
| 4.1.1.28 CW Preconstruction Works - Trunk Main from Bonny Hills to Kew (Area 12) Reservoir - Stage 1 | Infrastructure Planning, (Project Delivery) | 1. Deliver programs according to approved schedule (Preconstruction Works - Trunk Main from Bonny Hills to Kew (Area 12) Reservoir - Stage 1) | 1. 100% | 1. 100% | On target. Project initiation and planning works continued during this reporting period. The design phase of this project will continue into 2020-2021 financial year. |
| 4.1.1.29 CW Marbuk Motorised Water Main Valve - Relocation | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver programs according to approved schedule (Marbuk Motorised Valve - Relocation) | 1. 100% | 1. 100% | On Target, Contractors quoting for works |
| 4.1.1.31 CW Water Supervisory Control and Data Acquisition (SCADA) System - Replacement | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver programs according to approved project plan (Water Supervisory Control and Data Acquisition (SCADA) System - Replacement) | 1. 100% | 1. 80% | Behind target. Planning underway, specifications nearing completion |
| 4.1.1.32 CW Replacement of 3 Villages River Inlet Platform Structures | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver programs according to approved schedule (Replacement of 3 Villages River Inlet Platform Structures) | 1. 100% | 1. 90% | Behind target. Planning underway including development of RFQ. Delay due to resourcing and response to operational priorities as a result of wet weather. |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.1 Plan, investigate, design and construct water supply assets ensuring health, safety, environmental protection and security of supply for the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.1.34 CW Preconstruction works for the Granite Street Reservoir rehabilitation/renewal | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver programs according to approved schedule (Preconstruction works for the Granite Street Reservoir rehabilitation/renewal) | 1. 100% | 1. 100% | On target. However, currently under review. This action is pending completion of OP action 4.1.1.26 and may need to be deferred to outer years. |
| 4.1.1.35 CW Preconstruction of Widderson St Reservoir Roof Replacement | Infrastructure Planning | 1. Deliver programs according to approved schedule (Preconstruction of Widderson St Reservoir Roof Replacement) | 1. 100% | 1. 100% | On target. Preliminary project planning works are underway. |
| 4.1.1.36 CW Water critical infrastructure - Site Security Upgrades | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver programs according to approved schedule (Water critical infrastructure - Site Security Upgrades) | 1. 100% | 1. 90% | Behind target. Planning underway. Delay due to resourcing and response to operational priorities as a result of wet weather. |
| 4.1.1.39 CW Telemetry Microwave link replacement Bonny Hills to Camden Haven | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver programs according to approved schedule (Telemetry Microwave link replacement Bonny Hills to Camden Haven) | 1. 100% | 1. 90% | On target. Government contract supplier estimates to be supplied to complete project charter. |
| 4.1.1.40 CW Design of Rock Ramp to secure water level at Koree Island Pumping Stations Intake Pool | Infrastructure Planning | 1. Deliver programs according to approved project plan (Design of Rock Ramp to secure water level at Koree Island Pumping Stations Intake Pool) | 1. 100% | 1. 50% | Behind schedule Concept design is complete. Final design calculations require a dry river event or very low flow, which is not predicted to occur for some time. Once these occur and design has been completed and built, another low flow occasion will be required for installation. |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.1 Plan, investigate, design and construct water supply assets ensuring health, safety, environmental protection and security of supply for the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.1.42 CW Installation of Baffles within Reservoirs to ensure chlorination contact time for disinfection | Infrastructure Operations | 1. Deliver programs according to approved schedule (Installation of Baffles within Reservoirs to ensure chlorination contact time for disinfection) | 1. 100% | 1. 100% | On Target. Preliminary works underway including request for quotations. |
| 4.1.1.43 CW Annual Energy Efficiency Initiatives Allocation - Variable Speed Drive Pumps - Water sites | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver programs according to approved schedule (Annual Energy Efficiency Initiatives Allocation - Variable Speed Drive Pumps - water sites) | 1. 100% | 1. 100% | On target. Purchasing on target but installation delayed due to reactive work being undertaken due to the current flooding issues. |
| 4.1.1.44 CW Wauchope Water Treatment Plant upgrade project | Infrastructure Planning, (Project Delivery) | 1. Deliver programs according to approved schedule (Wauchope Water Treatment Plant upgrade project) | 1. 100% | 1. 100% | On target. This emergency water supply security project has continued in the construction phase during the reporting period. The project is on track for construction completion in late 2020 whereby the throughput capacity of the Wauchope Water Treatment plant will be effectively tripled in capacity. |
| 4.1.1.45 CW Water Supply Security Projects | Infrastructure Planning, (Project Delivery) | 1. Deliver programs according to approved schedule (Water Supply Security Projects) | 1. 100% | 1. 100% | On target. Project split into various sub-projects including: Investigations of desalination plant (Placed on hold). Wauchope Water Treatment Plant Upgrade (reported as separate item). Cowarra Booster Pump Station construction. |
| 4.1.1.46 CW Bonny Hills Recycled Water System Upgrade | Infrastructure Planning, (Project Delivery) | 1. Deliver programs according to approved schedule (Bonny Hills Recycled Water System Upgrade) | 1. 100% | 1. 75% | Behind Program, Construction tender awarded during this reporting period for upgrade to recycled water treatment process at Bonny Hills Sewerage Treatment Plant. Program for completion extends into 2021/22 FY. |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.2 Develop and implement annual maintenance and preventative works program for water supply assets

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.2.1 CW Conduct water asset replacement and renewal programs for live water mains, water meters, renewals and minor works and switchboards | Infrastructure Operations | 1. Deliver programs according to approved schedule (Live water mains, water meters, renewals and minor works, pumps, switchboards and flow meters) | 1. 100% | 1. 100% | On Target. Water Supply infrastructure renewals being carried out as required |
| 4.1.2.2 CW Carry out programmed replacement of Water Treatment Plant (WTP) electrical and mechanical assets | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Carry out programmed replacement of Water Treatment Plant (WTP) electrical and mechanical assets) | 1. 100% | 1. 90% | Behind target. Multiple projects underway. Delay due to resourcing and response to operational priorities as a result of wet weather. |

**Delivery Program Objective:** 4.1.3 Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.3.01 CW Commence construction of the Port Macquarie sewer rising main, Port Macquarie | Infrastructure Operations, (Project Delivery) | 1. Deliver project according to approved project plan (Commence construction of the Port Macquarie Sewer rising main (Sewer Pump Station) | 1. 100% | 1. 100% | Achieved. Project complete. Works finalised during Dec 2020. |
| 4.1.3.03 CW Small Towns Sewerage Scheme Construction - Long Flat, Comboyne, Telegraph Point (multi-year project) | Infrastructure Operations, (Project Delivery) | 1. Deliver project for Comboyne Sewerage Scheme according to approved project plan | 1. 100% | 1. 100% | On Target This project continues from previous FY's. Ledonne were engaged to undertake the works in August 2018 Construction completion of the Comboyne scheme was completed in early 2021. |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.3 Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 2. Deliver project for Long Flat Sewerage Scheme according to approved project plan | 2. 100% | 2. 100% | On Target This project continues from previous FY's. Ledonne were engaged to undertake the works in August 2018 Construction completion of the Long Flat scheme is expected in Apr 2021. |
| | | 3. Deliver project for Telegraph Point Sewerage Scheme according to approved project plan | 3. 100% | 3. 100% | Achieved. This project continues from previous FY's. Ledonne were engaged to undertake the works in August 2018 Construction completion of the Telegraph Point scheme was completed in Sept 2020. |
| 4.1.3.15 CW Commencement of the construction of the Area 14 reclaimed Inlet trunk main (DN250), Bonny Hills | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Reclaimed Water - Area 14 Reclaimed Trunk Main) | 1. 100% | 1. 100% | Achieved. Project Complete |
| 4.1.3.18 CW Continuation of preconstruction of Thrumster Sewerage treatment Plant (Area 13) - Phase 1 | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Preconstruction of Thrumster Sewerage Treatment Plant (Area 13) | 1. 100% | 1. 75% | Behind schedule. Project has been delayed awaiting the completion of the Integrated Water Cycle Management Strategy. Project is forecast to commence in the last quarter of the 2020-2021 financial year. |
| 4.1.3.22 CW Investigation, Design and Construction of Kew Sewer Treatment Plant (STP) Upgrade (Multi-Year project) | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Investigation, Design and Construction of Kew Sewer Treatment Plant (STP) Upgrade) | 1. 100% | 1. 85% | Behind schedule, project to continue through into 2021/22. Port Macquarie-Hastings Council partnered with NSW Public Works Advisory for the delivery of the concept design phase for this project. the Project will now progress into the detailed design and investigations phase with a new consultancy. The construction phase of this project is estimated to commence not before 2021 based on current project status. |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.3 Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.3.23 CW Annual Energy Efficiency Initiatives Allocation - Variable Speed Drive Pumps – Sewer Sites | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Annual Energy Efficiency Initiatives allocation) | 1. 100% | 1. 100% | On target with purchasing. Delayed installation due to reactive work being undertaken due to flood event. |
| 4.1.3.24 CW Inlet Works Replacement for Port Macquarie Sewer Treatment Plants (STP) | Infrastructure Operations | 1. Deliver project according to approved project plan (Inlet Works Replacement for Port Macquarie Sewer Treatment Plants) | 1. 100% | 1. 100% | On Target |
| 4.1.3.25 CW Integrated Water Cycle Management Strategy Delivery (Multi-Year Project) | Infrastructure Planning | 1. Deliver project according to approved project plan (Integrated Water Cycle Management Strategy) | 1. 100% | 1. 90% | Monitoring required. Further delays have been incurred due to anomalies and additional reviews required for modelling and proposed scenarios. Expected on track for delivery in Financial Year 21/22. |
| 4.1.3.26 CW Preconstruction works for upgrade of Lake Innes Sewerage Pump Station #71 (PMSPS71) | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Preconstruction works for upgrade of Lake Innes Sewerage Pump Station #71 (PMSPS71) | 1. 100% | 1. 100% | On target. Project is on track against revised milestones. Project initiation and planning works commenced during this reporting period. The design phase of this project is expected to continue into 2020-2021 financial year. |
| 4.1.3.27 CW Port Macquarie Waste Water Treatment Plant Odour control mitigation works | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Port Macquarie Waste Water Treatment Plant Odour control mitigation works) | 1. 100% | 1. 90% | Behind Schedule - Council has requested an extension of time to licence PRP requirements and this will extend this project deadlines into 2021-22 |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.3 Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.3.28 CW Camden Haven Waste Water Treatment Membrane Replacements | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Camden Haven Waste Water Treatment Membrane Replacements) | 1. 100% | 1. 70% | Behind Schedule - Project has been delayed due to wet weather events and low resources. Investigations and options expected to be developed 2020-21 FY with replacement to commence in 2021-22 |
| 4.1.3.29 CW Preconstruction of Wauchope Waste Water Treatment Plant Inlet Rationalisation | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Preconstruction of Wauchope Waste Water Treatment Plant Inlet Rationalisation) | 1. 100% | 1. 100% | On target. This project is programmed to commence in Q4 of 20/21 FY. |
| 4.1.3.30 CW Bonny Hills Waste Water Treatment Plant Aerator Replacements | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Bonny Hills Waste Water Treatment Plant Aerator Replacements) | 1. 100% | 1. 100% | On target. Preliminary works underway RFQ out awaiting second quotation. |
| 4.1.3.31 CW Replace Sewer Telemetry Radios Wauchope and Kew | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Replace Sewer Telemetry Radios Wauchope and Kew) | 1. 100% | 1. 100% | On target. RFQ documents being completed for release before completion of this quarter. |
| 4.1.3.32 CW Sewer Distributed Network Protocol (DNP3) Telemetry Processor roll out Port Macquarie | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Sewer Distributed Network Protocol (DNP3) Telemetry Processor roll out Port Macquarie) | 1. 100% | 1. 100% | On target. RFQ to be release in the next week to procure remaining Radio Telemetry Units. |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.3 Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.3.33 CW Sewer Distributed Network Protocol (DNP3) Telemetry Processor roll out Wauchope and Kew | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Sewer Distributed Network Protocol (DNP3) Telemetry Processor roll out Wauchope and Kew) | 1. 100% | 1. 100% | On target. RFQ to be release in the next week to procure remaining Radio Telemetry Units |
| 4.1.3.34 CW Port Macquarie Sewer Pump Station 13 Catchment Reline | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Port Macquarie Sewer Pump Station 13 Catchment Reline) | 1. 100% | 1. 100% | On Target |
| 4.1.3.35 CW Preconstruction works for Port Macquarie Sewer Pump Station 21 Refurbishment | Infrastructure Planning | 1. Deliver project according to approved project plan (Preconstruction works for Port Macquarie Sewer Pump Station 21 Refurbishment) | 1. 100% | 1. 100% | On target. Preliminary works underway. |
| 4.1.3.36 CW Preconstruction works for Camden Haven Sewer Pump Station 2 Refurbishment | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Preconstruction works for Camden Haven Sewer Pump Station 2 Refurbishment) | 1. 100% | 1. 100% | On target. Project is on track against revised milestones. Project initiation and planning works commenced during this reporting period. The design phase of this project is expected to continue into 2020-2021 financial year. |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.3 Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.3.37 CW Kew/Kendall Sewer Pump Station 7, 8 and 9 Supervisory control and data acquisition (SCADA) Upgrade | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Kew/Kendall Sewer Pump Station 7, 8 and 9 Supervisory control and data acquisition (SCADA) Upgrade) | 1. 100% | 1. 80% | On target. Planning complete |
| 4.1.3.38 CW Preconstruction works for upgrade of Port Macquarie Sewerage Pump Station #18 | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Preconstruction works for upgrade of Port Macquarie Sewerage Pump Station #18) | 1. 100% | 1. 100% | On target. Project is on track against revised milestones. Project initiation and planning works commenced during this reporting period. The design phase of this project is expected to continue into 2020-2021 financial year. |
| 4.1.3.39 CW Sewer Critical Infrastructure Site Security Upgrades | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Sewer Critical Infrastructure Site Security Upgrades) | 1. 100% | 1. 0% | Yet to Commence - project has been deferred and expected dates for commencement and completion are undetermined |
| 4.1.3.40 CW Preconstruction works for upgrade/relocation of Port Macquarie Sewerage Pump Station #1 for Aquatic Centre Project | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Preconstruction works for upgrade/relocation of Port Macquarie Sewerage Pump Station #1 for Aquatic Centre Projects) | 1. 100% | 1. 0% | Yet to commence. This project has been deferred to a future operational plan given that it will not be required until funding for the Aquatic facility is confirmed. Consideration to the relocation of the pump station will be given during the Aquatic Facility design. |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.4 Develop and implement annual maintenance and preventative works program for sewerage assets

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.4.1 CW Programmed replacement of Sewer Pumps and Electrical switchboards at Sewage Pump Stations | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Programmed replacement of Sewer Pumps and Electrical switchboards at Sewage Pump Stations) | 1. 100% | 1. 100% | On target. Asset renewal being undertaken as required. |
| 4.1.4.4 CW Carry out programmed replacement of Sewer Treatment Plant (STP) electrical and mechanical assets | Infrastructure Operations | 1. Deliver project according to approved project plan (Carry out programmed replacement of Sewer Treatment Plant (STP) electrical and mechanical assets) | 1. 100% | 1. 80% | Behind Target. Projects awaiting resourcing |
| 4.1.4.5 CW Conduct sewer assets replacement and maintenance programs for Sewer Rehabilitation and Relining Works | Infrastructure Operations | 1. Deliver project according to approved project plan (Conduct sewer assets replacement and maintenance programs for Sewer Rehabilitation and Relining Works) | 1. 100% | 1. 80% | On Target. Contractors engaged |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.5 Work towards planning, investigation, design, construction of stormwater assets

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.5.06 CW Continue design and construction for Black Swan Terrace - Stormwater detention facility (multi-year project) | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Black Swan Terrace - Stormwater detention facility) | 1. 100% | 1. 100% | On target. Project plan endorsed and design engagement ongoing during this reporting period. This project is expected to be a multi year project due to land acquisition requirements. |
| 4.1.5.08 CW Stormwater Remediation Panorama Drive Bonny Hills - Detailed Designs of remedial options | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Stormwater Remediation Panorama Drive Bonny Hills) | 1. 100% | 1. 100% | On target. Project planning underway. Project completion expected prior to end of financial year. |
| 4.1.5.09 CW Investigation of Stormwater Remediation Options - Bellbowrie/Bay Street Catchment | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Investigation of Stormwater Remediation Options - Bellbowrie/Bay Street Catchment) | 1. 100% | 1. 85% | Behind schedule. Design is behind milestone dates mainly associated with variations introduced to the original scope. Consultant has been on hold awaiting approval to commence variation works prior to finalising original scope items. Approval has been given to commence variation works and an updated program is to be provided to include variation and complete all remaining deliverables (design report, design drawings, cost estimates). Professional resourcing of this project has been impacted by flooding during this reporting period. |
| 4.1.5.10 CW Stormwater Remediation Designs – Design of drainage improvement works | Infrastructure Planning | 1. Deliver project according to approved project plan (Stormwater Remediation Designs –Design of drainage improvement works) | 1. 100% | 1. 100% | Achieved. Design works undertaken when required. |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.5 Work towards planning, investigation, design, construction of stormwater assets

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.5.11 CW Detailed Designs of Stormwater Remediation measures identified in the Westport Stormwater Management Plan including Gordon Street to Buller Street Port Macquarie works | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Detailed Designs of Stormwater Remediation measures identified in the Westport Stormwater Management Plan) | 1. 100% | 1. 100% | On target. Multi year project. Consultant engaged to undertake detailed stormwater catchment analysis and detailed designs. Designs are progressing well and project is on track. |
| 4.1.5.12 CW Stormwater Remediation - 35 Hart Street - Investigation of stormwater remediation - Planning and Designs | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Stormwater Remediation - 35 Hart Street | 1. 100% | 1. 85% | behind schedule Project planning to be commenced in early 2021 with completion of design expected within the 2020-2021 financial year. The professional resourcing of this stormwater project has been impacted by flooding during this reporting period leading to some delay. |
| 4.1.5.13 CW Stormwater Remediation - 10 Dilladerry Cres, Port Macquarie - Overflow swale plus system augmentation | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Stormwater Remediation - 10 Dilladerry Cres, PMQ) | 1. 100% | 1. 100% | Achieved. Project complete. |

**Delivery Program Objective:** 4.1.6 Develop and implement annual maintenance and renewal programs for stormwater assets

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.6.02 Undertake annual canal maintenance for Settlement Shores and Broadwater canals as required | Infrastructure Planning, (Infrastructure Operations) | 1. Undertake canal maintenance works in accordance with the rolling priority program and risk management processes | 1. 100% | 1. 100% | On target. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems. |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.6 Develop and implement annual maintenance and renewal programs for stormwater assets

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.6.05 Settlement Shores canals - Major Maintenance and Dredging | Infrastructure Planning, (Project Delivery) | 1. Deliver project to approved project plan (Settlement Shores Canals Major Maintenance and Dredging) | 1. 100% | 1. 100% | Achieved. Project complete. |
| 4.1.6.07 CW Carry out the Stormwater Renewal Program | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver program according to approved schedule (Stormwater Renewal) | 1. 100% | 1. 100% | On target. The 2020-2021 Stormwater Renewal is currently in the planning and procurement phase with the programme to include the following projects: Stormwater Relining: Alma St, North Haven Short St, Port Macquarie Graham St, Kendall Ocean Dr, North Haven Works could be impacted by the effects of the Flood Disaster. This is to be reviewed and advised once known. |
| 4.1.6.18 Carry-out stormwater maintenance program including inspections, monitoring and repair works | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project to approved project plan (Stormwater maintenance program) | 1. 100% | 1. 100% | On target. Works delivered on budget. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems. Works could be impacted by the effects of the Flood Disaster. This is to be reviewed and advised once known. |
| 4.1.6.19 Carry-out stormwater engineering investigations in response to identified issues from both reactive and proactive inspections | Infrastructure Planning | 1. Engineering Investigations completed for all complex issues raised | 1. 100% | 1. 100% | On target. Additional investigations and designs are undertaken throughout the year as required. Investigations works for this quarter have been prioritised for previously identified Operational Plan projects, and further work will be done in the later quarters of this year as design work slows down during construction phases of other projects. |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.6 Develop and implement annual maintenance and renewal programs for stormwater assets

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.6.20 Stormwater Asset Management Condition Rating of stormwater assets via CCTV inspections, including of newly constructed works | Infrastructure Planning, (Infrastructure Operations) | 1. In accordance with adopted programs and proactive maintenance requirements based on risk | 1. 100% | 1. 100% | On target. Works delivered on budget. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems. Works could be impacted by the effects of the Flood Disaster. This is to be reviewed and advised once known. |
| 4.1.6.21 Develop Urban Stormwater Catchment Management Plans for each of the 62 sub-catchments | Infrastructure Planning | 1. Deliver project according to approved project plan (Develop Urban Stormwater Catchment Management Plans) | 1. 100% | 1. 100% | On target. This project has been assigned to relevant officers with preliminary scoping undertaken. Draft project charter has been completed and to be reviewed prior to going to market for engaging an appropriate consultant. |
| 4.1.6.22 CW North Haven Flood Mitigation Works - investigation and concept design of remedial works | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (North Haven Flood mitigation Works - investigation and concept design of remedial works) | 1. 100% | 1. 80% | Behind schedule. Project planning commenced in Dec 2020 due to COVID and other grant funded project priorities. It is aimed to complete the works within the 2020-2021 financial year however, works may progress into the 2021-2022 financial year if found to be more complex than initially expected. |

**Delivery Program Objective:** 4.1.7 Develop and implement effective waste management strategies

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.7.06 Ensure effective recycling and recovery of domestic waste through Material Recovery Facility (MRF) | Commercial Business Units | 1. Recovery of domestic waste through Material Recovery Facility complete by 30 June 2021 | 1. 100% | 1. 100% | On target. Recovery (recycling) of domestic waste through Material Recovery Facility (MRF) continuing as required. |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.7 Develop and implement effective waste management strategies

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.7.07 Ensure effective recycling and recovery of organic waste through Organic Recovery Facility (ORF) | Commercial Business Units | 1. Capture carbon credit data associated with waste diversion to Organic Resource Recovery Facility (ORRF) for reporting purposes | 1. 100% | 1. 100% | On target. Recovery of domestic waste through Organic Recovery Facility (ORF) continuing. Carbon credit data captured as required. |
| | | 2. Recovery of domestic waste through Organic Recovery Facility complete by 30 June 2020 | 2. 100% | 2. 100% | On target. Recovery of domestic waste through Organic Recovery Facility (ORF) continuing as required. |
| 4.1.7.09 Deliver efficient waste and recycling services at all WasteTransfer Stations | Commercial Business Units | 1. Operation of all Waste Transfer Stations undertaken in accordance with regulatory requirements | 1. 100% | 1. 100% | On target. Waste Transfer Stations operations undertaken in accordance with regulatory requirements. Significant response provided to support the clean up of flood damaged waste across the LGA. |
| 4.1.7.13 Address illegal dumping and provide clean up programs | Commercial Business Units | 1. Illegal dumping and clean up programs delivered by 30 June 2021 | 1. 100% | 1. 100% | On target. Illegal dumping and clean up programs undertaken as required. |
| 4.1.7.14 Commence Multi Unit Dwelling Organics Recovery Project | Commercial Business Units | 1. Deliver project according to approved project plan (Multi Unit Dwelling Organics Recovery Project) | 1. 100% | 1. 100% | On target. Project to be completed by 30 June 2021. |
| 4.1.7.20 Deliver "Better Waste and Recycling" Initiatives (Office of Environment and Heritage) | Commercial Business Units | 1. Deliver projects according to approved Office of Environment and Heritage (OEH) project plans | 1. 100% | 1. 100% | On target. Identified waste education projects continuing. |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.7 Develop and implement effective waste management strategies

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.7.23 CW Cairncross Recycling Industrial Zone Improvements - Concrete Processing Facility Establishment Stage 1 - EIS, Design, Planning & Approvals | Commercial Business Units | 1. Deliver project according to approved project plan (Cairncross Recycling Industrial Zone Improvements - Concrete Processing Facility Establishment Stage 1) | 1. 100% | 1. 0% | Yet to commence. Project re-prioritised and removed from 2020-2021 Operational Plan via the Monthly Budget Review in November 2020 report presented to the Ordinary Council Meeting held on 9 December 2020. |
| 4.1.7.26 CW Cairncross Waste Depot - Facility Upgrade and Expansion Approvals | Commercial Business Units | 1. Deliver project according to approved project plan (Cairncross Waste Depot - Facility Upgrade and Expansion Approvals) | 1. 100% | 1. 100% | On target. Cairncross landfill expansion construction works commenced in January 2021. |
| 4.1.7.27 Continue to monitor, plan and implement the Waste Strategy 2017 - 2024 in accordance with regulatory requirements and industry best practice - (multi-year project) | Commercial Business Units | 1. Deliver identified actions from the Waste Strategy 2017-2024 according to approved project plan | 1. 100% | 1. 100% | On target. The current Waste Strategy actions are being delivered as required. The Waste Strategy is expected to be reviewed following the release of the new NSW 20 year Waste Strategy due in 2021. |
| 4.1.7.28 Deliver efficient waste collection services, including domestic, commercial and public place | Commercial Business Units | 1. Waste collection services delivered as required | 1. 100% | 1. 100% | On target. Waste collection services delivered as required. Additional services provided in support of clean up of flood damaged waste. |
| 4.1.7.29 Ensure effective operation of Cairncross waste management facility including effective disposal of waste to landfill | Commercial Business Units | 1. Capture the tonnage of waste to landfill for environmental reporting | 1. 100% | 1. 100% | On target. Reporting completed as required. |
| | | 2. Operation of Cairncross waste management facility undertaken in accordance with regulatory requirements | 2. 100% | 2. 100% | On target. Operations undertaken as required. |

**Community Strategic Plan:** 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management

**Delivery Program Objective:** 4.1.7 Develop and implement effective waste management strategies

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.1.7.30 Undertake Waste Education and Marketing campaigns | Commercial Business Units | 1. Waste Education and Marketing campaigns delivered according to approved programs | 1. 100% | 1. 100% | On target. Waste education campaigns delivered as required in support of Council's Waste Strategy and services. |
| 4.1.7.31 Operate and maintain waste facilities in accordance with regulatory requirements and industry best practice | | 1. Deliver projects including landfill gas monitoring according to approved project plans | 1. 100% | 1. 100% | On target. Gas landfill monitoring ongoing as required. Investigations continuing into the potential for flaring of landfill gas at Cairncross. |

**Community Strategic Plan:** 4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion

**Delivery Program Objective:** 4.2.1 Develop and implement Coastal, Estuary, Floodplain, and Bushfire management plans

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.2.1.01 Deliver the annual bushfire risk mitigation program for Port Macquarie-Hastings Council. | Environment and Regulatory Services | 1. 90% of the annual bushfire risk mitigation program delivered | 1. 100% | 1. 100% | Behind shedule due to unshedulued extended leave and adverse weather. |
| | | 2. RFFF estimates are submitted to the RFS for the following financial year grant application | 2. 100% | 2. 100% | Yet to commence - bids for RFFF funding unable to be undertaken due to extende leave of Bushfire Officer. Operations Cooordinator to be tasked in Q4 |
| 4.2.1.02 Implement actions from the Flying Fox Camp Management Plan for Kooloonbung Creek | Environment and Regulatory Services | 1. Attend community meetings x two (six monthly) | 1. 100% | 1. 100% | Delivered - Meetings with community to deliver the subsidy package. |
| | | 2. Develop educational materials | 2. 100% | 2. 100% | Community ipdates and Council reports up to date - next update July 2021 |
| | | 3. Develop protocols to manage incidents | 3. 100% | 3. 100% | Subsidy Package offered to 36 residents April 2021 |
| | | 4. Investigate alternative habitat | 4. 100% | 4. 100% | Adressed in Community updates and Council Reports. |

**Community Strategic Plan:** 4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion

**Delivery Program Objective:** 4.2.1 Develop and implement Coastal, Estuary, Floodplain, and Bushfire management plans

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 5. National flying-fox census count x 4 (quarterly) | 5. 100% | 5. 100% | On target - quarterly census completed February, results on PMHC website. Extra counts also undertaken as part of noise monitoring. |
| | | 6. Operation of sprinkler system and monitoring ongoing | 6. 100% | 6. 100% | On target - sprinkler system being monitored and maintained. |
| 4.2.1.03 Investigation of appropriate floodplain mitigation measures and strategies to reduce flood risk in the Hibbard Precinct Catchment | Environment and Regulatory Services | 1. Begin investigation into options for mitigation measures | 1. 100% | 1. 50% | Yet to commence. Project paused while additional DPIE grant funding is sought. Potential grant funding under a late application for 2021 round is being advised by DPIE. |
| | | 2. Community consultation undertaken | 2. 100% | 2. 50% | Yet to commence - works will commence in Q4 if resources are available. |
| | | 3. Grant application submitted and obtained | 3. 100% | 3. 50% | Yet to commence. Project paused while additional DPIE grant funding is sought. Potential grant funding under a late application for 2021 round is being advised by DPIE. |
| 4.2.1.04 Implementation of flood mapping updates associated with Hastings River Flood Study | Environment and Regulatory Services | 1. GIS flood mapping completed and available to community | 1. 100% | 1. 100% | Achieved. GIS team has mapped 100 year and Climate Change scenarios |
| 4.2.1.05 Continue to ensure development compliance to achieve sound environmental outcomes - Vegetation Management Plans, Koala Plans of Management developed, registered, implemented and monitored | Environment and Regulatory Services | 1. Create workflow management processes for VMPs and KPOMs using Authority | 1. 100% | 1. 100% | On target, two meetings regarding Authority input and use completed and workflow's initiated within Authority for tracking actions. VMP back of house administration in Authority underway. Workflow to be completed last Quarter. |
| | | 2. Register, respond and undertake initial action on customer requests associated with VMP's within 14 days | 2. 100% | 2. 100% | On target. One CRM in this quarter responded to within the timeframe. |

**Community Strategic Plan:** 4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion

**Delivery Program Objective:** 4.2.1 Develop and implement Coastal, Estuary, Floodplain, and Bushfire management plans

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 3. Undertake mapping of vegetation management plans and koala plans of management with dedication years | 3. 100% | 3. 100% | On target - mapping of KFT's being undertaken when site inspections occur. |
| 4.2.1.06 Development of environmental program of works (registration, implementation, monitoring) to ensure compliance to Airport biocertification | Environment and Regulatory Services | 1. Ongoing monitoring, generate reports, manage budgets for payment of contracts and write final report pertinent to on-ground environmental management actions | 1. 100% | 1. 100% | On target. |
| | | 2. Undertake scoping, briefing preparation, and requisition of appropriate services | 2. 100% | 2. 100% | On target - limited weed control and feral animal control occured in Q2, additional staffing resources will now allow for more time to be spent on contract management of the airport in Q4 including weed management and feral animal monitoring |
| 4.2.1.07 Continue to provide environmental impact or conditions advice on proposed development or proposed construction works | Environment and Regulatory Services | 1. Referrals to DA applications is undertaken within 14 days | 1. 100% | 1. 100% | On target - referrals are being managed by the team to ensure a timely turn around. 12 DA referrals in Q2 were recieved. 7 pre-lodgement meetings were attended. |
| 4.2.1.08 Investigation of appropriate floodplain mitigation measures and strategies to reduce flood risk in the Wrights and Yarranabee Creeks | Environment and Regulatory Services | 1. Community consultation begun | 1. 100% | 1. 50% | Yet to commence - works will commence in Q1 21/22 if resources are available and grant successful. |
| | | 2. Grant application submitted and obtained | 2. 100% | 2. 100% | On target. Grant application under the Floodplain Management Grant stream from DPIE is live. |

**Community Strategic Plan:** 4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion

**Delivery Program Objective:** 4.2.1 Develop and implement Coastal, Estuary, Floodplain, and Bushfire management plans

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.2.1.09 Continue to develop a Flood Study for the North Brother Local Catchments - facilitation of stormwater remediation | Environment and Regulatory Services, (Infrastructure Planning) | 1. Development of a North Brother Flood Study underway to facilitate future stormwater remediation | 1. 100% | 1. 90% | Monitoring Required. North Brother Draft Floodplain Risk management Study and Plan were received in January on schedule and were subsequently reported to the February Coast, Estuary and Floodplain Advisory Sub-Committee for review and endorsement. Whilst the sub-committee endorsed the report for exhibition, an additional referral to DPIE Crown Lands was requested by the sub-committee prior to reporting the study to Council. This additional referral/review was completed on 30 March , however has resulted in a one month delay in the project timeline, potentially compromising our ability to complete this financial year. |
| 4.2.1.11 Undertake preparatory work for new stormwater system at Illaroo Road | Environment and Regulatory Services | 1. Completion of Aboriginal Archaeological investigation | 1. 100% | 1. 100% | Achieved. Project completed |
| | | 2. Removal of asbestos | 2. 100% | 2. 100% | On target, asbestos removal to be undertaken as part of Stormwater construction works Q1/Q2 21/22 |
| 4.2.1.13 Consult with community regarding funding model options for Illaroo revetment wall | Environment and Regulatory Services | 1. Consultation with community undertaken | 1. 100% | 1. 100% | On target, final Engagement Report to Council Meeting 21 April. |
| 4.2.1.14 Coast and estuary management committee | Environment and Regulatory Services | 1. 4 committee meetings held per year | 1. 100% | 1. 100% | Achieved. 4 meetings have been held. An additional standard meeting is scheduled for May, and a special committee meeting expected at the end of April. |

**Community Strategic Plan:** 4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion

**Delivery Program Objective:** 4.2.1 Develop and implement Coastal, Estuary, Floodplain, and Bushfire management plans

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.2.1.15 Compliance with Seagrass Assessment and Intertidal Wetland Rehabilitation Plan for the Stingray Creek Bridge Replacement Work | Environment and Regulatory Services | 1. 4 year post construction sea grass monitoring completed | 1. 100% | 1. 90% | Monitoring required. Seagrass monitoring completed, ecological report confirming no net loss of seagrass and no attribution of seagrass loss to the project received. Report submitted to Fisheries for approval. |
| | | 2. Fence erected on offset site | 2. 100% | 2. 50% | Monitoring required. Saltmarsh offset project incomplete, property purchase completed. Fence construction preliminary work to commence Q4 |
| | | 3. Offset site mapped to determine vegetation integrity | 3. 100% | 3. 100% | On target - Ecosure consulting completed field study in Nov 2020. Final report to be released to Council in 2021. |
| 4.2.1.16 Development of a Coastal Management Program for Lake Cathie | Environment and Regulatory Services | 1. Undertake the initial development of a scoping study for Coastal Management Program specific to Lake Cathie | 1. 100% | 1. 100% | On target, Final Draft Scoping Study approved by Council. Final DPIE approvals to be completed Q4 |
| 4.2.1.17 Develop the annual bushfire risk mitigation program for Council lands prepared in accordance with the Bush Fire Risk Management Plan | Environment and Regulatory Services | 1. The annual bushfire risk mitigation program is adopted by Council by 30 September 2020 | 1. 100% | 1. 75% | Behind schedule - Project has been delayed due to additional on-ground requirements and associated environmental approvals required. Yet to be undertaken due to extended leave of Bushfire Officer |
| 4.2.1.18 Flood Mapping - Updated Flood Maps including LEP maps, External Customer Mapping Portal and Automated Flood Certificates | Environment and Regulatory Services | 1. All Council adopted flood studies mapped and accessible to internal and external customers via LEP | 1. 100% | 1. 90% | Yet to commence |
| | | 2. Flood mapping portal scoping study completed | 2. 100% | 2. 100% | Yet to commence - work to commence in Q4. In principle support recieved from DPIE as good candidate for future grants funding. |

**Community Strategic Plan:** 4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion

**Delivery Program Objective:** 4.2.1 Develop and implement Coastal, Estuary, Floodplain, and Bushfire management plans

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 3. Online portal developed and tested | 3. 100% | 3. 100% | Yet to commence - work to commence in Q4. In principle support recieved from DPIE as good candidate for future grants funding. |
| | | 4. Project plan and possible consultant engagement completed | 4. 100% | 4. 100% | Yet to commence - work to commence in Q4. In principle support recieved from DPIE as good candidate for future grants funding. |

**Delivery Program Objective:** 4.2.2 Promote strategies to mitigate Climate Change

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.2.2.1 Undertake development of a Sustainability and Climate Change Strategy | Environment and Regulatory Services | 1. Sustainability and Climate Change Strategy developed and adopted by 30 June 2021 | 1. 100% | 1. 100% | On target - Sustainability Coordinator appointed. EOI's out for membership to Sustainability Sub Committee. Strategy due to Council in June |

**Community Strategic Plan:** 4.3 Facilitate development that is compatible with the natural and built environment

**Delivery Program Objective:** 4.3.1 Undertake transparent and efficient development assessment in accordance with relevant legislation

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.3.1.1 Ensure development assessment, building certification and subdivision certification activities are completed efficiently and in accordance with legislation | Development Assessment | 1. Capture the number of applications and processing times, together with a commentary on development trends and report to Council quarterly | 1. 100% | 1. 100% | On target. Determined applications for October to December 2020 include: 240 Development Applications with an average processing time of 51 days, 40 Modifications with an average processing time of 36 days, 98 Building Construction Certificates with an average processing time of 11 days and 9 Complying Development Certificates with an average processing time of 29 days. |

**Community Strategic Plan:** 4.3 Facilitate development that is compatible with the natural and built environment

**Delivery Program Objective:** 4.3.1 Undertake transparent and efficient development assessment in accordance with relevant legislation

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.3.1.2 Ensure the Development Assessment Panel operates in accordance with their charter and all applications are accurately determined | Development Assessment | 1. Have no successful legal appeals relating to process errors | 1. 100% | 1. 100% | On target. No legal appeals have been received during the Jan to Mar 2021 quarter. |

**Community Strategic Plan:** 4.4 Plan for integrated transport systems that helps people get around and link our communities

**Delivery Program Objective:** 4.4.1 Plan, investigate, design and construct transport assets which address pedestrians, cyclist and vehicular needs to cater for the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.1.02 Develop a Regional Integrated Transport Strategy (Multi-year project) | Infrastructure Planning, (Strategy) | 1. Deliver project according to approved project plan (Develop a Regional Integrated Transport Strategy) | 1. 100% | 1. 100% | On target Planning. mapping and research is underway for the production of the Regional Integrated Transport Strategy. The Strategy will be aligned and informed by the in production Infrastructure Strategy, the Sustainability Framework, the Local Strategic Planning Statement and the Regional City Action Plan. Transport for NSW and imminent announcements for network infrastructure will be key in the development of this strategy. |
| 4.4.1.03 CW Footpath, Cycleway and Pedestrian works | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Footpath, Cycleway and Pedestrian works) | 1. 100% | 1. 85% | On target. A number of sections of path have already been constructed (including Burrawan and Ackroyd streets) with the remainder (excluding Gordon and Widderson St) to be complete before the end of financial year. |
| 4.4.1.10 CW Lake Road - continuation of detailed design of dual lanes - Jindalee to Fernhill intersections and Chestnut Road to Ocean Drive - multi-year project | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Lake Road - continuation of detailed design of dual lanes) | 1. 100% | 1. 100% | Achieved. Project complete. The project was delivered behind the original schedule due to an increase in scope. Construction of the works is now pending allocation of budget in future financial years. |

**Community Strategic Plan:** 4.4 Plan for integrated transport systems that helps people get around and link our communities

**Delivery Program Objective:** 4.4.1 Plan, investigate, design and construct transport assets which address pedestrians, cyclist and vehicular needs to cater for the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.1.12 CW Beechwood Road - continue the design for Stages 5 and 6 of Beechwood Road reconstruction - Riverbreeze to Waugh Street - multi-year project | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Beechwood Road - continue the design for Stages 5 and 6 of Beechwood Road reconstruction (Riverbreeze to Waugh Street) | 1. 100% | 1. 100% | Behind original target but On revised schedule. Stage 5 designs completed during Q1 20/21., Stage 6 is limited to concept designs only, including higher level crossing of Yippen Creek to improve flood access. Progressing in accordance with planning decision from Council regarding primary flood access prior to progressing the design. Expected to be complete in 20-21FY |
| 4.4.1.13 CW Hastings River Drive - Hughes Place to Boundary Street upgrade (Multi-year project) | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Hastings River Drive - Hughes Place to Boundary Street upgrade) | 1. 100% | 1. 85% | Behind schedule. This project continues from 2017-2018 financial year. Design consultant engaged to undertake detailed design and environmental approvals. Detailed designs are nearing completion. The contractor has experienced some delays in meeting scheduled progress with the project only recently progressing to the final stage of Development Approval submission. The construction of this segment of Hastings River Dr is subject to additional funding being allocated/secured. |
| 4.4.1.21 CW Dunbogan Bridge - Reid Street - undertake substructure rehabilitation (Multi-year project) | Infrastructure Planning | 1. Deliver project according to approved project plan (Dunbogan Bridge - Reid Street) | 1. 100% | 1. 100% | On target. Pedestrian Balustrade Rail (PBR) replacement for the Dunbogan Bridge delivery on track. Engagement of contractor to deliver Project proceeding following Request for Tender T-20-18 and approval to proceed following Ordinary Council Meeting in September 2020. Commencement of fabrication in November 2020, and onsite works in January 2021. Works completed in March 2021. |

**Community Strategic Plan:** 4.4 Plan for integrated transport systems that helps people get around and link our communities

**Delivery Program Objective:** 4.4.1 Plan, investigate, design and construct transport assets which address pedestrians, cyclist and vehicular needs to cater for the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.1.22 CW Kindee Bridge - structural repairs and Bridge Replacement optioneering (Multi-year project) | Infrastructure Planning | 1. Deliver project according to approved project plan (Kindee Bridge - structural repairs and bridge replacement optioneering) | 1. 100% | 1. 100% | On target. Community consultation regarding future replacement options planning underway with engagement commencing in February 2021 and continuing into March 2021 |
| 4.4.1.32 Continue corridor planning - Kendall Road - Ocean Drive - Hastings River Drive regional road corridor (MR538/MR600) - multi-year project | Infrastructure Planning | 1. Corridor planning - Kendall Road - Ocean Drive- Hastings River Drive regional road corridor commenced | 1. 100% | 1. 100% | On target. This project has progressed and is currently on target. the project has completed Working Paper 1 Site Inspection Report and Working Paper 2 Current Performance. The project is currently progressing Working Paper 3 Future Performance and Working Paper 4 Corridor Design Standards. Remaining work includes the Draft and Final Corridor Strategy. |
| 4.4.1.34 CW Kew Main Street Upgrade | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Kew Main Street Upgrade) | 1. 100% | 1. 85% | Behind schedule. This project continued from the 2017-2018 financial year following the announcement of funding from the Federal Government. The detailed design phase of the project is currently nearing completion with multiple rounds of community consultation now complete. The project has been delayed due to the efforts required to ensure the community is accepting of the proposed upgrade. Construction works are expected to commence in May 2021 and completed in quarter one of 2021-2022 subject to a successful tender process (currently underway). |
| 4.4.1.37 CW Local Roads Proactive Transport Program | Infrastructure Planning, (Infrastructure | 1. In accordance with adopted programs and preventative | 1. 100% | 1. 100% | On target. The 2020-21 Road Rehabilitation and Resealing Programme is currently in the planning and delivery |

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|---|---|---|---|---|---|---|
| | | Operations) | maintenance requirements (Local Roads Proactive Transport Program) | | | phase with the programme to include the following projects: Planning Phase (Road Resurfacing and Rehabilitation): Denham St, Port Macquarie Ballina Cr, Port Macquarie Herschell St, Port Macqaurie Albert Cct, Port Macquarie Hay St, Port Macqaurie Hayward St, Port Macquarie Short St, Port Macquarie Acacia Ave, Port Macquarie Karungi Cres, Port Macquarie Chestnut Rd, Port Macquarie Highfields Cct, Port Macquarie (dependent on completion of local development) Blackbutt Rd, Port Macquarie (dependent on funding) Pembrooke Rd, Pembrooke (dependent on resources) The rehabilitations and resurfacing has already commenced and will be progressively completed until June 2021. The final programme dates are yet to be finalised. Delivery Phase (Road Resurfacing and Rehabilitation): Belah Rd, Port Macquarie - completed Jindalee Rd, Port Macquarie - completed Comboyne Rd, Comboyne (Township to Stennets) - completed Toorak Ct, Port Macquarie - completed Planning Phase (Road Resealing): Lighthouse Beach Local Streets, Port Macquarie Greenmeadows Local Streets, Port Macquarie Bangalay Dr, Port Macqaurie Widderson St, Port Macquarie Comboyne Local Streets, Comboyne (deferred to 21-22 due to cold temperature and excessive rain) Kindee Rd, Kindee (deferred to 21-22 due to cold temperature and excessive rain) The reseals commenced in January starting with the Greenmeadows area and progressively completed over the hotter summer period until March 2021. The final layer of cape seal will be applied on streets in the Lighthouse area in April. Resealing of Comboyne local roads was deferred due to cold temperature and excessive rain) Works could be impacted by the effects of |

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| | | | | | the Flood Disaster. This is to be reviewed and advised once known |
| 4.4.1.42 CW John Oxley Drive Upgrade – Detailed Design – The Ruins Way to Wrights Road (Oxley Highway) | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (John Oxley Drive Upgrade) | 1. 100% | 1. 85% | Behind Schedule.(multi year project) Local consultants Hopkins Consulting are progressing towards completion of the detailed design phase and sign off of final drawings during this reporting period. The construction phase of the project is pending the availability of budget in future FY's. |
| 4.4.1.44 Conduct sealed road network condition survey | Infrastructure Planning | 1. Undertake condition rating of Council's transport assets by 30 June 2021 | 1. 100% | 1. 100% | On target. This project was expected to commence in early 2021, though due to unexpected absences of team key members will delay commencement and completion to later in 2020/21. |
| 4.4.1.45 CW Ocean Drive duplication - Matthew Flinders Drive to Greenmeadows (Multi-year project) | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Ocean Drive duplication - Matthew Flinders Drive to Greenmeadows) | 1. 100% | 1. 100% | On target. Ongoing progress and discussion with Transport for NSW (TfNSW) during this reporting period, Initiation of project steering group with TfNSW as co project sponsor underway with finalisation of a Memorandum of Understanding (MoU). The progress and development of the construction tender documentation will be the initial focus for the project steering group, noting also that the overall project funding shortfall of $30M has also been resolved by Council during this reporting period. |
| 4.4.1.46 CW Design and investigations for Gordon Street Pavement Reconstruction and Service Relocations - between Ocean Drive and Horton Street | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Design and investigations for Gordon Street Pavement Reconstruction) | 1. 100% | 1. 100% | Achieved. Design project complete. Construction planning commencing (refer separate line item for construction). |

**Community Strategic Plan:** 4.4 Plan for integrated transport systems that helps people get around and link our communities

**Delivery Program Objective:** 4.4.1 Plan, investigate, design and construct transport assets which address pedestrians, cyclist and vehicular needs to cater for the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.1.48 Development Contribution Plan (Roads) Review and Update | Infrastructure Planning | 1. Deliver project according to approved project plan (Development Contribution Plan (Roads) Review and Update) | 1. 100% | 1. 0% | Monitoring Required. Project scoping was deferred due to other higher priority program activities. This project will be reinitiated with the Strategy Group, which is yet to occur. Further delayed due to March Flood event. Potential to defer commencing project until 2021/22 Operational Plan. |
| 4.4.1.49 CW Transport and Traffic various design works - additional Transport and Stormwater Designs | Infrastructure Planning | 1. Deliver project according to approved project plan (Transport and Traffic various design works - additional Transport and Stormwater Designs) | 1. 100% | 1. 100% | On target. Additional designs and transport and traffic designs are undertaken throughout the year as required. Design works for this quarter have been prioritised for previously identified Operational Plan projects, and further design will be done in the later quarters of this year as design work slows down during construction phases of other projects. |
| 4.4.1.51 CW Installation of new bus shelters as per the Community Passenger Transport Infrastructure Grant Scheme (CPTIGS) Program | Infrastructure Planning, (Project Delivery) | 1. Bus shelter installations completed as per the program | 1. 100% | 1. 100% | On target. Bus Shelter installation ongoing since last reporting period and due for completion prior to June 2021. |
| 4.4.1.52 AUS-SPEC Review - Undertake a comprehensive review of Councils full suite of design and construction specifications - multi-year project | Infrastructure Planning | 1. Deliver project according to approved project plan (AUS-SPEC Review) | 1. 100% | 1. 40% | Behind schedule. Implementation of revised specifications have been delayed by other higher priority projects. This project is continuing and ongoing with planning underway to recommence the update of the standard drawings and implementation of the new specifications by September 2021. |
| 4.4.1.55 CW Beach to Beach - shared path project at Camden Haven | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Beach to Beach - shared path project at Camden Haven) | 1. 100% | 1. 100% | Achieved. Final section of D9 path installation is now complete. |

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| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.1.59 CW Gordon/Horton Street - intersection upgrade - details designs | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Gordon/Horton Street - intersection upgrade - details designs) | 1. 100% | 1. 85% | Behind Schedule Project was placed on hold pending advice from TfNSW regarding the approval process for the traffic signal design. Resourcing of this project has been impacted flooding during this reporting period. The delay to completion is yet to be quantified/confirmed. |
| 4.4.1.61 CW Continuation of Bago Road Rehabilitation (Milligan's Rd to Bluewater Cres) | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Bago Road Rehabilitation - Milligan's Rd to Bluewater Cres) | 1. 100% | 1. 100% | Achieved, works complete |
| 4.4.1.62 CW Reconstruction of The Ruins Way (Major Innes Road to Sitella St) | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Reconstruction of The Ruins Way (Major Innes Road to Sitella St) | 1. 100% | 1. 100% | Achieved - Complete Construction has progressing to completion during this reporting period. The Ruins Way upgrade was successfully re opened to traffic in Dec 2021. |
| 4.4.1.63 CW Pembrooke Road - Stoney Creek Bridge Upgrade - Detailed Design | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Pembrooke Road - Stoney Creek Bridge Upgrade - Detailed Design) | 1. 100% | 1. 75% | Behind schedule. Project scope of works has been finalised and design phase project planning has commenced. Project is expected to carry over into the 2021-2022 financial year due to the complexity of the design and delay is design commencement. the site for this project has been heavily impacted by the flood event during this reporting period leading to a temporary bridge being required (currently under construction) in order to re open to traffic until the broader permanent bridge upgrade is designed and delivered. |

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| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.1.64 CW Koala Street Upgrade - Concept Design | Infrastructure Planning | 1. Deliver project according to approved project plan (Koala Street Upgrade - Concept Design) | 1. 100% | 1. 100% | On Target. Concept designs largely completed with final reviews being undertaken. |
| 4.4.1.65 CW Scrubby Creek Bridge - Detailed Design | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Scrubby Creek Bridge - Detailed Design) | 1. 100% | 1. 100% | Achieved Project complete. |
| 4.4.1.66 CW Kindee Bridge Upgrade Detailed Design | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Kindee Bridge Upgrade - Detailed Design) | 1. 100% | 1. 75% | Behind schedule. Kindee bridge maintenance and repair works have been prioritised ahead of the initiation of this broader bridge replacement project. Project initiation previously expected in the last quarter of 2020-2021 financial year however professional resourcing has been impacted during this reporting period due to floods, in turn further delaying this project.. |

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| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.1.67 Transport Network Improvement Planning Project - Options Assessment and Strategic Business Case (Including Review of Orbital Road Options) - (multi-year project) | Infrastructure Planning | 1. Deliver project according to approved project plan (Transport Network Improvement Planning Project) | 1. 100% | 1. 100% | On target. The Transport Network Improvement Planning Project has continued in 2020-2021. Traffic modelling is progressing with the analysis of the current network conditions and effects of committed road upgrades in combination with future land use and associated traffic generation for the future 2030 and 2040 scenarios. The project continues to collaborate with TfNSW's Oxley Highway Corridor traffic modelling activates. The projects has progressed slower than planned as a result of key dependencies between the Port Macquarie Transport Network (PMHC) and the Oxley Highway Corridor Strategy (TfNSW), particularly the complexities TfNSW are facing with regards to the Wrights Rd/Oxley Highway intersection. |
| 4.4.1.70 CW Pedestrian Refuge - Horton Street - Clarence Street and William Street - Detailed Design and Construction | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Pedestrian Refuge - Horton Street - Clarence Street and William Street - Detailed Design and Construction) | 1. 100% | 1. 0% | Yet to commence This project has been deferred from the 20/21 Operational Plan |
| 4.4.1.71 Work with National Parks and Wildlife Services to adjust road boundaries | Infrastructure Planning | 1. Boundary adjustments commenced | 1. 100% | 1. 0% | Behind schedule. Discussion have been initiated with NPWS for the adjustment of road boundaries, however still no response. The adjustment of Houston Mitchell Drive is progressing. |

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| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.1.77 CW Shared pathway Ocean Drive (Brotherglen Drive to Sirius Drive Lakewood) | Infrastructure Planning | 1. Deliver project according to approved project plan (Shared pathway Ocean Drive - Brotherglen Drive to Sirius Drive Lakewood) | 1. 100% | 1. 100% | Achieved. |
| 4.4.1.80 CW Boundary Street Upgrade - Detailed Design and Environmental Approvals | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Boundary Street Upgrade - Detailed Design and Environmental Approvals) | 1. 100% | 1. 100% | On target. Detailed design contract awarded to local consultant Hopkins. Design works progressing. Design and investigations will be ongoing into the 2021 -2022 financial year based on consultants program. |
| 4.4.1.81 CW Bril Bril Road Sealing - Investigations and concept design | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Bril Bril Road Sealing - Investigations and concept design) | 1. 100% | 1. 90% | Monitoring required. Project Planning delayed by covid and other grant funded priorty projects. Project design phase expected to be continue into 21/21 FY. |
| 4.4.1.82 CW School to School share path project - detailed design and planning approvals for highest priority sections | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (School to School share path project - detailed design and planning approvals for highest priority sections) | 1. 100% | 1. 100% | On target Project planning has commenced. With no obvious construction opportunities, the funding for this financial year is expected to be expended on design and approvals. It is likely that the budget will be sufficient to complete these works however, some funds may be carried over into the 2021-2022 financial year. |
| 4.4.1.83 CW Gordon Street Upgrade - Road Resurfacing, Stormwater flood mitigation and water main renewal works (multi-year project) | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Gordon Street Upgrade - Road Resurfacing, Stormwater flood mitigation and water main renewal works) | 1. 100% | 1. 85% | On target. Construction commenced in early April 2021. Construction tender advertised during Dec 2020, Feb 2021 contract award. construction underway. Project will carry over into 21/22 FY with additional funds to be allocated to allow completion of the project. |

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| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.1.84 CW Bago Road Rehabilitation of Stage 3 - Bluewater Crescent to Cameron Street | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan ( Bago Road Rehabilitation of Stage 3 - Bluewater Crescent to Cameron Street) | 1. 100% | 1. 100% | On target. Project on track for completion prior to end of FY. Construction commenced in Dec 2020 ahead of program due to contractor availability. Wet weather and flooding have impacted the completion of this project during this reporting period. |
| 4.4.1.85 Lake Cathie Bridge (Ocean Drive) - Level 3 Investigation and Durability Assessment | Infrastructure Planning | 1. Deliver project according to approved project plan (Lake Cathie Bridge (Ocean Drive) - Level 3 Investigation and Durability Assessments) | 1. 100% | 1. 100% | On target. Investigations progressed throughout this quarter. Level 3 Investigation and durability investigations for Lake Cathie Bridge progressing, with Project Planning underway. Funds diverted via T-20-18 in Ordinary Council Meeting in September 2020. Multi year progress with planning focus and initial investigations (2020/21) and Level 3 investigations and procurement activities (2021/22). |
| 4.4.1.86 Limeburner's Bridge (Shoreline Drive) - Level 3 Investigation and Durability Assessment | Infrastructure Planning | 1. Deliver project according to approved project plan (Limeburner's Bridge (Shoreline Drive) - Level 3 Investigation and Durability Assessment) | 1. 100% | 1. 100% | On target. Project investigations progressed throughout this quarter. Level 3 Investigation and durability investigations for Limeburners Bridge progressing, with Project Planning underway. Funds diverted via T-20-18 in Ordinary Council Meeting in September 2020. Multi year progress with planning focus and initial investigations (2020/21) and Level 3 investigations and procurement activities (2021/22). |
| 4.4.1.87 CW Thompsons Bridge Replacement | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Thompsons Bridge Replacement) | 1. 100% | 1. 100% | Achieved Construction completed in January 2021 |

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|---|---|---|---|---|---|
| 4.4.1.88 CW Lorne Road Sealing - Investigations and concept design | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Lorne Road Sealing - Investigations and concept design) | 1. 100% | 1. 100% | Behind Schedule Planning for the project is ongoing with survey and concept design well progressed. Concept design completion expected by the end of financial year 2020-2021 although professional resourcing has been impacted by flooding event. |
| 4.4.1.89 Undertake a detailed traffic analysis of the Sancrox/Thrumster/Fernbank growth area to identify high priority works | Infrastructure Planning | 1. Deliver project according to approved project plan (Undertake a detailed traffic analysis of the Sancrox/Thrumster/Fernbank growth area to identify high priority works) | 1. 100% | 1. 95% | Monitoring required. Departure of the Senior Transport Engineer has meant the charter has not been reviewed. Examining ways for backfilling the STE role until a replacement can be found. |
| 4.4.1.90 Slipping of Hibbard Ferry | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Slipping of Hibbard Ferry) | 1. 100% | 1. 75% | Monitoring required. Hibdard Ferry has been delayed due to the flooding. |
| 4.4.1.91 CW King Creek Road - Shoulder Sealing and Safety Barrier Installation | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (King Creek Rd - Shoulder Sealing and Safety Barrier Installation) | 1. 100% | 1. 85% | Behind Schedule Project planning and design for the project were nearing completion with construction expected to commence in Q3 of 20/21 FY, however flooding has impacted professional resourcing leading to a delay in commencing this project. Works are now at risk of not being complete within the 2020-2021 financial year. |

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| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.1.92 CW Roundabout Installation Owen and Home Streets | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Roundabout Installation Owen and Home Streets) | 1. 100% | 1. 85% | Behind schedule. This is NSW Govt Grant funded project. This project has been consolidated with the Lord St roundabout project. The combined funding of these two projects will allow this roundabout to be delivered. Construction is underway, flooding during this reporting period has impacted and delayed this project. |
| 4.4.1.93 CW Roundabout Installation Lord and Herschell Streets | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Roundabout Installation Lord and Herschell Streets) | 1. 100% | 1. 100% | Monitoring required. This is NSW Govt Grant funded project. This project has been combined with the Owen and Home Street roundabout project. The project funding has been consolidated to allow the Owen and Home roundabout to be delivered. |
| 4.4.1.94 CW Roundabout Installation Nancy Bird Walton Drive, Kendall Road and Ocean Drive | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Roundabout Installation Nancy Bird Walton Drive, Kendall Road and Ocean Drive) | 1. 100% | 1. 100% | On target. This line item supplements funding for the Kew Main Street upgrade project. |
| 4.4.1.95 CW Bago Road Rehabilitation - Stage 1 - finalisation of Milligans Road resurfacing | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Bago Road Rehabilitation - Stage 1 - finalisation of Milligans Road resurfacing) | 1. 100% | 1. 100% | On target - works completed. |

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| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.1.96 CW Design and Construction of the Pappinbarra Bridge Replacement | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Design and Construction of the Pappinbarra Bridge Replacement) | 1. 100% | 1. 100% | On target. Project initiation and design phase planning has been completed in Q1 20/21, A tender for the detailed design of the new bridge has been advertised and awarded to local consultants King and Campbell during Nov 2020. The design phase of this project will continue for the remainder of the 2020-2021 financial year. The construction phase of this project is expected to commence in 2021-2022 financial year. |
| 4.4.1.97 CW Review of Car Parking Strategy | Infrastructure Planning | 1. Deliver project according to approved project plan (Review of Car Parking Strategy) | 1. 100% | 1. 100% | On Target. A Request for Quote for external consultants was placed this quarter, The RFQ is being reviewed with scope to be refined based on feedback. |
| 4.4.1.98 CW The Hatch Rd - Reseal Sections - Investigation and design for sealing 3kms of Rd | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (The Hatch Rd - Reseal Sections - Investigation and design for sealing 3kms of Rd) | 1. 100% | 1. 85% | Behind Schedule Funding for the project was formally announced in November 2020. Design and approvals are expected to be completed by late 2021 with construction expected to be complete by mid 2022. This project has been delayed by flooding during this reporting period. |
| 4.4.1.99 CW O'Neills Bridge Replacement - Finalise Land Aquisation | Infrastructure Planning | 1. Deliver project according to approved project plan (O'Neills Bridge Replacement) | 1. 100% | 1. 80% | Monitoring Required. This project is the resolution of outstanding land acquisition from a bridge construction project in 2018. There has been no progress of the acquisition by the Property Team due to no responses from the land owners. Continued follow up with the land owners will be undertaken. Followed up with Property Team in April 2021. |

**Community Strategic Plan:** 4.4 Plan for integrated transport systems that helps people get around and link our communities

**Delivery Program Objective:** 4.4.1 Plan, investigate, design and construct transport assets which address pedestrians, cyclist and vehicular needs to cater for the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.1.99-100 CW Bulli Creek Bridge Replacement - Finalise easements | Infrastructure Planning | 1. Deliver project according to approved project plan (Bulli Creek Bridge Replacement) | 1. 100% | 1. 100% | Achieved. |
| 4.4.1.99-101 CW Ocean Drive Shared Path Pacific Hwy to Glen Haven Drive - (Undertake final land acquisitions) | Infrastructure Planning | 1. Deliver project according to approved project plan (Ocean Drive Shared Path Pacific Hwy to Glen Haven Drive (Undertake final land acquisitions) | 1. 100% | 1. 80% | Monitoring Required. This project is the resolution of outstanding land acquisition from a shared path construction project in 2017. There has been no progress of the acquisition by the Property Team due to no responses from the land owners. Continued follow up with the land owners will be undertaken. Followed up with Property team April 2021. |
| 4.4.1.99-102 Wauchope CBD Pedestrian Redesign - All Stages | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Wauchope CBD Pedestrian Redesign - All Stages) | 1. 100% | 1. 100% | Achieved The Wauchope CDB upgrade works are complete and open to the public. this was a multiyear project. |
| 4.4.1.99-114 CW Captain Cook Bicentennial Drive Rehabilitation | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan ( Captain Cook Bicentennial Drive Rehabilitation) | 1. 100% | 1. 100% | On target. Construction planning near completion during this reporting period. Site constraints re existing narrow road alignment and National Parks and Wildlife service boundaries are delaying finalisation of this construction planning piece. The project remains feasible for completion prior to end of FY although also impacted by flooding and storm events and consequential reallocation of resources. |
| 4.4.1.99-115 CW Highfield Circuit Pavement Resurfacing Works | Infrastructure Operations | 1. Deliver project according to approved project plan (Highfield Circuit Pavement Resurfacing Works) | 1. 100% | 1. 100% | On target. The 2020-21 Road Rehabilitation and Resealing Programme is currently in the planning and delivery phase with the programme to include the following projects: Planning Phase (Road |

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|---|---|---|---|---|---|
| | | | | | Resurfacing and Rehabilitation): Denham St, Port Macquarie Ballina Cr, Port Macquarie Herschell St, Port Macqaurie Albert Cct, Port Macquarie Hay St, Port Macqaurie Hayward St, Port Macquarie Short St, Port Macquarie Acacia Ave, Port Macquarie Karungi Cres, Port Macquarie Chestnut Rd, Port Macquarie Highfields Cct, Port Macquarie (dependent on completion of local development) Blackbutt Rd, Port Macquarie (dependent on funding) Pembrooke Rd, Pembrooke (dependent on resources) The rehabilitations and resurfacing has already commenced and will be progressively completed until June 2021. The final programme dates are yet to be finalised. Delivery Phase (Road Resurfacing and Rehabilitation): Belah Rd, Port Macquarie - completed Jindalee Rd, Port Macquarie - completed Comboyne Rd, Comboyne (Township to Stennets) - completed Toorak Ct, Port Macquarie - completed Planning Phase (Road Resealing): Lighthouse Beach Local Streets, Port Macquarie Greenmeadows Local Streets, Port Macquarie Bangalay Dr, Port Macqaurie Widderson St, Port Macquarie Comboyne Local Streets, Comboyne (deferred to 21-22 due to cold temperature and excessive rain) Kindee Rd, Kindee (deferred to 21-22 due to cold temperature and excessive rain) The reseals commenced in January starting with the Greenmeadows area and progressively completed over the hotter summer period until March 2021. The final layer of cape seal will be applied on streets in the Lighthouse area in April. Resealing of Comboyne local roads was deferred due to cold temperature and excessive rain) Works could be impacted by the effects of the Flood Disaster. This is to be reviewed and advised once known. |

**Community Strategic Plan:** 4.4 Plan for integrated transport systems that helps people get around and link our communities

**Delivery Program Objective:** 4.4.1 Plan, investigate, design and construct transport assets which address pedestrians, cyclist and vehicular needs to cater for the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.1.99-116 CW Maria River Road Sealing | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Maria River Road Sealing) | 1. 100% | 1. 90% | On target This project is being delivered in partnership with Kempsey Shire Council (KSC). A Memorandum of Understanding has been established with KSC during this reporting period, confirming PMHC as leading the delivery of this project. A detailed design and approvals outsourced engagement has continued during this reporting period to local consultant GHD. The project will continue into the 21/22 FY as a multi year project, the flood event during the reporting period has delayed access to this site for investigations and design and will likely result in some delay to the design completion. |
| 4.4.1.99-117 CW Pembrooke Road between Beechwood Rd - Stoney Creek Road Pavement Rehabilitation | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Pembrooke Road between Beechwood Rd - Stoney Creek Road Pavement Rehabilitation) | 1. 100% | 1. 100% | On target. The 2020-21 Road Rehabilitation and Resealing Programme is currently in the planning and delivery phase with the programme to include the following projects: Planning Phase (Road Resurfacing and Rehabilitation): Denham St, Port Macquarie Ballina Cr, Port Macquarie Herschell St, Port Macqaurie Albert Cct, Port Macquarie Hay St, Port Macqaurie Hayward St, Port Macquarie Short St, Port Macquarie Acacia Ave, Port Macquarie Karungi Cres, Port Macquarie Chestnut Rd, Port Macquarie Highfields Cct, Port Macquarie (dependent on completion of local development) Blackbutt Rd, Port Macquarie (dependent on funding) Pembrooke Rd, Pembrooke (dependent on resources) The rehabilitations and resurfacing has already commenced and will be progressively completed until June 2021. The final |

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| | | | | | programme dates are yet to be finalised. Delivery Phase (Road Resurfacing and Rehabilitation): Belah Rd, Port Macquarie - completed Jindalee Rd, Port Macquarie - completed Comboyne Rd, Comboyne (Township to Stennets) - completed Toorak Ct, Port Macquarie - completed Planning Phase (Road Resealing): Lighthouse Beach Local Streets, Port Macquarie Greenmeadows Local Streets, Port Macquarie Bangalay Dr, Port Macqaurie Widderson St, Port Macquarie Comboyne Local Streets, Comboyne (deferred to 21-22 due to cold temperature and excessive rain) Kindee Rd, Kindee (deferred to 21-22 due to cold temperature and excessive rain) The reseals commenced in January starting with the Greenmeadows area and progressively completed over the hotter summer period until March 2021. The final layer of cape seal will be applied on streets in the Lighthouse area in April. Resealing of Comboyne local roads was deferred due to cold temperature and excessive rain) Works could be impacted by the effects of the Flood Disaster. This is to be reviewed and advised once known. |

**Delivery Program Objective:** 4.4.2 Develop and implement annual maintenance and renewal programs for transport assets

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.2.1 CW Undertake road resurfacing and rehabilitation works throughout the local government area in accordance with the rolling priority program and roads maintenance hierarchy | Infrastructure Planning, (Infrastructure Operations) | 1. In accordance with adopted programs and preventative maintenance requirements (Road resurfacing works) | 1. 100% | 1. 100% | On target. The 2020-21 Road Rehabilitation and Resealing Programme is currently in the planning and delivery phase with the programme to include the following projects: Planning Phase (Road Resurfacing and Rehabilitation): Denham St, Port Macquarie Ballina Cr, Port Macquarie Herschell St, Port Macqaurie Albert Cct, Port Macquarie Hay St, Port Macqaurie Hayward St, Port Macquarie Short St, Port Macquarie Acacia Ave, Port |

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|---|---|---|---|---|---|
| | | | | | Macquarie Karungi Cres, Port Macquarie Chestnut Rd, Port Macquarie Highfields Cct, Port Macquarie (dependent on completion of local development) Blackbutt Rd, Port Macquarie (dependent on funding) Pembrooke Rd, Pembrooke (dependent on resources) The rehabilitations and resurfacing has already commenced and will be progressively completed until June 2021. The final programme dates are yet to be finalised. Delivery Phase (Road Resurfacing and Rehabilitation): Belah Rd, Port Macquarie - completed Jindalee Rd, Port Macquarie - completed Comboyne Rd, Comboyne (Township to Stennets) - completed Toorak Ct, Port Macquarie - completed Planning Phase (Road Resealing): Lighthouse Beach Local Streets, Port Macquarie Greenmeadows Local Streets, Port Macquarie Bangalay Dr, Port Macqaurie Widderson St, Port Macquarie Comboyne Local Streets, Comboyne (deferred to 21-22 due to cold temperature and excessive rain) Kindee Rd, Kindee (deferred to 21-22 due to cold temperature and excessive rain) The reseals commenced in January starting with the Greenmeadows area and progressively completed over the hotter summer period until March 2021. The final layer of cape seal will be applied on streets in the Lighthouse area in April. Resealing of Comboyne local roads was deferred due to cold temperature and excessive rain) Works could be impacted by the effects of the Flood Disaster. This is to be reviewed and advised once known |

**Community Strategic Plan:** 4.4 Plan for integrated transport systems that helps people get around and link our communities

**Delivery Program Objective:** 4.4.2 Develop and implement annual maintenance and renewal programs for transport assets

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.2.2 Carry out annual unsealed road maintenance program including resheeting, grading, drainage and vegetation and rural roadside vegetation clearing | Infrastructure Planning, (Infrastructure Operations) | 1. In accordance with adopted programs and preventative maintenance requirements (annual unsealed road maintenance program) | 1. 100% | 1. 100% | On target. Works delivered on budget. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems. Works could be impacted by the effects of the Flood Disaster. This is to be reviewed and advised once known. |
| 4.4.2.3 Carry out annual sealed road maintenance program including resurfacing, jetpatching, heavy patching and installation of roadside furnishings | Infrastructure Planning, (Infrastructure Operations) | 1. In accordance with adopted programs and reactive maintenance requirements based on risk (annual sealed road network maintenance program) | 1. 100% | 1. 100% | On target. Works delivered on budget. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems. Works could be impacted by the effects of the Flood Disaster. This is to be reviewed and advised once known. |
| 4.4.2.4 Undertake bridges and culverts maintenance and repair program including inspections, monitoring and bridge repair works | Infrastructure Planning, (Infrastructure Operations) | 1. In accordance with adopted programs and reactive maintenance requirements based on risk (bridges and culverts maintenance and repair program) | 1. 100% | 1. 100% | On target. Works delivered on budget. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems. Works could be impacted by the effects of the Flood Disaster. This is to be reviewed and advised once known. |
| 4.4.2.5 Carry out reactive maintenance to Koala Food Trees and Koala Fencing on Link Rd (Ocean Dr) | Infrastructure Planning, (Environmental Services) | 1. In accordance with adopted programs and reactive maintenance requirements based on risk (reactive maintenance to Koala Food Trees and Koala Fencing) | 1. 100% | 1. 100% | Actions still needing completion - Brief to be presented to Executive team on non-compliance. |

**Community Strategic Plan:** 4.4 Plan for integrated transport systems that helps people get around and link our communities

**Delivery Program Objective:** 4.4.2 Develop and implement annual maintenance and renewal programs for transport assets

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.2.6 Bridgeworks and Road Rehabilitation Program - Undertake regular bridge and geotechnical road pavement tests to inform and develop programme | Infrastructure Planning | 1. Deliver project according to approved project plan (Bridgeworks and Road Rehabilitation Program) | 1. 100% | 1. 100% | On Target. the Bridges and Structure Engineer has continued investigations and inspections in preparation for future programmes. All required pavement investigations were undertaken in this period, with more detailed investigations planned for 2021. |

**Delivery Program Objective:** 4.4.2 Develop and implement annual maintenance and renewal programs for transport assets

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.2.7 CW Timber Bridges – Renewals and Repairs | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Timber Bridges – Renewals and Repairs) | 1. 100% | 1. 100% | On target. The 2020-21 Bridgeworks Programme is currently in the planning phase with the programme likely to include the following projects: Planning Phase: Stoney Creek Bridge, Pembrooke Rd (bridge destroyed during March Flood Disaster) Cowal Creek Bridge, Cowal Creek Rd (bridge destroyed during March Flood Disaster) Black Creek Bridge, Lorne Logans Crossing Bridge, Kendall (damaged sustained during March Flood Disaster - road closed and likely to wait until major project is initiated) Bril Bril Bridge, Rollands Plains (deferred to 21-22 due to delays in procurement, resourcing and Flood response) Roods Bridge, Bellangry (deferred to 21-22 due to delays in procurement, resourcing and Flood response) Donkins Flat Bridge, Comboyne (funded externally and will be handled by Project Delivery) Old School Bridge, Herons Creek (funded externally and will be handled by Project Delivery) Kindee Bridge, Kindee - Stage 3 Pile strengthening (deferred to 21-22 due to engineering resource constraints) The bridge reconstruction and major works have already commenced and will be progressively completed until June 2021. The final programme dates are yet to be finalised. Delivery Phase: Kindee Bridge, Kindee - Stage 2 complete Foxes Bridge, Rollands Plains - complete Flanagans Bridge, Pappinbarra - complete Tipperary Bridge, Lorne - complete Thompsons Bridge, Rollands Plains - underway Works could be impacted by the effects of the Flood Disaster. This is to be reviewed and advised once known. |

**Community Strategic Plan:** 4.4 Plan for integrated transport systems that helps people get around and link our communities

**Delivery Program Objective:** 4.4.3 Develop and implement traffic and road safety programs

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.3.1 Develop a Road Safety Action Plan and undertake associated safety education and awareness programs identified in the plan | Community | 1. Undertake road safety educational programs | 1. 100% | 1. 100% | On target. Maintaining and improving on the road safety program that operated before the Education Team started continues to be a priority of the team. Localising our campaigns through local places and people has been a priority. The team continues to work hard to develop collaborative partnerships with TfNSW and the local Police in order to ensure we are delivering the best campaigns to meet the ongoing needs of our community. Campaigns that have been implemented this quarter or are in planning for the final quarter are: - National Road Safety Week (May 16 - 23) - Yellow Ribbon Relay - a national event that will visit the Port Macquarie Koala Hospital as one of two flagship locations in Northern NSW to be selected to take part. This will showcase the impact of crashes with our endangered wildlife (particularly our local koala population) and people, and remind and encourage drivers to change their behaviour in known wildlife habitat corridors. - Little Blue Dinosaur - this campaign continued with signage and social media posts into February - Speed on country roads - this campaign continued with signage into February - A new template series of graphics to use on social media for repeat campaigns communicating upcoming events such as School Zones, Double Demerits and Plan B. - Shared pathways - increasing the awareness and use of our shared pathway network in particular for cyclists to work and school. |

**Community Strategic Plan:** 4.4 Plan for integrated transport systems that helps people get around and link our communities

**Delivery Program Objective:** 4.4.3 Develop and implement traffic and road safety programs

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.3.2 Install and maintain street lights in accordance with identified priorities | Infrastructure Planning | 1. Deliver street lighting program according to approved schedule and prioritisation | 1. 100% | 1. 95% | Monitoring Required. The Transport Engineer is currently on extended leave and unable to undertake street lighting assessments or planning. Will recommence when transport Engineer returns from leave. |

**Community Strategic Plan:** 4.5 Plan for integrated and connected communities across the Port Macquarie-Hastings area

**Delivery Program Objective:** 4.5.1 Carry out strategic planning to manage population growth and provide for co-ordinated urban development

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.5.1.07 Review Local Environmental Plan (LEP) and Development Control Plan (DCP) provisions to promote development of the Yippin Creek Urban Release Area (UGMS Action 4) | Strategy | 1. Report to Council regarding draft planning outcomes by 30 June 2021 | 1. 100% | 1. 100% | On target. The planning proposal work is well progressed on budget and on schedule. The issue of flood free access has been a prominent issue for the Plannning Porposal and will require resolution prior to the referral to Department of Planning, Industry and Envirionment. |
| 4.5.1.08 Progress Council led precinct planning for the proposed Health and Education Precinct (UGMS Action 13) | Strategy | 1. Continue support studies for a planning proposal in consultation with stakeholders by 30 June 2021 | 1. 100% | 1. 100% | On target. The Health and Education Precinct Structure plan progresses on target and on budget. Transport is a key issue and State announcements of projects and fundings will be critical to the staging plan and timing of completion. |
| 4.5.1.10 Review LEP and DCP provisions to promote appropriate housing choice options (UGMS Action 1) | Land Use Planning (Development Assessment) | 1. Complete Housing Strategy by June 2021 | 1. 100% | 1. 95% | Monitoring required. The draft Local Housing Strategy (LHS) is under preparation and anticipated to be presented to Council in Q4 2021. Subject to Council's endorsement, the LHS will then be placed on public exhibition. |

**Community Strategic Plan:** 4.5 Plan for integrated and connected communities across the Port Macquarie-Hastings area

**Delivery Program Objective:** 4.5.1 Carry out strategic planning to manage population growth and provide for co-ordinated urban development

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.5.1.11 Investigate the capacity of land at Ocean Dr/Houston Mitchell Dr for light industrial use and at Ocean Dr/Bonny View Dr for light industrial development or for use as a school (UGMS Act 17) | Land Use Planning (Development Assessment) | 1. Final report to Council re Local Environmental Plan (LEP) and Development Control Plan (DCP) amendments by 30 June 2021 | 1. 100% | 1. 100% | On Target. Council has identified this Planning Proposal for finalisation by 30 June 2021 under the NSW Government's Public Spaces Legacy Program. A report was presented to Council in February 2021 on submissions received to the public exhibition of the Planning Proposal and draft Development Control Plan (DCP) in late 2019. A number of revisions to the Planning Proposal and draft DCP were required to respond to community and State Agency concerns which necessitated a second public exhibition (3 March-31 March 2021). It is anticipated a report will be presented to Council in Q4 2021 on submissions received to the revised proposal, and subject to Council approval the Planning Proposal and draft DCP will be finalised. |
| 4.5.1.14 Review the Port Macquarie-Hastings Heritage Inventory (UGMS Action 31) | Strategy | 1. Complete Stage 2 of the Heritage Inventory review and report to Council by 30 June 2021 | 1. 100% | 1. 90% | Monitoring required. The Heritage Inventory work is documented in Council's Project Management Framework and appears as an item in the UGMS. It is not presently considered a priority for resource effort and is being monitored for a redefined delivery timeline. |
| 4.5.1.15 Port Macquarie Civic Precinct - Commence investigations for strategic landuse planning of Council owned property | Strategy | 1. Investigations commenced for Port Macquarie Civic Precinct Strategic Landuse Planning of Council owned property | 1. 100% | 1. 100% | On target. The Strategic Land use Plannning is being assessed for prioritisation of funding and resources. The Strategy team will progress this item following the execution of the identified highest priorities for the team. |
| 4.5.1.17 Fernbank Creek/Sancrox - Support Studies | Strategy | 1. Fernbank Creek/Sancrox - Support Studies undertaken | 1. 100% | 1. 100% | On target. The progression of the Structure Plan is on target and on budget. |

**Community Strategic Plan:** 4.5 Plan for integrated and connected communities across the Port Macquarie-Hastings area

**Delivery Program Objective:** 4.5.2 Plan for infrastructure that supports population growth

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.5.2.2 Continue the review of the Major Roads Contributions Plan for completion in 2020-2021 (UGMS Action 23) | Strategy | 1. Complete review of draft works program for review of the Major Roads Contributions Plan by 30 June 2021 | 1. 100% | 1. 90% | Monitoring required. A review of the Major Roads Contribution Plan will be based on a works program provided by the Transport and Stormwater network team. The works program has resource constraints and higher priority projects. Following production of the new works program, costings and priorities, this information will be used to inform the review of the Major Roads Contribution Plan. |

**Community Strategic Plan:** 4.6 Restore and protect natural areas

**Delivery Program Objective:** 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.6.1.01 Undertake strategic biosecurity (weed management) program to restore and conserve the natural environment of the Mid North Coast | Environment and Regulatory Services | 1. 1,500 km of high risk/priority pathways inspected | 1. 100% | 1. 100% | On target 1434km complteted additional Kms to be completed in Q4 |
| | | 2. 10 media engagements on biosecurity matters | 2. 100% | 2. 75% | Monitoring required due to covid and officer being required to assist in flood relief effort. Expected to be compelted in Q4 |
| | | 3. 10 regional weed meetings/workshops attended | 3. 100% | 3. 100% | On target 9 completed. Final 1 to be complted in Q4 |
| | | 4. 120 urban property inspections undertaken | 4. 100% | 4. 100% | On target. 115 completed. Final 5 to be complteted in Q4 |
| | | 5. 153 high risk site inspections undertaken | 5. 100% | 5. 100% | On target. Complteted 335 sites inspected |
| | | 6. 2,300 km of roads inspected and treated as high risk pathways | 6. 100% | 6. 100% | Monitoring required. Has been delayed due to adverse weather. 1061.7km treated. Expected to be achieved in Q4. |

**Community Strategic Plan:** 4.6 Restore and protect natural areas

**Delivery Program Objective:** 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 7. 240 rural/semi-rural property inspections undertaken | 7. 100% | 7. 90% | Monitoring required. 119 inspection completed. Has been delayed due to adverse weather. |
| | | 8. 60 days managing priority weeds in Council's drainage reserves | 8. 100% | 8. 100% | Monitoring required due to staffing shortfall 40 days spent |
| | | 9. 680 ha inspected and treated for priority weeds | 9. 100% | 9. 50% | 296.2ha treated. Behind shedule due to staffing shortfall. |
| | | 10. Deliver two training workshops provided to community and relevant stakeholders | 10. 100% | 10. 100% | On Target. COMPLETE. 3 workshops have been provided. |
| 4.6.1.02 Tenure blind aquatic weed control targeting mainly Salvinia in static water bodies | Environment and Regulatory Services | 1. 46 sites inspected and treated for aquatic weeds | 1. 100% | 1. 90% | Monitoring required due to staffing shortfall. 22 sites treated. |
| 4.6.1.05 Implement the Bushland Regeneration Management Program and collaborate with various community groups (e.g. Landcare) | Environment and Regulatory Services | 1. All Council reserves are mapped to determine the ecological value based on benefits and constraints | 1. 100% | 1. 100% | On target. Staff have been engaged to record sites to be assessed in the comparitive Bushland Matrix |
| | | 2. Undertake management of Council reserves that are deemed of significant ecological value following guidance and direction from the Ecological Restoration report | 2. 100% | 2. 75% | Yet to commence - works to commence in Q4. |

**Community Strategic Plan:** 4.6 Restore and protect natural areas

**Delivery Program Objective:** 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.6.1.06 Inform and educate residents, industry and community groups about Council's tree management requirements within the Port Macquarie-Hastings 2013 Development Control Plan (DCP) | Recreation, Property and Buildings | 1. Develop and implement educational material and delivery program | 1. 100% | 1. 100% | On target. Educational material delivered via correspondence and conversations regarding different legislative requirements, including civil advice letters, Local Land Services, Office of Environment and Heritage jurisdiction, meetings with contractors and residents regarding Development Control Plan provisions and application process. |
| | | 2. Provide advice in accordance with service standards and industry best practice | 2. 100% | 2. 97% | Behind schedule Total number of CRM's received 441, equating to 584 actual tasks. 256 (Public), 189 (Storm), 65 (Private), 27 (Illegal tree removal/pruning) and 47 (Other categories). 14 CRM's currently exceed service standard. Additional information: 74 enquires (51 public and 23 private phone and email enquires). This does not include calls transferred from call centre to mobile or landline. In addition, there were 33 internal enquiries and 6 hours for rural road/fire related inspections. |
| | | 3. Undertake investigations in relation to all reported illegal tree works | 3. 100% | 3. 100% | On target. 27 illegal tree incidents reported and investigated during this reporting period. |
| 4.6.1.08 Commence implementation of identified actions from the adopted Koala Population Recovery Strategy (UGMS Action 29) | Environment and Regulatory Services | 1. Detailed map which identifies Koala Road strike hot spots in Port Macquarie Urban area | 1. 100% | 1. 100% | Achieved. Project completed |
| 4.6.1.12 Undertake bush regeneration on sites related to development and infrastructure projects | Environment and Regulatory Services | 1. Consultation with community undertaken | 1. 100% | 1. 100% | On target with contractors being engaged to complete. |

**Community Strategic Plan:** 4.6 Restore and protect natural areas

**Delivery Program Objective:** 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.6.1.13 Undertaken priority weed control for high priority weed species | Environment and Regulatory Services | 1. Management on sites is monitored and reported on upon completion of works | 1. 100% | 1. 100% | On target contracts for biosecurity greater than Containment Regional LLS weeds species being released and biosecurity control with ecological benefits also to be released. |
| | | 2. New contracts are scoped, briefs are prepared and services are secured for work for 20/21 operational year | 2. 100% | 2. 100% | On target. Contracts for biosecurity greater than containment Regional LLS weeds species being released and biosecurity control with ecological benefits also to be released |
| 4.6.1.14 Undertake targeted control of priority weed trees on a tenure-blind basis | Environment and Regulatory Services | 1. Contract sites are monitored and reported on upon completion of works | 1. 100% | 1. 100% | Achieved. Project completed |
| | | 2. New contracts are scoped, briefs are prepared and services are secured for work for 20/21 operational year | 2. 100% | 2. 100% | Achieved. All available funds invested |
| 4.6.1.15 Environmental Compliance Auditing | Environment and Regulatory Services | 1. Creation of template site inspection checklist | 1. 100% | 1. 100% | On target. VMP / KPoM checklist for audits up and running. |
| | | 2. Toolbox talks have been held with relevant teams to relay information regarding environmental management procedures | 2. 100% | 2. 99% | Yet to commence - Project is scheduled to begin in Q3. |

**Community Strategic Plan:** 4.6 Restore and protect natural areas

**Delivery Program Objective:** 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 3. Undertake 10 site inspections throughout the year to audit environmental compliance | 3. 100% | 3. 100% | On target. 8 VMP and 4 KPoM inspections undertaken with 3 non-compliant KPoM's and corrective actions issued. One VMP non compliant with additional weed control required to release the subdivision Certificate. |
| 4.6.1.16 Commence the Natural Resources asset and maintenance register | Environment and Regulatory Services | 1. Carry out priority maintenance actions within the budget allocated | 1. 100% | 1. 75% | Monitoring required due to staffing shortfall and adverse weather. Meeting with assets team to build assest tree sheduled for Q4 |
| | | 2. Create the Natural Resources Management asset register APP which records location and condition of assets | 2. 100% | 2. 75% | Monitoring required due to staffing shortfall and adverse weather. Meeting with assets team to build assest tree sheduled for Q4. |
| | | 3. Map all Natural Resources Management assets | 3. 100% | 3. 75% | Yet to commence - works to commence in Q4. |
| | | 4. Write the management plan which outlines maintenance and replacement actions | 4. 100% | 4. 90% | Behind Shedule due to staffing shortfall |
| 4.6.1.17 Review of Environmental Factors (REF) Training and process/capability improvement | Environment and Regulatory Services | 1. Conduct a Pre and Post training survey of REF Authors | 1. 100% | 1. 100% | Yet to commence. |

**Community Strategic Plan:** 4.6 Restore and protect natural areas

**Delivery Program Objective:** 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 2. Create new training and process documents (Environmental induction and awareness training, Environmental Work Method Statement (EWMS), procedures, environmental inspection checklist) | 2. 100% | 2. 100% | Partially complete. Induction to be created, REF template to be updated, further awareness training to be unedrtaken and inspection checklist to be created. |
| | | 3. Establish a baseline data set - tracking duration of REF process | 3. 100% | 3. 100% | Yet to commence - work to commence in Q4. |
| | | 4. Provide internal staff with 4 environmental training opportunities during the year | 4. 100% | 4. 100% | On target - 3rd internal training delivered at the end of March 2021. |
| | | 5. Write a report which details out the demonstrated actions against recommendations, prior to deadlines, which are stated in Houston Mitchell Drive audit report | 5. 100% | 5. 90% | Yet to commence - commence work in Q4. |
| 4.6.1.18 Partridge Creek Acid Sulphate Soils Wetland Management | Environment and Regulatory Services | 1. 12 site inspections of weir conducted each year | 1. 100% | 1. 100% | On Target, 2 more inspections undertaken. 4 remaining for Q4 |

**Community Strategic Plan:** 4.6 Restore and protect natural areas

**Delivery Program Objective:** 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.6.1.19 Actions from the Ecological Restoration report implemented | Environment and Regulatory Services | 1. Bushland management undertaken on identified sites | 1. 100% | 1. 100% | On target. Contracts for biosecurity greater than Containment Regional LLS weeds species being released and biosecurity control with ecological benefits also to be released |
| | | 2. Creation of policy for native vegetation offset to better reflect current management practices | 2. 100% | 2. 90% | Monitoring required. NRM Policy out for internal review - comments due back 14/04/21. On track to deliver to June Council Meeting. |
| | | 3. Investigation for new lands for Development Control Plan (DCP) offsets | 3. 100% | 3. 100% | Yet to commence - this will come out of the NRM Policy once adopted |
| | | 4. Investigation of feasibility of bushland reserves becoming stewardship sites | 4. 100% | 4. 100% | On target for delivery - Ecosure Report to come and associated Council Report once delivered. |
| 4.6.1.20 Wild deer management in PMHC | Environment and Regulatory Services | 1. Implement PMHC specific management actions generated from the Hastings Wild Deer Program | 1. 100% | 1. 100% | On target - culling of deer at Port Macquaire Dam has occured on three ocassions, removal of 15 deer so far. |
| 4.6.1.21 Tip Gravel Road Environmental Protect Biodiversity Conservation (EPBC) Act Koala Management Plan | Environment and Regulatory Services | 1. Inspect fences annually | 1. 100% | 1. 100% | On target - inspection post major weather event (Floods) completed and one corrective action identified to correct damaged fauna fence. Fence mended within the week (complete). Fauna monitroing completed Sept-Oct 2020 and scheduled for Sept - Oct. |
| | | 2. Submit compliance report outlining actions undertaken | 2. 100% | 2. 90% | Achieved - report was submitted in November 2020. A non-compliance issue was identifed with the speed humps needing to be reinstated. This request has been sent to Roads for action and rectification. |

**Community Strategic Plan:** 4.6 Restore and protect natural areas

**Delivery Program Objective:** 4.6.1 Develop and implement a range of programs for the environmental management of lands within the local government area

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| | | 3. Undertake camera monitoring 3 times per year | 3. 100% | 3. 100% | Fauna monitoring scheduled annually; completed Sept-Oct 2020 and due Sept-Oct 2021. |
| 4.6.1.22 Undertake audit of Coastal Vegetation State Environmental Planning Policy (SEPP) mapping | Environment and Regulatory Services | 1. Map of Coastal Vegetation SEPP mapping audited for accuracy in PMHC LGA | 1. 100% | 1. 100% | On target - initial works were undertaken by NSW government, Council is awaiting results. |
| | | 2. Report outlining mapping inaccuracies in PMHC LGA | 2. 100% | 2. 100% | On target - completion of Aboriginal Archaelogicial work completed in Q2. REF is in for review with Environmental Planner. Application from Crown Lands license is pending. |
| 4.6.1.23 Provide support for the implementation of the Coastal Koala Plan of Management (CKPoM) | Environment and Regulatory Services | 1. Develop a program of actions that are relevant to the Natural Resource Management team which are generated from the CKPoM | 1. 100% | 1. 100% | Yet to commence. This project is no longer achievable in the 2020/21 OP year as the CKPoM has not been adopted by Council. |

**Community Strategic Plan:** 4.7 Provide leadership in the development of renewable energy opportunities

**Delivery Program Objective:** 4.7.1 Promote renewable energy outcomes within Council

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.7.1.06 CW Install solar energy systems at selected existing Council facilities | Recreation, Property and Buildings | 1. Install solar energy systems at identified Council facilities | 1. 100% | 1. 100% | Achieved - 100% The 3 x PV projects for the Wauchope, Laurietion and Kendall Pool sites have been completed July 2020 and are operational, performance of these systems can be viewed through Council's Solar Analytics web site. |

**Community Strategic Plan:** 4.7 Provide leadership in the development of renewable energy opportunities

**Delivery Program Objective:** 4.7.1 Promote renewable energy outcomes within Council

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.7.1.09 CW Install Solar Panels at Port Macquarie Sewerage Treatment Plant (STP) | Infrastructure Operations, (Strategy) | 1. Deliver project according to approved project plan (Install solar energy systems at Port Macquarie Sewerage Treatment Plant (STP) | 1. 100% | 1. 100% | On target. A design review of the PV installation at the Port Macquarie Sewage Treatment Plant is required. The installation program will be determined by the design review but at this stage remains on target. |
| 4.7.1.10 CW Installation of Solar Panels - Wauchope Water Treatment Plant (WTP) | Infrastructure Operations, (Strategy) | 1. Deliver project according to approved project plan (Installation of solar energy panels - Wauchope Water Treatment Plant (WTP) | 1. 100% | 1. 100% | On target. The Wauchope Water Treatment Plant installations are on program. |

**Community Strategic Plan:** 4.8 Increase awareness of issues affecting our environment, including the preservation of flora and fauna

**Delivery Program Objective:** 4.8.1 Ensure all Council operations comply with environmental standards and regulations

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.8.1.1 Operate and maintain water treatment plants in accordance with adopted maintenance programs and scheme requirements | Infrastructure Operations | 1. Monitor plants continuously with plant breakdowns attended to within 24 hours | 1. 100% | 1. 100% | On target. All plants monitored via SCADA-C and outages actioned. |
| 4.8.1.2 Operate the water supply network to ensure public health and safety | Infrastructure Operations | 1. Ensure any public health and safety issues in relation to water supply are responded to in line with service standards | 1. 100% | 1. 100% | On Target. Enquiries responded to in accordance with service standards. |

**Community Strategic Plan:** 4.8 Increase awareness of issues affecting our environment, including the preservation of flora and fauna

**Delivery Program Objective:** 4.8.1 Ensure all Council operations comply with environmental standards and regulations

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.8.1.3 Maintain and operate storage dams in accordance with Australian National Committee On Large Dams (ANCOLD) guidelines | Infrastructure Operations | 1. Ensure any issues in relation to the operation and maintenance of storage dams are handled in line with ANCOLD guidelines | 1. 100% | 1. 100% | On Target. Dams being managed in accordance with ANCOLD guidelines |
| 4.8.1.4 Operate and maintain sewerage treatment plants in accordance with environmental licences, adopted maintenance programs and scheme requirements | Infrastructure Planning, (Infrastructure Operations) | 1. Monitor plants continuously with plant breakdowns attended to within 24 hours | 1. 100% | 1. 100% | On target. All plants monitored via ClearSCADA and outages actioned. |
| 4.8.1.5 Operate the sewerage network to ensure service delivery meets public health and safety requirements | Infrastructure Operations | 1. Ensure any public health and safety issues in relation to sewerage network are responded to in line with service standards | 1. 100% | 1. 100% | On Target. Enquiries responded to in accordance with service standards. Multiple reported surcharges resulting from heavy rain and flooding in this quarter. |

**Delivery Program Objective:** 4.8.2 Increase community awareness and enable access to the natural environment

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.8.2.1 Deliver bushfire preparedness and planning programs to the community | Environment and Regulatory Services | 1. Attendance at BFMC and bushfire risk meetings - 90% participation | 1. 100% | 1. 100% | On target, Council staff were in attendance via video confernce at the meeting. |
| | | 2. Attendance at relevant industry training and workshops - 90% participation | 2. 100% | 2. 100% | On target, no meetings to attend last quarter |
| | | 3. CRM completion 100% within the relevant service standards - variable | 3. 100% | 3. 75% | Monitoring required, CRMs are being assigned to NRM staff due to extended leave of the Bushfire Officer. |

**Community Strategic Plan:** 4.8 Increase awareness of issues affecting our environment, including the preservation of flora and fauna

**Delivery Program Objective:** 4.8.3 Promote Biodiversity Programs

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.8.3.1 Continue implementation of identified actions from the adopted Biodiversity Strategy | Environment and Regulatory Services | 1. Implement actions from the following plans (outlined in specific OP plan goals) Koala Recovery Strategy,Flying-fox Camp Mngt plan, Ecological restoration report, MNC Feral Deer Strategy | 1. 100% | 1. 100% | On target - management of feral deer undertake, koala road strike map completed, flying fox management program undertaken |
| 4.8.3.2 PMHC in partnership with JO, KPS, and DPIE support the ongoing work of the Koala Recovery Partnership Program | Environment and Regulatory Services | 1. Operational objectives of the Koala Recovery Partnership Program are met | 1. 100% | 1. 100% | On target - research program to understand koala abundance based on vegetation community was undertaken in Q2 with additional work to be completed in Q3 and Q4. |
| 4.8.3.3 Dunbogan Flood Access - salt marsh offset | Environment and Regulatory Services | 1. Salt Marsh offset contract is completed | 1. 100% | 1. 100% | On target - tree removal works and weed contract is completed on site. Further planting and maintenance to occur in Q4. |

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PORT MACQUARIE-HASTINGS
COUNCIL

*Lake Cathie Foreshore Reserve*

# COVID-19 RECOVERY ADDENDUM TO THE ONE YEAR OPERATIONAL PLAN **2020-2021**

**Community Strategic Plan:** 1.1 Inform and engage with the community about what Council does using varied communication channels

**Delivery Program Objective:** 1.1.5 Develop an effective and coordinated community focused Communications Strategy

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 1.1.5.5 Communication – to community – use of funding/that projects have been added to Operational Plan - COVID RELIEF RESERVE FUNDING | Customer Experience and Communication | 1. Community is informed of projects and funding via various communication channels including website, media release and social media | 1. 100% | 1. 100% | On target. Plan under development and resources allocated. Because of the March 2021 natural disaster, our communications will build on recovery messaging. |

**Community Strategic Plan:** 2.1 Create a community that feels safe

**Delivery Program Objective:** 2.1.1 Support community safety initiatives

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.1.1.2 Work with Pappinbarra residents and the Rural Fire Service (RFS) to develop and implement a community fire-safety plan - COVID RELIEF RESERVE FUNDING | Community | 1. Deliver project according to approved project plan (Work with Pappinbarra residents and the Rural Fire Service (RFS) to develop and implement a community fire-safety plan) | 1. 100% | 1. 100% | On Target CRO working with Ku-ring-gai Council and there team to develop community workshops in June to support the development of a report and community plan. |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, for example, community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.1 Ensure access to community facilities and activities: including access to natural environment

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.1.3 Public Spaces Interpretation Strategy and Guidelines - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (Public Spaces Interpretation Strategy and Guidelines) | 1. 100% | 1. 100% | On target. Project planning commenced. |

**Delivery Program Objective:** 2.3.2 Provide a range of inclusive sporting and recreational opportunities and facilities to encourage a healthy and active lifestyle

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.2.07 CW Laurieton Sports Complex – installation of multipurpose court - COVID RELIEF RESERVE FUNDING | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Laurieton Sports Complex – installation of multipurpose court | 1. 100% | 1. 100% | On Target. Construction underway. Target to complete works in last quarter. |
| 2.3.2.08 CW Laurieton Sports Complex – installation of multipurpose court (part funding) - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Laurieton Sports Complex – installation of multipurpose court | 1. 100% | 1. 100% | On Target. Construction underway. Target to complete works in last quarter. |
| 2.3.2.09 CW Install a sheltered seating area, picnic table and rubbish bins at Kendall Park - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Install a sheltered seating area, picnic table and rubbish bins at Kendall Park) - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | 1. 100% | 1. 100% | On Target - Construction set for 3rd of May |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, for example, community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.2 Provide a range of inclusive sporting and recreational opportunities and facilities to encourage a healthy and active lifestyle

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.2.10 CW Increased seating and shade at Charlie Watt Reserve - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Increased seating and shade at Charlie Watt Reserve) | 1. 100% | 1. 100% | On Target - Construction Commenced |
| 2.3.2.11 Contribution to Creek to Creek Trail Development - COVID RELIEF RESERVE FUNDING | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Contribution to Creek to Creek Trail Development) | 1. 100% | 1. 100% | On Target |

**Delivery Program Objective:** 2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.3.22 CW Wauchope Rotary Youth Hall external repaint western side - COVID RELIEF RESERVE FUNDING | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Wauchope Rotary Youth Hall external repaint western side) | 1. 100% | 1. 100% | Achieved - 100% All works completed 26 March 2021 |
| 2.3.3.23 CW Stuarts Park Building beautification - COVID RELIEF RESERVE FUNDING | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Stuarts Park Building beautification) | 1. 100% | 1. 100% | On Target - 100% Funding has been secured, works are programmed to be completed prior to May 2021, we may start earlier dependant on contractors availability. |
| 2.3.3.24 CW Wauchope Stadium Cladding Replacement - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Wauchope Stadium Cladding Replacement) | 1. 100% | 1. 100% | On Target - 100% Funding has been secured, works are programmed to be completed prior to May 2021, we are currently 50% through the install |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, for example, community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.3 Develop and implement management of operational and maintenance programs for open space, recreational and community facilities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.3.25 CW Jubilee Hall – external repaint - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Jubilee Hall – external repaint) | 1. 100% | 1. 100% | Achieved - 100% All works completed however building damaged in March flooding and waiting insurance claim to rectify |

**Delivery Program Objective:** 2.3.4 Plan, investigate, design and construct open spaces, recreational and community facilities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.4.32 CW North Shore Fish Cleaning table - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (North Shore Fish Cleaning table) | 1. 100% | 1. 100% | On target. |
| 2.3.4.33 CW CSU-Googik Connection Consultancies - COVID RELIEF RESERVE FUNDING | Infrastructure Planning | 1. Deliver project according to approved project plan (CSU-Googik Connection Consultancies) | 1. 100% | 1. 100% | On target. A project design consultant has been engaged with designs being prepared. Consultation with adjoining landowners including CSU ongoing. |
| 2.3.4.34 CW Lake Cathie Foreshore Reserve Master Plan – Stage 2 works - COVID RELIEF RESERVE FUNDING | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Lake Cathie Foreshore Reserve Master Plan – Stage 2 works) | 1. 100% | 1. 100% | On Target. Construction nearing completion. Target to complete works in last quarter. |

**Community Strategic Plan:** 2.3 Provide quality programs, community facilities and public spaces, for example, community halls, parks and vibrant town centres

**Delivery Program Objective:** 2.3.6 Support a range of inclusive community activities and programs

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.3.6.11 Port Macquarie Hastings (PMH) Cares - COVID RELIEF RESERVE FUNDING | Community | 1. Deliver project according to approved project plan (Port Macquarie Hastings (PMH) Cares) | 1. 100% | 1. 100% | On target. PMHCares collateral - shirt and bags and information developed to be shared during Seniors Week. As Seniors week has been postponed, we have used the PMHCares as the uniform for the Flood Outreach Centres and Community Recovery. This will be an ongoing program. |

**Community Strategic Plan:** 2.5 Promote a creative and culturally rich community

**Delivery Program Objective:** 2.5.1 Support cultural activities within the community

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 2.5.1.9 Artwalk delivery - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (Artwalk delivery) | 1. 100% | 1. 100% | On target. The Cultural Steering Group support a return for a single night event focused in the PMQ CBD. Friday 1 October identified as the key event date, with extended satellite activities between 2 -4 October (Long Weekend). Save The Date is scheduled for public issue by end of April 2021. |

**Community Strategic Plan:** 3.1 Embrace business and a stronger economy

**Delivery Program Objective:** 3.1.1 Assist the growth of local business and industry, ensuring this is a central consideration of Council activities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 3.1.1.03 Tourism product and trade market development Stage 2 - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (Tourism product and trade market development Stage 2) | 1. 100% | 1. 100% | On target. Project well progressed, raising awareness of the destination amongst travel trade, hosting famils, tactical campaigns and ongoing industry engagement. Currently planning for consumer and tactical campaigns. |

**Community Strategic Plan:** 3.1 Embrace business and a stronger economy

**Delivery Program Objective:** 3.1.1 Assist the growth of local business and industry, ensuring this is a central consideration of Council activities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 3.1.1.04 Additional Investment in tourism PR and Marketing - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (Additional Investment in tourism PR and Marketing) | 1. 100% | 1. 100% | On target. The Google DMO Project has been rolled out to industry in the region. The UberMedia COVID Recovery dashboard tracking foot traffic within the region is live. |
| 3.1.1.05 Tourism - Visiting Friends and Relatives Program development - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (Tourism - Visiting Friends and Relatives Program development) | 1. 100% | 1. 100% | On target. Project planning has commenced with delivery rolling-out over the rest of the calendar year. |
| 3.1.1.06 Website Food and Wine Trail Development - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (Website Food and Wine Trail Development) | 1. 100% | 1. 100% | On target. Digital Taste Trails have been developed and will be launched week commencing 18/04/21 through an online campaign. Engagement with operators and consumers will inform collateral development and delivery. |
| 3.1.1.07 Reboot, Refresh, Restart COVID-19 Careers Pop-ups - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (Reboot, Refresh, Restart Covid-19 Careers Pop-ups) | 1. 100% | 1. 100% | On target. Reboot, Refresh Restart calendar delivered over October/November 2020, including keynote webinar, pop-up, and a range of collaborative efforts with local service providers. Planning delivery of further initiatives in 2021. |

**Community Strategic Plan:** 3.1 Embrace business and a stronger economy

**Delivery Program Objective:** 3.1.1 Assist the growth of local business and industry, ensuring this is a central consideration of Council activities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 3.1.1.08 Grant writing workshops - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (Grant writing workshops) | 1. 100% | 1. 100% | Achieved. A series of Grant Writing Workshops were delivered 16 to 18 February 2021 at Wauchope Senior Citizens Centre, Laurieton Untied Services Club and Port Macquarie Panthers. The PMHC Grant Finder website was launched in December 2020. This provides a free grants search engine for local business, community, not-for-profits and sporting clubs to find appropriate grants. Also included are top tips, grants explained and link to Council grants with bespoke content created for our citizens. |
| 3.1.1.09 Arts, Culture and Creative Industries content development and marketing - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (Arts, Culture & Creative Industries content development and marketing) | 1. 100% | 1. 100% | On target. Content development and marketing has included; photography of all participating artists in the Artists' Open Studio weekend, development of a campaign messaging framework, online artist profiles on the destination website, an event brochure and an online marketing campaign to promote the Open Studios weekend has all been deployed. Further development is planned to roll-out to the end of the financial Year. |
| 3.1.1.10 Cultural industries – Networking and mentoring - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (Cultural industries – Networking and mentoring) | 1. 100% | 1. 100% | On target. Project scoping complete, discussions currently being held with facilitators regarding scheduling and availability. |
| 3.1.1.11 Creative and Arts Trails development - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (Creative and Arts Trails development) | 1. 100% | 1. 100% | On target. The first component of this project is the delivery of the Open Studios Artists weekend in April. Additional development and collateral is in development. |

**Community Strategic Plan:** 3.1 Embrace business and a stronger economy

**Delivery Program Objective:** 3.1.1 Assist the growth of local business and industry, ensuring this is a central consideration of Council activities

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 3.1.1.12 Program to encourage use of vacant commercial spaces - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (Program to encourage use of vacant commercial spaces) | 1. 100% | 1. 90% | Monitoring required. Planning underway. Research into regional shopfront activation projects continuing, project engagement with Chambers of Commerce and other community partners commenced. |

**Delivery Program Objective:** 3.2.1 Support vibrant commercial, tourism, recreational and or community hubs across the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 3.2.1.3 CW Towns Gateway entrance strategy - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (Towns Gateway entrance strategy) | 1. 100% | 1. 80% | Monitoring Required Project initiation and plan has been developed. Procurement was scheduled for late March and this has been disrupted due to resourcing diverted to recovery efforts. Procurement to be done in May with design timing dependant on successful consultant |
| 3.2.1.4 CW Port Macquarie Lumiere night time installation - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (Port Macquarie Lumiere night time installation) | 1. 100% | 1. 100% | On target. Wakulda will be officially launched as a part of the Bicentenary events program in April 2021. The projection will screen each evening as a new cultural offering in the Port Macquarie CBD. |
| 3.2.1.5 CW Port Macquarie Lumiere Night time installation – infrastructure component - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Economic and Cultural Development | 1. Deliver project according to approved project plan (Port Macquarie Lumiere night time installation-infrastructure component) | 1. 100% | 1. 100% | On target. Wakulda will be officially launched as a part of the Bicentenary events program in April 2021. The projection will screen each evening as a new cultural offering in the Port Macquarie CBD. |

**Community Strategic Plan:** 3.1 Embrace business and a stronger economy

**Delivery Program Objective:** 3.2.1 Support vibrant commercial, tourism, recreational and or community hubs across the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 3.2.1.6 Tourism and Cultural Development Project Officer - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (Tourism and Cultural Development Project Officer) | 1. 100% | 1. 100% | On target. Recruitment complete and project delivery well progressed. |
| 3.2.1.7 CW Renew the maps “Comboyne Plateau” outside Udder Cow Café and in Pioneer Park - COVID RELIEF RESERVE FUNDING | Community | 1. Deliver project according to approved project plan (Renew the maps “Comboyne Plateau” outside Udder Cow Café and in Pioneer Park) | 1. 100% | 1. 100% | On target. Team has been working in conjunction with the Comboyne community to develop the design and signage requirements. |

**Delivery Program Objective:** 3.4.3 Encourage innovation that will support our growth as a regional city including smart community technology

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 3.4.3.4 CW CBD Wifi (Wauchope, Laurieton, expand Port) - COVID RELIEF RESERVE FUNDING | Economic and Cultural Development | 1. Deliver project according to approved project plan (CBD Wifi (Wauchope, Laurieton, expand Port) | 1. 100% | 1. 90% | Monitoring required. Project has been delayed due to DT competing priorities. Scoping commenced, project plan yet to be finalised. |

**Community Strategic Plan:** 4.4 Plan for integrated transport systems that helps people get around and link our communities

**Delivery Program Objective:** 4.4.1 Plan, investigate, design and construct transport assets which address pedestrians, cyclist and vehicular needs to cater for the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.1.99-103 CW Footpath – The Parade: Ocean St to Surf Club car park (NW side); 260m - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Footpath – The Parade: Ocean St to Surf Club carpark (NW side); 260m) - COVID-19 RECOVERY | 1. 100% | 1. 85% | Behind schedule Construction commencement delayed by flooding during this reporting period. |
| 4.4.1.99-104 CW Footpath – Lake Street: Tunis St to Seymour St (Wside); missing links; 120m - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Footpath – Lake Street: Tunis St to Seymour St) | 1. 100% | 1. 100% | On target. Construction completed during this reporting period Project complete |
| 4.4.1.99-105 CW Footpath – Comboyne St to Graham St connection at Kendall Services Club - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Footpath – Comboyne St to Graham St connection at Kendall Services Club) | 1. 100% | 1. 100% | On target. Construction completed during this reporting period Project complete |
| 4.4.1.99-106 CW Footpath – Hill Street: Pioneer Park to Main Street (W side);180m - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Footpath – Hill Street: Pioneer Park to Main Street (W side); 180m) | 1. 100% | 1. 85% | Behind target. Construction commenced on Hill St Comboyne footpath and forecast for completion in March 2021 in conjunction with adjoining COVID funded footpath scope in Pioneer Park. Delays due to March 2021 Flood Event and Emergency response. |
| 4.4.1.99-107 CW Footpath – Parker Street: Wauchope High School to Bain Street (W side); 160m - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Footpath – Parker Street: Wauchope High School to Bain Street (W side); 160m ) | 1. 100% | 1. 100% | On target. Construction completed during this reporting period Project complete |

**Community Strategic Plan:** 4.4 Plan for integrated transport systems that helps people get around and link our communities

**Delivery Program Objective:** 4.4.1 Plan, investigate, design and construct transport assets which address pedestrians, cyclist and vehicular needs to cater for the future growth of the region

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.1.99-108 CW Footpath – Rushcutter Way: Moondara Tce to Bangalay Dr (SE side); 200m - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Footpath – Rushcutter Way: Moondara Tce to Bangalay Dr (SE side); 200m) | 1. 100% | 1. 100% | On target. Construction completed during this reporting period Project complete |
| 4.4.1.99-109 CW Footpath – Major Innes Road: Braeroy Dr toThe Ruins Way (E side); 320m - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Major Innes Road: Braeroy Dr to The Ruins Way (E side); 320m) | 1. 100% | 1. 100% | Achieved. Project complete |
| 4.4.1.99-110 CW Footpath – Watonga Street: Connection to Matthew Flinders Dr; 35m - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (Footpath – Watonga Street: Connection to Matthew Flinders Dr; 35m) | 1. 100% | 1. 85% | Behind Schedule Project planning delayed by flooding during this reporting period. |
| 4.4.1.99-111 CW New bus shelters (3 or 4) and landing pads - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Infrastructure Planning, (Project Delivery) | 1. Deliver project according to approved project plan (New bus shelters (3 or 4) & landing pads) | 1. 100% | 1. 100% | On target. Project planning complete, construction of bus shelters commenced during this reporting period and is on track for completion within this FY. |
| 4.4.1.99-112 CW Install seating beside Anzac Memorial (Comboyne) - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Recreation, Property and Buildings | 1. Deliver project according to approved project plan (Install seating beside Anzac Memorial (Comboyne) | 1. 100% | 1. 100% | Achieved. Construction Completed |
| 4.4.1.99-113 Laurieton Main Street Masterplan development - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Strategy | 1. Deliver project according to approved project plan (Laurieton Main Street Masterplan development) | 1. 100% | 1. 100% | On target. An inception meeting was held with the Camden Haven Chamber of Commerce on 7 October 2020. The enquiry by design is in progress and is being led by the Group Manager Community. |

**Community Strategic Plan:** 4.4 Plan for integrated transport systems that helps people get around and link our communities

**Delivery Program Objective:** 4.4.2 Develop and implement annual maintenance and renewal programs for transport assets

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.2.8 CW Kendall Bridge - expansion joints rehabilitation - COVID RELIEF RESERVE FUNDING | Infrastructure Planning | 1. Deliver project according to approved project plan (Kendall Bridge expansion joints rehabilitation) | 1. 100% | 1. 100% | On target. Project continued in this quarter. |
| 4.4.2.9 CW Hay Street Resurfacing – Port Macquarie - COVID RELIEF RESERVE FUNDING | Infrastructure Planning, (Infrastructure Operations) | 1. Deliver project according to approved project plan (Hay Street Resurfacing – Port Macquarie) | 1. 100% | 1. 100% | On target. The 2020-21 Road Rehabilitation and Resealing Programme is currently in the planning and delivery phase with the programme to include the following projects: Planning Phase (Road Resurfacing and Rehabilitation): Denham St, Port Macquarie Ballina Cr, Port Macquarie Herschell St, Port Macqaurie Albert Cct, Port Macquarie Hay St, Port Macqaurie Hayward St, Port Macquarie Short St, Port Macquarie Acacia Ave, Port Macquarie Karungi Cres, Port Macquarie Chestnut Rd, Port Macquarie Highfields Cct, Port Macquarie (dependent on completion of local development) Blackbutt Rd, Port Macquarie (dependent on funding) Pembrooke Rd, Pembrooke (dependent on resources) The rehabilitations and resurfacing has already commenced and will be progressively completed until June 2021. The final programme dates are yet to be finalised. Delivery Phase (Road Resurfacing and Rehabilitation): Belah Rd, Port Macquarie - completed Jindalee Rd, Port Macquarie - completed Comboyne Rd, Comboyne (Township to Stennets) - completed Toorak Ct, Port Macquarie - completed Planning Phase (Road Resealing): Lighthouse Beach Local Streets, Port Macquarie Greenmeadows Local Streets, Port Macquarie Bangalay Dr, Port |

| | | | | | |
|---|---|---|---|---|---|
| | | | | | Macqaurie Widderson St, Port Macquarie Comboyne Local Streets, Comboyne (deferred to 21-22 due to cold temperature and excessive rain) Kindee Rd, Kindee (deferred to 21-22 due to cold temperature and excessive rain) The reseals commenced in January starting with the Greenmeadows area and progressively completed over the hotter summer period until March 2021. The final layer of cape seal will be applied on streets in the Lighthouse area in April. Resealing of Comboyne local roads was deferred due to cold temperature and excessive rain) Works could be impacted by the effects of the Flood Disaster. This is to be reviewed and advised once known. |

**Delivery Program Objective:** 4.4.3 Develop and implement traffic and road safety programs

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.4.3.3 CW Install signage on Pappinbarra Road for speed reduction to help protect wildlife and to improve road safety - COVID RELIEF RESERVE FUNDING | Infrastructure Planning | 1. Deliver project according to approved project plan (Install signage on Pappinbarra Road for speed reduction to help protect wildlife and to improve road safety) | 1. 100% | 1. 100% | On target. Project has commenced with a draft charter developed in this quarter. Works are expected to commence in 2021. |
| 4.4.3.4 CW Rural Road Safety Improvements – linemarking, signs - COVID RELIEF RESERVE FUNDING | Infrastructure Planning | 1. Deliver project according to approved project plan (Rural Road Safety Improvements – linemarking, signs) | 1. 100% | 1. 100% | On target. Project has commenced with a draft charter developed. Works are have commenced this quarter with completion later in 2021. |

**Delivery Program Objective:** 4.7.1 Promote renewable energy outcomes within Council

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|

**Community Strategic Plan:** 4.4 Plan for integrated transport systems that helps people get around and link our communities

**Delivery Program Objective:** 4.7.1 Promote renewable energy outcomes within Council

| Operational Plan Activity 2020 - 2021 | Lead Responsibility | Success Measures | Target | YTD Actual | Comment on Progress |
|---|---|---|---|---|---|
| 4.7.1.11 CW Solar PV - Airport - ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM | Commercial Business Units | 1. Deliver project according to approved project plan (Solar PV airport) | 1. 100% | 1. 100% | On target. $140k funding approved at the August 2020 Council meeting. Project planning and design continuing with construction due to be undertaken in Quarter 4 2020-21. |

| | |
|---|---|
| Authorised by: | <authority> |
| Authorised date: | DD/MM/YYYY |
| Effective date: | DD/MM/YYYY |
| Next review date: | DD/MM/YYYY |
| File Number: | ########## |

# Debt Recovery Policy

## 1. INTRODUCTION

This policy provides a framework and consistency for making decisions regarding debt recovery.

## 2. POLICY STATEMENT AND SCOPE

The objectives of the Debt Recovery Policy are:

- To provide a framework for the efficient and effective collection of outstanding debts and to fulfil statutory requirements in relation to the recovery of rates, charges, fees and other debts.
- Recover monies owing to Council in a timely and effective manner and ensure effective cash flow management.
- Provide a process that is ethical, transparent, compliant with legal obligation and legislation, whilst being open and accountable.
- Whilst carrying out this responsibility, Council will treat all customers fairly and consistently, with respect and sensitivity in considering their circumstances. All matters will be treated confidentially under this policy.

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### RATES

**Rates & Charges Notice**
Rates and charges notices are issued in July each year and are payable in four instalments on 31 August, 30 November, 28 February and 31 May each financial year. A rate instalment notice is issued 30 days before each instalment is due.

**Instalments**
If an instalment is overdue for greater than 14 days, a reminder letter will be sent as soon as practicable.

Following the reminder notice, if the amount remains overdue, as soon as practicable, a demand letter will be issued to the ratepayer advising:

- The amount of any overdue rates and charges.
- Confirm that interest charges are applying to the overdue amount.
- That the ratepayer should contact Council to make an alternative payment arrangement if they are not in a position to pay all of the overdue rates and charges.
- That if payment is not received by a nominated date, recovery proceedings may commence without further notice.

**Recovery Action**
The use of external debt recovery agencies shall be used where appropriate and cost effective for Council.

After the expiry of 14 days and if a payment or a suitable arrangement has not been made, further legal action may be pursued.

To ensure fairness, the following will be used to guide if further recovery action is warranted:

- The amount of the outstanding debt should be greater than $1,100.
- The assessment should have more than one instalment outstanding.

### Arrangements

Payment arrangements may be made where financial difficulties are being experienced.

A ratepayer may at any time make arrangements to pay off their outstanding rates and annual charges by regular payments, subject to the following guidelines and Council's Rates and Charges Hardship Policy.

- Arrangements can be made on a weekly, fortnightly or monthly basis.
- Payment arrangements should be finalised where possible prior to the next rates being levied so the problem is not compounded, and will be negotiated so that all outstanding arrears as well as any current rates and charges are cleared within a 12-month period.
- Extenuating circumstances can be taken into consideration if either of the above two conditions cannot be met, but must be referred to the Water and Debtors Team Leader / Debtors Officer for approval.

All ratepayers who enter into an arrangement will continue to have interest charged on the outstanding amount, unless approved otherwise under Council's Rates and Charges Hardship Policy.

Where a ratepayer has not honoured a previous arrangement Council staff, with the appropriate delegation, have the discretion as to whether to accept a new arrangement or continue with further recovery action without further notice. Any new arrangement cannot be accepted until a payment is received to show good faith or all outstanding arrears from the previous arrangement are brought up to date.

All payments will be applied towards the rates and charges account in the order which they become due.

Should the arrangements not be maintained as agreed, legal action for the recovery of the debt will commence. If legal action has already been taken, further recovery action will be considered.

### Sale of Land

Under the Local Government Act 1993 (NSW), Council has the right to sell land for unpaid rates. This course of action will only be used when all other recovery options have been exhausted.

### Pensioner Accruals

Council will not allow any further pensioners to accrue their rates as a debt against their property or Estate.

## SUNDRY DEBTORS

Recovery action will commence when amounts are outstanding 60 days and over.

Arrangements to pay off outstanding amounts by regular payments may be made where appropriate at the discretion of Council staff with the appropriate delegation.

## WATER

Recovery action is in line with Council's Water Supply Policy 2015 and in accordance with clause 31 of the Local Government (Water, Sewerage and Drainage) Regulations 1993 and Council's procedure titled "Debt Recovery - Recovery of Outstanding Water Charges by Restriction/Disconnection of Water Supply".

Arrangements to pay off their outstanding water by regular payments may be made where appropriate at the discretion of Council staff with the appropriate delegation.

## WRITE-OFF OF ACCOUNTS

Accounts that the Group Manager, Financial Services considers not to be cost-effective to recover shall be written-off provided that the account cannot be attached to a larger debt or carried forward and included in subsequent accounts.

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In accordance with Council's "Instrument of Delegation to the Chief Executive Officer", the Chief Executive Officer can approve the writing off of debts up to the amount of $5,000.

Requests for the writing off of debts exceeding $5,000 must be approved by Council resolution.

LEGAL COSTS AND INTEREST CHARGES

The ratepayer will be liable for all debt recovery costs and fees associated with any legal action which will be a charge on the property until paid.

Under Section 566 of the Act, interest will accrue on overdue rates and charges at the maximum allowable rate set by the Minister by notice published in the Gazette each year.

## 3. RESPONSIBILITIES AND AUTHORITIES

The following Council officers are responsible and accountable for the implementation and communication of this Policy.

- Water and Debtors Team Leader;
- Debtors Officer; and
- Rates & Revenue Co-ordinator.

The following Council officers are responsible for the adherence, monitoring compliance and ensuring this policy is reviewed and updated to meet external compliance:

- Rates & Revenue Co-ordinator; and
- Group Manager Financial Services.

## 4. REFERENCES

This policy must conform to the following:

- Making Council Policy;
- Instrument of Delegation to the Chief Executive Officer;
- Civil Claims Act 1970;
- Local Government Act 1993 (NSW) (Sections 562, 566, 568, 713);
- Council's procedure titled *"Debt Recovery – Recovery of Outstanding Water Charges by Restriction/Disconnection of Water Supply"*;
- Local Government (General) Regulations 2005 (NSW) (Regulation 144, 131, 213); and
- Local Government (Financial Management) Regulations 1999.

## 5. DEFINITIONS

**Chief Executive Officer** - A 1st tier management position and titled as such
**Director** - A 2nd tier management position and titled as such
**Group Manager**- A 3rd tier management position and titled as such
**Council officer** - A member of Council staff

## 6. PROCESS OWNER

Group Manager, Financial Services

## 7. AMENDMENTS

Changes that have been made in reference to the last version (16/08/2017) include:

- Changes to Staff titles.
- Minor grammatical changes.

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- Update of Chief Executive Officer's delegation of authority to write off debts to $5,000 from $2,500.
- Inclusion of objectives section.
- Inclusion of detail on interest charges.

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PORT MACQUARIE HASTINGS COUNCIL

Authorised by: Exec Group
Authorised date: 11/04/2017
Effective date: 11/04/2017
Next review date: 11/04/2019
File Number: D2017/090894

# LOANS TO INCORPORATED SPORTING BODIES & INCORPORATED COMMUNITY GROUPS POLICY

## 1. INTRODUCTION

This Policy allows Council to issue loans to applicable sporting bodies and community groups.

## 2. POLICY STATEMENT AND SCOPE

This policy will allow sporting bodies and community groups to apply for funds to cover emergency repairs or emergency rectification works on Council owned assets which are located on Council owned land.

This policy applies to all loans to sporting bodies and community groups, whether funds are borrowed by Council and on-lent or provided from Council's own reserves.

To qualify the following must apply:

1) The body or group must be an incorporated body.

2) A maximum loan of $200,000 may be issued in any one financial year to any single sporting body or community group, unless otherwise agreed by Council

3) The total amount of loans issued in any one financial year shall not be more than $400,000.

4) The total amount of loans issued or unpaid at any one time shall not exceed $500,000.

5) The loan will be only for emergency repairs or rectification works on Council owned assets which are located on Council owned land.

6) The term of the loan is not to exceed 10 years.

7) All applicants must supply a business case to support their capacity to repay both principle and interest on the loan required. Council may require security over the loan either against any assets owned by the applicant or from a personal guarantee by members or directors of the sporting Body or Group.

   If Council deems the business case is not viable then it may
   a) reject the request for the loan; or
   b) ask the body or group to resubmit a business case should Council consider there may be merit in a revised business case with altered terms and conditions.

8) Council will not advance loan funds to a group or body without first approving the submitted business case.

9) All loan terms and conditions will be agreed before the loan is approved, including loan repayments. These terms and conditions will be set out in a written agreement.

10) If the Incorporated Sporting Body or Incorporated Community Group defaults on the loan, then interest shall be charged at the rate of 2% greater than the local government borrowing rate.

11) The interest rate payable for the loan will be determined by Council at the time the agreement is approved. Unless otherwise agreed by Council and the applicant, the interest rate will be based on the current local government borrowing rate.

12) The applicant Body or Group is to pay the cost of preparation of the loan agreement and any security documents.

## 3. RESPONSIBILITIES AND AUTHORITIES

The Chief Financial Officer is responsible and accountable for the implementation, communication, adherence, monitoring compliance and ensuring this policy is reviewed and updated to meet external compliance of this Policy.

## 4. REFERENCES

Making Council Policy
Local Government Act 1993 (NSW), as amended, (Sections 356)
Local Government Regulations 2005 (NSW)

## 5. DEFINITIONS

**General Manager** - A 1st tier management position and titled as such
**Director** - A 2nd tier management position and titled as such
**Group Manager**- A 3rd tier management position and titled as such
**Council officer** - A member of Council staff

## 6. PROCESS OWNER

Chief Financial Officer

## 7. AMENDMENTS

Changes that have been made in reference to the last version (ORD 25/07/2012) include:

- Transfer of content to a new template.
- Changes to Staff titles.
- Review of policy wording to meet 'plain english' requirements, where appropriate.

**Port Macquarie-Hastings Council**
**Budget Review for the quarter ended 31 March 2021**
**Income & Expenses**

| | ANNUAL | | | | | | | YEAR TO DATE | | | CURRENT QUARTER | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Original Budget 2020/21 | Original Budget including Carry-over 2020/21 (000's) | Approved Changes Jul-Aug 20 Reviews (000's) | Approved Changes Sep-Nov 20 Reviews (000's) | Dec 20-Feb 21 Reviews (000's) | Revised Budget | Projected year end result 2020/21 (000's) | YTD Actuals (000's) | YTD Budget (000's) | Actuals as a % of Budget | Jan 21 - Mar 21 Actuals | Jan 21 - Mar 21 Budget | Jan 21 - Mar 21 Actuals as a % of Budget |
| **Income** | | | | | | | | | | | | | |
| Rates and annual charges | 105,087 | 105,087 | | | | 105,087 | 105,087 | 101,723 | 101,598 | 100.1% | 1,719 | 1,649 | 104.3% |
| User charges and fees | 36,935 | 36,935 | | (879) | 101 | 36,157 | 36,157 | 24,300 | 27,266 | 89.1% | 9,717 | 9,116 | 106.6% |
| Interest and investment revenue | 6,490 | 6,490 | | | | 6,490 | 6,490 | 4,940 | 4,965 | 99.5% | 1,550 | 1,524 | 101.7% |
| Other revenues | 4,109 | 4,109 | (10) | 85 | 156 | 4,340 | 4,340 | 3,680 | 3,376 | 109.0% | 1,316 | 1,354 | 97.1% |
| Grants and contributions - operating | 16,243 | 17,238 | 419 | 210 | 332 | 18,199 | 18,199 | 10,528 | 11,022 | 95.5% | 3,555 | 3,883 | 91.6% |
| Grants and contributions - capital | 28,274 | 30,176 | 1,659 | 4,512 | (4,615) | 31,732 | 31,732 | 22,348 | 15,783 | 141.6% | 6,815 | 4,086 | 166.8% |
| **Total income from continuing operations** | **197,138** | 200,035 | 2,068 | 3,928 | (4,026) | 202,005 | 202,005 | 167,520 | 164,012 | 102.1% | 24,671 | 21,613 | 114.1% |
| **Expenses** | | | | | | | | | | | | | |
| Employee costs | 54,590 | 54,590 | (102) | 160 | (120) | 54,528 | 54,528 | 36,926 | 42,305 | 87.3% | 12,226 | 14,228 | 85.9% |
| Borrowing costs | 2,512 | 2,512 | | | | 2,512 | 2,512 | 1,385 | 1,189 | 116.4% | 320 | 197 | 162.3% |
| Materials and contracts | 42,329 | 45,573 | 1,736 | (632) | (360) | 46,317 | 46,317 | 27,433 | 32,888 | 83.4% | 9,106 | 11,120 | 81.9% |
| Depreciation | 49,177 | 49,177 | | | | 49,177 | 49,177 | 35,255 | 36,883 | 95.6% | 10,987 | 12,294 | 89.4% |
| Other expenses | 15,075 | 15,075 | 63 | | | 15,138 | 15,138 | 9,688 | 10,739 | 90.2% | 2,905 | 3,395 | 85.6% |
| Net Loss/(Profit) from disposal of assets | 3,000 | 3,000 | (1,500) | | | 1,500 | 1,500 | 0 | 0 | 0.0% | 0 | 0 | 0.0% |
| **Total expenses from continuing operations** | **166,683** | 169,927 | 197 | (472) | (480) | 169,172 | 169,172 | 110,688 | 124,003 | 89.3% | 35,545 | 41,234 | 86.2% |
| **Net operating result from continuing operations - Surplus/(Deficit)** | **30,455** | 30,108 | 1,871 | 4,400 | (3,546) | 32,833 | 32,833 | 56,832 | 40,009 | 142.0% | (10,874) | (19,621) | 55.4% |
| **Net operating result before capital items - Surplus/(Deficit)** | **2,181** | (68) | 212 | (112) | 1,069 | 1,101 | 1,101 | 34,483 | 24,225 | 142.3% | (17,688) | (23,707) | 74.6% |

**Port Macquarie-Hastings Council**
**Budget Review for the quarter ended 31 March 2021**
**Capital Budget (excluding Commitments)**

| | Original Budget 2020/21 | Carry-over (000's) | Approved Changes Jul-Aug 20 Reviews (000's) | Approved Changes Sep-Nov 20 Reviews (000's) | Dec 20-Feb 21 Reviews (000's) | Revised Budget | Projected year end result 2020/21 (000's) | YTD Actuals (000's) | YTD Budget (000's) | Actuals as a % of Budget | Jan 21 - Mar 21 Actuals | Jan 21 - Mar 21 Budget | Jan 21 - Mar 21 Actuals as a % of Budget |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Capital Funding** | | | | | | | | | | | | | |
| General fund rates and environmental levy | 5,606 | | 28 | (28) | | 5,606 | 5,606 | 3,830 | 3,366 | 113.8% | 1,507 | 1,627 | 92.6% |
| Capital grants and contributions | 11,732 | 1,327 | 1,607 | 4,557 | | 19,223 | 19,223 | 7,732 | 8,491 | 91.1% | 4,457 | 4,860 | 91.7% |
| Internal Restrictions | 28,607 | 4,509 | (11) | (400) | | 32,705 | 32,705 | 8,660 | 9,730 | 89.0% | 5,240 | 4,597 | 114.0% |
| External Restrictions | 25,290 | 746 | (1,106) | 1,213 | | 26,143 | 26,143 | 13,360 | 18,225 | 73.3% | 3,476 | 6,514 | 53.4% |
| S94/64 funds | 17,458 | 1,462 | (539) | (485) | | 17,896 | 17,896 | 4,981 | 5,337 | 93.3% | 1,988 | 2,188 | 90.9% |
| Loans | 2,700 | | | | | 2,700 | 2,700 | 682 | 719 | 94.9% | (128) | (131) | 97.7% |
| **Total Capital Funding** | 91,392 | 8,044 | (21) | 4,857 | 0 | 104,272 | 104,272 | 39,245 | 45,868 | 85.6% | 16,540 | 19,655 | 84.2% |
| **Capital Expenditure** | | | | | | | | | | | | | |
| General fund asset purchases/construction | 49,827 | 6,988 | 1,196 | 4,115 | (12,810) | 49,316 | 49,316 | 24,626 | 26,363 | 93.4% | 16,660 | 15,973 | 104.3% |
| Waste management asset purchases/construction | 6,320 | 297 | (111) | (109) | (2,066) | 4,331 | 4,331 | 1,595 | 1,792 | 89.0% | 886 | 1,390 | 63.7% |
| Water supply asset purchases/construction | 22,475 | 178 | (2,098) | (471) | (2,449) | 17,635 | 17,635 | 7,515 | 8,620 | 87.2% | 1,188 | 1,894 | 62.7% |
| Sewerage services asset purchases/construction | 12,770 | 581 | 992 | 1,322 | (1,556) | 14,109 | 14,109 | 5,509 | 9,093 | 60.6% | 2,992 | 5,505 | 54.4% |
| **Capital Expenditure excluding Loans** | 91,392 | 8,044 | (21) | 4,857 | (18,881) | 85,391 | 85,391 | 39,245 | 45,868 | 85.6% | 21,726 | 24,762 | 87.7% |
| Loan Repayments (principal) | 10,470 | | | | | 10,470 | 10,470 | 6,904 | 6,730 | 102.6% | 1,718 | 1,623 | 105.9% |
| **Total Capital Expenditure** | 101,862 | 8,044 | (21) | 4,857 | (18,881) | 95,861 | 95,861 | 46,149 | 52,598 | 87.7% | 23,444 | 26,385 | 88.9% |

**Port Macquarie-Hastings Council**
**Budget Review for the quarter ended 31 March 2021**
**Cash & Investments**

| | Original Budget 2020/21 (000's) | Carry-over (000's) | Approved Changes Jul-Aug 20 Reviews (000's) | Approved Changes Sep-Nov 20 Reviews (000's) | Dec 20-Feb 21 Reviews (000's) | Revised Budget | Projected year end result 2020/21 (000's) | YTD Actuals (000's) |
|---|---|---|---|---|---|---|---|---|
| **Unrestricted** | (677) | | 151 | 64 | 337 | (125) | (125) | |
| **Externally restricted** | | | | | | | | |
| Developer Contributions (Incl Water & Sewer) | 115,680 | (1,475) | 1,101 | | 1,001 | 116,308 | 116,308 | |
| Unexpended contributions | 72 | | | | | 72 | 72 | |
| Unexpended grants | 6,959 | | | | | 6,959 | 6,959 | |
| Unexpended loans | (3,355) | (272) | 10 | | 2,681 | (936) | (936) | |
| Water Supply | 65,922 | (78) | 2,098 | (1,000) | 2,746 | 69,688 | 69,688 | |
| Sewerage Services | 27,202 | (497) | (984) | (1,330) | 1,556 | 25,947 | 25,947 | |
| Employee Leave Entitlements (Restricted) | 0 | | | | | 0 | 0 | |
| Special Rates | 1,593 | (118) | | | | 1,475 | 1,475 | |
| Domestic Waste Management | 11,787 | (378) | 20 | 185 | 2,066 | 13,680 | 13,680 | |
| Stormwater Management | (382) | (196) | 57 | | 40 | (481) | (481) | |
| Deposits & Bonds | 7,862 | | | | | 7,862 | 7,862 | |
| **Total externally restricted** | 233,340 | (3,014) | 2,302 | (2,145) | 10,090 | 240,574 | 240,574 | |
| **Internally restricted** | | | | | | | | |
| Operational Reserves | | | | | | | | |
| Committed Works | 4,542 | (1,902) | 299 | 90 | 1,691 | 4,720 | 4,720 | |
| Employee Leave Entitlements | 5,812 | | | | | 5,812 | 5,812 | |
| Office Building & Equipment | 435 | (32) | | | | 403 | 403 | |
| Plant Replacement | 4,187 | | (215) | | (2) | 3,970 | 3,970 | |
| Working Capital | 5,435 | (947) | | | 1,239 | 5,727 | 5,727 | |
| | 20,411 | (2,881) | 84 | 90 | 2,928 | 20,632 | 20,632 | 0 |
| Quarantined Funds | | | | | | | | |
| Crown Reserves | 507 | (395) | | | 164 | 276 | 276 | |
| Environment Levy | 1,415 | (609) | 30 | | 531 | 1,367 | 1,367 | |
| Onsite Effluent | 903 | | | | | 903 | 903 | |
| Surf Clubs | 714 | | | | 40 | 754 | 754 | |
| Tourism & Industry Promotion | 611 | | | | 30 | 641 | 641 | |
| Wauchope Heated Indoor Pool | 0 | | | | | 0 | 0 | |
| | 4,150 | (1,004) | 30 | 0 | 765 | 3,941 | 3,941 | 0 |
| Roads & Infrastructure | | | | | | | | |
| Asset Revaluation | 104 | | | | | 104 | 104 | |
| The Glasshouse | 457 | | | | | 457 | 457 | |
| Ferries Maintenance | 1,350 | | | | | 1,350 | 1,350 | |
| Infrastructure Priorities | 222 | (109) | | | 232 | 345 | 345 | |
| Lake Road Upgrade | 0 | | | | | 0 | 0 | |
| Major Buildings Renewals | 243 | (195) | | | | 48 | 48 | |
| Playing Fields | 300 | | | | | 300 | 300 | |
| PM Town Centre Masterplan | 1,401 | (294) | 38 | | 350 | 1,495 | 1,495 | |
| Road Environmental Works | (9) | (11) | | | | (20) | (20) | |
| Regional Road Infrastructure | 6,114 | (9) | | | | 6,105 | 6,105 | |
| Strategic Priorities Reserve | 7,604 | | 45 | | 119 | 7,768 | 7,768 | |
| Transport Infrastructure Renewal | 2,439 | (168) | 121 | | 323 | 2,715 | 2,715 | |
| William Street Carparking | 3,391 | | | | | 3,391 | 3,391 | |
| Works Associated with Developments | 200 | | | | | 200 | 200 | |
| | 23,816 | (786) | 204 | 0 | 1,024 | 24,258 | 24,258 | 0 |
| Council Business Units | | | | | | | | |
| Airport | (49) | (53) | | | (180) | (282) | (282) | |
| Crematorium & Lawn Cemetery | 730 | | 1,500 | | | 2,230 | 2,230 | |
| Property Investment | 2,252 | (293) | | | 281 | 2,240 | 2,240 | |
| | 2,933 | (346) | 1,500 | 0 | 101 | 4,188 | 4,188 | 0 |
| Coastal & Estuary Management | | | | | | | | |
| Canal Maintenance | (53) | (175) | | | | (228) | (228) | |
| Lake Cathie Dredging | 41 | | | | | 41 | 41 | |
| Lake Cathie Remediation - Enforceable Undertaking | 60 | | | | | 60 | 60 | |
| Town Beach Sand Nourishment/4WD Access Points | 634 | | | | 98 | 732 | 732 | |
| | 682 | (175) | 0 | 0 | 98 | 605 | 605 | 0 |
| Other | | | | | | | | |
| Council Election | 50 | | | 650 | | 700 | 700 | |
| Covid Relief Measures | | | (1,493) | | 277 | (1,216) | (1,216) | |
| Cultural Activities | 200 | | | | | 200 | 200 | |
| HACC Greenmeadows | 0 | | | | | 0 | 0 | |
| Planning Studies | (206) | (185) | | | 145 | (246) | (246) | |
| Street Lighting | 886 | | | | | 886 | 886 | |
| Town Bands | 0 | | | | | 82 | 82 | |
| Work Health & Safety Initiatives | 130 | | | | | 82 | 82 | |
| | 1,060 | (185) | (1,493) | 650 | 422 | 488 | 488 | 0 |
| **Total internally restricted** | 53,052 | (5,377) | 325 | 740 | 5,338 | 54,112 | 54,112 | |
| **Total restricted** | 286,392 | (8,391) | 2,627 | (1,405) | 15,428 | 294,686 | 294,686 | |
| **Total cash and investments** | 285,715 | (8,391) | 2,778 | (1,341) | 15,765 | 294,561 | 294,561 | |
| **Available cash** | **(677)** | **0** | **151** | **64** | **337** | **(125)** | **(125)** | |

| | |
|---|---|
| Total Cash & Investments per the Trial Balance | 339,871 |
| less Cash at Bank & on Hand | 3,735 |
| Total funds invested per the Investment Report | 343,606 |

**Responsible Accounting Officer Statement**
All restricted funds are invested in accordance with Council's Investment Policy.
Council's cash has been reconciled to the bank statement to the 31 March 2021
The YTD Total Cash and Investments have been reconciled with funds invested and Cash at Bank.

## Port Macquarie-Hastings Council

**Budget Review for the quarter ended 31 March 2021**

**TCORP Ratios**

T-Corp Ratios

| Ratio | Purpose | Definition | Benchmark | June 2020 Actual Result | Projected June 2021 Position: Original 2020/21 Budget | Projected June 2021 Position: Revised 2020/21 Budget | Internal Target - Short Term (1-2 yrs) | CALCULATION METHOD |
|---|---|---|---|---|---|---|---|---|
| Operating Performance | This ratio measures Council's achievement of containing operating expenditure within operating revenue. | (Operating Revenue excluding capital grants and contributions - operating expenses) / (Operating Revenue excluding capital grants and contributions) | Greater than 0 | ✓ 3.38% | ✓ 0.69% | ✓ 0.02% | >0% | Budget |
| Own Source Revenue | This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions. A Council's financial flexibility improves the higher the level of its own source revenue. | Operating Revenue excluding all grants and contributions/ Total Revenue including all grants and contributions | Greater than 60% | ✓ 71.82% | ✓ 76.95% | ✓ 70.74% | 60.00% | Budget |
| Unrestricted Current Ratio | This ratio is designed to represent Council's ability to meet short term obligations as they fall due. | Current assets less all external restrictions/ current liabilities less specific purpose liabilities | Greater than 1.5 | ! 1.43 | ✓ 1.54 | ✓ 1.54 | >1.5 | Estimate |
| Debt Service Cover | This ratio measures the availability of operating cash to service debt including interest, principal and lease payments. | (Op results before capital excluding interest & depn, impairment, amortisation) / (Principal repayments + borrowing costs) | Greater than 2 | ✓ 4.83 | ✓ 4.60 | ✓ 4.50 | >2 | Estimate |
| Rates and Annual Charges Outstanding Percentage | To assess the impact of uncollected rates and annual charges on liquidity and the adequacy of recovery efforts. | Rates and annual charges outstanding/ Rates and annual charges collectible | <5% metro and <10% rural | ✓ 5.71 | ✓ 5.88 | ✓ 5.88 | < 5.5% | Estimate |
| Cash Expenses Cover | This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash flow. | (Current year's cash equivalents + term deposits)/ (Payments from cash flow of operating and financing activities) x 12 | Greater than 3 months | ✓ 28.31 | ✓ 32.46 | ✓ 34.14 | > 3 months | Estimate |
| Building and Infrastructure Renewals Ratio | This ratio compares the proportion spent on infrastructure asset renewals and the asset's deterioration measured by its accounting depreciation. | Asset renewals (building, infrastructure and other structures/Depreciation, amortisation and impairment (building, infrastructure and other structures) | 100% | ✗ 49.35% | ✗ 72.67% | ! 80.12% | >45% | Estimate |
| Infrastructure Backlog Ratio | This ratio shows what proportion the backlog is against the total value of Council's infrastructure. | Estimated cost to bring assets to a satisfactory condition/ Total value of infrastructure, building, other structures and depreciable land improvement assets. | Less than 2% | ! 3.51% | ! 4.24% | ! 4.19% | <6% | Estimate |
| Asset Maintenance | This ratio compares actual versus required annual maintenance, as detailed in Special Schedule 7 (of the annual financial statements). | Actual asset maintenance/Required asset maintenance | Greater than 1 | ! 0.93 | ! 0.92 | ! 0.91 | >.9 | Estimate |

| | |
|---|---|
| ✓ | Meets ratio benchmark |
| ! | Close to meeting ratio benchmark |
| ✗ | Does not meet benchmark |

# Port Macquarie-Hastings Council
# Budget Review for the quarter ended 31 March 2021
## Consultancy and Legal Expenses

| | Expenditure YTD excluding GST | Budgeted Y/N |
|---|---|---|
| **Expense** | | |
| Legal Fees * | 163,566 | Yes |
| IT Consulting | 370,925 | Yes |
| Business Consultant | 249,724 | Yes |
| Engineering Consulting | 1,867,015 | Yes |
| Environmental Consulting | 470,521 | Yes |
| Property Development | 209,300 | Yes |
| **Total Expense** | **3,331,051** | |

** Note: the figure reported for Legal Fees is less than reported at the December quarter. Reason for this is that the December figure included payments to NSW Dept of Planning Environment. This was incorrect as these payments are for DA Planning Reform fees and are not legal fees.*

**Port Macquarie-Hastings Council**
**Budget Review for the quarter ended 31 March 2021**
**Contracts entered into during the March quarter.**

| Division | Contractor | Contract detail & purpose | Contract value | Commencement Date | Duration of Contract | Budgeted Y/N | Explanation as to why not budgeted. |
|---|---|---|---|---|---|---|---|
| Corporate Performance | The Evans Family Trust t/as Fuji Xerox Business Centre Mid North Coast | T-20-35 Port Macquarie-Hastings Council Managed Print Services | $204,350 per annum | 1-Jul-21 | Five (5) years | Yes | Not Applicable |
| Corporate Performance | Ditchfield Contracting Oty Pty Ltd | T-20-31 Caircross Landfill Expansion Stagves 1A, 1C and 1E Construction | $6,333,214 | 8-Dec-20 | 48 weeks | Yes | Not Applicable |
| Infrastructure | SMEC Australia Pty Ltd | RFQ-20-30 Construction Quality Assurance Engineer for Cairncross Landfill Expansion Project | $283,540 | 11-Dec-20 | Complete on finalisation of project | Yes | Not Applicable |
| Infrastructure | GHD Pty Ltd | T-20-36 Maria River Road Upgrade - Design and Environmental Approvals | $328,394 | 10-Dec-20 | Complete on finalisation of project | Yes | Not Applicable |
| Infrastructure | Eire Constructions Pty Ltd | T-20-37 Construction of Gordon Street Rehabilitation | $6,834,576 | March/April 21 | Complete on finalisation of project | Yes | Not Applicable |

| BUDGET VARIATIONS - April 2021 | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Section** | **Project** | **Project Description** | **Capital/ Operating** | **Division** | **Full Year Original Budget** | **Full Year Current Budget** | **Actuals to April 2021** | **New Yearly Proposed Budget - April 2021** | **Movement** | **Funding Source** | **EFFECT ON FUNDING POSITION** |
| **Adjustments which impact Council's Budget Position** | | | | | | | | | | | |
| **Adjustments to various budgets to bring budgets into line with YTD actuals.** | | | | | | | | | | | |
| Infrastructure Delivery | 405 | Salaries & Wages | Operating | Infrastructure | 759,793 | 750,691 | 412,844 | 650,691 | -100,000 | Revenue | - 100,000 |
| Asset Design | 339 | Downtime | Operating | Infrastructure | 104,904 | 104,904 | 37,821 | 142,904 | 38,000 | Revenue | 38,000 |
| Glasshouse | 900 | Salaries, Gallery & Venue Hire | Operating | Corporate Performance | 1,907,593 | 1,907,593 | 1,107,292 | 1,757,593 | -150,000 | Revenue | - 150,000 |
| Corporate Performance Management | 323 | Consultancies - Council Wide | Operating | Corporate Performance | 99,996 | 99,996 | 0 | 60,000 | -39,996 | Revenue | - 39,996 |
| Ferry Management | 11290 | Ferries Income | Operating | Infrastructure | -684,996 | -684,996 | -569,093 | -604,996 | 80,000 | Revenue | 80,000 |
| General Manager | 398 | Allowance for Vacancies | Operating | Chief Executive Office | -300,000 | -50,000 | 0 | 0 | 50,000 | Revenue | 50,000 |
| Facilities | 11440 | Building Income | Operating | Development & Environment | 0 | -36,663 | -106,466 | -106,466 | -69,803 | Revenue | - 69,803 |
| Customer Service Centre | 290 | Bank Charges | Operating | Strategy & Growth | 50,004 | 50,004 | 59,496 | 80,004 | 30,000 | Revenue | 30,000 |
| **Total adjustments which impact Council's Budget Position** | | | | | | | | | **161,799** | | **161,799** |
| **Grants & Other Funding** | | | | | | | | | | | |
| **To recognise additional Grant Funding received from the Library Per Capita Subsidy** | | | | | | | | | | | |
| Library | 218 | Relief Salaries | Operating | Strategy & Growth | 8,000 | 42,517 | 46,397 | 71,534 | -29,017 | Grant | 0 |
| Library | 10590 | Operating Grants | Operating | | -152,004 | -186,521 | -215,538 | -215,538 | 29,017 | Grant | 0 |
| **Project complete under budget - Pembroke Rd Safety Improvements** | | | | | | | | | | | |
| Transport & Traffic | 41968 | Pembroke Rd Safety Improvements | Capital | Infrastructure | 92,548 | 92,548 | 50,186 | 50,186 | 42,362 | Grant | 0 |
| Transport & Traffic | 19342 | Grant Funding - Pembroke Rd Safety Improvements | Capital | | -92,548 | -92,548 | -161,650 | -50,186 | -42,362 | Grant | 0 |
| **Project complete under budget - Rawdon Island Safety Improvements** | | | | | | | | | | | |
| Transport & Traffic | 41970 | Rawdon Island Safety Improvements | Capital | Infrastructure | 75,860 | 75,860 | 12,024 | 12,024 | 63,836 | Grant | 0 |

| BUDGET VARIATIONS - April 2021 | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Section** | **Project** | **Project Description** | **Capital/ Operating** | **Division** | **Full Year Original Budget** | **Full Year Current Budget** | **Actuals to April 2021** | **New Yearly Proposed Budget - April 2021** | **Movement** | **Funding Source** | **EFFECT ON FUNDING POSITION** |
| Transport & Traffic | 19342 | Grant Funding - Pembroke Rd Safety Improvements | Capital | [illegible] | -75,860 | -75,860 | -146,531 | -12,024 | -63,836 | Grant | 0 |
| **Pappinbarra Road Bridge - transfer of Construction portion of project to 21/22 Financial Year** | | | | | | | | | | | |
| Transport & Traffic | 42029 | Papinbarra Right Arm Bridge | Capital | Infrastructure | 3,158,140 | 1,158,140 | 154,839 | 350,000 | 808,140 | Grant | 0 |
| Transport & Traffic | 19342 | Grant Funding - Papinbarra Right Arm Bridge | Capital | | -3,158,140 | -1,158,140 | 0 | -350,000 | -808,140 | Grant | 0 |
| **Total Grants & Other Funding** | | | | | | | | | **730,959** | | **0** |
| **Reserve Movements** | | | | | | | | | | | |
| **Transfer of Safety, Health & Wellbeing Incentive to Reserve** | | | | | | | | | | | |
| People & Culture | 11008 | Safety, Health and Wellbeing Incentive | Operating | Corporate Performance | 0 | 0 | -130,000 | -130,000 | 130,000 | Reserve | 0 |
| People & Culture | 9026 | Transfer to Reserve | Operating | | 0 | 0 | 0 | 130,000 | -130,000 | Reserve | 0 |
| **Chemical Dosing project in the Wauchope Water Treatment Plant Expansion to be undertaken in 21/22 Financial Year** | | | | | | | | | | | |
| Water Supply | 20155 | Wauchope Water Treatment Plant Expansion | Capital | Infrastructure | 3,574,839 | 3,574,839 | 2,039,734 | 2,074,839 | 1,500,000 | Reserve | 0 |
| Water Supply | 19229 | Transfer to Reserve | Capital | | -17,005,978 | -13,505,855 | 0 | -12,005,855 | -1,500,000 | Reserve | 0 |
| **Project complete under budget - Sancrox Reservoir to Wauchope Trunkmain** | | | | | | | | | | | |
| Water Supply | 20147 | Trunkmain Augmentation - Sancrox Reservoir to Wauchope | Capital | Infrastructure | 3,528,273 | 3,528,273 | 1,126,203 | 1,126,203 | 2,402,070 | Reserve | 0 |
| Water Supply | 19229 | Transfer to Reserve | Capital | | -17,005,978 | -13,505,855 | 0 | -11,103,785 | -2,402,070 | Reserve | 0 |
| **Project complete under budget - Sewer Pump Station No 71 & Rising Main** | | | | | | | | | | | |
| Sewerage Services | 30146 | PM Sewer Pump Station no 71 & Rising Main | Capital | Infrastructure | 1,682,173 | 1,682,173 | 587,525 | 607,392 | 1,046,781 | Reserve | 0 |
| Sewerage Services | 19219 | Transfer to Reserve | Capital | | -11,720,000 | -12,975,190 | 0 | -11,928,409 | -1,046,781 | Reserve | 0 |
| **Project complete under budget - Port Macquarie Coastal Walk** | | | | | | | | | | | |
| Parks & Recreation | 41702 | Port Macquarie Coastal Walk | Capital | Development & | 312,965 | 312,965 | 300,255 | 300,965 | 12,000 | Reserve | 0 |

| BUDGET VARIATIONS - April 2021 | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Section** | **Project** | **Project Description** | **Capital/ Operating** | **Division** | **Full Year Original Budget** | **Full Year Current Budget** | **Actuals to April 2021** | **New Yearly Proposed Budget - April 2021** | **Movement** | **Funding Source** | **EFFECT ON FUNDING POSITION** |
| Parks & Recreation | 19280 | Transfer to Reserve | Capital | Environment | -1,373,469 | -2,170,709 | 0 | -2,158,709 | -12,000 | Reserve | 0 |
| **Reseal of Bago Rd Stage 2 and Stage 3 to be undertaken in 21/22** | | | | | | | | | | | |
| Transport & Traffic | 41962 | Bago Rd Stage 2 | Capital | Infrastructure | 605,096 | 605,096 | 117,133 | 117,133 | 487,963 | Reserve | 0 |
| Transport & Traffic | 19340 | Transfer to Reserve | Capital | | -7,939,471 | -5,872,030 | 0 | -5,384,067 | -487,963 | Reserve | 0 |
| **Total Reserve Movements** | | | | | | | | | **5,578,814** | | **0** |
| **Movement between Projects** | | | | | | | | | | | |
| **Transfer of budget between GL's - accounting entry only** | | | | | | | | | | | |
| Fleet Management | 40722 | New Depot | Capital | Infrastructure/Strategy & Growth | 1,560,000 | 1,560,000 | 2,900 | 2,900 | 1,557,100 | Reserve | 0 |
| Strategic Property Investments | 42157 | Purchase Lot 1 DP 545926 1 Commerce St, Wauchope | Capital | | 0 | 0 | 2,207,791 | 1,557,100 | -1,557,100 | Reserve | 0 |
| **Transfer of budgets between Stuart Park Upgrade & Wood Street - accounting entry only. Same project split for deliverability.** | | | | | | | | | | | |
| Transport & Traffic | 41922 | Upgrade Wood Strret | Capital | Infrastructure/Strategy & Growth | 108,676 | 108,676 | 59,050 | 59,050 | 49,626 | Reserve | 0 |
| Parks & Recreation | 41859 | Stuart Park Sporting Precinct Upgrade | Capital | | 6,416 | 6,416 | 198,563 | 56,042 | -49,626 | Reserve | 0 |
| **Increase in Beaches Income to offset increase in Lifeguard Contract this financial year** | | | | | | | | | | | |
| Lifeguard & Beach Services | 11500 | Beaches Income | Operational | Development & Environment | 0 | -97,932 | -152,050 | -167,050 | 69,118 | Revenue | 69,118 |
| Lifeguard & Beach Services | 458 | Lifeguards | Operational | | 551,591 | 551,591 | 582,763 | 620,709 | -69,118 | Revenue | -69,118 |
| **Depreciation adjustment based on Roads, Bridges & Footpaths Asset Revaluation** | | | | | | | | | | | |
| Transport & Traffic | Various | Depreciation Expense | Operational | Infrastructure | 16,279,596 | 16,279,596 | 10,750,764 | 14,879,596 | -1,400,000 | Revenue | -1,400,000 |
| Transport & Traffic | Various | Accumulated Depreciation | Operational | | 16,279,596 | 16,279,596 | 10,750,764 | 14,879,596 | 1,400,000 | Revenue | 1,400,000 |
| **Total Movements between Projects** | | | | | | | | | **3,075,844** | | **0** |

**BUDGET VARIATIONS - April 2021**

| Section | Project | Project Description | Capital/ Operating | Division | Full Year Original Budget | Full Year Current Budget | Actuals to April 2021 | New Yearly Proposed Budget - April 2021 | Movement | Funding Source | EFFECT ON FUNDING POSITION |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **ORGANISATIONAL TOTAL - THIS REVIEW** | | | | | | | | | 9,223,818 | | 161,799 |
| **FORECAST FOR FINANCIAL YEAR ENDED 30 JUNE 2021** | | | | | | | | | | | |
| | | Original Budget as at 1 July 2020 | | | Shortfall | -676,730 | | | | | |
| | | Plus: Adjustments | | | | | | | | | |
| | | July Review | | | | 0 | | | | | |
| | | August Review | | | Surplus | 151,102 | | | | | |
| | | September Review | | | Surplus | 63,165 | | | | | |
| | | October Review | | | Balanced | 0 | | | | | |
| | | November Review | | | Balanced | 0 | | | | | |
| | | January Review | | | Surplus | 117,330 | | | | | |
| | | February Review | | | Balanced | 0 | | | | | |
| | | March Review | | | Surplus | 220,000 | | | | | |
| | | April Review | | | Surplus | 161,799 | | | | | |
| **FORECAST FOR 30 JUNE 2021** | | | | | **Surplus** | 36,666 | | | | | |

| | | |
|---|---|---|
| Notes: | 1 | The result shown above is the general fund result. All surpluses/deficits in the water, sewerage and waste funds are transferred to/from reserves. |
| | 2 | Reserve are internal restrictions that hold funds for a specific purpose, e.g. The airport has its own reserve and all income and expenditure relating to the airport is credited/debited to that reserve. |
| | 3 | Council projects are funded from a variety of funding sources. Below is a definition of the various types of funding that are used to fund projects. |
| | | *Revenue - All funds that are generated through rates, annual charges, fees and charges, interest etc. These funds are untied and can be expended on any project that Council considers appropriate.* |
| | | *Grants - Government grants can either be monetary or otherwise and may be tied or untied. Tied grants are required to be used for a specific purpose such as the construction of a road. Untied grants may be applied for any purpose council considers appropriate.* |
| | | *Contributions - Contributions are non-reciprocal transfers to Council in the sense that Council is not required to give value in exchange for the contributions directly to the contributor. Examples are contributions given by ratepayers towards capital works in their vicinity.* |
| | | *Reserves - Reserves are internal restrictions held for a specific purpose, e.g. The airport has its own reserve and all income and expenditure relating to the airport is credited/debited to that reserve.* |
| | | *S7.11 and S64 Contributions - Section 7.11 of the NSW Environmental and Planning Act (1979) and section 64 of the Local Government Act (1993) provides NSW local government with a formal legal framework for levying developers for the provision of infrastructure, services and amenities - known as developer contributions.* |
| | 4 | Some projects are funded by multiple funding sources, e.g. a capital project may be funded by s7.11 funds, grants and revenue. The effect on capital column will only show the revenue funding adjustment as the other types of funding will have an income line budget adjustment shown in the report. |

PORT MACQUARIE-HASTINGS COUNCIL

# Monthly Investment Report

# April 2021

IMPERIUM MARKETS

Imperium Markets Pty Ltd ABN: 87 616 579 527
Authorised Representative of Libertas Financial Planning Pty Ltd AFSL 429 718
Phone: +61 2 9053 2987
Email: michael.chandra@imperium.markets
Level 9 Suite 02, 3 Spring Street, Sydney NSW 2000

# Executive Summary

***Compliance***

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

***Performance***

| As at 30/04/2021 | 1m (actual) | 1m (% p.a.) | FYTD (actual) | FYTD (% p.a.) |
|---|---|---|---|---|
| AusBond Bank Bill Index | 0.00% | 0.04% | 0.05% | 0.06% |
| **Council's Portfolio^** | **0.16%** | **1.94%** | **1.74%** | **2.10%** |
| Outperformance | 0.16% | 1.90% | 1.69% | 2.04% |

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

***Impact of COVID-19 to Council's Portfolio***

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

With regards to financial markets, shares (equities) experienced a significant correction in March 2020 but have since, recovered substantially due to the unprecedented fiscal and monetary policy support from global central banks and governments. **The RBA cut rates to record lows on 3rd November 2020 to 0.10%.** Equities continued their rally in April with the accelerated rollouts of multiple vaccines and ongoing fiscal stimulus. Longer-term bond yields have also risen over the past few months on the prospects of higher inflation over coming years.

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

1. The RBA's official cash rate will remain unchanged at its emergency level of 0.10% until its objectives of full employment and inflation are reached.
2. They suggested the NAIRU could be in the low 4s, or even the high 3s, well below the current unemployment rate of 5.6%;
3. The Bank reiterated that it was prepared to do more quantitative easing (QE) after the second $100bn round ends in September;
4. **The Board does not expect the conditions for a rate hike "*to be met until 2024 at the earliest*".**

The biggest impact to Council's investment portfolio is with regards to its largest exposure being assets held in bank term deposits, which accounts for around ~95% of Council's total investment, and cash (~4% of the total investment portfolio). **The biggest risk that PMHC faces over the medium-longer**

**term in this environment is not the potential loss of capital (given all the banks are well capitalised and regulated by APRA), but the rapid loss of interest income as interest rates have plummeted**.

Council's term deposit portfolio was yielding 1.89% p.a. at month-end, with a weighted average duration of around 633 days or 1.73 years. **This average duration will provide some income protection against the low interest rate environment over the next 18 months**. As existing deposits mature however, they will inevitably be reinvested at much lower prevailing rates.

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

- The highest deposit rate from any rated ADI in the market is now ~1.40% p.a. for 5 years;
- The highest deposit rates amongst the "AA-" rated ADIs (major banks) is now yielding between 0.40%-1.25% p.a. (depending on term);
- The highest deposit rates amongst the "A" rated ADIs was yielding between 0.65%-1.40% p.a. (depending on term);
- The highest deposit rates amongst the "BBB" rated ADIs was yielding between 0.40%-0.80% p.a. (depending on term).

**Given official rates have fallen to record lows, Council is likely to see a rapid decline in interest income over future financial years. Its budgeted income over the medium-longer term needs to be revised to reflect the low interest rate environment. Returns between 0.50%-0.80% p.a. on 'new' investments may potentially be the "norm" over the next few financial years.**

# Council's Portfolio

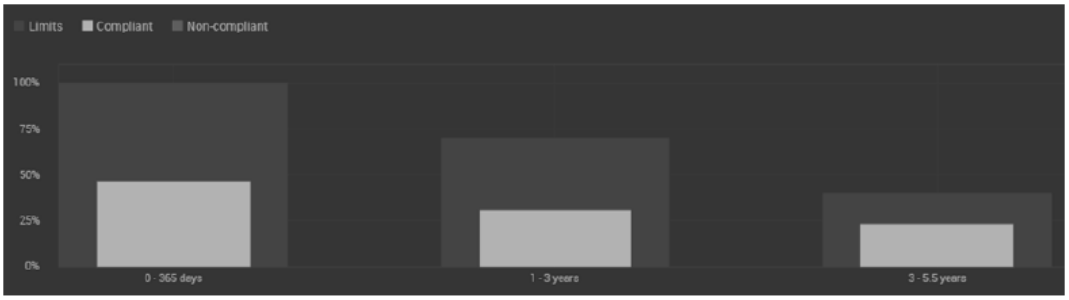
## *Asset Allocation*

The portfolio is predominately directed to fixed term deposits (94%). The remainder of the portfolio is directed to the overnight cash account with Westpac (4%) and the single FRN with Bendigo-Adelaide (1%).

**With the RBA cutting interest rates in November 2020 to 0.10%, the priority should be to lock in any remaining attractive medium-longer dated fixed deposits or senior fixed bonds that may still be available to address reinvestment risk as margins continue to compress**.

## *Term to Maturity*

All maturity limits (minimum and maximum) comply with the Investment Policy. Medium-Term (3-5½ years) assets account for around 23% of the total investment portfolio, with capacity of around $56m at month-end.




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

| Compliant | Horizon | Invested ($) | Invested (%) | Min. Limit (%) | Max. Limit (%) | Available ($) |
|---|---|---|---|---|---|---|
| ✓ | 0 - 365 days | $156,111,130 | 46.10% | 0% | 100% | $182,554,117 |
| ✓ | 1 - 3 years | $103,500,000 | 30.56% | 0% | 70% | $133,565,673 |
| ✓ | 3 - 5.5 years | $79,054,117 | 23.34% | 0% | 40% | $56,411,982 |
| ✓ | 5.5 - 10 years | $0 | 0.00% | 0% | 10% | $33,866,525 |
| | | **$338,665,247** | **100.00%** | | | |

***Counterparty***

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

| Compliant | Issuer | Rating | Invested ($) | Invested (%) | Max. Limit (%) | Available ($) |
|---|---|---|---|---|---|---|
| ✓ | NAB | AA- | $87,500,000 | 25.84% | 30.00% | $14,099,574 |
| ✓ | WBC (St George) | AA- | $64,611,130 | 19.08% | 30.00% | $36,988,444 |
| ✓ | Rabobank | A+ | $13,000,000 | 3.84% | 20.00% | $54,733,049 |
| ✓ | ICBC Sydney | A | $59,500,000 | 17.57% | 20.00% | $8,233,049 |
| ✓ | ING Bank Aus. | A | $15,500,000 | 4.58% | 20.00% | $52,233,049 |
| ✓ | Aus Military Bank | BBB+ | $7,500,000 | 2.21% | 10.00% | $26,366,525 |
| ✓ | BOQ | BBB+ | $25,000,000 | 7.38% | 10.00% | $8,866,525 |
| ✓ | Bendigo | BBB+ | $3,054,117 | 0.90% | 10.00% | $30,812,408 |
| ✓ | AMP Bank | BBB | $9,000,000 | 2.66% | 10.00% | $24,866,525 |
| ✓ | Auswide | BBB | $24,000,000 | 7.09% | 10.00% | $9,866,525 |
| ✓ | MyState | BBB | $13,000,000 | 3.84% | 10.00% | $20,866,525 |
| ✓ | Newcastle PBS | BBB | $17,000,000 | 5.02% | 10.00% | $16,866,525 |
| | | | **$338,665,247** | **100.00%** | | |

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

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

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

We remain supportive of the regional and unrated ADI sector (and have been even throughout the GFC period). They continue to remain solid, incorporate strong balance sheets, while exhibiting high

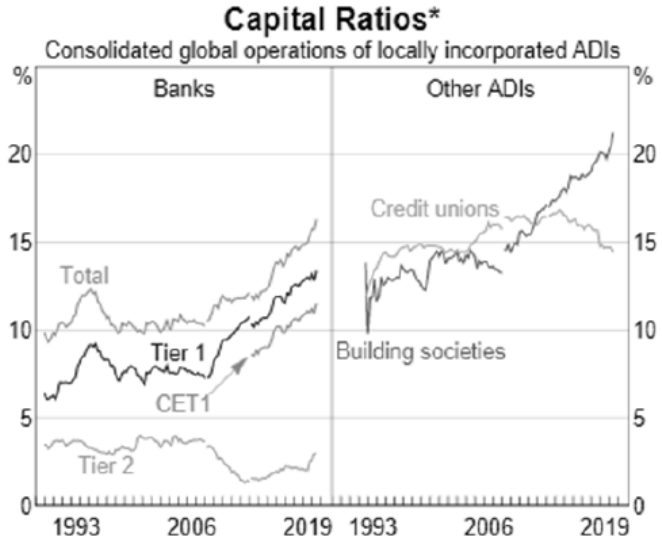
levels of capital – typically, much higher compared to the higher rated ADIs. Some unrated ADIs have up to 25-40% more capital than the domestic major banks, and well above the Basel III requirements.

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

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

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

***The biggest single risk that depositors face in the current low interest rate environment is not capital or credit risk, but reinvestment risk. Interest rates are now at their effective lower bound of 0.10%.***




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

Source: APRA

***Fossil Fuel Investments***

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

Using the following link http://www.marketforces.org.au/banks/compare, based on the Council's investment portfolio balance as at 30/04/2021 ($338.67m), we can roughly estimate that ~60% of the investments have some form of exposure.

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

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

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

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

**What would be implications on our portfolio credit rating?**

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

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

Some implications include:

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

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

Council's exposure is summarised as follows:

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

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

| Summary | Amount | Invested % |
|---|---|---|
| Yes | $201,611,130 | 60% |
| No | $137,054,117 | 40% |
| | **$338,665,247** | **100%** |

***Credit Quality***

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

Following the adoption of a new policy, there is now more capacity to invest with the "BBB" rated ADIs (~$20m remaining at month-end), although most ADIs in this sector are currently full on liquidity due to the combination of low credit growth and the term funding facility (TFF) provided by the RBA (access to cheap funding).

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

All ratings categories are within the current Policy limits:

| Compliant | Credit Rating | Invested ($) | Invested (%) | Max. Limit (%) | Available ($) |
|---|---|---|---|---|---|
| ✓ | AA Category | $152,111,130 | 44.91% | 100% | $186,554,117 |
| ✓ | A Category | $88,000,000 | 25.98% | 60% | $115,199,148 |
| ✓ | BBB Category | $98,554,117 | 29.10% | 35% | $19,978,719 |
| ✓ | Unrated ADIs | $0 | 0.00% | 5% | $16,933,262 |
| | | **$338,665,247** | **100.00%** | | |

## *Performance*

Council's performance for the month ending 30 April 2021 is summarised as follows:

| Performance (Actual) | 1 month | 3 months | 6 months | FYTD | 1 year |
|---|---|---|---|---|---|
| Official Cash Rate | 0.01% | 0.02% | 0.05% | 0.13% | 0.18% |
| AusBond Bank Bill Index | 0.00% | 0.00% | 0.02% | 0.05% | 0.07% |
| Council's T/D Portfolio | 0.16% | 0.47% | 0.98% | 1.75% | 2.17% |
| Council's FRN Portfolio | 0.09% | 0.25% | 0.50% | 0.86% | 1.09% |
| **Council's Portfolio^** | **0.16%** | **0.47%** | **0.98%** | **1.74%** | **2.16%** |
| **Outperformance** | **0.15%** | **0.46%** | **0.96%** | **1.69%** | **2.09%** |

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

| Performance (Annualised) | 1 month | 3 months | 6 months | FYTD | 1 year |
|---|---|---|---|---|---|
| Official Cash Rate | 0.10% | 0.10% | 0.10% | 0.16% | 0.18% |
| AusBond Bank Bill Index | 0.04% | 0.02% | 0.03% | 0.06% | 0.07% |
| Council's T/D Portfolio | 1.95% | 1.94% | 1.99% | 2.11% | 2.17% |
| Council's FRN Portfolio | 1.04% | 1.01% | 1.01% | 1.03% | 1.09% |
| **Council's Portfolio^** | **1.94%** | **1.93%** | **1.98%** | **2.10%** | **2.16%** |
| **Outperformance** | **1.90%** | **1.91%** | **1.95%** | **2.03%** | **2.09%** |

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

For the month of April, the total portfolio (excluding cash) provided a solid return of +0.16% (actual) or +1.94% p.a. (annualised), outperforming the benchmark AusBond Bank Bill Index return of +0.00% (actual) or +0.04% p.a. (annualised). The strong performance continues to be driven by the handful of deposits still yielding above 3% p.a. However, some of these individual deposits are approaching maturity and will be reinvested at much lower prevailing rates.

**Over the past 12 months, the portfolio returned +2.16% p.a., outperforming bank bills by 2.09% p.a**. and over eleven times the official cash rate. This has been very strong given deposit rates reached their all-time lows and margins have generally contracted over the past 3 years.

**We are pleased that PMHC remains amongst the best performing Councils in the state of NSW where deposits are concerned, earning on average, around $2,400,000 in additional interest income compared to its peers (refer to our January 2021 rankings)**. We have been pro-active in our advice about protecting interest income and addressing reinvestment risk for many years and encouraged to maintain a long duration position. This is now reflected by the high performance of the investment portfolio. Of the 81 individual deposits PMHC held, 19 are still yielding higher than 3.00% p.a. That is, around 23% of outstanding deposits held is earning an interest rate that is thirty times the prevailing cash rate of 0.10%.

***Council's Term Deposit Portfolio & Recommendation***

As at the end of April 2021, Council's deposit portfolio was yielding 1.89% p.a. (unchanged from the previous month), with an average duration of ~1¾ years. Where possible, we recommend Council extends or at least maintains this average duration. In the low interest rate environment, the biggest collective risk that the local government sector has faced over the post-GFC era has been the dramatic fall in interest rates - from 7¼% to the historical low levels of 0.10%.

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

At the time of writing, we see value in:

| ADI | LT Credit Rating | Term | T/D Rate |
|---|---|---|---|
| ICBC, Sydney | A | 5 years | 1.40% p.a. |
| NAB | AA- | 5 years | 1.25% p.a. |
| ICBC, Sydney | A | 4 years | 1.10% p.a. |
| NAB | AA- | 4 years | 0.95% p.a. |
| ICBC, Sydney | A | 3 years | 0.84% p.a. |
| NAB | AA- | 3 years | 0.75% p.a. |
| AMP Bank | BBB | 2-3 years | 0.70% p.a.^ |
| ICBC, Sydney | A | 2 years | 0.65% p.a. |
| NAB | AA- | 2 years | 0.55% p.a. |

*^ AMP T/Ds – contact us to receive an additional 0.20% p.a. rebated commission on top of the shown rate*

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

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

| ADI | LT Credit Rating | Term | T/D Rate |
|---|---|---|---|
| Judo Bank | Unrated ADI | 12 months | ~0.82% p.a. |
| AMP Bank | BBB | 11-12 months | 0.70% p.a.^ |
| Summerland CU | Unrated ADI | 12 months | 0.70% p.a. |
| AMP Bank | BBB | 6-10 months | 0.65% p.a.^ |
| BNK Bank | Unrated ADI | 12 months | ~0.60% p.a. |
| ICBC, Sydney | A | 12 months | ~0.43% p.a. |
| CBA | AA- | 12 months | ~0.41% p.a. |
| BoQ | BBB+ | 6-12 months | 0.40% p.a. |
| Westpac | AA- | 12 months | ~0.35% p.a. |
| NAB | AA- | 12 months | 0.35% p.a. |
| Bendigo | BBB+ | 9-12 months | 0.35% p.a. |

*^ AMP T/Ds – contact us to receive an additional 0.20% p.a. rebated commission on top of the rate shown*

***Senior FRNs & Recommendations***

Over April, amongst the senior major bank FRNs, physical credit securities marginally tightened at the long-end of the curve. Secondary market securities remain relatively expensive on the back of the RBA announcing its $200bn quantitative easing (QE) package (doubled in Feb 2021). Bid-ask spreads have tightened sharply on the back of excess liquidity and short supply of new issuances.

**A new 5 year senior major bank FRN would now be issued around the +45bp, which remains very tight on a historical basis**. We expect minimal primary issuance from the domestic major banks in the immediate future given the RBA's term funding facility (TFF) to the ADIs, offering a rate of 0.10% (on new drawings) for 3 years, which has been extended to June 2021. The lack of supply from new (primary) issuances has also played a major role with the rally in credit markets over the past year.

During the month, QTC (AA+) printed a $2bn senior FRN at 9bp, adding to the recent large issuances from the other state governments.

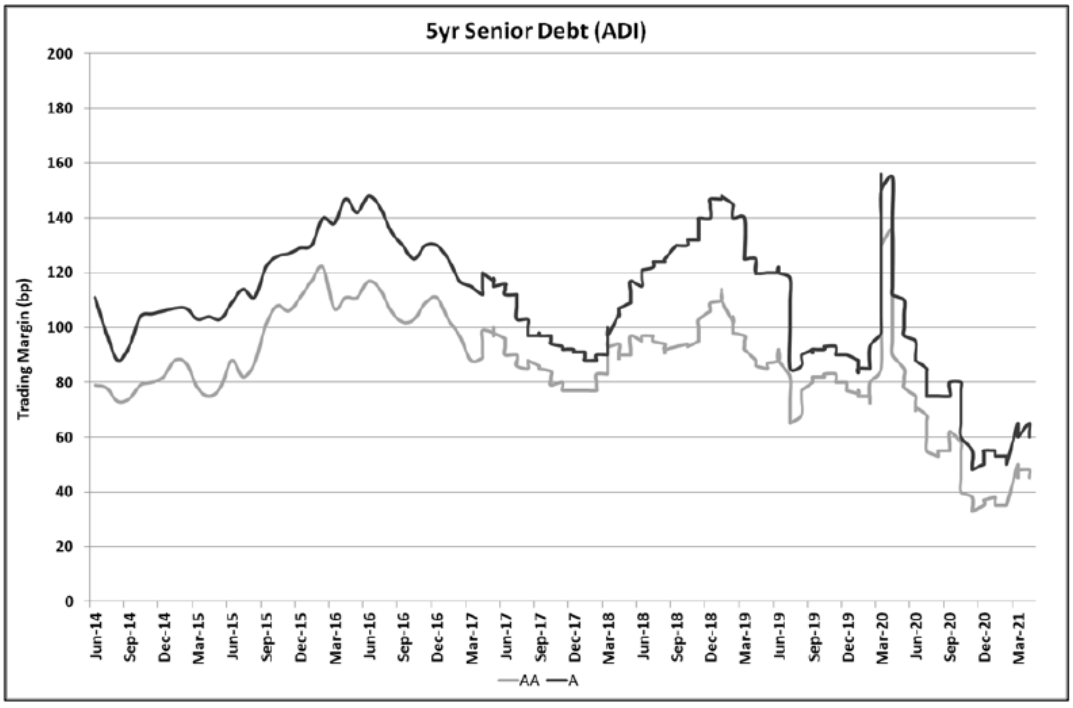
Amongst the "A" rated sector, the securities were marked relatively flat at the long-end of the curve. During April, Rabobank Australia (A+) printed $500m, issuing a new 3 year senior FRN at +35bp, initially tightening from +40bp. Separately, Bank of China, Sydney Branch (A) printed $500m, issuing a new 3 year senior FRN at +57bp, initially tightening from +63bp. Amongst the "BBB" rated sector, there was new deals from CUA (BBB), issuing a new 5 year senior FRN at +68bp, printing $100m. Meanwhile, BoQ (BBB+) issued a new benchmark 5 year deal at +63bp, tightening from guidance of +68bp.

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

Credit securities remain tight on a historical level but are looking slightly more attractive following the widening experienced over the past few months. FRNs will continue to play a role in investor's portfolios mainly on the basis of their liquidity and the ability to roll down the curve and gross up returns over ensuing years (in a relatively stable credit environment).

| Senior FRNs (ADIs) | 30/04/2021 | 31/03/2021 |
|---|---|---|
| "AA" rated – 5yrs | +45bp | +48bp |
| "AA" rated – 3yrs | +27bp | +27bp |
| "A" rated – 5yrs | +60bp | +60bp |
| "A" rated – 3yrs | +42bp | +40bp |
| "BBB" rated – 3yrs | +52bp | +55bp |

*Source: IBS Capital*




*Source: IBS Capital*

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

- **On or before mid-2024 for the "AA" rated ADIs (domestic major banks)**;
- On or before mid-2022 for the "A" rated ADIs; and
- Within 12 months for the "BBB" rated ADIs (consider case by case).

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

*In late August 2019, Council placed a bid of $3m into the new Bendigo (BBB+) 5 year FRN at +97bp maturing 06/09/2024 (ISIN: AU3FN0050019). This FRN should be viewed as a 3½-4 year holding period, with the ability to 'roll down the curve', realise capital gains which would boost the overall return of the investment portfolio. The security was marked around +42bp (from +42bp the previous month) or a capital price ~$101.80 at month-end. We recommend Council holds this FRN.*

***Senior Bonds - Northern Territory Treasury Corporation (NTTC)***

We are aware of the following senior retail bond offering from Northern Territory Treasury Corporation (NTTC) effective 12th April 2021:

| Maturity Date | Rate % p.a.^ | Interest Paid |
|---|---|---|
| ~~15/06/2022~~ | ~~0.40%~~ | ~~Annually~~ |
| ~~15/06/2023~~ | ~~**0.50%**~~ | ~~**Annually**~~ |
| 15/06/2024 | 0.80% | Annually |
| 15/06/2025 | 1.10% | Annually |
| 15/06/2026 | 1.30% | Annually |

*^^The rates offered in the above table can be reviewed and changed at any time from Treasury. The rate for broker sponsored applications will be dropped by 0.20% p.a. effective 1 October 2020.*

**If Council is interested in this product, it should avoid placing through the broker channel and contact Imperium Markets to receive the full commission of 0.25% (plus GST) on the face value of the investment, in the form of an additional rebate**. If placed through the brokers, they are likely to keep the 0.25% commission (on the face value of the investment).

| Overview | Description |
|---|---|
| Issuer | Northern Territory Government |
| Credit Rating | Aa3 (Moody's), which is AA- equivalent (S&P) |
| Type | Fixed senior (retail) bonds |
| Program | Territory Bonds Issue 110 |
| Date for applications | **01/01/2021 – 31/05/2021** |
| Liquidity | Weekly redemptions available, subject to the prevailing market rate and administration costs^^ |

*^^ Note given this is a retail bond offering (min. parcel size of $5,000), for wholesale investors, we would not consider this to be a liquid investment (the largest redemptions to date have only been $200-$300k).*

The product should be viewed as a hold-to-maturity product, noting there are significant penalty costs including admin fees, the prevailing market interest rate, and factors in any associate commissions that were previously paid. Given the longer-term outlook for official interest rates, **Council should consider placing a small parcel (up to $5m) in the 15/06/2024, 15/06/2025 and 15/06/2026 maturities through Imperium Markets** to receive an effectively higher rate, once factoring in the rebated commission.

# Economic Commentary

***International Market***

**Financial markets continue to be aided by US President Biden's aggressive fiscal packages and the accelerated vaccine rollout.**

In equity markets, the S&P 500 Index gained +5.24% to be up +43.56% for the year, while the NASDAQ Index rose +5.40% for the month. Equities also finished positively across Europe's main indices, led by UK's FTSE (+3.82%), France's CAC (+3.33%) and Germany's DAX (+0.85%).

**Equity markets surpassed all-time highs again**, with investors upbeat ahead of Q1 earnings, as well the strong rebound in the US economy on the back of an impressive vaccine rollout.

**US core CPI increased +0.3% In March, the most in seven months, taking the annual reading to +1.6%**. The headline CPI climbed +0.6%, taking the annual reading to +2.6%.

**There were talks that President Biden is looking to nearly double the capital gains tax on Americans earnings US$1m or more, to 39.6% from 20%**, to help fund his next major fiscal package, the American Families Plan.

The US unemployment rate fell by 0.2% to 6.0% while the underemployment rate fell by 0.4% to 10.7%.

US Treasury Secretary Yellen outlined details of the proposed changes that will help pay for Biden's US$2.25tn infrastructure and other spending package. **The proposed increase in the US corporate tax rate would rise from 21% to 28%, while flagging a 15% minimum tax to be imposed on both foreign and domestic earnings**.

**The Bank of Canada (BoC) expects the conditions for raising rates in the second half of 2022**, from prior guidance of "*into 2023*" which was just one meeting ago in March. The BoC also announced an as expected tapering of its asset purchases to $3bn a week from $4bn a week, and down from last year's original pace of $5bn a week, reflecting the "*progress made in the economic recovery*".

New Zealand's Cabinet adopted a package of measures that included a NZD$100,000 guarantee on deposits for financial institutions across the country.

The IMF upgraded its global growth forecasts from three months ago as largely expected. The IMF now expects global growth of +6.0% this year (previously +5.5%) and +4.4% next year (previously +4.2%).

The MSCI World ex-Aus Index rose +4.51% for the month of April:

| Index | 1m | 3m | 1yr | 3yr | 5yr | 10yr |
|---|---|---|---|---|---|---|
| S&P 500 Index | +5.24% | +12.57% | +43.56% | +16.45% | +15.15% | +11.86% |
| MSCI World ex-AUS | +4.51% | +10.48% | +43.03% | +12.25% | +12.11% | +8.03% |
| S&P ASX 200 Accum. Index | +3.47% | +7.54% | +30.76% | +9.50% | +10.27% | +8.35% |

*Source: S&P, MSCI*

## *Domestic Market*

**The RBA's meeting in April repeated the familiar lines in which the Board does not expect the conditions for a rate hike "*to be met until 2024 at the earliest*"**. These conditions are that actual inflation is sustainably within the 2-3% target, which requires materially faster wages growth. **On Quantitative Easing (QE), the Bank reiterated that it was prepared to do more (QE) after the second $100bn round ends in September**.

**The unemployment rate fell 0.2% to 5.6% in March**, driven by a large increase in part-time workers (91,500). Full-time employment fell 20,800. Over the past 12 months, full-time employment is down 2,500 while part-time is up by 76,800. **The participation rate rose to a record high of 66.3%** (from 66.1%), while the underemployment rate fell from 8.5% to 7.9%.

**The RBA's most recent public commentary suggests the NAIRU could be in the low 4s, or even the high 3s**, well below the current unemployment rate of 5.6%.

Treasurer Frydenberg reframed the government's fiscal strategy, delaying fiscal repair until "*unemployment [is] down to where it was prior to the pandemic and then even lower*".

Headline CPI rose less than expected, up +0.6% q/q against the +0.9% consensus. The RBA's preferred core measure printed at +0.3% q/q and +1.1% on an annual basis.

Australia's vaccine rollout targets have been scrapped following a recommendation that those under 50 should be offered the Pfizer vaccine due to the low risk of blood clots with AstraZeneca.

Sales of new homes rose 90.3% in March, the second strongest monthly result since 2004, largely driven by the rush to access the final phase of the HomeBuilder grant before eligibility for the scheme ended last month.

Iron ore prices hit a record high $193.85 per tonne, beating the previous spike seen in 2011.

The IMF has upgraded its forecasts on the Australian economy to expand +4.5% this year after shrinking by -2.4% in 2020.

**The Australian dollar rose +2.29%, finishing the month at US77.76 cents** (from US76.02 cents the previous month).

## *Credit Market*

The main credit indices marginally tightened over April. The indices now trade back to their levels experienced in late 2020:

| Index | April 2021 | March 2021 |
|---|---|---|
| CDX North American 5yr CDS | 50bp | 54bp |
| iTraxx Europe 5yr CDS | 50bp | 52bp |
| iTraxx Australia 5yr CDS | 61bp | 64bp |

*Source: Markit*

# Fixed Interest Review

***Benchmark Index Returns***

| Index | April 2021 | March 2021 |
|---|---|---|
| Bloomberg AusBond Bank Bill Index (0+YR) | +0.00% | +0.00% |
| Bloomberg AusBond Composite Bond Index (0+YR) | +0.56% | +0.80% |
| Bloomberg AusBond Credit FRN Index (0+YR) | +0.07% | +0.01% |
| Bloomberg AusBond Credit Index (0+YR) | +0.54% | +0.19% |
| Bloomberg AusBond Treasury Index (0+YR) | +0.57% | +0.98% |
| Bloomberg AusBond Inflation Gov't Index (0+YR) | +1.61% | +1.50% |

*Source: Bloomberg*

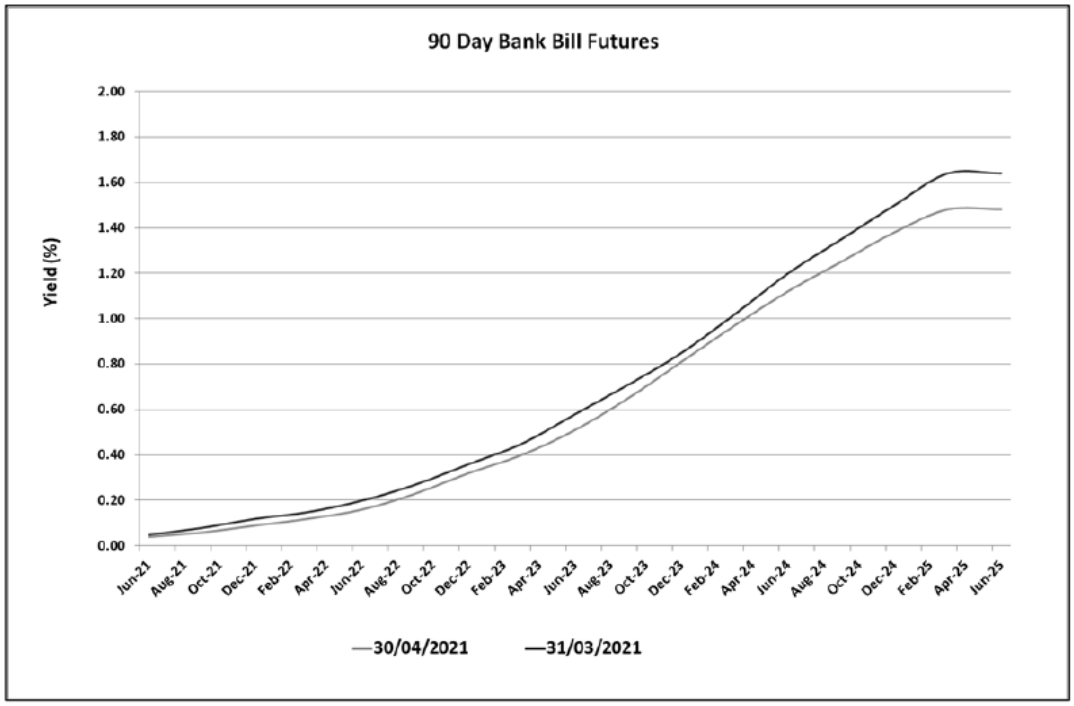
***Other Key Rates***

| Index | April 2021 | March 2021 |
|---|---|---|
| RBA Official Cash Rate | 0.10% | 0.10% |
| 90 Day (3 month) BBSW Rate | 0.04% | 0.04% |
| 3yr Australian Government Bonds | 0.10% | 0.11% |
| 10yr Australian Government Bonds | 1.65% | 1.74% |
| US Fed Funds Rate | 0.00%-0.25% | 0.00%-0.25% |
| 10yr US Treasury Bonds | 1.65% | 1.74% |

*Source: RBA, AFMA, US Department of Treasury*

***90 Day Bill Futures***

Over April, bill futures fell across the board, reflecting the movement in the bond market. Overall, bill futures continue to depict a low rate environment over the long-run, despite the steeping curve in recent months:




*Source: ASX*

# Fixed Interest Outlook

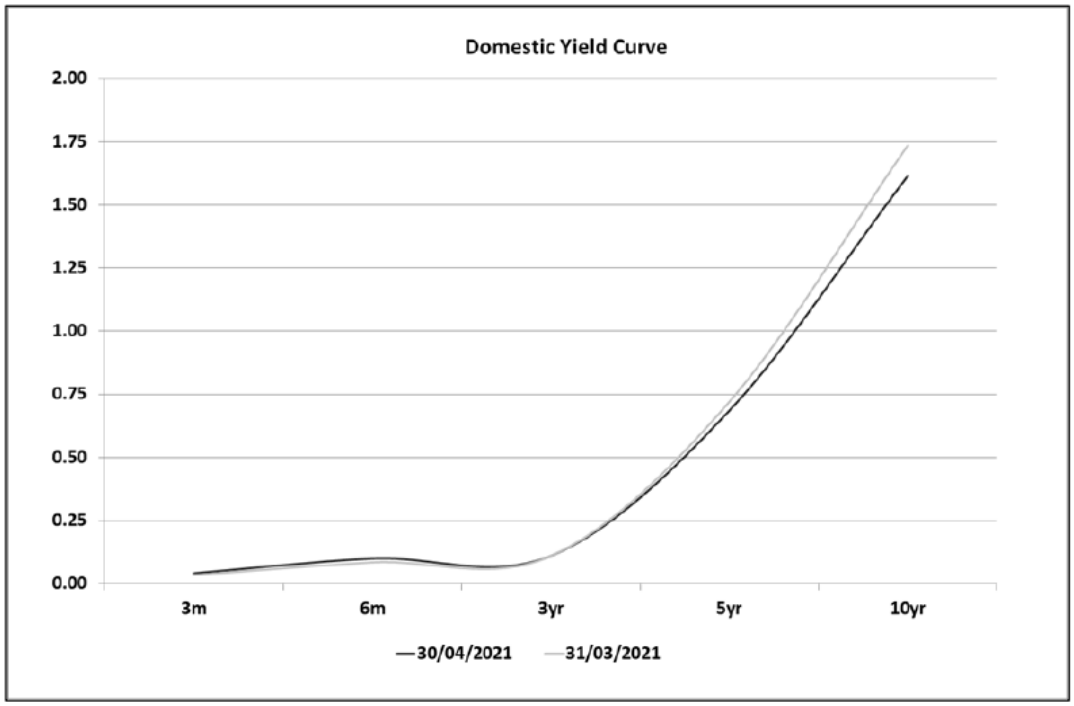
The unprecedented fiscal support for the global economy and the evident determination of the new US Biden administration to accelerate the vaccine rollout has aided financial markets. Further significant stimulus packages are also being proposed to expediate the recovery.

US Fed Chair Powell appeared to be more optimistic on the outlook, saying "*we feel like we're at a place where the economy's about to start growing much more quickly and job creation coming much more quickly*". Powell remains cautious and has made it clear that it was "*not time yet*" to have a conversation about tapering its US$120bn monthly QE bond buying programme. He emphasised that the US was "*not close to*" the substantial progress toward its employment and price stability goals that has been set as the condition for contemplating its first steps of tapering.

Global central banks (including the RBA) have emphasised that they will look through temporary increases in inflation from base effects and supply chain disruptions.

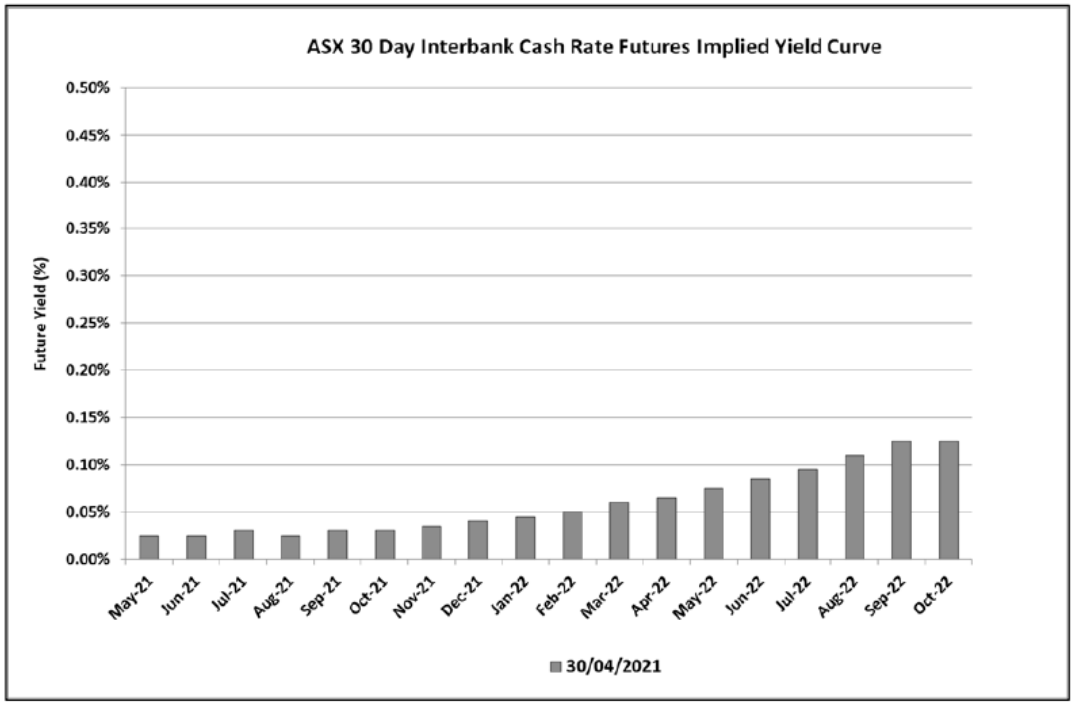
Domestically, the RBA is of the view that "*a materially lower unemployment rate*" (NAIRU of low 4s or even 3s) is needed to generate wages growth in excess of 3%, which is the level the RBA thinks is needed to deliver inflation sustainably within the 2-3% inflation target. The Bank does not see this occurring "***until 2024 at the earliest***", which underpins their rates guidance.

The domestic bond market continues to suggest a prolonged low period of interest rates. Over the month, yields fell around 9bp at the long-end of the curve:




*Source: AFMA, ASX, RBA*

**RBA Governor Lowe has pushed back on market pricing of rate hikes as early as late 2022. Dr Lowe reiterated his 'best guidance' was that it is *"unlikely to see wages growth consistent with the inflation target before 2024. This is the basis for our assessment that the cash rate is very likely to remain at its current level until at least 2024"*:**




*Source: ASX*

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PORT MACQUARIE-HASTINGS COUNCIL

# Investment Report

**01/04/2021 to 30/04/2021**

PORT MACQUARIE-HASTINGS COUNCIL

# Portfolio Valuation as at 30/04/2021

| Issuer | Rating | Type | Alloc | Interest | Purchase | Maturity | Rate | Value | Accrued | Accrued MTD |
|---|---|---|---|---|---|---|---|---|---|---|
| Westpac | AA- | TD | LOCAL BRANCH | At Maturity | 21/05/2020 | 21/05/2021 | 1.0000 | 10,000.00 | 94.52 | 8.22 |
| Westpac | AA- | TD | GENERAL | Quarterly | 22/05/2018 | 25/05/2021 | 3.1000 | 4,000,000.00 | 23,101.37 | 10,191.78 |
| AMP Bank | BBB | TD | GENERAL | Annual | 25/11/2019 | 25/05/2021 | 1.6000 | 5,000,000.00 | 34,410.96 | 6,575.34 |
| AMP Bank | BBB | TD | GENERAL | Annual | 29/11/2019 | 27/05/2021 | 1.6000 | 4,000,000.00 | 26,652.05 | 5,260.27 |
| BOQ | BBB+ | TD | GENERAL | Annual | 29/05/2019 | 31/05/2021 | 2.3000 | 3,000,000.00 | 63,706.85 | 5,671.23 |
| Rabobank Australia Branch | A+ | TD | GENERAL | Annual | 08/06/2017 | 07/06/2021 | 3.0200 | 5,000,000.00 | 134,865.75 | 12,410.96 |
| Westpac | AA- | TD | GENERAL | Quarterly | 06/06/2018 | 15/06/2021 | 3.1000 | 3,000,000.00 | 13,758.90 | 7,643.84 |
| NAB | AA- | TD | GENERAL | At Maturity | 19/06/2020 | 21/06/2021 | 1.0000 | 4,000,000.00 | 34,630.14 | 3,287.67 |
| NAB | AA- | TD | GENERAL | Annual | 03/07/2018 | 22/06/2021 | 3.0000 | 4,000,000.00 | 99,287.67 | 9,863.01 |
| NAB | AA- | TD | GENERAL | Annual | 03/07/2018 | 06/07/2021 | 3.0000 | 3,000,000.00 | 74,465.75 | 7,397.26 |
| Westpac | AA- | TD | GENERAL | Quarterly | 17/07/2018 | 13/07/2021 | 3.0400 | 5,000,000.00 | 4,997.26 | 4,997.26 |
| NAB | AA- | TD | GENERAL | Annual | 26/07/2018 | 20/07/2021 | 3.0400 | 4,000,000.00 | 92,615.89 | 9,994.52 |
| Westpac | AA- | TD | LOCAL BRANCH | Annual | 24/07/2019 | 23/07/2021 | 1.7500 | 4,000,000.00 | 53,890.41 | 5,753.42 |
| NAB | AA- | TD | GENERAL | Annual | 02/08/2018 | 03/08/2021 | 3.0700 | 5,000,000.00 | 113,547.95 | 12,616.44 |
| Westpac | AA- | TD | GENERAL | At Maturity | 21/01/2021 | 23/08/2021 | 0.2000 | 20,000.00 | 10.96 | 3.29 |
| ICBC Sydney Branch | A | TD | GENERAL | Annual | 30/08/2019 | 30/08/2021 | 1.6200 | 5,000,000.00 | 53,926.03 | 6,657.53 |
| NAB | AA- | TD | GENERAL | At Maturity | 31/08/2020 | 31/08/2021 | 0.8000 | 5,000,000.00 | 26,630.14 | 3,287.67 |
| NAB | AA- | TD | GENERAL | Annual | 31/08/2020 | 31/08/2021 | 0.8000 | 5,000,000.00 | 26,630.14 | 3,287.67 |

| Issuer | Rating | Type | Alloc | Interest | Purchase | Maturity | Rate | Value | Accrued | Accrued MTD |
|---|---|---|---|---|---|---|---|---|---|---|
| Westpac | AA- | TD | GENERAL | Quarterly | 13/09/2018 | 14/09/2021 | 2.8800 | 5,000,000.00 | 18,542.47 | 11,835.62 |
| NAB | AA- | TD | GENERAL | Annual | 27/09/2018 | 28/09/2021 | 3.0500 | 5,000,000.00 | 89,828.77 | 12,534.25 |
| Auswide Bank | BBB | TD | GENERAL | Annual | 30/09/2019 | 30/09/2021 | 1.7500 | 4,000,000.00 | 40,849.32 | 5,753.42 |
| Westpac | AA- | TD | GENERAL | Quarterly | 13/09/2018 | 12/10/2021 | 2.8900 | 5,000,000.00 | 18,606.85 | 11,876.71 |
| Auswide Bank | BBB | TD | GENERAL | Annual | 23/10/2019 | 25/10/2021 | 1.6500 | 5,000,000.00 | 42,945.21 | 6,780.82 |
| Auswide Bank | BBB | TD | GENERAL | At Maturity | 25/11/2019 | 25/11/2021 | 1.7000 | 5,000,000.00 | 121,794.52 | 6,986.30 |
| ICBC Sydney Branch | A | TD | GENERAL | Annual | 05/12/2018 | 07/12/2021 | 3.0100 | 4,000,000.00 | 47,830.14 | 9,895.89 |
| ICBC Sydney Branch | A | TD | GENERAL | Annual | 16/12/2019 | 16/12/2021 | 1.5700 | 4,000,000.00 | 23,399.45 | 5,161.64 |
| ING Direct | A | TD | GENERAL | Annual | 30/01/2020 | 31/01/2022 | 1.6500 | 5,000,000.00 | 20,794.52 | 6,780.82 |
| Westpac | AA- | TD | GENERAL | At Maturity | 30/01/2021 | 31/01/2022 | 0.2500 | 10,000.00 | 6.23 | 2.05 |
| Newcastle Permanent | BBB | TD | GENERAL | Quarterly | 07/02/2019 | 08/02/2022 | 3.0500 | 4,000,000.00 | 27,408.22 | 10,027.40 |
| Westpac | AA- | TD | GENERAL | Annual | 21/02/2017 | 21/02/2022 | 3.6100 | 2,000,000.00 | 13,450.96 | 5,934.25 |
| NAB | AA- | TD | GENERAL | Annual | 21/02/2017 | 21/02/2022 | 3.4600 | 5,000,000.00 | 32,230.14 | 14,219.18 |
| ING Direct | A | TD | GENERAL | Annual | 02/03/2020 | 02/03/2022 | 1.5000 | 5,000,000.00 | 12,328.77 | 6,164.38 |
| BOQ | BBB+ | TD | GENERAL | Annual | 15/03/2017 | 15/03/2022 | 3.8000 | 2,000,000.00 | 9,786.30 | 6,246.58 |
| Newcastle Permanent | BBB | TD | GENERAL | Quarterly | 12/03/2019 | 22/03/2022 | 2.9000 | 4,000,000.00 | 15,890.41 | 9,534.25 |
| Newcastle Permanent | BBB | TD | GENERAL | Annual | 27/03/2019 | 29/03/2022 | 2.8000 | 5,000,000.00 | 12,657.53 | 11,506.85 |
| Newcastle Permanent | BBB | TD | GENERAL | Quarterly | 18/04/2019 | 19/04/2022 | 2.7000 | 4,000,000.00 | 3,550.68 | 3,550.68 |
| BOQ | BBB+ | TD | GENERAL | Annual | 28/05/2019 | 30/05/2022 | 2.4000 | 4,000,000.00 | 88,898.63 | 7,890.41 |
| Rabobank Australia Branch | A+ | TD | GENERAL | Annual | 08/06/2017 | 07/06/2022 | 3.2200 | 5,000,000.00 | 143,797.26 | 13,232.88 |

PORT MACQUARIE-HASTINGS COUNCIL

| Issuer | Rating | Type | Alloc | Interest | Purchase | Maturity | Rate | Value | Accrued | Accrued MTD |
|---|---|---|---|---|---|---|---|---|---|---|
| Australian Military Bank | BBB+ | TD | GENERAL | Annual | 19/06/2020 | 20/06/2022 | 1.1500 | 2,000,000.00 | 19,912.33 | 1,890.41 |
| Australian Military Bank | BBB+ | TD | GENERAL | Annual | 19/06/2020 | 20/06/2022 | 1.1500 | 2,000,000.00 | 19,912.33 | 1,890.41 |
| Australian Military Bank | BBB+ | TD | GENERAL | Annual | 23/06/2020 | 23/06/2022 | 1.0500 | 3,500,000.00 | 31,413.70 | 3,020.55 |
| Westpac | AA- | TD | GENERAL | Quarterly | 23/06/2020 | 23/06/2022 | 1.0100 | 3,500,000.00 | 3,777.12 | 2,905.48 |
| Westpac | AA- | TD | GENERAL | Quarterly | 24/06/2020 | 24/06/2022 | 1.0200 | 5,000,000.00 | 5,309.59 | 4,191.78 |
| NAB | AA- | TD | GENERAL | Annual | 02/08/2018 | 02/08/2022 | 3.2200 | 4,000,000.00 | 95,276.71 | 10,586.30 |
| NAB | AA- | TD | GENERAL | Annual | 16/08/2018 | 16/08/2022 | 3.0500 | 4,000,000.00 | 85,901.37 | 10,027.40 |
| ICBC Sydney Branch | A | TD | GENERAL | Annual | 28/08/2019 | 29/08/2022 | 1.6400 | 5,000,000.00 | 55,265.75 | 6,739.73 |
| Auswide Bank | BBB | TD | GENERAL | At Maturity | 06/09/2019 | 06/09/2022 | 1.8000 | 3,000,000.00 | 89,210.96 | 4,438.36 |
| Westpac | AA- | TD | LOCAL BRANCH | Annual | 13/09/2017 | 13/09/2022 | 3.4100 | 3,000,000.00 | 64,182.74 | 8,408.22 |
| Rabobank Australia Branch | A+ | TD | GENERAL | Annual | 13/09/2017 | 13/09/2022 | 3.3800 | 3,000,000.00 | 63,618.08 | 8,334.25 |
| Westpac | AA- | TD | GENERAL | Quarterly | 29/09/2020 | 29/09/2022 | 0.7200 | 5,000,000.00 | 3,254.79 | 2,958.90 |
| MyState Bank | BBB | TD | GENERAL | Annual | 29/09/2020 | 29/09/2022 | 0.8500 | 5,000,000.00 | 24,917.81 | 3,493.15 |
| Auswide Bank | BBB | TD | GENERAL | Annual | 30/09/2019 | 30/09/2022 | 1.7500 | 4,000,000.00 | 40,849.32 | 5,753.42 |
| ICBC Sydney Branch | A | TD | GENERAL | Annual | 23/10/2019 | 24/10/2022 | 1.7000 | 3,000,000.00 | 26,547.95 | 4,191.78 |
| ICBC Sydney Branch | A | TD | GENERAL | Annual | 31/10/2019 | 31/10/2022 | 1.7300 | 5,000,000.00 | 43,368.49 | 7,109.59 |
| ING Direct | A | TD | GENERAL | Annual | 27/02/2020 | 27/02/2023 | 1.6000 | 2,500,000.00 | 7,013.70 | 3,287.67 |
| BOQ | BBB+ | TD | GENERAL | Annual | 28/05/2019 | 29/05/2023 | 2.5500 | 4,000,000.00 | 94,454.79 | 8,383.56 |
| BOQ | BBB+ | TD | GENERAL | Annual | 19/06/2020 | 19/06/2023 | 1.3500 | 2,000,000.00 | 23,375.34 | 2,219.18 |
| BOQ | BBB+ | TD | GENERAL | Annual | 27/06/2019 | 27/06/2023 | 2.2000 | 5,000,000.00 | 92,219.18 | 9,041.10 |

PORT MACQUARIE-HASTINGS COUNCIL

| Issuer | Rating | Type | Alloc | Interest | Purchase | Maturity | Rate | Value | Accrued | Accrued MTD |
|---|---|---|---|---|---|---|---|---|---|---|
| MyState Bank | BBB | TD | GENERAL | Annual | 14/09/2020 | 14/09/2023 | 0.9000 | 4,000,000.00 | 22,586.30 | 2,958.90 |
| MyState Bank | BBB | TD | GENERAL | Annual | 14/09/2020 | 14/09/2023 | 0.9000 | 4,000,000.00 | 22,586.30 | 2,958.90 |
| ICBC Sydney Branch | A | TD | GENERAL | Annual | 27/11/2019 | 27/11/2023 | 1.7600 | 6,000,000.00 | 44,843.84 | 8,679.45 |
| ICBC Sydney Branch | A | TD | GENERAL | Annual | 16/12/2019 | 18/12/2023 | 1.8100 | 4,000,000.00 | 26,976.44 | 5,950.68 |
| Auswide Bank | BBB | TD | GENERAL | At Maturity | 02/03/2020 | 04/03/2024 | 1.7500 | 3,000,000.00 | 61,130.14 | 4,315.07 |
| BOQ | BBB+ | TD | GENERAL | Annual | 18/06/2020 | 18/06/2024 | 1.4500 | 3,000,000.00 | 37,779.45 | 3,575.34 |
| ING Direct | A | TD | GENERAL | Annual | 23/06/2020 | 24/06/2024 | 1.2500 | 3,000,000.00 | 32,054.79 | 3,082.19 |
| Bendigo and Adelaide | BBB+ | FRN | GENERAL | Quarterly | 06/09/2019 | 06/09/2024 | 1.0066 | 3,054,117.00 | 4,467.65 | 2,482.03 |
| BOQ | BBB+ | TD | GENERAL | Annual | 27/09/2019 | 27/09/2024 | 2.0000 | 2,000,000.00 | 23,561.64 | 3,287.67 |
| NAB | AA- | TD | GENERAL | Annual | 16/10/2020 | 16/10/2024 | 0.8000 | 5,000,000.00 | 21,589.04 | 3,287.67 |
| NAB | AA- | TD | GENERAL | Annual | 18/11/2020 | 18/11/2024 | 0.7000 | 5,000,000.00 | 15,726.03 | 2,876.71 |
| NAB | AA- | TD | GENERAL | Annual | 29/01/2021 | 29/01/2025 | 0.7200 | 4,000,000.00 | 7,259.18 | 2,367.12 |
| NAB | AA- | TD | GENERAL | Annual | 02/03/2021 | 03/03/2025 | 0.9500 | 4,000,000.00 | 6,246.58 | 3,123.29 |
| ICBC Sydney Branch | A | TD | GENERAL | Annual | 18/06/2020 | 18/06/2025 | 1.7500 | 2,000,000.00 | 30,397.26 | 2,876.71 |
| ICBC Sydney Branch | A | TD | GENERAL | Annual | 16/10/2020 | 16/10/2025 | 1.2000 | 5,000,000.00 | 32,383.56 | 4,931.51 |
| NAB | AA- | TD | GENERAL | Annual | 17/11/2020 | 17/11/2025 | 0.8500 | 3,500,000.00 | 13,448.63 | 2,445.21 |
| ICBC Sydney Branch | A | TD | GENERAL | Annual | 17/11/2020 | 17/11/2025 | 1.3000 | 6,500,000.00 | 38,198.63 | 6,945.21 |
| ICBC Sydney Branch | A | TD | GENERAL | Annual | 03/12/2020 | 03/12/2025 | 1.2000 | 5,000,000.00 | 24,493.15 | 4,931.51 |
| NAB | AA- | TD | GENERAL | Annual | 07/12/2020 | 08/12/2025 | 0.9000 | 5,000,000.00 | 17,876.71 | 3,698.63 |
| ICBC Sydney Branch | A | TD | GENERAL | Annual | 07/12/2020 | 08/12/2025 | 1.2000 | 5,000,000.00 | 23,835.62 | 4,931.51 |

| Issuer | Rating | Type | Alloc | Interest | Purchase | Maturity | Rate | Value | Accrued | Accrued MTD |
|---|---|---|---|---|---|---|---|---|---|---|
| NAB | AA- | TD | GENERAL | Annual | 29/01/2021 | 29/01/2026 | 0.9100 | 4,000,000.00 | 9,174.79 | 2,991.78 |
| NAB | AA- | TD | GENERAL | Annual | 02/03/2021 | 02/03/2026 | 1.2100 | 4,000,000.00 | 7,956.16 | 3,978.08 |
| Westpac | AA- | TD | GENERAL | Quarterly | 09/03/2021 | 09/03/2026 | 1.2500 | 5,000,000.00 | 9,075.34 | 5,136.99 |
| NAB | AA- | TD | GENERAL | Annual | 16/03/2021 | 16/03/2026 | 1.2500 | 5,000,000.00 | 7,876.71 | 5,136.99 |
| Westpac | AA- | CASH | GENERAL | Monthly | 30/04/2021 | 30/04/2021 | 0.5000 | 15,071,129.71 | 6,602.72 | 6,602.72 |
| **TOTALS** | | | | | | | | **338,665,246.71** | **3,099,727.83** | **493,244.88** |

# 2 Your Community Life

**What we are trying to achieve**

A healthy, inclusive and vibrant community.

**What the result will be**

We will have:

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

**How we will get there**

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

## 07 MAYOR'S SPORTING FUND - APPLICATIONS RECEIVED

CONSESUS:

That the Mayor's Sporting Fund Sub-Committee recommend to Council the allocation of $450 to Phoebe Bentley to compete at the 2021 Australian Swimming Championships from 14-18 April 2021 on the Gold Coast.

PORT MACQUARIE-HASTINGS COUNCIL

# DRAFT 2021-2025 Cultural Plan

Version: 28 April 2021

# DRAFT 2021-2025 Cultural Plan

## Contents

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What is Culture?
Our Cultural and Creative Industries
The Value of Culture
Developing this Plan
Our Vision and Approach
Planning and Policy Links
Measuring Success

**Attachment A**: The Value of Culture (Summary from Cultural Economy Project)
**Attachment B**: Our Vision, Key Result Areas, Goals, Strategies and Actions
**Attachment C**: COVID Impacts and Recovery

## Introduction

Port Macquarie-Hastings Council recognises the social and economic benefit of building a vibrant creative arts and cultural community. Our existing cultural program and assets are embraced by our community and attract many visitors to our region. Festivals and events are significant assets on our local calendar, and research indicates that culture and heritage are among our top ten unique tourism selling points.

Council is committed to ensuring arts; heritage and culture play a strong role in the development of our region's future, our identity and sense of place. We play a major part in delivering cultural services across our region, and are actively supported by an ever-growing number of community organisations, events and activities that contribute to our diverse, resilient and connected community.

This Cultural Plan identifies the overarching vision and specific goals, strategies and actions that will drive and support cultural development within our region for the period 2021-2025 and years to come. The Plan outlines the resources needed to ensure maintenance and development of the area's cultural and heritage resources; help develop a thriving creative industry; and encourage, support and enable participation in artistic expression and cultural experimentation to inspire innovation and a sense of wonder.

The Plan is designed to be a "living" document that can evolve with changing times, priorities and trend as needed. The implementation of the future actions identified in this Plan is dependent on their inclusion in Council's Delivery Program and Annual Operation Plan.

## Acknowledgement of Country

Port Macquarie-Hastings Council respectfully acknowledge the Birpai people as the Traditional Custodians of the land, seas and rivers on which we work and live. Council commits to building positive relationships, respect and opportunities with our local Aboriginal community.

## What is culture?

The term 'Culture' has a wide range of meanings within government, industry and the community. Port Macquarie's Cultural Plan will consider culture broadly to encompass arts, culture and heritage as conveyed in Australia's National Arts and Culture Accord (2013).

**The arts:**
The arts include music, performing arts, literature and visual arts, in both their established and emerging art forms, and inter-arts activities. In addition to the individual and collective activities of practitioners, for vocational or recreational purposes, the arts include arts education, community arts, collections and performances, which may be made available to the public in galleries, libraries, theatres, cultural venues, training institutions and increasingly on-line and broadcast.

**Creative industries:**
A sector that harnesses a range of creative and business skills for commercial production and dissemination. Creative industries include film and television production, broadcasting, electronic games, architecture, design and fashion, publishing, media and advertising.

**Cultural heritage:**
In parallel with the arts and creative industries there is a strong recognition of Australia's diverse cultural heritage, and the work of museums, galleries and libraries and archives to preserve and provide access to the artefacts and intangible heritage of Australia's culture. In particular, Australia's heritage includes Aboriginal and Torres Strait Islander cultures that are amongst some of the oldest living cultures in the world.

## Our Cultural & Creative Industries

*(infographic to be developed on the below information)*

Our 2020 Port Macquarie-Hastings Cultural Economy Survey told us...

- 100 Arts and Cultural Groups in the region
- 72% are individual artists or creative practitioners
- 54% operating as Sole Traders
- 68% working from home
- 42% work part-time
- 51% are visual art and photography practitioners
- 33% work full-time
- 50% creative practice is the main source of income
- 40% earn less than $10K per year from creative practice
- 53% aged 45-65

## The Value of Culture

Considering the different dimensions of cultural and creative impacts, the table in **Attachment A** was developed through the Cultural Economy Project and provides a detailed summary of the benefits of creative activity and a strong cultural economy.

**Economic Importance**
In Australia, creative industries comprise 5.6% of all businesses and contribute $47.4 billion to national GDP. They employ more than half a million people and generate $4.3 billion in export revenue. NSW has the largest, most dynamic and most diverse creative economy in Australia, with 39% of the nation's creative businesses, 42% of creative industry jobs and 70% of creative industry exports.

The creative industries are also a growing share of the NSW economy. Over the past five years, employment growth in the creative industries has been 2.9% per annum, compared to the general rate of 1.6% per annum.

**Cultural Tourism**

Cultural tourism describes travel where visiting sites and events with cultural and historical value is a core purpose of the trip. This style of tourism is a billion-dollar industry and growing every year – the United Nations World Tourism Organisation (UNWTO) estimates that around 50% of tourists worldwide are now motivated by a desire to experience a country's culture and heritage. In the International Arts Tourism: Connecting Cultures report, the Australia Council identifies that international arts tourism has grown at a higher rate than overall international tourism in recent years, and that the arts are now "a bigger draw-card for international tourists than wineries, casinos or sport". This trend is also reflected in the latest research, which reveals international arts tourists are more likely to visit regional Australia than international tourists overall, identifying that "there is strong and growing potential for the arts to help drive regional tourism." In terms of the domestic visitor economy, the report 'Domestic Arts Tourism: Connecting the Country' identified that Arts Tourism tends to align with travelling further, staying longer and spending more providing high-value tourists to Australia's regions.

The NSW Government reports that in 2018 the total number of International, Domestic overnight and Daytrip culture and heritage based visitors to NSW was 13.6 million. Cultural and heritage visitors stayed 87.0 million nights and spent $14.0 billion in NSW. International visitors stayed longer than Domestic overnight visitors in terms of average length of stay and hence, the average spend per visitor for International visitors was almost three times that of Domestic overnight visitors.

'Visit history/heritage buildings, sites or monuments' was the most common cultural and heritage activity undertaken by all visitors to NSW. The activity was notably more popular among the International market than the Domestic market. 'Visit museums or art galleries' was the second most popular activity undertaken in the State with noticeably higher participation rate shown by International visitors than their Domestic counterparts. Domestic culture and heritage-based visitors visiting NSW were more likely to 'Attend theatre, concerts or other performing arts' while overseas visitors were more interested in participating in Aboriginal related activities.

**Social and Educational Impact**

Health, wealth and social cohesion are recognised benefits of arts engagement and education. It is now widely recognised that arts and culture make a powerful contribution to the overall health of individuals and community wellbeing. Arts, cultural and learning environments provide many contexts for lifelong learning beyond traditional schooling. Individual participation in the ongoing, self-motivated pursuit of knowledge has a positive ripple effect through communities and has been shown to enhance social inclusion, foster active citizenship and drive personal development.

Economically vibrant and healthy communities are often one and the same. OECD research has shown that a more cohesive society often has a stronger and faster growing economy, demonstrating a symbiotic link between social wellbeing and the economy.

Finally, arts and culture-based education has been found to be beneficial in developing intellectual enquiry and enhancing education impacts and later life outcomes. Students from low-income families who take part in arts activities at school are three times more likely to obtain a university degree, twice as likely to volunteer and 20% more likely to vote as young adults. OECD research demonstrates that arts education and arts practice produce a more innovative workforce. This research also demonstrates that engagement in creative activities, art practices and education activities outside of traditional education settings (in places such as public libraries, museums and galleries) can help build soft skills, self-esteem and confidence, helping to re-engage young people who have dropped out of school.

More broadly, local residents are impacted positively by cultural infrastructure, both directly and indirectly. Direct impacts include increased access to learning opportunities, improved language and digital and visual literacy outcomes, facilitation of creative content, encouraging the sharing of resources, supporting research opportunities and facilitating the interweaving of cultural groups. Indirect impacts include option values or non-use values. These relate to the benefit that local residents gain by having the option to attend an art gallery, library, museum or arts centre. While residents may not attend them regularly, they derive a benefit from having the option to attend. Cultural institutions have the potential to foster a sense of place and local pride within the region and improve social connection.

## Developing this plan

This Plan follows the development and implementation of Council's 2018-2121 Cultural Plan. Delivery of the Plan by staff was overseen by Council's Culture Steering Group (CSG), which is comprised of members of professional organisations, local arts and heritage groups and the Port Macquarie-Hastings community.

The Cultural Steering Group have been integral to the review and renewal process, and development of this new Plan. The 2021-2025 Cultural Plan also draws heavily on insights from Council's 2020 Cultural Economy Project. This Project, (a key deliverable of the previous Cultural Plan), involved extensive stakeholder engagement with key arts, heritage and creative groups, as well as the wider community, inviting participation in workshops, one-on-one interviews, a survey and an optional Skills Audit. A key outcome from this research was a Strategy Map to guide development of the cultural economy over the next four years. This provided the basis for discussions by the CSG and defined one of two Key Result Areas for the new Plan the 'Cultural Economy'.

The second Key Result Area determined by the Group is 'Social Equity and Connection'. Recognising the significant benefits of arts and cultural participation, the positive

impact this has on health and well-being, connectivity and inclusiveness, and its role in building bridges between diverse sectors of our community. Acknowledging different community identities and working with our communities to develop, facilitate and support cultural experiences and programs that build an appreciation of that diversity.

The review process undertaken by Council's Cultural Steering Group combined Design Thinking with Harvard's policy design and strategy framework. Participants worked through a process beginning with a deep dive on the data and recommendations made in the Cultural Economy Report, translating these into tangible goals for the Cultural Plan. Linking the Cultural Economy Project to the real needs and future potential of the cultural arts and creative industries sector as a local employer, as a potential export sector, and as a value-add to other sectors, such as tourism, agriculture, manufacturing, health and education.

## Our Vision and Approach

The culmination of this work defined the following **vision**:

## Inclusive * Connected * Diverse * Innovative * Creative

As detailed in **Attachment B**, this Vision is supported by Key Result Areas, Goals, Strategies and Actions which are viewed as being key to our on-going cultural development.

It should also be noted, that as detailed in **Attachment C**, Council recognised the major impact of the COVID-19 pandemic on local arts and culture. In addition to focusing on priorities in this Plan, there will be a continued focus on the completion of a number of COVID recovery projects which were undertaken over and above existing Cultural Plan priorities.

## Planning and Policy Links

This Cultural Plan does not exist in isolation but within the context of other plans particularly at local, regional and state-wide levels. Understanding these linkages is key to ensuring that duplication of effort is avoided and partnerships are developed to maximise the outcomes from limited resources.

**Create NSW**
At a state level, Create NSW is the NSW Government's arts and cultural driver, which is responsible for furthering the Government's vision for NSW to be known for "its bold and exciting arts and culture that engages the community and reflects the state's rich diversity." Create NSW is committed to growing, empowering and strengthening the arts, screen and culture sectors in NSW, to embed arts in the everyday and deliver new, innovative and exciting arts and cultural services and experiences for the people of NSW.

Create in NSW: The NSW Arts and Cultural Policy Framework outlines the following key actions for regional NSW:

- collaborating with local governments in Regional NSW, with a focus on opportunities for creative hubs and cultural precincts;
- enhancing performing arts touring by developing a Regional Partnerships and Touring Framework for the State Cultural Institutions;
- supporting self-determined practice and creating professional development pathways for artists and for arts and cultural workers;
- supporting the development of digital platforms to extend the reach of the State Cultural Institutions' collections, programs and events to schools, universities, family historians, researchers, artists and cultural practitioners across NSW;
- promoting opportunities for cultural tourism through Destination Management Planning (DMP) — in consultation with the Regional Arts Network and Destination NSW.

**Arts Mid North Coast**

Arts Mid North Coast (AMNC) - part of a network of 14 Regional Arts Development Organisations throughout regional New South Wales - is the peak regional arts and cultural development organisation for our region from the Mid Coast LGA in the south to Coffs Harbour LGA in the north. Port Macquarie-Hastings Council is one of six permanent members of AMNC.

Its mission is to support and collaborate with government, communities, organisations, business and individuals to build capacity and create opportunities for the arts and creative industries.

Each goals of Arts MNC has linkages to this Cultural Plan:

- To generate increased opportunities for access, participation, training and education in the arts and creative industries (Capacity)
- To generate increased visibility and awareness of the region's creative and cultural activity and opportunities. (Showcase)
- To develop and foster strategic partnerships, projects and networks that benefit the region's arts and cultural sector (Partnerships)
- To encourage and support the arts, creative industries and cultural development in all strategic processes to provide leadership and ensure positive outcomes for local, community and regional initiatives. (Strategic)

**Port Macquarie Hastings Council strategies & plans**

A number of Council's strategic and planning documents are intrinsically linked to the development of culture and creativity in the region. The interaction of these documents is show below.

[diagram to be inserted]

## Measuring Success

There are three levels of review for this Plan:

- Quarterly progress reporting to Council;
- Annual Review with Cultural Steering Group (and reported to Council);
- Major Review in 2025 prior to development of the 2026-2030 Cultural Plan.

Monitoring and evaluating the effectiveness of actions will be ongoing. A range of methods will be employed to track the impact and analyse the outcomes achieved. These methods may include social and economic impact assessment based on surveys, focus groups, an analysis of community participation and attendance statistics, ABS data and case studies of our creative spaces and our local creative practitioners.

**Attachment A** **The Value of Culture, Cultural Economy Project 2020** **Attachment A**

| | SPECIFIC BENEFITS |
|---|---|
| CULTURAL | |
| Opportunities for artists and other contributors | Increased exhibition and income opportunities: the commissioning and development of more new work; education and learning programs and enhanced professional experience<br>Support for growth of the creative sector, building the profile of local artists and developing their audiences and markets<br>Collaboration with cultural infrastructure e.g. private galleries, art cooperatives and retailers<br>Creativity, imagination and curiosity can be stimulated leading to a desire for exploring new ideas and understanding of creative practices |
| Opportunities for visitors | The enjoyment of unique cultural experiences<br>An enhanced and more memorable visit to the region<br>Exposure to interstate and international artists and ideas alongside local talent<br>Can experience a sense of enjoyment, of escape or of beauty, of joy, of feeling moved beyond the everyday from the experience<br>Gain new insights and knowledge including an ability to understand contemporary issues and are prompted to learn something new |
| Opportunities for residents | Increased social interaction, cultural appreciation and community cohesion/identity<br>Increased community engagement, capacity building and skills development<br>Increased learning opportunities via educational activities, outreach programs and school-based learning programs<br>Understand and appreciate diversity and difference including different cultural backgrounds and life experiences<br>A sense of belonging – continuity and connection with the past, to better understand the present and a pathway to the future of which everyone is a part |
| A contribution to year-round cultural infrastructure | The impact of creative businesses on regional cultural and community organisations including, for example, local festivals and cultural development<br>Ongoing partnerships with other cultural and educational organisations, inside the region and beyond |
| SOCIAL | |
| Participation | Encouraging social inclusion – providing cohesion through engagement, interaction and participation |
| Access | Facilitating access by individuals with limited mobility and people living with a disability or dementia, parents with strollers/young children |
| Community engagement | The attraction of people to activities for the first time – providing them with new experiences and increasing their sense of belonging to a local community<br>The opportunity to engage with other people through involvement in cultural activities (working on projects, with children, as artists/performers, or in other ways)<br>Have opportunities to develop relationships within the community |
| Training, employment and volunteering opportunities | Through working on cultural programs and projects, participants may gain new skills<br>Have opportunities to directly engage in the future of the community through volunteering and membership of organisations |

| POLICY DRIVERS | SPECIFIC BENEFITS |
|---|---|
| Contribution to Port Macquarie-Hastings outlook through: | • The reflection of its culture(s) in cultural programs<br>• Encouragement of cross-cultural understanding<br>• Encouragement of innovation and experimentation<br>• Partnerships with non-cultural organisations including business sponsors and community organisations, sporting groups/clubs |
| Social change effected by cultural activity | • Improved self-esteem, communication and social skills<br>• Enhanced social capital through members of the community sharing experiences and knowledge |
| CIVIC | |
| Sense of belonging | • Enhanced identification with the local community, sense of place<br>• Addition of significant new meeting places and social spaces<br>• Use of cultural infrastructure for selected civic activities |
| ENVIRONMENTAL | |
| Urban enhancement | • Improvement to the CBD environment as a result of cultural |
| ECONOMIC | |
| Local business activity | • Increase associated with lift in visitor economy and business confidence, increased linkages with arts and cultural network<br>• Opportunities for commercial enterprises which support cultural activities<br>• Build relationships with local businesses through partnerships and purchasing<br>• Establish a network for creative practitioners and retailers to support commercial activities established around cultural activity in the CBD |
| Employment opportunities | • Direct demand for labour will increase via an enhanced cultural sector, as well as indirect demand from overall lift in the visitor economy and increased confidence<br>• Opportunities for skills and professional development, and direct employment with the cultural economy<br>• Opportunities for local artists and makers to sell their work via gallery store and community gallery space |
| Investment | • Building the image of the region as inclusive and forward thinking to attract inward investment<br>• A vibrant and culturally rich region that attracts new residents and supports population growth. |
| TOURISM IMPACTS | |
| Improvement in the branding of Port Macquarie-Hastings | • A destination for tourists and visitors to the region<br>• Increased visitation to the region will lift local businesses turnover and net profit, and spark improvements in business confidence<br>• Direct marketing impact for the town and region as it becomes associated with high quality cultural offerings<br>• Increased tourism expenditure in the region |
| Population growth | • Improved liveability in town, associated with larger visitor economy and amenity, will spill over into higher population retention and growth rates |

Attachment B

Cultural Plan Actions

Attachment B

| Vision | KRA's | Goals | Strategies | Actions |
|---|---|---|---|---|
| Inclusive Connected Diverse Innovative Creative | Cultural Economy | 1. Build a Skilled and Capable Creative Community | 1.1 Attract and retain creatives | 1.1.1 Leverage the new destination brand to showcase, tell stories and promote the region's creative identity and community. Provide greater representation of local cultural assets and activities in city-wide and destination marketing and events. |
| | | | | 1.1.2 Celebrate and tell the stories of the regions arts and culture practitioners and performance venues. |
| | | | 1.2 Targeted professional development | 1.2.1 Facilitate and support mentoring and business skills development. Collaborate with local creatives to develop an understanding of the cultural tourism offering and their potential role in growing awareness and value as tourism operators. |
| | | | | 1.2.2 Advocate for partnerships with regional education and training providers to offer more creative/cultural courses, attracting more students to the area and supporting increased diversity and depth in the creative ecology. |
| | | | | 1.2.4 Encourage participation within the Aboriginal community in professional and skill development. |
| | | | 1.3 Networking, collaboration and partnerships | 1.3.1 Encourage connections, diplomacy and collaboration by the Cultural Arts and Creative Industries with other Cultural Organisations and industry including local, national and international |
| | | | | 1.3.2 Facilitating connection across the creative industries via strategic communication initiatives. |
| | | Provide Infrastructure which supports a healthy cultural economy | 2.1 Accessible Creative Hubs and Workspaces | 2.1.1 Encourage the optimised use of vacant spaces and other facilities for creatives. |
| | | | 2.2 Affordable and Accessible Performance, Exhibition and Selling Spaces | 2.2.1 Facilitate access and provide affordable access to performance and public spaces for exhibitions and programming by local creatives. |
| | | | 2.3 New and improved cultural facilities and supporting infrastructure | 2.3.1 Support and advocate for community art and culture initiatives. |
| | | | 2.4 Protect and embrace our proud Cultural Heritage and unique Natural Environment | 2.4.1 Seek funding and update Cultural Heritage signage and interpretation across the region. Noting completion of the Interpretive Signage Strategy. |
| | | 3. Build demand for cultural products and services | 3.1 Celebration and Promotion of our Creative Community and Cultural Heritage through a Cohesive and Integrated Cultural Program | 3.1.1 Increase the visibility of arts, culture and creative industries through various mechanisms including the Public Art Policy and integrated urban planning , that showcases and provides opportunities for local creatives. As per Action 1.1 |
| | | | | 3.1.2 Facilitate opportunities to showcase locally-developed, high-quality performing and visual arts events at the Glasshouse, as per 1.4.2 in the Glasshouse Plan. |
| | | | | 3.1.3 Provide dedicated marketing and funding support to raise the profile of the region's strategically important programs and products. |
| | | | | 3.1.4 Facilitate opportunities for documenting and sharing local Aboriginal stories. |
| | | 4. Ensure access to finance for cultural businesses | 4.1 Provision of selective Investment, resources and funding | 4.1.1 Provide access to information on sources of finance from Council and other agencies, including commercial investment, funding and loans to create self-sustaining practice. |
| | | | | 4.1.2 Enhance funding opportunities through further development of the Council Community Grant Program and provide access to seed funding, as well as co-funding for creative industries projects. |
| | Social - Equity & Connection | 5. Maximise arts & cultural experiences for all sectors of our community | 5.1. Inclusive programs and events | 5.1.1 Provide ongoing input into the development and delivery of Council Plans to ensure the facilitation, support and/or provision of a wide range of cultural events, programs and activities for all sectors of the community including our youth and seniors, Aboriginal people and people from culturally and linguistically diverse (CaLD) backgrounds. As per Council's Community Inclusion Plan. |
| | | | | 5.1.2 Support and facilitate development of signature events such as ArtWalk and cultural and industry festivals and symposiums. |
| | | 6. Identify & develop the cultural identity of our places (towns and villages) | 6.1. Work with our communities to identify and implement ways to enhance cultural vibrancy across out towns and villages throughout the LGA | 6.1.1 Implementation of actions to enhance cultural vibrancy across our towns and villages through the community planning process. |
| | | 7. Improve social amenity through public art | 7.1. Implement the Public Art Policy to provide a framework for commissioning, developing and managing public art | 7.1.1 Implement, and review as necessary, the Public Art Policy and Guidelines which provides a framework for commissioning, developing and managing public art (including integration into our major infrastructure projects) to ensure it reflects best-practice in public arts. |
| | | | | 7.1.2 Finalise and implement as appropriate an LGA-wide Public Art Master Plan which identifies suitable sites for public art and encourages residents and visitors to look at our towns and villages in an authentic representation of people community and space. |
| | | 8. Build community capability and capacity to value and preserve our cultural heritage. | 8.1 Celebrate our region's heritage | 8.1.1 Support and empower the Aboriginal Advisory Group to develop the Reconciliation Action Plan. |
| | | | | 8.1.2 Collaborate with Community Organisations to increase community awareness and connection with the region's heritage. |

## Attachment C: COVID Impacts and Recovery

The COVID-19 pandemic has had a major impact on the Australian and our local economy. According to the OECD Policy Response to Coronavirus, along with the tourism sector, cultural and creative sectors were among the most affected by the crisis. Venue-based sectors (such as museums, performing arts, live music, festivals, cinema, etc.) were the hardest hit by social distancing measures. The abrupt drop in revenues put financial sustainability at risk and resulted in reduced wage earnings and lay-offs with repercussions for the value chain of their suppliers, from creative and non-creative sectors alike. Some cultural and creative sectors, such as online content platforms, profited from the increased demand for cultural content streaming during lockdown, but the benefits from this extra demand have largely accrued to the largest firms in the industry.

The Federal and State governments announced a vast range of stimulus measures to assist individuals and businesses throughout the pandemic. Locally it was felt that the response to how our LGA could move forward through the pandemic recovery phase should be guided by the wide variety of stakeholders in our community. To that end, Council established a COVID-19 Recovery Working Group (RWG) for the purpose of bringing together community leaders from across the Port Macquarie- Hastings Local Government Area (LGA), to discuss how the local government area could successfully recover from the pandemic economically, socially, culturally and environmentally and to make recommendations for the priorities in our local region. This was in addition to Council's early implementation of a range of financial relief measures.
The RWG worked to identify a range of priority initiatives, projects and actions to collectively assist our community to move forward from the pandemic. Financial allocations made by Council to recovery included almost $1.5m allocated to a COVID-19 relief reserve in addition to the recent Federal Government allocation to Council of $1.8m under the Local Roads and Community Infrastructure Fund. The purpose of this funding was to assist a community-led recovery from COVID-19 by supporting local jobs, firms and procurement and presented an opportunity to deliver on some of the recovery priorities identified by the RWG.
Taking into consideration some of the key topics discussed at early RWG meetings, three sub-working Groups were formed to focus on specific issues. Additionally, some issues were referred to Council's existing Steering Groups (with expanded memberships to include additional RWG members for this period), such as the Cultural Steering Group (CSG). Discussion focused on how we support local creative industries who have been particularly hard hit by the pandemic, and encourage our community and visitors to support them moving forward. Below is a table that outlines the outcomes from this process.

**Arts, Culture and Creative Industries COVID Recovery Projects**

| Rank | Project |
|---|---|
| 1 | Grant writing workshops for industry |
| 2 | Advocacy for Grants |
| 3 | Content development and marketing |
| 4 | Artwalk delivery |
| 5 | Networking and mentoring |
| 6 | Creative and Arts Trails development |
| 7 | Program to encourage use of vacant commercial spaces |

The initiatives identified by the RWG have the potential to stimulate the local economy, support local creatives and cultural venues, jobs and our community. Planning and delivery of these projects commenced in 2020 and will continue to be delivered through to 2022.

PORT MACQUARIE-HASTINGS
COUNCIL

PORT MACQUARIE HASTINGS COUNCIL

## Port Macquarie Aquatic Facility - Swim Wall and Moveable Floor

*Image 1: Swim wall installation in 50 metre pool*

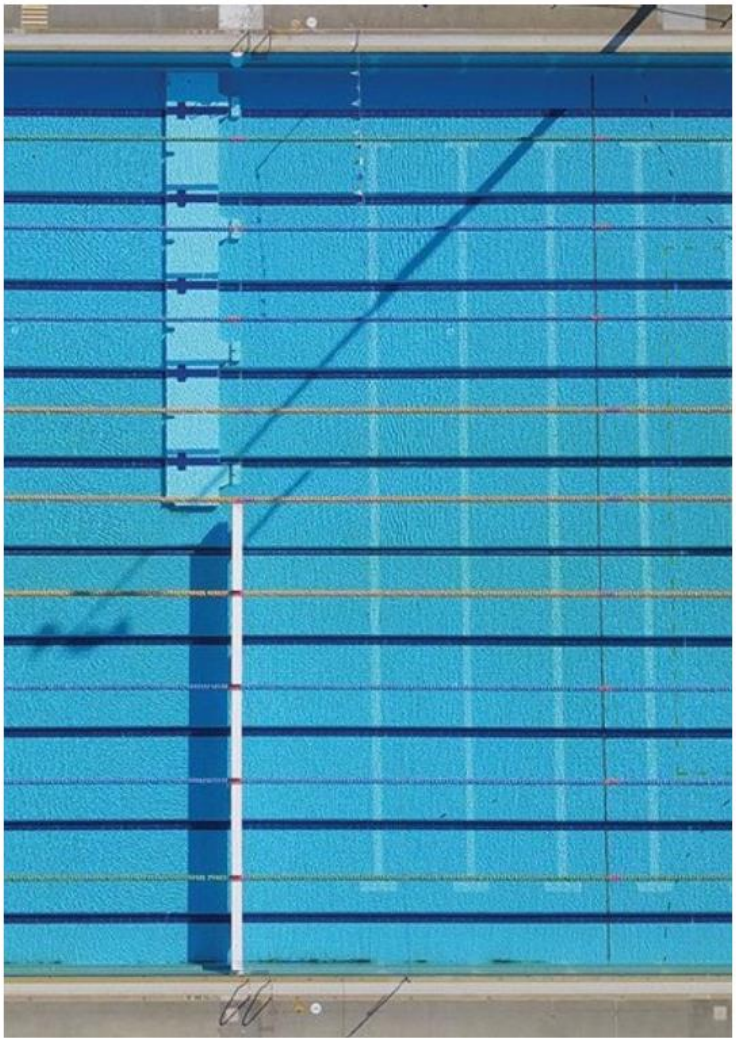


*Image 2: Swim wall flexible use options*

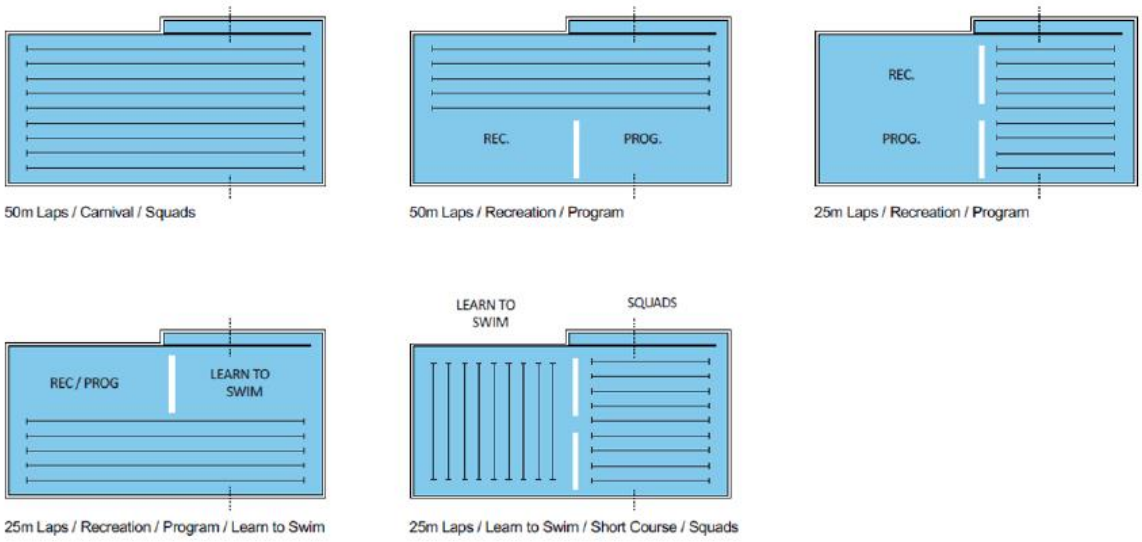



*Image 3: Moveable Floor for Indoor Program Pool*

PORT MACQUARIE HASTINGS COUNCIL

# Port Macquarie Aquatic Facility - Example Design Elements

*Images 1 - 5: Example Facility Facades*

*Images 6 - 9: Maximising the outdoors, opportunities for future change and protection when required.*

*Images 10 - 11: "Through-site" Point of Access.*

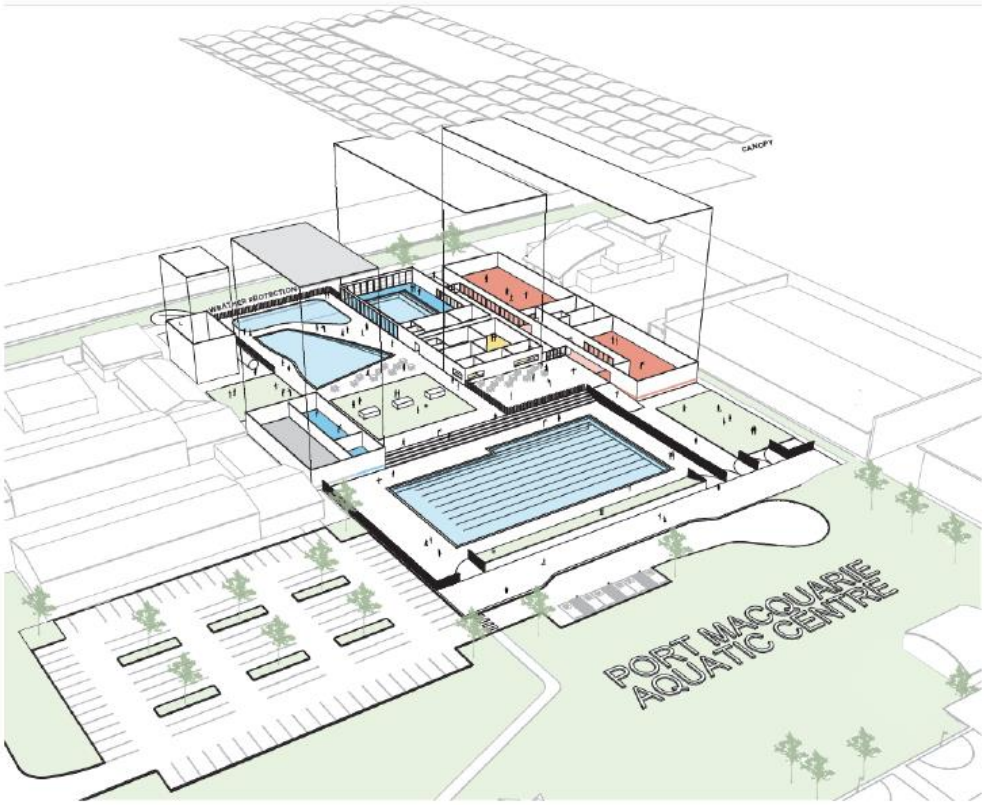
*Images 12 - 14: Water slides and kids water play elements*

PORT MACQUARIE HASTINGS COUNCIL

# Port Macquarie Aquatic Facility Preferred Option

*Image 1: Preferred Facility Option Layout and Inclusions*

*Image 2: Exploded Perspective View*



PORT MACQUARIE
HASTINGS

# PORT MACQUARIE HASTINGS COUNCIL AQUATIC FACILITIES STRATEGY

## DRAFT STRATEGY REPORT

JANUARY 2019

Otium Planning group
SPORT + LEISURE

Prepared by Otium Planning Group Pty Ltd

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# 1. Introduction

The Port Macquarie - Hastings Council Aquatic Facilities Strategy will inform the Council of the future aquatic facilities development options required to provide for Port Macquarie - Hastings future population estimated to increase to 103,993 by 2036.

The Port Macquarie - Hastings Council has four aquatic facilities and these are currently managed by Swimwell Pty Ltd on behalf of Council through a facility management contract:

- Port Macquarie Olympic Pool (Regional size facility and user catchment)
- Wauchope Memorial Olympic Pool (District size facility and user catchment)
- Laurieton Memorial Swimming Pool (Local size facility and user catchment)
- Kendall Swimming Pool (Local size facility and user catchment).

This strategy is a blueprint for delivering high quality and economically sustainable facilities which respond to current and future demand whilst also fulfilling community expectations of providing accessible swimming facilities to local communities. The project objectives were:

- Determine the overall number of aquatic facilities required to meet Port Macquarie- Hastings population of 103,993 by 2036
- Outline future aquatic development (new or upgrade), including a breakdown of facility components, programming, concept plan and estimates
- Outline the financial implications of the proposed developments over the short to long term.

## 1.1 Project Methodology

The following table details the methodology used to undertake the aquatic facility review

Table 1:Project Staging and Tasks

| Stage | Task |
|---|---|
| **Phase 1 Situation Analysis** | Project Clarification Meeting |
| | Site Inspections |
| | Literature Review |
| | Review Current Facilities and Operations |
| **Phase 2: Future Aquatic Strategy** | Demographic Profile |
| | Aquatic and Leisure Facility Trends Linked to Future Aquatic Demand |
| | Competitor Facility Review |
| | Potential New Aquatic Facilities for Port Macquarie |
| | Port Macquarie Aquatic Facility Overview |
| | Draft Future Aquatic Strategy |
| | Review of Draft Future Aquatic Strategy |
| | Complete Final Aquatic Strategy |
| **Phase 3: Future Aquatic Facilities Management Options** | Case Studies and Industry Best Management Practice Trends |
| | Consultation with Centre Managers |
| | Workshop and Discussions with Council Staff |
| | Analysis and Assessment of Priorities |
| | Future Aquatic Facility Management Options |
| | Future Management Specification Support Services |
| | Assistance with Management Tender Assessment |

## 1.2 Project Report Scope

This report covers stage one and two of the projects and presents a recommended future aquatic strategy for Council review and input

## 1.3 Completed tasks and next steps

The green shaded boxes cover the stage one tasks completed and the black shaded boxes cover the stage two aquatic strategy. The red boxes cover the adoption of the Aquatic Strategy and **completion of the** Phase 3: Aquatic Facility Management Review. These are highlighted in the red boxes.

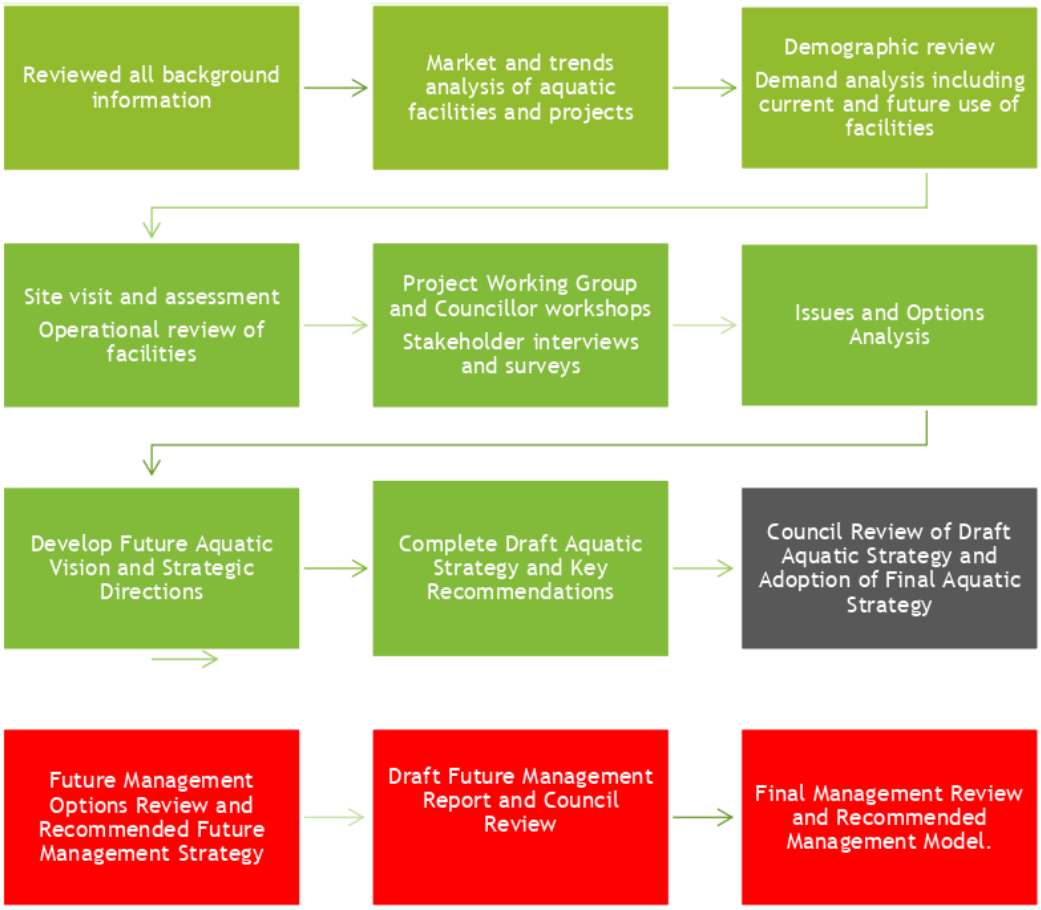



Figure 1 Project Process Steps and Progress

# 2. Who are we planning for?

This section profiles the project area and demographic characteristics of the Port Macquarie - Hastings community.

## 2.1 The Project Area

Port Macquarie - Hastings Council is located on the Mid North Coast of New South Wales, 420 km north of Sydney and 510 km south of Brisbane. Port Macquarie is a popular tourism destination for holidaying located on the Hastings and Camden Haven Rivers that stretch from stunning beaches to the Great Dividing Range hinterland.

Other townships within the municipality include Wauchope (major inland township considered the gateway to 40,000 ha of National Parks and State Forests), Dungbogan, Kendall, Kew, Laurieton, North Haven and West Haven.

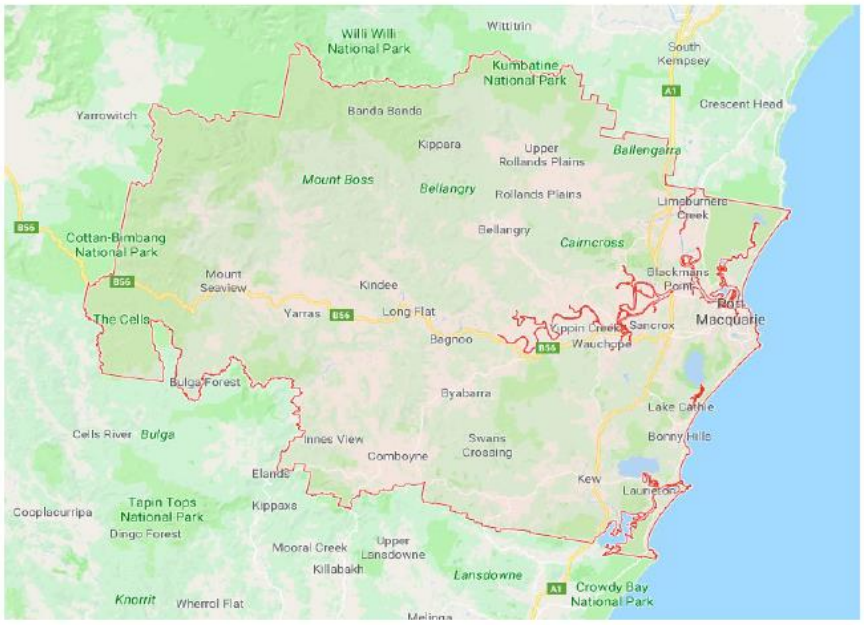



Figure 2 Map of Port Macquarie - Hastings Council area

## 2.2 Resident Profile

The following section summarises the key population and demographic characteristics and trends likely to impact future participation in sport and recreation within the Port Macquarie - Hastings Council area.

The population and demographic profile are based wherever possible on the 2016 ABS Census data and has been sourced from .id, an online company that analyses ABS Census data. The following provides a snapshot of the current demographic and population characteristics.

### Population

- The Port Macquarie - Hastings Council has an Estimated Resident Population for 2016 of 79,905 people (i.d. profile 2016). The Council area population by 2018 was estimated to have increased to 82,370 people.

- Analysis of the five-year age groups of Port Macquarie - Hastings Council area in 2016 (ABS) compared to Regional NSW shows that there was a lower proportion of people in the younger age groups (under 15) and a higher proportion of people in the older age groups (65+)
- The largest population groups fall into the 34-49 years followed by the 50-84 years and 10-34 years age groups.
- The Port Macquarie - Hastings Council has a larger percentage of residents aged 70 to 74 years (7.0%) and 65 to 69 years (8.0%) than there is in Regional NSW (5.0% and 6.4% respectively). These two age groups also experienced the largest growth in numbers between 2011 and 2016 (+1,409 and +1,091 respectively)
- It is expected that the population within the Port Macquarie - Hastings Council area will increase by 30.1% from 79,905 in 2016 to 103,993 in 2036. The largest annual average rate of change is predicted to occur between 2016 and 2021 before slowing down
- Port Macquarie is the largest town with a population of over 45,000 people in 2016
- These most active age groups that are high users of aquatic facilities are between 5 and 49 years). It is estimated that the active years segment will grow by 28.1% between 2016 and 2036 and consist of 48,652 people or 46.8% of the total proportion of population.

### Diversity

- Cultural diversity is relatively low with 4.0% being born in a non-English speaking country, and 3.0% speaking a language other than English at home, compared to 5.8% and 5.8% in Regional NSW
- Aboriginal and Torres Strait Islander people made up 4% (3,174) of the population in 2016, slightly higher than the national average. There is a high proportion of Aboriginal and Torres Strait Islander in the 0 to 17 years and 25 to 34 years age groups suggesting a high number of young families

### Disadvantage and Social Capital

- Individual income levels of residents in the Port Macquarie - Hastings Council area in 2016 compared to Regional NSW shows that there was a lower proportion of people earning a high income (those earning $1,750 per week or more) and a higher proportion of low income people (those earning less than $500 per week).
- There is a moderate level of disadvantage in Port Macquarie - Hastings area with the municipality ranking 61$^{st}$ on the SEIFA Index of Relative Social-Economic Disadvantage with a score of 976 in 2016
- There is an increasing and high proportion of people reporting a need for assistance due to disability. 5,797 people or 7.4% of the population in Port Macquarie - Hastings Council area in 2016, reported needing assistance due to disability, compared to 6.3% in Regional NSW.

### Housing and Transport

- There are 85.4% of households that own one or more vehicles, which is higher than the Regional NSW population where 84.7% own one or more motor vehicles.

## 2.3 Population Distribution

The table below details the Council area population distribution as detailed on Councils id profile web pages by suburb or planning areas.

**Table 2:Port Macquarie Hastings Population by Area 2016**

| Council Area | 2016 Population | Land Area (hectares) | Density of Population (persons/ha) |
|---|---|---|---|
| Town Beach/CBD | 1,098 | 92ha | 11.92 |
| Lord Street | 1,721 | 85ha | 20.10 |
| Flynn's Beach | 2,202 | 93ha | 23.82 |
| Gordon Street | 2,299 | 96ha | 25.33 |
| Westport | 7,402 | 1,253ha | 6.17 |

| Council Area | 2016 Population | Land Area (hectares) | Density of Population (persons/ha) |
|---|---|---|---|
| Hasting River Canals | 2,794 | 266ha | 9.93 |
| Shelly Beach/Bellevue Hill | 11,465 | 664ha | 17.47 |
| Lighthouse Beach/Green Meadows | 12,184 | 1,240ha | 9.94 |
| Innes Peninsula | 4,483 | 1,314ha | 3.30 |
| Thrumster | 505 | 550ha | 1.00 |
| Lake Cathie/Bonny Hills | 6,344 | 7,423ha | 0.88 |
| Camden Haven East | 6,020 | 6,351ha | 0.97 |
| Camden Haven West | 3,427 | 3,701ha | 0.95 |
| Port Macquarie Rural Fringe | 3,713 | 19,000 | 0.19 |
| Wauchope | 7,423 | 3,701ha | 2.03 |
| Rural | 6,825 | 322,760ha | 0.02 |
| Total | 79,905 | 368.610ha | 0.22/ha |

**Source:** i.d. profile 2017. Yellow shading denotes majority of the urban area of Port Macquarie

The population distribution is important to where facilities are located and where the future population expansion is likely to occur. The urban area of Port Macquarie (listed in yellow shading) caters for the Council areas main population. It covers 10 planning/suburb areas and had a projected population in 2016 of 46,153 people.

Coastal areas outside of the Port Macquarie urban area cover 2 planning areas (listed in blue shading) and had a projected population in 2016 of 12,364 people. Inland areas adjacent to coastal areas and Port Macquarie (listed in orange shading) cover 2 planning areas and had a projected population of 7,140 people.

Rural areas and inland towns cover 2 planning areas (listed in green shading) and cover the balance of areas and had a projected population of 14,248 people.

## 2.4 Population Distribution Change 2017 to 2036

The following table highlights projected population change in the Council area between 2016 and 2036 based on the current planning areas.

Table 3:Port Macquarie Hastings Population Change by Area 2016 to 2036

| Council Area | 2016 Population | 2036 Projected Population | Change in Population 2016 to 2036 |
|---|---|---|---|
| Town Beach/CBD | 1,098 | 1,573 | +475 |
| Lord Street | 1,721 | 2,448 | +728 |
| Flynn's Beach | 2,202 | 2,411 | +209 |
| Gordon Street | 2,299 | 3,055 | +706 |
| Westport | 7,402 | 7,596 | +194 |
| Hasting River Canals | 2,794 | 2,848 | +53 |
| Shelly Beach/Bellevue Hill | 11,465 | 11,910 | +445 |
| Lighthouse Beach/Green Meadows | 12,184 | 13,308 | +1,124 |
| Innes Peninsula | 4,483 | 7,617 | +3,134 |
| Thrumster | 505 | 7,695 | +7,190 |
| Lake Cathie/Bonny Hills | 6,344 | 9,898 | +3,554 |
| Camden Haven East | 6,020 | 6,553 | +532 |
| Camden Haven West | 3,427 | 4,927 | +1,500 |
| Port Macquarie Rural Fringe | 3,713 | 5,588 | +1,875 |
| Wauchope | 7,423 | 8,895 | +1,472 |
| Rural | 6,825 | 7,722 | +897 |
| Total | 79,905 | 103,993 | +24,089 |

Future population trends to 2036 indicate an estimated 24,089 residents (+30.1%) with the largest future population growth areas are likely to be Thrumster (+7,190 people), Lake Cathie/Bonny Hills (+3,554) & Innes Peninsula (+3,134). Population growth is also projected to occur in the Port Macquarie Rural Fringe (+1,875), Camden Haven West (+1,875), Wauchope (+1,472) and Lighthouse Beach/Green Meadows (+1,124).

The map below demonstrates the predicted change in population within Port Macquarie - Hastings Council between 2016 and 2036. The red and yellow areas show the greater population density while blue and green demonstrated areas of lower population density. We have also plotted the four Council swimming pools on the map as well as private aquatic centres.

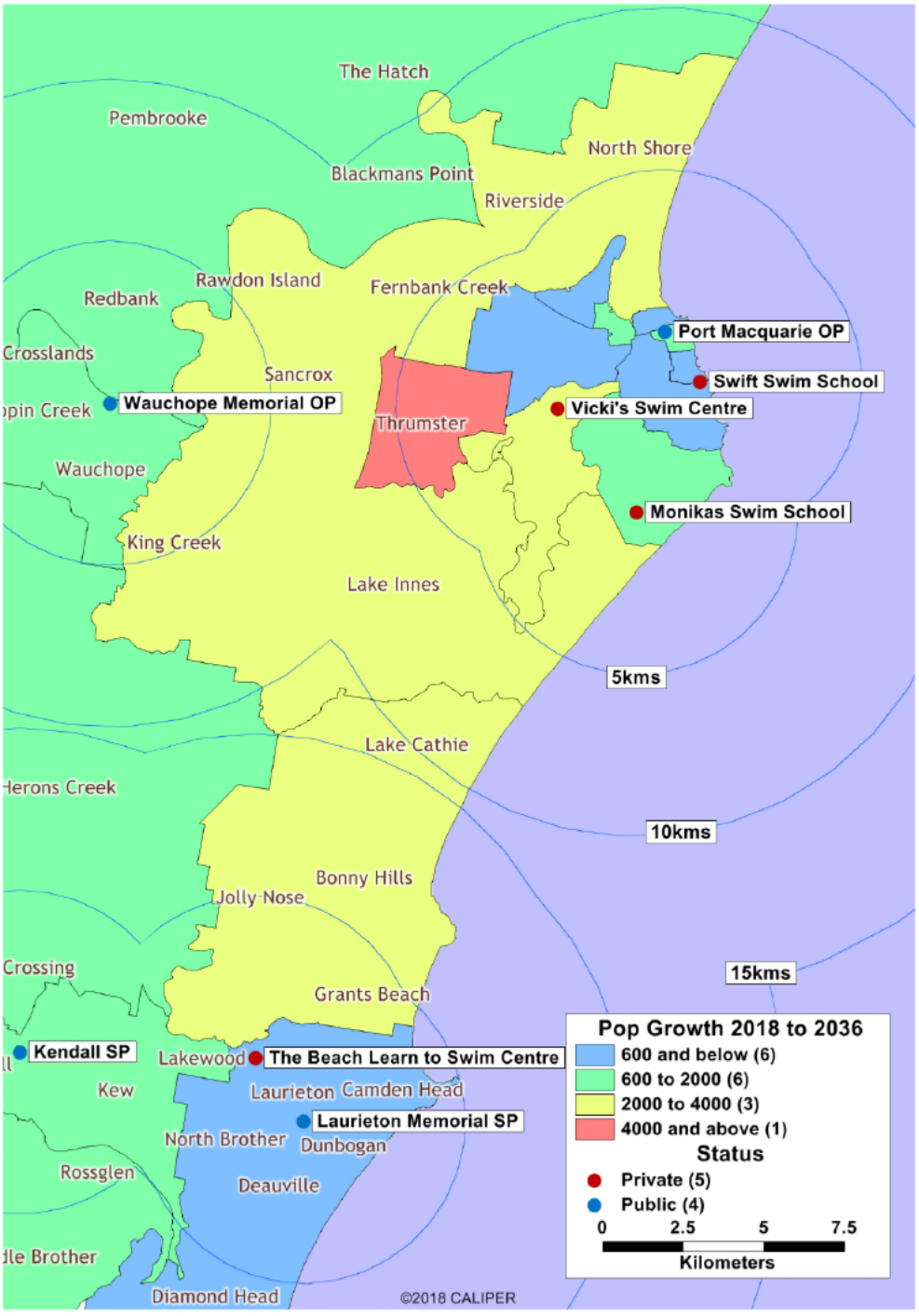



Figure 3 Population growth between 2018 and 2036 maps and facility catchment areas

The map below shows the largest population areas predicted in 2036.

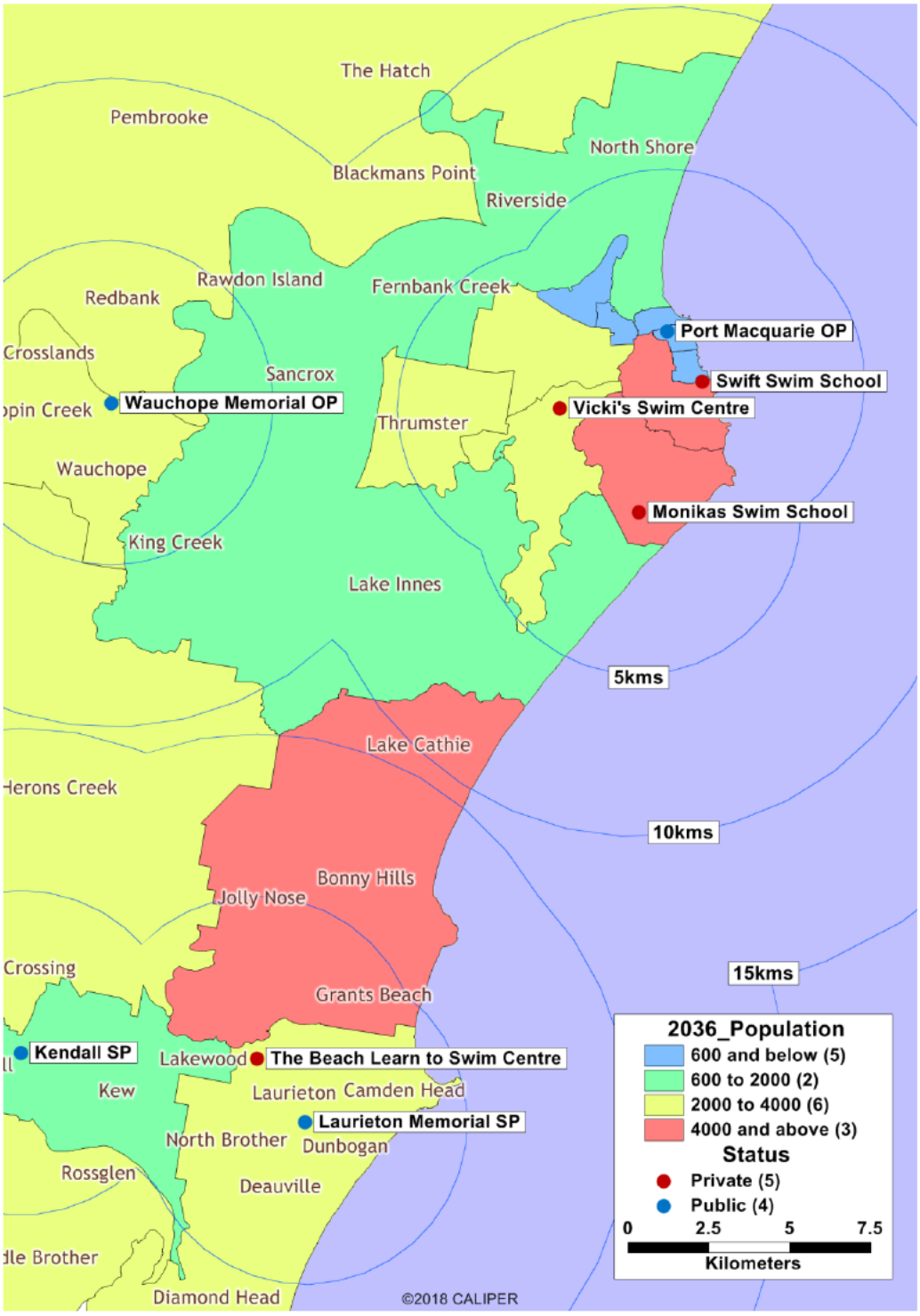



Figure 4 Population size in 2036 maps and facility catchment areas

## 2.5 Key Findings from Resident Profile

Demographic characteristics have implications on the provision of aquatic facilities in the municipality including the following:

- The resident population in 2016 was estimated at 79,905 people.
- It was estimated that just over 46,000 people lived in the Port Macquarie urban area which was being serviced by the Port Macquarie Olympic Pool.
- A total of 7,423 were estimated to live in the Wauchope Town area and surrounds with a further 6,825 people living in rural areas. Wauchope Memorial Olympic Pool and Kendall Swimming Pool provided facilities for the majority of these people.
- Coastal areas away from the Port Macquarie area were estimated to have 12,364 people (Camden Haven East/Lake Cathie/Bonny Hills) and Laurieton Memorial Swimming Pool provided facilities for the majority of these people.
- In 2016, there was an increasing number of young people and families, which means there will be a greater demand for facilities targeting children and families such as waterslides and learn to swim programs
- There is a high percentage of the population with a low income indicating the importance of reasonable fees and charges
- Port Macquarie - Hastings Council have a higher proportion of people in older age groups (60+). Providing 'active ageing' programs, therapy facilities and services and accessible facilities will become increasingly important
- There is an increasing and high proportion of people reporting a need for assistance due to disability showing the need to provide accessible aquatic facilities and services
- Port Macquarie - Hastings Council residents will primarily access aquatic facilities by car with over 85% of residents owning one or more cars. It is therefore important to strategically place aquatic facilities across the municipality to service all community members and where there are large population areas.
- The Council areas population is projected to increase from 79,905 people in 2016 to 103,993 people in 2036 which is an estimated 24,089 more people (+30.1%).
- The largest future population growth areas are likely to be South and West of the Port Macquarie urban area being Thrumster (+7,190 people), Lake Cathie/Bonny Hills (+3,554) & Innes Peninsula (+3,134).
- Population growth is also projected to occur in the Port Macquarie Rural Fringe (+1,875), Camden Haven West (+1,875), Wauchope (+1,472) and Lighthouse Beach/Green Meadows (+1,124).
- Port Macquarie - Hastings Council area has been nominated as one of the fastest growing regional area in NSW.

# 3. Council Aquatic Facilities - Operational Review

This section reviews Council's four aquatic facilities attendance and financial trends as well as available facility condition reports. It also reviews the current aquatic facilities management contract responsibilities

## 3.1 Introduction

The Port Macquarie - Hastings Council has four aquatic facilities, managed by Swimwell Pty Ltd on behalf of Council through a facility management contract including:

- Port Macquarie Olympic Pool (Regional user catchment)
- Wauchope Memorial Olympic Pool (District user catchment)
- Laurieton Memorial Swimming Pool (Local user catchment)
- Kendall Swimming Pool (Local user catchment)

Whist these facilities are contracted out to a commercial management company, Council has the responsibility for major facility maintenance, capital works and future planning for the Centres.

The following table lists the location, components, main programs and operating details for each aquatic facility

Table 4 Port Macquarie - Hastings Council Aquatic Facilities Overview

| Facility | Location | Components | Programs | Operating |
|---|---|---|---|---|
| Port Macquarie Olympic Pool | 28 Gordon Street<br>Port Macquarie NSW 2444 | Heated Outdoor 50m pool, 25m x 18m pool and toddlers pool<br>Indoor LTS pool.<br><br>Kiosk facilities | Learn to Swim<br>Squad Swimming<br>Functions<br>Fitness (Cross Training)<br>Aqua classes<br>Swim Club<br>School Parties<br>Birthday Parties<br>Sporting Events | 11 months of the year (Closed July) |
| Wauchope Memorial Olympic Pool | 3 Cameron Street<br>Wauchope NSW 2446 | 50 metre heated pool with accessible ramp entry with 1 metre & 3 metre diving boards<br>An outdoor toddlers pool with shade cover<br>Change room facilities and public toilets<br>Waveless lane ropes and wave starting blocks<br>Kiosk facilities<br>Electric BBQ<br>Children's Splash pad | Learn to Swim<br>Squad Swimming<br>Functions<br>Fitness (Cross Training)<br>Aqua classes<br>Swim Club<br>Diving Club<br>School Parties<br>Birthday Parties<br>Sporting Events | Seasonal |
| Kendall Swimming Pool | 1 Orara Street<br>Kendall NSW 2439 | 25mt, 6 lane solar heated pool that has a wheelchair accessible ramp. Toddlers area with water feature.<br>Half-Court Basketball<br>Kiosk<br>Electric BBQs | Learn to Swim<br>Squad Swimming<br>Fitness (Cross Training)<br>Aqua Classes<br>School Parties<br>Birthday Parties<br>Sporting Events | Seasonal |
| Laurieton Memorial Swimming Pool | 1 Laurie Street<br>Laurieton NSW 2443 | 33m Lap Pool<br>Toddlers Pool<br>Kiosk | Learn to Swim<br>Squad Swimming<br>Functions<br>Fitness (Cross Training)<br>Aqua classes<br>Swim Club<br>School Parties<br>Birthday Parties<br>Sporting Events | Seasonal |

The following sections provide a detailed review of each of Councils aquatic facilities.

## 3.2 Port Macquarie Olympic Pool

### Current Facilities

The Port Macquarie Olympic Pool was officially opened in 1966 and is now 52 years old. It is currently managed under contract by Swimwell Pty Ltd. The Centre hosts a range of programs including learn to swim, squad training, fitness sessions, school parties, birthday parties and sporting events.

Located off Gordon Street, Port Macquarie the facilities include heated outdoor 50m, 25m and toddlers pool and an indoor program pool (developed and owned by Swimwell).

These facilities have allowed the centre to host major events including the 2017 NSW Country Championships which ran for 2 days hosting 280 athletes.

Attendance at Port Macquarie Olympic Pool averages around 135,000 visits per annum with main usage being casual swimming, learn to swim (LTS) program and squad training

A local Swim Club and Triathlon Club operate from the facility. Both clubs have strong memberships and seek additional pool lane space in peak times of use.

### Visitation Trends

The following graph shows the attendance at Port Macquarie Olympic Swimming Pool over the 2014/15 to 2017/18 period.

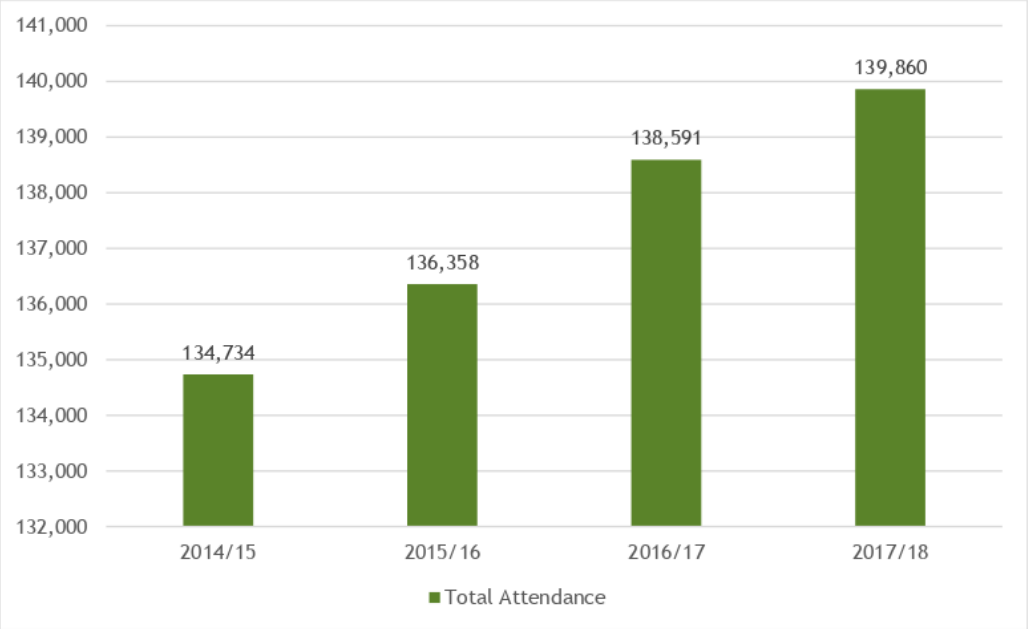



Figure 5 Total Attendance at Port Macquarie Olympic Pool 2014/15-2017/18

A review of the Port Macquarie Olympic Pool total highlights attendances have increased from 134,734 in 2014/15 to 139,860 in 2017/18, an increase of 4%.

The review has identified that the increase in use of the 50m pool and Learn to swim program have been the main activities that have impacted usage increases. Most users reside in the Port Macquarie urban area with a total of 89% of the learn to swim program participants come from Port Macquarie (postcode 2444).

### Financial Trends

The following tables indicate the Councils financial expenditure on Port Macquarie Olympic Pool over the past four years from 2014/15 to 2017/18.

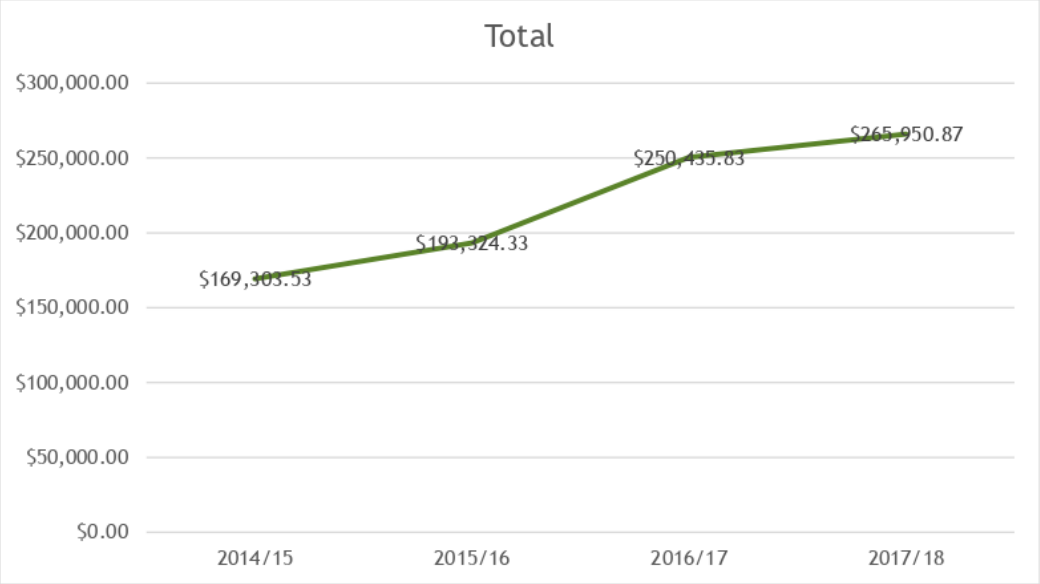



Figure 6 Port Macquarie Olympic Pool Operating Expenditure 2014/15-2017/18

Table 5 below provides a break up of operating expenditure from 2014 to 2018.

Table 5 Port Macquarie Olympic Pool Operating Expenditure 2014/15-2017/18

| Port Macquarie Olympic Pool | 2014/15 | 2015/16 | 2016/17 | 2017/18 YTD |
|---|---|---|---|---|
| Chemical Supply | $14,630.85 | $35,481.11 | $63,244.90 | $70,627.15 |
| Electrical | $108.76 | $0 | $0 | $15,052.50 |
| Electricity Charges | $98,249.05 | $85,293.59 | $84,703.46 | $77,190.34 |
| Insurances | $3,809.44 | $715.05 | $820.75 | $798.23 |
| Rates | $26,056.64 | $26,712.95 | $28,157.38 | $27,603.21 |
| Scheduled Maintenance and Repairs | $6,188.20 | $6,944.12 | $2,724.50 | $3,960.45 |
| Swimming Pool Maintenance | $21,380.85 | $34,292.33 | $55,817.86 | $39,515.09 |
| Water Charges | $35,854.74 | $39,033.18 | $48,187.98 | $62,392.90 |
| Contract - Operation & Management | -$36,975.00 | -$35,148.00 | -$33,221.00 | -$31,189 |
| **TOTAL** | **$169,303.53** | **$193,324.33** | **$250,435.83** | **$265,950.87** |

A review of the operating expenditure of Port Macquarie Olympic Pool indicates:

- The total operational cost to Council has increase over four years, ranging from $169,303 in 2014/15 to $$265,951 in 2017/18. This was an increase of $96,647 (+57%)
- Main expenditure increases have been in pool maintenance costs from $21,380 in 2014/15 to $39,515 in 2017/18 resulting in an increase of 84%

- Water Charges have increased by 74% and this is in line with the aging pools and the known water leakage of both the 50m and 25m pools.
- Contract Operation and Management fees have remained relatively stable at $33,000 to $37,000/year. Commercial in Confidence. Cannot be included in the report.

### Technical and Asset Renewal Reviews

In 2010, Geoff Ninnes Fong and Partners (GNFP) completed a comprehensive structural review of Port Macquarie Olympic Swimming Pool. This report included the assessment of:

- Current structural condition and adequacy
- Pools' filtration and water treatment plant performance and condition and its compliance with the NSW Health Department's "Public Swimming Pool and Spa Pool Guidelines".

The report found:

- The pools, tanks and joints are in very poor structural condition in terms of adequacy to resist applied loads and in terms of water loss, having cracked and undergone deformations and settlements under the various loads noted
- The pools turnover periods and rates fall far short of the recommendations of the NSW guidelines and the performance of the pools is considered unacceptable and in significant non-compliance with the NSW guidelines
- The pools require separate filtration and water treatment systems to comply with the NSW guidelines, and in their current situation are non-compliant, given only a common filtration and water treatment system
- The overall condition of the pools are considered unacceptable in terms of the pools' retention and upgrading. GNFP recommends that the pools be removed and replaced with new pools which would have a future life expectation of at least fifty years
- The pools have experienced considerable settlement, both general and differential, and have been structurally damaged by these movements, mainly due to soil movements. The shells have been fractured, the joints significantly damaged, and the surface treatment (tiles) deleteriously affected. Increasing corrosion of reinforcement and consequential spalling of concrete and tiling damage will occur as an on-going process over the life of the pools, increasing in severity as time passes. If no rectification work is carried out,
- GNFP believes the effective functional life of the pools is within the maximum range 5 to 10 years, but stresses that ongoing repairs and maintenance costs will be significant and will be increasing in cost and severity each year
- <u>GNFP does not believe repair of the pools in their current location will be a practical or cost-efficient long-term solution, given the very poor site conditions in which the pools are located.</u>
- The required repairs will be expensive, and highly likely to cost as much or more (given the extra costs of repair/rectification in a very low-grade site) than new pools on a much more amenable site.
- The indicative costs for upgrade works were $4,905,000.

Since completing this report, Council has continued to repair and maintain the pools, regularly monitoring the impact of the ground movement on the pools and high water consumption due to leakage of the 50m and 25m pools.

## 3.3 Review of Wauchope Memorial Olympic Pool

### Current Facilities

Wauchope Memorial Olympic Pool opened in 1961 and the facility is now 58 years old. It is a Council owned facility managed by Swimwell Pty Ltd. Wauchope is a seasonal pool open from September School Holidays and closes after Easter weekend each year.

Current features of Wauchope Memorial Olympic Pool include:

- 50 metre with 1 metre & 3 metre diving boards (recently upgraded)
- An outdoor toddlers pool with shade cover
- Waterplay and splash pad
- Change room facilities and public toilets
- Indoor LTS pool (built and owned by the management company)
- Kiosk facilities
- Electric BBQ.

### Visitation Trends

The following graph shows the attendance at Wauchope Memorial Olympic pool between 2014/15 and 2017/18.

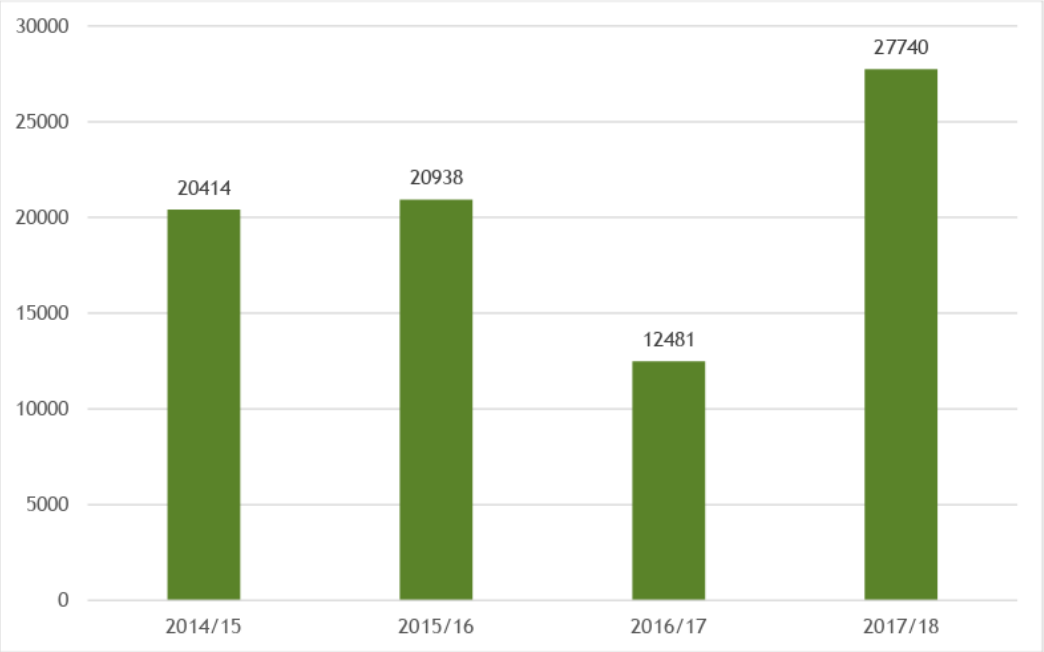



Figure 7 Attendance at Wauchope Olympic Pool 2014/15-2017/18

Attendances for Wauchope show a steady 20,000 per annum for the 2014/15-2015/16 period, however due to upgrade works delaying the start of the swimming season by several months the facility attendance dropped in 2016/17.

Upgrades included water heating system and access ramp for improved mobility access.

Attendance numbers increased beyond the pre-works attendances to a four year high of 27,740, resulting in an increase of 32% on the 2015/16 year. The completion of the children's splash pad for the 2018/19 swimming season may also drive increased attendance at Wauchope Memorial Olympic Pool.

### Financial Trends

The following tables on the next page provide details on the cost to Council of the Wauchope Memorial Olympic Pool over the past four years 2014/15 to 2017/18.

Figure 8 Total Expenditure at Wauchope Memorial Olympic Pool 2014/15-2017/18

The breakdown of operating expenditure is listed in table 6 below.

Table 6 Wauchope Memorial Olympic Pool Operating Expenditure 2014/15-2017/18

| Wauchope Olympic Pool | 2014/15 | 2015/16 | 2016/17 | 2017/18 |
|---|---|---|---|---|
| Chemical Supply | $11,280.50 | $18,420.55 | $11,969.69 | $49,258.74 |
| Electricity Charges | $0 | $161.58 | $0 | $0 |
| Insurances | $10,120.98 | $25,114.82 | $18,249.46 | $32,689.74 |
| Maintenance | $2,378.85 | $24.62 | $27.70 | $27.26 |
| Rates | $2,168.48 | $2,224.05 | $2,334.72 | $2,410.73 |
| Scheduled Maintenance and Repairs | $1,279.55 | $652.08 | $3,118.45 | $976.94 |
| Sundry Expenses | $5,000.00 | $0 | $0 | $0 |
| Swimming Pool Maintenance | $57,791.01 | $23,957.71 | $44,400.88 | $15,031.47 |
| Water Charges | $47,584.88 | $72,395.59 | $44,829.38 | $122,052.15 |
| Contract - Operation & Management | $63,940.00 | $66,203.00 | $68,535.00 | $70,940.00 |
| **TOTAL** | **$201,544.25** | **$209,154.00** | **$193,465.28** | **$293,387.03** |

A review of the operating expenditure of Wauchope Memorial Olympic Pool indicates:

- The total cost to Council to operate the pool has increased from $201,544 in 2014/15 to $293,387 in 2017/18. This is an operating cost increase of 45% over four years, or a total of $91,843.
- Significant capital investment has also been made to upgrade the swimming pools.
- Water Charges have increased by 156% over the four years.
- Contract Operation and Management fees have remained relatively stable over four years and have not provided a return to Council like the Port Macquarie Olympic Pool does.

### Technical and Asset Renewal Reviews

In 2010 Geoff Ninnes Fong and Partners (GFNP) completed a comprehensive structural review of Wauchope Memorial Olympic Pool, this report included the assessment of:

- Current structural condition and adequacy
- Pools' filtration and water treatment plant performance and condition and its compliance or otherwise with the NSW Health Department's "Public Swimming Pool and Spa Pool Guidelines".

The report found:

- The 50m pool, balance tank, joints and tiling system were in very poor structural and functional condition in terms of adequacy to resist applied loads and in terms of water loss prevention, having cracked and undergone deformations and settlements, generally due to the poor founding materials, the high water levels experienced and the softening effect of the saturation of the bearing subgrade by the leaked water.
- The overall condition of the pool was considered unacceptable in terms of the pool's retention and upgrading, and GNFP recommended the pool be removed and replaced with a new pool that would have a future life expectation of at least fifty years
- Both pools turnover periods and rates fall significantly short of the recommendations of the Guidelines and the performance of the pools is considered unacceptable and in significant non-compliance with the NSW guidelines
- GFNP recommended that Council should not undertake a total upgrade of the 50m pool and plant at the Centre and advised that in their view, the existing pool had reached the end of its functional life and should investigate the provision of alternatives
- If Council believes that a 50m pool should be retained in the Wauchope area, then construction of a new 50m pool could be located on the site adjacent to the water slide area. GFNP also suggested that a more economical option would be to consider construction of an indoor all- season 25m pool with further consideration given to inclusion of a small indoor leisure/warm water pool, perhaps monolithic with the 25m pool. GFNP also suggested the consideration of an outdoor splash pad, a feature providing major attraction and benefit for very little additional supervision requirements
- The only work to be carried out on the existing 50m pool structure should be regarded as interim work prior to establishment of new facilities and should be the minimum work necessary to minimize water loss and to ensure rectification of foot and other personal injury hazards
- For the 50m pool plant, the electrical control board should be checked and upgraded to compliance with AS/NZ 3000
- The children's pool's structure should be upgraded to incorporate an efficient wet deck, and a new commercial standard filtration and water treatment system should be provided for this pool
- The indicative costs for upgrade works were $3,395,000

Since completing this report, Council has invested significantly in the upgrade of the site delivering on all three stages. These works include:

- Structural repairs to both the 50 metre pool and toddler pool
- An upgrade to the wet deck system

- A revamp of the 3m diving board
- Renewal of the concrete pool surrounds and paths
- A new pool heating and filtration system
- Construction of a new access friendly entry ramp, for those with mobility issues or those who find it difficult to access the pool via the stairs
- A large four-tiered shaded grandstand
- Construction of a new children's water play area adjacent to the existing toddler pool has now been completed. The children's water play area includes: A water tipping bucket; Two water shooters; A series of interactive ground jets; and sun protection through the installation of a new shade sail.

## 3.4 Review of Kendall Swimming Pool

### Current Facilities

Kendall Swimming Pool opened on the 17th of January 2004 so is 14 years old. Located off Orara Street Kendall, the pool was funded by the local community after members had established the Kendall community op shop in 1995, to raise funds for the project. It was then placed in the hands of Port Macquarie - Hastings Council. Council agreed to build the pool using the community contribution, NSW Govt. grant funds and Work for the Dole to appoint a management company.

The pool still receives funding each year from the op shop to improve and add to the facility and is regarded as a major community asset.

Kendall is a seasonal pool open from September School Holidays and closes after Easter weekend each year. Current features of Kendall Swimming Pool include:

- 25m x 6 lane solar heated pool that has a wheelchair accessible ramp
- Toddlers pool area with water feature
- Half-Court Basketball
- Kiosk
- Change and amenity building including entry area and office/first aid room and storage

### Visitation Trends

The following graph shows the attendance at Kendall Swimming Pool over the 2014/15 to 2017/18.

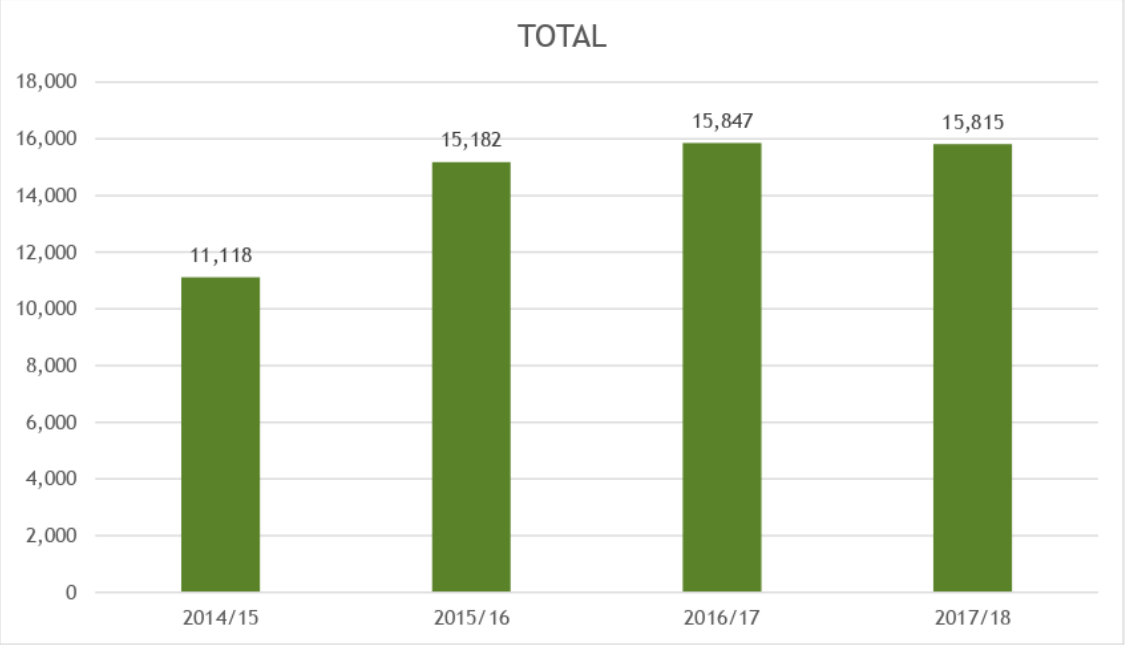



Figure 9 Total visits at Kendall Swimming Pool 2014/15 to 2017/18

Kendall Swimming pool has an average of 14,491 visits per annum. Currently the swimming pool hosts 116 students per week for learn to swim lessons and has a small squad team that train out of the facility.

School Carnivals are generally held during the months of February and March as each school is allocated a day in which to hold their carnivals, the school attendance ranges from 26 children to 850+.

### Financial Trends

The following tables document the financial expenditure of Kendall Swimming Pool over the past four years 2014/15-2017/18.

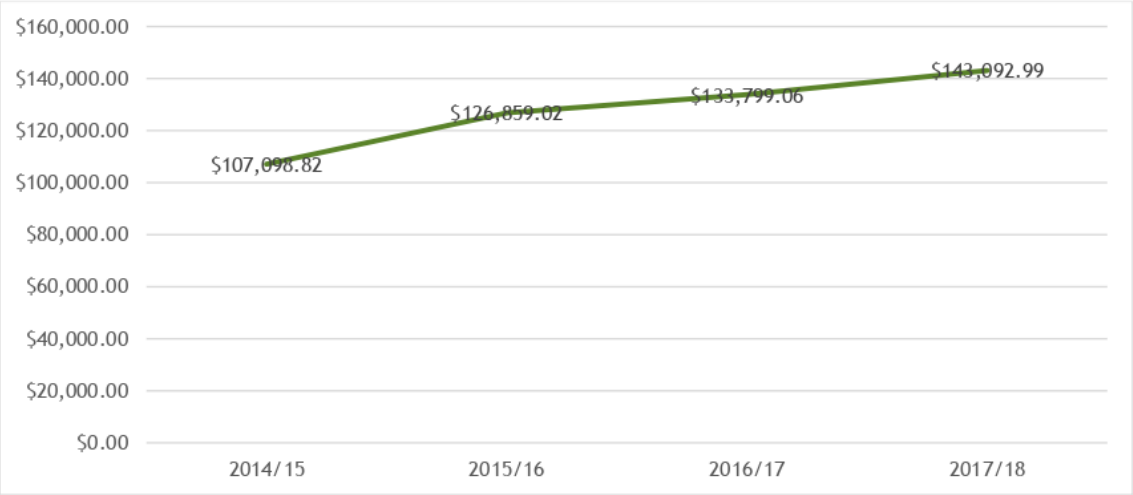



Figure 10 Total Expenditure at Kendall Swimming Pool 2014/15 to 2017/18

Table 7 below provides details on operating expenditure for Kendall Swimming Pool from 2014 to 2018.

Table 7 Kendall Swimming Pool Operating Expenditure 2014/15 to 2017/18

| Kendall Swimming Pool | 2014/15 | 2015/16 | 2016/17 | 2017/18 |
|---|---|---|---|---|
| Chemical Supply | $5,899.52 | $7,284.20 | $3,216.75 | $4,191.05 |
| Electricity Charges | $19,102.39 | $36,161.32 | $43,766.74 | $26,352.37 |
| Insurances | $988.12 | $641.80 | $737.18 | $717.75 |
| Maintenance | $560.09 | $0 | $0 | $244.88 |
| Scheduled Maintenance and Repairs | $431.24 | $297.22 | $301.02 | $269.46 |
| Sundry Expenses | $0 | $0 | $0 | $0 |
| Swimming Pool Maintenance | $16,979.25 | $19,590.08 | $20,740.82 | $32,630.94 |
| Water Charges | $10,234.21 | $8,320.40 | $8,763.55 | $20,655.50 |
| Contract - Operation & Management | $52,904.00 | $54,564.00 | $56,273.00 | $58,031.04 |
| **TOTAL** | **$107,098.82** | **$126,859.02** | **$133,799.06** | **$143,092.99** |

A review of the operating expenditure of Kendall Swimming Pool indicates:

- The total operating cost has increased from$107,098 in 2014/15 to $143,092 in 2017/18. This is an increase in operating expenditure by 33% over four years, or a total of $35,994
- Water Charges have increased by 102% over four years
- Pool Maintenance is rising each year, this is due to an aging pool. From 2016/17 to 2017/18 there was an increase of 57% in pool maintenance alone, equating to a $12,160 increase
- Contract Operation and Management fees have remained relatively stable over four years, with no return to Council.

### Technical and Asset Renewal Reviews

Council's Facilities Coordinator reports the pool to be in a good condition as it is only 14 years old and recent upgrades include the electrical services at the pool.

## 3.5 Review of Laurieton Memorial Swimming Pool

### Current Facilities

The Laurieton Memorial Swimming Pool is an outdoor facility which was opened in 1970 so is now 48 years old.

It includes a 33m pool and a toddler's pool and is located off Laurie Street, Laurieton. It is operated as a seasonal pool from September School Holidays and closes after Easter weekend each year.

It is currently operated by SwimWell Pty Ltd under the Councils Aquatic Facilities Management Contract.

### Visitation Trends

The following graph shows the attendance at Laurieton Memorial Swimming Pool over 2014/15 to 2017/18.

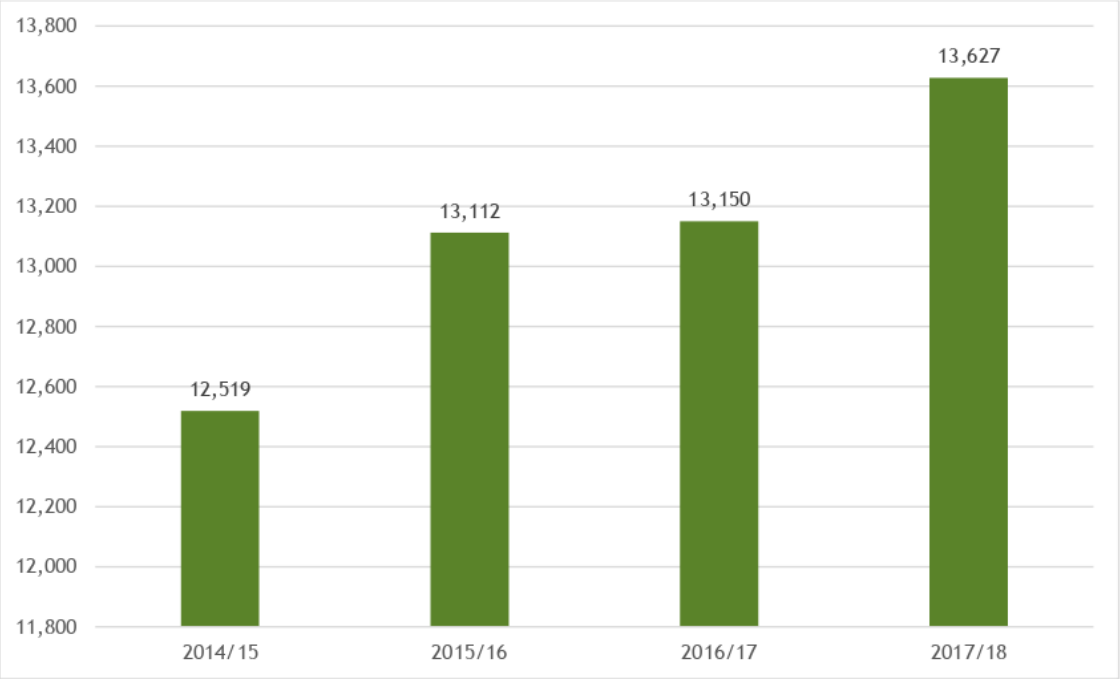



Figure 11 Total visits at Laurieton Memorial Swimming Pool 2014/15 to 2017/18

Laurieton Memorial Swimming Pool has seen a steady rise in visits over the past 4 years, increasing annually from 12,519 visits in 2014/15 to 13,627 in 2017/18. The facility hosts up to 96 learn to swim students per week and has a small number of squad members swimming each week.

Laurieton Memorial Swimming Pool is also home to amateur swim club Laurieton Swimming Club. As this pool is seasonal the highest visitation months are December and January with on average 3000 swimmers through the doors each month.

### Financial Trends

The following tables indicate the financial expenditure of Laurieton Memorial Swimming Pool over the past four years 2014/15-2017/18

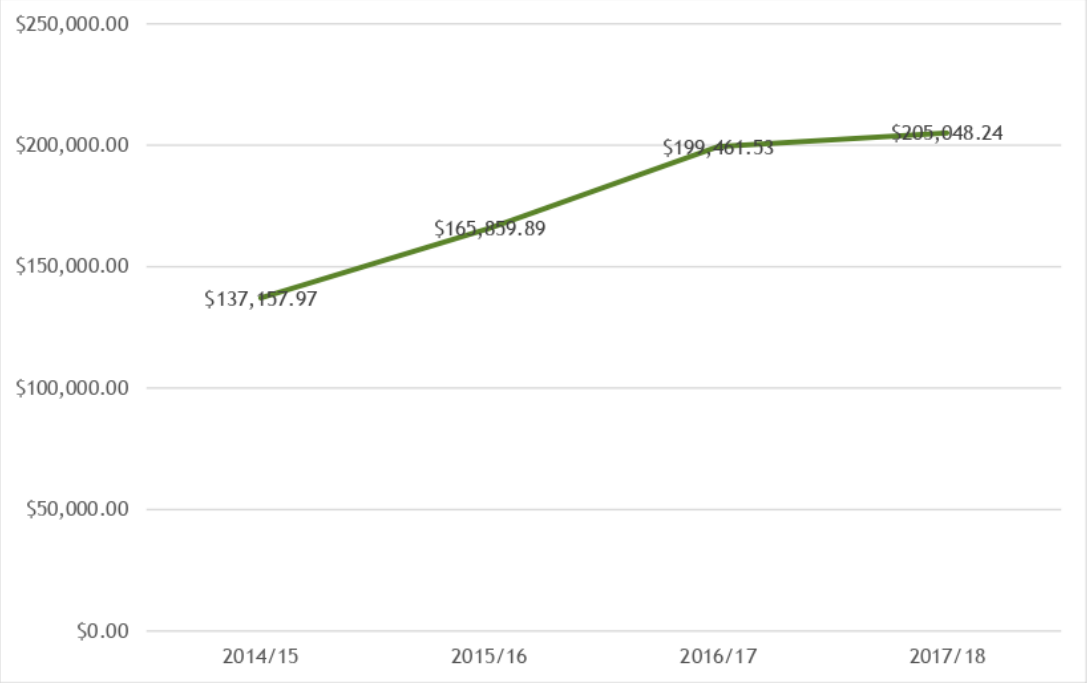



Figure 12 Total expenditure at Laurieton Memorial Swimming Pool 2014/15-2017/18

Table 8 below highlights the break up in operating expenditure between 2014 and 2018.

Table 8 Laurieton Memorial Swimming Pool Operating Expenditure 2014/15-2017/18

| Laurieton Memorial Swimming Pool | 2014/15 | 2015/16 | 2016/17 | 2017/18 |
|---|---|---|---|---|
| Chemical Supply | $8,855.35 | $11,100.90 | $13,274.58 | $16,000.57 |
| Electricity Charges | $5,129.75 | $11,306.97 | $12,298.43 | $21,996.10 |
| Insurances | $0 | $0 | **$0** | **$0** |
| Maintenance | $1,615.63 | $560.15 | $642.59 | $625.77 |
| Scheduled Maintenance and Repairs | $2,477.25 | $2,643.09 | $2,833.13 | $2,945.35 |
| Sundry Expenses | $172.22 | $152.36 | $311.37 | $394.00 |
| Swimming Pool Maintenance | $21,325.66 | $38,625.94 | $42,582.10 | $24,676.05 |
| Water Charges | $20,752.11 | $22,740.48 | $46,372.33 | $54,776.40 |
| Contract - Operation & Management | $76,830.00 | $78,730.00 | $81,147.00 | $83,634 |
| **TOTAL** | **$137,157.97** | **$165,859.89** | **$199,461.53** | **$205,048.24** |

A review of the operating expenditure of Laurieton Swimming Pool indicates:

- The total cost to operate the pools has increased from $137,157 in 2014/25 to $205,048 in 2017/19. This is an increase of 49% over four years, or a total of $67,891
- Water Charges have increased by 164% over four years.
- Pool Maintenance is rising each year, with an increase of almost double in 2016/17 due to the failing pool shell and significant water leakage rectification works.
- Contract Operation and Management fees have increased each year, with no return to Council.

### Technical and Asset Renewal Reviews

Council's Facilities Coordinator reports the pool to be in a poor condition and will require a major redevelopment in the future. Technical reports have not been completed to identify exact pool shell repair works or if the pool needs replacement.

## 3.6 Management of Swimming Pools

### Review of Current Management Contract

All Port Macquarie - Hastings Council aquatic facilities are managed under a Management and Operations Contract by a commercial contract management company - Swimwell Pty Ltd. The contract runs from 1 July 2014 and will conclude on the 30th June 2019.

Responsibility for the day to day operations sits with the contract provider Swimwell Pty Ltd, including but not limited to:

- Staffing
- Cleaning
- Maintenance (non- structural)
- Liaising with user groups and associations
- Programing.

Council have the responsibility for:

- Tree management
- Vandalism
- Plant and Equipment
- Asset Renewal, Major Refurbishments and Capital Costs
- Pool Chemicals
- Electrical and Energy Costs. Indoor pool at Port Macquarie Olympic Pool and any new assets installed by the lessee.
- Meeting the cost of operating expenditure.

## 3.7 Key Operational Review Findings

The following provides a summary of the key issues identified through the review of the existing facilities:

- All pools are utilised by a range of age groups from babies to older adults, with majority of swimmers coming from local areas and an influx of visitors during the holiday periods.
- An aquatic facilities visitation trends summary table on the next page highlights visitation has increased across all sites. In particular, Wauchope Memorial Olympic Pool which has increased over the past two years by 32%. This is in line with major renovation works that were completed in the 2016/17
- Visitation at Port Macquarie has increased by 4% since 2014/15. This shows the current facilities need a significant upgrade to meet future demands of the community.

1. Combined Facilities Visitation Trends

These are listed in the table below.

## Visitation trends

| Facility | 2014/15 | 2015/16 | 2016/17 | 2017/18 |
|---|---|---|---|---|
| Port Macquarie Olympic Pool | 134.734 | 136,358 | 138,591 | 139,860 |
| Wauchope Memorial OP | 20,414 | 20,938 | 12,481 | 27,740 |
| Kendall Swimming Centre | 11,118 | 15,182 | 15,847 | 15,815 |
| Laurieton Swimming Centre | 12,519 | 13,112 | 13,150 | 13,627 |
| Total Visits | 178,785 | 185,591 | 180,069 | 197,042 |

Note Wauchope MOP part closure for upgrade works 2016/17

- Currently, the pools generate no financial return to Council and are experiencing significant rising energy and water costs
- Rising energy use across aquatic facilities and the high levels of water loss at Port Macquarie Olympic Pool and Laurieton Memorial Swimming Pool show a very high environmental impact due to leaking pool structures. All future developments should consider environmental sustainable design and water sensitive urban design features to minimise energy and water use
- Port Macquarie Olympic Pool usage focuses on mainly training/competition in the 50 m pool and learn to swim in the indoor learn to swim building. The learn to swim program peaks in the warmer months with 600 students enrolled at the Port Macquarie Olympic Pool each week. This is having an impact on other users with squad swimmers seeking more time for training but unable to obtain access to the pool and restricted laps and times for the general public use
- Wauchope Memorial Olympic Pool is well utilised by leisure swimmers and as a secondary venue for the swimming club. Kendall is growing in numbers and is currently very community based
- Wauchope Memorial Olympic Pool and Kendall Swimming Pool are structurally sound and have increases in attendances
- Laurieton Memorial Swimming Pool shell condition is deteriorating and will require an upgrade in the future. The pool has recorded a small increase in visitation, however this is below the CERM PI Benchmark for outdoor pools and would be largely due to the pool's location being exposed to wind conditions
- Port Macquarie Olympic Swimming Pool is currently in very poor condition and near the end of its functional life. Council will need to make a decision on the pool's future in the short to medium term for the renewal of existing assets will be a substantial cost.

2. Combined Facilities Operating Cost Trends

The costs to operate the four swimming pools have increased considerably as the following table indicates.

Table 9 Council Swimming Pool Operating Expenditure 2014/15 to 2017/18

| Aquatic Facility | 2014/15 | 2015/16 | 2016/17 | 2017/18 |
|---|---|---|---|---|
| Port Macquarie Olympic Pool | $169,303 | $193,324 | $250,435 | $265,950 |
| Wauchope Memorial Olympic Pool | $201,544 | $209,154 | $193,465 | $293,387 |
| Kendall Swimming Pool | $107,098 | $126,859 | $133,799 | $143,092 |
| Laurieton Memorial Swimming Pool | $137,157 | $165,859 | $199,461 | $205,048 |
| **Total Operating Expenditure** | $615,102 | $695,196 | $777,160 | $907,477 |

The review of the combined four Council Aquatic Centres operating expenditure indicates combined expenditure has increased annually from $615,102 in 2014/15 to $907,477 in 2017/18.

This is an increase of $292,375 or a 47.5% increase in operating expenditure. The main items of expenditure are services, maintenance and the management contract fees.

# 4. Market Research Analysis

This section analyses the current and future demand and supply of facilities. It considers the impact of participation, recreation and facility trends and compares other like facilities.

## 4.1 Previous Reports and Strategies

A review of previous reports and strategies is covered in this section

### Port Macquarie Aquatic Facility Feasibility Study (Thompson Tregear) 2000

The study investigated the feasibility of developing a modern, multipurpose aquatic centre for year-round use in Port Macquarie.

The study recommended the development of a new indoor / outdoor complex on either two sites being the existing Port Macquarie Olympic Pool site (Council's preference in 2000) or at Macquarie Park.

The project was proposed over five stages:

- Stage 1: Indoor pool hall; Reception, catering, administration block; Change rooms and toilets in the new grandstand; Additional parking facilities for 42 cars; The existing 50 m outdoor pool is retained pending replacement in stage 4; Other existing outdoor pools are removed
- Stage 2: Fitness centre
- Stage 3: Indoor hydrotherapy / spa area
- Stage 4: Reconstruction of the outdoor pool and plant to FINA competition dimensions
- Stage 5: Development of the remaining outdoor area as an aquatic theme park.

The study highlighted the significant community pressure on Council to provide a 'quick fix' solution to the lack of indoor heated water through an interim upgrade to the existing 25 m outdoor pool.

The report was also set up to review the findings of the 1999 operational review of existing pool facilities.

The key recommendations of the 1999 review were:

- That Council investigate the prospects of replacing the Port Macquarie Olympic Pool and Laurieton Memorial Swimming Pool with modern, year-round operating facilities designed specifically to meet the needs of the communities
- That the Wauchope Memorial Olympic Pool be upgraded to correct major structural problems and meet current NSW Health Department regulations and guidelines.

The study concluded that there was a strong, unsatisfied demand for year-round 'new generation' modern aquatic and leisure centre. A purpose-built hydrotherapy pool was also recommended to complement the hospital pool.

There was a latent learn to swim market with a potential market at the time of 800 enrolments. The Port Macquarie primary catchment area could support a viable modern aquatic and leisure facility. A fitness gym and aerobics room was recommended to complement the aquatic facilities to provide revenue to the facility.

In the 1999 review there were sixteen sites that were identified and investigated for a new aquatic and leisure facility. Four sites were recommended for future consideration:

- Existing Port Macquarie pool site - Council's preference in 2000
- Macquarie Park - Consultant's preference in 2000
- Stuart Park
- Westport Park

### Port Macquarie Aquatic Facility Council Report 2005

The Council resolved to endorse Macquarie Park as the preferred site for a new Port Macquarie Aquatic Facility and for the preparation of a preliminary design for the new facility as part of this studies key objectives.

The recommendation followed four years (since 2001) of investigations by an Aquatic Facilities Working Party. The proposed scope of the new facility would require a 2.4 ha site (1.5 ha building and 0.9 ha car parking) and include:

- Outdoor 10 lane 50 m pool
- Diving pool
- Indoor 25 m pool
- Program pool (hydrotherapy)
- Recreation pool / children's play area
- Water slide and water features
- Professional consulting suites
- 1000 $m^2$ gymnasium
- Aerobics room
- Foyer / Reception
- Retail Space
- Creche
- Food outlet / coffee shop
- Car parking

The report found that the existing Port Macquarie Olympic Pool site was not large enough to include all proposed facility components and the cost of adjacent land, zoned Special Business was significantly higher than alternative close by sites located on land zoned for Open Space.

The Macquarie Park site was recommended for it was a greenfield site on Crown Land zoned for Open Space that permits the construction of car parking, community facilities, recreation areas, recreation facilities (including swimming pools) and utility installations.

A preliminary concept plan for the new facility on Macquarie Park was prepared. The plan provided for the proposed scope of the new facility and retained the existing netball courts. The sport oval would be lost resulting in Council actively investigating the feasibility of providing sporting fields on land owned by Council in the Greenmeadows area to relocate existing sports use on fields at Macquarie Park.

An approach to the Department of Lands was made at the time. Advice to Council was that the acquisition of Macquarie Park was preferred rather than Council continue as Trust Manager of the Crown Land Reserve.

**Status:** This project has not proceeded since this Council resolution and is now being revisited as part of this Aquatic Facilities Strategy Review.

Three sites were considered and concept plans prepared. These are listed on the following pages.

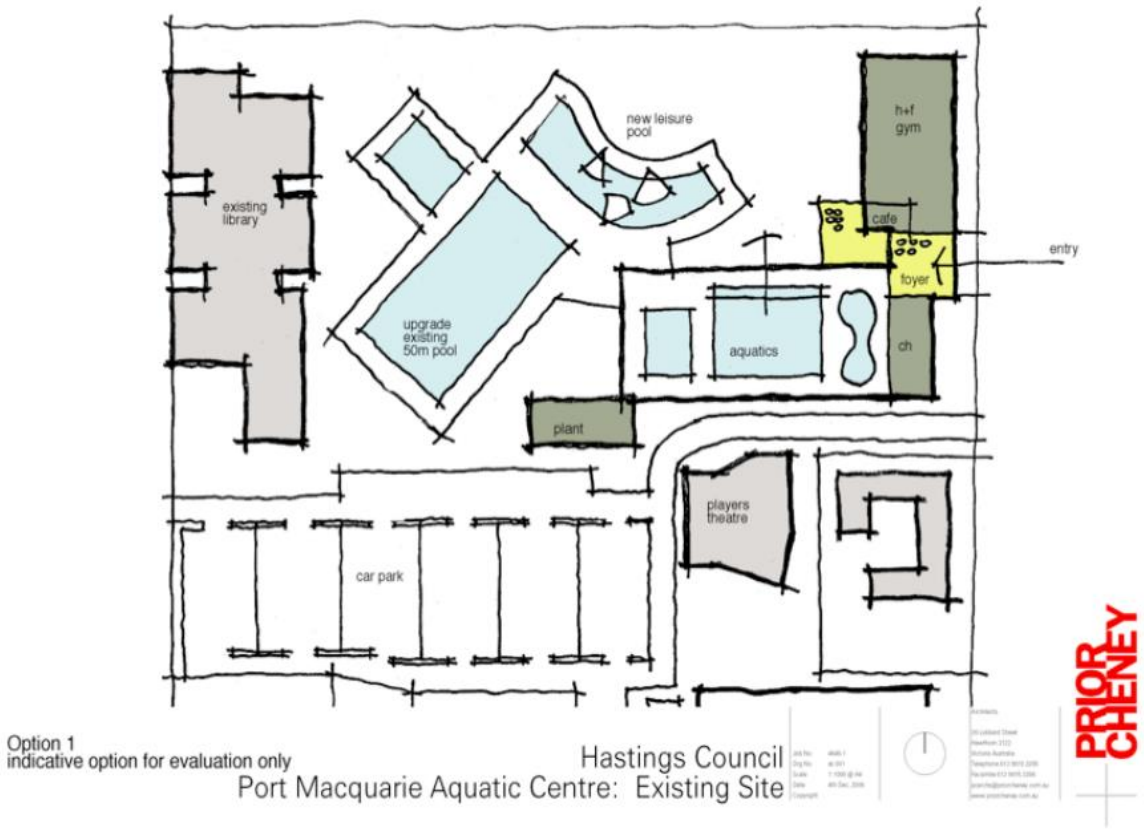



Figure 13 Concept Plan for Existing Port Macquarie Olympic Pool Site

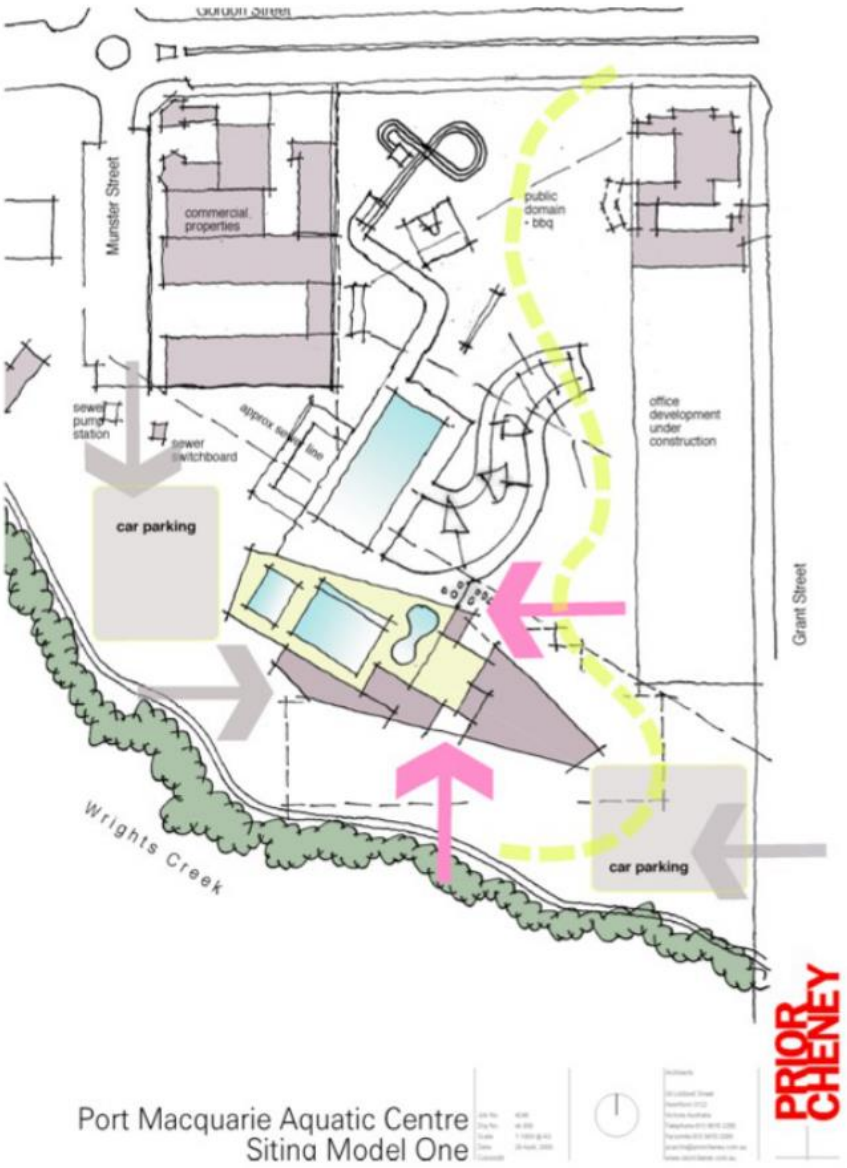



Figure 14 Concept Plan for Macquarie Park Site

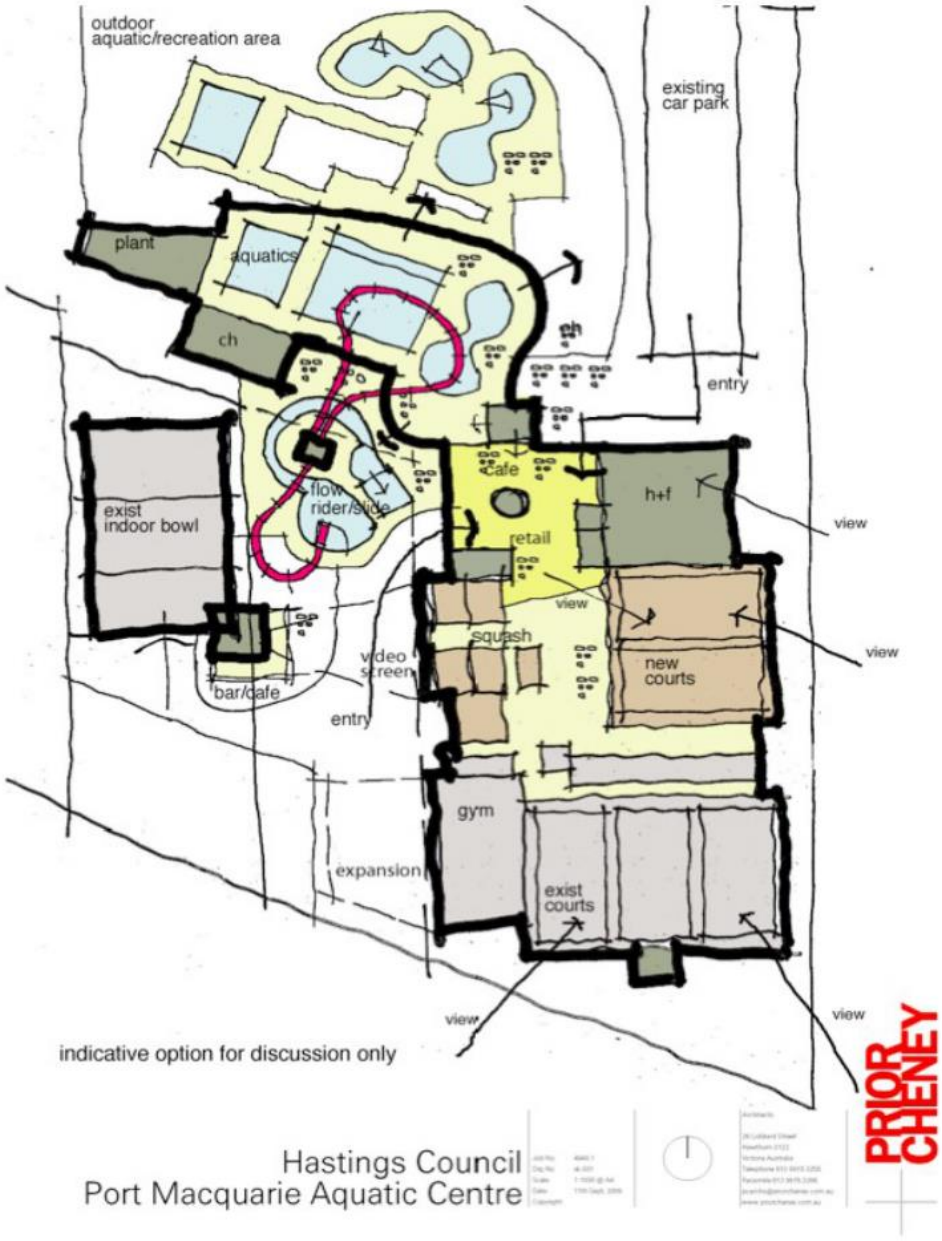



Figure 15 Concept Plan for Stuart Park Site

### Aquatic Facilities Structural Report (Geoff Ninnes Fong Partners) 2010

In 2010, Geoff Ninnes Fong and Partners (GFNP) completed a comprehensive structural review of Port Macquarie Olympic Pool and the Wauchope Memorial Olympic Pool. This report included the assessment of:

- Current structural condition and adequacy
- Pools' filtration and water treatment plant performance and condition and its compliance or otherwise with the NSW Health Department's "Public Swimming Pool and Spa Pool Guidelines".

This report followed a subsequent structural report in 1999.

Key findings about the structural condition of the report have been reported under the operational review section of this report. The reports listed recommendations for both pools:

- **Port Macquarie Olympic Pool**: GNFP recommends finding an alternative site for a new aquatic centre in Port Macquarie for the repair or upgrade of the pools in their current location would not be a practical or cost-efficient long-term solution, given the very poor site conditions.

  **Status**: *A series of upgrade works have been undertaken to keep the pools operational. Council has now commissioned the Aquatic Facilities Strategy to determine future aquatic facility priorities and strategies.*

- **Wauchope Memorial Olympic Pool**: GFNP suggested either replacing the 50m pool for the existing pool had reached the end of its functional life or construction of an indoor 25m pool with a small indoor leisure/warm water pool and outdoor splash pad.

  **Status**: *The outdoor 50 m pool has been replaced with new plant and filtration and access ramp. A new water play area has also been developed.*

## 4.2 Physical Activity Participation Rates

AusPlay is the national population tracking survey funded and led by the Australian Sports Commission (ASC) and follows on from the previous Exercise, Recreation and Sport Survey (ERASS) and Australian Bureau of Statistics, 'Children's Participation in Cultural and Leisure Activities, Australia'.

Key participation statistics from the 2015-2016 survey show:

- 87% of people aged 15 and over participated in organised sport and physical activity
- 69% of children aged 0 to 14 years participated in some form of organised sport or physical activity outside of school hours
- 59% of people aged 15 and over participate in sport or non-sport related physical activity three or more times per week
- 54% of children aged 0 - 14 years are active at least once a week through organised sport or physical activity outside of school hours. Only 19% of children are active at least three times per week, highlighting the critical role of school physical activity programs
- Physical health or fitness is the strongest motivation for non-sport related physical activity followed by fun and enjoyment
- Adults up to middle-age identify time pressure to be the main barrier to participation. Poor health or injury then become main factors
- The main barrier to young children's participation is their parents' perception that they are too young to start playing
- The use of technology for sport or physical activity is gaining in popularity with 39% of adults using Apps for tracking activity and wearable technology
- Fitness/gym (32.1% and ranked 2) and swimming (14.5% and ranked 4) were in the top 20 activities for adults. They were also ranked 1 and 2 respectively for adults participating through organisation/venue.
- Swimming is ranked 1 (30%) in the top 20 activities for children participating in organised sport out of school hours activities

In 2013, The Australian Sports Commission commissioned the CSIRO to research future sports trends, including the impact of megatrends - patterns of social, economic or environmental changes that influence sports participation (Future of Australian Sport: Megatrends shaping the sports sector over the coming decades, Australian Sports Commission, 2013).

The research found activities supported by aquatic and leisure facilities including swimming, aerobics and fitness/gym participation rates per capita have increased in recent years and remains within Australia's top 10 sport and recreational activities.

The key megatrends profiling the types of participant identified in the Australian Sports Commission's the Future of Australian Sport report that can support greater participation in swimming and fitness/gym include:

- A perfect fit - personalised sport for health and fitness
- More than a sport - achieving health, community and overseas aid objectives via sport
- Everybody's game - sports that respond to demographic, generational and cultural change.

## 4.3 Aquatic, Leisure and Health and Fitness Facility Trends

This section draws together a large range of information on aquatic, leisure, health and fitness and associated wellness facility trends.

### Leisure Facility Catchments

Leisure and sporting facility trends and benchmarking generally indicates that local or municipal facilities have a primary catchment radius of approximately 5 km and a secondary catchment radius of 10 km.

User catchment research trends indicate approximately 75% to 85% of users normally reside within a 0 km to 5 km radius of a facility with the remaining 15% to 25% coming from areas within the 5 km to 20 km radius of the facility.

Local small facilities will have a smaller secondary user catchment whilst larger regional facilities that provide larger and more facility components and usually a larger number of programs and services will draw users from a much wider catchment than a local/municipal facility.

The size and shape of the catchment area will be influenced by several factors including the range and quality of facilities and services offered, natural and built barriers i.e. waterways, beaches, rivers, freeways, travel times and the availability of competing facilities.

In metropolitan cities, it is not uncommon for facilities to share catchment areas, particularly the secondary catchment areas. In regional areas this will depend on distance to closest competing facility.

The maps on the following pages show the travel distances for each facility demonstrating the reach of the primary (5 km) and secondary (10 km) catchment areas.

Private swimming facilities are also identified on the travel distance maps and show particularly in the Port Macquarie urban area a competitive learn to swim market place.

The user catchment mapping indicates:

- **Port Macquarie Olympic Pool**: Has the largest population within the 5km primary catchment zone. It also has 2 private swim school pools in the primary catchment zone and 2 private swim school pools in its secondary catchment zone. The estimated population in the primary and secondary catchment zones is in excess of 46,000 people and this is adequate to service a regional facility.
- **Wauchope Memorial Olympic Pool**: Has a significant population within its primary catchment zone of more than 7,500 people and a further 5,000 to 6,000 people living in the secondary user's catchment zone. There are no other competitor swim schools or other pools in these catchments. This is an adequate population to service a district facility.
- **Kendall Swimming Pool**: Has limited population in its primary and secondary user catchments of 4,000 to 5,000 people. There is one other competitor swim school in this centre's primary user catchment zone and none in the secondary user catchment zone. This indicates this pool is very much a local facility
- **Laurieton Memorial Swimming Pool**: Has up to 8,000 people living in its primary user catchment zone from North Haven to Lakewood and Dunbogan. There is one other competitor swim school in this centre's primary user catchment zone and none in the secondary user catchment zone. This indicates this pool is very much a local facility.

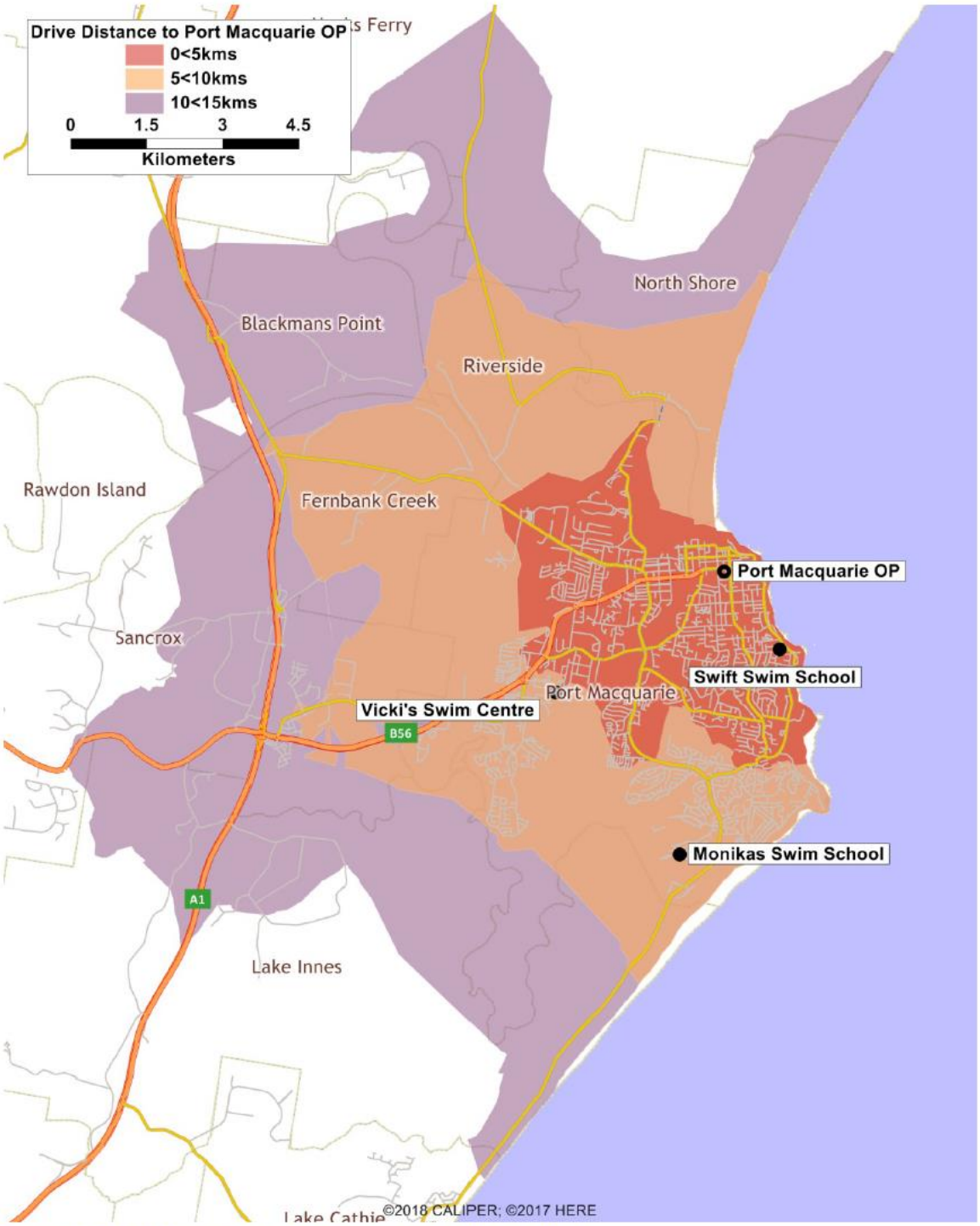



Figure 16 Travel Distance Map for Port Macquarie Olympic Pool

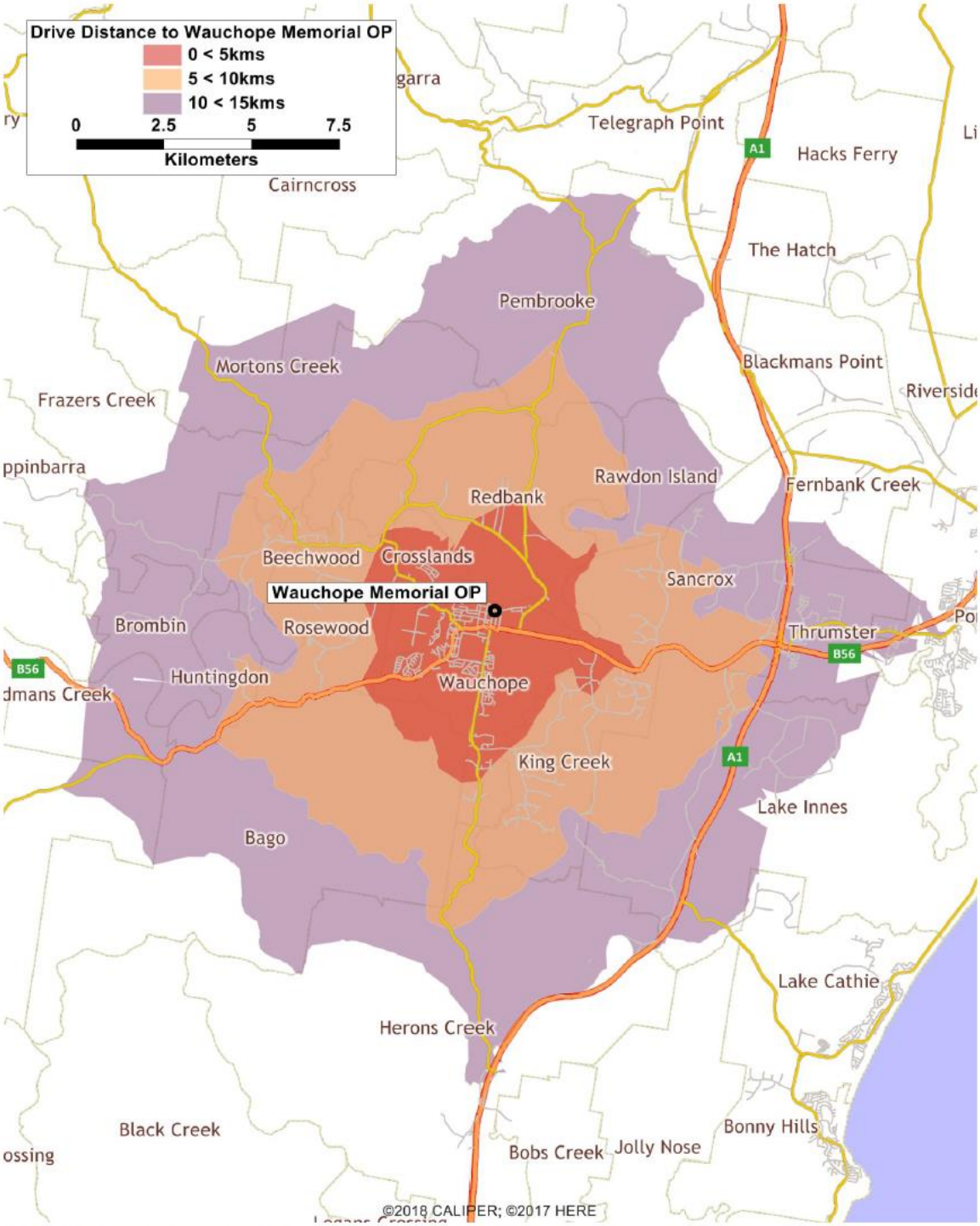



Figure 17 Travel Distance Map for Wauchope Memorial Olympic Pool

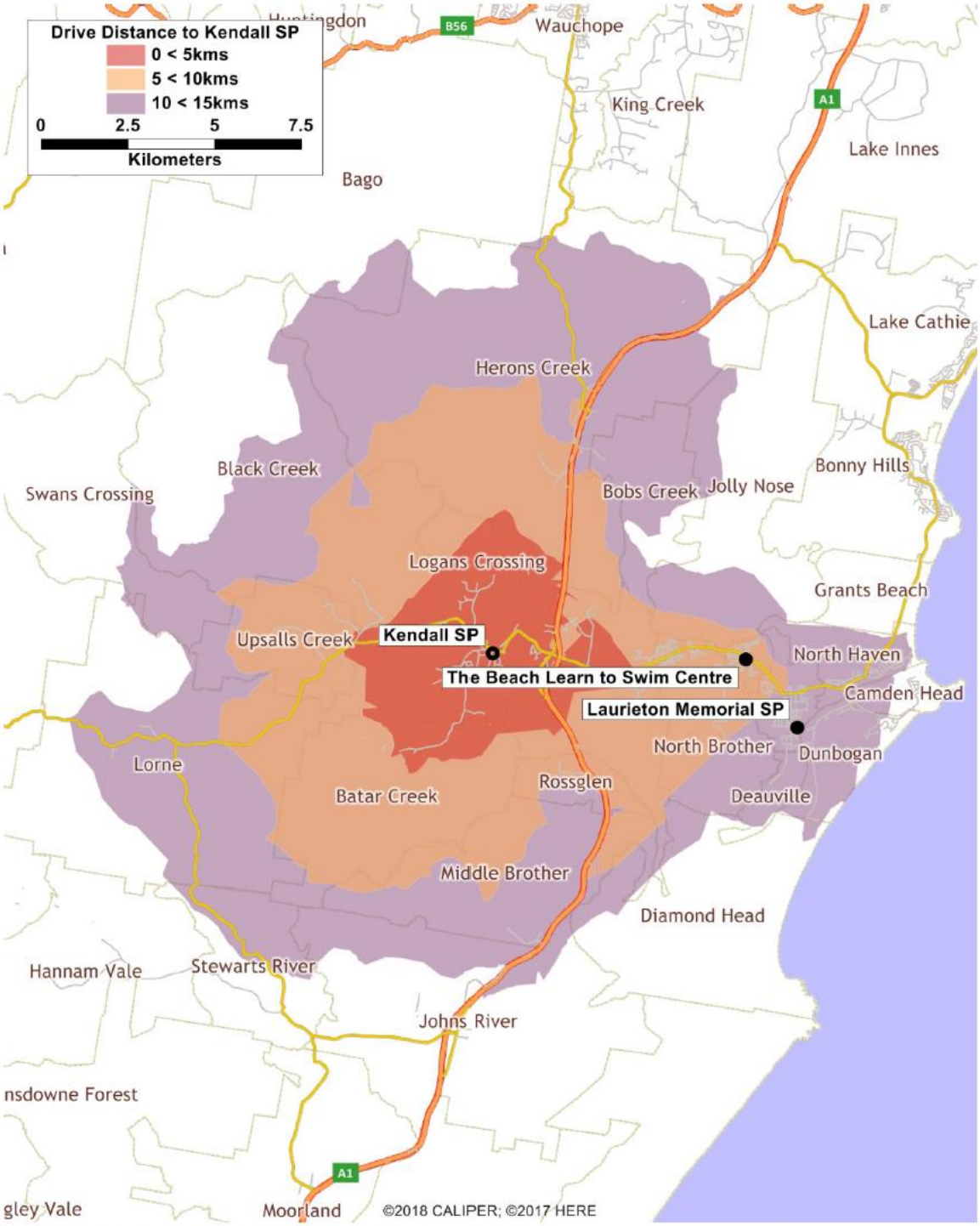



Figure 18 Travel Distance Map for Kendall Swimming Pool

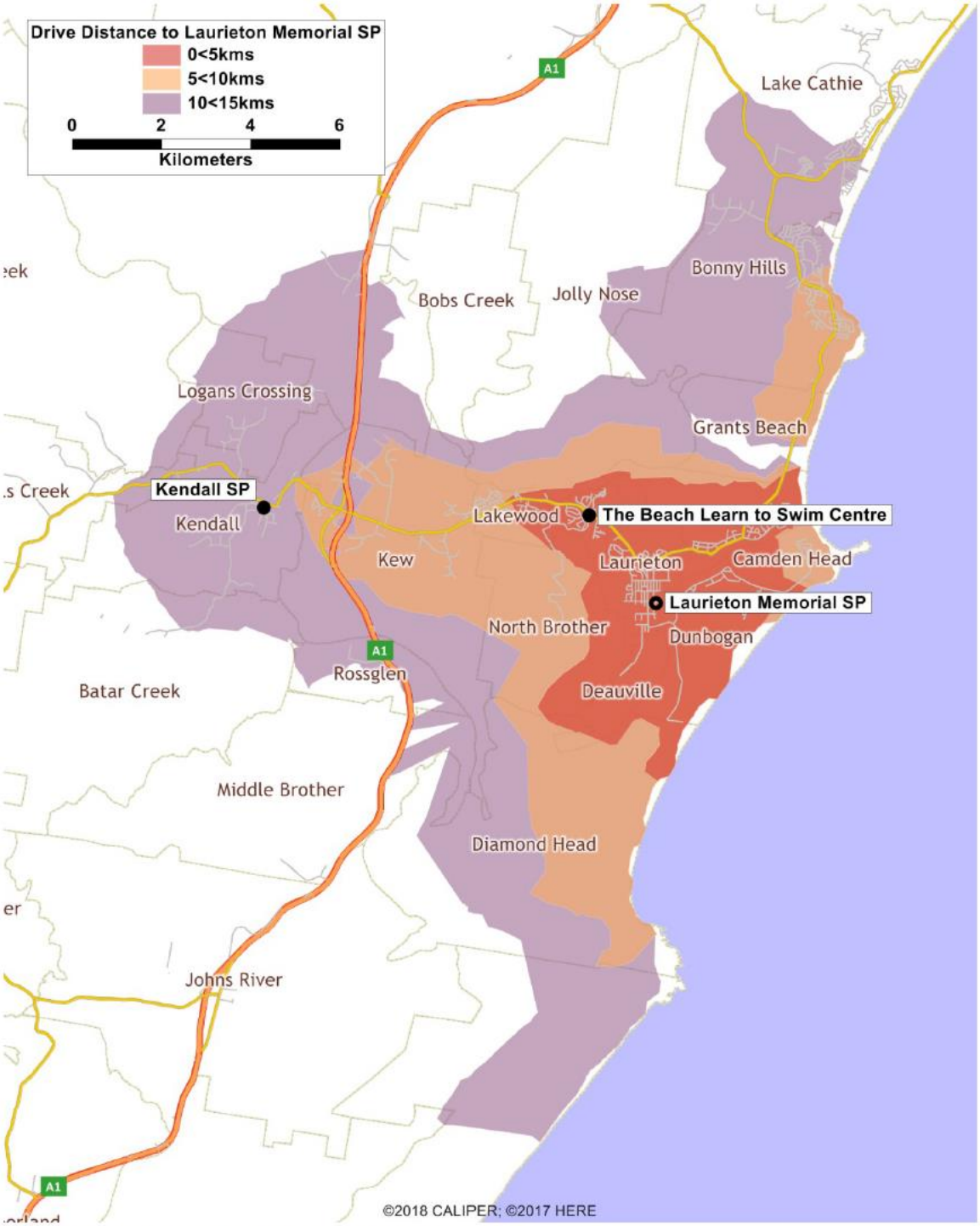



Figure 19 Travel Distance Map for Laurieton Memorial Swimming Pool

## 4.4 Aquatic and Leisure Facilities Trends

This section highlights the range of general sport and recreation trends that are likely to impact on local communities and facilities in the future.

- **A gradual ageing of the population.**

  As life expectancy increases, birth rates stay low and the "baby boomers" of the 1950s and 1960s grow older, this is placing a demand on providing specific older persons programs. In aquatic and leisure facilities, this includes programmed hotter water areas as well as pools suitable for therapy and older adult exercises. This is contributing to a need for aquatic facilities to have a range of pools with different water depths and temperatures, as well as for services and programs both water and gym/health and fitness based to meet their needs.

- **Flexibility in the times when people recreate.**

  As demands on people's time increases and work practices change, people are seeking to take their sport and recreation at different times, over a broad spread of hours and at facilities that offer a variety of activities under the one roof. Indoor pools and health and fitness facilities are particularly attractive and becoming easier to use, as many are open 12 to 16 hours per day, 7 days a week, with some now also open 24/7.

- **Increased variety in leisure options.**

  People's sport and recreation options are changing towards newer more varied activities offered over a greater range of timeframes compared to previous decades where limited variety in activities and scheduling occurred. This has supported the trend to more multi-use facilities to attract a broader range of users as well as multiple programs to meet different needs at the one facility.

- **Constraints to leisure participation.**

  Lack of time, lack of facilities close by, family and work constraints, health problems and cost of service or use of facilities are the main constraints to many people's leisure participation. The development of targeted markets of users, programs and services at many aquatic and health and fitness centres has assisted in reducing some of these participation constraints.

- **Changing employment structures, trading and work hours.**

  These trends often make participation in traditional sport and recreation activities difficult and therefore people are looking for facilities that are open longer hours and have a lot of activity options at the one site. This makes opportunities such as indoor pools and health and fitness centres and indoor sports courts attractive as their long opening hours and days open per year means usage can be made in a wide range of social, training, competition and educational settings.

- **Different people want different activities.**

  The different population characteristics such as age, gender and cultural background of the population sees the need for facilities to offer potential users a much more varied range of programs and services than previously offered. All year round available indoor and outdoor aquatic and leisure facilities also provide the greatest diversity of activities throughout the different seasons impacted by the areas weather.

- **Provision of high standards and quality of facilities and services.**

  People are increasingly seeking high standard, high quality facilities and services to meet their sport and recreation needs. This has also seen the trend for indoor facilities becoming very popular as they allow activity in safe and secure spaces in all weather and environmental conditions. Providing low standard, low cost facilities will not attract the maximum user market.

- **Desire for activities to be affordable.**

  The development of multi-purpose aquatic, fitness and indoor sport centres has enabled the high operating cost activities, such as aquatics, to be cross subsidised by more profitable activity areas such as health and fitness, food and beverage and entertainment areas. This has enabled many facilities to keep general entry fees low to encourage use whilst seeking users who want special services to contribute at a greater level to the cost of such activities. In general, there is a greater

reliance on locally accessed and lower cost opportunities by those without the resources to travel and pay for more expensive activities.

- **Recognition of strong links between physical activity and health.**

  Preventative health care and active lifestyles are very important to many people and aquatic, health and fitness and indoor sport activities are becoming a large part of people's activity choices. There is increased recognition of the strong links between involvement in recreational activity and good health, and the development of appropriate activities and services, which support this.

- **Expectations of equity and access.**

  People with special needs must be catered for in public aquatic and leisure facilities. This has seen improved design features to increase accessibility to and within such facilities. Added to this is the growing array of programs and activities offered to people of all abilities, physical condition and skill levels.

- **Sustainable Development.**

  In addition to the trends above there are specific trends relating to recreation and sporting facility development such as facility planners and operators need to respond to community demand for more sustainable and ecofriendly infrastructure.

### 4.4.1 Sport and Recreation Changing Environment

All sports and recreation providers are operating in an environment of change. There are many challenges that will need to be dealt with for future facility planning including:

- **Consumer Expectations**: Because of consumers being exposed to high quality programs, events and services through the media and other leisure industry providers they are expecting more and more from their sport and recreation programs. This includes quality of facilities, support amenity, player and spectator comfort, quality of service, coaching and expecting the service to be provided when they want it. However, this has meant that significantly less program space can be achieved per investment dollar.
- **Changing population demographics**: Australia's population is ageing. The percentage of population of 5 to 14-year olds will continue to decrease with the greatest growth in the 55+ age group. This will create a demand for programs and services in sport that go well beyond a focus on junior sport.
- **Competition for participants**: All Australia's sporting codes have recognised the need to recruit young players into their sport at an early age. Many of the sports face competition from large, well-funded junior programs and high-profile sports as well as other forms of entertainment competing for the time and interest of young people. A key challenge for many sports and recreational activities is the retention of those recruits beyond their early to mid-teen years.
- **Reliance on external revenues**: Participants provide a large proportion of funding for most sport and recreation activities, programs and services. Competition is intense for funding, sponsorship, spectators, profile and members. Providers will need to clearly differentiate and market products and benefits to seek to access other revenue streams. This is particularly important in the development and upgrade of facilities and equipment.
- **Facilities**: Maintaining and developing new facilities is a major challenge for the sport and recreation industry. The future may require sporting and recreation providers to partner in multi-sport/recreational developments either in local government or commercially built complexes.
- **Well-trained personnel**: Volunteers predominantly service most sports. Recruiting and retaining paid staff/volunteers are critical to operations. In our regulated world, volunteers need and demand access to training and education in a flexible delivery model that responds to their busy lives. Coaches, officials and administrators must be supported to ensure the delivery of quality programs and competitions. Supporting and recognising volunteers is a task not to be underestimated.

### 4.4.2 Successful Aquatic Leisure Facility Components

Industry trends indicate the components that will contribute to future successful contemporary aquatic and leisure facilities are listed in the figure adjacent.

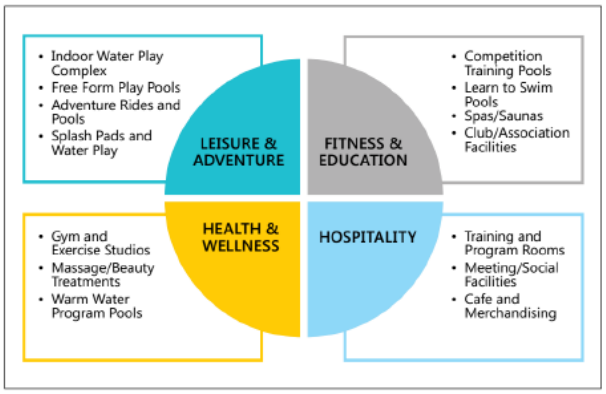



Figure 20 Successful Aquatic Leisure Facility Components

### 4.4.3 Aquatic Facility User Markets

Traditionally many local government aquatic leisure facilities were built for specialist or limited market users (i.e. competitive swimmers or high-level sport participants). Detailed planning and comprehensive feasibility studies now are able to show more targeted user profiles.

Such studies usually identify the demographic profile of residents in the project area, their current aquatic and leisure participation patterns and use of surrounding aquatic and leisure facilities that provide a sound base for more user-friendly facilities.

Most aquatic facility market research indicates complexes must equally cater for four distinct aquatic user markets as outlined in the figure adjacent.

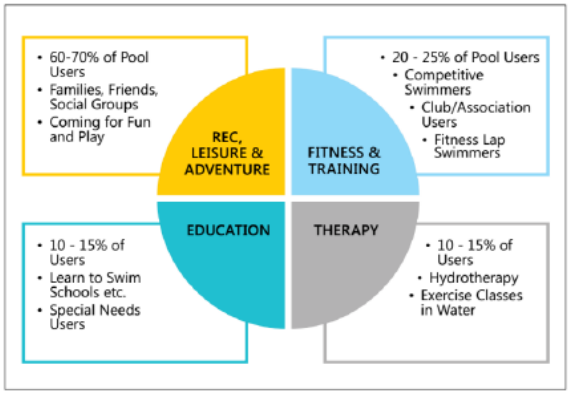



Figure 21 Aquatic Leisure Centre User Markets

The main aquatic leisure facility user markets have been defined as:

- **Recreation and Leisure Market** - usually made up of families, people coming with friends and groups for fun, relaxation, social activity and low-level competition/ participation.
- **Competitive/Training/Fitness Market** - usually made up of people predominantly attending facilities alone for structured fitness or competition activities.
- **Education Market** - usually made up of children and adults wishing to increase water safety and survival skills. Includes Learn to Swim classes, school and club use and individuals improving their skills and techniques. They require hot water pools and water depths with some straight edges and easy water access, etc.
- **Health and Therapy Market** - usually made up of children, adults and older adults wanting to relax or exercise in hot water. This market also includes specialist health condition groups such as arthritis, asthma suffers, etc. They require hot water pools and associated health relaxation areas, i.e. spa/saunas, etc.

Previous studies have indicated that the recreation and leisure market will usually be the largest as it contains people of all ages, ability, types, interest and gender. The competitive/ training/fitness market is a more specialist market as it usually contains younger, fitter and more active people who have made time to train and compete.

Benchmarking studies have indicated that in many cases 60% to 70% of facility users come from the recreation/leisure sector with 20% to 30% coming from the competitive/training/fitness markets. The health and therapy and education markets can range from 10% to 20% of the market subject to the age and health profile of the community in which the facility is located.

The most successful centres attract all user markets and should be set up to allow people to participate in a range of activities at the one site. The further addition of health and fitness facilities, spas and saunas and social areas have been very successful at many aquatic facilities, as they add to the user experience and contribute to people being attracted to attend these facilities more often.

### 4.4.4 Aquatic Facility Activities

Industry trends indicate that in most current indoor standalone aquatic facilities, revenue does not meet annual operating costs. While some Centres may have the capacity to return an operational surplus, they show minimal return on capital investment.
A review of successful Centres demonstrates that they have the following characteristics:

- High visits per square metre
- High expense recovery ability including capital repayment
- High operating profits per visit
- Excellent program range returns and attendances
- High secondary spend returns
- Excellent range of attendance types (adult/child ratio)
- Draws users from a large catchment area
- High revenue returns from health and fitness.

Traditionally, commercial investment in aquatic facilities has been in specialist pools such as learn-to-swim or as additions to health and fitness clubs. High capital cost and limited financial returns have contributed to this situation. Some aquatic facility management groups are prepared to invest capital funds in return for longer-term agreements.

### 4.4.5 Health and Fitness Activity Areas

Industry trends indicate that users of aquatic facilities are also significant users of health and fitness facilities. Location of each of these activity components at the one site improves financial viability. Health and fitness components have the capacity to record high expense recovery returns, with many centres returning 125% to 180% of expenditure. Traditionally these returns can also attract commercial investors and operators to health and fitness facilities.

Locating these facilities at aquatic centres increases the potential of cross-selling and spinoff use. It also improves the membership/program user and casual user ratio.

#### Current Trends

- 24/7 gyms will continue to have a presence and cater for those who are “time poor during regular business hours, self-motivated and fitness-confident” gym users.
- Demand will continue for “personal full-service model” that provides “sufficient flexibility”.
- Demand for online fitness services - direct customer-based programs through social media have risen over the past few years.

#### Future Trends

- Efficient fitness such as body weight training and high intensity interval training (refer below) are ideal for the time poor.
- Population changes provide opportunities such as:
    - Ageing population - may be directed to fitness by health professional; may also be increase in “older” fitness professionals.
    - Increasing number of unhealthy with high rates of overweight/obese requiring fitness professionals to help improve their health.

- Expectation for higher standards of fitness trainers and professionals - qualifications will be expected for those referred by health professionals.
- Technology advances including wearables; connectivity to internet and apps is providing increased opportunities to bypass going to the gym or using a personal trainer in person to engage in fitness activities; opportunity for real time delivery of fitness programs which could enable expansion of programs to remote areas where access to a gym or instructors may not be available or for those who have difficulty leaving home.

### Factors Impacting on Participation

- Convenience of location followed by what services are provided are the highest factors in determining what gym, with location and value for money the key factors impacting on long term commitment.
- Reasons for discontinuing include conflicting time commitments and changed circumstances.
- Affordability is a major issue in committing to a gym.
- Personal training - short term interactions up to six months were the most common type, whilst reasons for discontinuing was cost and achieving initial goal.

The Worldwide Survey Fitness Trends for 2017 aims to assist the health and fitness industry with decisions regarding programming and business.

The top twenty trends for 2017 include continued support for some new trends from 2016 such as wearable technology and body weight training whilst sport specific training and core training dropped out of the top twenty trends. The top twenty 2017 trends as identified in the survey with the 2016 ranking are provided in the table on the next page.

For the second year in a row wearable technology such as activity trackers, smart watches, smart glasses, smart fabrics and interactive textiles, is ranked as the number one trend.

Wearable technology can motivate people to increase physical activity and exercise and have potential to make programs “fast, clear and enjoyable”. This is followed by body weight training (2), high intensity interval training (3) and educated fitness professionals (4). High intensity interval training which typically takes 30 minutes to perform, potentially meets the needs of those time poor/too busy, providing a time-efficient exercise option.

New to the Top 20 for 2017 is group training (6) which is classified as more than five participants. The reason for this increase in popularity was not able to be identified through the research.

A continued interest in “strength training and functional fitness” is also reflected in the trends. A gap in the trends identified by one of the expert reviewers was the lack of interest in programs targeting childhood obesity.

In terms of the ongoing impact of technology, The Club of 2020 (2016), identifies a number of ways that technology may continue to change the fitness industry, with technology (wearables, mobile app and social media) being important to success.

The following key themes are raised:

- Business Model - new models include premium classes, pay-as-you-go options (e.g. younger members able to select different package options such as total club visits), at home services (e.g. could include workout at centre and virtual personal training, or trainers going to a person’s home, more services provided outside the centre) and time based pay (depending on times use centre, off-peak and peak); demand for personalised service - pay premium for personalised service.
- Personalisation - key is availability of data which will enable personalised experiences that are tailored for each member.
- Wearables - growing at 35% (annual compounding rate); includes smart clothing, linkages to mobiles (messages to apps); points and rewards programs Internet - smarter equipment (e.g. preventative

maintenance, automated replacement ordering; automated touchless check-in (e.g. iBeacon technology with mobile app).

- Optimisation - capacity utilisation providing real time information on classes, centre usage, etc.; dynamic pricing.

A US based study by Technogym4 of 5,000 Millennials (those aged 14 - 34 years) found that:

- Millennials would like to exercise more often however indicated that they are often too busy and unable to properly devote the time they needed resulting in a growing wellness deficit. As such "short, sharp exercise formats that fit into their everyday busy schedules" are generally sought.
- Technology has ability to assist in overcoming the wellness deficit, and social media has power to motivate to exercise more often.
- Key barriers are too busy (50%) and lack of motivation (30%).
- Preferences of Millennials included:
    - Tracking and monitoring fitness programs are important (65%).
    - Mobile technology benefits include tracking progress wherever and whenever (72%) with use likely to rise (56% to 74%).
    - Group exercise benefits include increased motivation (70%) and more enjoyable sessions (65%).
    - Physical competitions are a good way of keeping fit whilst socialising (69%).
    - Workout should be interactive, fun (77%) and personalised to meet individual goals (77%).

| 2017 Ranking | Trend | 2016 Ranking |
|---|---|---|
| 1 | Wearable Technology | 1 |
| 2 | Body weight training | 2 |
| 3 | High-intensity interval training | 3 |
| 4 | Educated, certified, and experienced fitness professionals | 5 |
| 5 | Strength training | 4 |
| 6 | Group training | |
| 7 | Exercise is Medicine ® | |
| 8 | Yoga | 10 |
| 9 | Personal training | 6 |
| 10 | Exercise and weight loss | 9 |
| 11 | Fitness programs for older adults | 8 |
| 12 | Functional fitness | 7 |
| 13 | Outdoor activities | 14 |
| 14 | Group personal training | 11 |
| 15 | Wellness coaching | 13 |
| 16 | Worksite health promotion | 12 |
| 17 | Smartphone exercise apps | 17 |
| 18 | Outcome measurements | 20 |
| 19 | Circuit training | 18 |
| 20 | Flexibility and mobility rollers | 16 |

Figure 22 Technogym4 Fitness Trends Study

### 4.4.6 Ancillary Services and Activity Areas

In recent years, there has been a trend to develop a range of complementary businesses in conjunction with aquatic and leisure facilities. These include:

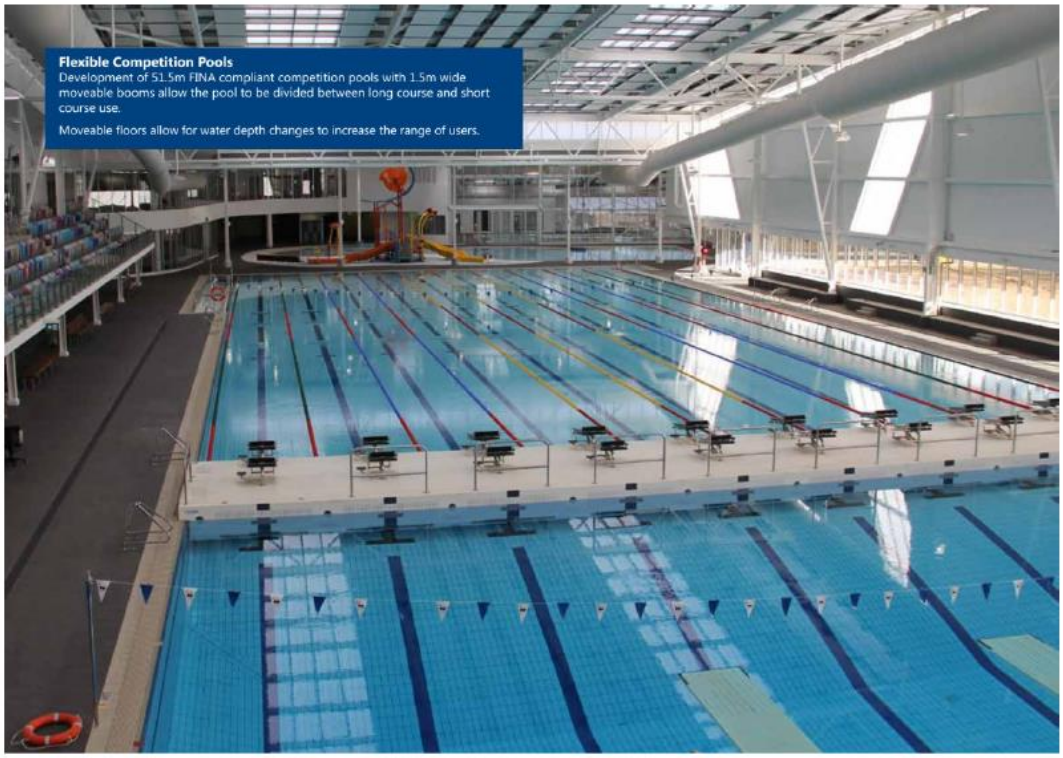
- Wellness Centres/Day Spas: There is an emerging trend of adding in an area for specialist wellness activities, services and merchandising. The key services found at successful wellness centres include massage, beauty therapy treatments, gentle exercise classes and relaxation and time out activities.
- Inclusion of such facilities offers a broader range of activities to a larger age profile of people. The massage and beauty therapy are high yield sales activities and can have high linked merchandising product sales.
- It is essential in developing such areas that they are located with good views, away from general public noise and viewing areas and have very good finishes and fittings. There needs to be a close by lounge for relaxation after treatment or classes.
- Sports Medicine: Development of consulting rooms, with patient access to health and fitness and pools, have been excellent revenue generators.
- Health and Therapeutic Services: Health consultancies, weight loss and therapeutic services linking in worker and accident rehabilitation patients to use the range of facilities with centre memberships paid by relevant authorities.
- Health and Beauty Services: Leased areas to services such as beauticians, hair salons and body toning.

### 4.4.7 Future Aquatic & Leisure Facility Trends

Aquatic and Leisure Facility reviews in Australia, North America, Canada, the Middle East and China in recent years along with research into health and fitness trends provides a guide to potential aquatic and leisure facility innovations and trends.

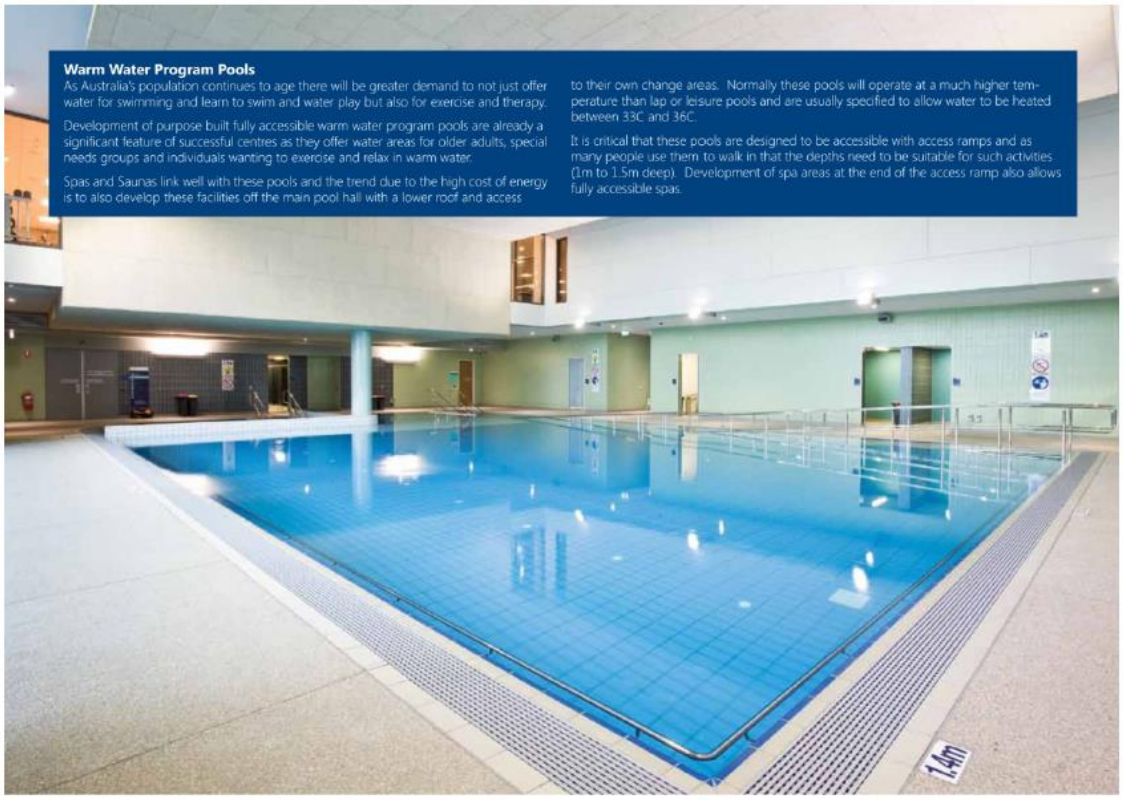
These are summarised in the graphics on the following pages for

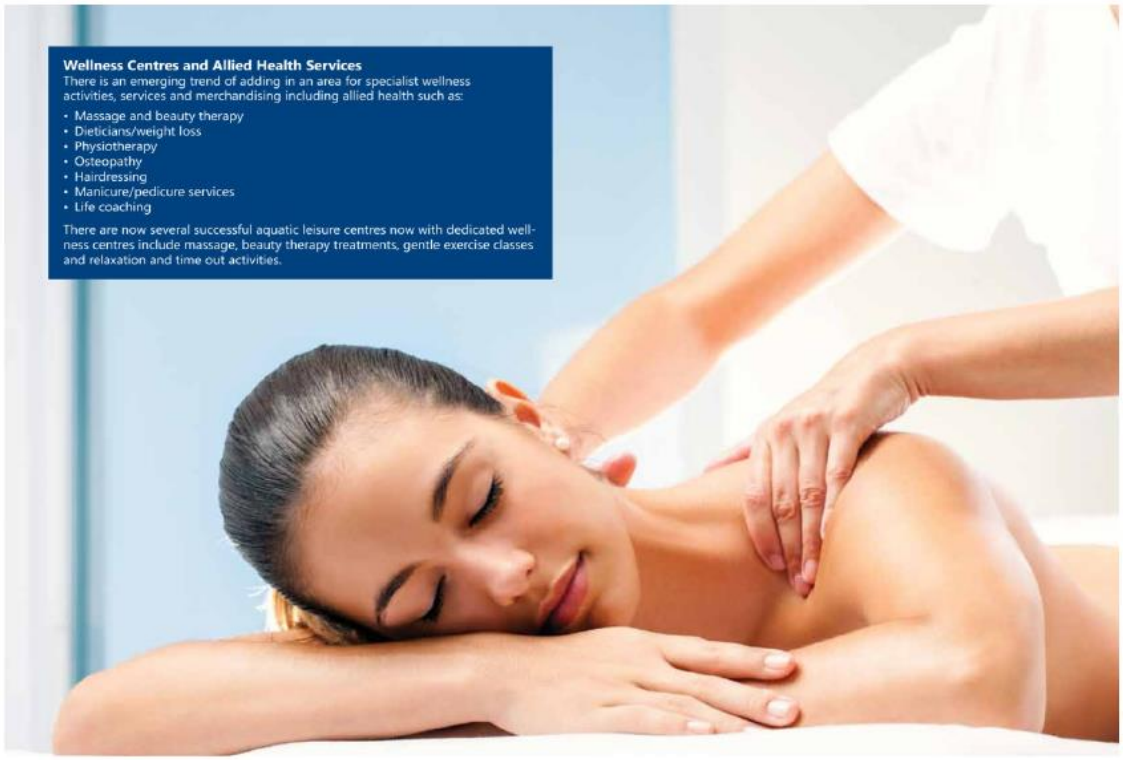
- Flexible Competition Pools
- Leisure and Waterplay Equipment
- Major Attraction Leisure Features
- Warm Water Program Pools
- Wellness Centres and Allied Health Services
- Special Effects and Digital Technology
- Food, Beverage and Merchandising.



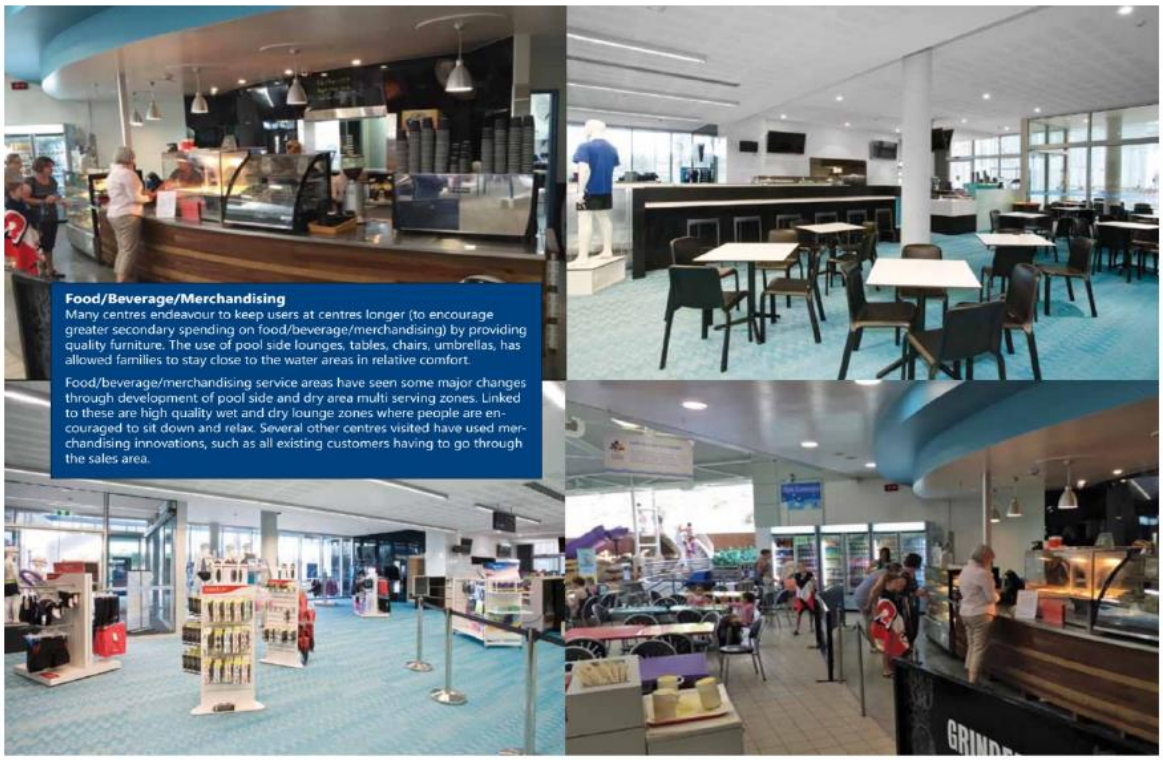
Leisure and Waterplay Equipment
Changing static shallow water areas into water play and fun zones is one of the most popular renovations. This can be done by adding simple play equipment, water sprays and interactive equipment to existing pools. Added to this is the option to introduce inflatable play equipment to allow the area to be changeable.

Major Attraction Leisure Features
Water slides and similar challenge and adventure type activities have remained popular if the venue has a range of slides/rides to keep peoples interest. Single ride facilities struggle to keep interest due to the lack of variety. Multi ride areas allow users to try different length and configuration rides.
There are also a range of new water rides that have a slide component leading to another ride experience such as dropping into a bowl and then water, or onto a ramp and then into a splash pool.
A key design trend is to link all slides to a common entry platform to ensure one staff person can supervise the area. A common splash down zone also allows one lifeguard to control a range of ride water entry points.
WaterMarc


Warm Water Program Pools
As Australia's population continues to age there will be greater demand to not just offer water for swimming and learn to swim and water play but also for exercise and therapy.
Development of purpose built fully accessible warm water program pools are already a significant feature of successful centres as they offer water areas for older adults, special needs groups and individuals wanting to exercise and relax in warm water.
Spas and Saunas link well with these pools and the trend due to the high cost of energy is to also develop these facilities off the main pool hall with a lower roof and access to their own change areas. Normally these pools will operate at a much higher temperature than lap or leisure pools and are usually specified to allow water to be heated between 33C and 36C.
It is critical that these pools are designed to be accessible with access ramps and as many people use them to walk in that the depths need to be suitable for such activities (1m to 1.5m deep). Development of spa areas at the end of the access ramp also allows fully accessible spas.
1.4m


Wellness Centres and Allied Health Services
There is an emerging trend of adding in an area for specialist wellness activities, services and merchandising including allied health such as:
• Massage and beauty therapy
• Dieticians/weight loss
• Physiotherapy
• Osteopathy
• Hairdressing
• Manicure/pedicure services
• Life coaching
There are now several successful aquatic leisure centres now with dedicated wellness centres include massage, beauty therapy treatments, gentle exercise classes and relaxation and time out activities.

Special Effects and Digital Technology
A range of North American Indoor leisure parks have added computerised light shows and sound systems to allow night time areas to be changed. The use of lights and sound provided users with new indoor facility experiences at night-time.
Some centres have gone further by adding projection walls to incorporate movies and short video clips with their new light and sound effects.
Other innovations include:
• Multi-media video screens through the centre reminding customers about programs, special promotions, and food/beverage and merchandising specials.
• Providing customers with discount vouchers (at entry to centre) to spend in food/beverage and merchandising outlets or on their next visit.
• Offering combination sales specials to attract a higher spend per person.


Food/Beverage/Merchandising
Many centres endeavour to keep users at centres longer (to encourage greater secondary spending on food/beverage/merchandising) by providing quality furniture. The use of pool side lounges, tables, chairs, umbrellas, has allowed families to stay close to the water areas in relative comfort.
Food/beverage/merchandising service areas have seen some major changes through development of pool side and dry area multi serving zones. Linked to these are high quality wet and dry lounge zones where people are encouraged to sit down and relax. Several other centres visited have used merchandising innovations, such as all existing customers having to go through the sales area.

## 4.5 Key Findings from Market Research Analysis

There has been a long history of investigations and community consultations into the future of the Port Macquarie Olympic Pool and the development of a new generation, modern aquatic and leisure centre.

The feasibility studies and working group discussions show the strong community push for a new facility. They also provide sufficient justification for an improved facility based on population growth, demand generated by existing swimming and triathlon clubs and a latent demand for learn to swim programs, primary facility catchment in Port Macquarie that is able to support a viable aquatic and leisure centre and poor asset condition of existing pools and plants.

Asset condition assessments conducted on Port Macquarie Olympic Pool and Wauchope Memorial Olympic Pool confirm significant site and facility issues. The pool shells are reaching the end of their functional life with significant water being lost. Wauchope Memorial Olympic Pool has recently been upgraded and therefore this is not a concern at the district pool site now. Port Macquarie Olympic Pool issues continue.

The market research trends support demand for aquatic, health and fitness and water play facilities is expected to increase and this is supported by the continued high popularity of this activity amongst adults and children for swimming and fitness/gym activities. Trends also indicate facilities and services for therapy will also be important with the high proportion of older adults in Port Macquarie - Hastings Council.

Trends also indicate in active coastal and regional communities demand for learn to swim programs, warm water programs and health and fitness programs is increasing. The current facilities and programs either don't provide for these business and participation streams or cannot provide for growth due to the poor condition or functionality (not fit for purpose or small size pools).

Generally, it is noted, 75 to 85% of a facility's attendance and catchment is drawn from 5km from a facility (primary catchment), whilst the remainder usually reside within 10km of the facility (secondary catchment). This statistic is consistent across Australia and settlement types, whether it is in urban, peri-urban or regional areas. People tend to travel longer distances to access aquatic and leisure facilities in rural areas.

Council's regional aquatic centre - Port Macquarie Olympic Pool provides for the largest population within its facility catchment area (46,000 people +).'The demand on this facility will increase as forecast population growth is realised across the local government area.

There has been a much greater emphasis in the development of a variety of water spaces within public aquatic centres including:

- Program pools designed for learn to swim and a variety of aquatics programs
- Warm water pools which are used for rehabilitation and therapy, one of the highest use spaces within public aquatic and leisure centres, and
- Water play including large enclosed slides, water jets and other leisure play opportunities.

A large number of aquatic facilities in NSW are first- and second-generation pools due to the mild to hot climate whilst in Victoria fourth generation aquatic and leisure centres are now being constructed because the cooler climate has demanded this approach.

The most successful aquatic and leisure facilities attract all user markets. They draw users from a large catchment, clustering and connecting services rather than dispersing smaller facilities across a region; and should be set up to allow people to participate in a range of activities at the one site including for leisure and adventure, fitness and education, health and wellness and hospitality.

There is a significant number of private businesses for 'learn to swim' and fitness/gym, Pilates and yoga. These facilities and businesses have increased the competition for public aquatic and leisure facilities.

Water play parks are becoming more popular and are successful in attracting families of all cultures and backgrounds on a regional scale.

# 5. Stakeholder and Community Engagement

This section includes an overview of community and stakeholder engagement and the issues raised for future aquatic facilities and services from stakeholder and community engagement undertaken.

## 5.1 Who was consulted?

A series of interviews were undertaken with key stakeholder groups as part of this study, together with a review of recent surveys conducted by Port Macquarie - Hastings Council and the Port Macquarie Community Aquatic Committee.

The Council's survey received 400 responses and the Action Group's survey received 600 responses. The surveys were consistent in approach and questions and received a good representation from across the demography of Port Macquarie - Hastings Council.

The key findings from these consultations are summarised below.

## 5.2 Council Swimming Pool Survey

The survey was conducted over a four-week period at the end of 2017. Over 400 people responded to the survey. 64% of respondents were female and 35% male and 2% preferred not to say. Survey participants were mostly current users of the Port Macquarie Olympic Pool and responded on behalf of family members, with 80% having multiple family members using the facility. 25% of respondents belonged to a club.

Key findings:

- Lap swimming, general recreation and child learning to swim were the predominant activities undertaken by respondents
- Most lap swimmers swam two to three times per week, whilst general recreation swimmers swam seasonally and children learning to swim weekly.
- Every day was heavily used by people with most people likely to visit before 8am and after 5pm during the week and between 8am to 12pm and 2pm to 5pm on the weekends
- The most desired facility by respondents were: a 50 m outdoor heated pool; 25 m indoor pool, outdoor shaded recreation areas and learn to swim pool. These facility components recorded more than 200 responses
- There was however a strong response rate across other facility components often provided in a new generation aquatic and leisure centre. Recording over 150 responses were: a 25 m outdoor pool, water play / splash pad, hydrotherapy / warm water pool café, leisure water features, gym and water slide.

## 5.3 Port Macquarie Olympic Pool Action Group Survey

The survey was conducted over a two-week period from 30 September to 13 October 2017. A total of 651 people completed the survey. 85% of these were from the 2444 Port Macquarie post code. 72% of respondents were female and 28% male and most respondents did not belong to a club or group.

Key findings:

- Most respondents (98%) support a year-round aquatic centre for Port Macquarie
- Most respondents use the pool for lap swimming, general recreation and learn to swim
- The most popular facility components identified were a 50 m outdoor pool, 25 m indoor pool, learn to swim and children's play area, café and outdoor shaded area and hydrotherapy / rehabilitation warm water pool

- A range of funding avenues were identified for a new aquatic facility including seeking Federal and State Government grants, ancillary businesses to be allowed on the site and the community being 'willing to donate'.

## 5.4 Stakeholder Interviews

OPG completed a range of stakeholder interviews and key issues raised are listed under each stakeholder group.

### Port Macquarie Olympic Pool Action Group

The Action Group has been formed for 18 months and is represented by the swimming club, squad swimming, pool users, triathlon club, masters swimming, disability groups and schools. They have met five times.

The Action Group took OPG through the journey to get to this point with investigating a new aquatic and leisure centre for Port Macquarie. The most serious review was the Thompson and Tregear Strategic Review of Pool Needs that recommended a multifunction aquatic facility proposal.

There has been a long history of discussions about the future of the Port Macquarie Olympic Pool and the Action Group is frustrated with no decisions made. The Action Group has however been positive with how Council has been working with the groups and is interested in continuing this partnership to progress the proposal.

Summary notes were provided by the Action Group outlining the history of strategic work, Council resolution in 2015, consultation results, profile of demand and business case opportunities.

Key reasons identified by the Action Group for a new facility:

- Population has grown to now over 100,000 since the 2000 feasibility study and over 160,000 visits to swimming pools.
- Very serious issues with asset condition together with parking and site constraints of existing facilities
- Community consultation process of over 1,000 responses support a new generation modern aquatic and leisure centre with outdoor 50 m pool, indoor 25 m pool, warm water / hydrotherapy pool, learn to swim pool, café and outdoor shaded recreation / children water play area
- Council is unaware of the potential of a new Centre - There is strong justification and business case for the facility with a supporting population size and current use profile.
- Action Group is seeking an inclusive facility for everybody
- There is an older adults' community that isn't using the current facility at all. A warm water program pool would encourage and support their activity
- Council is promoting an influx of single businesses and young people, promoting an affordable housing option and lifestyle benefits
- There is a demand for all schools in the municipality with substantial growth in student numbers. For example, the combined Catholic School System has more than 5,000 students and 500 staff that could use the facility for school swimming programs and carnivals. It should also be noted that the Catholic Parish has just bought land in Bonny Hills to cater for new student school high demand.
- Swimming Club has high membership numbers and has had to turn people away from carnivals due to the high popularity
- Triathlon Club has high membership numbers with the Ironman event supporting participation growth and the sports strength in Port Macquarie.

Other comments discussed with the Action Group include:

- There is a proposal for a new Tidal Pool. The Action Group believe addressing the new aquatic and leisure centre is the priority. There are now challenges with a Tidal Pool given the possible impacts on the coast line with legislation and planning controls now restricting development

- The facility will encourage partnerships with health and wellness services in Port Macquarie
- The schools identify occasional care for a growing early year learning sector as a key facility component
- Funding ideas are being discussed amongst the Action Group including: recreating the fundraising wall and respecting this past initiative in the design of a new facility; and a legacy funding model from a major businesses' development
- Action Group supports the current contractors but seek longer opening hours
- Action Group is seeking a timeframe and implementation plan as part of the strategy
- Seeing a FINA compliant pool to support competition swimming and triathlon
- There was concern on the impact of the St Columba Anglican School proposal for a 50 m pool if it proceeds, including private money into a public / school facility and available use by community
- Site review is needed as part of the strategy to determine the best location for a new facility in Port Macquarie. The geotechnical analysis of the sites will be important and the facility should serve a regional population catchment

### Port Macquarie Swimming Club

The Swimming Club operate from 1 October to 1 April with 10 sessions per week. There are two carnivals each year held between September and Christmas. All competitions are well attended but at capacity

There are 247 registered members ranging between 5 to 18 years old. The club offers competitive swimming and is one of the strongest outside of Wollongong, Newcastle and Sydney. The club has recently established a Junior Dolphins program.

The regional championships carnival in 2017/18 attracted 3000 entries and people were unfortunately turned away due to the capacity of the venue. Received positive feedback from competitors with comments like "I need to come back to have a holiday here" from visitors.

The Swimming Club seeks access to more times and use opportunities to support the growth of the club and new programs.

The facility is on its last legs, but we need to keep it going whilst a new pool is being built to limit the impact on existing users.

A heated pool will attract greater use.

Six lanes are just not enough for championships because the Swim Club couldn't turn races around fast enough. Currently employing creative programming to manage high demand including starting earlier. Coaches are finding it hard to promote good children swimmers into senior squads because there is no room. Swim club can't grow. They have reached capacity and need an expanded facility.

The grandstand is a huge plus and a key attractor for swim events to the region. The club has invested in the grandstand, barbecue and with plans to install a shade structure.

The regional events attract large numbers of swimmers and families to the area. There are 1 day competition events but people stay two nights and competitors often bring two spectators with them. Average spend of $1000 per week / $20 per spectator / registration fee of $30 per race by 12 = $360 / $110 in fuel / other travel costs of $50 to $100 / food costs of $200 per day/night).

There is high demand by triathlon as well. We see Swim Club members when they reach 18 years transition to the Triathlon Club. The Swim Club seeks a year-round facility, 10 lane FINA compliant pool (allows for full programming), grandstand, warm water pool (to support athlete rehabilitation), health and fitness facilities (for strength and conditioning of athlete), occasional care, café (very important for coffee is required at 5am in the morning for parents) and a club rooms with store room.

### Port Macquarie Masters Swimming Club

The Masters Swimming Club started 20 to 25 years ago at the indoor 50 m pool in Acacia Avenue. The club currently has 35 active swimmers and is largely made up of older age groups of 40+ years.

The club is actively recruiting for young people to the club that are seeking a progression from the swimming club (up to 18 years) to Masters level (18 years and above).

The club meets Saturday mornings and the venue is opened specifically for their activity at 7:30am. Members swim informally during the week in small groups, usually once or twice per week but up to four times. The club hosts one carnival each year and attracts 120 entries. Considered a very competitive event in the region and attracts swimmers from Hunter and Central Coast regions. Entrants stay for one or two days / pay an entry fee of $30 / Fuel costs $50 to $100 / Food costs $50 to $100 / Accommodation $200 to $300.

The July closure of the facility is a big issue for the Masters Swimming Club because July is the period to train for the State relay championships.

The Masters Club believes a better facility would attract more members. The club seeks an additional lane during the week for long distance swims and would be introduced if membership increases.

Oldest member of the club is 90 years old. Older members of the club would benefit from improved disabled access and a warm water pool for therapy and rehabilitation treatment.

The Masters Club supports a central location and seeks a FINA compliant pool, café and lounge areas, health and fitness facilities and access to a meeting room and storage area. The facility should be universally designed.

### Port Macquarie Triathlon Club

The Triathlon Club has been established for 20 to 25 years and is now one of the biggest tri regional clubs in NSW with 150 members. The club is affiliated with Triathlon Australia.

The age profile of the club is between 18 to 50 years old. This is unusual because there are fewer people in the age group in Port Macquarie. The club promotes a family environment.

The club runs short distance racing, with training and competition operating between October and April 2018. There are 15 events per year in addition to the Ironman Race, where in November there is a high amount of training with elite athletes in town in lead up to the event.

When in season, triathletes train for specific events. In off season, this is the time triathletes train. Training consists of very long distances and timeframes from 30 min to 2 hours. Triathletes are high users for early morning and lunch time and evening - outside working days. Triathletes usually cycle first (in dark) and then swim in the morning.

The Triathlon Club support the Action Group to push for a new facility development. Key reasons include:

- The pool is old and in poor condition
- It is a seasonal pool. The club seeks a year-round facility and access to additional lanes for training and meets
- Long time swimming can cause conflict with other users due to occupying lanes
- Only six lane pool and can be very crowded in peak times. A 10-lane pool would alleviate this issue
- Pool is not lit so use is restricted. Triathlon club seek floodlighting of pool that would benefit competitive clubs
- Triathlon athletes have children and are encouraged to swim safely and properly and become power users of the facility.

## 5.5 Council's Facilities Coordinator Interview

Council's Building Services team is responsible for 150 assets across the municipality, including aquatic facilities maintenance.

All assets data and condition are captured for buildings on sites including mechanical servicing and asset management. Maintenance is delivered through preferred suppliers and contracted out. Council is responsible for the maintenance of:

- Water, power and chemical
- Capital replacement
- Servicing plant.

There is a positive relationship between Council's Building Services Team and the current contractor - Swimwell.

Into the future, the Building Services Team seek a consistent approach across all aquatic facilities into the design, systems, products, materials, pumps and use of liquid chlorine.

The following comments were made in response to questions about the existing aquatic facilities:

**Port Macquarie Olympic Pool:**

- All pools have broken their back (50 m and 25 m pools). Long-time issue and losing a lot of water (estimated at 25 k L a day). Filters are also on the way out
- The 25 m pool is moving more than others
- All 3 pools are on one system
- Old dilapidation report available
- Old water course maps available (Dale Car advice)
- Condition report (Ninnes Fong report)
- Biggest operational issue is half on Council freehold and half Crown Land. Not a formal and dedicated car park and creates a big issue with conflict
- Site selection has to be completed using successful and best site criteria.
- Ideal to run separate plant systems
- Grand stand was most recent major works and relocated to site from another.

**Wauchope Memorial Olympic Pool:**

- Splash Pad and toddler pool is on one system. 50 m pool is running well and in good condition
- The pool is the most recently upgraded
- There was a different system installed to the other aquatic facilities and this is an operational issue. This will be turned over to liquid chlorination for consistency across systems in the future

**Kendall Swimming Pool:**

- The pool is running well and in good condition
- Pool is run on a domestic style system, but appropriate for usage
- Solar has deteriorated and needs to be upgraded
- Electrical has recently been upgraded.

**Laurieton Memorial Swimming Pool:**

- The pool has broken its back and the filter is on the way out. There is no hydrostatic valve control
- There is no structural report available, however the pool is a similar condition to Port Macquarie and the solar has deteriorated
- The pool attracts very low use.

**Servicing future growth:**

- Port Macquarie and Wauchope will cater for future growth communities in the municipality
- The Anglican School is considering an indoor 50 m pool concept. This will impact on pool provision
- There is a benefit of building on a different site, due to the existing site conditions less than ideal and land locked.

## 5.6 Aquatic Facility Management Contractor Interview

Swimwell formed 16 years. They are experienced managers and recruit experienced staff.

Swimwell has been managing the Port Macquarie Olympic Pool for 13 years and more recently managing all pools for the last four years under contract.

All pools have achieved growth in attendances.

The contractor is committed to high aesthetics of pool sites to improve the standard for patrons. They have invested in infrastructure improvements to lift the standards of pools. They conduct a six-month audit of all pools and discuss issues with Council's Facilities Coordinator and suppliers

The contractor operates pools from 5:30am and run after hours events for schools and clubs. Squad programs are being run after hours to public. The website has all programming information, times and lanes.

The contractor has an adequate number of pool staff and actively recruit older life guards with experience to support junior staff that undertake rigorous training and are used in holiday period. The minimum age of staff is 18 years old. Royal Life Saving is used for training. The following comments were made in response to questions about the existing aquatic facilities:

**Port Macquarie Olympic Pool**

- The pool is 60 years old. There is always works that need to be done due to the age and condition of the pool
- A major upgrade of pools is required
- The learn to swim pool has been operating for ten years. The program is very popular - Presently 600 enrolled in peak period and at capacity with 200 people on waiting list
- The current site is not the best site due to the water course and land ownership issues. There is a high amount of movement in pools
- The contractor seeks an indoor program pool component
- Adult swimmers have high use and particularly in morning. Port Macquarie is a very fit town with a high concentration of triathletes. The contractor needs to run three lap lanes at all times and all days to meet this demand.
- Squad programs are being run after hours to public (11 sessions)
- Masters Squads from 7am to 9am on Saturdays
- The asset register list of ownership is important for Port Macquarie Olympic Pool given the investment into the facilities made by the contractor.

**Kendall Swimming Pool**

- Squad programs are being run after hours to public (4 sessions).

**Wauchope Memorial Olympic Pool**

- The learn to swim pool has been operating for 4 years. The program is very popular
- Squad programs are being run after hours to public (6 sessions).

**Laurieton Memorial Swimming Pool**

- Squad programs are being run after hours to public (4 sessions)
- The pool needs to be looked at due to age and condition.

The contractor supports the current contract responsibilities where Council pays for asset maintenance (structural), water, power and chemical, whilst Swimwell focusses on service delivery and day to day maintenance. Linking the pools is considered logical for the future contract with the contractor seeking a longer contract term. Also, building in a requirement for Royal Life Saving assessments as part of the future contract is supported by the contractor.

The future growth in attendances will be in learn to swim with 200 people presently on a waiting list to join. A future facility needs more program pool space to meet the demands of a growing population. The facility catchment for Port Macquarie will reach 70,000 people and demand a regional size aquatic and leisure centre.

The contractor supports water play parks and highlight the popularity of inflatables when put in in holiday periods.

## 5.7 St Columba Anglican School

The Principal of the St Columba Anglican School presented a master plan with a proposal for a 50 m pool on the school grounds to service the students, staff as well as provided for community use.

This concept is being revisited following a conversation with the Consultant about the costs and programming requirements of a 50 m pool. Contacts were provided to the school of other private school's with swimming pool facilities in Sydney and Melbourne so development and operating costs can be better understood.

Council staff and School representatives have met since this consultation. The pool proposal was noted as moving from a short-term priority project to a longer term project with school administration now addressing:

- Proposed land area will be too small for development and its rectangular configuration restrict pool layouts that will require higher staff supervision than if pools were laid out next to each other.
- The need to add other activity and water areas to a 50 m pool to make it viable.
- The school, together with Council are now discussing a precinct master plan with the University (CSU) and shared facilities, but not a pool. The proposal is now considered long-term, needs further development and would only complement what Council will provide.

## 5.8 Councillor Workshop

The Council discussed the significance and criteria for deciding about the future of the Port Macquarie Olympic Pool. The decision would be made for the next 40 years and will consider people, activities, places and trends.

The Council is interested in taking the community along on a journey in a positive way.

The Council supports maintaining the Wauchope, Laurieton and Kendall pools. It is believed that a big decision and investment for Port Macquarie would be received positively by these communities.

The poor ground conditions and facility condition was acknowledged by Council. Considering the now and understanding what is needed for the projected population and demographic profile is the first step. Once the facility components required to meet future demand is understood, a site analysis of potential sites can be conducted.

All possible sites should be investigated including the indoor Stadium site (Stuart Park) and Macquarie Park.

Laurieton Memorial Swimming Pool is in poor condition but is regarded locally as a high need local facility and needs to be determined if the current site is suitable for redevelopment or is there a better longer term close by site.

## 5.9 Key Findings of Stakeholder and Community Engagement

Two community surveys were conducted in late 2017. Over 1,000 people completed the surveys. Most respondents (98%) support a year-round aquatic centre for Port Macquarie. The most popular facility components identified were a 50 m outdoor pool, 25 m indoor pool, learn to swim and children's water play area, café and outdoor shaded area and hydrotherapy / rehabilitation warm water pool.

An Action Group has been formed across key user groups of Port Macquarie Olympic Pool. They are advocating for a new multi-functional aquatic and leisure centre and have conducted research and a survey to demonstrate the needs for the facility. Key reasons include:

- Population has grown to now over 100,000 since the 2000 feasibility study and over 160,000 visits
- Very serious issues with asset condition together with parking and site constraints of existing facilities
- Community consultation process of over 1000 responses support a new generation modern aquatic and leisure centre with outdoor 50 m pool, indoor 25 m pool, warm water / hydrotherapy pool, learn to swim pool, café and outdoor shaded recreation / children water play area

There is an older adults' community that isn't using the current facility at all. A warm water program pool would encourage and support their activity

There is a demand for all schools in the municipality with substantial growth in student numbers. For example, school system and 500 staff that would use the facility for school swimming programs and carnivals.

All clubs currently using Port Macquarie Olympic Pool have healthy and growing memberships and are requesting more access to lanes to accommodate more swimmers. In particular:

- The Swimming Club has high membership numbers (270) and has had to turn people away from carnivals due to the high popularity.
- The Triathlon Club has high membership numbers (150) with the Ironman event supporting participation growth and the sports strength in Port Macquarie.

The current Contractor supports the current contract responsibilities where Council pays for asset maintenance (structural), water, power and chemical, whilst Swimwell focusses on service delivery and day to day maintenance.

The Contractor believes future growth in attendances will be in learn to swim with 200 people presently on a waiting list to join. A future facility needs more program pool space to meet the demands of a growing population. The facility catchment for Port Macquarie will reach 70,000 people and demand a regional size aquatic and leisure centre.

The Facilities Coordinator outlined the condition of each of the pools. Whilst the recently upgraded Wauchope Memorial Olympic Pool and Kendall Swimming Pool were in a good condition, the Laurieton Memorial Swimming Pool and Port Macquarie Olympic Pool were in poor condition and require an upgrade.

All stakeholders and community were supporting of a new aquatic and leisure centre in Port Macquarie and assessment of alternative sites due to the poor site conditions at Port Macquarie Olympic Pool.

# 6. Future Aquatic Strategy Key Issues

This section identifies the key issues from the market research and engagement stages.

## 6.1 Key Issues to Help Guide Councils Future Aquatic Strategy

The following key issues have been summarised to help guide the future aquatic strategy.

### Long history of strategic investigations supporting a new aquatic and leisure centre in Port Macquarie

There has been a long history of investigations and community consultations into the future of the Port Macquarie Olympic Pool and the development of a new generation, modern aquatic and leisure centre.

The feasibility studies and working group discussions show the strong community push for a new facility. They also provide sufficient justification for an improved facility based on population growth, demand generated by existing swimming and triathlon clubs and a latent demand for learn to swim programs, primary facility catchment in Port Macquarie that is able to support a viable aquatic and leisure centre and poor asset condition of existing pools and plants.

### Poor condition of Port Macquarie Olympic Pool and Laurieton Memorial Swimming Pool

Asset condition assessments conducted on Port Macquarie Olympic Pool and Wauchope Memorial Olympic Pool confirm significant site and facility issues. The pool shells are reaching the end of their functional life with significant water being lost. Wauchope Memorial Olympic Pool has recently been upgraded and therefore this is not a concern at the district pool site now. Port Macquarie Olympic Pool issues continue.

Port Macquarie Olympic Pool is currently in very poor condition and near the end of its functional life. Council will need to make a decision on the pool's future in the short to medium term for the renewal of existing assets will be a substantial cost.

Laurieton Memorial Swimming Pool condition is deteriorating and will require an upgrade in the future. The pool has a small increase in visitation, however this is below the CERM PI Benchmark for outdoor pools and would be largely due to the pool's location being exposed to wind conditions.

Wauchope Memorial Olympic Pool has been upgraded and showing increases in attendances. Kendall Swimming Pool is only 14 years old and very much plays a local facility role for the Kendall Swimming Pool and surrounding area communities.

### High population, attendances and membership growth fuelling demand for aquatic and leisure facilities

Demand for improved/expanded and new aquatic facilities is being fuelled by more than 80,000 current residents and projected continued growth in population that will reach over 100,000 by 2036. There are a range of established aquatic groups and memberships of the swimming and triathlon clubs and a learn to swim program of 600 swimmers and 200 people on a waiting list.

Pool visitation trends indicate they have increased across all sites. This is particularly evident at Wauchope Memorial Olympic Pool which has increased visitations over the past two years by 32%. This is in line with major renovation works that were completed in the 2016/17 and 2017/18 financial years. All pools are utilised by a range of age groups from babies to older adults, with majority of swimmers coming from local areas and an influx of visitors during the holiday periods.

Visitation at Port Macquarie has increased by 4% since 2014/15. This is well below the population growth of the area and is concerning when the facility reports of capacity challenges and increasing demands, particularly from the Swim Club and Triathlon Club. This shows the current facilities need a significant upgrade to meet future demands of the community

All clubs currently using Port Macquarie Olympic Pool have growing memberships and are requesting more access to lanes to accommodate more swimmers.
In particular:

- The Swimming Club has high membership numbers (270) and has had to turn people away from carnivals due to the high popularity.
- The Triathlon Club has high membership numbers (150) with the Ironman event supporting participation growth and the sports strength in Port Macquarie.

There is large older adults' community that isn't using the current facility at all. A warm water program pool would encourage and support their activity needs and interests

There is a demand for all schools in the municipality to increase their learn to swim and water familiarization classes with substantial growth in student numbers.

### Recreation trends show a demand for program pools, health and fitness facilities and water play

The market research confirm demand for aquatic, health and fitness and water play facilities is expected to increase and this is supported by the continued high popularity of this activity amongst adults and children for swimming and fitness/gym activities. Facilities and services for therapy will also be important with the high proportion of older adults in the Port Macquarie - Hastings Council area.

There is a particular demand for learn to swim program, warm water programs and health and fitness programs. The current facilities and programs either don't provide for these business and participation streams or cannot provide for growth due to the poor condition or functionality (not fit for purpose or small size pools).

There has been a much greater emphasis in the development of a variety of water spaces within public aquatic centres including:

- Program pools designed for learn to swim and a variety of aquatics programs
- Warm water pools which are used for rehabilitation and therapy, one of the highest use spaces within public aquatic and leisure centres, and;
- Water play including large enclosed slides, water jets and other leisure play opportunities.

Water play parks are becoming more popular and are successful in attracting families of all cultures and backgrounds on a regional scale.

### Facility catchment supports a regional aquatic and leisure facility in Port Macquarie

Generally, it is noted, 75% to 85% of a facility's attendance and catchment is drawn from 5km from a facility (primary catchment), whilst the remainder usually reside within 10km of the facility (secondary catchment).

This statistic is consistent across Australia and settlement types, whether it is in urban, peri-urban or regional areas. People tend to travel longer distances to access aquatic and leisure facilities in rural areas.

Council's regional aquatic centre - Port Macquarie Olympic Pool provides for the largest population within its facility catchment area with over 70,000 people. The demand on this facility will grow with the key urban growth areas in the municipality within this facility primary and secondary catchment area.

The most successful aquatic and leisure facilities attract all user markets. They draw users from a large catchment, clustering and connecting services rather than dispersing smaller facilities across a region; and should be set up to allow people to participate in a range of activities at the one site including for leisure and adventure, fitness and education, health and wellness and hospitality.

### Growing number of private businesses in Port Macquarie increasing competition

There is a significant number of private businesses for 'learn to swim' and fitness/gym, Pilates and yoga in Port Macquarie. These facilities and businesses have increased the competition for public aquatic and leisure facilities.

### Capital cost escalation for new aquatic facilities

The upfront construction cost of facilities has risen significantly over the last 10 years, changing the viability of many proposals. Municipalities are now spending $20M to $25M for a district aquatic and leisure facility which services a catchment population of 40,000 to 70,000 people. A regional facility is now costing in the order of $40 to $55M and services a catchment population of 100,000 to 150,000 people.

### Operating cost Increase Impacts

Currently, the pools generate no financial return to Council and operating costs are increasing annually. The review of the combined four Council Aquatic Centres operating expenditure indicates expenditure has increased annually from $615,102 in 2014/15 to $907,477 in 2017/18.

This is an increase of $292,375 or a 47.5% increase in operating expenditure. The main items of expenditure are services, maintenance and management contract fees. Energy, chemical and water costs at Port Macquarie Olympic Pool and Laurieton Swimming Pool are impacted by the significant pool leakage at each site and this is going to get worse as the facilities further age.

### Environmental Impacts

Rising energy use across aquatic facilities and the high levels of treated heated water loss at Port Macquarie Olympic Pool and Laurieton Memorial Swimming Pool are causing a very high environmental impact.

All future developments should consider environmentally sustainable design and water sensitive urban design features to minimise energy and water use.

### Government Regulation Impacts

Council's aged pools at Port Macquarie and Laurieton do not meet many of the key compliance requirements that have been brought in since their construction.

Local Government Authorities must meet many legislative requirements including Australian and State legislation and State regulations. Key aquatic facility relevant legislation is summarised in the table 10 below.

### Table 10 Legislative Requirements of Aquatic Facilities

| Legislation | Requirement |
|---|---|
| Local Government Act | Sets out role, purpose, responsibilities and powers of local governments including the preparation of a long-term financial plan supported by asset management plans for sustainable service delivery. |
| Public Health and Well Being Act 2008 (NSW) | Sets the requirements for pool water quality to manage infection and disease control in pools. |
| Children's Services Act 1996<br>Children's Services Regulations 2009<br>Children's Services Amendment Act 2011 | Sets out the requirements in relation to childcare provided services/facilities which includes, in part, aquatic and fitness facilities. |
| Environment Protection Act 1970<br>Climate Change and Environment Protection Act 2012 | Regulations, in part, associated with pool water discharge and management of pool chemicals. |
| Occupational Health and Safety Act 1985 and 2004<br>Occupational Health and Safety Regulations 2007<br>Dangerous Goods Act 1985<br>Dangerous Goods (Storage and Handling) Regulations 2012 | Workplace health and safety for staff and facility users. |
| Australian Standards | Compliance to relevant Australian Standards. |
| Royal Lifesaving Society of Australia Guidelines for Safe Pool Operations | Guidelines for the safe management of public swimming pools. Compliance to the guidelines is often raised as part of investigations into pool related incidents and coronial inquiries. |

## 6.2 Summary of Aquatic Strategy Key Learnings

The following graphic summarises the studies key learnings.

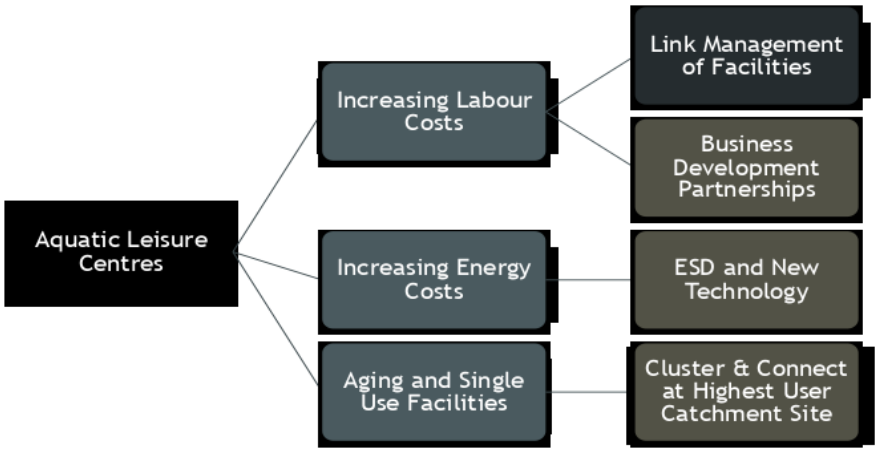
### 6.2.1 Future Aquatic Leisure Centre Management Trends

The graphic on the next page highlights key issues facing Council in future management of aquatic facilities including:

- Increasing labour costs
- Increasing energy costs
- Aging and single use facilities

Key future solutions to mitigating these management and operational trends are listed in the following graphic.

## Facility management & operational trends



# 7. Port Macquarie - Hastings Aquatic Facilities Strategy

This section of the report documents the recommended Final Draft Council Future Aquatics Strategy as developed by Otium Planning Group Pty Ltd.

## 7.1 Councils Future Aquatic Strategy Vision

**High quality & accessible aquatic & leisure facilities that provide improved financial & environmentally sustainable outcomes & diverse participation opportunities for the expanding population with facilities managed to encourage greater participation so all users can be more active & healthy.**

## 7.2 Future Aquatic Leisure Facility Hierarchy and Provision

The recommended Port Macquarie - Hastings Aquatic Facilities Strategy 2018 - 2036 provides all residents access to an integrated network of quality aquatic and leisure facilities that are located in the areas of greatest population growth and catchment.

The strategy will include an integrated combination of facilities being:

- One Regional Aquatic Centre located in Port Macquarie to cater for people city wide and open all year round with indoor and outdoor aquatic and leisure facilities, program and services for a broad range of user markets.
- One District Aquatic Centre located at Wauchope to cater for the township and district rural areas.
- Two Local Aquatic Centres located at Kendall and in the Laurieton area to cater for local users. When the Laurieton facilities are renewed, they should offer different and complementary functions and be located in a community hub precinct.

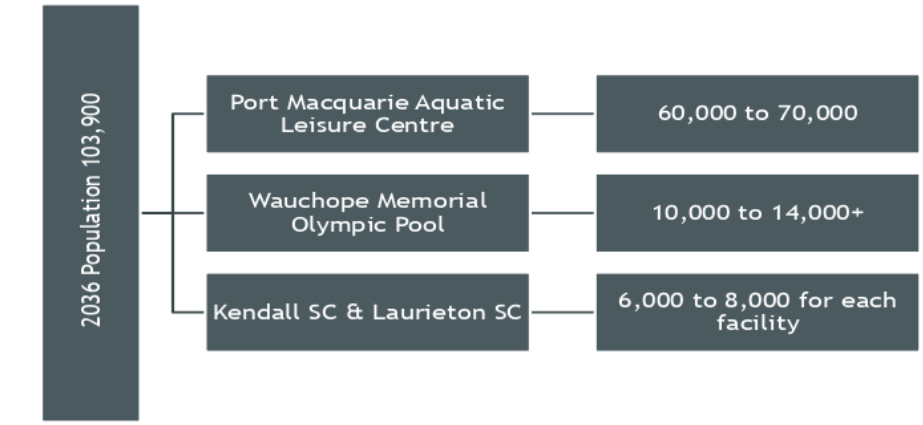
Table 11 Proposed Aquatic Facility Service Hierarchy

| Service Hierarchy | Service Level Objective | Port Macquarie - Hastings Facilities | Other Facilities |
|---|---|---|---|
| Local<br>10,000 - 20,000 Catchment Population | Ability to provide limited program water combined with leisure water<br>Limited dry/gym facilities | Kendall Swimming Pool<br>Laurieton Memorial Swimming Pool | Private Swim Businesses including:<br>• Vicki's Swim Centre, Port Macquarie<br>• Swift Swim School, Port Macquarie<br>• The Beach Learn to Swim Centre, Camden Haven<br>• Monikas Swim School, Port Macquarie |
| District<br>20,000 - 30,000 Catchment Population | Ability to separate program and leisure water<br>Larger dry/gym facilities<br>Additional limited facilities | Wauchope Memorial Olympic Pool | None |
| Regional<br>50,000 - 70,000 Catchment Population | Extensive and varied program leisure water and attractions<br>Inclusion of indoor 50m pool and separate warm water pools<br>Wellness/health club and extensive program room inclusions<br>Complementary services and amenities, crèche, food and beverage | Port Macquarie Olympic Pool Replacement to become the Port Macquarie Aquatic Leisure Centre | None |

### 7.2.1 Estimated Future Aquatic Facility Population User Catchments

The following graphic on the next page highlights the estimated future aquatic facility population user catchments.

## Estimated future aquatic facility user catchments




## 7.3 Strategic Objectives

Council's strategic objectives that will guide the current and future provision of aquatic facilities, services and programs include:

### Objective One: High quality network of aquatic facilities with capacity to grow

Develop a network of complementary facilities that are of high quality and service all contemporary aquatic leisure facility markets. The facilities will provide for Port Macquarie - Hastings population growth, complementing other community facilities and businesses.

### Objective Two: Accessible, affordable and inclusive facilities

Council's aquatic and leisure facilities will be accessible, affordable and inclusive to all ages, abilities and cultures and will support more residents to become more active participants.

### Objective Three: Well planned, maintained and managed.

Future facilities will be well planned and maintained so they are safe and attractive to use. Council will develop asset management plans for each facility and these will inform Councils annual investment in the maintenance and renewal of aquatic and leisure facilities to maximise the benefits for the community.

Integrated management systems that maximise use, minimise costs and ensure facilities are highly programmed to support ongoing regular activities will also be supported.

## 7.4 Recommended Strategic Directions

Based on the consultation, key findings and above summary, the table on pages 62 to 64 provides details on recommended strategy actions to achieve the identified objectives for the future provision of aquatic facilities across the municipality.

They are organised under the key areas of:

- Strategy One: High quality network of aquatic leisure facilities with capacity to grow.
- Strategy Two: Accessible, affordable and inclusive aquatic facilities

- Strategy Three: Well planned, maintained and managed aquatic facilities

The table provides information on:

- Key Objective
- Recommended strategy and actions
- Timelines
- Specific actions
- Estimated resources

The timeline priorities are be based on the following:

- Short Term: 0 to 2 years
- Medium Term: 2+years to 4 years
- Long Term: 4+ years to 10 years
- Ongoing: As noted

Table 12 Strategic Objective One Recommendations

| **STRATEGIC OBJECTIVE ONE:** DEVELOP AN INTEGRATED NETWORK OF AQUATIC LEISURE FACILITIES: This involves planning and development of high use aquatic leisure facilities that as a network can meet regional, district and local user needs. The facility network will meet Port Macquarie - Hastings Council area current population aquatic leisure needs as well as be planned to cater for future population growth. | | | | |
|---|---|---|---|---|
| **Future Strategy Initiatives** | **Recommended Strategy and Actions** | **Key Actions** | **Priority** | **Estimated Resources** |
| Port Macquarie Aquatic and Leisure Centre Regional Facility Development | **1. Confirm Need for a Future Regional Aquatic Leisure Centre**<br>Council agrees in principle for the need to provide a regional aquatic leisure facility in Port Macquarie to replace the existing facility and support the predicted primary population catchment of over 100,000 people by 2036. | Council to approve in principle the need for a Future Regional Aquatic Leisure Centre | Short | Nil |
| | **2. Undertake Regional Aquatic Leisure Centre Feasibility, Concept, Site Assessment & Business Study**<br>Given the existing aquatic facility has reached capacity and is located on a poor quality and restricted site with degrading asset condition, Council to commence site analysis and prepare detailed concept feasibility planning.<br><br>The study will help determine the facility scope/priority facility components/site assessment/capital costs and business modelling. As a base case to test the regional aquatic leisure facility should include:<br>• Range of leisure water and attractions to support different age groups<br>• Outdoor 50m FINA compliant pool<br>• Indoor 25m pool<br>• Dedicated warm water program pool<br>• Dedicated learn to swim program pool<br>• Wellness/health club and extensive group fitness program rooms<br>• Complementary services and amenities, crèche, café and lounge area/wellness suites.<br><br>The following considerations will also inform the design stage of the project: Place making and precinct planning approach; Universal design principles; Female friendly facility design guidelines. (Appendix One includes a Facility Design Components Schedule to inform the study). | Allocate Funds for the recommended study.<br><br>Complete Regional Aquatic Leisure Centre Feasibility, Concept, Site Assessment & Business Study<br><br>Council to adopt the report's findings and recommendations. | Short<br><br>Short<br><br>Short | $70,000 to $80,000<br><br>Funding as above<br><br>Nil |
| | **3. <u>Complete Funding Strategy and Plan</u>**<br>In line with the capital targets for the proposed new Regional Port Macquarie Aquatic and Leisure Centre complete a funding strategy and plan taking into consideration all government and other external funding opportunities. | Resource a Funding Strategy Plan | Short | $8,000 to $10.000 |
| | **4. <u>Implement Funding Strategy Plan</u>**<br>Council to provide funding for implementing the funding strategy and support documents to assist in justifying the grants | Fund Strategy Implementation Plan | Short | $10,000 to $12,500 |

| **STRATEGIC OBJECTIVE ONE:** DEVELOP AN INTEGRATED NETWORK OF AQUATIC LEISURE FACILITIES: This involves planning and development of high use aquatic leisure facilities that as a network can meet regional, district and local user needs. The facility network will meet Port Macquarie - Hastings Council area current population aquatic leisure needs as well as be planned to cater for future population growth. | | | | |
|---|---|---|---|---|
| **Future Strategy Initiatives** | **Recommended Strategy and Actions** | **Key Actions** | **Priority** | **Estimated Resources** |
| Laurieton Memorial Swimming Pool | 1. **Complete a Technical Review of Laurieton Memorial Swimming Pool**<br>This study to determine if the facility can be repaired and upgraded or replaced. | Complete Technical Review Report | Medium | $18,000 to $20,000 |
| | 2. **Complete Future On Site or Alternative Site Development Options Report**<br>The key findings from the Technical Review to inform a future onsite or alternative site development options report | Complete Options Report | Medium | $30,000 to $40,000 |
| | 3. **Conduct Community Engagement Process to Evaluate 'Future Options' for the Laurieton Memorial Swimming Pool**<br>The engagement process should be informed by the current condition and use of the facility (Technical Report) together with the challenges of the existing site for an outdoor pool and new aquatic and recreation trends. | Complete Community Engagement and Future Options Analysis | Medium | Complete Inhouse |
| Wauchope Memorial Olympic Pool | 1. **Complete a Review of Options for an Indoor Shared Warm Water Program Pool/LTS Pool and Upgrades to Amenities and Water Play Area**<br>Commission an options report on future improvements at Wauchope Memorial Olympic Pool as part of the ongoing upgrade of district aquatic leisure facilities | Complete Options Review | Medium | $18,000 to $20,000 |
| | 2. **Fund and Implement Wauchope Memorial Olympic Pool Staged Improvements**<br>Set up an annual funding allocation to stage implementation of the Wauchope Memorial Olympic Pool facility improvements. | Budget to fund agreed priority improvements | Medium | TBD |
| Kendall Swimming Pool | 1. **Complete a Review of Options for a Future Water Play Area and Facility Upgrades**<br>Commission an options report on future improvements at Kendall Swimming Pool as part of the development of water play facilities and facility upgrades | Complete Options Review | Medium | TBD |
| | 2. **Fund and Implement Kendall Swimming Pool Staged Improvements**<br>Set up an annual funding allocation to stage implementation of the Kendall Swimming Pool facility improvements. | Budget to fund agreed priority improvements | Medium | TBD |

Table 13 Strategic Objective Two Recommendations

| STRATEGIC OBJECTIVE TWO: Accessible, affordable and inclusive facilities<br>Council's aquatic and leisure facilities will be accessible, affordable and inclusive to all ages, abilities and cultures and will support more residents to become more active participants. | | | | |
|---|---|---|---|---|
| **Future Strategy Initiatives** | **Recommended Strategy and Actions** | **Key Actions** | **Priority** | **Estimated Resources** |
| Fees and Charges | Council work in collaboration with the Centre Management Group to ensure fees and charges for access to the Centres and programs / services are set at an affordable level that supports participation. | Item included for discussion at Contractor meetings | Ongoing | Operational budget |
| Range of Program and Services | Council work in collaboration with the Centre Management Group to ensure a range of aquatic and dry based programs are offered at the Centre that support the health and wellness needs of the community taking into consideration:<br><br>• Current trends in health and wellness<br>• The age profile and target markets<br>• Programs that support cultural diversity<br>• Rehabilitation therapy programs. | Item included for discussion at Contractor meetings | Ongoing | Operational budget |

Table 14 Strategic Objective Three Recommendations

| STRATEGIC OBJECTIVE THREE: Well planned, maintained and managed.<br>Provide a strategic platform to inform Councils investment in the maintenance and renewal of aquatic and leisure facilities to maximise the benefits for the community. The future aquatic and leisure facilities will include environmentally sustainable features to minimise the environmental footprint and deliver energy use efficiencies. | | | | |
|---|---|---|---|---|
| **Future Strategy Initiatives** | **Recommended Strategy and Actions** | **Key Actions** | **Priority** | **Estimated Resources** |
| Asset Management Plan | Continue to update and implement the Aquatic Facilities Asset Management Plan for all aquatics facilities and align Council's operational and renewal budgets. This includes:<br>• Maintain the recently upgraded district pool at Wauchope being the major rural township outside of Port Macquarie.<br>• Maintain a local pool at Kendall Swimming Pool and refurbish in the long-term future. | Annual Asset Management Plan Review | Ongoing | Operational budget |
| Ongoing Contract Management of Future Contract Arrangement | Provide the required resources are provided to manage and monitor the future Contract arrangement to ensure the vision and objectives for the management and operations of the aquatic and leisure facilities are achieved. | Management Options Review<br><br>Tender Specifications | Short | Operational budget |
| Annual Strategy Review | Undertake an annual review of the performance of facilities in meeting key performance measures and progress made on the strategy is implemented. | Annual contract review | Ongoing | Operational budget |
| Future ESD Facility Developments | Deliver new Port Macquarie Aquatic and Leisure Centre that is at the forefront of environmentally sustainable materials and design. Including but not limited to:<br>• Environmental and water sensitive urban design features<br>• Provide local and recycled material where practicable<br>• Provide renewable energy consuming equipment, including solar, natural ventilation and temperature control, natural lighting.<br><br>Other important design considerations include:<br>• Selection of materials are suitable for a corrosive environment<br>• Provide safe and workable access around plant room, concourse and roof areas for maintenance practices. This includes a design that allows for live loading<br>• Consider methemalactite resin use as the concourse material<br>• The location of LED lighting and sound systems should be fixed to where access is possible and designed to standard and uniformity. | Principle included in Design brief and support initiatives in Design | Long | $QS |

## 8. Warranties and Disclaimers

The information contained in this report is provided in good faith. While Otium Planning Group has applied their own experience to the task, they have relied upon information supplied to them by other persons and organisations.

We have not conducted an audit of the information provided by others but have accepted it in good faith. Some of the information may have been provided 'commercial in confidence' and as such these venues or sources of information are not specifically identified. Readers should be aware that the preparation of this report may have necessitated projections of the future that are inherently uncertain and that our opinion is based on the underlying representations, assumptions and projections detailed in this report.

There will be differences between projected and actual results, because events and circumstances frequently do not occur as expected and those differences may be material. We do not express an opinion as to whether actual results will approximate projected results, nor can we confirm, underwrite or guarantee the achievability of the projections as it is not possible to substantiate assumptions which are based on future events.

Accordingly, neither Otium Planning Group, nor any member or employee of Otium Planning Group, undertakes responsibility arising in any way whatsoever to any persons other than client in respect of this report, for any errors or omissions herein, arising through negligence or otherwise however caused.

## Appendix 1 - Facility Design Components Schedule

**PORT MACQUARIE - HASTINGS COUNCIL -**
**PORT MACQUARIE REGIONAL AQUATIC CENTRE FACILITY DESIGN COMPONENTS SCHEDULE**

| ACTIVITY AREA | FACILITY COMPONENTS | TARGET MARKETS | FACILITY OBJECTIVES | FUNCTIONAL RELATIONSHIPS | OTHER FEATURES TO CONSIDER | AREA SCHEDULES | BASE FACILITY AREA ($m^2$) |
|---|---|---|---|---|---|---|---|
| Indoor Aquatic Hall | Program / Lap Pool with 25m x 8 lanes (2.5m/lane plus 1.5m width) with access ramp | ▪ Education<br>▪ Health and fitness<br>▪ Training<br>▪ Programs | ▪ Provide indoor activity areas for residents, schools and leisure users.<br>▪ Provide club and fitness activity area. | ▪ Deep pool areas located away from shallow water pools.<br>▪ 25m pool needs to be isolated from other pools during competition use (noise factor). | ▪ Disabled access via ramp on side of pool closest to amenities and children's water | ▪ Pool - 25m x 20m<br>▪ Ramp 1.5m wide down side line<br>▪ Wet Deck - 0.5m around pool edge<br>▪ Water depth 1.4m to 2.1m<br>▪ Concourse TBD in design - consider average 3m around pool area | 625$m^2$<br>(25m x 25m) |
| | Leisure Water/Learn to Swim Program Pool (catering for interactive Leisure and learn to swim areas) | ▪ Leisure activities<br>▪ Social groups<br>▪ Entertainment<br>▪ Education/LTS<br>▪ Programs<br>▪ Infants<br>▪ Families | ▪ Provides a combined leisure/LTS pool to attract families and young children<br>▪ Provide broad leisure and education experiences<br>▪ Provide program area for exercise/swim lessons.<br>▪ Provide safe toddler water area with clear vision barrier to deeper water areas | ▪ Adjacent to 25m pool<br>▪ Close to change rooms<br>▪ Close to wet lounge and café.<br>▪ Locate to ensure vision from foyer/reception<br>▪ Locate to provide vision to main centre entry | ▪ Water sprays and leisure water features added.<br>▪ Wet lounge/cafe area adjoining.<br>▪ Ensure that the activities within the water areas do not conflict i.e. LTS area located away from toddler's pool/leisure water.<br>▪ Access via beach entry. | ▪ LTS pool 20m x 10m (600mm to 900mm deep) = 200m2<br>▪ Beach entry/free form water 100$m^2$ Interactive leisure/play pool 200$m^2$<br>▪ Toddlers Pool 60$m^2$<br>▪ Concourse TBD in design - consider average 3m around pool area | 600$m^2$<br>(Approx.) |
| | Warm Water Program Pool with Adjoining Spas | ▪ Programs<br>▪ Therapy<br>▪ Education<br>▪ Wellness<br>▪ Relaxation | ▪ Cater for large range of older adults, therapy classes and casual users. | ▪ Adjacent to separate change areas.<br>▪ Separated by glass walls with door access from other pools.<br>▪ Accessible spa at end of ramp and separate concourse access spa | ▪ Requires access ramp for entry to pool and spa. | ▪ Pool/spas - 25m x 12m.<br>▪ Ramp 1.5m wide down sideline.<br>▪ Wet Deck - 0.5$m^2$ around pool edge<br>▪ Concourse TBD in design - consider | 620$m^2$<br>(31$m^2$ x 20$m^2$) |

| ACTIVITY AREA | FACILITY COMPONENTS | TARGET MARKETS | FACILITY OBJECTIVES | FUNCTIONAL RELATIONSHIPS | OTHER FEATURES TO CONSIDER | AREA SCHEDULES | BASE FACILITY AREA ($m^2$) |
|---|---|---|---|---|---|---|---|
| | | | | | | 3m down one side and 3m down other (ramp side) 3m ends.<br>▪ Depth 900mm to 1.4m | |
| | Water Play Unit and Splash Pad | ▪ Children<br>▪ Youth<br>▪ Families | ▪ Provide a play space with water and sprays | ▪ Adjacent to the leisure/LTS pool | ▪ Nil depth access to splash pad.<br>▪ Consider options for access to water play unit | ▪ 23m x 23m splash pad area based on AP850 Unit | 530$m^2$ |
| | Covered in Water Slides and Tower | ▪ Children<br>▪ Youth<br>▪ Families | ▪ Provide an adventure water area. | ▪ Need to be located adjacent to the main pool hall with closed in tower and fully enclosed slides that are outside but crash down zone is inside the pool hall | ▪ Consider future slide installation to increase number of slides.<br>▪ Locate | ▪ 2 slides 120m to 130m long off 12m high tower.<br>▪ Crash down area on concourse via flumes with step out.<br>Provide crash down area 10m x 10m and tower footplate 10m x 10m | 200$m^2$ |
| | Other support facilities<br>- Storage<br>- First aid room<br>- Pool office<br>- Wet lounge<br>- Party Room<br>- Plant rooms | ▪ Service areas | ▪ Service areas | ▪ Storage adjacent to program pool<br>▪ First aid providing direct concourse access and external ambulance access<br>▪ Pool office close to program pool<br>▪ Wet lounge adjoins café and leisure pool | ▪ Link circulation and wet lounge areas<br>▪ Consider issues of access to outdoor pools<br>▪ Provision of security lockers on the concourse. | ▪ Storage - 80$m^2$<br>▪ First aid - 15$m^2$<br>▪ Pool office - 20$m^2$<br>▪ Wet lounge and Party room - 130$m^2$<br>▪ Circulation allow 10% (270$m^2$)<br>▪ Plant - 300$m^2$ | 545$m^2$ |
| **Subtotal Indoor Aquatic Hall** | | | | | | | |
| **Health Fitness & Wellness** | Weights Room (requires 24-hour access design) | ▪ Health and fitness<br>▪ Therapy<br>▪ Competition / clubs<br>▪ Industry training | ▪ Provide general fitness area incorporating weights, cardio equipment and circuit area.<br>▪ Major revenue area. | ▪ Located close to reception<br>▪ Located close to dry change<br>▪ Close to multipurpose room<br>▪ Shared storage<br>▪ Requires 24-hour access design for gym and change areas | ▪ Ensure provision for future extension opportunities | ▪ Gym - 700$m^2$<br>▪ Office - 20$m^2$<br>▪ Fitness test X 2 - 40$m^2$<br>▪ 24-hour access corridor - 30$m^2$<br>▪ Store - 30$m^2$ | 820$m^2$ |

| ACTIVITY AREA | FACILITY COMPONENTS | TARGET MARKETS | FACILITY OBJECTIVES | FUNCTIONAL RELATIONSHIPS | OTHER FEATURES TO CONSIDER | AREA SCHEDULES | BASE FACILITY AREA ($m^2$) |
|---|---|---|---|---|---|---|---|
| | Multipurpose Rooms / Function Rooms | ▪ Health and fitness<br>▪ Therapy<br>▪ Competition / clubs<br>▪ Industry training<br>▪ Social group<br>▪ Events/social | ▪ Provide multi-use timber floor area suitable for classes and functions.<br>▪ Major revenue area. | ▪ Locate close to reception<br>▪ Locate close to dry change<br>▪ Adjacent to weights room<br>▪ Shared storage<br>▪ Close to meeting/club room | ▪ Kitchenette with servery to multipurpose and meeting/training room<br>▪ Provision of acoustic treatment to limit sound breakout. | ▪ Group fitness room 1 250$m^2$<br>▪ Group fitness room 2 (dividable) 200$m^2$<br>▪ Stores - 40$m^2$ | 490$m^2$ |
| **Subtotal Health Fitness and Wellness** | | | | | | | |
| **Outdoor Aquatic Areas** | Outdoor Competition Pool with 51.5m x 8 lanes (2.5m/lane plus 1m width) with moveable boom and access ramp | ▪ Education<br>▪ Competition<br>▪ Health and fitness<br>▪ Events<br>▪ Training<br>▪ Programs | ▪ Provide indoor activity areas for residents, schools and leisure users.<br>▪ Provide club and fitness activity area.<br>▪ Provide Events Pool | ▪ Adjacent to spectator areas.<br>▪ Deep pool areas located away from shallow water pools.<br>▪ 50m pool needs to be isolated from other pool areas during competition use (noise factor). | ▪ Disabled access via ramp on side of pool closest to amenities | ▪ Pool - 51.5m x 21m<br>▪ Ramp 1.5m wide down side line<br>▪ Wet Deck - 0.5m around pool edge<br>▪ Concourse TBD in design - consider 3.0m sides, 4.0m ends<br>▪ Water depth 1.4m to 2.1m | 1,830$m^2$ (60m x 30.5m) |
| | Spectator Area for 51.5m pool | ▪ Education<br>▪ Competition<br>▪ Events<br>▪ Casual spectator | ▪ Provide basic seating provision (150) with option to add temporary seating to adjoining concourse for special events (250). | ▪ Adjacent to side of 51.5m pool.<br>▪ Ensure no columns in vision lines.<br>▪ Consider temporary spectator area clear of columns. | ▪ Add temporary seats (250) to provide total capacity of 400 adults for special events.<br>▪ Consider range of options for providing spectator seating | ▪ Seating area down sideline of pool plus walkways etc. | 200$m^2$ |
| | Landscaping | All customers and staff | ▪ Provide attractive social areas for customers | ▪ Links to outdoor 50m pool and spectator seating areas | ▪ Linkage to external café servery | ▪ Open grassed landscaped areas with shade trees<br>▪ Picnic seating areas for formal shade structure<br>▪ Pathway connecting pool area with picnic areas. | Determined by site |

| ACTIVITY AREA | FACILITY COMPONENTS | TARGET MARKETS | FACILITY OBJECTIVES | FUNCTIONAL RELATIONSHIPS | OTHER FEATURES TO CONSIDER | AREA SCHEDULES | BASE FACILITY AREA ($m^2$) |
|---|---|---|---|---|---|---|---|
| **Subtotal Outdoor Aquatic Areas** | | | | | | | |
| **Front of House Areas** | Offices/Administration/ Staff Rooms | ▪ Centre staff | ▪ Provide areas for staff and centre administration. | ▪ Close to reception<br>▪ Vision into activity circulation spaces. | ▪ Possible extension of areas if further centre activity areas added | ▪ Offices x 4 - 60$m^2$<br>▪ Work area - 50$m^2$<br>▪ Storage - 40$m^2$<br>▪ Staff room - 50$m^2$<br>▪ Staff amenities - 25$m^2$ | 225$m^2$ |
| | Café/Dry Lounge | ▪ All customers and staff | ▪ Provide high quality food area that attracts high secondary spend.<br>▪ Key socialisation. | ▪ Links to foyer and dry lounge (servery)<br>▪ Links to wet lounge and pool hall (servery) | ▪ Linkage to other activity areas for sales | ▪ Dry lounge - 100$m^2$<br>▪ Café serveries - 40$m^2$<br>▪ Kitchen - 40$m^2$<br>▪ Store/other - 40$m^2$ | 220$m^2$ |
| | Meeting/Training Room | ▪ Centre management and staff<br>▪ Swim Clubs<br>▪ Training orgs | ▪ Provide a flexible multi-use space that can be used for meetings and functions | ▪ Need to be located close to centre entry | ▪ Trophy cabinet for swimming club's memorabilia.<br>▪ Lock up cupboard kitchenette | ▪ Meeting area 10m x 8m | 80$m^2$ |
| Subtotal Front of House | | | | | | | |
| Amenities / Change | Main Pool Hall / Change Rooms and Amenities | ▪ Aquatics hall users | ▪ Provide modern amenities easily maintained | ▪ Adjoining pool concourse and close to reception | ▪ Lockable links to dry facilities to open up all amenities for major events | ▪ Male - 100$m^2$<br>▪ Female - 100$m^2$<br>▪ Service areas - 10$m^2$ | 210$m^2$ |
| | School/Event Change Rooms | ▪ Schools<br>▪ Event Users<br>▪ Swim Club | ▪ Provide separate change areas for groups i.e. 1 x male and 1 x female | ▪ Close to group entry doors<br>▪ Possibly located below Spectator area. | ▪ Minimal Shower / Toilet provision. | ▪ Male Group change - 50$m^2$<br>▪ Female Group change - 50$m^2$ | 100$m^2$ |
| | Warm Program Pool Change | ▪ Program Pool users | ▪ Provide separate change for Program Pool users. | ▪ Close to Program Pool<br>▪ Within enclose Program Pool zone. | ▪ Ensure fully accessible | ▪ Male Program Pool change - 40$m^2$<br>▪ Female Program Pool change - 40$m^2$ | 80$m^2$ |
| | Dry Change Rooms and amenities | ▪ Health and fitness users<br>▪ Meeting room users<br>▪ Café users | ▪ Provide modern amenities easily maintained | ▪ Adjoining weights and aerobics room | ▪ Use as group change in high user periods | ▪ Male - 60$m^2$<br>▪ Female - 60$m^2$<br>▪ Service areas - 10$m^2$ | 130$m^2$ |

| ACTIVITY AREA | FACILITY COMPONENTS | TARGET MARKETS | FACILITY OBJECTIVES | FUNCTIONAL RELATIONSHIPS | OTHER FEATURES TO CONSIDER | AREA SCHEDULES | BASE FACILITY AREA ($m^2$) |
|---|---|---|---|---|---|---|---|
| | Family Change | ▪ Families<br>▪ People with disabilities<br>▪ Older adults<br>▪ Special needs groups | ▪ Provide range of family/disabled cubicles | ▪ Next to wet and dry amenities<br>▪ Set of 2 near Leisure Pool<br>▪ Set of 2 near Program Pool | ▪ Open all times pool is open | ▪ 6 cubicles @ 12$m^2$ | 72$m^2$ |
| Subtotal Amenities / Lounge | | | | | | | |
| **Other Areas** | Dry Plant Room | - | - | - | - | ▪ Allowance | 200$m^2$ |
| | Communication Room | | | | | ▪ Allowance | 20 $m^2$ |
| | Cleaners Room / Store | - | - | - | - | ▪ Allowance | 30$m^2$ |
| | General Circulation Allowance (10%) - all dry areas | - | - | - | - | ▪ Allowance | 300$m^2$ |
| Subtotal Other Areas | | | | | | | **550$m^2$** |
| **Total Dry Areas (Health and Fitness and Front of House, Amenities and Other Areas)** | | | | | | | **3,957**$m^2$ |
| **Total Indoor Aquatic Areas (Indoor Pools and Support Areas).** | | | | | | | **3,320**$m^2$ |
| **ESTIMATED TOTAL INDOOR BUILDING AREA** | | | | | | | **7,277$m^2$** |
| **Total Outdoor Aquatic Areas (Outdoor Pool Areas and Surrounds).** | | | | | | | **2,030**$m^2$ |
| **ESTIMATED TOTAL INDOOR AND OUTDOOR DEVELOPMENT AREAS** | | | | | | | **9,307m2** |

Note final car parking requirements will be determined by the development size. Similar sized facilities in regional areas have provided 200 to 250 car spaces but the final requirements will need to relate to local planning requirements.

PORT MACQUARIE HASTINGS COUNCIL

Authorised by:
Authorised date:
Effective date:
Next review date:
File Number:

# Council Policy
# BEACH DRIVING POLICY

## 1. INTRODUCTION

This Policy has been developed by Council to provide a framework for the management of recreational vehicles on beaches in the Port Macquarie-Hastings Local Government area, with the aims of:

a) Establishing a consistent approach to regulating beach access by vehicles on beaches
b) Protecting the coastal environment
c) Ensuring the safety of all beach users
d) Allowing for sustainable and equitable recreational use of the beaches

Beaches and dunal ecosystems are highly valued by the local community and the many visitors to the Port Macquarie-Hastings region.

Improper use can compromise this valuable resource. Projected population increase in the Port Macquarie-Hastings Local Government Area will place increased pressures on our beaches, with higher levels of competing use and the need for clear guidelines for all users.

## 2. POLICY STATEMENT AND SCOPE

The purpose of this policy is:

- To provide permits which allow the recreational use of motor vehicles on the beaches and adjacent reserves in the Port Macquarie Hastings Local Government Area.
- To enforce compliance with the Beach Driving Guidelines
- To utilise income generated through the sale of permits for maintenance of beach access points and associated infrastructure

This policy applies to all motor vehicles other than those used by:

- Emergency services, surf lifesaving clubs, lifeguards and other persons during bonafide rescue operations.
- Authorised servants of Local, State and Commonwealth Governments in performance of their duties.
- Commercial fishers with a valid fishing license.

## 3. BEACH DRIVING PERMITS

*3.1* All 4WD users must hold, or obtain, a valid permit prior to accessing any designated beach within the Port Macquarie-Hastings Council, Kempsey Shire or Nambucca Valley Council areas.

*3.2* Beach Driving Permits can be purchased online using the PayStay App, via Council Customer Service Offices, the Glasshouse Information Centre or nominated Outlets.

*3.3* Beach Driving Permits are not transferrable between vehicles.

*3.4* Council will maintain a register of valid permits issued via the PayStay App.

*3.5* Permit fees are variable based on permit timeframes, currently 30-day permits, Yearly Permits, and Pensioner Yearly Permits. Permit fees are determined by Council each financial year.

*3.6* Fees from Beach Driving Permits are allocated towards improved signposting, access tracks for vehicles and pedestrians, dunal fencing and revegetation works.

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## 4. BEACH DRIVING GUIDELINES

The following guidelines provide further information on Council issued Beach Driving Permits and the associated requirements permit holders must abide by:

### *4.1* New South Wales road rules apply

Vehicles accessing beaches must be registered and their drivers must hold a valid drivers licence. Laws relating to drug and alcohol use on NSW roads are applicable to beaches. Disabled drivers may apply for a special licence under RTA unregistered vehicles provision.

### *4.2* Maximum Speed

A speed limited of 40 km/h applies and vehicles are required to slow to a speed of not more than 25 km/h when within 100 metres of people on beaches.

### *4.3* Defined Areas

Vehicles are prohibited on the vegetated dune area at all times.

Vehicles are to drive between the low and high tide marks (where the sand is firmer) except when entering or exiting the beach. Enter or exit via designated, signposted access points only. Access is prohibited outside these areas. Fines may apply.

Access may be reviewed/closed at any time due to a change in environmental conditions which may affect safety or circumstances ie. Severe weather events, shorebird breeding periods. If when driving a section is encountered that cannot be passed safely, drivers are to turn around and not proceed through the section.

### *4.4* Beach Users

Pedestrians and other beach users engaged in recreational activities have right of way all times, except at officially defined vehicle access points.

Motor vehicles shall keep a reasonable and safe distance from other beach users.

### *4.5* Parking on the beach

Vehicles must only park on the section of beach between the high water mark and the front of the dunal system (immediately above high tide mark) at least 25 metres from a beach access point, unless signage advises otherwise.

Vehicles must park responsibly away from dunes, vegetation or threatened species.

Vehicles and trailers are not to be left on the beach whilst actively engaged in ocean (deep sea) fishing.

### *4.6* Surf Patrol Areas

Vehicles are not permitted to drive through a surf patrol area, unless arrangements are made with the patrol captain on duty.

### *4.7* Share the Shore

Our 4WD accessible beaches are important nesting habitat for many threatened species, who nest from September to March on the beach above the high tide mark. Help save these species from extinction by acting responsibly, being alert to sign-posted nesting sites, staying away from the dunes and controlling your pets.

## 5. RECIPROCAL RIGHTS - KEMPSEY SHIRE AND NAMBUCCA VALLEY COUNCILS

Reciprocal beach permit rights have been established between Port Macquarie-Hastings, Kempsey Shire and Nambucca Valley Councils. Holders of current beach permits issued by any of these Councils are valid at the nominated beaches within the Port Macquarie-Hastings, Kempsey and Nambucca Council areas. (see Mid North Coast beach access Map as Attachment 1)



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Residents in the Port Macquarie-Hastings area must obtain their permit from Port Macquarie-Hastings Council, or nominated outlets, and similarly, person residing in the Kempsey or Nambucca Valley Shires must apply for their permit in the Local Government area in which they live.

## 6. SPECIAL OCCASIONAL USE

Council will give consideration to the organisers of sporting, cultural or other special events to take nominated vehicles onto restricted areas with Council's prior written approval.

Applications for special occasional beach usage must be made to Council in writing at least 21 days prior to the requested beach access. Applications will be considered on merit having regard for the public interest.

Vehicles must access via designated access points and abide by the Beach Driving Guidelines.

## 7. COMMERICAL FISHERS

Commercial Fishers, who hold a valid fishing licence, are permitted to drive on all permissible areas listed below without obtaining a beach driving permit, whilst working in the Port Macquarie-Hastings local government area. In addition, they are permitted to drive on North Beach from the North Shore Drive beach access point south to the breakwall.

## 8. TEMPORARY PROHIBITION

In the event of any beach being unsuitable for motor vehicle use following short-term damage due to storm conditions, then the Council, the Department of Land & Water Conservation and where necessary, the appropriate land management authority, shall have authority to temporarily close the beach to permit the return of sand and dunal vegetation.

## 9. ENFORCEMENT

It is an offence to operate a vehicle on the vegetated dune of any beach.

It is an offence to drive or park on any beach (except at boat launching sites) without a current beach driving permit. Any person contravening the Policy will be considered to be in breach of the *Local Government Act 1993*, which provides for penalties of up to $1,100. On-the-spot fines of $110 may also be issued for failing to comply with a notice.

The permit holder must be able to provide evidence of a valid beach driving permit, either by displaying a valid permit sticker or showing details in the PayStay App. Breach of this policy carries a $110 on-the-spot fine.

Any person driving in restricted or prohibited areas will be considered to be in breach of the *Recreation Vehicles Act 1983*, which provides for penalties of up to $500, or a breach of the *Local Government Act 1993*, which provides for penalties of up to $550. Driving in restricted or prohibited areas resulting in injury to a person or animal, or disturbing or removing plants in a public place carries a maximum penalty of $2200.

Port Macquarie-Hastings Council reserves the right to withdraw the beach driving permit from vehicles found contravening this policy.

## 10. ENFORCEMENT

The following persons are authorised to enforce this policy:

- Council Rangers
- Officers of the NSW Police Force



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NPWS Officers are authorised to enforce the National Parks and Wildlife Regulation 2019 on NPWS estate. This includes all of North Shore Beach within Limeburners Creek National Park and Dunbogan Beach within Crowdy Bay National Park above the high water mark.

### *10.1* Legal Action

Port Macquarie-Hastings Council will determine all breaches of this policy and the course of action to be taken except in the situation where an on-the spot fine is issued.

In the event of non-payment of on-the-spot fines as set out in the Infringement Notice issued for breach of this policy, legal proceedings will be instigated automatically without further advice from Council.

## 11. SIGNS AND STRUCTURES

Signs are erected at the designated beach access locations to indicate Council's requirements in relation to the use of vehicles on beaches.

Acting contrary to signs erected by Council is a breach of the Local Government Act 1993 and will be subject to action indicated in Section 632 (1) and (2) of the Act.

## 12. RESPONSIBILITIES AND AUTHORITIES

### *12.1* Roles and Responsibilities

The following Council officers are responsible for the implementation of this Policy:

- Administration Officer, Recreation, Property & Buildings (Asset owner)
- Customer Service Officers (selling of Beach Permits)
- Regulatory Services Staff (Enforcement)
- Community Engagement team (Education)
- Communications team (Social media, promotion of policies)

The following Council officers are responsible for the adherence to this Policy:

- Group Manager Recreation, Property & Buildings
- Group Manager Environment and Regulatory Services

In implementing this Policy, Council will liaise with the following stakeholders, if required, in any manner considered necessary by Council to achieve the Policy objectives:

- NSW Police
- The Land and Property Management Agency
- NSW National Parks & Wildlife Services (Office of Environment & Heritage)
- Climate Change and Water
- The Department of Primary Industries/Fisheries
- Crown Lands
- Aboriginal Land Council
- Or any one or more of such bodies

### *12.2* Support and Advice

The following Council officers may provide support and advice on this Policy:

- Parks Management Officer
- Administration staff (Recreation, Property & Buildings, Regulatory Services)
- Customer Service Officers

### *12.3* Communication

The Policy will be communicated utilising the Port Macquarie-Hastings Council website, social media, various education plans, the 'Vehicles on Beaches' brochure and signage.

Draft

## 13. REFERENCES

Local Government Act 1993 and Regulations
Roads Act 1993
Recreational Vehicles Act 1983
Road Transport (Vehicle Registration) Act 1997
Road Transport (Vehicle Registration Regulation) 2007
Road Transport (Driver Licensing) Act 1998
Road Transport (Driver Licensing Regulation) 1999
Port Macquarie-Hastings Council 'Vehicles on Beaches' brochure

## 14. DEFINITIONS

For the purpose of this policy:

**4WD Vehicle**: means a road registered four wheel drive or all wheel drive car including SUVs, Landrovers, utilities and the like. For the purposes of this definition a 4WD vehicle may include a boat trailer.

**Beach Access:** the designated access provided to the beach by way of public road or land under the control of Council, or another public land management authority.

**Commercial Fishers** hold a commercial fishing licence under the Fisheries Management Act 1994 authorised to operate in the Ocean Hauling or Estuary General hand gathering share managed fisheries.

**High water mark:** A point that represents the maximum rise of a body of water over land. A mark left on a beach by wave wash at the preceding high water/high tide.

**Dunal Area**: the vegetated area comprising the fore and hind dunes. Dunal areas are critical for the protection of beaches. They are natural 'buffer zones' that reduce the impact of fluctuations of the shoreline and erosion by the sea.

**Council Rangers**: Officers employed by Local Government Areas to enforce the by-laws of those local governments and a limited range of state laws. Rangers are responsible for enforcing off-road vehicles laws by patrolling bush lands, beaches and reserves to protect sensitive areas from unauthorised off-road vehicle use.

**Emergency Services**: refers to any recognised government or community group providing rescue operations or disaster relief, including, but not limited to Surf Life Saving Service, Marine Rescue, State Emergency Service (SES), Police, Ambulance, National Parks and Wildlife Services (NPWS), Rural Fire Services (RFS), and the like.

**NPWS**: National Parks and Wildlife Services (NSW Office of Environment & Heritage)

## 15. PROCESS OWNER

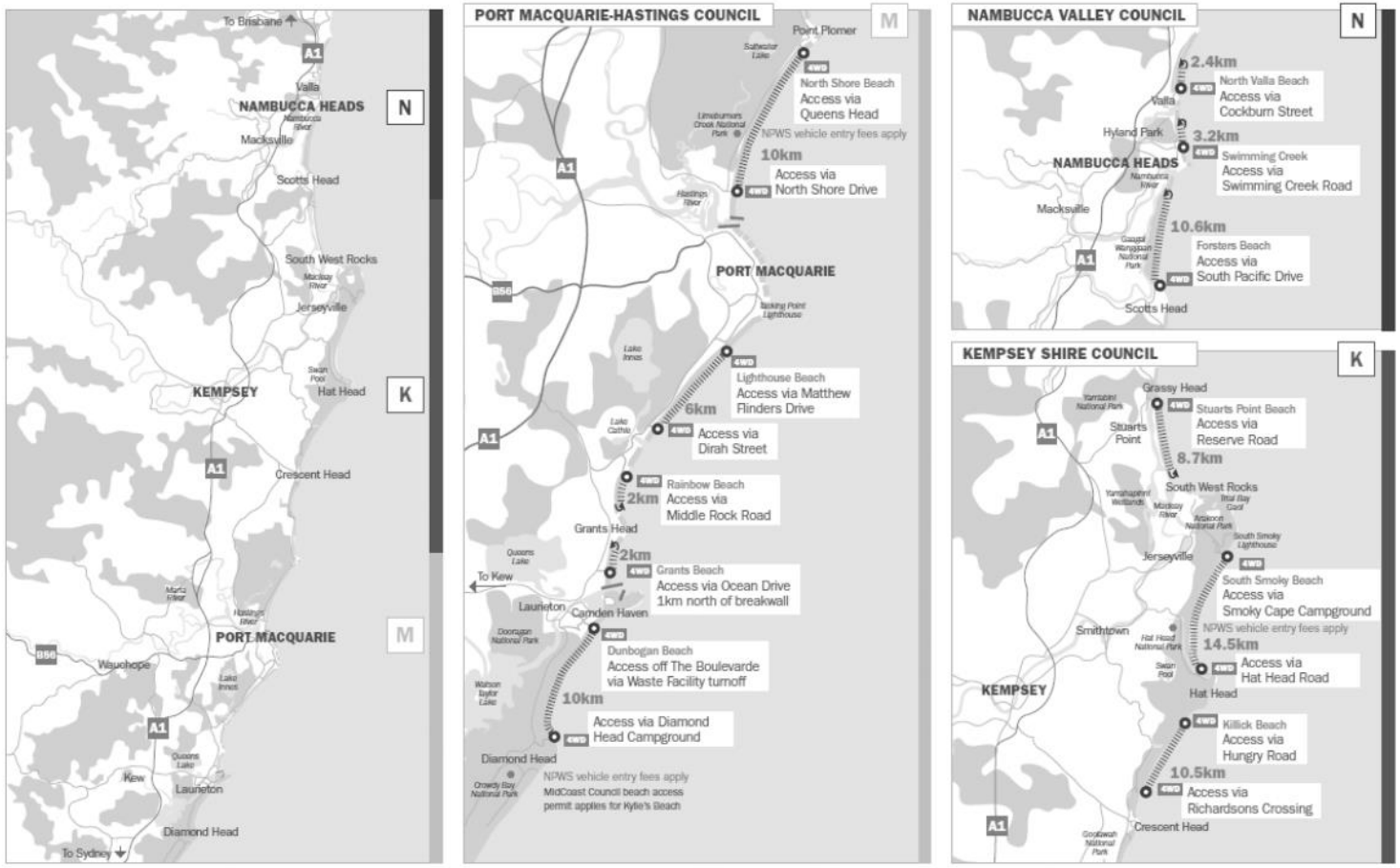
The Group Manager Recreation, Property & Buildings is responsible for reviewing this Policy three (3) years after the commencement date of the Policy, in conjunction with other key stakeholders.

Draft

# Mid North Coast beach access

Beaches are changing environments. Access may be restricted at times due to safety, conservation, severe weather or environmental changes. Beach access permit holders must comply with the beach driving rules at all times.

PORT MACQUARIE HASTINGS COUNCIL · KEMPSEY Shire Council · Nambucca Valley Council




**Reciprocal permits** Your beach access permit is valid at nominated 4WD beaches within the Port Macquarie-Hastings, Kempsey and Nambucca Council areas.

# Beach driving

Survey Summary Report

PORT MACQUARIE HASTINGS COUNCIL

## Most popular access points

1. North Shore Dr North Shore
2. Matthew Flinders Dr Lighthouse
3. Queens Head North Shore
4. Diamond Head Campground Dunbogan Beach
5. Middle Rock Rd Rainbow Beach
6. The Boulevard Ave Dunbogan Beach
7. Ocean Dr Grants Beach
8. Dirah St Lighthouse

## The survey had

923 Visits

600 Reponses

## Promotional channels

- Council's Facebook pages
- ConnectPMH Instagram account
- 'Have Your Say' on Council's website
- Emails to interest groups including 4WD and Game Fishing clubs, Surf Life Saving, Boardriding clubs and Surf Schools

## How you use the beach

- Swimming, sunbathing, surfing etc. 26%
- 4WD beach driving 20%
- Exercise 17%
- Fishing 16%
- Dog walking/exercise 15%
- Boat launching 3%
- Other 3%

## Do you support a reduction of speed limit on our beaches?

51% 49%

- Most drivers are considerate. It's the minority that ruin it.
- Speeds are fine, people just need to follow them
- I support a reduction in the speed limit when within 100m of people
- I am in favour of reducing the speed limit for environmental reasons
- Seen way too many speeding cars near other cars and pedestrians
- Any slower would cause cars to bogged in soft sand
- Rarely is actual speed the issue, but rather stupid behaviour

## Beach drivers who have a permit

9% 9%

Of those who have a permit, 89% are annual permits

## Concerns about vehicles impacting on enjoyment

- I don't like inconsiderate drivers
- Safety, noise, and damage to beach and dune structures
- They illegally camp and leave rubbish in the dunes
- Better education and policing would be a positive action
- Beach users have to dodge irresponsible 4wds whilst enjoying the beach

## Other feedback

- Damage to wildlife when vehicles don't stay below the high tide mark
- I enjoy driving on the beach. It allows great access to less crowded areas to relax or fish
- Very frustrating when pedestrians use the vehicle access points
- Regulate and enforce what's currently in place
- Glad we have 4wd access just need to be consequences for not respecting people and nature

PORT MACQUARIE-HASTINGS COUNCIL

# Review in Policy: Beach Driving

# COMMUNITY ENGAGEMENT REPORT

15/02/2021

| | | | |
|---|---|---|---|
| **Project name** | Review in Policy: Beach Driving | | |
| **Project manager** | Rosane Gossner | | |
| **Consultant** | | | |
| **Engagement Officer** | Olivia Lawler | | |
| **Operation Plan #** | | **CM Reference** | SF20/4558 |

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# 1. INTRODUCTION

## 1.1. Background

Council's Beach Driving Policy aims to manage the use of recreational vehicles and adjacent reserves in the LGA to protect beach users and the environment. The current Beach Driving Policy was adopted on 14/08/2018. The project aim was to review and update the current Beach Driving Policy with amended legislations or change of use, taking into account stakeholder feedback and community demand for updated information. Initial community engagement was undertaken to inform the development of a Draft Policy.

## 1.2. Engagement approach

Engagement activities were undertaken to **consult** with the community from Friday 22 January to Friday 5 February 2021. The intent of the community consultation was to better understand how the community uses and enjoys the beaches across our region with specific focus on driving on beaches and our Beach Driving Policy. Consultation also identified where there is misinformation and knowledge gaps for the community regarding Beach Driving and the need for education to be undertaken.

Stakeholders

External:

- NSW Police
- The Land and Property Management Agency
- The Department of Environment
- Climate Change and Water
- The Department of Primary Industries/Fisheries
- Broader Community
- 4WD Clubs
- Fishing Clubs
- Surf Life Saving Clubs
- Commercial Users

Internal:

- Group Manager, Recreation Property and Buildings - Liam Bulley
- Group Manager, Regulatory Services - Debbie Archer
- Group Manager, Community - Lucilla Marshall
- Project Manager - Rosane Gossner
- Community Engagement Team - Liz Brennan, Olivia Lawler

IAP2 Spectrum of Public Participation

| | Inform | Consult | Involve | Collaborate | Empower |
|---|---|---|---|---|---|
| Public Participation Goal | To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions | To obtain public feedback on analysis, alternatives and/or decisions. | To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered. | To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution. | To place final decision-making in the hands of the public. |
| Promise To The Public | We will keep you informed. | We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. | We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision. | We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible. | We will implement what you decide. |

## 1.3. Consultation focus

The community were asked multiple questions which related to both individuals who drive on beaches and those who use beaches for other recreational purposes to assist in better understanding how our beaches are used. Beach drivers were asked a number of questions relating to their beach driving experiences.

Questions asked included:

- Email
- How do you use beaches?
- Are you a member of a 4WD, Fishing Club or other recreation groups that uses our beaches?
- Do you currently have a beach driving permit for your vehicle or have you had one in the past? If so, what type?
- Where do you normally buy your permit?
- Which of the following access points at our beaches for you use?
- PMHC Beach Driving Permits are also valid at nominated beaches in Kempsey Shire and Nambucca Valley Council areas. Do you use your Beach Driving Permit in these areas?
- Do you have a permit to access any other Mid North Coast beaches? If so, which one/s?
- The current maximum speed limit on our beaches is 50km/hr and 25km/hr when within 100m of people of other vehicles. Do you support a reduction in the speed limit? Provide comment.
- Do you have any concerns about vehicles impacting your enjoyment of our beaches?
- Do you have any other feedback regarding the use of vehicles on our beaches?

## 2. ENGAGEMENT ACTIVITIES, TIMELINES & RESULTS

### 2.1. Facebook Survey

A Facebook survey was created and distributed for community feedback via Council's Facebook page, EngagePMH Facebook Group and ConnectPMH Instagram. The aim was the capture the active and passionate audience on Facebook instantly and, by providing a survey on the same platform, make it more appealing and efficient to participate in the survey and featured the same questions as the 'Have Your Say' survey. A total of 346 responses were received. (See appendix 1).

### 2.2. Email to interest groups

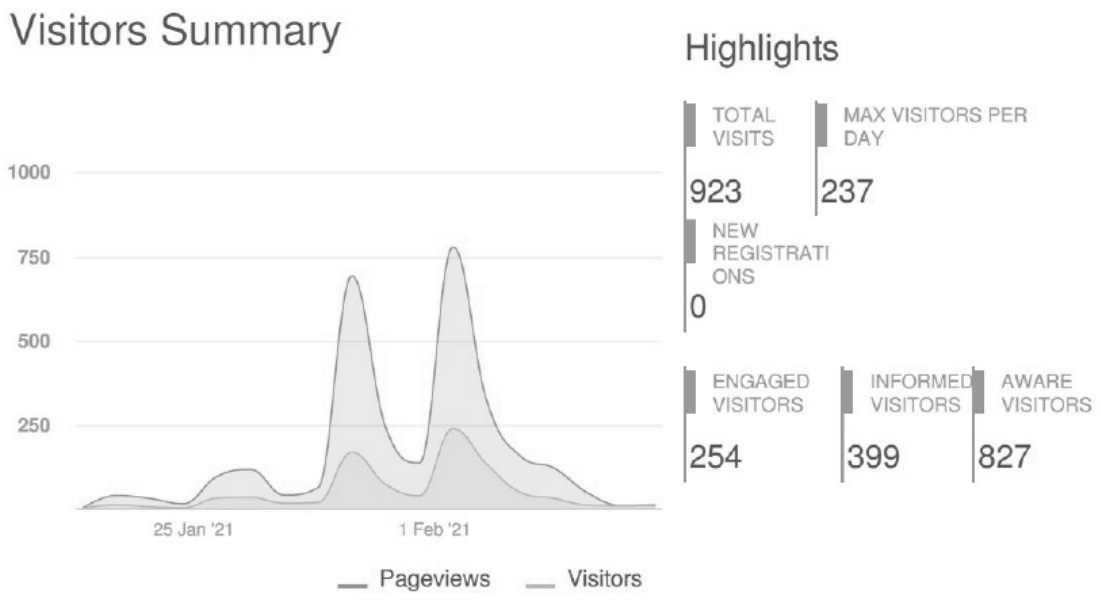
A total of 19 interest groups were contacted via email to encourage them to provide feedback and share with their networks. (See appendix 2). Groups included:

- 4x4 Together
- Self-Drive Adventures
- Port Macquarie & District 4WD Club
- Port Macquarie Camel Safaris
- Port Macquarie C.B.C Angling Club
- Port Macquarie Game Fishing Club
- Port Macquarie Surf Lifesaving Club
- Wauchope-Bonny Hills Surf Lifesaving Club
- Camden Haven Surf Lifesaving Club
- Discover 4WD Mid North Coast Tours
- Hastings Fly Fishing
- Port Macquarie Long Boarding Club
- Port Macquarie Surf School
- Port Macquarie Bodyboarding Association
- Camden Haven Junior Boardriders
- Laurieton Hotel Fishing Club
- North Haven Boardriders
- Tacking Point Surf Lifesaving Club
- Mid Coast 4WD Centre

## 2.3. Have Your Say

A total of 254 responses were received through the Have Your Say (HYS) survey with 44 downloads of the current Beach Driving Policy. The survey was available from Friday 22 January until Friday 5 February 2021. (See appendix 3).

## 2.4 Results




Feedback received was substantial and displayed a divide between 4WDers and other beach users regarding driving on beaches. Responses from both the HYS and Facebook survey have been collated to provide a more cohesive analysis of data. See all feedback at links below.

Document - Review in Policy Beach Drivi

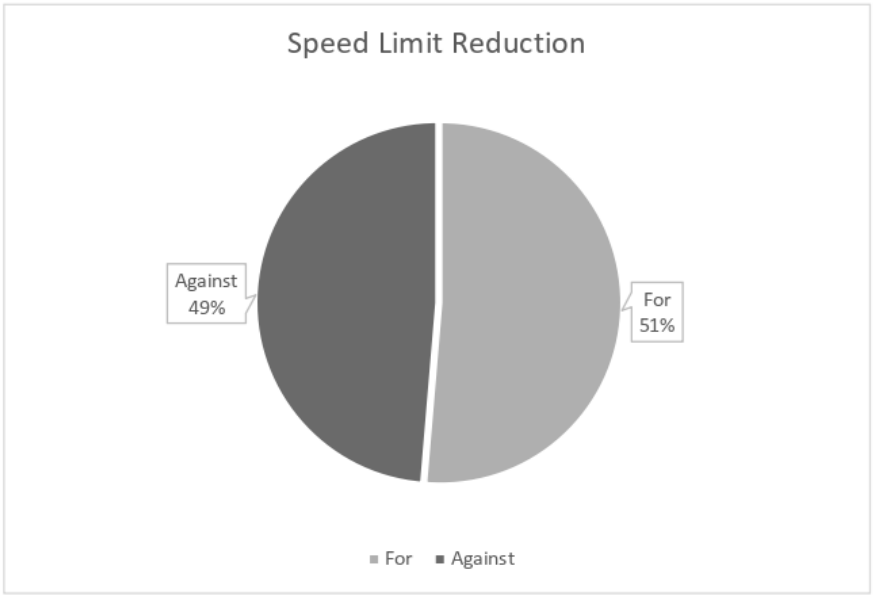
Document - Review in Policy Beach Driv

A reduction in the speed limit was favoured slightly in the responses with the main reasons being:

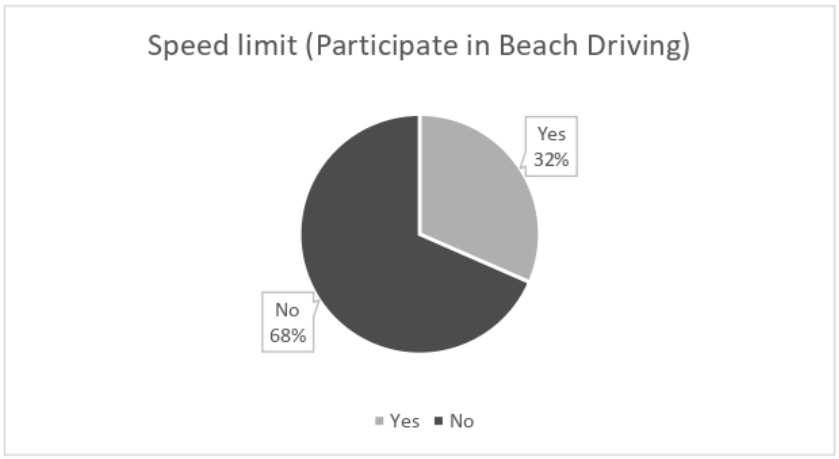
- Pedestrian safety in relation to speeding and dangerous driving
- Supported reduction in speed with no comment
- Environmental impacts
- Respondent against beach driving

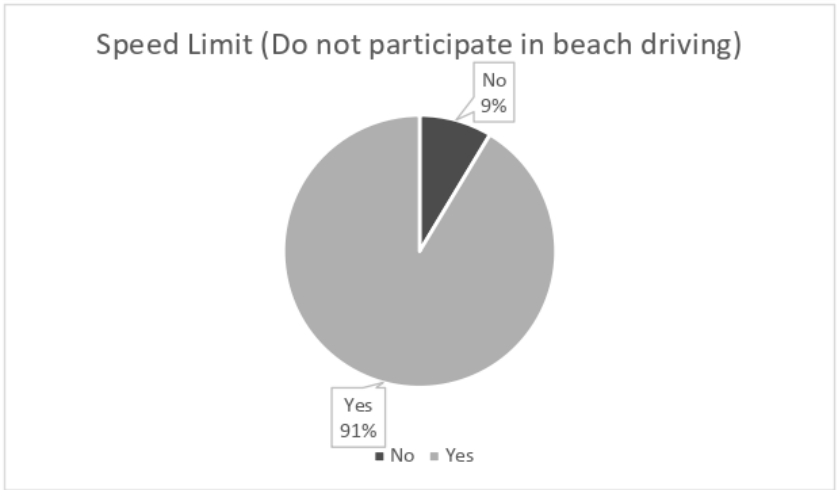
Reasons respondents **did not support** a reduction in the speed limit included:

- Not seeing an issue with the current limit and believe a reduction is not warranted.
- Usability issues
- Enforcement needed



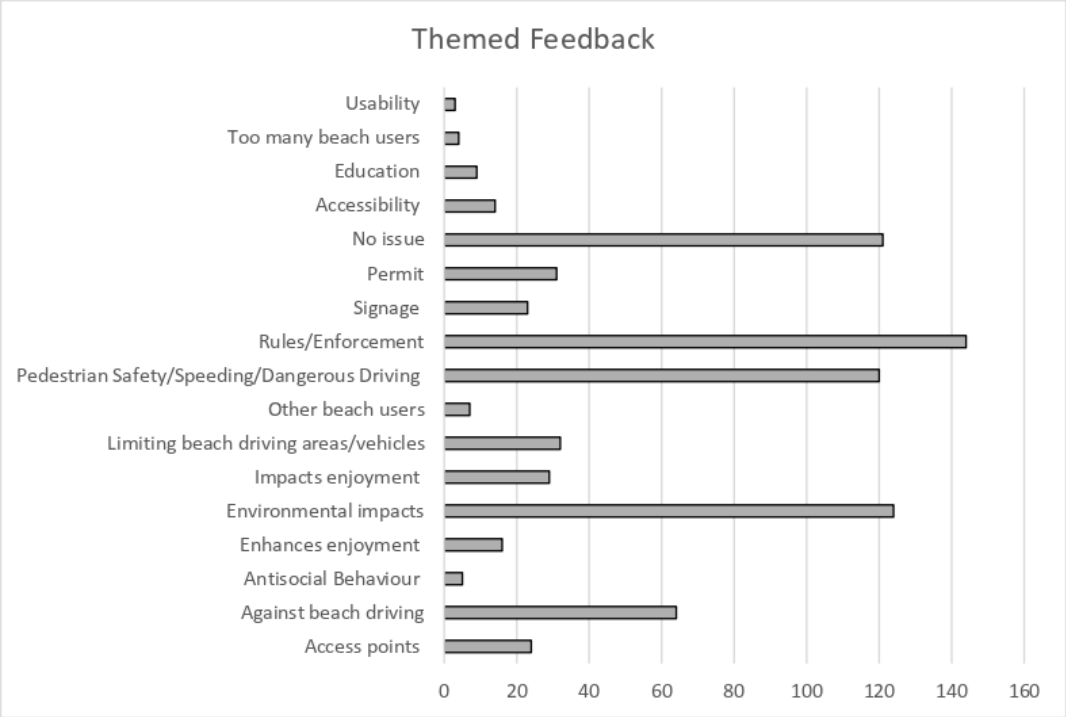

This was then broken down into individuals who do participate in beach driving and those that do not.



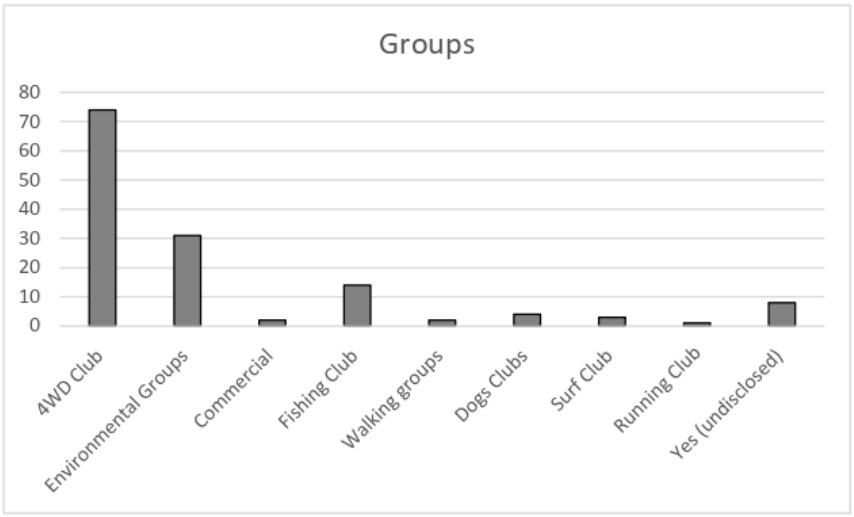



Responses were broken down into themes to address feedback. The most prevalent topics include:

- Perceived lack of enforcement for breaking rules
- Environmental impacts (sand dunes, nesting birds, compacting sand, pipis)
- Pedestrian safety in relation to speeding and dangerous driving
- Do not see any issues with the current beach driving situation
- Respondents against beach driving all together.




In relation to clubs and interest groups who participated in the surveys, 4WD clubs were the most prominent followed by a variety of environmental groups.



### 2.5 Communications

Communications activities for this consultation included promoting the "Have Your Say' and Facebook Survey on social media through Council's corporate Facebook Page, EngagePMH Facebook Group and Instagram. Commentary from these posts were collated from these posts as well as those shared in public groups and pages to assist in understanding the sentiment of the community towards beach driving. (See appendix 4).

## 3 RESULTS SUMMARY/CONCLUSION

Feedback shows that 51% of respondents are in support of a speed reduction in the beach driving speed limit against 49% who are not in favour of this change. A reduction in the speed is supported with the intent to enhance pedestrian safety against speeding and dangerous driving while maintaining the current limit is supported by the respondents considering the current speed safe, reasonable and they have not had or seen any issues with beach driving to warrant a reduction.

Education and consideration must also be given to the highly sensitive environmental impacts associated with our beaches and the potential damage vehicles on beaches cause including driving on the sand dunes, disturbing nesting birds, compacting sand and destroying habitats. There is a perceived lack of enforcement of the policy and rules which should also be considered an education opportunity regarding the enforcement duties associated with beach driving.

Overall, the feedback received displayed an evident knowledge gap and need for education regarding beach driving, the associated policy and the way in which all beach users co-exist in these spaces. A speed limit reduction is favoured, however only slightly, by the community and any changes should be accompanied by these educational measures.

## 4 NEXT STEPS

From this feedback, a Draft Beach Driving Policy will be developed to go on Public Exhibition in March 2021. A Public Exhibition Report will be developed and provided to the project team for further development of the Policy which will then be put to Council in July 2021 for approval.

## 5 APPENDIX

# Review in Policy - Beach Driving

In our region, beach driving requires a permit which, in accordance with the PMHC Beach Driving Policy, sets out the rules and conditions for driving on our beaches.

We are currently reviewing these rules and conditions. By sharing your thoughts and experiences of beach driving, we will better understand how the community uses and enjoys our beaches.

For more information on taking your vehicle on our beaches and to view the current Policy visit, https://www.pmhc.nsw.gov.au/Facilities-Recreation/Outdoor-Spaces/Beaches-Waterways/Vehicles-on-Beaches

* Email

How do you use the beaches? Tick all that apply.

- [ ] Swimming, sunbathing, surfing etc.
- [ ] Exercise
- [ ] 4WD beach driving
- [ ] Dog walking/exercise
- [ ] Fishing
- [ ] Boat launching
- [ ] Commercial use
- [ ] Other: _____

Are you a member of a 4WD, Fishing Club or other recreation group that uses our beaches?

- ( ) Yes
- ( ) No

If so, which one/s?

Do you currently have a beach driving permit for your vehicle or have you had one in the past?

- Yes
- No

If so, which type?

- Annual
- 30 days

Where do you normally buy your permit?

- Council Offices
- Visitor Information Centre at the Glasshouse
- Outlet (ie. Midcoast 4WD Centre, North Haven Takeaway & General Store, Holiday Coast Marine, Laurieton General Store).
- Other: _____

Which of the following access points at our beaches do you use? Tick all that apply.

- [ ] North Shore - Queens Head
- [ ] North Shore - North Shore Drive
- [ ] Lighthouse Beach - Mathew Flinders Drive
- [ ] Lighthouse Beach - Dirah Street
- [ ] Rainbow Beach - Middle Rock Road
- [ ] Grants Beach - Ocean Drive access (1km north of breakwall)
- [ ] Dunbogan Beach - The Boulevard via Waste Facility turnoff
- [ ] Dunbogan Beach - Via Diamond Head campground

PMHC Beach Driving permits are also valid at nominated beaches in Kempsey Shire and Nambucca Valley Council areas. Do you use your Beach Driving Permit in these areas?

- [ ] Yes, Kempsey Shire
- [ ] Yes, Nambucca Valley
- [ ] No

Do you have a permit to access any other Mid North Coast beaches?

- ( ) Yes
- ( ) No

If so, which one/s?

The current maximum speed limit on our beaches is 50km/h and 25km/h when within 100m of people or other vehicles. Do you support a **reduction** in the speed limit?

- ○ Yes
- ○ No

Please provide comment on why/why not you support a reduction in speed limit.

Do you have any concerns about vehicles impacting your enjoyment of our beaches?

Do you have any other feedback regarding the use of vehicles on our beaches?

Send

Powered by Surveys for Pages

This survey is in no way sponsored or administered by Facebook. The information you provide will only be used for the purposes of this survey.

Good afternoon,

We're currently reviewing our Beach Driving Policy and we would love to hear your thoughts!

Our Policy aims to effectively manage the use of recreational vehicles on our beaches, and adjacent reserves, to protect beach users and the environment. As you are a sporting/community group who use our beaches, we encourage you, and members of your group to share your thoughts and experiences of beach driving to assist us in better understanding how the community uses and enjoys our beaches.

You can see our current Beach Driving Policy and take our short survey at https://haveyoursay.pmhc.nsw.gov.au/beach-driving-policy

We look forward to hearing from you.

Thank you.

Home » Review in Policy - Beach Driving

# Review in Policy - Beach Driving

We're currently reviewing our Beach Driving Policy to effectively manage the use of recreational vehicles on our beaches and adjacent reserves, to protect beach users and the environment.

Permits to drive on our beaches are issued in accordance with the Beach Driving Policy which sets out the rules and conditions for driving on our beaches.

Whether you drive on our beaches or not, we would love for you to provide your feedback through our short survey below to help us understand how our beaches are used. You can view the **current Beach Driving Policy** in the document library to the right (or below if viewing this page on a mobile device).

Your feedback should be received no later than **Friday, 5 February 2021**.

DRIVING ON BEACHES SURVEY

## Driving on beaches survey

Whether you drive on our beaches or not, we would love for you to provide your feedback through our short survey below to help us understand how our beaches are used.

Survey closes **5 February 2021**.

CLOSED: This survey has concluded.

REGISTER to get involved!

### Who's listening

Olivia Lawler
Engagement Officer

**Phone** 65818111
**Email** Olivia.Lawler@pmhc.nsw.gov.au

Rosane Gossner
Recreation Property and Buildings

**Phone** 65818111
**Email** rosane.gossner@pmhc.nsw.gov.au

### Document Library

Current Beach Driving Policy (adopted August 2018) (237 KB) (pdf)

**Elizabeth Brennan** shared a link.
Admin · January 22 at 6:46 PM ·

Are you into beach driving?

We're currently reviewing our Beach Driving Policy which sets out the rules and conditions for driving on our beaches to protect all beach users and the environment.

Whether you drive on the beach or long walks are more your style, we'd love for you to share your thoughts and experiences so we can better understand how our community uses and enjoys our beaches. ... See More

SURVEY.APP.DO

**SURVEY: REVIEW IN POLICY - BEACH DRIVING**

Permits to drive on our beaches are issued in accordance with the PMHC Beach Driving Policy. ...

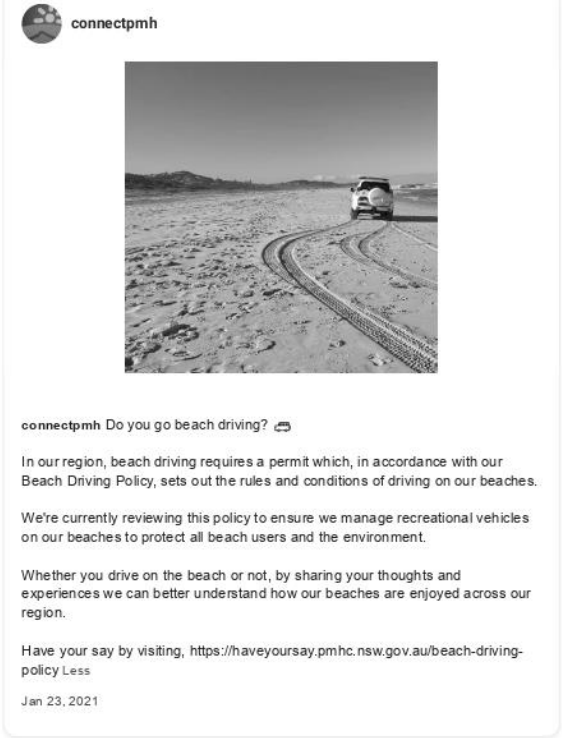
Jane Gwalter Brennan and 4 others 4 Shares

Like Comment Share

Write a public comment...

# Photo Post Details

**Published** on 01/23/2021 6:00 AM




## Post Performance

| 18 | 0 | 0 |
|---|---|---|

### Interactions

3

Actions taken from this post

| | |
|---|---|
| Profile Visits | 3 |

### Discovery

327

Accounts reached

2% weren't following you

| | |
|---|---|
| Follows | -- |
| Reach | 327 |
| Impressions | 340 |
| From Home | 326 |
| From Profile | 8 |
| From Explore | 4 |
| From Other | 2 |

Go to Post | Edit Post | Done

**Post Details**

Reported stats may be delayed from what appears on posts

Port Macquarie-Hastings Council
23 January ·

We're currently reviewing our Beach Driving Policy (the rules and conditions for driving on our beaches to protect all beach users and the environment), and we want to know what your beach driving experiences are like on our beaches?!

Get involved and take our short survey here http://bit.ly/BeachDrivingPolicyReview Be quick, it closes Fri 5th Feb.

| 28,589 | 4,263 | Boost Post |
|---|---|---|
| People reached | Engagements | |

Jeff Cole, Ernesto Giosa and 35 others 50 Comments 32 shares

Like Comment Share

Comment as Port Macquarie-Hastings Council

All comments

**Graham Smith** I have a beach permit which would allow me to use it about 130kms away up in the Nambucca shire around the Valla beach area or in the Kempsey shire but if I want to use it 26kms away on Kylie's Beach in the Crowdy Bay Area my permit isn't valid. Why can't council/s combine our permits to cover the closer southern area ?

Like · Reply · Message · 1w

**Steve Smith** The drivers don't obey the rules . The Council won't police them . On Lighthouse Beach you have walkers , dogs and camels . It's too dangerous .

2

**Performance for your post**

**28,589** People Reached

**268** Reactions, comments & shares

| | | |
|---|---|---|
| **79** Like | **36** On post | **43** On shares |
| **3** Love | **0** On post | **3** On shares |
| **1** Haha | **1** On post | **0** On shares |
| **1** Wow | **1** On post | **0** On shares |
| **1** Angry | **0** On post | **1** On shares |
| **151** Comments | **127** On Post | **24** On Shares |
| **32** Shares | **32** On Post | **0** On Shares |

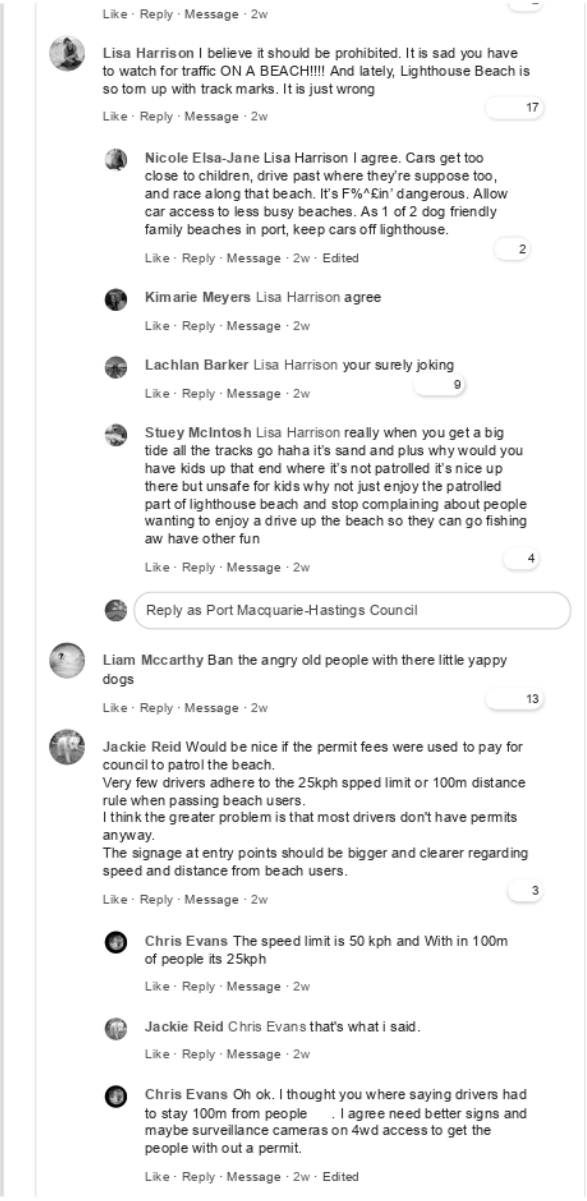
**3,995** Post Clicks

| | | |
|---|---|---|
| **47** Photo views | **469** Link clicks | **3,479** Other Clicks |

NEGATIVE FEEDBACK

| | |
|---|---|
| **6** Hide post | **1** Hide all posts |
| **0** Report as spam | **0** Unlike Page |

Reported stats may be delayed from what appears on posts



Like · Reply · Message · 2w

Lisa Harrison I believe it should be prohibited. It is sad you have to watch for traffic ON A BEACH!!!! And lately, Lighthouse Beach is so torn up with track marks. It is just wrong

Like · Reply · Message · 2w 17

Nicole Elsa-Jane Lisa Harrison I agree. Cars get too close to children, drive past where they're suppose too, and race along that beach. It's F%^£in' dangerous. Allow car access to less busy beaches. As 1 of 2 dog friendly family beaches in port, keep cars off lighthouse.

Like · Reply · Message · 2w · Edited 2

Kimarie Meyers Lisa Harrison agree

Like · Reply · Message · 2w

Lachlan Barker Lisa Harrison your surely joking

Like · Reply · Message · 2w 9

Stuey McIntosh Lisa Harrison really when you get a big tide all the tracks go haha it's sand and plus why would you have kids up that end where it's not patrolled it's nice up there but unsafe for kids why not just enjoy the patrolled part of lighthouse beach and stop complaining about people wanting to enjoy a drive up the beach so they can go fishing aw have other fun

Like · Reply · Message · 2w 4

Reply as Port Macquarie-Hastings Council

Liam Mccarthy Ban the angry old people with there little yappy dogs

Like · Reply · Message · 2w 13

Jackie Reid Would be nice if the permit fees were used to pay for council to patrol the beach.
Very few drivers adhere to the 25kph spped limit or 100m distance rule when passing beach users.
I think the greater problem is that most drivers don't have permits anyway.
The signage at entry points should be bigger and clearer regarding speed and distance from beach users.

Like · Reply · Message · 2w 3

Chris Evans The speed limit is 50 kph and With in 100m of people its 25kph

Like · Reply · Message · 2w

Jackie Reid Chris Evans that's what i said.

Like · Reply · Message · 2w

Chris Evans Oh ok. I thought you where saying drivers had to stay 100m from people . I agree need better signs and maybe surveillance cameras on 4wd access to get the people with out a permit.

Like · Reply · Message · 2w · Edited

Reply as Port Macquarie-Hastings Council

**Julia Bowett** It should not be allowed. 5

Like · Reply · Message · 2w

**Grant Whitby** Julia Bowett but its ok to tie a rope to a protected sharks tail and get a photo? 1

Like · Reply · Message · 2w

Reply as Port Macquarie-Hastings Council

**Phil O'shea** Some of us respect the beach and all that use it , I was up the beach towards Plomer a couple weeks ago and the amount of idiots in their 4wds doing way over the legal 50 km/h beach speed limit was amazing , But in saying that go to Fraser Island and it happens up there as well but they have police who will escort you ( after issuing a fine ) off the island if your caught doing the wrong thing . 2

Like · Reply · Message · 2w · Edited

**Stephen Dibbs** Phil O'shea The difference is, you are not allowed to cross the ferry to Fraser Island with out a permit. Here they just drive on to the beach. No permit, no knowledge of the local Rules and no experience either .

Like · Reply · Message · 2w

Reply as Port Macquarie-Hastings Council

**Frances Smith** One estimate puts 75% of drivers with out permits . Is this right ?

Like · Reply · Message · 1w

**Stephen-Trudy Carlin** As with many things in this world it's the small minority who do the wrong thing which ruins it for the rest of us- the majority. 2

Like · Reply · Message · 2w

**David Rupert** We have become an intolerant complaining society 4

Like · Reply · Message · 2w

**Andrew Hatton** Allow access to the northern & southern ends of beaches! These are the best bits in windy conditions! Put in a speed limit/ rules to abide by! Prime example is queens head, can no longer park there and the whole beach is no good on a northerly except that last 100m! 2

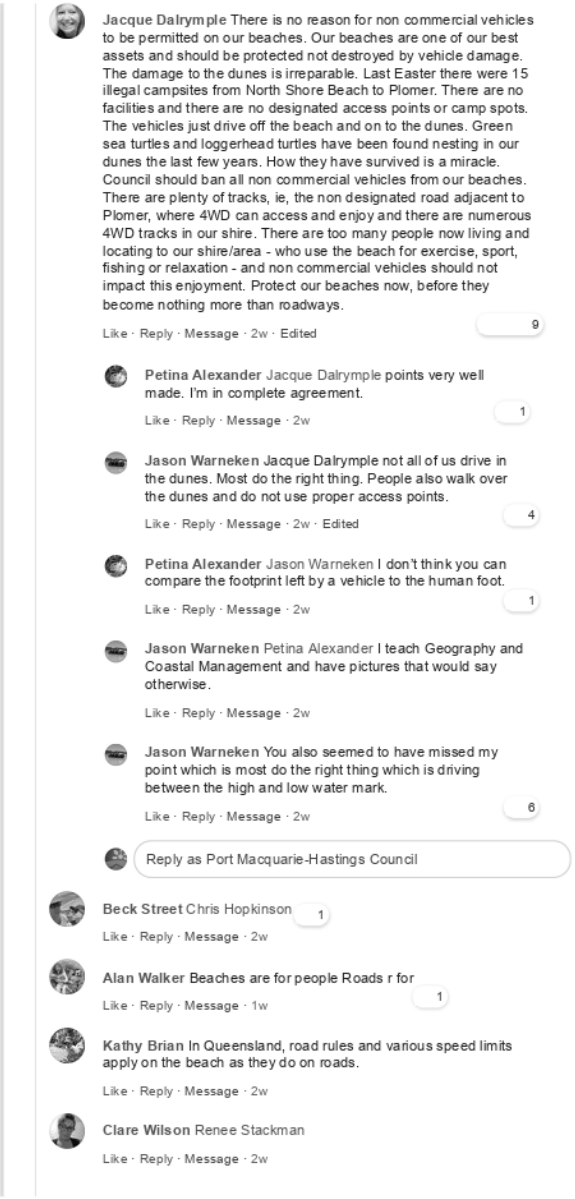
Like · Reply · Message · 2w

**Jason Warneken** Put up some signs to tell people not to sit near the beach 4WD access points. 6

Like · Reply · Message · 2w · Edited

**June Walker** Be a he's Re

Like · Reply · Message · 2w



**Jacque Dalrymple** There is no reason for non commercial vehicles to be permitted on our beaches. Our beaches are one of our best assets and should be protected not destroyed by vehicle damage. The damage to the dunes is irreparable. Last Easter there were 15 illegal campsites from North Shore Beach to Plomer. There are no facilities and there are no designated access points or camp spots. The vehicles just drive off the beach and on to the dunes. Green sea turtles and loggerhead turtles have been found nesting in our dunes the last few years. How they have survived is a miracle. Council should ban all non commercial vehicles from our beaches. There are plenty of tracks, ie, the non designated road adjacent to Plomer, where 4WD can access and enjoy and there are numerous 4WD tracks in our shire. There are too many people now living and locating to our shire/area - who use the beach for exercise, sport, fishing or relaxation - and non commercial vehicles should not impact this enjoyment. Protect our beaches now, before they become nothing more than roadways.

Like · Reply · Message · 2w · Edited 9

**Petina Alexander** Jacque Dalrymple points very well made. I'm in complete agreement.

Like · Reply · Message · 2w 1

**Jason Warneken** Jacque Dalrymple not all of us drive in the dunes. Most do the right thing. People also walk over the dunes and do not use proper access points.

Like · Reply · Message · 2w · Edited 4

**Petina Alexander** Jason Warneken I don't think you can compare the footprint left by a vehicle to the human foot.

Like · Reply · Message · 2w 1

**Jason Warneken** Petina Alexander I teach Geography and Coastal Management and have pictures that would say otherwise.

Like · Reply · Message · 2w

**Jason Warneken** You also seemed to have missed my point which is most do the right thing which is driving between the high and low water mark.

Like · Reply · Message · 2w 6

Reply as Port Macquarie-Hastings Council

**Beck Street** Chris Hopkinson 1

Like · Reply · Message · 2w

**Alan Walker** Beaches are for people Roads r for

Like · Reply · Message · 1w 1

**Kathy Brian** In Queensland, road rules and various speed limits apply on the beach as they do on roads.

Like · Reply · Message · 2w

**Clare Wilson** Renee Stackman

Like · Reply · Message · 2w

**Cass Rynkowski** Ben

Like · Reply · Message · 2w

**Trevor J Martin** If I am allowed within 1 metre of the high water mark on any property(tidal waterways ) does council have authority there or is it state government if state why do I need council approval or permission to do this

Like · Reply · Message · 2w

**Dillin Cooper** Why do we pay for an earth that we already own!

Like · Reply · Message · 2w 1

**Jasmine Cook** Dillin Cooper you don't own the beach

Like · Reply · Message · 2w 1

**Dillin Cooper** I think you must have mistaken my statement.
We are human beings we were born of this earth like apple grows on a tree. We are part and one with the earth as we really have no where else to be, each and every human owns this earth beaches and all. Just like the animals own the earth as well.

But no myself I dont own the beach but together as a human race we do

Like · Reply · Message · 2w 4

**Brad Lawder** Jasmine Cook neither does the council

Like · Reply · Message · 2w 8

**John Forcier** Dillin Cooper With that reasoning the human race is a pox on the planet.

Like · Reply · Message · 2w 1

**Mary Stokes** John Forcier speak for yourself,

Like · Reply · Message · 2w

**John Forcier** Mary Stokes Thanks for the permission Mary...

Like · Reply · Message · 2w

**Mary Stokes** John Forcier permission to denegrade yourself but definately not permission to speak for me under your generlisation of the human race, you DO NOT know all of the human race to be able to speak for them

Like · Reply · Message · 2w

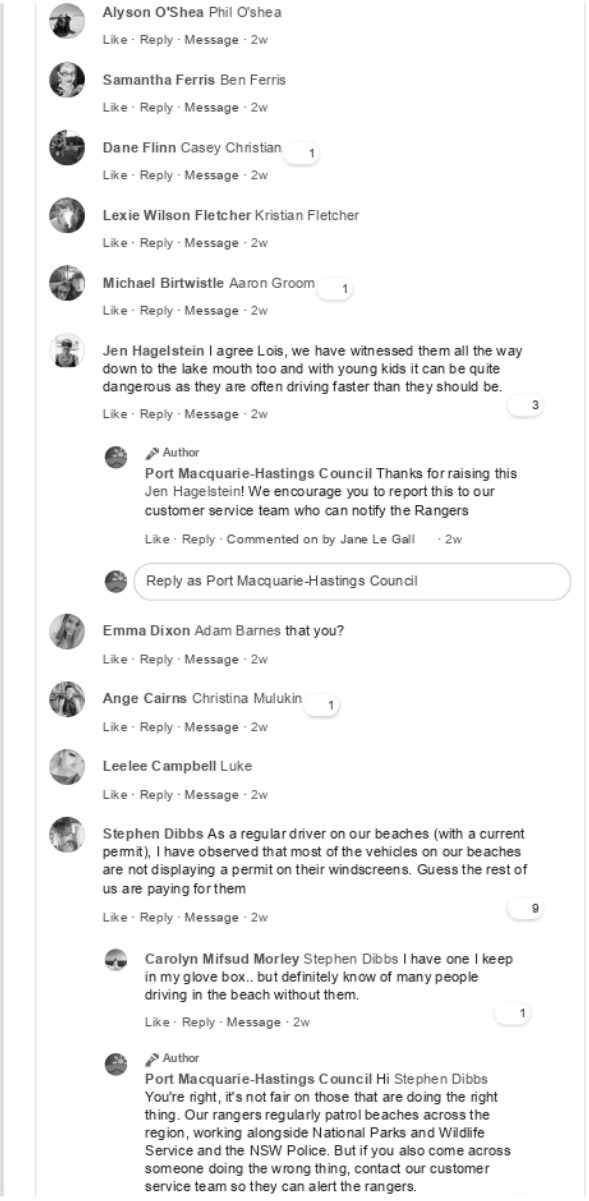
**Richard Mann** Definitely a pox on the planet !

Like · Reply · Message · 2w

**John Forcier** Mary Stokes Make yourself a camomile tea and have rest petal.

Like · Reply · Message · 2w

Reply as Port Macquarie-Hastings Council



**Alyson O'Shea** Phil O'shea
Like · Reply · Message · 2w

**Samantha Ferris** Ben Ferris
Like · Reply · Message · 2w

**Dane Flinn** Casey Christian 1
Like · Reply · Message · 2w

**Lexie Wilson Fletcher** Kristian Fletcher
Like · Reply · Message · 2w

**Michael Birtwistle** Aaron Groom 1
Like · Reply · Message · 2w

**Jen Hagelstein** I agree Lois, we have witnessed them all the way down to the lake mouth too and with young kids it can be quite dangerous as they are often driving faster than they should be.
Like · Reply · Message · 2w 3

Author
**Port Macquarie-Hastings Council** Thanks for raising this Jen Hagelstein! We encourage you to report this to our customer service team who can notify the Rangers
Like · Reply · Commented on by Jane Le Gall · 2w

Reply as Port Macquarie-Hastings Council

**Emma Dixon** Adam Barnes that you?
Like · Reply · Message · 2w

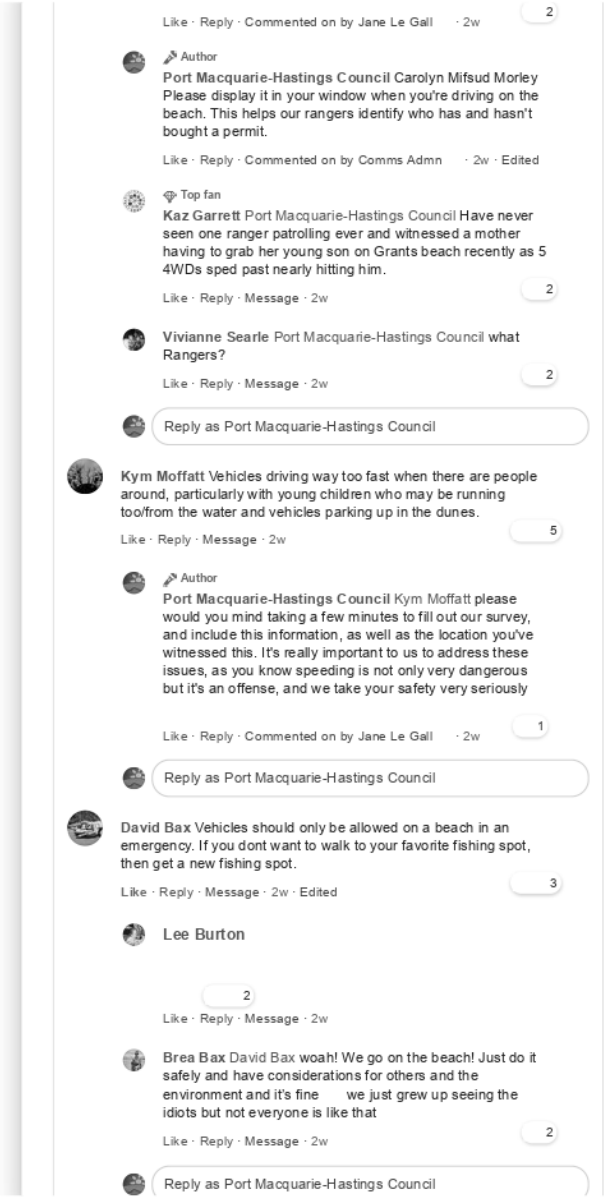
**Ange Cairns** Christina Mulukin 1
Like · Reply · Message · 2w

**Leelee Campbell** Luke
Like · Reply · Message · 2w

**Stephen Dibbs** As a regular driver on our beaches (with a current permit), I have observed that most of the vehicles on our beaches are not displaying a permit on their windscreens. Guess the rest of us are paying for them
Like · Reply · Message · 2w 9

**Carolyn Mifsud Morley** Stephen Dibbs I have one I keep in my glove box.. but definitely know of many people driving in the beach without them.
Like · Reply · Message · 2w 1

Author
**Port Macquarie-Hastings Council** Hi Stephen Dibbs You're right, it's not fair on those that are doing the right thing. Our rangers regularly patrol beaches across the region, working alongside National Parks and Wildlife Service and the NSW Police. But if you also come across someone doing the wrong thing, contact our customer service team so they can alert the rangers.



Like · Reply · Commented on by Jane Le Gall · 2w 2

Author
**Port Macquarie-Hastings Council** Carolyn Mifsud Morley Please display it in your window when you're driving on the beach. This helps our rangers identify who has and hasn't bought a permit.

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

Top fan
**Kaz Garrett** Port Macquarie-Hastings Council Have never seen one ranger patrolling ever and witnessed a mother having to grab her young son on Grants beach recently as 5 4WDs sped past nearly hitting him.

Like · Reply · Message · 2w 2

**Vivianne Searle** Port Macquarie-Hastings Council what Rangers?

Like · Reply · Message · 2w 2

Reply as Port Macquarie-Hastings Council

**Kym Moffatt** Vehicles driving way too fast when there are people around, particularly with young children who may be running too/from the water and vehicles parking up in the dunes.

Like · Reply · Message · 2w 5

Author
**Port Macquarie-Hastings Council** Kym Moffatt please would you mind taking a few minutes to fill out our survey, and include this information, as well as the location you've witnessed this. It's really important to us to address these issues, as you know speeding is not only very dangerous but it's an offense, and we take your safety very seriously

Like · Reply · Commented on by Jane Le Gall · 2w 1

Reply as Port Macquarie-Hastings Council

**David Bax** Vehicles should only be allowed on a beach in an emergency. If you dont want to walk to your favorite fishing spot, then get a new fishing spot.

Like · Reply · Message · 2w · Edited 3

**Lee Burton**

2

Like · Reply · Message · 2w

**Brea Bax** David Bax woah! We go on the beach! Just do it safely and have considerations for others and the environment and it's fine we just grew up seeing the idiots but not everyone is like that

Like · Reply · Message · 2w 2

Reply as Port Macquarie-Hastings Council

June Walker Beaches are for people to enjoy either sunbathing, walking, ball games etc. No vehicular traffic

Like · Reply · Message · 2w 7

Lee Burton

1

Like · Reply · Message · 2w

Reply as Port Macquarie-Hastings Council

Carolyn Mifsud Morley Don't drive in the Dunes they say, don't drive on the flat because of people they say, My Gosh people this is Australia. Be safe and considerate, have fun and enjoy.

Like · Reply · Message · 2w 3

Kellie Taylor Carolyn Mifsud Morley precisely be safe have fun and enjoy our precious coast as our parents and grandparents did for most of us that was NOT IN A CAR ON THE BEACH. Worked Beautifully for Centuries.

Like · Reply · Message · 2w 2

Lee Burton Kellie Taylor unlike your obvious boring time growing up, a lot of us grew up driving on the beaches and fishing and enjoying the experience of travelling in the back of the Ute or being towed by the 4x4 in the water. It was my parents and grandparents that encouraged us to do these things.

Like · Reply · Message · 2w 1

Kellie Taylor Clearly you have N.F.I. x 2.

Like · Reply · Message · 1w

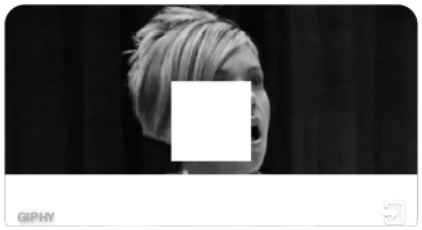
Reply as Port Macquarie-Hastings Council

Top fan

Kaz Garrett I see them all racing each at Grants beach and going down the wrong end of the beach they aren't allowed. They don't care who is in their way.

Like · Reply · Message · 2w 2

Cameron Goldie Where's the manager



Like · Reply · Message · 2w

Author
**Port Macquarie-Hastings Council** Hi Kaz Garrett, this is a real shame to hear! We encourage you to report this to our customer service team at the time you witness this. They will then notify our rangers

Like · Reply · Commented on by Jane Le Gall · 2w

Top fan
**Kaz Garrett** Cameron Goldie

Like · Reply · Message · 2w

Reply as Port Macquarie-Hastings Council

**Christopher Varley** Do not withdraw our use of the beach by vehicles.

Like · Reply · Message · 2w 2

**Liam Mccarthy** The beach is a place for everyone including drivers

Like · Reply · Message · 2w 8

**Lois Donnelly** Now that sand has covered the coffee rock near Lake Cathie we have numerous 4WDs coming all the way down to the lake entrance. I don't think they realise they are past the point where they are permitted and possibly don't have a permit anyway.

Like · Reply · Message · 2w · Edited 3

Author
**Port Macquarie-Hastings Council** Thanks Lois Donnelly for raising that to our attention!

Like · Reply · Commented on by Jane Le Gall · 2w

**Linda Bishop** Port Macquarie-Hastings Council maybe put up a big obvious sign that says no vehicle access past this point. There are always vehicles driving south of the beach access point at Lake Cathie.

Like · Reply · Message · 2w 1

Author
**Port Macquarie-Hastings Council** Linda Bishop thanks for your suggestion! We encourage you to contact our customer service team when you see vehicles breaking the rules, they will notify our rangers

Like · Reply · Commented on by Jane Le Gall · 2w 1

**Linda Bishop** Port Macquarie-Hastings Council will do in future

Like · Reply · Message · 2w 1

Reply as Port Macquarie-Hastings Council

**Maree Lamb** Once a government body creates and takes on permit, licensing or regulatory systems there is an obligation to provide and maintain. And then of course there is a cost of monitoring. For what purpose is the beach license system? Could it be to provide separated (people and vehicles) and safe access points? Cars are already under state government licensing. I am interested to understand.

Like · Reply · Message · 2w 1

Author
**Port Macquarie-Hastings Council** Hi Maree Lamb, thanks for your question! We have a legislative and custodial responsibility to make sure that both other beach users and the environment are protected. We also maintain beach access points and dune rehabilitation. Car licensing is different. This relates to public roads. Hope this helps answer your question. If you'd like to know more information please visit http://bit.ly/VehiclesOnBeaches

PMHC.NSW.GOV.AU
**Vehicles on Beaches - Port Macquarie-Hastings Council**

Like · Reply · Remove Preview · Commented on by Jane Le Gall · 2w

Reply as Port Macquarie-Hastings Council

**Carolyn Mifsud Morley** Separate access tracks and better signage for walking. People are always walking on the 4wd access at lighthouse beach however there is walking access right next to it.

Like · Reply · Message · 2w 12

Author
**Port Macquarie-Hastings Council** Carolyn Mifsud Morley thanks for your feedback. We encourage you to fill out our survey with this info

Like · Reply · Commented on by Jane Le Gall · 2w

Reply as Port Macquarie-Hastings Council

**Petina Alexander** The majority of vehicles accessing Northshore Beach do not have permits and there is little or no patrolling by

council rangers. It is used by many to access the National Park north and these people think that because they have a booking that gives them the right to access the beach as a way of getting to and from there. Last week I saw a 4WD towing a very large heavy caravan off the beach and the attempts and final mess made of the access point to get off was more than entertaining. Time to remove the privilege of Vehicle access to our beaches because most drivers are now beyond being responsible. Time to return the beaches to foot access only if vehicle access cannot be responsibly managed.

Like · Reply · Message · 2w 6

Author

**Port Macquarie-Hastings Council** Petina Alexander we're sorry to hear you feel we're not patrolling the beaches enough. If you could spare a few minutes to fill out our survey and share your thoughts. We value your feedback.
Regarding last week's incident, did you report this incident from last week to either us or the police?

Like · Reply · Commented on by Jane Le Gall · 2w

**Petina Alexander** Port Macquarie-Hastings Council no I didn't. Was going to photograph it but was busy pulling in a fish. Have you ever been to Northshore Beach patrolling? I've already filled in the survey. I really given up hope reporting incidences as nothing seems to be happening about preventing illegal vehicles on the beach and in fact beach driving is getting worse. On 6June 2020 there was a whole string of vehicles driving south along the beach on dusk/ almost dark, from Plomer. What hope has any fisher person got trying to safely fish along Northshore beach.

Like · Reply · Message · 2w · Edited 2

Reply as Port Macquarie-Hastings Council

**James Grech** What is the permit money spent on?

Like · Reply · Message · 2w 1

**Andrew MacDonald** James Grech recovering Mitsubishi outlanders

Like · Reply · Message · 2w · Edited 3

**James Grech** Andrew MacDonald touch wood I haven't sunk up to my doors

Like · Reply · Message · 2w

**Andrew MacDonald** James Grech

Like · Reply · Message · 2w

Author

**Port Macquarie-Hastings Council** James Grech thanks for your question! The permit money is goes towards ranger staffing, visitor management, beach driving safety education programs, fencing, signage, compliance and beach access, amongst other things.

To learn more about what we budg... See more

**Operational Plan & Budget - Port Macquarie-Hastings Council**

Like · Reply · Remove Preview · Commented on by Comms Admn · 2w

Reply as Port Macquarie-Hastings Council

**Brent Steep** Who actually is allowed to patrol the beach , council or police

Like · Reply · Message · 2w 1

Author

**Port Macquarie-Hastings Council** Brent Steep both

Like · Reply · Commented on by Jane Le Gall · 2w

**Brent Steep** Port Macquarie-Hastings Council really I was down there all day today not one ranger or police

Like · Reply · Message · 2w 2

Reply as Port Macquarie-Hastings Council

**Peter Palmer** Why do we pay for a permit... council does nothing for the beach..

Like · Reply · Message · 2w 2

**Peter Palmer** Council could use the money on plomer Rd.. might take some traffic off the beach..

Like · Reply · Message · 2w 3

**Angie Hogan** Peter Palmer valid point.

Like · Reply · Message · 2w

Author

**Port Macquarie-Hastings Council** We're sorry to hear you feel we've let you down Peter Palmer,

Point Plomer Road is a complex one. It's a shared road between us, NPWS, and Crown. Maria River Road responsibility is shared between us and Kempsey Shire Council. With this in mind, we do work closely with these key stakeholders to try and improve this area wherever possible. If you wouldn't mind taking a few minutes to fill out our survey and share this feedback. Your ideas are important to us.

The beaches are actually Crown land and are managed by the state. Our responsibility is to keep you, the community, safe. For example, we hire lifeguards to patrol the beaches and will clear debris when it is a safety hazard. We do value your feedback and welcome your ideas on how we can improve our services to you.

Like · Reply · Commented on by Jane Le Gall · 2w · Edited

**Dylan Welsh** itd a pity Kempsey's end is better maintained then Port's end of Maria river rd

2

Like · Reply · Message · 2w

Author

**Port Macquarie-Hastings Council** Dylan Welsh sorry to hear you feel we're not keeping up with our part of the responsibility.

We encourage you to take a look at how we prioritise our road maintenance and repairs. Head to our website where we share all the details...
https://www.pmhc.nsw.gov.au/Services/Roads-and-Bridges

Our maintenance and repairs are budgeted within the operational costs, but we try our best to seek funding for as many extra projects as we can

PMHC.NSW.GOV.AU
**Roads and Bridges - Port Macquarie-Hastings Council**

Like · Reply · Remove Preview · Commented on by Jane Le Gall 2w

**Frances Smith** Dylan Welsh not at the moment, Port Macquarie end is much better than the Kempsey end

Like · Reply · Message · 2w 2

**Dylan Welsh** Frances Smith that be a first

Like · Reply · Message · 2w

Reply as Port Macquarie-Hastings Council

**Jasmine Cook** The access in Lake Cathie needs to be reconsidered. As others mentioned vehicles are using that access to drive to restricted areas including the lake. Also the beach south of middle rock has far more pedestrians with the new estates and will only get busier. It is getting very dangerous having vehicles there with all the children playing and will only get more dangerous when further houses / appartments are complete & more people living there walking / playing on that part of the beach. There are plenty of safer stretches of beach in our area for 4WDriving

Like · Reply · Message · 2w 4

Hide 11 Replies

**Nat Latham** Jasmine nothing wrong with driving on the beach at rainbow, drive with consideration of others and every body gets along why take something away from someone like this. No defernt to driving the estate with kids playing on the road. Its awsome to be able to cruse up the beach pick a spot and set up the awning and let the kids run around while you fish or swim. Feels like your on Fraser.

Like · Reply · Message · 2w 7

Author

**Port Macquarie-Hastings Council** Jasmine Cook & Nat Latham thanks for both of your insights. You both raise some interesting points. If you wouldn't mind taking a few minutes to fill out our survey to provide us your feedback

Like · Reply · Commented on by Jane Le Gall · 2w

**Nat Latham** Port Macquarie-Hastings Council done
Like · Reply · Message · 2w 1

**Michael Coghlan** Jasmine Cook well perhaps the parents should tell their children that vehicles drive on the beach. Bit like not playing on ocean road
Like · Reply · Message · 2w 3

**Jasmine Cook** Nat Latham it's extremely dangerous to drive like Fraser on that stretch of beach. The beach on Fraser is the official highway and isolated. That stretch isn't & now has 100's of new residents living on it with more to come. Board walk makes it easy to 'cruise up' by foot and no need for a vehicles racing past people pretending it's Fraser
Like · Reply · Message · 2w 1

**Jasmine Cook** Michael Coghlan the road isn't for playing the beach is so it's not like that at all. Plus it's a leash free area for dogs and roads not. Totally different
Like · Reply · Message · 2w

**Nat Latham** Never seen how many people are actual on the beach of Fraser Island?
Like · Reply · Message · 2w 1

**Michael Coghlan** Jasmine Cook vehicles are allowed on the beach so as well as the vehicle operators being responsible, so should the parents of kids on the beach.
Like · Reply · Message · 2w 3

**Michael Coghlan** Jasmine Cook this may help you as well as the vehicle operators - https://www.pmhc.nsw.gov.au/.../vehicles-on-beaches...
Like · Reply · Message · 2w

**Jasmine Cook** Nat Latham yes but usually because they have pulled up at sandy area much wider than Rainbow Beach! Fraser doesn't have families using a boardwalk near their home to walk their dogs and let their children play and Rainbow Beach is much narrower and not the official road... totally different. If you like Fraser go to Fraser
Like · Reply · Message · 2w

**Cameron Goldie**

Like · Reply · Message · 2w

Reply as Port Macquarie-Hastings Council

**Chris Hopkinson** Before we question the beach being used by 4wders, let's ask the council where the last 5 years of beach access permit money has been spent... This money was surely intended to be spent maintaining the access points!
Perhaps if the police patrolled the beaches ever to enforce speed limits and target dangerous drivers we wouldn't need to punish those who enjoy nothing more than a quiet drive with friends/family and a BBQ

Like · Reply · Message · 2w 23

Author
**Port Macquarie-Hastings Council** Hi Chris Hopkinson, just to clarify, are you referring to the 4X4 access points? Or the pedestrian access points?

Like · Reply · Commented on by Jane Le Gall · 2w

**Chris Hopkinson** 4x4 access, who's users pay yearly for their upkeep

Like · Reply · Message · 2w 6

**Sally Nixon** and if police did enforce speed limits social media would be full of whining 4wd drivers...

Like · Reply · Message · 2w

Reply as Port Macquarie-Hastings Council

**David Elford** Have the fee for the permit based on how long you will have the permit for why should I pay for a full 12 months when I want to buy 1, 6 months into the financial year

Like · Reply · Message · 2w

**Graham Smith** David Elford did you know you can buy them for a period of 1 month?

Like · Reply · Message · 1w

Reply as Port Macquarie-Hastings Council

**Gus Ponman** Can't do anything anymore by the sound of this bunch . Can't wait to see 2035 ,won't even be able to peel ya own potatoes without some bunch protesting it. Till then ,see yas on the beach

Like · Reply · Message · 1w 5

**Josh Aylward** Gus Ponman

MEDIA1.TENOR.CO

Like · Reply · Message · Remove Preview · 1w 1

**Gus Ponman** Josh Aylward

MEDIA1.TENOR.CO

Like · Reply · Message · Remove Preview · 1w 1

Reply as Port Macquarie-Hastings Council

Write a comment...

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| Effective date: | DD/MM/YYYY |
| Next review date: | DD/MM/YYYY |
| File Number: | ########## |

# Council Policy
# DOGS IN PUBLIC OPEN SPACES

## 1. INTRODUCTION

The intention of this policy is to guide the management and control of dogs in open space areas within the Port Macquarie-Hastings Local Government Area. An important component of the management of dogs in open spaces is the suitable provision of accessible Off Leash dog exercise areas balanced by appropriately identified and managed dog exclusion areas to support the whole community and to protect the natural environment.

The purpose of establishing dog friendly areas is to provide appropriate locations to facilitate opportunities for socialisation and exercise.

## 2. POLICY STATEMENT AND SCOPE

This Policy applies to all public land within the Port Macquarie-Hastings local government area. This Policy sets out where dogs are permitted and specifies conditions for dogs in public areas.

The objectives of this policy are as follows:

- To declare and regulate clearly identified dog Off Leash exercise areas across the Port Macquarie-Hastings Council Local Government Area
- To support and promote the social value of responsible dog ownership and adherence to the requirements of the relevant legislation
- To manage risk and minimise nuisance caused by dogs to the public
- To ensure the public recreational and environmental values of open space areas are retained

## 3. COMPANION ANIMALS ACT

The Companion Animals Act 1998 (the CAA) is NSW Legislation that provides for the effective and responsible care and management of companion animals. The CAA legislates requirements for both dog owners and local Councils in managing the presence of dogs in public places.

Section 13 of the CAA states *"a dog that is in a public place must be under the effective control of some competent person by means of an adequate chain, cord or leash that is attached to the dog and that is being held by (or secured to) the person"*. A dog is not considered to be under the effective control of a person if the person has more than four dogs under his or her control.

Dogs are permitted On Leash in all public areas, including streets and associated footpaths, unless otherwise specified by Council or the CAA. Signage is not required to enforce this effective control provision as it is NSW State legislation. Council is able to declare and signpost areas as dog exclusion/prohibited areas.

## 4. COUNCIL POLICY

In accordance with the CAA, Council has a legislative responsibility to provide Off Leash areas and to provide effective and responsible care and management of dogs within the local government area.

Dog owners have a responsibility and obligation to comply with the CAA, and should be considerate of other users in any public area, this includes immediately cleaning up and disposing of dog droppings. As a courtesy, Council currently provides dog waste bag dispensers and bins within dog parks and other designated Off Leash areas.

If a dog is not sufficiently trained, or shows signs of anti-social behaviour and aggression, the dog should be removed immediately from any public area.



UNCONTROLLED IF PRINTED

### 4.1. Parks, Reserves and Beaches

An interactive online map of the Dog Friendly Areas is available on Council's website to see detailed maps containing more information about a particular area's location and classification.

*Off Leash Areas:*

Dogs should be under constant supervision to ensure safety of other dogs and people in designated Off Leash areas.

- North Shore Beach from Northern end on Corrilla Estate North to Queens Head 4WD access point.
- North Shore Beach from Southern end of Corrilla Estate South to the breakwall.
- Rocky Beach, Port Macquarie.
- Nobby's Beach, Port Macquarie.
- Lighthouse Beach Port Macquarie from Watonga Rocks south to the 4WD beach access point Lake Cathie.
- Rainbow Beach, Bonny Hills from Duchess Creek north to Middle Rock.
- Spooney's Bay, Bonny Hills.
- Grants Beach, North Haven from the northern end of the surf club car park, north to Grants Head.
- Dunbogan Beach, Dunbogan from the Seaview Ave beach access point south to the Beach St access point.

*Leashed Areas:*

Dogs are permitted on the following beach areas whilst under effective control of a competent person by way of a leash, cord or chain.

- Oxley Beach, Port Macquarie
- Cathie Beach, Lake Cathie (from Kywong Street to Middle Rock)
- Rainbow Beach, Bonny Hills from Leash-Free access point north to Duchess Creek (for access to leash-free area only)
- Dunbogan Beach, Dunbogan (from the southern boundary of Kattang Nature Reserve to the Seaview Avenue beach access point)
- Sancrox Reserve
- Kooloonbung Creek Nature Park

*Prohibited Areas:*

Due to the popularity of some beaches and the presence of migratory and shorebirds, dogs are not allowed on the following beaches:

- North Shore Beach (adjacent to Corrilla Estate residences)
- Pelican Island, Port Macquarie
- Town Beach, Port Macquarie
- Flynns Beach, Port Macquarie
- Shelly Beach, Port Macquarie
- Little Bay, Port Macquarie (directly north of Tacking Point Lighthouse)
- Lighthouse Beach, Port Macquarie (from Tacking Point to Watonga Rocks)
- Cathie Beach, Lake Cathie (from 4WD Beach Access point South to Kywong Street)
- Rainbow Beach, Bonny Hills (from access point for leash-free area South)
- Bartletts Beach, Bonny Hills
- Grants Beach, North Haven (from northern end of Surf Club carpark to breakwall)
- Pilot Beach, Dunbogan
- Washhouse Beach, Dunbogan
- Dunbogan Beach, south of Beach Street Access Point
- Dunbogan Beach, from Camden Head to the southern boundary of Kattang Nature Reserve.

Under the CAA dogs are Prohibited in the following places, unless sign posted by Council (whether or not they are leashed or otherwise controlled):

- Children's play area (prohibited within 10 metres of any playground)
- Food preparation/consumption areas (exclusive of outdoor eating areas as approved by vendor)
- School grounds and child care centres
- Shopping areas where dogs are Prohibited
- Sports Fields (unless authorised by Council)
- Patrolled beaches - Within 10m of the flagged areas on patrolled beaches
- Wildlife protection areas as designated and signposted by Council

DRAFT

- All NSW National Parks and Nature Reserves

### 4.2. Dedicated Dog Parks - Off Leash

These fully fenced Leash free zones allow dogs to exercise off the lead so they can burn off excess energy in a safe environment and provide an important socialisation experience with other dogs. By providing these opportunities, dogs are less likely to exhibit nuisance behaviour due to boredom and frustration when confined to their yard.

The list below shows the Dog Parks in the Port Macquarie-Hastings region:

- Stuart Park - Wood Street, Port Macquarie (separate areas for large and small dogs)
- Blackbutt Park - Corner of Blackbutt Drive and Peppermint Crescent, Wauchope (separate areas for large and small dogs)
- Henry Kendall Reserve - Henry Kendall Drive, Laurieton (One large fenced area)

## 5. ENFORCEMENT

The Local Government Act 1993 allows councils to condition the use of any public area by way of a sign or notice. Based on this Council has erected signage at all leash-free areas which clearly state the conditions of use within that area. Acting contrary to signage is dealt with under Section 632(1) of the Act which states:

> *"A person who, in a public place within the area of a council, fails to comply with the terms of a notice erected by the council is guilty of an offence"*

To comply with the CAA dog owners are also responsible for ensuring their dog in on a leash in public places unless signposted otherwise by Council.

It is an offence not to pick up after your dog. On-the-spot fines may be issued for failure to comply with the CAA.

## 6. RESPONSIBILITIES AND AUTHORITIES

The Regulatory Services team are responsible and accountable for:

- Monitoring and enforcing this policy
- Advise of any Legislation changes

The Group Manager Recreation, Property & Buildings is the responsible officer for:

- The management of parks, reserves and beaches
- Policy review
- Signage

## 7. REFERENCES

The Companion Animals Act 1998
Local Government Act 1993

## 8. DEFINITIONS

**Council:** refers to Port Macquarie-Hastings Council or PMHC

**Dog Friendly Area**: A designated open space area that permits dogs. These can be fenced or unfenced.

**Open Space:** Community land owned, or Crown Land manage by Port Macquarie-Hastings Council

**Public Space:** Any pathway, road, bridge, jetty, wharf, road-ferry, reserve, park, beach or garden or any other place the public are entitled to use.

## 9. PROCESS OWNER

The Group Manager Recreation, Property & Buildings is responsible for reviewing this Policy three (3) years after the commencement date of the Policy, in conjunction with other key stakeholders.



UNCONTROLLED IF PRINTED

DRAFT

# Dogs in Public Open Spaces

Survey Summary Report

PORT MACQUARIE HASTINGS COUNCIL

## Most used off-leash dog areas

4. Stuart Park
2. Nobby's Beach
1. Lighthouse Beach
3. Rainbow Beach
5. Dunbogan Beach

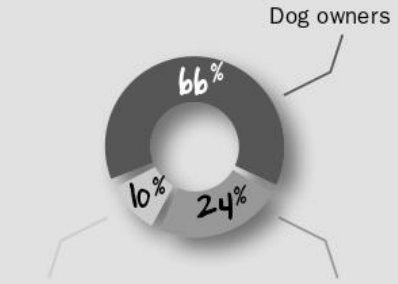
## What's needed?

- More dog permitted areas — 18%
- More effective enforcement — 15%
- Dog restrictions in certain areas — 10%
- Improved dog parks — 8%
- More signage — 8%
- Bag/bin stations — 7%

## Promotional channels

- Council's Facebook pages
- ConnectPMH Instagram account
- 'Have Your Say' on Council's website
- Emails to interest groups including dog clubs, animal training centres and vet practices in the region

## Who took our survey?




## Major Concerns

- Owners not picking up poo
- Misuse of designated areas
- Uncontrolled dogs
- Environmental impacts

## The survey had

457 Visits

224 Reponses

## What you told us

*Dog owners need to take more responsibility for their dogs and have them 'under control'*

*Frustration with some owners not picking up after their dogs*

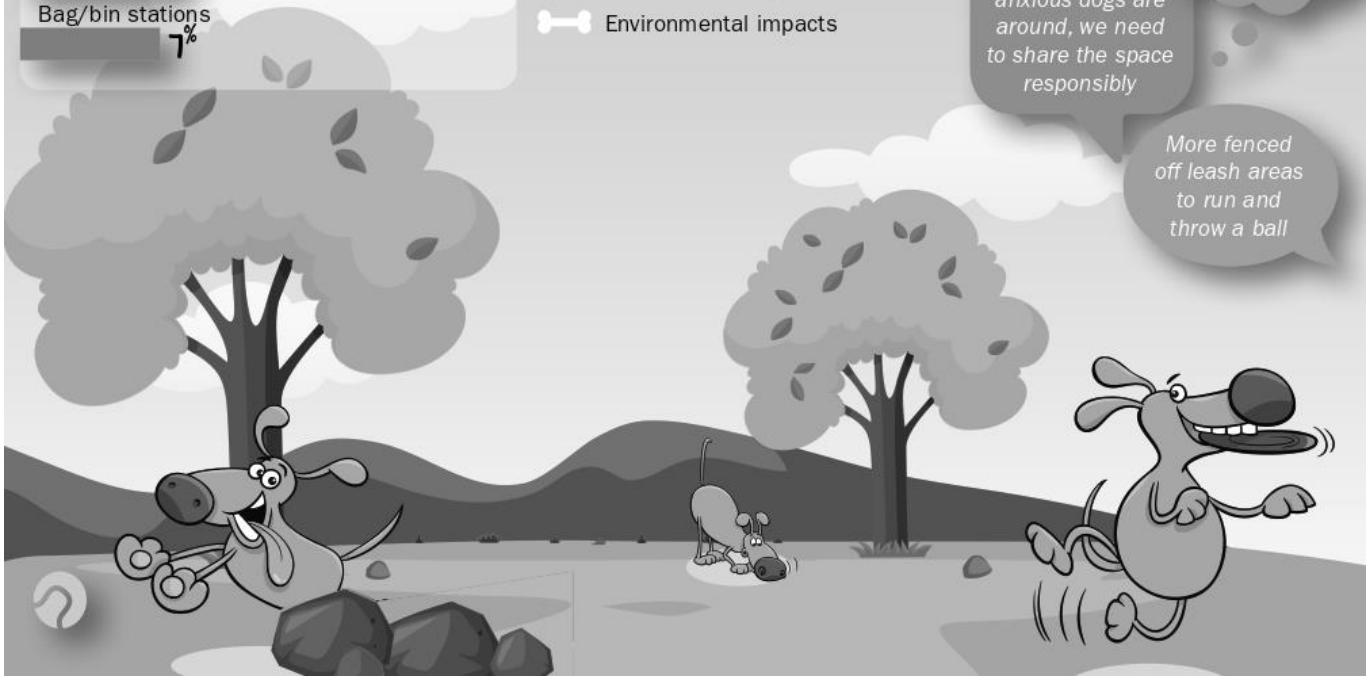
*Need more effective consequences when dogs are off lead in a "leashed" area*

*We need more bins and waste bags*

*Better education and encouragement of dog training*

*Be aware when kids or other anxious dogs are around, we need to share the space responsibly*

*More fenced off leash areas to run and throw a ball*



PORT MACQUARIE-HASTINGS COUNCIL

# Review of Policy: Dogs in Public Open Spaces

# COMMUNITY ENGAGEMENT REPORT

23/02/2021

| | | | |
|---|---|---|---|
| **Project name** | Review in Policy: Dogs in Public Open Spaces | | |
| **Project manager** | Rosane Gossner | | |
| **Consultant** | | | |
| **Engagement Officer** | Olivia Lawler | | |
| **Operation Plan #** | | **CM Reference** | SF20/4558 |

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# 1. INTRODUCTION

## 1.1. Background

The aim of this project is to review and update the current Dogs in Public Open Spaces Policy with amended legislations or change of use, taking into account stakeholder feedback and community demand for updated information. The current Policy was adopted in April 2011 and defines where dogs are permitted and specifies conditions under which dogs are permitted in public areas throughout our region.

## 1.2. Engagement approach

Initial engagement was undertaken to **consult** with the community and key stakeholders from Thursday 11 February to Friday 19 February 2021. The intent of this consultation was to encourage stakeholders to share their opinions and experiences with us regarding dogs in public spaces in order to inform the development of a Draft Dogs in Public Open Spaces Policy. The engagement also identified where there is misinformation and knowledge gaps in relations to dog permitted areas and the conditions under which dogs are allowed in public areas.

Internal Stakeholders:

- Group Manager, Recreation Property and Buildings - Liam Bulley
- Group Manager, Regulatory Services - Debbie Archer
- Group Manager, Community - Lucilla Marshall
- Project Manager - Rosane Gossner
- Rangers

External Stakeholders:

- General Community
- Dog Clubs
- Dog training programs

IAP2 Spectrum of Public Participation

| | Inform | Consult | Involve | Collaborate | Empower |
|---|---|---|---|---|---|
| Public Participation Goal | To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions | To obtain public feedback on analysis, alternatives and/or decisions. | To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered. | To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution. | To place final decision-making in the hands of the public. |
| Promise To The Public | We will keep you informed. | We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. | We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision. | We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible. | We will implement what you decide. |

### 1.3. Consultation focus

The community was asked to share their thoughts and experiences with us in relation to Dogs in Public Open Spaces within our LGA. Survey questions included:

- What is your suburb?
- Which best describes you? (Dog Owner, User of spaces also used by dogs, Resident living near an off-leash dog area).
- How many dogs are in your household?
- Have you used the interactive dog map on our website to find dog friendly areas in our region?
- Which dog off-leash areas do you mainly use?
- On average, how often do you use a dog off-leash area?
- Have you let your dog/s off leash in a non-designated area? Why?
- Do you have any concerns about dogs in specific areas, leashed or unleashed? (E.g. playgrounds, sporting fields, dining areas).
- Do you have any other feedback or suggestions regarding dogs in public open spaces in our region?

## 2. ENGAGEMENT ACTIVITIES, TIMELINES & RESULTS

### 2.1. Facebook Survey

A Facebook survey was created and distributed for community feedback via Council's EngagePMH Facebook Group and ConnectPMH Instagram. The aim was to capture the active and passionate audience of Facebook instantly and, by providing a survey on the same platform, make it more appealing and efficient to participate in the survey. The survey featured the same questions as the 'Have Your Say' survey. A total of 13 responses were received. (See appendix 1).

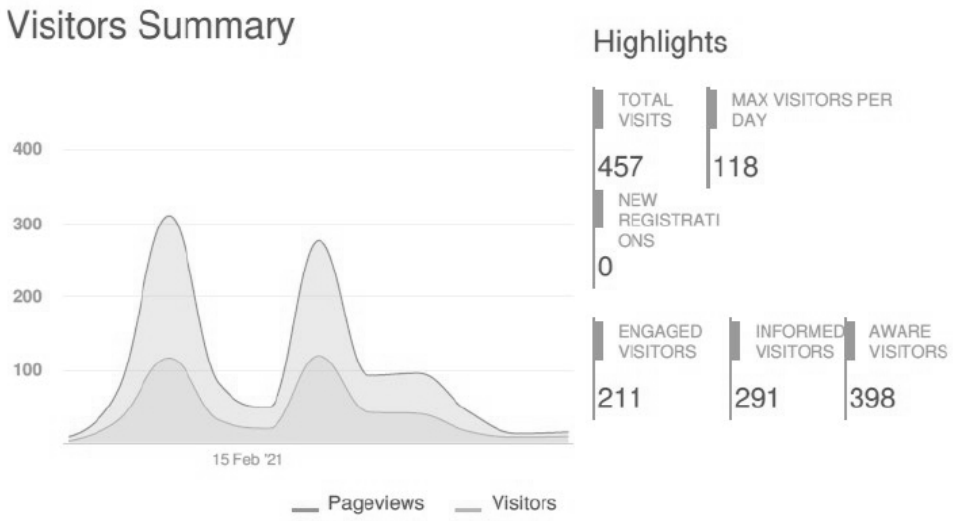
### 2.2. Email to interest groups

A total of 13 interest groups were contacted via email to encourage them to provide feedback and share the information with their networks. (See appendix 2). Groups included:

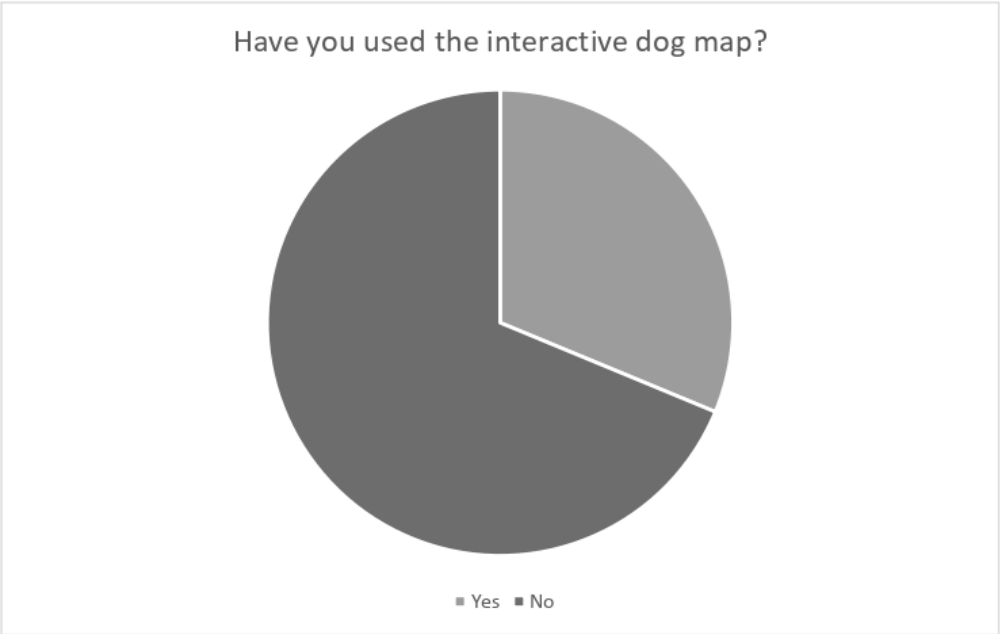
- Port Macquarie Dog Club
- Port Macquarie Animal Welfare Service
- The Pack Leader
- Tate Animal Training Enterprises
- K9 Specialist Dog Training
- Eastport Vet
- Port Macquarie Veterinary Hospital
- Greencross Vet
- Oxley Highway Vet
- Bonny Hills Vet
- Wauchope Vet
- Timbertown Vet
- Camvet

## 2.3. Have Your Say

A total of 211 responses were received through the Have Your Say (HYS) survey with 43 downloads of the current Dogs in Public Open Spaces Policy. The survey was available from Thursday 11 February to Friday 19 February 2021. (See appendix 3).




Feedback from both HYS and Facebook has been collated to provide a more detailed analysis of data. The feedback received was significant and provided insight as to how our community uses our dog permitted areas and their experiences in these spaces. The majority of respondents (69%) have not used the interactive dog map to find dog friendly places in our LGA.



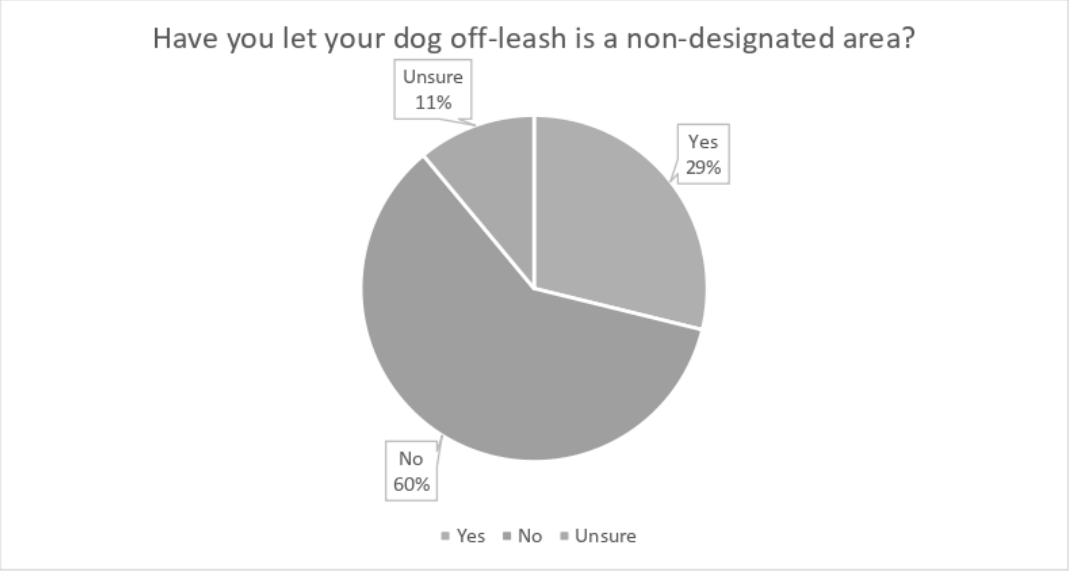
Full details of the HYS and Facebook responses can be viewed at the following links.

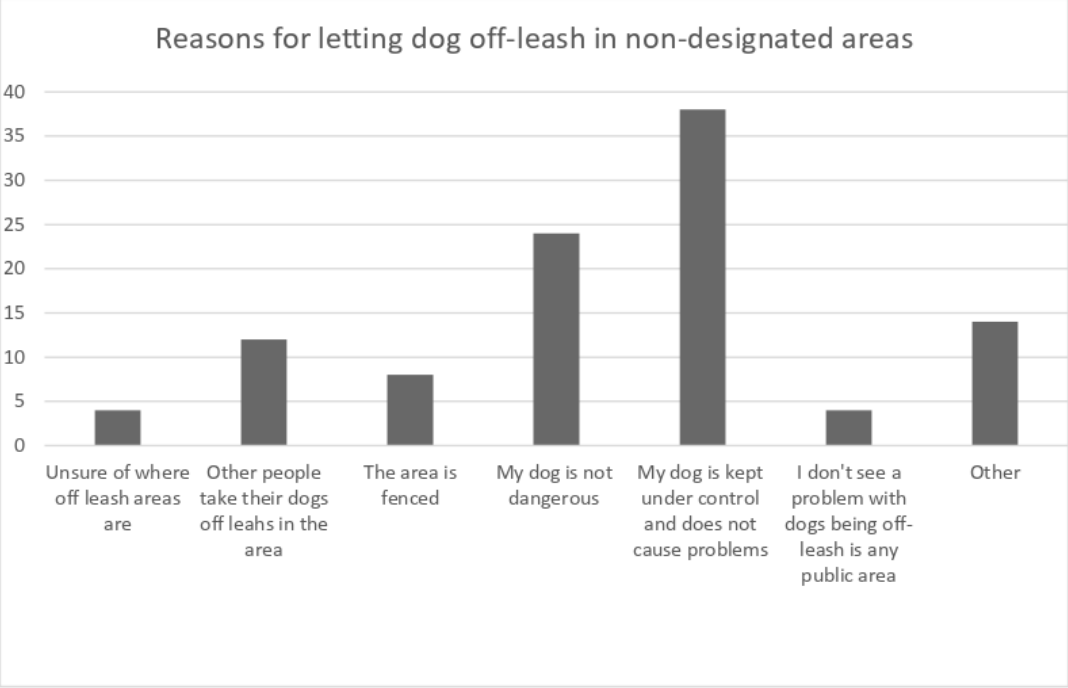
Document - Review of Policy Dogs in Pu

Document - Review of Policy Dogs in Pu

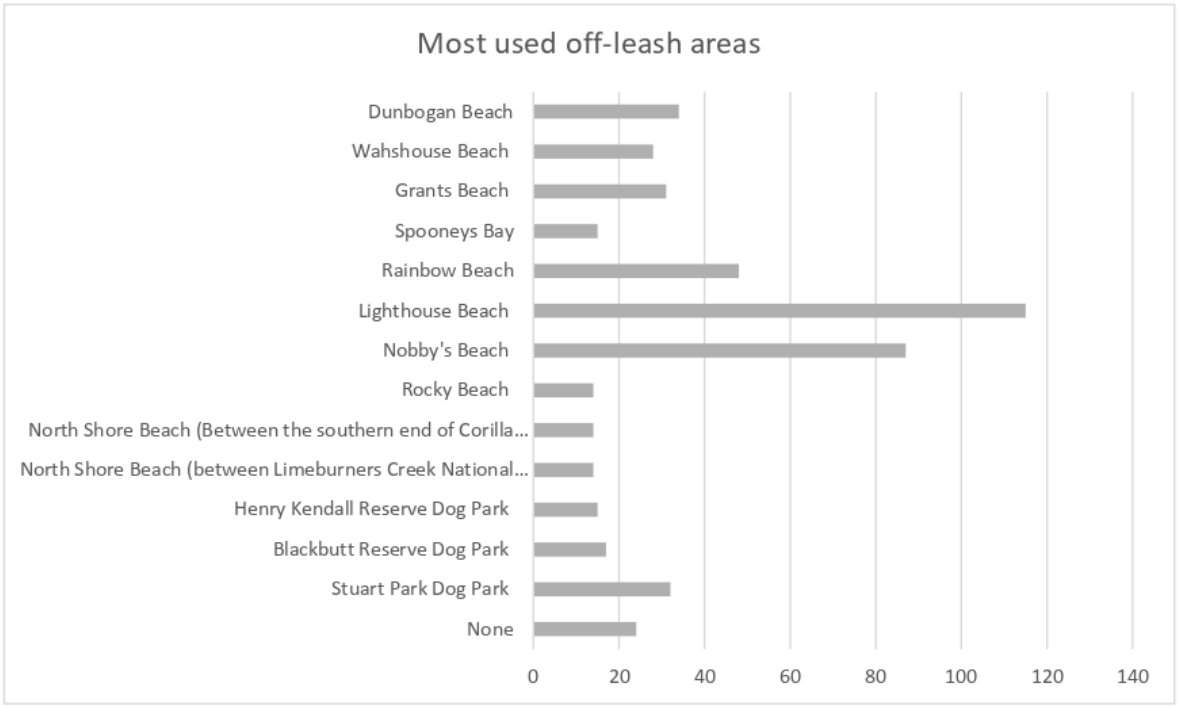
(Links attached at side when view in PDF).

The majority of respondents (60%) had also let their dog off-leash in non-designated areas with the most prevalent reason for this being that their dog is 'kept under control and does not cause problems', closely followed by their dog not being dangerous.

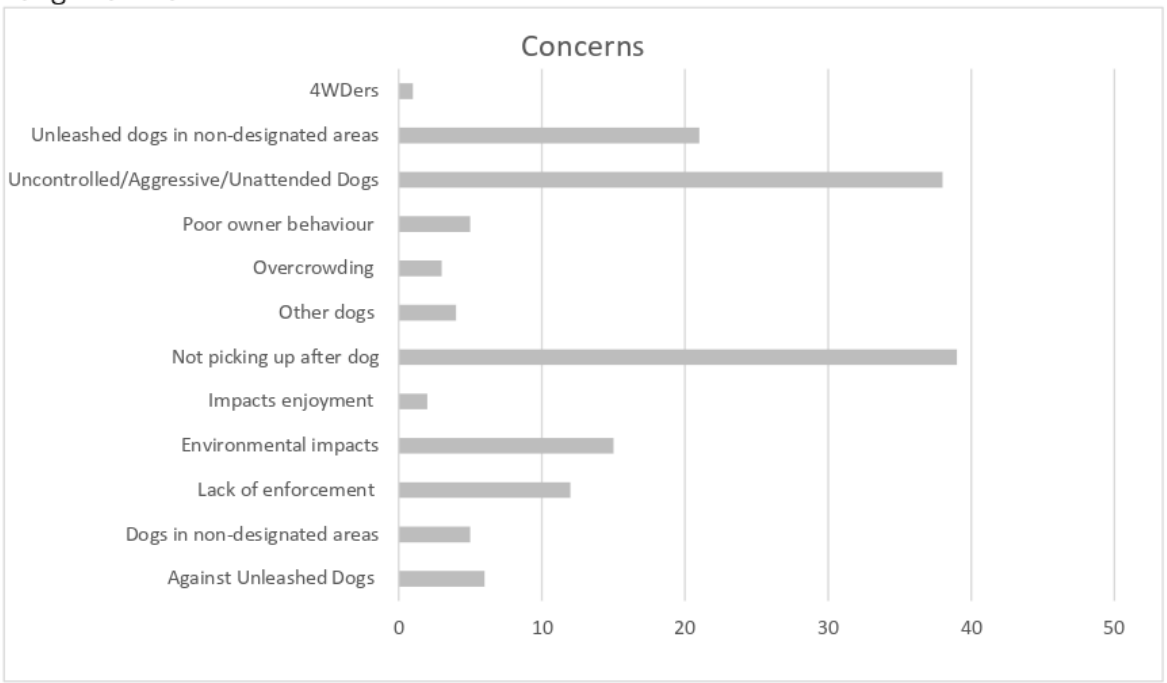


The respondents favoured three off-leash areas including Lighthouse Beach, Nobby's Beach and Rainbow Beach.




However, many concerns around dogs in public spaces featured issues on these popular beaches as well as Washhouse Beach and Stuart Park Dog Park. The main issues included owners not picking up after their dogs, uncontrolled/unattended/aggressive dogs and unleashed dogs in non-designated areas.



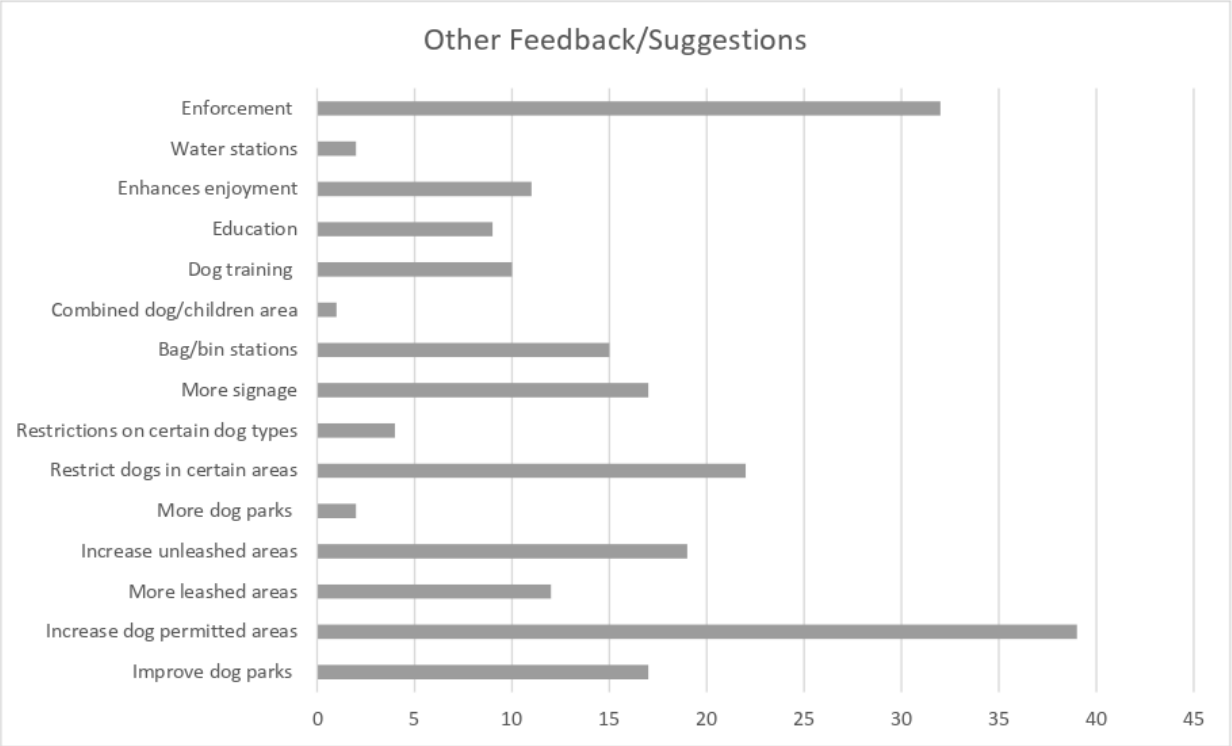
Responses show a significant desire for more dog permitted areas which included both general dog off-leash/leashed spaces as well as in more public areas such as cafes, shopping centres, restaurants etc. On the other hand, respondents also favoured restrictions on dogs in certain public areas such as dining areas, playground, sporting fields and markets in the interest of public safety.

Another significant response is the perceived lack of enforcement of the policy and rules across all dog permitted areas and public spaces in our region with many comments being that this would address concerns outlined in the previous question.

There is desire for more of both off-leash and leashed dog areas which incorporates more signage to identify these areas and inform users. Bag and bin stations are a considered a necessity for all dog permitted areas to encourage owners to pick up after their dogs which is a major concern for many users.

In response to the issues with uncontrolled, aggressive and unattended dogs, suggestions were made as to encouraging dog training programs prior to using public dog friendly facilities or to developing an educational campaign surrounding dogs in public areas and the responsibility of owners in these areas, especially when they are shared with other users and those who use the area with a dog.

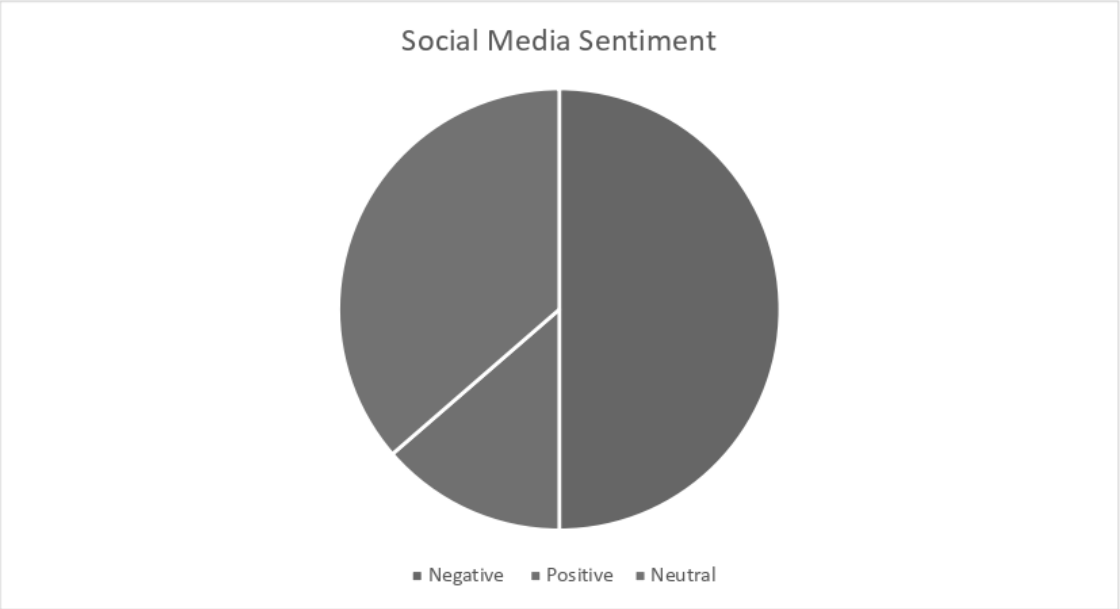
Improving the current dog permitted spaces in our region is also a key response in the survey with specific interest in Stuart Park Dog Park, Port Macquarie which is not considered a sufficient space for dogs and their owners in relation to size, lack of grass covering, and not having a combined dog space.



## 2.4. Communications

Communication activities for this consultation included promoting the HYS and Facebook survey on social media through Council's corporate Facebook Page, EngagePMH Facebook Group and Instagram. Commentary from these posts were collated to assist in understanding the sentiment of the community towards Dogs in Public Open Spaces. (See appendix 4).

The commentary on the social media posts was not significant, however the sentiment of comments was primarily negative in regards to individual experiences relating to poor owner behaviour, unleashed dogs in non-designated areas, uncontrolled/aggressive dogs, and poor condition of both current permitted beaches and parks. Neutral comments included suggestions for Council whilst positive consisted of individuals happy with the current spaces provided.




## 3. RESULTS SUMMARY/CONCLUSION

Overall, our community enjoys the ability to take their dogs in to our public designated spaces and is a key part of their lifestyle in our region. The major concerns the community has which is impacting this enjoyment includes owners not picking up after their dogs and the presence of uncontrolled, aggressive or unattended dogs in these spaces. In order to rectify these issues, respondents suggested the installation of more bag/bin stations in all dog permitted areas. There is a desire for more enforcement to take place to ensure that dogs who are aggressive and not under control by their owners are removed from public areas to ensure the safety of the community and other dogs.

There is a widely held belief that enforcement of the rules and Policy is not undertaken by Council resulting in many respondents requesting enforcement regarding unleashed dogs in non-designated areas which impacts the enjoyment of other users and their dogs. Alongside this, an educational piece on the duties of rangers in enforcing the policy could be considered.

Feedback shows that a balance between dog permitted areas and restrictions in public areas is needed with many respondents feeling dogs should be allowed in more public areas including dining areas and shopping centres whereas others feel there should be more restrictions on these areas, specifically dining areas, sporting fields and playgrounds. Increasing the number of off-leash and leashed areas as well as the construction of more dog parks was also a key area of interest for respondents.

## 4. NEXT STEPS

From this feedback, a Draft Dogs in Public Open Spaces Policy will be developed to go on Public Exhibition in March 2021. A Public Exhibition Report will be developed and provided to the project team for further development of the Policy which will then be put to Council in July 2021 for approval.

## 5. APPENDIX

# Review in Policy: Dogs in Public Open Spaces

We are currently reviewing our Dogs in Public Open Spaces Policy, which outlines where dogs are permitted and specifies conditions for dogs in public areas. Your feedback will assist us in future planning for the growing canine population in our region and the enjoyment of the broader community in our open spaces.

For more information on Dog Friendly Areas in our region or to view the current Policy visit, https://www.pmhc.nsw.gov.au/Facilities-Recreation/Outdoor-Spaces/Dog-exercise-areas

*Email

What is your suburb?

Which best describes you?

- Dog owner
- User of spaces also used by dogs
- Resident living near an off-leash area
- Other: _____

How many dogs are in your household?

- None
- 1
- 2
- 3
- 4+

Have you used the interactive Dog Map on our website to find dog friendly areas in our region?

- Yes
- No

Which dog off-leash area/s do you mainly use?

- [ ] None
- [ ] Stuart Park Dog Park
- [ ] Blackbutt Reserve Dog Park
- [ ] Henry Kendall Reserve Dog Park
- [ ] North Shore Beach (between Limeburners Creek National Park and the northern end of Corilla Estate)
- [ ] North Shore Beach (from the southern end of Corilla Estate to the breakwall)
- [ ] Rocky Beach
- [ ] Nobby's Beach
- [ ] Lighthouse Beach (between Watonga Rocks and Lake Cathie 4WD access point)
- [ ] Rainbow Beach (between Middle Rock 4WD access and 200m north of Duchess Creek)
- [ ] Spooney's Bay
- [ ] Grants Beach (between Grants Head and 200m north of surf club)
- [ ] Washhouse Beach (between breakwall and Kattang Nature Reserve)
- [ ] Dunbogan Beach (between Seaview Ave beach access point south to the Beach St access point)

On average, how often do you use a dog off-leash area?

- ( ) More than once a week
- ( ) Weekly
- ( ) Monthly
- ( ) Every 6 months
- ( ) Every 12+ months
- ( ) Never

Do you have any concerns about dogs in specific areas, leashed or unleashed? (E.g. Playgrounds, sporting fields, dining areas, beaches etc.)

- ○ Yes
- ○ No

If so, what are your concerns?

Have you let your dog/s off leash in a non-designated area?

- ○ Yes
- ○ No
- ○ Unsure

If so, what are your main reasons for letting your dog/s off leash in non-designated areas?

- ○ Not sure where off leash areas are
- ○ Other people take their dogs off leash in the area
- ○ The area is fenced (E.g. sporting field, fenced park)
- ○ Your dog is not dangerous
- ○ Your dog is kept under control and does not cause problems
- ○ You do not see a problem with dogs being off leash in any public area
- ○ Other: _____

Do you have any other feedback or suggestions regarding dogs in public open spaces in our region?

Send

Good morning,

We're currently reviewing our dogs in Public Open Spaces Policy and we would love to hear your thoughts!

The Policy sets out where dogs are permitted and specifies conditions for dogs in public areas. As you are an organisation which may be interested in this, we encourage you to provide us your thoughts and experiences of dogs in public spaces and share this information with your network. Your feedback will assist us in future planning for the growing canine population in our region and the enjoyment of our whole community in our open spaces.

You can see our current Dogs in Public Open Spaces Policy and take our short survey at, https://haveyoursay.pmhc.nsw.gov.au/dogs-in-public-open-spaces.

We look forward to hearing from you!

Thank you.

# Review in Policy: Dogs in Public Open Spaces

We are currently reviewing our Dogs in Public Open Spaces Policy, which outlines where dogs are permitted and specific conditions for dogs in public areas and we would love to know your thoughts! Your feedback will assist us in future planning for the growing canine population in our region and the enjoyment of the broader community in our open spaces.

You can view the current **Dogs in Public Open Spaces Policy** in the document library to the right (or below if viewing this page on a mobile device).

Please provide your feedback by completing our short survey below by **Friday 19 Feb 2021**.

**DOGS IN PUBLIC OPEN SPACES SURVEY**

## Dogs in Public Open Spaces survey

Whether you own a dog or not, we would love for you to provide your feedback through our short survey below which will assist us in future planning for the growing canine population in our region and the enjoyment of the broader community in our open spaces.

Survey closes **19 February 2021**.

Writing a submission is one way of sharing your views and opinions with Council. All submissions are considered before making a decision and your submission may be included in a report to Council.
Note: Submissions and petitions are public information and may be made public. If you wish to have information in your submission suppressed, you will need to request this in writing.

CLOSED: This survey has concluded.

## Who's listening

Olivia Lawler

Engagement Officer

**Phone** 6581 8111
**Email** Olivia.Lawler@pmhc.nsw.gov.au

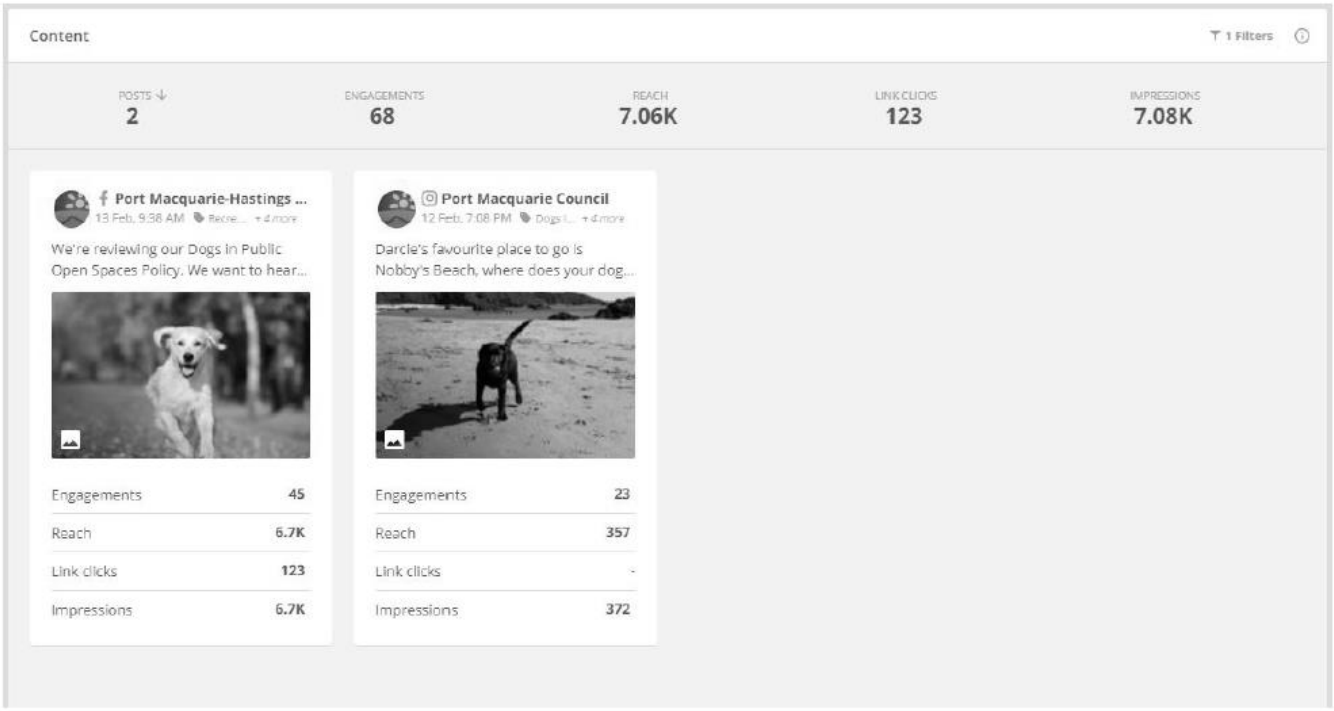
Rosane Gossner

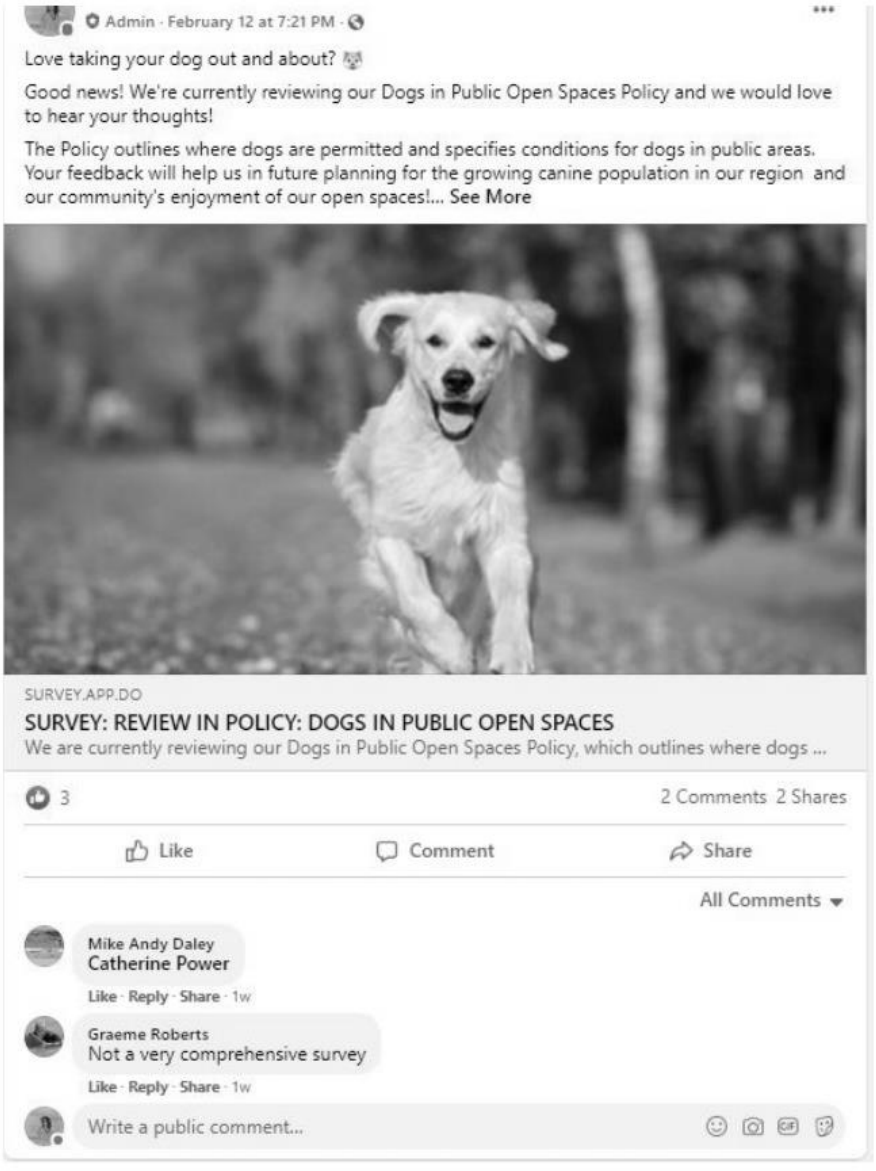
Recreation Property and Buildings

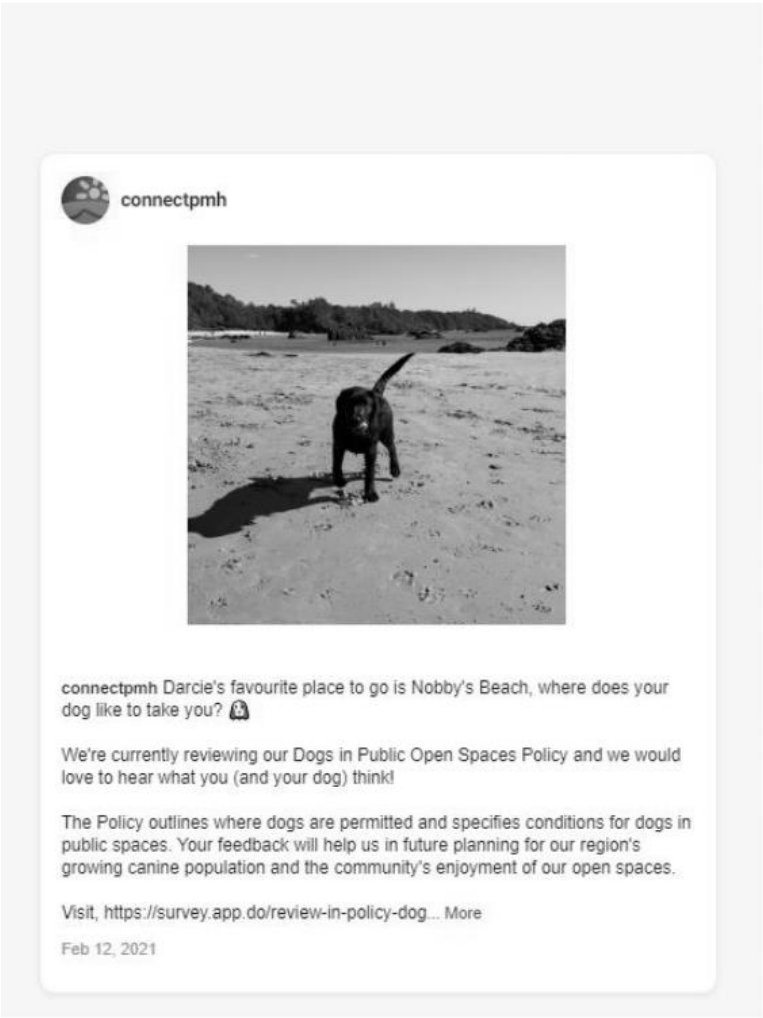
**Phone** 6581 8111
**Email** rosane.gossner@pmhc.nsw.gov.au

## Document Library

Dogs in Public Open Spaces Policy (adopted 20 April 2011) (201 KB) (pdf)


Content
1 Filters
POSTS
2
ENGAGEMENTS
68
REACH
7.06K
LINK CLICKS
123
IMPRESSIONS
7.08K
Port Macquarie-Hastings ...
13 Feb, 9:38 AM
We're reviewing our Dogs in Public Open Spaces Policy. We want to hear...
Engagements 45
Reach 6.7K
Link clicks 123
Impressions 6.7K
Port Macquarie Council
12 Feb, 7:08 PM
Darcie's favourite place to go is Nobby's Beach, where does your dog...
Engagements 23
Reach 357
Link clicks -
Impressions 372


Admin · February 12 at 7:21 PM
Love taking your dog out and about?
Good news! We're currently reviewing our Dogs in Public Open Spaces Policy and we would love to hear your thoughts!
The Policy outlines where dogs are permitted and specifies conditions for dogs in public areas. Your feedback will help us in future planning for the growing canine population in our region and our community's enjoyment of our open spaces!... See More
SURVEY.APP.DO
SURVEY: REVIEW IN POLICY: DOGS IN PUBLIC OPEN SPACES
We are currently reviewing our Dogs in Public Open Spaces Policy, which outlines where dogs ...
3
2 Comments 2 Shares
Like
Comment
Share
All Comments
Mike Andy Daley
Catherine Power
Like · Reply · Share · 1w
Graeme Roberts
Not a very comprehensive survey
Like · Reply · Share · 1w
Write a public comment...




## Post Performance

22 1 0

### Interactions

9

Actions taken from this post

| | |
|---|---|
| Profile Visits | 8 |
| Website Clicks | 1 |

### Discovery

361

Accounts reached

24% weren't following you

| | |
|---|---|
| Follows | 2 |
| Reach | 361 |
| Impressions | 377 |
| From Home | 281 |
| From Hashtags | 85 |
| From Profile | 7 |
| From Other | 4 |

Port Macquarie-Hastings Council
February 13 at 9:38 AM ·

We're reviewing our Dogs in Public Open Spaces Policy. We want to hear what you (and your dog 🐾) want to see in the new one.

The policy sets out where the dog-friendly spaces are in our community and the conditions for your best-mate when out and about 🐕

Get involved and #haveyoursay 👉 http://bit.ly/DogsInPublicSpaces
Survey closes Fri 19 Feb.

17 48 Comments 11 Shares

Like Comment Share

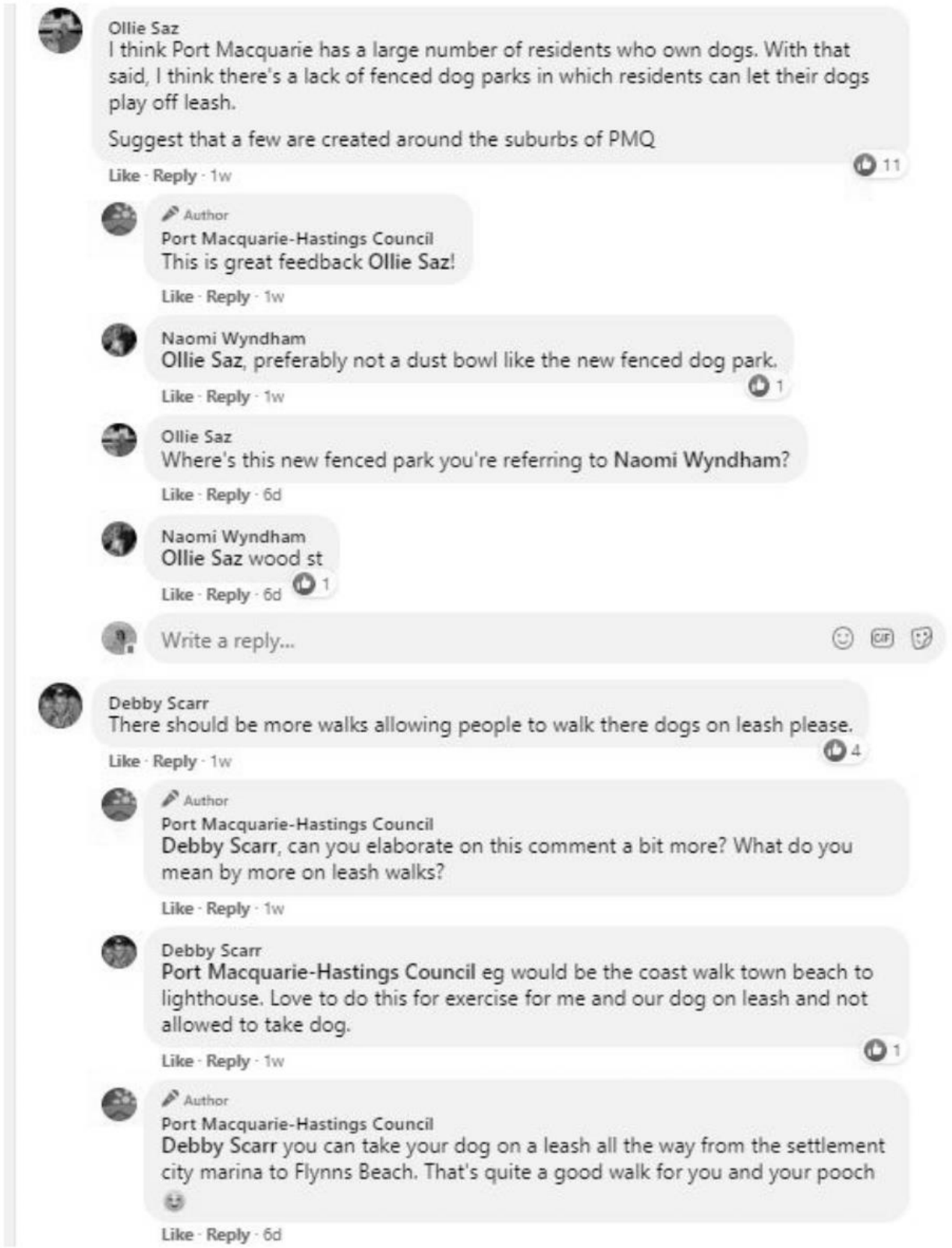
Oldest

Roslyn Horsfield
I want to see doggos everywhere!
Like · Reply · 1w 5

Erin Wise
Roslyn Horsfield me toooo please 🐕❤
Like · Reply · 1w 1

Ted Jobson
Roslyn Horsfield yes on a lead
Like · Reply · 1w 1

Write a reply...



Ollie Saz
I think Port Macquarie has a large number of residents who own dogs. With that said, I think there's a lack of fenced dog parks in which residents can let their dogs play off leash.

Suggest that a few are created around the suburbs of PMQ

Like · Reply · 1w · 11

Author
Port Macquarie-Hastings Council
This is great feedback **Ollie Saz**!

Like · Reply · 1w

Naomi Wyndham
**Ollie Saz**, preferably not a dust bowl like the new fenced dog park.

Like · Reply · 1w · 1

Ollie Saz
Where's this new fenced park you're referring to **Naomi Wyndham**?

Like · Reply · 6d

Naomi Wyndham
**Ollie Saz** wood st

Like · Reply · 6d · 1

Write a reply...

Debby Scarr
There should be more walks allowing people to walk there dogs on leash please.

Like · Reply · 1w · 4

Author
Port Macquarie-Hastings Council
**Debby Scarr**, can you elaborate on this comment a bit more? What do you mean by more on leash walks?

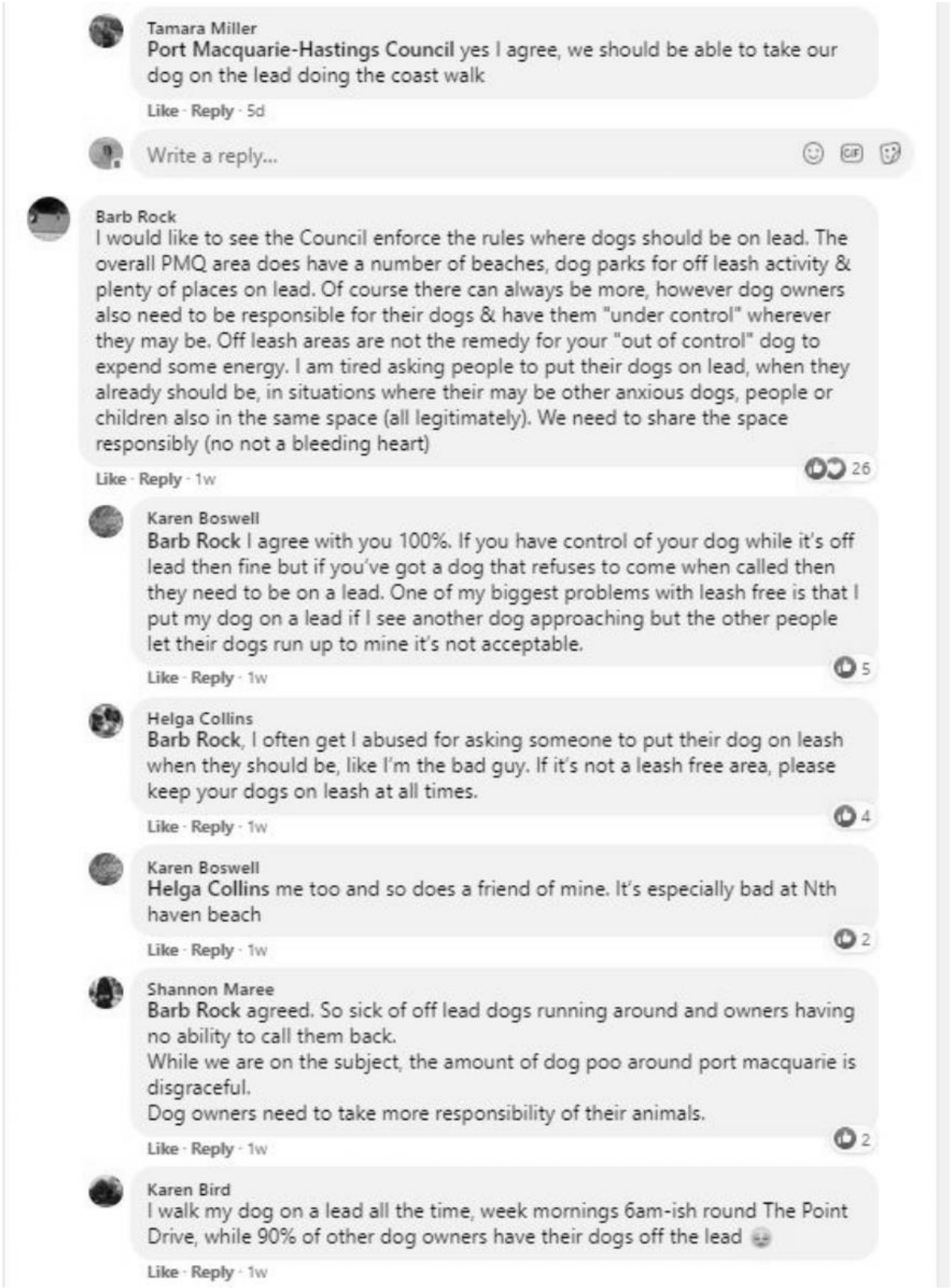
Like · Reply · 1w

Debby Scarr
**Port Macquarie-Hastings Council** eg would be the coast walk town beach to lighthouse. Love to do this for exercise for me and our dog on leash and not allowed to take dog.

Like · Reply · 1w · 1

Author
Port Macquarie-Hastings Council
**Debby Scarr** you can take your dog on a leash all the way from the settlement city marina to Flynns Beach. That's quite a good walk for you and your pooch

Like · Reply · 6d



Tamara Miller
**Port Macquarie-Hastings Council** yes I agree, we should be able to take our dog on the lead doing the coast walk
Like · Reply · 5d

Write a reply...

Barb Rock
I would like to see the Council enforce the rules where dogs should be on lead. The overall PMQ area does have a number of beaches, dog parks for off leash activity & plenty of places on lead. Of course there can always be more, however dog owners also need to be responsible for their dogs & have them "under control" wherever they may be. Off leash areas are not the remedy for your "out of control" dog to expend some energy. I am tired asking people to put their dogs on lead, when they already should be, in situations where their may be other anxious dogs, people or children also in the same space (all legitimately). We need to share the space responsibly (no not a bleeding heart)
Like · Reply · 1w
26

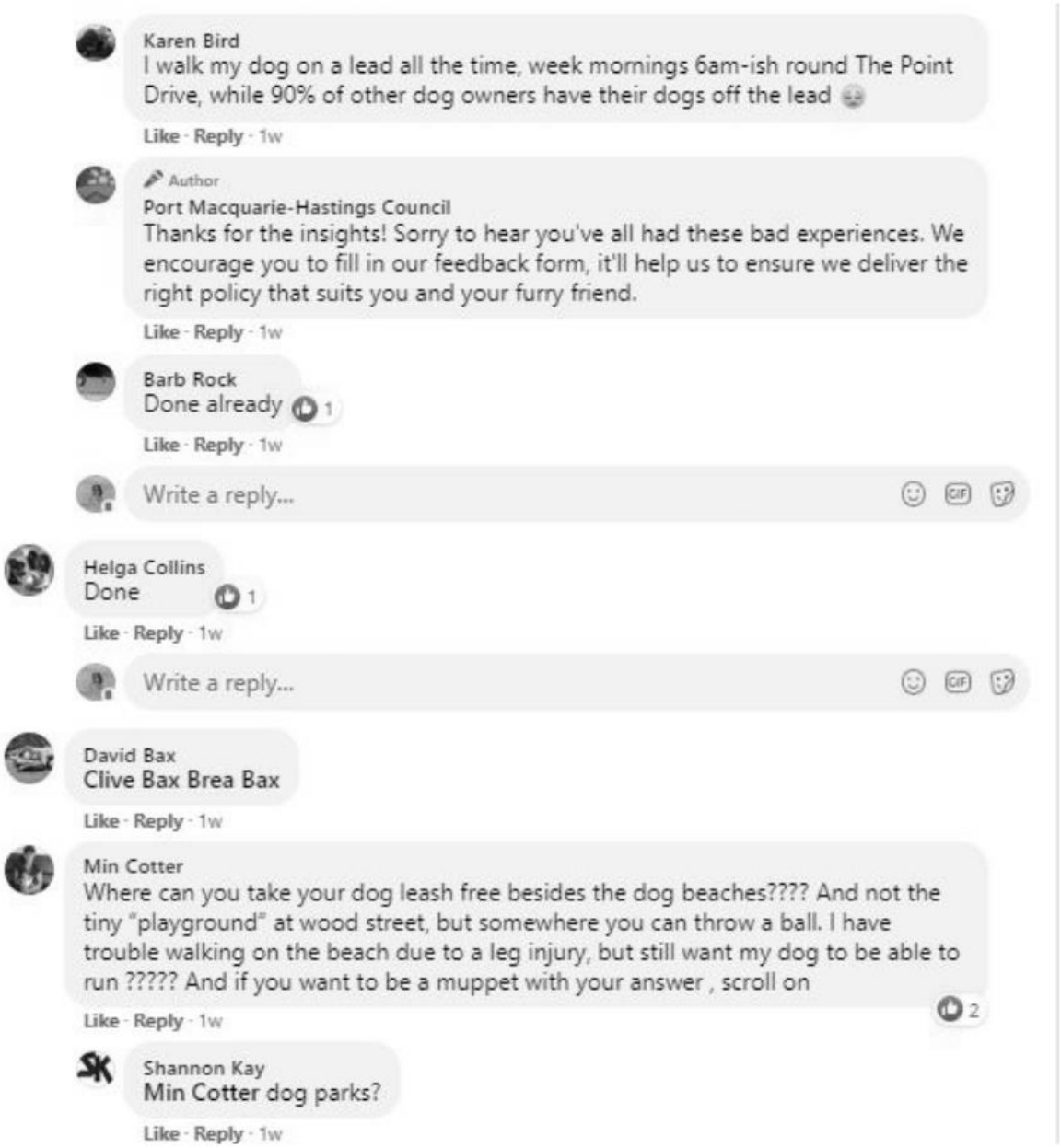
Karen Boswell
**Barb Rock** I agree with you 100%. If you have control of your dog while it's off lead then fine but if you've got a dog that refuses to come when called then they need to be on a lead. One of my biggest problems with leash free is that I put my dog on a lead if I see another dog approaching but the other people let their dogs run up to mine it's not acceptable.
Like · Reply · 1w
5

Helga Collins
**Barb Rock**, I often get I abused for asking someone to put their dog on leash when they should be, like I'm the bad guy. If it's not a leash free area, please keep your dogs on leash at all times.
Like · Reply · 1w
4

Karen Boswell
**Helga Collins** me too and so does a friend of mine. It's especially bad at Nth haven beach
Like · Reply · 1w
2

Shannon Maree
**Barb Rock** agreed. So sick of off lead dogs running around and owners having no ability to call them back.
While we are on the subject, the amount of dog poo around port macquarie is disgraceful.
Dog owners need to take more responsibility of their animals.
Like · Reply · 1w
2

Karen Bird
I walk my dog on a lead all the time, week mornings 6am-ish round The Point Drive, while 90% of other dog owners have their dogs off the lead
Like · Reply · 1w


Karen Bird
I walk my dog on a lead all the time, week mornings 6am-ish round The Point Drive, while 90% of other dog owners have their dogs off the lead
Like · Reply · 1w
Author
Port Macquarie-Hastings Council
Thanks for the insights! Sorry to hear you've all had these bad experiences. We encourage you to fill in our feedback form, it'll help us to ensure we deliver the right policy that suits you and your furry friend.
Like · Reply · 1w
Barb Rock
Done already 1
Like · Reply · 1w
Write a reply...
Helga Collins
Done 1
Like · Reply · 1w
Write a reply...
David Bax
Clive Bax Brea Bax
Like · Reply · 1w
Min Cotter
Where can you take your dog leash free besides the dog beaches???? And not the tiny "playground" at wood street, but somewhere you can throw a ball. I have trouble walking on the beach due to a leg injury, but still want my dog to be able to run ????? And if you want to be a muppet with your answer , scroll on
2
Like · Reply · 1w
Shannon Kay
Min Cotter dog parks?
Like · Reply · 1w

Taisha Steep
Min Cotter

Like · Reply · 1w

Fay Stephenson
**Min Cotter** Wauchope dog park. Plenty of room to run and throw a ball.

Like · Reply · 1w

Jay Beazley
**Min Cotter** Kermit or miss piggy
More dogs then people in lighthouse.. Try Bunnings or a coffee shop that's the new fad

Like · Reply · 1w

Author
Port Macquarie-Hastings Council
Hi **Min Cotter**! You can see all our dog friendly areas on our website
https://www.pmhc.nsw.gov.au/Services/Pets/Dog-friendly-areas

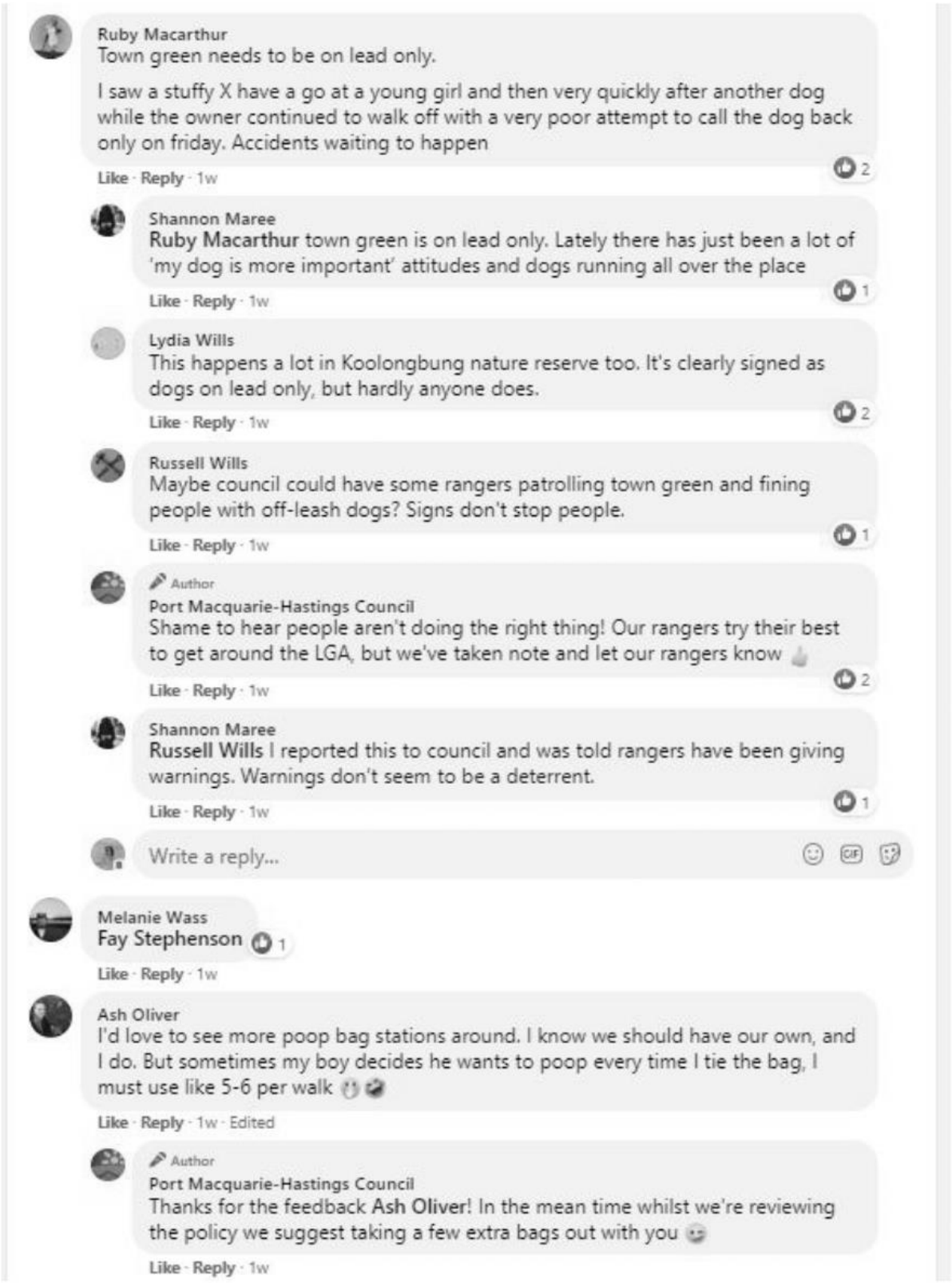
PMHC.NSW.GOV.AU
Dog friendly areas - Port Macquarie-Hastings Council

Like · Reply · 1w

Naomi Wyndham
**Min Cotter** right! We were at the Thompsons Rd dog park in Coffs on the weekend and were commenting it would be great to have similar in Port: lots of room to run, a creek for those dogs (like mine) who want to swim, lush grass, trees, picnic table and seating areas

Like · Reply · 1w

Write a reply...



Ruby Macarthur
Town green needs to be on lead only.

I saw a stuffy X have a go at a young girl and then very quickly after another dog while the owner continued to walk off with a very poor attempt to call the dog back only on friday. Accidents waiting to happen

Like · Reply · 1w 2

Shannon Maree
**Ruby Macarthur** town green is on lead only. Lately there has just been a lot of 'my dog is more important' attitudes and dogs running all over the place

Like · Reply · 1w 1

Lydia Wills
This happens a lot in Koolongbung nature reserve too. It's clearly signed as dogs on lead only, but hardly anyone does.

Like · Reply · 1w 2

Russell Wills
Maybe council could have some rangers patrolling town green and fining people with off-leash dogs? Signs don't stop people.

Like · Reply · 1w 1

Author
Port Macquarie-Hastings Council
Shame to hear people aren't doing the right thing! Our rangers try their best to get around the LGA, but we've taken note and let our rangers know

Like · Reply · 1w 2

Shannon Maree
**Russell Wills** I reported this to council and was told rangers have been giving warnings. Warnings don't seem to be a deterrent.

Like · Reply · 1w 1

Write a reply...

Melanie Wass
Fay Stephenson 1

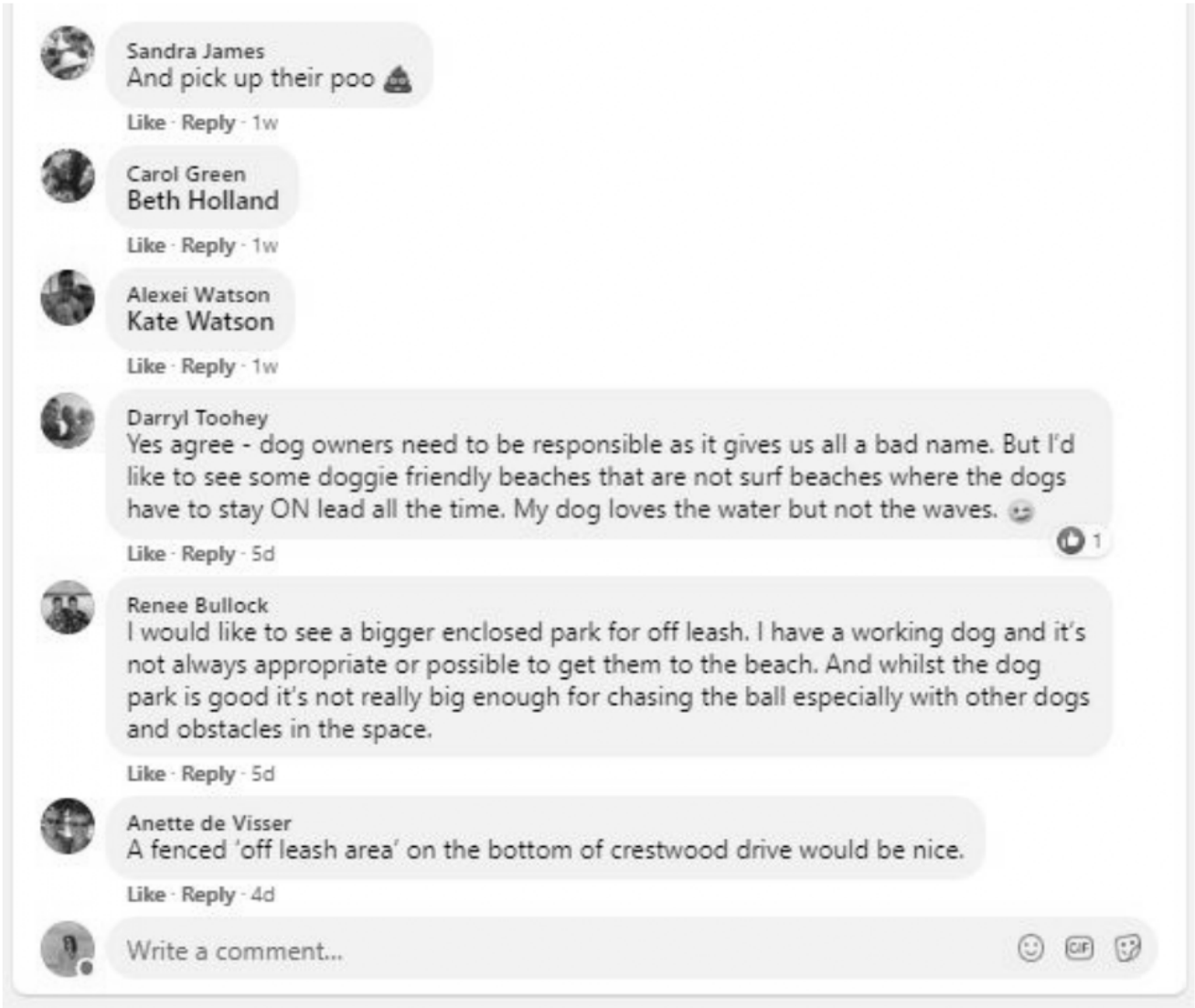
Like · Reply · 1w

Ash Oliver
I'd love to see more poop bag stations around. I know we should have our own, and I do. But sometimes my boy decides he wants to poop every time I tie the bag, I must use like 5-6 per walk

Like · Reply · 1w · Edited

Author
Port Macquarie-Hastings Council
Thanks for the feedback **Ash Oliver**! In the mean time whilst we're reviewing the policy we suggest taking a few extra bags out with you

Like · Reply · 1w


Sandra James
And pick up their poo
Like · Reply · 1w
Carol Green
Beth Holland
Like · Reply · 1w
Alexei Watson
Kate Watson
Like · Reply · 1w
Darryl Toohey
Yes agree - dog owners need to be responsible as it gives us all a bad name. But I'd like to see some doggie friendly beaches that are not surf beaches where the dogs have to stay ON lead all the time. My dog loves the water but not the waves.
1
Like · Reply · 5d
Renee Bullock
I would like to see a bigger enclosed park for off leash. I have a working dog and it's not always appropriate or possible to get them to the beach. And whilst the dog park is good it's not really big enough for chasing the ball especially with other dogs and obstacles in the space.
Like · Reply · 5d
Anette de Visser
A fenced 'off leash area' on the bottom of crestwood drive would be nice.
Like · Reply · 4d
Write a comment...

http://www.environment.gov.au/shipwreck/public/wreck/wreck.do?key=69

Australian Government
Department of Agriculture, Water and the Environment

# Australasian Underwater Cultural Heritage Database

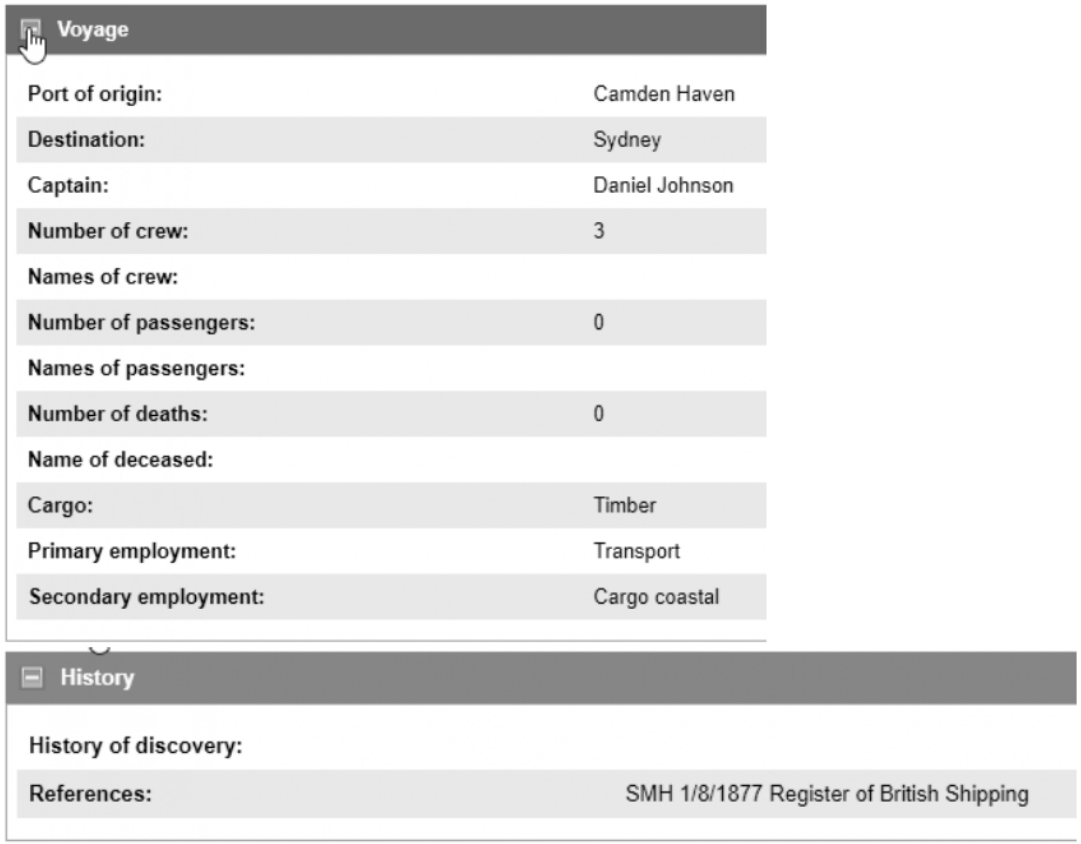
You are here: Home » Heritage » Underwater Heritage » Australasian Underwater Cultural Heritage Database

## View Shipwreck - Alice

| | |
|---|---|
| **Shipwreck Id number:** | 69 |
| **Vessel name:** | Alice |
| **Type of vessel:** | |
| **Sailing rig type:** | Ketch |
| **Gross tonnage (imperial tons):** | 24.0 |
| **Year wrecked:** | 1877 |
| **Jurisdiction:** | New South Wales |
| **Region:** | NSW - Mid North Coast |
| **General History:** | The Alice was wrecked on the North spit Camden Haven on the 05/07/1877 while on a voyage from Camden Haven to Sydney. Owner at the time was William Taylor and the Master was Daniel Johnson. The Alice was a 24-ton wooden ketch built by Jonathon Piper at Cockle Creek, Brisbane Water in 1865. The vessel had a length of 16.2 metres and a beam of 4.5 metres. |

### Wrecking Event

| | |
|---|---|
| **Date wrecked:** | 05/07/1877 |
| **How vessel was wrecked:** | Wind failed |
| **Where vessel was wrecked:** | Camden Haven bar, north spit |



**Voyage**

| | |
|---|---|
| Port of origin: | Camden Haven |
| Destination: | Sydney |
| Captain: | Daniel Johnson |
| Number of crew: | 3 |
| Names of crew: | |
| Number of passengers: | 0 |
| Names of passengers: | |
| Number of deaths: | 0 |
| Name of deceased: | |
| Cargo: | Timber |
| Primary employment: | Transport |
| Secondary employment: | Cargo coastal |

**History**

| | |
|---|---|
| History of discovery: | |
| References: | SMH 1/8/1877 Register of British Shipping |

Camden Haven Historical Society

School of Arts Building
58 Bold Street
Laurieton,
NSW 2443.

15/04/2021

The Mayor, Peta Pinson
Port Macquarie Hastings Council
By Email.

Dear Peta.

Re: Proposed Name for a Lane in Laurieton.

A year later and we are disappointed to see that council's staff new proposed name for the laneway off Hanley Street in Laurieton as having no connection with the town.

Council staff this second time around, have proposed the name "Alice Lane".

Council staff's argument that the SV ALICE was of historical note to the Camden Haven has no merit. Staff could not even get the vessels information correct. I would note here that the vessel was probably sold at auction and removed very quickly from the beach leaving no trace of her. I have attached an example of such an auction for another vessel as we have not had the time to locate the advert for the SV ALICE auction.

Council has already set a precedence for naming roads and street after local vessel names in the Camden Haven, but only in the suburb of Dunbogan. If staff wish to name a road or street in Dunbogan as ALICE we would have no objection, but could certainly come up with a more historic vessels name, than that proposed.

In our submission a year ago council staff were very impressed with our proposed name of *Kesby Lane* but the General Manger at that time incorrectly ruled that it did not comply with councils Naming and Renaming of Roads Policy.

We have re-attached our proposal and argument for the name of *Kesby Lane.*

Our proposed name of *Kesby Lane* is not only that of a single person but the name of a pioneer family that *reflects NSW multicultural heritage* as per Councils Naming and Renaming of Roads Policy and should be adopted as an "early settler's family name".

So, I am calling on you and your Councillors to accept the wishes of Camden Haven locals and accept a formal resolution at Council, as per section 2 of councils Naming and Renaming of Roads Policy, that this laneway be named *Kesby Lane*.

Phillip Bowman
President.

Notice of a wrecking at Camden Haven Inlet and the subsequent auction of the vessel.

The Sydney Mail and New South Wales Advertiser (NSW : 1871 - 1912) / Sat 6 May 1876 / Page 590 / SHIPPING GAZETTE.

**The Marine Board held an investigation into the circumstances connected with the stranding of the Princess Marie, which took place at Camden Haven on the 11th ultimo. The vessel was a ketch of 66 tons, registered in Sydney, owned by Mr. Dickson, of Balmain, and others. Her hull was insured for £800. She was on a voyage from Camden Haven to Sydney, with a cargo of timber, which was not insured. In the attempt to get to sea, she struck on the bar, and drifted on to the North Spit. The cargo was discharged here, and the vessel got off. In consequence of the strong fresh and heavy sea, she again got on shore on the north beach, where she now lies. The Board decided that no evidence had been adduced on which to found a charge against George Williams, the master**

The Sydney Morning Herald (NSW : 1842 - 1954) / Wed 26 Apr 1876 / Page 13 / Advertising

On account of whom it may concern.

Ketch PRINCESS MARIE,
wrecked near Camden Haven.

BRADLEY, NEWTON, and LAMB have received instructions to sell by auction, at their Warehouse, Pitt and O'Connell streets, on THURSDAY, 27th April, at 12 o'clock,

The wreck of the ketch Princess Marie, 66 tons register, as she now lies, about half a mile from entrance to Camden Haven on north. She is nearly upright, in sand.

Further particulars at sale.
Terms, cash.

# 3 Your Business and Industry

**What we are trying to achieve**

A region that is a successful place that has vibrant, diversified and resilient regional economy that provides opportunities for people to live, learn, work, play and invest.

**What the result will be**

We will have:

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

**How we will get there**

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

PORT MACQUARIE HASTINGS COUNCIL

**Economic Development Outcomes, Strategic Objectives and Actions (May 2021 Update)**

| 2017 to 2021 Outcomes | Strategic Objectives | Actions (for annual review) | Action to Date (focus on last 6 months) | Future Priorities | Non-Council project Funding |
|---|---|---|---|---|---|
| **Embracing business and a stronger economy** | 1. Ensure a whole of organization 'solutions focused' culture and approach to supporting business. | **A commitment to the Small Business Friendly Council program and associated initiatives.** | Ongoing contact with the Service NSW Easy to do Business Program and the NSW Small Business Commissioner.<br><br>Advocacy for support to business following bushfires, COVID-19 and floods, and promotion of key grants.<br><br>Implementation of key Council initiatives to support business and community following the March 2021 floods. | Continuation of COVID fee waivers for outdoor dining and footpath displays up to 31 August 2021.<br>Review of NSW Government Easy to do Business program.<br><br>Outreach and education for businesses directly impacted by floods, and advocacy for support to businesses indirectly impacted. | |
| A Council that recognises the importance of a strong economy and fosters a culture that is supportive of business and that ensures the economic development of the region is a central consideration in all its activities. | 2. Economic development considerations are central to the activities of Council. | **On-going review of policies and procedures.** | Commercial Activities on Council-managed Land on-going.<br><br>Footpath trading trial for towns and villages commenced in May 2019, fees waived for footpath trading and a-frame sign applications. | Outdoor Dining Policy to be reviewed, with view to including footpath trading, A-frame signs and busking under the policy. | |
| | | | Markets Policy reviewed by Council Nov 2020. | Ongoing implementation. Next review November 2022. | |
| | 3. Maintain a strong connection with the business community and an understanding of their needs. | **Conduct an annual business survey.** | 2020 Business Confidence Survey completed.<br><br>Final report published October 2020. | August 2021 Business Confidence Survey. | |

| 2017 to 2021 Outcomes | Strategic Objectives | Actions (for annual review) | Action to Date (focus on last 6 months) | Future Priorities | Non-Council project Funding |
|---|---|---|---|---|---|
| | | **Provide support to local business award programs.** | Commitment to support Port Macquarie Chamber of Commerce Business Awards. | Council Sponsorship of 2021 Port Macquarie Chamber of Commerce Business Awards.<br><br>Proposed Council support to the Camden Haven Chamber of Commerce Barefoot Business Awards 2020 (Postponed - COVID-19) | |
| | | **Continued engagement with local business networks and the 'Business Hub'.** | The Business Hub is meeting regularly with 75% attendance. Regular Council representation at network meetings.<br><br>Bushfire Recovery Funding committed to projects and activities developed by all local Chambers of Commerce, including a variety of efforts to encourage the community to support local business.<br><br>Meeting regularity increased to monthly to ensure strong collaboration through COVID-19 and flood recovery. | Monthly meetings, collaboration on business development events, scheduling, de-conflicting. | |
| | 4. A Council which provides leadership to the business and broader community. | **Maintain regular and open communication with local stakeholders on matters of economic significance to ensure effective advocacy by all.** | Quarterly Chamber Meetings; Monthly Economic Development Steering Group Meetings; GPMTA marketing sub-committee; Social media – The Business Portal (Facebook page) contribution; Economic Development Matters e-Newsletter; local media releases | On-going meetings and communication activities. | |
| **Providing the foundations** | 5.Ensure appropriately zoned land and precinct planning to encourage business investment and the development of new industries. | **Implement Urban Growth Management Strategy.** | On-going implementation. | On-going implementation. | |

| 2017 to 2021 Outcomes | Strategic Objectives | Actions (for annual review) | Action to Date (focus on last 6 months) | Future Priorities | Non-Council project Funding |
|---|---|---|---|---|---|
| A Council that initiates and drives the livability and sustainability of the region through improved planning, infrastructure and services. | | **Finalise Port Macquarie Health and Education Precinct Planning.** | 'First phase' draft strategic planning investigations (incorporating ecology, heritage and contaminated land investigations) completed.<br><br>'Second phase' of draft strategic planning investigations incorporating the development of a draft employment lands review (assessing the potential economic implications) has been completed. | 'Third phase' of strategic planning investigations (likely to incorporate a strategic bush fire study, transport assessment and urban design review / development control plan development) has commenced. This phase is heavily dependent on the Oxley Highway investigations currently being undertaken by Transport for NSW (TfNSW).<br><br>Develop project advocacy approach, including marketing collateral, funding applications, project partner definition.<br><br>Delivery of the Council initiated Planning Proposal, precinct specific Development Control Plan and development contributions plan. | |
| | | **Progress Airport Precinct expansion opportunities.** | Environmental impact statement and Development Application for Parallel Taxiway development and clearing trees encroaching take off / landing zones has been submitted for assessment<br><br>Planning Proposal, covering Airport and surrounding lands, including the Bio certified lands and the Airport Business and Technology Precinct, has been finalised as under the State Government's Planning System Acceleration Program. | Continue design and development of the Airport Business and Technology Precinct. | |

| 2017 to 2021 Outcomes | Strategic Objectives | Actions (for annual review) | Action to Date (focus on last 6 months) | Future Priorities | Non-Council project Funding |
|---|---|---|---|---|---|
| | | **Review existing tourism-zoned land and investigate potential sites for future tourism development.** | Consideration of NSW Government planning amendments to support agri-tourism and agri-business in the Port Macquarie-Hastings region. | Review planning controls for rural and environmental areas in relation to nature-based tourism. | |
| | | **Provide support for timely strategic planning.** | On-going under UGMS and priorities as confirmed by Council | | |
| | 6. Prioritise, advocate and provide leadership in the delivery of infrastructure projects that will make Port Macquarie-Hastings the premier place to live, learn, work, play and invest on the North Coast. | **Review Infrastructure Gap Analysis Report and recommend prioritisation of key elements.** | Action under review noting Regional Integrated Tranport Strategy development. | | |
| | | **Plan for alternate north/south link roads in Port Macquarie.**<br><br>**Plan suitable transport network improvements for Port Macquarie.** | Consultant engaged (SMEC) and works underway on the Port Macquarie Transport Network Improvement Planning Project. Traffic Model developed. Project progressing with SMEC working on network analysis and identifying option to test for future improvements, including benefits of north/south links in the network.<br><br>Traffic Model has been reviewed by TfNSW. Value management workshop planning complete. Pre-value management works held | Develop and refine improvement options.<br><br>Broad range of options to be identified and analysed to consider value management with key stakeholders. | |

| 2017 to 2021 Outcomes | Strategic Objectives | Actions (for annual review) | Action to Date (focus on last 6 months) | Future Priorities | Non-Council project Funding |
|---|---|---|---|---|---|
| | | **Support high speed broadband rollout and promote the associated benefits.** | Promote NBN Business Fibre Zone in Port Macquarie, and the availability of enterprise eathernet connections.<br><br>Engagement with Chambers of Commerce / NBNCo about extent of free gigabit coverage. | Promote availability of NBN fibre optic to Port Macquarie businesses, and other technology that improves business connectivity. | |
| | | **Support the delivery of projects which enhance connectivity.** | | Installation of free wifi planned for Laurieton and Wauchope CBDs (COVID recovery project) | |
| | | **Advocate for the further development of the public transport network to meet the needs of the local community and visitors.** | Advocacy via regular local member and ministerial meetings.<br><br>Ongoing staff meetings and advocacy with TfNSW, and advocacy for prioritisation of Port Macquarie review under *16-cities Public Transport Initiative* . | Information to be collated and included in the Regional Integrated Transport Strategy.<br><br>Ongoing advocacy for key public transport options identified by the community, including expansion of the public transport network to support road networks, and supporting mode-shift options. | |
| | | **Develop a Port Macquarie CBD Parking Strategy.** | Project planning progressing, consultant submissions received and being assessed. | Engage consultants and commence project. | |
| | | **Implementation of priorities from the Area Wide Traffic Study.** | Priorities being reviewed for inclusion into Operation Plan via the 10 year capital works programme planning. | Implementation on-going. | |

| 2017 to 2021 Outcomes | Strategic Objectives | Actions (for annual review) | Action to Date (focus on last 6 months) | Future Priorities | Non-Council project Funding |
|---|---|---|---|---|---|
| | 7. Work with key stakeholders to implement major capital works projects. | **Implement Port Macquarie Foreshore Master Plans.** | Completion of the $2.1M Port Macquarie Coastal Walk upgrade<br><br>Finalisation of detailed design and approvals for the Bicentennial Walkway Project.<br><br>Construction of Town Green West upgrade complete. | Commence construction of the Bicentennial Walkway Priority Projects.<br><br>Adoption and implementation of revised TCMP priorities. | $3.05m BLER Grant (State & Federal)<br><br>$1.5m Community Development Grant (Federal) |
| | | **Development of the Hastings Regional Sports Fields.** | Continuation of detailed design process (90% complete). | Full completion of detailed design (July 2021).<br><br>Seek external funding opportunities to commence construction. | |
| | | **Continue to support Wauchope Main Street Plan.** | Main Street upgrade complete. | | |
| | 8. Further position Port Macquarie as a centre for learning and investment in education with a focus on domestic and international tertiary students with great employment possibilities. | **Facilitate investment in student accommodation.** | On-going policy allowing for deferral of contributions for student accommodation development. | | |
| | | **Promote the opportunity to *live, learn and earn* in the Port Macquarie-Hastings LGA.** | Support to University student attraction efforts. | Exhibition attendance at key expos aligned with local industry development, including Sydney Build Expo and the Advanced Manufacturing Expo. | |

| 2017 to 2021 Outcomes | Strategic Objectives | Actions (for annual review) | Action to Date (focus on last 6 months) | Future Priorities | Non-Council project Funding |
|---|---|---|---|---|---|
| **Creating vibrant and desirable places** | 9. Planning for a Smart Regional City. | **Develop a Smart City Strategy** | Smart Community Roadmap adopted by Council. | Incorporate Smart Community Priorities into key Council Strategies and Plans during development, including the Think 2050 Community Strategic Plan. | |
| A region where the townships, villages and business precincts are vibrant, connected, commercial, cultural, tourism, recreational and/or community hubs. | | **Implement the Town Centre Master Plan.** | Finalisation of detailed design and approvals for the Bicentennial Walkway Project (99% complete).<br><br>Finalisation of detailed design and approvals for the Town Green Playground. | Commence construction of the Bicentennial Walkway Priority Projects.<br><br>Adoption and implementation of revised TCMP priorities.<br><br>Commence construction of the Town Green Playground. | $3.05m BLER Grant (State & Federal)<br><br>$1.5m Community Development Grant (Federal) |
| | | **Implement the Cultural Plan.** | On-going implementation.<br><br>Cultural Plan Review complete, on presented to Council for public exhibition on 19 May. | Public Art Master Plan development. | $37,500 - building better regions fund (Cultural Economy Project) |
| | | **Smart & Connected Communities - Value at Stake Analysis.** | Complete | | |

| 2017 to 2021 Outcomes | Strategic Objectives | Actions (for annual review) | Action to Date (focus on last 6 months) | Future Priorities | Non-Council project Funding |
|---|---|---|---|---|---|
| | | **Continue to implement and plan for smart city initiatives.** | Smart Community Roadmap adopted by Council. | Incorporate Smart Community Priorities into key Council Strategies and Plans during development, including the Think 2050 Community Strategic Plan. | |
| | | **Complete CBD Wifi rollout.** | Trial complete. | Installation of free wifi planned for Laurieton and Wauchope CBDs (COVID recovery project) | |
| | | **Continue to investigate feasibility of a Smart Work Hub.** | Launch of innovation Hub in partnership with Charles Sturt University. | Om-going management of Innovation Hub Co-working and partnerships with CSU on Innovation projects supporting local business and entrepreneurship | |
| | | **Further implementation of the Digital Strategy.** | | Installation of free wifi planned for Laurieton and Wauchope CBDs (COVID recovery project) | |
| | 10. In collaboration with relevant stakeholders, provide practical support to the LGA's towns and villages to plan for a sustainable and prosperous future. | **Towns and villages initiatives, including the investigation of footpath trading opportunities.** | | Implementation of Community Plans, including key economic development initiatives identified.<br><br>On-going community planning and policy development.<br><br>Development of Motorcycle Friendly Wauchope marketing and collateral to support visitor dispersal throughout hinterland region. | $250k NSW Bushfire Community Resilience and Economic Recovery Funds<br><br>$1,416,667 National Bushfire Recovery Funding |

| 2017 to 2021 Outcomes | Strategic Objectives | Actions (for annual review) | Action to Date (focus on last 6 months) | Future Priorities | Non-Council project Funding |
|---|---|---|---|---|---|
| | | **Explore opportunities to further activate public spaces including commercial opportunities.** | | On-going assistance to temporary licence applicants. | |
| | | **Implement the Port Macquarie-Hastings Recreation Action Plan.** | Port Macquarie Aquatic Facility planning has continued. Demand analysis and options assessment completed.<br><br>Thrumster Sporting Complex Detailed Design and Approvals commenced.<br><br>Lake Cathie Skate Park completed.<br><br>Project planning and design for upgrade of Westport Park car park commenced.<br><br>Detailed design and approvals for the Rainbow Beach sporting fields commenced.<br><br>Master plan for Bain Park adopted<br><br>Master plan for Bonny Hills Reserves commenced.<br><br>Detail design for Vince Inmon Sporting Fields Amenities commenced | Commence development of a Concept Design and Strategic Business Case for Port Macquarie Aquatic Facility.<br><br>Finalise Thrumster Sporting Complex Detailed Design and Approvals.<br><br>Finalise Town Beach Playground upgrade.<br><br>Commence North Haven to Bonny Hills Coastal Walk upgrade.<br><br>Complete detailed design and approvals and commence construction for the Rainbow Beach sporting fields.<br><br>Commence upgrade of Westport Park car park<br><br>Complete master plan for Bonny Hills Reserves<br><br>Complete detail design and commence construction for Vince Inmon Sporting Fields Amenities | Town Beach Playground upgrade - $200,000<br><br>Lake Cathie Skate Park - $305,000<br><br>NSW Boating Now Program - Westport Park $737,000 |
| **Driving opportunity** | 11. Gather and analyse economic data to identify key trends, opportunities and gaps. | **2016 Census data review.** | | On-going review of data releases.<br><br>Further develop alternative data sources. | |
| A region that embraces and creates opportunities. A region that attracts investment to create additional jobs and increase the wealth of the region and its residents | | **Tourism Product Gap Analysis.** | Complete | | |

| 2017 to 2021 Outcomes | Strategic Objectives | Actions (for annual review) | Action to Date (focus on last 6 months) | Future Priorities | Non-Council project Funding |
|---|---|---|---|---|---|
| residents. | 12. Develop and implement marketing campaigns, collateral and content to promote the region as a place to live, learn, work, play and invest. | **Implementation of Destination Management Plan (DMP).** | New Destination Management Plan Adopted.<br><br>Significant outdoor campaign with supporting digital activity in February.<br><br>Bicentenary/Open Studios/Taste Trails & Wakulda campaign delivered during March -May | Implementation of new Destination Management plan.<br><br>Destination Brand Review Project is underway with Consultants engaged and consultation planned for May 17-21. | |
| | | **Update of the investment prospectus.** | | Distribute *Live, Grow, Be* to key markets. | |
| | | **Place Marketing to attract investment.** | | Further content development and targetted communication of local stories.<br><br>Industry exhibition representation late in 2021.<br><br>Planning underway for participation in Regional Cities NSW initiatives. | |
| | 13. Positive and proactive engagement with event owners, funding bodies and event placement organisations to sustain a full event portfolio. | **Implementation of the 2019-2024 Council Events Plan** | On-going event support and facilitation for hosted/sponsored events.<br>Completed delivery of Artwalk 2020 and 2021 Port Macquarie Bicentenary Event Program. | On-going management of hosting contracts and bidding for new events.<br><br>Streamlining the event owners experience with Council and the internal processes that occur around event applications. | |

| 2017 to 2021 Outcomes | Strategic Objectives | Actions (for annual review) | Action to Date (focus on last 6 months) | Future Priorities | Non-Council project Funding |
|---|---|---|---|---|---|
| | | **Support to existing and emerging events.** | Major Events Marketing Grant growing local events. Round 1 2021 funding decisions finalised in March 2021. | Future funding rounds.<br><br>Working with event owners to ensure they're advertising the destination through their upcoming events.<br><br>On-going identification of events that are be appealing to Australians in the currentcovid climate. | |
| | 14. Develop and support projects which generate job creation opportunities. | **Food Cluster Feasibility Study.** | | | |
| | | **Tele-commuter / tele-worker attraction.** | | Support development of further co-working centres throughout region.<br><br>Advocate for improved telecommunications infrastructure in towns and villages. | |
| | | **Work with key stakeholders to encourage investment in new industrial areas.** | On-going enquiry reponses, prospectus promotion. | On-going enquiry reponses, prospectus promotion.<br><br>Provision of complimentary workspaces at Innovation Hub to flood affected businesses, supporting investment in renewal of premises. | |
| | | **A targeted approach to attracting large enterprises.** | Develop relationships with target industries. Continued place marketing. | Further marketing and distribution activities, including presence at Sydney Build Expo and the Advanced Manufacturing Expo. | |

| 2017 to 2021 Outcomes | Strategic Objectives | Actions (for annual review) | Action to Date (focus on last 6 months) | Future Priorities | Non-Council project Funding |
|---|---|---|---|---|---|
| | 15. Collaborate to encourage innovation, competitiveness, entrepreneurship and support for the start-up community. | **Business Incubator/Innovation Centre Feasibility Study.** | Launch of innovation Hub in partnership with Charles Sturt University. | | |
| | 16. Plan for current and future workforce needs. | **Undertake a Regional Skills Audit.** | *Refresh, Reboot, Relaunch* concept developed by the COVID Recovery Working Group and delivered by Council to support displaced workers transition to employment and self-employment opportunities in our region.<br><br>Participation in the Mid North Coast Employment Services Trial Working Group.<br><br>Delivery of resilience webinar with 2015 Senior Australian of the year and author Jackie French.<br><br>Work with the Department of Education Skills and Employment (DESE) to deliver a series of programs that respond to local skills gaps identified.<br><br>Support to Tafe NSW delivery of marine course aboard the Coral Trekker. | Continued engagement and development of projects with Hastings Education and Skills Forum.<br><br>Continue engagement with Training Services NSW and Local Jobs Coordinator. | |
| | | **Support for the Careers Market.** | | Careers Market 2022 (was postponed 2020 and 2021 due to COVID-19) | |

| 2017 to 2021 Outcomes | Strategic Objectives | Actions (for annual review) | Action to Date (focus on last 6 months) | Future Priorities | Non-Council project Funding |
|---|---|---|---|---|---|
| | 17. Identify and secure grant funding to support economic development initiatives. | **Identify and pursue opportunities to secure funding for projects that will support the delivery of Council priorities.** | Ongoing - refer to 6-monthly Grants report to Council. | Funding being pursued for priority Council projects. | |
| | | **Build awareness of grant opportunities for local businesses.** | On-going liaison with other levels of government and promotion of grant opportunities via Council channels.<br><br>Port Macquarie-Hastings Grants Guru web portal developed and released.<br><br>Grant writing training delivered in Port Macquarie, Laurieton and Wauchope in February 2021. | Promotion of Port Macquarie-Hastings Grants Guru portal. | |
| **Partnering for success** | 18. Support the growth of the Port Macquarie Airport precinct. | **Grow passenger numbers and route options (eg scheduling, competition and destinations)** | Rex commenced operating Sydney services in March 2021.<br><br>Fly Pelican commenced Canberra and Newcastle services in November 2020.<br><br>Qantas commenced a new Port Macquarie to Brisbane service in Dec 2020. | Explore opportunities to develop new routes, including Gold Coast, Melbourne and Dubbo, and/or work with alternative airlines, including the return of Alliance/Virgin. | |

| 2017 to 2021 Outcomes | Strategic Objectives | Actions (for annual review) | Action to Date (focus on last 6 months) | Future Priorities | Non-Council project Funding |
|---|---|---|---|---|---|
| A Council which works alongside key stakeholders in business, industry, government and the community to build a strong, innovative and resilient economy. | | **Support airport precinct expansion opportunities.** | Secured $3.53 million of funding for parallel taxiway project awarded under Federal Government's Regional Airport Program.<br><br>Detailed design of Boundary St upgrade has commenced.<br><br>Construction commenced on Airport Terminal Rooftop Solar project. | Planning for Business Park ongoing.<br><br>Construction of the parallel taxiway and General Aviation pavement refurbishment project<br><br>Promote the development of flood free access to the Airport and the upgrade of Boundary St. | $140,000 NSW government funding for Solar project, awarded under Building Local Economic Recovery Fund |
| | 19. Provide timely support to existing and emerging industries in a partnership capacity to encourage growth and sustainability. | **Food Industry Development including a focus on value-adding.** | Consideration of NSW Government planning amendments to support agri-tourism and agri-business in the Port Macquarie-Hastings region. | | |
| | | **Construction Industry Action Group.** | Quarterly meetings as an industry group. | Agreement on priority industry initiatives. | |
| | | **Cultural Plan implementation and on-going review.** | On-going implementation.<br><br>Bicentenary/Open Studios/Taste Trails & Wakulda campaign delivered during March -May | Public Art Policy Master Plan development.<br><br>Development and delivery of Aboriginal Street Flag project.<br><br>Creative Industries Networking and Mentoring 6-week program. | |
| | | **Destination Management Plan review and implementation, including pursuing opportunities for education-related tourism products.** | New Destination Management Plan Adopted. | Implementation of new Destination Management plan. | |

| 2017 to 2021 Outcomes | Strategic Objectives | Actions (for annual review) | Action to Date (focus on last 6 months) | Future Priorities | Non-Council project Funding |
|---|---|---|---|---|---|
| | | **Work with key stakeholders to recognise, support and promote creative industries.** | On-going engagement with Creative Wauchope Sub-Committee, Artwalk 2020.<br><br>Development and successful delivery of the Open Studios program. | COVID recovery project implementation.<br><br>Development and delivery of Aboriginal Street Flag project.<br><br>Creative Industries Networking and Mentoring 6-week program. | |
| | 20. Work closely with local business networks and organisations to build their capacity and facilitate the growth of existing enterprises. | **Assist local Chambers of Commerce to enhance internal governance, improve business representation, and advocate their role as primary local business networks.** | On-going support for Chambers of Commerce and business support networks.<br><br>Enquiry by design for Laurieton Town Centre Master Plan undertaken in late 2020. Consultant engaged to develop Master Plan | Masterplan development in consultation with community stakeholders and adopted by Council. | |
| | 21. Proactively partner with all levels of government to grow the local economy. | **Facilitate and lead conversations with Government representatives, departments and bodies.** | Ongoing advocacy, planning and applications for funding support, including a submission to the 2020 NSW Small Business Strategy.<br><br>Data collection to advocate for economic recovery support following bushfire, COVID-19 and floods, and advocacy for further funding for idenitfied priorities. | On-going engagement and advocacy. | |

# 4 Your Natural and Built Environment



**What we are trying to achieve**

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

**What the result will be**

We will have:

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

**How we will get there**

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

PORT MACQUARIE HASTINGS COUNCIL

# APPENDIX 1 - PETITION

## To the Councillors of Port Macquarie-Hastings Council

The Petition of the residents of the Port Macquarie-Hastings Council

Brings to the attention of the Council ...that the koala habitat with the Fantasy Glades Development will be impacted. DA 2019/934 if it goes ahead.

*[Briefly state the circumstances of the issue that the petitioners wish to bring to the notice of the Council.]*

The undersigned petitioners therefore ask the Council to ...protect koala food trees and browse trees and maintain the koala corridor along Wrights Creek with /to Sea Acres.

*[Outline the action that the Council should, or should not, take.]*

Lodged by: Ann-Kathrin Kiehn Contact Phone 0418616450.

Address: 20 Calwalla Crescent, Port Macquarie

Email: frangiakki@hotmail.com.

***You acknowledge that any information provided below may be a public record when considered by Council.***

| *Name* | *Address* | *Signature* |
|---|---|---|
| Ann-Kathrin Kiehn | [redacted] | AKKiehn |
| Dan Zavone | | |
| Rob Lund | | |
| Kath Heazlewood | | |
| Katie Curry | | |
| Brianna Cukes | | |
| Amy Corrigan | | |
| Amy Finney | | |
| Phillipa Cottin | | |

*[Subsequent pages of a petition must repeat the request from the first page of the petition.]*

The undersigned petitioners ask the Council to... protect koala food + browse trees and maintain the koala corridor that connects Wights Creek with Lake Alice to save the koalas future.

*[Outline the action that the Council should, or should not, take.]*

***You acknowledge that any information provided below may be a public record when considered by Council.***

| Name | Address | Signature |
|---|---|---|
| Christine Nichols | [redacted] | |
| Rebekah Erga | | |
| Ange Connerty | | |
| Shelley Malvern | | |
| Stacey Bennetts | | |
| Bella Musty | | |
| LAUREN HILL | | |
| Fiona George | | |
| Lisa Gooding | | |
| Kellie Hall | | |
| Jaana Gray | | |
| BRIELLE BUNDY | | |
| DAVID BRUCE | | |
| LUKE RICHARDS | | |
| Cher VanDerVlee | | |
| Chanelle Wrigley | | |
| Skye Clark | | |
| PETER COE | | |
| HARTMUT KIEHN | | |

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# APPENDIX 1 - PETITION

## To the Councillors of Port Macquarie-Hastings Council

The Petition of the residents of the Port Macquarie-Hastings Council

Brings to the attention of the Council ...the Fantasy Glades DA will impact koala habitat if it goes ahead

*[Briefly state the circumstances of the issue that the petitioners wish to bring to the notice of the Council.]*

The undersigned petitioners therefore ask the Council to ...protect koala food and browse trees and maintain the habitat corridor to 86 Acres.

*[Outline the action that the Council should, or should not, take.]*

Lodged by: A.K.Kiehn Contact Phone 0418 164 450

Address: 20 Calwalla Crescent Port Maquarie

Email: frangiakki@hotmail.com

***You acknowledge that any information provided below may be a public record when considered by Council.***

| *Name* | *Address* | *Signature* |
|---|---|---|
| Tracey Tollipan | [redacted] | |
| Catharine Martin | | |
| Taylia Lange | | |
| Alex Pigton | | |
| Barbara Merris | | |
| ANGELA MARR-GROGAN | | |
| Georgia Collins | | |
| Angela Roberts | | |
| Sonia Shields | | |

*[Subsequent pages of a petition must repeat the request from the first page of the petition.]*

The undersigned petitioners ask the Council to...protect koala food + browse trees + maintain the habitat corridor that connects Wrights Crk with sea Aces to save the koalas future.

*[Outline the action that the Council should, or should not, take.]*

***You acknowledge that any information provided below may be a public record when considered by Council.***

| Name | Address | Signature |
|---|---|---|
| Mahi Madi | [redacted] | |
| Michele Graham | | |
| Kiah Fleming | | |
| Ella-jai Nolland | | |
| Coral Peel McLeod | | |
| Alicia Fox | | |
| Kya Burge | | |
| Charlotte Osler | | |
| Josie Atkinson | | |
| Emily Beard | | |
| Evin Kendell | | |
| Arlene Mehan | | |
| Lisa Osborne | | |
| Karen Redgrave | | |
| Shelley McCa | | |
| C-Iovianni | | |
| Christina Meyer | | |
| Mandy Cooper | | |
| DESLE MASON | | D. Mason |

25

# APPENDIX 1 - PETITION

## To the Councillors of Port Macquarie-Hastings Council

The Petition of the residents of the Port Macquarie-Hastings Council

Brings to the attention of the Council ...the Fantasy Glades DA will impact koala habitat if it goes ahead

*[Briefly state the circumstances of the issue that the petitioners wish to bring to the notice of the Council.]*

The undersigned petitioners therefore ask the Council to ...protect koala food and browse trees + maintain the habitat corridor to Seaacres.

*[Outline the action that the Council should, or should not, take.]*

Lodged by: Ann-Kathrin Kiehn Contact Phone 0418616450

Address: 20 Calwalla Cres

Email: frangiakki@hotmail.com

***You acknowledge that any information provided below may be a public record when considered by Council.***

| *Name* | *Address* | *Signature* |
|---|---|---|
| Daniel O'Mullane | [redacted] | |
| Liza Hone | | |
| Tracy Diplock | | |
| Lauren Cordick | | |
| Matt Hofman | | |
| Matt Whitman | | |
| Pip Beale | | |
| Matt Bushe | | |
| Jim Clancy | | |

*[Subsequent pages of a petition must repeat the request from the first page of the petition.]*

The undersigned petitioners ask the Council to..protect koala food + browse trees + maintain the habitat corridor that connects Wights Crk

*[Outline the action that the Council should, or should not, take.]*
MTL 56 Acres to save the koalas future.

***You acknowledge that any information provided below may be a public record when considered by Council.***

| *Name* | *Address* | *Signature* |
|---|---|---|
| J. Jenkins | [redacted] | |
| Sybil J. Doyle | | |
| J. Doyle | | |
| Ahliyah Doyle | | |
| Donna Sullivan | | |
| Brad Farr | | |
| GORDON THOMPSON. | | |
| Georgina Evans | | |
| Nikki Parsons | | |
| Rachael Byrne | | |
| AIOKA CANCIANI | | |
| Debbie Jokiel | | |
| Lauren Taylor | | |
| Rebekah Waters | | |
| April Crutcher | | |
| Amy Davies | | |
| Madja Dampha | | |
| C Winter | | |
| M Wenn | | |

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# APPENDIX 1 - PETITION

## To the Councillors of Port Macquarie-Hastings Council

The Petition of the residents of the Port Macquarie-Hastings Council core

Brings to the attention of the Council that DA 2019/234 - koala habitat will be impacted with the development into a van park.

*[Briefly state the circumstances of the issue that the petitioners wish to bring to the notice of the Council.]*

The undersigned petitioners therefore ask the Council to protect koala food + browse trees + maintain the koala corridor that connects Wrights Creek with Seaacres to save the koalas future.

*[Outline the action that the Council should, or should not, take.]*

Lodged by: Ann-Kathrin Kiehn Contact Phone 0448616450

Address: 20 Calwalla Cres Port Macquarie

Email: frangiakki@hotmail.com

***You acknowledge that any information provided below may be a public record when considered by Council.***

| *Name* | *Address* | *Signature* |
|---|---|---|
| ELLIE KIEHN | [redacted] | |
| Stephanie Elsum | | |
| ~~Wendy~~ Cecile Collins | | |
| Ebru Holman | | |
| Breanne Evans | | |
| Joan Wedgwood | | |
| JOHN STOTT | | |
| DAVE BRICHER | | |
| ~~Mr~~ Adrienne Rhoads | | |

*[Subsequent pages of a petition must repeat the request from the first page of the petition.]*

The undersigned petitioners ask the Council to... protect koala food + browse trees + maintain the corridor that connects Wright's Crk to Sea Acres to save the koalas future

*[Outline the action that the Council should, or should not, take.]*

***You acknowledge that any information provided below may be a public record when considered by Council.***

| *Name* | *Address* | *Signature* |
|---|---|---|
| NOEL BOOTES | [redacted] | |
| PETE BAIN | | |
| Steve Clancy | | |
| Mary Ellis | | |
| H. McDonald | | |
| M. Eichler | | |
| J. Wren | | |
| ALLAN WINDOT | | |
| J Thomas | | |
| Matt Lange | | |
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# APPENDIX 1 - PETITION

## To the Councillors of Port Macquarie-Hastings Council

The Petition of the residents of the Port Macquarie-Hastings Council

Brings to the attention of the Council ...the Fantasy Glades DA will impact koala habitat if it goes ahead.

*[Briefly state the circumstances of the issue that the petitioners wish to bring to the notice of the Council.]*

The undersigned petitioners therefore ask the Council to ...protect koala food and browse trees and maintain the koala corridor along Wrights Ck to Sea Acres.

*[Outline the action that the Council should, or should not, take.]*

Lodged by: Ann-Kathrin Kielun Contact Phone 0418616450

Address: 20 Calwalla Crescent Port MACQUARIE

Email: frangiakki@hotmail.com

***You acknowledge that any information provided below may be a public record when considered by Council.***

| *Name* | *Address* | *Signature* |
|---|---|---|
| Kim Falkner | [redacted] | |
| L. Maclean | | |
| D Bagley | | |
| G. Cummins | | |
| B. Cummins | | |
| J Close | | |
| C Boppleton | | |
| J Hoy | | |
| R. Fuhrer | | |

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*[Subsequent pages of a petition must repeat the request from the first page of the petition.]*

The undersigned petitioners ask the Council to..... protect koala food + browse trees within the Fantasy Glade Development that connects the habitat of Wrights Creek with 50 Acres to save the koalas future.

*[Outline the action that the Council should, or should not, take.]*

***You acknowledge that any information provided below may be a public record when considered by Council.***

| Name | Address | Signature |
|---|---|---|
| K. Newman | [redacted] | K Newman. |
| D. Martin | | |
| J. Beard | | |
| S. Lee | | S Lee |
| S. Cairns | | |
| C. Moore | | C. Moore |
| T. Sleep | | |
| H. Branch | | H Branch |
| L. Bishop | | L Bishop |
| L. Howard | | |
| J. Beard | | |
| V. MASCORD | | V. Mascord |
| N Duncan | | |
| R Kings | | |
| A Bondall | | A Bondall. |
| B. RYAN | | B. Ryan |
| T. Erga | | |
| P Smith | | |
| J. Murray | | |

25

# APPENDIX 1 - PETITION

## To the Councillors of Port Macquarie-Hastings Council

The Petition of the residents of the Port Macquarie-Hastings Council

Brings to the attention of the Council ...the Fantasy Glades DA will impact koala habitat severely if it goes ahead

*[Briefly state the circumstances of the issue that the petitioners wish to bring to the notice of the Council.]*

The undersigned petitioners therefore ask the Council to ...protect koala food and browse trees + maintain the habitat corridor along Wrights Creek to Seaacres

*[Outline the action that the Council should, or should not, take.]*

Lodged by: AK Kiehn Contact Phone 0418 616 430

Address: 20 Calwalla Crescent Port Macquarie

Email: frangiakki@hotmail.com

***You acknowledge that any information provided below may be a public record when considered by Council.***

| *Name* | *Address* | *Signature* |
|---|---|---|
| Chris Moss | [redacted] | |
| A. Reardon | | |
| Heidi Edward | | |
| Dianne Richmond | | |
| Angela VanZeeland | | |
| LISA Bird | | |
| Lorrena Barlow | | |
| Craig Bush | | |
| Emily Sarkaway | | |

*[Subsequent pages of a petition must repeat the request from the first page of the petition.]*

The undersigned petitioners ask the Council to... protect koala food + browse trees + maintain the koala corridor that connects Wights Crk with 564 Acres to save the koalas future.

*[Outline the action that the Council should, or should not, take.]*

***You acknowledge that any information provided below may be a public record when considered by Council.***

| Name | Address | Signature |
|---|---|---|
| MICHAEL CRISTALDINI | [redacted] | |
| MICHAELA DELAFORCE | | |
| Vanessa Bushe | | |
| Francine Frost | | |
| David Murray | | |
| Kirsty Dun | | |
| Tammy Hofman | | |
| NARELLE ACLAND | | |
| PAUL MATESICH | | |
| MICHAEL LUNNEY | | |
| Kristy Williams | | |
| CRAIG LUFF | | |
| Brandan Arget | | |
| Carol Leff | | |
| Nat Little | | |
| Kerrie Malikoff | | |
| Stuart Cuckson | | |
| Debra Cosgrey | | |
| Alison George | | |

25

# APPENDIX 1 - PETITION

## To the Councillors of Port Macquarie-Hastings Council

The Petition of the residents of the Port Macquarie-Hastings Council

Brings to the attention of the Council ....the Fantasy Glades DA will impact koala habitat severely if it goes ahead.

*[Briefly state the circumstances of the issue that the petitioners wish to bring to the notice of the Council.]*

The undersigned petitioners therefore ask the Council to ....protect koala food and browse trees + maintain the koala habitat along Wrights Creek to Sea Acres

*[Outline the action that the Council should, or should not, take.]*

Lodged by: ....AKKielun..... Contact Phone ....0418616453.....

Address: ....20 Calwalla Crescent Port Macquarie

Email: ....frangiakki@hotmail.com.....

***You acknowledge that any information provided below may be a public record when considered by Council.***

| *Name* | *Address* | *Signature* |
|---|---|---|
| | | |
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*[Subsequent pages of a petition must repeat the request from the first page of the petition.]*

The undersigned petitioners ask the Council to. protect koala food + browse trees + maintain the koala corridor that connects Wrights Creek with 800 Acres to save the koalas future.

*[Outline the action that the Council should, or should not, take.]*

***You acknowledge that any information provided below may be a public record when considered by Council.***

| Name | Address | Signature |
|---|---|---|
| Michaela | [redacted] | |
| J. Shipp | | |
| R Tokley | | |
| L. Enfield | | |
| K. Eulo | | |
| A. Morris | | |
| D. Harris | | |
| E. Carter | | |
| S. Kennedy | | |
| C. Kennedy | | |
| A. Heather | | |
| M. Buchanan | | |
| R. Sheppard | | |
| S. Graham | | |
| M. Laurance | | |
| Y. Brown | | |
| M. Hutchison | | |
| S Turner | | |
| Samantha Martin | | |

19.

13

# APPENDIX 1 - PETITION

## To the Councillors of Port Macquarie-Hastings Council

The Petition of the residents of the Port Macquarie-Hastings Council

Brings to the attention of the Council that the koala habitat with the Fantasy Glades development be severely impacted if it goes ahead

*[Briefly state the circumstances of the issue that the petitioners wish to bring to the notice of the Council.]*

The undersigned petitioners therefore ask the Council to protect koala food + browse trees + maintain the habitat corridor along Wrights Crk to Sea Acres.

*[Outline the action that the Council should, or should not, take.]*

Lodged by: AK Kiehn Contact Phone 0418616450

Address: 20 Calwalla Crescent Port Macquarie

Email: frangiakki@hotmail.com

***You acknowledge that any information provided below may be a public record when considered by Council.***

| *Name* | *Address* | *Signature* |
|---|---|---|
| Lil | [redacted] | Sadler |
| Carla | | |
| Andrea | | |
| Kelly | | |
| Kell | | |
| Donna | | |
| Cherry | | |
| Shara | | |
| Deb | | |

15

*[Subsequent pages of a petition must repeat the request from the first page of the petition.]*

The undersigned petitioners ask the Council to..protect koala food + browse trees + maintain the koala corridor that connects Wright Rk MR Sea Acres to save the koalas future.

*[Outline the action that the Council should, or should not, take.]*

***You acknowledge that any information provided below may be a public record when considered by Council.***

| Name | Address | Signature |
|---|---|---|
| Lori-Ann | [redacted] | |
| Terri Howard | | |
| Summer | | |
| Matilda | | |
| Cara Greenwell | | |
| Nadja Dampney | | |
| Jeanette Cartwright | | |
| Ashley Roberts | | |
| Sarah | | |
| Melinda Murphy | | |
| Alice Strömqvist | | |
| Ingrid Kuerten | | |
| W. SAT, | | |
| Kara Westaway | | |
| Jayleigh harris | | |
| Tori Stuart | | |
| Miah Snedden | | |
| Abby westaway | | |
| Hayley Gibbs | | |

# APPENDIX 1 - PETITION

## To the Councillors of Port Macquarie-Hastings Council

The Petition of the residents of the Port Macquarie-Hastings Council

Brings to the attention of the Council ..... the need to protect all core Koala habitat as part of DA on Fantasy Glades

*[Briefly state the circumstances of the issue that the petitioners wish to bring to the notice of the Council.]*

The undersigned petitioners therefore ask the Council to ..... protect Koala food trees + browse trees

*[Outline the action that the Council should, or should not, take.]*

Lodged by: Ann-Kathrin Kiehn Contact Phone 0418616450

Address: 20 Calwalla Cres Port Macquarie

Email: frangiakki@hotmail.com

***You acknowledge that any information provided below may be a public record when considered by Council.***

| *Name* | *Address* | *Signature* |
|---|---|---|
| Patrick Rudd | [redacted] | Patrick R. |
| Sara Phillips | | |
| Hayley M'Grath | | |
| Allison Thomson | | |
| Therese Goshorn | | |
| KIMBERLY GOSHORN | | |
| BRETT GOSHORN | | |
| Olivier Barry | | |
| Nick Rudd | | |

17

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*[Subsequent pages of a petition must repeat the request from the first page of the petition.]*

The undersigned petitioners ask the Council to.....

.....

*[Outline the action that the Council should, or should not, take.]*

***You acknowledge that any information provided below may be a public record when considered by Council.***

| *Name* | *Address* | *Signature* |
|---|---|---|
| | | |
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## Ferry Monitoring Data

Traffic count reporting for the last four financial years has been summarised to provide the following information. To date, this includes 375,802 individual ferry trips. Vehicle load distribution is analysed for each individual trip across both ferries.

The data focuses on current utilisation, usage trends and the impacts of additional traffic movements on Settlement Point Ferry when Hibbard Ferry is not in use.

The following assumptions are made in relation to the data captured:

- 2021 Hibbard Ferry data shows weekdays throughout the January School Holidays (Hibbard Ferry was slipped on 8 February 2021 and had not returned to service at the time of the report).
- The information is based on the Average of the "Total Equivalent Load" which recognises that 1 small truck may take up to 3 car spaces (large trucks are not permitted on the Hibbard Ferry).

## Current Utilisation of Hibbard Ferry during morning and afternoon peaks (weekdays)

Figures 1 to 4 represent the average current loading for Hibbard Ferry during the morning and afternoon peak periods (coinciding with the current hours of operation). The Figures are depicted in 7.5 minute increments over the 4-year period from 1 July 2017 to 22 April 2021.

*Morning Peak 6:30am and 10:00am*

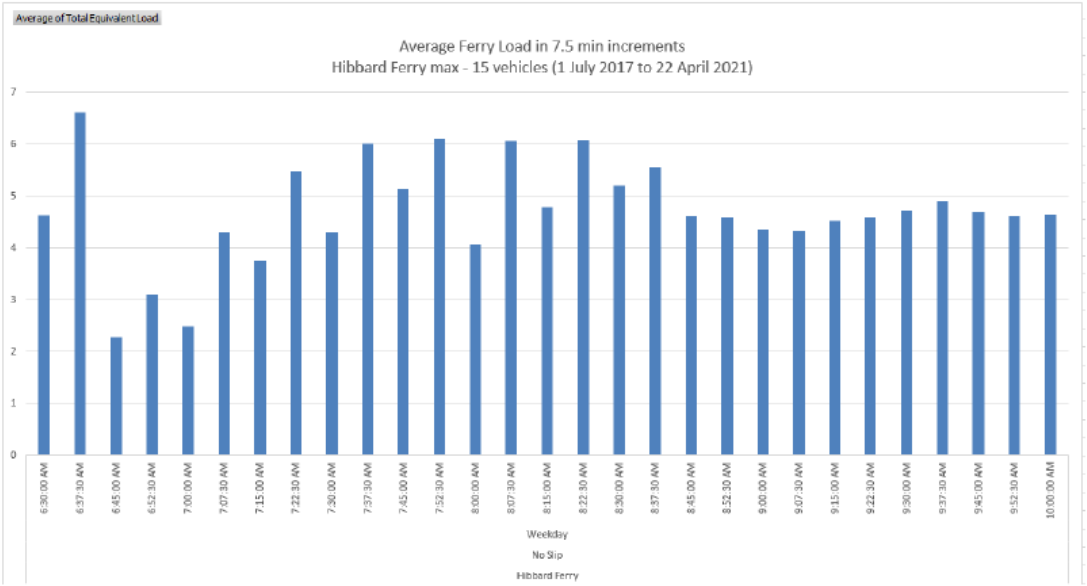


Figure 1 - Average Ferry Loading - Hibbard Ferry - Weekdays - 7.5min increments between 6:30am and 10:00am (2017-2021)

Figure 1 indicates a morning peak each day at 6:37am (this reflects vehicles queuing for the first ferry of the day) and averages approximately 5 vehicles per trip once that initial peak is cleared.

**On average, 10 empty car spaces exist per trip on the Hibbard Ferry during the morning peak.**

*Morning Peak 6:30am-10:00am*

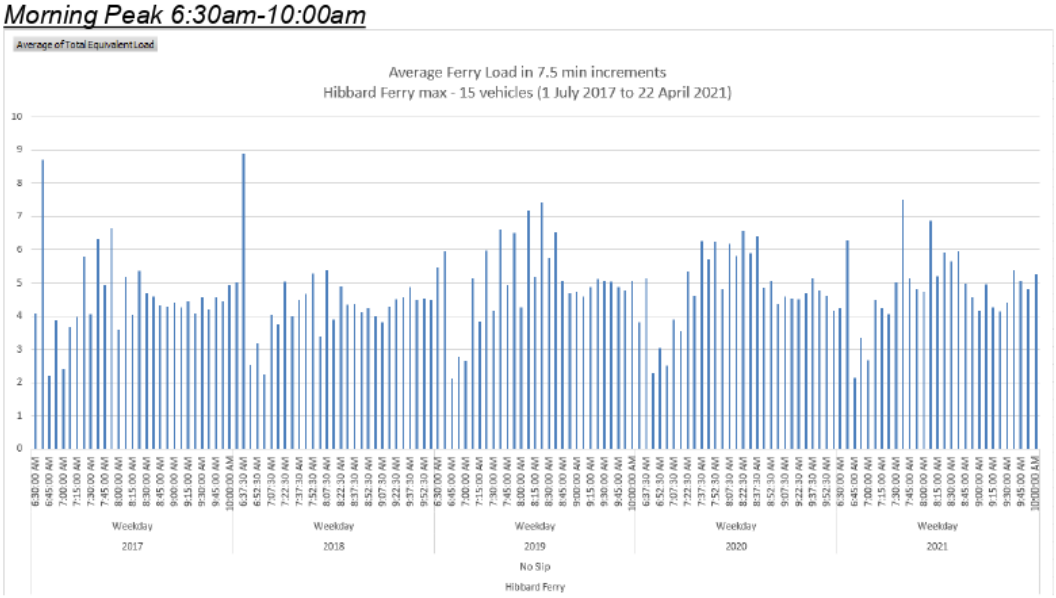


Figure 2 - Average Ferry Loading - Hibbard Ferry - Weekdays - 7.5min increments between 6:30am and 10:00am (per year)

Figure 2 shows minimal changes in the morning traffic distribution throughout the past 4 years.

*Evening Peak 2:45pm and 7:00pm*

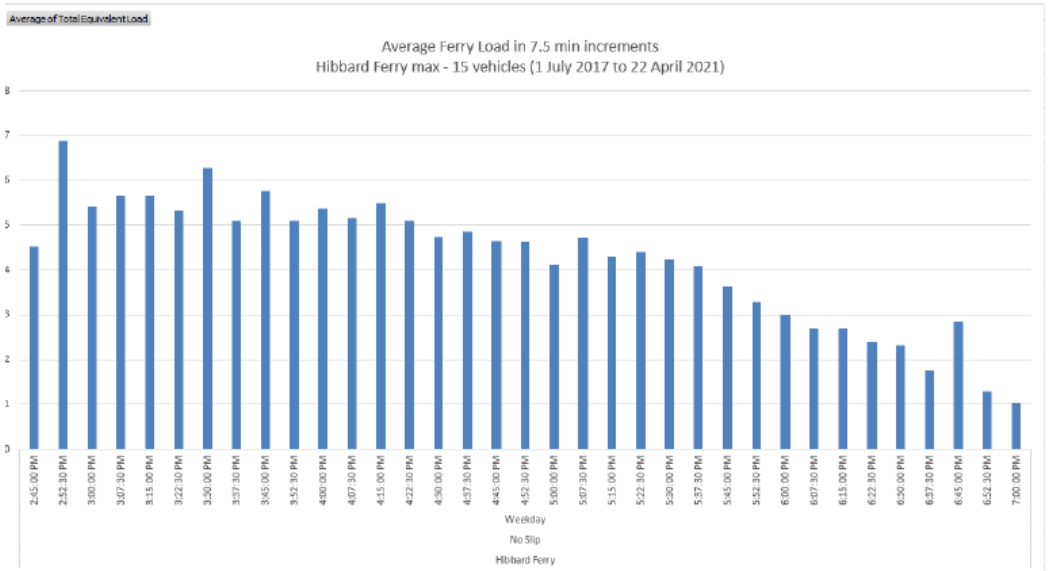


Figure 3 - Average Ferry Loading - Hibbard Ferry - Weekdays - 7.5min increments between 2:45pm and 7pm (2017-2021)

Figure 3 indicates an evening peak each day at 2:52pm and averages approximately 4 vehicles per trip once that initial peak is cleared.

**On average, 11 empty car spaces exist per trip on the Hibbard Ferry during the evening peak.**

*Evening Peak 2:45pm and 7:00pm*

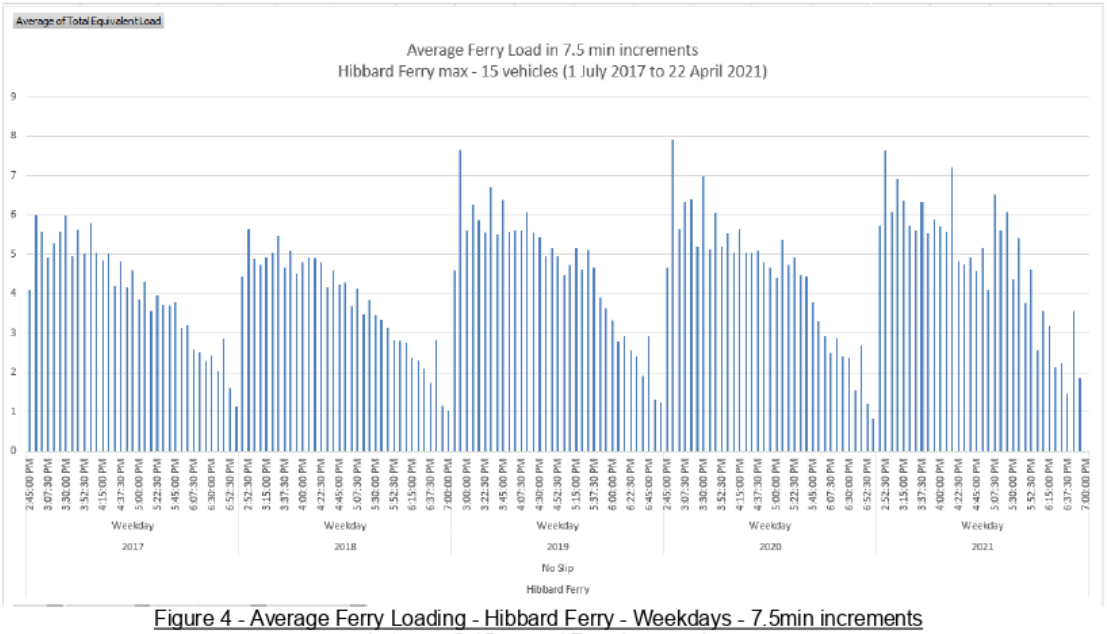


Figure 4 - Average Ferry Loading - Hibbard Ferry - Weekdays - 7.5min increments between 2:45am and 7pm (per year)

Figure 4 shows minimal changes in the afternoon traffic distribution throughout the past 4 years.

**Utilisation of Settlement Point Ferry when Hibbard Ferry is not in operation**

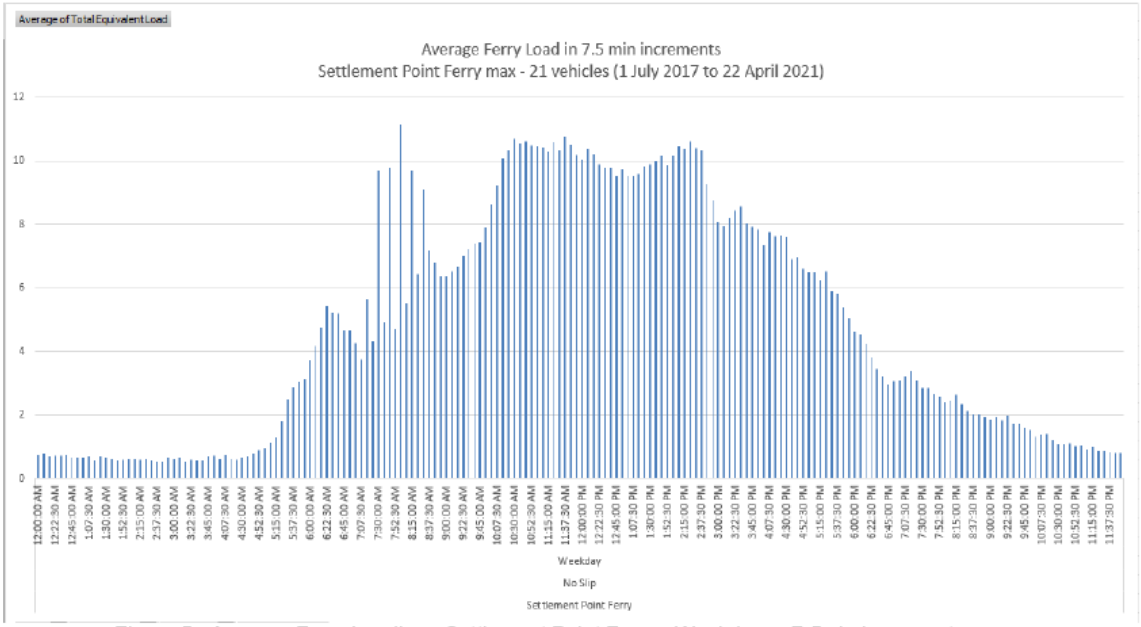


Figure 5 - Average Ferry Loading - Settlement Point Ferry - Weekdays - 7.5min increments between 12:00am and 12:00 am (per year)

Figure 5 indicates a morning peak each day at 8:00am and averages approximately 11 vehicles per trip once that initial peak is cleared and Hibbard Ferry is then taken out of commission throughout the day (between 10:00 and 2:45pm). It should be noted that the ferry waits on the bank to align with the school bus run at this time.

**On average, 10 empty car spaces exist per trip on the Settlement Point Ferry throughout the day (when Hibbard is not operating).**

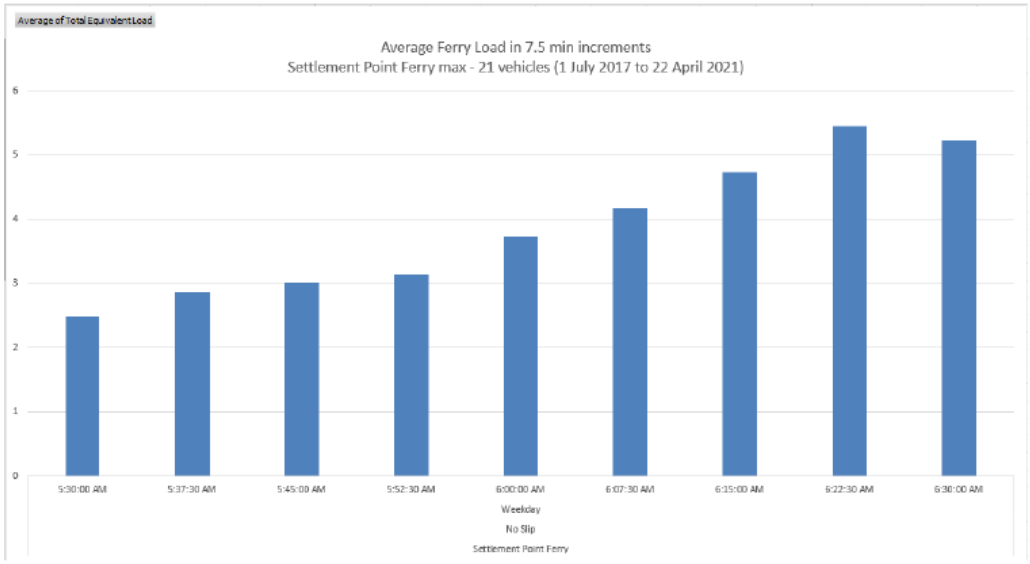


Figure 6 - Average Ferry Loading - Settlement Point Ferry - Weekdays - 7.5min increments between 5:30am and 6:30am (All Years)

Figure 6 indicates the average pre-morning peak since 1 July 2017 for Settlement Point Ferry.

**The average loading is roughly 4 vehicles per trip with an average 17 empty car spaces existing per trip.**

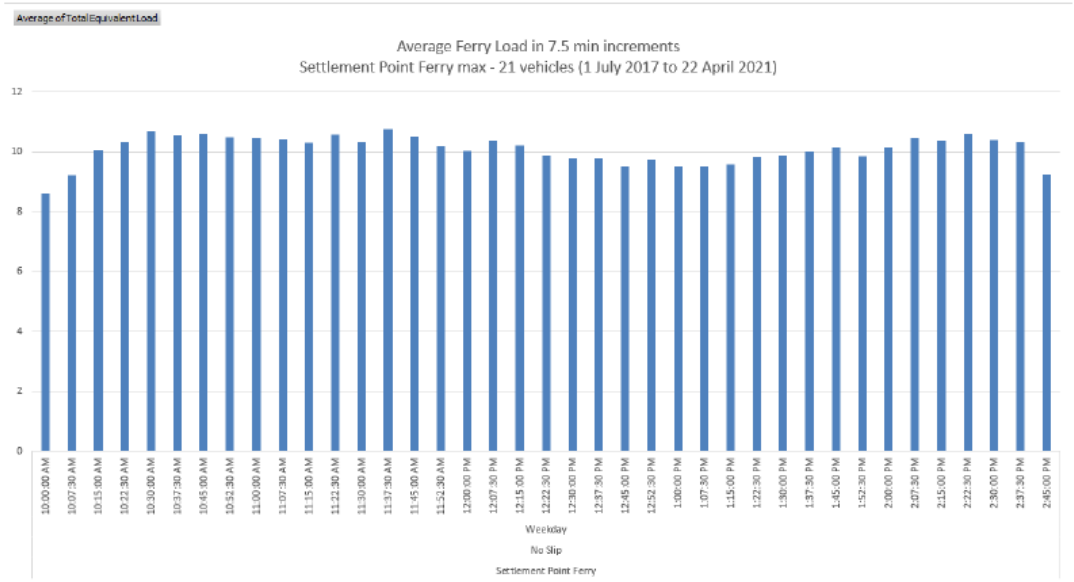


Figure 7 - Average Ferry Loading - Settlement Point Ferry - Weekdays - 7.5min increments between 10:00am and 2:45pm (All Years)

Figure 7 indicates the average post-morning average peak since 1 July 2017 for Settlement Point Ferry (when Hibbard is not in operation).

**The average loading is roughly 11 vehicles with an average 10 empty car spaces existing per trip.**

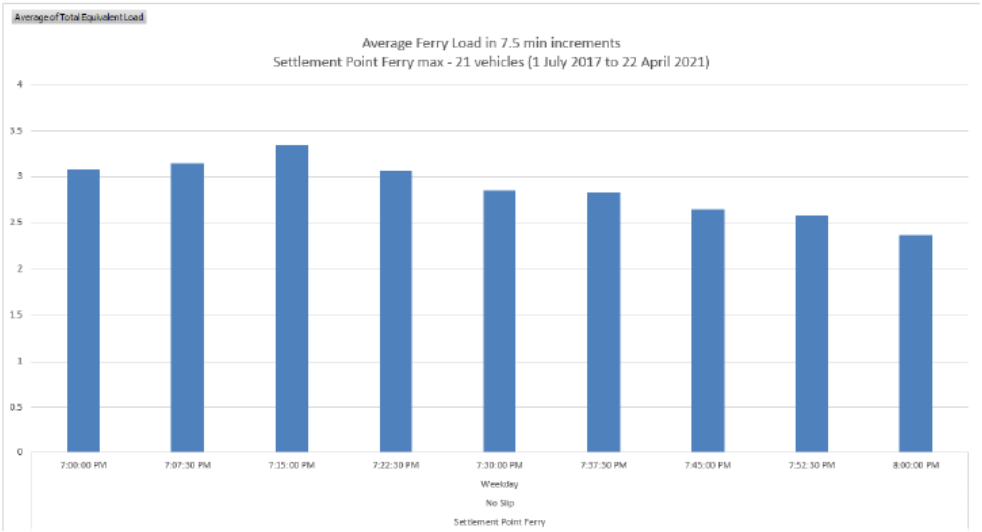


Figure 8 - Average Ferry Loading - Settlement Point Ferry - Weekdays - 7.5min increments between 7:00pm and 8:00pm (All Years)

Figure 8 indicates the average post-evening average peak since 1 July 2017 for Settlement Point Ferry.

**The average loading is roughly 3 vehicles with an average 18 empty car spaces existing per trip.**

## Left on Bank (LOB) analysis during the Hibbard Ferry Slipping 2021

The key stress indicator for the service are the Left on Bank (LOB) figures. These numbers represent how many vehicles that are left on the bank when the ferry departs.

For the Settlement Point Ferry, a ferry user is considered to have missed the Ferry when the LOB figure is greater than 21 equivalent vehicles, which coincides with the Ferry's capacity.

The following figures represent the period 8 February to 19 March 2021. During this time the Hibbard Ferry was being slipped. Data following 19 March 2021 has been excluded due to the impacts attributed to flood recovery efforts. A second operator has been used since the floods to decrease loading times in an effort to mitigate these impacts.

*Settlement Point Ferry LOB - 8 February 2021 to 19 March 2021*

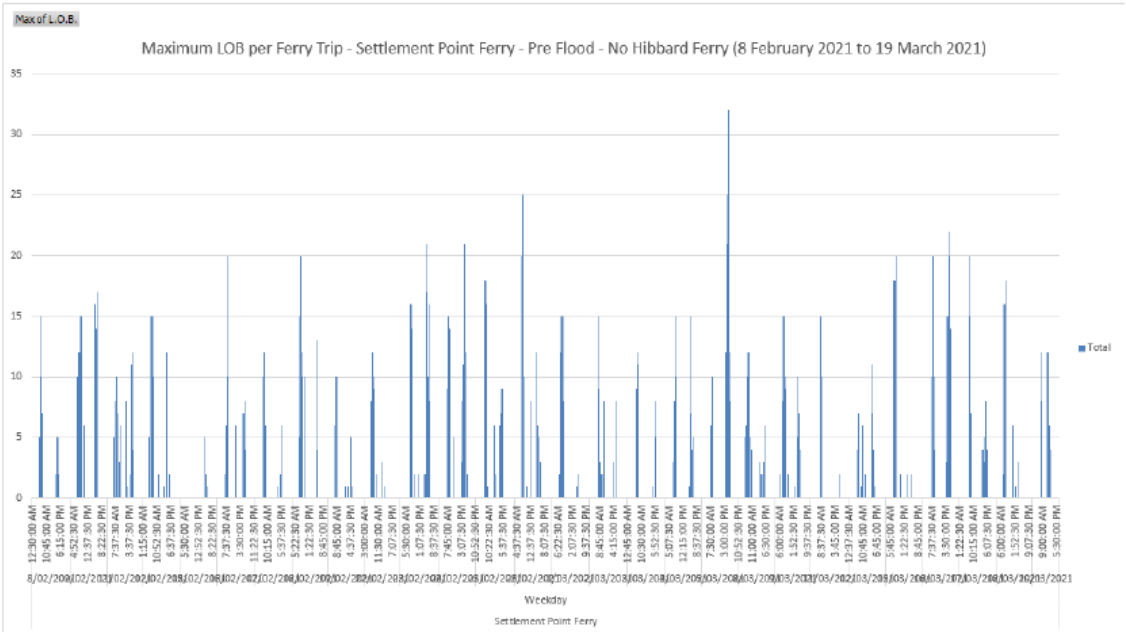


Figure 9 - Maximum LOB per trip - Settlement Point Ferry - Weekdays - 7.5min increments between 12:00am and 12:00am

Figure 9 indicates that very rarely did an individual trip on the Settlement Point Ferry have more than 21 vehicles left on the bank despite the Hibbard Ferry being offline.

**This in essence means that very few people actually missed the ferry, they simply waited for its return.**

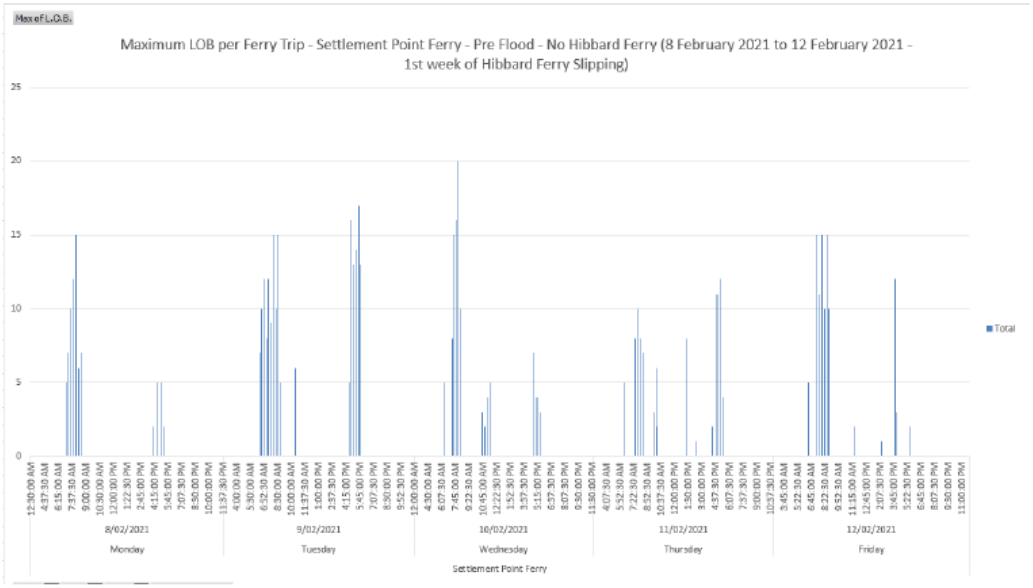


Figure 10 - Maximum LOB per trip - Settlement Point Ferry - Weekdays - 7.5min increments between 12:00am and 12:00am (Week 1 of Hibbard Ferry slipping)

Figure 10 shows LOB occurred primarily during the morning and afternoon peak times in the first week of the Hibbard Ferry Slipping.

**Only 1 trip reached 20 vehicles left on the bank** (LOB) which approached the capacity of the Settlement Point Ferry.

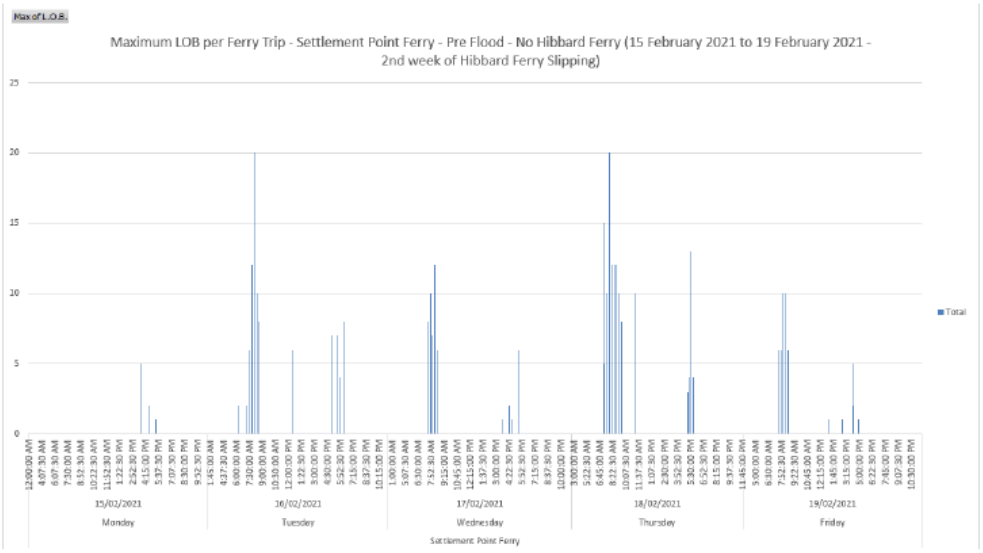


Figure 11 - Maximum LOB per trip - Settlement Point Ferry - Weekdays - 7.5min increments between 12:00am and 12:00am (Week 2 of Hibbard Ferry slipping)

Figure 11 shows LOB occurred primarily during the morning and afternoon peak times in the second week of the Hibbard Ferry Slipping.

**Only 2 trips reached 20 vehicles left on the** bank (LOB) which approached the capacity of the Settlement Point Ferry.

*Analysis of Left on Bank (LOB) 2018 - 2020*

Longer-term analysis of the LOB per Ferry over 3 full years is shown below.

**Hibbard Ferry**

| Year | Total Trips | Total LOB Trips | % of LOB Trips | Total of 1 trip missed (LOB>13) | % of 1 trip missed (LOB>13) |
|---|---|---|---|---|---|
| 2018 | 28311 | 302 | 1.07% | 5 | 0.02% |
| 2019 | 31244 | 1436 | 4.60% | 338 | 1.08% |
| 2020 | 27945 | 594 | 2.13% | 19 | 0.07% |

| Year | Total Traffic Counts | Total LOB Traffic Counts | % of LOB Traffic Counts | Total of 1 trip missed count (LOB>13) | % of 1 missed count (LOB>13) |
|---|---|---|---|---|---|
| 2018 | 121200 | 1190 | 0.98% | 80 | 0.07% |
| 2019 | 146685 | 12097 | 8.25% | 6365 | 4.34% |
| 2020 | 118573 | 2309 | 1.95% | 322 | 0.27% |

**Settlement Point Ferry**

| Year | Total Trips | Total LOB Trips | % of LOB Trips | Total of 1 trip missed (LOB>17) | % of 1 trip missed (LOB>17) |
|---|---|---|---|---|---|
| 2018 | 67965 | 567 | 0.83% | 15 | 0.02% |
| 2019 | 62077 | 759 | 1.22% | 30 | 0.05% |
| 2020 | 66876 | 1833 | 2.74% | 41 | 0.06% |

| Year | Total Traffic Counts | Total LOB Traffic Counts | % of LOB Traffic Counts | Total of 1 trip missed count (LOB>17) | % of 1 missed count (LOB>17) |
|---|---|---|---|---|---|
| 2018 | 335662 | 2723 | 0.81% | 304 | 0.09% |
| 2019 | 297888 | 3905 | 1.31% | 627 | 0.21% |
| 2020 | 336621 | 8935 | 2.65% | 865 | 0.26% |

Table 1 - LOB and Traffic Count Data - Both Ferries - 2018 to 2020

Table 1 shows that total traffic counts are mostly steady or have decreased each year, while the LOB impacts has increased across both ferries. This indicates an issue with loading times.

The view is that delays are primarily due to the introduction of the cashless system in conjunction with the one man operation between 10.00am to 3.00pm slowing crossing times rather than due to an increase in overall traffic.

These issues began to become more noticeable from April 2020 when during COVID restrictions, the public were encouraged to use credit card facilities for payments.

**Total Monthly Traffic Counts**

Note the total decrease in ferry usage during the following periods:

- November 2019 - Fires and Settlement Point Ferry slipping
- April 2020 - COVID-19
- March and April 2021 - Floods and Hibbard Ferry slipping

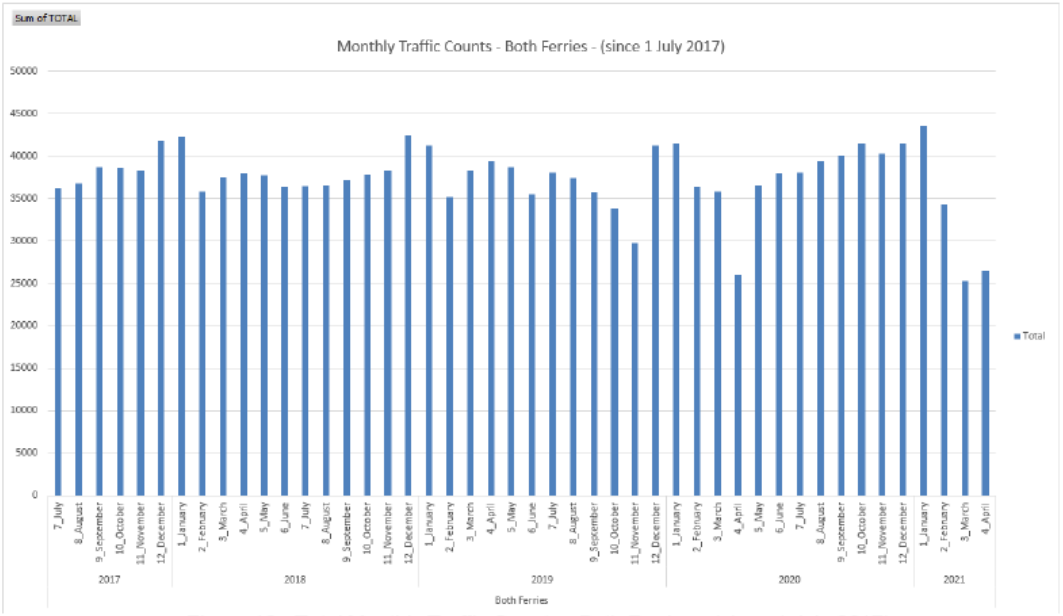


Figure 12 - Total Monthly Traffic Counts - Both Ferries - (since 1 July 2017)

Figure 12 shows a minor increase in total traffic during 2020 during COVID-19, which is mostly attributed to domestic tourism (due to restrictions on international travel). Other years appear to have steady traffic volumes with localised monthly fluctuations that are dependent on slipping or disaster events.

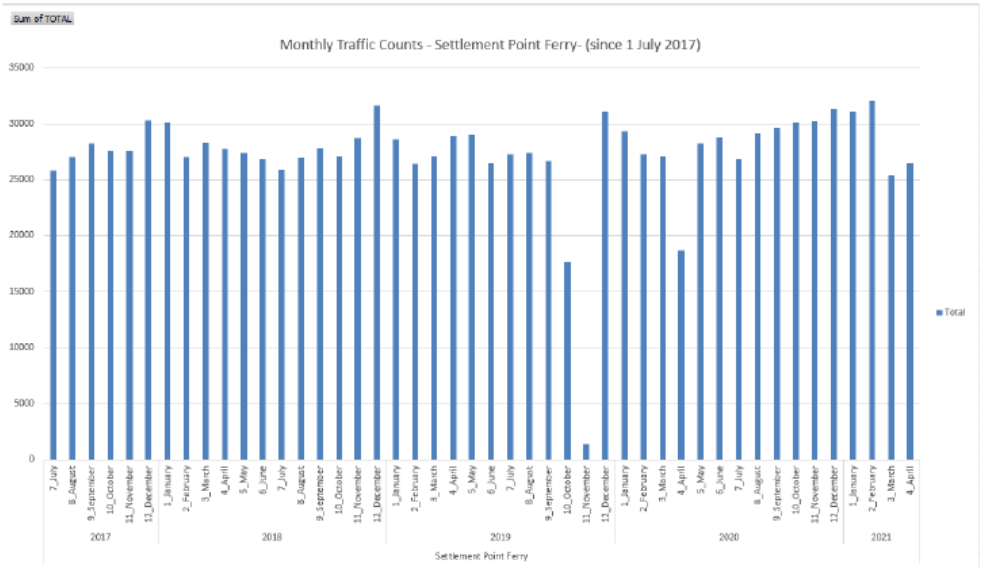


Figure 13 - Total Monthly Traffic Counts - Settlement Point Ferry - (since 1 July 2017)

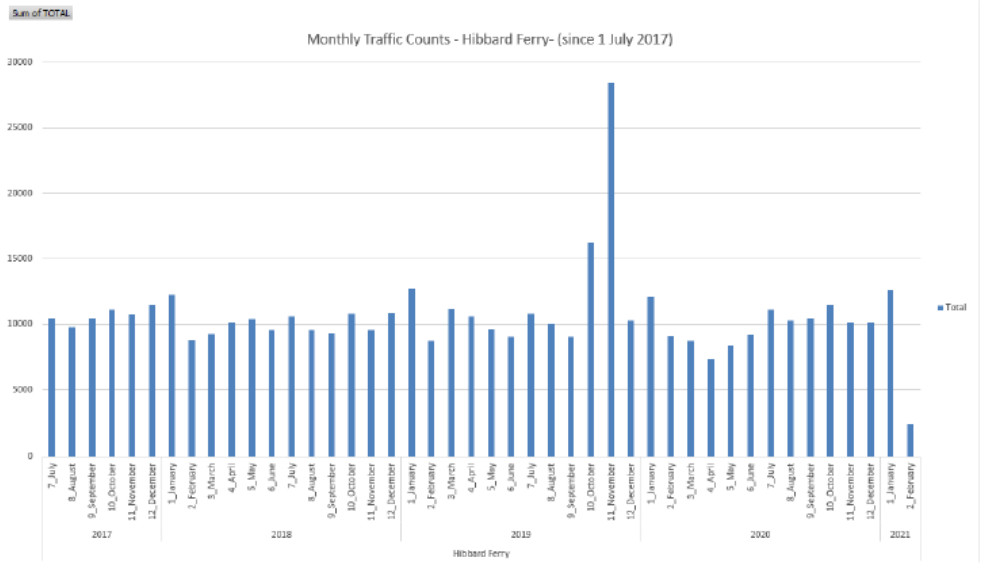


Figure 14 - Total Monthly Traffic Counts - Hibbard Ferry - (since 1 July 2017)

Figures 13 and 14 indicates the monthly traffic counts for each ferry. In November 2019, the Settlement Point Ferry was slipped, with impacts shown for the Hibbard Ferry service.

**Data monitoring during increased hours of operation for the Hibbard Ferry**

The greatest traffic volumes for ferry use occur in December and January over the school holidays. During this time, Hibbard Ferry is operational from 6:30am to 6:50pm weekdays.

The figures below indicate data taken during these months. However, it should be noted that the Hibbard Ferry is not in operation outside of the school holidays, which has skewed the data for December.

*Analysis of traffic behaviour - December (2017-2020)*

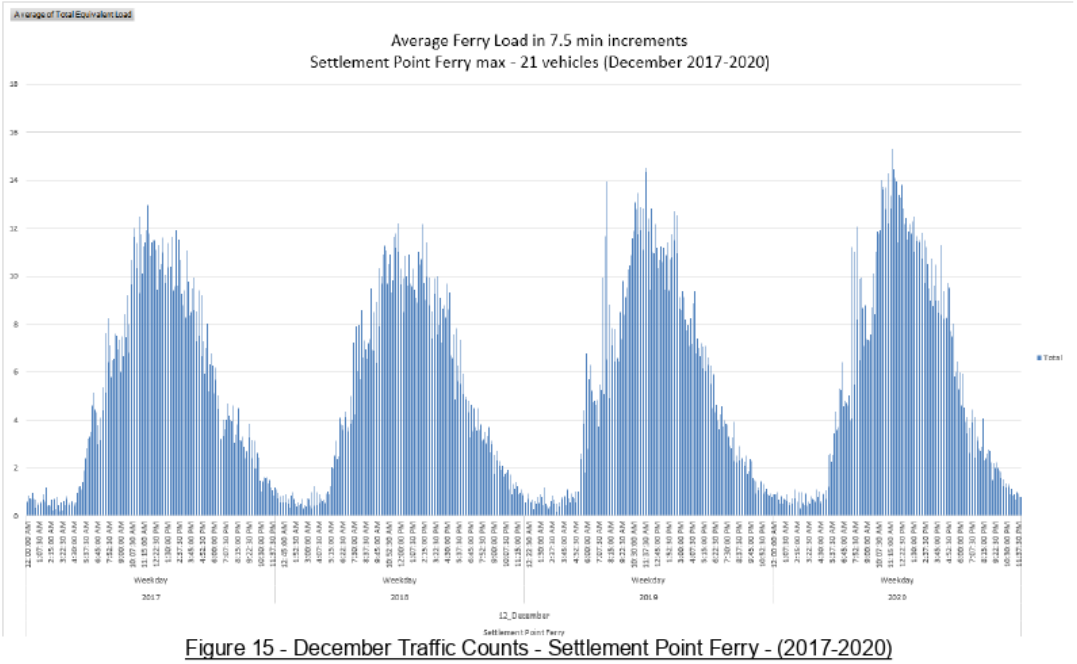


Figure 15 - December Traffic Counts - Settlement Point Ferry - (2017-2020)

Figure 15 indicates the **average worst-case scenario load distribution is roughly 12-14 vehicles with an average 7-9 empty car spaces existing per trip.**

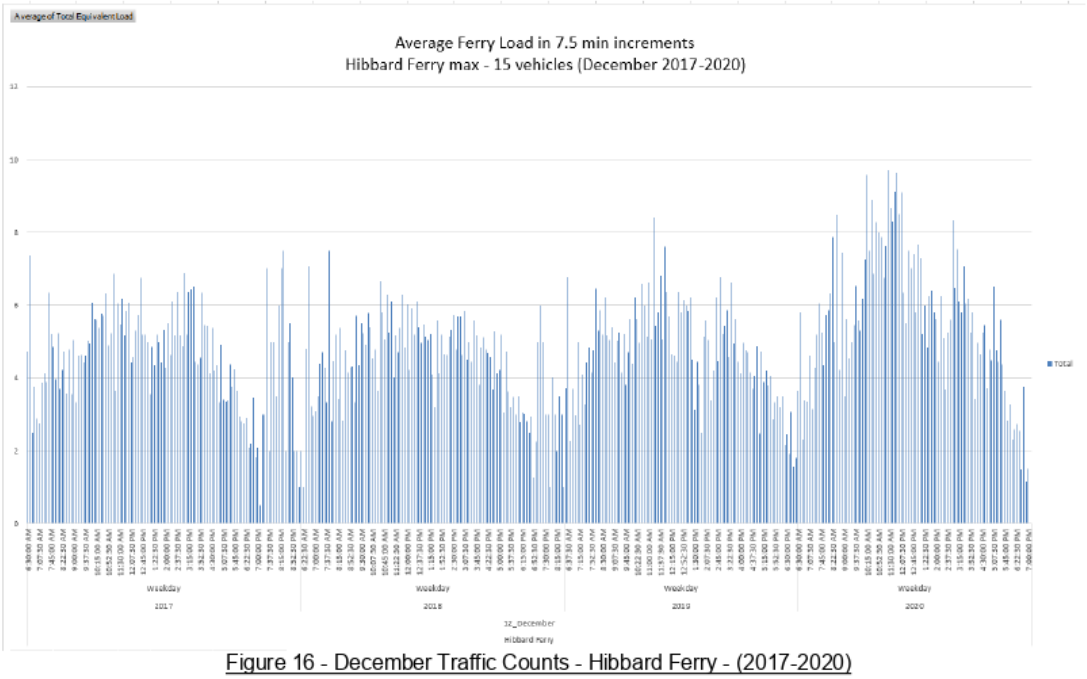


Figure 16 - December Traffic Counts - Hibbard Ferry - (2017-2020)

Figure 16 indicates the **average worst-case scenario load distribution is roughly 6-8 vehicles with an average 7-9 empty car spaces existing per trip.**

*Analysis of traffic behaviour - January (2018-2021)*

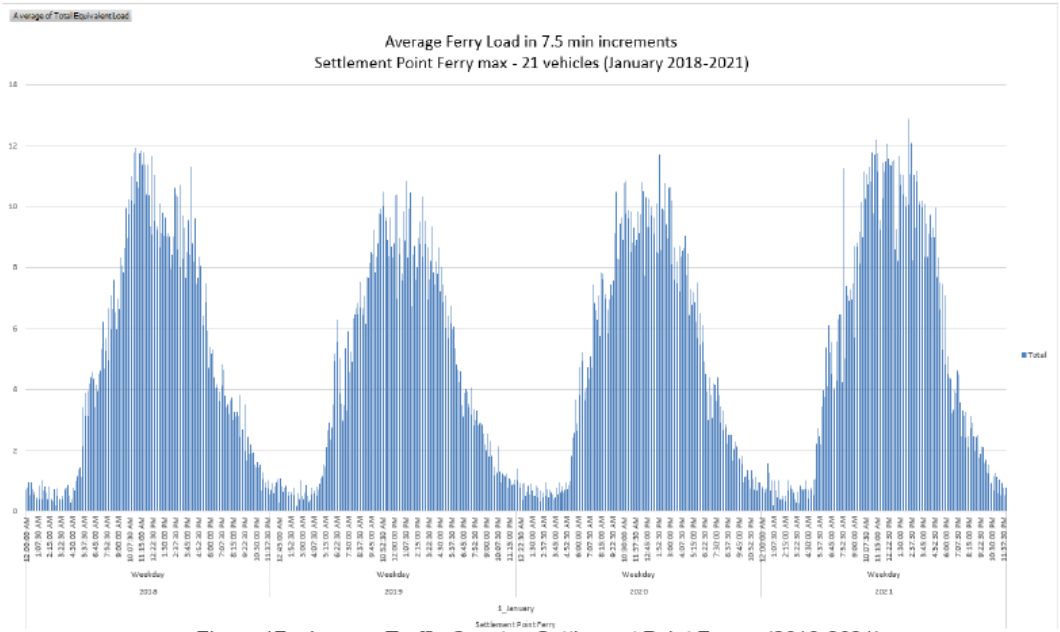


Figure 17 - January Traffic Counts - Settlement Point Ferry - (2018-2021)

Figure 17 indicates the **average worst-case scenario load distribution is roughly 10-12 vehicles with an average 9-11 empty car spaces existing per trip.**

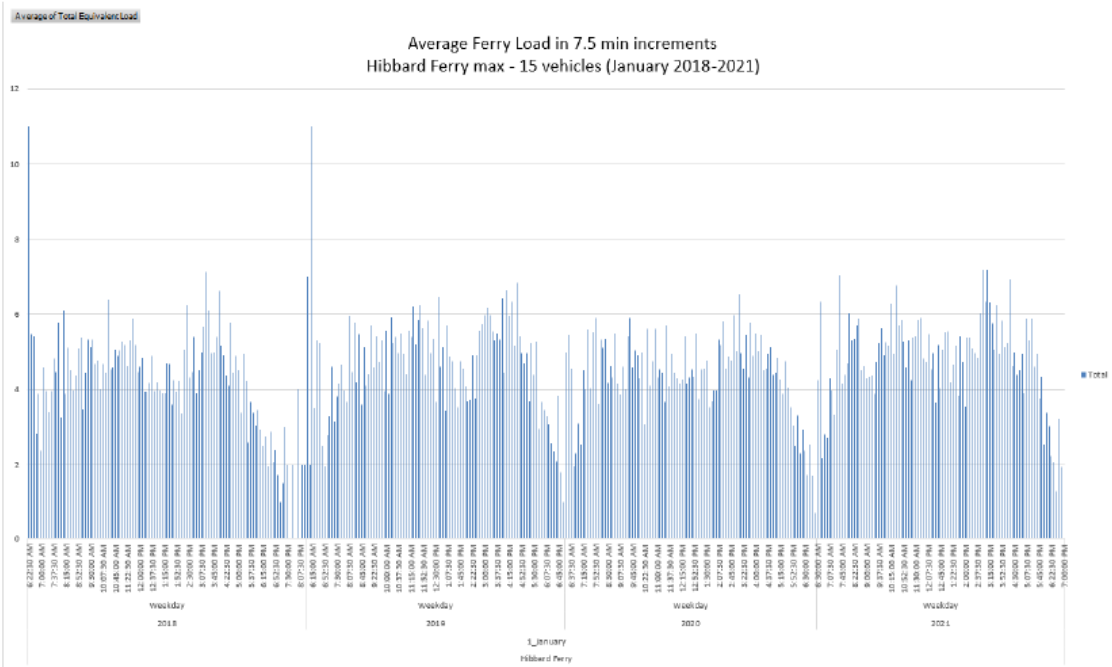


Figure 18 - January Traffic Counts - Hibbard Ferry - (2018-2021)

Figure 18 indicates the **average worst-case scenario load distribution is roughly 5-7 vehicles with an average 8-10 empty car spaces existing per trip.**

PORT MACQUARIE-HASTINGS COUNCIL

# Ferry Services Review

# COMMUNITY ENGAGEMENT REPORT

March 2021

| | | | |
|---|---|---|---|
| **Project name** | Ferry Service Review - 2021 | | |
| **Project manager** | Dan Bylsma - Director of Infrastructure | | |
| **Engagement Officer** | Oceana Kovacs | | |
| **Operation Plan #** | | **CM Reference** | SF21/568 |

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# 1. INTRODUCTION

## 1.1. Executive Summary

Port Macquarie-Hastings Council (Council) operate two vehicle ferries across the Hastings River. The Settlement Point Ferry operates between Settlement Point Road and North Shore Drive. The Hibbard ferry operates between Boundary Street and Riverside Drive.

The current service standard strived for by Council targets 95% of vehicles travelling across from bank to bank in under 23 minutes. This is calculated based on an average loading and transit time of 7.5mins per trip. For example, if a car arrived at the bank but just missed that ferry, the ferry would take 7.5min to cross, then 7.5min to return to the original bank and then load that waiting car to convey it across the river in a further 7.5min (totalling 22.5mins).

According to the 2016 census a total of 339 people live on the North Shore. The ferry service is the only connection for North Shore residents to access the south side of the LGA. Since 1996 the ferry service has been contracted to Ferrymen, an independent operator.

Council is undertaking a review of the ferry service to better understand

- Service level expectations of the ferry services
- Satisfaction levels with ferry services
- Issues impacting ferry users.

The review process includes consultation and engagement with the local community and ferry users to identify issues relating to ferry services.

This report outlines engagement activities conducted to better understand how the community find the service, their concerns and suggestions relating to improvements to the ferry service.

There was a mix response regarding the level of satisfaction of the ferry service, showing room for improvement. A reduction in waiting times was by far the main area for improvement. It was the most commonly mentioned reason for dissatisfaction.

The impacts of long waiting time on residents included:

- Long wait times and additional planning
- The ferry is a 'public road' and is essential for public safety when the highway is closed - services should not be reduced
- School children are impacted and have to travel longer and impacts on parents/families
- Workers are impacted at peak times

The most commonly mentioned solution proposed by respondents to address waiting times was to provide additional staffing and longer hours of operation for the Hibbard Ferry. The idea of ticketing once the ferry is loaded would help save time or electronic ticketing system. There was a strong support to have a second ferry or a larger new ferry. Apart from increasing capacity, a second ferry would serve as a back-up for planned maintenance closures (the current Hibbard Ferry is still very much top of mind).

Several respondents had ideas for to have clearer signage, line marking and a stopping sign and a boom gate at the ferry terminal to improve road safety. There would be a few factors to consider including reliability of equipment failure.

A majority of respondents suggested an expansion of operating times. Hibbard ferry to operate 24/7 or increased hours for peak times.

In terms of pricing and revenue, many felt that the cost was too high for locals and should be cheaper for an annual pass and concession rates available. Some felt that North Shore rates are

higher than the rest of the LGA and that this was not fair as the ferry is used by many visitors. Others felt that the ferry should be free or managed by State Government.

A number of people proposed the ferry to be replaced with a bridge, and there were concerns about the increase in traffic this would bring and the concerns of Maria River Road being tarred.

In terms of what is working now, the ferry personnel were viewed as friendly and favourably. The ferry is reliable and regular.

## 1.2. Engagement approach

Council consulted with the community for a period of 2 weeks from Wednesday 3 to Wednesday 17 March, 2021. The intent of the community consultation was to understand the user experience and level of service of the ferry use. Key stakeholders included local residents of North Shore and regular ferry users.

The community engagement process included:

- A community wide survey available online with easy mobile accessibility
- Intercept surveys at the ferry terminal
- Email to North Shore Community Action Group
- Enewsletter to database (2000+)
- Facebook posts
- HYS Handouts/postcards at the ferry (600 notices distributed)
- Corflute on the North Shore
- Poster on the ferry
- Slider on the Council webpage

A total of 207 people participated in the community engagement.

IAP2 Spectrum of Public Participation

| | Inform | Consult | Involve | Collaborate | Empower |
|---|---|---|---|---|---|
| Public Participation Goal | To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions | To obtain public feedback on analysis, alternatives and/or decisions. | To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered. | To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution. | To place final decision-making in the hands of the public. |
| Promise To The Public | We will keep you informed. | We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. | We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision. | We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible. | We will implement what you decide. |

## 2. ENGAGEMENT ACTIVITIES, TIMELINES & RESULTS

### 2.1. Methodology

Engagement methods conducted included consulting with local residents, including a dedicated Have your Say project page, online survey and post card distribution.

- A total of 207, people provided feedback via the online survey.
- Approximately 600, Have Your Say with QR code postcards were distributed at peak ferry loading times to encourage residents to take the survey.

| Date and time |
|---|
| Friday 5 March from 7am - 9:30am |
| Saturday 6 March from 10am - 12:30pm |
| Tuesday 9 March from 3:30pm - 5:30pm |

### 2.2. Survey

A survey was developed to obtain feedback on a number of important issues including:

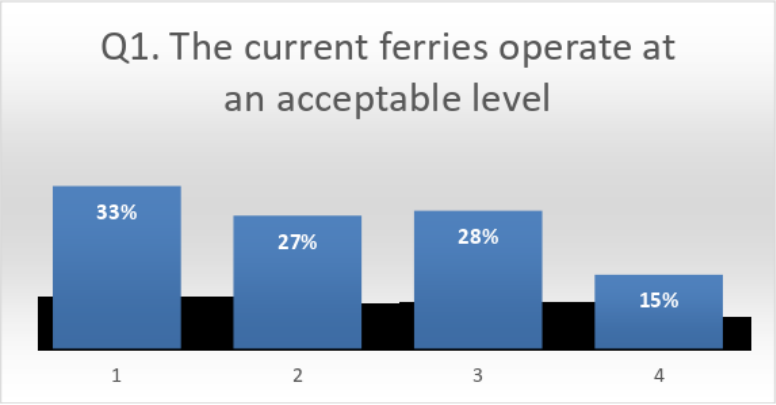
1. What best reflects your opinion to the following question where 1 is negative and 4 is positive. The current ferry operates at an acceptable level?
2. How long do you currently have to wait in line for a ferry service?
3. What could be done to improve the Settlement Point and/or Hibbard Ferry services?
4. Which ferry service do you use most often?
5. Are you a resident?
6. How often do you use the ferry service?
7. What is your primary use of the ferry service?

The below gives a summary of the survey findings.

***values in the graphs add up to more than 100% as respondents could answer questions multiple times. A total of 207 respondents took the survey.***

**Operates at an acceptable level**

The online survey for residents asked people to rate the service. Where 1 is negative and 4 is positive. Over half of all respondents 55% indicated that the ferry operates at a satisfactory level (combining the results from answers 2 and 3). Where 33% were dissatisfied and 15% said they were satisfied. The results indicate that there is area for improvement for the ferry service to be operating at an acceptable level.

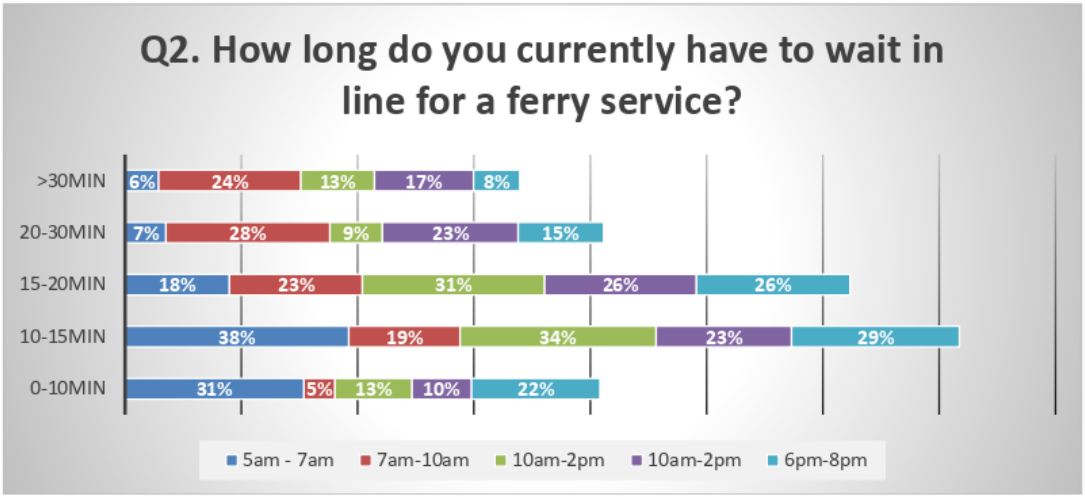


## Wait times

A reduction in waiting times to cross the river was the main improvement identified. It was the most common complaint from residents, with over one third of respondents to the online survey mentioning long queues and or waiting times during the peak tourism season. It was most commonly mentioned reason for dissatisfaction. The impacts of long waiting times included:

- Extra travel time
- Work and shift work
- School students unable to access after school activities
- Impacts on quality of lifestyle

The highest number of responses indicated, they wait between 10-15 minutes at the following times 5am – 7am (38%) and 10am – 2pm (34%). Many respondents indicated they experience long wait times, with 28% of respondents waiting 20-30 minutes between 7am to 10am; between 2pm to 6pm 26% respondents indicated they wait for 15 to 20mins and from 6pm to 8pm, 29% they wait for 10-15mins. The data indicates that the wait time is normally over 10 minutes and has an impact on ferry users.




While one of the major key themes was a desire for reduced waiting times, in response to the question, "how long do you currently have to wait in line for a ferry service?" Using the three non-peak period times of 5am-7am, 10am-2pm and 6pm-8pm, 81% of respondents provided answers that fall within the current service standard (less than 20 minutes) outside morning and afternoon peak periods, and 54% of respondents provided answers that fall within the current service standard (less than 20 minutes) during the morning and afternoon peak periods when both ferries are in operation.

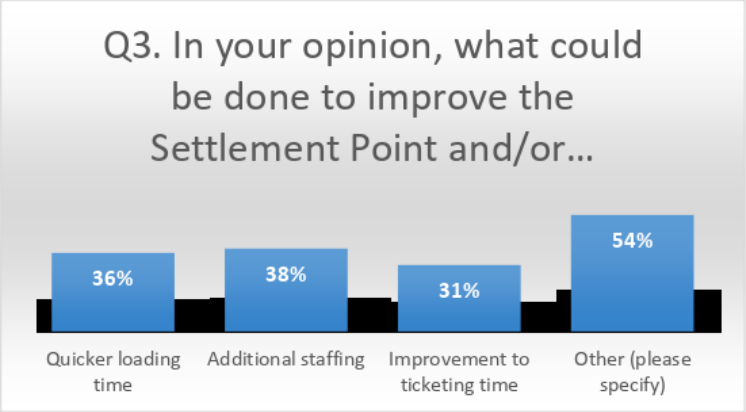
| | 0-10mins | 10-15mins | 15-20min | 20-30mins | 30+ mins | | Total Responses | |
|---|---|---|---|---|---|---|---|---|
| 5am-7am | 48 | 60 | 28 | 11 | 9 | | 156 | 87% |
| 7am-10am | 10 | 36 | 43 | 53 | 46 | | 188 | 47% |
| 10am-2pm | 22 | 56 | 52 | 15 | 21 | | 166 | 78% |
| 2pm-6pm | 18 | 41 | 46 | 41 | 30 | | 176 | 60% |
| 6pm-8pm | 36 | 47 | 43 | 24 | 13 | | 163 | 77% |

| | |
|---|---|
| **Non Peak Times** | |
| **7am-10am** | 87% |
| **10am-2pm** | 78% |
| **6pm-8pm** | 77% |
| **Average % of respondents within current service standard** | 81% |
| | |
| **Peak Times** | |
| **5am-7am** | 47% |
| **2pm-6pm** | 60% |
| **Average % of respondents within current service standard** | 54% |

### Improvements

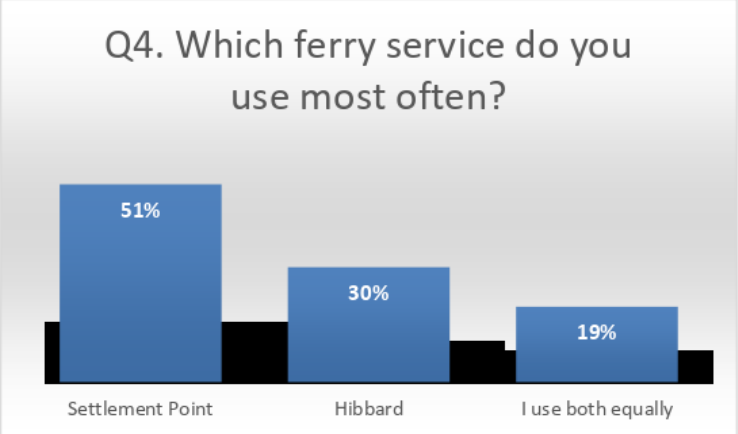
When asked "what could be done to improve the Settlement Point and/or Hibbard Ferry services" there was support for quicker loading times, additional staffing and improvements to ticketing time.

As mentioned above, reduction in the amount of wait time to cross the river was one of the main areas of improvements.




### Which ferry do you use

When asked which ferry service do you use most often, 51% said they use Settlement Point, followed by 30% Hibbard and 19% saying they use both. While Settlement Point is the main ferry used, there is still a high level of use for the Hibbard Ferry.



Several comments mentioned the Hibbard Ferry service should operate 24hours or increase its hours of operation to alleviate wait times at peak times.

The majority of respondents said they are a resident of Port Macquarie-Hastings (North) 74% Port Macquarie-Hastings (Other) 21%.

When asked how often do you use the ferry, the majority of responses said they use the ferry daily 74%, 11% said weekly and 8% said monthly. Less than 6% said they use the ferry quarterly and annually.

The primary use of the ferry service is for private use 78%, followed by business 29% and recreation/family 29%.

## 2.3. Other comments

Respondents had the opportunity to provide further comments in the survey. A total of 303 comments were received, these comments were coded to capture the sentiment of the feedback. The below shows a summary of the key themes.

*the full list of verbatim comments can be found in the appendix.

| Code frame | Number of comments |
|---|---|
| **Support - Build a Bridge** | 41 |
| Support to build a bridge<br>The population growth is increasing<br>Need access 24/7<br>Prepared for floods and emergency situations<br>Increase tourism<br>To allow for easy access | |
| **Do not support - Build a bridge** | 4 |
| Concerned about increased population growth<br>North Shore is a hidden gem<br>Concerns about increased traffic from tourist, weekend day trippers<br>Concerns about Maria River Road and impact of extra traffic | |
| **Hibbard Ferry** | 145 |
| Increase operating hours of Hibbard ferry at peak times<br>Operate 24/7<br>Need a second full time ferry to cater for increased usage, workers and school children | |
| **Pricing and Revenue** | 70 |
| Service should be free<br>State Government should manage the service<br>Concession rates and other payment methods | |
| **Second Ferry & maintenance** | 60 |

| | |
|---|---|
| A second ferry needs to be available when the Hibbard out of service<br>A larger second ferry for settlement point<br>More notification around maintenance works<br>Improve maintenance works schedule and have contingency plans for wet weather<br>Should not take 6 weeks for maintenance works<br>Refuelling of the ferry should happen after 7pm, not in the day | |
| **Operating times** | 168 |
| Increase operating hours of Hibbard ferry at peak times<br>Operate 24/7 | |
| **Improvement of loading** | 73 |
| Improve payment system/electronic<br>Take payments while on the ferry | |
| **Road and safety** | 25 |
| Roads need maintenance and repairs<br>Improve signage and safety signs | |
| **Maria River Road - increased traffic** | 8 |
| Concerns about increased traffic from Maria River Road<br>Does not seem like Council is taking the extra traffic into consideration<br>How will this be managed | |
| **Social impacts** | 12 |
| Impact on lifestyle<br>Additional stress and planning due to ferry delays<br>Impact on school children<br>Impact on being able to do after school and after hour activities<br>Increase in traffic and tourist is impacting the North Shore | |
| **Communications and customer service** | 37 |
| The ferry operator staff do a great job<br>The staff are friendly, professional and work hard<br>No complaints | |
| **Other** | 23 |
| Impact of tourism<br>Garbage collection | |

### Operating times

A majority of respondents suggested an expansion of operating hours.

Issues

- Hibbard Ferry service should run for extended hours and the approach should be made safer to support extended services
- Hibbard Ferry services to operate 24/7
- Ferry services do not start early enough and affect workers and school kids
- Both ferries need to be working to provide continuity of service. The service frequency of the Hibbard Ferry does not meet resident needs
- The ferry is a 'public road' and is essential for public safety when the highway is closed - services should not be reduced
- Servicing school children at Settlement Point causes delays to workers
- The service doesn't meet the requirements of residents, visitors and traders

- The Hibbard Ferry should service additional times to cater for school collection and also those working late
- Extend the hours of the service operation, particularly on the Hibbard Ferry
- Start Hibbard Ferry service from 5am or 6am to allow residents to get to shift work, kids to school.
- Run services all day on the Hibbard Ferry service as often Settlement Point Ferry leaves cars behind
- Make after hour services on Hibbard Ferry.

### Improvement of loading

Comments around loading indicated room for improvement. One of the main comments is that there is often not enough staff to ensure that the ferry is loaded fully or quickly. A majority of residents commented that if there was sufficient staff on board this allow effective loading during busy time.

Issues

- Minimum of two drivers per shift per day (5am - 9pm)
- No break in the middle of the day
- Ticketing to be done once the ferry is loaded
- Increase the Hibbard ferry operating times
- Wait times of 30-40mins is not acceptable
- A larger ferry is needed.

Some residents thought the loading process could be improved and suggested a boom gate and clear instructions for motorist.

### Pricing and Revenue

Many responses indicated that they felt the cost of the ferry was too expensive and that alternative costing modules need to be investigated.

Issues

- Fees are too high, especially for households running more than one car
- Introduce including an annual fee of a maximum of $200 a year. The rest of the LGA needs to contribute to the cost of the ferry as it is all residents and visitors
- Improve ticketing system. Electronic or alternative solutions
- North Shore residents are not getting value for money for their rates.
- Make weekly tickets more affordable
- Visitors do not know the process and have to manually pay for tickets - single trips are too expensive
- The ferry service should be free
- The ferry should be free and run by state government.

### Second Ferry & maintenance

Many respondents commented that improvement needs to be made to the ferry service and suggested a second or larger ferry.

Issues

- Speed up crossing time in peak hours and busy season
- A new ferry needs to incorporate a way to save fuel and travel faster by using new technology
- A replacement ferry should be used during the ferry slip
- It is unacceptable to have wait times while the ferry is slipped
- A new larger ferry should be purchased for Settlement Point

- Better organisation of any maintenance works. It is unacceptable to be out of service for so long. Council should work together to make this a priority and have alternative solutions for potential weather delays
- Increase speed of ferries
- A new ferry that is larger and new technology.

### Build a bridge

There were many comments in support of to building a bridge as a long-term solution.

- Build a bridge to replace the ferry service and provide a long term solution
- Maria River Road if it is tarred will bring extra traffic
- A bridge would be more convenient
- The population is increasing, we need a bridge to accommodate for prepare for the future.

### Roads and safety

Several responses indicated that improvements to the road and general safety are a priority area to improve.

- People do not respect property owner driveway access
- The access roads are in poor condition, while increasing traffic creates further issues
- Speeding occurs along the shoreline by people rushing to the ferry
- Install a sign on the south / eastern side of ferry ramp, advising you cannot queue there to enter ferry (coming from the Settlement Point Park)
- Install a stop sign instead of a give way sign
- Install a boom gate.

### Social impacts

Some respondents commented that they experience additional stress due and impact on their lifestyle because of the ferry service, these included:

- Impact for school students and parents - additional travel time and impacts on kids as they cannot always participate in sports and after school activities
- Difficult to get service providers (particularly for small jobs) to service North Shore because of the ticket fees to deliver goods and services
- During floods it is financially and emotionally terrible for residents
- Risk of not being able to have emergency vehicles respond in time
- Additional travel and wait times to get to Port Macquarie.

### Communications and customer service

Several responses provided positive feedback regarding the staffing and customer service of the ferry operations.

"I have not had a problem with the ferry service at all. Ferry drivers do an amazing job. The ferry operator has a reliable and efficient team who are doing an excellent job".

"On the whole, Council organise the running of the ferry service well".

"Staff are always very friendly and helpful".

"The staff are great and do a professional job".

## 2.4. Communications

During the consultation period a communication campaign was implemented to raise awareness of the survey and project. The aim of the campaign was to encourage active participation of ferry users and North Shore residents.

| Channel | Reach |
|---|---|
| Dedicated Have Your Say webpage | 331 visitors |
| Social media | 2000 potential reach |
| Flyers and corflute | 600 postcards distributed<br>1 x corflute |
| Enewsletter | 2000 potential reach |

## 3. RESULTS SUMMARY/CONCLUSION

Community Engagement identified a moderate level of satisfaction with the ferry operation services with areas for improvements primarily relating to the cost and wait times. Responses show that people find the staff to be friendly, professional and run a good service.

The feedback identified a desire for the ferry service to be more affordable and for more flexible tickets and payment systems to be introduced. A range of ideas identified for providing ticket concessions and more user-friendly ticketing. Responses showed that overall people are overall happy with the ferry operator staff saying that they are friendly and professional however, better communication from Council needs to take into consideration particularly during the ferry slipping periods. There is an opportunity for Council to communicate how issues raised through the community engagement progress will be addressed through the review process and to provide the community with information as the process moves forward.

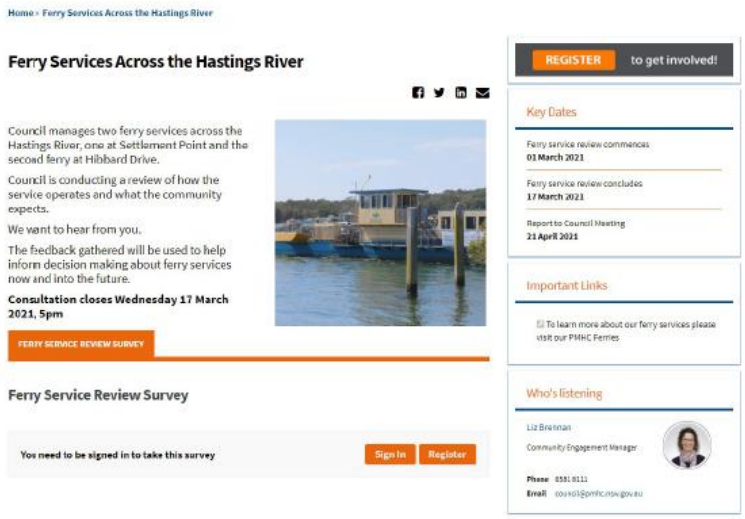
## 4. NEXT STEPS

A report with recommendations will be put forward to Council in May 2021.

PORT MACQUARIE-HASTINGS COUNCIL

# 5. APPENDIX

## 5.1. Have your say page



Home › Ferry Services Across the Hastings River

**Ferry Services Across the Hastings River**

Council manages two ferry services across the Hastings River, one at Settlement Point and the second ferry at Hibbard Drive.

Council is conducting a review of how the service operates and what the community expects.

We want to hear from you.

The feedback gathered will be used to help inform decision making about ferry services now and into the future.

**Consultation closes Wednesday 17 March 2021, 5pm**

FERRY SERVICE REVIEW SURVEY

**Ferry Service Review Survey**

You need to be signed in to take this survey

Sign In | Register

REGISTER to get involved!

Key Dates

Ferry service review commences
**01 March 2021**

Ferry service review concludes
**17 March 2021**

Report to Council Meeting
**21 April 2021**

Important Links

To learn more about our ferry services please visit our PMHC Ferries

Who's listening

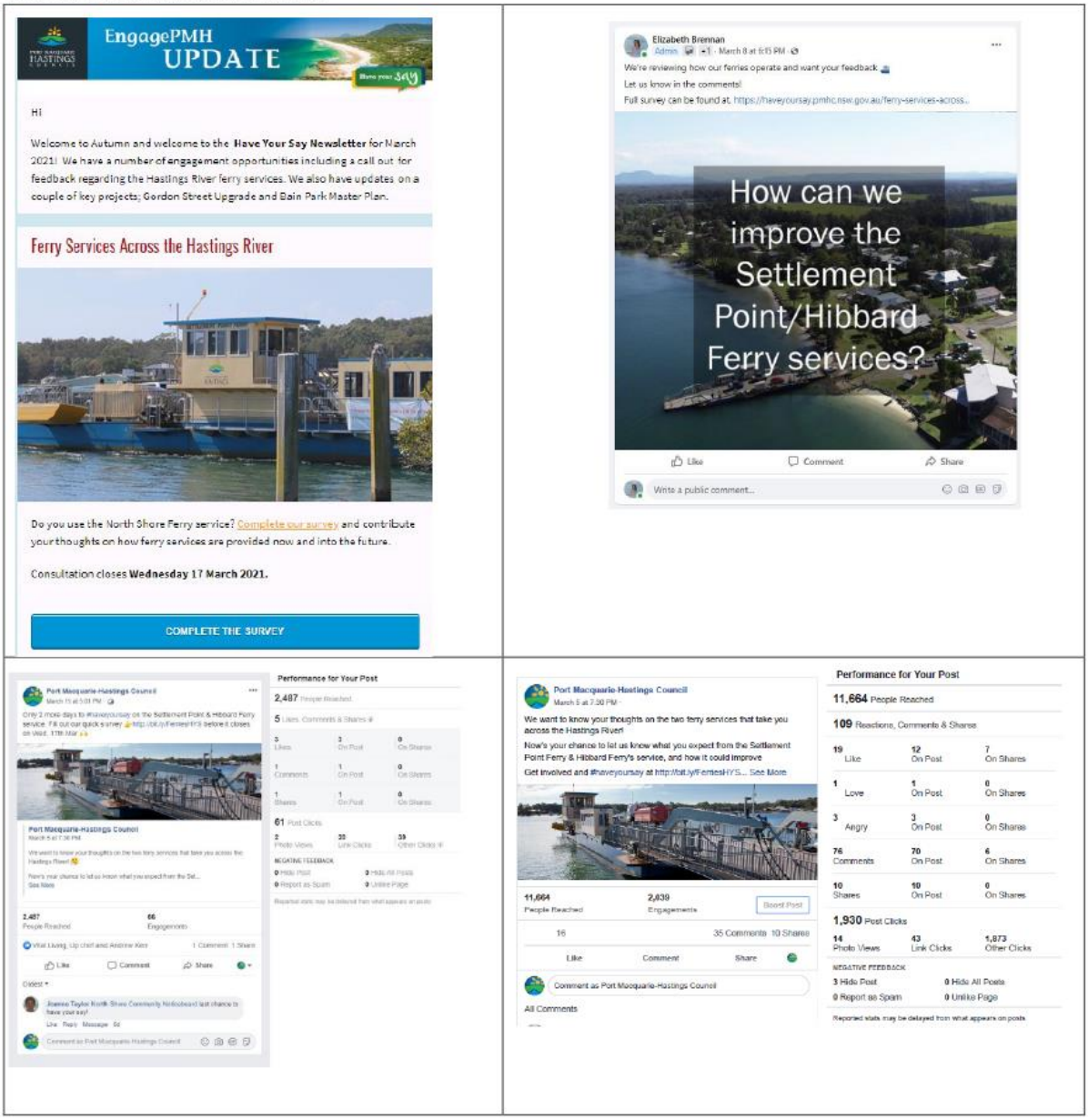
Liz Brennan
Community Engagement Manager

Phone 6581 8111
Email council@pmhc.nsw.gov.au

## 5.2. Postcard & corflute

## 5.3. Communications

Enewsletter and social media



## 5.4. Survey

**values in the graphs add up to more than 100% as respondents could answer questions multiple times. A total of 207 respondents took the survey.*

Question 1: Select a number that best reflects your opinion to the following question where 1 is negative and 4 is positive

| | 1 | | 2 | | 3 | | 4 | |
|---|---|---|---|---|---|---|---|---|
| Answer | % | No. | % | No. | % | No. | % | No. |
| The current ferries operate at an acceptable level | 33% | 69 | 27% | 56 | 28% | 55 | 15% | 27 |

Question 2: How long do you currently have to wait in line for a ferry service?

| | 0-10min | | 10-15min | | 15-20min | | 20-30min | | >30min | |
|---|---|---|---|---|---|---|---|---|---|---|
| | % | No | % | N | % | N | % | N | % | N |
| 5am - 7am | 31% | 48 | 38% | 60 | 18% | 28 | 7% | 11 | 6% | 9 |
| 7am-10am | 5% | 10 | 19% | 36 | 23% | 43 | 28% | 53 | 24% | 46 |
| 10am-2pm | 13% | 22 | 34% | 56 | 31% | 52 | 9% | 15 | 13% | 21 |
| 10am-2pm | 10% | 18 | 23% | 41 | 26% | 46 | 23% | 41 | 17% | 30 |
| 6pm-8pm | 22% | 36 | 29% | 47 | 26% | 43 | 15% | 24 | 8% | 13 |

Question 3: In your opinion, what could be done to improve the Settlement Point and/or Hibbard Ferry services?

| Answer Choices | % | N |
|---|---|---|
| Quicker loading time | 36% | 91 |
| Additional staffing | 38% | 96 |
| Improvement to ticketing time | 31% | 77 |
| Other (please specify) | 54% | 135 |

Question 4: Which ferry service do you use most often? (please choose all that apply)

| Answer Choices | % | N |
|---|---|---|
| Settlement Point | 51% | 105 |
| Hibbard | 30% | 61 |
| I use both equally | 19% | 40 |

Question 5: Are you a resident of

| Answer Choices | N | % |
|---|---|---|
| Port Macquarie-Hastings (North Shore) | 154 | 74% |
| Port Macquarie-Hastings (Other) | 43 | 21% |
| Kempsey Shire | 1 | 0% |
| Other (please specify) | 9 | 4% |

Question 6: How often do you use the ferry service?

| Answer Choices | N | % |
|---|---|---|
| Daily | 154 | 74% |
| Weekly | 23 | 11% |
| Monthly | 17 | 8% |
| Quarterly (every 3 months) | 7 | 3% |
| Annually (at least once a year) | 6 | 3% |

Question 7: What is your primary use of the ferry service?

| Answer Choices | N | % |
|---|---|---|
| Private | 161 | 78% |
| Business | 59 | 29% |
| Recreation/Family | 60 | 29% |

### Other comments

Respondents had the opportunity to provide further comments in the survey. A total of 303 comments were received, these comments were coded to capture the sentiment of the feedback. The table below is a list of the verbatim comments.

| Please share any other comments about North Shore Ferry Services |
|---|
| I feel with the MRR changes traffic will increase both ways with locals and visitors as the ferry's are a novelty and I notice bike riders doing the LOOP daily. Some will push for a bridge I guess for future gain no doubt but that in my opinion is way to much over kill for self interest. And how many other toll roads in the area, How many other roads are subject to trying to raise money against cost of up keep. |
| I own a property on the North Shore which is currently rented, however I spend time in Port frequently, I use the ferries often when there and when only one is in use the wait time is too long. |
| Thank you for taking the time to undertake survey. |
| Ferries are roads and roads should not close for 16 hours every day. This is the case for residents of Riverside and adds up to 13km and potentially 30+ minutes to the trip for residents.<br><br>Imagine if you lived at Lake Cathie and worked at the Tacking Point Tavern, but the road at the Golf Club was only open between 6:30-10am and 2:45-7pm. If you wanted to go home during the day, finish work outside of 'peak hour' or wanted to go out for dinner. Instead of driving this reasonably direct route, you have to go via Houston Mitchell Drive and all the way through the industrial area. This is essentially what Riverside residents are forced to do.<br><br>As a bare minimum there should be 2 driver shifts per day (eg. 5am - 9pm) with NO break in the middle.<br>Ideally 24hrs a day like every other road in the area. |
| Waiting 30-40+ mins during peak times is unacceptable. This is not only due to # of vehicles but the loading time of non-locals who do not know the process and have to manually pay for tickets. I do not wish for a bridge but an upgrade to hibbard to increase its capacity and also more staff so tickets can be purchased while waiting in line vs loading time. |
| This used to be a free service, as are most of the ferries run in NSW. We are paying for the use of a road that no other residents of Port are having to, for a service that doesn't meet the requirements of the residents, public, holiday makers & trades. |
| A stop sign (instead of a giveaway sign) and flashing lights or boom gates on the south side. Have seen and been in quite a few misses where people just drive through the giveaway sign without slowing down. |
| Too expensive for residents of north shore, needs to be included in rates at a maximum of $200 for yearly pass as ample visitors pay for this during holiday and weekends<br>Need a bridge as no tradies will come to homes because of ferry fees |
| The current situation (now extended) is very poor. We are having to alter our lives drastically to avoid ques. Personally it means extremely long days limiting family time and efecting many residents and my own mental health.<br>Once Maria River Road is tarred the situation will only get worse as many more will commute to |

| |
|---|
| PMQ from the areas North of the river. I don't feel we get value for the extreme fees we residents have to pay for the service. |
| The recent delay to the Hibbard ferry slipping caused a deal of stress to new residents or those who hadn't experienced a slipping before. It would have be better communication on Council's part if the SMS was used to advise of the delay and the REASONS! A degree of angst was directed at Council staff due to lack of knowledge of the processes which led to the delay. It took the NSPA (Northside Progress Assoc. Inc) to find out the facts from Glenn Reece (freely given) and then forwarded to the residents through the northshorecommunityfacebookpage and gmail. Why wasn't the NSPA contacted to assist with the information? Handouts at the ferry on one day don't reach that many people! May I suggest that in future the SMS is used as an update. |
| When ferry's get taken out, their should be a spare one that can be put in. I don't understand how the council thinks it's ok to run one ferry with the growing population of the north shore!!! Not hard at all to get a replacement for a few weeks while the one is being serviced |
| I firmly believe that there needs to be big changes put in place. As a resident of the north shore for over 10 years the ferry service is very inadequate for the 21st century. This ferry service is almost the only one in Australia that charges such ridiculous fees. The replacement of a the ferries should be a bridge either over the Hastings or Maria river. Replacement ferry also should be required when other under maintenance. Living in a 1st world country I would think the service would be much more productive and the design of a bridge is a big must. Ferry Fees need to be dropped and the placement of a bridge is a big need. Having 1 ferry for a long period of time is ridiculous and not sure how this is all acceptable in a modern 1st world country. |
| Settlement Point Ferry is now to small to cope with the increased volume of traffic from locals & tourists, campers & 4WD beach drivers. Invest in a larger ferry for Settlement Point & move it to Hibbard ferry site .<br><br>Extend the Hibbard hours by 1 hr in the morning & afternoon will assist in reducing the hours at Settlement Point. Shift & essential workers can get to the 6am shift & parents/carers can get to schools for pick up timely & not spend their day on the road.<br><br>The roads need to be repaired at both ferry entrances. It is dangerous when there are long queues at Hibbard both sides of the river.<br><br>Road markings on the Southside at Hibbard to ensure no road blockage on Settlement service days.<br><br>Restrict the size of vehicles on the Hibbard to make sure that the road does not get blocked when queuing.<br><br>Repair the pot / drain hole near the Hibbard ferry on left side of verge on approach.<br><br>Better planning for dry dock service needs to done. Replacement ferry should be sourced. |
| Longer hours for Hibbard Ferry which would alleviate wait times at Settlement Point Ferry. Refueling after 7pm not during the day. Regularly update the road markings / numbers in squares, on the North side of the Settlement Point ferry to help with the queuing process especially for visitors. Install a sign on the south / eastern side of ferry ramp, advising you cannot queue there to enter ferry ( coming from the Settlement Point Park). |
| Its much too expensive to use the ferry. |

| |
|---|
| We would like to see the Hibbard ferry hours extended later this will make the tragic flow better at both ferries if the Hibbard runs for longer |
| The service is great, just needs to operate to its full capacity so people can enjoy the beauty if North shore and access it. |
| Lower the cost due to wait times, speed up the process of trips |
| Ferry drivers are wonderful. I have seen them being abused for situations over which they have no control yet they are always polite and hard working. I believe that this is the only ferry incurring fees where there is no alternative road. |
| '- The council should consider a long term solution with electric ferries for both Hibbard and Settlement Point. The North shore and the ferry are part of the Port Macquarie experience.<br>- Reinforce the requirement to stop the vehicle engine when on the ferry. The signage should be more explicit. |
| 1) the ferry should be free for all residents.( as in the majority of other river crossings in NSW.)<br>2) the council has failed to plan ahead and organise a replacement ferry for the period when maintenance is required on either ferry. ( you always have excuses! surely 2 years between maintenance for ferries, allows sufficient time to plan a replacement ferry!)<br>3) the council treats the north shore residents as 2nd class citizen's. We pay our rates and get very little in return ( compared to the other residents in PMCQ) e.g. KERB and guttering, paved footpaths, reasonable road surface and a lack of surface water flow-off , during heavy rain.<br>4) The ferry service is going to be totally overwhelmed during the up coming Easter Holiday! Did you take this into consideration when planning ferry maintenance?<br>5) why do you allow commercial trucks ( e.g. B - doubles ) to use the ferry during peak hours?<br>6) when a B-double uses the ferry - is he paying the fair equivalent to the number of cars he is replacing? Ie. 2 lanes by 4 cars equals 8 cars not getting onto the ferry . Results equal less cars on ferry, and loss of revenue to Pics. |
| Avoid doing business at North shore due to ferry no bridge and would never live at North shore |
| The ferry service is an antiquated way of moving vehicles and people. One company/family has had a monopoly on its operation for nearly 20 years. This is the first thing that needs changing. The ferries need to be cashless and a system implemented like toll roads with the use of a toll tag in a vehicle which is read by cameras on each side, if you don't have one then you have 24 hours to pay otherwise your fines. This will dramatically improve loading times.<br><br>As a former resident of the Northshore and regular visitor the queues are getting longer with more residents and visitors using them, this will only increase further with the upgrade of Maria River road.<br><br>To move more people in less time a bridge needs to be built or the Hibbard Ferry needs to have a higher capacity, ie new ferry.<br><br>Council also needs to look at the massive costs of maintaining the ferries that's charged by Birdon Marine. There also needs to be financial penalty to Birdon when they don't finish the maintenance on time sometimes weeks late, this is very common in construction and maintenance contracts. |
| A bridge would be preferred option otherwise 24 hours both ferries<br>Compare to Lawrence Town ferry on the Clarence ...they havex2 ferries availablec24 7 and its free!!<br>Not good enough Port Macquarie council |

| |
|---|
| We pay a yearly concession to use the ferry services. When one ferry is being slipped we should have a substitute ferry for whichever one goes out as we are still paying for this.<br>Hibbard ferry needs to run all day. Waiting lines are getting beyond a joke.<br>I have lived our this side for 36 years and hibbard ferry has gotten alot slower. It's around 10 minutes per trip. If I just miss the ferry that's 30 minutes before I get to town side. Was never like this year's ago.<br>If you calculate 2 x cars for every house on this side that's alot of traffic coming across the ferries each day, not taking into account families with 2 or more kids who have there license and also crossing the ferries and tourists some days, trucks, council bin trucks etc. Something needs to be done for the amount of money we pay. |
| A bridge needs to replace these money gobblers |
| Very long wait times while Hibbard ferry is out of service. A replacement ferry should be put in place to reduce the traffic and reduce ferry times. It's currently taking 1hr to get to work. |
| The wait for the ferry is annoying at times, mostly getting to school and work on time. The operators are friendly. A bridge would be more convenient. |
| The management of the north shore ferry is far from acceptable. Every ferry slippage has been extended for bullshit reasons, this year being a delay due to weather although the ferry was booked into the dry dock at birden and moved to make way for other work... I am interested in the relationship between ferrymen, Birdon, council management, ICAC might be interested in this also. |
| Reassessing for a bridge could also mean further development and family orientated facilities at settlement point, less traffic on the settlement point road as this needs upgrading and is not really wide enough for the marathons, access to crescent head without going on the busy hwy, it would mainly be locals travelling between towns not having to contend with trucks etc. Surely a bridge for everyone to use would be money well spent rather than the rudely outrageous cost of the Glass House that I have only used 3 times since it was built and still have to pay for the privilege on each and every occasion. |
| I think the ferry men do a fantastic job always pleasant and smiling . The only way to make things better is a bridge. |
| - Most importantly. Please build a bridge over either the Hastings river or the Maria River to link up with Black Mans Point access. This will grow our city Northwards. Could even open up possibility for events such as the Iron Man to go North instead of South where the community living on Ocean drive continuously complain. ...<br><br>-Please could both settlement point and Hibbard ferry's run 24/7 .<br><br>-Hibbard Ferry to run a bit later till at least 8pm or 9pm to allow for kids sporting commitments or entertainment options in town, dinner etc<br><br>- When either ferry is slipped for service please hire a replacement Ferry and do both services concurrently. The volume of traffic has become excessive in the 11 years since we moved here and this has become unacceptable especially when the Settlement Point Ferry is slipped.<br><br>- Most importantly a Bridge either over the Hastings river or the Maria river.<br>- Thank you for hearing our views |

This entire service needs to be reviewed. Costs too much for singular trip, takes way too long to get across, Hibbard shuts off too early (should be a lot later than 7).

The BIGGEST flaw of this service 4 year service. How can a council expect an increasingly large population to be restricted to one access point to town. It is simply ludicrous that it is allowed. It restricts residence ability to access town and provides limitation to access to health services. What if somebody was having a health emergency? How would an ambulance access such a location when lines are packed and the ferry is full.

For me personally this ferry outage is super restricting. I am in my HSC year, trying to get to school on time, leaving before or just after 7 to wait in a long line only to get to school by 8-8:50am. It should not take me an hour to get to school! Nor should it take me so long to get home. Living on riverside I have little to no way of sustaining my general lifestyle. I cannot do things I would usually do, I should not have to change my lifestyle because a council cannot plan nor facilitate a functional plan. Why would you shut off a bus service at 5:30pm? Why not later. On numerous occasions I have missed or have not been able to access this service due to it being full! Then proceeding to have to some how get home and/or ride my. bike in a 100km/hr zone in which is narrow and has blind corners! I should not have to be in the situation nor experience a hinderance to my safety because of your poor planning.

Alleviation of these problems!
First of all, did nobody at the council and/or service facility consider working around the clock, with several different teams and agencies continuously working on the ferry overnight to get the job done ASAP. This servicing should not take 8 weeks, it should be well planned and act swiftly and intelligently.

Second of all, why would a service be limited to the conditions or environment. Why should an entire populations lifestyle be limited to the occurrence of rain. Did nobody consider an alternative to working outdoors. A cover, another facility or something other than not being able to work due to something we cannot control. Like come on. If a 16 year old can think of this, a local council should be able to act more intelligently and sufficiently than what we are seeing.

Lastly, YOUR ORGANISATION HAS HAD SEVERAL YEARS TO ORGANISE THIS, SERIOUSLY!!
Did nobody consider getting a temporary ferry service? Of course the costs are large, but it should be considered and actually happen. This would be a proactive use of tax funds.

Also, while I am here. Have you ever considered improving the roads between the two ferries. Especially the one to the Hibbard service (north shore side). This road is WAY to narrow, it is riddled with potholes and eroded sides. There is a more than enough space to expand it's width and/or resurface to so when other cars pass by it is not a risk to drive off the road into a drain!

Please consider my issues with your very flawed and insufficient service!

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| Why are you bothering doing a survey when you are sealing the Maria River Road which will result in increased use of the ferries particularly at school holidays ,Christmas,Easter and weekends. What are you expecting the traffic to become when 2 wheel drives can access Maria river road( towing caravans and camping trailers behind them).The queuing /wait times on both sides of the river will become intolerable. Extending the hours of the Hibbard ferry,which is a great idea,won't solve this potential problem.<br>If the purpose of the ferries is to service the residents of the north shore the ferry service is adequate. Your decision to seal the Maria River Road will make the ferry service inadequate. Please please please stop listening to the NSPA. They are entitled to their say but they don't represent all the north shore residents.<br>If you choose to live on the north shore you deal with the ferry. |
| build the bridge |
| Concerned at age of Hibbard Ferry. Plan should be in place to replace. Also decisions to tar Maria River Rd should take into account impact on ferry service. Hibbard Ferry should run all day as will significantly increase traffic |
| I would like to see a bridge or tunnel over or under the Hastings River in Port Macquarie! It would save a lot of Ratepayers money in the long term! Also it would bring all Port Macquarie together to share our beautiful coastline! I'm sure NSW or the Federal Government could be persuaded to assist the Council in this action to bring our area into the 21st Century? This is something I feel should be thought about seriously by all concerned.<br>Regards Waiting. |
| I would like to see the ferry service handed over to the State government and for it to become a free service for all residents, no matter whether or not they live on the North Shore. I have been told that this ferry service is perhaps the only (?) service in NSW that charges a fee.<br><br>The slipping time for servicing the ferries always blows out to be longer than planned. The Hibbard ferry being slipped for 8-9 weeks or whatever it ends up being this time is far too long - approximately two months out of the year. Riverside Drive residents always have the added travel time and fuel cost to add whenever one of the ferries is slipped. When the Settlement Point ferry is slipped, it is just not acceptable for all ferry users to have to use the smaller Hibbard ferry as waiting times can be long and very frustrating. At times users have to wait for three or four ferry runs before they can board the ferry in peak times.<br><br>While I appreciate that Council provides a shuttle bus service from the Riverside Drive end to the Settlement Point ferry, I am very uncomfortable with leaving a vehicle in the carpark on the south side at Settlement Point as there has been vandalism in the past. This however, is the only workable option when the Hibbard ferry is moved up to Settlement Point as waiting times are too long for workers with more than one car to expect to board the ferry in a timely manner.<br><br>I would like planning to be put in place for a replacement ferry to be utilised for both ferries being slipped. |

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| 1 - Extended operating hours will assist in meeting the changed needs of the community.<br>2 - hand over ferry operating to state government. As a designated road, the state government would be best placed to absorb operating/maintenance costs.<br>3 - in (2), north shore would use car sticker system to travel free - put charges in place for other users.<br>4 - investigate and make public any costings for a replacement ferry when one is being slipped. It's an absolute miscarriage that ferry users are forced to wait 3 or 4 ferries just to make the trip across the river for work/lifestyle/sport/shopping.<br>5 - and if you don't do something major with regards to access to ferry on north side at Hibbard Ferry shortly .. we will all fall into the river! 😉 |
| To alleviate the congestion we need a larger ferry at Hibbard or it needs to be operated for longer hours.<br><br>Maybe a bridge across the Maria river at Blackmans Point across to Riverside Drive would solve a lot of problems. |
| The ferry is so slow & frustrating, it adds up to 2 hours to a job, sometimes takes half a day to do a small job there. We go backwards so we stopped servicing the residents of North Shore altogether : ( |
| I have been a resident of Riverside for 30+ years and have seen a huge increase in traffic over that time. I have two main concerns starting with the cost of the ferry service to residents ($30 a month which is reasonable but totally out of our control in relation to increases in the future. Could there be a concession for pensioners? At this stage we are a 2 car family and find $60 a month manageable while I am working but when I retire this is a big amount to budget for each month). Any visitors, family and friends have to pay $5 each way to visit us which is not acceptable.<br><br>Secondly the Hibbard Ferry should run for longer hours. Years ago the afternoon start time was brought forward to 2.45 or so in the afternoon but is still not suitable for collecting students from school. The Hibbard Ferry should run from 1.30 or 2- 8 which would cater for school collection and also those working late. |
| Too expensive. Outrageous |
| Please take credit card |
| Enjoy the trip for tourism so time of crossing and duration not so important. |
| Ferries are running well. Unfortunately we have a number of new whinging residents that knew the ferries were here when they brought there houses and now are regretting there purchases as the ferries don't fit into there lifestyle. |
| Hibbard ferry operating hours need to be extended through the day |
| I only use the ferry when I have visitors, to take them on an outing, so only occassionally |
| It's an antiquated service. We need a bridge. And at the least. Have Hibbard ferry available from 6am to 10pm. |
| Hibbard ferry should run 24/7 especially with the population of the Hastings growing rapidly, when 1 ferry is out of action for whatever reason another ferry should replace it so there will be always 2 ferries in operation. |

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| Childrens school bus services should ALWAYS run a mini buss morning and afternoon to get children to and from their houses and ferries, the mini bus service for the kids this is provided during a ferry outage is great, but council should make this implement this themselves daily or make busways provide this service for the childrens safety and for the convienence of all rate paying families on the north shore. When parents need to work children that are old enough to go home alone could be dropped home to their driveway by the bus, just like every other suburb like telegraph point, rollands plains long flat!!! Instead these kids are forced to walk or ride a bike upto 7km home to/from these ferries rain hail or shine, with no option than to walk/ride on a narrow dangerous road with absolutely no shoulder or footpath for them to get away from the traffic. Their safety needs to come first. |
| Hibbard ferry hours need to be extended. When Maria River Road is sealed, the access to Hibbard Ferry on Riverside Drive has to be improved, and road widened. In peak times there should always be two staff on ferry to help move cars up, therefore improve loading time, especially on Fridays.<br>Also re ferry fees. Residents who have already purchased stickers should be able to hand out green tickets to visiting friends and tradies, without them having to have a residential sticker. If my locally living friends want to come over for a coffee they need to pay 10$ which in my opinion is unfair.<br>Thank you. |
| My family enjoy using the ferry. I especially like the fact that you can bike over for free. |
| Extending the time at Hibbard, even if just 1/2 hr either side of morning run, & start at 2.15pm, would take strain off busy times at Settlement Ferry. |
| Great service and we'll run. The ferry adds a certain charm to the area and keeps the north shore a special place the visit. Don't ever build a bridge. |
| I am concerned about the increase use of Settlement Point Ferry and in particular with the sealing of Maria River Road without consideration to the increased traffic flow along Settlement Point. I am surprised there has not been a serious incident as yet, but I am sure it will happen. There is a combination of walkers, runners, prams, mobility scooters, social bike riders and road bike riders, cars, trucks and with the absence of a pathway it is dangerous. Please extend the use of Hibbard Ferry and redirect traffic to a road that is more suitable for heavy vehicles and more cars with reduced risk. |
| 1. Nice that ferry drivers are so personable, but several are known to "have a chat" with people they know, slowing up the loading process. A quick "g'day, how ya goin'" is enough. Not conversations that go on for minutes.<br>2. Ad hoc observations indicate Thursday and Friday afternoons from about 1.00pm can be the start of the peak period, whether going south or north.<br>3. Council vehicles should be required to give way to paying users on the ferry (for up to two crossings). Ferry driver to monitor.<br>4. If a second ferryman is on board - regardless of numbers of vehicles in the queue - he should be on the deck directing vehicles to get as close as possible to the one in front, not sitting up in the wheelhouse just watching.<br>5. Council should text all subscribers when the monthly service days are coming up, as well as breakdown info. |
| The $5 fee is ridiculous.. longer hours for Hibbard, starting at 1pm would be great |
| Settlement Point Ferry during middle of the day(particularly Fridays) has become very congested as there is only one staff member operating ferry service. |
| The staff are great and do professional job, but we need both Ferris to operate it is 2021 !!!!! |

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| Due to the increased number of people living on the North Shore and each house having an average of 2 cars per household it is essential that both ferries operate 24/7.<br><br>The current drivers do a good job, but really need to have 2 men per shift during the day to help alleviate wait times.<br><br>The electronic ticketing system needs become more streamlined. |
| The current extended service period places a significant strain on families. To be on time, many of us are juggling cars, leaving them (sometimes) overnight at settlement point and having to walk across with children, equipment, shopping etc in what has often been raining conditions. Walking children to the school ferry in the morning is quite treacherous, trying to avoid walking through large puddles, being splashed and watching out for vehicles jockeying for position in the long queue or rushing their kids in vehicles to meet the ferry. While most people are aware of children it has still been quite dangerous and people are tense.<br><br>Relying on one ferry for numerous weeks is not satisfactory. Should something go wrong with the remaining ferry, access is a major problem. Emergency situations become a tremendous concern.<br><br>I plead with Council to secure a back up ferry from RMS for the next major service of the settlement point ferry to remove this major burden from residents and greatly reduce risks to our community. Our north shore population continues to grow, visitation (including campers, caravans, boats) is increasing. Extending the service over the Easter holiday period will no doubt make our access more challenging with increased wait times. The approach to managing these major services must change. |
| We should not be paying whilst ferry is out of service |
| If there was no need for payment or ticket collection/checks, the ferry would obtain a 50-100% increase in travel times and capacity. This is where a lot of time is wasted, especially at peak holiday and weekend times. |
| due to the current Hibbard ferry being out of service its fully understandable the increase load on the settlement point service. I feel more so for the riverside and north shore residents during these times. if I may suggest the possible idea of having a loaned service in action during the times of either one being serviced to maintain the double service units. |
| I am happy with service ,nearly all drivers are lovely men friendly and pleasant my only grumble is when one ferry is down ,like now withHibbard in dry dock |
| I travel from the country to regularly visit my girlfriend and her family on the North Shore. Given I generally arrive later in the day I usually have to go through town to get the Settlement Point ferry when she lives near the Hibbard ferry. If you arrive at the wrong time the wait sucks. The Hibbard ferry should be opening for longer or 24/7 |
| Hibbard ferry needs to be open through the day.<br><br>Electrical ticketing system (21st century)<br><br>Resident sticker should include all members of the house hold. Each member should not have to buy one. |

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| Build a bridge |
| Longer hours please |
| Hibbard Ferry services should be increased for longer hours both at weekends and during the day. Thank you for doing this survey. |
| A bridge or tunnel would be better. |
| I am a resident of the North Shore and also a local paramedic, currently the wait times present a danger for emergency services response times. |
| We need an improved service!<br><br>Comments about this listed previously |
| Na |
| I would like to see the Hibbard ferry run longer in the morning and afternoon and longer on weekends and public holidays and school holidays |
| The fee structure is wrong. North shore residents are slugged 350 per car which amounts to 1/3 rates (2 car family). A fairer system would be to Halve the cost of yearly ticket to residents of north shore but increase the cost to residence who don't and further increases in the order of 300% for out of town day trippers as these are the people who choke the ferry continuously Friday to Sunday - they are tourists and should be paying the premium |
| I have lived on the North Shore since 1998 - almost 21 years. As zoning has changed and developed permitted, the community has hugely expanded in that time. The ferries are our roads. They have not been updated to deal with the growing needs of the community nor the visitors during holiday periods.<br><br>Council needs to petition the State Government for funding to bring the ferry service to acceptable levels so that it is not reliant on Council to maintain and run. The ferries are our roads. Yes, we chose to live here but we pay our rates and expect our 'roads' to be in working order. With the tarring of Maria River, the patronage of the ferries will only increase. Council allows vehicles on the beach - thereby inviting the public to use the ferries for recreational purposes. The sheer volume of traffic during holiday periods is detrimental to the enjoyment of the community in conducting normal activities and the ferry delays cause stress and anxiety, late appointments and in non COVID times, missed flights. The community is here to stay and Council, together with the relevant State government support needs to provide the community with a workable solution. Also Council needs to turn its mind to the fact that during slipping of one of the ferries for 6 weeks or longer, the other ferry may require some maintenance. This is a serious issue where both ferries could be out of service and apart from posing usual inconveniences, could potentially make Council liable whereby there is an accident or illness requiring emergency care. Long term, a floating jetty would be the solution to that problem. Finally, Council should not be tendering out the ferry contract. It should not be a question of a business setting out to make a profit - where else in the LGA does an entity make a profit from 'road' use. Council needs to bring the ferry into the current climate & seek support where necessary. Noting all of the above, I wouldn't live anywhere else, the ferry operators do an exceptional job often under serious pressure, weather conditions etc. Happy to expand on any of the above or provide further details if necessary. Thanks for the opportunity of having a say and providing some input. |
| Generally it's handles the amount of cars with a short wait but with additional housing on north shore and when a ferry is out due to servicing the wait time is unacceptable for something that costs over $360 dollars a year to use. |

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| When one of the ferries is being serviced provide another replacement ferry. |
| Ferrymen do a fantastic job always courteous and professional,however the Ferry Service at Hibbard does not meet the ratepayers / customers needs |
| The ferrymen are great people and always courteous and happy crew. |
| Should be free and run by state government as all other ferries are except Ballina.At least residents should be free for up to 2 households |
| I accept where I live and apart from providing 2 staff per ferry during peak and holiday times I think it's time the hibbard ferry is also operating 24/7. This level of service will then be commensurate with the number of households now living on the north shore |
| During busy times there is excessive queuing with virtually no space to queue on the road. People do not respect your driveway access which causes you to wait to get out and then join the queue. The access roads are in such a poor state while increasing traffic creates further problems. When are North Shore residents going to have a free service??? With all respect Surveys like this barely scratch the surface. |
| operaters are generally happy .and easy going |
| Hibbard ferry needs longer operating hours , if Maria river Rd gets tared the traffic will increase considerably and ferry line ups will increase dramatically for residents..<br><br>Settlement ferry should have 2 staff on at all times , Hibbard should have 2 staff at peak times ...<br><br>Hibbard definitely NEEDS longer operating times for sure !! |
| We have the only car ferry service in NSW which requires payment. Why is that?<br><br>A bridge or tunnel is needed. |
| With the link road going in near the air port and the soon to be tared maria River road. The ferry roads are going to be congested. Providing residents with a bridge is necessary as the area is growing and expanding. This is beneficial for everyone, this will provide a direct link from cresent head to port macquarie. More houses will potentially be built which will help the renters and home owners as well as provide income to the council and local businesses. We are a high tourist location in a prime spot. Stop living in the past and provide your local residents with a bridge. |
| Cost to residents is excessive, especially on top of our expensive rates, (considering the limited infrastructure on north shore. Poor Phone service, road repairs, drainage, internet and no town water. |
| A bridge - ferries cost too much |
| Hibbard needs extended hours |
| Runing Hibbard ferry for two shifts during the day will be cheaper than extending the hours. It will reduce speeding along shoreline drive.reduce vibration along shoreline and sett PT road and alowe parents to meet children after school |
| More stable hours at Hibberd would benefit the whole community |

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| An extension of the Hibbard Ferry hours when back in service. |
| We need a ferry service that is fit for purpose. Many families on the north shore have children who have now grown up and many families have 3 or 4+ cars so requirements have changed |
| Current staff are great but need 2 on all the time. |
| Very expensive for what you get. Hibbard ferry hours inadequate for population levels, which continue to increase, approach to Hibbard ferry on NS side, dangerous. |
| . |
| Extend Hibbard Ferry operating hours. Start earlier, No 10.00 - 3.00pm break. Continue evening service to 8.30pm. |
| Can the operators please lift the ramps up out of the water so we don't have to drive through salt water when we drive off and on |
| During long term service periods ie 6 weeks restrict ferry to residents only and service vehicles. The wait in question is an hour long to get to school<br><br>And work. I park my car at setto point and walk home however I get no discount on ferry fee to bring my car home on weekends when I buy a monthly and my car not using the service. 2 operators at all times between 7am and 7pm to Expediate crossing. |
| Increase hibbard ferry operating hours |
| All the staff members are really lovely |
| As a ratepayer the cost per year to north shore residents and family visitors to these residences is a financial burden. The ferry should be a free service to local ratepayers. |
| We need both ferry's operating week days |
| I have no expectations that anything will be addressed as this has been talked over for many years. All it does is continue the frustration that a powerless survey will achieve anything. Good luck to those who organised the survey I hope you get some important data that is often shelved by a self entitled council. Tax payers money has gone into this, I would have rathered bought a slab of beer to share amongst you all |
| A replacement ferry should be used during these 6 weeks periods |
| At present it is absolutely unacceptable! And to be paying for it is outrageous! I don't know of another ferry service in Nsw where you pay ! |
| Increase Hibbard operational hours, we as a community have been asking for this for quite a long time and as a long term resident, this is our priority, as a Riverside Drive resident, it takes us longer to go into town and home again as well as increase costing of petrol to have to continually use Settlement Point Ferry. We work and have school aged children and the current operational times of Hibbard do not always coinside with the times of needing to travel. |
| Staff are always very friendly and helpful. It's a highlight of our annual holiday to go across to north shore each day to walk on the beach. |
| As a resident I strongly feel more services need to be available during busy times which extends beyond the current times. |
| I am satisfied with most of the ferry services. The Hibbard ferry times are not very flexible though, which I would like to see change |

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| Friendly staff, could have an incentive for electric cars - cheaper or free. Positive reputation for council benefits, stance on climate change. |
| I have no expectations that anything will be addressed as this has been talked over for many years. All it does is continue the frustration that a powerless survey will achieve anything. Good luck to those who organised the survey I hope you get some important data that is often shelved by a self entitled council. Tax payers money has gone into this, I would have rathered bought a slab of beer to share amongst you all |
| Replace ferries when being slipped and free service for residence because we all pay rates |
| The service is acceptable however the garbage service that we receive could come at a more convenient time not to increase the wait time during the morning rush period. Having the sms notification has improved some of the notifications however this could be improved with more information at times. Other than that the service is adequate and if the new comers don't like what we have maybe they should have brought or rented in town. |
| Reliable, fast and handy. Just a little expensive at times |
| No problems |
| Happy with current service & staff. |
| Na |
| Question 2 is difficult to answer as waiting times can increase 2 or 3 times during public holidays and weekends. |
| Hibbard ferry needs longer hours day time we need schooo pick up starting at 2.45 isn't early enough we need 2pm at least daily |
| Extend hibbard hours!! |
| Parking lanes while queuing is dangerous/not fit for purpose |
| It's becoming impossible to get tradesmen, delivery companies, cleaners, parcel deliveries etc because of the inadequate and expensive ferry service. Councillors are elected to look after the local residents but when it comes to the north shore - ESPECIALLY RIVERSIDE- we are forgotten about. |
| It's great they have eftpos now.<br><br>Would like weekly tickets to be able to be bought on Sundays. |
| It would help if the hibard ferry would operate a bit longer throughout the day |
| Refer to previous comments |
| Residents of the north shore should NOT have to pay to cross the river. It is a continuation of the road and therefore should be free. Only non residents should have to pay |
| Survey didn't include 2PM-6pm which is often the busiest and longest wait from south side as school & work traffic tries to get home. I think once Maria River rd is sealed the pressure on the Hibbard will increase so a ferry with greater capacity should be looked at. My other thing is as a northshore resident I think we should not have to purchase a "Resident"concession each year. Yes we pay monthly fees to travel but I think if you live on this side you should be waived the $55 fee to purchase discounted tickets. |
| In this day and age this is a disgraceful way of operating the ferry service. When I moved to the North Shore I obviously knew I had to rely on a ferry service and that is fine but six weeks with |

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| one ferry is poor service and then to extend it to eight is infinitely worse. Another ferry should be brought in or residents should be compensated financially. |
| i feel the operators are doing a good job given the circumstances |
| The road structure on the settlement point road could better for the ferry line. |
| Can't fault very happy thanks |
| Should be a separate queue for north shore residents as all other patrons are using for recreational purposes |
| Should be free or replaced with a bridge |
| I dont have much concerns about the service we get. I love the lifestyle we have over here and the ferries are part of that. In my opinion the ferries are operated very well and I dont have an issue with them. A reminder about ferry service days would be much appreciated but thats nothing major. |
| The ferry needs CCTV so you guys and the ferrmen can see what goes on and we as residents can have the security. |
| It is unacceptable that when one ferry needs to be serviced we have one ferry only. An additional ferry should be sourced to replace the ferry being serviced. The wait times are apauling I have a busy job based on Port Macquarie and have to leave sometimes an hour early to travel three kilometres to the CBD.<br><br>Maybe a suggestion is that we have certain ferries in the morning to allow children and working people only in those ferries. If you are just going to TOWN wait for a time when it is not at its peak. |
| Inadequate & costly. So inconvenient. It's time for a permanent solution such as a bridge across hibbard to join up to the airport which could eventually link to the proposed link road. This will increase options and business opportunities for the airport and port Macquarie to make $ back from the investment. |
| Should have cheaper yearly tickets when ferry on slip or organise replacement |
| The staff are fantastic, Ian in particular but i belive it should not be a paid service for residents. Especially in peak hour when tradies and 4wds clog up the whole ferry increasing wait time. |
| A text to let us when a ferry is out for serving |
| It amazes me how we can use a QR scanner to complete a survey, but we still need to display a piece of cardboard on our car. The hours of operation particularly the hibbard ferry need to reflect the 21st century!!!!! Please listen to the residents and extend the hours!!!!!! |
| On the whole, Council organize the running of the ferry service well. Extension of the Hibbard ferry hours would assist tradies, those needing access to the airport early and parents of school children. It is certainly a cost to Council that should more appropriately be borne by the State Government. We do not want a bridge, thank you! |
| I think its time to build a bridge so the area can grow<br><br>It was meant to be years ago as promised and yet we still have to deal with the increase of tourists to the area every year. Port mac is growing and even more now that no one is going over seas, The line up is so bad sometimes it makes my family want to move but we love where we live. |

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| Also the road is now getting so bad due to the amount of traffic.<br><br>pot holes the size of cars are everywhere. |
| Either make a commitment to utilise Hibbard Ferry as a 24/7 ferry and replace it with a bigger ferry OR build a bridge in that exact location and remove the ferries altogether.<br><br>Look into the speed of young drivers along shoreline and north shore dr. Someone is going to be killed by a speeding motorist soon. Either put 'slow down' signs up which illuminate when you hit the 50 zone, a chicane to slow traffic down or speed humps (already dismissed by Council) BUT do something before one of our kids gets run over. PLEASE. |
| Hibbard Ferry houra need to be extended to run earlier in the morning and later of a night. Hibbard Ferry really needs to be run all day on Friday and Monday as well. |
| Ticketing and payment to be made on the ferry and operating with two operators |
| Operators to a terrific job, but more operators during peak times would help. |
| Staff are always helpful and friendly. Just need longer operating hours on hibbard to share the load |
| Question 2 regarding ferry waiting times appears to be missing afternoon peak hours 2pm - 6pm. This will likely affect the accuracy of the data for the afternoon waiting times. I think asking residence to provide Council with ferry waiting times is not going to provide meaningful data to base decisions on improving the ferry service. This should be carried out by an independent auditor. I'm also concerned about the additional risks associated with emergency services and evacuation response times due to current operational arrangements with only one ferry operating during long term maintenance periods. This is not acceptable. People's lives at risk if residents require urgent response from ambulance services or residence need to be evacuated during bushfires or flood. The residence need both Hibard and Settlement Point ferries operational. The Hibard ferry needs to be operational throughout the day due to increased traffic and and a replacement ferry must be in service during long term maintenance periods. |
| Council knows when the slippage is occurring, organise a replacement ferry so it doesn't take residents over an hour to get to work and home.<br><br>Also in peak times - residents should get preference to loading. The Daintree ferry in North Queensland has a residents only line so they get on the ferry before visitors and tourists. |
| I have not a problem with the ferry service at all. Ferry drivers do an amazing job.<br><br>The ones that protest have nothing else to do.<br><br>If I have to wait for the ferry eg...just missed it...I always have my book to read or my knitting. |
| Really pleasant ferry staff. Please thank them for all their hard work |
| I use the ferry service 6 times a day at a minimum. Hibbard ferry is closest to my home and would be great if on Friday and Saturday nights it was open a later. Also it's been said the Hibbard ferry will be out longer than the 6 weeks and the bus will not be extended in that time. If that is the |

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| case then I have no way of getting to work. There is other people who use the bus other than school kids. I have always caught the bus and this time the bus is busier than ever. |
| The ferry operator has a reliable and efficient team who are doing an excellent job.<br><br>The reliability of the ferry in recent years has been handled better by the council than previous years so that is a positive. As mentioned previously capacity needs to be increased at the Hibbard location with longer running times. |
| An app with our own ferry account to keep track of our vehicles and their tickets and be able to show this information from our phones to ferry drivers would be efficient. And to be able to buy yearly tickets all year round. |
| Always wondered why this is not a free service to residence of the North Shore, potentially there would be less complaints if this was not a paid service.<br><br>The main concern is when one ferry is having a major service and is out for 6-8 weeks, this impacts everyone lives drastically, is there no way of hiring a replacement ferry for this period? I mean we do pay full price even when there's only one ferry in operation, there's never been an offer of any reduced rates during this time... |
| Pensioner rate for annual pass |
| It seems like there are more cars using the ferries on a daily basis compared to 10 years ago, perhaps the demographic of north shore residents has changed? More people per household? More children needing transport to and from town? Increasing the Hibbard Ferry running times would definitely help. Big trucks at peak times also cause delays but I'm not sure how you get around that one. Extra staff could speed up boarding times too. |
| wait time is unacceptable in peak holidays |
| A second ferry needs to be put on when either ferry is slipped especially when the Settlement Point ferry is being slipped, the North Shore residents are more working families with kids who need to get across during peak hour & shouldn't have to leave over an hour early just to queue up. Ferry should also be free for residents living on the NS as this is an additional cost on top of our rates which are in line with the rest of PMQ. |
| Service is inadequate for the amount of people using it which impacts residents negatively especially during peak times like Christmas. |
| It's so annoying when the ferry has had a service then the next day we have to wait again for it to be refueled. More staff to make things move quicker. |
| Keep up the good work |
| |
| Hubbard ferry needs to operate longer hours to accommodate the volume of traffic now being experienced and not to mention the tea tree semi trailers with trailers are compounding the problem ! |
| 2 staff members on ferries between 6:30 am and 6:30 pm keeps ferries loading and moving efficiently. |
| More Hibbard services |

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| A bridge built |
| More hours for Hubbard ferry |
| Updated ticketing system and software. The Hibbard should be open longer |
| Hibbard additional hours |
| Would be great to have the Hibbard Ferry operating a little longer. |
| The Hibbard ferry needs to start at 6am so tradesmen can get across in time for work. Also start at 2pm so mums can get into town to pick up their kids. |
| Longer hours on the Hibbard ferry |
| Have both ferries operating from same place.<br><br>I.e. side by side. |
| There must always be 2 staff |
| Have longer hours for the Hibbard ferry to operate. 5.30am until at least 8pm every day. Have the ferry operating all day.<br><br>Speed the ferry speed up.<br><br>Don't charge residents when ferry service is not operating at full capacity such as now - this would be a gesture of goodwill.<br><br>Do not charge motorists to cross the ferry when there has been a car accident on the highway and there is no alternate route but the ferry. |
| The above three questions are irrelevant they are already running at a maximum pace. (One had to be answered) Put on hibbard ferry more hours |
| Settlement Point Ferry should be manned at all peak times 6-9 am and 3-6 pm by 2 operators. Hibbard Ferry should operate for longer hours during peak hours 6-9 and 3-6. |
| Hibbard runs 24 hours |
| Install ticketing machines at ferries for self service , The Hibbard Ferry hours need to be changed to an earlier start in the mornings and an earlier start in the afternoon and a later finish in the evenings . Weekends also need an earlier commencement and definitely a later finish time |
| Sign at front(each end )to say park close as possible. |
| Have the hibbard ferry running longer hours. Take the pressure off the settlement point ferry in peak times. |
| Keeping the Hibbard ferry open for longer.<br><br><br>I didn't want to tick any of the above but it wouldn't let me move on without doing so. |
| Hibbard to operate 24/7 |
| Better ferries |
| nothing happy with service |
| Increased capacity Run the Hibbard 24/7 |

| |
|---|
| Better operating times for hibbard ferry so there is no congestion at settlement point ferry ques . |
| Build a bridge, remove ticketing. |
| A bridge |
| Extended hours for Hibbard |
| Run Hibbard during the Day |
| Longer hours at Hibberd ie 6-10am 3-8pm |
| Load cars the collect money |
| None of the above answers are my choice but I had to tick one to submit this survey - what could improve the services would be to run the Hibbard Ferry all day Monday to Friday - currently they are stopped from 10:00 - 2:45 pm Monday to Friday out of school holidays |
| Have Hibbard ferry run more often. Increase its operating hours. |
| Have Hibbard ferry run for long times. |
| Bigger ferries at both. Staff go a good job |
| Pre purchase tickets QR code reduce cash transactions they take too long |
| Longer ferry operating hours for hibbard ferry |
| longer running time for Hibbard ferry |
| I think the current system works pretty well staff are also always kind |
| Hibbard Ferry should operate extended hours on mon to fri (run all day) plus start earlier and finish later. This is important due to increased numbers of vehicles crossing the river.<br><br>Settlement Point ferry deals with more recreational travellers who are not familiar with loading and unloading procedures eg. numbering waiting bays on north side and exiting etiquette.<br><br>Additional staffing only during peak times. |
| Build a bridge...absolutely antiquated system the ferry. Only the retired and selfish ppl of North shore/Port stop progression. Days of a dangerous ferry crossing are over. Consider the safety and risk management during flood times. Holiday makers to the region cause a considerable wait time for locals going to work. North shore residents have to cue for hours on occasions. |
| On peak periods and especially peak times when one ferry is off three staff are required. Or money can be taken off the people after they are on the ferry and it is moving to reduce delays |
| Would prefer a bridge<br><br>Safer option whether bush fires an emergency ect ! |
| Increased operational hours of Hibbard ferry would grately help congestion of Settlement Point ferry |
| Have Hibbard 24 hours |
| Just busy and other ferry not working |
| 24hrs on both ferry's |
| Drive the Hibbard ferry faster on weekends |
| Online ticketing through smart pho es |

| |
|---|
| Build a bridge...absolutely antiquated system the ferry. Only the retired and selfish ppl of North shore/Port stop progression. Days of a dangerous ferry crossing are over. Consider the safety and risk management during flood times. Holiday makers to the region cause a considerable wait time for locals going to work. North shore residents have to cue for hours on occasions. |
| Replace ferries when being slipped |
| Bring the cost down a little bit |
| No problems using on weekends |
| All fine for us |
| A bridge |
| Additional operating hours for the Hibbard ferry. |
| Longer hours !! School pick up is a joke can wait up to a hour at time<br><br>Need hibbard start at 2pm |
| All of the above. Extended hibbard hours |
| My answer above isn't true my your survey made me put a answer. My real answer is Bigger ferry at Hibbard |
| Run the Hibbard Ferry for longer hours. It's totally inadequate for Riverside residents. We pay rates the same as everyone else in Port Macquarie and we get NOTHING done over here! At the moment if we have an appointment in town we've got to leave an hour earlier so that we can be sure we'll get there on time. To add to this frustration when one ferry is out for 10 weeks for maintenance we're expected to cue up for even longer. All we ever hear about from council is the cost of running the ferry. Use our rates to pay for it because they're not put towards any other services over here! |
| Longer hours shin bard ferry. 5 am to 9pm<br><br>Better road access to Hibbard ferry north side. Too narrow and too many near accidents. Unsafe road to queue for ferry on. |
| Operate the Hubbard ferry for longer hours. Have a reserve ferry to be placed in service when one is taken out for major service |
| Have the Hibbard ferry running all day to take the pressure off the settlement point ferry. |
| Build a bridge |
| A larger ferry at Hibbard would help ease congestion at peak times |
| Increase the hours that the Hibbard ferry operates and hire a substitute ferry when one is in dry dock |
| Residents not stopping talk to ferry drivers and moving up close to car in front (with 1 operator) straight away not waiting to be told |
| Making it free for residential. |
| Patrons pay once ferry begins trip. Hubbard ferry too slow |
| Settlement point ferry can be slow to load. Can take 30 minutes waiting at times especially when there are people using it that dont usually eg holiday time. |
| Two full time ferries are also required |

| |
|---|
| Build a bridge. The ferries cost too much to run and maintain, it's time for a permanent solution. |
| More hours at the Hubbard ferry |
| Have a replacement ferry when they go on slip<br><br>You got 2 years to organise one<br><br>Can't say that's not enough time |
| Additional hours for Hubbard ferry |
| It should not cost residents money to get to their own house |
| Hubbard running longer |
| During out of water service times, if the operating ferry breaks down, residents have no means of getting to town. Could we look at applying for funding for a floating jetty at the SP ferry north side, so that water craft could be used to transport residents across the river? |
| build a bridge somewhere for the rate payers and tourists |
| Improvements to settlement point rd with a designated lane way.<br><br>Relocate garage collection to any other day than Friday. It's the busiest day with tourist travelling up to point plomer and beyond. |
| Ferry hours at Hibbard need to be extended. |
| Hibbard operating full hours.<br><br>Upsize Settlement Point ferry and relocate existing to Hibbard |
| Longer operating time for hibbard ferry |
| Increase operational hours of Hibard ferry. |
| Longer hours for hibbard. Also a replacement ferry in times of longer repairs. Eg slippage. |
| Hibbard ferry be open all day Friday. Also Hibbard ferry run until 9:30pm Friday and Saturday nights<br><br>Hibbard ferry be open at 7am Saturday morning |
| Hibbard Ferry does not have enough capacity is slow and outdated. Council has failed to forecast increased demand and take appropriate measures accordingly. A new ferry is needed the same size or larger than the settlement point ferry and it need to run longer hours. It is absurd to expect that in over a decade of the same capacity and running times is still adequate. |
| Cameras installed to see online or via an app to see the ferry and ferry line in times when one ferry is out |
| The two ferry drivers need to work more efficiently together to get cars loaded. One loading, one directing, not one sitting in the cab looking at phone, then realising that they need to move all cars up to get more on. If everyone is directed when first get on the ferry there would be less wasted time. |
| Additional hours for Hibbard in middle of the day. |
| Hibbard longer hours. No trucks at peak times. |

| |
|---|
| The other ferry should be run increase hibbert at peak times<br><br>An additional ferry while the other ferrry is out of action |
| Residents of the north shore and surrounding area shouldn't have to pay to use the ferry. |
| Longer hours |
| Other (please specify),Longer Hibbard operating hours should also reduce Settlement point time and also spread the load depending on where people are going or coming from on the town side. |
| Improvement to ticketing time, Other (please specify),1. Continue to promote purchasing cashless tickets with tap and go as there is no signage to remind locals or advise tourists to use credit/debit cards rather than slow to transact cash.<br>2. Introduce e-ticket system |
| Additional staffing, Quicker loading time, Improvement to ticketing time, Other (please specify),Run the Hibbard ferry 24/7 to reduce wait times at Settlement Point and reduce inconvenience to Riverside residents |
| Other (please specify),as per the 650 people that signed the petition extend the Hibbard operating hours |
| Other (please specify),Longer hours for Hibbard Service |
| Additional staffing, Improvement to ticketing time, Other (please specify),Longer operating hours for the hibbard ferry |
| Other (please specify),Larger ferry and longer operating times for the Hibbard ferry. Keep current Hibbard ferry to utilise as back up and when other ferries are serviced |
| Other (please specify),Bridge |
| Other (please specify), Improvement to ticketing time,I believe that there should be a bridge put in place. 21st century with modern technology. The use of ferries need to be moved to bridges. With more people living on the north shore and riverside this means there will be a constant issue with long lines. A replacement ferry should also be put in place when removing one ferry for a long period of time. All very unreasonable and frustrating for residents paying large money to get across the river. |
| Other (please specify),Longer operating hours for Hibbard. Align with school & tradies hours. 5:30am to 10am and 1:45pm (Southside) to 7:00pm. |
| Other (please specify),Longer hours for Hibbard Ferry which would alleviate wait times at Settlement Point Ferry. Refueling after 7pm not during the day. Regularly update the road markings on the North side to help with the queuing process. Install a sign on the south / eastern side of ferry ramp, advising you cannot queue there to enter ferry ( coming from the Settlement Point Park). |
| Additional staffing, Other (please specify),Longer operating hours for the h8bard ferry |
| Other (please specify),Cheaper |
| Other (please specify),Substitute Ferry when long services occur. |
| Other (please specify),Improve access to the ferries with a special lane for residents on each side. We know the population will not grow much on the north shore due to the lack of vacant la, therefore it should not be too complicated to organise a priority scheme for residents who are the main contributors for financing the ferry service. |
| Quicker loading time, Other (please specify),Have Hibbard ferry do more hours |

| |
|---|
| Additional staffing, Other (please specify),Contract a toll/govia company to build a bridge and collect tolls to pay for it |
| Other (please specify),Swap the ferries over so the Hibbard ferry becomes the 24 hour one. Living on Settlement Point, the amount of speeding vehicles is unacceptable. and the road surface is disgusting, especially as it is a busy road with runners, cyclists and children in the street.( And its not the tourists- its the locals speeding.) Only a matter of time before there is a major accident. Maybe, just build a bridge and solve all the problems associated with the ferries. |
| Other (please specify),Build a bridge |
| Other (please specify),A bridge! |
| Additional staffing, Improvement to ticketing time, Other (please specify),Increase ferry speed, increase Hibbard operating hours, organismore efficient ferry slippage, reduce pass cost to a reasonable level, build bridge |
| Other (please specify),Build a bridge or a tunnel. Time to move with the times and update. Why do I have to pay to visit my friends who live in the same town yet I can cross into another state to visit family and use the bridge for free. Why can't North Shore be opened up for everyone's access, Port is becoming bigger and more congested and building south of Port is going ahead plus out to wauchope. |
| Other (please specify),I can't see anyway of making things better ,the ferry men are very good at their jobs |
| Other (please specify),Both run 24/7 |
| Other (please specify),Complete revamp of the Hibbard ferry. It's too old/small, potentially getting a larger ferry that actually functions under the load of peak times. this would also assist in the coming years when the Settlement point ferry goes out and it's an absolutely shit show to get across. |
| Other (please specify),build a bridge |
| Other (please specify),Extend hours of Operation for Hibbard Ferry |
| Other (please specify),Have a free service as it was, previously, that was until Council took over the running, from NSW State Government. This was only to be a short term arrangement until the Bridge, at that time, was to be constructed across Settlement Point! |
| Other (please specify),Extending Hibbard hours - weekdays starting at 5 am and evening shift ending at 9 pm. Weekends the Hibbard should start at 6 am, not 8.05 am as it is currently. |
| Other (please specify),Expand hours of operation |
| Quicker loading time, Other (please specify),Longer hours of service on HIbbard Ferry |
| Other (please specify),Time taken usually not a issue for me as use for relaxing playing tourist |
| Other (please specify),Run the Hibbard ferry all day everyday |
| Other (please specify),Not sure, as I have not used recently |
| Other (please specify),Build a bridge |
| Other (please specify),Should be 2 ferries running 24/7 |
| Other (please specify),Run hibbard longer hours |
| Other (please specify),Extend hours at Hibbard. 1/2 hr either side in morning & start at 2.15. |

| |
|---|
| Other (please specify),increased use of Hibbard Ferry = extended hours to diver traffic from Settlement Point |
| Quicker loading time, Additional staffing, Improvement to ticketing time, Other (please specify),Increase the operating hours of the Hibbard ferry Monday to Friday to match the current weekend operating hours. |
| Other (please specify),Extended hours for Hibbard Ferry during week days. |

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PORT MACQUARIE HASTINGS COUNCIL

19 March 2021

John Drinan
Secretary
Bonny Hills Progress Association
Email to: bhpa@bonnyhills.org.au

Dear John

**Bonny Hills Sewage Issues**

Thank you for your letters dated 10 February 2021 and 5 March 2021. I appreciate your advocacy on behalf of the community regarding this matter.

I understand staff have previously advised that overflows are not uncommon in coastal catchment areas, nor are they preventable, as sewerage systems are not designed to transport stormwater in heavy or sustained rain events. As an example, Shelly Beach (Manly) recently issued a pollution warning for swimmers following a sewage overflow. This is why the EPA provide conditions in sewerage system licences for the overflow of untreated or partially treated sewage to a specified location.

The growing population in Bonny Hills / Lake Cathie has been accounted for and the Bonny Hills Wastewater Treatment Plant (WwTP) has sufficient capacity for the planned developments in this area. The storage ponds also have sufficient capacity to allow excess flows to be diverted and stored during average rain events.

In sustained and high intensity rainfall, and with large amounts of inflow and infiltration (I&I) of stormwater, the storage ponds fill faster than the WwTP can treat and once they reach full capacity, the excess discharges in line with the designed controlled overflow and our EPA licence.

While the design of any sewerage system does allow for some stormwater infiltration and inflow, it is impractical to build infrastructure that is able to cope with all quantities and intensities of rainfall.

I&I testing has recently been completed in sections of the Lighthouse Beach catchment area where sewage has entered properties during heavy rain events. This work identified 253 defects within this catchment, in both public and private infrastructure.

Staff are currently creating a sewer event 'hot spot' map. This will be overlayed with the existing stormwater 'hot spot' map to identify recurring issues and prioritise I&I testing throughout the Camden Haven and Bonny Hills areas.

Overlaying the stormwater 'hot spot' mapping with a new sewer 'hot spot' map will allow us to prioritise remediation responses, not just for the Lighthouse Beach area, but more broadly across the region as further I&I testing is completed.

We are also set to commence a sewer mains relining program in the coming financial year.
This involves installing a pre-manufactured lining into the pipes. The lining forms a close, joint free fit with the pipe, mitigating seepage through any cracks in our aging infrastructure. The initial relining program will be directed towards catchments with a history of multiple breaks and a more detailed schedule of works will be made available to the public via our website once we have identified funding and contractor availability.



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

**LAURIETON OFFICE**
9 Laurie Street, Laurieton NSW 2443
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PORT MACQUARIE HASTINGS COUNCIL

The NSW Department of Health provides advice on activities after a flood or storm. This includes information on food safety and fishing, sporting activities and swimming and water sports. Specifically, the Office of Environment and Heritage recommends that you do not swim in the ocean for 24 hours after heavy rain, and to avoid rivers, lagoons or estuaries affected by floodwaters and runoff for three days.

Even when stormwater is directed to the appropriate locations, it will still end up in the environment and the above advice should always be adhered to.

While I can appreciate the broader Bonny Hills community's concerns on this matter, at this stage, we do not consider a joint action committee appropriate as we have commenced a number of actions to begin to address these issues across the Local Government Area. I would suggest we continue to discuss this matter through the regular meetings of the BHPA, the Mayor and CEO.

I understand you recently met with our Senior Stormwater Engineer, Mark Edenborough regarding stormwater issues and possible solutions. I am encouraged by the enthusiasm of this group in seeking positive outcomes for the local community and I understand Mark is currently finalising advice back to you regarding a recommended process to improve stormwater quality in the area.

We are currently formalising a process around sewer reporting and communication regarding water quality issues and the closure of any recreational waterways.

While we will consider further open days at the WwTP, we have recently invested in software that will allow on-demand virtual tours of our water and wastewater infrastructure. This will include footage of locations closed for public access and provide behind the scenes insight into our operations. To get a preview of what this might look like, take a look at the Lake Cathie FAQ page. We would welcome your thoughts on specific points of interest to include for the wastewater treatment process and encourage you to contact our Education team through 6581 8111 or council@pmhc.nsw.gov.au.

I have asked staff to review the information available on our website regarding sewer overflows and surcharges to ensure the community is well informed.

I want to thank you again for your advocacy and interest in this matter.

Yours sincerely

C.M. Allen

Dr Clare Allen
Chief Executive Officer

# DRAFT Water Supply Policy and supporting documents

## Community Engagement submissions

| Submission | Issue |
|---|---|
| 1 | 1. Please add regular review new sources of water for our growing population. New dams must be included in such discussion. We can capture water from regular floods.<br>Safety of drinking water should include regular review of new scientific data. For example, many modern studies confirm link between lower IQ in children and fluoridation of drinking water.<br>2. Amazingly, drought management does not include building resilience through building new dams or expanding existing. Drought resilience can not be addressed realistically and economically without securing water supply. We do not have problem with water in our area (think of regular floods), we just let it ALL flow into the ocean.<br>3. Making recycled water mandatory increases housing crisis, makes it less and less affordable, makes maintenance more demanding. New water sources (dams) should be considered to address water availability issues. |
| Response/comment | 1. Water security is currently accounted for until 2050, further detail of which will be covered in the IWCM. However, potential for other water sources is being considered beyond this time. Floodwater is generally not considered a water source as it is unpredictable, unreliable and contaminated. Water supplied by PMHC meets all quality aspects as required in the Australian Drinking Water Guidelines. Fluoridation is currently mandated by NSW Health (note that currently fluoridation is an issue being discussed separately at this time).<br>2. Water supply security is a large aspect of the IWCM which is currently under review. Again, flood waters are not considered a water source, and generally do not contribute significantly to dam volumes (note the PMHC has storage dams, not catchment dams).<br>3. Recycled water does not add a significant cost to housing, also noting that this infrastructure has been included in parts of the LGA for over a decade now, and the housing crisis is a current issue, unrelated to this. Other water sources will be further considered beyond 2050 as required. |

| Submission | Issue |
|---|---|
| 2 | 1. Need to increase developer Contribution by another 6% to PMHC's current Section 64 Water Supply Contribution Plan, as this Contribution pricing is under funded.<br>2. Water Conservation and Drought Management Procedure and Integrated Water Cycle Management Strategy have no real long term solutions. We will be going into the next drought soon, there is no real planning on how to reduce the impact on the area/people and level 4 restrictions. Water recycling is a good start but other Water saving restrictions are not the whole answer only a part of the solution. Council has largely expanded the areas covered by new water and sewage systems to new estates other local towns. Population is increasing at a faster rate than stated. We are still drawing water from the same river with the same problems to supply double the amount of people. We need to build the large scale infrastructure now, not when we in a Drought<br>• We need to raise both the water storage dams wall height to increase storage volume by an extra four years of capacity ASAP.<br>• We have a small catchment area so we need to build a large Dam or at minimum increase the size of the weir by 6m in height<br>3. Normal Quantity Available Annual Tier 1 allowance, 20mm meter(refer to Section 3.1.1 Tariff Structure) kL/property/year of 270 is to low should be 305 KL and the Tariff pricing per KL is 8% to high |
| Response/comment | 1. Contributions are set as an outcome of the DSP (Development Servicing Plan), which is calculated based on the anticipated and planned builds. The current DSP is due for review beginning next financial year, at which time the appropriate contribution will be determined.<br>2. These procedures do not currently look at long term solutions, these will be incorporated after the finalisation of the IWCM which will outline water security options available. Council services only cover the LGA, and the developments are all considered as a part of the ongoing plans. Dam capacity is being investigated, but it should be noted that there are many more considerations in taking actions to modify the dam, and that the dams in the LGA are only for storage, and do not serve as catchment dams.<br>3. Setting of levels and prices are regularly reviewed with PMHC's Fees and Charges. Unsure how the cited numbers have been calculated, but there are many input considerations for determining the |

| | |
|---|---|
| | costs involved which are very specific to the PMHC LGA and the network provided. |

| Submission | Issue |
|---|---|
| 3 | 1. There are two aspects to water supply which I have had the opportunity to come to understand over time, and which I think should be taken into account when considering Water Management across the LGA. They are as follows....<br><br>1. When seeking to understand water in a landscape, we need to take an wholistic perspective and consider the entire water catchment area. ie we need to maintain natural vegetation at the top of the water catchment areas to ensure a good clean supply.( In many indigenous cultures these places were considered sacred). It is instructive to note that local aboriginal groups along the mid north coast appear to have inhabited specific watersheds as their tribal boundary areas which closely match our local waterways. In seeking to develop a water supply policy we need to be considering how we focus on and regenerate the entire watershed.<br>It is also the role of the water cycle to cool us... and the planet!<br>For further information around these perspectives please see the Healthy Soils Australia website.... and particularly consider the Research section and presentations from Walter Jehne the founder of Healthy Soils Australia and an internationally known microbiologist and climate scientist .<br>Much of the information provided by Healthy Soils Australia is new, but established science and I believe should be considered in any future water supply planning activities.<br>I have had phone and Zoom contact with the Margie Milgate the Board Chair and Director of the Healthy Soils Australia. who has advised that they would be interested and available to consult on LGA water supply planning, if that offer was of interest to the LGA.<br>2. We can store much more water in healthy soil than we can in tanks and dams....and we build healthy soils through appropriate (farm)land management..... healthy soils are able to hold far more carbon and and water than unhealthy soils.....this prevents the landscape from drying out and reduces fires and fire-intensity. When soils are managed well the main element leaving the property, in case of flood, is the water itself as the topsoil is held securely in place by pasture. Significantly healthy soils are able to hold much |

| | |
|---|---|
| | more water than unhealthy soils, so run-off is significantly reduced during rain events. It is a win, win proposition!!<br>(please see Brian Welbourg, "Inside Outside Management". Trainer: Alan Savory, Wholistic Planned Grazing, Port Macquarie for more information) |
| Response/comment | Will take this into consideration. It should also be note that Council (in particular as their role as the water utility) has little to no control in how people manage soils and agriculture on their land, as long as they are not breaking any laws etc.<br>The NSW Government Regional Water Strategy is currently out for review, and in this there is further focus on the Aboriginal importance of lands, in particular the water cycle and it's interaction with the land, infrastructure and community. |

## Additional query submitted via email

I'm writing to touch base about the water supply documents on exhibition for feedback.

My understanding is that water security has presented as an area of concern during the CSP process, and so I think there are people in our community who would be interested to understand the policy on exhibition, and give meaningful feedback.

I'm a pretty engaged community member, and have put a fair bit of time into understanding council processes. But it is still very difficult to engage with these important water supply documents that are on exhibition. I have 3 questions/requests to help community be informed and empowered to give meaningful feedback:

1. Could council please offer an information session explaining the significance of these documents, what are the key changes, what's essentially the same etc etc, so that our community has the opportunity to ask questions and give meaningful, productive input.
2. Or could there be some infographic to understand how these different policies fit together?
3. When will the Integrated water management strategy go on exhibition?

I understand its a crazy busy time. But I've been advocating for community members to step up and engage with council, but these documents alone make it difficult.

# Summary Report

09 July 2009 - 18 April 2021

# Port Macquarie-Hastings Council Have Your Say

PROJECTS SELECTED: 1

Securing our water supply

FULL LIST AT THE END OF THE REPORT

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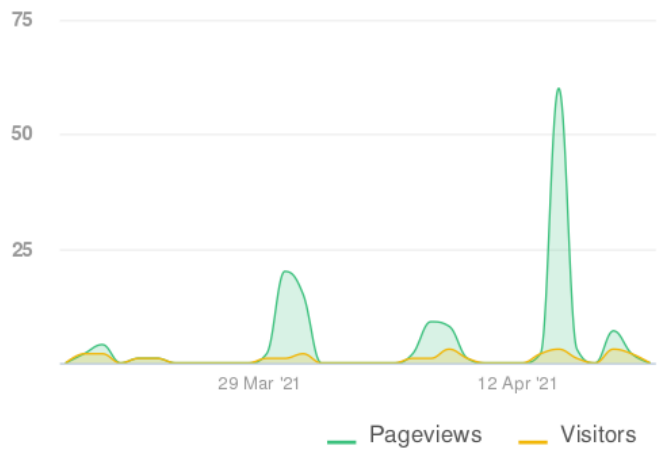
## Visitors Summary




## Highlights

| TOTAL VISITS | MAX VISITORS PER DAY | NEW REGISTRATIONS |
|---|---|---|
| 31 | 3 | 0 |

| ENGAGED VISITORS | INFORMED VISITORS | AWARE VISITORS |
|---|---|---|
| 3 | 7 | 23 |

# PARTICIPANT SUMMARY

ENGAGED
INFORMED
AWARE

## 3 ENGAGED PARTICIPANTS

| | Registered | Unverified | Anonymous |
|---|---|---|---|
| Contributed on Forums | 0 | 0 | 0 |
| Participated in Surveys | 3 | 0 | 0 |
| Contributed to Newsfeeds | 0 | 0 | 0 |
| Participated in Quick Polls | 0 | 0 | 0 |
| 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 |

** A single engaged participant can perform multiple actions*

| | (%) |
|---|---|
| Securing our water supply | 3 (13.0%) |

** Calculated as a percentage of total visits to the Project*

ENGAGED
INFORMED
AWARE

## 7 INFORMED PARTICIPANTS

| | Participants |
|---|---|
| Viewed a video | 0 |
| Viewed a photo | 0 |
| Downloaded a document | 6 |
| Visited the Key Dates page | 0 |
| Visited an FAQ list Page | 0 |
| Visited Instagram Page | 0 |
| Visited Multiple Project Pages | 4 |
| Contributed to a tool (engaged) | 3 |

** A single informed participant can perform multiple actions*

| | (%) |
|---|---|
| Securing our water supply | 7 (30.4%) |

** Calculated as a percentage of total visits to the Project*

ENGAGED
INFORMED
AWARE

## 23 AWARE PARTICIPANTS

| | Participants |
|---|---|
| Visited at least one Page | 23 |

** Aware user could have also performed an Informed or Engaged Action*

| | |
|---|---|
| Securing our water supply | 23 |

** Total list of unique visitors to the project*



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# ENGAGEMENT TOOLS SUMMARY

| 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |
|---|---|---|---|---|---|---|---|
| FORUM TOPICS | SURVEYS | NEWS FEEDS | QUICK POLLS | GUEST BOOKS | STORIES | Q&A'S | PLACES |

## SURVEYS SUMMARY

| | |
|---|---|
| 1 | Surveys |
| 3 | Contributors |
| 3 | Submissions |

## TOP 3 SURVEYS BASED ON CONTRIBUTORS

3
Contributors to

Securing our water supply survey



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# INFORMATION WIDGET SUMMARY

| 5 | 0 | 0 | 0 | 1 |
|---|---|---|---|---|
| DOCUMENTS | PHOTOS | VIDEOS | FAQS | KEY DATES |

## DOCUMENTS

| | |
|---|---|
| 5 | Documents |
| 6 | Visitors |
| 18 | Downloads |

## TOP 3 DOCUMENTS BASED ON DOWNLOADS

| 4 | 6 | 3 |
|---|---|---|
| Downloads | Downloads | Downloads |
| Draft Water Supply Procedure | Draft Water Conservation and Drought Management Procedure | Draft Recycled Water Information and Guidelines |

## KEY DATES

| | |
|---|---|
| 1 | Key Dates |
| 0 | Visitors |
| 0 | Views |

## TOP 3 KEY DATES BASED ON VIEWS

| 0 |
|---|
| Views |
| Securing our water supply |



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## TRAFFIC SOURCES OVERVIEW

| REFERRER URL | Visits |
|---|---|
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# WATER SUPPLY POLICY 2021

## 1. INTRODUCTION

Port Macquarie-Hastings Council (PMHC) is committed to reliably supplying high quality drinking water which consistently meets or exceeds the 2011 Australian Drinking Water Guidelines (ADWG), our customer's expectations and regulatory requirements. This policy **replaces** the Water Supply Policy 2015 amended 4 December 2018.

## 2. POLICY STATEMENT AND SCOPE

PMHC has a demonstrated commitment to:

- maintain and implement a water management system that is consistent with the Australian Drinking Water Guidelines and to the satisfaction of NSW Health
- use a risk-based approach to ensure that all potential risks to water quality are identified and effective measures are taken to minimise any threat to drinking water quality at all points along the delivery path from catchment to the customer's tap
- undertake accurate, timely, and meaningful monitoring and reporting to supply timely and relevant information to our customers and regulators that supports confidence in our drinking water supply
- ensure effective incident and emergency response plans are in place, reviewed and executed as required
- ensure all PMHC's water supply staff and contractors involved in the supply of drinking water are aware of the importance of maintaining drinking water quality at all times, including the provision of regular water industry training and qualification in these areas
- respond to customers' concerns in a timely manner
- engage in the development of industry regulation and guidelines, and undertake targeted research and development
- use a Total Water Cycle Management approach to identify issues and inform long-term planning and strategies affecting PMHC, and to continually review and improve our work practices by assessing the performance of our water supply against criteria including the 2011 Australian Drinking Water Guidelines considering our customers, our regulators, and our business drivers.

This policy applies to all PMHC employees and contractors, and to any person or organisation acting for or representing PMHC.

The Water Supply Policy is the overarching document supported by four separate procedures outlining the details of water supply in the area. These are as follows:

- PMHC Water Supply Procedure 2021, covering:
  - Water Supply System
  - Water Supply Services
  - New Water Connections, Water Metering and Development Issues.
- PMHC Water Conservation and Drought Management Procedure 2021, including water restrictions
- PMHC Recycled Water Procedure 2021
- PMHC Water Supply Tariffs and Billing 2021

## 3. RESPONSIBILITIES AND AUTHORITIES

The Group Manager Infrastructure Planning is responsible and accountable for:

- Implementing and communicating this policy
- Monitoring compliance of this policy
- Ensuring this policy is reviewed and updated to meet external compliance.

The Water Supply Policy is applicable to all persons and properties with the Local Government Area who use or access the local water supplies.

## 4. REFERENCES

- Australian Drinking Water Guidelines 2011
- Public Health Act 2010
- Local Government Act 1993
- Fluoridation of Public Water Supplies Act 1957
- PMHC Drinking Water Management System.

## 5. GLOSSARY OF TERMS AND DEFINITIONS

| | |
|---|---|
| ADWG | Australian Drinking Water Guidelines* |
| AS | Australian Standard |
| Auspec | Standards for construction and design for water supply |
| Augmentation | Increase of capacity of a treatment plant |
| AWA | Australian Water Association |
| BASIX | Building Sustainability Index |
| CEO | 1st tier management position and titled as such |
| CSO | Community Service Obligation |
| Council officer | A member of Council staff |
| DCP | Development Control Plan |
| DPWS | Department of Public Works and Services |
| DSP | Development Servicing Plan |
| Director | 2nd tier management position and titled as such |
| EPA | Environment Protection Authority |
| Greywater | Wastewater from washing machines, laundry tubs, showers, hand basins and baths (excludes wastewater from kitchens, toilets, urinals or bidets) |
| kL | Kilolitre (1,000 litres) |
| kPa | Kilopascals |
| LEP | Local Environmental Plan |
| mg/L | Milligrams per litre |
| ML | Megalitre (1 million litres) |
| NSW | New South Wales |
| PPP | Plan, Pot-Hole and Protect |
| PCA | Plumbing Code of Australia |
| PE | Polyethylene |
| PMHC | Port Macquarie-Hastings Council |
| Potable Water | Drinking water |
| Recycled Water | Water that has been treated and provided for reuse |
| REP | Regional Environmental Plan |
| RPZD | Reduced Pressure Zone Device |
| SCADA | Supervisory Control and Data Acquisition |
| SEPP | State Environmental Planning Policy |
| water | Refers to both potable and recycled water unless specified |
| WTP | Water Treatment Plant |

*** Australian Drinking Water Guidelines**: *Australian Drinking Water Guidelines 2011*, including the framework for management of drinking water quality, as amended or updated from time to time.

## 6. PROCESS OWNER

The Group Manager Infrastructure Planning is the policy owner and can be contacted for any information in relation to this policy.

## 7. AMENDMENTS

This replacement policy is a complete reworking of the Water Supply Policy 2015 and amendments dated 20 July 2016 and 4 December 2018.

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# Recycled Water Procedure 2021

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# 1. Introduction

This policy refers specifically to the Port Macquarie and Lake Cathie / Bonny Hills Recycled Water Schemes. Both drinking water and recycled water are supplied to properties within the new development areas of Lake Cathie/Bonny Hills (Area 14) and Thrumster (Area 13), as well as commercial customers in Port Macquarie. Recycled water is also used throughout the Local Government Area for irrigation of public facilities, unsealed road dust suppression and public toilet flushing. The use of recycled water is a nationally accepted approach to responsible water and environmental management and firms part of Council's commitment to water conservation.

The drinking water and recycled water are supplied in two separate networks, and each household or commercial user will have two independent water supplies and meters. All recycled water pipes, fitting and fixtures are identified by purple-colouring and/or purple-coloured markings and warning signage.

The recycled water is treated to a high level, to ensure the water quality meets the Australian Guidelines for Water Recycling (AGWR 2006) for dual reticulation supply. A multiple barrier treatment process is incorporated into the recycled water supply, which includes microfiltration, UV disinfection and chlorination. The provision of recycled water is a key objective of Council's Integrated Water Cycle Management (IWCM) Strategy, providing a sustainable resource to help secure water supply for the future. Residential connections to recycled water also receive BASIX (Building Sustainability Index) points towards a BASIX certificate, as implemented under the NSW Environmental Planning and Assessment Act

This procedure serves as the Agreement for Supply and Use of Recycled Water, for all recycled water users. The user accepts the terms and conditions of this procedure upon accepting recycled water to the property.

# 2. Aims

Port Macquarie-Hastings Council (PMHC) is providing recycled water to its customers with the aim to benefit the community as follows:

- ensure integrated and sustainable water resource management through fit appropriate resource substitution, reducing non-essential uses of potable water;
- reduce the amount of effluent discharged into the environment, thus protecting land, surface and groundwater resources, and public health and amenity;
- ensure optimum utilisation of the recycled water system;
- ensure safe and effective utilisation of recycled water;
- respond to current regulatory reforms, legislative requirements and state-wide changes in water management practice, environmental sustainability challenges and stakeholder objectives which ensure optimal water usage and maximum environmental benefit; and
- provide the terms and conditions for Agreement for Supply and Use of Recycled Water, for all recycled water users.

# 3. Supply of Recycled Water

Supply to commercial customers is determined on a case-by-case basis, and will be dependent on the availability of connection, the proposed use and the availability of supply.

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When all recycled water users, commercial or residential, accept recycled water on the property via a metered connection and/or paying the usage account, the user accepts the terms and conditions of this Policy.

Agreeing and adhering to the terms and conditions set out in this procedure is mandatory for all users (and premise owners if different from the user) of recycled water.

The Property Owner owns and is responsible for maintain all pipes and fittings, between PMHC's recycled water system and the buildings and taps on the building. For more information on this Delineation of Responsibility, refer to section 1.2 of PMHC Water Supply Procedure 2021.
PMHC will supply a customer with recycled water to meet a customer's reasonable health and amenity requirements, except:

- in the case of planned or unplanned interruptions;
- in the case of severe drought or major operational difficulty;
- where PMHC is entitled to restrict or discontinue supply; or
- in the case of events beyond PMHC's reasonable control.

PMHC may cut off or restrict the supply of water to premises (refer *Local Government (General) Regulation 2005 - clause 144*), as outlined in section 1.3.4 of PMHC Water Supply Procedure 2021.

## 4. Recycled Water Quality

PMHC is committed to supplying high quality recycled water that consistently meets or exceeds the Australian Guidelines for Water Recycling (AGWR 2006), our customer's expectations, and regulatory requirements. To achieve this, in partnership with our customers, NSW Health, NSW Office of Water and other relevant government agencies, PMHC will:

- understand, maintain, implement and continuously improve a Recycled Water Quality Management System that is consistent with the AGWR 2006 and to the satisfaction of regulators;
- use a risk-based approach in which all potential risks to water quality are identified and effective measures are taken to minimise any threat to recycled water quality at all points along the delivery path from catchment to tap;
- manage water quality at every point from the source to the consumer;
- undertake accurate, timely, and meaningful monitoring and reporting to supply prompt and relevant information to our customers and regulators that supports confidence in our recycled water supply network;
- ensure effective incident and emergency response plans are in place, reviewed and performed as required;
- ensure all staff and contractors involved in the supply of recycled water are aware of the importance of maintaining water quality at all times, including the provision of regular water industry training and qualifications in these areas;
- welcome customer feedback on water quality issues and respond effectively to meet customer concerns and needs;
- engage in the development of industry regulation and guidelines, and undertake targeted research and development aimed at better understanding and improving recycled water quality;
- use a Total Water Cycle Management approach to identify issues and inform long-term planning and strategising;
- continually review and improve our work practices by assessing the performance of our water supply against criteria including the AGWR 2006, whilst always considering our customers, our regulators, and our business drivers;
- incorporate stakeholder needs into our recycled water quality planning and management activities; and
- maintain effective disinfection of the recycled water supply distribution system,

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PMHC has adopted a risk-based management approach to the management of recycled water quality and as such has adopted the following principles for the supply of recycled water, and in accordance with the AGWR:

- Protection of public and environmental health is of paramount importance and should never be compromised
- Protection of public and environmental health, dependent on the implementation of a risk-based management approach
- Application of preventative measures and requirements for water quality should be commensurate with the source of the recycled water and the intended use

## 5. Permissible Uses

Permissible uses for Recycled Water have been determined by PMHC in accordance with NSW Regulatory requirements and the Australian Guidelines for Water Recycling (2006).

Recycled water that is supplied to residents through the dual reticulation system can only be used for the following purposes:

- Toilet flushing
- Cold water washing machine tap
- Irrigating gardens and lawns
- Filling ornamental ponds
- Washing cars, pathways and walls

Recycled water supplied for Council managed facilities and commercial customers has been approved for the following purposes:

- Toilet flushing
- Laundry / clothes washing
- Irrigating public gardens, open spaces and sports facilities
- Dust suppression
- Amenities wash down
- Vehicle washing and detailing
- Irrigating crops
- Wash down of hardstand and paths
- Site services wash water at Councils Wastewater facilities

Recycled water **cannot** be used for the following purposes:

- Drinking
- Cooking or other kitchen purposes
- Baths, showers, hand basins or personal washing
- Filling of Swimming Pools
- Water contact recreation (for example, playing under a sprinkler)
- Topping up of rainwater tanks

## 6. PHMC and User/Owner Responsibilities

### 6.1 PMHC Responsibilities

It is the responsibility of PMHC to:

- install, maintain and repair the recycled water system up to and including the recycled water meter

- use all due care and diligence to ensure, to the best of their ability, that recycled water is of a quality that meets appropriate guidelines and that the supply is uninterrupted, except during times of maintenance and/or emergency situations
- monitor, record and report on the quality and quantity of recycled water supplied to the User in accordance with PMHC's sampling and testing protocol and regime
- carry out inspections of Owner/User premises at various stages including at the time of new installations (i.e. prior to connection to the recycled water supply), every five years or at the request of a customer
- ensure management systems are in place to maintain and repair the recycled water network as required
- provide recycled water that meets or exceeds the standards outlined in the Australian Guidelines for Water Recycling
- monitor the quality of recycled water in the network and report these results to Regulators
- inform and educate customers about the uses and benefits of recycled water
- independently audit all dual reticulated properties as required by the NSW Department of Primary Industries. All outlets for drinking and recycled water services are to be checked for cross-connections during these audits, and
- respond to customers reporting plumbing compliance issues by organising a site investigation to be performed.

### 6.2 User/Owner Responsibilities

It is the User/Owner's responsibility to:

- accept and adhere to this policy upon accepting recycled water to the property
- use recycled water in accordance with this procedure and the PMHC Water Supply Procedure and Water Conservation and Drought Management Procedure.
- ensure any works on private recycled water systems, including pipework, are:
  - carried out in accordance with AS3500 and the *NSW Code of Practice Plumbing and Drainage 2006*;
  - designed and installed to prevent any cross-connections between the potable and recycled water systems; and
  - ensure all work and maintenance on the recycled water system is undertaken by a NSW Licenced plumber
- seek Section 68 Approvals from PMHC prior to any changes or additions to either potable or recycled plumbing or systems on site
- ensure recycled water is used only for suitable purposes
- advise anyone entering your property that recycled water is on site and of its correct uses
- ensure recycled water taps are not removed or replaced with conventional taps (may increase the potential risk for misuse of recycled water and result in a health risk to the customer
- ensure approved signage is displayed at all recycled water outlets, and any missing, damaged or faded signage pertaining to recycled water is replaced or repaired immediately
- ensure all recycled water fixtures are compliant with conditions in this procedure
- allow access to PMHC staff for the purposes of meter readings, inspection, maintenance and emergency situations
- maintain recycled water pipes and taps in the home or business, up to the outlet side of the water meter.
- ensure that no cross connections are made between recycled water and drinking water systems. Cross connection means connecting drinking water pipes, taps or hoses to recycled water pipes, taps or hoses. Appropriate purple accessories including hoses and sprinklers should be used to connect to the recycled water network.

In addition to the above, Commercial Users shall also be responsible for:

- prepare, implement and comply with the conditions of the approved *Site Management Plan*

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- ensure all people who could potentially handle the recycled water and associated infrastructure are appropriately trained and briefed on the safe use of recycled water, and are familiar with PMHC's Recycled Water Policy and, if applicable, the appropriate sections of the *Site Management Plan*
- take out and maintain public liability insurance and workers' compensation.

# 7. Connecting Recycled Water

Under the Local Government Act 1993, the prior approval of Council is required for any plumbing work involving water supply or recycled water systems and the work must be carried out in accordance with the NSW Code of Practice Plumbing and Drainage 2006 Before the commencement of any plumbing work on dual reticulated premises, builders, property owners or their nominated agents must submit a Section 68 Application under the Local Government Act with Council with the relevant council fees.

All commercial user Section 68 applications submitted to PMHC's Development and Environment Department with proposals for dual plumbing arrangements and use of alternative water sources, are to be referred to the Water and Sewer section, prior to the issuing of the approval.

Council encourages all residential areas that have a water service in designated dual reticulated areas to connected to both supplies.
The installation of drinking and recycled water services is to be executed by, or supervised by, a license plumber in a usual manner in accordance with the NSW Plumbing and Drainage Act (2011), Plumbing Code of Australia, Australian/New Zealand Standards (AS/NZ) 3500.

## 7.1 Connection of Commercial User

Where the uses differ substantially from domestic uses of the applicant is responsible for non-domestic infrastructure (pumps, water mains etc) or Non-Treatment Barriers are required, then the plumbing requirements shall be determined by Council on application and will be reinforced through an individual Site Management Plan (binding legal document between user and Council).
For further details on PMHC procedures for applying for and implementing a water connection, refer to Section 2 of PMHC's Water Supply Procedure 2021:

Commercial users will be required to prepare, implement and maintain a *Recycled Water Site Management Plan* to demonstrate acceptable practices for the safe and efficient use of recycled water. PMHC staff can assist in the initial preparation of a Site Management Plan if required. This plan is required to be approved by Councils Water and Sewer Planning Section, prior to approval for connection.

The *Site Management Plan* shall include:

- site details with appropriate maps
- accurate plans of all on-site plumbing (for potable and recycled water)
- specified uses and application of recycled water on-site
- times for recycled water use, if required
- run-off controls and stormwater management
- WHS policy/provisions for the use of recycled water
- on-site handling of recycled water
- maintenance of the recycled water system,
- auditing, monitoring and reporting requirements, and
- emergency response requirements.

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Council regularly audits end users to ensure compliance with these conditions and reserves the right to cease supply of recycled water if a user is found to be non-compliant. End user awareness maintained through regular contact with the users and an annual review of the Site Management Plans.

## 7.2 Connection to Dual Reticulation in Residential areas

Where a recycled water connection has been requested, Council will install both the drinking water meter and the recycled water meter within the property. The meters will be positioned together in one corner of the property that fronts the street. For details on PMHC procedures for applying for and implementing a water connection, refer to section 2 and 3 of PMHC's Water Supply Procedure 2021.
The purple coloured recycled water meter will be installed beside the drinking water meter with approximately 300mm separation distance between the two meters. Like the drinking water meter, the recycled water meter will be installed above ground.
The recycled water meter coupling threads are different to those on the drinking water meter to prevent interchange of the meters.

## 7.3 Household Plumbing

When carrying out plumbing in the dual water supply area, it should be remembered that the intention of the dual water supply is to conserve our drinking water resources by maximising the use of recycled water

### *7.3.1 Drinking Water Supply Plumbing*

- In a dual water supply area, drinking water plumbing shall be connected as follows: Drinking water must not be connected to toilets and cold water washing machine tap
- One and only one drinking water outdoor tap must be provided (complete with hose connection vacuum breaker). The single outdoor tap must be located nearest to the swimming pool, if a swimming pool has been installed or must be relocated if a pool is contracted afterwards.
- Drinking water piping must not be installed within 100mm above ground or 300mm below ground of any parallel recycled water plumbing
- No cross-connections between drinking and recycled water supply systems are permitted at any point in the system

A strata/body corporate or similar style development may have one or more additional outdoor drinking water taps in common use areas depending on the nature of the proposed uses from those taps, to be approved by Council on a case-by-case basis. There must be one tap per dwelling/water meter, which allows for two taps for dual occupancies, secondary dwellings and the like, but does not apply in units and apartments that have no outdoor fixtures.

### *7.3.2 Recycled Water Supply Plumbing*

In a dual water supply area, drinking water plumbing shall be connected as follows:

- Fixtures and fittings above and below ground must be clearly and permanently marked and labelled with Recycled Water – DO NOT DRINK in accordance to the Australian/New Zealand Standards (AS/NZ 3500).
- Any underground recycled water pipeline must not be installed within 300mm of a parallel drinking water supply pipeline. The pipes may be laid in the same trench provided the 300mm
- separation is maintained. This separation can be reduced to 100mm when the pipes are located above ground.
- Above ground recycled water hose taps must be lilac in colour, have approved fittings with left handed threads on the outlets and have removable handles as per AS/NZ 3500.
- Dual reticulated properties must have at least one external recycled water tap but can have as many more than one as desired.

- All toilets and cold water washing machine taps must be connected to the recycled water supply line.
- If grey water is captured on a dual reticulated property it can only be re-used for outdoor purposes and in accordance with the NSW Guidelines (as applicable). No cross connections between grey water supply and recycled water supply are allowed.
- If a rain water tank is installed on the property the rainwater supply shall be independent and have no interconnection or top up device from the drinking water or recycled water supply. Rainwater can only be used for outdoor purposes, including pool-filling and top up and tanks may only have one outdoor tap.

### 7.4 Inspections

New development inspections will be carried out to ensure that proper plumbing standards are maintained. In dual water supply areas these inspections incorporate special requirements that apply to those areas. In addition, ongoing inspections will occur in dual water supply areas to ensure that the two water supplies are used for their intended and approved uses.

#### *7.4.1 Plumbing During Construction*

Three separate inspections must be completed by Council's Building Services after each of the following stages;

Inspection 1 – Front of house run (meter to house)
Inspection 2 – House internal & external
Inspection 3 – Final inspection, all pipework exposed and prior to internal wall cladding to include watermain isolation and service verification

All inspections must be carried out by an authorised Council representative and cannot be conducted by private accredited certifiers. The inspections are carried out to ensure that usual proper plumbing standards are maintained and that the special dual water supply requirements are being adhered to. It is an important measure to protect public safety that occupation of a dwelling does not occur until a satisfactory inspection has occurred after the final commissioning and testing stage of works.

#### *7.4.2 Ongoing Inspection*

Ongoing cross connection inspections will be conducted by at least once every five years on every dual reticulated residence. The inspections will be carried out systematically by Council at no cost to the property owner (unless a cross connection is detected.)
If a cross connection is identified during the mandatory inspection, the owner will be responsible for having the problem rectified by a licensed plumber and also for paying Council's costs in inspecting and retesting the plumbing during and following remedial work. In addition, repairs / replacements required as a result of minor non-conformances not related to a cross connection are the responsibility of the owner to rectify, for example, non-compliant and or poorly identified signage, fittings and markers.
Home owners are encouraged to undertake cross connection checks using the seven step cross connection check for dual water supply properties, as detailed on PMHC website.
It is the responsibility of the owner and resident to inform all visitors of the correct use of recycled water.

## 8. Recycled Water Tariff

The two-tier structure of the recycled water Tariff matches that of the potable water Tariff (see Item 3.1 The Water Supply Tariff).



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Similarly, the recycled water charges that apply are determined each year through the Operations Plan process in accordance with the Local Government Act 1993.

For individual residential customers provided with both a water meter and recycled water meter a combined water 'Access Charge' ($/pa) will be applied with an equivalent annual cost to the adopted Water Supply Tariff annual 'Access Charge'.

Recycled water usage will be measured through the recycled water meter and the 'Usage Charge' ($/kilolitre) will be equivalent to the adopted Water Supply Tariff 'Usage Charge'.

A combined water and recycled water 'usage threshold' of 270kL for a 20mm meter will apply, being the design quantity for an average residential house.

In areas provided with a dual water supply, the threshold will be 135kL each for the potable and recycled water services.

The annual 'Access Charge' for non-residential recycled water customers will be based upon the recycled water meter size.

The 'usage threshold' for non-residential recycled water customers will be based upon the recycled water meter size or the 'capacity' the customer initially bought through Developer Charges.

The Usage Charge and annual Access Charge are currently set at 50% of the charges applicable for potable water for commercial and business customers connected to the Port Macquarie Recycled Water Supply Scheme. These charges will also cover the cost of annual testing of the backflow prevention device installed by PMHC on the User's potable water meter. This is a temporary special incentive arrangement to encourage existing non-residential water customers within the Port Macquarie urban area to convert to the use of recycled water to reduce the demand upon the water supply network. The pricing/charging will be reviewed as the recycled water network expands.

## 9. Billing

PMHC will issue water accounts which outline the recycled water that is supplied to a property, the resultant Usage Charge, and the recycled water service Access Charge.

Residential customers will be sent an account on a quarterly basis, unless otherwise agreed. Commercial customers with high water usage may be sent an account on a monthly basis.

The User will be required to pay the recycled water bill under the same terms and conditions as the potable water bill, outlined elsewhere in this document.

## 10. Policy Implementation

This Policy together with the Agreement for Supply and Use of Recycled Water and the Recycled Water Site Management Plan form the implementation framework for the supply and use of recycled water in Port Macquarie-Hastings local government area and are part of the approval conditions required under Section 60 of the Local Government Act 1993.

## 11. Recycled Water Documents

The current documents that detail the use of recycled water and the operation of PMHC's Recycled Water Scheme include:

- Community Education and Awareness Plan
- Emergency Response Management Plan
- Site Management Plan
- Recycled Water Quality Management Plan
- Recycled Water Annual Report
- Sec 60 of the *Local Government Act 1993*.

## 12. Recycled Water Disconnected from Property

Disconnection from the recycled water scheme (and subsequent reconnection to the potable water system) will be considered on a case-by-case basis and in accordance with NSW Health requirements.

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# Water Conservation and Drought Management Procedure 2021

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# 1. Water Conservation

## 1.1 The Efficient Use of Water

Port Macquarie-Hastings Council (PMHC) encourages the efficient use of water. In accordance with the current *Local Government Act*, property owners, occupiers or managers must take any reasonable action to prevent waste and misuse of water. PMHC has developed a strategy to ensure conservation and demand management is a priority in the Local Government Area, with the aim of promoting efficient water usage and reducing water wastage.

The benefits of water conservation and demand management include:

- the potential to defer capital and recurrent expenditures in the water system by reducing excessive consumption;
- providing consumers with greater control over the size of their water bills by following the NSW Government's current *Guidelines for Best-Practice Management of Water Supply and Sewerage* to increase the proportion of the bill based on usage; and
- improving environmental performance (such as reducing water extraction and energy consumption) by reducing waste and misuse of water resources.

PMHC's strategy for conservation and demand management includes the following components:

- water pricing reform by following the NSW Government's current *Guidelines for Best-Practice Management of Water Supply and Sewerage*
- Water Conservation Measures, to encourage the efficient use of water and recycled water
- minimising losses in the water system, including a meter replacement program
- community education programs
- building code measures, including the promotion of NSW Government initiatives like BASIX, and
- investigating and developing water recycling schemes, such as recycled water and effluent reuse to substitute for potable (drinking) water.

### 1.1.1 BASIX – the NSW Government's 'Building Sustainability Index'

Introduced by the NSW Government as a world-first sustainability tool in July 2004, the BASIX is a major initiative to reduce the amount of drinking water consumed and greenhouse gas emitted by new homes throughout NSW. In the Port Macquarie-Hastings Local Government Area, the BASIX Policy includes a requirement for all new homes, from single dwellings to high-rise developments, to reduce the amount of drinking water used by 40% compared to homes built prior to the introduction of BASIX. This can be achieved through a range of water saving measures, such as water efficient shower heads, dual-flush toilets, use of recycled water, rainwater tanks, greywater treatment systems and more. From October 2006, BASIX also applies to alterations and additions to residential dwellings, swimming pools and spas.

## 1.2 Water Conservation Measures

PMHC introduced Water Conservation Measures in 2004 and reaffirmed this decision via Council resolution in 2005, 2013, 2016 and December 2018.

These measures can assist residents in better managing their water use, which will deliver significant financial, environmental and social benefits to the community.

The following Water Conservation Measures are encouraged by PMHC:

*Watering gardens and lawns:*

- avoid the use of hoses, sprinklers or watering systems between 9am and 4pm;
- fit hoses with a water cut-off trigger or control nozzle; and
- use watering cans and buckets instead of a hose.

*Cleaning vehicles, houses, boats and outboard motors:*

- where possible, wash vehicles, boats and outboard motors on the lawn; and
- fit hoses with a water cut-off trigger or control nozzle.

Topping-up swimming pools:

- monitor the filling and topping-up of swimming pools and spas so as to avoid pool overflow and water wastage.

*Cleaning driveways, paths and hardstand areas:*

- use brooms, vacuum cleaners or air blowers to remove loose material; and
- use an approved water efficient nozzle (less than 9 litres per minute) or high pressure cleaning unit fitted with a water cut-off trigger or control nozzle.

*All commercial and industrial buildings, building and construction activities and landscaping industries:*

- avoid the use of watering systems between 9am and 4pm;
- fit hoses with a water cut-off trigger or control nozzle; and
- use recycled water for dust suppression.

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## 1.3 Water Loss Management

### 1.3.1 What is 'water loss'?

PMHC is committed to minimising water loss in the water supply system. Water loss is the amount of water that PMHC supplies into the system that is not accounted for in the sum of individual customer meter readings. Water loss issues can include:

- leaks in the water system
- unmetered water use e.g. for firefighting or mains flushing
- unauthorised water use e.g. theft and illegal connections
- under-registration of customer meters (i.e. meter not registering full flow passing through it), or
- errors in the water system meters.

### 1.3.2 Leak Reduction Program

PMHC regularly checks reservoir zones in the water supply system to determine if major leaks are occurring.

PMHC uses its computerised Supervisory Control and Data Acquisition (SCADA) system to monitor flows and reservoir levels. This information is used to target sites for investigations and leakage surveys where required.

PMHC encourages residents to report any leaks in the water system.

### 1.3.3 Pressure Reduction Program

PMHC reduces excessive pressure in the system by appropriate reservoir zonings and through the installation of pressure-reducing valves. This reduces the quantity of water lost through leaks, which may decrease maintenance requirements and extend the life of watermains.

### 1.3.4 Watermain Renewals Program

PMHC has an annual Watermain Renewals Program to ensure the integrity and performance of our water supply network, this includes replacing any watermains that are in poor-performing condition or that have significantly degenerated due to age.

### 1.3.5 Meter Replacement Program

PMHC has a Meter Replacement Program to replace ineffective or ageing meters. The replacement of meters occurs after analysis of PMHC's entire fleet of meters and is not based on customer requests.

This program includes the physical replacement of 25mm residential meters with 20mm meters (these are currently being charged as a 20mm meter).

PMHC will replace the meters identified under this program at no cost to the property owner and will endeavour to notify residents at the time of replacement and advise that a new meter has been installed.

### 1.3.6 Customer's water system

PMHC encourages property owners to properly maintain pipes and fittings in their water system and promptly fix any leaks. For example, a toilet cistern leaking at a rate of 1 litre per minute will add over $1,700 to the annual water charge over a 12 month period based on 2020/21 water charges. If the property usage threshold has already been met, this figure will double.

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## 1.4 Community Education

PMHC is committed to an ongoing customer education campaign focusing on the importance of conserving our valuable water resources. In this endeavour, PMHC works in partnership with the broader community, environmental groups, schools, local businesses and other government agencies.

PMHC's community education program is designed to increase public awareness about water issues and efficiencies, by providing:

- current and accurate information on PMHC's website for all aspects relating to water, such as the water treatment process, water testing, water conservation measures and water restrictions
- demonstration of measures already being implemented to minimise impact on the environment and improve the efficiency and quality of water services provided to the public
- tours of PMHC's water facilities to raise awareness of where water comes from, the water treatment process, how water is sent to the customer's house, recycled water, and the work done by PMHC staff
- field trips and education programs for schools
- information displays at shopping centres and major community events
- participation and community tours during National Water Week in October each year
- promotion of the national Water Efficiency Labelling and Standards (WELS) scheme, which has been developed to provide customers with reliable information on the relative efficiency of domestic appliances, e.g. shower roses and washing machines
- brochures and other materials to inform the community, e.g. PMHC's Water Efficient Garden booklet, Frequently Asked Questions on Water Restrictions, Water Conservation brochure and a list of locations for the 'Choose Tap' water bottle refill and drink stations
- regular promotions and community information on water-related issues via media outlets.

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## 1.5 Rainwater Tanks

### 1.5.1 Introduction

In areas where a dual reticulation non-potable water supply is not available, PMHC encourages the installation of rainwater tanks retrofitted to homes or as a requirement of BASIX, noting that:

- rainwater is a valuable natural resource and so should be collected for household use where possible
- rainwater collection systems assist in reducing some of the negative impacts associated with stormwater run-off particularly in urban areas
- the use of a rainwater collection system is a way of conserving potable water supplies as it can provide a water source for a range of household tasks including toilet flushing, laundry and external uses such as garden watering, topping-up swimming pools and car washing
- using rainwater will reduce water bills and community infrastructure costs
- using rainwater can also aid self-sufficiency, providing a back-up supply in case of water restrictions caused by drought, peak supply shortage, or water quality problems
- 'NSW Health supports the use of rainwater tanks for non-drinking uses, such as toilet flushing, washing clothes or in water heating systems'

Should consumers wish to use rainwater for all domestic purposes, it is important that the advice contained in NSW Health Guideline GL2007_009 of June 2007 is considered. Advice can be found at: https://www1.health.nsw.gov.au/pds/ActivePDSDocuments/GL2007_009.pdf

### 1.5.2 PMHC approval

Where approval from PMHC is required, the siting, design and erection of rainwater tanks must be in accordance with PMHC requirements.

Rainwater Tank Guidelines and standard arrangement installation drawings are available from PMHC's website at:

https://www.pmhc.nsw.gov.au/Services/Water/Water-in-the-home/Rainwater-tanks.

PMHC must be contacted to determine whether development approval is required.

### 1.5.3 Exempt Development

The installation of a rainwater tank does not require PMHC approval if the installation meets requirements set out in State Environmental Planning Policy (SEPP) Exempt and Complying Development.

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## 1.6 Greywater Reuse

### 1.6.1 PMHC approval

PMHC approval is required for customers wishing to install and operate a system for diverting greywater generated on their residential premises. However, in accordance with current *Local Government (General) Regulations*, domestic greywater diversion may be carried out without PMHC approval if:

- it is carried out in accordance with the current *Plumbing Code of Australia* and a sewage management facility is **not** installed on the premises, and
- the following performance standards are achieved:
  - prevention of the spread of disease by micro-organisms;
  - prevention of the spread of foul odours;
  - prevention of contamination of water;
  - prevention of degradation of soil and vegetation;
  - discouragement of insects and vermin;
  - ensuring that persons do not come into contact with untreated sewage or effluent (whether treated or not) in their ordinary activities on the premises; and
  - minimisation of any adverse impacts on the amenity of the premises and surrounding lands.

### 1.6.2 Owner's responsibility

Property owners are responsible for greywater systems, and any impacts of using greywater on the premises. It is the owner's responsibility to meet the performance standards for greywater reuse

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# 2. Drought Management

## 2.1 Objectives and Notification

### 2.1.1 Objectives

Objectives of the Port Macquarie-Hastings Drought Management Plan are to:

- manage the water supply system with the aim of minimising the impact of drought;
- manage the actions taken in conjunction with the impact of drought on water users and the environment;
- define the conditions under which water restrictions will be implemented; and
- enable PMHC to meet statutory requirements, e.g. environmental river flow targets to minimise the impact of water supply demands on the river and associated aquatic ecosystems.

PMHC will ensure a systematic, timely, effective and efficient response to drought and emergencies, to minimise disruption and adverse impact on customers.

PMHC are currently developing an Integrated Water Cycle Management (IWCM) Strategy. The strategy will include the following:

- Water Supply Secure Yield Study;
- Drought Management Plan; and
- Demand Management Plan.

### 2.1.2 Water conservation and demand management

PMHC has adopted a responsible risk management approach to drought situations, which relies on a combination of water conservation and demand management measures, as well as improvements to the existing water supply system.

### 2.1.3 Declaring measures for drought management

PMHC will initiate measures under the Drought Management Plan if:

- there is a drought; or
- the available stored water, or the available capacity of supply, is so limited as to make extraordinary measures necessary in the general interest of water consumers.

### 2.1.4 Notification

PMHC will publish a notice in local newspapers outlining the water restrictions that apply in accordance with the Drought Management Plan. This may include the:

- purposes for which the water can be used;
- times when the water can be used;
- methods by which the water can be used; or
- quantities of the water that can be used.

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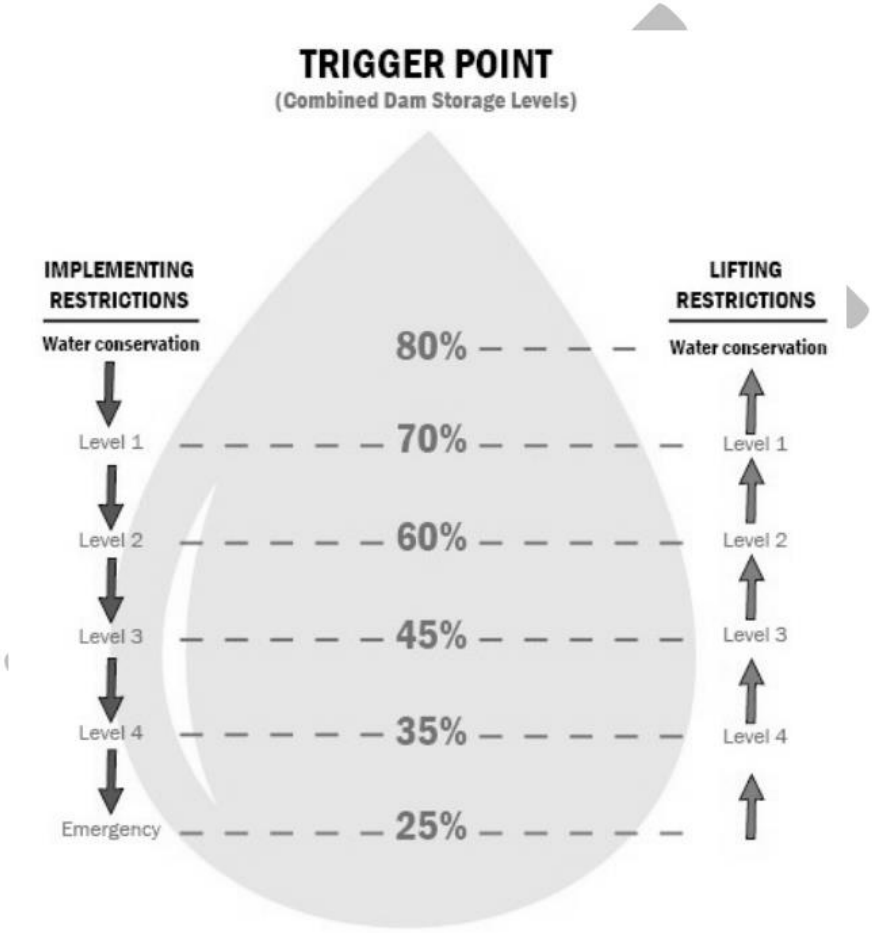
## 2.2 Water Restrictions

### 2.2.1 Introduction

Water restriction levels are determined based on an assessment of daily customer demand and water storage levels available in our dams. Predicted weather forecasts and the flow and quality of the rivers is also taken into consideration when implementing water restrictions.

PMHC adopted revised water restriction trigger levels, and the 2014 Uniform Regional Water Restrictions, at the Ordinary Council Meeting of 20 July 2016. These revised water restriction trigger levels of combined total dam storage for both Cowarra and Port Macquarie dams are:

*Figure 1: Water Restriction Trigger Levels*




PMHC's CEO has the delegated authority to exercise discretion when imposing water restrictions, giving due consideration to the time of year and prevailing weather conditions. Similarly, the CEO also has the delegation to exercise discretion when lifting water restrictions, giving due consideration to the potential for pumping from the Hastings River and combined storage levels in the dams. Please refer to Dam Levels, and Water Restrictions and Trigger Levels on PMHC's website for more information.

Water restrictions have four levels (Level 1 to Level 4), which can be incrementally implemented to reduce water demands during periods of extended drought conditions.

Emergency Water Restrictions follow on from Level 4 (Severe), and conditions associated with the use of water would be as directed by PMHC at that time.

Similarly, when lifting water restrictions, a step approach is taken based primarily on the combined dam levels. Figure 1 above details the levels and the approximate trigger point for implementing water restrictions, as well as those for lifting water restrictions.

**Water Conservation Measures are encouraged at all times.** The given specifications relate to potable water unless stated otherwise. There are **separate restrictions placed on recycled water**, as stated, and **no restrictions are placed on rainwater or bore water use** (restrictions will apply to tanks which have a potable top up connection). Signage to denote alternate water use is available from hardware stores.

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### 2.2.2 Level 1 Moderate Water Restrictions

*Watering gardens and lawns:*

- use of water sprinklers or fixed hoses is banned
- hand-held hose or drip irrigation can be used for a maximum of **1 hour before 9:00am or after 4:00pm** on odd or even days matching house number
- hoses must be fitted with water cut-off trigger or control nozzle
- micro-sprays, with nozzles less than 3mm in diameter, or drip irrigation systems may be used for a maximum of **15 minutes before 9.00am or after 4.00pm** matching house number
- watering-cans and buckets can be used at any time
- **no domestic water use outside the home on the 31st day of the month.**

*New turf:*

- exemptions for establishing new turf are available. An 'Exemption from Water Restrictions to Water New Turf' application is available online or from PMHC offices.

*Cleaning vehicles, boats and outboard motors:*

- car and boat washing (on lawn area): with a bucket and one hand-held hose (for rinsing only) **before 9:00am or after 4:00pm** on odd or even days matching house number
- boat motor flushing can occur for 5 minutes on lawn area only on day of use.

*Topping up swimming pools:*

- one hand-held hose can be used for a maximum of **1 hour before 9.00am or after 4.00pm** on odd or even days matching house number
- hose must be fitted with a water cut-off trigger or control nozzle.

*Cleaning houses, driveways, paths and hardstand areas:*

- washing driveways, paved areas, walls and roofs with a hose is **banned**
- no chemicals or cleaning products are to be used on driveways, paths or hardstand areas; brooms or air blowers should be used to remove loose material from driveways, paths and hardstand areas with material disposed of in green bin or used as mulch on garden
- watering-cans and buckets can be used at any time.

*Sporting fields:*

- irrigation systems can only be used between 1.00am to 2.00am on Monday, Wednesday and Friday.

*Public gardens:*

- hand-held hoses can only be used between 7.00am and 8.00am on Monday, Wednesday and Friday.

*Plant nurseries, bowling greens and commercial market gardens:*

- sprinkler systems can only be used between 7.30am and 9.30am.

*Commercial, building and landscaping industries:*

- no restrictions to commercial activities (other than nurseries, bowling greens and commercial market gardens), however water saving initiatives are encouraged
- dust suppression permitted with **recycled** water only
- all water usage and associated activities must not cause pollution as defined under the Protection of the Environment Operations [POEO] Act 1997.

*Recycled water:*

- no restrictions on recycled water use.

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### 2.2.3 Level 2 High Water Restrictions

*Watering gardens and lawns:*

- use of water sprinklers or fixed hoses are banned
- one hand-held hose can be used for a maximum of **30 minutes before 9.00am or after 4.00pm** on odd or even days matching house number
- hoses must be fitted with water cut-off trigger or control nozzle
- micro-sprays, with nozzles less than 3mm in diameter, or drip irrigation may be used for a maximum of **15 minutes before 9.00am or after 4.00pm** on odd or even days matching house number
- watering-cans and buckets can be used at any time
- **no domestic water use outside the home on the 31st day of the month.**

*New turf:*

- exemptions for establishing new turf are available. An 'Exemption from Water Restrictions to Water New Turf' application is available PMHC website or from PMHC offices.

*Cleaning vehicles, boats and outboard motors:*

- car and boat washing (on lawn area): washing may occur with a bucket and one hand-held hose (for rinsing only) **before 9:00am or after 4:00pm** on odd or even days matching house number
- boat motor flushing: can occur for 5 minutes on lawn area only on day of use.

*Topping up swimming pools:*

- one hand-held hose can be used for a maximum of **30 minutes before 9.00am or after 4.00pm** on odd or even days matching house number
- hose must be fitted with a water cut-off trigger or control nozzle.

*Cleaning houses, driveways, paths and hardstand areas:*

- washing driveways, paved areas, walls and roofs with hoses is banned.
- no chemicals or cleaning products are to be used on driveways, paths or hardstand areas; brooms or air blowers should be used to remove loose material from driveways, paths and hardstand areas with material to be disposed of in green bin or used as mulch on garden.
- buckets only can be used **before 9.00am or after 4.00pm** on odd or even days matching house number.

*Sporting fields:*

- irrigation systems can only be used between 1.00am to 1.30am on Monday, Wednesday and Friday.

*Public gardens:*

- hand-held hoses can be used between 7.00am and 7.30am on Monday, Wednesday and Friday.

*Dust suppression:*

- permitted with recycled water only.

*Plant nurseries, bowling greens and commercial market gardens:*

- hand-held hoses only can be used between 7.30am and 9.30am.

*Commercial, building and landscaping industries:*

- no restrictions to commercial activities (other than nurseries, bowling greens and commercial market gardens), however water saving initiatives are encouraged.
- dust suppression permitted with **recycled** water only.
- all water usage and associated activities must not cause pollution as defined under the Protection of the Environment Operations [POEO] Act 1997.

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*Recycled water:*
- no restrictions on recycled water use.

### 2.2.4 Level 3 Very High Water Restrictions

- all outside use of water sprinklers, fixed hoses, micro-sprays, and drip irrigations is **banned**
- one hand-held hose can be used for a maximum of **10 minutes before 9:00am or after 4.00pm** on odd or even days matching house number
- gardens can be watered by buckets or tank water only
- cars and boats can be washed on grassed areas with a bucket or tank water only
- sporting fields and public gardens can use recycled water only, as per note below; and
- plant nurseries, bowling greens and commercial market gardens may only water under a PMHC license
- no domestic water use outside the home on the 31st day of the month.

*Recycled water:*
- use of recycled water must be in line with Level 1 restrictions for potable water.

### 2.2.5 Level 4 Severe Water Restrictions

- **all external use of drinking water, including sprinklers, micro-sprays, fixed and hand-held hoses is banned**
- gardens can be watered with tank water, or recycled water as per note below;
- sporting fields and public gardens may use recycled water only; and
- plant nurseries, bowling greens and commercial market gardens may only water under a PMHC license.

*Recycled water:*
- use of recycled water must be in line with Level 2 restrictions for potable water.

### 2.2.6 Emergency Water Restrictions

- **all external use of drinking water, including sprinklers, micro-sprays, fixed and hand-held hoses is banned**
- **other uses allowed only as directed and approved by Port Macquarie-Hastings Council**
- gardens can be watered with tank water, or recycled water as per note below;
- sporting fields, public gardens, plant nurseries, bowling greens and commercial market gardens may only water under a PMHC license.

*Recycled water:*
- use of recycled water must be in line with Level 3 restrictions for potable water.

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PORT MACQUARIE
HASTINGS
COUNCIL

# Water Supply Procedure 2021

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## Glossary of Terms

| | |
|---|---|
| ADWG | Australian Drinking Water Guidelines |
| AS | Australian Standard |
| Aus Spec | Australian Specification - standards for construction and design for water supply |
| augmentation | to increase capacity of a treatment plant |
| DSP | Development Servicing Plan |
| kL | kilolitre (1,000 litres) |
| kPa | kilopascals |
| LGA | Local Government Area |
| mg/L | milligrams per litre |
| ML | Megalitre (1 million litres) |
| PPP | Plan, Pot-Hole and Protect |
| PCA | Plumbing Code of Australia |
| PMHC | Port Macquarie-Hastings Council |
| potable water | drinking water |
| RPZD | Reduced Pressure Zone Device |
| water | Refers to both potable and recycled water unless specified |
| WSAA | Water Services Association of Australia |
| WTP | Water Treatment Plant |

# 1. Water Supply Services

## 1.1 Water Supply Schemes

Port Macquarie-Hastings Council (PMHC) operates and maintains water supply schemes in the areas of Port Macquarie, Wauchope, Camden Haven, Telegraph Point, Comboyne and Long Flat:

### 1.1.1 Hastings Bulk Water Distribution Scheme

This scheme includes the integrated bulk water supply pumping station, off-creek storage dams and trunkmain network to Wauchope, Port Macquarie and the Camden Haven region. Up to a maximum of 105ML per day of raw/untreated water can be pumped from the Hastings River at Koree Island (5km south-west of Wauchope) depending on river conditions. The raw water is treated with lime and carbon dioxide (water conditioning) to increase alkalinity and stabilise the pH level. Fluoridation and chlorination are also completed at the Rosewood Reservoir site, prior to the water being stored in Rosewood No. 2 and No. 3 Reservoirs. The water in Rosewood Reservoir No. 2 and No. 3 is then gravity fed (i.e. without pumps) to the 2,500ML Port Macquarie and 10,000ML Cowarra Off-Creek Storage Dams. Water is distributed via 37 reservoirs, 19 water pumping stations, 832km of watermains.

### 1.1.2 Telegraph Point Water Supply Scheme

This scheme is sourced from the Wilson River and serves approximately 250 properties. Water is treated at an ultra-filtration plant and pumped to a storage reservoir before being distributed to customers via 16.8km of reticulation pipelines.

### 1.1.3 Comboyne Water Supply Scheme

This scheme is sourced from the Thone River and serves approximately 136 properties. Water is treated at an ultra-filtration plant and pumped to a storage reservoir before being distributed via 4.8km of reticulation pipelines.

### 1.1.4 Long Flat Water Supply Scheme

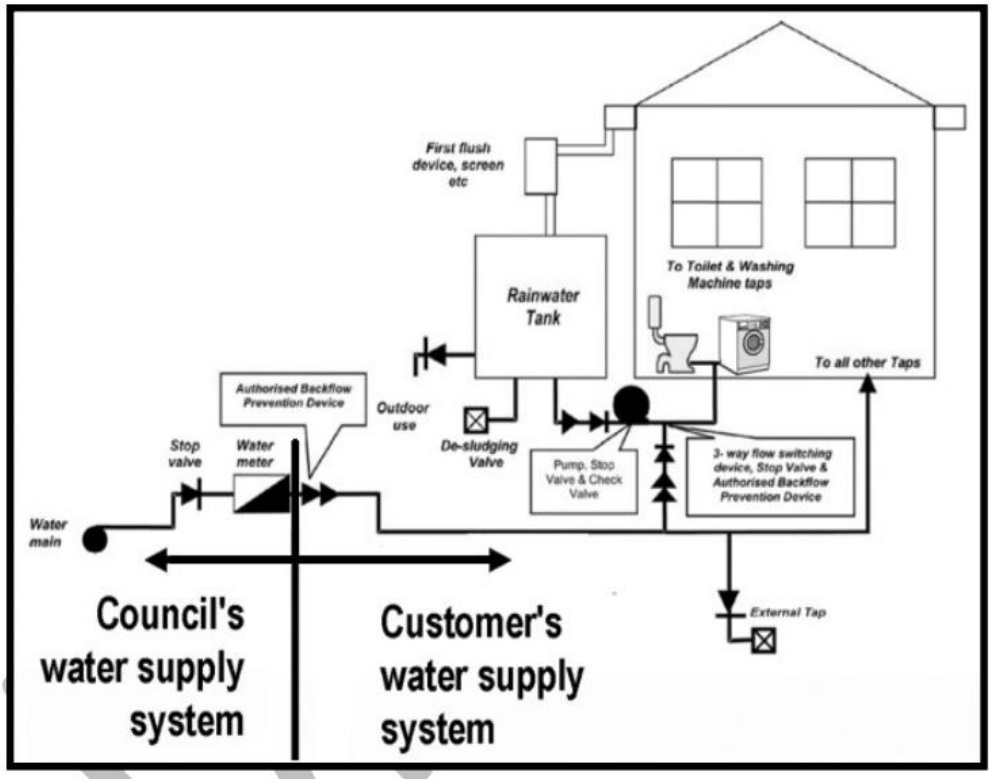
This scheme is sourced from the Hastings River and serves approximately 68 properties. Water is treated at an ultra-filtration plant and pumped to a storage reservoir before being distributed to customers via 4.2km of reticulation pipelines.

## 1.2 Delineation of Responsibility

The property owner owns and is responsible for maintaining all pipes and fittings, including backflow prevention devices, between PMHC's water system and the buildings and taps on the property. This is referred to as 'the customer's water system'.

PMHC retains ownership of the water meter through a rental agreement. The property owner is responsible for any costs associated with maintaining the water meter and accompanying pipes and fittings. This includes any maintenance or replacement costs. The owner is responsible for any damage to, or theft of the water meter or damage caused by a failure in the customer's water system.

*Figure 1: Diagram showing Ownership and Responsibility*



## 1.3 Water Supply Services

### 1.3.1 All water through an independent house service pipe

All properties that have a direct street frontage to PMHC's water supply system, must be connected to the PMHC's Water infrastructure by an independent house service pipe (refer *Local Government (General) Regulation 2005 clause 152*).

### 1.3.2 All water connections to be metered

All water services within the PMHC LGA are to be individually supplied and metered in an approved manner in accordance with the current *Plumbing Code of Australia* and *AS 3500*. A water meter measures the water supplied directly from PMHC's water supply mains system.

Water meters remain the property of PMHC. It is an offence under the *Local Government Act 1993* to remove, tamper or interfere with the installed meter. Any person found removing, tampering or interfering with the meter may be subject to legal action.

It is the property owner's responsibility to ensure that the water meter connected to a property is not used to measure the quantity of water supplied by the PMHC to any other premises (refer *Local Government (General) Regulation 2005 clause 156*).

### 1.3.3 Supply of drinking water

PMHC will supply a customer with drinking water to meet a customer's reasonable health and amenity requirements, except:

- in the case of planned or unplanned interruptions;
- in the case of severe drought or major operational difficulty;
- where PMHC is entitled to restrict or discontinue supply; or
- in the case of events beyond PMHC's reasonable control. Commercial

### 1.3.4 Cutting off or restricting water supply

PMHC may cut off or restrict the supply of water to premises (refer *Local Government (General) Regulation 2005 - clause 144*) if:

- any water meter used to measure that supply is out of repair or, in the opinion of PMHC, incorrectly registers the supply of water, or
- the water meter is used to measure use of water on another premises, or
- any charges in respect of the water supplied to the premises are unpaid, or
- in the opinion of the PMHC, that action is necessary because of severe drought or other unavoidable cause or any accident, or
- the owner or occupier or person requiring a supply of water fails to comply with a lawful order or requirement of PMHC as to installing water meters or instruments for measuring the quantity of water supplied, or
- the owner or occupier or person requiring a supply of water fails to comply with a lawful order or requirement of PMHC to repair or alter water connections, pipes, fittings or fixtures connected to PMHC's water supply system, or
- the occupier of the premises contravenes a provision of *Local Government (General) Regulation 2005, Part 6, Division 2* or fails to comply with any PMHC order or public notice requiring consumers of water to economise its use in time of drought or scarcity of supply.

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### 1.3.5 Drinking water quality

PMHC is committed to supplying high quality drinking water that consistently meets or exceeds the Australian Drinking Water Guidelines 2011 (ADWG), our customer's expectations and regulatory requirements. To achieve this, in partnership with our customers, NSW Health, NSW Office of Water and other relevant government agencies, PMHC will:

- understand, maintain, implement and work to continuously improve a Drinking Water Quality Management System that is consistent with the ADWG 2011, and to the satisfaction of NSW Health;
- use a risk-based approach in which all potential risks to water quality are identified and effective measures are taken to minimise any threat to drinking water quality at all points along the delivery path from catchment to tap;
- conserve and enhance our water supply catchments so our source water is adequately protected;
- manage water quality at every point from the source to the consumer;
- undertake accurate, timely, and meaningful monitoring and reporting to supply prompt and relevant information to our customers and regulators that supports confidence in our drinking water supply;
- ensure effective incident and emergency response plans are in place, reviewed and executed as required;
- ensure all water supply staff and contractors involved in the supply of drinking water are aware of the importance of maintaining drinking water quality at all times, including the provision of regular water industry training and qualification in these areas;
- welcome customer feedback on water quality issues and respond effectively to meet customer concerns and needs;
- engage in the development of industry regulation and guidelines, and undertake targeted research and development aimed at better understanding and improving drinking water quality;
- use a Total Water Cycle Management approach to identify issues and inform long-term planning and strategy;
- continually review and improve our work practices by assessing the performance of our water supply against criteria including the ADWG 2011 (for health and aesthetic), considering our customers, our regulators, and our business drivers;
- incorporate our stakeholder needs into our water quality planning and management activities;
- maintain effective disinfection of the water supply distribution system

The principles in the ADWG 2011 are:

- multiple barriers are required to protect drinking water quality
- the most effective barrier is the protection of source waters
- source water should be protected to the maximum practical degree
- water quality should be maintained at the highest practicable quality, and
- water quality should not be degraded even if it complies with guideline values by a safe margin.

PMHC has adopted a risk management approach to the management of water quality in its water catchment areas and source waters. We conduct drinking water quality assessment studies to determine the water quality risks and hazards present, by using the following approach:

- a hazard is identified
- objectives are created for managing known hazards
- management strategies are employed

- risks associated with the hazard are assessed
- processes become better understood
- management objectives are reviewed, and
- indicators are measured.

Some drinking water quality variations will exist within the Port Macquarie and Camden Haven water supply schemes, which are unfiltered water supplies.

### 1.3.6 water pressure

PMHC will endeavour to ensure that water is supplied to properties at a minimum pressure of 200 kilopascals (20 metres head of water) at the point of connection to PMHC's water supply main, under normal operating conditions.

A number of designated low water pressure areas have been identified in various locations due to the ground elevation of the affected properties. In these locations, property owners are required to install and maintain approved private break tank and booster pump arrangements.

### 1.3.7 Life support/Dialysis

Premises connected to the public water supply that require water to operate a home-based life support machine are requested to notify PMHC. PMHC will ensure all practical steps are taken to provide an uninterrupted water service and advance notification of any planned interruption to the water supply service can then be arranged. In addition, PMHC will endeavour to contact the resident as soon as possible in the event of any unplanned interruption and make alternative arrangements for supply. For customers on a home dialysis machine requiring water supply to operate, PMHC has also agreed to a reduction in the usage component of the annual water account.

### 1.3.8 Fire hydrants and other fittings

PMHC installs and maintains hydrants in its water mains at convenient distances and places for the ready supply of water to extinguish fires and for operational purposes. Hydrants are installed in accordance with AS 2419.

Members of Fire & Rescue NSW and the NSW Rural Fire Service and PMHC's water supply staff are the only persons approved to access or operate fire hydrants. PMHC's water supply staff are the only persons approved to access or operate all other water supply fittings. It is an offence under the *Local Government Act 1993* to remove, tamper or interfere with PMHC water infrastructure without prior approval from PMHC's Water and Sewer Planning section.

Where a development requires a private hydrant for fire coverage, an annual test report is required for each private in-ground hydrant installation.

### 1.3.9 Reliance on water supply

Where sites are heavily dependent on a continuous supply of water (e.g. a manufacturing or operational process), it may be prudent to consider contingency arrangements independent of the town water supply in the event of a water supply interruption. Any such arrangements would be at the cost of the individual site owner and would require PMHC approval.

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## 1.4 Factors affecting Water Supply Service and Infrastructure

### 1.4.1 Unplanned interruptions

Every effort is made by PMHC to ensure a reliable water supply service however in the event of an unplanned interruption, PMHC will minimise inconvenience by:

- restoring the service as quickly as possible;
- providing as much information as practicable based on the best information available at the time;
- providing an alternative supply of bottled drinking water during such events; and
- flushing the water supply system to reduce the impacts of possible dirty water caused by such events.

Unplanned interruptions include water main breaks and supply interruptions. If problems with the water supply are experienced, customers can contact PMHC on (02) 6581 8111 (business hours) or (02) 6583 2225 (after hours).

### 1.4.2 Planned interruptions

Planned interruptions to water supply services are necessary to allow for routine maintenance of the water supply system.

PMHC will endeavour to inform affected customers of the expected time and duration of any planned interruption, prior to the work being undertaken.

### 1.4.3 Repairs and maintenance

PMHC will leave work areas and immediate surrounds as near as possible to the state which existed prior to the works being undertaken, unless otherwise agreed with the property owner.

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## 1.5 Water Supply Levels of Service

### 1.5.1 PMHC's targeted Levels of Service

The target levels of service for the PMHC water supply system are summarised in Table 1. These levels of service are targets that PMHC aim to achieve and as such are not considered a formal customer contract.

*Table 1: Targeted Levels of Service*

| Description | Unit | Level of Service |
|---|---|---|
| **Availability of Supply** | | |
| Normal Quantity Available | | |
| Annual Tier 1 allowance, 20mm meter (refer to Section 3.1.1 Tariff Structure) | kL/property/year | 270 |
| Fire Fighting | % of service area | 100% |
| Compliance with Building Codes and Fire & Rescue NSW requirements | | |
| Pressure | | |
| Minimum pressure *(measured at a flow rate of 0.15 L/s per tenement at PMHC's watermain adjacent to property boundary)* | Metres head | 20 |
| Maximum static pressure | Metres head | 90 |
| **Restrictions to Supply (refer to Section 6 of this document)** | | |
| **Interruptions** | | |
| Planned Interruption | | |
| Notice to domestic customers | Hours | 24 |
| Notice to commercial customers | Days | 2 |
| Notice to industrial customers | Days | 7 |
| Notice to special customers *(Special customers include schools, nursing homes and home dialysis patients and are given a personal notice.)* | Days | 7 |
| Maximum duration | Hours | 8 |
| Maximum frequency | Customers/year | 1 |
| Unplanned Interruption | | |
| Maximum duration during working hours | Hours | 6 |
| Maximum duration after hours | Hours | 18 |
| Maximum frequency | Number/year | 2 |
| **Response Times** | | |
| Supply Interruptions | | |
| Working hours | Hours | 1 |
| After hours | Hours | 2 |
| Minor problems/general inquiries | | |
| Oral | Working days | 1 |
| Written | Weeks | 3 |
| Time to provide new connection in serviced area | | |
| for 80% of requests | Working days | 20 |
| **Water Quality** | | |
| Microbiological | % of samples | 100% |

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### 1.5.2 Catchment areas, pumping stations and reservoirs

Public access to PMHC owned land, including catchment areas surrounding the water supply off-creek storage dams, is restricted and strictly controlled in order to ensure the quality of drinking water supplied to consumers. Similarly, public access to other water supply sites and infrastructure including river intakes, pumping stations, water treatment plants and reservoirs is restricted and strictly controlled at all times.

PMHC maintains an extensive network of telemetry equipment to operate the water supply network. Approaches by external providers for installation of equipment on PMHC telemetry installations or reservoirs will not be considered.

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# 2. Water Supply for Development

## 2.1 New Water Connections

### 2.1.1 Water services installation

An application is required to connect to PMHC's water supply system. Refer to 'Water Meter Hire Agreement' on PMHC's website.

The type and location of the connection is at the sole discretion of PMHC.

The minimum water service for individual residential and some small business connections is 20mm. Commercial/business connections require a hydraulic assessment to confirm the service size is adequate. The minimum water service size for industrial premises must be 25mm unless justification is provided in the form of hydraulic calculations by a suitably qualified hydraulic consultant.

Unless an alternative is approved by PMHC, connection pipework from PMHC's water supply system to the meter assembly must be in copper pipe Type A to AS 1432 or PE100 PN16 polyethylene pipe (refer to PMHC Aus Spec).

All pipes, valves, devices, and fittings connected to PMHC's water supply system are to be rated for a safe working pressure of at least 1200kPa (120 metres pressure head) and shall be fit for purpose in accordance with the relevant Australian Standard.

### 2.1.2 Water meter installation

Water meters are to be located within the property boundary, at the discretion of PMHC. The property owner must ensure the meter is accessible to PMHC's water meter readers at all times, which may include to provision of boundary fences and wall recesses and/or fence setbacks.

Installation of a bollard may be required to protect the water meter as directed by PMHC. For cluster housing or multiple dwellings on a single site, single location central metering is permitted with appropriate easements provided for services and vehicle access.

The charge for a new, single 20mm meter installation is set each year in PMHC's Fees and Charges document. For multiple services or for water meter sizes greater than 20mm, the charge will be the actual cost of installation.

PMHC staff may enter private property to effect any necessary alterations, repairs to or replacement of the water service or water meter. Only PMHC staff may install water meters.

### 2.1.3 Large water services

All applications for services larger than 25mm are to include:

- hydraulic calculations that address flow, pressure and velocity requirements of AS3500.1;
- a plan, to a scale of not less than 1:100 that clearly indicates the position of the water meter on the property, the type of materials and nominal size of all water service pipes, the position of all stop valves, stop taps, backflow prevention devices and other valves, any water storage to be provided, including air gap requirements, overflow pipe arrangement and any booster pumps; and
- complete details of any fire service, booster pump or irrigation system installed.

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### 2.1.4 Properties previously not rated for water supply

Properties that can be provided with a water service but have not been charged for water supply historically will be charged a connection fee will be levied equivalent to the headworks contribution applicable at the time of application, less the amount previously paid in water access charges, plus the quoted cost of the installation.

### 2.1.5 Strata and multi-residential developments

Multi-residential developments include multi-storey, Strata, Community Title, Manufactured Home Estate, and integrated housing developments. Each occupancy within a multi-residential development must have their own individual isolation valve and an individual meter located in a position approved by PMHC (refer to the current *Plumbing Code of Australia and AS3500)*.

All individual residential units are to be provided with a separate external (i.e. located at the property boundary) or internal water meter to register water usage for each unit with a master meter at the boundary.

The location of internal water meters will be in foyer areas, secure and accessible for meter reading, otherwise a remote reading display facility shall be provided by the property owner, at an approved central location, easily accessible by PMHC water meter readers.

### 2.1.6 Torrens Title developments

The following water meter arrangements are to be provided for Torrens Title developments:

- individual water meters are to be provided at the property boundary of each Torrens Title with the exception of lots designated for future subdivision (i.e. parent lot of large developments);
- individual water meters are to be provided at the property boundary to separate residential and commercial water services within the development site and/or building;
- internal water meters are to be provided for each residential and/or commercial unit and a central meter readout station is to be provided adjacent to PMHC's water meters; and
- a single fire service connection point is to be provided for each building (if required).

### 2.1.7 Non-connection to PMHC's water supply system

Where a property has an alternative onsite water supply source which meets all statutory and guideline requirements including those of NSW Health and Fire & Rescue NSW, the property will only be levied the minimum water 'Access Charge' (i.e. residential 20mm or business/industrial 25mm water 'Access Charge').

Application of the water 'Access Charge' is based on the following provisions:

- fire-fighting coverage and protection is still available and provided by PMHC's hydrants within the street frontage to the property; and
- the area is within the designated water service area and PMHC has made a capital investment to provide the opportunity to connect to town water.

Should a water supply service connection be required in the future, the applicable water supply headworks and distribution charges are required to be paid. The amount is credited with any previous payments for headworks and distribution and/or annual water access charges.

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### 2.1.8 Water connections in rural areas

Where a property does not have frontage to PMHC's water supply system, property owners can apply to PMHC to extend the water main. If a property owner wishes to proceed and the application is approved, payment for the extension of PMHC's water supply system (i.e. water main) to an agreed point within the road reserve is required and is to be paid for by the applicant. Applicable headworks charges, as approved in PMHC's Development Servicing Plan and any other fees and charges, as calculated and/or set each year by PMHC through ***Fees and Charges***, will apply.

Individual water services traversing parallel to the road are not permitted without formal approval from PMHC's Water and Sewer Engineering Planning Manager.

### 2.1.9 Designated private supply lines

PMHC no longer supports these types of connections, and new applications will not be considered.

A number of existing private supply lines have been allowed in the past. In these cases the property residence is located a long distance from the PMHC main and water meter, and is generally not in a defined water supply service or residential area. Private supply lines may also have been permitted to pass through a number of properties by agreement with adjoining owners.

Private supply lines are the responsibility of the owner to maintain, including payment of excess water accounts due to failure of the private line.

### 2.1.10 Fire services

Generally, PMHC's water mains are located on a public road, public reserve/pathway or water supply reserves. A property owner will normally be required to install a private water hydrant (or hydrants) wherever an existing or proposed development is out of the reach of a street hydrant and has a fire compartment exceeding 500 square metres in floor area.

New urban residential release areas shall have hydrants installed to comply with Fire & Rescue NSW's guideline *Fire Hydrants for Minor Residential Development (2016)*. The maximum design spacing for hydrants is 60 metres.

Where fire service coverage from a street fire hydrant is not practical, either a private fire service or a tank storage alternative acceptable to PMHC's Development and Environment Division, Fire & Rescue NSW and NSW Rural Fire Service will be required.

All proposed fire services plans and requests must be submitted to PMHC after they have been certified by a suitably qualified hydraulic consultant and either Fire & Rescue NSW or NSW Rural Fire Service as relevant.

All fire hose reels shall be connected to a metered service (refer to the current *Plumbing Code of Australia*). Where this is not currently the case, PMHC will consult with property owners with the view to installing a complying connection, at the owner's cost.

### 2.1.11 Water Pressure Certificate

PMHC can provide a water pressure certificate for the hydraulic design of fire service installations, after receipt of the PMHC application form with the nominated flow rate and payment of the applicable fee, as set each year by PMHC through ***Fees and Charges***.

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### 2.1.12 Cross-connection control

A backflow prevention device is used to protect water supplies from contamination and may include (but is not limited to) a break tank, registered air gap, pressure vacuum breaker, reduced pressure zone device (RPZD) or testable double check valve.

All backflow prevention devices are the **responsibility of the property owner**.

Property owners may need to install a backflow prevention device as part of their connection to PMHC's water supply system.

All new connections where activities carried out on the property could endanger health or potentially cause death, must have a backflow prevention device installed in accordance with the current *Plumbing Code of Australia* and *AS 3500*.

All medical-related facilities are to have an RPZD as a minimum backflow protection.

PMHC may require existing premises connected to PMHC's water supply system to be provided with a backflow prevention device for containment at the property boundary. All backflow prevention devices installed for the purpose of site containment must be registered with PMHC, with payment of the applicable fee, as set each year by PMHC through ***Fees and Charges***.

Backflow prevention devices shall be installed on the customer's side of the water meter with no connections between the water meter and the device. On a separate hydrant and sprinkler fire service on a non-residential property, the device shall be installed close to where the water service crosses the property boundary, prior to any booster assembly.

All backflow prevention devices must be tested on an annual basis with a '*Backflow Prevention Inspection Testing and Maintenance Report'* submitted to PMHC. PMHC can undertake this work after payment of the applicable fee, as set each year by PMHC through ***Fees and Charges.***

If PMHC determines that the backflow prevention device is unsatisfactory, the owner will be required to repair, maintain, test or replace the backflow prevention device, at the owner's expense.

Backflow prevention devices may reduce the pressure and flow rate of the water supply to the premises. It is the owner's responsibility to undertake, at their cost, any works on the premises necessary to provide adequate water flow rate and pressure for their needs. A licenced plumber shall carry out any works related to the house water supply system.

### 2.1.13 Easement for water service

The location of water services in easements other than a vehicular access-related easement for the property being served will not be permitted due to the risk of undetected interference with the water service. This can happen in the form of damage, contamination or illegal connection if the easement is not in an area fully accessible to and able to be overseen by the serviced property owner.

### 2.1.14 Private water hydrants

Where a property owner installs a private water hydrant within their internal water system, all associated maintenance costs are the responsibility of the property owner. This includes the backflow prevention device (single detector-check), gate valves, pipework and associating coating (i.e. maintaining red paint).

Where underground hydrants are installed in a private water system, they shall be spring type, manufactured to AS 3952, with an approved thermal-bonded coating to AS 4158 and installed in accordance with AS 2419.

Private water hydrants must be located on land under the control of the property owner, who will be responsible for all water charges. The hydrant is not to be located in easements or Rights of Carriageway.

Testing requirements for these services is outlined in section 1.3.8.

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## 2.2 Water Metering

This section outlines information and requirements for water meters in the PMHC Local Government Area - this is applicable to both potable and recycled water meters. Note there are further specifications around recycled water fittings detailed in the Recycled Water Information and Guidelines 2021.

### 2.2.1 Meter security

The owner of the premises on which the water meter is located must, if required by PMHC to do so, protect the meter by enclosing it in a lockable box constructed of metal, wood or other strong durable material.

The owner of the premises must, if PMHC so requires, deposit with PMHC the key to the water meter or, if it is enclosed in a meter-box, the key to the box immediately after the meter or box is installed.

If the property owner wishes to have a lockable meter valve installed, application is to be made to PMHC to carry out this work at the property owner's expense.

### 2.2.2 Meter replacements

PMHC has a water meter replacement program to ensure accurate recording of water usage through each water meter. PMHC will replace the meter at no cost to the property owner if the meter:

- is found to be defective
- can no longer be reasonably maintained, or
- is replaced as part of a meter replacement program.

PMHC will attempt to notify the property owner at the time of replacement and advise that a new meter has been installed. A mutually acceptable time will be negotiated with commercial customers for the replacement of meters.

PMHC can test your water meter if you feel it is not recording water usage accurately - please complete the application form on our website and make payment of the applicable fee, as set out each year by PMHC through ***Fees and Charges***. See clause 1.2.10 Meter Testing in PMHC Water Supply Tariff and Billing Procedure.

### 2.2.3 Meter relocation

All water service and water meter relocations are at the owner's expense.

### 2.2.4 Multiple meters

All water services connected to PMHC's water supply system must be through an independent house service pipe and a single water meter. PMHC will work with property owners whose water service connection does not comply with this requirement to install a complying connection at the owner's cost.

### 2.2.5 Upsizing/downsizing meters

The size of water meters is based on hydraulic considerations. If a property owner wishes to change the size of the installed water meter, an application, with payment of the applicable fee can be made to PMHC for a quote to undertake the works. The application must be accompanied by hydraulic calculations signed off by a suitably qualified hydraulic consultant.

The cost of changing the water meter will be at the owner's expense.

PMHC is not obliged to approve an application to change the size of the water meter.

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Where residential customers have been required to install a 25mm water service (e.g. some battle-axe blocks), PMHC will work with the property owner to determine if they can be provided with a 20mm meter, as part of the water meter replacement program.

### 2.2.6 Water leakage investigation

PMHC can undertake an investigation of water leakage in private water systems, after the payment of the applicable fee, as set each year by PMHC through ***Fees and Charges***.

### 2.2.7 Private water meters

PMHC may permit the use of privately owned meters within the water system if they are of an authorised design and type (WaterMark certified).

If approved for use in a property owner's water system, PMHC sell in-house water meters for an applicable fee, as set each year by PMHC through ***Fees and Charges***.

PMHC can read private water meters for an applicable fee, as set each year by PMHC through ***Fees and Charges***. Reading of internal water meters will only be undertaken if the following criteria is met:

- The location of internal water meters is in foyer areas, secure and accessible for meter reading, otherwise a remote reading display facility shall be provided by the property owner;
- The meters can be easily accessible by PMHC water meter readers; and
- Installation meets the relevant Council and Australian Standards.

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## 2.3 Augmentation of Water Supply System

### 2.3.1 Standards and Specification requirements

**National Codes Initiative**

The Water Services Association of Australia (WSAA) has developed a series of national codes of practice covering the design and construction of water infrastructure. Benefits of these national codes include:

- Facilitation of consistent national reform and regulation of the water industry;
- Provision of a transitional mechanism for sharing water-industry specialist expertise as internal water resources diminish;
- Provision of a common technical reference for the development of industry training and skills accreditation programs for private sector suppliers;
- Enhancement of the mobility of suppliers, e.g. designers and constructors, by reducing parochial technical impediments to trade; and
- Improvement of the Australian water industry's interface with international companies.

**PMHC's Codes**

With these benefits in mind, PMHC has progressively adopted the following codes as the foundation to its technical specification (Aus-Spec Design Specifications) for the design and construction of water assets in the PMHC LGA:

- WSAA Polyethylene Pipeline Code - WSA01-2004
- WSAA Water Reticulation Code of Australia - WSA03-2011 V3.1
- WSAA Pressure Sewerage Code of Australia – WSA07 – 2007 V1.1

PMHC is currently developing a Supplement to each Code, which will contain additional information to cover:

- PMHC's detailed requirements for specific matters, which the Code anticipates individual water agencies will address; and
- Variations to the Code where its requirements are not compatible with PMHC's specific requirements.

The design of any augmentation works required is to be based on guidelines contained within the Aus-Spec Design (ASD) Specification. The ASD Specification currently consists of a supplement Code to accompany the WSAA Water Reticulation Code of Australia - WSA03-2011 V3.1 and includes a suite of ASD design drawings, which can be found on PMHC's website.

### 2.3.2 Headworks and distribution charges

Headworks and distribution charges are applicable as described in PMHC's Water Supply Tariff and Billing Procedure for any planned augmentation of PMHC's Water Supply System.

### 2.3.3 Development Consent conditions

Where a Development Consent requires a development to augment water supply infrastructure, the following conditions will apply:

- the design of the augmentation works required shall be based on guidelines contained within the Aus-Spec Design Specification;
- where the infrastructure is included in PMHC's Section 64 Water Supply Contribution Plan, the work may be completed by the developer and offset against the contribution for that development. PMHC may elect to undertake the work, in which case, the full contribution is required;

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- where PMHC undertakes the work, the contribution required will be calculated by PMHC and paid by the developer prior to the work proceeding. Where the developer undertakes the work and a contribution offset is required, the design and the value of the work shall be approved and agreed upon prior to the work commencing;
- failure by the developer and/or consultant to obtain prior written design approval and cost agreement from PMHC will result in a nil offset being applied to the work; and
- where PMHC has identified potential future demand for infrastructure over and above that required by the development in question, PMHC may elect to increase the size of the infrastructure and meet the additional cost over and above the contribution calculated.

### 2.3.4 Extensions and additions to existing developments

All internal hydraulics not complaint with current *Plumbing Code of Australia* standards and/or presenting a health and safety risk, will be required to upgraded in line with current *Plumbing Code of Australia* and *AS 3500*.

### 2.3.5 Additional water mains in roads

Where a development results in the need to upgrade watermain pipework, the applicant is required to fund a new watermain capable of serving the proposed development as well as the existing watermain capacity.

Should PMHC request additional capacity, then PMHC will contribute to the approved additional cost.

### 2.3.6 Disconnection of existing services across boundaries

Where a parcel of land is subdivided, any internal plumbing from the original parent Lot subsequently passing into the annexed Lot, will be disconnected at the boundary.

### 2.3.7 Disinfection and pressure testing of new watermains

All new watermains that are to be connected to PMHC's water supply system will need to be pressure tested and disinfected prior to commissioning in line with PMHC requirements. Developers must apply to PMHC using the appropriate form and pay the applicable fees and charges for this work, as set each year by PMHC (through ***Fees and Charges***).

Connection to the PMHC water supply network is to be completed by PMHC staff or under PMHC supervision as agreed with the applicant. Every effort will be made by PMHC to provide isolation of watermains to permit interconnection at the date, time and for the period requested in this application. If this cannot be accommodated, the applicant will be advised and given notice on a suitable time and any extra charges that may apply.

### 2.3.8 Easement creation for watermains

In accordance with the Aus-Spec *Design Manual*, the location of watermains that will become part of PMHC's water system on private property is to be avoided. Where a watermain cannot be located in a dedicated public road reserve or access way, it may be located within an appropriately sized and registered easement, subject to PMHC's approval.

Where watermains are located in an easement in favour of PMHC they must be a minimum of five metres wide. Unless there are compelling reasons to the contrary the watermain shall be located in the centre of the easement. Where vehicular access is required along the water main route, the easement width is to be not less than 7.5 metres. Easements in rural zoned areas and steep terrain are generally to be 10 metres wide.

A Registered Surveyor shall survey easements and certify the location of pipelines within the easements.

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### 2.3.9 Protection of pipelines and easements

The location and protection of water supply infrastructure remains the responsibility of the person and/or organisation undertaking any excavation or associated works. The 'PPP' approach of 'Plan, Pot-Hole and Protect' must be applied at all times when works are undertaken in the zone of influence associated with any water supply infrastructure.

Upon request, PMHC will provide plan details and/or onsite locations to assist with the location of water supply infrastructure including buried pipelines and associated fittings. PMHC also provides an online mapping application on our website which enables enquiry about our underground services. However, any damage and/or subsequent failure of these assets due to excavation or other site works will be rectified by PMHC and the cost of such rectification works will be charged to those identified as responsible for such damage and/or failure.

Special conditions including building, structures and excavation exclusion zones apply to all water supply pipelines and/or easements in favour of PMHC on public and private land.

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PORT MACQUARIE
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# Water Supply Tariff and Billing Procedure 2021

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# 1. Introduction

The Water Supply Tariff and Billing Procedure is authorised under the Port Macquarie-Hastings Council Water Supply Policy.

The intent is to outline the charges and fees relating to the supply of water to properties, any additional applicable charges (based on individual requirements), and the concessions and rebates available to residents of the Local Government Area.

# 2. Tariffs and Billing

## 1.1 Water Supply Charges

Port Macquarie-Hastings Council (PMHC) adopts a water supply tariff structure consistent with the principals outlined in NSW Department of Industry Best-Practice Management of Water Supply and Sewerage Guidelines. The water billing system consists of two charges: an annual 'Access Charge', and consumption 'Usage Charge', i.e.:

*Water Supply bill = access charge + usage charge*

The tariff structure is based on an 'inclining block tariff', with a Usage Charge per kL for consumption up to a set 'Usage Threshold' and an increased Usage Charge per kL over and above the Usage Threshold - referred to as Tier 1 and Tier 2 usage charges. The Tier 2 Usage Charge is set at twice the Tier 1 Usage Charge.

These water supply charges are determined each year by PMHC through ***Fees and Charges*** in accordance with the *Local Government Act 1993*. They can be viewed on PMHC's website.

### 1.1.1 Access charge (Availability charge)

An Access Charge is applicable to all properties fronting a water main to which a water service can be provided. The property must be located within the Water Supply Service Area as outlined within the Developer Servicing Plan (DSP).

The Access Charge cost is dependent on the customer's meter size. The access charge increases with meter size - the larger the meter size, the more water that will be allocated under the Tier 1 usage rate (refer section 1.1.2).

Customers that do not have an individual meter (e.g. older Strata units) are charged as if they had an individual 20mm water meter.

### 1.1.2 Usage charge

The Usage Charge is applied to the amount of water measured through the water meter. It is charged based on a two-tier tariff. Tier 1 rates per kilolitre are charged up to a set 'Usage Threshold' and Tier 2 rates are charged when yearly consumption exceeds the set level.

For example, the Usage Threshold for a 20mm service is set at 270kL per annum. For every kilolitre up to 270kL, the Tier 1 rate is charged. For every kilolitre used over 270kL, the Tier 2 rate is charged. The 'Usage Threshold' increases with meter size.

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### 1.1.3 Major water users

For major consumers of water such as caravan parks, mobile/manufactured home estates and retirement villages, the Usage Threshold may be determined individually based on the Developer Charge methodology. Any changes to a customer's Usage Threshold will result in a subsequent change in the applicable Access Charge.

To determine the water Usage Threshold, a 'Major Water User' is defined as a customer:

- with the equivalent of a 100mm or larger water meter (excluding Fire Services), and
- who has an approved development of at least 25 Equivalent Tenements (ETs) - refer to PMHC's Development Contributions Assessment Policy.

To become a registered Major Water User, an application must be made to the Water and Sewer Planning section with the following information:

- annual water consumption amounts for previous bills, and
- justification for becoming a registered Major Water User, including a detailed description of the property's use, consistent with the criteria set out in Schedule 1 and 2 of PMHC's Development Contributions Assessment Policy.

For those registered as a Major Water User, further water conservation measures may be imposed, or a full Water Usage Report may be requested.

### 1.1.4 Water consumption

Annual water consumption for a property is based on the water meter readings taken during that year.

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## 1.2 Concessions, Rebates and Variations

### 1.2.1 Community Service Obligations

In accordance with the *Local Government Act 1993,* PMHC has resolved to provide a Community Service Obligation (CSO) to the following properties by not charging an Access Charge (Usage Charges still apply when water is consumed):

- land owned by the Crown, not being land held under a lease for private purposes (including if it is leased by the Crown to a caretaker at a nominal rent);
- land within a national park, historic site, nature reserve, state game reserve or karst conservation reserve (within the meaning of the *National Parks and Wildlife Act 1974*), whether or not the land is affected by a lease, licence, occupancy or use;
- that part of land that is the subject of a Conservation Agreement (within the meaning of the *National Parks and Wildlife Act 1974*);
- land that is vested in, owned by, held in trust by or leased by the Nature Conservation Trust of NSW constituted by the *Nature Conservation Trust Act 2001;*
- land that is vested in or owned by State Water Corporation and in, on or over which water supply works (within the meaning of the *Water Management Act 2000*) are installed;
- land that belongs to a religious body and is occupied and used in connection with:
  - a church or other building used or occupied for public worship, or
  - a building used or occupied solely as the residence of a minister of religion in connection with any such church or building, or
  - a building used or occupied for the purpose of religious teaching or training, or
  - a building used or occupied solely as the residence of the official head of any religious body in the State or in any diocese within the State.
- land that belongs to and is occupied and used in connection with a school (being a government school or non-government school within the meaning of the *Education Reform Act 1990*), including:
  - a playground that belongs to and is used in connection with the school, and
  - a building occupied as a residence by a teacher, employee or caretaker of the school that belongs to and is used in connection with the school.
- land that is vested in the NSW Aboriginal Land Council or a Local Aboriginal Land Council and is declared under Division 5 of Part 2 of the *Aboriginal Land Rights Act 1983* to be exempt from payment of rates;
- land that is vested in or owned by Rail Infrastructure Corporation, Rail Corporation NSW or Transport Infrastructure Development Corporation, and in, on or over which rail infrastructure facilities (within the meaning of the *Transport Administration Act 1988*) are installed; and
- land that is below high water mark and is used for any aquaculture (within the meaning of the *Fisheries Management Act 1994*) relating to the cultivation of oysters.

### 1.2.2 Pensioner rebate

In accordance with the *Local Government Act 1993,* PMHC provides eligible pensioners, as prescribed in the *Local Government Act 1993* and the *Local Government (General) Regulations 2005,* with a reduction to annual water supply charges, resulting in a maximum charge of $87.50 for eligible properties.

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### 1.2.3 Secondary dwelling

A secondary dwelling can be defined as an additional structure within the boundaries of a residential property, providing a self-contained habitable dwelling. A secondary dwelling can be separately metered or supplied from the principal residence meter.

To be considered as a secondary dwelling, a number of conditions apply, e.g. size of the structure, nature of use, conditions associated with development. In some cases, the additional dwelling may be considered a dual occupancy/secondary dwelling and may be subject to payment of developer contributions. Refer to PMHC's Development & Environment section for further information.

Where a secondary dwelling is occupied by a dependent relative and where no financial remuneration is paid to the owner of the property, PMHC requires that ratepayers apply annually for classification as a secondary dwelling for water tariff purposes.

### 1.2.4 Dialysis customers

For customers on a home dialysis machine that requires a water supply to operate, PMHC has agreed to provide up to 125kL of water per year at no charge, based on quarterly usage (i.e. up to 31.25kL of water at no charge per quarter).

### 1.2.5 Hardship annual charge relief

PMHC will make provisions for financial hardship. Customers can apply for an annual charge reduction, where it can be substantially proven they are experiencing genuine financial hardship.

PMHC will consider providing assistance based on information provided by the resident, including income and expenditure details. Each case is treated individually on merit. More information can be found in PMHC Rates and Charges Hardship Assistance Policy, and applications can be made on the website.

### 1.2.6 Access charge rebate – Hydraulic issues

PMHC has reduced the Access Charge for a 20mm water meter for residential properties that require a larger meter for hydraulic reasons (battle-axe blocks and low-pressure areas).

PMHC will continue this rebate and will work with these property owners with the view to installing a standard 20mm meter for a domestic water supply under PMHC's normal Meter Replacement Program.

### 1.2.7 Interim access charge rebate – Staged development

On properties subject to staged development, and where the water service has been sized to serve the site ultimate requirements, the water Access Charge may be reduced each year to the equivalent of the rate for the appropriate sized service required for that stage of the development that has PMHC approval.

An application for such reduction must be made each year and include details of current approvals and an assessment of the size required, in accordance with the current *Plumbing Code of Australia* and *AS 3500*.

### 1.2.8 Fire Service charges

All water consumption for Fire Services is charged at the Tier 1 Usage Charge. The Access Charge for Fire Services is dependent on the service size and is charged at 50% of the charge of the equivalent meter size.

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### 1.2.9 Variations for unforeseen leaks – All properties

The property owner is responsible for maintaining all pipes and fittings between PMHC's water meter and the buildings and taps on their property (refer to PMHC Water Supply Procedure 2021). The property owner is also responsible for payment of all water charges based on the water that passes through the water meter, including on-site leaks.

If a customer is unable to pay an account or requires assistance in repaying an account, they may apply for an annual charge reduction due to hardship. See section 1.2.5 above for more information.

Applications will be considered on a case-by-case basis where:

- the water service is constructed of material approved by PMHC for domestic use, including:
  - copper pipe type A to AS1432 (copper alloy fittings to AS3688)
  - polyethylene (PE) pipe for pressure applications (Blue Stripe PN16), with minimum pressure rating of PN16 to AS/NZS 4130:2003
- a defect in the service has occurred which is not readily visible or apparent, and PMHC is satisfied there has been immediate and effective action to make repairs, and
- a copy of the invoice for repairs is provided to PMHC. The invoice must:
  - be from a licensed plumber and include the licence number
  - show the address where the work was carried out
  - state the nature and location of repairs, including the type of pipe material and length replaced
  - include a statement that the defect was not readily visible or apparent.
- Depending on the issue and information, a Statutory Declaration may also be required

PMHC will not consider a variation or reduction for an unforeseen leak for fire services or properties serviced with:

- poly lines (except 'Blue Stripe' drinking water pipe manufactured in accordance with AS/NZS 4130:2003: Polyethylene (PE) pipes for pressure applications, with minimum pressure rating of PN16), or
- designated Private Lines.

An approved variation will reduce the charges to an amount which is the greater of: half the charges incurred during the quarter, or the equivalent actual charges incurred for the same quarter of the previous year.

Subsequent bills in the financial year will take into account the adjusted amount rather than the metered amount (e.g. for calculation of any Tier 2 Usage Charges).

Any claims for subsequent leaks must demonstrate that sufficient work has been done to maintain the entire system and include an inspection report by a licensed plumber, advising that the entire service is in good condition and does not require replacement.

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### 1.2.10 Meter testing

If a property owner considers PMHC's water meter is not accurately recording water usage, a request can be made for PMHC to test the meter (after payment of the appropriate fee, as set each year by PMHC through ***Fees and Charges)***.

If the subsequent test shows the meter is 'over'-recording by more than 3% of the actual quantity of water passing through it, PMHC will:

- replace the meter
- refund any charge paid to test the meter, and
- adjust the latest account on the basis of a daily consumption equal to the average daily consumption during the corresponding meter reading period of the previous year, or previous three years, or similar basis.

If the test shows that the meter is 'under'-recording by more than 3% of the actual quantity of water passing through it, PMHC may:

- replace the meter, and
- adjust the latest account on the basis of a daily consumption equal to the average daily consumption during the corresponding meter reading period of the previous year, or previous three years, providing the corresponding period is considered representative of normal consumption. Otherwise a pro-rata calculation may be considered, e.g. where the occupant has lived at the property for less than a year.

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## 1.3 Billing

### 1.3.1 Water account

PMHC will issue a water account outlining the water supply, Usage Charge and the water service Access Charge. Residential customers will be sent an account on a quarterly basis, unless otherwise agreed. Commercial customers with high water usage may be sent an account on a monthly basis.

### 1.3.2 Changes to water prices

The water Usage Charge and Access Charge is set each financial year in accordance with the *Local Government Act 1993*.

Because the reading of water meters is staggered throughout the year, the actual water consumption for each financial year is taken as the pro-rata consumption between the meter readings that fall on either side of the end of the financial year.

The water account received after the end of the financial year will show the actual water consumption that applies for each charge bracket – split into the 'old' water charges and the 'new' water charges.

### 1.3.3 Overdue accounts

PMHC charges interest on overdue accounts at a rate set each year by the Department of Local Government in accordance with the *Local Government Act 1993*. The interest accrues on a daily basis.

PMHC will take action to recover overdue accounts, including using external debt collection agencies and legal action, where necessary.

### 1.3.4 Cutting off or restricting water supply

In accordance with the *Local Government (General) Regulation 2005*, PMHC may cut off or restrict the supply of water to a property if any:

- water meter used to measure that supply is out of repair or, in the opinion of PMHC, incorrectly registers the supply of water, or
- rates or charges in respect of the water supplied to the premises are unpaid.

If PMHC cuts off the supply of water to a property, PMHC may refuse to supply water to those premises until:

- a water meter is installed on the premises,
- the water meter registers correctly, or
- the outstanding water charges are paid.

PMHC may charge a fee, as set each year through ***Fees and Charges***, for the:

- issue of a 'Notice of Intention to Disconnect Water',
- disconnection of the water supply, and
- reconnection of the water supply.

The Local Government Act 1993 provides that water charges including any accrued interest (and any costs awarded by the courts in proceedings to recover the water charges) are a charge on the land, and PMHC may sell the land (including vacant land) if water charges have remained unpaid for more than five years from the date on which it became payable.

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### 1.3.5 Additional water meter readings

PMHC may arrange for an additional water meter reading and estimated water bill outside the normal billing cycle, after a request by the customer and the payment of the appropriate fee (as set each year by PMHC through ***Fees and Charges***) has been received.

# 3. Headworks and Distribution Charges

Headworks charge is a charge formulated by PMHC, as the Water Authority, to cover the cost of providing, maintaining and extending infrastructure such as pipelines, reservoirs and pump stations. These and distribution charges cover the cost of providing the water supply capacity either within PMHC's existing water supply system or through future capital works.

PMHC has prepared a Development Servicing Plan (DSP) in accordance with Section 64 of the *Local Government Act 1994,* which details the water supply headworks and distribution charges imposed on development areas using PMHC's water supply infrastructure.

Potential development areas that are not included in the current DSP will be subject to separate headworks and distribution charges, which will be based upon the actual cost of providing water supply services.

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# Port Macquarie–Hastings Local Housing Strategy

2021 – 2041

DRAFT FOR PUBLIC EXHIBITION | APRIL 2021

Prepared by City Plan Strategy & Development, in partnership with

ALphaDemographics

emapconsulting

## REPORT REVISION HISTORY

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| | | **Prepared by** | | **Verified by** | **Signed** |
| | | Jessica Veenhuyzen<br>*Project Planner* | Amanda Wetzel<br>*Regional Director* | N/A | N/A |
| 02 | 26/03/2021 | Second draft for review (annotated) | | | |
| | | **Prepared by** | | **Verified by** | |
| | | Amanda Wetzel<br>*Regional Director* | | N/A | N/A |
| 03 | 30/04/2021 | Final draft for sign-off | | | |
| | | **Prepared by** | | **Verified by** | |
| | | Amanda Wetzel<br>*Regional Director* | | Juliet Grant<br>*Executive Director* | |

**Disclaimer**
This report has been prepared by City Plan Strategy & Development P/L with input from a number of other expert consultants (if relevant). To the best of our knowledge, the information contained herein is neither false nor misleading and the contents are based on information and facts that were correct at the time of writing. City Plan Strategy & Development P/L accepts no responsibility or liability for any errors, omissions or resultant consequences including any loss or damage arising from reliance in information in this publication.

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***We acknowledge the Birpai people as the traditional custodians of the lands within Port Macquarie-Hastings local government boundaries. We would like to acknowledge Elders both past and present and extend that respect to all Aboriginal and Torres Strait Islander people.***

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## Terminology

| | |
|---|---|
| Development Control Plan | Is a document prepared by Council to guide future built form. |
| Dwelling | A room or suite of rooms occupied or used or so constructed or adapted as to be capable of being occupied or used as a separate domicile. |
| Effective demand | Housing demand that owner-occupiers, investors and renters are actually able and willing to buy or rent in the market. |
| Expressed housing preference | Determined based upon the proportion of each household type in an LGA living in each type of dwelling. |
| Household | A household is defined as one or more persons, at least one of whom is 15 years of age, usually resident in the same dwelling. |
| Household type | As defined by the ABS Census definitions - includes: couple; couple family; lone person household; one parent family; and group household. |
| Housing Capacity | The theoretical capacity for new dwellings under the existing planning controls. |
| Housing Demand | The theoretical number of homes needed to accommodate the projected number of households |
| Local Environmental Plan | Is a legal instrument prepared by Council and approved by the State Government to regulate land use and development. |
| Mortgage stress | A household paying more than 30% of gross income on housing costs. |
| Planning capacity | The theoretical quantity of dwellings that can be produced under existing zoning and planning controls. |
| Rental stress | A household paying more than 30% of gross income on housing costs. |
| Underlying demand | Housing demand based on population growth forecasts. |
| Exempt development | Development that may be carried out without approval from any consent authority. |
| Complying Development | An approval process that is determined by a Principal Certifying Authority. |
| Planning Proposal | An application seeking an amendment to an Environmental Planning Instrument. |

## Abbreviations

| | |
|---|---|
| ABS | Australian Bureau of Statistics |
| BASIX | Building Sustainable Index |
| CBD | Central Business District |
| Council | Port Macquarie-Hastings Council |
| CHPs | Community Housing Providers |
| DCJ | Department of Communities and Justice |
| DCP | Development Control Plan |
| DPIE | NSW Department of Planning Industry and Environment |
| EIE | Explanation of Intended Effects |
| LAHC | Land and Housing Corporation |
| LEP | Local Environmental Plan |
| LGA | Local Government Area |
| LHS | Local Housing Strategy |
| NATSEM | National Centre for Social and Economic Modelling |
| NRAS | National Rental Affordability Scheme |
| SEPP | State Environmental Planning Policy |
| UGMS | Urban Growth Management Strategy |

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## Navigating through unprecedented change

This *Local Housing Strategy* has been prepared during a time of unprecedented change arising from the COVID-19 pandemic. While the evidence base presented relies heavily on historical data and trends, we acknowledge that the impacts of the pandemic – both acute and lasting – are yet to be fully understood.

To ensure Planning remains agile, changes in the demand for housing and people's expectations of housing and residential areas should be monitored in much more detail and much more frequently than in recent decades. This will allow any substantial changes in trends to become evident more quickly and may trigger the need to review and update this *Local Housing Strategy* and other companion documents like the *Urban Growth Management Strategy* sooner than anticipated.

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## EXECUTIVE SUMMARY

This Local Housing Strategy has been developed to set a clear path for the delivery of new housing across the Port Macquarie-Hastings Local Government Area to 2041. It builds on the framework set out in the *North Coast Regional Plan* and Council's *Community Strategic Plan* and *Local Strategy Planning Statement* and sits alongside Council's *Urban Growth Management Strategy*.

Between 2016 and 2041, our population is expected to grow by 18,900 people. This will be driven strongly by migration because we are a location of choice for people leaving cities elsewhere in Australia. The evidence suggests that over the next 20 years, around 8 in every 10 new households forming will be one- or two- people only, which is largely reflective of our ageing population. Adjustments will need to occur to ensure our housing stock is fit-for-purpose: reflecting changes in household sizes, and people's expectations.

Around 11,950 additional homes will be required between 2016 and 2041 to cater for the growth and change expected. More people living in our communities are likely to be on fixed or casualised incomes, so the availability of secure, budget-friendly housing – to rent or own – will be front of mind.

Council's *Urban Growth Management Strategy* has already established a future land supply that is capable of providing more than enough housing to 2041. Balancing outcomes within this supply will be a challenge for planning. Strong coordination and governance are needed to manage the supply and delivery of new homes in greenfield areas in line with infrastructure whilst also creating and maintaining market conditions that encourage infill and diversification.

This Local Housing Strategy describes what Council can do to manage growth and change sustainably and ensure our communities are resilient, healthy, and connected. It sets out actions that move us towards a housing supply that is diverse, affordable, and inclusive by encouraging the right kind of housing in the right locations.

## VISION

***In 2041, we are managing our growth sustainably so people can access a diverse choice of housing to suit them at any stage in life.***

***We are...***

| | | |
|---|---|---|
| ***...Prudent*** | ***...Green*** | ***...Compact*** |
| ***...Connected*** | ***...Inclusive*** | ***...Authentic*** |

## STRATEGY STRUCTURE

### Section 1 – Introduction

Identifies planning policy and context, provides a snapshot of the Port Macquarie-Hastings LGA, and sets out Council's long-term housing vision.

### Section 2 – The Evidence

Identifies evidence-based population changes and trends to understand our future housing needs. Reviews our housing demand and supply against planning capacity and housing targets to determine any gaps.

### Section 3 – Priorities

Sets clear objectives for planning to grow and diversify the future housing supply to support healthy, connected, and resilient communities.

### Section 4 – Implementation

Describes how Council will deliver actions in line with our priorities.

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# 1. INTRODUCTION

## 1.1. Overview

Port Macquarie-Hastings Council (Council) is required to prepare a Local Housing Strategy (LHS) which will set out a framework to guide residential growth and change across the Port Macquarie-Hastings Local Government Area (LGA) over the next 20 years to 2041. Once complete, the LHS will serve as the long-term basis for reviewing and updating planning policies, processes and controls for residential development throughout the LGA.

The LHS must be prepared, to the best possible extent, in accordance with the *Local Housing Strategy Guideline* released by the NSW Department of Planning Industry and Environment (DPIE) in 2018. It should also give effect to the vision and approach for residential land use planning set out in State and Local Government plans and strategies including the *North Coast Regional Plan 2036*, *Port Macquarie-Hastings Local Strategic Planning Statement*, *Port Macquarie-Hastings Urban Growth Management Strategy* and *Port Macquarie-Hastings Community Strategic Plan*.

Council engaged a consultant team (City Plan Strategy and Development, AlphaDemographics, and EMAP consulting) to prepare the Port Macquarie-Hastings Local Housing Strategy Project (the Project).

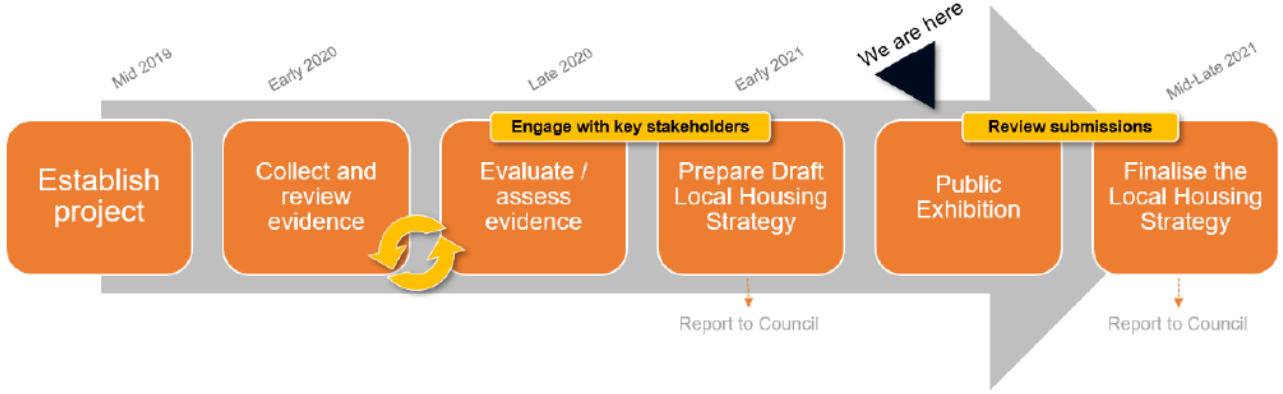
### 1.1.1. Project approach

The Project began in mid- 2019 and has taken a staged approach to collect and understand the evidence base available to plan for housing throughout the LGA based on the topics for investigation identified in the *Local Housing Strategy Guideline*.

Selected 'key stakeholders' were involved along the way to assist in this process, including a series of workshops held in late-2020. The project was placed on hold just prior to this to reconfigure engagement techniques as a result of the pandemic. The entire project team would like to thank everyone who has participated so far for their inputs and willingness to engage in new ways.

This Local Housing Strategy reflects the culmination of evidence collection and evaluation to identify key issues and recommended responses. It is presented now for public exhibition to gain a wider perspective on what Council should prioritise as it plans for housing in Port Macquarie-Hastings.

The Local Housing Strategy will be finalised following a review of the submissions received in response to this exhibition.



## 1.2. Planning and Policy Context

The evidence base, strategic directions, and recommended actions presented in this Local Housing Strategy have been informed by a range of documents set out at State, Regional, and Local levels.

The key documents described in this section provide a context for the planning framework and tools available to inform and support the delivery of the Local Housing Strategy. Collectively, they demonstrate that the responsibility for housing policy and planning is shared across all levels of Government and are by no means an exhaustive list long-term directions or considerations.

### 1.2.1. NSW and regional policy context

The **North Coast Regional Plan 2036**, released in 2017, establishes 4 long-term goals - including to deliver great housing choice and lifestyle options (Goal 4) - and describes actions Government will take to progressively realise these goals. Key elements of the Regional Plan are summarised below.

- The *Growth Projections* outlined in the Regional Plan anticipate an additional 8,800 new homes will be required within Port Macquarie-Hastings over the next 20 years and sets a target for 40% of new homes to be in the form of apartments, dual occupancies, townhouses, villas, and homes on small lots (less than 400m²).
- The *Settlement Planning Principles* established in the Regional Plan provide high-level considerations to guide growth throughout the North Coast, including the investigation of new urban release areas. The implementation of these is supported by separate *Settlement Planning Guidelines,* which were released in 2019.
- The *North Coast Housing and Land Monitor* is reported annually, providing consistent data across all North Coast LGAs to inform decision-making.
- *Regional City Action Plans* are currently being prepared for Port Macquarie, Coffs Harbour, Lismore, and Tweed Heads through joint State-Local Government initiatives.
- Councils are encouraged to prepare and maintain their own LGA-wide *Growth Management Strategies* and *Precinct Plans* where significant change is expected or encouraged, to align their own local priorities with broader goals. These documents are considered for Port Macquarie within the 'Local Policy Context' section.

The Regional Plan specifically recognises Port Macquarie-Hastings as the southern gateway to the North Coast and identifies the delivery of housing opportunities in Port Macquarie, Thrumster, Wauchope, Lake Cathie/Bonny Hills, and Camden Haven as a regional priority. Within and around Port Macquarie city centre, it prioritises planning efforts to enhance the variety of housing options as well as the number of homes in line with the broader aim to reinforce centres as the focus for housing diversity.

The Regional Plan is currently under review and due to be updated in 2022.

**Regional Plan**

**REDS planning area**

The **Hastings Macleay Regional Economic Development Strategy**, released in 2018, also provides considerations for growth within the Kempsey Shire and Port Macquarie-Hastings LGAs to 2022.

This Local Housing Strategy explores risks associated with the housing supply by the Regional Economic Development Strategy, including pressures arising from population growth – leading to a need to diversify the stock available – and a mismatch between the location of jobs and housing – which may require adjustments to allow for development intensification or expansion in certain areas. The REDS encourages an approach to accelerate housing supply, reliant on the availability or provision of enabling infrastructure.

Directions set out in this Local Housing Strategy will assist with achieving the **Premier's Priorities** targets for reducing homelessness and providing more homes in walking distance to quality open spaces.

The State Government is currently preparing a **NSW Housing Strategy**, and supporting Action Plan, following the exhibition of a Discussion Paper in 2020. This is not intended to duplicate Local Housing Strategies but, once finalised will inform strategic planning and support councils in their implementation.

The Discussion Paper presented a draft vision statement and four directional Themes as a framework for delivering outcomes across a broad housing spectrum.

The Discussion Paper recognises the role that the delivery of housing plays in supporting the outcomes sought through other State Government strategies, such the Ageing Well in NSW: Seniors Strategy 2021–2031, NSW Homelessness Strategy 2018–2023, as well as the reliance on infrastructure to the timely and cost-effective delivery of housing throughout the State.

**Draft NSW Housing Strategy Vision**

*Housing that supports security, comfort and choice for all people at all stages of their lives. This will be achieved through the supply of diverse, affordable, and resilient housing that is responsive to its environmental, cultural and economic context.*

**Draft NSW Housing Strategy Directional Themes**

| Theme 1: SUPPLY | Theme 2: DIVERSITY | Theme 3: AFFORDABILITY | Theme 4: RESILIENCE |
|---|---|---|---|
| Housing supply in the right location at the right time | Diverse housing for diverse needs | Housing with improved affordability and stability | Responsive and resilient housing |

**Housing continuum**

**Better Placed** is an integrated design policy for the built environment. It provides an approach to incorporate measures into the NSW planning system to ensure design practice delivers architecture, public places, and environments that are suited to local community needs.

A series of guidance documents have been released under the Better Placed policy to support strategic approaches that implement its design objectives. To date, these include:

- Implementing good design (released 2018)
- Aligning Movement and Place (released 2019)
- Urban Design Guide for Regional NSW (released 2020)
- Greener Places Design Guide (draft exhibited 2020).

Collectively, these recognise the importance of integrating design considerations as early as possible into the process of planning and plan making for housing and residential areas to create healthy and enjoyable places to live.

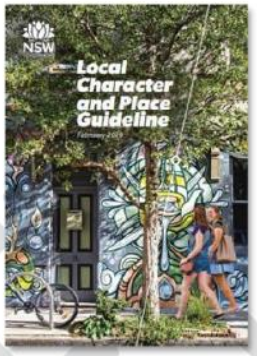
One of the Better Placed objectives is to achieve a 'Better Fit', so development is contextual, local, and of its place. The policy states:

> *'Good design in the built environment is informed by and derived from its location, context and social setting. It is place-based and relevant to and resonant with local character, heritage and communal aspirations. It also contributes to evolving and future character and setting.'*

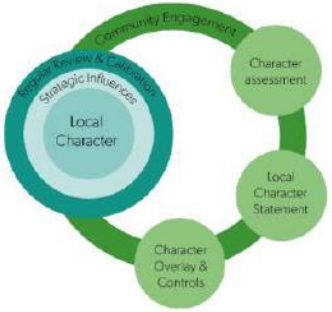
The **Local Character and Place Guideline** released in 2019, outlines how local character considerations will be integrated into the NSW planning system and presents different approaches to effectively include local character as a relevant consideration into the local planning framework.

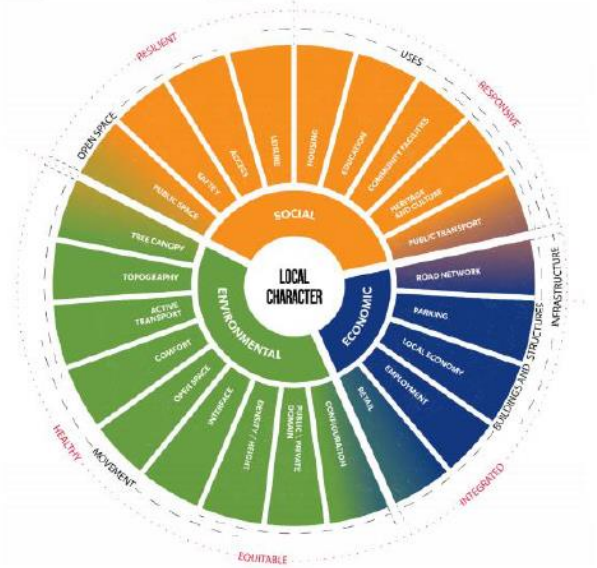
The Guideline provides, for the first time, a consistent definition of 'local character' and 'place' to be used in land-use planning in NSW. It also includes a Character Assessment Toolkit that councils can use to define the local character of a place, set the desired future character for an area and produce a local character assessment that can be included in a local character statement or otherwise inform council plans, statements, or strategies.

**Planning Circular PS18-001** deals with respecting and enhancing local character in the NSW planning system, including the role of strategic planning. It encourages Local Housing Strategies to acknowledge any areas that have already been identified as having cultural or environmental significance to assist with finding a balance between respecting and enhancing local character and accommodating future housing, infrastructure, and social needs.




**Local character review process**




**Local character wheel**

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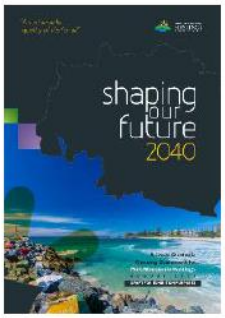
### 1.2.2. Local policy context




Council's **Community Strategic Plan** is an overarching 10-year plan to guide decision-making around Council funding, service delivery, and other activities based on community priorities. *Towards 2030*, initially adopted in 2011, establishes a long-term vision supported by 4 objectives (community themes) and 22 strategies. Seven of the Community Strategic Plan's strategies are highly relevant to planning for housing:

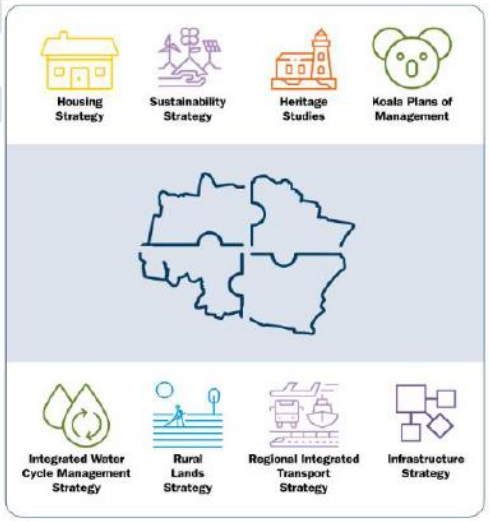
- 2.2 Advocate for social inclusion and fairness.
- 3.2 Create vibrant and desirable places.
- 4.1 Provide appropriate infrastructure and services including water cycle management, waste management, and sewer management.
- 4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires, and coastal erosion.
- 4.3 Facilitate development that is compatible with the natural and built environment.
- 4.4 Plan for integrated transport systems that help people get around and link our communities.
- 4.5 Plan for integrated and connected communities across the Port Macquarie-Hastings area.

A new Community Strategic Plan is being prepared now through extensive consultation with the community and will be finalised by June 2022.

*Shaping our Future 2040* - Council's **Local Strategic Planning Statement** – is the core document guiding strategic land-use planning in Port Macquarie-Hastings.

Council's first ever Local Strategic Planning Statement was published in September 2020. It sets out a 20-year land-use vision, identified special characteristics, and specifies directions for managing future change throughout the LGA.

The Local Strategic Planning Statement was developed in a similar timeframe as this Local Housing Strategy, so it simultaneously shapes the strategic directions described in the Local Housing Strategy and specifies actions that will need to be undertaken during the lifetime of the Strategy. It also recognises the extensive work underway to update and integrate long-term planning within the LGA through several separate, but interrelated studies.




**Local strategies / studies underway**

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This Local Housing Strategy can assist in delivering nearly all the Local Strategic Planning Statement's Planning Priorities.

Planning Priority 7, to provide for a diversity of housing in the right locations, is almost entirely reliant on the Local Housing Strategy, and so provides the strongest blueprint for considerations presented in this Local Housing Strategy. It asks the Local Housing Strategy to identify preferred approaches to:

- Prioritise development within the Urban Growth Areas so housing is delivered in an environmentally, socially, and financially responsible manner,
- Provide greater housing diversity and affordable housing options,
- Locate new housing near strategic and local centres, and
- Advocate for safe spaces & facilities for those who are homeless.

This Local Housing Strategy will also facilitate outcomes relevant to Planning Priority 2, to manage growth sustainably, and Planning Priority 6, to use a place-based approach to shape the development of our sites, streetscapes, precincts, villages, towns, and centres.

The Local Strategic Planning Statement also reinforces the strong interrelationship between this Local Housing Strategy and Council's Urban Growth Management Strategy.

The goal of Council's **Urban Growth Management Strategy** (UGMS), released in 2018, is to identify opportunities for new economic development and housing to meet the future needs of the community. It sets out a framework for directing growth, which has formed the basis for investigation and review as part of the Local Housing Strategy project. Briefly, this includes:

- A Housing Choice Model, reflecting the different types of living areas available throughout the LGA, and
- Growth Areas, including existing or potential new housing opportunities within:
  - Undeveloped urban land (already zoned),
  - Investigation areas within the Urban Growth Boundary, which may be subject to future rezonings, and
  - Other areas that may be investigated for urban development in future, subject to supply needs.

For clarity, this Local Housing Strategy does not provide directions for the rural living component of the UGMS Housing Choice Model, which is expected to be considered in Council's Rural Lands Strategy. Rather, this Local Housing Strategy provides considerations for Council to incorporate into its review and update of the UGMS, which is expected to occur in line with the next review of the North Coast Regional Plan.

**UGMS Housing Choice Model components reflected in this Local Housing Strategy**

**Suburban Living**

**Town Living**

**Apartment Living**

**Centres Living**

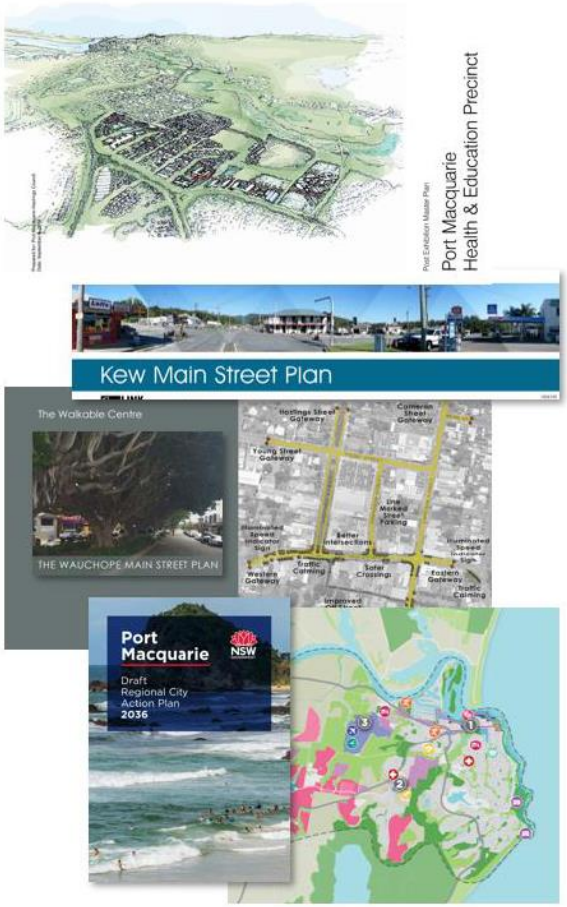
The theoretical capacity of greenfield development in areas already identified under Council's existing controls at Thrumster, Innes Peninsula, Lighthouse Beach, Lake Cathie-Bonny Hills (Rainbow Beach), Wauchope, and Kew should allow for an additional 10,000 new dwellings to 2036, which exceeds the anticipated levels of growth envisaged in the Regional Plan. The extent to which identified growth areas are meeting their theoretical capacity are broadly discussed within this Local Housing Strategy and will be considered in more detail as part of Council's UGMS review process.

Council is in the process of preparing a series of **Community Plans** that provide a wealth of locally acquired knowledge to assist with understanding the various elements of a place. These are at various stages of endorsement but have provided a strong basis the vison and for many of the place-based directions set out in this Local Housing Strategy.

Other **Local area-specific plans** have also been referred to in preparing this Local Housing Strategy, including (but not limited to) long-term plans for:

- Port Macquarie (Foreshore, Settlement City Precinct, and John Oxley Drive Precinct),
- Health and Education Precinct (surrounding the Port Macquarie Base Hospital),
- Wauchope Town Centre,
- Kew Main Street,
- Thrumster, and
- Yippin Creek.

These documents, collectively, have been utilised for contextual purposes – mainly to understand the extent of planning that has already occurred for a particular area. The broad priorities set out in this Local Housing Strategy are not intended to undermine or supersede locally established outcomes based on detailed planning.

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### 1.2.3. Planning instruments

There are a range of **State Environmental Planning Policies** (SEPPs) that apply across NSW. Those most relevant to housing supply and diversity – and currently in force - are summarised at right for context.

The NSW Government regularly reviews SEPPs and is currently in the process of preparing two new SEPPs that will be relevant to planning for housing in future years.

An Explanation of Intended Effects (EIE) for a **new Housing Diversity SEPP** was publicly exhibited in 2020 and is now being finalised. It proposes to consolidate, and update provisions currently made under SEPP (Housing for Seniors or People with a Disability), the Affordable Rental Housing SEPP, and SEPP 70 – Affordable Housing (Revised Scheme).

In preparing a Housing Diversity SEPP, the NSW Government intends to streamline provisions to facilitate the delivery of diverse housing. Changes that are anticipated to occur include updates to some planning provisions currently in force for boarding houses and seniors housing developments. The changes will also facilitate more social housing and introduce - for the first time – 'Build to Rent', 'student housing', and 'co-living' as new residential accommodation terms to provide them with distinct assessment considerations.

An EIE for a new Design and Place SEPP was publicly exhibited in early 2021. This outlines how the Design and Place SEPP will have a focus on a design-led and place-based approach to planning and be the single point of reference for design-related criteria and considerations in the planning system. It is expected to consolidate, and update provisions currently made under SEPP 65-Design Quality of Residential Apartment Development and SEPP BASIX and give statutory weight to an Urban Design Guide.

| SEPP | Relevance |
|---|---|
| **Exempt and Complying Development Codes 2008** | Enables less onerous approval pathways under specific codes, where developments meet specified criteria. These include:<br>▪ Part 3 Housing Code,<br>▪ Part 3B Low Rise Housing Diversity Code, and<br>▪ Part 3C Greenfield Housing Code. |
| **65 - Design Quality of Residential Apartment Development 2017** | ▪ Provides key assessment objectives and considerations to ensure design quality in residential flat buildings. |
| **Building Sustainability Index (BASIX) 2004** | ▪ Implements the BASIX scheme by requiring all a BASIX certificate to accompany all applications for development consent, complying development certificates, or construction certificates for residential development |
| **Housing for Seniors or People with a Disability 2004** | ▪ Provides planning controls, site requirements and design principles to meet the needs of seniors and People with Disability.<br>▪ Enables seniors or residential care facility developments to be permissible with consent where otherwise prohibited, where they meet specified criteria. |
| **Affordable Rental Housing 2009** | ▪ Provides incentives in the form of concessions on development standards where developers include a proportion of affordable housing in multi-unit developments.<br>▪ Enables CHPs and LAHC to deliver additional social housing in appropriate locations.<br>▪ Provides specific controls for boarding houses. |
| **70 – Affordable Housing (Revised Scheme) 2019** | ▪ Enables the levy of contributions for the delivery of affordable rental housing where a Council has established an Affordable Housing Contributions Scheme. |

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Council's Local Environmental Plan (LEP) and Development Control Plan (DCP) collectively set out the land use and development planning controls within the LGA. These are also linked to Council's Development Contributions Plans, through the process of assessing proposals, to provide for infrastructure in line with approved development.

Provisions made under SEPPs can have implications for, and may sometimes override, local controls. This is particularly relevant for medium-density housing and residential flat buildings. Wherever possible, Councils are encouraged to remove any redundant controls and provide locally relevant context and clarification to assist with decision-making.

The implementation of the directions outlined in this Local Housing Strategy are likely to result in changes to Council's LEP, DCP, and other related documents (e.g., Development Contributions Plans).

The **Port Macquarie-Hastings LEP** 2011 is the primary legislative framework for land within the LGA. The LEP is critical to facilitating and directing development to appropriate locations, including through the application of:

- Land use zone objectives and permissible uses, which describe the desired outcomes for development wherever the zone is applied, and
- Development standards, which are designed to influence the density (bulk and scale) of built form, including controls specifying maximum building height and floor space ratio, and minimum lot size for subdivision.

There are currently five key residential zones allocated to land under the LEP, as shown below. Collectively, these zones permit most of the residential uses within the LGA, including single dwelling houses, dual occupancies, secondary dwellings, semi-detached dwellings, and residential flat buildings.

| | Amount of land (ha) | Proportion of residential land |
|---|---|---|
| R1 General Residential | 4,135 | 56% |
| R2 Low Density Residential | 167 | 2% |
| R3 Medium Density Residential | 82 | 1% |
| R4 High Density Residential | 42 | 1% |
| R5 Large Lot Residential | 2,920 | 40% |

Shop top housing and residential uses within mixed use developments are also permitted in business zones. These tend to occur mostly in the B2 Local Centre, B4 Mixed Use, and B3 Commercial Core (only applying in Port Macquarie's Town Centre).

There are other land use zones within the LEP that may also permit residential uses, which tend to be applied outside urban areas. These include rural and environmental protection zonings. These will be considered in more detail as part of Council's preparation of a Rural Lands Strategy.

Council's LEP is automatically updated when changes are made to the Standard LEP applying to the whole of NSW. In addition to this, Council must regularly review and update its LEP to ensure provisions remain relevant and fit-for-purpose. To support this process, the NSW Government makes 'model clauses' available for Council's to adapt, where relevant to their specific needs.

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The **draft Local Character clause and map overlay** (publicly exhibited in late 2020) was reviewed in the preparation of this Local Housing Strategy. These controls are being prepared to provide a consistent way for councils to elevate local character. They would rely on:

1. The identification of area boundary (or boundaries) to which the controls will apply,
2. The preparation of Local Character Statements, in line with State-level guidance,
3. The introduction of a local clause (exhibited draft version shown), making the local character statement a statutory matter for consideration in the determination of Development Applications.

**Draft LEP clause for Local character areas**

1. *The objectives of this clause are as follows—*
   *(a) to identify local character areas,*
   *(b) to promote the desired future character of local character areas.*
2. *The local character and desired future character for a local character area is specified in the Local Character Areas Statement published by [insert the name of the body responsible for the publication] at [insert the place of publication] on [insert the date of publication].*
3. *Development consent must not be granted to development on land in a local character area unless the consent authority has taken into account the Local Character Areas Statement for the land.*
4. *In this clause— local character area means land identified as "local character area" on the Local Character Areas Map.*

Council's DCP is a consideration when determining development applications, but the controls it sets out can be applied on a discretionary basis. Typically, DCPs build on the standards set out in an LEP, and, for residential developments, contain more detailed controls such as setbacks, building form, heritage, landscaping, parking, and waste management.

In addition to provisions that relate to common aspects of any development (e.g., environmental management, hazards management, transport, traffic and car parking) the Port Macquarie-Hastings DCP 2013 sets out specific considerations for residential development in Section C1 - Low Density Residential Development, C2 - Residential Flat Development, Tourist and Visitor Accommodation and Mixed Use Development and C3 - Business and Commercial Development of the DCP. The adequacy of provisions in these sections were reviewed in the preparation of this Local Housing Strategy.

Part D - Locality Specific Provisions of the DCP applies precinct-based development controls to certain parts of the LGA (e.g., Greater Port Macquarie Area and the Southern Coastal Towns), which also make provisions for residential developments specific to those areas. These were not reviewed in detail to prepare this Local Housing Strategy but will be reviewed as part of Council's regular review program.

Every Council in NSW is responsible for preparing and maintaining its own DCP, and there are currently over 400 different DCPs applying across the State. Consequently, there is a high degree of variability in the types of provisions made, and how these are presented. This has motivated the NSW Government to progressively introduce a more standardised approach, making it quicker and easier for people to navigate the planning system and its controls. This will likely lead to the introduction of a standard-format DCP along with model DCP controls for some planning considerations during the lifetime of this Housing Strategy.

### 1.2.4. Planning assessment / practice guides

Several guides are available to assist Council with planning assessments for rezonings, and development applications. The key assessment guidelines informing this Local Housing Strategy were:

- The North Coast Settlement Planning Guidelines,
- The Low-Rise Housing Diversity Code, including separate guidelines for proposals proceeding under complying development and development application pathways, and
- SEPP 65, including the Apartment Design Guide.

Planning and design considerations set out in these documents were considered when reviewing Council's current policies and controls applying through the LEP and DCP.

Development also gives rise to infrastructure needs, with new or improved infrastructure typically funded via a mix of Development Contributions Funds and Service levies, Planning Agreements, Council's general revenue, and grant funding.

Council has several Development Contributions Plans in place, which have been made under Sections 7.11 and 7.12 of the *Environmental Planning & Assessment Act 1979*. Council also levies contributions for water supply, sewerage and stormwater drainage works under Section 64 of the *Local Government Act 1993* and has an established policy in place to allow developers to voluntarily enter into Planning Agreements to deliver infrastructure in line with their specific developments.

These plans and policies will be comprehensively reviewed in line with actions prescribed by Council's Local Strategic Planning Statement 2040.

| Document | Relevance |
|---|---|
| **Settlement Planning Guidelines 2019** | ▪ Applies to rezonings, via a Ministerial Direction.<br>▪ Guides what should be considered in the preparation of land use strategies when deciding whether land is appropriate for future residential or employment uses.<br>▪ Prioritises the location of additional housing within established areas and requires sufficient demand to be demonstrated to justify the release of greenfield land for development.<br>▪ Comprises three components:<br>▫ Growth management principles,<br>▫ Land release criteria, and<br>▫ Minimum requirements for local strategic planning programs. |
| **Low Rise Housing Diversity Guide for Development Applications** | ▪ Best practice guide that Councils may choose to apply fully or in part through their DCP.<br>▪ Provides consistent planning and design standards for manor houses and terraces (under 3 storeys). |
| **Apartment Design Guide** | ▪ Applies via a SEPP for qualifying development.<br>▪ Provides consistent planning and design standards for residential flat buildings (3 or more storeys) in line with nine design quality principles. |

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Any changes to Council's LEP that would result in the release of new land for urban development must have regard to the **North Coast Settlement Planning Guidelines**, released in 2019. These guidelines are based on the following components.

- Growth Management Principles that provide a high-level framework for considering whether any new urban release areas are necessary and, if so, the preferred locations for these.
- Land Release Criteria, identifying characteristics that would make land unsuitable for urban development and describe what must be considered to demonstrate an area can be provided with suitable infrastructure.
- Minimum requirements that would need to be incorporated into any Council-prepared local plan or strategy obtain NSW Government endorsement of newly identified growth areas. This reverts to the Local Housing Strategy Guidelines for Local Housing Strategies.

Council's UGMS is the primary document for identifying growth areas. This Local Housing Strategy will assist by considering whether the evidence suggests any new growth areas should be identified as part of the UGMS review process, in line with the four Growth Management Principles, to:

1. Avoid New Urban Growth Areas in the Coastal Area.
2. Consider a regional approach to land supply.
3. Prioritise increased housing diversity and choice in existing urban growth areas.
4. Planning for future growth shall reflect different urban contexts.

***Collectively, these Growth Management Principles encourage new development to occur within the Urban Growth Boundary that has already been defined for the LGA, and to ensure planning leads to the efficient use of land by encouraging higher densities in appropriate locations.***

The **Urban Design Guide for Regional NSW 2020** sets out design strategies to:

1. Engage with the history and culture of places,
2. Integrate with the natural environment and landscape,
3. Revitalise main streets and town centres,
4. Prioritise connectivity, walkability, and cycling opportunities,
5. Balance urban growth – particularly the pressure for new housing to occur through greenfield development,
6. Increase options for diverse and healthy living, and
7. Respond to climatic conditions and their impacts.

The guide recognises the North Coast Region's climate as unique when compared with the rest of regional NSW.

The **North Coast Urban Design Guidelines 2009** were prepared to support the previous regional planning strategies for the Far North and Mid North Coast. While these strategies have been superseded by the latest North Coast Regional Plan 2036, these guidelines still provide a useful base to encourage good planning and design when planning for growing settlements in the Region.

The intent of the guideline is to encourage the built form of new development to reflect the existing positive design and character, streetscape, and landscape setting of settlements. The guideline provides a region wide response to the existing urban design character of the various settlement types found within the Region.

- Part One describes different settlement typologies found in the region, which include coastal villages, inland villages, towns, major towns, and regional centres. Positive landscape, streetscape and building attributes to preserve and encourage are provided for each settlement. This section can be used to identify positive character elements within settlements across Port Macquarie- Hastings.
- Part Two outlines principles and strategies for managing sustainable settlement growth. It addresses typical growth management scenarios – through consolidation, on the outskirts, and in greenfield areas. Specific urban design issues to consider are provided at the landscape, streetscape and building scale.

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## 1.3. Local Government Area Snapshot

Port Macquarie-Hastings Local Government Area (LGA) spans over 3,600 square kilometres and is the southern gateway to the North Coast of NSW. It is bounded by Kempsey Shire Council to the north, Walcha Council to the west, and MidCoast Council to the south. The Pacific Ocean coastline forms the eastern border of the LGA.

Port Macquarie-Hastings has a rich history and is the traditional home of the Birpai and Bunyah people who settled in the area over 60,000 years ago. Port Macquarie was established as the first penal colony in regional NSW in 1821 with subsequent free settlement in 1830. While early industry centred on dairy and cattle farming, timber and fishing; today the area boasts a diverse and vibrant economy in particular as a result of ongoing investment in the health, education and tourism sectors.

Port Macquarie-Hastings is home to approximately 84,500 people and is one of the fastest growing regional LGAs in NSW. Port Macquarie is one of four regional cities on the North Coast and is the main hub for employment, education, health, services, and recreational opportunities. The Port Macquarie Airport provides easy access to interstate and overseas travel. New areas of residential development are rapidly taking place around in nearby Thrumster and the Innes Peninsula.

The coastal villages of Lake Cathie and Bonny Hills are popular tourist destinations and offer an attractive lifestyle by the water. The area is anticipated to be the second fastest growing urban area in the LGA and the new town centre at Rainbow Beach will provide for residents to work, shop, go to school and gather.

The Camden Haven is made up of a string of villages beginning at North Haven in the East and Kendall in the west. The villages are spectacularly located at the foot of North Brother Mountain, along the Camden Haven Inlet and Queens Lake, and the area is a popular retirement destination. Laurieton town centre offers retail and community services to the broader Camden Haven. Substantial urban growth is planned in the urban release areas around Kew.

The hinterland is an integral part of the LGA and supports a variety of farming, rural living, horticulture, and tourism uses. Wauchope is the main town centre west of the Pacific Highway and provides a range of services to the surrounding rural community. The existing urban release area has sustained population growth in the area, and planning is progressing to expand the land supply available to ensure this can continue.

The identity and economy of Port Macquarie-Hastings is tied to its unique natural areas and rich biodiversity. A large proportion of the LGA is State Forest and National Park, including beaches, waterways, coastal wetlands, flood plains and rugged mountain ranges and are key drawcards for visitors and new residents.

**Figure 1** provides an illustration of the LGA's current settlement structure, for context. A more detailed discussion of Port Macquarie-Hastings' opportunities, constraints, and infrastructure needs is provided in **Section 2.4**.

## Starting from…

**80,050** people 2016
(84,525 Estimated Resident Population 2019)

living in **34,050** households 2016

Females 52%
Males 48%

Life expectancy (At birth)*
Male - 82.4
Female - 86.4

Aboriginal or Torres Strait Islander 4%

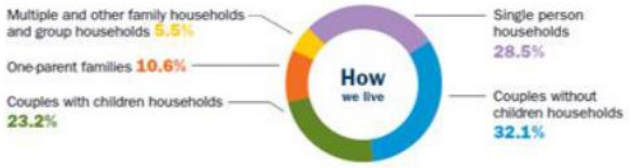
Born overseas 18.6%

Need help in day-to-day activities due to a disability 7.4%

33.5 homeless people per 10,000 residents

Households renting 26.4%
(Incl. 3.5% in social housing)

Households with a mortgage 26.4%

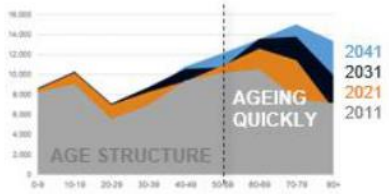



## ….expected change 2019 to 2041

-10,250 Natural change (Births less deaths)

NET GAIN 18,900 people

+29,150 Migration (Arrivals less departures)



*8 in 10 new households are only one or two people*

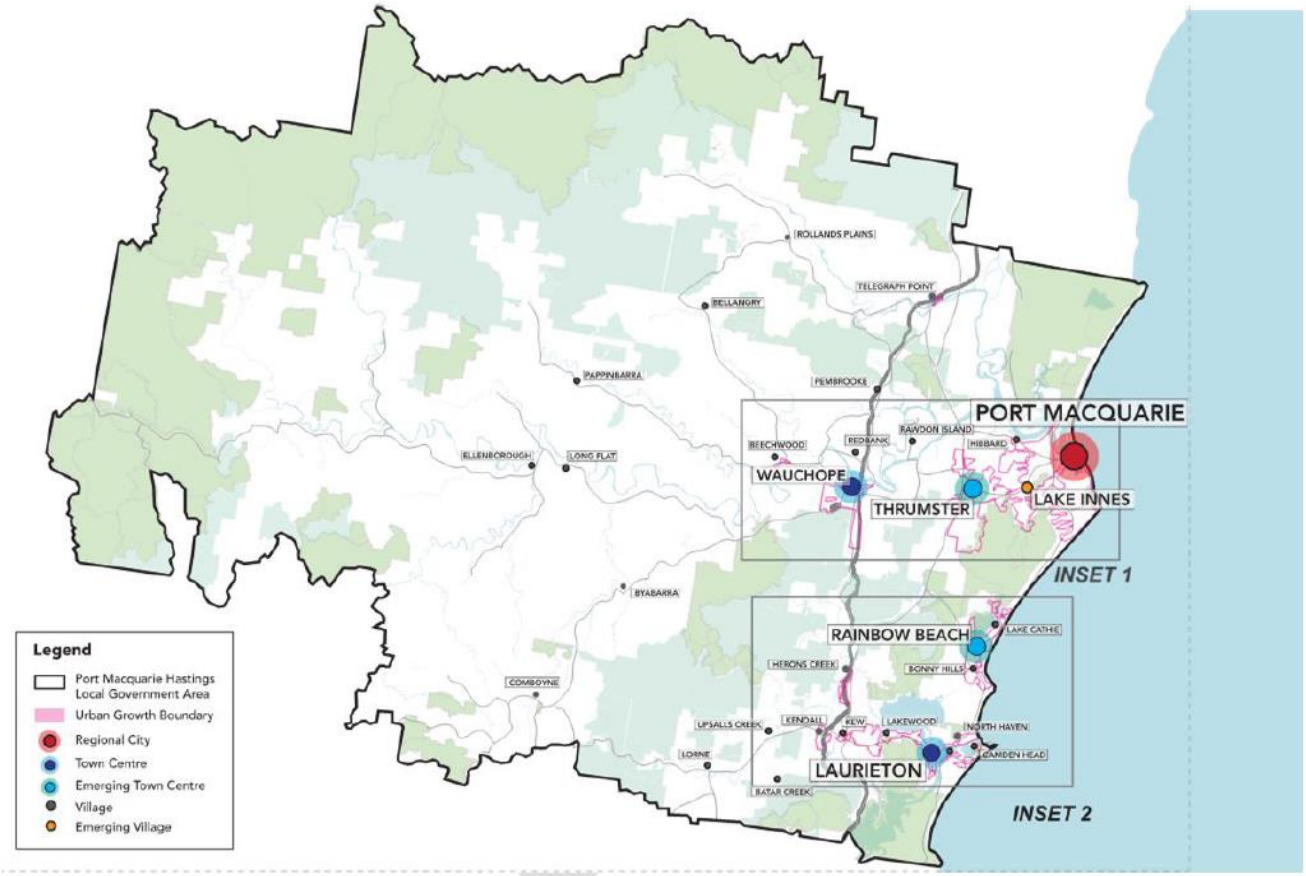



*Figure 1: Port Macquarie-Hastings Local Government Area*

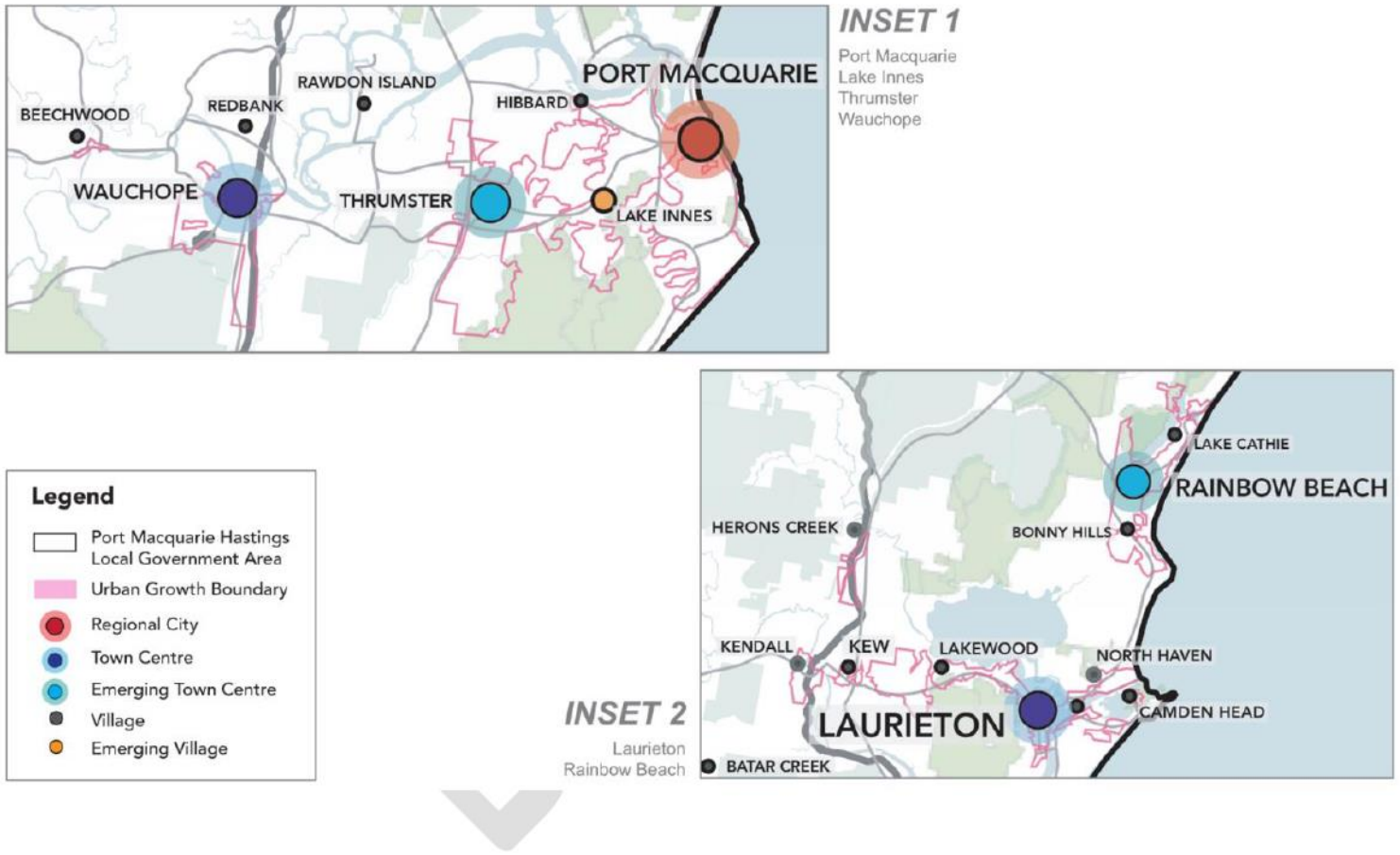



*Figure 1: Port Macquarie-Hastings Local Government Area (insets)*

## 1.4. Our Housing Vision

***In 2041, we are managing our growth sustainably so people can access a diverse choice of housing to suit them at any stage in life.***

**We are prudent.** Our footprint is managed to protect our important natural environments, farmland, and areas with heritage, scenic, and cultural value from urban sprawl. We are protected from threats like bushfire and flooding and are equipped to adapt to the changing world around us.

**We are green.** Our housing and neighbourhoods are of high quality and designed with our idyllic subtropical climate and changing environmental and lifestyle trends in mind. Our neighbourhoods, with ample quality open space, are leafy, safe, and walkable.

**We are compact.** More of us live in and close to centres. Port Macquarie's town centre offers more apartment and shop top housing with high amenity streetscapes. Thrumster and Rainbow Beach Town Centres and the Health and Education Precinct are thriving with new housing and infrastructure.

**We are connected.** More of us live closer to the things we need each day. People use cycling and walking links to travel between villages and centres, to get to work, the shops, school and our community and recreational facilities.

**We are inclusive.** Our housing market delivers a diverse range of types and sizes to suit people and households of any culture, income, age, or ability.

**We are authentic.** The distinct character of all our coastal and rural villages remains tangible as we grow and change. Incremental growth around Wauchope and Laurieton supports the ongoing reinvigoration and economic prosperity of these town centres.

This vision reflects and builds on our broader community vision statements.

***A sustainable high quality life for all.***

- Council's *Community Strategic Plan & Urban Growth Management Strategy*

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

- Council's *Local Strategic Planning Statement*

## 2. THE EVIDENCE

This Local Housing Strategy is informed by an analysis of demographic, housing demand and housing supply trends experienced in Port Macquarie-Hastings, as well as research into development capacity under existing planning controls. The findings of this analysis are detailed in the *Evidence Base Report* (January 2021) and *Housing Capacity Report* (January 2021).

The evidence base relies heavily on historical data and trends occurring prior to the COVID-19 pandemic. The impacts of the pandemic – both acute and lasting – are yet to be fully understood. They are expected to influence demand for housing and people's expectations of housing and residential areas throughout Australia. These changes should be monitored closely so their implications can be incorporated when the Local Housing Strategy is finalised.

Port Macquarie-Hastings has been divided into 16 precincts (**Figure 2**) for the purpose of supporting long term planning. These precincts are based on ABS statistical area boundaries and are used by Council and others to analyse demographic, housing demand and supply trends. The advantage of utilising these precinct boundaries is that outputs remain consistent with census data and can be compared with all long-term planning initiatives undertaken by, or on behalf of Council.

Please note, this section presents census data, in combination with estimated data prepared by the ABS, alongside population, household, and dwelling projections prepared by the NSW Government. These data sources are regularly updated and, while detailed information may be presented for different base years, the insights gained through the analysis remain valid.

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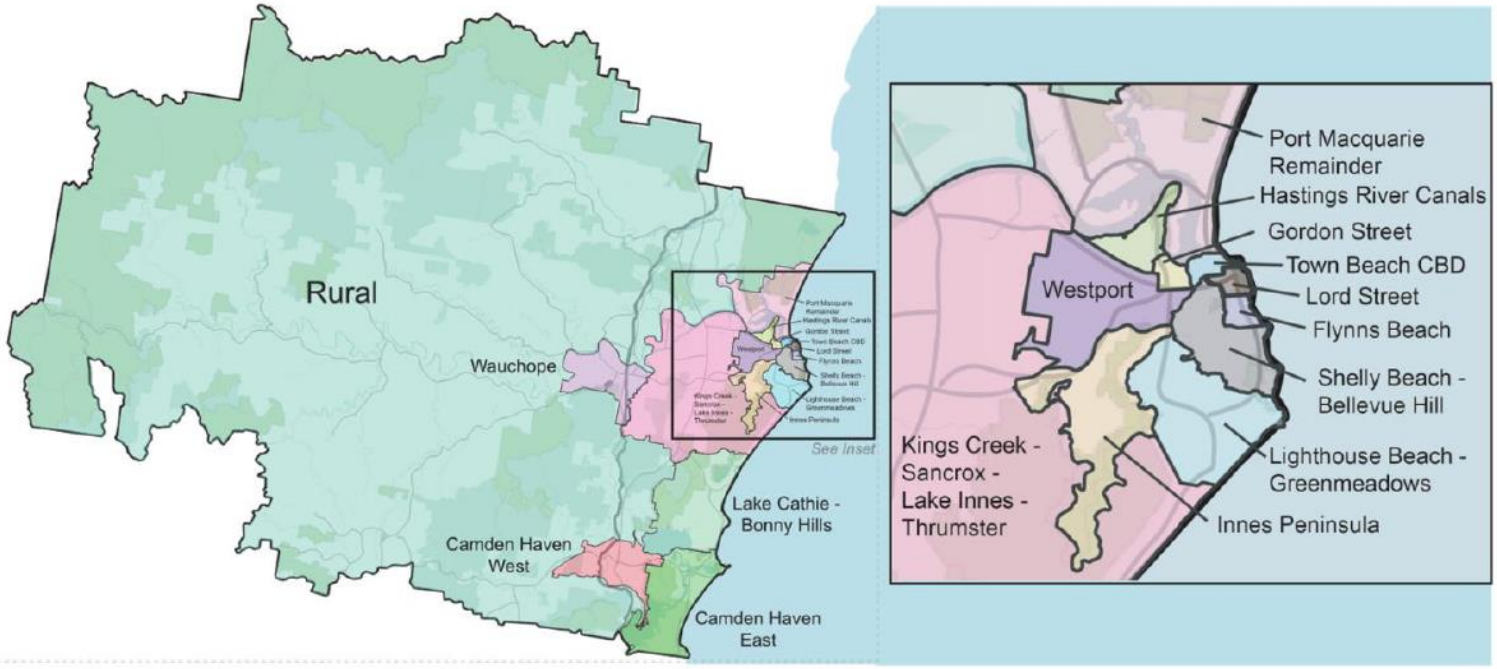



*Figure 2: Port Macquarie-Hastings 'Planning Precincts'*

## 2.1. Demographic Overview

This section describes the key demographic and housing trends in Port Macquarie-Hastings and how they influence future housing needs.

### 2.1.1. Our population growth

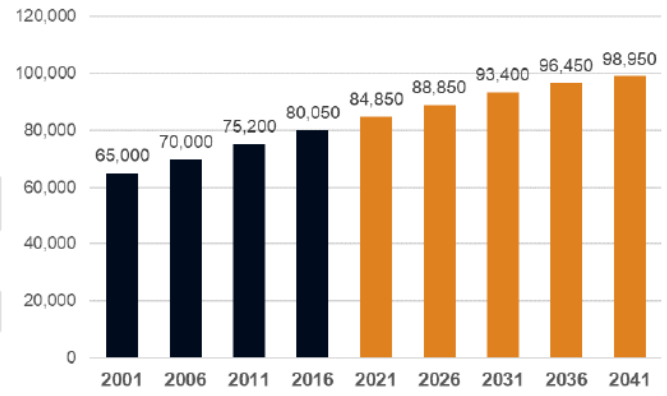
Between 2001 and 2019, Port Macquarie-Hastings' population grew by 19,500 people, or around 1,100 new residents each year to reach an estimated population (in 2019) of 84,525 people. By comparison, Port Macquarie-Hastings has largely been growing in line with NSW as a whole but has been growing faster than other LGAs on the Mid North Coast.

Port Macquarie-Hastings is projected to grow by 18,900 people between 2016 and 2041, starting from a base of 80,050 people in 2016 and reaching 98,950 people in 2041 (see **Figure 3**).

This projected growth would see around 4,000 to 5,000 additional people every 5 years between 2016 and 2031, before slowing to between 2,500 and 3,000 people every 5 years between 2031 and 2041 (see **Figure 4**).

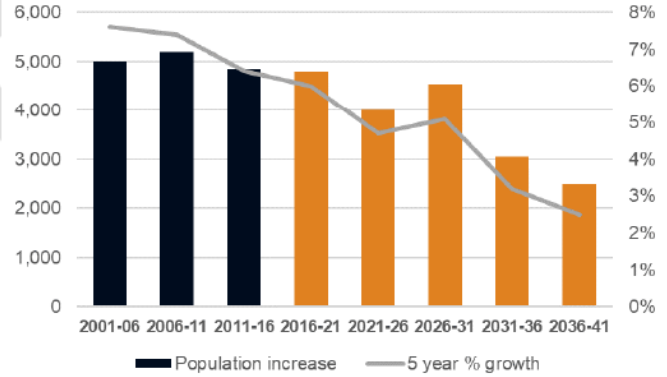
The projected slower rate of growth compared to historical trends is due to the ageing of the population, with a much higher number of projected deaths than births between 2031 and 2041. Net migration (people moving to the area minus people leaving the area) is expected to remain strong.

***Figure 3.*** *Port Macquarie-Hastings historical and projected population growth (2001-2041)*




*(Source: ABS (in blue) DPIE 2019 Population Projections (in orange))*

***Figure 4.*** *Port Macquarie-Hastings 5-year population growth (2001-2041)*




*(Source: ABS (in blue) DPIE 2019 Population Projections (in orange))*

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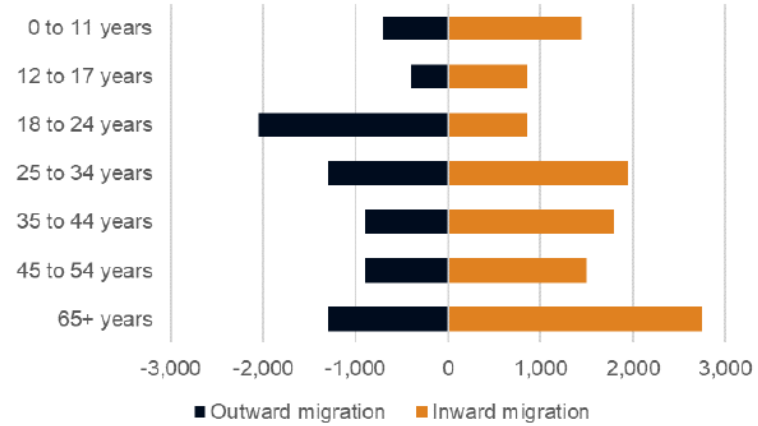
### 2.1.2. Strong migration

Port Macquarie-Hastings population growth is driven by people moving to the LGA. Between 2011 and 2016, 13,500 people moved to the LGA and 8,700 people moved away from the LGA, resulting in a gain of around 4,800 new residents from migration.

**Figure 5** shows the age groups of people moving to the area. The LGA attracts many retirees and seniors (aged 65+) as well as families with children. New residents are most commonly moving from Sydney, the Central Coast, MidCoast and neighbouring Kempsey. Young people (18–24-year-olds) continue to leave Port Macquarie-Hastings seeking study and employment opportunities, particularly in Newcastle, Sydney and the Gold Coast.

***Figure 5.*** *Inward and outward migration to Port Macquarie-Hastings by age group (2011-2016)*




*(Source: i.d profile, 2016)*

***Between 2016 and 2041, natural change is projected to result in a population loss of 10,250 people, while 29,150 people are projected to move to the Port Macquarie-Hastings, resulting in a net gain of 18,900 additional people in the LGA by 2041.***

*(Source: Port Macquarie-Hastings' Local Strategic Planning Statement 2040)*

### 2.1.3. Our age profile

Port Macquarie-Hastings has a much higher proportion of retirees, seniors, and elderly residents than NSW and comparable regional city LGAs such as Coffs Harbour and Newcastle (see **Figure 6**).

Port Macquarie-Hastings has a much lower proportion of young adults than NSW and comparable regional cities, reflecting the trend of young adults leaving the LGA for tertiary education and greater employment opportunities.

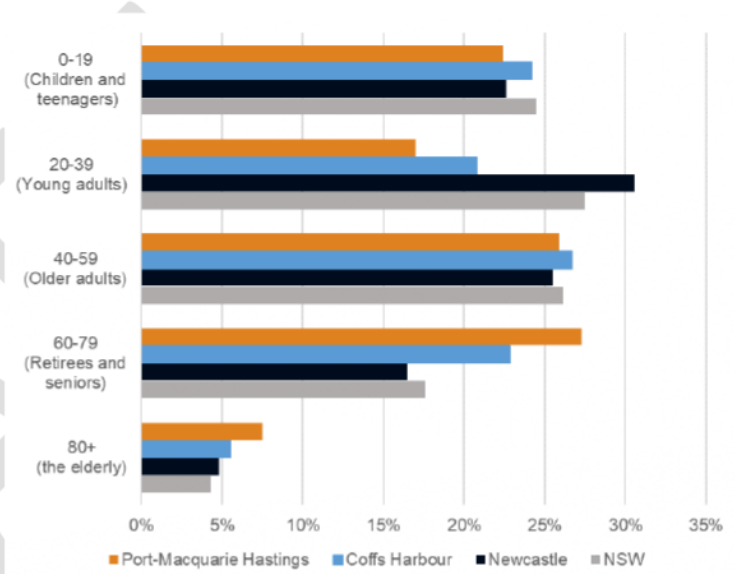
The LGA has a similar proportion of children, teenagers, and older adults, which most commonly make up family households, when compared to NSW and Coffs Harbour and Newcastle.

Age profiles vary between areas of Port Macquarie-Hastings. Areas with the highest representation of retirees and seniors (60-79) are Hastings River Canals, Camden Haven East and West, Town Beach-CBD and Lake Cathie Bonny Hills. A high proportion of elderly (80+) residents live in Hastings River Canals and Camden Haven West as well as Port Macquarie's inner precincts of Gordon Street and Westport.

Areas with the highest proportion of young adults are Flynns Beach, Gordon Street, Lord Street, and Innes Peninsula areas. A low proportion of young adults live in Camden Haven East, Hastings River Canals, and Lake Cathie-Bonny Hills.

Innes Peninsula, King Creek-Sancrox-Lake Innes-Thrumster, Shelly Beach-Bellevue Hill and Wauchope are all areas with a high representation of families with children and teenagers compared to the broader LGA.

***Figure 6.*** *Port Macquarie-Hastings and comparable areas age structure (2016)*




*(Source: ABS, 2016)*

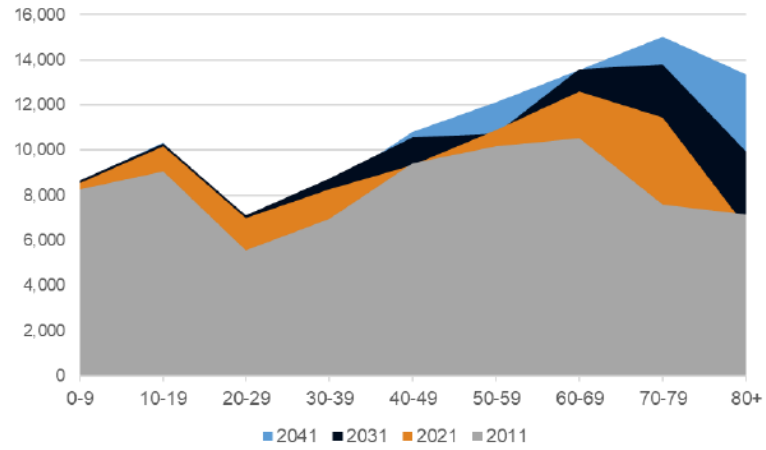
### 2.1.4. An ageing population

Port Macquarie-Hastings' population is expected to age significantly over the next 20 years. This trend is reflective of the LGA remaining an attractive place for retirees to migrate to but it also reflects the broader trend of Australia's population ageing as a whole.

**Figure 7** shows the projected change in Port Macquarie-Hastings age structure every 10 years between 2011 and 2041. The number of retirees (60-69) and seniors (70-79) has grown significantly between 2011 and 2021 and this trend is expected to continue.

The number of elderly residents (80+) has not grown between 2011 and 2021 but is expected to grow signifcantly over the next 20 years. The substantial ageing of the population means there will be a far greater demand than previously for housing types and infrastructure to meet the needs of seniors and the elderly.

***Figure 7.*** *Port Macquarie-Hastings projected change in age structure (2011-2041)*




*(Source: ABS 2011, 2016, DPIE 2019 Population Projections)*

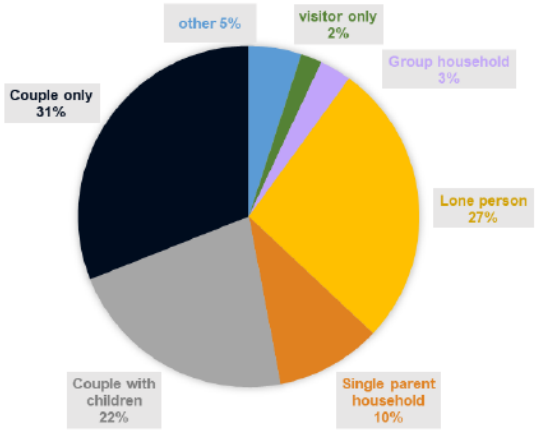
### 2.1.5. Our household composition

In 2016, there were around 34,050 households in Port Macquarie-Hastings. As shown in **Figure 8**, the dominant household type in Port Macquarie-Hastings is couple only (31%) followed by lone person households (27%). Couple with children and single parent households collectively make up 32% of all households, while group households (3%), visitor only households (2%) and other not classifiable households (5%) make up a much smaller share of total households.

Compared to NSW and other regional city LGAs like Coffs Harbour, Port Macquarie-Hastings has a much higher proportion of couple only households and lone person households and a lower proportion of families with children and group households.

Areas with a high representation of couple only households are the areas where there is a high proportion of retirees and seniors and include Camden Haven East and West, Hastings River Canals and Lake Cathie-Bonny Hills.

***Figure 8.*** *Breakdown of household types in Port Macquarie-Hastings (2016)*




*(Source: ABS, 2016)*

Lone person households most commonly live close to Port Macquarie's town centre where there is a high concentration of apartments and smaller sized dwellings and including Town Beach-CBD, Gordon Street, Lord Street and Flynn's Beach. 4 in 5 lone person households are aged over 50, indicating the strong trend of older lone person households in the LGA.

Areas with a high concentration of families with children, including single parent families, are the more suburban areas of King Creek-Sancrox-Lake Innes-Thrumster, Innes Peninsula, Lighthouse Beach-Greenmeadows and rural areas of the LGA.

### 2.1.6. Increase in smaller household types

The number of households in Port Macquarie-Hastings is projected to increase from around 34,050 households in 2016 to 44,800 households in 2041. This represents an increase of 10,750 new households over 25 years.

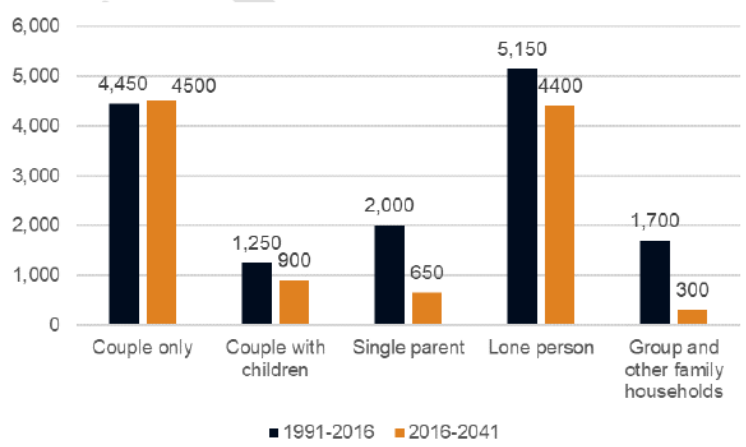
**Figure 9** shows historical and projected changes in household type in Port Macquarie-Hastings. The blue bars show the number of new households that formed by household type between 1991 and 2016 (25 years). The largest increase was in lone person households (5,150) followed by couple only households (4,450). There was a much smaller increases in single parent, couple with children and group and other households.

The trend towards smaller couple and lone person households is expected to continue. The orange bars show the projected number of new households to form based on household type between 2016 and 2041 (25 years). There is projected to be 4,500 new couple only households, 4,400 new lone person households and, again, much smaller increases in other household types.

**These trends indicate that around *eight in every ten* new households forming between 2016 and 2041 will be one or two person households.**

The increase in the number of smaller lone person and couple only households forming compared to larger family household types means that the average household size is projected to shrink. Historically, Port Macquarie-Hastings average household size has shrunk from 2.6 to 2.3 in the 25 years between 1991 and 2016 and is projected to shrink further from 2.3 to 2.15 by 2041. This trend is likely due to an ageing population resulting a growing number of empty nesters, retirees, seniors and the elderly living in a couple or on their own.

***Figure 9.*** *Historical and projected change in household type in Port Macquarie-Hastings*




*(Source: ABS (in blue) DPIE 2019 Population Projections (in orange))*

### 2.1.7. Our employment

In 2016, 49% of residents in Port Macquarie-Hastings were in the labour force, compared to 59% in NSW. Lower labour force participation compared to NSW is due to the large number of residents of retirement age. Of those residents in the labour force, 53% were employed full-time, 40% part time and 7% were unemployed. The unemployment rate has declined between 2006 and 2016 suggesting that there has been an increase in employment opportunities over this decade.

**Figure 10** shows the top ten industries of employment in Port Macquarie-Hastings in 2016. Health care and social assistance is the largest industry, employing 5,200 people in the LGA. The other top four industries are retail, construction, education and training, and accommodation and food services. Collectively, these top five industries employ 60% of the labour force[1].

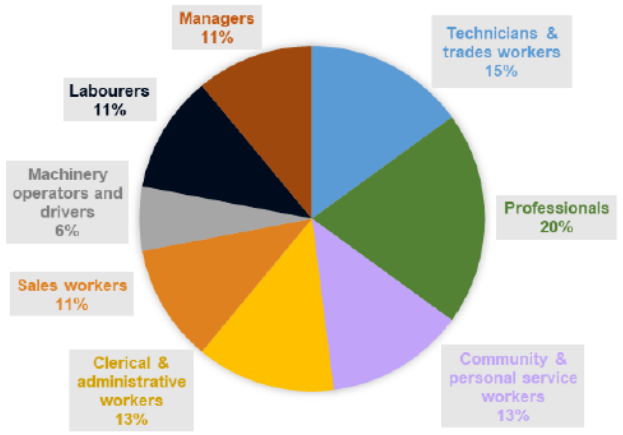
The healthcare and education and training sectors are the fastest growing industries locally and are expected to continue to grow with substantial local investment in tertiary education and an ageing population driving demand for healthcare and social assistance services. Port Macquarie's Health and Education Precinct is a key location for employment in these industries.

***Figure 10.*** *Top industries of employment in Port Macquarie-Hastings (2016)*

*(Source: ABS, 2016)*

*1* The labour force includes people aged 15+ who are working or actively looking for work and does not include people younger than 15 or retirees who are no longer working or looking for work.

***Figure 11.*** *Breakdown of occupations in Port Macquarie-Hastings (2016)*




*(Source: ABS, 2016)*

***Figure 12.*** *Comparison of 2016 median weekly household income*

*(Source: ABS, 2016)*

**Figure 11** shows the occupations of Port Macquarie-Hastings' residents. Around 20% of employed residents are working as professionals, most commonly in the healthcare and education and training industries. Around 15% of residents are working as technicians and trades workers, with the majority in the construction sector. Other top occupations include community and personal service workers in the healthcare and social assistance sector, retail sales workers and clerical and administration workers, managers and labourers working across a broad range of industries.

### 2.1.8. Our income

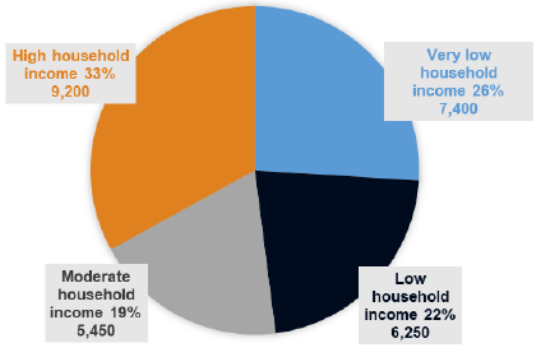
A household's income generally determines what people can pay towards housing and other essential needs and will therefore influence the type and location of housing they choose. As of 2016, the median weekly household income in Port Macquarie-Hastings was $1,040, which is lower than other comparable regional cities and considerably lower than the NSW median weekly household income of $1,480 (see **Figure 12**). This can partly be attributed to the high number of older residents no longer in the labour force but is also likely to be influenced by the lower wage-earning potential and casualised nature of key occupations of the resident workforce (e.g., retail, administration, labouring and community services work).

Median household income is used as a measurement tool by the NSW Government to indicate the level of housing stress a household is likely to experience. Households earning a very low or low income are at higher risk of experiencing housing stress in the private housing market.

*Table 1. Household income range for Port Macquarie-Hastings (2016)*

| Income band | % Median income[2] | Annual household income | Weekly household income |
|---|---|---|---|
| Very low | 50% or less | $30,370 or less | $580 or less |
| Low | 50-80% | $30,370 - $48,590 | $580 - $930 |
| Moderate | 80-120% | $48,590- $72, 890 | $930 - $1,400 |
| High | 120% or more | $72,890 or more | $1,400 or more |

*Figure 13. Household income range in Port Macquarie-Hastings (2016)*




*(Source: DPIE 2019 Demography and Housing Workbook – Regional NSW)*

**Table 1** shows the income range for very low to high income households in Port Macquarie-Hastings as of 2016. **Figure 13** shows the proportion of households in Port Macquarie-Hastings that fall under each income range. Nearly half of all households in the LGA earn a very low or low household income of $930 per week.

2 The median used was the 2016 Regional NSW median annual household income of $60,740 as calculated by the ABS.

### 2.1.9. Housing tenure and affordability

As of 2016, 44% of residents in Port Macquarie-Hastings owned their own home outright, 27% owned with a mortgage and 27% rented. Port Macquarie-Hastings has a higher proportion of households owning homes outright than NSW and other comparable regional city LGAs such as Coffs Harbour and Newcastle. There has been very little change in dwelling tenure patterns between 2006 and 2016.

#### Purchasing housing

**Table 2** shows the change in median dwelling sales price in other comparable coastal LGAs between 2017 and 2020. The cost of housing in Port Macquarie-Hastings is more affordable than in Newcastle and the Tweed areas and less affordable than in Coffs Harbour, Kempsey and the MidCoast areas. Over the last three years the median sales price has risen by 5.4% in Port Macquarie-Hastings. Housing prices have risen faster in Coffs Harbour, the Tweed and MidCoast, and slower in Kempsey and Newcastle.

*Table 2. Change in median sales price of comparable LGAs (2017-2020)*

| LGA | Median sale price | | % Change |
|---|---|---|---|
| | June 2017 | June 2020 | |
| Port Macquarie-Hastings | $517,000 | $545,000 | 5.4% |
| Coffs Harbour | $459,000 | $520,000 | 13.3% |
| Kempsey | $330,000 | $345,000 | 4.5% |
| MidCoast | $415,000 | $450,000 | 8.4% |
| Newcastle | $595,000 | $610,000 | 2.5% |
| Tweed | $530,000 | $581,000 | 9.6% |

*(Source: NSW Department of Communities and Justice 2020 - Rent and Sales Dashboard)*

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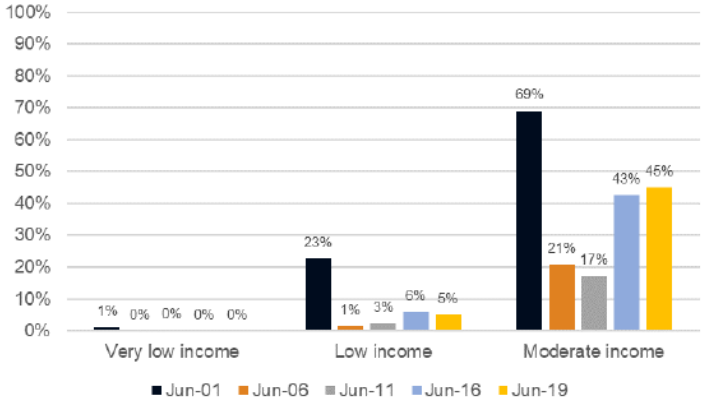
Based on the median sales price, strata properties (commonly apartments and some townhouses and dual occupancies) provide a more affordable housing option to purchase than non-strata properties (commonly detached dwellings). As of 2020, the median sales price of strata titled properties in Port Macquarie-Hastings was $425,000 compared to a median price of $571,000 for a non-strata property.

The NSW Government monitors changes in the affordability of dwellings to purchase in the private market for very low to moderate income households based on sales price. A dwelling is considered affordable if repayments cost less than 30% of a household's income.

Between 2001 and 2019 the affordability of housing to purchase in Port Macquarie-Hastings has declined significantly and housing is generally unaffordable to purchase for very low- and low-income households as illustrated in **Figure 14**. In 2019, no housing stock was affordable for very low-income households, 5% for low-income households and 45% for moderate income households.

The implications of rising unaffordability is that households pay more than they can afford to purchase housing resulting in high levels of debt, for other low income households, purchasing housing is unattainable and they remain renting housing.

***Figure 14.*** *Percentage of housing stock that is affordable to purchase for very low-, low- and moderate-income households in Port Macquarie-Hastings (2001-2019)*




*(Source: NSW Department of Communities and Justice 2020 – NSW Local Government Housing Kit Dashboard)*

## Renting housing

With home ownership beyond the reach of many very low to moderate income households, more households must secure housing through the rental market. **Table 3** shows the change in median rental prices in other comparable coastal LGAs between 2017 and 2020. The cost of rental housing in Port Macquarie-Hastings is more affordable than in Newcastle, the Tweed and Coffs Harbour areas and less affordable than in Kempsey and the MidCoast areas. Over the last three years the median rental price has risen by 3.9% in Port Macquarie-Hastings which is much lower than all other comparable coastal LGAs.

Median rental prices vary between the size and type of dwelling. As of 2020, apartments and units were the most affordable rental choice in Port Macquarie-Hastings at $335 per week, compared to $350 for a detached dwelling and $370 for a townhouse. The size of a dwelling tends to be a more important factor in determining rental prices. The median rental price for 1-bedroom dwellings were $250, $350 for a 2-bedroom dwelling, $430 for a 3-bedroom dwelling and $500 for a 4 bedroom dwelling. When comparing the median rental price for 2 bedrooms apartments ($335) to 2 bedroom detached dwellings ($350), apartments provide a cheaper option.

While the age, condition and location of rental housing are key factors in shaping rental prices, the type and size of housing are also key factors. Evidence suggests that smaller, more compact housing types provide more affordable housing options.

***Table 3.*** *Change in median rental price of comparable LGAs (2017-2020)*

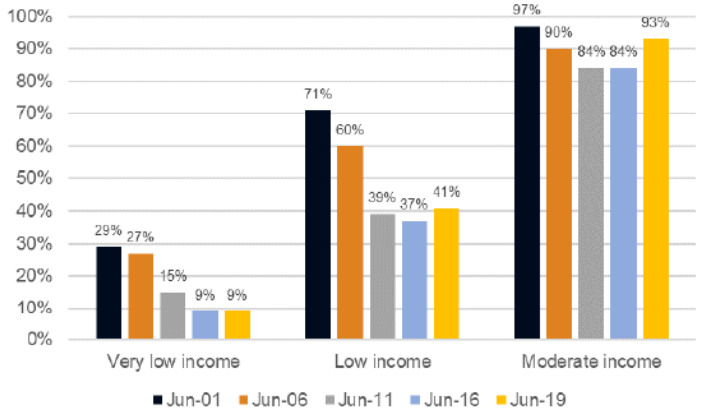
| LGA | Median rental price Sep 2017 | Median rental price Sep 2020 | % Change |
|---|---|---|---|
| Port Macquarie-Hastings | $380 / week | $395 / week | 3.9% |
| Coffs Harbour | $380 / week | $420 / week | 10.5% |
| Kempsey | $300 / week | $330 / week | 10% |
| MidCoast | $330 / week | $350 / week | 6% |
| Newcastle | $390 / week | $420 / week | 7.7% |
| Tweed | $430 / week | $480 / week | 11.6% |

*(Source: NSW Department of Communities and Justice 2020 - Rent and Sales Dashboard)*

Between 2001 and 2019 the affordability of housing to rent in Port Macquarie-Hastings has also declined for very low- and low-income households but remains affordable for most moderate-income households as illustrated in **Figure 15**. In 2019, only 9% of housing stock was affordable for very low-income households, 41% for low-income households and 93% for moderate income households.

NSW Government Department of Communities and Justice records show that as of 2019 just 290 dwellings in the private rental market were considered affordable to low-income households. This suggests that there is very limited availability of affordable rental housing to meet the needs of a growing number of households on low incomes.

***Figure 15.*** *Percentage of housing stock that is affordable to rent for very low-, low- and moderate-income households in Port Macquarie-Hastings (2001-2019)*




*(Source: NSW Department of Communities and Justice 2020 – NSW Local Government Housing Kit Dashboard)*

## Housing stress

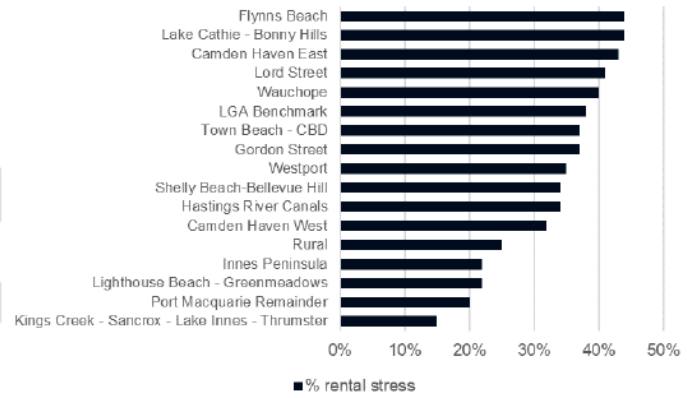
Housing stress is defined by the NATSEM (National Centre for Social and Economic Modelling) as households in the lowest 40% of incomes who are paying more than 30% of their usual gross weekly income on housing costs, whether it be rent or mortgage payment.

In 2016, around 4,150 or 13% of all households were experiencing housing stress. This housing stress is most acutely experienced by renting households with 38% of all renting households experiencing housing stress compared to 28% across NSW. Only 12% of households paying off a mortgage in Port Macquarie-Hastings experience mortgage stress. This suggests that many lower income households are renting and cannot afford to purchase a house, or they already own a house outright and have much smaller housing costs.

The level of rental stress varies across Port Macquarie-Hastings. Areas with the highest level of rental stress (over 40%) are Flynns Beach, Lake Cathie-Bonny Hills, Camden Haven East, Lord Street and Wauchope, as illustrated in **Figure 16**. These areas are also some of the cheapest areas to rent, except for Lake Cathie-Bonny Hills, as illustrated in **Figure 17**. This suggests that very low- and low-income households are seeking to live in these areas based on the availability and affordability of housing stock.

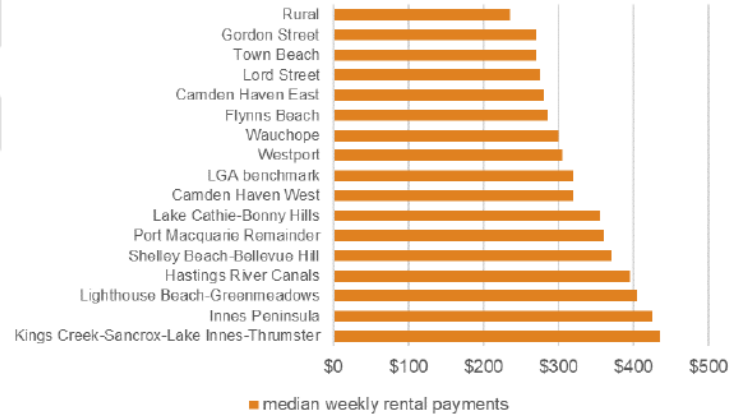
Conversely, those areas with lower levels of rental stress including King Creek-Sancrox-Lake Innes-Thrumster, Lighthouse Beach-Greenmeadows and Innes Peninsula are also areas with the highest median weekly rental payments, see **Figure 17**. These areas tend to have fewer rental properties available (e.g., a higher proportion of owner occupier dwellings) and limited diversity in the stock available (e.g., mostly larger detached dwellings). This suggests that limited housing types in these areas is affecting affordability.

***Figure 16.*** *Percentage of renting households experiencing rental stress by area (2016)*




*(Source: i.d profile 2016 – Social Atlas)*

***Figure 17.*** *Median weekly rental payments by area (2016)*




*(Source: i.d profile 2016 – Social Atlas)*

## 2.2. Housing Demand

This section outlines the demand for new housing in Port Macquarie-Hastings to support predicted growth and change over the next 20 years. Based on the demographic and housing affordability considerations discussed in the previous section, this section outlines the key considerations for housing demand for Port Macquarie-Hastings.

### 2.2.1. Underlying housing demand

Underlying housing demand refers to the theoretical number of homes needed to accommodate the projected number of households. It can also be called *implied dwelling projection*.

The *North Coast Regional Plan 2036* requires that a minimum of 8,800 new dwellings be delivered in Port Macquarie-Hastings between 2016 and 2036 to meet underlying housing demand, this is around 440 new dwellings each year. This minimum number of dwellings has been based on historical demographic and housing market trends.

More recently, the NSW Government updated population and dwelling projections in 2019 based on the latest population, household and housing market trends at the time. These projections have been used throughout this strategy to inform how we plan for housing across Port Macquarie-Hastings to meet the needs of a growing and changing community over the next 20 years.

The NSW Government's 2019 dwelling projections estimate the demand for 11,950 new dwellings between 2016 and 2041 to meet estimated growth, this is around 480 new dwellings each year.

Demand is expected to vary year on year. Higher levels of growth are projected over the first 10 years of this strategy leading to a higher level of demand for 530 new dwellings each year between 2021 and 2031. Growth is expected to slow between 2031 and 2041 due to an ageing population leading to a lower level of demand for 380 new dwellings each year between 2031 and 2041.

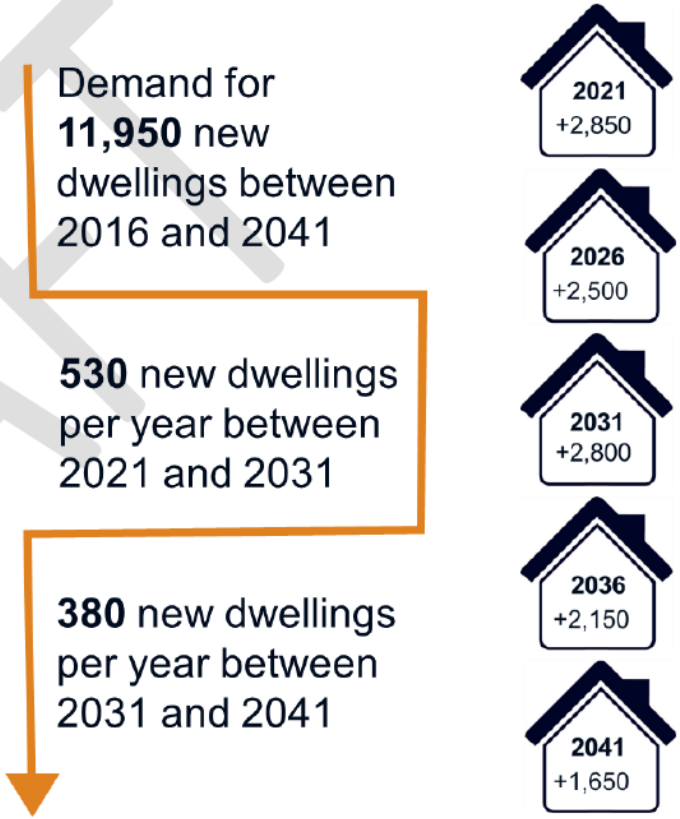



***Figure 18.*** *2016-2041 dwelling projections for Port Macquarie-Hastings*

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### 2.2.2. Key drivers of housing demand

Planning for housing needs to be informed by the key factors driving the likely demand for housing. Population growth fuelled by migration, shrinking household sizes, a rapidly ageing population, and rising housing costs are defining trends that will shape the amount and types of housing we need to plan for in Port Macquarie-Hastings over the life of this Strategy.

**Population growth and migration**

Population growth in Port Macquarie-Hastings is sustained by people moving to the area and not natural increase (births minus deaths). People are attracted to the LGA for its natural beaty and lifestyle including uncrowded beaches, rainforests and wetlands, the amenity of a regional city and the best climate in Australia.

The largest demand from in-migration in recent years has been from pre-retirees (aged 55-64) and retirees (aged 65+) moving from Sydney and other regional centres seeking a sea change. As the overall population is already ageing, planning for housing and support services for this cohort will be of particular importance.

Many parents (aged 35-54) with children (aged 0-17), and younger adults (aged 25-34) are also moving to the area driving demand for new housing. New employment opportunities, including the growing health and education sectors, is likely to be a key attractor for this age group, as well as the availability of new land and housing packages attracting first home buyers.

Anecdotal feedback suggests that the COVID-19 pandemic has increased the number of families and young workers moving to the Mid North Coast, including Port Macquarie-Hastings. Flexible working arrangements have allowed them to live away from where they work. It is too early to determine the long-term changes to migration and work patterns resulting from the COVID-19 pandemic, however if flexible working arrangements remain as common practice there may be greater in-migration from people of working age than previously projected.

Historically, a high proportion of school leavers and people in their early 20s have moved away from Port Macquarie-Hastings to attend university and seek other opportunities. The growing trend towards online study as well as new investment in local tertiary institutions such as Charles Sturt University is likely to lead to fewer people in this age cohort leaving. This will drive up the demand for housing to meet this need.

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### Smaller households

One of the defining trends is the significant increase in smaller households in Port Macquarie-Hastings. Over the next 20 years, around 8 in every 10 new households forming in the LGA will be smaller 1- or 2-person households. This key trend is due to several factors including families choosing to have fewer children, an increasing number of couples remaining childless, and more people choosing to live alone.

The ageing population is another key factor resulting in the increased number of smaller households, as people are living longer, they spend more time in single or couple only households. Older people are also choosing to 'age in place' and remain in private dwellings in the community rather than move into retirement facilities as they age.

The trend towards smaller households will lead to greater demand for a diversity of dwelling types and sizes in Port Macquarie-Hastings' housing mix. Currently there in an over-representation of larger detached dwellings in Port Macquarie-Hastings' housing stock when compared to household size. These dwellings, while an important part of the overall housing mix, are generally less suitable for many single or couple only households.

Facilitating an increase in smaller dwellings including apartments, duplexes, granny flats, villas and terrace houses will create more diversity in Port Macquarie-Hasting's overall housing mix and will allow smaller households greater choice in the type, location, and price of dwelling they can live in.

### Housing affordability

The cost of housing is a key factor in the type and location of housing people choose. Whether a house is 'affordable' is also relative. A retired couple who has just sold their home on the Northern Beaches and has relocated to Port Macquarie is likely to find housing in the area very affordable. By contrast, a single parent who works in the community services sector and has limited savings is likely to find that purchasing a home on their own is unattainable, and even renting a standard house may be unaffordable without government assistance.

Despite affordability being relative, securing suitable and affordable housing is a growing issue in Port Macquarie-Hastings particularly for lower income households. Wage growth has generally not kept up with housing price increases and there is a growing disparity in what people earn and the housing they can afford. In the last 20 years the proportion of housing stock considered affordable for lower income households has substantially declined.

This trend is creating growing unmet demand for housing options that are more affordable including smaller dwellings within centres, granny flats and a greater availability of rental housing. Addressing the housing needs of lower income households is discussed further in the following section.

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### 2.2.3. Housing for people with particular needs

Everyone deserves the right to a home that is affordable and suitable to their needs. A secure home can have life-changing and positive long-term impacts for individuals, families, and communities. There are several cohorts within the community that are considered most likely to experience barriers to accessing secure housing that meets their needs including people who are homeless and low-income households, Aboriginal and Torres Strait Islander peoples, seniors, people with additional care needs and students. Housing demand considerations specific to these cohorts is discussed below.

**Homelessness and housing for low-income households**

Those who are homeless and lower income households experiencing housing stress face the most difficulty in accessing secure and affordable housing that meets their needs.

In Port Macquarie-Hastings as of 2016, around 520 people were reported as being homeless, 1,155 households were renting social housing and another 4,130 households were experiencing housing stress. This indicates that there is theoretical demand for around 5,825 social and affordable housing dwellings to meet this need.

***As of 2020 there were around 1,480 social and affordable housing dwellings suggesting a theoretical unmet demand for around 4,345 additional dwellings that are affordable.***

Homelessness and housing stress are growing issues on the North Coast, particularly as rental markets continue to tighten leading to an increasing number of households unable to find suitable housing and at risk of homelessness. The number of people reported as being homeless is also likely to be substantially underreported, and the number of homeless people has increased by around 37% between 2011 and 2016.

There are often misconceptions around homelessness. It is not just people sleeping on the streets, it includes people living in crisis accommodation (often boarding houses) and other temporary lodgings, people living in their cars and/or temporarily living with friends or family, including severely crowded dwellings, and people living in tents or marginally housed in caravan parks. In Port Macquarie-Hastings, homeless people were most commonly housed marginally in caravan parks, in crisis accommodation, living in their cars, or staying temporarily with other households.

The number of households on the waiting list for social housing and estimated waiting times can provide an indication of demand from those households most in need. As of November 2020, there were around 1,050 households in Port Macquarie-Hastings on the waiting list for social housing, as shown in **Table 4**. The highest demand was for the Port Macquarie area.

***Table 4.*** *Social housing waiting list in Port Macquarie-Hastings (Nov 2020)*

| Dwelling size | Port Macquarie | Wauchope | Laurieton |
|---|---|---|---|
| Studio/ 1 bedroom | 560 | 45 | 25 |
| 2 bedrooms | 210 | 25 | 9 |
| 3 bedrooms | 80 | 10 | 0 |
| 4+ bedrooms | 50 | 12 | 0 |
| TOTAL | 920 | 95 | 35 |

*(Source: NSW Department of Communities and Justice 2020)*

Based on the level of demand, the expected waiting time to be allocated social housing for most households is between 5 and 10 years, and over 10 years for a 3-bedroom home in Port Macquarie or a 2-bedroom home in Laurieton, as shown in **Table 5**. These waiting times show that there is substantial unmet demand locally and there needs to be a more targeted approach to address this market failure through the delivery of dedicated social and affordable housing as well as smaller, more affordable dwellings such as secondary dwellings.

***Table 5.*** *Estimated waiting time for social housing in Port Macquarie-Hastings (Jun 2020)*

| Dwelling size | Port Macquarie | Wauchope | Laurieton |
|---|---|---|---|
| Studio/ 1 bedroom | 5-10 years | 5-10 years | 5-10 years |
| 2 bedrooms | 5-10 years | 5-10 years | 10+ years |
| 3 bedrooms | 10+ years | 5-10 years | 2-5 years |
| 4+ bedrooms | 5-10 years | 5-10 years | 2-5 years |

*(Source: NSW Department of Communities and Justice – expected waiting times dashboard 2020)*

### Aboriginal and Torres Strait Islander peoples

Around 4% of Port Macquarie-Hastings' population identify as Aboriginal or Torres Strait Islander. This group grew significantly (by 79%) between the 2006 and 2016 censuses.

The demographic and housing profile of Aboriginal and Torres Strait Islander residents in Port Macquarie-Hastings is very different from the broader population, leading to different housing needs for this cohort. The local Aboriginal and Torres Strait Islander population is much younger; nearly 70% are aged under 35, which is double the proportion of under 35s in the broader population. Only 10% of Aboriginal and Torres Strait Islander residents are aged over 60, compared to 35% in the broader population.

Aboriginal and Torres Strait Islander household sizes are also larger. While 2-person household is the most common household size, there is a much higher proportion of 4, 5, and 6+ person households compared to the broader population. Consultation with the Birpai Local Aboriginal Land Council also highlighted that Aboriginal people generally prefer to live in communal household arrangements, with room to accommodate visiting friends and family. It is well documented that overcrowding disproportionately affects Aboriginal and Torres Strait Islander households so there is likely an unmet demand for larger dwellings to suit household sizes in line with cultural preferences.

Many Aboriginal and Torres Strait Islander households also face difficulty in accessing secure and affordable housing. This is due to several complex factors including disadvantage and discrimination in the housing market. Aboriginal and Torres Strait Islander households in the LGA have a much lower level of home ownership and a much higher reliance on social housing. Only 17% of Aboriginal and Torres Strait Islander households own their own home, while 55% are renting, of those 11% are in social housing[3]. By comparison 44% of all households in Port Macquarie-Hastings own their own home, 27% are renting and of those 3% are in social housing.

There is a disproportionately high number of Aboriginal and Torres Strait Islander households on the social housing waiting list. As of November 2020, there were 237 Aboriginal and Torres Strait Islander applicants on the social housing waiting list for the Port Macquarie-Hastings area, comprising 619 household members. These applications account for 23% of all social housing applications, despite Aboriginal and Torres Strait Islander people representing only 4% of the population. This demonstrates that there is currently significant unmet demand for housing to meet the needs of the Aboriginal and Torres Strait Islander population locally.

More cooperation and engagement with Aboriginal housing providers, Local Aboriginal Land Councils and Aboriginal and Torres Strait Islander communities and peoples is required to better understand and meet Aboriginal and Torres Strait Islander housing needs locally and increase opportunities for Aboriginal and Torres Strait Islander households to secure and affordable housing in the private housing market.

3 Aboriginal and Torres Strait Islander waiting list figures supplied by the NSW Government Aboriginal Housing Office

**Housing for seniors and the elderly**

Demographic trends show that Port Macquarie-Hastings population is ageing rapidly, and the proportion of seniors (aged 65+) and the elderly (aged 85+) is already well above the State average.

There will be sustained strong demand for housing that is responsive to the needs of an older population. This includes housing that can be easily adapted to the changing needs of occupants over one's lifetime, smaller and lower maintenance dwellings close to shops, services, and amenities for older residents to downsize, and a range of options dedicated to seniors and elderly needs including residential aged care facilities.

The traditional model for housing older Australians has been institutionalised care provided by residential aged care facilities and retirement villages. However, more recently there has been a shift towards people staying in their own homes longer and 'ageing in place' supported by home care options. This shift means that there is now more demand for a greater diversity of housing choices to suit seniors and the elderly.

Broader insights into housing preferences for older Australians indicate that many would prefer to age in place in their own home rather than transition to a retirement village or residential aged care facility[4]. For the proportion that want to move, downsizing was often cited as the main reason for moving, and 2- or 3-bedroom low maintenance homes were the most appealing size. Location was also a key factor as older people are less mobile and prefer to be close to their community, and the facilities and services they use regularly.

It is also evident that a growing number of seniors and the elderly are falling out of home ownership and are renting into retirement, solely on the pension. This growing trend is likely to put additional pressure on social and affordable housing demand as the pension is not enough to make housing affordable.

Evidence into the housing preferences of seniors and the elderly at the local level is limited, and further consultation with this growing age cohort is required to better understand their housing needs specifically in Port Macquarie-Hastings.

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**Housing for people with a disability**

Around 5,800 residents, or 7% of residents in Port Macquarie-Hastings reported that they need help in their day to day lives to carry out core activities such as self-care, mobility, or communication. This figure does not capture all people living with a disability in Port Macquarie-Hastings, only those most in need due to a severe disability.

The proportion of people in the community requiring assistance is also increasing. Port Macquarie-Hastings' ageing population is a key factor resulting in a growing number of residents requiring assistance. The likelihood of living with a disability increases with age. Over 70% of people reporting a need for assistance with core activities were aged 55 years or more, with 41% aged 75 years or more.

Over the next 20 years there will be growing demand for appropriately designed homes to meet the needs of people with a disability. Disability can come in many forms, and drives demands for a diverse range of highly specialised housing requirements that suit individuals' specific needs. Broadly speaking, this can range from full-time managed care facilities, to group homes, to extensively modified housing, to housing with minimal or no modifications. It can relate to large facilities or individual homes (rented or owned).

Accessible housing, which is housing that has been constructed or modified to enable independent living for people with a disability, can help meet the needs of some people with a disability. The *Liveable Housing Design Guidelines* set out basic design standards for key features of a house to facilitate liveable housing design. Future development is unlikely to adequately deliver accessible, or adaptable housing without some sort of intervention via the planning framework.

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**Housing for students and younger people**

The demand for student accommodation is driven predominantly by the availability of places at tertiary education and university institutions. The substantial investment in the university sector in Port Macquarie over the last decade including the opening and expansion of Charles Sturt University, and the University of NSW and University of Newcastle health education campuses is likely to generate more demand for student housing.

The location of institutional and other student facilities plays a key role in where demand for student housing arises. Research into housing preferences for students suggests they prefer to live close to where they study or in high amenity locations that provide opportunities for socialising, entertainment and going to the beach. In Port Macquarie-Hastings the highest concentration of students is around the Innes Peninsula and Westport, close to the existing university and TAFE institutions. There is also a high number of students living in Lighthouse Beach-Greenmeadows and Wauchope, where a TAFE NSW campus is located.

Affordability is also a key defining factor for students and younger people as they are studying or often in the early stages of their career and on a limited income. Consultation with local community service and housing providers has identified the issue of student households in Port Macquarie directly competing with other lower income households for cheap rental housing making this end of the private rental market extremely competitive.

Charles Sturt University has sought to address the shortfall in student housing in Port Macquarie by building on-campus student housing. Purpose built student accommodation catering to 250 students was completed in 2018 and student accommodation catering to another 220 students was due to be completed in early 2021 to support the expansion of the Charles Sturt University Campus, noting this roll out may be affected by the impacts of COVID-19. According to DA approvals, there are also around 590 bedrooms approved as 'boarding house' developments that are purpose-built student accommodation.

There is likely to be an ongoing demand for additional student housing around the Health and Education Precinct and in Port Macquarie to relieve the tight rental market. However, further consultation with the tertiary education sector is needed to understand the extent that this new supply addresses the local shortfall in student housing.

*Image taken from https://accommodation.csu.edu.au/home*

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## 2.3. Housing Supply

### 2.3.1. Current housing supply

**Mostly detached dwellings**

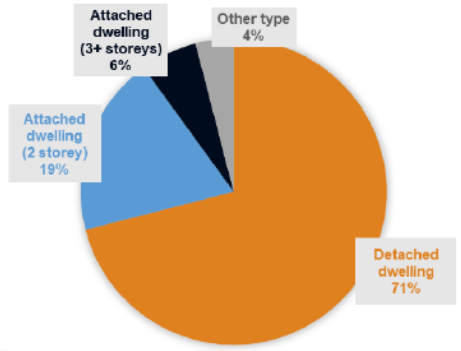
As of 2016, there were around 36,600 dwellings counted as private dwellings in Port Macquarie-Hastings. **Figure 19** shows the proportion of housing stock by dwelling type. This is dominated by low density detached dwellings, which make up over 70% of all housing stock. Attached dwellings of up to 2 storeys - such as villas, townhouses, and terraces - make up less than 20% of local housing stock and attached dwellings of 3 or more storeys - such as flats, units, and apartments in apartment blocks - make up only 6% of housing stock. Other dwelling types such as caravans, cabins, houseboats, tents, and improvised homes make up 4% of housing stock.

The proportion of Port Macquarie-Hastings' housing stock changed very little over the 10 years between 2006 and 2016, with around 70% of all new housing stock delivered over this period being detached dwellings.

Despite the predominance of detached dwellings in the LGA, many areas already offer a mix of dwelling types, as illustrated in **Figure 20**. Close to Port Macquarie's town centre, areas including Town Beach-CBD, Gordon Street, Lord Street, and Flynns Beach provide a variety of housing types with the predominant forms being apartment buildings and attached medium density development of 2 or more storeys. By comparison, Port Macquarie-Hastings outer suburbs and rural areas offered limited housing diversity with over 80% detached dwellings.

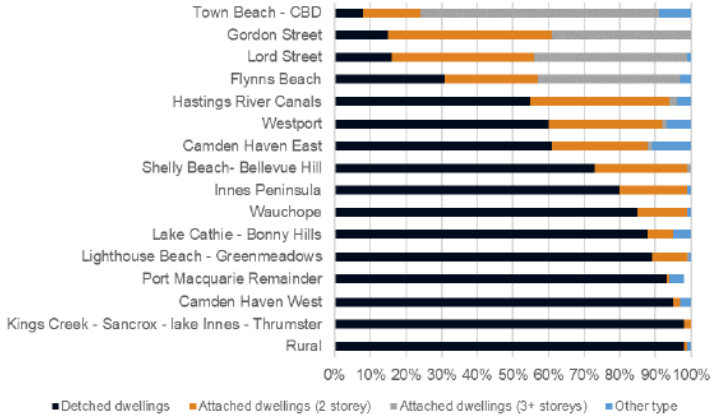
Detached dwellings are also the dominant housing type in coastal localities including Hastings River Canals, Westport, Camden Haven East and Shelly Beach-Bellevue Hill; however, these areas offer more housing diversity in the form of medium density dwellings such as semi-detached or attached villas, townhouses as well as other types of housing such as caravans and cabins.

***Figure 19.*** *Proportion of dwelling types in Port Macquarie-Hastings (2016)*




*(Source: ABS, 2016)*

***Figure 20.*** *Proportion of dwelling type by area in Port Macquarie-Hastings (2016)*




*(Source: i.d profile 2016 – Community Profile)*

**Trend towards larger dwelling sizes**

The number of available bedrooms can be an important deciding factor for households when choosing a home, it is also a key factor in determining the price of housing as 1- and 2-bedroom homes in Port Macquarie-Hastings are considerably cheaper than 3- or 4-bedroom homes.

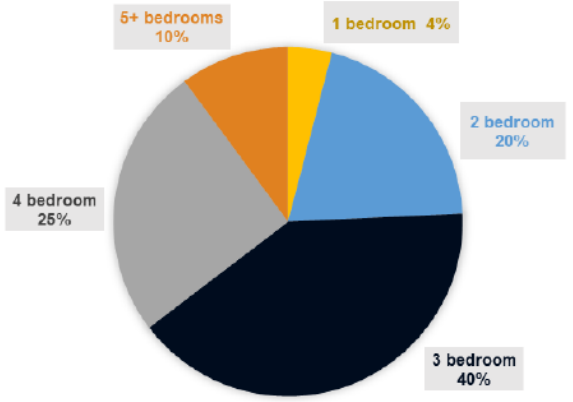
**Figure 21** shows the proportion of dwelling sizes in Port Macquarie-Hastings' housing stock as of 2016. The most common dwelling size is 3 bedrooms (40%) followed by 4 bedrooms (25%).

Historical trends in dwelling sizes in Port Macquarie-Hastings indicate that between 2006 and 2016, the proportion of smaller 1- and 2-bedroom dwellings has decreased while the number of larger 4 or more bedroom homes has increased. This change has been driven by the steady supply of larger 'family houses' constructed in new greenfield housing estates but can also attributed to people renovating older homes to add another bedroom or level to cater for a growing family, add value to their home, or provide a revenue stream (e.g., short-term lets).

The implication of increasing dwellings sizes is that there is a growing mismatch between household sizes and dwelling sizes. In 2016, around 70% of all households were small one or two person compared to 24% of dwellings being 1 or 2 bedrooms. While many smaller households choose to live in a larger dwelling, there is also a considerable mismatch between household sizes and dwelling sizes.

***Over the next 20 years, around 80% of all new households forming are projected to be smaller 1 or 2 person households due to a rapidly ageing population and the trend towards more people choosing to live alone. If the trend of constructing predominantly larger dwellings in favour of smaller dwellings continues there is likely to be a substantial under-occupation (i.e., excess bedrooms) of these larger dwellings***

***Figure 21.*** *Proportion of dwelling sizes in Port Macquarie-Hastings (2016)*




*(Source: ABS, 2016)*

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## Social and Affordable Housing Supply

There are around 1,300 social housing properties in Port Macquarie-Hastings as shown in **Table 6**. These properties are managed as public housing or Aboriginal housing by the NSW Government, or as community housing by not-for-profit community housing providers. These properties are primarily concentrated in Port Macquarie's inner urban areas including Westport, Gordon Street, Town Beach - CBD, Lord Street and Shelly Beach - Bellevue Hill. Wauchope also offers a high concentration of social housing properties. Fewer social housing properties are in Camden haven East (Laurieton) and Camden Haven West (Kendall).

There are around 170 affordable housing properties currently provided under the National Rental Affordability Scheme (NRAS) established by the Australian Government. These properties are rented to tenants at least 20% below the market rate and are in Port Macquarie, Kendall, and Wauchope. The NRAS will be discontinued in 2026 after which time these properties will no longer be rented as dedicated affordable housing, this will reduce the overall stock of social and affordable housing.

Over the last decade there has been some additional social housing development on NSW Land and Housing Corporation sites in Town Beach. 15 affordable housing dwellings were also recently built in Port Macquarie under the NSW Government's Social and Affordable Housing Fund which will be managed by community housing providers as affordable housing for 25 years. The amount of new social housing provided in Port Macquarie-Hastings has not kept pace with need, and consultation with local community housing providers has indicated that there remains a strong and growing unmet demand for additional social housing.

***Table 6.*** *Supply of Social and affordable housing in Port Macquarie-Hastings (mid-2020)*

| Social and affordable housing type | Number of dwellings |
|---|---|
| Public housing | 4 |
| Community housing | 1,203 |
| Aboriginal housing (AHO) | 45 |
| Aboriginal community housing | 54 |
| Affordable housing (NRAS) | 171 |
| TOTAL | 1,477 |

*(Source: Department of Communities & Justice 2020, Australian Government 2020)*

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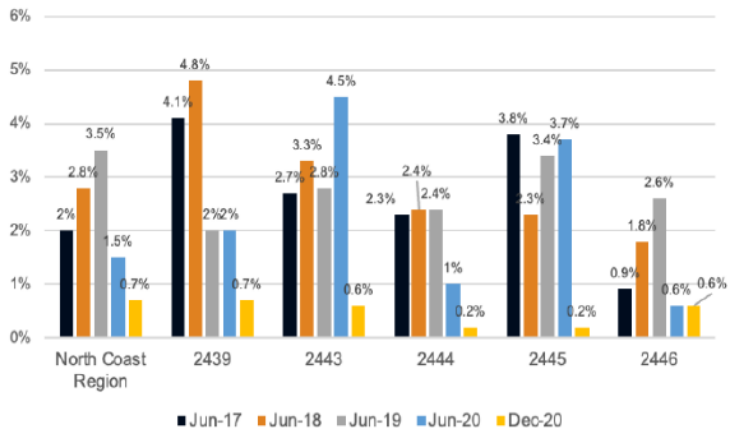
## Declining rental housing supply

Rental vacancy rates provide an indication of the available supply of rental housing in the private rental market. As a benchmark, a vacancy rate of around 3% is generally reflective of a good balance between supply and demand.

Rental vacancy rates across Port Macquarie-Hastings over the last few years have generally fluctuated between sufficient supply and a slight undersupply. Since mid-2020 however, vacancy rates across the NSW North Coast, including Port Macquarie-Hastings, have plummeted due to the spike in people relocating to regional areas fuelled by the COVID-19 pandemic.

Rental vacancy rates across Port Macquarie-Hastings as of late 2020 were below 1% and nearly 0% in Port Macquarie, Thrumster, Lake Cathie and Bonny Hills, as shown in **Figure 22**. This indicates that there is a critical undersupply of available rental housing across the LGA. The long-term impacts of COVID-19 cannot be understood at this stage, however if the increased demand from regional relocation is sustained, it is likely to contribute to increased circumstances of housing stress, homelessness and additional demand for government subsidised social and affordable housing. If affordable housing is not available to meet demand, low-income households will be forced to find housing outside of Port Macquarie-Hastings.

***Figure 22.*** *Rental vacancy rates in Port Macquarie-Hastings by postcode (2017-2020)*




*(Source: SQM Research 2019)*

***Postcodes***

***2439:*** *Kendall, Kew and rural surrounds*

***2443:*** *Dunbogan, Lakewood, Laurieton, West Haven, North Haven and rural surrounds*

***2444:*** *Flynns Beach, Limeburners Creek, Lighthouse Beach, North Shore, Port Macquarie, Thrumster, Settlement City*

***2445:*** *Bonny Hills, Jolly Nose, Grants Beach, Lake Cathie*

***2446:*** *Beechwood, Crosslands Lakes Innes, Sancrox, Wauchope, Yippin Creek and rural surrounds*

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### 2.3.2. Future Housing Supply

The Department of Planning, Industry and Environment (DPIE) in partnership with Local Government have established a *North Coast Housing and Land Monitor* to monitor housing and subdivision activity and ensure that planned housing supply is keeping up with projected demand. Data is collected annually from Port Macquarie-Hastings Council and analysed to inform the findings of the Housing and Land Monitor.

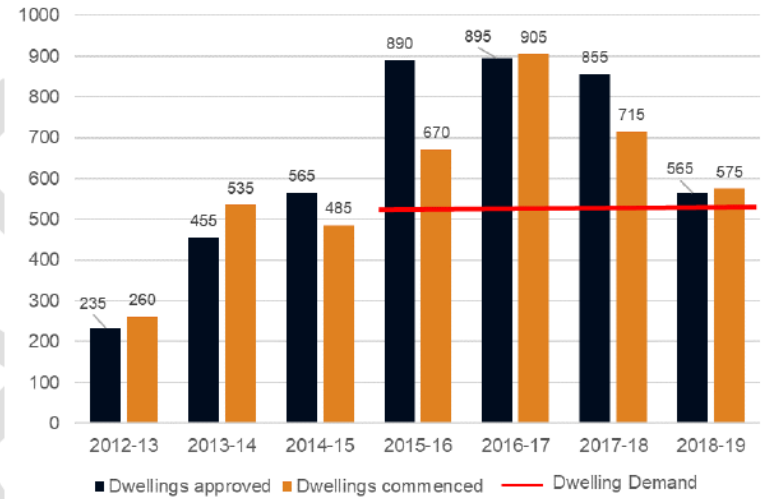
Housing and Land Monitor data for Port Macquarie-Hastings is available up to the 2017/18 financial year. To provide more recent data to inform this study, City Plan also completed an audit of housing activity over the 2018/19 financial year. An analysis of is provided in the following sections. This analysis provides insight into how housing supply is tracking against demand, recent trends in housing supply, and forecast future supply.

#### Dwelling approvals and commencements

**Figure 23** shows the number of dwellings approved or commenced between the 2012/13 and 2018/19 financial years[5]. Over the past 7 years, dwelling approvals and commencements have been strong with an average of 640 dwellings approved and 590 dwellings commenced annually. Dwelling approvals and commencements in Port Macquarie-Hastings have been particularly high over the 2015/16 to 2018/19 financial years, reaching a peak of 9005dwelling commencements in 2016/17 as shown in **Figure 23**. Port Macquarie-Hastings consistently has the highest dwelling commencements rates of all North Coast LGAs.

This strong growth corresponds with much higher rates of population growth between 2016-2019 than the previous five years. While housing approvals and commencements have slowed in 2018/19, the average number of commencements over the past 7 years (590 dwellings annually) are tracking well above the theoretical number of new dwellings required (530 dwellings annually between 2021 and 2031) to meet estimated housing demand. This suggests that the local market is currently delivering sufficient overall housing supply to meet projected growth levels.

***Figure 23.*** *Dwellings approved & commenced in Port Macquarie-Hastings (2012/13 - 2018/19)*




*(Source: DPIE North Coast Housing & Land Monitor, City Plan Housing Supply Audit 2018/19)*

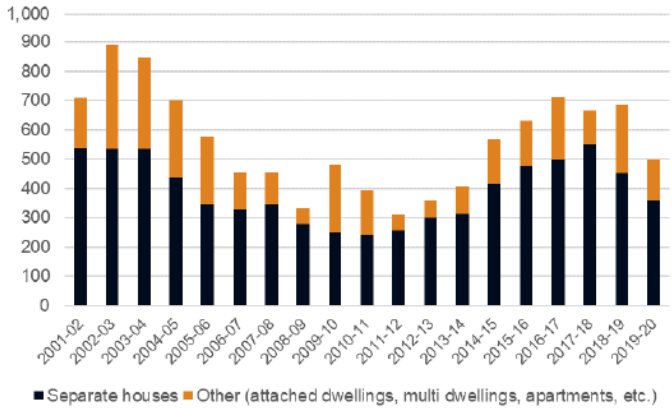
*5* Dwellings approved include all new dwelling approved based on the number of Development Applications or Complying Development Certificate's issued per year. Dwellings commenced include the number of dwellings commenced in the reporting period, based on the number of Complying Development Certificates and Construction Certificates issued. Some dwellings may be counted as both commenced and approved in the same year.

Peaks and troughs in housing activity are consistent with the cyclical nature of the housing industry and historical longer-term housing trends in Port Macquarie-Hastings. **Figure 24** shows the number of residential building approvals since 2001/02[6]. Some of the highest levels of building activity occurred in the early 2000s, slowing again from 2005/06, picking up in 2014/15 and slowing more recently in 2019/20.

Strong housing activity in recent years has been influenced by favourable fiscal and monetary policies including record low interest rates and support for first home buyers (e.g., stamp duty relief and grants for builders and purchaser of new homes) which have increased demand, particularly for new builds.

Given the cyclical nature of housing activity, it would be unusual to expect the high levels of building approvals experienced recently to be sustained over the life of this Strategy. Housing supply should continue to be monitored to ensure that supply over time is keeping up with demand. If population growth continues to remain at levels experienced between 2016 and 2019 for a sustained period of time, then more new dwellings would be required, and housing demand should be revised.

***Figure 24**. Residential building approvals in Port Macquarie-Hastings (2001/02 - 2019/20)*



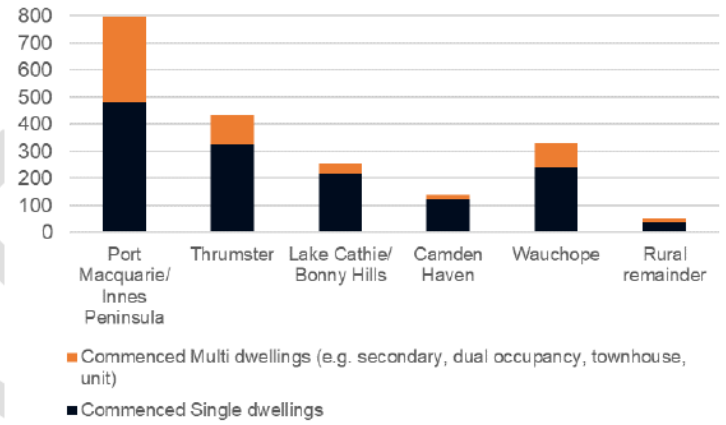

*(Source: ABS Building Approvals 2020)*

*6* Residential building approvals are compiled by the Australian Bureau of Statistics from permits issued by local government authorities and other principal certifying authorities before construction of a dwelling and differ from development approval and commencement data.

**Figure 25** shows where new housing supply (dwelling commencements within R1, R2, R3, R4 and RU5 zones) has been delivered over the 3 years between 2016/17 and 2018/19. New housing supply has predominately been delivered in the Port Macquarie and Innes Peninsula area, followed by Thrumster, Wauchope and then Lake Cathie-Bonny Hills. A smaller number of new houses have been delivered in the Camden Haven area.

Rural residential housing within the R5 zone delivered over the 3 years has predominately been in King Creek and Beechwood, near Wauchope and a smaller number delivered in Camden Haven around Kew and Kendall, as well as the rural areas of Telegraph Point and Logans Crossing. There have been around 50 to 60 new rural residential dwellings commenced each year over these 3 years.

***Figure 25**. Dwelling commencement activity by location (2016/17 - 2018/19)*




*(Source: DPIE North Coast Housing & Land Monitor, City Plan Housing Supply Audit 2018/19)*

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## Diversity of recent housing supply

Increasing the diversity of Port Macquarie-Hastings local housing supply is a key objective of the NSW Government and Port Macquarie-Hastings Council. The North Coast Regional Plan mandates a target for 40% of all new dwellings built in Port Macquarie-Hastings to be in the form of dual occupancies, apartments, townhouses, villas, or dwellings on lots less than 400m² by 2036.

Over the 7 years between 2012/13 and 2018/19 around 70% of new dwellings commenced were single dwellings and 30% were multiple dwellings including secondary dwellings, dual occupancies, townhouses, villas or apartments, as shown in **Table 7**. Dwelling commencements in recent years indicate that Port Macquarie-Hastings is meeting the target for 40% of new housing in diverse housing forms, as 40% of dwellings commenced in 2017/18 were multi-dwellings and 41% in 2018/19.

***Table 7.*** *Housing diversity trends in Port Macquarie-Hastings (based on dwelling commencements from 2012/13 - 2018/19)*

| Year | Single dwellings | % | Two or more dwellings | % |
|---|---|---|---|---|
| 2012/13 | 160 | 67% | 80 | 33% |
| 2013/14 | 260 | 51% | 250 | 49% |
| 2014/15 | 355 | 78% | 100 | 22% |
| 2015/16 | 495 | 77% | 150 | 23% |
| 2016/17 | 760 | 90% | 90 | 10% |
| 2017/18 | 400 | 60% | 270 | 40% |
| 2018/19 | 340 | 60% | 235 | 41% |
| 2012- 2019 | 2770 | 70% | 1175 | 30% |

*(Source: DPIE North Coast Housing & Land Monitor, City Plan Housing Supply Audit 2018/19)*

Key insights and trends in housing diversity are as follows:

- Around 320 apartments have been approved across 9 Residential Flat Buildings Development Applications since 2014, with only around 115 completed to date for a current completion rate of 35%. This suggests that market forces are still limiting the feasibility of apartment redevelopment with Port Macquarie's town centre. Around 80 apartment units have been approved in 2019/20 financial year, suggesting a more recent increase in market demand.
- Around 60 of the 575 dwelling commencements in the 2018/19 financial year were multi-dwelling housing providing 3 or more units.7 An additional 105 multi-dwelling housing units were also under assessment at the time of audit. This type of housing has been primarily delivered in new urban release areas at Innes Peninsula and Thrumster. Over the last year there have also been another 17 new Development Applications approved for multi-dwelling housing, primarily in Innes Peninsula, Thrumster, Lake Cathie, and Laurieton.
- Around 170 of the 575 dwelling commencements in the 2018/19 financial year multi-dwelling housing providing 2 units (e.g., secondary dwellings and dual occupancies).[8] Within existing urban release areas, the industry continues to deliver a high number of secondary dwellings and dual occupancies using the exception to Minimum Lot Size clause under the Port Macquarie-Hastings LEP. Lots have been getting smaller in urban release areas due to the popular utilisation of this clause.
- The majority of new housing is still being delivered as detached 3 to 4 bedroom dwellings on suburban lots ranging from 500-700m².
- No residential development has been approved under the Low Rise Medium Density Housing Code in Port Macquarie-Hastings to date. The Code came into effect in July 2018 and provides a streamlined approval pathway for one and two storey dual occupancies, manor houses and terraces as complying development in the R1, R2, R3 and RU5 zones. A high level review of the potential application of the Code in Port Macquarie-Hastings found that the existing subdivision patterns and zoning currently allows for wide application of the Code across most suburbs. This indicates that there may be a lack of industry awareness around the Code, or that DA pathways are preferred.

[7] 2018/19 housing supply data provided by audit, conducted by City Plan

[8] 2018/19 housing supply data provided by audit, conducted by City Plan

### 2.3.3. Housing supply forecasts

25-year housing supply forecasts for Port Macquarie-Hastings have been prepared by .id consulting with input from Council. These were modelled considering key sites and urban release areas planned for housing and further subdivision as well as historical levels of infill development activity.

When forecasting housing supply for the LGA, id. Consulting also included 'urban investigation areas' identified by Council for future rezoning (subject to investigations). These sites have been deducted from id's housing supply forecast numbers here, as they are not a reliable form of supply.

Port Macquarie-Hastings is forecast to deliver around 11,470 new dwellings between 2017 and 2041 based on planned development and historical infill development activity. This forecast housing supply would, in theory, meet the projected underlying dwelling demand for 11,380 new dwellings between 2017 and 2041[9].

The main sources of new housing supply over this period are expected to be delivered in greenfield areas at:

- Sovereign Hills and the future expansion of already zoned General Residential Land at Thrumster.
- The Rainbow Beach urban release area at Lake Cathie- Bonny Hills
- The Innes Lake Estate land including Ascot Park Estate, Red Ochre Estate and Brierly Hill at Innes Peninsula.
- The Emerald Downs Estate, Greenmeadows Drive and Crestwood Heights Estate at Lighthouse Beach-Greenmeadows.
- New supply since 2017 in Wauchope has been delivered at Hollis Street, at Riverbreeze Drive, and Timbertown Estate, with smaller amounts of future supply forecast at Clareville Estate, Joshua Close, Fennel Lane, and High Street.
- The Kew East Development and Area 15 in Kew.

Infill housing supply is forecast in underdeveloped areas in Port Macquarie. This is predominantly focused in Town Beach-CBD, Gordon Street, and Lord Street, to a lesser degree, in surrounding areas of Westport, Flynns Beach and Shelly Beach-Bellevue Hill.

*Table 8. Residential development forecast in Port Macquarie-Hastings between 2017- 2041*

| Precinct area | 2017-2020 4 years | 2021-2025 5 years | 2026-2030 5 years | 2031-2035 5 years | 2036-2041 6 years | Total 2021-41 |
|---|---|---|---|---|---|---|
| Town Beach-CBD | 50 | 75 | 75 | 100 | 120 | 370 |
| Westport | 80 | 95 | 35 | 30 | 30 | 190 |
| Gordon Street | 50 | 100 | 145 | 150 | 180 | 575 |
| Lord Street | 40 | 80 | 145 | 150 | 180 | 555 |
| Flynns Beach | 20 | 25 | 25 | 25 | 30 | 105 |
| Shelly Beach – Bellevue Hill | 65 | 80 | 80 | 75 | 90 | 325 |
| Lighthouse Beach - Greenmeadows | 172 | 215 | 125 | 40 | 130 | 510 |
| Hastings River Canals | 36 | 10 | 0 | 0 | 0 | 46 |
| Innes Peninsula | 325 | 410 | 330 | 200 | 30 | 970 |
| Thrumster | 475 | 700 | 650 | 515 | 530 | 2,395 |
| Sancrox - King Creek | 96 | 85 | 45 | 35 | 30 | 195 |
| Lake Cathie – Bonny Hills | 315 | 350 | 340 | 340 | 335 | 1,365 |
| Camden Haven East | 50 | 60 | 60 | 55 | 75 | 250 |
| Camden Haven West | 120 | 150 | 150 | 150 | 40 | 490 |
| Wauchope | 410 | 140 | 70 | 120 | 185 | 515 |
| Beechwood – rural remainder | 65 | 80 | 75 | 70 | 60 | 285 |
| Total | 2,365 | 2,655 | 2,350 | 2,055 | 2,045 | 11,470 |

*(Source: .id forecast Port Macquarie-Hastings Council Residential Development)*

9 Underlying dwelling demand is discussed in Section 2.2.1 of this Strategy. .id's has forecast housing supply from 2017 onwards, therefore the underlying dwelling demand for 2016 (570 new dwellings) has been deducted when comparing against housing supply forecasts for consistency. (i.e., Underlying dwelling demand from 2016-2041 = 11,950, less 570 for 2016 dwelling demand = 11,380 dwelling demand from 2017-2041)

### 2.3.4. Housing capacity

An assessment of the theoretical capacity for new dwellings under existing planning controls was undertaken to inform this Strategy. It is a theoretical assessment and does not represent projected housing growth. This analysis does not consider in detail market feasibility or site-specific constraints, and it is intended to be indicative rather than absolute.

The methodology and assumptions used to calculate theoretical capacity for new dwellings are provided in the *Theoretical Planning Capacity Study* and are outlined briefly below.

- Identify all zones where residential development is permissible.
- Exclude zones not considered to be significantly contributary to future supply (e.g., rural, environmental protection, and conservative residential zones), and lots known to have constricted residential development capacity (e.g., schools, parks, heritage items etc.).
- In infill R4 and R3 zoned areas, calculate the number of additional (net) dwellings capable of being developed under current planning controls on undeveloped and underdeveloped sites, assuming each lot is developed to its maximum yield.
- In greenfield R3 zoned areas, calculate the number of additional dwellings likely to be developed based on what the market is delivering in nearby greenfield R3 zoned land, and considering current planning controls.
- In R1 zoned areas, consider undeveloped greenfield land and infill large vacant sites only (i.e., capable of accommodate 10+ lots) and calculate the number of additional dwellings likely to be developed based on what the market is delivering in nearby R1 zoned land, and considering current planning controls.
- In R5 zoned areas, calculate the number of lots that have the potential to be subdivided with a dwelling entitlement based on Minimum Lot Size applying to the site. Also calculate the number of vacant R5 zoned lots that could accommodate a new dwelling.
- In the B4, B3 and B2 zones, consider the capacity of undeveloped sites and calculate the number of additional (net) dwellings capable of being developed under current planning controls, discounting the ground floor for commercial use, assuming each lot with capacity is developed to its maximum yield.

Port Macquarie-Hastings' residential and mixed-use areas have the theoretical capacity to accommodate up to 14,690 new dwellings under existing planning controls. Most of this capacity is within existing urban release areas, which could theoretically accommodate around 9,650 new dwellings. Most of this growth in the short term is expected to occur in the undeveloped R1 General Residential and R3 Medium Density Residential zoned land within urban release areas at Thrumster, Innes Peninsula, Lake Cathie-Bonny Hills (Rainbow Beach), Kew and - to a lesser extent – zoned greenfield land still remaining at Lighthouse Beach.

Infill capacity within the R4 High Density and R3 Medium Density Residential zones and business zones is less reliable as it relies on changes in market factors. In 2015, substantial areas around Port Macquarie's Town Centre were 'upzoned', which is yet to be taken up. Notwithstanding, it is reasonable to assume that within the 20-year life of this Strategy there is likely to be some market improvement in favour of higher density development, and additional planning mechanisms (e.g., reduced car parking, development charges, etc.) may be considered to assist in this regard.

***Table 9.*** *Theoretical dwelling capacity in existing zoned land in Port Macquarie-Hastings*

| Location | High Density R4 | Medium Density R3 | General Resi R1 | Mixed Use B4 | Comm Core B3 | Local Centre B2 | Rural Resi R5 | Total net additional Dwellings |
|---|---|---|---|---|---|---|---|---|
| Port Macquarie - Thrumster | 1,250 | 1,430 | 6,480 | 125 | 540 | 390 | 195 | 10,410 |
| Wauchope | 0 | 0 | 190 | 30 | 0 | 0 | 130 | 350 |
| Lake Cathie - Bonny Hills | 0 | 590 | 1,360 | 85 | 0 | 175 | 2 | 2,212 |
| The Camden Haven | 0 | 0 | 1,615 | 0 | 0 | 45 | 55 | 1,715 |
| Telegraph Point | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 5 |
| Total | 1,250 | 2,020 | 9,645 | 240 | 540 | 610 | 387 | 14,690 |

*(Source: City Plan Theoretical Capacity Report, 2021)*

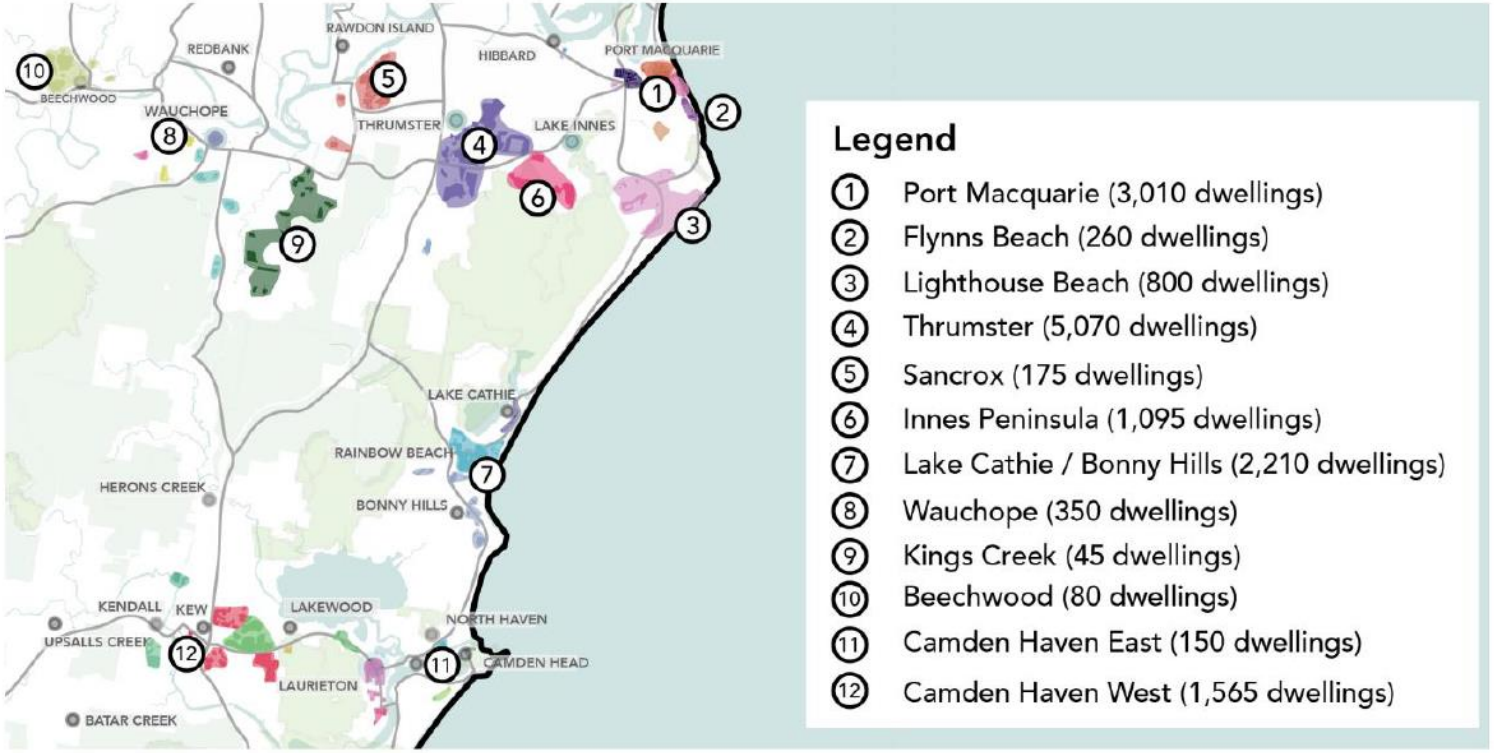


*Figure 26: Theoretical dwelling capacity (indicative)*

There is also substantial theoretical capacity for further infill in established residential areas (R1 General Residential zoning), as illustrated in **Table 10**. This includes through the delivery of secondary dwellings within existing lots - around 15,250 lots between 450m² and 900m² in size could be capable of this – as well as the potential for dual occupancy or multi dwelling housing developments – a further 3,150 lots greater than 900m² could be capable of this.

The development potential of these lots was not included in the overall theoretical development capacity previously described as the capacity modelling was unable to test if these lots already contained a secondary dwelling, dual occupancy or another type of housing that would preclude them from further development. However, even if only 30% of the 18,400 potentially suitable lots would be feasible for infill development, around 5,520 lots would have capacity for additional dwellings which would contribute to nearly half of Port Macquarie-Hastings projected dwelling demand over the next 20 years.

### Summary of future housing supply

**Table 11** provides a summary of forecast housing supply and theoretical development capacity against the projected number of new dwellings needed in Port Macquarie-Hasting to accommodate population growth to 2041.

Assuming only 50% of sites with theoretical development capacity can be feasibly developed in the current market, there is around 10 years supply of zoned residential land to accommodate growth till at least 2031. This is a conservative estimate as around 50% of theoretical capacity is located within relatively unconstrained active urban release areas. There is also a growing market trend towards accommodating secondary dwellings and dual occupancies on a single lot and therefore accommodating an increasing number of dwellings per hectare in urban release areas.

If the development of infill high and medium density development becomes more feasible over time, as has occurred in regional cities such as Newcastle and Wollongong, a much higher number of dwellings can be accommodated within existing zoned land.

Council's *Urban Growth Management Strategy* identifies areas for future urban land release, which are intended to provide for long term housing needs, subject to more detailed investigation. No additional investigation areas are identified in this Local Housing Strategy as existing zoned capacity and already identified investigation areas appear to have the capacity to accommodate future growth to 2041. However, housing supply should continue to be monitored and reviewed regularly against projected demand to determine where rezonings are warranted in response to localised or changed circumstances (e.g., Yippin Creek).

***Table 10.*** *Number of R1 General Residential Zone lots that could potentially accommodate additional infill housing supply in Port Macquarie-Hastings*

| Location | No. lots that could accommodate a secondary dwelling. 450m² - 900m² | No. lots that could accommodate an additional dwelling or multi-dwelling. Greater than 900m² | Total no. lots with capacity to accommodate an additional dwelling |
|---|---|---|---|
| Port Macquarie/ Thrumster | 9,430 | 1,650 | 11,080 |
| Wauchope | 1,640 | 600 | 2,240 |
| Lake Cathie / Bonny Hills | 1,930 | 200 | 2,130 |
| The Camden Haven | 2,250 | 700 | 2,950 |
| Total | 15,250 | 3,150 | 18,400 |

*(Source: City Plan Theoretical Capacity Report, 2021)*

***Table 11.*** *Summary of forecast housing supply, theoretical development capacity and projected dwelling demand*

| Supply / demand factors | Estimated number of dwellings or lots |
|---|---|
| Forecast housing supply 2017-2041 | 11,470 dwellings |
| Theoretical dwelling capacity | 14,690 dwellings |
| Additional number of lots with potential capacity for infill housing in the R1 zone | 18,400 lots |
| Projected dwelling demand 2016-2041 | 11,950 dwellings |

## 2.4. Land Use Opportunities and constraints

Opportunities, constraints, and infrastructure provision are all key considerations when planning for new housing in Port Macquarie-Hastings over the next 20 years. New housing should be focused in areas that take advantage of the LGA's existing and emerging opportunities, while also responding to any land use constraints. Key opportunities and constraints are summarised below.

### 2.4.1. Opportunities

**Green infrastructure**

Green infrastructure is our network of green spaces and natural systems and includes parks, open space, street trees and gardens as well as bushland and waterways. Green infrastructure is essential to creating healthy and liveable environments and to adapt to and mitigate the effects of climate change.

Walkable access to quality public open space will be increasingly important in Port Macquarie-Hastings as we plan for more compact centres to reduce our impact on biodiversity and create more connected and walkable neighbourhoods. Increasing housing densities should be prioritised in areas within 5 minutes' walk (400m) of a local park or other high quality green space to support exercise and recreation, such as near parks in Port Macquarie CBD, Town Beach and Westport.

There is often a lag in green infrastructure provision in new urban release areas as it is funded through developer contributions as new housing is built. New open space is planned for Thrumster, Lake Innes and Rainbow Beach urban release areas to support these growing communities.

The urban tree canopy is also important green infrastructure, it enables biodiversity linkages through urban environments, moderate and reduce urban heat caused by dark surfaces, such as roads and roofs, and contribute to the character and sense of place. Many of Port Macquarie-Hastings' established and new urban areas have limited urban tree canopy cover and there is an opportunity to enhance the existing urban tree canopy.

**Social infrastructure and educational establishments**

Social infrastructure includes our facilities, spaces and services that support quality of life and wellbeing including libraries, community halls, and arts facilities. Council manages three libraries located in Port Macquarie, Wauchope and Laurieton, as well as the Glasshouse Arts and Entertainment Centre located in Port Macquarie's CBD, and 17 community halls.

Population growth should be matched by an increase in social infrastructure and be available to meet the needs of diverse community groups and uses, including people with a disability and seniors and the elderly . Council is developing a *Social Infrastructure Strategy* to assess the need and guide the development of social infrastructure such as community and recreation facilities.

Port Macquarie-Hastings offers many public and private schools throughout the LGA. The NSW Government assesses the demand for new or upgraded school facilities within an area based on the NSW Government population projections. If Port Macquarie-Hastings population growth exceeds the 2019 population projections for a sustained period, there will likely be a greater demand for school facilities than currently resourced for.

Port Macquarie already has higher education institutions with local campuses that will continue to attract students and investment. The Health and Education Precinct is an important location for this sector, with three major universities already present. The Charles Sturt University Campus, for example, opened here in 2016 and is expecting a student intake of 5,000 students by 2030. There are also TAFE campuses located in Westport and Wauchope. This growing tertiary education sector will drive demand for housing suitable for students (e.g., shared / low-cost rental, or purpose-built student accommodation) in locations with convenient access to education campuses.

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**Infill development in the right locations**

As Port Macquarie-Hastings continues to grow and dwelling preferences and feasibility shift, there is a greater need to prioritise growth within established urban areas and focus on renewing existing stock as opposed to urban sprawl. The benefits of compact urban settlements include greater infrastructure efficiency, vibrancy and revitalisation of underutilised centres and more walkable, healthy places.

Existing urban areas in Port Macquarie and surrounding neighbourhoods such as Gordon Street, Lord Street, Town Beach, Flynns Beach and Westport areas have ageing building stock and substantial capacity to provide a diverse and affordable mix of housing options close to employment centres, world class beaches and green and social infrastructure.

The emerging Health and Education Precinct is also a key opportunity to provide diverse housing such as student, short term housing and residential aged care within walking or cycling distance from rapidly expanding employment and study opportunities in health care, social assistance, and education. Intensifying residential uses will require infrastructure improvements as outlined in the *Health and Education Precinct Master Plan*.

Larger centres Wauchope and Laurieton can also provide opportunities for growing local centres through small scale renewal for example through shop top housing and townhouse developments that are responsive to the local character of these areas. Investment in rejuvenating these centres through projects such as the Laurieton Town Centre Masterplan and Bain Park Masterplan in Wauchope will create further opportunities for people to live in these centres and strengthen local economies.

**Existing urban release areas**

Port Macquarie – Hastings has several active urban release areas with opportunities for subdivision and new residential development including:

- Thrumster
- Innes Peninsula
- Lighthouse Beach
- Lake Cathie/ Bonny Hills (Rainbow Beach)
- Wauchope
- Kew

There is capacity for approximately 9,650 new dwellings within these existing urban release areas based on recent development trends and current zoning in each area. It is expected that new housing will continue to be provided in the form of detached dwellings, secondary dwellings, and dual occupancies on a single lot and multi-dwelling housing types near emerging centres such as Rainbow Beach and Thrumster.

**Urban investigation areas**

The *North Coast Regional Plan* and Council's *Urban Growth Management Strategy* also identify investigation areas for future urban land release. These areas are intended to provide for long term housing needs (15+ years) and will be subject to detailed investigations to consider their suitability for residential development and potential yield prior to rezoning.

Urban investigation areas are generally to be contained within the existing Urban Growth Area Boundary identified in the *North Coast Regional Plan*. Urban investigation areas within the Urban Growth Area are located at West Lake Innes, Thrumster, Wauchope (Yippin Creek), Lake Cathie, Bonny Hills, Kew, and Telegraph Point (for rural residential development). Council's *Urban Growth Management Strategy* also identifies urban investigation areas outside of the existing growth area boundary at Fernbank Creek-Sancrox (see long term growth areas shown in **Figure 27**).

Collectively, these areas have the theoretical capacity to accommodate new housing to meet expected population growth well beyond 2041.

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### 2.4.2. Constraints

Future development may be limited by a range of constraints. Understanding where these occur, and how they influence development potential and built form, is a key planning consideration.

Engagement with key stakeholders in preparing this Local Housing Strategy included a review of the current mapped information available to assist with identifying where certain constraints occur. This included information that had been previously mapped for the following considerations (among others).

- Koala habitat (as shown in Council's LEP and Urban Growth Management Strategy)
- Other biodiversity values (e.g., recorded or modelled occurrence of NSW and Commonwealth-listed endangered ecological communities)
- Flood Prone Land (as shown in Council's LEP)
- Bushfire Prone Land (NSW Government mapping),
- Heritage (encompassing state and locally relevant items as shown in Council's LEP)
- Land subject to additional considerations via SEPPs, including land that potentially contains acid sulfate soils, or areas mapped as Coastal Wetlands, Littoral Rainforest, for Coastal Protection, etc.
- Strategic agricultural land (NSW Government mapping)
- Large public landholdings known to be unavailable for residential development (e.g., NSW State Forests, National Parks and Wildlife Estate, etc.)

The confidence in some of these data sets varies, and not every input layer is accurate enough to be suitable for site-specific decision making. However, looking at the combined effect of constraints, and how these broadly overlap, is an important factor in establishing long-term strategies for managing growth.

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## Natural Environment

Port Macquarie-Hastings is one of the most environmentally rich areas in Australia. The LGA's coastal area (east of the Pacific Highway) contains the highest priority biodiversity areas which include important habitat for the nationally significant koala population, migratory shorebirds and many other threatened animals and plants. The coastal area is most under pressure from new urban development as people are attracted to the lifestyle that it offers. The cumulative impacts of incremental urban development cause significant biodiversity loss and the impact of population growth on biodiversity should be minimised to preserve our natural environment, waterways, and coast for future generations.

The NSW Government's *North Coast Settlement Planning Guidelines 2019* defines high value environmental areas that are to be avoided when planning for new housing including key habitats for threatened species, threatened ecological communities, and over-cleared vegetation among other attributes. The NSW Government's growth management principles state that additional urban growth areas will generally not be supported in this coastal area (outside the Urban Growth Boundary) and that Governments should prioritise increasing the potential for additional development within existing urban growth areas to ensure land is used as efficiently as possible.

## Natural hazards

Port Macquarie-Hastings is vulnerable to a range of natural hazards. The LGA regularly experiences flooding, ranging from storm-induced flash flooding to widespread flooding of river catchments following periods of heavy rain. The LGA is also highly vulnerable to bushfire, which was recently demonstrated at catastrophic levels in the 2019/20 bushfire season. The LGAs coastal areas are also subject to hazards, including coastal erosion and sea-level rise.

Changes in climate patterns are expected to exacerbate most natural hazards. Planning and directions at international, federal, and state levels all point towards rising temperatures, more frequent and intense weather events, and more erratic rainfall patterns. These considerations are being incorporated into high-level guidance (e.g., settlement planning principles) and design guidelines as new predictive information emerges.

Land affected by flooding (within 1:100 year floodplain), in areas of bushfire prone land that are difficult to access, and land subject to coastal hazards are already identified as generally not suitable for new or intensified residential development. This existing and changing pattern of risk to people and property from natural hazards will continue influence the extent to which may be considered for development in coming years.

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**Land use incompatibility**

Several land uses are generally incompatible with residential development including agriculture, natural resource extraction such as mining and quarrying, and heavy industry. As our population grows there is increasing pressure for residential development to encroach into land required to sustain these uses. Encroaching residential development can affect the ongoing viability and future potential of these uses and can cause land use conflict.

The *North Coast Regional Plan 2036* identifies areas of important farmland based on biophysical attributes. Several areas experiencing growth pressures adjoin important farmland including Thrumster, Wauchope, Kew, Beechwood, Kendall, and Telegraph Point. Land identified as important farmland is to be protected from urban encroachment. Council's *Urban Growth Management Strategy* also identifies key mineral resource areas to be protected from urban development to ensure their long-term viability. These areas include the Sancrox Quarry, cobalt, nickel, and scandium deposits at Innes Peninsula and west and south of Lake Cathie/Bonny Hills, and sand resources in the Camden Haven. Industrial areas are available in Port Macquarie (Lake Road), Wauchope, Herons Creek and at Sancrox and Fernbank Creek. While many of these areas contain light industrial uses, which may be compatible with some residential development, balancing the demands of industry and residential uses around these areas is needed to ensure potential amenity issues (e.g., noise, dust, odour, and light) are managed so that industrial activities can be maintained, and acceptable levels of industrial growth can be supported.

**Heritage**

Port Macquarie-Hastings has diverse natural and cultural heritage including Aboriginal cultural heritage. There are numerous sites of Aboriginal cultural heritage across Port Macquarie-Hastings which are of significance to the Birpai and Bunyah people. There are also many sites of post-contact heritage significance and value, particularly within Port Macquarie's town centre.

The presence of heritage can constrain development, depending on the level of heritage significance and other site constraints. All new housing development are required to consider and address any potential impacts to heritage values through the development approvals process.

Council's LEP currently identifies 121 heritage items plus 21 archaeological sites, and 4 Aboriginal objects and places of heritage significance. Council is also preparing a comprehensive *Heritage Framework* that, once complete, will provide a better understanding of Aboriginal Places and cultural values across the LGA. This Framework will help guide future land use decisions including planning for housing.

Wherever possible, new residential development should aim avoid impacting upon heritage values by preserving these in situ. However, planning controls do allow some flexibility to facilitate development on sites where this is delivered in a manner that respects / honours the significant heritage features, for instance through the adaptive reuse of existing heritage buildings.

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## Local Character and Place

*Character is what makes a neighbourhood distinctive and is the identity of a place. It encompasses the way it looks and feels. It is created by a combination of land, people, the built environment, history, culture and tradition including Aboriginal and non-Aboriginal, and looks at how they interact to make a distinctive character of an area.*

- NSW Government's Local Character and Place Guideline (2019)

In February 2019, the NSW Government introduced the Local Character and Place Guidelines. These State-government reforms are driving major changes in how Council must identify, describe, and protect local character through the planning process. These initiatives recognise that local communities expect more from planners and designers to ensure new development is delivered in a manner that 'fits in' with its existing and future context at the neighbourhood and streetscape level.

All of Port Macquarie-Hastings' villages and town centres have their own distinctive local character that communities expect will be preserved or enhanced through the planning process. This is particularly important in areas that have well-established and tangible roots but are experiencing demands leading to higher levels of growth and change, such as in Kendall, Wauchope, and Bonny Hills.

The Local Character and Place guidelines establish the level of work and understanding that is needed to apply the new tools available to protect local character. These tools include a mapped overlay, contained within Council's LEP, to signpost where local character has been formally studied and assessment criteria exists and will be considered when determining Development Applications. Detailed considerations describing the significant features of an area's local character can also formally be incorporated into Council's DCP.

Council's existing program guiding the preparation of Community Plans will go some way towards defining local characteristics and assist with decision-making, but local character assessments prepared to a standard suitable for applying planning controls through Council's LEP and DCP will still be required to guarantee a balance as growth pressures increase.

## Development feasibility

Development feasibility can significantly constrain the types of housing that can be built within an area, even if planning controls are flexible. Recent development trends and consultation with the local industry suggests that development feasibility is currently a limiting factor in the take up of high and medium density residential development within and around Port Macquarie CBD.

Industry stakeholders expressed that there is evident demand for more modern apartments within the community, however in many instances it is not currently financially feasible to develop as the required market value is not competitive against existing house prices. Currently there is little difference between the price of a new detached dwelling compared to a new apartment or attached dwelling and therefore many people still choose to live in a larger dwelling.

Discussions with the local industry and the recent spike in Development Applications for new apartment buildings could suggest that the market is becoming more viable for these types of developments. An increase in the number of apartments, shop top housing, and multi-dwelling completions will be a key indicator of a shift in market viability and should be closely monitored. If market viability for higher density development in Port Macquarie does not shift over time, as it has in other regional centres like Wollongong and Newcastle, further feasibility analysis will need to be undertaken to assess the feasibly of desired housing types within these areas.

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### 2.4.3. Infrastructure and essential services

The availability and capacity of infrastructure to support new development or the intensification of existing development is a key planning consideration. The funding and timely delivery of infrastructure improvements typically requires a high degree of coordination across various service providers. Long-term network planning is critical to ensuring the timely release of land for development.

**Transport network**

Port Macquarie-Hastings' transport network includes the Pacific Highway, the Oxley Highway and a vast network of collector and local roads. The LGA is also served by the North Coast Railway Line and the Port Macquarie Airport which are both used for inter-regional and inter-state travel. Two ferries also connect the North Shore and Port Macquarie. There are limited public transport or cycling options and the dispersed network of settlements means that most residents are heavily car dependant.

Integrating transport planning with new housing in both established and new urban areas will improve the connectivity between key destinations and provide residents with more efficient and sustainable transport options. Concentrating growth near established centres, and along key or proposed public transport routes will provide greater opportunities to provide more frequent public transport services and reduce congestion. There is also strong community demand to provide better cycling and walking networks between key residential areas and employment centres, shops, and schools. Increasing walking and cycling networks will help to create healthy and connected communities with more equitable transport choices.

Council is undertaking transport network planning including the development of the Regional Integrated Transport Strategy to develop options to improve accessibility, connectivity, and road safety for the Port Macquarie Transport Network. This planning will outline opportunities to deliver an integrated transport network across all modes of transport and address the transport challenges that will arise from the forecasted growth in population.

**Water and sewer**

Water supply and sewer capacity must be upgraded in line with predicted population growth to ensure safe and reliable water supply and meet residential demand. Council is preparing an *Integrated Water Cycle and Management Strategy,* to be completed in 2021, which will assess future demand and consider the impacts of climate change on water security. The strategy will outline specific actions and the timing of required upgrades to meet future demand.

Council operates five urban sewerage schemes in Port Macquarie – Hastings, which serve Port Macquarie, Lake Cathie and Bonny Hills, Wauchope and Beechwood, and the Camden Haven and collectively can service a population of around 90,000. Sewer from one of the largest residential growth areas, Thrumster, currently depends on the Port Macquarie Sewerage Treatment Plant which is nearing capacity. A new Sewerage Treatment Plant is planned at Thrumster and will be critical to accommodate future growth across Port Macquarie and Thrumster in the medium term. Additional upgrades to sewerage supply to provide capacity for future urban growth will also be required in the Lake Inness and Kew (currently in planning) areas in the medium term.

In 2019/2020, Port Macquarie-Hastings experienced one of the driest years on record which led to implementing the highest level of water restrictions for the first time ever for several months. Climate change will also have a negative impact on water supply. Upgrades to the existing water supply network, such as the construction of a water filtration plant, will be necessary in the medium to long term to support planned urban growth and ensure a resilient water supply.

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## 2.5. Housing Supply Gaps

The overall framework and sequencing of growth in Port Macquarie-Hastings has been established in Council's *Urban Growth Management Strategy*.

Key findings from the evidence base informing this Local Housing Strategy suggest that Port Macquarie-Hastings is currently delivering sufficient housing supply to keep up with projected demand and that there is sufficient theoretical capacity under current planning controls to accommodate demand to at least 2041, using a conservative estimate. If high and medium density infill development becomes more feasible over time, a much higher number of dwellings can be accommodated within the existing zoned land supply.

Council is already progressing investigations for the Yippin Creek Urban Release Area, to meet an expected near-term shortfall in supply. Based on the existing supply and pipeline, there is little evidence to warrant the identification of any new urban investigation or release areas within the first 5 to 10 years of this Strategy. However, housing supply should continue to be monitored and reviewed regularly against projected demand to determine where rezonings are warranted in response to localised or changed circumstances.

The conversion of theoretical capacity into real development projects is influenced by several factors. Tracking commencements through regular monitoring and reporting initiatives (currently achieved through an initiative led by the NSW State Government) will assist with providing annual insights. This is an important tool for signposting when supply blockages may have already occurred. More detailed supply forecasting is also necessary to better understand the drivers influencing supply, and to forewarn of any abrupt shortfalls and allow for adjustments in supply wherever possible.

The ageing population and significant increase in lone person and couple only households are likely to result in a growing unmet demand for smaller and low maintenance dwellings. There is currently a lack of high-density housing, such apartments and shop top housing to meet this demand. There is also limited medium density housing, such as terraces and townhouses, currently being delivered particularly within established infill areas close to Port Macquarie town centre. This Strategy should provide greater emphasis on facilitating these housing types to balance out the strong market preference for delivering larger detached dwellings in new urban release areas.

There is also a substantial gap in the supply of specialised social and affordable housing. An increasing number of households are experiencing housing stress and are unable to secure rental housing in a tight rental market. Local housing policy should seek to address this growing shortage of social and affordable housing, and more broadly, affordable housing types such as secondary dwellings.

Evidence suggests that there are also housing supply gaps for adaptable dwellings to meet the needs of a growing number of elderly people that want to 'age in place', and student housing to align with growing opportunities associated with the expanding Health and Education Precinct. Further engagement with these cohorts to better understand their needs is recommended.

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## 2.6. Areas with Capacity and Areas to be Conserved

This section details how Port Macquarie-Hastings is expected to change over time. It describes our priority areas for new housing, areas where only incremental delivery of new housing will occur, and those areas where housing growth will be limited due to environmental or other constraints (e.g., limited access to services and facilities, or land use incompatibility).

### Priority growth areas

A key policy focus for housing is to encourage greater housing diversity. Our housing vision identifies priority '**housing diversity areas'** which will be the focus areas for delivering a more diverse supply of housing. The Port Macquarie town centre within the existing R4 High Density, R3 Medium Density and business zones will be a focus area for new high and medium density housing to support town centre and apartment living. The emerging Thrumster and Rainbow Beach are also focus areas for new medium density and shop top housing within existing R3 medium density and business zones.

There are other areas with good access to services and amenity that are also suitable for medium density housing and will allow for a greater diversity of housing across Port Macquarie-Hastings. These areas are identified as **'investigation housing diversity areas'** and include East Port, the emerging Health and Education Precinct, Wauchope and Laurieton. Any changes to planning controls for these areas should be informed by more detailed investigations to ensure increasing densities are aligned with infrastructure, are compatible with desired future character and are responsive to market needs.

**'Greenfield growth hotspots'** are also areas where a significant volume of new housing is expected to be delivered. These include Thrumster, Innes Peninsula, Lake Cathie-Bonny Hills, and Kew. These areas will continue to support a mixture of low density, and low-rise medium density, housing forms.

### Incremental growth areas

**'Incremental growth areas'** are our remaining R1 General Residential zoned areas. The wide range of land uses permissible within the R1 zone and the generous lot sizes within many of Port Macquarie-Hastings' established suburban areas allows for new infill housing opportunities. These areas are expected to deliver a modest level of new housing supply incrementally over time. As market demand shifts towards a preference for more dense housing forms in established suburbs there is likely to be greater development pressure experienced within these areas. It is recommended that local character statements be prepared for incremental growth areas with distinctive local character qualities to ensure that new housing is complementary within these established urban areas.

### Limited growth areas

Areas outside of the Urban Growth Boundary that are not identified as long-term growth areas are our **'limited growth areas'.** These areas will experience limited housing growth over the next 20 years. Substantial new housing growth in limited growth areas is generally discouraged to preserve our natural environment and ensure that new growth is being focused around our centres. In these areas it is expected that only small-scale residential infill development will occur within existing rural villages, or on existing vacant rural residential lots.

### Long term growth areas

**'Long term growth areas'** are those areas already identified as urban investigation areas within the *Urban Growth Management Strategy*. They will provide for new housing growth in the long term (10+ years) and be sequenced and delivered in a way that aligns with infrastructure and responds to housing demand trends. These areas will be subject to further investigation to determine their suitability and development potential before rezoning.

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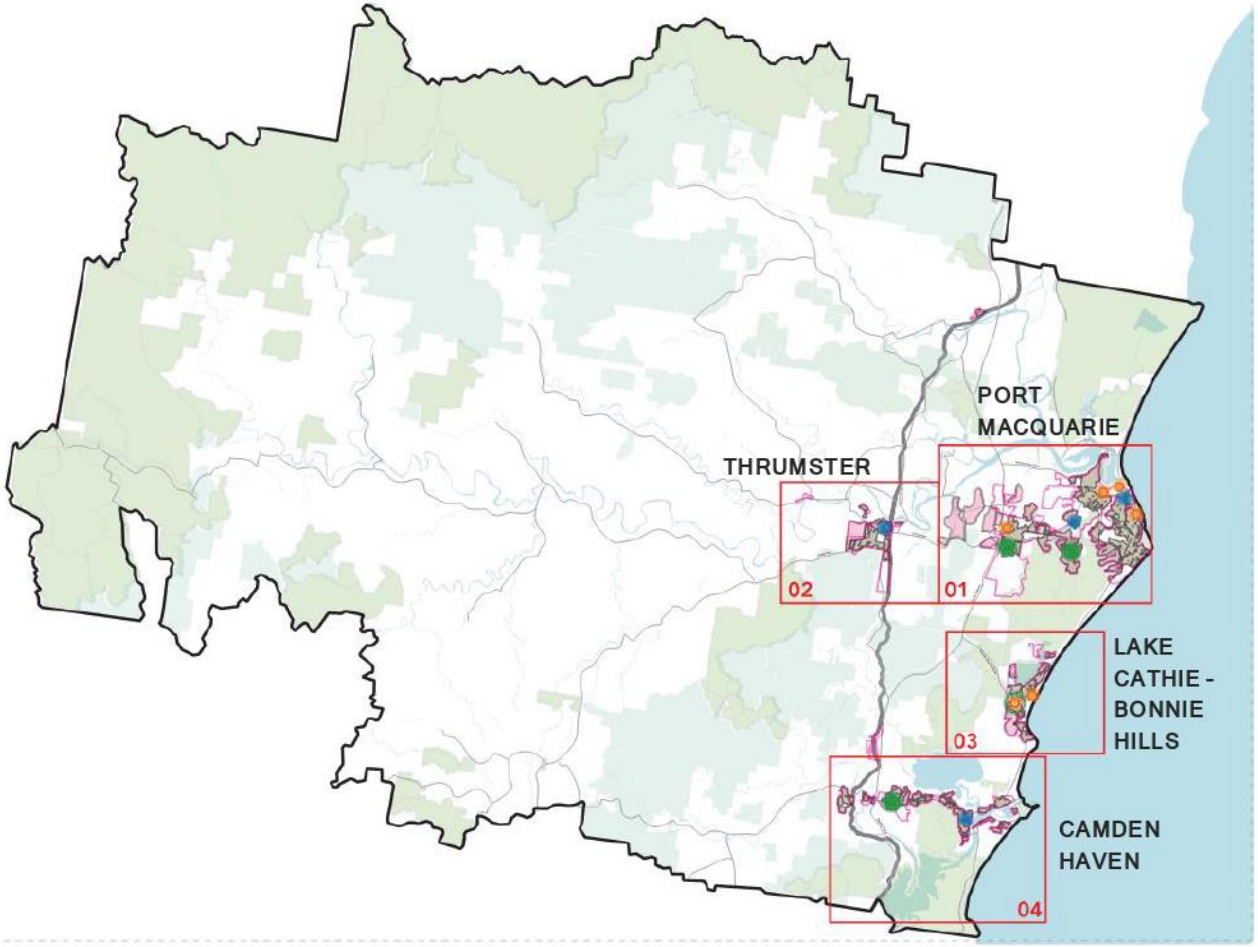
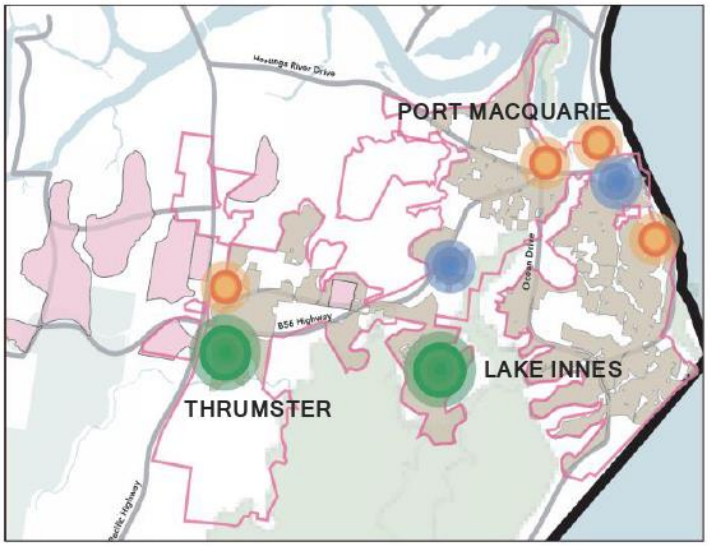
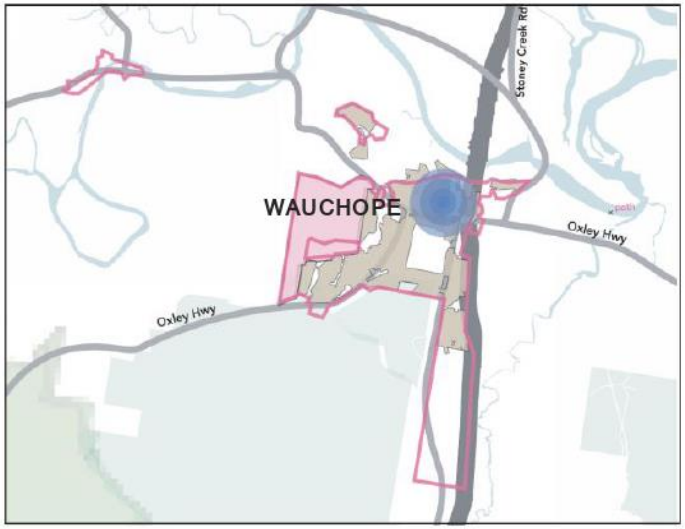



*Figure 27: Local Housing Strategy Map (see insets)*



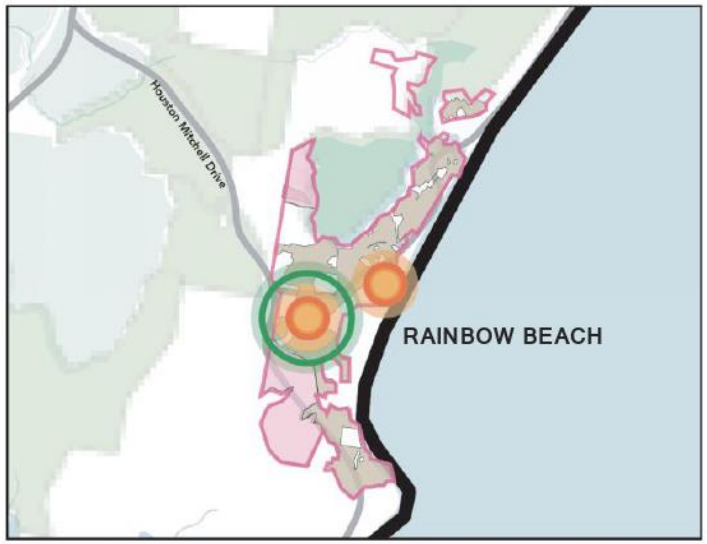

**Inset 01**
Port Macquarie -
Thrumster -
Innes Peninsula

**Inset 02**
Wauchope




LEGEND

- Greenfield growth hotspot
- Housing Diversity Areas
- 'Investigation' housing diversity areas
- Incremental growth areas
- Long term growth areas
- Urban growth boundary




## Inset 03

Lake Cathie -
Bonny Hills -
Rainbow Beach

## Inset 04

Camden Haven

LEGEND

- Greenfield growth hotspot
- Housing Diversity Areas
- 'Investigation' housing diversity areas
- Incremental growth areas
- Long term growth areas
- Urban growth boundary

## 3. PRIORITIES

***The Local Housing Strategy is built around five Priorities that underpin Council's vision for housing to 2041. These Priorities will guide land use decisions and actions undertaken by Council.***

### Priority 1 - Provide for sustainable housing growth that is supported by infrastructure

- Long-term planning for growth is well-informed and supports sustainable outcomes.
- Infill development is prioritised in areas with adequate infrastructure, services, and amenity.
- The release of new housing land is aligned with infrastructure.

### Priority 2 - Increase choice and diversity of housing

- The mix of housing types available suits our community's needs and expectations.

### Priority 3 - Increase inclusive and affordable housing

- Planning facilitates the delivery of social and affordable housing.
- Housing is inclusive, catering for an ageing population and People with Disability.
- Affordability is supported across the housing spectrum.

### Priority 4 - Deliver the right housing in the right locations

- Centres are the focus for density and housing diversity.
- Housing growth in established areas is incremental and preserves character and heritage values.

### Priority 5 - Promote resilient, healthy, and connected built environments

- Housing is well-designed and environmentally sustainable.
- Place-based planning supports healthy and connected communities, reflective of local character

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## 3.1. Priority 1 - Provide for sustainable housing growth that is supported by infrastructure

**Objectives**

- Long-term planning for growth is well-informed and supports sustainable outcomes.
- Infill development is prioritised in areas with adequate infrastructure, services, and amenity.
- The release of new housing land is aligned with infrastructure.

The role of Council's *Urban Growth Management* Strategy is to identify the framework for managing growth, including the investigation and release of new housing land throughout the LGA. This Local Housing Strategy does not propose the expansion of housing into any locations that have not already been identified.

Through its Local Strategic Planning Statement, Council has already committed to reviewing and updating the urban land investigation framework to incorporate the finding of new information as it emerges from this Local Housing Strategy, as well as the findings and recommendations of a range of other strategies and initiatives.

***The evidence established in preparing this Local Housing Strategy warrants an approach that limits the further release of new greenfield housing to exceptional circumstances only. This will encourage more efficient use of the land supply already available, assist with slowing the lag between housing growth and infrastructure, and progressively work towards market conditions that also favours infill development.***

This approach relies on the incorporation of locally relevant design principles that encourage 'healthy and connected' places into planning for and the practice of delivering new housing in greenfield areas. These will assist with creating a better understanding of the opportunities and expectations for development in what is typically seen uniformly as suburban living.

- Create a range of housing opportunities and choices.
- Create walkable neighbourhoods.
- Foster distinctive, attractive places with a strong sense of place.
- Mix complementary land uses.
- Take advantage of compact building design.
- Design for a sub-tropical climate.

Council can also encourage outcomes more in line with these principles by requiring concept plans and masterplans prepared by developers to address certain factors set out the Development Control Plan, particularly the Locality Specific Provisions. This Local Housing Strategy recommends establishing targets specifically for housing diversity (see **Priority 2**) and sustainability factors (see **Priority 5**).

Encouraging infill in established areas, will be a challenge in the near term as urban renewal and redevelopment struggles to compete with the relative affordability of greenfield housing prospects. Evidence in other parts of Australia has shown government investment in public realm to be a stimulus for private investment. Council will continue to achieve this through its local area planning in and around the CBD and major activity centres. This will also be expanded to include new housing diversity areas as new planning controls for these areas are established.

## Tips: Controls for 'Healthy and Connected' places

In 2019, City Plan provided advice to the NSW Ministry of Health about how the planning system can create healthy built environments. Here are some of our key learnings.

DCP controls

- **Say what you mean / mean what you say** – The range of topics covered in a DCP are only influential to the extent they can be understood and applied.
- **Think Global / Act local** – Standards prepared for other places, or universal standards are not always suited to every local area. For example, a 200m walking experience is very different, depending on the conditions of where you are (e.g., shaded, hilly, dark, etc.).
- **Leave room for innovation** - Always provide clear statements of intent, objectives, and outcomes with controls. Systems are rapidly changing around us to suit new ways of living and working, so in many cases it is important to remain agile and allow the market to innovate.

LEP controls

- **Permissibility** – Facilitate nice-to-have land uses (e.g., fresh food production, distribution, and sale) in walking distance from homes and jobs.
- **Development standards –** Introduce development standards where firmer-than-DCP controls are required (e.g., minimum landscape requirements). Applicants must then provide a clear justification for contravening these.
- **Density –** 25 dwellings per hectare typically supports walkable neighbourhoods (subject to local conditions).

## 'Healthy and Connected' References

There is no shortage of research to support the preparation of new controls. Here are a select few that may be useful.

**From NSW Department of Planning, Industry, and Environment:**

- Everyone Can Play (2019)
- Social Impact Assessment Guideline (Draft, 2021)

**From the Government Architect NSW:**

- Urban Design for Regional NSW (2018)
- Evaluating Good Urban Design (2018)
- Greener Places (2017)

**From NSW Health:**

- Healthy Urban Design Checklist (2009)

**From the National Heart Foundation of Australia:**

- Liveability and Local Government, 2020
- Promoting Liveability through the Integrated Planning and Reporting Framework, 2020
- Achieving Liveability Outcomes for your community – a how to for Councils, 2020
- Community walkability checklist, 2020
- Healthy Active by Design (website database)

**From others:**

- Guide to setting up a market on Council Land (City of Sydney)
- Cooling the City Strategy (Penrith City Council)
- Development and Active Living, Designing Projects for Active Living, 2010 (Lette, J. and Wiggins, D.)

Council has also committed to reviewing and updating its infrastructure planning framework and contribution frameworks, including local contributions plans. New standards for infrastructure, including 'green infrastructure, are expected to emerge as part of this process, which will lead to the incorporation of smarter and more effective networks and technologies. It is also expected to lead to the identification of LGA-wide priorities for cycling and walking that should be informed by existing community expectations to help shape place-based planning in future.

Delivering infrastructure better relies on improved awareness and practice across several of Council's service delivery areas. For example, Council's asset team can prioritise works or adjust procurement processes to support this, especially for items like shade structures and children's play equipment.

### Tips: Delivering pathway infrastructure

Developer contributions are only one tool for delivering infrastructure. Take the example of walking/cycling pathway networks. Once a strategic plan is established, it provides the basis for various grant application, and other means of 'incentivising' projects that incorporate the provision of infrastructure into their proposal. These can include Council policies to allow 'bonus' development rights (e.g., more height or floor space ratio), waive DA fees, or prioritise DA assessment times.

Achieving the objectives of this priority relies on the establishment of effective governance arrangements to better inform decision-making and coordinate between state and local government jurisdictions as well as across the public, private, and not-for-profit sectors involved in the delivery of housing and infrastructure.

Council will continue to work with the State Government to maintain and update the Housing and Land Monitor annually and will look to improve on this process to provide a more nuanced understanding of supply. This will include tracking and monitoring additional data for specialised forms of housing, reflective of known or anecdotal housing demands for:

- Seniors housing,
- Residential care facilities,
- Student accommodation,
- Social and affordable housing,
- Specialised disability accommodation,
- Build-to-rent, and
- Co-living.

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**Actions towards provide for sustainable housing growth that is supported by infrastructure:**

1. Review and update the urban land investigation framework outlined in the *Urban Growth Management Strategy* as part of the next regular review of that strategy.
2. Incorporate 'healthy and connected' planning and design considerations into the Development Control Plan provisions for greenfield areas.
3. Partner with industry to prioritise investment in the public realm in housing diversity areas.
4. Prepare an Infrastructure Strategy to guide infrastructure planning and contribution frameworks and asset management planning to align with future community needs and expectations.
5. Establish governance mechanisms, supported by regular network reporting and monitoring to coordinate the delivery of infrastructure in line with growth.
6. Improve the housing land monitoring base to provide a more nuanced understanding of supply.

## Managing change

Managing urban land supplies is a complex process, which relies on the availability of regular and reliable information relating to servicing and take-up of land within existing zoned areas. Several factors influence the extent to which zoned land realises its theoretical capacity, and the timing of development.

Many Councils across NSW have established principles to inform decision-making around the identification and investigated of new land for urban development. This approach recognises that changes will inevitably occur over the 15-to-20-year lifetime of most Local Housing or Urban Growth Management Strategies.

The following guiding principles will be used to inform Council's decision-making, including through the next review of its *Urban Growth Management Strategy*.

1. A 15-year supply of land will be maintained across the local government area, recognising Port Macquarie-Hastings' role in attracting new residents to the region.
2. Localised adjustments to the residential land supply will be considered where they assist with maximising infrastructure efficiency or otherwise delivering desired place-based outcomes.
3. The suitability and effectiveness of residential land supplies will be reviewed annually through an urban development program.
4. Regional and local urban development programs will collectively inform the sequence in which land is released and developed.
5. Areas identified as 'future investigation' are non-binding and will require detailed planning and assessment.

## 3.2. Priority 2 - Increase choice and diversity of housing

**Objectives**

- The mix of housing types available suits our community's needs and expectations.

The North Coast Regional Plan already sets a target for 40% of homes to be diverse (i.e., not a single detached dwelling) or on small lots.

Suburban living, particularly through the volume delivery of new homes in greenfield areas is already relatively well-catered for within the LGA. Within this supply, there is capacity to provide a narrow range of diversity through the inclusion of dual occupancies or secondary dwellings that would be consistent with small-lot outcomes, but we cannot singularly rely on this type of outcome to meet our community's diverse housing needs.

Increasing the choice and diversity of housing, overall, will rely on the delivery of more medium and higher density dwelling types. Achieving this locally within the Strategy timeframe requires deliberate intervention to release and stimulate renewal and redevelopment in established areas.

Several areas in and around activity centres have already benefited from changes to planning controls in recent years, including rezonings that make a broader range of housing types permissible and increase the allowable building heights and floor space ratios. The other housing diversity areas identified for investigation will also be considered for similar changes to planning controls.

Regardless of the changes to increase planned capacity in established areas, to date, there has only been limited redevelopment occurring within these areas. Evidence suggests this is related to the feasibility of development, and the relatively unproven nature of the market for certain types of housing. Setting specific targets for local areas can help signal the preferred locations for and nature of growth and change to the market.

Housing targets can take several forms, including those described below.

- Targets for specific types of housing (e.g., townhouses, seniors housing, or student housing) within Council's DCP provide discretionary guidelines and are most suitable for areas undergoing progressive renewal or change.
- Residential density targets within Council's LEP would require Development Applications for areas where larger subdivisions are expected to achieve a minimum number of dwellings per hectare. This approach is well-suited to Port Macquarie-Hastings' greenfield growth areas.

Irrespective of targets, Council's Development Control Plan needs to be updated to provide guidance that is consistent with contemporary practice. This may include type-specific guidelines for the 'missing middle' and buildings that include apartments to provide locally relevant considerations in addition to (but not replicating or complicating) existing State-wide guidelines. This is a critical step to implementing the directions of the Urban Growth Management Strategy into planning practice.

Council will work with the industry to develop type-specific guidelines and facilitate the delivery of pilot projects to help 'prove' the markets for the new types of housing our community needs and demonstrate the value it will add to our housing supply in years to come. This includes the range of 'missing middle' types as well as emerging types such as build-to-rent and co-living developments.

The evidence available to prepare this Local Housing Strategy only provided a limited understanding of our local Aboriginal communities' specific housing needs and it is apparent that these needs are as diverse as those within the wider community. Establishing a common understanding of how information can be collected to identify any shortfalls in culturally appropriate housing or barriers in accessing housing will better inform Council decision-making in future.

The evidence base revealed a gap in our understanding of housing needs for students and seniors – two of the cohorts expected to grow the most in coming decades. To address this, Council will undertake targeted consultation with these groups, and developers who specialise in these types of housing to identify what adjustments may need to be made to unlock supply.

Demand for Specialist Disability Accommodation is also expected grow, in line with the availability of funding for development works through the NDIS. Council will need to undertake further consultation with people living with a disability, their carers, and Specialist Disability Accommodation providers to understand how planning can facilitate these types of development.

Council will also consider the housing needs for rural villages and communities as it prepares its Rural Land Use Strategy and through future character investigations. This will recognise the importance of ensuring an adequate supply of housing is available to sustain rural livelihoods but will also identify strategy to avoid the conflicts that typically arise from residential encroachment around rural industries or environmental conservation areas.

**Actions towards increasing choice and diversity of housing:**

1. Review and update planning controls in the 'investigation housing diversity' areas, to increase capacity for a broader range of housing types.
2. Consider incorporating residential density targets into the LEP to encourage a greater mix of housing types in 'housing diversity areas' and greenfield release areas.
3. Undertake further research and engagement to better understand the current and future housing needs of selected groups, initially focusing on Aboriginal communities, seniors, students, and people living with a disability.
4. Provide localised type-specific planning guidelines for the 'missing middle' and apartment housing types (without replicating or complicating State-wide guidance).
5. Provide type-specific development controls or planning guidelines to promote a greater range of lot sizes in greenfield release areas.
6. Work with the local development industry to build capacity and 'prove' the markets for 'missing middle', build-to-rent, and co-living housing types, in line with state-wide planning reforms.
7. Investigate housing needs for rural villages and communities as part of the Rural Land Use Strategy.

## 3.3. Priority 3 - Increase inclusive and affordable housing

**Objectives**

- Planning facilitates the delivery of social and affordable housing.
- Housing is inclusive, catering for an ageing population and People with Disability.
- Affordability is supported across the housing spectrum.

The NSW Government's 'Future Directions for Social Housing in NSW' program is underpinned by three strategic priorities, including to provide more social housing. The redevelopment of underutilised Land and Housing Corporation sites in Town Beach provides a significant opportunity to support this priority locally.

Other opportunities also exist for Council to facilitate partnerships that would lead to the delivery of more social and affordable housing within private market developments. This can include planning and non-planning mechanisms, ranging from discounts to developer contributions or Council rates through to assisting social and affordable housing providers to connect with new partners or sources of funding.

There are several opportunities for Council to positively influence how new homes are built, to ensure these support people of all ages and abilities to living independently at home. The most effective approach would be to incorporate relevant design guidelines (e.g., Universal Housing) into planning controls. Other non-planning approaches may be useful, (e.g., community education programs, design competitions, grants, etc.) particularly to encourage and support people to retrofit solutions that meet their individual needs.

Working towards this priority cannot just focus on a 'bricks and mortar' response. Council will also need to consider social programs to reduce stigma around homelessness and low-income earners and build the capacity and independence of these people. Suggested programs included training incentives to increase capacity to seek employment, 'Foot in the Door' training package to help real estate agents and other housing providers understand the benefits of renting to disadvantaged youths, and targeted Council programs to connect with the social housing community.

**Actions**

1. Work with the NSW Government to leverage opportunities for new social and affordable housing projects on government-owned land in suitable locations.
2. Facilitate partnerships between private, public, and not-for-profit sectors to deliver more social and affordable housing in line with development, particularly higher density developments.
3. Consider establishing an Affordable Housing Contribution Scheme if this would benefit the LGA.
4. Incorporate Universal Housing design guidelines (or similar) into planning controls, to establish a clear expectation for homes to be capable of meeting the needs of people of different ages and ability over time.
5. Investigate developing a Local Homelessness Policy or Strategy to identify Council's role in ending homelessness.

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## Case study: Real Estate Training

*Foot in the Door* is a training program delivered to Real Estate agents by Yfoundations with support from the NSW Department of Communities and Justice. It was initially designed to increase agents' understanding of youth homelessness to help remove the stigma around accepting young people as tenants. It has since been expanded to include training relevant for a range of vulnerable groups.

The program was piloted in 2019, reaching 43 people through training sessions delivered in Sydney, Armidale, Orange, Port Macquarie, and South West Sydney around 107 through a webinar session, and another 118 through Real Estate Institute of NSW Roadshows.

Overall, the training improves agents' awareness and informed response to contemporary social issues, such as homelessness, domestic violence, and mental health. It enables professionals working in the industry to increase the likelihood of vulnerable people accessing and sustaining tenancies, by keeping attendees up to date on:

- Government subsidies and supports available for private rentals,
- Not-for-profits operating locally that can assist existing tenants facing challenges,
- Sources of new tenants, and
- Tips to dealing with issues that may arise during a tenancy through a trauma-informed approach to property management.

More information is available online at:
https://yfoundations.org.au/our-work/projects/

## Case study: NSW State-wide Street Count

From February to April 2020, the Department of Communities and Justice (DCJ) led the first ever State-wide Street Count of people experiencing street homelessness in NSW. This approach was based on the City of Sydney's bi-annual count (occurring every February and August), which was recently replicated in Newcastle and Tweed in 2019.

The count was conducted by volunteers made up of staff from DCJ, Councils, and non-government service providers. In total, volunteers visited 296 townships and suburbs across 65 local government areas.

Across NSW, a total of 1,314 people who appeared to be experiencing street homelessness were observed. This included 5 people observed at the one location nominated for inclusion in the count within the Port Macquarie-Hastings LGA.

This approach recognises that the census data available to estimate the number of people who were living in improvised dwellings, tents, or sleeping out was not released frequently enough to make informed response decisions. The purpose of the count is to inform the delivery of assertive outreach programs and resulted in the expansion of services within at least 36 of the 65 participating LGAs.

The Technical Paper for the 2020 count is available online at:
https://www.facs.nsw.gov.au/download?file=785351

## 3.4. Priority 4 - Deliver the right housing in the right locations

**Objectives**

- Centres are the focus for density and housing diversity.
- Housing growth in established areas is incremental and preserves character and heritage values.

> ***"Character is what makes a neighbourhood distinctive and is the identity of a place. It encompasses the way it looks and feels. It is created by a combination of land, people, the built environment, history, culture and tradition including Aboriginal and non-Aboriginal, and looks at how they interact to make a distinctive character of an area."***
>
> - DPIE Local Character and Place Guideline

Medium and higher density housing bring numerous benefits when they are located appropriately and delivered in a manner that suits the context. Council's planning controls play a pivotal role in this, from setting out the overarching intent to encourage greater housing densities and diversity to the application of site-specific development standards and guidelines.

Council will continue to regularly review the planning controls applying through its LEP and DCP to maintain a contemporary and forward-looking framework for development. In doing this, Council will:

- Review and update planning controls in the identified housing diversity investigation areas to increase the planned capacity for growth in these areas, in a way that complements desired future character.
- Consider opportunities to encourage greater housing diversity and densities within greenfield suburban areas as these become more established,
- Encourage subdivision patterns that would enable and encourage more low-rise housing diversity,
- Provide type-specific guidelines for the 'missing middle' and buildings that include apartments, and
- Identify mechanisms that will effectively incentivise the types of development we want in particular areas.

The completion of a local character study will provide the basis for introducing place-specific controls, in line with the broader local character planning framework emerging in NSW. Council's Community Plans will provide a strong basis for preparing 'local character statements' to the standard required to enact these new planning controls, in partnership with our community.

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**Figure 27** indicates locations where we hope to see changes to the existing housing stock to grow and diversify our future supply.

Initially, Council's efforts will focus on reviewing the place-based controls already in place for established 'housing diversity areas' in and around the Port Macquarie Town Centre and centres at Thrumster and Rainbow Beach. Higher-density controls have already been established in these areas, but take-up has been slow, and some areas have not achieved the targets expected. The purpose of this review will be to identify whether adjustments are required to the LEP and DCP controls, or other non-planning mechanisms to encourage a higher level of development as quickly as practicable.

Lessons learnt through the above process can then be applied to review controls for the 'investigation diversity areas.' This will include considering where higher density zonings could be extended to facilitate a greater mix of housing.

Local character statements will also be prepared in conjunction with the above, to ensure local character is protected in established areas experiencing, or expecting to experience, high demands for new development. This will then roll out to include areas expected to see more incremental levels of growth more broadly.

**Actions towards delivering the right housing in the right location**

1. Establish a program to complete local character studies in nominated areas as a basis for introducing place-specific controls.
2. Review and update planning controls to provide a context and clear guidance for housing diversity throughout the LGA, including:
   - The effectiveness of controls in established 'housing diversity areas' (identified on **Figure 27**) to ensure the controls are fit-for-purpose to achieve the targets envisaged, and
   - To facilitate higher levels of change in 'investigation housing diversity areas' (identified on **Figure 27**).

## Case Study: Building Local Character Areas

The *Building Randwick's Local Character Areas* initiative applied a **'knowledge partnering approach'** that was innovative and original to local government to developing place-specific local character policy, statements, and actions.

The initiative combined in-house expert analysis (data bases and indicators) with local knowledge obtained through community consultation and social media analytics. This proved effective at keeping the community informed validating their views throughout the process.

The transparency of this approach is a key strength. This is expected to improve the confidence of decision-making when it comes to allocating funds by showing where expert data analysis and community priorities align.

One important result of the initiative was the identification of 11 Local Character Areas, supported by character statements, to provide a clear evidence base for assessing developments.

The process also served to build expertise and capacity within Randwick City Council's own team and is potentially transferable to other councils.

*Building Randwick's Local Character Areas achieved a Planning Institute of Australia commendation in 2020*

## Case Study: Prioritising planning for local character areas

While every place has its own unique character, preparing a local character statement to the standard necessary for underpinning LEP and DCP controls is a complex and resource-intensive process. It relies on outside expertise as well input from communities themselves.

People living in the City of Newcastle identified 'Protecting Local Character' as one of the most important outcomes it expected from Council's Local Housing Strategy. In preparing the evidence base for this, City Plan Strategy & Development identified a prioritisation method as a first step towards planning for local character across the city.

The approach recognised that City of Newcastle already had a common understanding of the areas where a common local character could be defined but had not yet worked with communities to describe this, define its elements, and set the desired future outcomes and actions.

Reviewing the attributes of the existing defined local character areas (at a high level) against the historical and expected growth patterns for the City allowed Council to sequence its preparation of Local Character Statements, so that areas experiencing the highest rates of growth will benefit from controls as quickly as possible.

| Prioritisation Checklist | | High-level character attributes | | |
|---|---|---|---|---|
| | | Very High / High | Moderate | Low / Very Low |
| Development Activity | High | Round 1 | Round 1 | Round 3 |
| | Moderate | Round 1 | Round 2 | Round 3 |
| | Low | Round 2 | Round 3 | Round 3 |

## 3.5. Priority 5 - Promote resilient, healthy, and connected built environments

**Objectives**

- Housing is well-designed and environmentally sustainable.
- Place-based planning supports healthy and connected communities, reflective of local character

The way we plan for and deliver new homes and how we manage growth and change within residential areas strongly influences people's health and overall wellbeing, our environment, our social cohesiveness, and our public and individual financial position.

In NSW, sustainability considerations are regulated under the Building Sustainability Index (BASIX). This requires all new housing developments – including detached and semi-detached dwellings, buildings containing residential flats, and any additions and alterations to existing dwellings costing $50,000 or more – to achieve minimum targets for energy and water consumption and thermal comfort. BASIX was introduced in 2006 and there has only been one major review of the standards, in 2017.

There is plenty of industry research to demonstrate the benefits of considering a broader range of sustainability factors, and more ambitious targets, than is currently required under BASIX. Council can encourage this through its own planning controls and, where it is not otherwise mandated, through industry and community education initiatives.

Sustainability factors to consider (not exhaustive):

- **Air quality.** Air quality within the home is influenced by several factors. Housing construction can heavily influence the extent to which people are exposed to mould, internal pollutants and allergens associated with heating/cooling, cooking (e.g., gas or oils), or pets, or external pollutants (e.g., car or industrial emissions, wood smoke, coal dust, etc.).
- **Noise.** Noise levels in the home may come from inside (e.g., home appliances) or outside (e.g., transport, construction, pedestrian traffic, animals, etc.). Exposure can lead to auditory injuries, or non-specific stressors that can affect people's physical and mental health (e.g., through lack of sleep, or annoyance).
- **Temperature.** Over-exposure to high or low temperatures – whether inside the home our outside – can affect people's respiratory and cardiovascular health. In extreme cases, this can result in death. Building materials and the availability of shade outside the home can, in combination, play a major contribution to better regulating indoor and outdoor temperatures.
- **Walkability.** A walkable neighbourhood offers advantages to our health and happiness, reduces emissions, encourages social connections and civic engagement, and reduces transport costs to the individual. The orientation of, and access to or through a lot can play a critical role in the overall walkability of a place.
- **Water.** Water sensitive urban design creates places that harvest, clean, and recycle water whilst also enhancing amenity, increasing urban biodiversity, and reducing urban heat island effects.
- **Renewable energy.** Localised energy generation and storage assists with the global alleviation of carbon emissions and helps reduce household costs.

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Incorporating information and guidelines about these types of factors into Council's Development Control Plan will ensure they are taken into consideration during the planning process and can serve as a non-statutory reference point for changes that may occur outside the planning approval process.

Gaining an early and clear understanding of the long-term, cumulative implications of complying residential developments in the local context, will assist Council to make relevant adjustments to its own planning controls or advocate for State-level changes, where required. This will rely on distinct considerations for different areas and pathways.

- The increase in the types of new housing that could proceed through complying development pathways under the **Low Rise Housing Diversity Code** may influence the extent to which site-responsive designs will allow for the delivery of broader sustainable outcomes. For example, smaller rear setbacks or larger building footprints may limit the amount of area available for tree planting within a lot. Cumulatively, these can have impacts on the liveability of our neighbourhoods over time.
- The volume of housing development expected to occur in **greenfield areas** within the LGA over the next 20 years could warrant different requirements for new release areas, including a review of the Exempt and Complying Development Code, to ensure that development standards in these areas support and encourage sustainable, resilient, and energy efficient housing designs.

Using Council's existing approach to preparing local area plans will be critical to expanding our local understanding of and commitments to creating resilient, healthy, and connected built environments. This will include requirements for all local area plans (either new or as updated) to provide considerations for neighbourhood design, which are consistent with the Statewide-approach to good practice.

**Actions towards promoting resilient, healthy, and connected built environments**

1. Incorporate sustainable housing design approaches into planning controls.
2. Work with the local development industry to trial and showcase locally relevant sustainable home design responses.
3. Increase our understanding of the cumulative impacts of complying development pathways on our overall urban design and liveability, acknowledging distinct implications for greenfield and infill areas.
4. Investigate methods to assess and monitor the walkability, liveability and health of future neighbourhoods and greenfield areas.

# 4. IMPLEMENTATION

## 4.1. Land Use Planning Approach

The evidence base prepared to inform this Local Housing Strategy indicates there is sufficient capacity to meet the anticipated demands for new housing within the LGA to 2041, but that major shifts will need to occur to meet community expectations about where and how that growth occurs. A key challenge for planning will be to encourage a greater amount of infill development to deliver more diverse housing options within a market that currently has a proportionally high amount of greenfield land available for development.

There is no one-size-fits-all approach to land use planning, particularly between established and greenfield areas. The distinct considerations to guide land use planning within these areas is summarised below, with specific mechanisms considered later in this Section.

| | Place-based studies focus: | LEP review focus: | DCP review focus: |
|---|---|---|---|
| **Infill**<br><br>***Incremental growth fitting intuitively into existing places and established urban fabrics.*** | ▪ Local character<br>▪ Urban design<br>▪ Bulk and scale<br>▪ Feasibility | ▪ Permissibility for higher density or specialised housing types<br>▪ Place-specific development standards and overlays | ▪ Updates to align with contemporary planning practice, including for low rise diversity and apartment-living<br>▪ Local character statements |
| **Greenfield**<br><br>***Volume growth creating new places and setting sustainable precedents.*** | ▪ Biodiversity<br>▪ Rural lands<br>▪ Infrastructure<br>▪ Economics<br>▪ Liveability | ▪ Urban release areas consistent with settlement planning principles | ▪ Site-specific neighbourhood design for 'Healthy and connected' built environments |

## 4.2. Mechanisms

### 4.2.1. LEP Review

Council's LEP is the primary planning tool to guide land use and development. It is a legal document, providing key controls including the following.

- Zoning that stipulates what can or cannot be done with land (permitted and prohibited land uses).
- Key development standards such as height, floor space ratios, and minimum lot size to control form and density.
- Identification of open space and environmentally sensitive areas to be protected.
- Identification of heritage items and conservation areas.
- Identification of suitable land for strategic infrastructure through special purpose land.

Council is responsible for regularly reviewing and updating its LEP and will consider where provisions can be improved to give effect to the Local Housing Strategy priorities. While Council must adhere to provisions that are prescribed by the State Government in the Standard Instrument LEP, there are several opportunities to adjust existing controls or include additional provisions that lend local context or clarity.

*Summary of recommended LEP changes (refer to actions supporting the relevant Priority)*

| Action | Intent / nature of LEP change |
|---|---|
| 2.1 | To facilitate the delivery of a greater housing mix in the existing and investigation 'housing diversity' areas, which are well-located to jobs and services. LEP changes may include changing the land use zoning and/or development standards (e.g., height of building, floor space ratio, minimum lot size, etc.) to better accommodate housing types such as terraces, manor houses, or residential flat buildings. |
| 2.2 | To use land effectively (e.g., maximise investments toward infrastructure and minimise impacts to biodiversity) by establishing minimum residential density targets in select 'greenfield release areas' and 'housing diversity areas'. This is useful where a uniform outcome is not desirable as it tends to encourage a more diverse mix of lot sizes and housing types to achieve the density required. |
| 4.1 | To recognise the importance of local character and provide a basis for assessing the impacts of new development on key attributes. This will see the gradual introduction of mapped overlays that identify areas where local character assessment criteria have been established by a study and must be considered when determining Development Applications. The model clause Council may choose to use is shown in **Section 1.2.3**. |
| 4.2 | To continuously review and update all planning controls to ensure housing diversity. Different approaches for review will apply in different areas. For example, in established housing diversity areas, where planned capacity already exists, the review will focus on identifying any barriers to development and may lead to very targeted LEP changes (e.g., to a few selected sites or one development standard). By contrast, in the 'investigation housing diversity areas' LEP changes may include changing the underlying zone to adjust what types of housing or other uses are permissible. |

**LEP Aim**

Section 1.2 of the LEP sets out the fundamental aims of the plan. Only one aim is prescribed by the Standard Instrument LEP. Council have already included an additional 13 aims, but none of these states a commitment to achieving Housing Diversity. Including this commitment as an overarching aim for the LEP will help set the strategic context for this priority.

**Example LEP aims from other areas include**:

*"to encourage a mix of housing types to meeting the existing and future needs of the community"*

- Coffs Harbour LEP 2013

*"to encourage a range of housing choices consistent with the capacity of the land"*

- Wollongong LEP 2009

**Residential zones objectives**

Council has simply adopted the Standard Instrument LEP zone objectives in every residential zone except the R2 – Low Density Residential zone, where it has added an objective *"to provide for low density housing that does not compromise the environmental, scenic or landscape qualities of land."*

Providing additional objectives that are more locally contextualised can assist with encouraging a more diverse mix of housing and other considerations to an appropriate density, as relevant to the zone.

For Port Macquarie-Hastings, this will be particularly useful in the R1 General Residential zone - which makes up the largest proportion of Council's housing land supply - and the R3 Medium Density Residential zone – which is specifically intended to deliver the 'missing middle' supply.

**Example zone objectives from other areas include:**

*"to encourage medium density housing that is designed to achieve a high standard of amenity"*

- R1 General Residential zone, Albury LEP 2010

*"to ensure that medium density residential environments are of a high visual quality in their presentation to public streets and spaces"*

- R3 Medium Density Residential zone, Coffs Harbour LEP 2013

*"to encourage redevelopment of land for medium density housing in locations close to main activity centres"*

- R3 Medium Density Residential zone, Camden LEP 2010

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**Permissibility of specific residential uses**

'Residential accommodation' is a broad term, that encompasses a range of dwelling types, from detached houses through to residential flat buildings. Within a given zone, Council can nominate specific types of housing as permissible or prohibited, which helps to facilitate the right type of housing in the right locations.

It is important that any changes to zone permissibility have regard to the existing urban fabric, particularly where change is being encouraged through urban renewal or intensification. However, zone permissibility must ultimately reflect the future desired outcomes for an area. For example, it is counterintuitive for 'dwelling houses' to be permissible in the R4 High Density Residential zone, because detached houses, even on small lots, cannot achieve the high-density objective established through the application of this zone.

The permissibility of some uses can also be superseded by other planning instruments, including SEPPs. In some cases, this can enable certain types of development, such as minor alterations, to proceed without a DA. In other cases, it can add an additional approval step (often at State-Government level) to the process.

For example, the delivery of seniors housing is expected to be an important outcome for planning during the life of the Local Housing Strategy. It is currently not a permissible form of housing in certain zones – including R2 Low Density Residential – but may qualify as permissible if it meets certain criteria under the *State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004,* which is currently under review. Any State-level changes to the permissibility of seniors housing should be monitored and may necessitate changes in Council's LEP.

How we describe certain types of housing for the purposes of planning throughout NSW is currently under review. This review is currently focusing on the specific needs of (and controls for) seniors housing as well as student accommodation, boarding houses, and co-living developments. It will be important for Council to understand and incorporate changes quickly to encourage a greater mix of, and more transparent processes for these in line with community expectations.

**Targeted adjustments**

Several place-specific adjustments can also assist with realising the priorities and objectives described in this Local Housing Strategy.

- Uniformity in the R1 General Residential zone. 56% of all land that permits residential development is in the R1 General Residential zone. This almost uniformly applies maximum standards for height of building (8.5m) and floor space ratio (0.65:1). Place-based adjustments could encourage a greater variation of density within this zone.
- Minimum densities in greenfield areas. Development patterns in greenfield areas sets an irreversible precedent that has impacts on infrastructure, amenity, and people's wellbeing. Setting minimum density requirements in Urban Release Areas would encourage better land use efficiency.
- Medium density outcomes versus ownership preferences. The minimum lot size standard applied within the R3 Medium Density Residential zone is highly variable, ranging from 450m² to 2,000m², which predominantly favours strata-titled development. Reducing the minimum lot size, where appropriate, would allow for the creation of more torrens titled developments in certain locations, without diminishing local character.
- Incentivising renewal and re-development. The uptake of renewal and redevelopment projects, particularly in and around the city centre, has been relatively limited to date, despite a significant amount of latent capacity in these areas. Providing incentives, for example through the possibility of greater heights or floor space ratio, or deferrals for developer contributions (supported by development contributions policy), may help to stimulate development.

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### Local character

There are several LEP mechanisms that Council can explore to respond to the local character issues identified once a local character study has been completed, and a 'Local Character Statement' prepared for a particular area. Each local character study will recommend the appropriate types of LEP controls to protect the key attributes identified for the area of interest.

In some locations, it may be useful to apply the R2 Low Density Residential zone where high-density development types are deemed wholly unsuitable to the local character. However, this should only be considered in extraordinary circumstances, because it results in the outright prohibition of certain types of residential development that can sympathetically contribute to housing diversity if appropriate development controls are provided.

In most circumstances, Council will create a 'Local Character Areas Map' and apply a mapped overlay indicating where a Local Character Statement has been prepared. This map will be linked with a written clause requiring any new development proposal to consider how it fits within the context of the desired future character set out in an area's Local Character Statement.

The draft wording for the written LEP clause for Local Character was provided in **Section 1.2.3**, and an example of one approach to preparing a series of Local Character Statements (taken by Randwick Council) was provided in **Section 3.4**. The result of Randwick's approach is provided here to give an idea of the type of desired future character principles that can be established to guide the design and planning for new projects.

**'CHARACTER PRINCIPLES' ASSIST WITH ASSESSING NEW DEVELOPMENTS**

**Parklands North:**

- *Improved walking and cycling access into Centennial Park.*
- *Increase in shading over the shared paths along Alison Road.*
- *Provide green grid connections from Centennial Park to surrounding areas.*
- *Increase street tree planning to support local wildlife.*
- *Enhance the village feel in the shopping strip on Clovelly Road.*

**West Kensington:**

- *Ensure view corridors to the Australian Golf Course are maintained and enhanced.*
- *Ensure view corridors to the Sacred Heart HCA are maintained and enhanced.*
- *Consistent street tree plantings in the West Kensington HCA to ensure a visually cohesive streetscape.*
- *Maintain the predominantly single and double storey character of the area.*
- *Retain mature trees that are linked to the local character of the LCA.*
- *Improve connections through the LCA to Anzac Parade and UNSW.*
- *Improve green grid connections to support local wildlife through native plantings.*

*Examples taken from Randwick Council draft Local Character Statements*

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### 4.2.2. DCP Review

Development Control Plans (DCPs) build upon the strategic controls provided by an LEP to provide more detailed requirements and parameters for development. They generally contain more detailed controls including setbacks, building form, heritage, landscaping, parking, and waste.

DCP controls can be applied more flexibly than those contained in an LEP. It is important that controls and their objectives are clear and unambiguous to ensure that compliance with them or the impact of noncompliance can be easily considered when preparing or assessing a Development Application.

The State Government is in the process of preparing a standard format DCP, and model provisions for Councils to use to make it quicker and easier for people to navigate the planning system and its controls. Council will consider the status of this in line with any comprehensive DCP review.

| Action | Intent / nature of DCP Change |
|---|---|
| 1.2 | To encourage the creation of healthy and connected built environments, particularly in greenfield areas that tend to be further from jobs, and other day-to-day services. Guidance could relate to neighbourhood design for walkability, safety, communal gardens, fitness and play spaces, etc. |
| 2.4 | To bring Council's general controls back in line with the types of housing currently being promoted to fill in the 'missing middle', such as dual occupancies, terraces, and manor houses as well as low-rise residential flat buildings. This recognises changes to state-level planning controls influencing approval pathways for these types of housing. Guidance should include considerations for setbacks, landscaping, and parking to suit the local context. |
| 2.5 | To provide the development industry with realistic examples of how housing diversity can be achieved as new neighbourhoods are built. Changes may include different configurations for various lot sizes (e.g., to allow for, secondary dwellings, dual occupancies, or multi dwelling housing arrangements). |
| 3.1 | To increase the supply of adaptable and universally designed dwellings in the LGA to better meet people's changing mobility requirements throughout their lifetime. |
| 4.1 | To provide a detailed description of important local character attributes in a format this is useful for planning and assessing new development projects. |
| 4.2 | To provide more detailed guidance for specific areas that have been zoned to provide greater levels of housing diversity. |
| 5.1 | To improve the environmental performance of housing and mitigate the cumulative impact of new residential buildings on the environment. Guidance should be closely tied to Port Macquarie-Hastings' unique natural environment. |

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**Diverse housing types**

Most of Council's DCP controls pre-date changes that have been made to the statutory framework guiding residential development, including those relevant to the types of housing required to meet the priorities of this Strategy. Overall, new residential DCP controls are necessary to support the typologies permissible under the LEP, as supported by NSW guidance and as required by the industry.

Providing type-specific controls will help encourage the kinds of housing required to meet our community's future housing needs. This includes removing any controls that are now superseded by or more onerous than other development assessment guidelines, such as the Low Rise Medium Density Housing code and the Apartment Design Guide.

Council will also update its DCP as new housing terms are defined at the State-level, to provide a localised context for these to encourage delivery. In the near term, these are expected to include controls for boarding houses, student accommodation, build-to-rent, and co-living developments.

**General structure**

Restructuring the DCP sections that deal with residential development within residential and commercial zones to better align with the outcomes of this Local Housing Strategy will improve the effectiveness of controls by allowing people to find information more intuitively. This would more effectively present the type-specific guidelines recommended above.

In the absence of a standard format DCP, Council can look to other LGAs for opportunities and guidance. Part 10 of Albury's DCP would be a good comparison, as it is the first residential DCP to be prepared and implemented since the Low Rise Housing Diversity Code came into effect.

**Controls influencing sustainability and liveability**

Increasing the extent to which housing can support people of all ages and abilities to living independently at home will rely on updating DCP controls to establish an expectation and local industry practice that delivers 'Universal Design' outcomes.

Providing more guidance within the DCP in relation to other design factors, such as those listed below, will also encourage more sustainable building practices and outcomes that will cumulatively improve the resilience and sustainability of our built environments.

- Natural ventilation, particularly cross ventilation.
- Water harvesting opportunities at all scales.
- Orientation and solar access.
- Retention of existing vegetation on site.
- The use of lightweight building materials, light coloured walls and roofs and low thermal mass construction in the sub-tropical climate.
- Options for improving acoustic privacy, including options for building insulation and glazing.

**Controls influencing feasibility**

Several DCP controls can influence the feasibility of certain types of developments. These can include controls for the on-site provision of car parking, private open space, etc. It makes sense to review these in our most connected areas, like the CBD, with a view to reduce requirements where this does not otherwise compromise people's ability to affordably meet their day-to-day needs.

**Local character**

The locality-specific controls already established in Council's DCP provide objectives and purpose-built controls around existing character and setting. These may need to be reviewed and updated in conjunction with the introduction of State-wide planning mechanisms to ensure they meet the requirements for applying a local character overlay, where relevant.

Locality-specific controls for other areas will be introduced incrementally, particularly where we want to deliberately encourage growth and change. Good candidate areas for this, in the near term, would be Wauchope, Kendall, Beechwood, and Laurieton.

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### 4.2.3. Non-planning mechanisms

Council will pursue a range of non-planning mechanisms to support outcomes in line with this Local Housing Strategy. These all rely on effective governance arrangements to inform decision making and deliver change over time.

**Fostering industry inputs and partnerships**

Getting information and feedback from the industry is critical to maintaining a relevant and robust evidence base. Council will regularly involve industry providers in the process of reviewing, updating, or preparing new controls and guidelines, to make sure these are fit-for-purpose.

Partnering within the industry - including with State government, community housing providers, local Aboriginal communities, and for-profit providers – is the most effective way to deliver outcomes. Council can facilitate this through its role as planning authority, by incorporating actions into its day-to-day processes, and by acting on opportunities as they present through Federal or State government programs.

Council can also facilitate outcomes by leading community education programs, design competitions, demonstration projects, and offering local grants.

## Case Study: The dWell Design Competition

In late 2019, Lake Macquarie Council announced the dWell design competition, which asked applicants to design a new style of home with wellness, innovation, affordability, and sustainability at its heart. The competition was set up under Council's *Local Housing Strategy* (released in 2020) to demonstrate how the next generation can do more, without inflating cost.

Applicants were provided with a design brief, which asked them to re-imagine housing suitable for a site Council owned in Dudley, NSW, which was zoned R2 – Low Density Residential with an 8.5m height and 450m² minimum lot size standards applying.

Two competition categories were opened inviting entries from design professionals / experience practitioners and students living in Australia or elsewhere, with up to $40,000 in prizes available over a two-Stage process.

The competition process allowed for an analysis of key design considerations that can be applied directly into Council's planning controls. Council will work directly with the professional and student competition winners to progress each design into construction.

**Funding infrastructure**

Infrastructure is funded through several income streams, including grants, development levies, and works-in-kind arrangements in line with new projects.

Council has already committed to reviewing its infrastructure planning and contributions framework as it prepares a new Infrastructure Strategy for the LGA. This will set out transparent processes, and mechanisms for delivering the right infrastructure in the right locations, to support growth and change within our communities.

Strategic planning will also support the delivery of infrastructure and public domain improvements by identifying where development incentives can encourage elements to be incorporated directly into new projects.

**Monitoring residential development**

The Housing and Land Monitor prepared annually by the State Government provides a consistent baseline for tracking the delivery of housing across the North Coast region. Council-led efforts to track specific types of development within Port Macquarie-Hastings will assist with providing a more nuanced understanding of supply for specialised forms of housing, reflective of known or anecdotal housing demands for:

- Seniors housing,
- Residential care facilities,
- Student accommodation,
- Social and affordable housing,
- Specialised disability accommodation,
- Build-to-rent, and
- Co-living.

**Coordination and Governance**

Council will establish a governance framework to sustainably manage growth across the LGA. This will bring together representatives from within Council's planning, finance, infrastructure, and asset management teams, with involvement from NSW Government representatives delivering infrastructure such as schools, roads, and health facilities.

This group will meet regularly to coordinate and align strategic plans influencing where and when new housing and infrastructure is delivered. It will rely on information provided through the housing land monitor, infrastructure network strategies, and asset management plans.

### 4.2.4. Monitoring and Review

Council will monitor, review, and report on the LHS to ensure the housing priorities are being achieved by preparing:

- An annual review of housing supply against the implementation and delivery plan,
- A five-yearly review of the evidence base and housing supply against the broader aims of the Regional Plan and Local Strategic Planning Statement, and
- A ten-yearly review of the LHS vision and priorities, to ensure these remain responsive to the community's changing housing needs.

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## 4.3. Implementation and Delivery Plan

The Implementation and Delivery Plan outlined below brings together all the actions outlined in this Local Housing Strategy to progress towards each of the Priorities to describe how and when they will be delivered.

- Priority 1: Provide for sustainable housing growth that is supported by infrastructure
- Priority 2: Increase choice and diversity of housing
- Priority 3: Increase inclusive and affordable housing
- Priority 4: Deliver the right housing in the right location
- Priority 5: Promote resilient, healthy, and connected built environments

Where relevant, Local Housing Strategy actions have been linked back to Council's *Local Strategic Planning Statement*, and *Urban Growth Management Strategy* and *Community Strategic Plan* to assist with implementation across these interrelated documents. Timeframes have also been established to correspond with these documents, where:

- **Immediate** means an action is already underway,
- **Short term** means by 2025,
- **Medium term** means by 2030,
- **Long term** means after 2030, and
- **Ongoing** indicates something Council will continue to do throughout the life of the Strategy.

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| Priority 1: Provide for sustainable housing growth that is supported by infrastructure | | | | | | |
|---|---|---|---|---|---|---|
| **Objective 1:** Long-term planning for growth is well-informed and supports sustainable outcomes.<br>**Objective 2:** Infill development is prioritised in areas with adequate infrastructure, services, and amenity.<br>**Objective 3:** The release of new housing land is aligned with infrastructure. | | | | | | |
| **Action** | **Rationale** | **Implementation** | **LSPS Planning Priority (PP) / Action (A)** | **UGMS Action** | **2030 CSP Community Theme** | **Timeframe** |
| 1. Review and update the urban land investigation framework outlined in the *Urban Growth Management Strategy* (UGMS) as part of the next regular review of that strategy. | To update land supply data, incorporating any new information relating to land suitability for and timing of development (e.g., reflecting biodiversity, flood studies, or infrastructure improvements). | The next review of the UGMS will take place in 2022-2023, following a review of the North Coast Regional Plan (commenced). | PP2<br>A2.1, A2.2 | 22 | 4 | Short term |
| 2. Incorporate 'healthy and connected' planning and design considerations into the Development Control Plan provisions for greenfield areas. | To provide encourage the creation of healthy built environments by providing clear guidance for new projects about the range of topics that are locally relevant, and the types of solutions that will typically suit the local environment. | Investigate potential amendments to DCP provisions for greenfield areas. | PP7<br>A7.2 | 1,4,5 | 4 | Short term |
| 3. Partner with industry to prioritise investment in the public realm in housing diversity areas. | To ensure the amenity of the public domain is optimised where increases in locations where housing density increases are proposed. | Consider opportunities for the delivery of public domain improvements as works in kind. | PP6, PP8 | 1 | 4 | Medium term |

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| Priority 1: Provide for sustainable housing growth that is supported by infrastructure | | | | | | |
|---|---|---|---|---|---|---|
| **Objective 1:** Long-term planning for growth is well-informed and supports sustainable outcomes.<br>**Objective 2:** Infill development is prioritised in areas with adequate infrastructure, services, and amenity.<br>**Objective 3:** The release of new housing land is aligned with infrastructure. | | | | | | |
| **Action** | **Rationale** | **Implementation** | **LSPS Planning Priority (PP) / Action (A)** | **UGMS Action** | **2030 CSP Community Theme** | **Timeframe** |
| 4. Prepare an Infrastructure Strategy to guide infrastructure planning and contribution frameworks and asset management planning to align with future community needs and expectations. | To ensure that infrastructure provision is coordinated and aligned with sustainable housing growth. | The development of an LGA-wide Infrastructure Strategy is a key action under the LSPS and has commenced. | PP19<br>A19.1, A19.2, A19.3 | 23,24,25,26 | 4 | Immediate |
| 5. Establish governance mechanisms, supported by regular network reporting and monitoring to coordinate the delivery of infrastructure in line with growth. | To provide coordination and oversight across Council of infrastructure delivery to support housing growth. | Establish a Project Working Group between Council officers (planning, infrastructure and finance) and key state agencies/ essential service providers. | PP19<br>A19.1 | - | 1 | Short term |
| 6. Improve the housing land monitoring base to provide a more nuanced understanding of supply. | To monitor housing delivery and diversity in the LGA to inform local and regional planning | Current methods of data collection to be reviewed and improvements identified. | PP7 | 9 | 4 | Immediate |

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| Priority 2: Increase choice and diversity of housing | | | | | | |
|---|---|---|---|---|---|---|
| **Objective 1:** The mix of housing types available suits our community's needs and expectations. | | | | | | |
| **Action** | **Rationale** | **Implementation** | **LSPS Planning Priority (PP) / Action (A)** | **UGMS Action** | **2030 CSP Community Theme** | **Timeframe** |
| 1. Review and update planning controls in the 'investigation housing diversity' areas, to increase capacity for a broader range of housing types. | To facilitate the delivery of a greater housing mix in areas that are well-located to jobs and services. | Following endorsement of the LHS by Council and approval by DPIE, Council will prepare a detailed work program identifying the priority areas and timing for investigation.<br>Investigate potential LEP amendments and/or DCP provisions. | PP7<br>A7.2 | 1 | 4 | Short term |
| 2. Consider incorporating residential density targets into the LEP to encourage a greater mix of housing types in 'housing diversity areas' and greenfield release areas. | To use land effectively (e.g., maximise investments toward infrastructure and minimise impacts to biodiversity) and encourage a greater mix of housing. | Investigate potential amendments to LEP. | PP7<br>A7.2 | 1 | 4 | Short term |
| 3. Undertake further research and engagement to better understand the current and future housing needs of selected groups, initially focusing on Aboriginal communities, seniors, students, and people living with a disability. | To inform planning policy and ensure Council facilitates delivery of appropriate housing for these groups. | Collaborate and engage with key stakeholders to inform policy development. | PP7 | 1 | 4 | Medium term |

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| Priority 2: Increase choice and diversity of housing | | | | | | |
|---|---|---|---|---|---|---|
| **Objective 1:** The mix of housing types available suits our community's needs and expectations. | | | | | | |
| **Action** | **Rationale** | **Implementation** | **LSPS Planning Priority (PP) / Action (A)** | **UGMS Action** | **2030 CSP Community Theme** | **Timeframe** |
| 4. Provide localised type-specific planning guidelines for the 'missing middle' and apartment housing types (without replicating or complicating State-wide guidance). | To bring Council's DCP guidance back in line with the current housing framework. | Investigate potential DCP provisions. | PP7<br>A7.2 | 1 | 4 | Short term |
| 5. Provide type-specific development controls or planning guidelines to promote a greater range of lot sizes in greenfield release areas. | To provide the industry with realistic examples of how housing diversity can be achieved as new neighbourhoods are built. | Investigate potential DCP provisions in greenfield release areas. | PP7<br>A7.2 | 1 | 4 | Short term |
| 6. Work with the local development industry to build capacity and 'prove' the markets for 'missing middle', build-to-rent, and co-living housing types, in line with state-wide planning reforms. | To assist in facilitating the delivery of new housing types in the LGA in line with state-wide planning reforms. | Engagement with local development industry. Consider pilot project/s. | PP7 | 1 | 4 | Short term |
| 7. Investigate housing needs for rural villages and communities as part of the Rural Land Use Strategy. | To assist in providing housing choice and lifestyle options in rural areas. | Rural Lands Strategy to be prepared as first step. | PP15<br>A15.1 | 7,8, 19, | 4 | Medium term |

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| Priority 3: Increase inclusive and affordable housing | | | | | | |
|---|---|---|---|---|---|---|
| **Objective 1:** Planning facilitates the delivery of social and affordable housing.<br>**Objective 2:** Housing is inclusive, catering for an ageing population and People with Disability.<br>**Objective 3:** Affordability is supported across the housing spectrum. | | | | | | |
| **Action** | **Rationale** | **Implementation** | **LSPS Planning Priority (PP) / Action (A)** | **UGMS Action** | **2030 CSP Community Theme** | **Timeframe** |
| 1. Work with the NSW Government to leverage opportunities for new social and affordable housing projects on government-owned land in suitable locations. | To assist with the delivery of social housing and affordability across the housing continuum. | Mechanisms to be identified in the Affordable Housing Policy and Action Plan (under LSPS Action 7.3). These could include advocacy efforts or joint project delivery partnerships. | PP7<br>A7.3 | - | 4 | Medium term |
| 2. Facilitate partnerships between private, public, and not-for-profit sectors to deliver more social and affordable housing in line with development, particularly for higher density developments. | To assist with the delivery of social and affordability housing. | Mechanisms to be identified in the Affordable Housing Policy and Action Plan (under LSPS Action 7.3). These could include advocacy through pre-DA discussions, development incentives / concessions, etc. | PP7<br>A7.3 | - | 4 | Medium term |
| 3. Consider establishing an Affordable Housing Contributions Scheme if this would benefit the LGA. | To provide context for the need for affordable housing and provide the basis for a consistent approach in the provision of Affordable Housing in the LGA. | The extent to which this is effective for Port Macquarie-Hastings will be considered when preparing the Affordable Housing Policy and Action Plan (under LSPS Action 7.3). | PP7<br>A7.3 | - | 4 | Short term |

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| Priority 3: Increase inclusive and affordable housing | | | | | | |
|---|---|---|---|---|---|---|
| **Objective 1:** Planning facilitates the delivery of social and affordable housing.<br>**Objective 2:** Housing is inclusive, catering for an ageing population and People with Disability.<br>**Objective 3:** Affordability is supported across the housing spectrum. | | | | | | |
| **Action** | **Rationale** | **Implementation** | **LSPS Planning Priority (PP) / Action (A)** | **UGMS Action** | **2030 CSP Community Theme** | **Timeframe** |
| 4. Incorporate Universal Housing design guidelines (or similar) into planning controls, to establish a clear expectation for homes to be capable of meeting the needs of people of different ages and ability over time. | To increase the supply of adaptable and universally designed dwellings in the LGA to better meet people's changing mobility requirements over their lifetime | Review best practice of other council DCPs in relation to adaptable and universal housing.<br>Investigate potential DCP amendments. | PP7<br>A7.2 | 1 | 4 | Short term |
| 5. Investigate developing a Local Homelessness Policy or Strategy to identify Council's role in ending homelessness. | To establish Council actions (e.g., through service delivery or advocacy) that can assist with ending homelessness in the LGA. | To be investigated when preparing the Affordable Housing Policy and Action Plan (under LSPS Action 7.3).<br>Review similar policies prepared for other LGAs to establish best practice and adapt approaches that are best suited to the local industry. | PP7<br>A7.3 | - | 4 | Short term |

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| Priority 4: Deliver the right housing in the right locations | | | | | | |
|---|---|---|---|---|---|---|
| **Objective 1:** Centres are the focus for density and housing diversity.<br>**Objective 2:** Housing growth in established areas is incremental and preserves character and heritage values. | | | | | | |
| **Action** | **Rationale** | **Implementation** | **LSPS Planning Priority (PP) / Action (A)** | **UGMS Action** | **2030 CSP Community Theme** | **Timeframe** |
| 1. Establish a program to complete local character studies in nominated areas as a basis for introducing place-specific controls. | To ensure that future planning controls provide for sensitive, incremental growth whilst preserving and enhancing character and heritage values. | Following endorsement of the LHS by Council and approval by DPIE, Council will prepare a detailed work program for the preparation of local character studies in nominated areas.<br>Investigate potential LEP amendments and/or DCP provisions. | PP6, PP9<br>A6.6, A9.1 | 1 | 4 | Short term |
| 2. Review and update planning controls to provide a context and clear guidance for housing diversity throughout the LGA, including:<br>▪ The effectiveness of controls in established 'housing diversity areas' to ensure the controls are fit-for-purpose to achieve the targets envisaged, and<br>▪ To facilitate higher levels of change in 'investigation housing diversity areas'. | To ensure planning controls are calibrated correctly to encourage new projects in areas where higher levels of growth and/or a greater mix of housing types are preferred. | Review best practice.<br>Investigate potential LEP amendments and/or DCP provisions. | PP7<br>A7.2 | 1 | 4 | Short term |

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| Priority 5: Promote resilient, healthy, and connected built environments | | | | | | |
|---|---|---|---|---|---|---|
| **Objective 1:** Housing is well-designed and environmentally sustainable.<br>**Objective 2:** Place-based planning supports healthy and connected communities, reflective of local character. | | | | | | |
| **Action** | **Rationale** | **Implementation** | **LSPS Planning Priority (PP) / Action (A)** | **UGMS Action** | **2030 CSP Community Theme** | **Timeframe** |
| 1. Incorporate sustainable housing design approaches into planning controls. | To improve the environmental performance of housing and mitigate the cumulative impact of new buildings on the environment. | Review best practice. Investigate potential amendments to DCP provisions. | PP7<br>A7.2 | 1 | 4 | Short term |
| 2. Work with the local development industry to trial and showcase locally relevant sustainable home design responses. | To demonstrate the cost and benefits of including sustainable design features at design inception or when retrofitting existing dwellings. | Engagement with key stakeholders which could include local/ North Coast developers to showcase sustainable home design responses. | PP7 | - | 4 | Medium Term |
| 3. Increase our understanding of the cumulative impacts of complying development pathways on our overall urban design and liveability, acknowledging distinct implications for greenfield and infill areas. | To ensure appropriate approval triggers are in place, balancing the timely delivery of development with desired liveability outcomes. | Identify a process to monitor the uptake of complying development pathways compared with Development Assessment pathways for similar types of projects (e.g., low rise housing diversity or residential code). Information to be available for next review of the Local Housing Strategy. | PP | - | 4 | Medium term |

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| Priority 5: Promote resilient, healthy, and connected built environments | | | | | | |
|---|---|---|---|---|---|---|
| **Objective 1:** Housing is well-designed and environmentally sustainable.<br>**Objective 2:** Place-based planning supports healthy and connected communities, reflective of local character. | | | | | | |
| **Action** | **Rationale** | **Implementation** | **LSPS Planning Priority (PP) / Action (A)** | **UGMS Action** | **2030 CSP Community Theme** | **Timeframe** |
| 4. Investigate methods to assess and monitor the walkability, liveability and health of future neighbourhoods and greenfield areas | To ensure resilient, healthy, and connected communities are planned and assess how neighbourhoods are performing. | Review of best practice and determine appropriate options to pursue. | PP6, PP7<br>A6.5 | | 4 | Short term |

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# Port Macquarie - Hastings Local Housing Strategy

## Evidence Base Report

APRIL 2021

Prepared by City Plan Strategy & Development, in partnership with

ALphaDemographics

emapconsulting

## REPORT REVISION HISTORY

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# 1. INTRODUCTION

City Plan, in partnership with AlphaDemographics and EMAP Consulting, was engaged by Port Macquarie-Hastings Council to prepare a Local Housing Strategy for the Local Government Area. In developing a Local Housing Strategy, councils must consider the evidence base including demographic factors and the supply and demand of housing to identify the current and future housing needs of the community.

The evidence-base considered in this Report closely aligns with the requirements of the Department of Planning Industry and Environment's *Local Housing Strategy Guideline*. The Guideline was released in 2018 to assist councils with preparing local housing strategies and sets out an approach and structure that councils should follow. Specifically, this structure and content of this Report follows the Demographic and Housing Information Template outlined in Annexure 1 of the Local Housing Strategy Guideline and provides an overview analysis of demographic, housing demand and housing supply considerations.

This Report should be read in conjunction with other background research reports prepared by City Plan to inform the preparation of the Local Housing Strategy including:

- Port Macquarie-Hastings Local Housing Strategy Theoretical Dwelling Capacity
- Port Macquarie-Hastings Local Housing Strategy LEP Review
- Port Macquarie-Hastings Local Housing Strategy DCP Review
- Port Macquarie-Hastings Local Housing Strategy Stakeholder Engagement Summary.

## 1.1. Technical Notes

Throughout this report, two scales of analysis have been used. The first assesses Port Macquarie-Hastings Local Government Area as a whole and, in some cases, provides comparison with a selection of other LGAs. These include a larger population to the south (Newcastle), an adjoining and similar area to the south (Mid-Coast), an adjoining area to the north (Kempsey), and two other similar-sized coastal areas (Coffs Harbour and Tweed). These comparable areas provide some useful context for the analysis of Port Macquarie-Hastings' characteristics.

The second scale of analysis includes disaggregation of Port Macquarie-Hastings into 16 separate areas. These areas, specified by the Council, allow for a finer-grained analysis that can highlight differences among places in the LGA.

It is important to note that data extracted at the 16 separate areas level, will not aggregate to the exact totals used for the Port Macquarie-Hastings LGA as a whole. This is because the Australian Bureau of Statistics (ABS) implements a randomisation process to avoid any possible breaches of privacy that may lead to identification of individuals. Only small numbers are affected, however, aggregating all the small numbers that have been perturbed, results in different totals compared with extraction of data for the Port Macquarie area as a whole.

# 2. DEMOGRAPHIC OVERVIEW

Port Macquarie-Hastings (see **Figure 1**) is a mid-size city located almost 400 kilometres north of Sydney on the mid-North coast of New South Wales. Immediate neighbours include Kempsey to the north, the small rural area of Walcha to the west and Mid-Coast Council to the south.

Port Macquarie-Hastings is the most sizeable Local Government Area (LGA) north of Mid-Coast, until reaching the Tweed LGA on the NSW border almost 500 kilometres to the north.

Other centres of importance near to Port Macquarie-Hastings include Newcastle (approximately 250 kilometres to the south) and Coffs Harbour (around 150 kilometres to the north).

## 2.1. Population size

The Port Macquarie-Hastings LGA had an estimated resident population of around 84,500 at June 2019. To the north, the LGA of Coffs Harbour had a slightly lower population of around 77,300 people. In contrast, Port Macquarie-Hastings had almost three times as many residents as nearby Kempsey.

To the south, the Mid-Coast LGA, containing Taree and Forster, had a higher population of 93,800, while Newcastle LGA with an estimated resident population of 165,500 had almost twice as many people as Port Macquarie-Hastings at June 2019 (**Table 1**).

*Table 1. Estimated resident population, Port Macquarie-Hastings LGA and selected areas, 2001-2019*

| LGA | 2001 | 2006 | 2011 | 2016 | 2017 | 2018 | 2019 |
|---|---|---|---|---|---|---|---|
| Coffs Harbour (C) | 62,582 | 66,657 | 70,972 | 74,670 | 75,552 | 76,480 | 77,277 |
| Kempsey (A) | 27,164 | 28,032 | 29,128 | 29,431 | 29,550 | 29,633 | 29,745 |
| Mid-Coast (A) | 81,291 | 84,579 | 88,818 | 91,801 | 92,500 | 93,209 | 93,836 |
| Newcastle (C) | 141,001 | 146,623 | 155,550 | 160,707 | 162,477 | 163,943 | 165,571 |
| Port Macquarie-Hastings (A) | 64,960 | 69,947 | 75,232 | 80,073 | 81,441 | 83,062 | 84,525 |
| Tweed (A) | 73,980 | 81,531 | 88,437 | 93,742 | 94,909 | 96,018 | 97,001 |

*Source: ABS.Stat (based on the estimated resident population as at 30 June in each year), accessed 15 September, 2020*
*Note: 2017 and 2018 estimates are revised, 2019 estimates are preliminary. (A) – area, (C) – City*

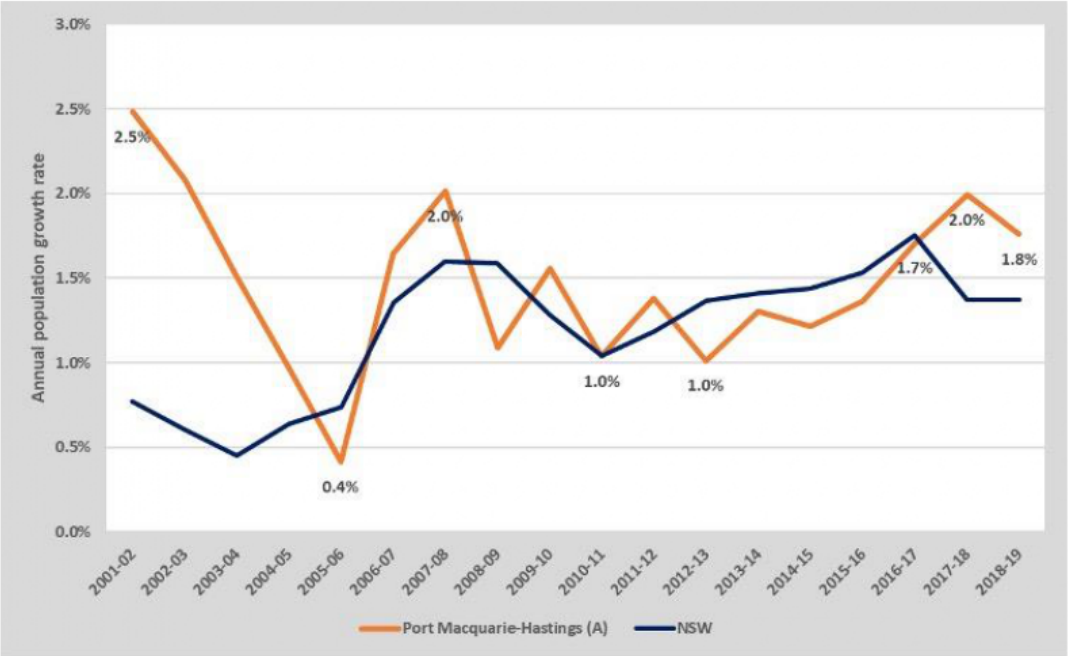
*Figure 1: Port Macquarie - Hastings Local Government Area Location Map*

### 2.1.1. Population change for Port Macquarie-Hastings

A review of annual growth rates over the past decade, shows that Port Macquarie-Hastings LGA has largely grown in line with growth rates for NSW as a whole. Port Macquarie-Hastings had a period of very rapid growth during the early 2000s before recording its slowest level of annual growth (0.4%) over the past 17 years in 2005-06. Growth then increased to 2.0% in 2007-08, before averaging 1.4% over the following eight years.

Over the three years between 2016 and 2019, the population of Port Macquarie-Hastings was estimated to have grown at an average of 1.8% each year. While growth between 2016-17 was equal to NSW's growth rate over the same period, Port Macquarie-Hastings' growth of 2.0% between 2017-18 was well above the NSW growth rate of 1.4% with this pattern of faster than State growth continuing in 2018-19 (Error! Reference source not found.).

*Figure 2. Annual population growth rates, Port Macquarie-Hastings LGA and NSW, 2001-02 to 2018-19*




*Source: ABS.Stat (based on the estimated resident population as at 30 June in each year), accessed 15 September, 2020*
*Note: 2017 and 2018 estimates are revised, 2019 estimates are preliminary. (A) – area, labelled rates refer to Port Macquarie-Hastings*

Since 2016, Port Macquarie-Hastings has been growing faster than its neighbours and comparable areas. Port Macquarie-Hasting's average growth between 2016-19 of 1.8% each year was above comparable areas like Coffs Harbour (average of 1.2% over the three years to 2019), Mid-Coast (0.7%) and Tweed (1.1%) (**Table 2**).

*Table 2. Average annual population growth rates, Port Macquarie-Hastings LGA and selected areas, 2001-2019*

| LGA | 2001-06 | 2006-11 | 2011-16 | 2016-19 |
|---|---|---|---|---|
| Coffs Harbour (C) | 1.3 | 1.3 | 1.0 | 1.2 |
| Kempsey (A) | 0.6 | 0.8 | 0.2 | 0.4 |
| Mid-Coast (A) | 0.8 | 1.0 | 0.7 | 0.7 |
| Newcastle (C) | 0.8 | 1.2 | 0.7 | 1.0 |
| Port Macquarie-Hastings (A) | 1.5 | 1.5 | 1.3 | 1.8 |
| Tweed (A) | 2.0 | 1.6 | 1.2 | 1.1 |
| NSW | 0.6 | 1.4 | 1.4 | 1.5 |

*Source: ABS.Stat (based on the estimated resident population as at 30 June in each year), accessed 15 September, 2020*
*Note: 2017 and 2018 estimates are revised, 2019 estimates are preliminary. (A) – area, (C) – City*

### 2.1.2. Amount of growth

While growth rates indicate the pace of growth, it is the number of people added to the population each year that drives demand for housing, as well as other infrastructure and services provided in local areas. Looking at average annual change over the past three inter-censal periods and the three years to 2019, permits a closer look at these annual additions to the population.

In the early 2000s when Port Macquarie-Hastings was recording a very rapid pace of growth, annual population increases were around 1,000 people each year. Over the following decade, despite a slowing rate of growth, annual increases were similar (**Table 3**). In other words, over the 15 years to 2016 there was an increase of just over 15,000 people to the population of Port Macquarie-Hastings. This amounts to a substantial demand for new dwellings.

*Table 3. Average annual population growth, Port Macquarie-Hastings LGA and selected areas, 2001-2018*

| LGA | 2001-06 | 2006-11 | 2011-16 | 2016-19 |
|---|---|---|---|---|
| Coffs Harbour (C) | 815 | 863 | 740 | 869 |
| Kempsey (A) | 174 | 219 | 61 | 105 |
| Mid-Coast (A) | 658 | 848 | 597 | 678 |
| Newcastle (C) | 1,124 | 1,785 | 1,031 | 1,621 |
| Port Macquarie-Hastings (A) | 997 | 1,057 | 968 | 1,484 |
| Tweed (A) | 1,510 | 1,381 | 1,061 | 1,086 |
| NSW | 42,468 | 95,168 | 102,866 | 118,986 |

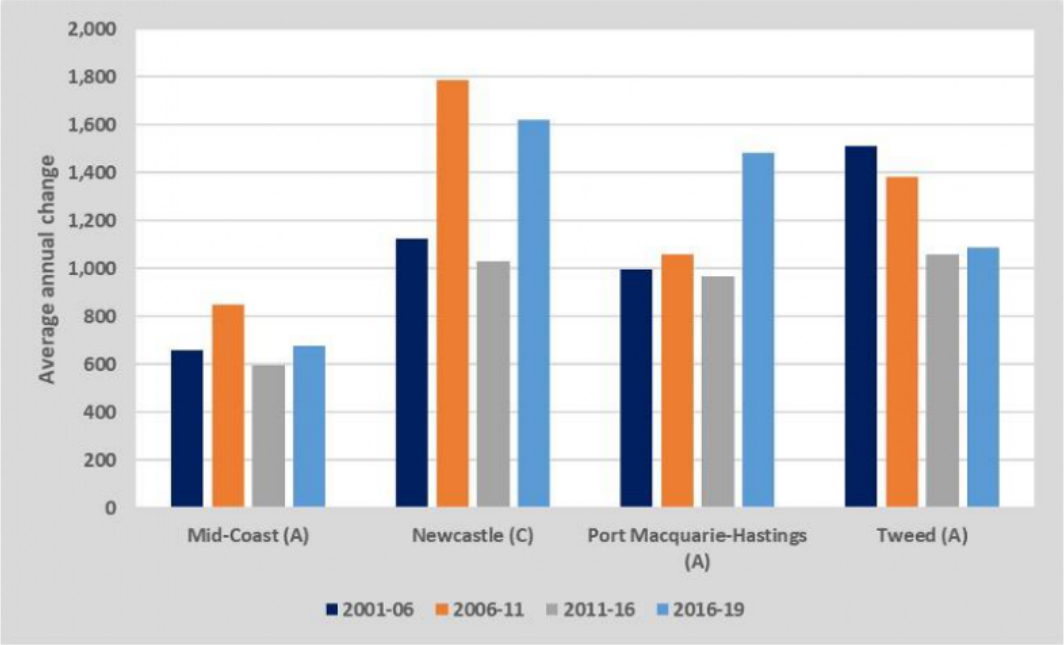
*Source: ABS.Stat (based on the estimated resident population as at 30 June in each year), accessed 15 September, 2020*
*Note: 2017 and 2018 estimates are revised, 2019 estimates are preliminary. (A) – area, (C) – City*

This extended period of strong growth was then added to by an average annual increase of almost 1,500 people each year between 2016-19. In comparison to other areas, the strong growth in Port Macquarie-Hastings in the three years to 2019 was unusual. Annual growth in Tweed LGA for example, was highest earlier, in the decade between 2001-11, although recent growth was slightly higher than that experienced between 2011-16.

There was a similar pattern to population growth in the Mid-Coast LGA where growth was highest between 2006-11, with recent growth somewhat higher than the preceding five years. Despite Port Macquarie-Hasting's population being just over half the size of the population of Newcastle, annual

population growth in the past three years has been only slightly less (1,484 each year for Port Macquarie-Hastings and 1,621 each year for Newcastle LGA) (**Table 3**).

*Figure 3. Average annual population change, Port Macquarie-Hastings and selected areas*




*Source: ABS.Stat (based on the estimated resident population as at 30 June in each year), accessed 15 September, 2020*
*Note: 2017 and 2018 estimates are revised, 2019 estimates are preliminary. (A) – area, (C) – City*

### 2.1.3. Projected population change at the LGA level

The most recently published population projections produced by the NSW Government date from 2019. Three series were produced; low, medium (agreed common planning assumptions) and high, however, only the medium series contained related household and dwelling projections.

These projections are based on the Australian Standard Geographic System (ASGS) of 2019. As such, there may be small variations compared with data derived from the 2016 Census, which was based on ASGS2016.

### 2.1.4. Speed of projected growth

Over the 10 years to 2031, Port Macquarie-Hastings LGA is projected to grow by an average of 0.96% each year under the medium series projections. This is considerably slower than annual average growth recorded between 2011-16 of 1.3% each year and is less than half the pace of more recent growth between 2016-19 of an average of 1.8% each year.

Over the twenty-year period between 2021-2041, projected annual average growth in Port Macquarie-Hastings under the medium series is 0.77% as growth is expected to slow. In total, the population of Port Macquarie-Hastings is projected to grow by just over 10% between 2021-2031 and by a total of almost 17% over the 20 years to 2041.

In comparison with other areas, Port Macquarie-Hastings (0.77% per annum) is projected to be the fastest growing area in this mid- and far north coastal region of NSW over the 20 years to 2041. The next fastest growing area is projected to be Newcastle (0.73% per annum) growing slightly slower. Tweed and Coffs Harbour are projected to each grow at a similar rate over the coming two decades (0.57% per annum and 0.56% per annum respectively), with Mid-Coast substantially slower growing (0.26% per annum). In the most recent set of projections, Kempsey has been projected to record a decline in population over the 20 years to 2041 (average decline of 0.16% per annum) (**Table 4**).

*Table 4. Medium series population projections, Port Macquarie-Hastings LGA and selected areas, 2016-2041*

| LGA | Projected population (medium series) | | | | | | Average annual % change | | Total % change | |
|---|---|---|---|---|---|---|---|---|---|---|
| | 2016 | 2021 | 2026 | 2031 | 2036 | 2041 | 2021-31 | 2021-41 | 2021-31 | 2021-41 |
| Coffs Harbour | 74,670 | 79,085 | 82,291 | 84,839 | 86,889 | 88,448 | 0.70 | 0.56 | 7.3 | 11.8 |
| Kempsey | 29,431 | 29,462 | 29,446 | 29,298 | 28,986 | 28,511 | -0.06 | -0.16 | -0.6 | -3.2 |
| Mid-Coast | 91,801 | 94,941 | 97,621 | 99,162 | 99,962 | 100,087 | 0.44 | 0.26 | 4.4 | 5.4 |
| Newcastle | 160,707 | 172,523 | 179,189 | 186,909 | 192,809 | 199,680 | 0.80 | 0.73 | 8.3 | 15.7 |
| Port Macquarie-Hastings | 80,073 | 84,871 | 88,859 | 93,397 | 96,446 | 98,941 | 0.96 | 0.77 | 10.0 | 16.6 |
| Tweed | 93,742 | 99,552 | 103,414 | 106,728 | 109,444 | 111,531 | 0.70 | 0.57 | 7.2 | 12.0 |

*Source: NSW 2019 Population Projections ASGS 2019, NSW Government (available at https://www.planning.nsw.gov.au/Research-and-Demography/Population-projections)*

In comparison with the previous set of projections released in 2016, more growth has been projected for Port Macquarie-Hastings. The earlier projections suggested the area would reach 94,700 people by 2036. The most recent projections (released 2019) suggest Port Macquarie-Hastings will reach the higher figure of 96,450 people by 2036. This increase in projected growth is not evident for any of the remaining comparison areas.

### 2.1.5. Amount of projected growth

Under the medium series population projections for Port Macquarie-Hastings, population growth between 2021-2031 is expected to be 8,526 people or an average of 853 each year. This is considerably less than total growth recorded between 2006-16 of 10,100 people, or an average of 1,010 each year.

In more recent years, growth in Port Macquarie-Hastings has been even higher at an average of almost 1,500 people each year between 2016-18.

While the high series projections indicate growth of almost 11,800 people between 2021-2031, or an average of 1,178 people each year, this is still well below levels of recent growth. However, this level of projected growth places Port Macquarie-Hastings second only to Newcastle among the selected areas considered in this report. Newcastle, which is of course a much larger population, is projected to grow by over 1,400 people each year in the decade to 2031 under the medium series projections. Tweed, while previously anticipated to have more growth than Port Macquarie-Hastings is projected to add around 700 people each year over the same period (**Table 5**).

*Table 5. Projected average annual population change (medium series), Port Macquarie-Hastings LGA and selected areas, 2021-2041*

| LGA | 2021-31 | 2021-41 |
|---|---|---|
| Coffs Harbour | 575 | 468 |
| Kempsey | -16 | -48 |
| Mid-Coast | 422 | 257 |
| Newcastle | 1,439 | 1,358 |
| Port Macquarie-Hastings | 853 | 704 |
| Tweed | 718 | 599 |

*Source: NSW 2019 Population Projections ASGS 2019, NSW Government (available at https://www.planning.nsw.gov.au/Research-and-Demography/Population-projections)*

### 2.1.6. Population changes at the local level

This section uses Census data to consider population changes for areas within Port Macquarie-Hastings. Small geographic areas have been aggregated into 16 larger precincts in accordance with Port Macquarie-Hastings Council datasets. These 16 areas are shown in **Figure 4**. The areas cover the whole LGA and reflect a mix of development types, ages of development and thus, the age structure of the resident population.

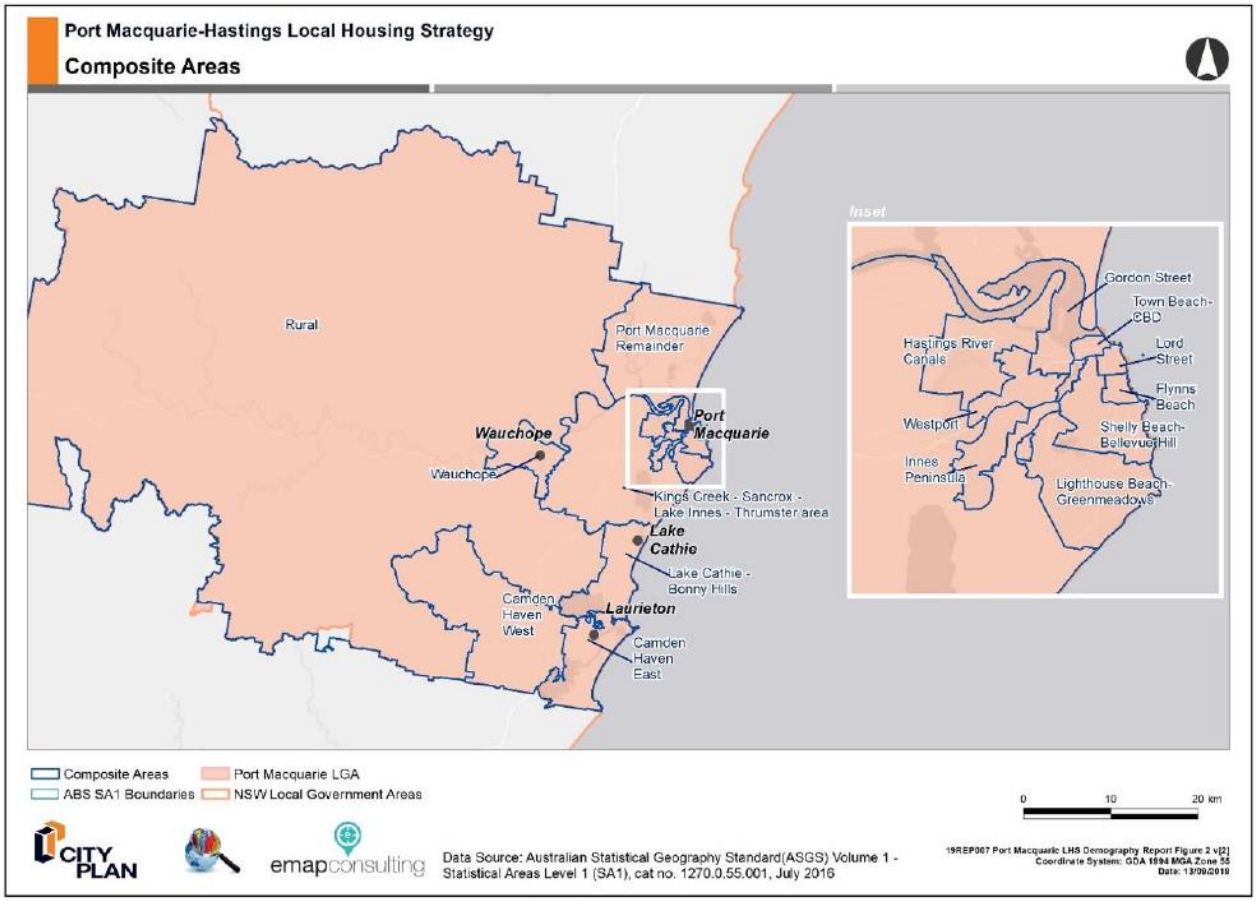



*Figure 4: Port Macquarie-Hastings LGA composite areas map*

### 2.1.7. Population size

The 16 areas can be broadly classified into four size categories based on their 2016 usual resident population:

- Large – Lighthouse Beach-Greenmeadows and Shelly Beach-Bellevue Hill;
- Medium large – Kings Creek-Sancrox-Lake Innes-Thrumster, Westport, Wauchope, Rural, Lake Cathie-Bonny Hills and Camden Haven East;
- Medium small – Innes Peninsula, Camden Haven West, Hastings River Canals, Gordon Street and Flynn's Beach; and
- Small – Lord Street, Town Beach – CBD and Port Macquarie Remainder.

### 2.1.8. Population growth

These 16 areas and their 2011 and 2016 usual resident populations are listed in **Table 6**. No earlier data is available on these statistical boundaries.

The largest amount of population growth occurred in the Kings Lake-Sancrox-Lake Innes-Thrumster area (increasing around 1,750 people over the five years to 2016), followed by Lighthouse Beach-Greenmeadows (around 1,300 people), Innes Peninsula and Camden Haven East (1,075 people each). With the exception of Innes Peninsula (Medium small), each of these large growth areas are in either the Large or Medium large classes.

The fastest growing areas relative to population size between 2011 and 2016 were Port Macquarie Remainder which takes in North Shore and Riverside (39%), Innes Peninsula (36%), King Creek - Sancrox - Lake Innes - Thrumster (29%), Town Beach - CBD (23%) and Camden Haven East (22%). Areas that have experienced little to no population growth over the same period have been the older established areas of Lord Street (0%), Gordon Street (2%), Flynns Beach (3%), Shelley Beach - Bellevue Hill (4%) and Rural areas of the LGA (4%), as shown in **Table 6.**

*Table 6. Usual resident population, Port Macquarie-Hastings composite areas, 2011 and 2016*

| Id Profile Composite Area | 2011 | 2016 | Change 2011-16 | % change 2011-16 |
|---|---|---|---|---|
| Camden Haven East | 4,872 | 5,944 | 1,072 | 22% |
| Camden Haven West | 3,002 | 3,377 | 375 | 12% |
| Flynns Beach | 2,074 | 2,142 | 68 | 3% |
| Gordon Street | 2,229 | 2,277 | 49 | 2% |
| Hastings River Canals | 2,435 | 2,753 | 318 | 13% |
| Innes Peninsula | 2,990 | 4,066 | 1,076 | 36% |
| Kings Creek-Sancrox-Lake Innes-Thrumster | 6,016 | 7,762 | 1,745 | 29% |
| Lake Cathie - Bonny Hills | 5,869 | 6,280 | 411 | 7% |
| Lighthouse Beach-Greenmeadows | 10,631 | 11,927 | 1,295 | 12% |
| Lord Street | 1,677 | 1,667 | -9 | 0% |
| Port Macquarie Remainder | 662 | 917 | 255 | 39% |
| Rural | 6,349 | 6,595 | 246 | 4% |
| Shelley Beach-Bellevue Hill | 10,767 | 11,224 | 457 | 4% |
| Town Beach - CBD | 868 | 1,068 | 200 | 23% |
| Wauchope | 6,724 | 7,284 | 560 | 8% |

| Id Profile Composite Area | 2011 | 2016 | Change 2011-16 | % change 2011-16 |
|---|---|---|---|---|
| Westport | 6,873 | 7,392 | 519 | 8% |
| Summed total | 74,038 | 82,675 | 8,637 | 12% |

*Source: ABS TableBuilder, accessed 30.8.19*

## 2.2. Population age

### 2.2.1. Age structure for Port Macquarie-Hastings

Port Macquarie-Hastings has an age structure very similar to its comparison LGAs. Except for Newcastle, which has an over-representation of young people probably associated with the university, people of different age groups occupy very similar shares of the population in Coffs Harbour, Kempsey, Mid-Coast and Tweed LGAs.

Age structure in Port Macquarie-Hastings compares to other areas as follows:

- Children aged 0-14 years, lower proportion than Coffs Harbour or Kempsey, similar to Tweed;
- Young people aged 15-19 years, similar to others;
- Young people aged between 20-39 years, low share similar to Mid-Coast;
- People aged 40-59 years, similar share to comparable areas;
- People aged 60-79 years, highest share of comparable areas;
- People aged 80 years and over, similar high share to Mid-Coast and Tweed.

This can be summarised as Port Macquarie-Hastings had a smaller share of the population in the young family age groups (20-39 years plus children 0-14 years) and a higher share of population aged 60 years and over (**Table 7).**

*Table 7. Broad age groups, Port Macquarie-Hastings LGA and selected areas, 2016*

| LGA | 0-14 years | | 15-19 years | | 20-39 years | | 40-59 years | | 60-79 years | | 80+ years | | Total | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | No. | % | No. | % | No. | % | No. | % | No. | % | No. | % | No. | % |
| Coffs Harbour (C) | 13,350 | 18.3% | 4,331 | 5.9% | 15,139 | 20.8% | 19,446 | 26.7% | 16,656 | 22.8% | 4,019 | 5.5% | 72,941 | 100.0% |
| Kempsey (A) | 4,962 | 17.2% | 1,651 | 5.7% | 5,340 | 18.5% | 7,636 | 26.5% | 7,633 | 26.4% | 1,643 | 5.7% | 28,865 | 100.0% |
| Mid-Coast (A) | 13,935 | 15.4% | 4,780 | 5.3% | 13,811 | 15.3% | 23,002 | 25.5% | 27,974 | 31.0% | 6,807 | 7.5% | 90,309 | 100.0% |
| Newcastle (C) | 26,201 | 16.9% | 8,901 | 5.7% | 47,553 | 30.6% | 39,566 | 25.5% | 25,712 | 16.5% | 7,481 | 4.8% | 155,414 | 100.0% |
| Port Macquarie-Hastings (A) | 13,100 | 16.7% | 4,438 | 5.7% | 13,344 | 17.0% | 20,303 | 25.9% | 21,456 | 27.3% | 5,897 | 7.5% | 78,538 | 100.0% |
| Tweed (A) | 15,327 | 16.8% | 4,989 | 5.5% | 16,913 | 18.5% | 24,365 | 26.7% | 22,935 | 25.1% | 6,856 | 7.5% | 91,385 | 100.0% |

*Source: ABS, TableBuilder, 2016 usual residents. Note: Totals quoted in this table are the sum of the individual age groups and so, differ from totals quoted elsewhere.*

### 2.2.2. Age structure change over time

At the time of the 2006 Census, the median age of Port Macquarie-Hastings residents was 45 years. Five years later at the 2011 Census, the median age had risen to 47 years, reaching 48 years by 2016. Movement in the median age, at which half the population is younger, and half the population is older gives an indication of whether the population is ageing or not. In this case, it is clear that the Port Macquarie-Hastings population is indeed ageing.

However, this population ageing is not unusual. In many of Australia's coastal regions, young people have left, while retirees have moved in and skewed the age structure older. This is most evident in changes in the median age in the Mid-Coast LGA. In contrast, the median age in Newcastle has been kept relatively low through the continued in-flows of the younger University student population.

**Table 8** also shows that in comparison to the other areas shown, the Port Macquarie-Hastings population is slightly older than that of Coffs Harbour, similar to the population of Kempsey and Tweed, but slightly younger than the Mid-Coast population.

*Table 8. Median age (in years), Port Macquarie-Hastings LGA and selected areas, 2006, 2011 and 2016*

| Year | Coffs Harbour | Kempsey | Mid-Coast | Newcastle | Port Macquarie-Hastings | Tweed |
|---|---|---|---|---|---|---|
| 2006 | 41 | 42 | 46 | 37 | 45 | 44 |
| 2011 | 42 | 45 | 49 | 37 | 47 | 45 |
| 2016 | 44 | 47 | 52 | 37 | 48 | 47 |

*Source: ABS, Time series profiles, extracted 30.8.19*

Another way to assess changes to the age structure over time is to consider how each age group has changed. While the total population of Port Macquarie-Hastings increased by 14.8% between 2006 and 2016, several age groups grew faster than this. These age groups included all five-year groups above age 50, plus the age groups 20-24 and 25-29 years. Only four age groups recorded a decline; 10-14 years and each five-year age group between 35 and 49 years.

### 2.2.3. Age structure at the local level

The largest numbers of each age group tend to be found in the areas with the largest populations. Thus, the two areas with the largest populations (Lighthouse Beach-Greenmeadows and Shelly Beach-Bellevue Hill) contained the largest numbers of children (0-14 years), young people (15-19 years), young family age (20-39 years), older family age (40-59 years), retiree-aged (60-79 years) and older persons (80 years and over) (**Table 9**).

*Table 9. Broad age groups, Usual resident population of Port Macquarie-Hastings composite areas, 2016*

| Id Profile Composite Area | 0-14 years | 15-19 years | 20-39 years | 40-59 years | 60-79 years | 80+ years | Total |
|---|---|---|---|---|---|---|---|
| Camden Haven East | 561 | 207 | 572 | 1,340 | 2,381 | 883 | 5,944 |
| Camden Haven West | 547 | 184 | 494 | 856 | 1,119 | 175 | 3,377 |
| Flynns Beach | 341 | 126 | 604 | 547 | 459 | 65 | 2,142 |
| Gordon Street | 188 | 78 | 483 | 526 | 666 | 337 | 2,277 |
| Hastings River Canals | 251 | 114 | 298 | 628 | 1,127 | 335 | 2,753 |
| Innes Peninsula | 904 | 271 | 968 | 986 | 782 | 155 | 4,066 |
| Kings Creek-Sancrox-Lake Innes-Thrumster | 1,693 | 541 | 1,617 | 2,083 | 1,603 | 224 | 7,762 |
| Lake Cathie - Bonny Hills | 1,060 | 413 | 850 | 1,805 | 1,889 | 263 | 6,280 |
| Lighthouse Beach-Greenmeadows | 2,135 | 718 | 1,805 | 3,126 | 3,144 | 999 | 11,927 |
| Lord Street | 183 | 79 | 381 | 420 | 494 | 109 | 1,667 |
| Port Macquarie Remainder | 120 | 56 | 145 | 299 | 269 | 28 | 917 |

| Id Profile Composite Area | 0-14 years | 15-19 years | 20-39 years | 40-59 years | 60-79 years | 80+ years | Total |
|---|---|---|---|---|---|---|---|
| Rural | 1,091 | 376 | 1,068 | 2,082 | 1,714 | 265 | 6,595 |
| Shelley Beach-Bellevue Hill | 2,171 | 704 | 2,125 | 2,994 | 2,492 | 739 | 11,224 |
| Town Beach - CBD | 77 | 36 | 218 | 275 | 381 | 81 | 1,068 |
| Wauchope | 1,490 | 449 | 1,423 | 1,715 | 1,673 | 534 | 7,284 |
| Westport | 1,144 | 379 | 1,285 | 1,602 | 2,126 | 856 | 7,392 |
| **Summed total** | **13,955** | **4,731** | **14,335** | **21,286** | **22,320** | **6,048** | **82,675** |

*Source: ABS, TableBuilder*

However, by considering the share of each age group in the population of the 16 composite areas, it is evident that different areas are either over- or under-represented by different age groupings (**Table 10**). For example, while young people aged between 20 and 39 years accounted for just over 17% of the Port Macquarie-Hastings population in 2016, they represented over 20% of the population in Flynns Beach, Innes Peninsula, Lord Street, Gordon Street, Kings Creek-Sancrox-Lake Innes-Thrumster and Town Beach-CBD. This was particularly apparent for people aged 25-29 years living in Flynns Beach (9.1%), where they accounted for twice as large a share compared with the LGA as a whole (4.2%).

*Table 10. Share of population in broad age groups, usual resident population, Port Macquarie-Hastings composite areas, 2016*

| Id Profile Composite Area | 0-14 years | 15-19 years | 20-39 years | 40-59 years | 60-79 years | 80+ years | Total |
|---|---|---|---|---|---|---|---|
| Camden Haven East | 9.4% | 3.5% | 9.6% | 22.5% | 40.1% | 14.9% | 100.0% |
| Camden Haven West | 16.2% | 5.5% | 14.6% | 25.4% | 33.1% | 5.2% | 100.0% |
| Flynns Beach | 15.9% | 5.9% | 28.2% | 25.5% | 21.4% | 3.0% | 100.0% |
| Gordon Street | 8.2% | 3.4% | 21.2% | 23.1% | 29.3% | 14.8% | 100.0% |
| Hastings River Canals | 9.1% | 4.1% | 10.8% | 22.8% | 40.9% | 12.2% | 100.0% |
| Innes Peninsula | 22.2% | 6.7% | 23.8% | 24.2% | 19.2% | 3.8% | 100.0% |
| Kings Creek-Sancrox-Lake Innes-Thrumster | 21.8% | 7.0% | 20.8% | 26.8% | 20.7% | 2.9% | 100.0% |
| Lake Cathie - Bonny Hills | 16.9% | 6.6% | 13.5% | 28.7% | 30.1% | 4.2% | 100.0% |
| Lighthouse Beach-Greenmeadows | 17.9% | 6.0% | 15.1% | 26.2% | 26.4% | 8.4% | 100.0% |
| Lord Street | 11.0% | 4.7% | 22.9% | 25.2% | 29.7% | 6.5% | 100.0% |
| Port Macquarie Remainder | 13.1% | 6.1% | 15.8% | 32.6% | 29.3% | 3.1% | 100.0% |
| Rural | 16.5% | 5.7% | 16.2% | 31.6% | 26.0% | 4.0% | 100.0% |
| Shelley Beach-Bellevue Hill | 19.3% | 6.3% | 18.9% | 26.7% | 22.2% | 6.6% | 100.0% |
| Town Beach - CBD | 7.2% | 3.4% | 20.4% | 25.7% | 35.7% | 7.6% | 100.0% |
| Wauchope | 20.5% | 6.2% | 19.5% | 23.5% | 23.0% | 7.3% | 100.0% |
| Westport | 15.5% | 5.1% | 17.4% | 21.7% | 28.8% | 11.6% | 100.0% |
| Summed total | 16.9% | 5.7% | 17.3% | 25.7% | 27.0% | 7.3% | 100.0% |

*Source: ABS, TableBuilder*

Of particular interest due to their specific housing needs is the concentration of older people in selected areas. Two broad age groups have been considered; those aged 60-79 years and those aged 80 years and over. The latter group is much more likely to be living in supported accommodation options or to require in-home care and support, so their patterns of distribution are important. However, the younger age group is also of interest in terms of indicating both the number and location of people who will in time, move into those age groups where they require additional assistance.

In Port Macquarie-Hastings, people aged between 60-79 years represented 27% of the total population but were found in higher concentrations in the following areas; Hasting River Canals (41%), Camden Haven East (40%), Town Beach-CBD (36%) and Camden Haven West (33%).

People aged 80 years or more represented 7% of the total Port Macquarie-Hastings population. Reflecting the current concentration of private and non-private housing options, this age group was over-represented in Camden Haven East (15%), Gordon Street (15%) and Hastings River Canals (12%). Over 57% of all Port Macquarie-Hastings residents who were aged 80 years or more lived in just four areas; Lighthouse Beach-Greenmeadows, Camden Haven East, Westport and Shelly Beach-Bellevue Hill.

### 2.2.4. Change in age structure at the local level

An assessment of change in broad age groups over time reflects population growth including from both births and in-migration, losses to the population from out-migration and death, and the progression of different size cohorts through the age structure. Thus, most of the increases in broad age groups can be seen to have occurred in the areas with the largest population growth over the same period (2011-16).

Kings Creek-Sancrox-Lake Innes-Thrumster and Lighthouse Beach-Greenmeadows recorded the largest population growth over the five-year period. The Kings Creek-Sancrox-Lake Innes-Thrumster area was the location of most growth in each of the broad age groups under 60 years of age. However, most growth among the 60-79 years and 80 years and over age groups was recorded in Lighthouse Beach-Greenmeadows. Other relatively large increases in the 80 years and over age group occurred in Camden Haven East (up 191 people) and Westport (up 161 people) over the five-year period (**Table 11**).

*Table 11. Population change in broad age groups, Port Macquarie-Hastings composite areas, 2011-2016*

| Id Profile Composite Area | 0-14 | 15-19 | 20-39 | 40-59 | 60-79 | 80+ | Total |
|---|---|---|---|---|---|---|---|
| Camden Haven East | 19 | 13 | 42 | 200 | 607 | 191 | 1,072 |
| Camden Haven West | -27 | 10 | 30 | 64 | 283 | 15 | 375 |
| Flynns Beach | -5 | -11 | -3 | -30 | 110 | 7 | 68 |
| Gordon Street | -29 | -22 | -8 | 15 | 92 | 0 | 49 |
| Hastings River Canals | -6 | 33 | 42 | 21 | 196 | 33 | 318 |
| Innes Peninsula | 171 | 105 | 278 | 251 | 199 | 72 | 1,076 |
| Kings Creek-Sancrox-Lake Innes-Thrumster | 356 | 146 | 502 | 299 | 364 | 79 | 1,745 |
| Lake Cathie - Bonny Hills | -187 | 39 | -73 | 75 | 515 | 42 | 411 |
| Lighthouse Beach-Greenmeadows | 47 | 3 | 182 | 153 | 559 | 351 | 1,295 |
| Lord Street | -34 | -3 | 14 | -13 | 55 | -28 | -9 |
| Port Macquarie Remainder | -13 | 16 | 18 | 100 | 125 | 9 | 255 |
| Rural | 8 | -87 | 116 | -162 | 264 | 107 | 246 |

| Id Profile Composite Area | 0-14 | 15-19 | 20-39 | 40-59 | 60-79 | 80+ | Total |
|---|---|---|---|---|---|---|---|
| Shelley Beach-Bellevue Hill | 89 | -4 | 89 | 83 | 250 | -49 | 457 |
| Town Beach - CBD | 40 | -7 | 12 | 18 | 122 | 15 | 200 |
| Wauchope | -8 | 42 | 47 | 137 | 255 | 87 | 560 |
| Westport | 80 | -30 | 29 | 33 | 246 | 161 | 519 |
| Summed total | 500 | 243 | 1,317 | 1,243 | 4,241 | 1,093 | 8,637 |

*(Source: ABS, TableBuilder)*

## 2.3. Dwelling requirements and future household growth

Based on the medium series projections, there are expected to be an additional almost 4,800 households in Port Macquarie-Hastings in the decade to 2031. These additional households, combined with new households formed in the existing population, will require just over 5,300 additional dwellings between 2021-31 or around 530 new dwellings each year.

High series population projections for the 2021-31 period are 38% higher than the medium series projections. If we apply this differential to the projected number of households, we can estimate that there would be an additional 6,600 dwellings over the decade to 2031 requiring around 7,300 new dwellings or 730 new dwellings each year if growth was to track closer to the high series projections.

Using the lower medium series projections, over the 25 years between 2016 and 2041, an additional almost 10,750 new households are projected to form in Port Macquarie-Hastings with an indicative requirement for around 11,950 additional dwellings or 480 new dwellings each year.

In part, more dwellings than households are required because the average household size is projected to continue declining. Between 2021 and 2031, average household size is projected to decline from 2.32 persons per household to 2.21, with a further decline to 2.15 persons per household by 2041.

In comparison, average household size in Coffs Harbour was slightly higher (at 2.42 in 2016) but is projected to record a similar decline in size over the projection period. Nonetheless, because the average household size in Coffs Harbour is slightly larger, a similar population increase requires fewer dwellings.

## 2.4. Household types and family composition

### 2.4.1. Household types and family composition for Port Macquarie-Hastings

With a relatively older population, it is not unexpected that Port Macquarie-Hastings has a large share of all dwellings occupied by couple only (31%) and lone person households (27%). However, it is important to note that an equally large share of dwellings continue to be occupied by couple with children and single parent households (totalling 32%).

In comparison with other areas reported here, Port Macquarie-Hastings had one of the largest share of all dwellings occupied by couple only households. MidCoast, which also has an older population, also had a high share of couple only households and a very large share of dwellings with lone person occupants. Newcastle had the largest share of lone person households, (which is interesting as there is not a large proportion of older people in the population).

The share of dwellings occupied by families with children (couple with children and single parent) was similar to other areas as was the share of group households (again, Newcastle had a higher share, but this can be attributed to the student population). Surprisingly, Port Macquarie-Hastings did not record a large share of visitor only households at the time of the 2016 Census (**Table 12**).

*Table 12. Family and household structure, Port Macquarie-Hastings LGA and selected areas, 2016*

| LGA | Couple only | Couple with children | Single parent family | Lone person | Group household | Visitors only household | Other non-classifiable household | Total |
|---|---|---|---|---|---|---|---|---|
| Coffs Harbour (C) | 27% | 24% | 12% | 25% | 4% | 3% | 5% | 100% |
| Kempsey (A) | 27% | 19% | 14% | 26% | 3% | 4% | 7% | 100% |
| Mid-Coast (A) | 32% | 19% | 11% | 28% | 3% | 2% | 5% | 100% |
| Newcastle (C) | 24% | 26% | 11% | 28% | 7% | 1% | 3% | 100% |
| Port Macquarie-Hastings (A) | 31% | 22% | 10% | 27% | 3% | 2% | 5% | 100% |
| Tweed (A) | 27% | 23% | 11% | 26% | 4% | 4% | 5% | 100% |

*Source: ABS, TableBuilder. Note: Source: ABS, TableBuilder. Note: This table reports shares of all dwellings, including Visitor only, Non classifiable dwellings.: 'Other non-classifiable household' refers to households where insufficient information was provided to allow classification into one of the defined types.*

The following section considers households in private dwellings, excluding visitor only households and non-classifiable households. Looking at family and households in private dwellings in more detail reveals that in Port Macquarie-Hastings LGA:

- one family households accounted for 98% of all family households;
- both couple families with no children households (33.5%) and lone person households (28.6%) outnumbered couple families with children households (23.1%);
- one and two person households (taken as lone person and couple family without children households) numbered over 19,000 households, representing almost twice the number of households with children (taken as couple families with children, one parent families and other families – 10,770 households).

### 2.4.2. Household types and family composition at the local level

The following analysis compares shares of private dwellings that were occupied by different household and family types in the composite areas of Port Macquarie-Hastings. Dwellings occupied by Visitor only households, Households where insufficient information was provided to classify them to a type, and households that were in non-private dwellings or were unoccupied were excluded.

Areas within Port Macquarie-Hastings that were over-represented with dwellings occupied by Couple only households are shown below. These shares compare to 33.3% of all dwellings across the composite areas within Port Macquarie-Hastings.

- Hastings River Canals – 43.2%;
- Camden Haven West – 38.6%;
- Lake Cathie-Bonny Hills – 38.3%; and
- Camden Haven East – 38.2%.

Areas over-represented with lone person households are shown below. These shares compare to 28.4% of dwellings across all the areas within Port Macquarie-Hastings.

- Gordon Street – 55.3%;
- Town Beach-CBD – 55.0%;
- Lord Street – 46.3%; and
- Flynn's Beach – 42.2%.

In contrast, areas with higher concentrations of Couple families with children, including single parent households are shown below. Across all the composite areas, the share of dwellings occupied by Couple families with children was 23.6%.

- Kings Creek-Sancrox-Lake Innes-Thrumster – 36.9%;
- Innes Peninsula – 34.3%;
- Lighthouse Beach-Greenmeadows – 30.2%; and
- Rural – 29.8%.

### 2.4.3. Young children in households and families

Note: the age of children is not coded at the geographic level required to prepare the composite areas. Therefore, this section uses the Statistical Area 2 level of geography, the lowest level at which the required data is coded.

At 2016, there were 8,472 children aged less than 10 years counted in the Port Macquarie-Hastings LGA. For the purposes of this analysis, the 66 children counted in non-private or unoccupied dwellings, the 308 children for whom there were insufficient details to allocate them to a household or family type, and the 45 children counted in visitor households were excluded. This left 8,053 children aged less than ten years.

More than three-quarters of these children (77%) were classified in Couple families with children, with the next largest group (21%) living in one parent families. Small numbers were counted in Couple families with no children and Lone person households. (As these are "as counted" data, it is possible that these children were visiting Grandparents or other relatives or friends.)

The largest shares of children aged less than 10 years and living in One parent families were found in Port Macquarie – West (26%) and Wauchope (25%).

### 2.4.4. Change in young children households over time

In 2006, 78% of children aged less than ten years lived in Couple families with children, while 22% lived in One parent families. (Note: in 2006, no children were coded to other family types.) By 2011, the share of young children living in One parent families had declined slightly to 21%, and remained steady at this level until 2016 (**Table 13**).

*Table 13. Children aged less than 10 years by main family type (proportion of children in all private dwellings), SA2s in Port Macquarie-Hastings LGA, 2006, 2011 and 2016*

| | 2006 | | 2011 | | 2016 | |
|---|---|---|---|---|---|---|
| | Couple family with children | One parent family | Couple family with children | One parent family | Couple family with children | One parent family |
| Laurieton - Bonny Hills | N/A | N/A | 77.1% | 21.0% | 77.6% | 19.1% |
| Port Macquarie - East | N/A | N/A | 80.5% | 18.7% | 79.5% | 18.8% |
| Port Macquarie - West | N/A | N/A | 72.9% | 25.9% | 72.1% | 25.5% |
| Port Macquarie Region | N/A | N/A | 77.3% | 22.7% | 83.3% | 12.9% |
| Wauchope | N/A | N/A | 74.6% | 22.3% | 73.8% | 24.8% |
| Total | 77.8% | 22.2% | 77.4% | 21.1% | 76.8% | 21.0% |

*Source: ABS, TableBuilder. N/A. - Not available on comparable geographical boundaries*

Port Macquarie-West had the largest share of young children living in One parent families in both 2011 and 2016, while Wauchope had the second largest share at both years. While around one in every four children aged less than 10 years lived in One parent families in Port Macquarie-West in both 2011 and 2016, the share of children in One parent families in Wauchope rose from just over 22% in 2011 to reach almost 25% by 2016.

### 2.4.5. Lone person households

The number of people counted in Lone person households in Port Macquarie-Hastings rose from around 7,750 people in 2006, to 9,500 people in 2016, an increase of 1,760 people or almost 23%.

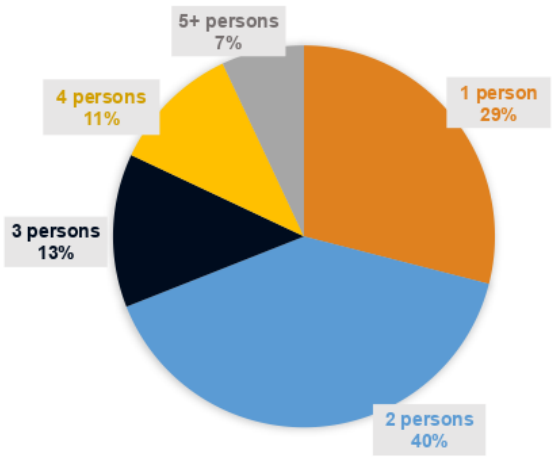
The majority of people counted in these Lone person households were older with 80% aged 50 years and over in 2016. The largest increases in lone person households in the decade to 2016, were all among age groups over 50 years. The largest increase was for people aged in their 60s and living in lone person households with just over 700 additional lone person households comprising a person aged in their 60s over the decade to 2016 in Port Macquarie-Hastings. There were also an additional 457 lone person households comprising people aged in their 70s, plus 375 extra lone person households of people aged 80 years or more in Port Macquarie-Hastings over the ten-year period.

There has been only minor variation in the age of people counted in Lone person households over the decade to 2016 with declining shares of Lone person households comprising people in their 20s, 30s and 40s, in favour of older people.

## 2.5. Household size

Across the Port Macquarie-Hastings LGA, two persons was the most common household size accounting for 40% of all households. The next most common size was one-person households (29%), followed by households with three people (13%) (**Figure 6**).

*Figure 5. Percent of all households by size, Port Macquarie-Hastings LGA, 2016*




*Source: ABS, TableBuilder Note: Percentages have excluded households not reporting size.*

Within Port Macquarie-Hastings, each separate area has been classified into one of the following groups:

- Predominantly two-person households, accompanied by larger households ('Group 1 larger household areas');
- Predominantly two-person households, accompanied by a lot of lone person households ('Group 2 two and one-person household areas'); or
- Predominantly one-person households, accompanied by a lot of two-person households ('Group 3 one and two-person household areas').

In most Group 1 areas, which typically have a predominance of two person or larger households, less than 5% were occupied by a lone person. In this group, Kings Creek-Sancrox-Innes Lake-Thrumster had the most extreme profile with only 2.5% of households occupied by a lone person, but over half of households (nearly 51%) occupied by two persons, and almost one-third of households (31.8%) comprising larger households of four or more persons (**Table 14**).

*Table 14. Group 1 areas comprised mainly of two-person or larger households, Port Macquarie-Hastings LGA composite areas, 2016*

| Id Profile Composite Area | One person | Two persons | Three persons | Four persons | Five persons or more |
|---|---|---|---|---|---|
| Innes Peninsula | 4.1% | 47.3% | 18.2% | 7.1% | 3.1% |
| Kings Creek-Sancrox-Innes Lake-Thrumster | 2.5% | 50.8% | 17.6% | 8.6% | 23.2% |
| Port Macquarie Remainder | 3.7% | 49.6% | 11.2% | 4.6% | 8.1% |
| Shelley Beach-Bellevue Hill | 3.9% | 44.1% | 13.1% | 5.8% | 30.8% |
| Westport | 5.2% | 39.8% | 8.4% | 3.2% | 33.0% |

*Source: ABS, TableBuilder*

Group 2 areas have a predominance of two and one-person household as shown in **Table 15**. All areas had more than 64% of households comprising one or two-person households. At Camden Haven East (nearly 84%) and Hasting River Canals (82%) more than eight out of every ten households were of a smaller size. It is no coincidence that these are the same areas to have more older residents. This group differs from Group 3 in having slightly larger shares of households comprising two persons than one person.

*Table 15. Areas comprised mainly of two and one-person households, Port Macquarie-Hastings LGA composite areas, 2016*

| Id Profile Composite Area | One person | Two persons | Total one & two person | Total other sizes |
|---|---|---|---|---|
| Hastings River Canals | 32.7% | 49.6% | 82.3% | 5.8% |
| Camden Haven East | 39.3% | 44.4% | 83.7% | 8.4% |
| Camden Haven West | 23.4% | 44.7% | 68.2% | 16.8% |
| Lake Cathie - Bonny Hills | 20.4% | 44.5% | 64.9% | 15.8% |
| Lighthouse Beach-Greenmeadows | 20.8% | 43.9% | 64.7% | 15.8% |
| Rural | 21.9% | 42.5% | 64.4% | 16.1% |
| Wauchope | 27.8% | 36.2% | 64.0% | 36.2% |

*Source: ABS, TableBuilder*

In Group 3 areas, that is areas comprising mainly one and two-person households, two areas (Gordon Street and Town Beach – CBD) had more than half of all households occupied by a lone person. Flynns Beach had the most unusual profile with a large proportion of one and two-person households but also an extremely large proportion of households comprising five or more persons (**Table 16**).

*Table 16. Areas comprised of mainly one and two-person households, Port Macquarie-Hastings LGA composite areas, 2016*

| Id Profile Composite Area | One person | Two persons | Three persons | Four persons | Five persons or more |
|---|---|---|---|---|---|
| Flynns Beach | 42.5% | 34.5% | 13.6% | 7.1% | 43.3% |
| Gordon Street | 55.3% | 34.2% | 6.3% | 2.6% | 15.5% |
| Lord Street | 46.9% | 38.5% | 9.5% | 3.8% | 0.0% |
| Town Beach - CBD | 54.2% | 36.9% | 6.6% | 1.4% | 0.0% |

*Source: ABS, TableBuilder*

## 2.6. Dwelling structure, bedrooms and tenure

### 2.6.1. Dwelling structure

The following analysis adds together some similar dwelling types to analyse groups of dwelling types:

- Separate houses are kept in an unchanged single group;
- A new group called 'Medium density' comprising:
  - semi-detached, row or terrace houses, townhouses in one, two or more storeys;
  - flats, units or apartments in one or two storey blocks,
  - flats or apartments attached to a house; and
  - houses or flats attached to a shop, office etc.
- A new group called 'High density' comprising:
  - Flats, units or apartments in a three, four or more storeys blocks.
- A new group called 'Others' comprising:
  - Caravans;
  - Cabins, houseboats;
  - Improvised homes, tents, sleepers out.

### 2.6.2. Dwelling structure for Port Macquarie-Hastings

Across the whole Port Macquarie-Hastings LGA, seven out of every ten private dwellings (71% or around 26,000 dwellings) were separate houses. Nearly two out of ten dwellings (19% or around 7,000 dwellings) were in the Medium density grouping, leaving the last one out of every ten dwellings (around 3,500 dwellings) being either High density or Other types of dwellings (**Table 17**).

*Table 17. Dwelling structure by broad category, Port Macquarie-Hastings LGA, 2016*

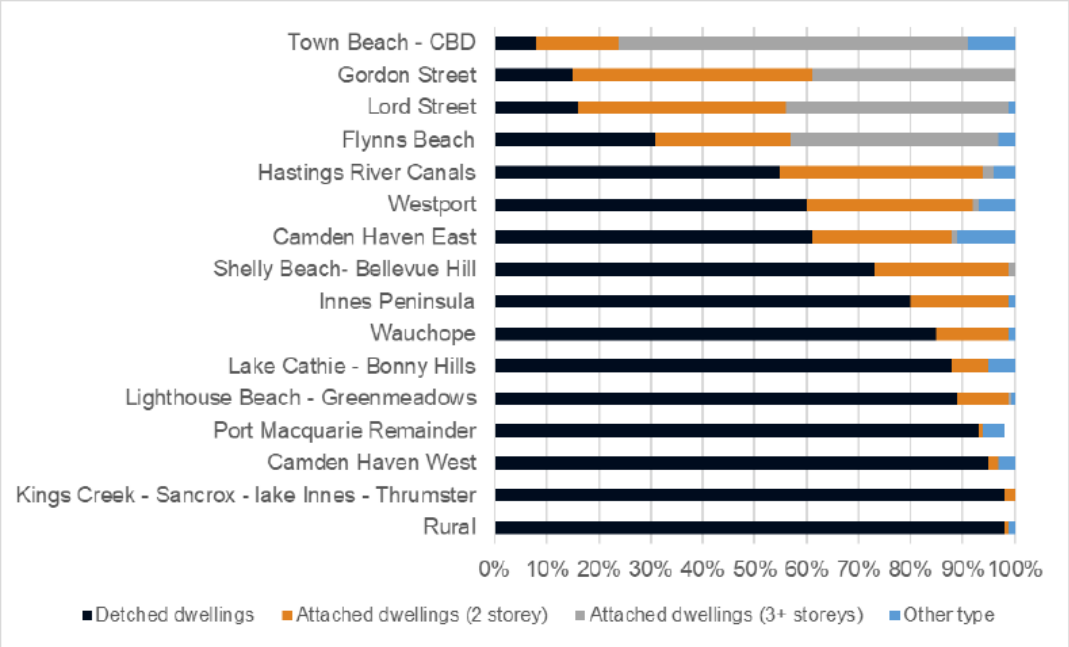
| Separate house | Medium density | High density | Others | Not stated | Not applicable | Total | Total less not stated, not applicable |
|---|---|---|---|---|---|---|---|
| 25,950 | 7,050 | 2,250 | 1,150 | 225 | 110 | 36,735 | 36,400 |
| 71% | 19% | 6% | 3% | N/A | N/A | N/A | 100% |

*Source: ABS, TableBuilder. 'Medium density' includes semi-detached, row or terrace houses, townhouses in one or two storeys; flats, units or apartments in one or two storey blocks, flats or apartments attached to a house; and houses or flats attached to a shop, office etc. 'High density' includes Flats, units or apartments in a three, four or more storeys blocks. 'Other' includes Caravans; Cabins, houseboats; and Improvised homes, tents, sleepers out. Private dwellings only included. Totals exclude not stated and non classifiable.*

### 2.6.3. Dwelling structure at the local level

Despite the predominance of detached dwellings across the whole of the LGA, the dwelling structure characteristics of each area vary. **Figure 6** illustrates that as of 2016, Port Macquarie-Hastings outer suburbs and rural areas offered limited housing diversity with over 80% detached dwellings. Many of Port Macquarie Hastings coastal and inner suburban areas including Hastings River Canals, Westport, Camden Haven East and Shelley Beach – Bellevue Hill offer more housing diversity in the form of medium density dwellings such as semi-detached or attached villas, townhouses as well as other types of housing such as caravans and cabins. While Port Macquarie's inner areas including Town Beach – CBD, Gordon Street, Lord Street and Flynns Beach provide a variety of housing types with a large proportion of units and apartments of three or more storeys, attached and semi-attached housing and a smaller proportion of detached dwellings.

*Figure 6. Dwelling structure by profile area in the Port Macquarie Hastings LGA (2016)*



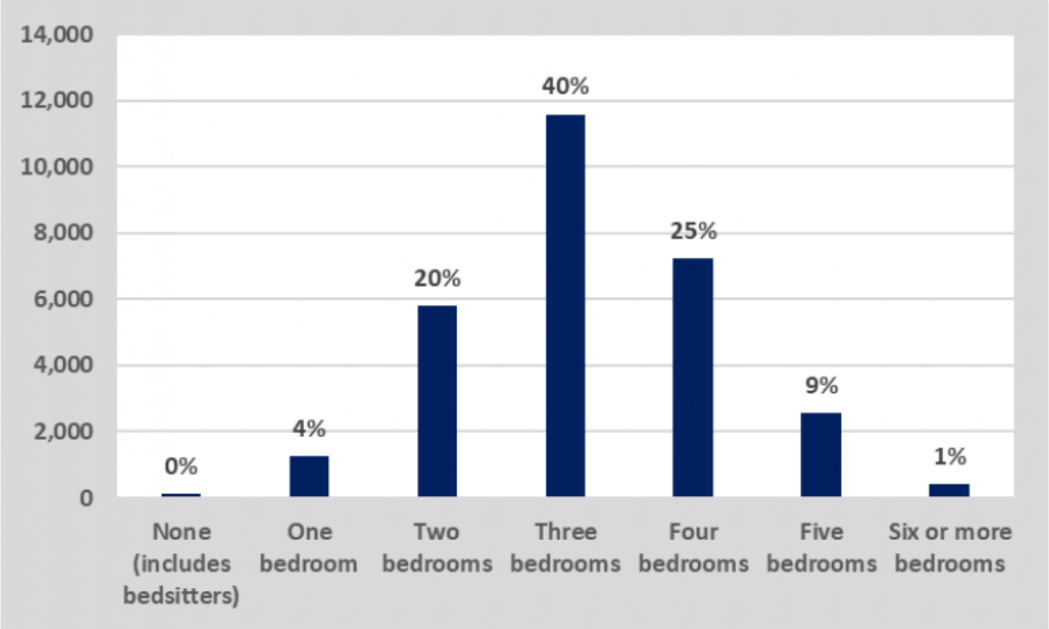

*Source: ABS Table Builder 2016 Census (Note: Private dwellings only, excludes dwellings where type of dwellings or number of bedrooms was not stated)*

### 2.6.4. Number of bedrooms

#### 2.6.4.1. Number of bedrooms in private dwellings for Port Macquarie-Hastings

Across Port Macquarie-Hastings, the most common number of bedrooms was three (found in 40% of all private dwellings where the number of bedrooms was stated), followed closely by four bedrooms (25% of dwellings) and then two bedrooms (20% of dwellings) (**Figure 7**).

*Figure 7. Dwellings by number of bedrooms (showing percent of all dwellings), Port Macquarie-Hastings LGA, 2016*




*Source: ABS, TableBuilder Note: Private dwellings only, excludes dwellings where type of dwelling or number of bedrooms was not stated.*

In total, just over one out of every three dwellings (35%) might be termed large, having four or more bedrooms. The locations with most larger dwellings, that is having four or more bedrooms, were Lighthouse Beach-Greenmeadows, and Kings Creek-Sancrox-Lake Innes-Thrumster. In contrast, the locations with the most dwellings with one or no bedrooms (that is bedsitters) were Camden Haven East and Gordon Street.

### 2.6.5. Number of bedrooms by type of dwelling for Port Macquarie-Hastings

Across Port Macquarie-Hastings, the type of dwelling that was most common for each bedroom number is shown in **Table 18** (the number of dwellings having the relevant number of bedrooms is shown in brackets). Unsurprisingly, caravans were the most common dwelling type recording no bedrooms (including bedsitters).

Medium density dwellings were the most common dwelling type to record one bedroom, with High density and Separate houses having approximately half as many dwellings with just one bedroom. Medium density was also the most common dwelling type with two bedrooms, just ahead of Separate houses. Separate houses were then the most common dwelling type with three, four, five and six or more bedrooms.

*Table 18. Private dwellings by number of bedrooms with the most common dwelling structure, Port Macquarie-Hastings LGA, 2016*

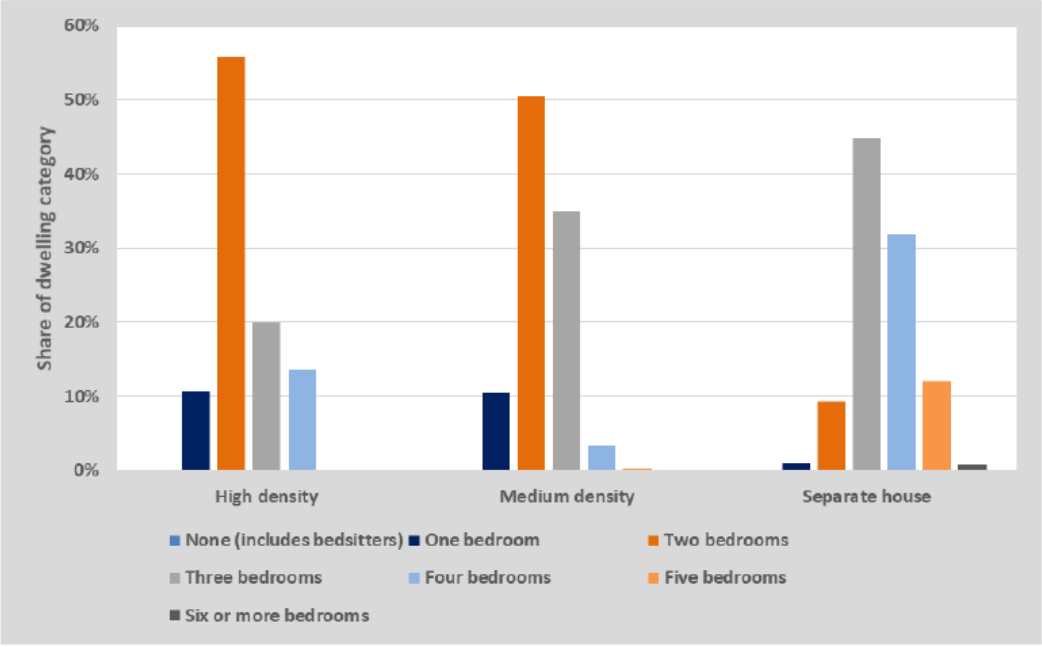
| None (includes bedsitters) | One bedroom | Two bedrooms | Three bedrooms | Four bedrooms | Five bedrooms | Six or more bedrooms |
|---|---|---|---|---|---|---|
| Caravan (80) | Medium density (460) | Medium density (2,217) | Separate house (9,501) | Separate house (6,751) | Separate house (2,536) | Separate house (192) |

*Source: ABS, TableBuilder Note: Private dwellings only, excludes dwellings where type of dwelling or number of bedrooms was not stated. Numbers of dwellings with the relevant number of bedrooms are shown in brackets.*

Another way to consider the size of the dwelling stock is to look at the profile, in terms of number of bedrooms, for each type of dwelling structure. For example, almost 56% of High density dwellings had two bedrooms, with the next largest category being three bedrooms (20%). In contrast, while the most common number of bedrooms for Medium density dwellings was also two (50%), the number of three-bedroom Medium density dwellings accounted for more than one-third of all Medium density dwellings (35%).

The profile for the largest component of dwelling stock Separate houses, shows that they were dominated by three bedrooms (45%), followed by four bedrooms (32%) and then five bedrooms (12%) (**Figure 8**).

*Figure 8. Dwelling structure by number of bedrooms, Port Macquarie-Hastings LGA, 2016*




*Source: ABS, TableBuilder Note: Private dwellings only, excludes dwellings where type of dwelling or number of bedrooms was not stated.*

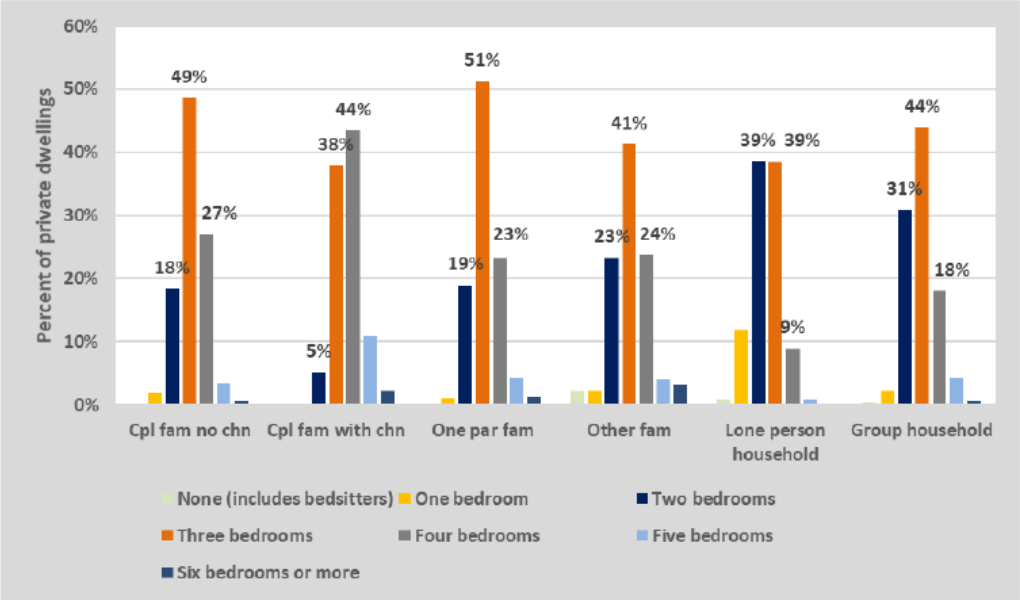
### 2.6.6. Number of bedrooms by household type

Dwellings with different numbers of bedrooms are utilised by different household types. Some households may prefer to have more bedrooms than they can afford, or are available in the dwelling they occupy.

For dwellings occupied by Couple families with children, the most common number of bedrooms is four (44% of all dwellings occupied by Couple families with children), followed by three bedrooms (38%). Interestingly, the most common number of bedrooms occupied by One parent families is three bedrooms, accounting for 51% of all dwellings occupied by One parent families.

Lone person households were evenly split between dwellings with two or three bedrooms (each accounting for 39% of all lone person dwellings). In contrast, Couple families without children lived in predominantly three bedroom dwellings (49%) with only 18% of dwellings occupied by Couple families with children having two bedrooms (**Figure 9).**

*Figure 9. Number of bedrooms in dwellings occupied by different household types, Port Macquarie-Hastings LGA, 2016*




*Source: ABS, TableBuilder Note: Private dwellings only, excludes dwellings where household type or number of bedrooms was not stated.*

### 2.6.7. Dwelling tenure in Port Macquarie-Hastings LGA

In Port Macquarie-Hastings in 2016, dwellings that were owned outright (43.6%) comprised the largest share of private dwellings where the type of tenure was reported. The share of dwellings that were owned with a mortgage (26.9%) was almost equal to the share being rented (26.7%). Only a very small number of dwellings (33) were reported as being purchased under a shared equity scheme, 245 dwellings were occupied rent-free, 427 dwellings were occupied under a life tenure arrangement, while 162 dwellings were classified under 'Other' tenure types.

In comparison with other LGAs, Port Macquarie-Hastings had a smaller share of dwellings owned outright than in Mid-Coast (47.8%) and Kempsey (45.0%). This is probably due to the slightly older population in Mid-Coast and the lower value of housing in Kempsey.

In contrast, the almost 27% of dwellings that were owned with a mortgage in Port Macquarie-Hastings was the second lowest share, after Mid-Coast (24.6%), of all the comparison LGAs reported here.

More than one-quarter (26.7%) of Port Macquarie-Hastings' private dwelling stock was being rented in 2016. This is equal to the share of Tweed's dwelling stock being rented but was below the higher shares in Newcastle (36%) and Coffs Harbour (almost 31%) (**Table 19**).

*Table 19. Tenure patterns, Port Macquarie-Hastings LGA and comparable areas, 2016*

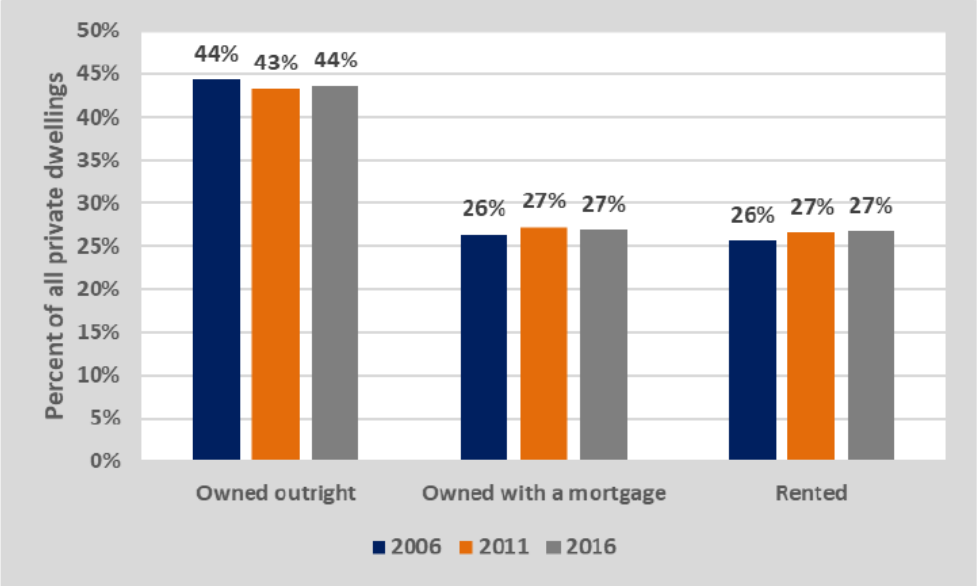
| LGA | Owned outright | Owned with a mortgage | Being purchased under a shared equity scheme | Rented | Being occupied rent-free | Being occupied under a life tenure scheme | Other tenure type | Total |
|---|---|---|---|---|---|---|---|---|
| Coffs Harbour (C) | 38.2% | 28.9% | 0.1% | 30.8% | 0.8% | 0.6% | 0.6% | 100.0% |
| Kempsey (A) | 45.0% | 27.2% | 0.1% | 25.8% | 1.3% | 0.1% | 0.6% | 100.0% |
| Mid-Coast (A) | 47.8% | 24.6% | 0.1% | 24.9% | 1.1% | 0.9% | 0.6% | 100.0% |
| Newcastle (C) | 30.7% | 32.0% | 0.1% | 35.9% | 0.6% | 0.4% | 0.4% | 100.0% |
| Port Macquarie-Hastings (A) | 43.6% | 26.9% | 0.1% | 26.7% | 0.8% | 1.4% | 0.5% | 100.0% |
| Tweed (A) | 42.3% | 28.6% | 0.1% | 26.8% | 0.9% | 0.8% | 0.6% | 100.0% |

*Source: ABS, TableBuilder Note: Private dwellings only, excludes dwellings where the tenure of the dwelling was not stated.*

### 2.6.8. Dwelling tenure changes over time

Reviewing dwelling tenure patterns in Port Macquarie-Hastings over the decade from 2006 to 2016, shows no change in the main tenure types. Dwellings that were owned outright have remained the largest component of tenure types accounting for 43%-44% over the decade. The share of dwellings that were owned with a mortgage or rented remained equal and hardly changed as a share of all tenure types (**Figure 10**).

*Figure 10. Patterns of tenure, Port Macquarie-Hastings LGA, 2006, 2011 and 2016*




*Source: ABS, TableBuilder Note: Private dwellings only, excludes dwellings where the tenure of the dwelling was not stated.*

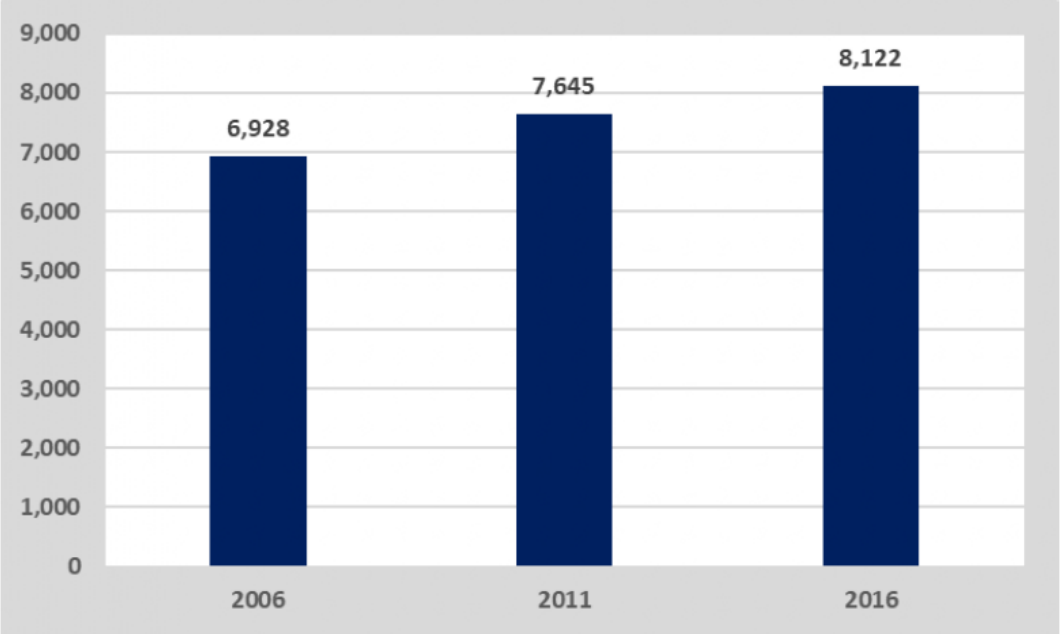
### 2.6.9. Changes to private rental stock

In Port Macquarie-Hastings, the number of private dwellings that were rented in 2016 was just over 8,100. This was an increase of 477 dwellings or just over 6% on the number of rented dwellings in 2011. However, this was a much smaller increase than that recorded between 2006-2011 when the number of dwellings being rented jumped by 717 or growth of over 10% (**Figure 11**).

In 2006, the share of all private dwellings where a tenure was stated, and that was rental dwelling stock was 25.7%. By 2011, this share had increased slightly to 26.5%, but then only a marginal increase was recorded to reach 26.7% of private dwellings in 2016.

Although the share of dwelling stock that was rented has increased slightly over the past decade, the pace of that increase was much slower over the last five years to 2016. If the number of rental dwellings had grown at the same rate as between 2006-2011, there would have been an additional 314 rented dwellings in Port Macquarie-Hastings in 2016.

*Figure 11. Number of private rental dwellings, Port Macquarie-Hastings LGA, 2006, 2011 and 2016*




*Source: ABS, TableBuilder Note: Private dwellings only, excludes dwellings where the tenure of the dwelling was not stated.*

### 2.6.10. Affordable rental dwelling stock

Using the rental bonds data from NSW Fair Trading, changes to the amount of affordable rental dwelling stock can be assessed. The following table shows the percent of affordable rental stock for various incomes at 2001, 2006, 2011, 2016 and 2017. For Port Macquarie-Hastings, there was a substantial decline in the share of affordable rental stock available for very low and low incomes over the 15 years to 2016. The percentage of affordable rental stock for moderate incomes also declined, but not as sharply.

For all income levels reported, there was a modest increase in the share of affordable rental stock between 2016 and 2017.

Reflecting strong growth pressures experienced along the NSW mid and far north coasts, the percent of affordable rental stock available for very low, low and moderate incomes has declined in all reported areas. Among the comparable areas, Kempsey has had a larger share of rental stock affordable for very low, low and moderate incomes when compared to Port Macquarie-Hastings. These higher shares have been maintained over the 16 years reported in **Table 20**. In contrast, while Coffs Harbour started with higher shares of affordable rental stock for very low and low incomes, over time the pattern has become very similar to that found in Port Macquarie-Hastings. This no doubt occurred as continuing population growth placed pressure on lower cost accommodation with some being removed from the rental market.

Tweed also started the reporting period with a similar profile of affordable rental stock but has recorded a sharp decline in all categories over the 16 years. By 2017, only 78% of affordable rental stock was available to Moderate income earners in Tweed, compared with 94% in Port Macquarie-Hastings. Newcastle is a different market with the large student population driving demand. Nonetheless, affordable rental stock has followed a similar pattern to other areas reported in **Table 20** with a substantial decline in the share of affordable rental stock over the 2001 to 2017 period.

*Table 20. Proportion of rental stock that is affordable, Port Macquarie-Hastings and comparable areas, 2001, 2006, 2011, 2016 and 2017*

| | 2001 | | | 2006 | | | 2011 | | | 2016 | | | 2017 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| LGA | Very Low Incomes | Low Incomes | Moderate Incomes | Very Low Incomes | Low Incomes | Moderate Incomes | Very Low Incomes | Low Incomes | Moderate Incomes | Very Low Incomes | Low Incomes | Moderate Incomes | Very Low Incomes | Low Incomes | Moderate Incomes |
| Coffs Harbour | 36.1 | 75.5 | 88.6 | 27 | 56.6 | 90.7 | 10.1 | 32.8 | 76.3 | 9.7 | 35.0 | 78.0 | 9.1 | 38.9 | 95.2 |
| Kempsey | 69.7 | 96.9 | 98.7 | 56 | 90.4 | 97.5 | 34.5 | 74.5 | 94.1 | 28.8 | 75.6 | 95.6 | 26.2 | 78.0 | 100.0 |
| Mid-Coast | | | | | | | | | | | | | 21.8 | 64.3 | 99.1 |
| Newcastle | 48.2 | 84.4 | 94.7 | 34 | 69.6 | 90.6 | 19.3 | 38.4 | 71.4 | 19.3 | 50.5 | 81.5 | 14.1 | 35.6 | 89.1 |
| Port Macquarie-Hastings | 28.8 | 71.3 | 97.2 | 27 | 59.5 | 90.4 | 14.9 | 39.3 | 83.8 | 9.3 | 36.7 | 84.2 | 11.1 | 41.6 | 93.9 |
| Tweed | 29.1 | 76.0 | 96.3 | 11 | 34.9 | 84.9 | 6.0 | 22.5 | 81.1 | 7.1 | 28.9 | 78.9 | 6.4 | 24.9 | 77.9 |

*Source: Rental Bonds data, NSW Fair Trading. Date Generated: 10 December 19*

### 2.6.11. Living in mobile homes or boarding houses

Over the decade to 2016, there were no people counted in boarding houses at the time of the Census. In contrast, there was an increasing number of dwellings located in Caravan/Residential Park/Campgrounds, Manufactured Home Estates and self-contained Retirement Villages over the same period. Of these categories, the number of dwellings in Retirement Villages has grown the most increasing from 1,281 dwellings in 2006, to number 2,238 dwellings in 2016, which equates to an increase of 957 dwellings or almost 75% over the decade (**Table 21**).

The number of dwellings located in Caravan/Residential Park/Campgrounds increased by 128 dwellings or around 14% over the decade to 2016. In contrast, the number of dwellings in Manufactured Home Estates reportedly declined from 430 in 2006, to only 56 dwellings in 2016.

While over 90% of dwellings were private dwellings not found in Caravan/Residential Park/Campgrounds; Manufactured Home Estates, Marinas or self-contained Retirement Villages, this share has been steadily declining over the past decade. In 2006 and 2011, 92% of private dwellings were located outside the specified categories but by 2016, this share had declined marginally to 91%. This is because slightly larger shares of dwellings in other locations rose as a share of all dwellings. The biggest increase was for dwellings in self-contained Retirement Villages, increasing from 4% of all private dwellings in 2006, to reach 6% by 2016.

*Table 21. Change in other types of dwellings in the Port Macquarie - Hastings LGA between 2006 and 2016*

| Year | Caravan/residential park or camping ground | Marina | Manufactured home estate | Retirement village (self-contained) | Other | Not applicable | Total |
|---|---|---|---|---|---|---|---|
| 2006 | 898 | 15 | 430 | 1,281 | 29,330 | 95 | 32,055 |
| 2011 | 1,012 | 12 | 627 | 1,141 | 31,234 | 100 | 34,121 |
| 2016 | 1,026 | 10 | 56 | 2,238 | 33,253 | 101 | 36,686 |

*Source: ABS, TableBuilder Note: Most private dwellings are found in the "Other" category. "Not applicable" includes mainly non-private dwellings*

## 2.7. Household income

### 2.7.1. Changing household incomes

Over the decade to 2016, median household incomes have risen. In Port Macquarie-Hastings, the median household weekly income in 2006 was $678, increasing to $838 in 2011 and reaching $1,043 by 2016.

In relation to the comparison areas used in this report, median household incomes in Port Macquarie-Hastings are broadly similar to those in Tweed, and above those in Kempsey and Mid-Coast. In contrast, median household incomes in Coffs Harbour were slightly higher than those in Port Macquarie-Hastings in 2006, remaining slightly higher by 2016.

Median household incomes in Newcastle and for NSW as a whole were also higher than those in Port Macquarie-Hastings at both the beginning of the period in 2006, and remaining higher in 2016 (**Table 22**).

*Table 22. Median total household income ($/week), Port Macquarie-Hastings and comparable areas, 2006, 2011 and 2016*

| LGA | 2006 ($) | 2011 ($) | 2016 ($) |
|---|---|---|---|
| Coffs Harbour | 702 | 900 | 1,104 |
| Kempsey | 617 | 758 | 896 |
| Mid-Coast | 627 | 761 | 890 |
| Newcastle | 886 | 1,164 | 1,366 |
| Port Macquarie-Hastings | 678 | 838 | 1,043 |
| Tweed | 679 | 842 | 1,056 |
| NSW | 1,039 | 1,233 | 1,482 |

*Source: ABS, Time Series Profiles*

It is worth noting that median household incomes across NSW rose by $443 over the decade to 2016. In comparison, the increase in median household incomes in Port Macquarie-Hastings was $365, just below the increase in Tweed ($377), below the increase in Coffs Harbour ($402) and well below the increase in Newcastle ($480).

### 2.7.2. Very low, low and moderate income earners

The following section uses data calculated by the Department of Planning and Environment based on Census data extracted from Table Builder. Very low income households are defined as households earning up to 50% of median household income; low income households as those earning 50-80% of the median, and moderate income households as those earning 80-120% of the median. The median used was the 2016 Regional NSW median annual household income of $60,740 as calculated by the ABS.

For households in Port Macquarie-Hastings in 2016, 26% or 7,408 households were classified as Very low income, 22% or 6,227 households as low income and 19% or 5,432 households were designated moderate income households. The remaining 33% or 9,197 households were classified as high income.

### 2.7.3. Household income by household type

In Port Macquarie-Hastings in 2016, 20% of family, lone person and group households (that reported their incomes) earned less than $500 per week. Close to 30% earned between $500-$1,999 per week, with another 30% earning between $2,000 and $2,999 per week. The remaining 20% earned $3,000 or more per week.

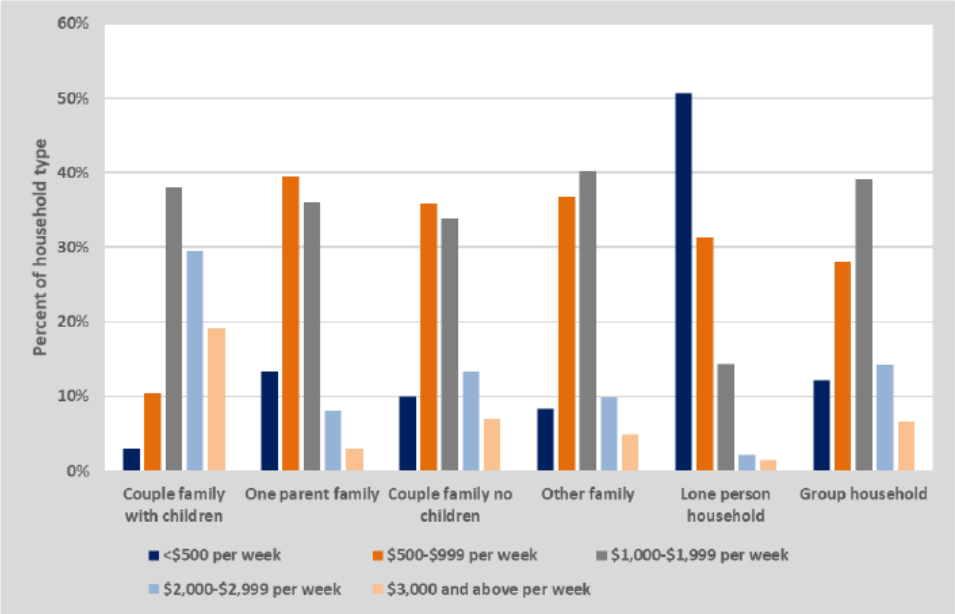
However, this pattern is very different when looking at different types of families and households (**Figure 12**). Couple family with children households have both parents potentially able to earn income, and in some cases children or other family members also contribute to household income. Thus, 49% of Couple family with children households earned $2,000 per week or more compared with just 21% of all households reporting incomes in Port Macquarie-Hastings. Only 13% of Couple family with children households reported household income of less than $1,000 per week, compared to 49% of all households in Port Macquarie-Hastings.

One parent family households were more likely to have lower household incomes with 53% earning less than $1,000 per week and a further 36% earning between $1,000-$1,999 per week. In contrast, Couple family with no children households were slightly less likely than One parent family households to be on lower household incomes (46% earned less than $1,000 per week).

Lone person households, dominated by older occupants with less potential for earning higher incomes, were concentrated in the lowest income category with 51% earning less than $500 per week. This compares to 20% of all households across Port Macquarie-Hastings. Only 3.6% of Lone person households earned higher incomes of $2,000 per week or more (compared with 21.4% of all households).

Finally, group households had a similar income distribution pattern to all households except by having a larger share (39%) earning between $1,000-$1,999 per week (compared to 30% of all households).

*Figure 12. Household income by household type, Port Macquarie-Hastings LGA, 2016*




*Source: ABS, TableBuilder Note: Visitor only, Other non-classifiable and Not applicable household types have been excluded. Percentages are calculated on households who reported their income.*

## 2.8. Housing stress

### 2.8.1. Rental stress

Data in the following section describing the rental stress status of very low, low and moderate income households was calculated by the Department of Family and Community Services using a definition of housing stress as households incurring housing costs above 30% of their Equivalised household income. Very low income is defined as below 50% of the Census median equivalised income. Low incomes are 50%-80% of the Census median equivalised income and moderate incomes is 80% - 120% of the Census median equivalised income. Households renting from State and Community Housing providers are excluded from counts of households in rental stress.

The share of the different low income household categories that were in rental stress are shown in **Table 23**. This clearly shows that the lower the household income, the much greater likelihood of being in rental stress. Ninety-five per cent of very low income households in Port Macquarie-Hastings in 2016 were identified as being in rental stress. This was a very similar share to very low income households

found in Coffs Harbour (94%), Newcastle (95%) and Tweed (95%), but above the shares found in Kempsey (84%) and Mid-Coast (90%).

*Table 23. Percent of low income categories of households paying more than 30% on rental costs, Port Macquarie-Hastings and comparable areas, 2016*

| LGA | % of Very Low Income Households in Rental Stress | % of Low Income Households in Rental Stress | % of Moderate Income Households in Rental Stress |
|---|---|---|---|
| Coffs Harbour | 94 | 66 | 24 |
| Kempsey | 84 | 53 | 14 |
| Mid-Coast | 90 | 58 | 16 |
| Newcastle | 95 | 73 | 33 |
| Port Macquarie-Hastings | 95 | 71 | 28 |
| Tweed | 95 | 75 | 33 |

*Source: NSW FACS website using ABS Census 2016: Special Tables. Note: Housing stress is defined as households incurring housing cost above 30% of their Equivalised household income. Very Low Incomes is below 50% of the Census Median Equivalised Income. Low Incomes is 50% - 80% of the Census Median Equivalised Income. Moderate Incomes is 80% - 120% of the Census Median Equivalised Income. Date Generated: 10 December 19*

Seventy-one percent of low income households in Port Macquarie-Hastings in 2016 were in rental stress. This was above the considerably lower shares in Kempsey (53%) and Mid-Coast (58%) and also above Coffs Harbour (66%). Both Newcastle (73%) and Tweed (75%) had higher shares of low income households in rental stress. This suggests there is a shortfall of not only the lowest cost rental housing for very low income households, but also rental options at a price point able to be met by low income households.

Rental stress among moderate income households followed a similar pattern. Just over one-quarter (28%) of moderate income households in Port Macquarie-Hastings in 2016 were deemed to be in rental stress. Much smaller shares of moderate income households in Kempsey (14%) and Mid-Coast (16%) were in rental stress with a similar, but slightly smaller share (24%) of moderate income households in Coffs Harbour in rental stress. Larger shares of moderate income households in Newcastle and Tweed (each 33%) were in rental stress.

### 2.8.2. Home purchase stress

Using the same definition of very low, low and moderate income households, the number who paid more than 30% of this income on mortgage costs has been calculated to derive the percent of each household income group that were in home purchase stress.

A similar relationship is evident in the data for low income households in home purchase stress (**Table 24).** Households on lower incomes were much more likely to be in home purchase stress than those households with somewhat higher household incomes. In Port Macquarie-Hastings in 2016, 68% of very low income households were in home purchase stress. This compares with 64% of very low income households in Coffs Harbour, and 69% in both Newcastle and Tweed. In contrast, a smaller share of 59% of very low income households in Kempsey and Mid-Coast were paying more than 30% of their household income on mortgage costs.

There was a similar pattern of home purchase stress among low income households across the comparable areas. The exception was that Coffs Harbour (40%) had a slightly larger proportion of low income households in home purchase stress than did Port Macquarie-Hastings (38%). For moderate income households, Port Macquarie-Hastings (22%) had the fourth lowest share experiencing home

purchase stress after Kempsey (17%), Mid-Coast (20%) and Coffs Harbour (21%). Tweed (27%) recorded the largest share of moderate income households experiencing home purchase stress in 2016.

*Table 24. Percent of low income categories of households paying more than 30% of income on mortgage costs, Port Macquarie-Hastings and comparable areas, 2016*

| LGA | % of Very Low Income Households in Home Purchase Stress | % of Low Income Households in Home Purchase Stress | % of Moderate Income Households in Home Purchase Stress |
|---|---|---|---|
| Coffs Harbour | 64 | 40 | 21 |
| Kempsey | 59 | 35 | 17 |
| Mid-Coast | 59 | 35 | 20 |
| Newcastle | 69 | 41 | 24 |
| Port Macquarie-Hastings | 68 | 38 | 22 |
| Tweed | 69 | 43 | 27 |

*Source: NSW FACS website using ABS Census 2016: Special Tables. Note: Housing stress is defined as households incurring housing cost above 30% of their Equivalised household income. Very Low Incomes is below 50% of the Census Median Equivalised Income. Low Incomes is 50% - 80% of the Census Median Equivalised Income. Moderate Incomes is 80% - 120% of the Census Median Equivalised Income. Date Generated: 10 December 19*

## 2.9. Employment and key workers

### 2.9.1. Occupational structure and changes over time

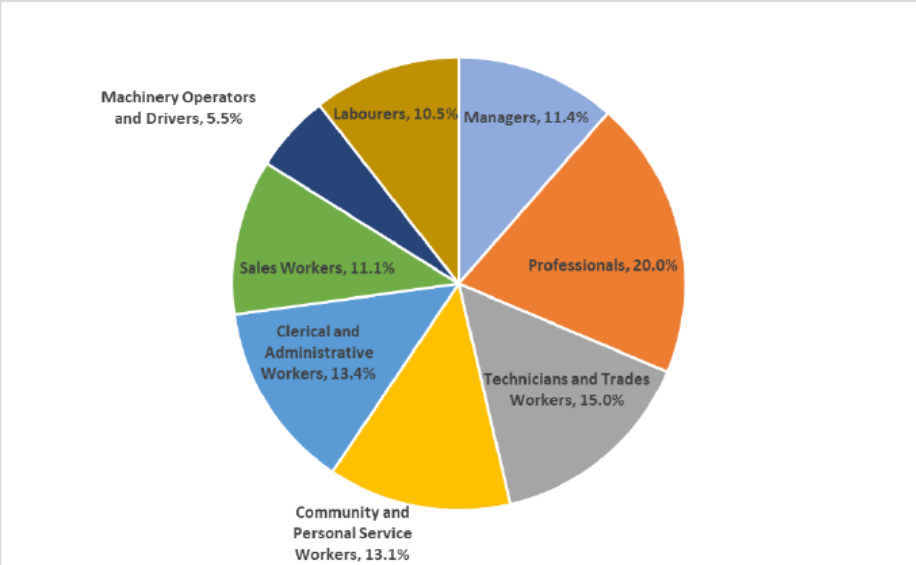
At the 2016 Census, there were 29,200 usual residents of Port Macquarie-Hastings LGA aged over 15 years and employed, who reported their occupation. The category with the largest number was Professionals with 5,827 people or 20% of residents reporting this occupation.

Next most numerous were Technicians and Trades Workers (15%), closely followed by Clerical and Administrative Workers (13.4%) and Community and Personal Service Workers (13.1%). Only just over 1,600 people reported their occupation as Machinery Operators and Drivers (accounting for 5.5% of those reporting their occupation) (**Figure 13).**

Over the decade to 2016, there were some changes in the occupational structure of Port Macquarie-Hastings. There were declines in the shares of the population aged 15 years or more who reported their occupation as Managers (down from 13% in 2006 to 11.4% in 2016), Clerical and Administrative Workers (down from 14.5% to 13.4%) and Sales Workers (down from 12.4% to 11.1%).

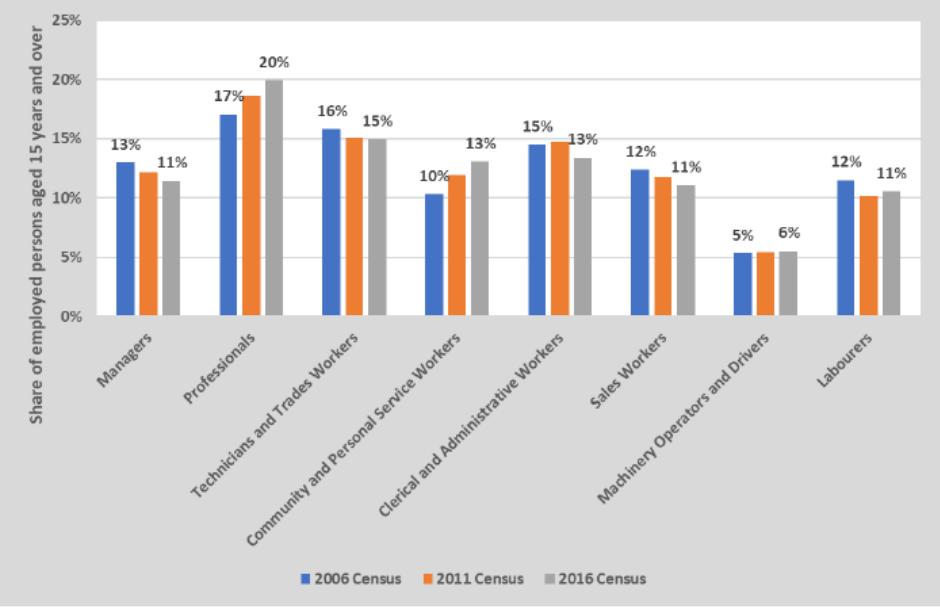
In contrast, there were increases in other categories, the most notable being for Professionals, which increased from 17.1% to 20.0% over the decade. There was also a sizeable increase in the share of employed residents occupied as Community and Personal Service Workers (up from 10% in 2006 to 13% in 2016) (**Figure 14**).

*Figure 13. Occupational structure, Port Macquarie-Hastings LGA, 2016*




*Source: ABS, Time Series Profiles Notes: Refers to Usual Residents, employed persons aged 15 years or more. Percentages are based on totals excluding those who did not provide sufficient information to classify their occupation.*

*Figure 14. Share of employed usual residents by main occupational category, Port Macquarie-Hastings LGA, 2006, 2011 and 2016*




*Source: ABS, Time Series Profiles Notes: Refers to Usual Residents, employed persons aged 15 years or more. Percentages are based on totals excluding those who did not provide sufficient information to classify their occupation.*

### 2.9.2. Key workers

Key workers such as police, emergency services workers, nurses and teachers are hidden within these broad occupational categories. Many can be found in the Community and Personal Service Workers category although some such as teachers, would be included as Professionals. Tables 25 and 26 below, show the number of people employed as Professionals, and Community and Personal Service Workers by detailed categories. The top 15 occupational categories for Professionals and the top 20 occupational categories for Personal and Community Service workers are shown.

The largest detailed category of Professionals was Registered Nurses with 973 usual residents of Port Macquarie-Hastings reporting this occupation in 2016. This was followed by Secondary School Teachers (637 people) and Primary School Teachers (498 people).

*Table 25. Number of employed usual residents, top 15 detailed categories of Professionals, Port Macquarie-Hastings LGA, 2016*

| Detailed occupational category | Number employed |
|---|---|
| Registered Nurses | 973 |
| Secondary School Teachers | 637 |
| Primary School Teachers | 498 |
| Accountants | 254 |
| General Practitioners and Resident Medical Officers | 181 |
| Vocational Education Teachers (Aus) / Polytechnic Teachers (NZ) | 115 |
| Civil Engineering Professionals | 114 |
| Welfare, Recreation and Community Arts Workers | 97 |
| Human Resource Professionals | 95 |
| Private Tutors and Teachers | 95 |
| Management and Organisation Analysts | 91 |
| Early Childhood (Pre-primary School) Teachers | 91 |
| Solicitors | 86 |
| Special Education Teachers | 82 |
| Nurse Managers | 77 |

*Source: ABS, Table Builder Notes: Refers to Usual Residents, employed persons aged 15 years or more. Only the top 15 categories are shown.*

For Community and Personal Service Workers, the top detailed category of employed usual residents of Port Macquarie-Hastings was Nursing Support and Personal Care Workers (439 people), followed by Child Carers (410 people), Bar Attendants and Baristas (361 people).

Some key worker occupations such as Fire and Emergency Workers (50 people) and Ambulance Officers and Paramedics (45 people) rank well down the list (the first 20 categories are shown in order to include these key workers).

*Table 26. Number of employed usual residents, top 20 detailed categories of Community and Personal Service Workers, Port Macquarie-Hastings LGA, 2016*

| Detailed occupational category | Number employed |
|---|---|
| Nursing Support and Personal Care Workers | 439 |
| Child Carers | 410 |
| Bar Attendants and Baristas | 361 |
| Waiters | 299 |
| Education Aides | 254 |
| Police | 149 |
| Welfare Support Workers | 143 |
| Enrolled and Mothercraft Nurses | 118 |
| Sports Coaches, Instructors and Officials | 103 |
| Cafe Workers | 99 |
| Beauty Therapists | 99 |
| Dental Assistants | 88 |
| Security Officers and Guards | 74 |
| Fitness Instructors | 68 |
| Prison Officers | 66 |
| Tourism and Travel Advisers | 57 |
| Massage Therapists | 54 |
| Fire and Emergency Workers | 50 |
| Ambulance Officers and Paramedics | 45 |

*Source: ABS, Table Builder Notes: Refers to Usual Residents, employed persons aged 15 years or more. Only the top 20 categories are shown.*

### 2.9.3. Non-resident key workers

One way of determining whether these key workers are unable to find housing in the Port Macquarie-Hastings area, is to look at their usual residence. If they are usually resident outside of the Port Macquarie-Hastings LGA, they may be priced out or unable to afford suitable accommodation. However, it is important to note that some workers may make a conscious decision to live outside the LGA where they work. This might be for lifestyle or other reasons.

The top five detailed Professional occupational categories with people who worked in Port Macquarie-Hastings but lived outside the area are shown in **Table 27**. (Only a small number of categories are shown as randomisation processes undertaken by ABS to ensure confidentiality and privacy of individuals have influenced the small numbers in these detailed categories.)

This shows that 44 people working as Registered Nurses in Port Macquarie-Hastings, were usually resident elsewhere. In addition, 32 Secondary School Teachers and 23 General Practitioners and Resident Medical Officers also lived outside Port Macquarie-Hastings while working there at the time of the 2016 Census.

Further analysis reveals that for the Registered Nurses working in Port Macquarie-Hastings, 23 were usually resident in Kempsey Shire and 15 in Mid-Coast. For Secondary School Teachers working in Port Macquarie-Hastings, 15 were usually resident in Mid-Coast and 10 in Kempsey Shire.

*Table 27. Number of professionals employed in Port Macquarie-Hastings LGA but usually resident elsewhere, top 5 detailed occupational categories, 2016*

| Detailed occupational category | Number employed |
|---|---|
| Registered Nurses | 44 |
| Secondary School Teachers | 32 |
| General Practitioners and Resident Medical Officers | 23 |
| Vocational Education Teachers (Aus) / Polytechnic Teachers (NZ) | 17 |
| Civil Engineering Professionals | 14 |

*Source: ABS, Table Builder Notes: Refers to employed persons aged 15 years or more. Only the top 5 categories are shown.*

For those employed in the Community and Personal Workers sector in Port Macquarie-Hastings, there were 25 Aged and Disabled Carers who were usually resident elsewhere (mostly Mid-Coast) (**Table 28**). In addition, 21 Nursing Support and Personal Care Workers and 13 Welfare Support Workers usually lived outside of Port Macquarie-Hastings. These workers were evenly distributed between Mid-Coast and Kempsey Shire.

*Table 28: Number of Community and Personal Service Workers employed in Port Macquarie-Hastings LA but usually resident elsewhere, top 5 detailed occupational categories, 2016*

| Detailed occupational category | Number employed |
|---|---|
| Aged and Disabled Carers | 25 |
| Nursing Support and Personal Care Workers | 21 |
| Welfare Support Workers | 13 |
| Bar Attendants and Baristas | 10 |
| Waiters | 10 |

*Source: ABS, Table Builder Notes: Refers to employed persons aged 15 years or more. Only the top 5 categories are shown.*

## 2.10. Industries of employment

The industry of employment with the most workers in Port Macquarie-Hastings in 2016 was Health Care and Social Assistance (5,196 workers), followed by Retail Trade (3,426 workers) and Construction (3,154 workers). More than four out of every ten persons employed in Port Macquarie-Hastings worked in these industries (**Table 29**).

Education and Training (2,820 workers) and Public Administration and Safety (1,618 workers) were ranked fourth and sixth respectively. Professional, Scientific and Technical Services ranked well down the list with 1,235 workers.

As noted previously, Registered Nurses, Secondary School Teachers and Aged and Disabled Carers are some of the occupations that have the largest number of non-resident workers that might be considered key workers.

*Table 29: Number of employed persons by industry of employment, Port Macquarie-Hastings LGA, 2016*

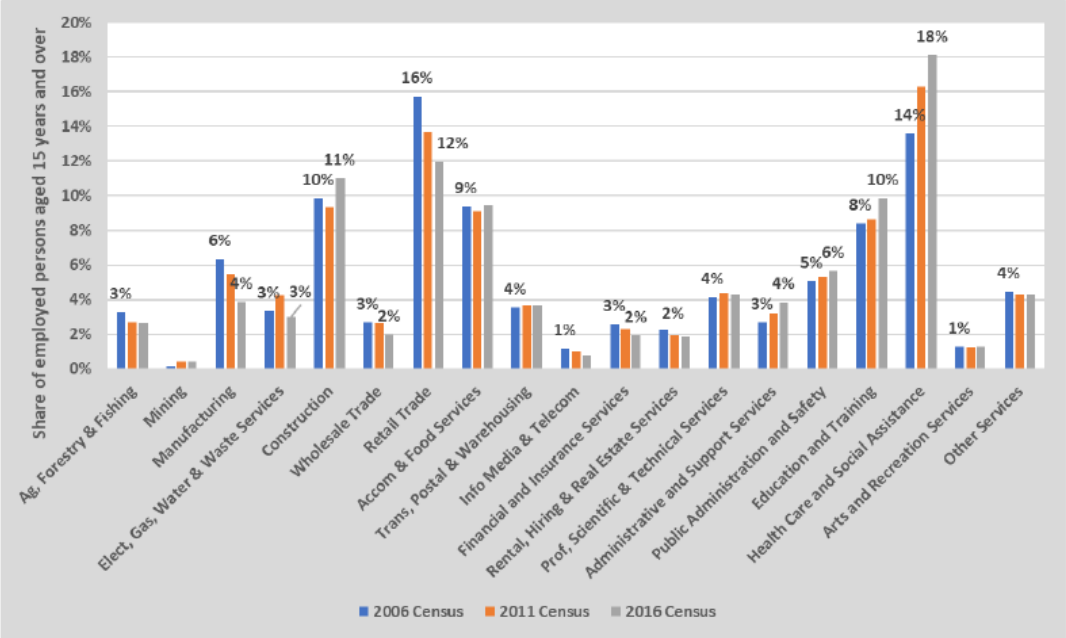
| Industry of employment | Number employed | Share |
|---|---|---|
| Health Care and Social Assistance | 5,196 | 18.1% |
| Retail Trade | 3,426 | 12.0% |
| Construction | 3,154 | 11.0% |
| Education and Training | 2,820 | 9.8% |
| Accommodation and Food Services | 2,699 | 9.4% |
| Public Administration and Safety | 1,618 | 5.6% |
| Other Services | 1,236 | 4.3% |
| Professional, Scientific and Technical Services | 1,235 | 4.3% |
| Manufacturing | 1,111 | 3.9% |
| Administrative and Support Services | 1,101 | 3.8% |
| Transport, Postal and Warehousing | 1,052 | 3.7% |
| Electricity, Gas, Water and Waste Services | 869 | 3.0% |
| Agriculture, Forestry and Fishing | 755 | 2.6% |
| Wholesale Trade | 570 | 2.0% |
| Financial and Insurance Services | 559 | 2.0% |
| Rental, Hiring and Real Estate Services | 543 | 1.9% |
| Arts and Recreation Services | 365 | 1.3% |
| Information Media and Telecommunications | 224 | 0.8% |
| Mining | 129 | 0.5% |
| Total | 28,662 | 100.0% |

*Source: ABS, Table Builder Notes: Refers to employed persons aged 15 years or more. The total reported excludes Inadequately described and Not stated. This total is used to calculate the percentages.*

### 2.10.1. Changes in industries of employment

Over the decade to 2016, the number of workers in the Health Care and Social Assistance industry increased from 14%, to reach 18% of employed residents. The only other industry of employment to record a notable increase was Education and Training, up from 8% in 2006, to 10% of employed persons by 2016 (**Figure 15**).

*Figure 15. Share of employed persons by industry of employment, Port Macquarie-Hastings LGA, 2006, 2011 and 2016*




*Source: ABS, Time Series Profile Notes: Refers to employed persons aged 15 years or more. Percentages are based on a total excluding Inadequately Described and Not Stated.*

### 2.10.2. Changes to the unemployment rate over time

Over the decade to 2016, there was an increase in the number of people in the labour force but the number who were unemployed and looking for work declined. From 2,324 usual residents of Port Macquarie-Hastings who were unemployed in 2006, the number of unemployed people declined to 2,151 people by 2016. The 2016 number was up slightly on the number who were unemployed in 2011, after a big drop between 2006 and 2011.

However, the experience differed for males compared with females. There was a drop in the number of unemployed males between 2006-2011, but that number remained essentially the same in 2016. In contrast, the number of unemployed females also dropped between 2006-2011, but then increased by 103 people in the following five years (**Table 30**).

*Table 30: Unemployed persons by age and sex, Port Macquarie-Hastings LGA, 2006, 2011 and 2016*

| Employment status | 2006 | | | 2011 | | | 2016 | | |
|---|---|---|---|---|---|---|---|---|---|
| | Males | Females | Persons | Males | Females | Persons | Males | Females | Persons |
| Unemployed, looking for work | 1,309 | 1,018 | 2,324 | 1,158 | 886 | 2,049 | 1,159 | 989 | 2,151 |
| Total labour force | 14,350 | 13,082 | 27,433 | 15,163 | 14,508 | 29,674 | 15,999 | 15,800 | 31,799 |
| % Unemployment | 9.1 | 7.8 | 8.5 | 7.6 | 6.1 | 6.9 | 7.2 | 6.3 | 6.8 |

*Source: ABS, Time Series Profile Notes: Refers to employed persons aged 15 years or more.*

Converting the share of the total labour force who were unemployed and looking for work to a percentage enables comparison across the different time periods. From 8.5% in 2006, the percent unemployment dropped to 6.9% in 2011 and 6.8% in 2016. Males recorded a steady decline, while females recorded a decline in the percent unemployed between 2006-2011, but then a modest increase over the five years to 2016.

This decline in unemployment coincided with increase in jobs for Professionals, and Community and Personal Service Workers and the allied growth in the Health Care and Social Assistance, and Education and Training industries.

There is no information available from the Census on seasonal fluctuations in employment, or structural unemployment.

## 2.11. Average and median travel to work distances

For employed persons aged 15 years or more, the distance travelled to work is available in ranges. This shows that for workers in Port Macquarie-Hastings in 2016, just over 13% travelled 30 kilometres or more to work. This amounted to just over 3,700 people travelling at least 30 kilometres each way to arrive at and return home from work.

This share of workers travelling longer distances to work, places Port Macquarie-Hastings in the middle of the comparable areas reported here. In comparison, a much smaller share of workers in Newcastle travelled such distances (only just over 9%), with 11% of workers in Coffs Harbour in the same category. In contrast, over 20% or more than one in every five workers in Tweed (21%) and Kempsey (21%) travelled 30 kilometres or more to work.

Reflecting the significance of agricultural jobs, both Kempsey (9%) and Tweed (10%) also had relatively large shares of workers travelling no distance, that is, they worked at home. These are likely to be predominantly farmers or those pursuing agricultural pursuits from home, although telecommuters and workers in other industries are also included.

For Port Macquarie-Hastings, and also Coffs Harbour, Kempsey and Newcastle, the median distance travelled to work was in the 2.5 kilometre to less than 10 kilometre category. This meant that most workers travelled between 2.5-10 kilometres to work. Only Tweed had a higher median range of between 10-30 kilometres.

*Table 31. Distance travelled to work, Port Macquarie-Hastings LGA and comparable areas, 2016*

| LGA | Nil distance | Over 0 km to less than 2.5 km | 2.5 km to less than 10 km | 10 km to less than 30 km | 30 km and over |
|---|---|---|---|---|---|
| Coffs Harbour (C) | 8.1% | 12.9% | 40.6% | 27.4% | 11.0% |
| Kempsey (A) | 9.3% | 15.6% | 27.9% | 25.8% | 21.3% |
| Newcastle (C) | 5.0% | 14.1% | 46.7% | 24.7% | 9.4% |
| Port Macquarie-Hastings (A) | 8.9% | 12.8% | 43.7% | 21.3% | 13.3% |
| Tweed (A) | 9.6% | 10.3% | 28.8% | 30.4% | 20.9% |

*Source: ABS, Time Series Profile Notes: Refers to employed persons aged 15 years or more.*

# 3. HOUSING DEMAND

## 3.1. New South Wales Government's projected future dwelling requirements

### 3.1.1. Current projected future dwelling requirements

The NSW Government's 2019 medium series projections indicate future population growth that is lower than that actually recorded over recent years. Between 2021-2031, medium series projections indicate annual population growth of around 850 people each year. This is 22% lower than annual growth recorded over the ten-year period between 2006-2016 (1,010 people each year), and 42% lower than annual growth over the three years 2016-2019.

Based on these 2019 medium series projections, estimate the demand for 11,950 new dwellings between 2016 and 2041 to meet estimated growth, this is around 480 new dwellings each year.

Demand is expected to vary year on year. Higher levels of growth are projected over the first 10 years of this strategy leading to a higher level of demand for 530 new dwellings each year between 2021 and 2031. Growth is expected to slow between 2031 and 2041 due to an aging population leading to a lower level of demand for 380 new dwellings each year between 2031 and 2041.

### 3.1.2. Lower or higher growth than current projections suggest

Without properly modelling future demographic change and the indicative number of dwellings that might be required, only broad assumptions can be applied. Nonetheless, this simplistic approach permits a broad exploration of the extent of over- or under-estimating future population growth on the number of additional dwellings that would be required.

If we assume that the medium series projections under-estimate future growth by a modest 10%, the number of new dwellings required between 2021-2031 becomes around 5,845 or 585 additional dwellings each year (by adding 10% more dwellings to the medium series projected number of additional dwellings). Several other sensitivity analyses, including one exploring a lower amount of growth are reported in **Table 32** and compared with the number of additional dwellings required under the 2019 medium series projections.

*Table 32. Indicative dwelling requirements under various future growth scenarios, Port Macquarie-Hastings LGA, 2021-2031*

| Scenario (percentage decrease or increase relative to 2019 medium projections) | Average annual population growth (2021-2031) | Indicative average annual dwellings required (2021-2031) | Total dwellings required (2021-2031) |
|---|---|---|---|
| 10% decrease | 768 | 478 | 4,782 |
| 2019 medium projections | 853 | 531 | 5,313 |
| 10% increase | 938 | 584 | 5,844 |
| 15% increase | 981 | 611 | 6,110 |
| 20% increase | 1,024 | 637 | 6,376 |
| 25% increase | 1,066 | 664 | 6,641 |

If future growth is much stronger than that reflected in the current projections, for example similar to population growth recorded in Port Macquarie-Hastings over the three years to 2019, then many more dwellings would be required. However, it would be unusual to expect a continuation of that substantial growth over an extended period without accompanying economic drivers such as new business and job creation activities, extensive new infrastructure development (for example, a university, hospital or major road network expansion). Additionally, recent economic shocks could cause a slowdown in growth and result in a lower requirement for new dwellings. For that reason, continued monitoring of population growth and especially housing market indicators is warranted.

## 3.2. Changes to median dwelling rent and sales prices

### 3.2.1. Median rents

The Department of Communities and Justice publish statistics on rental bonds lodged and held. Due to a methodology change, data for Port Macquarie-Hastings LGA is only available back to the September quarter 2017.

This data shows that for all dwelling types, the median weekly rent has not changed since the September quarter 2017, and the latest data for the June quarter 2019 (**Table 33**). The most notable change evident in the data is the increase in median weekly rents for Flat/units, increasing from $295 each week in the September quarter 2017, to reach $320 each week by the June quarter 2019.

*Table 33. Median weekly rents, Port Macquarie-Hastings LGA, quarters ending September 2017, June 2018 and June 2019*

| Dwelling type | September 2017 | June 2018 | June 2019 |
|---|---|---|---|
| Flat/unit | $295 | $308 | $320 |
| House | $430 | $430 | $420 |
| Townhouse | $380 | $368 | $380 |
| Other | $355 | $360 | $370 |
| Total | $380 | $378 | $380 |

*Source: Rent report dashboard, NSW Department of Communities and Justice*

See also Section 2.8.1 on changing rental costs as reported in the 2016 Census of Population and Housing.

### 3.2.2. Median sales prices

The latest data on median sales prices is for the March quarter of 2019. This data shows that with 286 sales in the quarter in Port Macquarie-Hastings LGA, the median sales price was $525,000. (The only disaggregation available is for strata and non-strata properties.)

The earliest available data for comparison is from the quarter ending June 2017. In that quarter in Port Macquarie-Hastings, there were 444 sales resulting in a median sales price of $599,000.

See also Section 2.8.3 on changing mortgage costs as reported in the 2016 Census of Population and Housing.

## 3.3. Social housing waiting times

The number of households on the waiting list for social housing and estimated waiting times can provide an indication of demand from those households most in need. As of November 2020, there were around

1,050 households in Port Macquarie-Hastings on the waiting list for social housing, as shown in **Table 34**. The highest demand was for the Port Macquarie area.

*Table 34. Social housing waiting list in Port Macquarie-Hastings (Nov 2020)*

| Dwelling size | Port Macquarie | Wauchope | Laurieton |
|---|---|---|---|
| Studio / 1 bedroom | 560 | 45 | 25 |
| 2 bedroom | 210 | 25 | 9 |
| 3 bedroom | 80 | 10 | 0 |
| 4+ bedroom | 50 | 12 | 0 |
| TOTAL | 920 | 95 | 35 |

*(Source: NSW Department of Communities and Justice 2020)*

Based on the level of demand, the expected waiting time to be allocated social housing for most households is between 5 and 10 years, and over 10 years for a 3 bedroom home in Port Macquarie or a 2 bedroom home in Laurieton, as shown in **Table 35**. These waiting times show that there is substantial unmet demand locally and there needs to be a more target approach to address thus market failure through the delivery of dedicated social and affordable housing as well as smaller, more affordable dwellings such as secondary dwellings.

*Table 35. Estimated waiting time for social housing in Port Macquarie-Hastings (June 2020)*

| Dwelling size | Port Macquarie | Wauchope | Laurieton |
|---|---|---|---|
| Studio / 1 bedroom | 5-10 years | 5-10 years | 5-10 years |
| 2 bedroom | 5-10 years | 5-10 years | 10+ years |
| 3 bedroom | 10+ years | 5-10 years | 2-5 years |
| 4+ bedroom | 5-10 years | 5-10 years | 2-5 years |

*(Source: NSW Department of Communities and Justice – expected waiting times dashboard 2020)*

## 3.4. Population characteristics leading to special housing requirements

### 3.4.1. People born overseas and linguistically diverse

In 2016, there were 8,939 people usually resident in Port Macquarie-Hastings LGA who reported they were born overseas. Females born overseas (4,738 people) outnumbered males born overseas (4,253 people). Over the decade since 2006, the number of usual residents born overseas increased by 1,765 people or almost a quarter.

Overseas source countries for residents of Port Macquarie-Hastings are varied but the same five countries have retained top positions in 2006, 2011 and 2016. These countries and the number of residents born there are shown in **Table 36**. Over 5,500 people did not state in which country they were born.

*Table 36. Top five countries of birth, Port Macquarie-Hastings LGA, 2016*

| Country of birth | Males | Females | Persons |
|---|---|---|---|

| | | | |
|---|---|---|---|
| United Kingdom, Channel Islands and Isle of Man(a) | 1,849 | 2,012 | 3,856 |
| New Zealand | 520 | 543 | 1,061 |
| Germany | 152 | 182 | 338 |
| Netherlands | 141 | 160 | 298 |
| South Africa | 127 | 140 | 267 |
| Born in other overseas countries | 1,464 | 1,701 | 3,119 |
| Total born overseas | 4,253 | 4,738 | 8,939 |

*Source: ABS, Time series profile Notes: refers to people counted in Port Macquarie-Hastings LGA (a) Comprises 'United Kingdom, Channel Islands and Isle of Man, nfd', 'England', 'Isle of Man', 'Northern Ireland', 'Scotland', 'Wales', 'Guernsey' and 'Jersey'.*

Over the decade to 2016, the largest increases in overseas born residents of Port Macquarie-Hastings was for people born in the United Kingdom (up 240 people), New Zealand (up 193 people) and India (up 148 people).

There is little evidence to suggest that overseas born populations consume or require housing in a different way to the Australian-born population. Some exceptions to this might be that some birthplace groups tend to live in multigenerational households more commonly than do others. Some groups may also have more experience in living in higher density housing in their countries of origin. Additionally, overseas born residents who are on temporary or student visas may not wish to enter the homeowner market due to their precarious residential status.

A 2011 report by Deloitte Access Economics for the now defunct Housing Supply Council noted that the majority of migrants lived in rented accommodation. This is not surprising given the number who are recently arrived and yet to gain security in employment and income sufficient to purchase a home.

The report also noted that the housing profile for European-born migrants was similar to that of the Australian-born, while American- and Asian-born migrants were more likely to live in a townhouse or flat when compared with the Australian-born population. This again reflects the patterns of recency of arrival with many European-born migrants arriving longer ago than Asian-based migrants who have only recently surged in number.

The most likely housing outcome for all overseas born groups was to live in a separate house. In other words, just as with family size, over time the aspirations of overseas born people tend to converge with those of the Australian-born population. Steps towards achieving this aspiration might involve first renting, then initial purchase of a more modest, less expensive property, before finally moving to the desired alternative. This trajectory may require incomes to rise, resulting in higher purchasing power, in turn being dependent on more secure residential status and higher value employment being obtained.

An earlier study (Bourassa, 1994) concluded that "with respect to the great Australian dream of homeownership, immigrant groups are at least as and sometimes more 'Australian' than the Australian-born population."

(See https://treasury.gov.au/sites/default/files/2019-03/nhsc-settlement-patterns-of-migrants-dae.pdf).

### 3.4.2. Indigenous residents

In 2016, there were 3,175 usual residents of Port Macquarie-Hastings LGA that identified as being Aboriginal and/or Torres Strait Islander. Indigenous residents accounted for 4.% of the people counted in Port Macquarie-Hastings LGA at the time of the Census. Some 90% of the population reported being non-Indigenous, with another 4,730 people or 6% not stating their Indigenous status. The number of

Aboriginals and/or Torres Strait Islanders counted in Port Macquarie-Hastings rose by 1,405 people or over 79% during the decade to 2016.

There is a stock of social housing managed by the Aboriginal Housing Office, which seeks to meet the needs of the local Indigenous population. In order to estimate the level of future demand for housing specifically for Indigenous residents, several assumptions must be made;

- the current stock of 137 social housing units in the Mid North Coast district administered by the Aboriginal Housing Office meets the requirements of the current Port Macquarie-Hastings population that identified as Aboriginal and/or Torres Strait Islanders;
- the level of demand for such housing will remain at the same rate per capita in the future; and
- the share of the population that is Aboriginal and/or Torres Strait Islander (approximately 4%) will remain the same in the future.

Thus, based on the medium series population projections we can estimate that by 2026 there will be a requirement for at least 152 social housing units specifically managed for Aboriginal and Torres Strait Islander requirements (up from 137 in 2019), and increasing to 163 units by 2036. This is unlikely to be the minimum level of need as it does not allow for any increase in Indigenous identification as has been seen in past years, nor any increase in the share of the population that is Indigenous as more Indigenous people may move into the area. Additionally, this estimate assumes that current need is being met by a relatively low number of properties and that the rate of that need will not increase in the future.

### 3.4.3. Residents requiring assistance with core activities

In 2016, there were around 5,800 people reporting they had a need for assistance with core activities. This need for assistance is in one or more of three areas of activity; self-care, mobility and communication. Reasons for the need for assistance include disability, a long-term (lasting six months or more) health condition/s or old age.

Over 70% of people reporting a need for assistance with core activities were aged 55 years or more, with 41% aged 75 years or more. The number of people reporting a need for assistance with core activities rose by more than 1,800 people over the decade to 2016.

This sector of the population drive demands for specific types of housing. The housing that is needed includes designs that facilitate movement with mobility aids or wheelchairs, and include other liveable housing design elements such as wider doorways, handles in bathrooms and toilets, no stairs or steps into rooms, use of ramps etc.

Some people with these characteristics need to be accommodated in housing where support workers or carers can also be accommodated.

Many people with these characteristics are not able to work and are thus reliant on welfare payments or the aged pension. As such, they do not have good purchasing power to find suitable housing and are key consumers of social or community housing options.

### 3.4.4. Homelessness in Port Macquarie-Hastings

The Australian Bureau of Statistics produced estimates of people experiencing homelessness based on data obtained at the time of the 2016 Census (see notes below table for the definition of homelessness used). Data is provided for the Port Macquarie Statistical Area 3 in **Table 37**.

In total, in Port Macquarie SA3, 524 people or 0.66% of the population were estimated to be homeless at the time of the 2016 Census. The largest number of these were 148 people marginally housed in

caravan parks, followed by 139 people estimated to be living in supported accommodation for the homeless.

Other people estimated to be homeless were living in improvised dwellings or sleeping out, staying temporarily with others, living in boarding houses or other temporary lodgings or living in crowded dwellings.

*Table 37: Estimates of people experiencing homelessness, Port Macquarie SA3, 2016*

| Homelessness operational groups | |
|---|---|
| Persons living in improvised dwellings, tents, or sleeping out | 18 |
| Persons in supported accommodation for the homeless | 139 |
| Persons staying temporarily with other households | 108 |
| Persons living in boarding houses | 0 |
| Persons in other temporary lodgings | 3 |
| Persons living in 'severely' crowded dwellings | 3 |
| Persons living in other crowded dwellings | 94 |
| Persons in other improvised dwellings | 11 |
| Persons who are marginally housed in caravan parks | 148 |
| Not Applicable | 78,306 |
| Total | 78,846 |

*Source: ABS, Table Builder Estimating Homelessness Notes: The ABS definition of homelessness is "When a person does not have suitable accommodation alternatives, they are considered homeless if their current living arrangement: is in a dwelling that is inadequate; has no tenure, or if their initial tenure is short and not extendable; or does not allow them to have control of, and access to, space for social relations." Homelessness is not directly measured in the Census but instead is derived using analytical techniques.*

People who are homeless may be in that situation for a variety of reasons. Providing housing options for homeless people has been found to lead to significant improvements in other areas of their lives and in some cases allowed them to address the reasons that led to their homelessness. Overseas experiences suggest that having safe and secure housing is a fundamental requirement for improving life outcomes.

It can be assumed that some of the people who were estimated to be homeless in situations other than 'supported accommodation for the homeless' were in these situations due to a shortage of accommodation for the homeless. As the population continues to grow, it is likely that increased demand for these places will occur.

If we assume the same rate of homelessness in the future (0.66% of the future Port Macquarie-Hastings population will be homeless), there would be a requirement for support for 580 homeless people by 2026, rising to 625 homeless people by 2036 (medium series projections). Assuming the same rate of provision of supported accommodation for the homeless, that is one place for each 3.76 homeless persons, then the number of places would need to increase from 139 in 2016, to 154 in 2026 and 166 places by 2036. (Note: this per capita rate is calculated using the estimated number of homeless people in Port Macquarie-Hastings in 2016 and the number of persons in supported accommodation for the homeless in Port Macquarie-Hastings in 2016.)

If the rate of homelessness was to rise slightly from 0.66% to 1% of the population, then 879 people could be homeless by 2026, and 947 homeless by 2036.

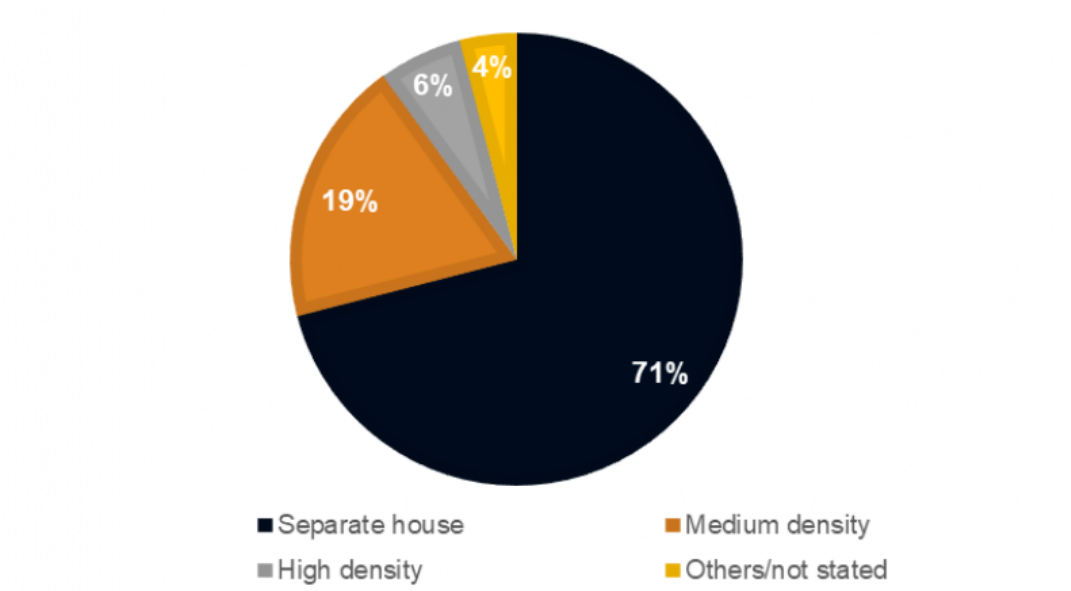
# 4. HOUSING SUPPLY

## 4.1. Current and Planned Housing

### 4.1.1. Proportion and type of dwellings

In 2016 there were around 36,600 private dwellings recorded in the Port Macquarie-Hastings LGA. **Figure 16** shows the proportion of Port Macquarie-Hastings private housing stock by dwelling type. This highlights that the housing stock is currently dominated by detached dwellings, with seven of every ten dwellings being of this type. Two of every ten dwellings are attached up to two storeys (medium density). The remaining one of every ten dwellings are either flats or apartments over three storeys (high density) or other forms of private accommodation such as caravans, cabins and houseboats.

*Figure 16. Proportion of dwelling types in the Port Macquarie-Hastings LGA (2016)*




The number and proportion of each dwelling type is recorded in **Table 38**.

*Table 38. Number and proportion of dwelling types within Port Macquarie-Hastings (2016)*

| Separate house | Medium density | High density | Others | Not stated | Total |
|---|---|---|---|---|---|
| 25,950 | 7,050 | 2,250 | 1,150 | 200 | 36,600 |
| 71% | 19% | 6% | 3% | 1% | N/A |

*(Source: ABS Table Builder 2016 Census)*

### 4.1.2. Change in the proportion and type of dwellings

**Table 39** shows the changes in the number and proportion of Port Macquarie-Hastings private housing stock by dwelling type. This shows that the number of private dwellings increased by around 4,450 new dwellings between 2006 and 2016. The largest increase in housing supply was through separate dwellings, followed by medium density housing and then high density housing. There was a small decline in the number of other dwellings.

Looking at changes in the proportion of each dwelling type provides an indication of whether, overall, the housing stock on offer is changing. Table 2 shows that the proportion of each housing type has remained relatively consistent. Changes indicate that there is a slightly higher proportion of high density housing on offer compared to 2006, while there has been a slight decline in the proportion of separate houses, attached houses of 1-2 storeys (medium density) and other housing types such as caravans and cabins typically found in caravan parks and manufactured home estates.

*Table 39. Change in the number and proportion of each dwelling type in Port Macquarie-Hastings (2006-2016)*

| Dwelling type | 2016 number | 2016 % | 2011 number | 2011 % | 2006 number | 2006 % | Change 2006-16 |
|---|---|---|---|---|---|---|---|
| Separate house | 25,950 | 71% | 24,850 | 73% | 22,750 | 71% | +3,200 |
| Medium density | 7,050 | 19% | 6,050 | 18% | 6,300 | 20% | +750 |
| High density | 2,250 | 6% | 2,000 | 6% | 1,700 | 5% | +550 |
| Other | 1,150 | 3% | 1,150 | 3% | 1,200 | 4% | -50 |

*(Source: ABS table builder, 2006,2011,2016 Census)*

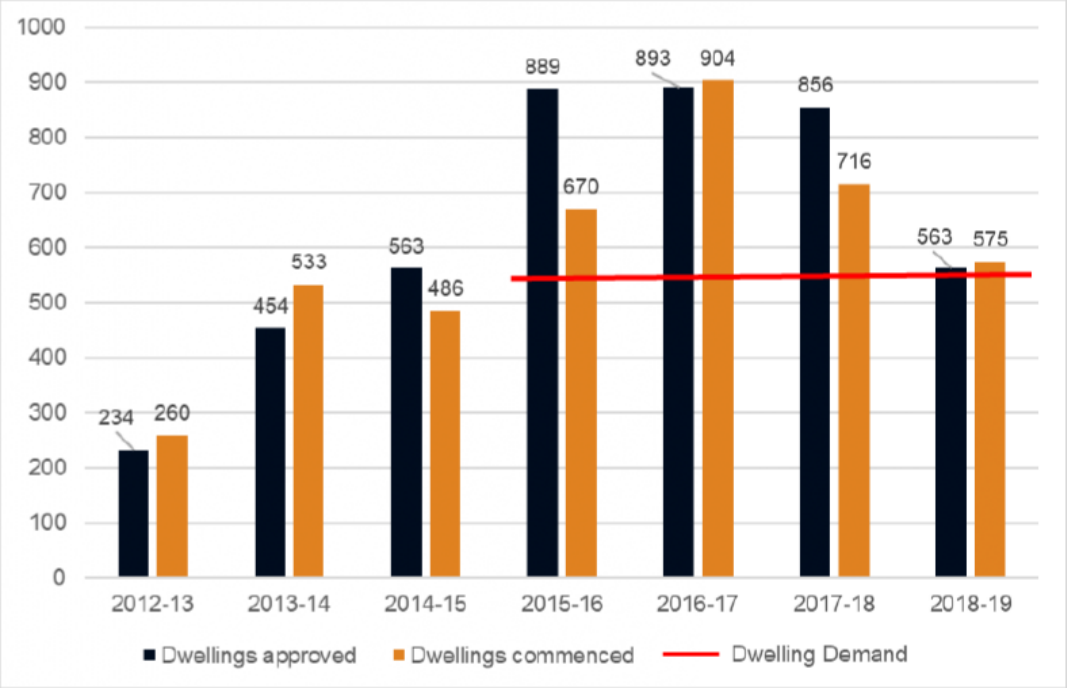
*Table notes: 'Medium density' includes semi-detached, row or terrace houses, townhouses in one or two storeys; flats, units or apartments in one or two storey blocks, flats or apartments attached to a house; and houses or flats attached to a shop, office etc. 'High density' includes Flats, units or apartments in a three, four or more storeys blocks. 'Other' includes Caravans; Cabins, houseboats; and Improvised homes, tents, sleepers out. Private dwellings only included. Totals exclude not stated and non-classifiable.*

### 4.1.3. Housing Approvals and commencements

DPIE and Council monitor housing activity in the Port Macquarie Hastings LGA through the North Coast Housing and Land Monitor ('HLM'). The HLM is used to monitor local development trends and if the rate of housing activity is meeting the LGAs projected housing need.

Development trends over the last 7 years show that housing activity has fluctuated from a low of 230 dwelling approvals and 260 dwelling commencements in 2012-13, to a peak of 890 dwelling approvals and 900 dwelling commencements in 2016-2017, as shown in **Figure 17**. This peak in housing activity is in response to much higher rates of population growth between 2016-2019 than the previous five years. Housing activity has begun to slow again in 2018-2019 with 560 dwelling approvals and 575 dwelling commencements. These peaks and troughs in housing activity are consistent with historical longer term trends in Port Macquarie Hastings with some of the highest levels of housing activity occurring in the early 2000s and slowing again from 2006 to 2014.

*Figure 17. Dwelling approvals and commencements in Port Macquarie Hastings LGA 2012-13 to 2018-2019*




*(Source: DPIE North Coast Housing and Land Monitor 2019, City Plan 2018-2019 Housing Supply Audit)*

DPIE have released 2019 NSW Population and Housing Projections which estimate the level of dwelling demand for the LGA based on recent population trends. The 2019 Projections estimate that around 550 new dwellings will be required in the Port Macquarie-Hastings LGA each year to meet projected population growth between 2016 and 2031, after which dwelling demand is expected to slow[1]. There has been an average of 720 new dwellings commenced annually since 2016 which is well above the estimated dwelling demand of 550 new dwellings indicating that the current rate of housing activity is sufficient to meet demand. As there has been a recent slowdown in housing activity, despite continued strong population growth, Council should frequently monitor housing approvals and commencements to ensure that new housing supply continues at an average of 550 new dwellings annually.

### 4.1.4. Diversity of new approvals and completions

Increasing the choice and diversity of housing is a key goal in the North Coast Regional Plan. The Plan sets a target for 40% of new housing to be in the form of dual occupancies, apartments, townhouses, villas or dwellings on lots less than 400m² by 2036.

Data from DPIEs North Coast Housing and Land Monitor and 2018-2019 housing supply audit undertaken by City Plan can be used to analyse historical trends in the diversity of housing supply. Of all the dwellings commenced between 2012 and 2019, 70% have been single dwellings and 30% have been multi-unit dwellings including dual occupancies, secondary dwellings, apartments and townhouses as shown in **Table 40**. Dwelling commencements in recent years indicate that Port Macquarie-Hastings

*1* Based on the 2019 NSW Population Projections averaging the Implied Dwelling Projection for the LGA between 2016 and 2031. The implied dwelling demand is projected to slow significantly to an average of 380 between 2031 and 2041, therefore averaging demand across 2016 and 2041 would not account for higher levels of growth expected in the immediate 10-15 years.

is meeting the target for 40% of new housing in diverse housing forms, as 40% of dwellings commenced in 2017-18 were multi-dwellings and 41% in 2018-19.

Demographic trends including an aging population and an increasing number of smaller lone person and couple households will continue to drive the demand for diverse and smaller housing types.

*Table 40. Port Macquarie - Hastings LGA housing diversity trends (based on dwelling commencements from 2012-2019)*

| Year | Single dwellings | % | Multi- dwellings | % |
|---|---|---|---|---|
| 2012-13 | 159 | 67% | 78 | 33% |
| 2013-14 | 262 | 51% | 252 | 49% |
| 2014-15 | 355 | 78% | 102 | 22% |
| 2015-16 | 495 | 77% | 150 | 23% |
| 2016-17 | 759 | 90% | 88 | 10% |
| 2017-18 | 400 | 60% | 270 | 40% |
| 2018-19 | 339 | 59% | 236 | 41% |
| 2012-2019 | 2769 | 70% | 1176 | 30% |

*(Source: DPIE North Coast Housing and Land Monitor 2019, City Plan 2018-2019 Housing Supply Audit)*

## 4.2. Affordable Housing Supply

Housing costs are the amount that people pay for housing and are generally rent or mortgage payments, but can also include rates, taxes, and maintenance costs. Over the last two decades housing costs in Australia, and NSW especially, have increased considerably and wage growth has not kept pace. The result is that housing costs are unaffordable[2] for an increasing proportion of the population.

Monitoring the cost and availability of housing locally and in surrounding areas can provide insight into local housing market issues, such as a shortage of rental accommodation, to be considered when planning for current and future housing needs.

In measuring housing need and affordability, and for housing policy purposes, households are typically classified as very low, low and moderate income, with indicative income levels defined in relation to the median income of an area. Income ranges for the Port Macquarie-Hastings LGA as of 2016 are shown in . The NSW Government commonly uses these income rages to measure how affordable housing is in an area to rent or purchase, and to determine eligibility for government subsidised housing. These income ranges have been used consistently throughout this Study to measure and analyse household incomes and housing affordability within Port Macquarie-Hastings.

2 Housing is defined as 'unaffordable' if a household is paying more than 30% of their gross income on housing costs (rent or mortgage repayments).

*Table 41. Household income range for Port Macquarie-Hastings (2016).*

| Household income classification | Household income per week | Number of total households | Proportion of total households | Affordable rent per week |
|---|---|---|---|---|
| **Very low** *Earning up to 50% of the Regional NSW median household income* | $0-584 | 7,408 | 26% | $0-175 |
| **Low** *Earning 50-80% of the Regional NSW median household income* | $585-934 | 6,227 | 22% | $176-280 |
| **Moderate** *Earning 80-120% of the Regional NSW median household income* | $935-1402 | 5,432 | 19% | $281-420 |
| **Remainder (High)** *Earning more than 120% of the Regional NSW median household income* | +$1403 | 9,197 | 33% | - |

*(FACS 2019)*

### 4.2.1. Purchasing housing

The proportion of housing that is affordable to buy for lower income households declined substantially between 2001 and 2006, as illustrated in **Table 42**. Housing generally remained unaffordable to purchase for nearly all very low to moderate income households between 2006 and 2011. Between 2011 and 2016 there has been an increase in the proportion of homes affordable to purchase for moderate and low income households, however, overall housing remains unaffordable for these households.

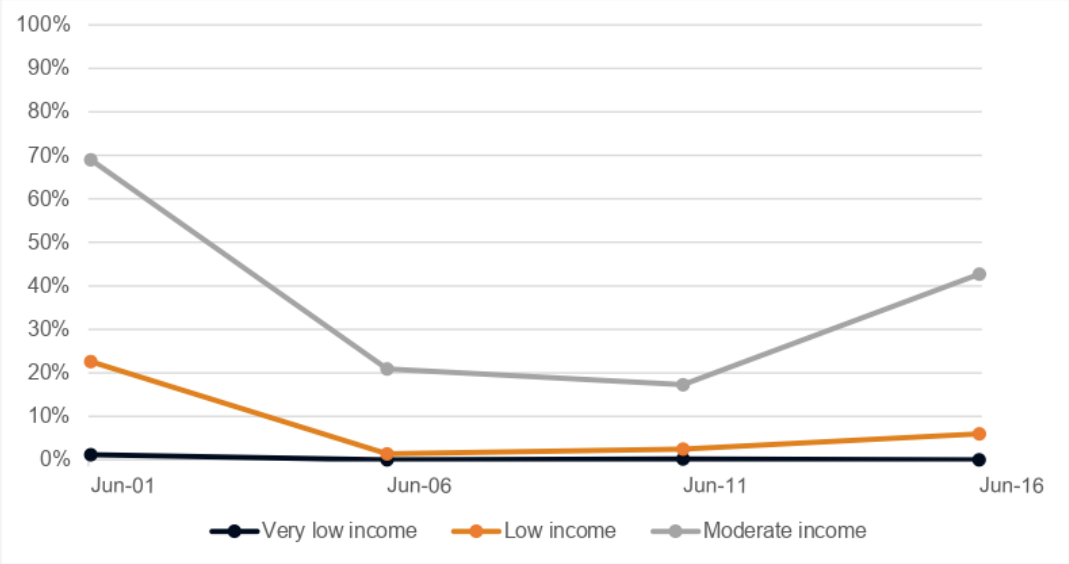
In 2016, it was estimated that no housing stock was affordable to purchase for very low incomes, only 6% of housing stock was affordable for low income households and 43% for moderate income households, as illustrated in **Figure 18**. This indicates that housing is unaffordable to purchase for over 50% of all households in Port Macquarie-Hastings.

*Table 42. Proportion of housing in Port Macquarie-Hastings that is affordable to purchase for very low to moderate income households*

| Household income | Proportion of affordable purchase housing | | | |
|---|---|---|---|---|
| | June 2001 | June 2006 | June 2011 | June 2016 |
| Very low $0-584pw | 1% | 0% | 0% | 0% |
| Low $585-934pw | 23% | 1% | 3% | 6% |
| Moderate $935-1402pw | 69% | 21% | 17% | 43% |

*(Source: FACS 2019)*

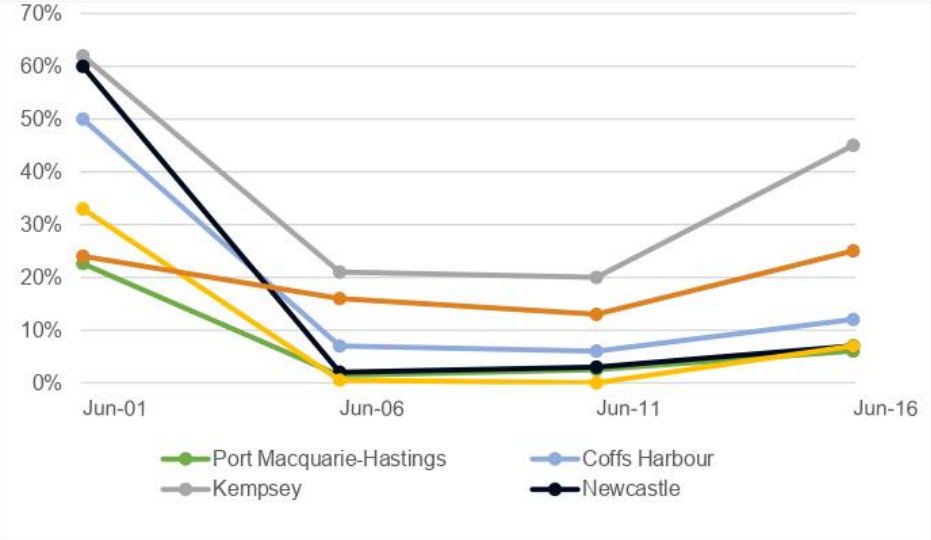
*Figure 18. Proportion of housing that is affordable to purchase for very low to moderate income households (Port Macquarie-Hastings LGA)*




*(Source: FACS 2019)*

**Figure 19** shows the change in the proportion of housing that is affordable to purchase for low income households in several coastal NSW LGAs and NSW. In 2001, Port Macquarie-Hastings had the lowest proportion of housing affordable to purchase for low income households when compared to Kempsey, Tweed, Coffs Harbour and Newcastle LGAs. Since 2001, affordability has declined in all coastal LGAs as shown in **Figure 19**, however as of 2016 Port Macquarie-Hastings continued to have the lowest proportion of purchase housing affordable to low income households (6%), closely followed by Tweed and Newcastle LGAs (both 7%). This indicates that there are fewer opportunities for very low and low income households to purchase housing that is affordable in Port Macquarie-Hastings when compared to NSW (25%) and other coastal LGAs.

*Figure 19. Proportion of housing that is affordable to purchase for low income households*



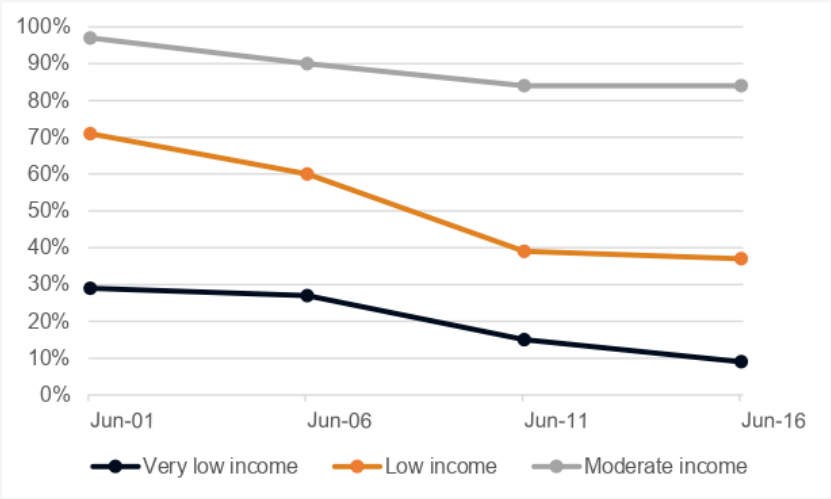

*(Source: FACS 2019b)*

### 4.2.2. Rental affordability

Housing is generally unaffordable to rent in Port Macquarie-Hastings for very low and low income households, but affordable for moderate income households as illustrated in **Figure 20**. In 2016, 9% of housing stock was affordable for very low income households, 37% for low income households, and 84% for moderate income households.

Historically, rental housing was a more affordable form of tenure for very low and low income households. More recently, rents have increased significantly, and at a faster rate than wage growth. Over the last 10 years across Australia rents have increased by 76%. Between 2006 and 2016, the median weekly rent of the Port Macquarie-Hastings LGA increased by 68% while households incomes have only increased by 54% Over this period, the largest decline in the proportion of affordable rental housing occurred between 2006 and 2011.

*Figure 20. Proportion of rental housing that is affordable for very low to moderate income households (Port Macquarie-Hastings LGA)*

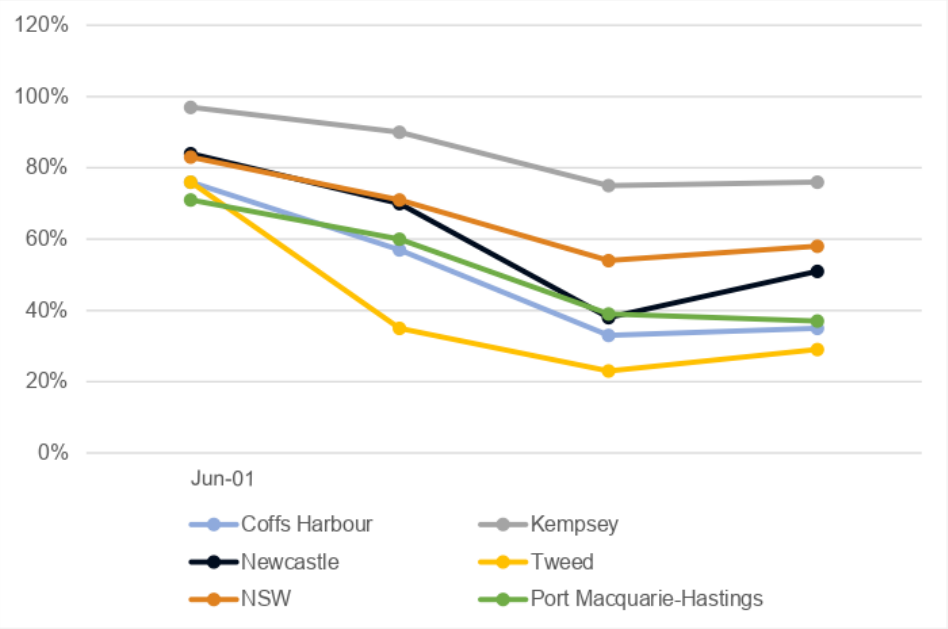



*(Source: FACS 2019)*

Declining rental affordability is not unique to the Port Macquarie-Hastings LGA, rental affordability has declined throughout NSW, particularly in high-amenity coastal locations close to a regional centre. While rental prices are nominally cheaper in regional areas compared to Greater Sydney, residents also earn lower incomes resulting in less capacity to pay for housing.

**Figure 20** shows the decline in the availability of affordable rental housing in NSW and several coastal NSW LGAs (Coffs Harbour, Tweed, Kempsey and Newcastle LGAs). In 2001, Port Macquarie-Hastings had the lowest proportion of affordable rental housing when compared to these other areas. By 2016, both Tweed and Coffs Harbour LGA had a lower proportion of affordable rental housing than Port Macquarie-Hastings, however this indicates that rental affordability is a growing issue for these coastal areas, not that affordability has improved in Port Macquarie-Hastings.

*Figure 21. Proportion of rental housing that is affordable for low income households*



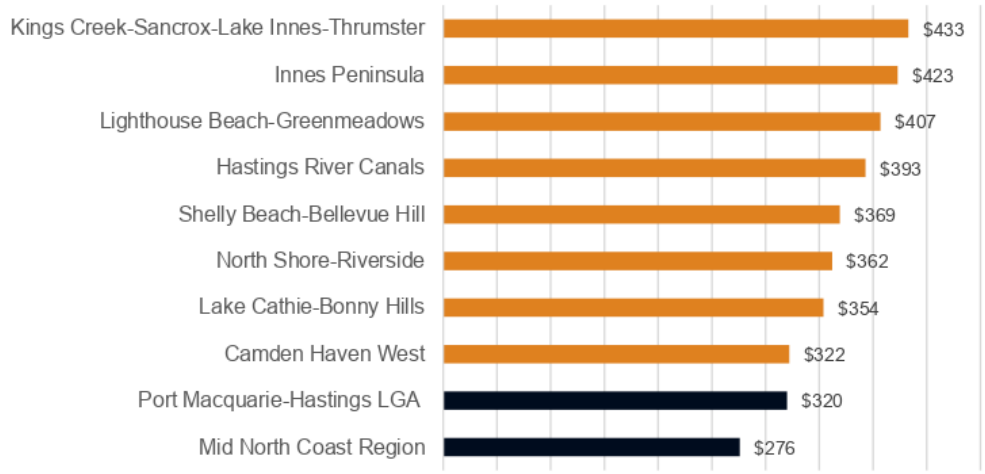

*(Source: FACS 2019a)*

Rental affordability in Port Macquarie-Hastings varies between areas. The least affordable areas to rent in 2016, based on the median weekly rental payments, areas shown in **Figure 22**. These tend to be the outer suburban areas surrounding Port Macquarie. These areas tend to have a high proportion of large (4+ bedrooms) detached dwellings, with more limited diversity in available housing stock compared to other areas. These areas also tend to have the lowest proportion of social housing, with social housing comprising less that 2% of all housing stock. This suggest that limited housing types in these areas is affecting affordability.

The most affordable rental areas, based on median weekly rental payments, are shown in **Figure 23**. These areas tend to be areas within or adjoining Port Macquarie's City Centre and also the LGAs rural areas. Port Macquarie's inner city areas have more diverse housing supply, with a high proportion of attached dwellings and older housing stock such as three-storey brick apartment buildings. These older and smaller dwelling types tend to be more affordable than larger detached dwellings. Most of these areas (Town Beach-CBD, Gordon Street, Lord Street, Westport and Wauchope) also have the highest proportion of social housing, which ranges between 14% and 6% of total housing stock.

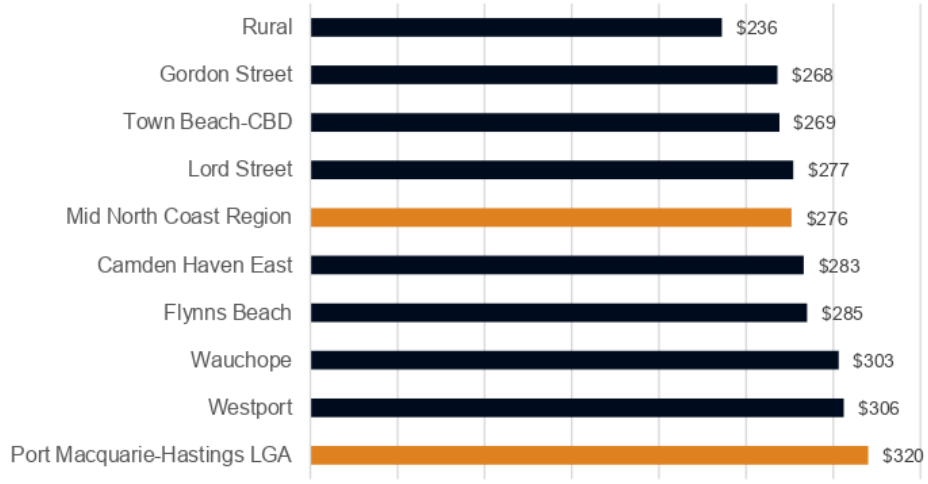
Housing also tends to be cheaper in remote areas where people generally have to travel further to access jobs and services. This is likely why rental payments are lowest in Port Macquarie-Hastings rural area (outer rural villages).

*Figure 22. Least affordable areas to rent in Port Macquarie-Hastings, by community profile area (2016)*




*(Source: id social atlas 2017)*

*Figure 23. Most affordable areas to rent in Port Macquarie-Hastings by community profile area (2016)*




*(Source: id social atlas 2017)*

### 4.2.3. Supply of social and affordable housing

There were approximately 1,300 social housing properties in the Port Macquarie Hastings LGA as of mid-2020, this comprises 4 public housing properties and 45 Aboriginal housing properties managed by the NSW Government, and 1,203 general community housing properties and 54 Aboriginal community housing properties managed by not-for-profit community housing providers as shown in **Table 43**. The amount of social housing provided in the LGA appears to have remained relatively consistent over the last 10-15 years and supply of social housing has not kept pace with the LGA's strong increase in overall housing supply.

*Table 43. Supply of social and affordable housing in Port Macquarie Hastings LGA (Mid- 2020)*

| Social and affordable housing type | Number of dwellings |
|---|---|
| Public housing | 4 |
| Community housing | 1,203 |
| Aboriginal housing (AHO) | 45 |
| Aboriginal community housing | 54 |
| Affordable housing (NRAS) | 171 |
| **Grand total** | **1,477** |

*(Source: Department of Communities & Justice 2020, Australian Government 2020)*

Social housing properties are primarily concentrated in Port Macquarie's inner urban areas including Westport, Gordon Street, Town Beach - CBD, Lord Street and Shelley Beach - Bellevue Hill. Wauchope also offers a high concentration of social housing properties. Fewer social housing properties are located in Camden haven East (Laurieton) and Camden Haven West (Kendall).

In addition to dedicated Aboriginal housing managed by the Aboriginal Housing Office (AHO) and Aboriginal community housing, community housing providers noted through consultation that that approximately 20% of households renting community housing identify as Aboriginal and Torres Strait Islander (ATSI) people. Birpai Local Aboriginal Land Council (LALC) also own 17 properties and manage a further 6 which are occupied by ATSI identified tenants on a long-term basis. AHO managed properties are concentrated in Port Macquarie and Wauchope.

There is limited evidence available to quantify overall dedicated affordable housing supply, however data is available on the number of affordable housing properties currently provided under the National Rental Affordability Scheme (NRAS) established by the Australian Government. There are currently 171 affordable housing properties within the LGA rented to tenants at least 20% below the market rate under the NRAS. These properties are primarily located in Port Macquarie and Kendall with a small number in Wauchope. The NRAS will be discontinued in 2026 after which time these properties will no longer be rented as dedicated affordable housing, therefore reducing the overall stock of social and affordable housing. There are currently 15 affordable housing dwellings recently built in Port Macquarie under the NSW Government's Social and Affordable Housing Fund which will be managed by community housing providers as affordable housing for 25 years.

## 4.3. Rental Vacancies

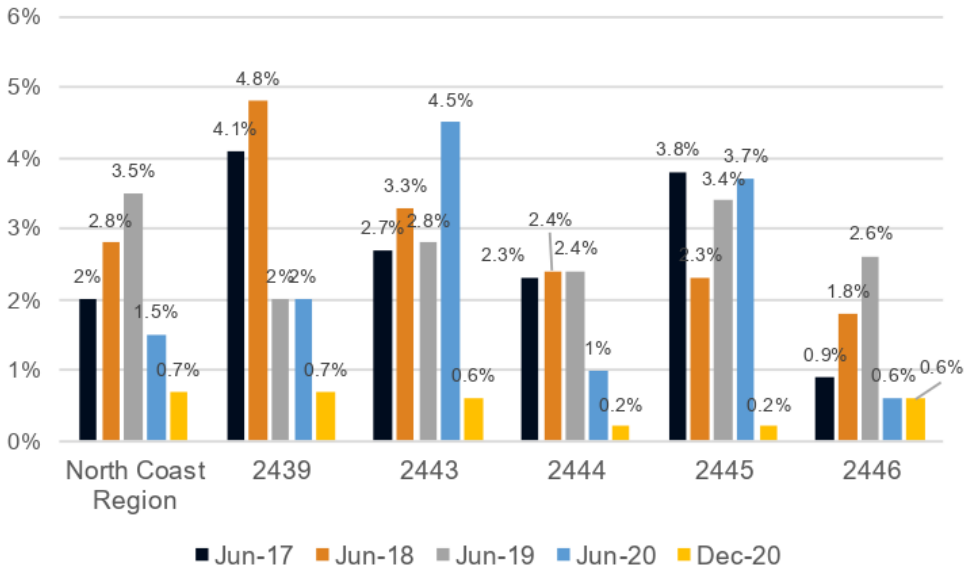
## 4.4. Rental Availability

Rental vacancy rates provide an indication of the available supply of rental housing in the private rental market. As a benchmark, a vacancy rate of around 3% is generally reflective of a good balance between supply and demand.

Rental vacancy rates across Port Macquarie-Hastings over the last few years have generally fluctuated between sufficient supply and a slight undersupply. Since mid-2020 however, vacancy rates across the NSW North Coast, including Port Macquarie-Hastings, have plummeted due to the spike in people relocating to regional areas fuelled by the COVID-19 pandemic.

Rental vacancy rates across Port Macquarie-Hastings as of late 2020 were below 1% and nearly 0% in Port Macquarie, Thrumster, Lake Cathie and Bonny Hills, as shown in Figure 22. This indicates that there is a critical undersupply of available rental housing across the LGA. The long term impacts of COVID-19 cannot be understood at this stage, however if the increased demand from regional relocation is sustained, it is likely to contribute to increased circumstances of housing stress, homelessness and additional demand for government subsidised social and affordable housing. If affordable housing is not available to meet demand, low income households will be forced to find housing outside of Port Macquarie Hastings. These figures only account for dwellings within the private rental market and do not account for short-term (e.g. holiday) rentals.

*Figure 24. Rental vacancy rates in Port Macquarie-Hastings by postcode*




*(Source: SQM Research 2019)*

*2439: Kendall, Kew and rural surrounds*

*2443: Dunbogan, Lakewood, Laurieton, West Haven, North Haven and rural surrounds*

*2444: Flynns Beach, Limeburners Creek, Lighthouse Beach, North Shore, Port Macquarie, Thrumpster, Settlement City*

*2445: Bonny Hills, Jolly Nose, Grants Beach, Lake Cathie*

*2446: Beechwood, Crosslands Lakes Innes, Sancrox, Wauchope, Yippin Creek and rural surrounds*

### 4.4.1. Planned housing supply

25 year housing supply forecasts for Port Macquarie-Hastings have been prepared by .id consulting with input from Council. These are modelled considering key sites and urban release areas planned for housing and further subdivision as well as historical levels of infill development activity.

When forecasting housing supply for the LGA, id. Consulting also included 'urban investigation areas' identified by Council for future rezoning (subject to investigations). These sites have been deducted from .id's housing supply forecast numbers here, as they not a reliable form of supply.

Port Macquarie-Hastings is forecast to deliver around 11,470 new dwellings between 2017 and 2041 based on planned development and historical infill development activity, as shown in **Table 44** . This forecast housing supply would, in theory, meet the projected underlying dwelling demand for 11,380 new dwellings between 2017 and 2041.

The main sources of new housing supply over this period are expected to be delivered in greenfield areas at:

- Sovereign Hills and the future expansion of already zoned General Residential Land at Thrumster.
- The Rainbow Beach urban release area at Lake Cathie- Bonny Hills
- The Innes Lake Estate land including Ascot Park Estate, Red Ochre Estate and Brierly Hill at Innes Peninsula.
- The Emerald Downs Estate, Greenmeadows Drive and Crestwood Heights Estate at Lighthouse Beach-Greenmeadows.
- New supply since 2017 in Wauchope has been delivered at Hollis Street, at Riverbreeze Drive, and Timbertown Estate, with smaller amounts of future supply forecast at Clareville Estate, Joshua Close, Fennel Lane, and High Street.
- The Kew East Development and Area 15 in Kew.

Infill housing supply is forecast in underdeveloped areas in Port Macquarie including Town Beach-CBD, Gordon Street and Lord Street, as well as at a lower level in surrounding areas of Westport, Flynns Beach and Shelly Beach-Bellevue Hill.

*Table 44. Residential development forecast in Port Macquarie-Hastings between 3017 and 2041*

| Precinct area | 2017-2020 4 years | 2021-2025 5 years | 2026-2030 5 years | 2031-2035 5 years | 2036-2041 6 years | Total |
|---|---|---|---|---|---|---|
| Town Beach-CBD | 50 | 75 | 75 | 100 | 120 | 370 |
| Westport | 80 | 95 | 35 | 30 | 30 | 190 |
| Gordon Street | 50 | 100 | 145 | 150 | 180 | 575 |
| Lord Street | 40 | 80 | 145 | 150 | 180 | 555 |
| Flynns Beach | 20 | 25 | 25 | 25 | 30 | 105 |
| Shelly Beach – Bellevue Hill | 65 | 80 | 80 | 75 | 90 | 325 |
| Lighthouse Beach - Greenmeadows | 172 | 215 | 125 | 40 | 130 | 510 |
| Hastings River Canals | 36 | 10 | 0 | 0 | 0 | 46 |
| Innes Peninsula | 325 | 410 | 330 | 200 | 30 | 970 |
| Thrumster | 475 | 700 | 650 | 515 | 530 | 2,395 |
| Sancrox - Kings Creek | 96 | 85 | 45 | 35 | 30 | 195 |
| Lake Cathie – Bonny Hills | 315 | 350 | 340 | 340 | 335 | 1,365 |
| Camden Haven East | 50 | 60 | 60 | 55 | 75 | 250 |
| Camden Haven West | 120 | 150 | 150 | 150 | 40 | 490 |
| Wauchope | 410 | 140 | 70 | 120 | 185 | 515 |
| Beechwood – rural remainder | 65 | 80 | 75 | 70 | 60 | 285 |
| Total | 2,365 | 2,655 | 2,350 | 2,055 | 2,045 | 11,470 |

*(Source: .id forecast Port Macquarie-Hastings Council Residential Development)*

## 4.5. Capacity of the land use controls

An assessment of theoretical capacity for new dwellings under existing planning controls was undertaken and is available in *the Port Macquarie-Hastings Local Housing Strategy Theoretical Dwelling Capacity* Report (City Plan 20201).

### 4.5.1. Financial feasibility testing

Financial feasibility testing of areas that have not been developed was outside the scope of this project.

# 5. WHAT KINDS OF HOUSING WILL BE REQUIRED IN THE FUTURE?

With a population comprising the diverse characteristics outlined in this report, future housing requirements are by no means clear. Just as for many other growing regional communities, Port Macquarie-Hastings will, in the future, experience considerable population ageing, increasing levels of disability and increased demand for affordable housing.

### 5.1.1. Housing for smaller households

One of the defining megatrends of the immediate future is the increasing trend towards smaller households. This trend is due to a number of factors, all of which are intensifying and that have housing impacts that can be summarised as 'requiring a smaller number of bedrooms':

- Families are having fewer children;
- Some couples are also choosing to remain childless;
- The number of people choosing to live alone is increasing;
- People are living longer so spend more time in couple-only or lone person households; and
- Older people are being encouraged to remain in private dwellings in the community rather than move into retirement facilities as they age.

The demand for housing for smaller households is generally encapsulated in the requirement to provide for a diversity of dwelling sizes and types in a range of locations.

### 5.1.2. Housing for older residents

While many older residents have previously been accommodated in non-private, purpose-built retirement communities or aged care facilities, it is likely that future demand will outweigh the numbers of places available in such facilities. Consequently, older people are being encouraged to continue to live in private dwellings in their communities while being supported by various government and community-based organisations providing services and support.

Dwellings suitable for older residents need to embrace principles of liveable design, be of sufficient size to meet requirements but not too large to prove onerous to maintain, allow for, and even facilitate community interactions, and be close enough to access services, or transport access to services, including open spaces and other recreational opportunities.

### 5.1.3. Housing for residents with disabilities

Many residents who require housing modifications to accommodate their disabilities, have much in common with older residents' housing needs. Requirements from both these, as well as many other groups of consumers reflect those encapsulated in "The Livable Housing Guidelines", which have been developed in Australia by industry and the community. Incorporating these Guidelines, provides some certainty that a home is "…easier to access, navigate and live in, as well more cost effective to adapt when life's circumstances change." (see http://www.livablehousingaustralia.org.au/).

Additionally, there are specific guidelines for accommodation intended for people requiring specialist housing solutions. These guidelines encompass situations where specialist support is required to cater for extreme functional impairment or very high support needs.

Future housing supply will need to include housing options that can facilitate living in the community for people with disabilities.

### 5.1.4. Affordable rental housing

Dwellings need to be available at a range of price points in order to cater for all segments of the community. An important contribution will be provided by social and community-based housing organisations, for those people who cannot afford even the cheapest rents of private dwellings.

The National Plan for Affordable Housing, developed by the Community Housing Industry Association (see https://www.communityhousing.com.au/wp-content/uploads/2018/11/6889_CHIA-2018-National-Plan-for-Affordable-Housing-A4-Booklet_FA-Digital-Portrait.pdf), included some strategies identified specifically for local government including:

- develop local government housing strategies to protect existing low-cost housing stock;
- support affordable housing in land use policies;
- encourage diverse housing forms suitable for people at different stages of their lives;
- increase density in middle-ring suburbs.
- examine ways to use the planning system to support affordable housing;
- identify land suitable for affordable housing;
- contribute land for affordable housing as an equity partner, or on long leases, in developments with community housing organisations;
- develop more efficient, transparent and equitable infrastructure funding mechanisms with the Commonwealth and state governments; and
- offer rates concessions to community housing organisations.

Other relevant goals and targets – although not solely the responsibility of local government – but useful to guide investment and action over the next decade include;

- provide enough housing to meet needs (indicative dwelling requirements such as those listed in Section 3.1.2 above can provide some guidance);
- work to reduce the rate of homelessness (in part by providing sufficient housing to meet needs);
- ensure the housing market operates efficiently (including monitoring and reducing development assessment times, encouraging the reduction of new housing costs, reducing rental vacancy rates and monitoring short-term letting trends);
- guarantee that a diverse housing profile is provided across the area (including adoption of appropriate design guidelines, modest increases in density in middle-ring areas, and maintaining and supporting public and community housing stock).

An important factor in the effective operation of the housing market in coastal locations is the share of housing that is devoted to the needs of tourists and regular holidaymakers. Recent trends increasing the availability of accommodation for tourists in private dwellings that would otherwise cater for permanent residents is in question. Similarly, the number of holiday homes owned by people who may visit periodically but are generally vacant is also important.

If housing is effectively being quarantined from usual residents to cater for these periodic visitors, there will be an impact on how much stock is available to house the population. Potential strategies include restricting the provision of short-term holiday letting to specified locations, and/or levying a special contribution to put towards the provision of affordable housing.

A key target in relation to the provision of affordable housing in all local communities is to facilitate the provision of affordable housing for renters and homebuyers on low to moderate incomes. This may be assisted by setting targets for the share of dwellings in new developments or on rezoned government land that are affordable for rent or purchase, or by setting a more broad-based target, for example 10% of all new dwellings to be built in the area to be affordable for either rent or purchase.

# 6. SPATIAL ANALYSIS

In the initial stages of the project, EMAP consulting conducted a multi criteria spatial data analysis to provide a base for mapping purposes and to provide the spatial framework for relevant statistical information for reporting purposes in the Local Housing Strategy. This section summarises the approach and data informing the project.

The mapped information that was obtained and produced is considered commercially sensitive, and has not been reproduced for public exhibition purposed. However, the information and insights gained through this analysis was critical to identifying areas where further investigation is required to better understand development constraints or update planning controls to reflect more accurate information.

## 6.1. Identifying constraints to development

Following data collection and collation into GIS, EMAP Consulting compiled datasets into one layer with a score to represent the constraints present.

An "Environmental Constraints" layer was compiled from the following layers:

- Koala Habitat (LEP and UGMS);
- Potential Acid Sulfate Soils classes 1-4;
- Strategic Agricultural Land;
- LEP Heritage;
- LEP Flood Prone Land;
- NSW Bushfire Prone Land Vegetation Categories 1 and 2;
- NSW and Commonwealth listed EECs;
- SEPPs- Coastal Protection, Coastal Wetlands, Littoral Rainforest;
- State Forest;
- NPWS Estate.

A layer was produced to identify areas across the LGA that:

- Contained 1 identified constraint;
- Contained 2 identified constraints;
- Contained 3 or more constraints.

This is illustrated in **Figure 25** (provided for contextual purposes only - not to be used for assessment).

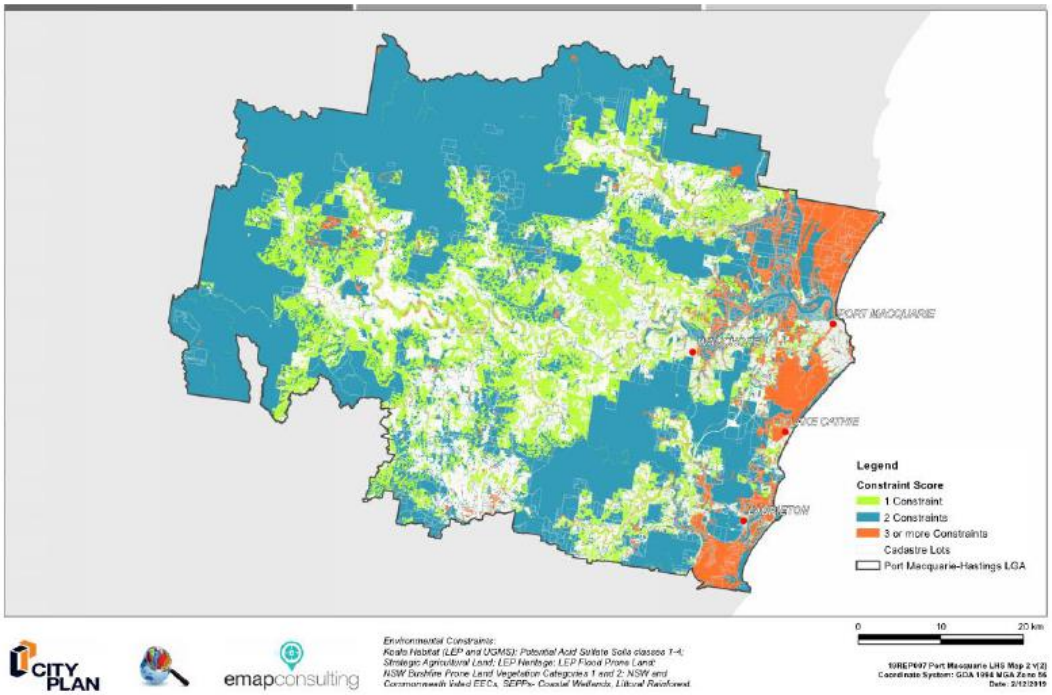



*Figure 25: High-level combined constraints mapping (prepared by EMAP consulting)*

## 6.2. Residential Lots Analysis

Residential lots were analysed via a series of steps as follows.

**1. Residential Zoning and Environmental Constraints**

The purpose of this first round of mapping was to identify the portion of residential zoned land in the LGA that contained at least one environmental constraint.

**2. Lots with residential zoning and environmental constraints**

From the first round of mapping, cadastre lots that had a residential zoning were selected. These residential zoned lots were categorised as having "Mapped Constraints" or "No mapped constraints".

**3. Lots with residential zoning, environmental constraints, and existing use considerations**

Lots with residential zoning and existing use restrictions were identified. Existing sue restrictions in this scenario included parks and reserves, schools, hospitals, community facilities, aged care, retirement villages. And tourist/ holiday parks and hotels.

**4. Lot size**

Lots that met the following criteria were identified:

- Zoned residential;
- Contained no Environmental Constraints; and
- Contained no existing use restrictions.

For these lots, the lot size was categorised as follows:

- Less than 450 sqm;
- 450 – 900 sqm;
- 900 – 1350 sqm;
- Greater than 1350 sqm.

**5. Vacant land**

EMAP Consulting mapped lots that were vacant by referencing Geocoded National Address File (G-NAF) data and recent high-resolution imagery from Nearmap. From this, lots that met the following criteria were identified and mapped:

- Zoned residential;
- Contained no Environmental Constraints;
- Contained no existing use restrictions;
- Greater than 450sqm lot size; and
- Vacant land.

Maps were prepared at a reasonable scale to show meaningful data for the following areas, which is summarised in Table 45 below.

- The Port Macquarie CBD area and surrounds;
- Wauchope;
- Thrumster;
- Bonny Hills and surrounds;
- Laurieton and surrounds.

*Table 45: Data summary for Residential Lots Analysis*

| DESCRIPTION | No. Lots | Total area (m²) | Total area (ha) |
|---|---|---|---|
| Exclude - Env Constraints | 17,109 | 67,147,759.78 | 6,714.78 |
| Exclude - Incompatible Use | 27 | 127,698.18 | 12.77 |
| Exclude <450sqm | 837 | 289,375.55 | 28.94 |
| Include - Existing Dwelling | 7,354 | 7,697,813.37 | 769.78 |
| Include - Vacant Land | 1,460 | 1,359,678.37 | 135.97 |
| TOTAL | 26,787 | 76,622,325.25 | 7,662.23 |

## 6.3. Capacity for Dual Occupancy, Manor House and Multiple Dwellings

For this analysis, EMAP Consulting ran a script on the cadastre spatial layer to generate street frontage widths for residential lots. This was used to identify properties that met the criteria for dual occupancy development, manor house development or multiple dwellings.

The criteria for these types of developments are land zoned R1, R2 and R3 with minimum lot size and width for the following types of development as follows:

| Type of development | Minimum lot size (m²) | Minimum lot width (m) |
|---|---|---|
| Dual occupancy | 400 | 15 |
| Manor House | 600 | 15 |
| Multi dwelling housing | 600 | 21 |

This analysis found that of the total 22,170 lots that meet lot size criteria for dual occupancy, 19,876 have a street frontage of 15m or more, and therefore are included in the map layer of lots that meet criteria for dual occupancy.

Of the 17,322 lots that meet lot size criteria for manor house and multi dwellings, 15,680 have a street frontage width of 15m or more and therefore meet requirements for manor house development. Of these, 6,797 lots have street frontage width of 21m or more, and so meet requirements for multiple dwellings.

A discount was then applied to remove land to which the SEPP (Coastal Management) 2018 applies.

- Of the 19,876 lots that meet other requirements for dual occupancy, 8,636 lots are within the Coastal SEPP, which leaves a balance of 11,240 lots.
- Of the 15,680 lots that meet other requirements for manor house, 6,580 lots are within the Coastal SEPP, which leaves a balance of 9,100 lots.
- Of the 6,797 lots that meet other requirements for multiple dwellings, 2,842 lots are within the Coastal SEPP, which leaves a balance of 3,955 lots.

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CITY PLAN

# Port Macquarie - Hastings Local Housing Strategy

## Theoretical dwelling capacity

APRIL 2021

## REPORT REVISION HISTORY

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| | | **Prepared by** | **Verified by** |
| | | Chris O'Dell<br>*Director* | *N/A* |
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| | | **Prepared by** | **Verified by** |
| | | Chris O'Dell<br>*Director* | <br>Amanda Wetzel<br>*Regional Director* |

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## EXECUTIVE SUMMARY

This report calculates the theoretical development capacity of land within the Port Macquarie Local Government Area (LGA), which will inform Port Macquarie-Hastings draft Local Housing Strategy (LHS).

This report considers the theoretical development capacity across all of the R1 General Residential Areas, R2 Low Density Residential, R3 Medium Density Residential, R4 High Density Residential areas and R5 Large Lot Residential Areas as well as B2, B3 and B4 Business Zones where residential development is permitted within the Port Macquarie-Hastings LGA. The theoretical development capacity of new dwellings in zones permitting residential development was analysed and totalled in the table below.

Lots that have no capability of being redeveloped, as well as those with pre-existing dwellings were discounted; the theoretical dwelling capacity was then determined for the remaining lots.

**Residential Zones**

| | | R1 | R3 | R4 | R5 | Total |
|---|---|---|---|---|---|---|
| **Region** | **Location** | | | | | |
| Port Macquarie | Town Beach - CBD | | 240 | 450 | | **690** |
| | Gordan Street | | 360 | 800 | | **1,160** |
| | Flynns Beach | | 260 | | | **260** |
| | Lord Street | | 330 | | | **330** |
| | Lighthouse Beach | | 50 | | | **50** |
| | Sancrox | | | | 178 | **178** |
| | Thrumster | | | | 17 | **17** |
| | Lake Innes | | | | 5 | **5** |
| | Lighthouse Beach Greenfield | 750 | | | | **750** |
| | Thrumster Greenfield | 4,640 | 190 | | | **4,830** |
| | Innes Peninsula Greenfield | 1,090 | | | | **1,090** |
| Wauchope | Wauchope | 90 | | | 3 | **93** |
| | King Creek | | | | 45 | **45** |
| | Rosewood | | | | 2 | **2** |
| | Yippen Creek | 100 | | | | **100** |
| | Beechwood | | | | 80 | **80** |
| Lake Cathie - Bonny Hills | Lake Cathie | 20 | | | 2 | **22** |
| | Bonny Hills | 140 | | | | **140** |
| | Lake Cathie Greenfield | 1,200 | 590 | | | **1,790** |
| The Camden Haven | Deauville | 34 | | | | **34** |

| | | R1 | R3 | R4 | R5 | Total |
|---|---|---|---|---|---|---|
| | Dunbogan | 9 | | | | **9** |
| | Kendall | 256 | | | | **256** |
| | Kew | 67 | | | 55 | **122** |
| | Lakewood | 39 | | | | **39** |
| | Laurieton | 15 | | | | **15** |
| | North Haven | 2 | | | | **2** |
| | West Haven | 4 | | | 0 | **4** |
| | Kew Greenfield | 1190 | | | | **1,190** |
| | Telegraph Point | | | | 4 | **4** |
| | **Total** | **9,646** | **2,020** | **1,250** | **387** | **13,307** |

**Business Zones**

| Region | Location | B2 | B3 | B4 | Total |
|---|---|---|---|---|---|
| Port Macquarie | Town Beach - CBD | 163 | 539 | 40 | 742 |
| | Lord Street | | | 86 | 86 |
| | Thrumster | 227 | | | 227 |
| Wauchope | Wauchope | | | 33 | 33 |
| Lake Cathie - Bonny Hills | Lake Cathie Greenfield | 178 | | 84 | 262 |
| The Camden Haven | Laurieton | 47 | | | 47 |
| | **Total** | **615** | **539** | **243** | **1,397** |

**Capacity of R1 Infill Zones**

A separate analysis was run to determine whether lots in infill areas had the capacity to support additional dwellings in the form of secondary dwellings or multi dwelling housing. The results are below.

| Region | Total no. lots with capacity to accommodate | | Total no. lots with capacity to accommodate additional dwellings |
|---|---|---|---|
| | A Secondary Dwelling only | A Dwelling House, or Multi Dwelling | |
| Port Macquarie | 9,430 | 1,650 | 11,080 |
| Wauchope | 1,640 | 600 | 2,240 |
| Lake Cathie - Bonny Hills | 1,930 | 200 | 2,130 |
| The Camden Haven | 2,250 | 700 | 2,950 |
| **Total** | **15,250 (lots)** | **3,150 (lots)** | **18,400 (lots)** |

# 1. INTRODUCTION

## 1.1. Project context

Port Macquarie-Hastings Council (Council) is required to prepare a Local Housing Strategy (LHS) which will set out a framework to guide residential growth and change across the Port Macquarie-Hastings LGA over the next 15 years to 2036. Once complete, the LHS will serve as the long-term basis for reviewing and updating planning policies, processes, and controls for residential development throughout the LGA.

## 1.2. Purpose of report

This report serves as a background document to the draft Local Housing Strategy for exhibition. It describes the method and key findings theoretical capacity modelling for residential development under existing land use planning controls.

'Theoretical development capacity' is the number of additional dwellings capable of being produced if every lot was developed to its maximum potential under existing planning controls.

# 2. METHODOLOGY

## 2.1. Approach

The methodology used to consider the theoretical development capacity is as follows:

1. Identify all zones where residential development is permissible.
2. Exclude zones not considered to be significantly contributary to the future housing supply (e.g., rural, environmental protection, and conservative residential zones)
3. Exclude lots known to have constricted residential development capacity (e.g., schools, parks, heritage items etc.)
4. Calculate the number of additional (net) dwellings capable of being developed under the current planning controls.
5. Assume each lot with development capacity is developed to the maximum yield to determine the theoretical development capacity.

## 2.2. Assumptions and exclusions

Zones that were predominantly used for residential development were analysed. R2 Residential zones were initially modelled but due to the low number of lots zoned, and the very small amount of available capacity across the LGA, they have not been reported on. A full list of the zones reported on is below.

*Table 1: Zones reported on*

| Zone category | Candidate zones | Evaluation status |
|---|---|---|
| **Residential** | ▪ R1 General Residential<br>▪ R2 Low Density Residential<br>▪ R3 Medium Density Residential<br>▪ R4 High Density Residential<br>▪ R5 Large Lot Residential | ▪ Reported<br>▪ Not Reported<br>▪ Reported<br>▪ Reported<br>▪ Reported |
| **Business** | ▪ B1 Neighbourhood Centre<br>▪ B2 Local Centre<br>▪ B3 Commercial Core<br>▪ B4 Mixed Use | ▪ Reported<br>▪ Reported<br>▪ Reported<br>▪ Reported |
| **Rural** | ▪ RU1 Primary Production<br>▪ RU2 Rural Landscape<br>▪ RU5 Village<br>▪ RU6 Transition | ▪ Not reported<br>▪ Not reported<br>▪ Not reported<br>▪ Not reported |
| **Environmental protection** | ▪ E3 Environmental Management<br>▪ E4 Environmental Living | ▪ Not reported<br>▪ Not reported |

The calculated theoretical development capacity is determined using the statutory development standards applying at the time of analysis. Other factors will determine whether an individual lot reaches its theoretical capacity during the lifetime of the LHS, typically including (but not limited to) the following:

- Other statutory or non-statutory planning considerations such as site accessibility or ancillary infrastructure (e.g., carparking), may limit the capability of a lot reaching its maximum capacity.
- Detailed feasibility, noting market conditions are dynamic and strongly influence the likelihood of a lot being developed or redeveloped.
- Lots with the potential for amalgamation
- Lots that are land-locked or have other topographic and environmental constraints (slope as an example)
- Site development history and ownership, particularly in established areas, noting:
  - sites that have been only recently developed, redeveloped, or intensified have not been identified and discounted from our analysis. The theoretical capacity did not take into account any of the above factors.

A lot was considered not capable of supporting additional development capacity, and excluded from analysis, if it is known to be any of the following, based on available/provided information:

- On the Land Reservation Map.
- A Local or State heritage item.
- An educational or health establishment.
- A community facility.
- Used for sporting purposes or is a park.
- An essential service (police, fire as examples).
- Used as a Place of Public Worship.
- Used for an active commercial operation (bowling/golf club as an example).

Strata Lots already containing multi-dwelling housing were excluded. Over the period of the housing strategy, it was assumed that it would not be feasible for knock down and rebuilding of existing multi-dwelling housing.

### 2.2.1. Datasets

GIS software was used as the primary modelling tool. The following are the key datasets used in the modelling.

*Table 2: Key datasets used in the analysis*

| Dataset | Source | Date |
|---|---|---|
| **NSW Environmental Planning Instrument**<br>▪ **Zoning**<br>▪ **Height**<br>▪ **Minimum Lot Size**<br>▪ **FSR**<br>▪ **Heritage**<br>▪ **Land Application** | ▪ NSW Planning portal | Data downloaded as spatial files November 2020 |
| **Cadastre** | ▪ NSW DCDB | Data downloaded as spatial files November 2020 |
| **NSW addresses** | ▪ NSW Open Data | Data downloaded as spatial files November 2020 |
| **Points of Interest** | ▪ NSW DTDB | Data downloaded as spatial files November 2020 |
| **Aerial Photos** | ▪ NearMap | Latest available image (most around August 2020) |

## 2.3. Zone specific methodology

For each zone a slightly different methodology for calculating theoretical capacity was used.

### 2.3.1. R4 High Density Residential Areas

In order to calculate the permissible yield, the total allowable Gross Floor Area (GFA) on the site was required. The GFA was calculated by multiplying the lot area by the Floor Space Ratio (FSR) control within the *Port Macquarie-Hastings Local Environmental Plan 2011*.

Once the allowable GFA was calculated, the apartment yield was calculated by dividing the GFA by the average apartment size within Port Macquarie. Using recent approved development in the R4 zones in the last 5 years in Port Macquarie, it was determined that the average apartment size was110m$^2$.

The theoretical development capacity was determined by identifying the total apartment yield and subtracting any development on site. Thus, a methodical approach to calculate was used as follows:

**Theoretical Development Capacity (R4) = ((Lot Area x FSR)/110) - existing dwellings on the site**

### 2.3.2. R3 Medium Density Residential Areas (Infill)

To calculate the permissible yield, the total allowable Gross Floor Area (GFA) on the site was required. The GFA was calculated by multiplying the lot area by the Floor Space Ratio (FSR) control within the *Port Macquarie-Hastings Local Environmental Plan 2011*.

Once the allowable GFA was calculated, the apartment yield was calculated by dividing the GFA by the average apartment size within Port Macquarie. Using recent approved development in the R3 zones in the last 5 years in Port Macquarie, it was determined that the average apartment size was 150m$^2$.

The theoretical development capacity was determined by identifying the total apartment yield and subtracting any development on site. Thus, a methodical approach to calculate was used as follows:

**Theoretical Development Capacity (R3) = ((Lot Area x FSR)/150) - existing dwellings on the site.**

### 2.3.3. R1 General Residential (Infill Undeveloped lots)

In established towns zoned R1, large undeveloped vacant lots were identified. Dwelling capacity for large vacant sites was calculated by dividing the lot area by average lot size of end-state residential lots within the area.

**Theoretical Development Capacity (R1 infill) = (Lot Area/Average lot size)**

### 2.3.4. R1 General Residential & R3 Medium Density Residential Greenfield Areas

The capacity of the Greenfield areas was calculated based on the total size of available Greenfield land and dividing it by the average lot size of recent developments in the surrounding area. A 15% land discount to deliver supporting infrastructure was applied to determine a realistic yield.

Additionally, when determining the size of lots to be subdivided to accommodate development in new Greenfield precincts, the lot size of surrounding development within the suburb was considered.

In Greenfield Areas such as Lake Cathie and Thrumster, which both contain R3 Medium Density Residential areas, theoretical development capacity was calculated differently. Semi-detached developments are the most common dwelling type being built. Therefore, the Greenfield discount rate of 15% was applied to large lots. The total area was then divided by the average lot size of existing lots in R3 Greenfield areas.

**Theoretical Development Capacity (R1) = (Lot Area x 0.85) / Average Lot size**

### 2.3.5. R5 Large Lot Residential Areas

R5 zones contain large lot residential housing, typically containing 1 dwelling per lot. Some of these large lot residential areas have the potential to be subdivided to create new lots for future housing.

The potential to accommodate new dwellings was first determined by identifying the lot area. A lot was determined to have capacity if when subdivided, each new lot meet the minimum lot size. The theoretical development capacity was obtained by subtracting any existing dwellings from the number of lots to subdivide.

**Theoretical Development Capacity (R5) = (lot area/minimum lot size) - existing dwellings**

### 2.3.6. Business Zones (LGA-Wide)

The following business zones where analysed:

- B1 Neighbourhood Centre
- B2 Local Centre
- B3 Commercial Core
- B4 Mixed Use

As the feasibility of shop top housing cannot be accurately gauged in this analysis, understanding the theoretical capacity of housing in business zones already containing a dwelling has not be completed.

For this analysis, only lots that were vacant were included, the rationale being that if the feasibility to develop residential developments on commercial land is there, vacant lots, including carparks will develop first. Our analysis does not take into account land ownership data.

To calculate the theoretical capacity, the maximum building height was used, with a provision for ground floor commercial development.

For a site of 1000m$^2$ with FSR control of 1.1:1 would have 1100m2 of permissible GFA. If the Height of Building (HoB) control is 20m tall, the number of storeys it could have is 20/3.3 = 6.06 = 6 storeys.

The GFA of the bottom storey is removed (in this case, the figure would be 1/6th of the total GFA). The GFA for shop top housing covers 5 storeys. Therefore, GFA of shop top housing permissible is 1100 x 5/6 = approx. 916m2.

Then, the GFA by 110m2, given that this is an average size of apartments in Port Macquarie (same as the R4 High density Residential zone). 916/110 = 8.32 = potential for 8 dwellings.

## 2.4. R1 General Residential (infill)

**Potential for additional and/or secondary dwellings in R1 Zones**

A separate analysis was run to determine whether lots in infill areas had the capacity to support additional dwellings in the form of secondary dwellings or another single or multi dwelling housing, based on the lot area. Greenfield areas were excluded from this analysis. The analysis identified the volume of lots within the 450sqm - 900sqm range that are capable of supporting a secondary dwelling and the volume of lots over 900sqm that are capable of supporting and single or multi-dwelling. The ability for dwellings to accommodate a secondary dwelling or an additional dwelling on the site was determined from the statutory and guideline controls present in *Port Macquarie-Hastings Local Environmental Plan 2011* and *Port Macquarie-Hastings Development Control Plan 2013*.

Due to a lack of suitable data, the analysis was unable to subtract from the total the number of lots that have already added an additional dwelling.

*Table 3: R1 lots with capacity for additional dwellings*

| Lot Size | Capacity for Additional Dwellings |
|---|---|
| <450m$^2$ | Unlikely to accommodate additional development |
| Between 450m$^2$ - 900m$^2$ | Capacity to accommodate a secondary dwelling |
| >900m$^2$ | Capacity to accommodate an addition dwelling or multi-dwelling |

# 3. MODELLED CAPACITY - PORT MACQUARIE

## 3.1. Overview

The Port Macquarie region extends along the coast from Lighthouse Beach in the south to the Port Macquarie CBD in the north, and inland to Sancrox.

Within this area, theoretically dwelling capacity has been presented as follows:

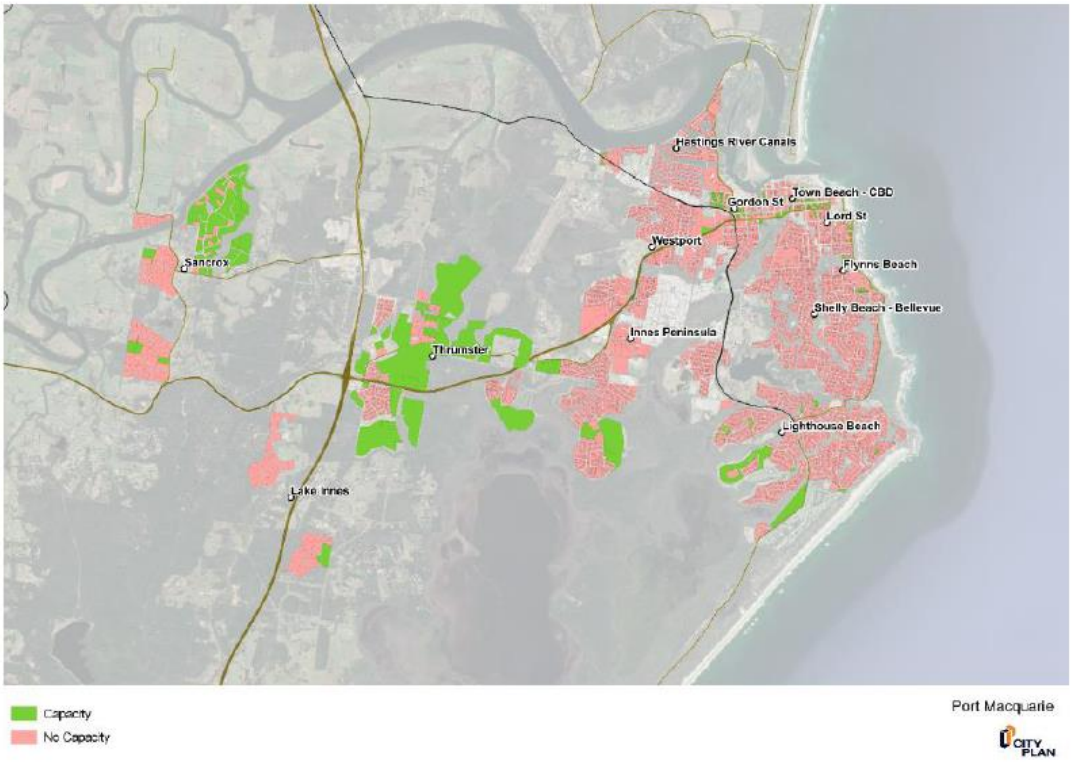


*Figure 1: Port Macquarie Region Capacity*

## 3.2. Residential infill

### 3.2.1. R4 High Density Residential Zones

*Table 4: Theoretical capacity for R4 High Density Residential zone*

| Location | Total No. R4 lots | Lots with capacity | | Theoretical dwelling capacity |
|---|---|---|---|---|
| | | Total No. | Proportion (%) | |
| **Port Mac East (Town Beach - CBD)** | 123 | 40 | 33% | 450 |
| **Port Mac West (Gordan Street)** | 117 | 60 | 51% | 800 |
| **R4 High Density Residential zone total** | | | | **1,250** |

*Figure 2: R4 High Density zone lot capacity modelling for Port Macquarie*

### 3.2.2. R3 Medium Density Residential Zones

*Table 5: Theoretical capacity for R3 Medium Density Residential Zones*

| Location | Total No. R3 lots | Lots with capacity | | Theoretical dwelling capacity |
|---|---|---|---|---|
| | | | Proportion (%) | |
| **Town Beach CBD** | 61 | 39 | 64% | 240 |
| **Gordon St** | 120 | 86 | 72% | 360 |
| **Flynns Beach** | 122 | 68 | 56% | 260 |
| **Lord St** | 69 | 47 | 68% | 330 |
| **Lighthouse Beach** | 2 | 1 | 50% | 50 |
| **Total** | | | | **1,240** |

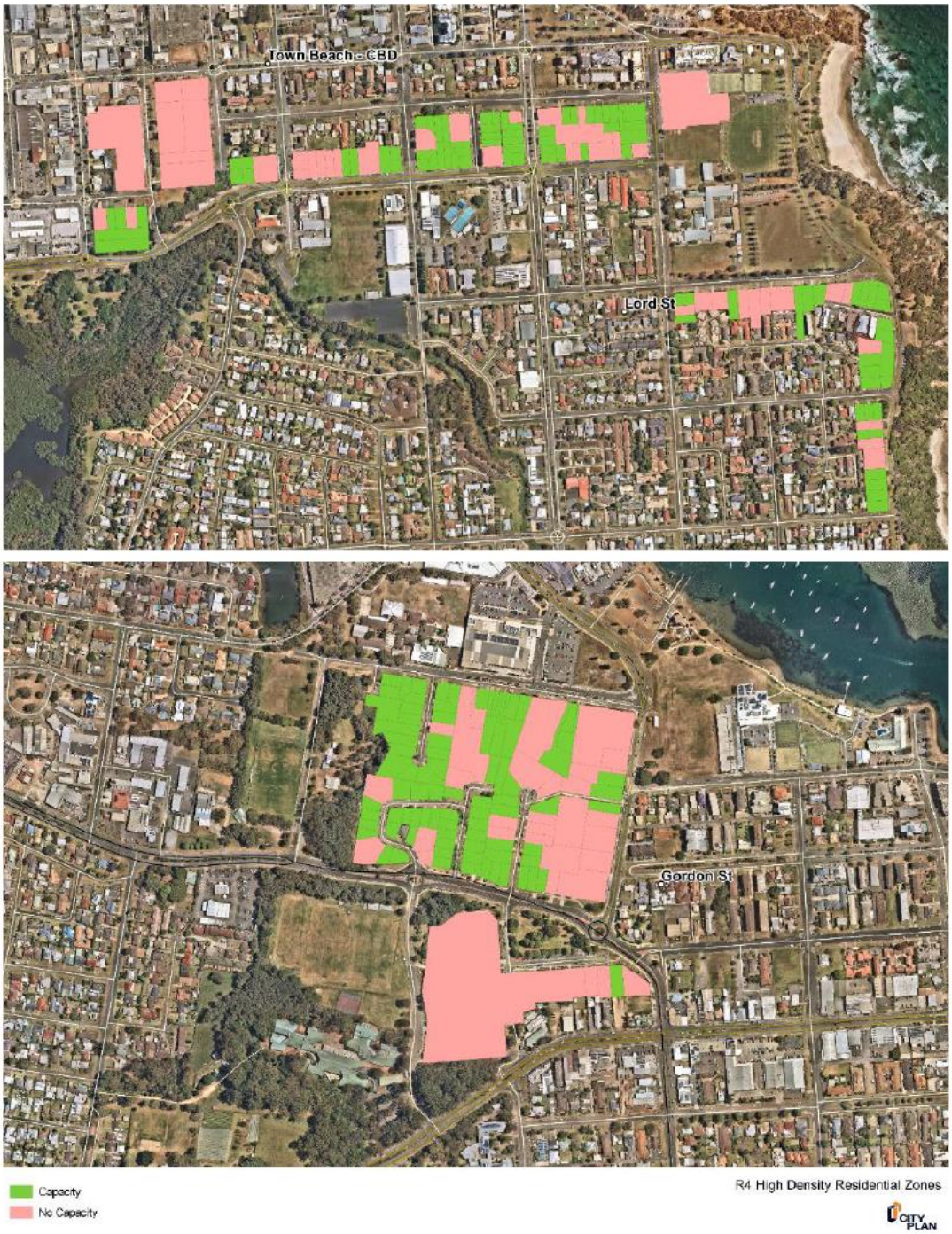


*Figure 3: R3 Medium Density zone lot capacity modelling for Town Beach-CBD, Lord St (top) and Gordon St (bottom)*

*Figure 4: R3 Medium Density zone lot capacity modelling for Flynns Beach (top) and Lighthouse Beach (bottom)*

**Potential for additional and/or secondary dwellings**

Below is the number of lots with capacity to support additional dwellings in the form of secondary dwellings or another single or multi dwelling housing in R1 General Residential Zones.

*Table 6: Number of Lots in Port Macquarie with the capacity to support additional dwellings in R1 General Residential Zones*

| Location | Total no. lots with capacity to accommodate | | Total no. lots with capacity to accommodate additional dwellings |
|---|---|---|---|
| | A Secondary Dwelling only | A Dwelling House, or Multi Dwelling | |
| Flynns Beach | 270 | 40 | 310 |
| Gordon St | 30 | 30 | 60 |
| Hastings River Canals | 650 | 210 | 860 |
| Innes Peninsula | 10 | 30 | 40 |
| Lord St | 180 | 40 | 220 |
| Port Macquarie | 0 | 0 | 0 |
| Shelly Beach - Bellevue | 3,290 | 510 | 3,800 |
| Westport | 1,610 | 230 | 1,840 |
| Lighthouse Beach | 3,390 | 560 | 3,950 |
| **Total** | **9,430 (lots)** | **1,650 (lots)** | **11,080 (lots)** |

### 3.2.3. Sancrox R5 Large Lot Residential

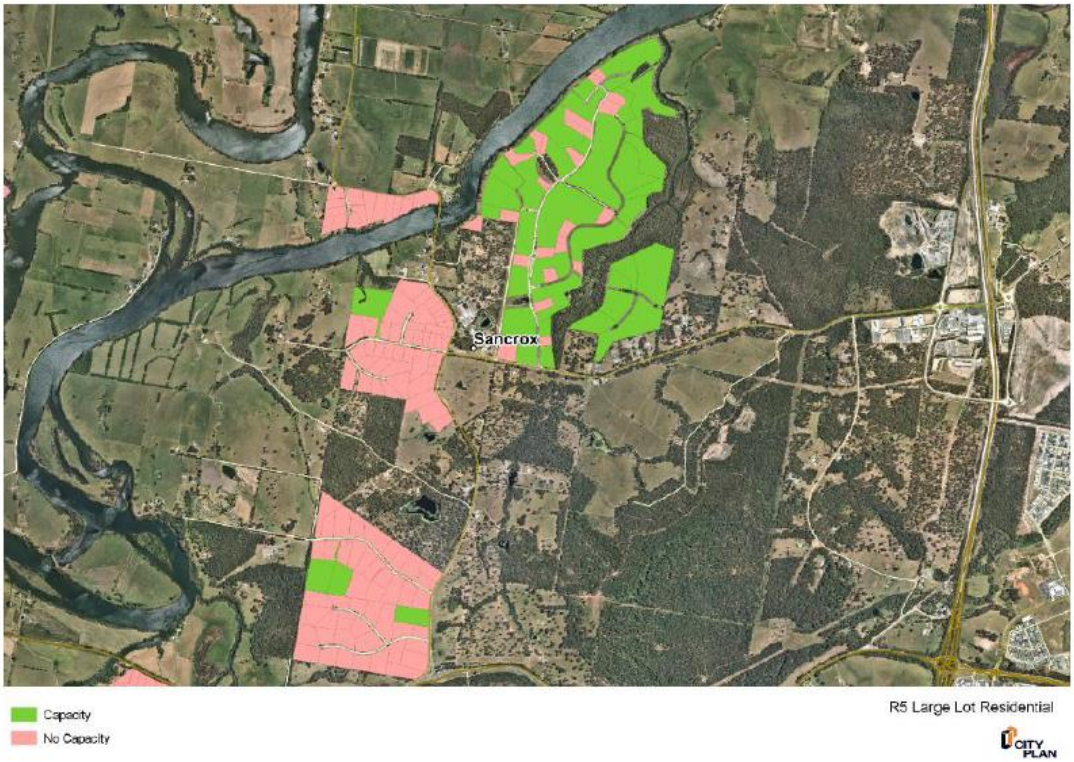


*Figure 5: Sancrox R5 Large lot residential*

*Table 7: Theoretical capacity for Sancrox R5 Large Lot Residential*

| Location | Total no. lots with capacity | Theoretical estimated capacity |
|---|---|---|
| Sancrox | 13 | 178 |
| **Total** | **13** | **178** |

### 3.2.4. Other R5 Large Lot Residential zone

*Figure 6: Thrumster and Lake Innes R5 Large Lot Residential*

*Table 8: Theoretical capacity for Thrumster and Lake Innes R5 Large Lot Residential*

| Location | Total no. lots with capacity | Theoretical estimated capacity |
|---|---|---|
| Thrumster | 6 | 17 |
| Lake Innes | 1 | 5 |
| **Total** | **7** | **22** |

## 3.3. Residential Greenfield

### 3.3.1. Lighthouse Beach

*Figure 7: Lighthouse Beach Greenfield*

*Table 9: Theoretical Capacity for Lighthouse Beach Greenfield R1 General Residential*

| Zone | Total No. Greenfield lots with capacity | Theoretical dwelling capacity |
|---|---|---|
| **R1** | 13 | 750 |
| **Lighthouse Beach Greenfield Total** | | **750** |

### 3.3.2. Thrumster

*Figure 8: Thrumster Greenfield*

*Table 10: Theoretical Capacity for Thrumster Greenfield R1 General Residential & R3 Medium Density Residential*

| Zone | Total No. Greenfield lots with capacity | Theoretical dwelling capacity |
|---|---|---|
| **R1** | 20 | 4,640 |
| **R3** | 2 | 190 |
| **Thrumster Greenfield Total** | | **4,830** |

### 3.3.3. Innes Peninsula

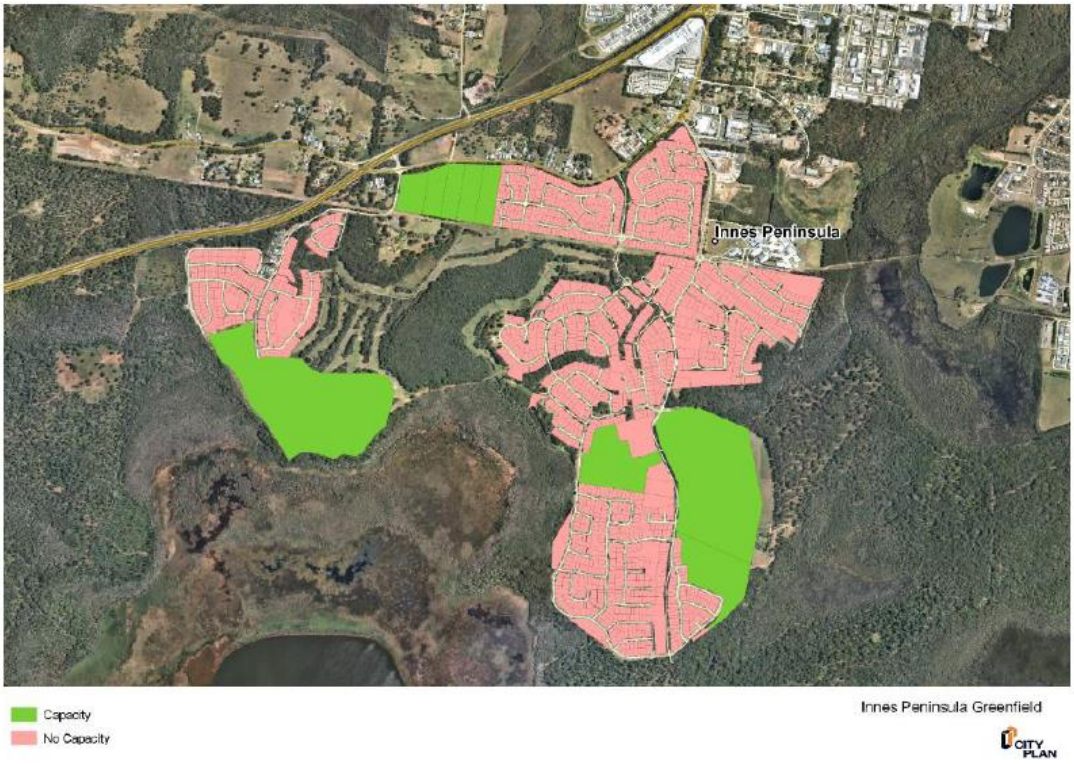


*Figure 9: Innes Peninsula Greenfield*

*Table 11: Theoretical Capacity for Innes Peninsula Greenfield R1 General Residential*

| Zone | Total No. Greenfield lots with capacity | Theoretical dwelling capacity |
|---|---|---|
| **R1** | 9 | 1,090 |
| **Innes Peninsula Greenfield Total** | | **1,090** |

## 3.4. Business zones

*Figure 10: Business Zones Gordon St, Lord St and Town Beach (top) Thrumster (bottom)*

*Table 12: Theoretical Capacity for Business Zones B2, B3 and B4, Gordon St, Lord St and Town Beach and Thrumster*

| Zone | | Gordan St | Lord St | Thrumster | Town Beach - CBD | *Total* |
|---|---|---|---|---|---|---|
| B2 | Lots with capacity | 11 | | 2 | | 13 |
| | Theoretical no. dwellings | 163 | | 227 | | 390 |
| B3 | Lots with capacity | | | | 9 | 9 |
| | Theoretical no. dwellings | | | | 539 | 539 |
| B4 | Lots with capacity | | 7 | | 3 | 10 |
| | Theoretical no. dwellings | | 86 | | 40 | 126 |
| *Total lots with capacity* | | **11** | **7** | **2** | **12** | **32** |
| *Total theoretical no. dwellings* | | **163** | **86** | **227** | **579** | **1,055** |

# 4. MODELLED CAPACITY - WAUCHOPE

## 4.1. Overview

The Wauchope region extends from Kings Creek in the east, to Beechwood in the west.

Within this area, theoretically dwelling capacity has been presented as follows:

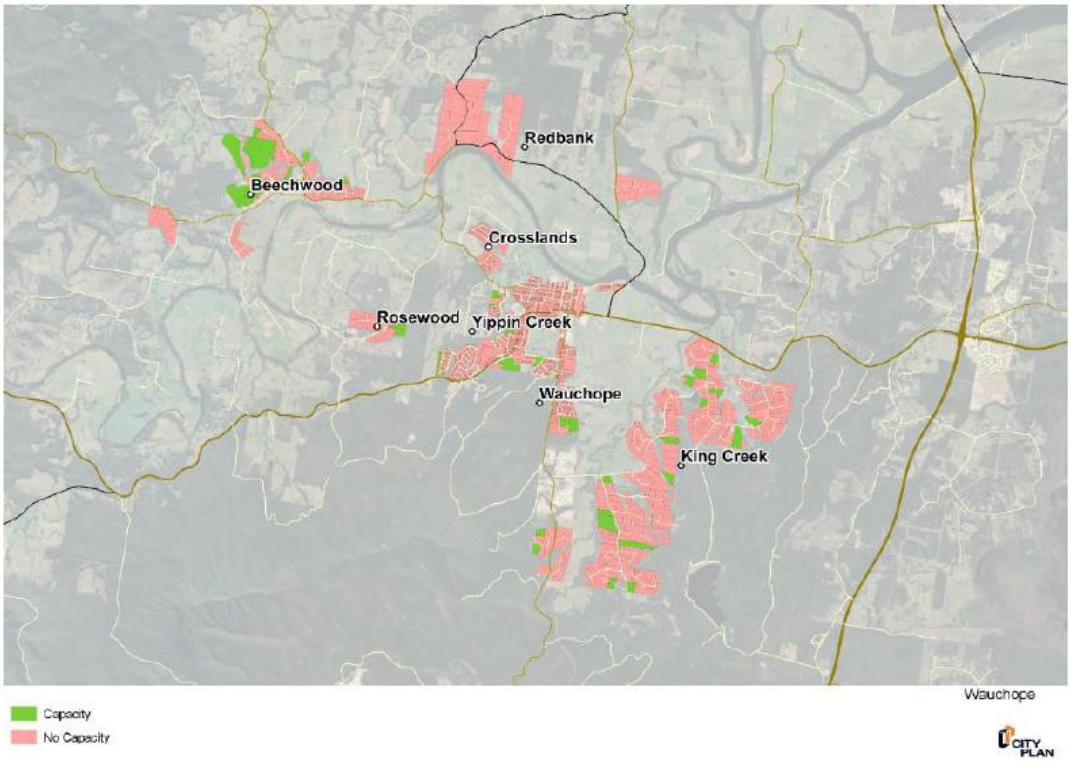


*Figure 11: Wauchope Region*

## 4.2. Residential infill

### 4.2.1. Undeveloped R1 Residential Infill

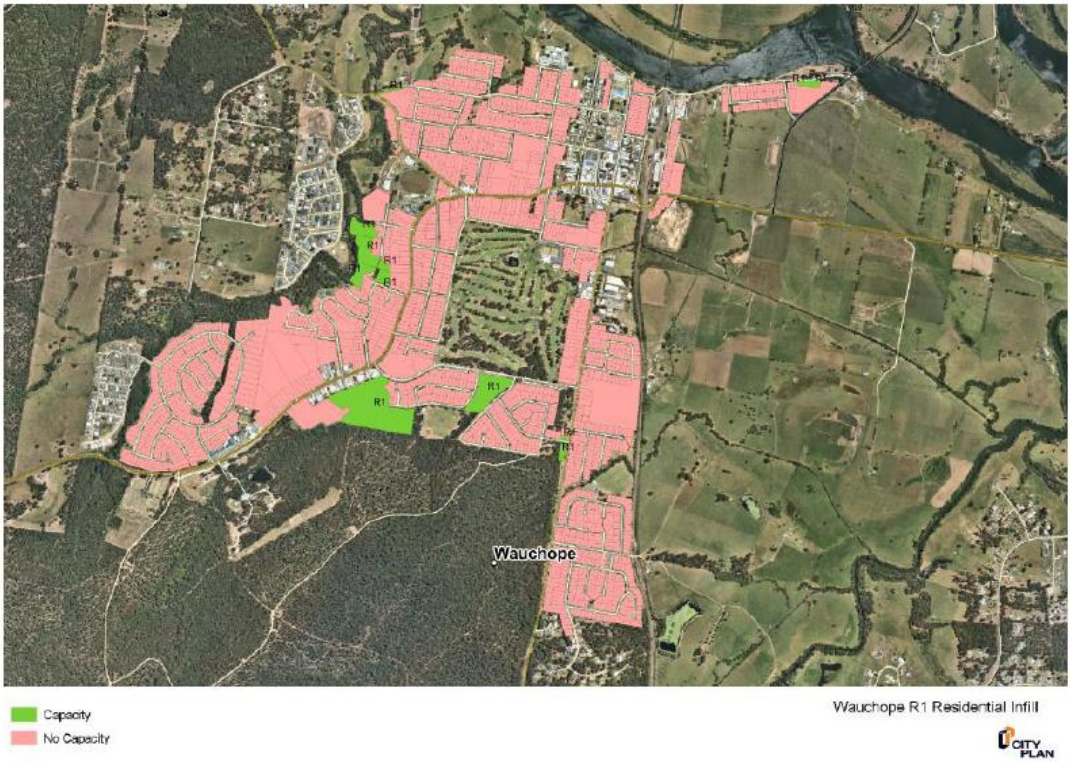


*Figure 12: Wauchope R1 Residential Infill*

*Table 13: Theoretical Capacity for Wauchope R1 General Residential Infill*

| Location | Total no. lots with capacity | Theoretical estimated capacity |
|---|---|---|
| Wauchope | 12 | 90 |
| **Total** | **12** | **90** |

**Potential for additional and/or secondary dwellings**

*Table 14: Number of Lots in Wauchope with the capacity to support additional dwellings in R1 General Residential Zones*

| Location | Total no. lots with capacity to accommodate | | Total no. lots with capacity to accommodate additional dwellings |
|---|---|---|---|
| | A Secondary Dwelling only | A Dwelling House, or Multi Dwelling | |
| Crosslands | 110 | 100 | 210 |
| Wauchope | 1530 | 500 | 2030 |
| **Total** | **1,640 (lots)** | **600 (lots)** | **2,240 (lots)** |

### 4.2.2. R5 Large Lot Residential zone

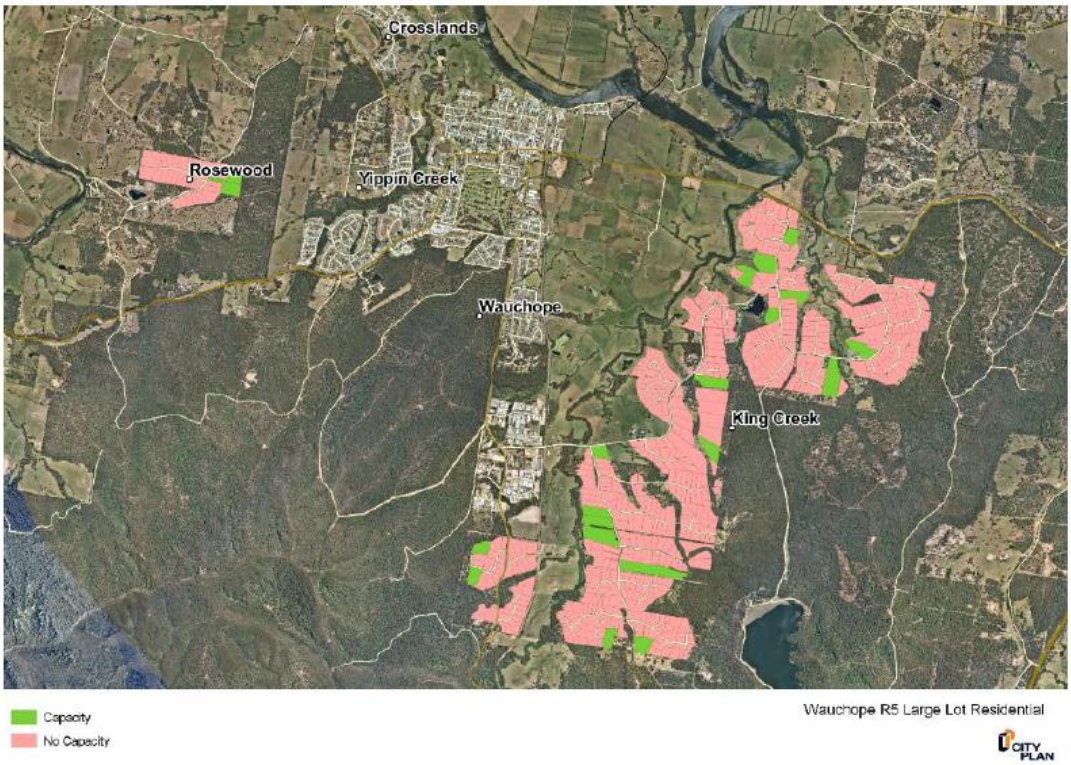


*Figure 13: Wauchope R5 Large Lot Residential*

*Table 15: Theoretical Capacity for Wauchope R5 Large Lot Residential*

| Location | Total No. R5 lots | Lots with capacity | | Theoretical dwelling capacity |
|---|---|---|---|---|
| | | | Proportion (%) | |
| King Creek | 636 | 16 | 3% | 45 |
| Rosewood | 31 | 2 | 6% | 2 |
| Wauchope | 43 | 2 | 5% | 3 |
| **Total** | | | | **50** |

## 4.3. Residential Greenfield

### 4.3.1. Yippin Creek

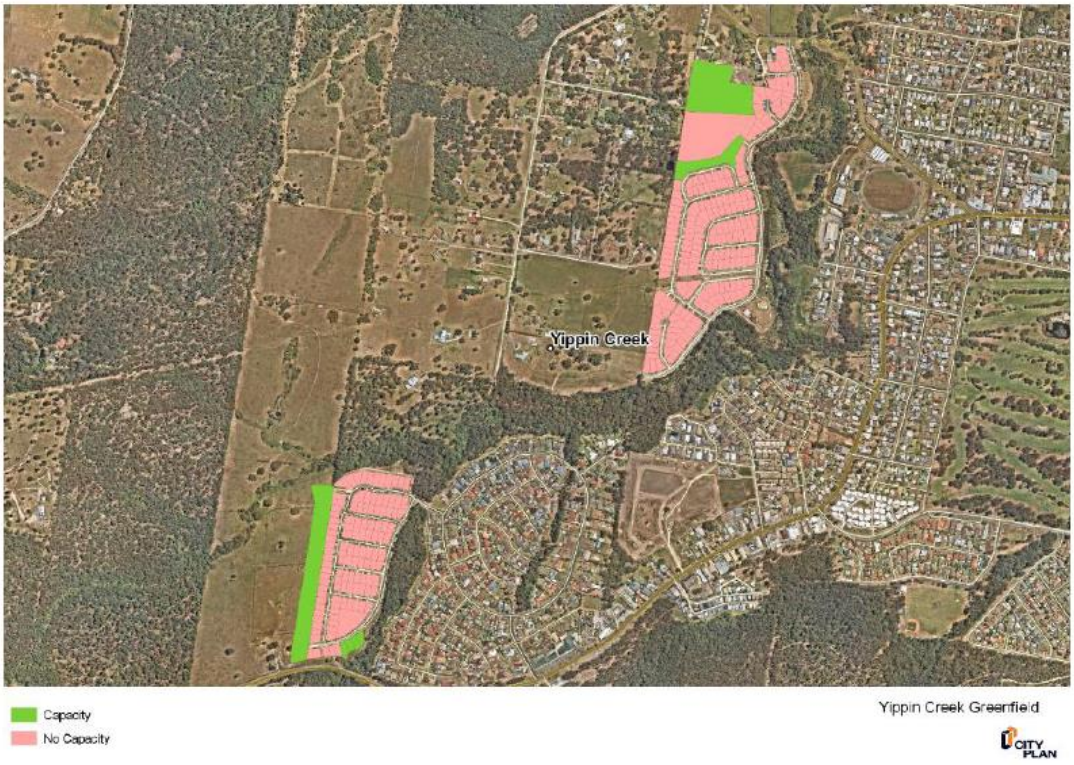


*Figure 14: Yippin Creek Greenfield*

*Table 16: Theoretical capacity for Yippin Creek Greenfield R1 General Residential*

| Zone | Total No. Greenfield lots with capacity | Theoretical dwelling capacity |
|---|---|---|
| **R1** | 7 | 100 |
| **Yippin Creek Greenfield Total** | | **100** |

### 4.3.2. Beechwood R5 Large lot residential

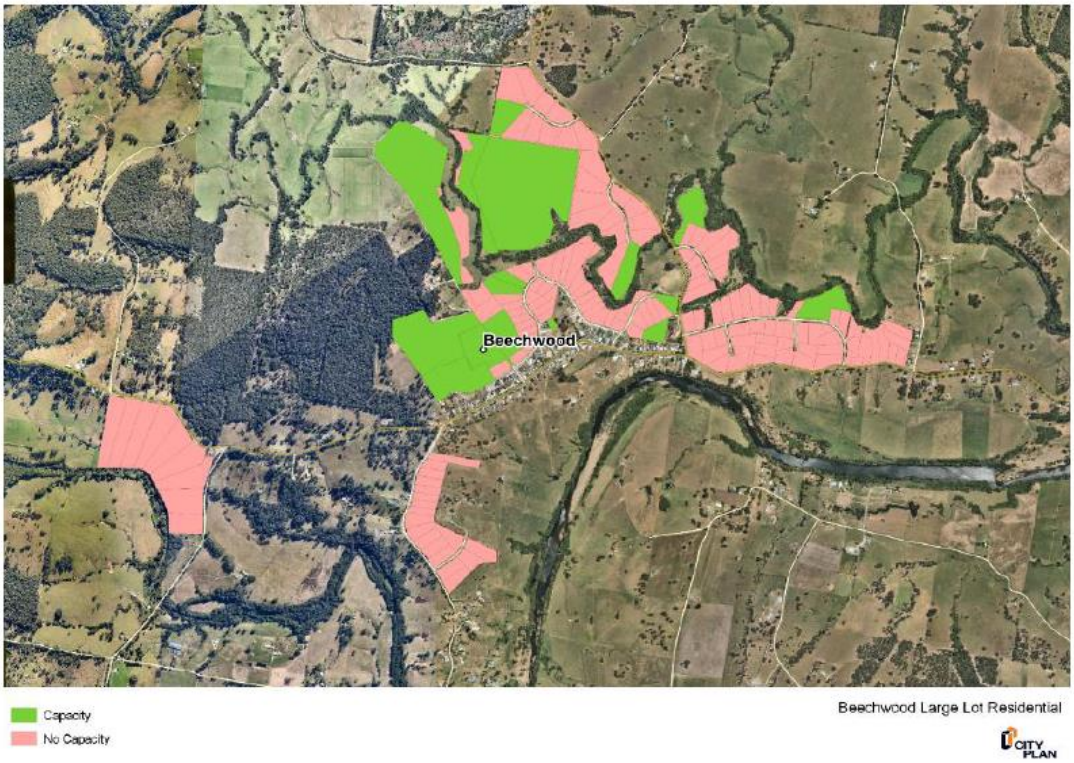


*Figure 15: Beechwood R5 Large Lot Residential*

*Table 17: Theoretical Capacity for Beechwood Greenfield R5 Large Lot Residential*

| Zone | Total No. Greenfield lots with capacity | Theoretical dwelling capacity |
|---|---|---|
| **R5** | 16 | 80 |
| **Beechwood Greenfield Total** | | **80** |

## 4.4. Business zones

*Figure 16. Wauchope Business Zone*

*Table 18: Theoretical Capacity for Wauchope B4 Mixed Use*

| Zone | | Wauchope |
|---|---|---|
| B4 | Lots with capacity | 4 |
| | Theoretical no. dwellings | 33 |

# 5. MODELLED CAPACITY - LAKE CATHIE - BONNY HILLS

## 5.1. Overview

The 'Lake Cathie - Bonnie Hills area includes the two towns of Lak Cathie and Bonny Hills

Within this area, theoretically dwelling capacity has been presented as follows:

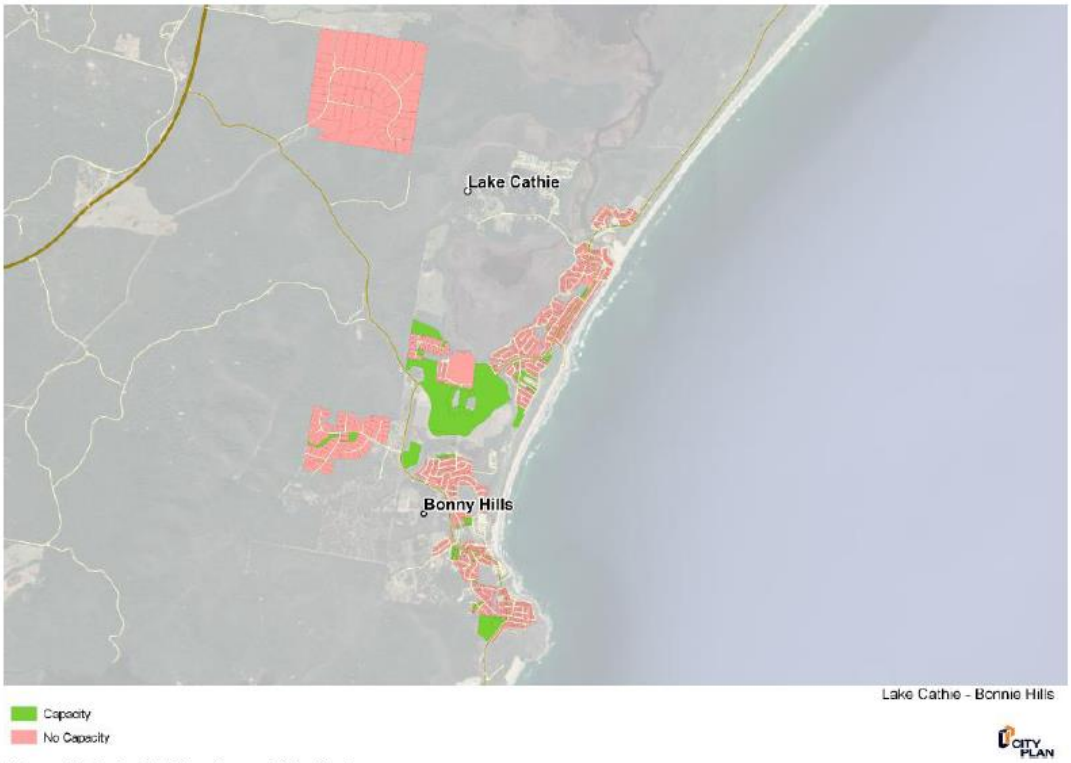


*Figure 17: Lake Cathie - Bonny Hills Region*

## 5.2. Residential infill

### 5.2.1. Undeveloped R1 Residential Infill

*Figure 18: Lake Cathie and Bonny Hill Undeveloped R1 Residential Infill*

*Table 19: Theoretical Capacity for Lake Cathie and Bonny Hill Undeveloped R1 Residential Infill*

| Location | Total no. lots with capacity | Theoretical estimated capacity |
|---|---|---|
| Lake Cathie | 27 | 20 |
| Bonny Hills | 27 | 120 |
| **Total** | **54** | **140** |

### Potential for additional and/or secondary dwellings

*Table 20: Number of Lots in Lake Cathie - Bonny Hills with the capacity to support additional dwellings in R1 General Residential Zones*

| Location | Total no. lots with capacity to accommodate | | Total no. lots with capacity to accommodate additional dwellings |
|---|---|---|---|
| | A Secondary Dwelling only | A Dwelling House, or Multi Dwelling | |
| Lake Cathie | 950 | 130 | 1080 |
| Bonny Hills | 980 | 70 | 1050 |
| **Total** | **1930 (lots)** | **200 (lots)** | **2130 (lots)** |

### 5.2.2. R5 Large Lot Residential Zone

*Figure 19: Lake Cathie and Bonny Hills R5 Large Lot Residential*

*Table 21: Theoretical Capacity for Lake Cathie and Bonny Hills R5 Large Lot Residential*

| Location | Total No. R5 lots | Lots with capacity | | Theoretical dwelling capacity |
|---|---|---|---|---|
| | | | Proportion (%) | |
| Bonny Hills | 78 | 2 | 3% | 2 |
| Lake Cathie | 53 | 0 | 0% | 0 |
| **Total** | | | | **2** |

## 5.3. Greenfield Residential

### 5.3.1. Lake Cathie

*Figure 20: Lake Cathie R1 and R3 Greenfield*

*Table 22: Theoretical Capacity for Lake Cathie R1 and R3 Greenfield*

| Zone | Total No. Greenfield lots with capacity | Theoretical dwelling capacity |
|---|---|---|
| **R1** | 12 | 1200 |
| **R3** | 41 | 590 |
| **Lake Cathie Greenfield Total** | | **1790** |

## 5.4. Business zones

*Figure 21: Lake Cathie Business Zone*

*Table 23: Theoretical Capacity for Lake Cathie B2 and R4 Zones*

| Zone | | Lake Cathie |
|---|---|---|
| B2 | Lots with capacity | 1 |
| | Theoretical no. dwellings | 178 |
| B4 | Lots with capacity | 2 |
| | Theoretical no. dwellings | 84 |
| *Total lots with capacity* | | **3** |
| *Total theoretical no. dwellings* | | **262** |

# 6. MODELLED CAPACITY - THE CAMDEN HAVEN

## 6.1. Overview

The Camden Haven region extends from the coast at Camden Head, to Kendall inland.

Within this area, theoretically dwelling capacity has been presented as follows:

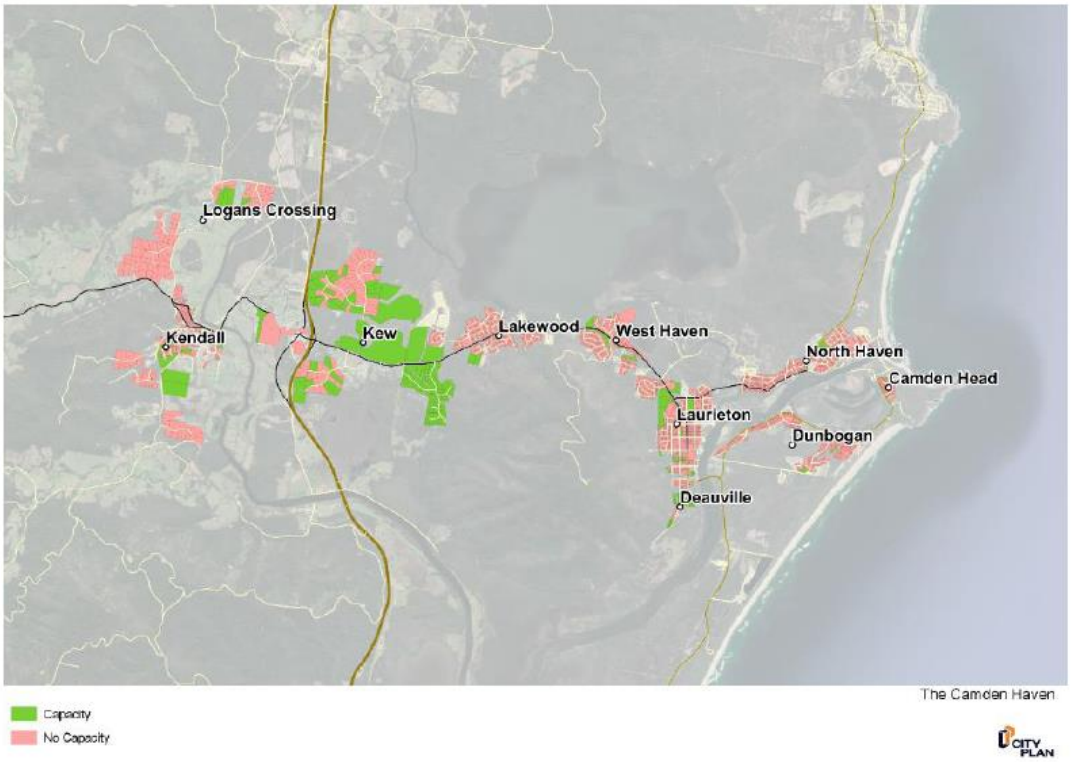


*Figure 22: The Camden Haven Region*

## 6.2. Residential infill

### 6.2.1. Undeveloped R1 Residential Infill

*Figure 23: Camden Haven Undeveloped R1 Residential Infill*

*Table 24: Theoretical Capacity for Camden Haven Undeveloped R1 Residential Infill*

| Location | Total no. lots with capacity | Theoretical estimated capacity |
|---|---|---|
| Deauville | 42 | 34 |
| Dunbogan | 5 | 9 |
| Kendall | 9 | 256 |
| Kew | 1 | 67 |
| Lakewood | 2 | 39 |
| Laurieton | 24 | 15 |
| North Haven | 3 | 2 |
| West Haven | 9 | 4 |
| **Total** | **95** | **426** |

**Potential for additional and/or secondary dwellings**

*Table 25: Number of Lots in The Camden Haven with the capacity to support additional dwellings in R1 General Residential Zones*

| | Total no. lots with capacity to accommodate | | Total no. lots with capacity to accommodate additional dwellings |
|---|---|---|---|
| | A Secondary Dwelling only | A Dwelling House, or Multi Dwelling | |
| Camden Head | 95 | 5 | 100 |
| Deauville | 0 | 55 | 55 |
| Dunbogan | 304 | 170 | 470 |
| Kew | 75 | 30 | 105 |
| Lakewood | 385 | 120 | 505 |
| Laurieton | 510 | 140 | 650 |
| North Haven | 600 | 80 | 680 |
| West Haven | 285 | 1100 | 385 |
| **Total** | **2,250 (lots)** | **700 (lots)** | **2,950 (lots)** |

## 6.3. Large Lot Residential R5

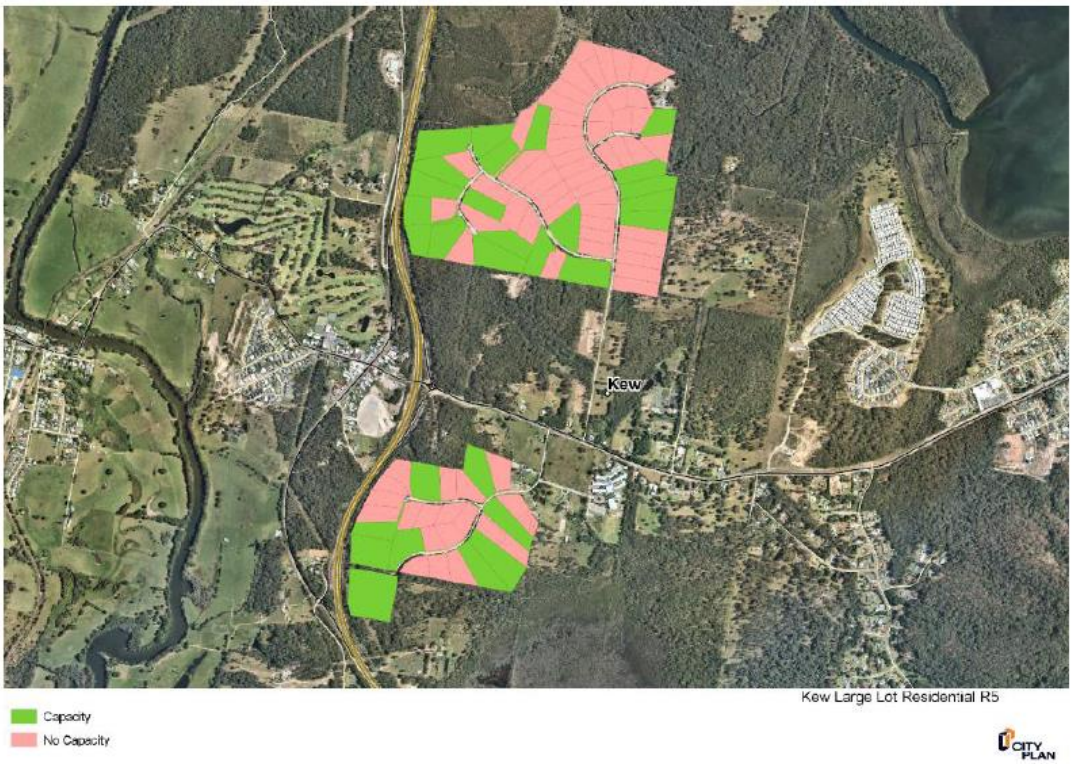


*Figure 24: Kew Large R5 Lot Residential*

*Table 26: Theoretical Capacity for Kew Large R5 Lot Residential*

| Location | Total No. R5 lots | Lots with capacity | | Theoretical dwelling capacity |
|---|---|---|---|---|
| | | | Proportion (%) | |
| Kew | 99 | 29 | 30% | 55 |
| **Total** | | | | **55** |

## 6.4. Greenfield residential

### 6.4.1. Kew

*Figure 25: Kew Greenfield R1 General Residential*

*Table 27: Theoretical Capacity for Kew Greenfield R1 General Residential*

| Zone | Total No. Greenfield lots with capacity | Theoretical dwelling capacity |
|---|---|---|
| **R1** | 5 | 1,190 |
| **Lake Cathie Greenfield Total** | | **1,190** |

## 6.5. Busines zones

*Figure 26: The Camden Haven Business Zones*

For the Camden Haven region, only business zones in the Laurieton town centre (Figure 26) were identified as having capacity.

*Table 28: Theoretical Capacity for Laurieton B2 Zones*

| Zone | | Laurieton |
|---|---|---|
| B2 | Lots with capacity | 7 |
| | Theoretical no. dwellings | 47 |

# 7. MODELLED CAPACITY - TELEGRAPH POINT

## 7.1. R5 Large Lot Residential

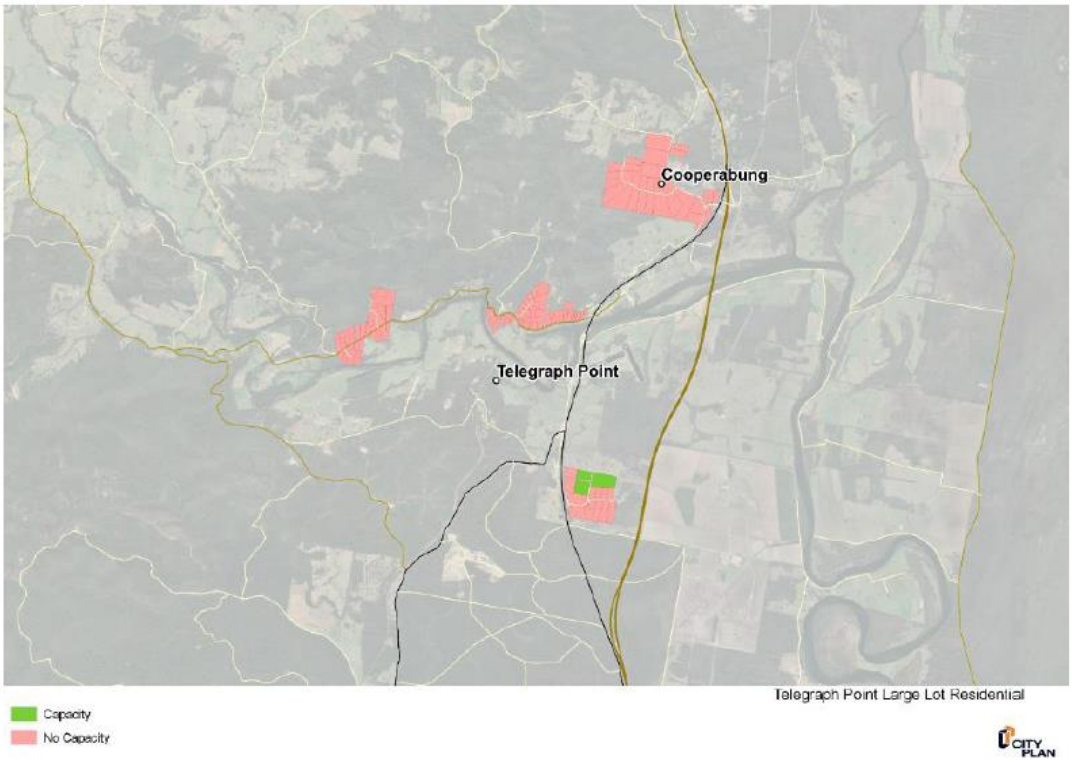


*Figure 27: Telegraph Point R5 Large Lot Residential*

*Table 29: Theoretical Capacity for Telegraph Point R5 Large Lot Residential*

| Location | Total No. R5 lots | Lots with capacity | | Theoretical dwelling capacity |
|---|---|---|---|---|
| | | | Proportion (%) | |
| Telegraph Point | 93 | 2 | 2% | 4 |
| Cooperabung | 31 | 0 | 0 | |
| **Total** | | | | **4** |

## 8. RECOMMENDATIONS

It is recommended that a feasibility analysis be conducted on the for the areas that have been identified as having capacity. This analysis will assist in determining what factors (market, planning controls or both) are preventing lots from being developed. This study should focus firstly on the high and medium density zones in and around the town centre.

This study had identified that there are over 18,000 lots in existing R1 General Residential zones with the capacity to accommodate a secondary dwellings or multi-dwelling. A recommendation would be to firstly audit these areas and identify where secondary dwellings or multi-dwelling have been built. Based on the audit a feasibility analysis is recommended to understand the number of additional dwellings that could be built in these areas and how this can add to future housing supply.

# Port Macquarie - Hastings Local Housing Strategy

## Stakeholder Engagement Summary

APRIL 2021

Prepared by City Plan Strategy & Development, in partnership with

emapconsulting

## REPORT REVISION HISTORY

| Revision | Date Issued | Revision Description | |
|---|---|---|---|
| 01 | 14/10/2020 | Working draft for TWG feedback | |
| | | **Prepared by** | **Verified by** |
| | | Jessica Veenhuyzen<br>*Project Planner* | N/A |
| 02 | 03/02/2021 | Draft submitted for review | |
| | | **Prepared by** | **Verified by** |
| | | Jessica Veenhuyzen<br>*Project Planner* | N/A |
| 03 | 30/04/2021 | Final for exhibition | |
| | | Updated by | Verified by |
| | | Dr Emma McIntyre<br>*Director \| EMAP consulting*<br>Amanda Wetzel<br>*Regional Director, City Plan* | <br>Amanda Wetzel<br>*Regional Director* |

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# 1. INTRODUCTION

## 1.1. Project context

Port Macquarie-Hastings Council (Council) is required to prepare the Local Housing Strategy (LHS) which will set out a framework to guide residential growth and change across the Port Macquarie-Hastings Local Government Area (LGA) over the next 15 years to 2036. Once complete, the LHS will serve as the long-term basis for reviewing and updating planning policies, processes, and controls for residential development throughout the LGA.

The LHS must be prepared, to the best possible extent, in accordance with the *Local Housing Strategy Guideline* released by the NSW Department of Planning Industry and Environment (DPIE) in 2018. It should also give effect to the vision and approach for residential land use planning set out in State and Local Government plans and strategies including the *North Coast Regional Plan 2036*, *Port Macquarie-Hastings Local Strategic Planning Statement* (currently in draft), *Port Macquarie-Hastings Urban Growth Management Strategy* and *Port Macquarie-Hastings Community Strategic Plan*.

Council engaged a consultant team comprising City Plan Strategy and Development (City Plan) AlphaDemographics, and EMAP consulting to prepare the Port Macquarie-Hastings Local Housing Strategy Project (the Project). The project scope included targeted stakeholder engagement facilitated by the consultant team and with assistance from Council.

## 1.2. Purpose of report

This report serves as a background document to the draft Local Housing Strategy for exhibition. It describes the stakeholder engagement process undertaken to prepare the draft Local Housing Strategy and provides a summary of the key findings from participant feedback.

On behalf of the entire consultant team, City Plan would like to thank the participants who generously shared their ideas and feedback through the engagement activities.

## 1.3. Limitations

There are a number of limitations regarding the stakeholder engagement methodology that should be acknowledged. These are outlined below.

- City Plan worked with Port Macquarie-Hastings Council to determine the focus of engagement activity; this was strongly influenced by the project scope and resources allocated to the project. While we recognise the importance of seeking the community's input when preparing land use strategies and policies, community engagement was outside the scope of our role in this project.
- The COVID-19 pandemic required the project team to review the stakeholder engagement approach. The initial stakeholder engagement approach involved a series of targeted face-to-face workshops over 3 separate days throughout the duration of the project. These workshops were converted into an online format to limit face-to-face contact in line with Government restrictions and in the interest of public health.
- Council was responsible for identifying and inviting key stakeholders to attend the targeted workshops. A number of stakeholders invited to participate did not respond or were unable to on the day.

# 2. HOW WE ENGAGED

## 2.1. Engagement framework

The engagement activities undertaken for the Port Macquarie-Hastings LHS have been designed around the International Association of Public Participation's (IAP2) Public Participation Spectrum. The spectrum is based on defining the public's role in any engagement program, and outlines different levels of engagement that can be incorporated into an engagement program, which is shaped by the intent of engagement, timeframes, resources and levels of concern or interest.

The engagement intent for the LHS has been on the 'inform', 'consult' and 'involve' end of the spectrum. At the end of the project, targeted stakeholders and program participants will be informed about how their viewpoints have been listened to and incorporated. The intent has also been to involve Council staff by including their inputs within the project methodology and key deliverables.

**Table 1** summarises the participation levels, describing the participation objectives and selected techniques associated with each. The engagement activities chosen for the project are briefly summarised in **Section 2.3** with a more detailed description of each engagement activity provided at **Appendix 1**.

*Table 1: Engagement levels, objectives, and techniques*

| ENGAGEMENT LEVEL | STAGE OBJECTIVE | TECHNIQUES |
|---|---|---|
| **INFORM** | To **provide** information that assists with understanding the purpose of the Project.<br>To **encourage** people to participate at relevant (future) stages or through specific techniques. | ▪ Stakeholder letter/email<br>▪ Councillor Briefing<br>▪ Voluntary register / expressions of interest |
| **CONSULT** | To **collect** or clarify information such as data or analysis methods, etc.<br>To **gain feedback** about the scope of the project or preliminary issues, etc. | ▪ Invited presentation / workshop<br>▪ Desktop review of engagement completed for other Projects<br>▪ Feedback register |
| **INVOLVE** | To **partner** in a way that **allows** inputs to be strongly reflected or directly incorporated into the Project methodology or deliverables. | ▪ Invited presentation / workshop<br>▪ Advisory / reference committee |

## 2.2. Engagement Purpose

The purpose of the engagement was to:

- Exploring stakeholders' vision for housing, to be informed by Council's Community Strategic Plan;
- Identifying perceived blockages to housing delivery within the LGA;
- Evaluating planning controls and non-planning mechanisms to deliver greater housing choice; and
- Other issues identified through our collection and review of the evidence.

The key issues identified during City Plan's collection and review of the evidence to inform the LHS primarily related to 'gaps' in evidence where information was not readily available. The stakeholder engagement process, and the questions asked, were also designed to address these gaps. Key gaps included:

- Understanding locally specific opportunities and constraints (e.g. infrastructure, biodiversity, planning controls, etc.) and the accuracy of the mapping or other information available to determine these; and
- Understanding local demand for and supply of affordable housing types (e.g. social and affordable housing)

The stakeholder engagement process was also designed to hear industry perspectives on possible planning and non-planning mechanisms to deliver greater housing choice (e.g. dual occupancies, multi dwelling housing, and residential flat buildings) as a this is a key objective for future housing identified in both the State *Government's North Coast Regional Plan 2036* and *Council's Urban Growth Management Strategy*.

## 2.3. Engagement activities

Engagement activities were intended to primarily occur in a face-to-face format however due to the COVID-19 pandemic and often changing NSW Government advice most engagement activities were adapted to an online format to manage uncertainty and protect participants' health and safety. Engagement activities have, to date, included:

- A face-to-face Councillor briefing to inform Councillors on the project, present early findings in the research and to provide them with an opportunity to raise any issues or insights early on in the process that they would specifically like the LHS to address.
- Four technical working group meetings (one face-to-face and three by teleconference) to keep Council's internal staff informed as to the status of the project and seek their insights and input into the project methodology, key areas of investigation and future vision for housing.
- Three online workshops with targeted stakeholders to inform them about the project and gain their insights on key findings and focus areas of the project. These focused on:
  - Mapping relevant to housing opportunities and constraints (Workshop 1),
  - Local demand and supply of affordable housing (Workshop 2), and
  - Barriers to facilitating greater housing choice (Workshop 3).
- A second Councillor briefing in conjunction with the drafting of the LHS.

### 2.3.1. Conducting online workshops

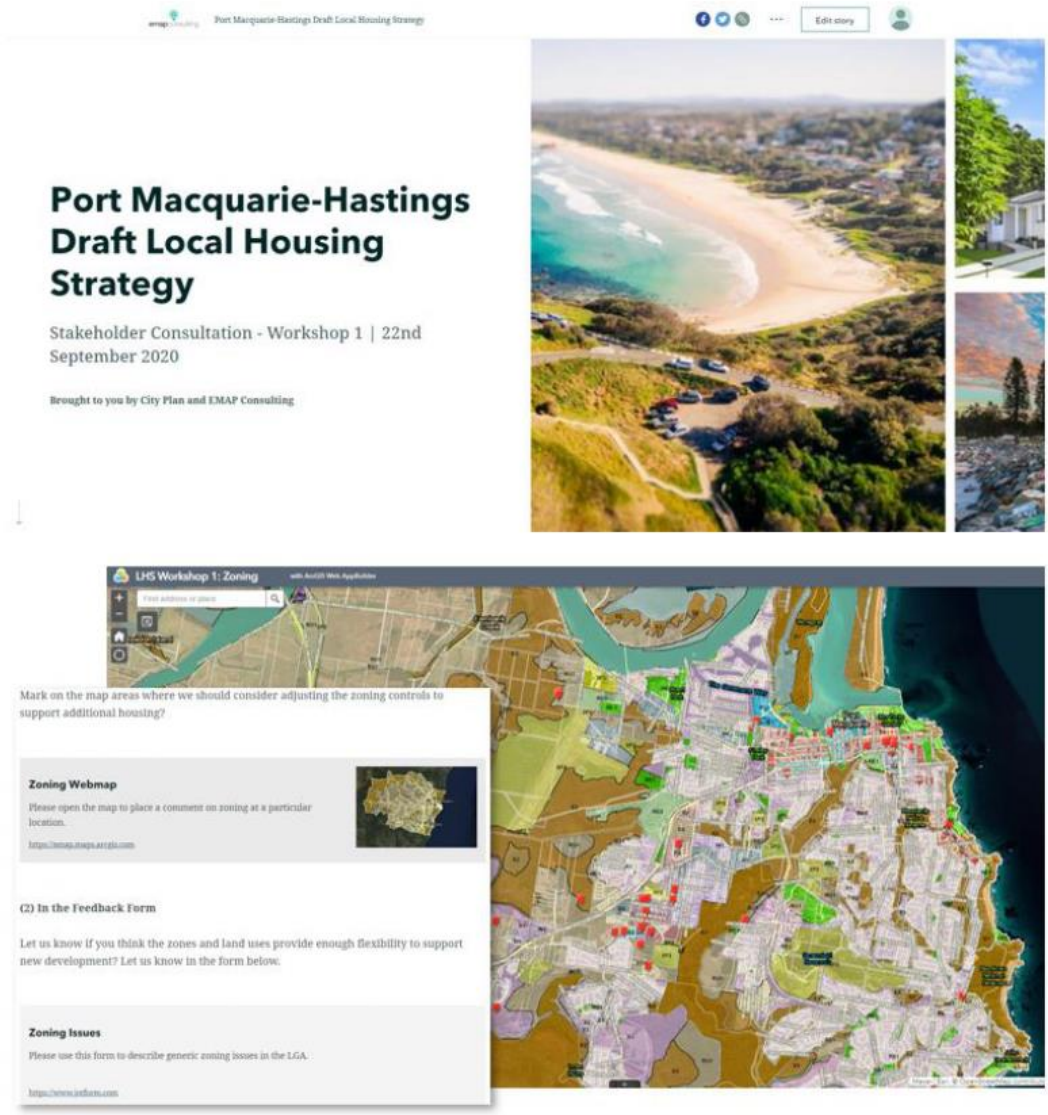
"ArcGIS StoryMaps" technology was used to compile a series of webmaps that allowed for stakeholder feedback and input to a range of issues, in lieu of the face-face workshops that were planned to take place. A summary of the key elements of each workshop's StoryMap is provided below.

| Workshop 1<br>*Housing opportunities and constraints* | Workshop 2<br>*Social and Affordable Housing* | Workshop 3<br>*Mechanisms to encourage greater choice* |
|---|---|---|
| ▪ Purpose of the workshop and story map.<br>▪ Description of how to use the story map to provide feedback and input during and following the workshop.<br>▪ Separate webmaps and feedback forms to collect feedback for each of the following themes:<br>▫ LEP Zoning.<br>▫ Density (Minimum Lot Size).<br>▫ Building heights.<br>▫ Environmental constraints. | ▪ Purpose of the workshop and story map.<br>▪ Due to limited mapped data for social and affordable housing, EMAP Consulting sourced the following data from .id profile as a basis for discussion:<br>▫ Low income households.<br>▫ People in need of assistance due to disability.<br>▫ People with below Year 11 schooling.<br>▫ Unemployment rate.<br>▫ Households renting social housing.<br>▫ Households in rental stress.<br>▫ Households in housing stress. | ▪ Purpose of the workshop and story map.<br>▪ Separate webmaps were presented to highlight the location of the following 'lifestyle areas', based on the permissibility of preferred house types through the current LEP zoning:<br>▫ Centre living (B1, B2, B3, and B4 zones)<br>▫ Apartment living (B4, R4, and R3 zones)<br>▫ Town living (R1 and R3 zones)<br>▫ Suburban living (R1 and R2 zones)<br>▫ Rural Living (E4 and R5 zones) |

Workshops were delivered via a Zoom meeting, presented by City Plan facilitators with technical support from EMAP Consulting, providing participants with an overview of the presentation material and instructions for providing feedback.

In addition to consultant records of the facilitated discussion, feedback was also provided directly by participants via feedback forms embedded into the StoryMaps. For Workshop 1, this allowed participants to drop and annotate pins on their area of interest and/or provide freeform comments (i.e., not tied to a specific location) for a period of up to two weeks following the workshop date. This approach recognised the complexity of the data presented, and the importance of allowing participants' ample time to understand and respond in a meaningful way.

All feedback provided via StoryMaps was collated into a spreadsheet and formed part of the Workshop records. A collection of imagery illustrating the online workshop StoryMap content is provided below.




*Example of StoryMap content and feedback (taken from Workshop 1)*

# 3. WHO WE ENGAGED

Stakeholders included individuals or groups of individuals (including organisations or political entities) who have an interest in the Local Housing Strategy. Council's internal project team were responsible for identifying and inviting stakeholders to participate in the stakeholder engagement program.

The following stakeholders participated in the program and represent government, industry and user perspectives. There were also a number of other stakeholders invited to participate who Council did not receive a response from or who were unable to participate.

## 3.1. Local Government

There were 12 Port Macquarie Hastings Council staff who participated in the stakeholder workshops and project technical working group with expertise in the following areas.

- Land Use Planning
- Development Assessment
- Development Contributions
- Community Engagement
- Economic Development
- Infrastructure, Transport and Stormwater Planning

Port Macquarie-Hastings Councillors were also engaged early in the project through a Councillor presentation and will be involved again as the LHS is drafted.

## 3.2. State Government

Two NSW Government staff members, from the following departments, attended the workshops.

- Transport for NSW
- Department of Planning, Industry and Environment (Biodiversity and Conservation Division)

Apologies were received from NSW Government staff in the Department of Communities and Justice, the Aboriginal Housing Office, the Department of Planning Industry and Environment and the NSW Rural Fire Service.

## 3.3. Industry stakeholders

There were 14 industry participants representing 11 organisations listed below who attended the stakeholder workshops.

- King & Campbell
- Love Project Management
- All About Planning
- Briscoe Project Solutions
- Hopkins Consultants
- Jojeni Group
- George Watt & Associates
- Community Housing Limited

- Liberty Services
- Mission Australia
- Elders Real Estate Camden Haven

# 4. WHAT WE FOUND

## 4.1. Housing opportunities and constraints (Workshop 1)

### 4.1.1. Overview

Workshop 1 provided targeted stakeholder feedback on housing opportunities and constraints to inform the preparation of the LHS and considered environmental, social and infrastructure opportunities and constraints, as well as opportunities and constraints relevant to specific planning controls (zoning, building heights and minimum lot size).

### 4.1.2. Key discussion points

**Environmental**

Participants stated that new residential zones should be avoided in existing vegetated areas, sensitive coastal areas, and land likely to be affected by climate change impacts, including sea level rise. Participants also suggested that existing and new residential zones should be buffered to environmental constraints and incompatible land uses.

Many participants raised concerns over the accuracy of mapping available to identify environmental values and constraints. The key concern is that mapping layers including flood prone land mapping, bushfire prone land mapping and some biodiversity mapping (e.g. Coastal SEPP - Coastal Wetlands Mapping) is out of date and does not reflect land use changes in recent years. Stakeholders expressed that inaccurate mapping will lead to errors in decision making and should be addressed, suggesting that mapping should be updated more frequently in line with site specific studies being completed.

**Transport, social and green infrastructure**

Stakeholders identified that there is often a lag in establishing active and public transport infrastructure (cycleways, bus stops, shared paths and foot paths) to connect newly established residential areas within the Port Macquarie CBD, local centres, schools and recreational areas. Stakeholders suggested that State and local infrastructure funding should be used to address this.

Stakeholders generally agreed that more open space opportunities were required to support new residential areas and intensification of growth in existing residential areas. Stakeholders identified a number of areas that would be suitable for open space including in the Innes Lake, Kew, and Camden Haven areas.

**Planning controls (zoning, height, and density)**

Stakeholders noted many opportunities to increase housing supply in existing urban areas through upzoning to encourage greater residential density (e.g. from an R1 General Residential zone to an R3 Medium Density Residential zone). Specific locations for the Consultant team to further investigate as part of the Local Housing Strategy project were most commonly suggested by stakeholders on the basis of being high amenity areas with good access to employment opportunities and services and generally free of constraints. These areas were mostly in and around Port Macquarie, and have been investigated at a high level by the consultant team.

State agency stakeholders suggested that residential zoning principles should be in line with a 'compact city model', with residential density being intensified in certain areas rather than rezoning new land to accommodate further residential development. Stakeholders noted that this model needs to be supported by additional open space and active transport networks and seek to maintain village character.

There were also several comments from stakeholders regarding opportunities to better define uses within centres through rezoning of business and mixed-use zones (e.g., rezoning a shopping village from B4 Mixed Use to B2 or B1).

#### 4.1.3. Considerations for Local Housing Strategy

The Local Housing Strategy is required to consider different land use opportunities and constraints and identify areas with additional development capacity to support future housing growth in line with demand, and areas that should be conserved. Insights provided by stakeholders informed the evidence base to address this consideration.

- Opportunities may include areas well connected to existing or planned employment uses and transport, social and green infrastructure. Opportunities may also include residential or other areas where the condition, scale and character of existing residential development can support further residential growth without unreasonable impacts to amenity.
- Constraints that may limit future development capacity may include factors such as areas with high biodiversity, scenic or heritage values which contribute overall amenity, health and connection to an area and should be conserved. Other constraints may include natural hazards, infrastructure and utility service availability, incompatible uses, existing local character and financial feasibility.

Our review of the evidence base collected to date, including through stakeholder engagement, suggest additional effort is required to better understand some opportunities and constraints; for example, infrastructure and servicing opportunities and constraints that may influence development capacity within existing urban areas. Where information is not sufficient to understand particular opportunities and constraints, the Local Housing Strategy can describe a 'course of action' to, for example, address gaps in information, incorporate third party information in future, and/or engage during the life of the Strategy (e.g. after it is adopted).

A component of reviewing opportunities and constraints includes understanding the accuracy of the information available to inform analysis. Stakeholders provided valuable feedback in relation to inaccuracies in some of this information (including mapping layers). While it is outside of the remit of the Local Housing Strategy project to update existing mapping layers managed by Council and NSW Government, the Local Housing Strategy can include actions to address inaccuracies in this information where relevant to informing planning for housing.

### 4.2. Social and affordable housing (Workshop 2)

#### 4.2.1. Overview

Workshop 2 provided targeted stakeholder feedback on the local demand and supply of affordable housing, what they see as barriers to the delivery of social and affordable housing (SAH) and explored what models and mechanisms could be used to facilitate more SAH within the Port Macquarie-Hastings LGA.

### 4.2.2. Key discussion points

**Demand for, and supply of SAH**

Stakeholders had the following insights on local demand and supply of SAH:

- Demand for SAH continues to grow within the Port Macquarie-Hastings LGA. The number of people on the social housing waitlist within the Port Macquarie-Hastings area has increased significantly in the last 15 years.
- There are particular groups within the community that are more likely to rely on SAH or short-term accommodation, these include single men and women dependent on government benefits that cannot afford private rental housing. There is also a high proportion of people seeking SAH housing with a disability or are seniors indicating that more SAH needs to be built to meet these needs.
- There is a strong link between domestic and family violence, which can lead to homelessness, and the demand for SAH. The demand for domestic violence services is increasing by 30% year on year as more domestic violence victims choose to report incidences. There can often be stigma around domestic violence victims which can limit their ability to access suitable housing through the private rental market. This increases their reliance on SAH types and short-term accommodation such as emergency accommodation and boarding houses.
- There is an ongoing undersupply of affordable rental stock within the Port Macquarie-Hastings area. This drives up competition and there is evidence of student households, for example, pricing out other people genuinely in need of affordable housing.
- A substantial proportion of Port Macquarie-Hastings social housing supply is concentrated within the CBD. The clustering of social housing can be problematic as it can exacerbate stereotyping and hostility.
- Laurieton area has an undersupply of SAH and other forms of suitable housing comparative to need.
- Stakeholders identified that Housing NSW is a significant landholder in the Town Beach precinct of Port Macquarie with the area providing much needed high quality public housing. Stakeholders recommended consulting with Housing NSW regarding their landholdings in this area to facilitate new housing opportunity.

**Barriers to the delivery of SAH**

Stakeholders generally identified the financial feasibility of delivering SAH below the market value as the biggest barrier. This includes the cost of finding and purchasing suitable land, developing housing that is fit for purpose and meets the design requirements, and expenses associated with meeting the regulatory requirements.

Stakeholders also suggested that it can be difficult brokering successful public/private partnership to deliver SAH.

**Mechanisms and models to facilitate more SAH**

Stakeholders suggested several planning and non-planning mechanisms to potentially deliver more affordable housing options or influence housing affordability, these included:

- Government incentives to encourage private owners/developers to partner with community housing providers to deliver more affordable housing. Stakeholders generally agreed that the National Rental Affordability Scheme was a successful Government strategy that delivered a

substantial number of new affordable dwellings to the rental market, they would like to see a similar scheme be introduced.

- Inclusionary zoning incentives which can provide a developer with additional density (greater height or floor space ratio) in exchange for the delivery of social and affordable housing. As a component of the overall development.
- Reduction or deferral of developer contributions to increase financial viability of delivering SAH.
- Building more fit-for-purpose student housing to reduce competition for affordable housing in the private rental market.
- Investigating other SAH opportunities under the NSW Government's 'future directions for social housing in NSW' program including the Communities Plus initiative which seeks to redevelop NSW Land and Housing Corporation owned sites in Sydney and Regional NSW into sustainable mixed communities.

Stakeholders expressed that mechanisms should not just focus on a 'bricks and mortar' response but consider social programs to reduce stigma around homeless and low-income households and build the capacity and independence of these households. Suggested programs included training incentives to increase capacity to seek employment, 'Foot in the Door' training package to help real estate agents and other housing providers understand the benefits of renting to disadvantaged youths, and targeted Council programs to connect with the social housing community.

Stakeholders also suggested a number of affordable housing models for consideration. These included the Kids Under Cover 'Studio' model which provides 1-2 bedroom studios in the backyards of a family or carer's home to provide secure accommodation for young people at risk of homelessness, and the 'New York/New York Agreements' model which provides supportive housing for homeless people.

Stakeholders generally agreed that housing delivered through manufactured home estates was not an affordable housing model due to the high purchase price comparative to other housing types available.

### 4.2.3. Considerations for Local Housing Strategy

The Local Housing Strategy is required to provide insight on the local demand for and supply of social and affordable housing to identify 'gaps' in housing supply to meet the likely level of need. Insights kindly provided by stakeholders will form part of the evidence base to address this consideration.

The Local Housing Strategy project is also expected to consider planning and non-planning mechanisms to address identified 'gaps' in housing supply and facilitate more affordable housing options within the Port Macquarie-Hastings LGA. The potential mechanisms and models suggested by stakeholders will be reviewed where relevant and will inform a review of Council's residential planning controls within the Local Environmental Plan and Development Control Plan as well as inform broader strategies, objectives and actions within the draft Local Housing Strategy.

Our review of participation levels and effectiveness of techniques used to date suggest additional effort is required to engage with particular groups to better understand their housing need and preferences this includes First Nations people, people with a disability, seniors, families and students. Where information is not sufficient to understanding housing need and explore meaningful 'solutions', the Local Housing Strategy will instead describe a 'course of action' to, for example, address gaps in information, incorporate third party information in future, and/or engage during the life of the Strategy (e.g. after it is adopted).

## 4.3. Mechanisms to encourage greater housing choice

### 4.3.1. Overview

Workshop 3 collected targeted stakeholder feedback on factors inhibiting greater housing diversity and how to facilitate greater housing choice within residential zoned areas across the Port Macquarie-Hastings LGA. The workshop explored the different housing choice typologies presented in Council's *Urban Growth Management Strategy*.

### 4.3.2. Key discussion points

**Activity Centres + CBD**

Stakeholders identified several factors that are likely limiting residential growth (shop-top housing and mixed use) within the Pot Macquarie CBD, these include:

- Current land ownership patterns as much of the CBD's developable land is owned by a small number of families which limits the ability for other developers to enter the market.
- Sites within the CBD comprise of smaller landholdings making them more difficult to develop.
- Key planning controls perceived as constraints to development include on-site carparking requirements, heritage and key views, and building height controls noting that commercial uses require greater storey heights than residential uses.

Stakeholders acknowledged that there are always competing interests and view points with respect to the future vision for the Port Macquarie CBD area. Stakeholders expressed that any review of controls should be led by a clear vision for how we want the CBD to be (i.e. lower or higher scale development, more active ground floor uses, or more active open spaces and lower scale development).

**Apartment Living**

Stakeholders expressed that historically planning controls used to allow for more 3-4 storey residential flat buildings (RFBs) and that there are a lot of older RFBs around the CBD, with some of these site subject to an R3 medium density residential zoning.

Industry stakeholders expressed that there is evident demand for more modern RFBs within the community, however in many instances it is not currently financially feasible to develop RFBs as the required market value is not competitive against existing house prices. Stakeholders expressed that existing maximum building height and FSR controls do limit development feasibility of RFBs in areas.

Industry stakeholders stated that some flexibility of land uses should be retained within the R4 High Density Residential zone (i.e. some commercial land uses).

**Town Living**

Industry stakeholders stated that there has not been a lot of townhouse development occurring in the Port Macquarie-Hastings area, and that often developers who are building medium density development are coming from Sydney. Stakeholders expressed that one barrier could be a confidence issue, in other words developers are choosing to continue to develop low density housing as they know it sells.

Council stakeholders stated that they are receiving development applications for a quite a few townhouse developments however some existing R3 Medium Density Residential zones were also being developed solely for low density housing.

Stakeholders expressed that there is an opportunity to provide townhouse development in other centres within Port Macquarie-Hastings LGA such as Wauchope to increase housing choice in areas with currently limited housing choice, provide more affordable housing options for people that are priced out of Port Macquarie's inner areas, and limit the LGAs urban footprint. Stakeholders noted that this approach would need to have regard to local character considerations and other community concerns.

Council stakeholders suggested that there are opportunities to review existing controls including land uses within the R1 General Residential and R3 Medium Density Residential Zones to facilitate more 'missing middle' housing types (i.e. terrace, manor and townhouses) in suitable locations and to provide greater clarity around controls for these types of developments.

**Suburban Living**

Stakeholders noted that low density detached housing types remains the most popular housing type across Port Macquarie-Hastings LGA's suburban areas and makes up the largest proportion of Port Macquarie-Hastings housing stock.

There is also a substantial number of granny flat/secondary dwelling developments being delivered within new greenfield release areas primarily due to development contributions rates being exempt for secondary dwellings under 60m2.

**Rural Living**

Industry stakeholders described that rural living (R5 rural living zone) is an in demand housing model particularly within a short driving distance to the Port Macquarie CBD. Stakeholders suggested that Council's rural residential development strategy has been to limit rural living areas with only a limited number of areas available including King Creek, Sancrox and Beechwood. Demand in these areas has remained strong.

Council stakeholders identified the key issues regarding the release of additional rural living areas (R5 Rural Living zoning) being the cost of infrastructure requirements to service these areas and the potential to encroach on important agricultural land and areas with high biodiversity value.

Stakeholders also expressed that there is substantial demand to permit detached dual occupancy development within rural zones (e.g. RU1 Primary Production). Stakeholders appreciated that detached dual occupancies are currently prohibited to prevent further subdivision and land fragmentation of farming land, however they suggested that it was an important consideration that can assist farming families with succession planning.

### 4.3.3. Considerations for Local Housing Strategy

The Local Housing Strategy is required to develop a land use planning approaches and mechanisms to deliver the right type of housing in the right locations to meet future need within the community. Developing approaches and mechanisms must be informed by the vision and policy directions for housing and urban growth more broadly as set out in endorsed State and local government plans and strategies.

The *North Coast Regional Plan*, *Port Macquarie Hastings Local Strategic Planning Statement* (draft) and Port Macquarie-Hastings *Urban Growth Management Strategy* all set out directions and priorities to inform the development of the Local Housing Strategy. Key directions/priorities generally include:

- Focusing future residential development within mapped 'Urban Growth Areas' as identified in the North Coast Regional Plan. This approach may include a combination of increasing residential

density within existing urban areas, as well as releasing new greenfield land within the identified Urban Growth Area subject to further investigations.

- Providing greater housing diversity and affordable housing options by delivering more dual occupancies, townhouses, villas and apartments on smaller lot sizes. Council's housing typology model within the *Port Macquarie-Hastings Urban Growth Management Strategy* has been used to help inform this consideration.

The barriers and potential mechanisms to facilitate greater housing choice suggested by stakeholders will help inform a review of Council's residential planning controls within the Local Environmental Plan and Development Control Plan as well as inform broader strategies, objectives and actions within the draft Local Housing Strategy.

## 5. CONCLUDING REMARKS

Overall, the stakeholder engagement process has been incredibly helpful in understanding stakeholder views on locally specific opportunities and constraints, issues and solutions to address housing affordability, and industry perspectives on planning and non-planning approaches to help facilitate greater housing choice across Port Macquarie-Hastings. These insights have been considered and explored further to inform the preparation of the draft Local Housing Strategy.

Community consultation findings from Council's Local Strategic Planning Statement and Community Strategic Plan engagement program were also considered to understand community aspirations and inform the future vision for housing over the next 20 years.

On behalf of Port Macquarie-Hastings Council, and City Plan Strategy, we want to thank you for your valuable input and advice. We also want to thank you for adaptability and understanding while we explored new 'virtual' rather than face to face consultation approaches at short notice in response to the COVID-19 pandemic.

The public exhibition of the draft Local Housing Strategy is another opportunity for stakeholders and the broader community to provide feedback and advice. The feedback received will be considered and reflected in the final Local Housing Strategy vision, priorities and actions to guide planning for housing to 2041.

# APPENDIX 1

## Online Engagement Activities Description

### Housing Opportunities and Constraints (workshop 1)

**Engagement Purpose**

The intention of the workshop was to provide information about the scope, status and intent of the Local Housing Strategy. It was also to collect target industry feedback on housing opportunities and constraints including environmental, social and infrastructure opportunities and constraints, as well as opportunities and constraints relevant to specific planning controls (zoning, building heights and minimum lot size).

**Session design**

The one-hour and thirty-minute workshop was held on the 22nd of September 2020 online via Microsoft teams, due to public safety concerns associated with the COVID-19 pandemic. The workshop was facilitated by a lead facilitator from City Plan and attended by council staff as well as key industry stakeholders. At the workshop participants were given information about the scope of the Local Housing Strategy and project timing.

Participants were then asked to provide their insights on various themes (suitability of current planning controls, infrastructure needs to support housing, environmental constraints, and social issues and character) through the use of thematic webmaps. The lead facilitator explored each of the themes with participants and instructed them as to how to use the webmap to provide location specific comments.

Participants were given a month following the workshop to provide feedback on each of the themes for discussion using the contextual information and prompting questions presented in the StoryMap and the interactive webmaps.

**Engagement questions**

A series of thematically based prompting questions were asked to guide industry stakeholders to provide feedback on each of the key themes.

Zoning

- Is the zoning map fit for purpose?
- Do you think the zones and land uses provide enough flexibility to support new development?
- Mark on the map areas where we should consider adjusting the zoning controls to support additional housing?

Minimum Lot Size

- Is the Minimum Lot Size inhibiting development in Port Macquarie-Hastings? Should we investigate changing it?

- Mark on the map where you think we should look at altering the Minimum Lot Size and let us know why?

Building Heights

- Are building heights inhibiting opportunities for development?
- Mark on the map where you think we should consider changing the permissible building heights and why?

Environmental constraints

- Are the environmental constraints identified on the maps accurate?

Infrastructure

- What additional infrastructure is required, or needs to be upgraded, to support future housing needs?

Social issues and character

The social map has been left intentionally blank because we are still attempting to define key character areas and we want you to tell us about some of the areas that have unique character attributes. Mark on the map areas that have a distinct social residential character.

**Supporting materials**

The following materials were prepared and used for the workshop.

- An interactive ESRI StoryMap created in by City Plan and Emap Consulting the guide workshop participants through each theme.
- A series of webmaps showing data layers for various planning controls, environmental constraints, infrastructure, and social issues and character. These were embedded into the StoryMap and participants were able to record a comment on each webmap to provide feedback across the various themes.

## Social and affordable housing (workshop 2)

**Engagement Purpose**

The intention of the workshop was to provide information about the scope, status and intent of the Local Housing Strategy. It was also to seek feedback from the social and community housing sector on the local demand and supply of affordable housing, what they see as barriers to the delivery of social and affordable housing (SAH) and explored what models and mechanisms could be used to facilitate more SAH within the Port Macquarie-Hastings LGA.

**Session design**

The one-hour and thirty-minute workshop was held on the 24th of September 2020 online via Microsoft teams, due to public safety concerns associated with the COVID-19 pandemic. The workshop was facilitated by a lead facilitator from City Plan and attended by council staff as well as key industry

stakeholders and another consultant from City Plan to scribe. At the workshop participants were given information about the scope of the Local Housing Strategy and project timing.

The lead facilitator then explored with participants several of the key demographic trends contributing to the need for social and affordable housing including the growing number of low income households experiencing rental stress, these issues were explored across the LGA using a webmap embedded into the StoryMap. For the second half of the workshop, the lead facilitator led a discussion to seek feedback on the questions stated below.

**Engagement questions**

The following questions were asked to lead conversation throughout the second half of the workshop.

- What do you see is the biggest barrier to delivering additional social and affordable housing?
- What models of social and affordable housing delivery would you like to see progress in Port-Macquarie Hastings?
- How can Council better support the delivery of additional social and affordable housing?
- What other information/data can you share to help progress this journey?

**Supporting materials**

The following materials were prepared and used for the workshop.

- An interactive ESRI StoryMap created in by City Plan and Emap Consulting the guide workshop.
- A webmap showing data layers of key demographic trends contributing to the need for social and affordable housing.

## Housing Choice (workshop 3)

**Engagement Purpose**

The intention of the workshop was to provide information about the scope, status and intent of the Local Housing Strategy. It was also to seek collected targeted stakeholder feedback on factors inhibiting greater housing diversity and how to facilitate greater housing choice within residential zoned areas across the Port Macquarie-Hastings LGA.

**Session design**

The one-hour and thirty-minute workshop was held on the 16th October 2020 online via Microsoft teams, due to public safety concerns associated with the COVID-19 pandemic. The workshop was facilitated by a lead facilitator from City Plan and attended by council staff as well as key industry stakeholders and another consultant from City Plan to scribe. At the workshop participants were given information about the scope of the Local Housing Strategy and project timing.

The lead facilitator then sought participant insights on factors inhibiting greater housing diversity across Port Macquarie-Hastings. This was guided by the discussion questions, stated below, on each of the housing choice types presented in Council's Urban Growth Management Strategy (i.e. activity centre and CBD living, apartment living, town living, suburban living and rural living).

**Engagement questions**

A series of housing choice based prompting questions were asked to guide industry stakeholders to provide feedback on each of the five housing choice types.

Activity centres

- Is activity and CBD housing occurring in these commercial environments as intended?
- What may be inhibiting this type of housing from occurring?
- Are the planning controls flexible enough to support this housing choice?

Apartment living areas

- Is apartment living housing occurring in these commercial environments as intended?
- What may be inhibiting this type of housing from occurring?
- Are the planning controls flexible enough to support this housing choice?

Town living areas

- Town living and suburban living have both been identified to occur within the R1 General Residential zone. How can we use the controls to delineate these housing types?
- Is the application of the R1 General Residential zone too broad?

Suburban living areas

- Is there any intervention required to help deliver suburban living?

Rural living areas

- Are you seeing a need for Council to investigate more rural living opportunities?
- Do the controls support rural living opportunity?

**Supporting materials**

The following materials were prepared and used for the workshop.

- An interactive ESRI StoryMap created in by City Plan and Emap Consulting the guide workshop participants through each 'housing choice' type.
- A series of webmaps showing the broad location of each housing choice area based on zoning. These were embedded into the StoryMap.

CITY PLAN

# Port Macquarie-Hastings Local Housing Strategy

## LEP Review

APRIL 2021

## REPORT REVISION HISTORY

| Revision | Date Issued | Revision Description | | |
|---|---|---|---|---|
| 01 | 03/02/2021 | Draft for client review | | |
| | | **Prepared by** | **Verified by** | **Signed** |
| | | Lucy Langley<br>*Associate* | Amanda Wetzel<br>*Regional Director* | |
| 02 | 30/04/2021 | Final Report for exhibition | | |
| | | **Prepared by** | **Verified by** | **Signed** |
| | | Lucy Langley<br>*Associate* | Amanda Wetzel<br>*Regional Director* | |

**Disclaimer**
This report has been prepared by City Plan Strategy & Development P/L with input from a number of other expert consultants (if relevant). To the best of our knowledge, the information contained herein is neither false nor misleading and the contents are based on information and facts that were correct at the time of writing. City Plan Strategy & Development P/L accepts no responsibility or liability for any errors, omissions or resultant consequences including any loss or damage arising from reliance in information in this publication.

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# 1. INTRODUCTION

## 1.1. BACKGROUND

Port Macquarie-Hastings Council (Council) is required to prepare the Local Housing Strategy (LHS) which will set out a framework to guide residential growth and change across the Port Macquarie-Hastings Local Government Area (LGA) over the next 15 years to 2041. Once complete, the LHS will serve as the long-term basis for reviewing and updating planning policies, processes, and controls for residential development throughout the LGA.

The LHS must be prepared, to the best possible extent, in accordance with the Local Housing Strategy Guideline released by the NSW Department of Planning Industry and Environment (DPIE) in 2018. It should also give effect to the vision and approach for residential land use planning set out in State and Local Government plans and strategies including the North Coast Regional Plan 2036, Port Macquarie-Hastings Local Strategic Planning Statement, Port Macquarie-Hastings Urban Growth Management Strategy and Port Macquarie-Hastings Community Strategic Plan.

Council engaged a consultant team comprising City Plan Strategy and Development (City Plan) AlphaDemographics, and EMAP consulting to prepare the Port Macquarie-Hastings Local Housing Strategy Project (the Project). The project scope included a review of Port Macquarie-Hastings LEP land use zones, objectives and planning controls which permit residential development to provide recommendations for possible amendments.

## 1.2. PURPOSE OF REPORT

This report serves as a background document to the draft LHS for exhibition. It:

- Outlines the review of the existing controls as they apply to residential development, and
- Based on this review, provides recommendations to inform the future amendments to the Port Macquarie-Hastings LEP to facilitate the objectives of the priorities of the draft Local Housing Strategy.

## 1.3. LOCAL ENVIRONMENTAL PLANS (LEPs)

LEPs are the primary planning tool to guide development and land use for an LGA. LEPs are legal documents that provide key land use and development controls, including:

- Zoning that stipulates what can or cannot be done with land (permitted and prohibited land uses),
- Identification of open space and environmentally sensitive areas to be protected,
- Identification of heritage items and conservation areas,
- Key development standards such as height and floor space ratios, to control form and density, and
- Identification suitable land for strategic infrastructure through special purpose land.

The State Government requires Councils to adhere to a Standard Instrument LEP format (**SILEP**), which is prescribed by the *Standard Instrument (Local Environmental Plans) Order 2006*[1]. This identifies certain clauses that must be included in an LEP and certain land uses that must be permitted in particular zones. Other land uses may be permissible with or without consent in certain zones under State Environmental Planning Policies (**SEPP**s), which have the effect of overriding Council's LEPs.

## 1.4. PRINCIPLES OF REVIEW

The central focus for this review is to identify barriers to the delivery of housing within the current LEP provisions and to make recommendations for further investigations to support and/or evidence future amendments to the LEP.

Our review has sought to identify the following:

- Amendments that would facilitate greater housing diversity and/or affordability.
- Inconsistencies or errors within existing provisions that permit residential development.
- Conflict between the Port Macquarie-Hastings LEP and higher-order EPIs (e.g., the Seniors SEPP and Exempt and Complying Development SEPP).

Where justification for amending or including an LEP control is currently not available, recommendations have also been provided to identify further studies needed.

1 https://www.legislation.nsw.gov.au/#/view/EPI/2006/155a

## 1.5. LIMITATIONS

The review was limited in scope to those LEP provisions that permit or facilitate residential development. City Plan:

- Has only reviewed provisions that permit residential development.
- Has only reviewed the Land Use Tables for those zones that permit a form of residential accommodation.
- Has not undertaken an urban design review or any block modelling in relation to the existing development standards.
- Has not undertaken a detailed review of individual rezoning suggestions raised in stakeholder engagement; however, we have acknowledged these, where relevant, in a high-level context as recommendations for further investigation.

## 1.6. OVERVIEW

This Report presents our findings in the order in which provisions are found in the LEP (Sections 2-8). We have included considerations for the future application of Local Character controls in the LEP, based on publicly available information, in Section 9.

Our review identified key issues in relation to the following LEP provisions.

- LEP Aims
- Objectives of Residential Zones
- Permissibility within Residential Zones
- Extent of R1 General Residential Zone
- Minimum Lot Size
- Height and FSR incentives within the Port Macquarie CBD R4 and R3 areas
- Applying minimum densities within the urban release area
- Local Character

Our recommendations in relation to these key issues are consolidated in Section 10.

# 2. PREMLIMINARY PROVISIONS (PART 1)

This section provides a summary of the review findings in relation to relevant provisions in Part 1 of the LEP.

## 2.1. LEP AIMS

***Current Position***

The aims set out in Clause 1.2 of the LEP set out the overarching aims of the plan and sit at the top of the hierarchy of policy intention, with the zone objectives and provisions of the LEP supporting the realisation of these aims. These are as follows:

*(aa) to protect and promote the use and development of land for arts and cultural activity, including music and other performance arts,*

*(a) to protect, conserve and sustainably manage the ecological biodiversity and natural environment of the Port Macquarie-Hastings area,*

*(b) to facilitate a strong and diverse local economy within the Port Macquarie-Hastings area,*

*(c) to manage and coordinate the orderly, equitable and economic use and development of land within the Port Macquarie-Hastings area,*

*(d) to facilitate the provision and coordination of community services and facilities within the Port Macquarie-Hastings area,*

*(e) to facilitate adaptive planning for natural hazards and risks, including flooding, erosion, inundation, land stability, bush fire risk and acid sulfate soils within the Port Macquarie-Hastings area,*

*(f) to reinforce the role of the Port Macquarie-Hastings area's settlement hierarchy, centred on Port Macquarie and supported by its surrounding towns and villages,*

*(g) to ensure the effective management of public assets within the Port Macquarie-Hastings area,*

*(h) to provide a land use framework for development within the Port Macquarie-Hastings area that is safe, inclusive and equitable, and caters for the housing, employment, entertainment, cultural, welfare and recreational needs of residents and visitors,*

*(i) to ensure that development does not conflict with the hierarchy of business and retail centres in the Port Macquarie-Hastings area and the role of the Greater Port Macquarie Central Business District as the focal point for subregional functions and service delivery,*

*(j) to identify and protect features of environmental, cultural or visual importance within the Port Macquarie-Hastings area,*

*(k) to ensure that new urban development makes a positive contribution to the public domain and streetscape,*

*(l) to facilitate efficient use of urban land and infrastructure by appropriate staging of development and ensuring appropriate density of development,*

*(m) to provide effective and efficient connectivity and movement corridors within and between subdivisions*

Given the importance of providing and meeting the housing requirements and the development potential of the LGA in terms of release areas, the promotion of housing diversity is an important overarching policy intention. While aim (h) explicitly seeks to cater for residents' housing needs, this does not adequately state a commitment to 'housing diversity', nor does it address the intention to encourage the right type of housing in the right locations.

We have reviewed the aims of LEPs for other NSW LGAs and identified examples that more directly encourage housing diversity. These are set out below.

**Coffs Harbour LEP 2013** –

*(g) to encourage a mix of housing types to meet the existing and future needs of the community,*

**Camden LEP 2010** –

*(e) to ensure that appropriate housing opportunities are provided for all existing and future residents of Camden at all stages of their lives,*

**Maitland LEP 2011** –

*(f) to provide a diversity of affordable housing with a range of housing choices throughout Maitland,*

**Wollongong LEP 2009** –

*(c) to encourage a range of housing choices consistent with the capacity of the land,*

**Kiama LEP 2011** –

*(f) to consolidate future population growth and medium density housing primarily in locations near shops and public transport,*

*(g) to cater for housing choice including affordable rental housing, affordable housing for first home buyers and housing for the aged and disabled and* independent seniors,

**Newcastle LEP 2012**

*(e) to encourage a diversity of housing types in locations that improve access to employment opportunities, public transport, community facilities and services, retail and commercial services,*

***Recommendation***

Introduce a new LEP aim to encourage housing diversity and encourage appropriate housing types in certain locations. This will embed the housing diversity LSPS planning priority within the fundamental direction of any development permitted or assessed under the LEP controls. The Coffs Harbour LEP 2013 and/or Wollongong LEP 2009 aims highlighted above are considered the most relevant examples.

# 3. PERMITTED OR PROHIBITED DEVELOPMENT (PART 2)

## 3.1. LAND USE ZONES (GENERAL)

**Table 1** outlines the zones within the LEP that currently permit a form of "residential accommodation" and identifies whether the zone is 'open' or 'closed'.

LEP Practice Note 11-002 "Preparing LEPs using the Standard Instrument: standard zones" (the Zone Practice Note) sets out the Department's recommended approach to the standard zones in terms of an open or closed approach. It prescribes different approaches for different zone types and gives consideration to the zone objectives.

An open zone will have a broad variety of land uses which allows for greater flexibility. Such flexibility can be maximised through the use of group terms rather than only certain defined land uses e.g. commercial premises or residential accommodation. An open approach to land use zones is considered to be more flexible and may minimise the need for spot rezoning to be undertaken and to allow types of development (e.g. innovative/emerging uses) which may not have been envisaged at the time an LEP is drafted to be permissible without the need for a planning proposal.

A closed zone is generally appropriate where the diversity of land uses needs to be more restrictive. It is more definitive and constrains uses to those specifically identified. This would mean that rather than using the 'group terms', specific and appropriate types of development are included within the permissible use. The Zone Practice Note suggests that a closed approach should be taken within the environmental, special activities and recreational zones, i.e. those zones where inappropriate land uses could potentially damage the natural environment or objectives of the zone.

**Recommendation**

The application of open and closed zones within the Port Macquarie-Hastings LEP is in line with practice guides and there do not appear to be any specific recommendations.

*Table 1 - Land Use Zone Comparison*

| General Zone | Specific Land Zone in LEPs | Open or Closed Zone |
|---|---|---|
| **Residential Zones** | R1 General Residential | Open |
| | R2 Low Density Residential | Closed |
| | R3 Medium Density Residential | Open |
| | R4 High Density Residential | Open |
| | R5 Large Lot Residential | Open |
| **Rural Zones** | RU1 Primary Production | Closed |
| | RU2 Rural Landscape | Closed |
| | RU5 Village | Closed |
| | RU6 Transition | Closed |
| **Business Zones** | B1 Neighbourhood Centre | Open |
| | B2 Local Centre | Open |
| | B3 Commercial Core | Open |
| | B4 Mixed Use | Open |
| **Environmental Zones** | E3 Environmental Management | Closed |
| | E4 Environmental Living | Closed |

## 3.2. RESIDENTIAL ZONES

### 3.2.1. General Residential Zone

**What is General Residential Development?**

The R1 General Residential Zone typically facilitates a broad variety of residential densities and housing types (e.g., from attached dwellings to residential flat buildings). The R1 Zone forms 1.11% of the LGA and 56.30% of the residential zones, comprising around 4,135ha across the LGA.

The Port Macquarie-Hastings Urban Growth Management Strategy (UGMS) identifies suburban living and town living as the type of housing choice that would fall within the R1 zone.

***Objectives and Permissibility***

Table 2 compares the objectives and permissibility in the R1 zone between the SILEP and Port Macquarie-Hastings LEP.

The key differences are that, in the Port Macquarie-Hastings LEP, dual occupancies and secondary dwellings are permitted.

*Table 2: R1 General Residential Zone Comparison*

| | Standard Instrument | Port Macquarie-Hastings LEP |
|---|---|---|
| **Objectives** | • To provide for the housing needs of the community.<br>• To provide for a variety of housing types and densities.<br>• To enable other land uses that provide facilities or services to meet the day to day needs of residents | Adopts SILEP |
| **Permissibility Differences** | Attached dwellings; Boarding houses; Dwelling houses; Group homes; Hostels; Multi dwelling housing; Residential flat buildings; Semi-detached dwellings; Seniors housing; Shop top housing; | Attached dwellings; Boarding houses; **Dual occupancies**; Dwelling houses; Group homes; Hostels; Multi-dwelling housing; Residential flat buildings; **Secondary dwellings**; Semi detached dwellings; Seniors housing; Shop top housing |
| **Prohibition Differences** | None listed | Rural workers' dwelling |

***Key Issues and Recommendations***

The R1 General Residential Zone is widely applied across the Port-Macquarie-Hastings LGA's key centres and residential areas. Where this zoning applies, the built form controls are typically set at an 8.5m maximum height of building control and 0.65:1 maximum FSR, except in and around centres. In our experience, this uniform application of built form controls often leads to lack of direction as to the preferred form of residential accommodation and density encouraged in a specific area, and does not typically encourage housing diversity.

Without further feasibility studies and urban design testing, we are unable to identify whether changes to the built form controls or zoning would facilitate more development as the current low levels of medium to higher density residential development may be in response to the market rather than as a result of planning controls restricting certain types of development. We recommend that further market and economic feasibility studies are undertaken to ascertain whether the current permissible built forms and residential types are responding to market needs and/or are able to be feasibly developed.

Given the flexibility of permissibility of housing types within the R1 zone and its extent across the LGA we also recommend that the provision of affordable housing in the R1 zoned areas is promoted through the inclusion of a local objective to reflect this. For example, the Albury LEP includes the following simple local objective within the R1 zone which, together with the compulsory R1 zone objectives, would support the approval of a range of housing types.

- *To encourage affordable housing.*

### 3.2.3. Low Density Residential Zones

**What is Low Density Residential Development?**

The R2 zone typically facilitates single and two storey dwellings both detached and attached. The R2 Zone forms 0.04% of the LGA and 2.27% of the residential zones, comprising around 166ha across the Port Macquarie-Hasting LGA.

The Port Macquarie-Hastings UGMS identifies suburban living as the type of housing choice that would falls within the R2 zone.

***Objectives and Permissibility***

Table 3 compares the objectives and permissibility in the R2 zone between the SILEP and Port Macquarie-Hastings LEP.

The key difference is that, in the Port Macquarie-Hastings LEP, attached dual occupancies are permitted. The R2 zone is a closed zone, therefore any land use not listed as permissible with or without consent is prohibited even if not listed within the prohibited section of the land use table.

*Table 3 - R2 Low Density Residential Zone Comparison*

| | Standard Instrument | Port Macquarie-Hastings LEP |
|---|---|---|
| **Objectives** | ▪ to provide for the housing needs of the community within a low-density residential environment; and<br>▪ to enable other land uses that provide facilities or services to meet the day to day needs of residents. | • To provide for the housing needs of the community within a low density residential environment.<br>• To enable other land uses that provide facilities or services to meet the day to day needs of residents.<br>• **To provide for low density housing that does not compromise the environmental, scenic or landscape qualities of land**. |
| **Permissibility Differences** | Boarding houses; Dwelling houses; Group homes; | Boarding houses; **Dual occupancies (attached);** Dwelling houses; Group homes |
| **Prohibition Differences** | None listed | Attached dwelllings; Hostels; Multi-dwelling housing; Residential flat buildings; Rural workers' dwellings; Secondary dwellings; Semi detached dwellings; ***Seniors housing***; Shop top housing |

***Key Issues and Recommended Approach***

The demographic study undertaken by AlphaDemographics identifies a significant growth in the number of retirees (60-69) and seniors (70-79) between 2011 and 2021 and the trend is expected to continue. Development of senior housing within the R2 zone would be able to rely on the State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004 (Seniors SEPP) for permissibility as that SEPP overrides Council's LEP, making dwelling houses permissible with consent in the R2 zone.

We recommend that Seniors housing is included as a permissible with consent land use in Council's LEP to remove confusion/conflict with the Seniors SEPP and to encourage this type of housing in appropriate locations. Any seniors housing development within the R2 zone would have to comply with height restrictions outlined in the Seniors SEPP for zones in areas where residential flat buildings are not permitted which would generally ensure that any development was only 2-storeys and therefore appropriate within the R2 zones.

### 3.2.4. Medium Density Residential Zone

**What is Medium Density Residential Development?**

The R3 Medium Density Residential zone typically seeks to facilitate housing such as town houses, terraces, manor houses, and low-rise residential flat buildings. The R3 Zone forms 0.02% of the LGA and 1.11% of the residential zoned land, comprising around 82ha across the Port Macquarie-Hasting LGA.

The Port Macquarie-Hastings UGMS identifies town living and apartment living as the type of housing that would fall within the R3 zone.

***Objectives and Permissibility***

Table 4 compares the differences of the objectives and permissibility in the R3 zone between the SILEP and Port Macquarie-Hastings LEP. There are several differences between the permissible uses for the R3 zone, including dwelling houses, residential flat buildings, secondary dwellings and shop top housing.

*Table 4 - R3 Medium Density Residential Zone Comparison*

| | Standard Instrument | Port Macquarie-Hastings LEP |
|---|---|---|
| **Objectives** | ▪ To provide for the housing needs of the community within a medium density residential environment;<br>▪ To provide a variety of housing types within a medium density residential environment;<br>▪ To enable other land uses that provide facilities or services to meet the day to day needs of residents. | Adopts SILEP |
| **Permissible with consent residential accommodation** | Attached dwellings; Boarding houses; Group homes; Multi dwelling housing; Seniors housing; | Attached dwellings; Boarding houses; **Dwelling houses**; Group homes; Hostels; Multi-dwelling housing; **Residential flat buildings; Secondary dwellings**; Seniors housing; **Shop top housing** |
| **Prohibited Residential Accommodation** | None listed | Dual occupancies; Rural workers' dwellings; Semi detached dwellings |

***Key Issues and Recommended Approach***

The R3 zone offers the opportunity provide the types of housing that assist with fixing the issue of the "missing middle" but allows for a variety of affordable housing types. The current permissible uses within the R3 zone reflect the general approach taken in other LEPs.

The selective use of the R3 zone may provide an opportunity to narrow the range of permissible residential use types, which is an approach that has been taken by neighbouring LGAs. This would include removing *dwelling houses* as a permissible use type. This change would allow existing dwelling house to remain by relying on existing use rights but would impact their ability to utilise exempt and complying development pathways for alterations and additions. We therefore recommend a transitional provision is adopted to allow development consent to be considered for a dwelling house in the R3 zone only on a lot where an existing dwelling house development exists. This would set a clear policy position that additional dwelling houses are not supported or aligned with the intention and objectives of the zone.

Given the importance of the R3 zone to provide the much-needed 'missing middle', we also recommend that additional local objectives are considered. It is recommended that the Port Macquarie-Hastings LEP includes an additional local objective for the R3 medium density zone which seeks to promote development located near to activity areas. Examples from other LEPs are shown below:

**Camden LEP**

- *To encourage redevelopment of land for medium density housing in locations close to main activity centres within the Camden local government area*

**Albury LEP**

- *To encourage increased residential density in locations with ready access to the Albury and Lavington commercial core zones.*
- *To encourage the provision of affordable housing.*

**Ballina LEP**

- *To provide development that is compatible with the character and amenity of the surrounding neighbourhood*

**Kiama LEP**

- *To provide opportunities for multi-storey residential accommodation in locations close to shops, transport nodes, commercial services, public open space and employment opportunities.*

### 3.2.5. High Density Residential Zones

**What is High Density Residential Development**

The R4 High Density Residential Zone is typically reserved for residential flat buildings and multi-storey developments with a denser urban form in an accessible area. The R4 Zone forms 0.1% of the LGA and 0.57% of the residential zoned land, comprising around 42ha across the Port Macquarie-Hasting LGA.

The Port Macquarie-Hastings UGMS only identifies apartment living as the housing choice that should be provided within the R4 zone.

***Objectives and Permissibility***

Table 5 compares the objectives and permissibility in the R4 zone between the SILEP and Port Macquarie-Hastings LEP. The key difference is the permissibility of dwelling housing, group homes, and hostels.

*Table 5 - R4 High Density Residential Zone Comparison*

| | Standard Instrument | |
|---|---|---|
| **Objectives** | ▪ To provide for the housing needs of the community within a high-density residential environment<br>▪ To provide a variety of housing types within a high-density residential environment<br>▪ To enable other land uses that provide facilities or services to meet the day to day needs of residents | Adopts SILEP |
| **Permissibility Differences** | Boarding houses; Residential flat buildings; Shop top housing | Boarding houses**; Dwelling houses; Group homes; Hostels;** Residential flat buildings; Secondary dwellings; Seniors housing; Shop top housing |
| **Prohibition Differences** | None listed | Attached dwellings; Dual occupancies; Multi-dwelling housing; Rural workers' dwellings; Semi detached dwellings |

***Key Issues and Recommended Approach***

The Port Macquarie-Hastings UGMS identifies apartment living as the typical housing choice that should be provided within the R4 zone. We note that *dwelling houses* are currently a common land use within the R4 zone, but the identification of dwelling houses as a permissible use is at cross purposes with both the objectives of the zone and UGMS housing model.

The removal of the permissibility of the dwelling houses within the R4 zone would potentially impact those with an existing dwelling house by forcing them to rely on existing use rights with respect to future DAs. This would also impact the ability to utilise exempt and complying development pathways for alterations and additions existing dwelling houses. We therefore recommend a transitional provision is adopted to allow development consent to be considered for a dwelling house in the R4 zone only on a lot where an existing dwelling house development exists. This would set a clear policy position that additional dwelling houses are not supported or aligned with the intention and objectives of the zone.

### 3.2.6. R5 Large Lot Residential

**What is Large Lot Residential Development**

The R5 Large Lot Residential Zone's primary function is for residential use; however, it often includes rural small holdings. The R5 Zone forms 40% of the residential zoned land within the LGA, comprising around 2,920ha across the Port Macquarie-Hasting LGA.

The Port Macquarie-Hastings UGMS only identifies rural living as the housing choice that should be provided within the R5 zone.

***Objectives and Permissibility***

Table 5 compares the objectives and permissibility in the R5 zone between the SILEP and Port Macquarie-Hastings LEP. The key difference is the permissibility of dual occupancies (attached) secondary dwellings and seniors housing; however, this is reflective of the context of the housing needs arising from Port Macquarie-Hastings LGA demographics.

*Table 6: R5 Large Lot Residential Comparison*

| | Standard Instrument | Port Macquarie-Hastings LEP |
|---|---|---|
| **Objectives** | ▪ To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.<br>▪ To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.<br>▪ To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.<br>▪ To minimise conflict between land uses within this zone and land uses within adjoining zones. | Adopts SILEP |
| **Permissibility Differences** | Dwelling houses | **Dual occupancies (attached)**; Dwelling houses; **Secondary dwellings; Seniors housing** |
| **Prohibition Differences** | None listed. | Attached dwellings; Boarding houses; Group homes; Hostels; Multi-dwelling housing; Residential flat buildings; Rural workers' dwellings;Semi detached dwellings; Shop top housing |

**Key Issues and Recommended Approach**

The inclusion of Seniors housing within the R5 may not be the most appropriate location for that type of housing due to the intensive nature of the development. It is recommended that Council consider removal of Seniors Housing from the zone to align the uses with the objectives.

## 3.3. RURAL ZONES

### 3.3.1. RU1 Primary Production

**What is the Primary Production zone?**

The RU1 Primary Production zone is applied to land where the primary function is primary production and includes extensive and intensive agriculture, private forestry, mining and extractive industries. The residential accommodation permissible with consent in this zone will primarily be a minor element of the development occurring and likely related to the primary industry being undertaken. The RU1 Zone forms 17.58% of the LGA, comprising around 65,220ha across the Port Macquarie-Hasting LGA.

***Objectives and Permissibility***

Table 7 compares the objectives and permissibility in the RU1 zone between the SILEP and Port Macquarie-Hastings LEP. The key difference is the permissibility of dual occupancy (attached) and rural worker's housing.

*Table 7: RU1 Primary Production Zone Comparison*

| | Standard Instrument | Port Macquarie-Hastings LEP |
|---|---|---|
| **Objectives** | ▪ To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.<br>▪ To encourage diversity in primary industry enterprises and systems appropriate for the area.<br>▪ To minimise the fragmentation and alienation of resource lands.<br>▪ To minimise conflict between land uses within this zone and land uses within adjoining zones | SILEP adopted. |
| **Permissible with consent residential accommodation** | Dwelling houses | **Dual occupancies (attached)**; Dwelling houses; **Rural workers' dwellings** |
| **Prohibited Residential Accommodation** | None listed | Attached dwellings; Boarding houses; Group homes; Hostels; Multi-dwelling housing; Residential flat buildings; Secondary dwellings; Semi detached dwellings; Seniors housing; Shop top housing |

***Key Issues and Recommended Approach***

There do not appear to be any specific recommendations in relation to the objectives and residential permissibility within the RU1 zone.

### 3.3.2. RU2 Rural Landscape

**What is the Rural Landscape zone?**

The RU2 Rural Landscape zone indicates land with higher environmental sensitivity, biodiversity connectivity, and/ore scenic qualities. The RU2 Zone forms 31.85% of the LGA, comprising 118,160ha across the Port Macquarie-Hasting LGA.

***Objectives and Permissibility***

Table 8 compares the objectives and permissibility in the RU2 zone between the SILEP and Port Macquarie-Hastings LEP. The key difference is the permissibility of dual occupancy (attached) and rural worker's housing.

*Table 8: RU2 Rural Landscape Zone Comparison*

| | Standard Instrument | Port Macquarie-Hastings LEP |
|---|---|---|
| **Objectives** | ▪ To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.<br>▪ To maintain the rural landscape character of the land.<br>▪ To provide for a range of compatible land uses, including extensive agriculture. | • To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.<br>• To maintain the rural landscape character of the land.<br>• To provide for a range of compatible land uses, including extensive agriculture.<br>• **To provide for rural tourism that does not compromise the primary industry capabilities of the land and is based on the rural attributes of the land.**<br>• **To secure a future for agriculture in the area by minimising loss of potential agricultural productivity and fragmentation of rural land.** |
| **Permissible with consent residential accommodation** | Dwelling houses | **Dual occupancies (attached)**; Dwelling houses; **Rural workers' dwellings;** |
| **Prohibited Residential Accommodation** | None listed | Attached dwellings; Boarding houses; Group homes; Hostels; Multi-dwelling housing; Residential flat buildings; Secondary dwellings; Semi detached dwellings; Seniors housing; Shop top housing |

***Key Issues and Recommended Approach***

There do not appear to be any specific recommendations in relation to the objectives and residential permissibility within the RU2 zone.

### 3.3.3. RU5 Village

***What is the Village zone?***

The RU5 Village zone is a flexible zone where a mix of residential and business and other allied uses are permitted to support the viability of a rural village. The RU5 Zone forms 0.03% of the LGA, comprising around 103ha across the Port Macquarie-Hasting LGA.

***Objectives and Permissibility***

Table 9 compares the objectives and permissibility in the RU1 zone between the SILEP and Port Macquarie-Hastings LEP. The Port Macquarie-Hastings LEP's permits a broader range of residential accommodation within rural villages including attached dwellings, boarding houses and multi dwelling housing.

*Table 9: RU5 Village Zone Comparison*

| | Standard Instrument | Port Macquarie-Hastings LEP |
|---|---|---|
| **Objectives** | ▪ To provide for a range of land uses, services and facilities that are associated with a rural village. | • To provide for a range of land uses, services and facilities that are associated with a rural village.<br>• **To permit development that is appropriate in scale and type with the characteristics of a rural village.**<br>• **To minimise conflict between land uses within the zone and land uses within adjoining zones**. |
| **Permissible with consent residential accommodation** | Dwelling houses | **Attached dwellings; Boarding houses; Dual occupancies;** Dwelling houses; **Group homes; Multi dwelling housing; Semi-detached dwellings**; |
| **Prohibited Residential Accommodation** | None listed | Any use not specified above (e.g., Hostels; Multi-dwelling housing; Residential flat buildings; Rural workers' dwellings; Secondary dwellings; Seniors housing; Shop top housing) |

***Key Issues and Recommended Approach***

There do not appear to be any specific recommendations in relation to the objectives and residential permissibility within the RU5 zone

### 3.3.4. RU6 Transition

**What is the Rural Transition zone?**

The RU6 Zone is typically applied to provide a separation between conflicting uses or where land is being investigated for alternative land use zonings. It only comprises around 18ha across the Port Macquarie-Hasting LGA.

***Objectives and Permissibility***

Table 10 compares the objectives and permissibility in the RU1 zone between the SILEP and Port Macquarie-Hastings LEP. The key difference is the permissibility of dual occupancy (attached).

*Table 10: RU6 Rural Transition Zone Comparison*

| | Standard Instrument | Port Macquarie-Hastings LEP |
|---|---|---|
| **Objectives** | ▪ To protect and maintain land that provides a transition between rural and other land uses of varying intensities or environmental sensitivities.<br>▪ To minimise conflict between land uses within this zone and land uses within adjoining zones. | Adopts SILEP |
| **Permissible with consent residential accommodation** | Dwelling houses | **Dual occupancies (attached)**; Dwelling houses; |
| **Prohibited Residential Accommodation** | None listed | Attached dwellings; Boarding houses; Group homes; Hostels; Multi-dwelling housing; Residential flat buildings; Rural workers' dwellings; Secondary dwellings; Semi detached dwellings; Seniors housing; Shop top housing |

***Key Issues and Recommended Approach***

There do not appear to be any specific recommendations in relation to the objectives and residential permissibility within the RU6 zone.

## 3.4. BUSINESS ZONES

### 3.4.1. B1 NEIGHBOURHOOD CENTRE

The B1 zones covers small-scale neighbourhood centres that generally serve the needs to the surrounding area, with uses such as business premises, neighbourhood shops, neighbourhood supermarkets and community facilities.

***Objective and permissibility***

Table 11 compares the objectives and permissibility in the B1 zone between the SILEP and Port Macquarie-Hastings LEP. The key difference is the permissibility of shop top housing; however this is not contradictory to the objectives of the zone within the Port Macquarie-Hastings LGA context. Seniors housing is prohibited under the Port Macquarie-Hastings LEP in the B1 zone.

*Table 11 - B1 Neighbourhood Centre Zone Comparison*

| | Standard Instrument | Port Macquarie-Hasting LEP |
|---|---|---|
| **Objectives** | ▪ To provide a range of small-scale retail, business and community uses that serve the needs of people who live or work in the surrounding neighbourhood. | ▪ To provide a range of small-scale retail, business and community uses that serve the needs of people who live or work in the surrounding neighbourhood.<br>▪ **To ensure that new developments make a positive contribution to the streetscape and contribute to a safe public environment.**<br>▪ **To provide a focal point for the neighbourhood community** |
| **Permissibility Differences** | Boarding houses; | Boarding housing; **Shop top housing** |
| **Prohibition Differences** | None listed | Attached dwellings; Dual occupancies; Dwelling houses; Group homes; Hostels; Multi-dwelling housing; Residential flat buildings; Rural workers' dwellings; Secondary dwellings; Semi detached dwellings; Seniors housing |

***Key Issues and Recommended Approach***

We considered the permissibility of seniors housing with the B1 zone, given the need for seniors housing within the LGA and the potential benefits of locating seniors housing within neighbourhood centres with good access to amenities and community facilities. Currently, seniors housing within the B1 zone can be made permissible via the Seniors SEPP and any such application would be subject to the standards and provisions set out in the Seniors SEPP. One of the provisions within the Seniors SEPP requires that any seniors housing developments within commercial zones must not use any part of the ground floor for residential purposes. This provision is important to protect the commercial offering within neighbourhood centres.

Replicating this provision in the Seniors SEPP would rely on an 'active street frontage' provision in the LEP, which is currently not included (but is provided in the DCP). We therefore recommend that no change is made to seniors housing permissibility within the B1 zone, unless or until an active street frontage

provision is incorporated into the LEP. This would require further investigation to identify those streets within neighbourhood and local centres which should be protected for commercial and retail premises.

There do not appear to be any other specific recommendations in relation to the objectives and residential permissibility within the B1 zone.

### 3.4.2. B2 LOCAL CENTRE

The B2 Local Centre zone generally provides a range of retail, business, community and entertainment uses. The SILEP lists a greater number of permissible uses than it does for the other zones, including boarding houses, commercial premises, community facilities, education establishments, entertainment, and restricted premises.

***Objectives and permissibility***

Table 12 compares the objectives and permissibility in the B2 zone between the SILEP and Port Macquarie-Hastings LEP. There are no notable differences between the SILEP and the Port Macquarie-Hastings LEP permissibility, but the LEP does provide an additional objective.

*Table 12 - B2 Local Centre Zone Comparison*

| | Standard Instrument | Port Macquarie-Hastings LEP |
|---|---|---|
| **Objectives** | ▪ To provide a range of retail, business, entertainment and community uses that serve the needs of people who live in, work in and visit the local area.<br>▪ To encourage employment opportunities in accessible locations.<br>▪ To maximise public transport patronage and encourage walking and cycling. | ▪ To provide a range of retail, business, entertainment and community uses that serve the needs of people who live in, work in and visit the local area.<br>▪ To encourage employment opportunities in accessible locations.<br>▪ To maximise public transport patronage and encourage walking and cycling.<br>▪ **To ensure that new developments make a positive contribution to the streetscape and contribute to a safe public environment.** |
| **Permissibility Differences** | Boarding houses; shop top housing | Boarding houses; shop top housing |
| **Prohibition Differences** | None listed | Attached dwellings; Dual occupancies; Dwelling houses; Group homes; Hostels; Multi-dwelling housing; Residential flat buildings; Rural workers' dwellings; Secondary dwellings; Semi detached dwellings; Seniors housing |

***Key Issues and Recommended Approach***

We considered the permissibility of seniors housing within the B2 Local Centre zone. As set out in Section 3.4.1 above in relation to the B1 zone, we do not recommend that the permissibility of seniors housing is changed within the B2 zone unless a corresponding "active frontage" local LEP provision is also adopted. There do not appear to be any other specific recommendations in relation to the objectives and residential permissibility within the B2 zone.

### 3.4.3. B4 MIXED USE

The B4 mixed-use zone is usually located near key transport nodes, which enables easy access to a range of business, commercial and residential uses in a dense urban form.

***Objectives and Permissibility***

Table 13 compares the objectives and permissibility in the B1 zone between the SILEP and Port Macquarie-Hastings LEP. The key difference is the permissibility of residential flat buildings, which is not contradictory to the objectives of the zone within the Port Macquarie-Hastings LGA context and is a standard approach taken in other LEPs.

*Table 13 - B4 Mixed Use Zone Comparison*

| | Standard Instrument | Port Macquarie-Hastings LEP |
|---|---|---|
| **Objectives** | ▪ To provide a mixture of compatible land uses.<br>▪ To integrate suitable business, office, residential, retail and other development in accessible locations so as to maximise public transport patronage and encourage walking and cycling. | ▪ To provide a mixture of compatible land uses.<br>▪ To integrate suitable business, office, residential, retail and other development in accessible locations so as to maximise public transport patronage and encourage walking and cycling.<br>▪ **To ensure that new developments make a positive contribution to the public domain and streetscape.** |
| **Permissibility Differences** | boarding houses; seniors housing; shop top housing. | Boarding houses; **hostels; residential flat buildings**; seniors housing; shop top housing. |
| **Prohibition Differences** | None specified | Attached dwellings; Dual occupancies; Dwelling houses; Group homes; Hostels; Multi-dwelling housing; Rural workers' dwellings; Secondary dwellings; Semi detached dwellings. |

***Key Issues and Recommended Approach***

There do not appear to be any specific recommendations in relation to the objectives and residential permissibility within the B4 zone.

## 3.5. ENVIRONMENTAL ZONES

### 3.5.1. E3 Environmental Management

***Objectives and Permissibility***

Table 14 demonstrates there are no key difference in permissibility or the objectives between the SILEP and Port Macquarie-Hastings LEP.

*Table 14 – E3 Environmental Management Zone Comparison*

| | Standard Instrument | Port Macquarie-Hastings LEP |
|---|---|---|
| **Objectives** | ▪ To protect, manage and restore areas with special ecological, scientific, cultural or aesthetic values.<br>▪ To provide for a limited range of development that does not have an adverse effect on those values. | Adopts SILEP |
| **Permissibility Differences** | Dwelling houses | Adopts SILEP |
| **Prohibition Differences** | Multi dwelling housing; Residential flat buildings; Seniors housing | Adopts SILEP |

***Key Issues and Recommended Approach***

There do not appear to be any specific recommendations in relation to the objectives and residential permissibility within the E3 zone

### 3.5.2. E4 Environmental Living

The E4 Environmental Living zone is for land with special environmental or scenic values where residential development can be accommodated. Development in this zone is to give priority to preservation of the particular environmental qualities of the land. Low impact residential development can be provided in some areas, subject to any environmental constraints.

***Objectives and Permissibility***

Table 15 compares the objectives and permissibility in the E4 zone between the SILEP and Port Macquarie-Hastings LEP. The key difference is the permissibility of dual occupancies (attached), which is not contradictory to the objectives of the zone within the Port Macquarie-Hastings LGA context.

*Table 15 – E4 Environmental Living Zone Comparison*

| | Standard Instrument | Port Macquarie-Hastings LEP |
|---|---|---|
| **Objectives** | ▪ To provide for low-impact residential development in areas with special ecological, scientific or aesthetic values.<br>▪ To ensure that residential development does not have an adverse effect on those values. | Adopts SILEP objectives |
| **Permissibility Differences** | Dwelling houses | **Dual occupancies (attached)**; Dwelling house |
| **Prohibition Differences** | No residential forms specifically listed | Attached dwellings; Boarding houses; Group homes; Hostels; Multi-dwelling housing; Residential flat buildings; Rural workers' dwellings; Secondary dwellings; Semi detached dwellings; Seniors housing; Shop top housing |

***Key Issues and Recommended Approach***

There do not appear to be any specific recommendations in relation to the objectives and residential permissibility within the E4 zone.

# 4. EXEMPT AND COMPLYING DEVELOPMENT (PART 3)

Exempt and complying development enables certain types of development that is considered minor and of limited impact to occur without the need for a formal development application. The SILEP clauses set out the overarching conditions for such types of development and they must not contravene the Building Code of Australia. Exempt and complying development does not apply to some circumstances such as when land comprises a heritage item.

The State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (the Codes SEPP), specifies exempt and complying development which is applicable state-wide. In addition to the Codes SEPP, the SILEP includes Schedule 2 and 3 which enables Councils to identify specific types of development which are either exempt or complying development within the LGA which are not specified within the Codes SEPP.

When the Codes SEPP was first gazetted, the Department issued *LEP Practice Note 09-001 Exempt and Complying Development* (replacing PN08-003) (the Codes Practice Note)[2]. The Codes Practice Note recommends that Councils should not include any exempt or complying development provisions for development types covered by the Codes SEPP in Schedule 3 of an LEP.

The Port Macquarie-Hastings LEP does not prohibit or restrict any additional residential accommodation as exempt or complying.

**Related considerations**

The Low Rise Housing Diversity Code permits one or two storey dual occupancies, manor houses, and multi dwelling housing (terraces) to be approved as Complying Development, if they are consistent with the standards within the Codes SEPP. This allows for the fast-track approval of medium density housing types in the R1, R2, R3, and RU5 residential zones wherever medium density development is already permitted under Council's LEP.

We have undertaken preliminary testing to indicate the extent to which lots within the LGA which could theoretically accommodate medium density housing identified by the Low Rise Housing Diversity Code through the complying development pathway. This preliminary testing indicates a high proportion of lots within established residential areas do have the potential to accommodate medium density development through the complying development pathway, which suggests planning controls (in themselves) would not be inhibitive to these typologies.

2 LEP Practice Note 09-001 Exempt and Complying Development 20 February 2009 - https://www.planning.nsw.gov.au/-/media/Files/DPE/Practice-notes/exempt-and-complying-development-20090220.pdf?la=en

# 5. DESIGN CONTROLS AND STANDARDS (PART 4)

Part 4 of the SILEP sets out principal development standards to be adhered to within an LGA. Only clause 4.6 is required to be included within every LEP; Council can decide whether to include other standard clauses relating to lots size, height, and FSR.

## 5.1. MINIMUM SUBDIVISION LOT SIZE AND MINIMUM LOTS SIZES FOR RESIDENTIAL DEVELOPMENT

### 5.1.1. Minimum subdivision lot size

***Current Position***

The R1 and R2 and some of R3 residential zones located around Port Macquarie-Hasting's key centres generally have a minimum lot size standard of 450 m². The R3 and R4 zones within Port Macquarie CBD have a minimum lot size standards of 1,000m² – 2,000m². The majority of Wauchope's centre has a minimum lot size standard of 450m², with portions of the industrial and business zones having a minimum lot size of 1,000m². In Lake Cathie, the R1 zone generally has a minimum lot size of 450m², the R2 zone generally has a minimum lot size of 5,000m² and the R3 zones have a minimum lot size of 1,000m².

During stakeholder engagement, a comment was received that minimum lot sizes in the R3 zone should be reduced to 250-300m² to allow for the torrens title subdivision of medium density development, which was identified as a preferred outcome in the local market.

The objectives of the minimum lot size control are:

*(a) to ensure that lot sizes are compatible with local environmental values and constraints,*

*(b) to facilitate efficient use of land resources for residential and other human purposes,*

*(c) to minimise the fragmentation of rural land suitable for sustainable primary production,*

*(d) to protect high ecological, scientific, cultural or aesthetic values of land in environment protection zones.*

***Recommendation***

We recommend that an additional objective to encourage housing diversity is included within the minimum lot size provisions.

Further urban design testing should also be undertaken to consider whether a reduced minimum lot size can be provided in the R3 zone to accommodate a diverse range of medium density housing.

### 5.1.2. Exceptions to minimum lots sizes for certain residential development

***Current Position***

This clause seeks to encourage housing diversity without impacting on residential amenity and applies in the R1, R3 and R4 zone. The clause provides an exception to the minimum lot size for development an attached dwelling, semi-detached dwelling or a dwelling house.

***Recommendation***

We recommend that built form modelling is undertaken to consider whether forms of multi-dwelling housing (e.g., terraces and manor houses) could also be included to encourage a diverse product. Any such study should consider whether a reduced lot size would impact amenity and landscaping as well as the interaction with the Low Rise Housing Diversity Code.

Some other LEPs provided specific minimum lot sizes for the different types of residential accommodation within each zone. An extract from Port Stephens LEP is provided on the following page. We recommend a similar approach for the new forms of medium density housing such as dual occupancies, multi-dwelling housing, manor houses and terraces to encourage these forms of development within the R3 Medium Density zone, whilst ensuring lot sizes are sufficient for landscaping and amenity and that these types of multi dwelling housing typologies fits with Port Macquarie-Hastings local character and lot size context.

**4.1B Minimum lot sizes for dual occupancies, multi dwelling housing and residential flat buildings**

(1) The objective of this clause is to achieve planned residential density in certain zones.

(2) Despite clause 4.1, development consent may be granted to development on a lot in a zone shown in Column 2 of the table to this clause for a purpose shown in Column 1 of the table opposite that zone, if the area of the lot is equal to or greater than the area specified for that purpose and shown in Column 3 of the table.

| Column 1 | Column 2 | Column 3 |
|---|---|---|
| Dual occupancy (attached) | Zone R1 General Residential | 500 square metres |
| | Zone R2 Low Density Residential | 500 square metres |
| | Zone R3 Medium Density Residential | 450 square metres |
| Dual occupancy (detached) | Zone R1 General Residential | 600 square metres |
| | Zone R2 Low Density Residential | 600 square metres |
| | Zone R3 Medium Density Residential | 500 square metres |
| Multi dwelling housing | Zone R1 General Residential | 500 square metres |
| | Zone R2 Low Density Residential | 750 square metres |
| | Zone R3 Medium Density Residential | 750 square metres |
| | Zone B4 Mixed Use | 675 square metres |
| Residential flat building | Zone R3 Medium Density Residential | 450 square metres |
| | Zone B4 Mixed Use | 450 square metres |

*Figure 1: Minimum Lot Size exception example (Source: Port Stephens LEP 2013)*

### 5.1.3. Minimum subdivision for lot sizes for certain split zones

There do not appear to be any specific recommendations in relation to the objectives and controls within this provision.

### 5.1.4. Rural Subdivision

There do not appear to be any specific recommendations in relation to the objectives and controls within this provision.

### 5.1.5. Erection of dwelling houses and dual occupancies in certain rural and environment protection zones

There do not appear to be any specific recommendations in relation to the objectives and controls within this provision.

### 5.1.6. Strata subdivisions in certain rural, residential and environment protection zones

There do not appear to be any specific recommendations in relation to the objectives and controls within this provision.

## 5.2. HEIGHT OF BUILDINGS

***Current Position***

This clause allows Council to set a maximum building height for certain areas.

Maximum residential building heights range from 8.5 metres to 26.5 metres across the Port Macquarie-Hastings LGA. The predominate residential height is 8.5 metres. Heights within the Port Macquarie CBD R4, R3 and B3 areas are generally around 26.5 metres. The Wauchope area is generally subject to a 11.5 metre height limit within the B2 area close to the station, with the remaining residential land subject to a 8.5 metre limit. Lake Cathie and Bonny Hills has a general height limit of 8.5 metres, with heights increasing in Lake Cathie, close to the centre, with portions of the R3 land set at 14.5 metres and B4/B2 zone at 11.5 m. There is no height control applied to the residential zoned land in Thrumster, but a maximum building height of 11.5 applies in the B2 Local Centre zone.

We have prepared a map of the clause 4.6 variations approved by Port Macquarie-Hastings Council between 2015 and 2019. The approved height breaches are indicated with the blue circle in Figure 2. It is noted that a number of height variations have been approved around Lighthouse Beach, although this may be due to the topography and view opportunities in the area. In addition, height variations for multi unit developments have been approved in the Port Macquarie CBD, range from 5% - 31.5% variations. This may indicate that the current height control is not appropriate or that there is potential for additional height within this area without significant amenity and overshadowing impacts. This could be facilitated through bonus incentives, which may also support development feasibility.

***Recommendation***

We recommend that further studies are undertaken within the Port Macquarie CBD to ascertain whether maximum building heights could be increased without a negative impact on amenity, overshadowing and urban design principles. The use of bonus provisions to access this height should also be considered, if this would assist with improving development feasibility.

*Figure 2: Clause 4.6 Map Lighthouse Beach Extract (Source: City Plan / Google Maps)*

## 5.3. FLOOR SPACE RATIO

***Current Position***

This clause allows Council to set a maximum FSRs for certain areas. The inclusion of this clause within an LEP is not compulsory and a Council must elect to seek to control FSR in certain areas (as with height controls).

The maximum FSR in residential areas ranges from 0.65:1 to 3.5:1 across the Port Macquarie Hastings LGA. A maximum FSR of 0.65:1 generally applies across the R1 residential zones in the Port Macquarie-Hastings LGA. The Port Macquarie CBD has maximum FSR controls of 3:1 and 3.5:1 reducing to 2.1:1 and 1:1 in surrounding areas. Lake Cathie has an increased FSR of 1.1:1 and 1.5:1 in the higher density areas. Thrumster only has a FSR control applied in the B2/B4 area of 1.5:1, and Wauchope has a maximum FSR of 1.1: and 1.5:1 around the station area.

***Recommendation***

We recommend that, in conjunction with a further study on the appropriate heights within the Port Macquarie CBD referred to above, consideration is also given to whether any additional height incentives can be achieved within the current FSR limits. If not, a concurrent increase to FSR or provision of an FSR incentive may also need to be considered.

# 6. MISCELLANEOUS CONTROLS (PART 5)

Part 5 of the SILEP sets out miscellaneous development controls. The majority of the provisions are compulsory. We have excluded these from our evaluation as they do not permit residential development.

# 7. URBAN RELEASE AREAS (PART 6)

## 7.1. Minimum Density Provisions

***Current Position***

The State Environmental Planning Policy (Sydney Region Growth Areas) 2006 applies minimum density controls within the new housing release areas. These provide for exceptions of minimum lot sizes for different types of residential accommodation depending on the density control applicable to a particular area.

At present, the Port Macquarie-Hastings LEP does not include a minimum density control. A DCP is required to be prepared prior to development consent being granted which is required to address a number of matters, including "measures to encourage higher density living around transport, open space and service nodes".

***Recommendation***

Without further urban design testing, the inclusion of minimum density requirements within the LEP would be premature. We therefore recommend that minimum density controls are required within DCPs prepared for the urban release areas.

# 8. LOCAL PROVISIONS (PART 7)

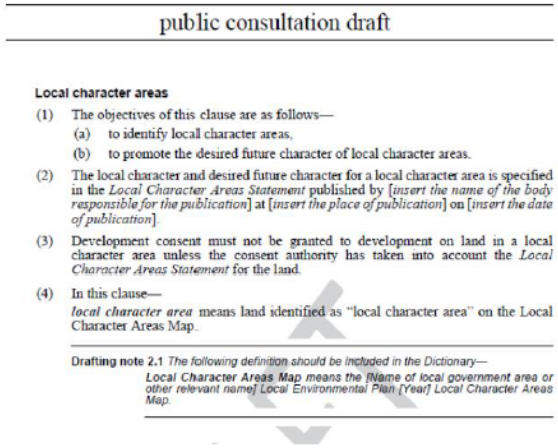
We have excluded these from our evaluation as they do not permit residential development. The exception to this is Clause 7.10, which relates to the rural workers' dwellings on RU1 and RU2 land. That typology is not part of the scope of this LHS.

# 9. LOCAL CHARACTER

***Current position***

The Department of Planning, Industry and Environment has developed a local character overlay and draft local character clause that will allow councils to insert a reference to local character in their LEP via a Local Character Statement and map. The draft local character clause aims to achieve consistency in the way local character is considered through the planning proposal process, and the way it is included in LEP amendments.

A public consultation draft of the proposed standard LEP clause is currently on exhibition (Figure 3)



public consultation draft

**Local character areas**

(1) The objectives of this clause are as follows—
  (a) to identify locall character areas,
  (b) to promote the desired future character of local character areas.

(2) The local character and desired future character for a local character area is specified in the *Local Character Areas Statement* published by [*insert the name of the body responsible for the publication*] at [*insert the place of publication*] on [*insert the date of publication*].

(3) Development consent must not be granted to development on land in a local character area unless the consent authority has taken into account the *Local Character Areas Statement* for the land.

(4) In this clause—
*local character area* means land identified as "local character area" on the Local Character Areas Map.

**Drafting note 2.1** *The following definition should be included in the Dictionary—*
***Local Character Areas Map** means the [Name of local government area or other relevant name] Local Environmental Plan [Year] Local Character Areas Map.*

*Figure 3: Local Character Public Consultation Draft LEP Clause (Source: NSW Government)*

***Recommendation***

It is recommended that once the proposed local character standard LEP clause is finalised by the Department, its inclusion with the Port Macquarie-Hastings LEP should be considered. However, this would be subject to local character statements being prepared in accordance with the Local Character and Place Guideline to inform the required map overlay. It is not recommended that Council seeks to exclude the Low Rise Housing Diversity Code application through the local character provision.

# 10. SUMMARY OF KEY ISSUES

The need to provide and deliver greater housing choice in the Port Macquarie-Hastings LGA was the main focus of the LEP Review. We have identified barriers to encouraging or delivering housing diversity and potential amendments which could assist with facilitating increased housing choice within the LGA. These are summarised below.

## LEP Aims

***Key issues***

There is no LEP aim that seeks to encourage housing diversity or greater housing choice.

***Recommendation***

We recommend a new LEP aim is introduced which seeks to encourage housing diversity and encourage appropriate housing types. The Coffs Harbour LEP 2013 and/or Wollongong LEP 2009 provide good examples for consideration.

## Objectives of Residential Zones

***Key issues***

The land use control and development standards within the LEP exist in order to implement the overarching aims and objectives of the instrument, as well as each of the zone objectives. While the SILEP identified keys objectives, opportunities exist to expand these.

The Port Macquarie-Hastings LEP residential zones adopt all of the SILEP standard objectives, with the exception of an additional local objective in the R2 Low Residential Zone.

***Recommendation***

We recommend that additional local objectives are included within the R1 and R3 zones to ensure that differing housing types and affordability are encouraged at densities appropriate for the relevant zone. Examples from other LGAs of local zone-specific objectives that seek to encourage housing diversity are outlined in Section 3.2.1and Section 3.2.4

### Permissibility within Residential Zones

***Key issues***

Generally, the permissibility of the different forms of residential accommodation within the relevant zones in appropriate within the Port Macquarie-Hastings LEP. However, we have identified two potential inconsistencies:

- Dwelling houses are permissible in the R3 Medium Density Zone and R4 High Density Zone;
- Seniors housing is not listed as a permissible use within the R2 zone, however would be permissible upon reliance on the Seniors SEPP if the area within which they are located is urban land.

***Recommendation***

We recommend that Council consider the inclusion of a new LEP provision which provides that development consent can only be granted for a dwelling house in the R3 and R4 zones where a dwelling house currently exists on the site. This would ensure that any future development of un-developed lots is appropriate for the current zoning and set a clear policy direction for the R3 and R4 zones.

We recommend Council consider whether seniors housing is an appropriate use within the R5 Large Lot Residential zone and, where necessary, to remove inconsistency between the zone objectives and permissible residential uses.

We recommend senior housing is adopted as a permissible use within the R2 Low Density Residential Zone to eliminate the current conflict with the Seniors SEPP.

Further explanation for this conclusion is provided in Section 3.2.2 and Section 3.2.5

### Extent of R1 General Residential Zone

***Key issues***

The R1 General Residential Zone currently comprises 1.11% of the total LGA and 56.30% of all residential zones. Built form controls are mostly uniformly applied within this zone – being a maximum building height of 8.5m and FSR of 0.65:1.

During engagement with the community during the preparation of the Port Macquarie-Hastings Local Housing Strategy a number of comments were received identifying areas that could potentially be rezoned in areas in close proximity to existing centres.

***Recommendation***

The extent of the R1 zone together with the blanket height and FSR controls do not appear to have facilitated diverse housing across the Port Macquarie LGA, even though a diverse range of residential accommodation is permitted within the zone. We recommend that urban design and block modelling testing for R1 zoned areas in close proximity to higher density areas and centres is undertaken to identify whether rezoning should occur or increased development standards to encourage a more diverse housing product to be delivered.

### Minimum Lot Size

***Key issues***

The R1 and R2 and some of R3 residential zones located around the Port Macquarie-Hasting LGA key centres generally have a minimum lot size of 450m². The R3 and R4 zones within Port Macquarie CBD have a minimum lot size of 1,000m² – 2,000m². The majority of the Wauchope centre has a minimum lot size of 450m² with elements of the industrial and business zones having a minimum lot size of 1,000m². In Lake Cathie, the R1 zone generally has a minimum lot size of 450m², the R2 zone generally has a minimum lot size of 5000m² and the R3 zones have a minimum lot size of 1,000m².

During engagement with the community during the preparation of the Port Macquarie-Hastings Local Housing Strategy a comment was received that minimum lot sizes in the R3 zone should be reduced to 250-300m² to allow for torrens title medium density development.

***Recommendation***

We recommend that block modelling is undertaken to analyse whether the minimum lot size of 1,000m² is appropriate within the R3 zone in conjunction with a study in the current economic feasibility of the R3 minimum lot size to ascertain whether a reduced lot size would encourage and support a wider range of medium density housing product.

### Height and FSR incentives within the Port Macquarie CBD R4 and R3 areas

***Key issue***

There are currently no height or FSR incentives within the Port Macquarie-Hastings LEP.

***Recommendation***

We recommend that an economic feasibility study is undertaken to consider the market conditions within these areas to ascertain whether changes to the planning controls would improve feasibility. In addition, urban design testing should be undertaken to ensure that amenity is not sacrificed to enable potentially inappropriate development to come forward.

### Applying minimum densities within the urban release area

***Key issue***

There are currently no minimum density controls applicable within the urban release areas.

***Recommendation***

We recommend that further economic studies are undertaken to ascertain the appropriate minimum densities for the urban release areas to ensure that land is not sterilised or unfeasible.

### Local Character

***Key issue***

There is currently no LEP clause within the Port Macquarie-Hastings LEP relating to local character.

***Recommendation***

It is recommended that once the proposed local character standard LEP clause is finalised, its inclusion with the Port Macquarie-Hastings LEP should be considered. However, this would be subject to local character statements being prepared in accordance with the Local Character and Place Guideline to inform the required map overlay. It is not recommended that Council seeks to exclude the Low Rise Housing Diversity Code application through the local character provision.

CITY PLAN

# Port Macquarie - Hastings Local Housing Strategy

## DCP Review Report

APRIL 2021

## REPORT REVISION HISTORY

| Revision | Date Issued | Revision Description | | |
|---|---|---|---|---|
| 01 | 03/02/2021 | First draft for review | | |
| | | **Prepared by** | **Verified by** | |
| | | Belinda Barrie<br>*Associate Planner* | N/A | |
| 02 | 30/04/2021 | Final Report for exhibition | | |
| | | **Prepared by** | **Verified by** | **Signed** |
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# 1. INTRODUCTION

## 1.1. Background

Port Macquarie-Hastings Council (Council) is required to prepare the Local Housing Strategy (LHS) which will set out a framework to guide residential growth and change across the Port Macquarie-Hastings Local Government Area (LGA) over the next 15 years to 2036. Once complete, the LHS will serve as the long-term basis for reviewing and updating planning policies, processes, and controls for residential development throughout the LGA.

The LHS must be prepared, to the best possible extent, in accordance with the *Local Housing Strategy Guideline* released by the NSW Department of Planning Industry and Environment (DPIE) in 2018. It should also give effect to the vision and approach for residential land use planning set out in State and Local Government plans and strategies including the *North Coast Regional Plan 2036*, *Port Macquarie-Hastings Local Strategic Planning Statement* (currently in draft), *Port Macquarie-Hastings Urban Growth Management Strategy* and *Port Macquarie-Hastings Community Strategic Plan*.

Council engaged a consultant team comprising City Plan Strategy and Development (City Plan) AlphaDemographics, and EMAP consulting to prepare the Port Macquarie-Hastings Local Housing Strategy Project (the Project). The project scope included a review of the Port Macquarie-Hastings DCP controls relevant to residential development, having regards to State Government policies and design guidelines.

## 1.2. Purpose of Report

This report serves as a background document to the draft Local Housing Strategy for exhibition. It:

- Outlines the review of the existing controls as they apply to residential development, and
- Based upon this review, provides a recommended approach to inform the facilitate the recommendations of the LHS.

## 1.3. Development Control Plan

Local Environmental Plans (LEPs) are the primary planning tool to guide development and land use for Local Government Areas (LGAs). Development Control Plans (DCPs) build upon the strategic controls provided by an LEP to provide more detailed requirements and parameters for development.

Section 3.42(1) of the *Environmental and Planning Assessment Act 1979* notes that the purpose of a DCP is to provide non-statutory guidance on the following matters:

a) giving effect to the aims of any environmental planning instrument that applies to proposed development,
b) facilitating development that is permissible; and
c) achieving the objectives of land zones prescribed by the relevant environmental planning instrument.

DCPs generally contain more detailed controls including setbacks, building form, heritage, landscaping, parking, and waste. These controls can be applied more flexibly than those contained in an LEP. It is important that controls and their objectives are clear and unambiguous to ensure that compliance with them or the impact of noncompliance can be assessed effectively when considering a Development Application.

## 1.4. Principles of Review

The aim of this review is to provide recommendations for future projects to be included within Council's Work Program to implement and embed the objectives of the LHS within the DCP.

The principles guiding the review of the DCP:

- Identify best practice development controls to be implemented; and
- Where justification for amending or including a DCP control is not currently recommended, identify further analysis to be undertaken.

The overarching recommendation for future amendments to the DCP is to ensure that the objectives and controls:

- Provide certainty,
- Are clear and precise,
- Can be applied flexibly when context and circumstances are appropriate,
- Can be reactive to emerging issues,
- Represent current best practice, and
- Avoid duplication of content contained in other planning documents e.g., LEP and SEPPs.

## 1.5. Limitations

Our review was limited to Part C, Section C1 - Low Density Residential Development, C2 - Residential Flat Development, Tourist and Visitor Accommodation and Mixed Use Development and C3 - Business and Commercial Development of the DCP.

For clarity, Part D - Locality Specific Provisions, which apply precinct-based development controls to certain parts of the LGA, were not reviewed in detail as part of the project scope.

## 1.6. Overview

This Report outlines the following:

- **Section 2** provides a summary of each of the key housing types in each section, which has the current position, the State Policy and guidance for each type and recommended approach for a future DCP.
- **Section 3** provides commentary on existing development controls which relate to housing which would require review as part of a comprehensive DCP review and restructure. It is noted that many of these provisions were outside the scope of this project.
- **Section 4** describes additional recommended controls that should be investigated as part of any comprehensive DCP review.

The following key issues were identified during our DCP review:

- The current Port Macquarie DCP is a legacy of the Port Macquarie-Hastings DCP 2011. Stage 1 reformatting and housekeeping amendments were undertaken in November 2013. Subsequent amendments (made in September 2020) have largely been administrative in nature, along with the introduction some new site and locality specific controls.
- The Port Macquarie DCP does not provide controls for a number of residential typologies that are promoted by the NSW Government and/or permissible under the Port Macquarie-Hastings LEP or other EPI.
- The current DCP structure does not group the different types of residential typologies logically together.
- Encouraging sustainability and liveability.
- Potential impact of controls on feasibility.
- Protection of Local Character.

These are summarised in **Section 5,** along with recommended approaches to addressing each.

# 2. DCP REVIEW

## 2.1. General Structure and Contents

**Current position**

Part C of the DCP currently intermeshes controls for low and medium density housing typologies. Controls for Tourist and Visitor Accommodation are provided alongside controls for Residential Flat Buildings and the residential component of Mixed Use Development. This type of format is no longer reflective of the current planning framework. The format does not reflect the new types of residential accommodation permissible under the LEP or other EPIs such as seniors housing, boarding houses, manor houses and other forms of medium density housing.

Forms of housing that currently do not have any development controls provided within the DCP include boarding houses, student accommodation, manufactured home estates, and specialist disability accommodation.

**State Policy or Guidance**

The State Government is in the process of preparing a standard format DCP, and model provisions for Councils to use to make it quicker and easier for people to navigate the planning system and its controls. The status of this will need to be considered in line with any comprehensive DCP review.

**Recommended Approach**

We recommend that the residential sections of the DCP is restructured to provide separate controls for low, medium, and high density forms of residential development, which recognises:

- the types of development occurring in low density areas and the character and context of these existing and new release areas,
- the spectrum of medium density housing now defined under the SILEP or introduced by the Low Rise Housing Diversity Code, and
- the Apartment Design Guideline (ADG) controls which largely deals with controls for high density residential;

Albury DCP Part 10, which became effective in July 2020, is noted as a best practice example to follow. This is the first residential DCP that has been prepared and implemented following the introduction of the Low Rise Housing Diversity Code within the *State Environmental Planning Policy* (Exempt and Complying Development Codes) 2008 (the Codes SEPP).

The Albury DCP residential controls are provided through the following structure:

- Division A: Introduction to Part 10
- Division B: Subdivision
- Division C Development in R2 Low Density Residential and R5 Large Lot Residential Zones
- Division D: Dwelling Houses and Secondary Dwellings
- Division E: Medium Density Housing
- Division F: Residential Flat Buildings
- Division G: Residential development enabled by a SEPP
- Division H: Non-residential uses in residential zones
- Division I: Area specific development plans

Chapter C3: Business and Commercial Development should include its own separate sub-section for shop top housing to ensure that other relevant provisions such as separated access, passive surveillance etc. are also addressed. Appropriate cross referencing within both sections should be included to ensure that it is clear that any mixed use or shop top housing development must review and address the relevant controls in both the Residential and Business and Commercial Development section.

Type-specific controls should be provided for boarding houses, seniors housing, and student accommodation based on more detailed consideration of the relevant SEPP standards (both existing and emerging) within the local context of Port Macquarie-Hastings LGA.

We recommend controls for Tourist and Visitor Accommodation are separated out from the other forms of housing, given these forms of accommodation have their own individual needs and standards. This could either form a standalone DCP chapter (for example, under miscellaneous provisions), or included as another residential type-specific sub-section.

## 2.2. Dwelling Houses

A dwelling is defined within the Standard Instrument Local Environmental Plan (SILEP) dictionary as a room or suite of rooms occupied or used or so constructed or adapted as to be capable of being occupied or used as a separate domicile.

A dwelling house - in terms of one dwelling on a lot - is consistently the most common form of residential accommodation approved and constructed within the LGA. This was highlighted in Figure 29 of the Local Strategic Planning Statement (LSPS)

*Figure 1: Proportion of housing stock developed in Port Macquarie Hastings (Source: Port Macquarie Hastings Local Strategic Planning Statement)*

**Current Position**

Currently, the provisions for dwelling houses are captured under the requirements of Chapter C1 - Low Density Residential Development in the DCP.

It is noted that this chapter is relevant to dwelling houses in both rural and urban settings. The main point of difference between the two comes in Clause 44, provision (c) which includes a larger front setback for dwelling houses in large lot residential and rural zones.

**State Policy or Guidance**

The Codes SEPP permits Complying Development for dwelling houses through either of the following codes:

- The Housing Code, which permits new 1 and 2 storey dwelling houses, alterations and additions to existing 1 and 2 storey dwelling houses and attached and detached ancillary development as complying development.
- The Rural Housing Code which allows for the erection of a new single storey or two storey dwelling house on land zoned RU1 - Primary Production, RU2 - Rural Landscape, RU4 - Primary Production Small Lots or RU6 - Transition that has an area of at least 4,000m², or land zoned R5 - Large Lot Residential. It is noted that the provisions do not apply if the size of the lot is less than the minimum lot size for the erection of a dwelling house under the environmental planning instrument applying to the lot.

**Recommended approach**

We recommend that controls relating to dwelling houses and secondary dwellings are contained within a standalone sub-section of the Residential chapter. Dwelling houses are permissible in all the residential zones, the RU1, RU2 and RU5 zones and the E4 zone. Zone-specific controls can be further investigated; for example, by cross-referring to the general development controls applying to development in the low density zones or rural areas.

Controls should also be included for alterations and additions to existing dwelling houses to guide the types of works that cannot be undertaken under the various complying development routes under the Codes SEPP.

The DCP should be reviewed generally to ensure that controls do not replicate complying development standards and ensure that they provide guidance and parameters for dwelling house development which cannot be undertaken under the various Codes SEPP approval pathways.

Further work should also be undertaken to establish the fundamental local character sought by Council and the community for dwelling house development to ensure that the DCP controls reflect these aspirations.

The separate requirements for Rural Zones and the lower density residential/ E4 zones should include design provisions which relate to the objectives of these areas, such as minimising disturbance on the land, suitable boundary setbacks etc. This is outside the scope of this LHS and should be considered in Council's Rural Lands Strategy.

## 2.3. Secondary Dwellings

Secondary dwellings are defined within the SILEP dictionary as a self-contained dwelling that:

a) is established in conjunction with another dwelling (the principal dwelling), and
b) is on the same lot of land as the principal dwelling, and
c) is located within, or is attached to, or is separate from, the principal dwelling.

They are commonly known as 'granny flats'.

**Current Position**

The provisions for Secondary Dwellings are captured under the requirements of Chapter C1 - Low Density Residential Development in the DCP. They are subject to the same provisions as a dwelling house.

Anecdotal evidence from Council notes that granny flat/secondary dwelling developments are popular and are being delivered within new greenfield areas (such as Thrumster) primarily due to development contributions rates being exempt for secondary dwellings under 60m². There is evidence to suggest may be subsequently subdivided and converted to dual occupancies.

**State Policy or Guidance**

Secondary dwellings are currently permitted in all Residential Zones under Division 2 of the State Environmental Planning Policy (Affordable Rental Housing) 2009 (ARHSEPP) as Complying Development, subject to meeting the specified parameters. This has proven to be a popular option across the LGA.

The ARHSEPP is proposed to be repealed and absorbed into the new Housing Diversity SEPP. The Explanation of Intended Effect (EIE) issued for the Housing Diversity SEPP in July 2020 indicated that the main change in relation to secondary dwellings was in relation to their development in rural zones and allowing Councils to have the discretion to set a maximum size for secondary dwellings in rural zones.

The ARHSEPP is triggered for land which has a site area of at least 450m² and over and for secondary dwellings up to 60m². The ARHSEPP provides that a consent authority must not refuse consent for a secondary dwelling on the grounds of site area or parking if the DA complies with the development standards for these matters. As a result, there is no need to include controls for parking or site area for secondary dwellings in the consolidated DCP as these would be overridden by the ARHSEPP.

The main forms of controls for siting secondary dwellings are in Schedule 1 of the ARHSEPP.

The rear setback controls stated in the DCP (4m) varies from the ARHSEPP, which allows for a 3m rear setback for lots between 450-900m². This variation has implications on character and amenity for existing neighbourhoods. However, the Complying Development pathway does not afford Council the ability to undertake a merits-based assessment on the design.

**Recommended Approach**

We recommend that controls relating to dwelling houses and secondary dwellings are contained within a standalone sub-section of the Residential chapter. Dwelling houses are permissible in the R1, R3, R4 and R5 zones. Zone specific controls can be further investigated, for example by cross referring to the general development controls applying to development in the low density control subsections or medium density control subsections.

The DCP should be reviewed generally to ensure that controls do not replicate complying development standards and ensure that they provide guidance and parameters for secondary dwellings development which cannot be undertaken under the various Codes SEPP approval pathways.

Further work should also be undertaken to establish the fundamental local character sought by Council and the community for secondary dwelling development to ensure that the DCP controls reflect these aspirations.

To ensure good design and amenity outcomes, we recommend that controls for secondary dwellings should be adopted for design, site area, height, setbacks, orientation, privacy, site coverage and private open space and minimum bedroom size. We also recommend the minimum lot size standard applying through the LEP for dual occupancies is reviewed to ensure the developed outcome aligns with the intentions of this standard.

A further review will need to be undertaken once the Housing Diversity SEPP has been gazetted and implemented to confirm that there are no changes to standards for secondary dwellings in residential zones which may impact local controls within the DCP.

## 2.4. Medium Density Residential Typologies

## 2.5. Dual Occupancies, Multi Dwelling Units, and Manor Houses

Two or more dwellings on a lot at ground level are generally known as dual occupancy or multi dwelling housing and are forms of 'medium density housing'.

A Dual occupancy consists of two dwellings and is either attached or detached.

- An attached dual occupancy is two dwellings on one lot of land that are attached to each other but does not include a secondary dwelling.
- A detached dual occupancy is two detached dwellings on one lot of land but does not include a secondary dwelling.

Multi dwelling housing means 3 or more dwellings (whether attached or detached) on one lot of land, each with access at ground level, but does not include a residential flat building,

A Manor House is a residential flat building containing 3 or 4 dwellings where:

a) each dwelling is attached to another dwelling by a common wall or floor, and
b) at least 1 dwelling is partially or wholly located above another dwelling, and
c) the building contains no more than 2 storeys (excluding any basement).

These types of medium density housing form part of 'the missing middle' expected to play an important step in increasing the diversity of housing options within the LGA.

*Figure 2: Low Rise diverse housing development in the spectrum of residential accommodation (Source NSW DPIE)*

**Current Position**

Chapter C1: Low Density Residential Development also captures the requirements for dual occupancies and multi dwelling housing, which are intertwined with those for dwelling houses.

Manor Houses are a more recently-introduced residential typology, and are not specified within the application list at the top of the chapter. Consequently, there are no controls within the DCP chapter that relates to them.

**State Policy and Guidance**

The Low Rise Housing Diversity Code introduced by the NSW Government in 2018 allows one or two storey dual occupancies, manor houses, and multi dwelling housing (terraces) to be approved as Complying Development, if they are consistent with the standards within the Codes SEPP. This allows for the fast-track approval of medium density housing types in the R1, R2, R3, and RU5 residential zones wherever medium density development is already permitted under Council's LEP.

The Low Rise Housing Diversity Code also introduces definitions for new housing types (manor houses and terraces) and allows these to be assessed as complying development or as a DA in cases where the proposal exceeds the development standards under the Codes SEPP.

The LMDC provisions are outlined in Part 3B of the Codes SEPP and will apply to R1 - General Residential, R2 Low Density Residential, and R3 - Medium Density Residential zones, as well as the RU5: Village zone.

If a development is not complying development, then a DA will need to be submitted. To assist with the assessment for applications, the NSW Government has also produced a *Low-Rise Housing Diversity Design Guide for Development Applications*, ("Design Guide"). The Design Guide provides best practice planning design standards for low rise medium density residential dwellings. The Design Guide is intended to provide guidelines for dual occupancies, manor houses and multi-dwelling (both townhouses and villas). Where Council's LEP or DCPs do not have prescribed controls in relation to this type of residential development, then Council can decide whether to adopt the Design Guide fully for development applications or in part. For manor houses and terraces, Councils will be required to consider the Design Guide if their own DCPs do not include specific provisions for these types of development, noting that manor houses are a new form of development which to date Councils have not addressed in their DCPs.

The Design Guide deals with several design criteria for built form, amenity, configuration, and environmental controls. Figure 3 illustrates the relationship between the LEP, Design Guide and DCPs.

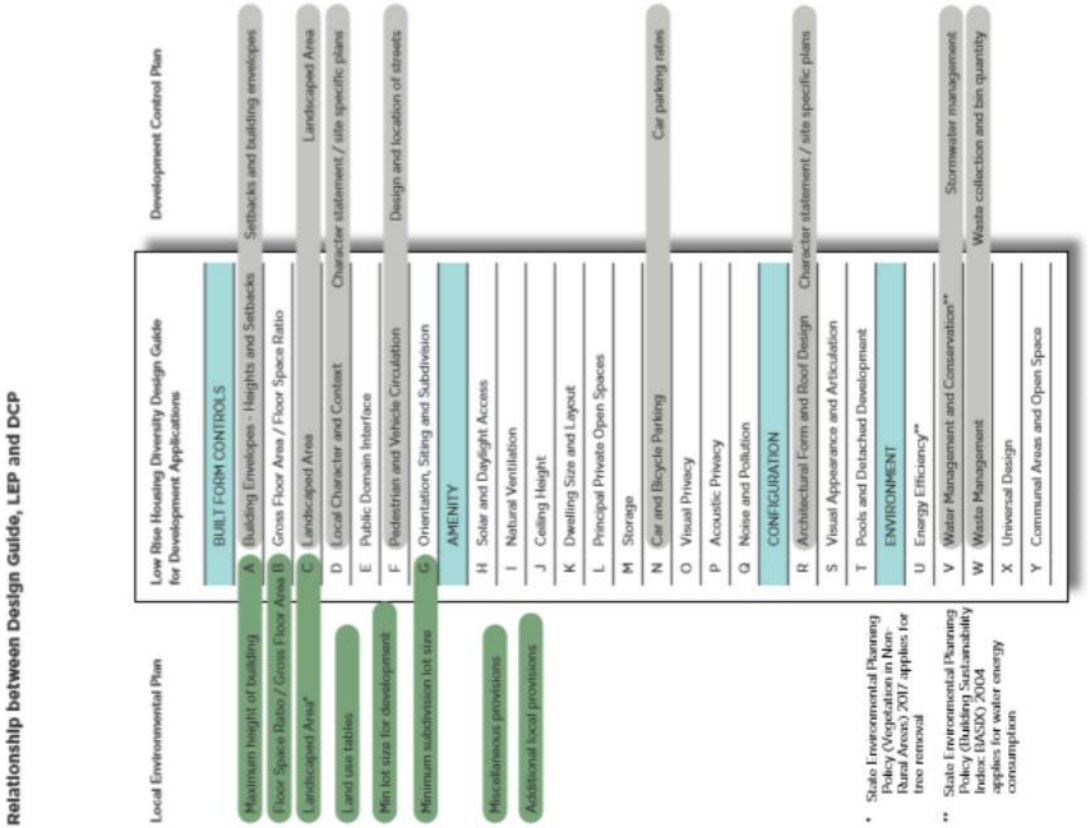



*Figure 3: Relationship between LEP, DCP and Design Criteria (NSW DPIE 2020)*

**Recommended approach**

As described in Section 2.1, the DCP should be restructured to separate out these forms of medium density development from the other forms of low-density housing, as currently provided.

We recommend that the medium density controls section is then further subdivided into sub-sections based on the housing typologies provided in the Design Guide. As noted in the LEP Review Background Report, preliminary testing has shown that the subdivision pattern within the LGA has the potential to accommodate a high proportion of medium density housing (dual occupancies, manor houses and multi-dwelling terraces) through the complying development pathway.

In light of this, we recommend Council directly adopts the design standards for the new housing typologies as listed within the Design Guide, (e.g., terraces and manor houses) as this provides best practice guidance when a development application assessment is required. In the longer term, Council should undertake a detail review of the Design Guide provisions for all types of medium density residential to consider whether it wishes to:

- vary any existing DCP controls for dual occupancies and multi-dwelling housing to reflect the Design Guide's best practice,
- prepare local DCP controls for the new medium density typologies which consider the particular local character requirements of the area, or
- more generally, undertake urban design testing to develop evidenced controls which reflect the local character of the LGA for medium density housing.

The DCP should be reviewed generally to identify points of variation from the Codes SEPP and consider the implications of these variations within the local context.

## 2.6. Residential Flat Buildings

Residential Flat Buildings (RFBs) are defined within the SILEP dictionary as a 'building containing 3 or more dwellings but does not include an attached dwelling or multi dwelling housing'.

**Current approach**

Requirements for RFBs are listed within Chapter C2: Residential Flat Development, Tourist and Visitor Accommodation and Mixed Use Developments. The requirements for SEPP 65 and non-SEPP 65 related RFBs are combined within this Chapter, with certain provisions specified as only applicable to non-SEPP 65 buildings (e.g., deep soil zone, energy conservation and solar access, etc.). Many of these controls are superfluous to or superseded by the criteria set out in the Apartment Design Guide (ADG).

**State Policy or guidance**

*State Environmental Planning Policy No. 65 - Design Quality of Residential Flat Development* (SEPP 65) and the associated *Apartment Design Guide* (2015) (ADG) apply to RFBs at least 3 or more storeys and containing at least 4 or more dwellings. SEPP 65 aims to deliver a better living environment for residents and to enhance streetscapes and improve amenity of neighbourhoods. It also assists with creating consistency in design, certainty for Councils, architects and applicants while encouraging design innovation.

SEPP 65 provides that consent cannot be refused if the Development Application for an RFB complies with the following design criteria set out in the ADG for:

- Car parking rates,
- Minimum apartment sizes, and
- Minimum ceiling heights.

In addition, SEPP 65 states that controls contained in a DCP which relate to visual privacy, solar and daylight access, common circulation & spaces, apartment size and layout, ceiling heights, private open space & balconies, natural ventilation and storage will have no effect.

The ADG seeks to provide consistent planning and design standards for residential apartments.

**Recommended approach**

We recommend that the objectives and standards outlined in the ADG is the baseline for any RFB controls in Port Macquarie-Hastings LGA as it is recognised as setting a high standard for high density developments and already well-understood within the industry.

We recommend that separate requirements are provided for RFBs where SEPP 65 is triggered (3 storeys and above), as distinct from where SEPP 65 is not triggered (less than 3 storeys) to provide clearer directions.

Where SEPP 65 is triggered, the DCP should simply refer to the ADG. Council may also want to consider additional locally appropriate controls relating to site area, setbacks, ecological, and site planning.

The LEP generally applies low maximum height of building control across the R1 zones, where RFBs are permissible. That means there is still the possibility for RFB development that does not trigger SEPP 65, and so we recommend that comprehensive controls for these types of RFB developments are retained in the DCP. The controls currently contained within Chapter C2 for non-SEPP 65 developments should be reviewed and, where possible, aligned more consistently with the ADG standards. These controls could be grouped alongside those provided for 'manor houses,' given the similarities with this form of building. This approach was taken in the Albury DCP structure, recommended in Section 2.1.

Some area-specific DCP controls (not included as part of this review) may also include RFB controls. We recommend any controls/elements that are not overridden by SEPP 65 are retained.

## 2.7. Boarding Houses and Student Accommodation

A boarding house is a building that is wholly or partly let in lodgings, provides lodgers with a principal place of residence for 3 months or more, may have shared facilities, such as a communal living room, bathroom, kitchen or laundry, and has rooms, some or all of which may have private kitchen and bathroom facilities, that accommodate one or more lodgers. They do not include backpackers' accommodation, a group home, hotel or motel accommodation, seniors housing or a serviced apartment.

The EIE for the Housing Diversity SEPP indicate that many newer boarding houses (which they call 'new generation 'boarding houses) are being built with self-contained bathrooms and kitchens in each dwelling.

To date, student accommodation has typically been assessed as another form of residential accommodation, most commonly a 'boarding house', given that the term is not otherwise defined in the SILEP. This is proposed to be rectified in the new Housing Diversity SEPP.

- The EIE for the Housing Diversity SEPP defines 'student accommodation' as a building that: *Provides accommodation and communal facilities principally for students enrolled to study at an education establishment during teaching periods; and*
- *May incorporate some fully self-contained dwellings.*

**Current Position**

There are no specific DCP controls in the chapters reviewed for either of these types of developments. We understand, based on stakeholder feedback, that this has proven to be problematic - particularly for the additional provision for student accommodation that has been more prevalent in recent years with the construction and opening of Charles Sturt University.

**State Policy and Guidance**

Boarding Houses are permissible in the *State Environmental Planning Policy (Affordable Rental Housing) 2009* (Affordable Rental Housing SEPP) and *State Environmental Planning Policy No. 70 - Affordable Housing (Revised Schemes)* (SEPP 70).

The Affordable Rental Housing SEPP sets out development standards which if are met, cannot be a reason for refusal. These standards are:

- Building height
- Landscaped areas
- Solar access
- Private open space
- Parking
- Accommodation size

It is noted that there has been issues with that in the past, particularly in relation to carparking numbers and being able to consider the local carparking rates in an assessment. This is particularly relevant, given that the Affordable Rental Housing SEPP has parking listed in the 'standards that cannot be used to refuse consent' provisions. The most common figure being used is at least 0.5 parking spaces provided for each boarding room.

**Recommended approach**

We recommend that specific controls are developed for boarding house and student accommodation development. If any guidance is developed as part of the Housing Diversity SEPP finalisation, this should be used as a reference to assist with providing best practice guidance for the types of controls applicable to these forms of development.

## 2.8. Manufactured Home Estates

Manufactured Homes are a specific type of housing type which consists of a dwelling constructed and assembled first then transported to the land it will occupy. It is typically used for Seniors Housing and is seen as popular housing options on the Mid North Coast.

**Current Position**

There are no specific controls for Manufactured Home Estates within the DCP chapters we reviewed.

**State Policy and guidance**

The *State Environmental Planning Policy No. 36 - Manufactured Home Estates* (the Manufactured Home Estates SEPP) defines this form of housing and provides a high level list of matters for consideration for any Development Application. However, details - such as appropriate siting of dwellings on site, the need for landscaping, location of carparking etc. - are not covered in the Manufactured Home Estate SEPP.

The *State Environmental Planning Policy No 21 - Caravan Parks* (SEPP 21) and *State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004* (the Seniors SEPP) also apply; the latter is particularly relevant given their popularity with retirees and those over the age of 55.

**Recommended Approach**

We recommend the use of separate controls for siting and location of manufactured home estates is investigated to improve design standards. The Mid-Coast Council draft DCP chapter can be used as an example. It must be considered as a separate control to other medium density housing standards to differentiate requirements in relation to ownership and further subdivision principles (i.e., leaseback v Torrens Title arrangements), as well as carparking requirements.

We also recommend that Council consider whether a subsection of controls specific to seniors housing would be useful. Given the need for this residential typology within the LGA, it is likely to be a development growth area that Council may wish to manage to ensure it is delivered within the character and aspirations of the community in terms of built form and design.

## 2.9. Specialist Disability Accommodation

Specialist Disability Accommodation (SDA) is housing that has been specifically designed to suit the needs of people who have a severe functional impairment or highly complex support needs. SDA may include special designs for people with very high needs or may provide a location or feature that make it feasible to provide complex or costly supports for independent living. It may include built for purpose apartments, townhouses, detached dwellings or group home/ assisted living environments. It has been defined by the National Disability Insurance Scheme (NDIS) and will have continued increased profile as the NDIS is rolled out across the country.

The need for SDA within PMH has been identified by Council, particularly with an aging population being a key factor contributing to the demand of appropriately designed homes to cater for these needs. The likelihood of living with a disability increases with age. The number of households or individuals requiring SDA, other in-home modifications, or placements in residential care facilities is expected to grow. The most dominant driver being an increase in the number of people over the age of 75 (residential aged care). However, there is also expected to be a growing market for SDA accommodation as additional public funding becomes available through the NDIS.

**State Policy or Guidance**

*State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004* (the Seniors SEPP) provides the only form of planning guidance and standards in this respect.

**Recommended Approach**

We recommend Council considers whether a separate DCP chapter providing guidance and design criteria for SDA is appropriate, or whether these controls form a subsection within the existing medium and high density controls.

The *Liveable Housing Design Guidelines*, prepared by Liveable Housing Australia (Source: https://livablehousingaustralia.org.au/downloads/) are designed to enhance the quality of life for all at all stages of their lives and set out basic design standards for key features of a house to facilitate liveable housing design. There are various levels of design within the document. The City of Newcastle currently has a Silver level requirement for universal design features mandated within their DCP. A similar or higher level should be investigated for PMH, or at minimum consistency with the Housing Design Guides which mandate levels across the different forms of medium density housing. The NDIS also has its own Design Standard, known as the *SDA Design Standard,* which provides further design standards and details for the construction of dwellings, which goes into more detail (i.e., materials for flooring, specifications for sinks and WCs etc.). It is important that if specific DCP controls are developed these do not conflict with the industry standards which will cause ambiguity for both landowners and Council assessments.

We also recommend the LEP review ensures that dwelling types best suited to SDA are permissible in areas with a higher-than-average level of accessibility to transport and services. In terms of non-planning provisions, consideration should also be made to other policy levers that help provide for this important form of housing within Port Macquarie Hastings.

## 2.10. Shop top housing

Shop top housing is defined within the standard dictionary as one or more dwellings located above ground floor retain premises or business premises. While they are prevalent within the business zones, they are a type of residential accommodation and are listed under that definition accordingly.

SEPP 65 applies to shop top housing when it is over 3 or more storeys. However, it is noted that the extent of shop top housing in the municipality is unlikely to meet the threshold of SEPP 65, which warrants its own detailed controls.

Shop top housing is implied but not specifically outlined within Chapter C3 of the DCP, mainly under the Mixed-Use Development heading.

***Recommended Approach***

We recommend that the Business and Commercial Development chapter should include its own separate sub-section for shop top housing, to ensure that other relevant provisions such as separated access, passive surveillance, etc., are also addressed. Appropriate cross-referencing within both sections should be included to ensure that it is clear that any mixed use or shop top housing development must review and address the relevant controls in both the Residential and Business and Commercial Development section.

The design of shop top housing for the residential component should be assessed via the Apartment Design Guidelines (ADG) when applicable and the DCP provisions in the High-Density Residential section for Residential Flat Buildings when SEPP 65 does not apply.

# 3. EXISTING DEVELOPMENT CONTROLS RELATING TO HOUSING

This section of the report focuses on controls that are associated with housing that are currently provided within the Port Macquarie-Hastings DCP and should be considered as part of a holistic review of the residential DCP sections of the Port Macquarie-Hastings DCP.

## 3.1. Carparking

**Current Approach**

Section B4: Transport, Traffic Management, Access and Carparking is the chapter of the DCP focusing on carparking.

Whilst a review of the chapter was not undertaken as part of this project as it was outside of the scope, feedback during consultation indicated that achieving the residential parking rates for areas such as the CBD were prohibitive in terms of development potential of the land. This is one factor preventing increased densities in areas of high amenity.

Another issue raised in relation to carparking was that the Affordable Housing SEPP has been used for carparking rates for student accommodation (boarding house) even though the SEPP quotas are unlikely to match the actual demands for such uses, particularly for student housing and other uses outside the city centre and the lack of public transport options and accessibility when compared to metropolitan areas. Other examples of uses showed a significant differential between the SEPP and the DCP rates for student housing.

**Recommended Approach**

We recommend that the carparking provisions are also reviewed as part of any changes to the DCP and flexibility in the rates are considered for certain areas, i.e., reduced rates of carparking within the Port Macquarie CBD or other higher-order centres to incentivise increased density.

## 3.2. Tourist and Visitor Accommodation

**Current Position**

Part C2 of the current Port Macquarie-Hastings DCP refers to Tourist and Visitor accommodation in various parts of the section.

These controls should not sit within the high density section given that the standards and requirements for Tourist and Visitor accommodation are different to those for permanent dwellings. It is also noted that tourist and visitor accommodation or caravan parks are not included as types under the definition of 'residential accommodation' as listed within the *Standard Instrument - Principal Local Environmental Plan*, which provides further reason as to why they should be excluded from any section of the DCP relating to housing.

**Recommended Approach**

We recommend that controls for tourist and visitor accommodation are located within a separate section of the DCP.

## 3.3. Miscellaneous Controls

A summary of other observations arising from our review of existing controls provided in the Chapters considered is provided below.

1. Chapter C1: Low Density Residential Development indicates that this chapter applies to exhibition homes and exhibition dwellings. However, there is no specific guidance to those uses outside of the standard siting provisions. We recommend additional requirements are considered - such as siting of villages, opening hours, carparking requirements, etc. The Maitland Development Control Plan December 2011 provides guidance for these forms of uses within Chapter C.3- Exhibition Homes and Villages.
2. Clause 50(a) provides guidance for tennis courts or other similar areas. If tennis courts are only prevalent in rural or rural residential areas, then these controls should be moved those requirements into that section, following a general restructure. It is unlikely, given typical lot sizes, that they would apply in standard density areas.
3. Roof terraces (Clause 50) - these provisions should be included in the housing sub-sections as to where they would be most prevalent, such as terraces, RFBs, etc.

# 4. ADDITIONAL RECOMMENDED CONTROLS

This chapter will outline other requirements which are not covered within the DCP chapters reviewed, but should be considered for inclusion, due to their relevance to housing standards.

## 4.1. Local Character

**Current Position**

Port Macquarie- Hastings has distinct areas and townships each with its own identity and character. There are Locality Specific provisions outlined in Part D of the DCP (not reviewed in detail).

The generic provisions as outlined in Chapter C1: Low Density Residential Development and C2: Residential Flat Development, Tourist and Visitor Accommodation and Mixed Use Development - are applied across the LGA, unless a locality-specific DCP section applies.

One of the objectives in the purpose of the residential sections of the current DCP is to 'have regard to the desired scale, bulk and height of existing residential development as well as streetscape and landscape in the locality'.

Council has noted that development in some areas of Port Macquarie Hastings has raised concerns with residents that it is inconsistent with local character. Key issues include:

- The land uses within the zones; however, this is expanded upon within the LEP review.
- Loss of private open space and tree canopy due to infill development in existing suburbs.
- Other general controls such as the suitability of floor space ratios, noting that floor space ratios sit within the LEP.

**State Policy and Guidance**

The State Government is currently reviewing the NSW planning framework to ensure that local character is recognised and enhanced through planning. It is likely that all Councils will eventually be required to undertake local character studies and incorporate standards and controls within their LEP or DCP (or both) to strengthen the consideration of local character in plan-making and development assessment.

DPIE have issued a 'Local Character and Place Guideline' (February 2019) which outlines how character considerations can be integrated into the NSW Planning system and presents different approaches to including local character into the local planning framework. It provides, for the first time, a consistent, state-wide definition of 'local character' and 'place' to be used in land-use planning in NSW. It also uses a Character Assessment Toolkit, which Council can use to define the local character of a place, produce a local character assessment, and set the desired future character of an area.

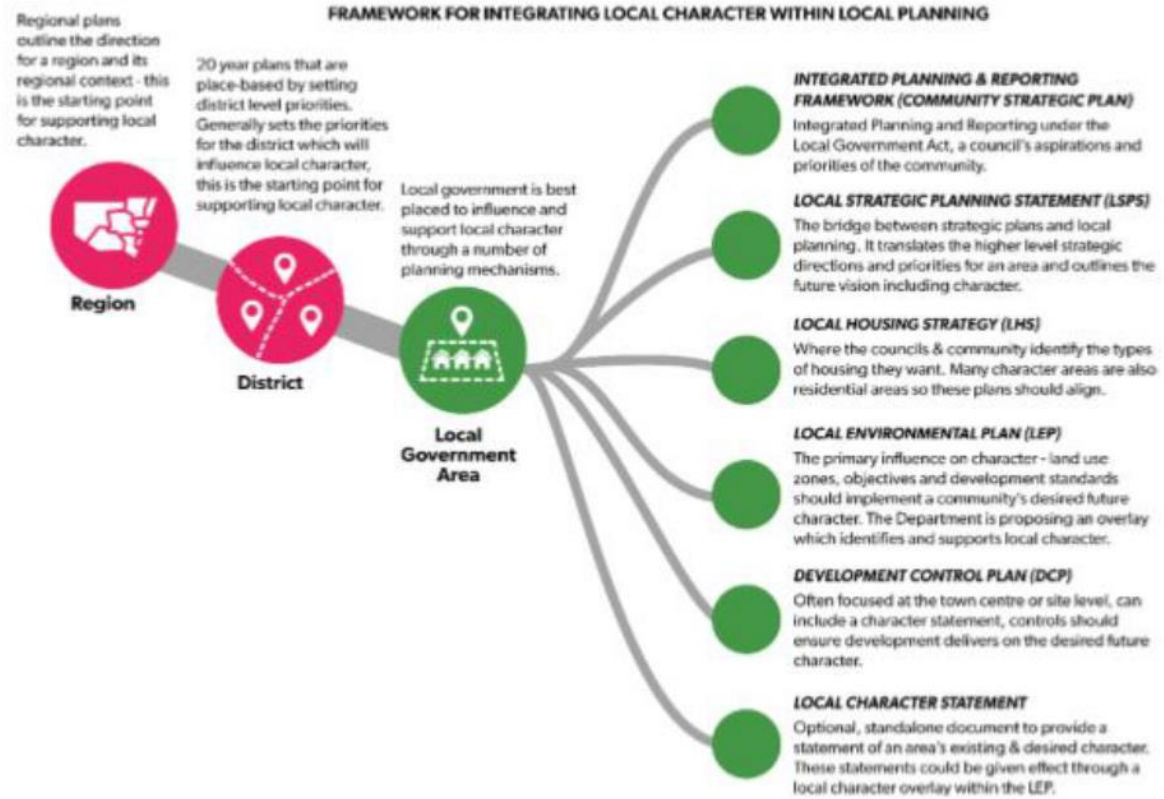



*Figure 4: A Framework for integrating local character within local planning*

As indicated by the figure above, there are multiple options for the consideration of local character within the planning system.

While noted in more detail in the LEP review report, the LEP can provide the statutory "weight" behind these proposals.

The other option would be to use the DCP to provide more detailed design and planning requirements, including to address local character. DCPs provide guidance only, which means that there is a greater level of flexibility in the assessment process, and variations can be made, where justified, in determining a Development Application.

It is noted that from the Explanation of Intended Effect (EIE) relating to Local Character Provision that the pathway for the allowance of local character in LEPs will also allow for the option of certain areas being excluded from the Low Rise Housing Diversity Code. This has been expanded on in further detail in the LEP review report and is not a recommended approach for this LGA.

**Recommended Approach**

We recommend that Council prepares a local character study to provide the strategic basis for amending either LEP and DCP controls (or both) to enhance local character across the municipality. The results may determine different strategies for different parts of the LGA. Some areas with high development pressure but a fine grain character may need the additional statutory weight provided by the LEP (through zone objectives, adjustments to principal development standards, land use definitions etc.), while other areas may just need general guidance which could comfortably sit within a locality specific DCP chapter.

While not reviewed in detail (as outside of the project scope), it is noted that many of the Locality Specific Controls in Part D of the DCP tend to have objectives and purpose built around existing character and setting. These, along with the other documents Council has, should be reviewed as part of the Local Character study to ensure the DCP controls identify the existing and emerging character of these locations in a manner that is consistent with emerging standard practice.

The local character study should also serve as a reference document to assist Council's development assessment officers in interpreting residential land use zone objectives that require consideration of local character.

The study would provide greater certainty to the local community and developers as to the desired future character of Port Macquarie- Hastings residential neighbourhoods and townships. This is consistent with Planning Priority 6 of the Local Strategic Planning Statement (LSPS) which is to *use a place based approach to shape the development of our sites, streetscapes, precinct, villages, towns and centres*. The LSPS already identifies the need for Place Planning with Action 6.1 - Develop a Place Framework to inform the approach for creating great places across the LGA. A number of the documents relevant to that approach would be relevant to this process.

The study should draw on the policy considerations set out by the NSW Government Architect's office and be informed by community consultation. It should enable the creation of locality specific controls to encourage new housing that respects the current and intended future character. It is noted that Council already has an established evidence base for this work and this evidence should be fed into the framework.

For the Local Character Study to be effective and provide clear guidance to amend LEP and DCP controls it would likely need to provide the following for each identified local character area:

- An identification of areas which have their own specific local character and based on the settlement types identified in the North Coast Urban Design Guidelines. Based on existing information that may look like the following:
  - Port Macquarie CBD
  - Village communities like Bonny Hills or Lake Cathie
  - Town Centres like Wauchope or Laurieton
  - Areas with emerging character such as the new Health and Education Precinct at Lake Innes
  - Older areas with infill potential such as Flynns Beach, Town Beach and Westport
- The new Urban Release Areas where the existing local character can be fed into the ultimate structure plan that what will form the basis of the development patterns in that area.
- Description of the existing local character at each location
- Desired future character statement
- Key character elements that contribute to the distinctive local character (e.g. summary of material and form, setbacks, height, landscaping, car storage, street layout etc.)
- Objectives and design requirements that respond to character elements.

The locality specific precincts identified in Part D of the DCP can be used as a guide, as well as those defined within the LSPS given the intent of a place based approach within the document.

It is noted from the Local Character and Place Guideline, smarter engagement with the community minimises duplicated conversations. Given the recent engagement on the LSPS and from Community Plans, this could be used as a baseline for this work. Feedback from the draft Local Housing Strategy (LHS) could also be used.

## 4.2. Site Planning and Site Isolation

The reviewed chapters of the DCP do not have a focus on site planning and avoiding site isolation, but these are provided in other DCP sections in relation to other land uses (i.e., residential, industrial, and business zones). We recommend that controls setting out the guiding principles for site amalgamation and the avoidance of isolated sites are similarly applied across all residential land.

## 4.3. Future Housing Diversity SEPP

DPIE exhibited an EIE for a new *Housing Diversity SEPP* in 2020. The new Housing Diversity SEPP is designed to consolidate the 2009 Affordable Rental Housing SEPP, the Seniors SEPP and the Affordable Housing SEPP 70 into one provision.

The Explanation of Intended Effect indicated changes to boarding houses, student accommodation and seniors housing development, all of which are prevalent within the Port Macquarie area. The Port Macquarie-Hastings DCP does not include any DCP controls for these types of development at present.

Any DCP review would need to consider these changes in this context.

## 4.4. Building for Climate and Health and Wellbeing

Well considered building design responding directly to the site has the potential to greatly enhance building amenity. It is also important in terms of having housing which is resilient to the provisions of climate change and warmer weather.

The way we plan for and deliver new residential developments, and manage residential areas, strongly influences people's health and overall wellbeing. This includes factors such as (but not limited to):

- Air quality. Air quality within the home is influenced by several factors. Housing construction can heavily influence the extent to which people are exposed to mould, internal pollutants and allergens associated with heating/cooling, cooking (e.g., gas or oils), or pets, or external pollutants (e.g., car or industrial emissions, wood smoke, coal dust, etc.).
- Noise. Noise levels in the home may come from inside (e.g., home appliances) or outside (e.g., transport, construction, pedestrian traffic, animals, etc.). Exposure can lead to auditory injuries, or non-specific stressors that can affect people's physical and mental health (e.g., through lack of sleep, or annoyance).
- Temperature. Over-exposure to high or low temperatures can affect people's respiratory and cardiovascular health. In extreme cases, this can result in death.

These factors are intertwined, as each are strongly influenced by how homes are built and maintained, with structural deficiencies, lack of insulation and air tightness, and lack of heating/cooling systems being major contributors to poor health outcomes.

The *State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004* (the BASIX SEPP) is generally captured for new dwellings, dwellings with an alteration, enlargement or extension valued over $50,000 and swimming pools and spas. It is designed to address water and energy consumption as well as thermal comfort for dwellings.

It is noted that BASIX is more focused on the construction methodology of the dwellings themselves. While other matters such as orientation is important, it is not vital in terms of meeting the standards for a BASIX certificate.

Tweed Shire Council has a chapter in their DCP focused on Building Design. The controls could be easily adapted to the Port-Macquarie-Hastings context, given it is located within a similar climate. The chapter takes requirements for building design to the next level and focuses on siting, passive design, and amenity for residents.

**Recommended Approach**

We recommend that an overall approach is provided, particularly to protecting and enhancing the urban tree canopy within the already established areas. The draft Greener Places Design Guide (NSW Government Architect) has a framework and principles to use in establishing this, including (but not limited to) targets.

We also recommend that an additional section is added to the DCP controls to address climate change and design considerations specific to the mid north coast climate, using Tweed DCP Section 4: Building Design as starting point.

The chapter should include (but not be limited to) the following:

- Natural ventilation particularly cross ventilation
- Water harvesting opportunities at all scales
- Orientation and solar access
- Retention of existing vegetation on site
- The importance of the use of lightweight building materials, light coloured walls and roofs and low thermal mass construction in the sub-tropical climate.

We also recommended to include controls in relation to landscaping and the need for canopy trees and address the local climate in dwelling design within the purpose of the section to reinforce its importance in dwelling design. The provision for consideration of improved internal amenity would also ensure a focus on the health and wellbeing of future residents.

These provisions should address the relevant NSW Government's *Enabling Regional Adaptation Report*.

Several dwelling typologies are approved and constructed under Complying Development provisions - as such, these DCP requirements would not apply to a high-volume of dwellings. Consequently, there may be the need to rely on other non-planning measures, like industry/community education or financial incentives to improve practice in designing for climate, given the social and economic benefits of this approach. These efforts should focus on key volume-home builders who operate in the area to ensure that these provisions are built into local based designs.

Other strategies such as a street tree planting or other tree management programs can also address the urban heat island effect. Any tree planting strategy should identify and prioritise those communities in the area which have the lowest canopy cover and the greatest vulnerability to the urban heat island effect.

## 4.5. Other Guidelines to Consider

Other guidelines and policy documents relating to housing, which are recommended to be reviewed and included within any future DCP housing standards are listed below.

- *Liveable Housing Design Guidelines* - These guidelines are designed to enhance the quality of life for all at all stages of their lives. Consideration of these guidelines will assist in meeting Planning Priority 7 - Provide for a diversity of housing in the right locations as per the LSPS. It is also noted that Port Macquarie-Hastings has a higher-than-average older population, which means addressing options such as Specialist Disability Accommodation as per Section 2.8, or Seniors Housing in general.
- *Draft Greener Places Design Guide (NSW Government Architect)* - this draft strategy provides a framework and principles in terms of establishing tree canopy provisions for a municipality and open space requirements.
- *Urban Design for Regional NSW - A guide for creating healthy built environments in Regional NSW* (NSW Government Architect) - this document identifies seven urban design priorities for creating well designed built environments in Regional NSW. This guideline would be of value when conducting the local character statements work.
- *Healthy Built Environment Checklist* (NSW Health) - The Healthy Built Environment Checklist is a practical tool to help deliver the quality local environments needed for well-connected and liveable communities in NSW, through engagement with planning and development processes.

## 5. SUMMARY OF KEY ISSUES

The key findings and recommendations of this DCP review are as follows:

**General Structure**

We recommend that the DCP residential chapter is restructured to separate controls for low, medium, and high density forms of residential development. Council should consider using the structure of the Albury Residential DCP 2020.

**Residential Typologies**

We recommend that additional controls are incorporated to address new forms of the residential accommodation permissible under the Port Macquarie-Hastings LEP and/or other EPIs, e.g., boarding houses, manor houses and seniors housing.

Council should also consider developing local controls for manufactured home estates and specialist disability accommodation, ensuring that any controls do not conflict with industry standards.

Council should undertake a detailed review of the Low Rise Housing Diversity Guide for Development Applications to ascertain which controls should be adopted within the Port Macquarie-Hastings DCP or varied for medium density housing typologies.

**Residential Development enabled by a SEPP**

We recommend that redundant controls which replicate standards applicable to complying development pathways in the Codes SEPP are removed. Consideration of additional local controls for seniors housing and boarding housing should be developed.

Once emerging draft SEPPs like the Housing Diversity SEPP are gazetted, the DCP should be reviewed to ensure that controls are developed for any new residential typologies e.g., student accommodation.

**Miscellaneous Controls**

Any further work on the DCP in relation to housing must look at the document holistically as there are other standards/ requirements which have implications on housing.

Local character needs to be addressed explicitly, particularly in areas identified for intensification of development through further studies. This may facilitate future DCP amendments.

Carparking requirements should be reviewed and updated, and a further study completed to determine if reducing carparking requirements around the Port Macquarie CBD area will assist in facilitating greater housing diversity in that precinct.

**Local Character**

We recommend that Council prepare a local character study to provide the strategic basis for amending either LEP and DCP controls (or both) to enhance local character across the municipality. The results may determine different strategies for different parts of the LGA. Some areas with high development pressure but a fine grain character may need the additional statutory weight provided by the LEP (through zone objectives, adjustments to principal development standards, land use definitions etc.), while other areas may just need general guidance which could comfortably sit within a locality specific DCP chapter.

**Climate, Health and Wellbeing**

We recommend that an overall approach is provided, particularly to protecting and enhancing the urban tree canopy within the already established areas. The draft Greener Places Design Guide (NSW Government Architect) has a framework and principles to use in establishing this, including (but not limited to) targets.

It is also recommended that an additional section is added to the DCP controls which addresses climate change and designing for the specific mid north coast climate using Tweed DCP Section 4: Building Design as guidance.

## REFERENCES

*Albury City Council, Albury City Council Development Control Plan 2010, Part 10*
*Available: https://www.alburycity.nsw.gov.au/strategies-and-plans/albury-development-control-plan-2010/dcp10*

*Australian Department of Human Services 2020 - NDIS Specialist Disability Accommodation Design Standard*
*Available: https://www.ndis.gov.au/providers/housing-and-living-supports-and-services/housing/specialist-disability-accommodation/sda-design-standard*

*Liveable Housing Australia, Liveable Housing Design Guidelines*
*Available: http://www.livablehousingaustralia.org.au/library/SLLHA_GuidelinesJuly2017FINAL4.pdf*

*Maitland City Council, Maitland Development Control Plan December 2011*
*Available: https://www.maitland.nsw.gov.au/my-council/planning-and-reporting/long-term-planning/development-control-plan-dcp*

*NSW Department of Planning, Industry and Environment (DPIE) Apartment Design Guidelines*
*Available: https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/apartment-design-guide-2015-07.pdf?la=en*

*NSW Department of Planning, Industry and Environment (DPIE) North Coast Urban Design Guidelines*
*Available: https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/north-coast-urban-design-guidelines-complete-document.pdf?la=en*

*NSW Department of Planning Industry and Environment (DPIE) 2020 Draft Local Character Clause Explanation of Intended Effect and Draft Clause.*
*Available: https://www.planningportal.nsw.gov.au/local-character*

*NSW Department of Planning, Industry and Environment (DPIE) 2020 Explanation of Intended Effect for a new Housing Diversity SEPP.*
*Available: https://shared-drupal-s3fs.s3-ap-southeast-2.amazonaws.com/master-test/fapub_pdf/000/00/Housing+Diversity+SEPP+EIE+(1).pdf*

*NSW Department of Planning, Industry and Environment (DPIE) 2020 - Greening our city*
*Available: https://www.dpie.nsw.gov.au/premiers-priorities/greening-our-city*

*NSW Department of Planning Industry and Environment (DPIE) 2018c, Local Housing Strategy Guideline & Template.*
*Available: https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/Local-Housing-Strategy-Guideline-and-Template.pdf*

*NSW Department of Planning Industry and Environment (DPIE) Local Character and Place Guideline February 2019.*
*Available: https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/Local-character-and-place-guideline-2019-05-21.pdf*

*NSW Department of Planning Industry and Environment (DPIE) Low Rise Housing Diversity Design Guide for development applications.*
*Available: https://www.planning.nsw.gov.au/-/media/Files/DPE/Other/Policy-and-legislation/Housing-Diversity-DA-A-2020-10.pdf?la=en*

*Port Macquarie Hastings Council (PMH) 2013 Development Control Plan Part C, Chapters C1, C2 and C3.*
*Available: https://www.pmhc.nsw.gov.au/Building-Planning/Planning-Development-Controls/Development-Control-Plans-DCPs*

*Port Macquarie Hastings Council (PMH) Local Strategic Planning Statement, September 2020.*
*Available:https://shared-drupal-s3fs.s3-ap-southeast-2.amazonaws.com/master-test/fapub_pdf/Local+Strategic+Planning+Statements/LSPS+regional+2020/Port+Macquarie+-+Hastings+Local+Strategic+Planning+Statement+2020.pdf*

**AGENDA** **DEVELOPMENT ASSESSMENT PANEL**
**15/04/2021**

**Item:** 07

**Subject:** DA2020 - 457.1 MULTI-DWELLING HOUSING AND STRATA SUBDIVISION AT LOT 14 DP 1219811, NO 91 THE RUINS WAY, PORT MACQUARIE

**Report Author: Development Assessment Planner, Fiona Tierney**

| | |
|---|---|
| **Applicant:** | **B R Development Consulting** |
| **Owner:** | **Hibbards Pty Ltd** |
| **Estimated Cost:** | **$4,200,000** |
| **Parcel no:** | **65359** |

**Alignment with Delivery Program**

4.3.1 Undertake transparent and efficient development assessment in accordance with relevant legislation.

**RECOMMENDATION**

**That the Development Assessment Panel recommend to Council that DA 2020 - 457 for a Multi Dwelling Housing and Strata Subdivision at Lot 14, DP 1219811, No. 91 The Ruins Way, Port Macquarie, be determined by granting consent subject to the recommended conditions.**

**Executive Summary**

This report considers a development application for a multi-dwelling housing and strata subdivision at the subject site and provides an updated assessment of the application in accordance with the Environmental Planning and Assessment Act 1979.

The application was previously reported to the Development Assessment Panel on 25 November 2020 where a consensus could not be reached. The application was further reported to Council on 9 December 2020 with the following recommendation:

*'That the recommendation not be adopted because the proposal is for an infill development comprising a cluster of 16 two - storey dwellings within an environmentally sensitive low density residential area. The adjacent area comprises predominantly single storey dwellings in a garden setting with landscaped private rear yards, all substantially complying with the current DCP minimum 4m rear setback controls. Particular concerns are:*

1. *The majority of the proposed 2 storey dwellings do not comply with the DCP 4m rear setback control, as detailed in the assessment report. Bldgs 10 and 11 are particularly deficient having rear setbacks of approximately 1.57m along which they have alfresco areas and living rooms. Similarly, non-complying setbacks are for Bldg 13 = 1.925m, Bldg 14=1.70m and Bldg 15 =*

*1.67m. The majority of the new buildings have maximum setbacks of 3m. This has generated submissions regarding loss of amenity, loss of privacy and concerns about the incompatibility of this proposal with the existing neighbourhood, which have merit.*

2. *The non-complying setbacks results in the inability to incorporate satisfactory rear yard areas with complimentary landscaping that is consistent with the existing neighbourhood character. As such it does not reasonably satisfy the DCP Cl 3.2.2.4 Objectives in regard to the provision of usable areas and open space.*
3. *Notwithstanding the compliance with the numerical density controls, nevertheless the retention of the designated koala trees T1 and T2 are at increased risk due to the close proximity of the main access way between these trees and over their root system.*
4. *Considering the environmental sensitivity of this site, this proposal is considered an overdevelopment within this neighbourhood, which will not lead to a good planning outcome and is therefore not suitable for approval in its current presentation.*
5. *If council wishes to allow substantially reduced setbacks and effectively abandon the DCP provisions, then this is a policy decision for Council bearing in mind that the public interest is well served by the consistent application of properly adopted DCP provisions.*

At the 9 December 2020 Council meeting Council subsequently resolved as follows:

1. *That DA 2020 - 457.1 for a Multi Dwelling Housing and Strata Subdivision at Lot 14, DP 1219811, No. 91 The Ruins Way, Port Macquarie, be deferred to enable the applicant to amended the proposal and respond to all the issues raised by the members of the Development Assessment Panel on 25 November 2020, and the issues raised by members of the community.*

2. *That Council request the General Manager to facilitate an on-site inspection and briefing for Councillors on the issues once the additional information has been received from the applicant and assessed by staff.*

In accordance with the above resolution, the applicant has submitted a response to the items raised (**Attachment 1**), revised plans providing for increased setbacks (**Attachment 2**), and further justification for tree retention, and removal of dead tree supported (on adjoining lot) by an amended arborist report (**Attachment 3**).

Following re-exhibition of the amended application and information, six (6) submissions were received. The issues raised are addressed later in the report.

The site is considered suitable for the proposed development and the proposal adequately addresses relevant planning controls. The development is not considered to be contrary to the public's interest and will not result a significant adverse social, environmental or economic impact.

This report recommends that based on the amended details and additional information provided, that the development application can be approved subject to the attached conditions in (**Attachment 4).**

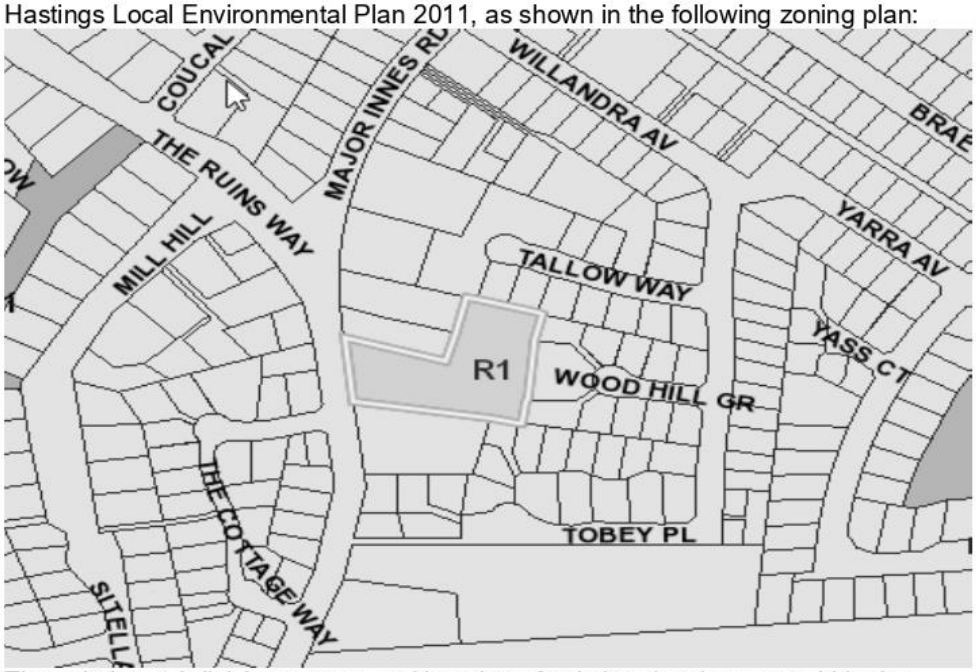
PORT MACQUARIE HASTINGS COUNCIL

## 1. BACKGROUND

### Existing Sites Features and Surrounding Development

The site has an area of 7489m$^2$.

The site is zoned R1 General Residential in accordance with the Port Macquarie-Hastings Local Environmental Plan 2011, as shown in the following zoning plan:




The existing subdivision pattern and location of existing development within the locality is shown in the following aerial photograph:

## 2. DESCRIPTION OF DEVELOPMENT

Key aspects of the proposal include the following:

- Construction of 16 x 3 bedroom dwellings and associated earthworks, driveways and parking.
- Strata Subdivision.
- Retention of Tallowwoods on site under the Koala Plan of Management.

Refer to **Attachment 2** at the end of this report for plans of the proposed development.

### Application Chronology

- 11 June 2020 - Application lodged.
- 19 June 2020 to 2 July 2020 - Neighbour notification.
- 16 June 2020 - Additional information requested from Applicant in relation to stormwater.
- 12 August 2020 - Additional information requested increased setbacks
- 19 October 2020 - amended plans with increased setbacks to units 14,15 & 16
- 2 November 2020 - Additional information amended plans submitted stormwater.
- 25 November 2020 - Development Assessment Panel-consensus not reached
- 9 December 2020 - Ordinary council- applicant to revisit, amend, report back to DAP.
- 23 December 2020 - Revised plans received- Increased setbacks, retention of Lillipilli Hedge, further consideration of dead tree on adjoining property and root zones of retained trees
- 3 February 2021 to 16 February 2021- Neighbour re-notification
- 3 March 2021- Amended plans received- minor increase in setback U6

## 3. STATUTORY ASSESSMENT

### Section 4.15(1) Matters for Consideration

In determining the application, Council is required to take into consideration the following matters as are relevant to the development that apply to the land to which the development application relates.

**(a) The provisions (where applicable) of:**
**(i) Any Environmental Planning Instrument**

**State Environmental Planning Policy (Koala Habitat Protection) 2019**

Clause 5 - This SEPP applies to the Port Macquarie-Hastings Local Government Area.

Clause 8 - The site is subject to an existing Koala Plan of Management (KPoM) and is less than 1 hectare in area. The subject KPoM is Koala Plan of Management DA1999 - 1155 Willandra Ave, Tallow Way and Wood Hill Gr, Port Macquarie - 40 Lot Subdivision and Cluster Housing 33 Willandra Avenue PORT MACQUARIE.

The Applicant has submitted an Arborist report (and a further revision to address the concerns raised through DAP in relation to the dead tree on the adjoining lot and to revisit the suitability of the driveway placement (**Attachment 3**), to support the application for development of the site and the proposal has been assessed by Council's Arborist and Ecologist.

Conditions are included to ensure compliance with the approved KPoM including restrictions as to the user, site signage and fencing to be applied to support the long term retention and protection of the existing Tallowwoods on site. It is considered that the trees are a valuable part of the linkages throughout the precinct. Trees on the site are to be assessed regularly for maintenance by a qualified Arborist to ensure safety of occupants of the dwellings and so the trees are maintained in good condition. Footing/slab design shall support maintenance and protection of trees.

Appropriate consent conditions are recommended to ensure compliance with these requirements.

The proposal does not contravene applicable requirements of the KPoM. No further investigations are required under this SEPP.

**State Environmental Planning Policy No. 55 – Remediation of Land**

Following an inspection of the site and a search of Council records, the subject land is not identified as being potentially contaminated and is suitable for the intended use.

**State Environmental Planning Policy (Infrastructure) 2007**

Clause 45 – Development in proximity to electricity infrastructure – referral to Essential Energy is not required having regard to any of the following triggers for referral:

(a) the penetration of ground within 2m of an underground electricity power line or an electricity distribution pole or within 10m of any part of an electricity tower,
(b) development carried out:
    (i) within or immediately adjacent to an easement for electricity purposes (whether or not the electricity infrastructure exists), or
    (ii) immediately adjacent to an electricity substation, or
    (iii) within 5m of an exposed overhead electricity power line,
(c) installation of a swimming pool any part of which is:
    (i) within 30m of a structure supporting an overhead electricity transmission line, measured horizontally from the top of the pool to the bottom of the structure at ground level, or
    (ii) within 5m of an overhead electricity power line, measured vertically upwards from the top of the pool

The development does not trigger any of the traffic generating development thresholds of Clause 104. Referral to the NSW Roads and Maritime Services (RMS) is not required.

Based on the above, the proposed development is consistent with the relevant clauses in the SEPP.

**State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004**

A BASIX certificate has been submitted demonstrating that the proposal will comply with the requirements of the SEPP. It is recommended that a condition be imposed to ensure that the commitments are incorporated into the development and certified at Occupation Certificate stage.

**Port Macquarie-Hastings Local Environmental Plan 2011**

The proposal is consistent with the LEP having regard to the following:

- Clause 2.2 - The subject site is zoned R1 General Residential.
- Clause 2.3(1) and the R1 zone landuse table - The proposed development for multi dwelling housing is a permissible landuse with consent.
- Clause 2.3(2) - The objectives of the R1 zone are as follows:
  - *To provide for the housing needs of the community.*
  - *To provide for a variety of housing types and densities.*
  - *To enable other land uses that provide facilities or services to meet the day to day needs of residents.*

1. The proposal is consistent with the zone objectives having regard to the development providing for a variety of housing types and densities in the locality and contribute to meeting the housing needs of the community.

- Clause 4.1(4) - The minimum subdivision lot size does not apply to the registration of a strata plan of subdivision.
- Clause 4.3 - The maximum overall height of the buildings above ground level (existing) is 7m which complies with the standard height limit of 8.5m applying to the site.
- Clause 4.4 - The site has a land area of 7481.15m$^2$. There are 16 dwellings proposed with a total gross floor area (GFA) of approximately 3,248m$^2$. The floor space ratio of the proposal is 0.43:1.0 which complies with the maximum 0.65:1 floor space ratio applying to the site.
- Clause 5.10 - The site does not contain or adjoin any known heritage items or sites of significance.
- Clause 7.13 - Satisfactory arrangements are in place for provision of essential services including water supply, electricity supply, sewer infrastructure, stormwater drainage and suitable road access to service the development. Provision of electricity will be subject to obtaining satisfactory arrangements certification prior to the issue of a Strata Certificate as recommended by a condition of consent.

**(ii) Any draft instruments that apply to the site or are on exhibition**

No draft instruments apply to the site.

**(iii) Any Development Control Plan in force**

**Port Macquarie-Hastings Development Control Plan 2013:**

| ***DCP 2013: Dwellings, Dual occupancies, Dwelling houses, Multi dwelling houses & Ancillary development*** | | | |
|---|---|---|---|
| | **Requirements** | **Proposed** | **Complies** |
| 3.2.2.1 | Ancillary development:<br>• 4.8m max. height<br>• Single storey<br>• 60m$^2$ max. area | Water tanks have been suitability located on-site for each dwelling. | Yes |

| *DCP 2013: Dwellings, Dual occupancies, Dwelling houses, Multi dwelling houses & Ancillary development* | | | |
|---|---|---|---|
| | **Requirements** | **Proposed** | **Complies** |
| | • 100m$^2$ for lots >900m$^2$<br>• 24-degree max. roof pitch<br>• Not located in front setback | | |
| 3.2.2.2 | Articulation zone | No elements within the articulation zone. | N/A |
| | Front setback (Residential not R5 zone):<br>• Min. 4.5m local road | Front building line setback requirements are complied with. Minimum 4.5m setback to The Ruins Way for Units 1. Minor variation to Unit 16 to 4.05m to south western corner increasing to .All other units face the internal driveway. | No- minor variation that meets the objectives given the angled setback. |
| 3.2.2.3 | Garage 5.5m min. and 1m behind front façade.<br>Garage door recessed behind building line or eaves/overhangs provided | Garage door setback requirements are complied with. Garages face internal driveways and are located behind the front facade. | Yes |
| | 6m max. width of garage door/s and 50% max. width of building | N/A garages face internal | N/A |
| | Driveway crossover 1/3 max. of site frontage and max. 5.0m width | Main common driveway crossing width requirements are complied with. | Yes |
| 3.2.2.4 | 4m min. rear setback.<br>Variation subject to site analysis and provision of private open space | The site is irregular in shape so side and rear boundaries are atypical. However, it is considered that the rear setback is assumed to be on the eastern rear of the lot. This setback relates to Units 6 to 10 proposed along the rear eastern boundary.<br><br>The minimum setbacks are as follows:<br>Unit 6 = 3.5 Min. (increased from 2.6m) setback<br>Unit 7 = 4 Min. (Increased from 3m) setback | Generally, yes. Except units 6 and 10 No* see further discussion below this table |

| *DCP 2013: Dwellings, Dual occupancies, Dwelling houses, Multi dwelling houses & Ancillary development* | | | |
|---|---|---|---|
| | **Requirements** | **Proposed** | **Complies** |
| | | Unit 8 = 4m Min. (Increased from 3m)<br>Unit 9 = 4m Min. (Increase from 3m)<br>Unit 10 = 2m Min and increased to 4m North.<br>Unit 11= 4m Min. | |
| 3.2.2.5 | Side setbacks:<br>• Ground floor = min. 0.9m<br>• First floors & above = min. 3m setback or where it can be demonstrated that overshadowing not adverse = 0.9m min.<br>• Building wall set in and out every 12m by 0.5m | The side boundaries which are considered to side boundaries are all boundaries other that the east rear and west front boundary.<br><br>The ground floor side setbacks are as follows:<br><br>Units 1, 2 and 3 = 3m south side setback.<br>Unit 4 = 9.43m south side setback.<br>Units 5 & 6 = 4m south side setback.<br>Unit 10 = 2.0m east side setback.<br>Unit 11 = 4m north side setback.<br>Unit 13 = 1.05m west side setback.<br>Unit 14 =2.725m north side setback.<br>Unit 15 = 3.67m Min setback (Increased from1.67m) north side setback.<br>Unit 16 = 4.995m Min Setback (Increased from 2.9m) north side setback.<br><br>The first floor side setbacks are as follows:<br><br>Units 1, 2 and 3 = 4.39m south side setback.<br>Unit 4 = 10m south side setback.<br>Units 5 & 6 = 5m south side setback. | Yes |

| *DCP 2013: Dwellings, Dual occupancies, Dwelling houses, Multi dwelling houses & Ancillary development* | | | |
|---|---|---|---|
| | **Requirements** | **Proposed** | **Complies** |
| | | Unit 10 = 5.39m (increased from 3.36m) north side setback.<br>Unit 11 = 5.395m (increased from 3.36m north side setback.<br>Unit 13 = 1.05m west side setback.<br>Unit 14 = 4.5m (Increased from 3.0m) north side setback.<br>Unit 15 = 5.44m (increased from 3.0m) north side setback.<br>Unit 16 = 6.765m (Increased 5.1m) north side setback.<br><br>The first floor setbacks referred to above for Unit 13 has a setback less than 3m however it will not result in any adverse overshadowing impacts to the neighbouring properties and therefore comply with the minimum reduction down to 1.05m setback which is permitted by DCP.<br>Note: Rear setback to the east are addressed separately.<br><br>The wall articulation of all dwellings is compliant and satisfies the objectives of the development provision. | |
| 3.2.2.6 | 35m$^2$ min. private open space area including a useable 4x4m min. area which has 5% max. grade | Each occupancy contains various configurations of 35m$^2$ open space in one area including a useable 4m x 4m area in combination with alfresco. Significant additional common area/open space areas | Yes |

| *DCP 2013: Dwellings, Dual occupancies, Dwelling houses, Multi dwelling houses & Ancillary development* | | | |
|---|---|---|---|
| | **Requirements** | **Proposed** | **Complies** |
| | | exist throughout the site. | |
| 3.2.2.7 | Front fences:<br>• If solid 1.2m max height and front setback 1.0m with landscaping<br>• 3x3m min. splay for corner sites<br>• Fences >1.2m to be 1.8m max. height for 50% or 6.0m max. length of street frontage with 25% openings<br>• 0.9x0.9m splays adjoining driveway entrances | 1.8m height colourbond fence proposed along front of Units 1 and 16 which is contrary to the DCP provisions and KPoM. Landscaping proposed however in the front of the Unit 1 front fence.<br><br>Internal courtyard fencing proposed also. | No*<br>Condition recommended to require Units 1 and 16 front fences to be compliant with the DCP and be lapped and capped timber construction. |
| 3.2.2.8 | Front fences and walls to have complimentary materials to context<br>No chain wire, solid timber, masonry or solid steel front fences | | |
| 3.2.2.10 | Privacy:<br>• Direct views between living areas of adjacent dwellings screened when within 9m radius of any part of window of adjacent dwelling and within 12m of private open space areas of adjacent dwellings. ie. 1.8m fence or privacy screening which has 25% max. openings and is permanently fixed<br>• Privacy screen required if floor level > 1m height, window side/rear setback (other than bedroom) is less than 3m and sill height less than 1.5m<br>• Privacy screens provided to balconies/verandahs etc which have <3m side/rear setback and floor level height >1m | The development will not compromise privacy in the area due to a combination of building design, setbacks and fencing. In particular primary living spaces are located at ground floor level.<br><br>Sill heights are 1.4m for the upper rooms consisting of bedrooms and multipurpose rooms which meets the objectives. The MPRs in particular are not considered to be a main living area, or the principal area of private open space for the purpose of considering the DCP privacy provisions.<br>The applicant has also agreed to retain the majority of the existing Lilipilli hedge on site to provide a landscape buffer between the | Yes |

| *DCP 2013: Dwellings, Dual occupancies, Dwelling houses, Multi dwelling houses & Ancillary development* | | | |
|---|---|---|---|
| | **Requirements** | **Proposed** | **Complies** |
| | | existing and proposed residential development. A 300mm privacy screen on top of the existing fence for units 5 & 6 is now proposed. | |

| *DCP 2013: General Provisions* | | | |
|---|---|---|---|
| | **Requirements** | **Proposed** | **Complies** |
| 2.7.2.2 | Design addresses generic principles of Crime Prevention Through Environmental Design guideline | No concealment or entrapment areas proposed. Adequate casual surveillance available. | Yes |
| 2.3.3.1 | Cut and fill 1.0m max. 1m outside the perimeter of the external building walls | Cut and fill <1.0m change 1m outside the perimeter of the external building walls | Yes |
| 2.3.3.2 | 1m max. height retaining walls along road frontage | None proposed | N/A |
| | Any retaining wall >1.0 in height to be certified by structure engineer | No retaining wall likely >1m. | Yes |
| | Combination of retaining wall and front fence height max 1.8m, max length 6.0m or 30% of frontage, fence component 25% transparent, and splay at corners and adjacent to driveway | | N/A |
| 2.3.3.8 | Removal of hollow bearing trees | No trees proposed to be removed. Note: dead tree on adjoining property to be removed. | N/A |
| 2.6.3.1 | Tree removal (3m or higher with 100m diameter trunk at 1m above ground level and 3m from external wall of existing dwelling) | No trees proposed to be removed | N/A |
| 2.4.3 | Bushfire risk, Acid sulphate soils, Flooding, Contamination, Airspace protection, Noise and Stormwater | Refer to main body of report. | |
| 2.5.3.2 | New accesses not permitted from arterial or distributor roads | No new access proposed to arterial or distributor road. | N/A |
| | Driveway crossing/s minimal in number and width including maximising street parking | New common driveway crossing is minimal in width. | Yes |
| 2.5.3.3 | Parking in accordance with Table 2.5.1. | Proposal involves 16 x4 bedroom units (The | Yes |

| *DCP 2013: General Provisions* | | | |
|---|---|---|---|
| | **Requirements** | **Proposed** | **Complies** |
| | Multi dwelling<br>1 space per 1 & 2 bedroom occupancies<br>1.5 spaces per 3+ bedroom occupancies<br>0.25 spaces per occupancy for visitor parking. | MPRs are considered to be bedrooms). Therefore, 16 x 1.5 space = 24 + 16 x 0.25 = 4 visitor spaces = 28 spaces in total required. The development proposes a double garage for each unit (32 spaces). 7 visitor parking spaces are available throughout the site on common property. | |
| 2.5.3.11 | Developer contributions | Contributions apply - refer to ET calc and NOP. | Yes |
| 2.5.3.12 and 2.5.3.13 | Landscaping of parking areas | Suitable landscaping proposed around driveway/parking locations. | Yes |
| 2.5.3.14 | Sealed driveway surfaces unless justified | Sealed driveway areas proposed. | Yes |
| 2.5.3.15 and 2.5.3.16 | Driveway grades first 6m or 'parking area' shall be 5% grade with transitions of 2m length | Driveway grade crossing the road reserve to access the common driveway proposed is capable of satisfying Council standard driveway crossover requirements. Condition recommended for section 138 Roads Act permit. | Yes |
| 2.5.3.17 | Parking areas to be designed to avoid concentrations of water runoff on the surface. | Stormwater drainage is capable of being managed as part of plumbing construction. | Yes |

***DCP Variation to 4m rear setback provision**
The proposal includes Units 6 and 10 proposed at the rear setback distances specified in the above table. The rear setbacks proposed are proposed within the 4m setback Development Provision. A screenshot of the amended proposed site layout is identified below.

The relevant objectives are:

*3.2.2.4 Objective*
*To allow adequate natural light and ventilation between dwellings/buildings and to private open space areas. To provide usable yard areas and open space.*

*Comments*: Having regard for the development provisions and relevant objectives, the variation to the rear setback provision is considered acceptable for the following reasons:

- The applicant has proposed a total of 16 units at a density consistent with accepted density within a low Density Residential Development area at a rate of 1 dwelling per 468m$^2$.(note minimum lot size is 450m$^2$ ).
- The site is an atypical in configuration (being a large L shaped site with generally rear yard setbacks to adjoining properties) and therefore it is considered that there is scope for consideration of rear and side setbacks on merit if there is not adverse privacy or overshadowing impacts to neighbouring properties.
- The site is somewhat constrained by the presence of significant and large Tallowwoods that are the subject of a Koala Plan of Management. The applicant has placed the dwellings to allow for buffer areas around these trees to allow the retention of these trees. In facilitating this retention this has resulted in dwellings being clustered in closer proximity to the other dwellings on the site and adjoining dwellings.
- Unit 6 has been increased to a minimum 3.5m rear setback to the eastern boundary and 4m setback to the dwelling's effective rear yard. The upper floor level has limited windows facing towards the east. The existing rear setbacks of the neighbouring dwellings to the east and south-east are setback greater than 4m from the common boundary.
- Units 7, 8 and 9 have been amended from the original proposal to be a compliant minimum 4m rear setback to the eastern boundary. The upper floor level is set in further than the ground floor level at approximately 5m setback and has limited windows facing towards the east. Dwellings adjoin properties in Wood Hill Grove which were part of the first stage of subdivision of a larger block that contained the subject property. The adjoining dwellings are set back from the rear fence. The pool area is located at the front of the site.

- Unit 10 is a corner site and has a minimum 4m rear setback to the Northern boundary and 2m to the east. The upper floor level has limited windows facing towards the east. The existing neighbouring dwelling to the east has its primary private open space located adjacent to the vehicle turnaround area near Unit 10.
- All dwellings have compliant areas of private open space provision.
- Discussions have also been held with the Applicant to consider any possible increase in setbacks or reduction in unit numbers given the concerns raised by adjoining owners. Increases of 0.5m were provided to unit 6 and amended plans submitted. Given the minor nature of these increases, the application was not further notified.
- The applicant has also agreed to retain the existing Lillipilli hedge where possible and placing a covenant on the strata management plan to retain the hedges in perpetuity.

Based on the above assessment, the variations proposed to the provision of the DCP are considered acceptable and the relevant objectives have been satisfied. Cumulatively, the variations do not amount to an adverse impact or a significance that would justify refusal of the application.

**(iiia) Any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4**

No planning agreement has been offered or entered into relating to the site.

**(iv) Any matters prescribed by the Regulations**

Nil

**(b) The likely impacts of that development, including environmental impacts on both the natural and built environments, social and economic impacts in the locality**

**Context and setting**

- The site has a general westerly street frontage orientation to The Ruins Way.
- Adjoining the site to the east and west are single dwellings of various densities.
- The proposal will not have any significant adverse impacts to existing adjoining properties and satisfactorily addresses the public domain.
- The proposal will result in a change of character with a different clustering of dwellings balanced with large open space areas to accommodate the significant trees on site. There is however a variety of housing densities and styles that include densities not dissimilar to this proposal in the immediate locality. This is considered to be an acceptable physical and visual impact change given the proposal satisfactorily addresses the planning controls applying to the site. The proposal has acceptable setback requirements, is within the building height limit and is below the maximum floor space ratio. There are also no precinct specific local character controls applying to the subject locality.
- The proposal is considered to be compatible with other residential development in the locality and adequately addresses planning controls for the area.
- There are no adverse impacts on existing view sharing.
- There are no adverse overshadowing impacts. The proposal does not prevent adjoining properties from receiving 3 hours of sunlight to private open space and

primary living areas on 21 June. The applicant has provided shadow diagrams to support their application that demonstrates the orientation and placement of the dwellings will allow satisfactory solar access to adjoin dwellings and north facing areas for solar access to the subject dwellings.

**Roads**
The site has road frontage to The Ruins Way, Port Macquarie. Adjacent to the site, The Ruins Way is a sealed public road under the care and control of Council. The Ruins Way is a Collector road with a carriageway width of 7m within a 20m road reserve. Immediately adjacent to the site, there is a swale drain with no kerb and gutter or footpath. SE profile kerb and gutter is present along western side of The Ruins Way, however, the kerb and gutter on the eastern side of the road ceases outside the neighbouring property to the north of the site (89 The Ruins Way).

There currently plans within Council to upgrade this section of The Ruins Way to a Collector Road standard (including the construction of kerb and gutter). However, the development consent has been conditioned so that the developer is responsible for the upgrade of their immediate frontage (in accordance with Council's future plans) should this development proceed prior to Council's planned works.

**Traffic and Transport**
The site is currently approved for residential use permitted to generate 9 daily trips. This development proposes to generate approximately 144 daily trips. However, once the upgrade works of The Ruins Way to Collector Road standard are complete, the addition in traffic associated with the development is unlikely to have any adverse impacts to the existing road network within the immediate locality.

**Site Frontage and Access**
Vehicle access to the site is proposed though an individual driveway with direct frontage to The Ruins Way, being a Council-owned public road. Access shall comply with Council AUSPEC and Australian Standards, and conditions have been imposed to reflect these requirements.

Due to the type and size of development, additional works are required to include:

- kerb and gutter along the full road frontage; and
- concrete footpath paving (minimum 1.2m wide) along the full frontage

**Parking and Manoeuvring**
A total of 32 parking spaces have been provided on-site within garages with an additional 7 visitor parking spaces provided within the driveway. Parking and driveway widths on site can comply with relevant Australian Standards (AS 2890) and conditions have been imposed to reflect these requirements.

Due to the type of development, car park circulation is required to enable vehicles to enter and exit the site in a forward manner. Site plans show adequate area is available and conditions have been imposed to reflect these requirements. Appropriate consent conditions are recommended to address these requirements.

**Water Supply**
Council records indicate that the site is fronted by a 200mm PVC water main on the same side of The Ruins Way.

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Final water service sizing will need to be determined by a hydraulic consultant to suit the domestic and commercial components of the development, as well as fire service and backflow protection requirements in accordance with AS 2419.

Each proposed dwelling will need to be separately metered for water, meters may be either located at the road frontage or internally with a master meter at the boundary. All design & works shall be in accordance with Council's adopted AUSPEC Specifications.

Detailed plans will be required to be submitted for assessment with the Section 68 application.

**Sewer**
Council records indicate that the site is serviced for sewer by a main which runs outside the eastern boundary of the development lot. Due to the scale of the development and the increased load on sewer infrastructure, it is necessary to discharge all sewage to an existing manhole.

Any works-in-kind (WIK) agreement will need to be negotiated with Council's contributions section and will only be considered on the basis of material public benefit (i.e. cost difference between private sewer infrastructure required to service development and cost to install pipe work to Aus-Spec sewer main standard). The DA may be conditioned and approved regardless of whether a WIK has been executed.

Detailed plans will be required to be submitted for assessment with the Section 68 application.

**Stormwater**
The site naturally grades towards both its southwest and southeast corners, with a ridge down the middle. Stormwater discharge from the natural site and development shall be managed in accordance with this natural topography and is required to be discharged to the existing points of discharge in those locations:

- Discharge to the southwest corner of the site shall be connected to the existing piped stormwater drainage system at the site's frontage to The Ruins Way.
- Discharge to the southeast corner of the site shall be directed to the existing interallotment drainage system at this location.

The stormwater drainage plan submitted in support of the proposed development indicates that stormwater is planned to be disposed via the above means. Furthermore, the stormwater plan submitted includes the provision of on-site stormwater detention facilities designed generally in accordance with Council's AUSPEC Requirements. These facilities will function to ensure that the development results in no detrimental impacts on downstream development and drainage systems by limiting the rate of discharge of stormwater to the lesser of; pre development flow rates (i.e. no increase as a result of the development), OR the available capacity of

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the existing points of discharge from the site (to ensure that any existing downstream capacity issues are improved and not worsened as a result of the development). The stormwater drainage plan submitted in support of the DA proposal conceptually demonstrates compliance with the above.

A detailed site stormwater management plan will be required to be submitted for assessment with the Section 68 application and prior to the issue of a Construction Certificate.

In accordance with Councils AUSPEC requirements, the following must be incorporated into the stormwater drainage plan:

- On site stormwater detention facilities
- Water quality controls.

Appropriate consent conditions are recommended to address these requirements.

**Other Utilities**
Telecommunication and electricity services are available to the site. Evidence of satisfactory arrangements with the relevant utility authorities for provision to each proposed lot will be required prior to Strata Certificate approval.

**Heritage**
No known items of Aboriginal or European heritage significance exist on the property. No adverse impacts anticipated. The site is in a residential context and considered to be disturbed land.

**Other Land Resources**
The site is within an established urban context and will not sterilise any significant mineral or agricultural resource.

**Water Cycle**
The proposed development will not have any significant adverse impacts on water resources and the water cycle.

**Soils**
The proposed development will not have any significant adverse impacts on soils in terms of quality, erosion, stability and/or productivity subject to a standard condition requiring erosion and sediment controls to be in place prior to and during construction.

**Air and Microclimate**
The construction and/or operations of the proposed development will not result in any significant adverse impacts on the existing air quality or result in any pollution. Standard precautionary site management condition recommended.

**Flora and Fauna**
Construction of the proposed development will not require any removal/clearing of any native vegetation and therefore does not trigger the biodiversity offsets scheme. Part 7 of the Biodiversity Conservation Act 2016 is considered to be satisfied. The trees on site have been assessed for their suitability for retention within an urban environment and appropriate setbacks and recommended conditions have been imposed to suitably manage and maintain the trees. It is considered a whole of site tree management plan will provide a more suitable outcome than a site under a Torrens subdivision.

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The existing dead tree on 97 The Ruins Way has been identified for removal. A condition is recommended to require its removal prior to construction commencing.

**Waste**
Satisfactory arrangements are in place for proposed storage and collection of waste and recyclables. No adverse impacts anticipated. Sufficient bin collection area available on street and strata subdivision is proposed. Standard precautionary site management condition recommended.

**Energy**
The proposal includes measures to address energy efficiency and will be required to comply with the requirements of BASIX.

**Noise and Vibration**
The construction and/or operations of the proposed development will not result in any significant adverse impacts on the existing air quality or result in any pollution. Standard precautionary site management condition recommended.

**Bushfire**
The site is identified as being bushfire prone.

In accordance with Section 100B - *Rural Fires Act 1997* - The application proposes subdivision of bush fire prone land that could lawfully be used for residential purposes. As a result, the applicant has submitted a bushfire report prepared by a Certified Consultant. The report was forwarded to the NSW Rural Fire Service who have since issued a Bushfire Safety Authority subject to condition, which will be incorporated into the consent.

**Safety, Security and Crime Prevention**
The proposed development will be unlikely to create any concealment/entrapment areas or crime spots that would result in any identifiable loss of safety or reduction of security in the immediate area. The increase in housing density will improve natural surveillance within the locality and openings from each dwelling overlook common and private areas.

**Social Impacts in the Locality**
Given the nature of the proposed development and its location the proposal is not considered to have any significant adverse social impacts.

**Economic Impact in the Locality**
The proposal is not considered to have any significant adverse economic impacts on the locality. A likely positive impact is that the development will maintain employment in the construction industry, which will lead to flow impacts such as expenditure in the area.

**Site Design and Internal Design**
The proposed development (as amended) design satisfactorily responds to the site attributes and will fit into the locality. No adverse impacts likely.

**Construction**
Construction impacts are considered capable of being managed, standard construction and site management conditions have been recommended.

**Cumulative Impacts**

The proposed development is not considered to have any significant adverse cumulative impacts on the natural or built environment or the social and economic attributes of the locality.

**(c) The suitability of the site for the development**

The proposal will fit into the locality and the site attributes are conducive to the proposed development.

**(d) Any submissions made in accordance with this Act or the Regulations**

6 additional (further to the original 33 submissions) written submissions were received following re-exhibition of the amended application. Copies of the written submissions have been provided separately to members of the DAP.

Key issues raised in the submissions received and comments are provided as follows:

| Submission Issue/Summary | Planning Comment/Response |
|---|---|
| Development is out of character with predominantly single storey precinct | The development is located within an R1 General residential area which permits building heights up to 8.5m. The dwellings are proposed at a height of approximately 7 metres to the topmost roof heights with the upper level footprint setback from the ground floor level footprint. There are also a number of 2 storey dwellings within the immediate locality and the proposal is considered to be sufficiently compatible with the permissible desired future character of the area. The planning controls envisage housing choice as a mix of one to two storey and a few dual occupancies and townhouses. The proposal is considered to provide a variety of housing choice is desired to meet the needs of the community and provide a variety of affordable housing options in a growth area experiencing supply pressures for both rental and sale markets. |
| Reduced light and sunlight to neighbouring properties | The site is oriented north-south with second storey elements being generally less than 50% of the ground floor building footprint. This has resulted in a design that has been sensitive to potential for any overshadowing of dwellings on adjoining lots. The minimum standards for overshadowing at midwinter are satisfied to not warrant refusal of the application. |
| Loss of privacy to neighbouring properties | No upper decks are proposed for any of the dwellings and rear facing windows are proposed at 1.4m floor to sill height that restricts casual overlooking in normal use of the room as either a bedroom or MPR. The primary living areas are all located on the ground floor |

| Submission Issue/Summary | Planning Comment/Response |
|---|---|
| | level. |
| Houses located too close to fence lines | Houses have been designed to provide larger areas within the central areas of the site to retain the existing significant trees. The Applicant has increased the side/rear setbacks in the amended plans for units 4, 5, 6, 7, 8, 9, 10, 11, 14, 15 & 16. Setbacks are addressed earlier in this report. |
| Impacts on wildlife | The site is located in a general residential zone that has been the subject of a number of reports from the initial rezoning of the original subdivision. The development proposes to retain the significant trees on the site which will in turn retain significant open space areas for wildlife not dissimilar to surrounding residential development and densities. |
| Traffic congestion | Council's Traffic Engineer has reviewed the proposal and advised that following the upgrade works being completed to The Ruins Way that the immediate local road network will be suitable to cater for the increased demand. Broader scale traffic concerns raised are not the subject of this application and would need to be addressed in larger view traffic planning for the region. Refusal of the application on these grounds is not justified. |
| Noise pollution | The proposed site is zoned for use as a residential development. Whilst it is expected that there will be increased noise and activity associated with normal use of the site, the use is a reasonable utilisation of the site. The consent authority can only consider the use of the buildings and has no control over who occupies them. A standard condition has been recommended preventing the use of the dwellings for short-term holiday accommodation without subsequent development consent. |
| Development not permitted in R1 zone - density too high | Some perception has existed in the community that the use is not permissible. The site is zoned R1 General Residential and multi-dwelling housing is a permissible landuse within the zoning. The objectives of this zone are particularly noted to encourage and allow for a variety of housing types and densities.<br><br>It has also been identified during assessment of the application that the permissible vacant subdivision lot size for standalone subdivision within an R1 is 450m$^2$ which in comparison to the density proposed for this development is 1 |

| Submission Issue/Summary | Planning Comment/Response |
|---|---|
| | dwelling per 468m$^2$. The floor space ratio of the proposal is 0.43:1.0 which complies with the maximum 0.65:1 floor space ratio applying to the site. The proposal is not considered an overdevelopment of the site. |
| Light pollution to neighbouring properties | Normal residential lighting is anticipated to be installed. No undue or unreasonable impacts are expected. |
| Developers had originally designated area as golf course | The site has been zoned for General residential use for a considerable amount of time. A golf course may have been conceptual in nature but no consent has been sought for such a development. Given the size of the allotment it is not reasonable to anticipate a continued concept or use as a golf course. |
| Damage to trees - Arborist report inadequate | The Arborist report has been reviewed by Council's Arborist and ecologist who have considered the content and provided additional conditions that will be required to be satisfied, including a tree management plan and restrictions as to user within the 88B restrictions attached to the properties.<br><br>Additional review has been conducted by Council's arborist and additional condition modification has occurred. There is an existing compacted access road that runs between the trees on the same alignment as the proposed internal road. Pervious materials are to be used for the internal road to enable water penetration to the root systems. Root mapping should occur to identify location and footing/ slab design shall be designed in consultation with the arborist to minimise impact on trees on and adjoining the site. |
| 4m setback not complied unit 14 and 15, Unit 13 only 1005mm.<br><br>Unit 6 should have 4m setback to southern fence line. | The 4m setback is the required setback to rear boundaries designed to allow light and ventilation. Side setbacks are permitted at 900mm. The subject dwellings technically have side setbacks only. The applicant has increased setbacks to provide additional setbacks that better address the balance between a side and rear boundary and with consideration of the angled boundary and open spaces areas meets the objectives to enable adequate light and ventilation between buildings. The 1005mm for Lot 13 setback is a side setback adjoining neighbouring outbuildings along the rear adjoining boundary. Considerable open space areas exist which limits impacts and enable preservation of the |

| Submission Issue/Summary | Planning Comment/Response |
|---|---|
| | leafy outlook and significant trees.<br>Unit 6 has been amended to have its rear year side setback of 4m to the Southern boundary. |
| Fence height 2.1m Fence should be timber. | The fence can be limited to 1.8m if that is desired. Fence will be required to be lapped and capped timber fencing as per KPOM |
| Lilli Pilli Hedge to be retained | Applicant has now agreed to retain hedge where possible. |

**(e) The Public Interest**

The proposed development satisfies relevant planning controls and will not adversely impact on the wider public interest.

**Ecologically Sustainable Development and Precautionary Principle**
Ecologically sustainable development requires the effective integration of economic and environmental considerations in decision-making processes.
The four principles of ecologically sustainable development are:

- the precautionary principle,
- intergenerational equity,
- conservation of biological diversity and ecological integrity,
- improved valuation, pricing and incentive mechanisms.

The principles of ESD require that a balance needs to be struck between the man-made development and the need to retain the natural vegetation. Based on the assessment provided in the report and with recommended conditions of consent, it is considered an appropriate balance has been struck.

**Climate change**
The proposal is not considered to be vulnerable to any risks associated with climate change.

**4. DEVELOPMENT CONTRIBUTIONS APPLICABLE**

- Development contributions will be required towards augmentation of town water supply and sewerage system head works under Section 64 of the Local Government Act 1993.

- Development contributions will be required in accordance with Section 7.11 of the Environmental Planning and Assessment Act 1979 towards roads, open space, community cultural services, emergency services and administration buildings.
  2.
- A copy of the contributions estimate is provided as (**Attachment 5**).

**5. CONCLUSION AND STATEMENT OF REASON**

The application has been assessed in accordance with Section 4.15 of the Environmental Planning and Assessment Act 1979.

Issues raised during assessment and public exhibition of the application have been considered in the assessment of the application and amendments made to the proposal. Where relevant, conditions have also been recommended to manage the impacts attributed to these issues.

The site is considered suitable for the proposed development and the proposal adequately addresses relevant planning controls. The development is not considered to be contrary to the public's interest and will not result a significant adverse social, environmental or economic impact. It is recommended that the application be approved, subject to the recommended conditions of consent provided in the attachment section of this report.

**Attachments**

1⇩. DA2020 - 457 - Applicant Response
2⇩. DA2020 - 457 - Amended Plans
3⇩. DA2020 - 457 - Revised Arborist Report
4⇩. DA2020 - 457 - Recommended Conditions
5⇩. DA2020 - 457 - Contributions Estimate

B.R. Development Consulting
Surveying ▪ Civil & Structural Engineering ▪ Planning

Hastings Council
P.O. Box 84,
Port Macquarie, NSW 2444

Date: 18 Jan, 2021
Our Ref: hc11564-1
Your Ref: 2020/457

Dear Sir,

**RE : DA 2020-457.1 for a Multi-dwelling housing and strata Subdivision**
**Lot 14 DP 1219811, No 91 The Ruins Way, Port Macquarie**

Pursuant to the concerns raised at the DAP meeting, in which the Panel was unable to reach a consensus, the flowing is provided to modify the proposed development to conform with advice provided by the Panel.

Motion Moved by Mr Hussey, stating that the development is located in a Low density area with predominantly single level dwelling, has not made concession that the Proposed development is considered quite low density given that the ratio of habitable area is less than 35% of the total land area.
Mr Hussey may not have considered that there are numerous 2 storey dwellings within close proximity, to the development site and in the greater Innes Lake peninsular.
However, the following points raised By Mr Hussey, the Panel and the neighbours, have been taken into consideration, and the development altered to follow as best it can to the recommendations.

Each item Raised by Mr Hussey and the Panel are replied in red….

1 The majority of the proposed 2 storey dwellings do not comply with the DCP 4m rear setback control, as detailed in the assessment report. Bldgs 10 and 11 are particularly deficient having rear setbacks of approximately 1.57m along which they have alfresco areas and living rooms. Similarly, non- complying setbacks are for Bldgs 13 =1.925, Bldg 14= 1.7m and Bldg 15=1.67m. The majority of the new buildings have maximum setbacks of 3m. This has generated submissions regarding loss of amenity, loss of privacy and concerns about the incompatibility of this proposal with the existing neighbourhood, which have merit.

All buildings, have been relocated to increase rear yard setback to meet DCP 2013 requirements with the exception of Units 1,2,3, remaining at 3.0m, which have rear yards facing a driveway on a large allotment Lot 8-DP255991 - No loss of privacy or amenity for either property, and Units 14,15 -which are slightly under 4.0m
Units 5,6,7,8,9,10,11 area all increased to 4.0m – setback complies with DCP 2013 objectives
Unit 14 increased to 2.725 closed point and 3.52 furthest point -3.13m av adjoining large rear yard
Unit 15 increased to 3.67 closest point and 4.49 furthest point - 4.0m av adjoining neighbour dwelling
Unit 16 increased to 4.99 closest point and 5.74 furthest point – 5.2m av adjoining neighbour dwelling

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Units 14,15, although slightly less than 3.0m setback have also proposed additional screening to top of lapped and capped 1.8m high timber paling fencing – equating to 2.1m total height of fencing on boundary. This together with these units being benched lower than the neighbouring ground will provide adequate privacy and separation between neighbouring occupants .
Units 14,15,16 have been altered to provide increase privacy with MPR and bedroom windows to be 1.6m from floor level.

2 The non-complying setbacks result in the inability to incorporate satisfactory rear yard areas with complimentary landscaping that is consistent with the existing neighbourhood character. As such it does not reasonably satisfy DCP 3.2.2.4 Objectives in regard to the provision of usable areas and opens space

The increase setbacks and additional attention to boundary fencing will provide adequate landscaping and usable open space, meeting the objectives of DCP 2013 3.2.2.4

3 Notwithstanding the compliance with the numerical density controls, nevertheless the retention of the designated koala trees T1 & T2 and at increased risk due to the close proximity of the main access way between these trees and over their root system.

The application has submitted a report from a qualified Arborist, having assessed the site and trees of concern, and provided detailed measures required to enable dwellings, access and trees to co-exist. The proposal is designed based in these recommendations.
It is not considered that unqualified persons can make unsupported comment on the areas of treatment of trees, when presented with a detail report, and proposal that has followed strictly to the recommendations of the Arborist.

4 Considering the environmental sensitivity of this site, this proposal is considered an over development within this neighbourhood, which will not lead to a good planning outcome and is therefore not suitable for approval in its current presentation.

It is our opinion that this development is not and over development, but on the contrary, it is a well suited development for the site, which is zoned specifically for residential development, having Habitable Floor space Ratio of less than 35%, being almost half of that which is permissible for land zoned R1.

5 If the Council wishes to allow substantially reduced setbacks and effectively abandon the DCP provisions, then this is a policy decision for Council bearing in mind that the public interest is well served by the consistent application of properly adopted DCP provisions.

With the changes to building offsets, it is considered that the revised proposal is now generally compliant with the concerns raised by the panel and neighbourhood and DCP 2013 objectives.

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The Dissenting Recommendation from Dan Croft was:

That DA 2020-457.1 for a Multi-dwelling housing and strata Subdivision at Lot 14 DP 1219811, No 91 The Ruins Way, Port Macquarie, be deferred to enable the application opportunity to submit an amended proposal addressing the flowing:

1 Plans providing for increased building setbacks and having better regard for the development provisions in the port Macquarie - Hastings Council Development Control Pans 2013

Revised plans provided to council with increase setback to all units of concern, and made generally compliant with objectives of DCP 2013

2 An Arborist assessment on the trees on neighbouring properties that may impact on the development or be impacted by the development.

Revised arborist report, stating that it is best to remove the dead tree in the adjoining neighbouring property Lot 8 DP 255991. This is acceptable by the developer, provided the owner of Lot 8 give consent for removal. It is Also agreed by the developer to pay for the removal of this dead tree.
This may be noted as a condition of consent, with provision to complet if no permission is granted by neighbour.

Yours Faithfully

B.R. Development Consulting

Per Robert Beukers

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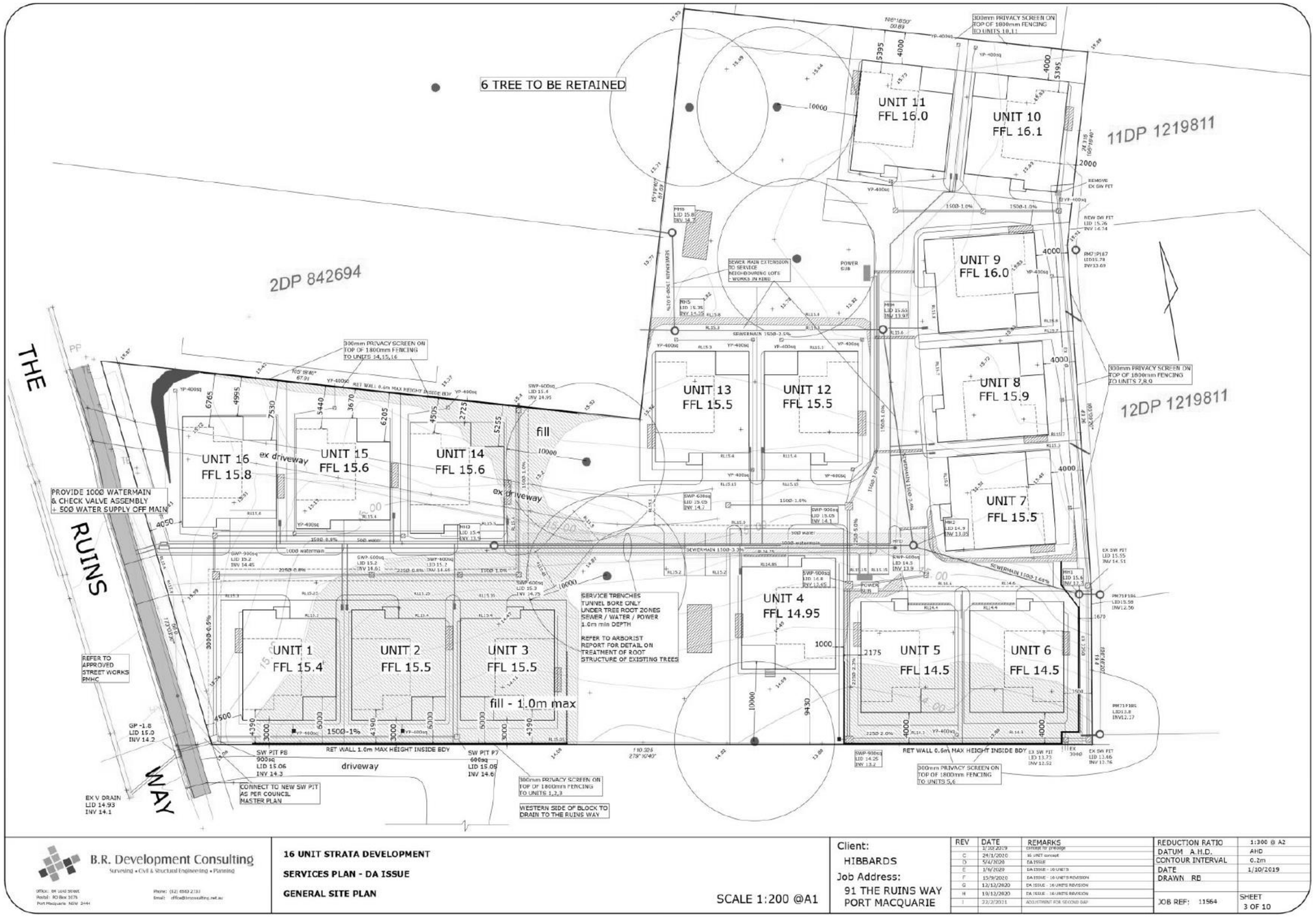


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**16 UNIT STRATA DEVELOPMENT**

**SERVICES PLAN - DA ISSUE**

**GENERAL SITE PLAN**

SCALE 1:200 @A1

Client: HIBBARDS

Job Address: 91 THE RUINS WAY PORT MACQUARIE

| REV | DATE | REMARKS |
|---|---|---|
| B | 1/10/2019 | ISSUED TO ENGINEER |
| C | 24/1/2020 | 16 UNIT concept |
| D | 5/4/2020 | DA ISSUE |
| E | 1/6/2020 | DA ISSUE - 16 UNITS |
| F | 15/9/2020 | DA ISSUE - 16 UNITS REVISION |
| G | 12/12/2020 | DA ISSUE - 16 UNITS REVISION |
| H | 10/12/2020 | DA ISSUE - 16 UNITS REVISION |
| I | 22/2/2021 | ADJUSTMENT FOR SECOND DAP |

| | |
|---|---|
| REDUCTION RATIO | 1:300 @ A2 |
| DATUM A.H.D. | AHD |
| CONTOUR INTERVAL | 0.2m |
| DATE | 1/10/2019 |
| DRAWN RD | |
| JOB REF: 11564 | SHEET 3 OF 10 |

Accomplished Tree Management

# Arboricultural Impact Assessment Report

**(Revision A – 15th December 2020)**

**Site location: 97 The Ruins Way Port Macquarie 2444**

**Prepared for: Hibbards Pty Ltd**
**c/- Greg Anderson**

**Prepared by: Rhys Mackney**
**Accomplished Tree Management Pty Ltd**
**14th December 2020**

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**USE OF THIS REPORT IS RESTRICTED FOR THOSE TREES MENTIONED WITHIN FOR WHICH THE REPORT WAS ISSUED**

Site location: 97 The Ruins Way Port Macquarie 2444.
Prepared for: Hibbards Pty Ltd c/- Greg Anderson.
Prepared by: Rhys Mackney, Accomplished Tree Management Pty Ltd, info@atreem.com.au, (02) 6583 7631.
Date: 14th December 2020.

## EXECUTIVE SUMMARY

This arborist impact assessment is further to one issued 19th April 2020 and addresses concerns relating to trees located in adjoining properties, particularly that of #97 The Ruins Way.

No current aerial photography has been utilised in this report.

Subsequent to the removal of most of the original vegetation (some years earlier) the health of retained trees has been affected due to exposure of previously shaded areas to increased light which would have raised soil temperatures in conjunction with reduction of organic matter that would have been occurring whilst the original tree population stood.

Reduced green canopy volume of respective trees was to be expected and in at least one instance terminal with the demise of one significant tree in the adjoining lot to the south of the development (#97 The Ruins Way).
Coincidentally some exotic trees present in this respective property are displaying canopy thinning which I suspect is consistent with the original tree removals and the drought of the previous years.

Variation of original building positions has been done to increase the distance from the respective external boundary lines by approximately one metre. This was done to improve privacy the privacy of the adjacent properties however it this also serves dual purpose by increasing the tolerances from trees that may be additionally affected by the proposal.

No further design changes required.

Tree protection measures are recommended to be installed in accordance with AS 4970-2009, however as the trees discussed are located outside of site it is acceptable that site fencing will suffice as adequate tree protection fencing.

Site location: 97 The Ruins Way Port Macquarie 2444.
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Prepared by: Rhys Mackney, Accomplished Tree Management Pty Ltd, info@atreem.com.au, (02) 6583 7631.
Date: 14th December 2020.

## 1. INTRODUCTION

1.1 This impact assessment has been commissioned by Hibbards pty ltd c/- Greg Anderson in relation to the proposed development of 91 The Ruins Way Port Macquarie, specifically relating to trees located in adjacent properties nearest the proposal.

1.2 I have based this report on my site visit, observations, and the information provided by the client. My conclusions and recommendations are based on my knowledge and experience, details of which are provided in appendix 1.

1.3 I inspected site on the 3rd December 2020 and again 11th December 2020 where I was onsite for approximately 60 minutes accumulatively to collect data. All of my observations were carried out from ground level; I did not carry out any excavations.

1.4 A Tree Protection Plan and Tree Protection Plan (drawing) have been prepared and are included in this report.

## 2. SCOPE OF THE REPORT

2.1 This report has been undertaken to meet the following objectives;

a) compile an arboricultural impact assessment report for trees adjacent #91 The Ruins Way;
b) discuss deceased tree located adjacent site.

## 3. INFORMATION UTILISED WITHIN REPORT

| Report Name | Author | Company | Date |
|---|---|---|---|
| Arboricultural Impact Assessment Report | Rhys Mackney | Accomplished Tree Management | 19th April 2020 |

| Plan Name | Author | Company | Date |
|---|---|---|---|
| Engineering Details Drawing No 11564 Revision G | Rob Beukers | B.R. Development Consulting | 12th December 2020 |

Site location: 97 The Ruins Way Port Macquarie 2444.
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Prepared by: Rhys Mackney, Accomplished Tree Management Pty Ltd, info@atreem.com.au, (02) 6583 7631.
Date: 14th December 2020.

## 4. LIMITATIONS

4.1 My observations and recommendations are based on my site inspection. The findings of this report are based on the observations and site conditions at the time of inspection.

4.2 The report reflects the subject tree(s) as found on the day of inspection. Any changes to the growing environment of the subject tree(s), or tree management works beyond those recommended in this report may alter the findings of the report. There is no warranty, expressed or implied, that problems or deficiencies relating to the subject tree(s), or subject site may not arise in the future.

4.3 Tree identification is based on accessible visual characteristics at the time of inspection. As key identifying features are not always available the accuracy of identification is not guaranteed. Where tree species is unknown, it is indicated with a *spp*.

4.4 All diagrams, plans and photographs included in this report are visual aids only, and are not to scale unless otherwise indicated.

4.5 Alteration of this report invalidates the entire report.

4.6 The ultimate safety of any tree cannot be categorically guaranteed. Even trees apparently free of defects can collapse or partially collapse in extreme weather conditions. Trees are dynamic, biological entities subject to changes in their environment, the presence of pathogens and the effects of ageing. These factors reinforce the need for regular inspections. It is generally accepted that hazards can only be identified from distinct defects or from other failure-prone characteristics of a tree or its locality.

4.7 Only the plans referred to above have been used in assessing the impact of the proposed works on the tree(s). Where recommendations are made in this report including those recommendations contained in the Tree Protection Guidelines it is essential that these recommendations be able to be implemented. Any additional drawings, details or redesign that impact on the ability to do so may negate the conclusions made in this report.

## 5. METHODOLOGY

5.1 The following information was collected during the assessment of the subject tree(s).

5.1.1 Tree common name.

5.1.2 Tree botanical name.

5.1.3 Tree age class.

5.1.4 DBH (Trunk/Stem diameter at breast height/1.4m) - millimetres.

5.1.5 DAB (Trunk/stem diameter directly above root buttress) - millimetres.

5.1.6 Estimated overall height - metres.

5.1.7 Health (see appendix for definition).

5.1.1 Amenity value (see appendix for definition).

5.1.2 Estimated remaining contribution years (SULE)[1]

5.2 An assessment of the trees condition was made using the visual tree assessment (VTA) model (Mattheck & Breloer, 1994).[2]

5.3 All of my observations were carried out from ground level. I did not carry out any tests on the subject tree(s). I did not carry out any soil tests.

5.4 Trunk diameters were measured, Tree height and tree canopy spread was estimated. All other measurements were estimations unless otherwise stated.

## 6. TREE PROTECTION ZONE METHODOLOGY

6.1 The Tree Protection Zone (TPZ) was determined in accordance with Section 3 of the AS4970-2009 Protection of trees on development sites.[3]

6.2 Determining the TPZ involved multiplying each trees DBH x 12. **TPZ = DBH x 12**

6.3 Radius of TPZ is measured from centre of stem at ground level. In the case of Multi Stemmed trees the following calculation was performed to attain the TPZ. **Total DBH =** $\sqrt{(DBH_1)^2 + (DBH_2)^2 + (DBH_3)^2}$

---

[1] Barrell Tree Consultancy, *SULE: Its use and status into the New Millennium*, TreeAZ/03/2001, http://www.treeaz.com/

[2] Mattheck, C. & Breloer, H., *The body language of trees - A handbook for failure analysis*, The Stationary Office, London, England (1994).

[3] Australia, C. O. S., n.d. *AS 4970-2009 Protection of Trees on Development Sites*. s.l.:Standards Australia.

Site location: 97 The Ruins Way Port Macquarie 2444.
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Date: 14th December 2020.

## 7. STRUCTURAL ROOT ZONE METHODOLOGY

7.1 The Structural Root Zone (SRZ) was determined in accordance with Amendment No. 1 to AS4970—2009 Protection of trees on development sites.

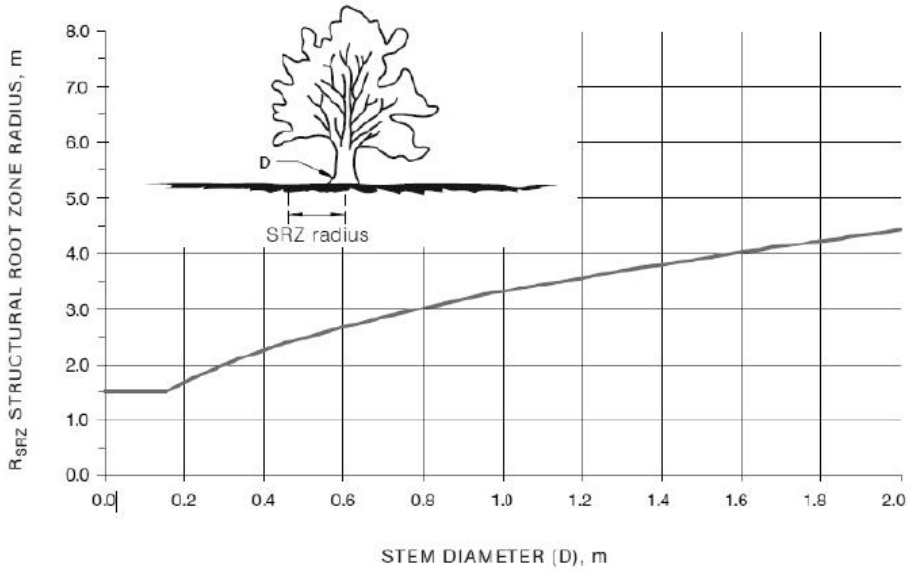


**Table 1-Structural Root Zone Calculation**

**NOTES:**

$R_{SRZ}$ is the calculated structural root zone radius (SRZ radius).

D is the stem diameter measured immediately above root buttress.

The $R_{SRZ}$ for trees less than 0.15 m diameter is 1.5 m.

The $R_{SRZ}$ formula and graph do not apply to palms, other monocots, cycads and tree ferns.

This does not apply to trees with an asymmetrical root plate.

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Date: 14th December 2020.

## 8. SITE LOCATION AND BRIEF SITE DESCRIPTION

8.1 The site is located in the Port Macquarie Hastings Council (PMHC) Local Government Area (LGA) and the subject trees are protected under the PMHC Local Environmental Plan (LEP) 2011 and Development Control Plan (DCP) 2013. It is my understanding that the site and adjoining properties are not located inside a heritage conservation area and do not form part of a heritage item. All tree pruning, removal or significant root pruning is subject to approval by PMHC.

## 9. HOLLOW BEARING TREES

9.1 No hollows noted in any tree assessed.

## 10. OBSERVATIONS

10.1 **See Tree Schedule attached as appendix 5.**

10.1.1 Trees are believed to be ≤90 years old and predominantly native.

10.1.2 Exotic trees appear to have reduced vigour however the only significant tree to have died is believed to be a Blackbutt.

Site location: 97 The Ruins Way Port Macquarie 2444.
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## 11. DISCUSSION

11.1 **Asset Protection Zone**

11.1.1 There is no requirement for an APZ to best of my knowledge.

11.1.2 The site is contained within a current RFS 10/50 zone; however no tree will reside within this tree removal exemption area.

11.1.3 Additionally there is a covenant placed on all retained trees as the site is located within a Koala Plan of Management (KPoM) area.

11.2 **Koala feed tree replacement**

11.2.1 No compensatory replacement planting is required.

11.3 **Ramifications of original tree removal on retained tree population**

11.3.1 The original removal of vegetation in the years preceding the current subdivision has cause many changes to site conditions including that of the adjacent properties.

11.3.2 Dramatic reductions of previously shaded areas to provide adequate space for development resulted in tops soil layers becoming exposed.

11.3.3 Exposed substrate would be at least 3x the temperature when compared to soil shaded by canopy and covered/insulated by even a thin layer or organic material.

11.3.4 Interruption of the soil nutrient cycle from the removal of many trees that otherwise drop leaf litter and deadwood have further flow on affects to percolation rates of rainwater as tunnelling macro organisms previously reliant on the forage no longer have an adequate food source.

11.3.5 Soil compaction as a consequence of maximum droplet velocity at point of contact with the ground is another factor considering the removal of canopy now allows previously intercepted rainwater to strike the sparsely grassed area before being sheeted away and lost offsite.

11.3.6 The accumulative effects of tree removal appear to be the reason the tree located in the adjoining lot to the south has died.

11.4 **Deceased tree located at rear of #97 The Ruins Way**

11.4.1 One dominant tree has died approximately 5 years ago, probably as a consequence of the original clearing and should be removed ASAP due to safety concerns compounding over time.

11.5 **Removal of deceased tree**

11.5.1 Removal of the tree is time critical considering the opportunity for arborists to access the tree via the development site will be lost once building commences, becoming the sole financial burden and liability of the respective title holder(s).

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Prepared by: Rhys Mackney, Accomplished Tree Management Pty Ltd, info@atreem.com.au, (02) 6583 7631.
Date: 14th December 2020.

11.7 **Root systems**

11.7.1 The critical issue when developing adjacent to trees is the impact of that excavation on the root system. To understand this impact, it is important that we understand how the root system functions.

11.7.2 All roots start as '**pioneer roots**', pushing their way through the soil in order to take advantage of newly available soil moisture and solutes that are in the zone that they have entered (hence the term pioneer). This push by the roots is created by cell division at the tip of the root and cell elongation behind this tip. This '**zone of elongation**' is typically a few millimetres to less than 100 mm in length.

11.7.3 Cell elongation uses water, and the presence or readily available water, solutes (soluble nutrients), and soil temperature (generally around 16˚C for most temperate trees) stimulates root growth. Whilst cells absorb some water in the zone of elongation, at best they seldom meet their own needs.

11.7.4 Once the roots have fully elongated single celled hairs develop on the surface of the root and these roots with '**root hairs**' to form '**absorbing roots**'.

11.7.5 The absorbing roots are responsible for the uptake of nearly all the water and the majority of solutes used by the tree. They are highly ephemeral, often lasting only a few weeks. However, in association with beneficial fungi, they can last a year or more.

11.7.6 Where trees are already growing well, we can generally assume that soluble nutrients are present at satisfactory levels. Likewise, we can assume that the soil surface temperature often exceeds16 degrees Celsius most of the year and that at depth, the soil temperature does not vary significantly throughout the year. The biggest limiting factor, therefore, is normally the ready availability of water.

11.7.7 A percentage of these pioneer/absorbing root structures survive the various environmental stresses and within a few weeks to a few months become woody.

11.7.8 '**Woody roots**' are essentially underground branches. These roots can be a little under a millimetre in diameter and can grow to be hundreds of millimetres in diameter over time. Their thick bark prevents them from drying out, but as a result, they are not able to absorb water and nutrients from the soil to any great extent.

11.8 Whilst many young woody roots die as a result of disease, environmental damage or competition, they have the potential to be long lived, sometimes lasting for hundreds of years. Woody roots act as the connection between the absorbing roots and the rest of the tree.

11.8.1 A small portion of the woody roots, closest to the stem, provide physical support for the tree. These '**structural roots**' grow directly from the trunk (first order lateral roots) or are roots that branch close to the trunk. These roots provide support in compression and tension. They have a greater wood content and, as a result, tend to be much thicker to allow for strength, as well as transport.

11.8.2 In response to the forces of compression and/or tension, these structural roots develop an asymmetric shape rather than the normal circular shape. As the roots grow further

from the trunk, they get rapidly thinner (zone of rapid taper) and more circular in shape.

11.9 **Damage to roots**

11.9.1 Damage to larger roots inside the zone of rapid taper is extremely undesirable and, in most circumstances, should be avoided. These are woody roots and therefore excavation is more significant in its impact than careful constructing over the top of these roots.

11.9.2 Depending on the amount of root division, the cutting of a woody root with a diameter of 25mm could conceivably result in the death of many millions of root hairs. This loss of absorbing roots has a direct impact on a trees ability to absorb water and solutes. In addition, it can impact on hormone production, resulting in reduced growth above ground until the root/foliage ratio is restored to its ideal levels.

11.9.3 The loss of roots can result in wilting or thinning of the foliage, the loss of foliage and death of smaller branch-lets and sometimes the death of specific larger branches. The ready availability of soil moisture is important in minimising this impact.

11.9.4 Not only do higher soil moisture levels, reduce the energy expended to absorb water, it also stimulates new root development. The faster that sufficient new roots are developed, the less the impact on normal function

11.9.5 Roots are often close to the surface and therefore construction activity can indirectly impact on the health of roots through direct damage or soil compaction. Even regular pedestrian activity has an effect on the roots close to the surface. In addition altering of levels by adding fill has the potential to alter the movement of water into the soil and in some circumstances can cause the soil to become anoxic, in turn causing the death of the roots and potentially the death of the tree.

11.9.6 By far the easiest and most efficient way of limiting construction damage to trees is to establish and enclose a Tree Protection Zone using a ridged fence. The function of this fence is to eliminate all construction activity in this area.

## 12. DESIGN ISSUES

12.1 **Modification of building positions**

12.1.1 Concerns from neighbouring properties have resulted in the adjustment of building positions to approximately one metre nearer the centre of site to address privacy.

12.1.2 Variation of design in this instance has little bearing on the trees within or adjacent site as modification of design (as per ATM impact assessment report) has minimised root disturbance.

## 13. TREE PROTECTION PLAN/RECOMMENDATIONS

13.1 **Amenity Pruning/Tree Removal – see Tree Schedule**

| # | Recommendation | Reason |
|---|---|---|
| 1. | Remove deceased tree. | Unacceptable hazard increasing over time. |
| 2. | Install/maintain site fencing around boundary. | Site fencing acts as a modified TPZ for trees adjacent site. |

Site location: 97 The Ruins Way Port Macquarie 2444.
Prepared for: Hibbards Pty Ltd c/- Greg Anderson.
Prepared by: Rhys Mackney, Accomplished Tree Management Pty Ltd, info@atreem.com.au, (02) 6583 7631.
Date: 14th December 2020.

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## 15. LIST OF APPENDICES

The following are included in the appendices:

Appendix 1 - Brief description of author's qualifications and experience

Appendix 2 - Tree Health categories

Appendix 3 Structural Condition categories

Appendix 4 - ULE categories

Appendix 5 - Tree Schedule and Explanatory Notes

Appendix 6 - Tree Locations

Rhys Mackney
Consulting Arborist
Accomplished Tree Management Pty Ltd
Diploma of Arboriculture (AQF5)

Site location: 97 The Ruins Way Port Macquarie 2444.
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Date: 14th December 2020.

## APPENDIX 1 - BRIEF DESCRIPTION OF AUTHORS QUALIFICATIONS AND EXPERIENCE

**Arboricultural Qualifications:**

- Certificate II in Horticulture (Arboriculture (AQF2))
- Certificate III in Horticulture (Arboriculture (AQF3))
- Diploma in Horticulture (Arboriculture (AQF5))

**Industry Experience 15+ years.**

**2008 to Present - Director of Accomplished Tree Management Pty Ltd:**

- Qualified as a consulting arborist in 2015, covering all aspects of written and verbal arboricultural consultancy for commercial and residential clients, including tree condition/hazard assessment, development related arborist reports and providing professional advice.
- 2011 to present - Contract climbing for several companies in addition to private work within the Sydney metro area and more recently (January 2016 onwards) the Port Macquarie Hastings and surrounding areas. Professional tree work has focused on residential/commercial aspects of arboriculture, predominantly removals and pruning.
- 2008 to 2011 - Maintaining Energy Australia's (Ausgrid's) assets in the Hunter Valley, Gosford and Hornsby and later on the Northern Beaches and Upper/Lower North Shore of Sydney. Tree climbing and EWP work involved pruning and removal of trees in either live or de-energised environments. Voltages ranged from Low Voltage – 132KV.

## APPENDIX 2 - PHYSIOLOGICAL CONDITION AND HEALTH

| Category | Example Condition | Summary |
|---|---|---|
| Good | • Crown has good foliage density for species.<br>• Tree shows no or minimal signs of pathogens that are unlikely to have an effect on the health of the tree.<br>• Tree is displaying good vigour and reactive growth development | • The tree is in above average health and condition and no remedial works are required. |
| Fair | • The tree may be starting to dieback or have over 25% deadwood.<br>• Tree may have slightly reduced crown density or thinning.<br>• There may be some discolouration of foliage.<br>• Average reactive growth development.<br>• There may be early signs of pathogens which may further deteriorate the health of the tree.<br>• There may be epicormic growth indicating increased levels of stress within the tree. | • The tree is in below average health and condition and may require remedial works to improve the trees health |
| Poor | • The may be in decline, have extensive dieback or have over 30% deadwood.<br>• The canopy may be sparse or the leaves may be unusually small for species.<br>• Pathogens or pests are having a significant detrimental effect on the tree health. | • The tree is displaying low levels of health and removal or remedial works may be required. |
| Dead | • The tree is dead or almost dead. | • The tree should generally be removed. |

## APPENDIX 3 - STRUCTURAL CONDITION

| Category | Example Condition | Summary |
|---|---|---|
| Good | • Branch unions appear to be strong with no sign of defects.<br>• There are no significant cavities.<br>• The tree is unlikely to fail in usual conditions.<br>• The tree has a balanced crown shape and form. | • The tree is considered structurally good with well developed form. |
| Fair | • The tree may have minor structural defects within the structure of the crown that could potentially develop into more significant defects.<br>• The tree may a cavity that is currently unlikely to fail but may deteriorate in the future.<br>• The tree is an unbalanced shape or leans significantly.<br>• The tree may have minor damage to its roots.<br>• The root plate may have moved in the past but the tree has now compensated for this.<br>• Branches may be rubbing or crossing. | • The identified defects are unlikely to cause major failure.<br>• Some branch failure may occur in usual conditions.<br>• Remedial works can be undertaken to alleviate potential defects. |
| Poor | • The tree has significant structural defects.<br>• Branch unions may be poor or weak.<br>• The tree may have a cavity or cavities with excessive levels of decay that could cause catastrophic failure.<br>• The tree may have root damage or is displaying signs of recent movement.<br>• The tree crown may have poor weight distribution which could cause failure. | • The identified defects are likely to cause either partial or whole failure of the tree. |

## APPENDIX 4 - USEFULE LIFE EXPECANCY (SULE) (BARRELL TREE CONSULTANCY, APRIL 2001)

A trees safe useful life expectancy is determined by assessing a number of different factors including the health and vitality, estimated age in relation to expected life expectancy for the species, structural defects, and remedial works that could allow retention in the existing situation.

| Category | Description |
|---|---|
| **1.Long - Over 40 years** | (a) Structurally sound trees located in positions that can accommodate future growth.<br>(b) Trees that could be made suitable for retention in the long term by remedial tree care.<br>(c) Trees of special significance for historical, commemorative or rarity reasons that would warrant extraordinary efforts to secure their long term retention. |
| **2 Medium - 15 to 40 years** | (a) Trees that may only live between 15 and 40 more years.<br>(b) Trees that could live for more than 40 years but may be removed for safety or nuisance reasons.<br>(c) Trees that could live for more than 40 years but may be removed to prevent interference with more suitable individuals or to provide space for new planting.<br>(d) Trees that could be made suitable for retention in the medium term by remedial tree care. |
| **3. Short - 5 to 15 years** | (a) Trees that may only live between 5 and 15 more years.<br>(b) Trees that could live for more than 15 years but may be removed for safety or nuisance reasons.<br>(c) Trees that could live for more than 15 years but may be removed to prevent interference with more suitable individuals or to provide space for new planting.<br>(d) Trees that require substantial remedial tree care and are only suitable for retention in the short term. |
| **4 Remove - Under 5 years** | (a) Dead, dying, suppressed or declining trees because of disease or inhospitable conditions.<br>(b) Dangerous trees because of instability or recent loss of adjacent trees.<br>(c) Dangerous trees because of structural defects including cavities, decay, included bark, wounds or poor form.<br>(d) Damaged trees that are clearly not safe to retain.<br>(e) Trees that could live for more than 5 years but may be removed to prevent interference with more suitable individuals or to provide space for new planting.<br>(f) Trees that are damaging or may cause damage to existing structures within 5 years.<br>(g) Trees that will become dangerous after removal of other trees for the reasons given in (a) to (f).<br>(h) Trees in categories (a) to (g) that have a high wildlife habitat value and, with appropriate treatment, could be retained subject to regular review. |
| **5 Small/Young** | (a) Small trees less than 5m in height.<br>(b) Young trees less than 15 years old but over 5m in height.<br>(c) Formal hedges and trees intended for regular pruning to artificially control growth. |

ATTACHMENT



# APPENDIX 5:

## Tree Schedule and Explanatory Notes

Tree numbers consecutive with Impact assessment report
Accomplished Tree Management – April 2020

| TREE # | AGE | SPECIES | COMMON NAME | Overall Height (m) | CANOPY SPREAD | DBH (m) | TPZ (m-R) | DAB (m) | SRZ (m-R) | HEALTH | Structural Condition | ULE | Retention Value | RECOMENDATION |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 07 | Mature | *Melaleuca quinquinervia* | Broad Leaved Paperbark | 8 | 8 | .2 | 2.4 | | | Good | Good | 1b | E | **PROTECT**<br>**Install tree protection measures as per recommendations.** |
| **DESIGN COMMENTS** | | **Group of three trees.**<br>No Incursion into TPZ<br>Install site fencing to act as modified TPZ fencing | | | | | | | | | | | | |
| 08 | Mature | *Eucalyptus pilularis* | Blackbutt | 15 | 10 | .3 | 3.6 | | | Good | Good | 1b | E | **PROTECT**<br>**Install tree protection measures as per recommendations.** |
| **DESIGN COMMENTS** | | No Incursion into TPZ<br>Install site fencing to act as modified TPZ fencing | | | | | | | | | | | | |
| 09 | Mature | *Eucalyptus microcorys* | Tallow Wood | 19 | 12 | .35 | 4.2 | | | Good | Good | 1b | E | **PROTECT**<br>**Install tree protection measures as per recommendations.** |
| **DESIGN COMMENTS** | | Canopy bias north west.<br>No Incursion into TPZ<br>Install site fencing to act as modified TPZ fencing | | | | | | | | | | | | |

Site location: 97 The Ruins Way Port Macquarie 2444.
Prepared for: Hibbards Pty Ltd c/- Greg Anderson.
Prepared by: Rhys Mackney, Accomplished Tree Management Pty Ltd, info@atreem.com.au, (02) 6583 7631.
Date: 14th December 2020.

| TREE # | AGE | SPECIES | COMMON NAME | Overall Height (m) | CANOPY SPREAD | DBH (m) | TPZ (m-R) | DAB (m) | SRZ (m-R) | HEALTH | Structural Condition | ULE | Retention Value | RECOMENDATION |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 10 | Mature | *Eucalyptus pilularis* | Blackbutt | 25 | 15 | .80 | 9.6 | | | Dead | Good | 4a | N | **REMOVE** |
| **DESIGN COMMENTS** | | **No hollows observed.**<br>Canopy bias north.<br>Deceased tree will threaten proposal and its inhabitants | | | | | | | | | | | | |
| 11 | Mature | *Corymbia intermedia* | Pink Blood Wood | 25 | 11 | .85 | 10.3 | 1.06 | 3.4 | Good | Good | 1b | E | **PROTECT**<br>**Install tree protection measures as per recommendations.** |
| **DESIGN COMMENTS** | | Canopy bias west.<br>No Incursion into TPZ<br>Install site fencing to act as modified TPZ fencing | | | | | | | | | | | | |
| 12 | Mature | *Eucalyptus pilularis* | Blackbutt | 22 | 10 | .6 | 7.2 | | | Good | Good | 1b | E | **PROTECT**<br>**Install tree protection measures as per recommendations.** |
| **DESIGN COMMENTS** | | **Group of two trees.**<br>Canopy bias south west<br>No Incursion into TPZ<br>Install site fencing to act as modified TPZ fencing | | | | | | | | | | | | |

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Date: 14th December 2020.

| TREE # | AGE | SPECIES | COMMON NAME | Overall Height (m) | CANOPY SPREAD | DBH (m) | TPZ (m-R) | DAB (m) | SRZ (m-R) | HEALTH | Structural Condition | ULE | Retention Value | RECOMENDATION |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 13 | Mature | *Eucalyptus microcorys* | Tallow Wood | 24 | 11 | .6 | 7.2 | | | Good | Good | 1b | E | **PROTECT**<br>**Install tree protection measures as per recommendations** |
| **DESIGN COMMENTS** | | Canopy bias north.<br>No Incursion into TPZ<br>Install site fencing to act as modified TPZ fencing | | | | | | | | | | | | |
| 14 | Mature | *Eucalyptus pilularis* | Blackbutt | 18 | 8 | .6 | 7.2 | | | Good | Good | 1b | E | **PROTECT**<br>**Install tree protection measures as per recommendations** |
| **DESIGN COMMENTS** | | Canopy bias east.<br>No Incursion into TPZ<br>Install site fencing to act as modified TPZ fencing | | | | | | | | | | | | |
| 15 | Mature | *Eucalyptus microcorys* | Tallow Wood | 18 | 8 | .6 | 7.2 | | | Good | Good | 1b | E | **PROTECT**<br>**Install tree protection measures as per recommendations** |
| **DESIGN COMMENTS** | | Canopy bias east.<br>No Incursion into TPZ<br>Install site fencing to act as modified TPZ fencing | | | | | | | | | | | | |

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| TREE # | AGE | SPECIES | COMMON NAME | Overall Height (m) | CANOPY SPREAD | DBH (m) | TPZ (m-R) | DAB (m) | SRZ (m-R) | HEALTH | Structural Condition | ULE | Retention Value | RECOMENDATION |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 16 | Mature | *Eucalyptus microcorys* | Tallow Wood | 24 | 24 | .9 | 10.8 | | | Good | Good | 1b | E | **PROTECT**<br>**Install tree protection measures as per recommendations** |
| **DESIGN COMMENTS** | | Canopy bias northwest<br>No Incursion into TPZ<br>Install site fencing to act as modified TPZ fencing | | | | | | | | | | | | |
| 17 | Mature | *Eucalyptus microcorys* | Tallow Wood | 20 | 12 | .7 | 8.4 | | | Good | Good | 1b | E | **PROTECT**<br>**Install tree protection measures as per recommendations** |
| **DESIGN COMMENTS** | | Canopy bias north<br>No Incursion into TPZ<br>Install site fencing to act as modified TPZ fencing | | | | | | | | | | | | |

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Date: 14th December 2020.

## EXPLANATORY NOTES

| | |
|---|---|
| **Age** | Age class according to overall size/canopy volume/live canopy ratio/presence of hollows or lack thereof |
| **Scientific Name/Common Name** | Identification is made on the basis of visual features visible from ground level at the time of inspection |
| **Height (m)** | Estimated - however, generally comparative to other trees |
| **Spread (m)** | Estimated - paced out |
| **DBH (cm)** | Trunk diameter - measured or approximated at 1.4m above ground |
| | **Est** - Estimated equivalent trunk diameter where multiple trunks and branching exist |
| **Retention Value** | **E = Essential** - Site suitability 40 plus years, good condition, able to be retained without design changes |
| | **H = High** - Site suitability 40 plus years fair condition or better able to be retained with minor design changes |
| | **M = Moderate** - Site suitability 20 - 40 years, or only retainable with moderate impact on the development of the site |
| | **L = Low** - Site suitability less than 20 years, or retention impacts significantly on development of the site |
| | **N = Nil** - Site suitability less than 5 years, or retention sterilises development of site |
| | **Note:** Site suitability considers health, life expectancy, risk of harm, desirability of species and impacts on current and proposed land use. Impact on development needs to be considered throughout the planning stage |
| **Health** | See appendix 3 |
| **Structural Condition** | See appendix 4 |
| **ULE** | See appendix 5 |
| **Recommendations** | Unless otherwise stated trees are to be retained |

# APPENDIX 6:

## Tree Locations

*Image taken from six maps:*
https://maps.six.nsw.gov.au/
Accessed 11th December 2020

Images not to scale

*(Please note most vegetation has been removed since images were taken)*

07
08
09
10
11
12
13
14
15
#97 The Ruins Way
1:564
0
5
10m

Vacant Lot
Tallow Way
17
#89 The Ruins Way
16
1:564
0
5
10m

# FOR USE BY PLANNERS/SURVEYORS TO PREPARE LIST OF PROPOSED CONDITIONS

**NOTE: THESE ARE DRAFT ONLY**

**DA NO: 2020/457** **DATE: 18 March 2021**

## PRESCRIBED CONDITIONS

The development is to be undertaken in accordance with the prescribed conditions of Part 6 - Division 8A of the *Environmental Planning & Assessment Regulations* 2000.

## A – GENERAL MATTERS

(1) (A001) The development is to be carried out in accordance with the plans and supporting documents set out in the following table, as stamped and returned with this consent, except where modified by any conditions of this consent.

| Plan / Supporting Document | Reference | Prepared by | Date |
|---|---|---|---|
| SOEE | | B R Development | 1/6/2020 |
| Architectural Plans and Specifications | Job No 10469<br>Townhouse 217 LHG Lots 1-13 Rev I | Think Hibbards | 22/2/2021 |
| BASIX | 10969552M_02 | Concept Designs Australia | 10 June 2020 |
| Bushfire Assessment | | Krisann Johnson | 27 April 2020 |
| Arborist Report | | Accomplished Tree Management | 19 April 2020 as amended 14 December 2020 |
| Koala Plan of Management Major Innes Drive and the Ruins Way Port Macquarie | Tree retention and replacement, signs and restrictions on users. | King and Campbell Pty Ltd | May 2000 |

In the event of any inconsistency between conditions of this development consent and the plans/supporting documents referred to above, the conditions of this development consent prevail.

(2) (A002) No building or subdivision work shall commence until a Construction Certificate or Subdivision Works Certificate has been issued and the applicant has notified Council of:

a. the appointment of a Principal Certifying Authority; and

b. the date on which work will commence.

Such notice shall include details of the Principal Certifying Authority and must be submitted to Council at least two (2) days before work commences.

(3) (A005) This consent allows the strata-subdivision of the units, subject to the submission of an application for a Strata Certificate.

(4) (A008) Any necessary alterations to, or relocations of, public utility services to be carried out at no cost to council and in accordance with the requirements of the relevant authority including the provision of easements over existing and proposed public infrastructure.

(5) (A009) The development site is to be managed for the entirety of work in the following manner:

1. Erosion and sediment controls are to be implemented to prevent sediment from leaving the site. The controls are to be maintained until the development is complete and the site stabilised with permanent vegetation;
2. Appropriate dust control measures;
3. Building equipment and materials shall be contained wholly within the site unless approval to use the road reserve has been obtained. Where work adjoins the public domain, fencing is to be in place so as to prevent public access to the site;
4. Building waste is to be managed via an appropriate receptacle;
5. Toilet facilities are to be provided on the work site at the rate of one toilet for every 20 persons or part of 20 persons employed at the site.
6. Building work being limited to the following hours, unless otherwise permitted by Council;

   - Monday to Saturday from 7.00am to 6.00pm
   - No work to be carried out on Sunday or public holidays

   The builder to be responsible to instruct and control his sub-contractors regarding the hours of work.

(6) (A011) The design and construction of all public infrastructure works shall be in accordance with Council's adopted AUSPEC Specifications.

(7) (A013) The general terms of approval from the following authorities, as referred to in section 4.50 of the Environmental Planning and Assessment Act 1979, and referenced below, are attached and form part of the consent conditions for this approval.

- **NSW Rural Fire Service -** The General Terms of Approval, Reference DA20200629002294 and dated 8 March 2021, are attached and form part of this consent.

(8) (A033) The applicant shall provide security to the Council for the payment of the cost of the following:

a. making good any damage caused to any property of the Council as a consequence of doing anything to which the consent relates,

b. completing any public work (such as road work, kerbing and guttering, footway construction, utility services, stormwater drainage and environmental controls) required in connection with the consent,

c. remedying any defects in any such public work that arise within twelve (12) months after the work is completed.

DRAFT

Such security is to be provided to Council prior to the issue of the Subdivision Certificate/Construction Certificate or Section 138 of the Roads Act, 1993.

The security is to be for such reasonable amount as is determined by the consent authority, being an amount that is 10% of the contracted works for Torrens Title subdivision development/the estimated cost plus 30% for building development of public works or $5000, whichever is the greater of carrying out the development by way of:

i. deposit with the Council, or

ii. an unconditional bank guarantee in favour of the Council.

The security may be used to meet any costs referred to above and on application being made to the Council by the person who provided the security any balance remaining is to be refunded to, or at the direction of, that person. Should Council have to call up the bond and the repair costs exceed the bond amount, a separate invoice will be issued. If no application is made to the Council for a refund of any balance remaining of the security within 6 years after the work to which the security relates has been completed the Council may pay the balance to the Chief Commissioner of State Revenue under the Unclaimed Money Act 1995.

(9) (A069) Trees on the subject land, numbered T1, T2, T3, T4, T5 and T6 in the Aboricultural Impact Assessment Report (19 April 2020 & December 2020) by Accomplished Tree Management Pty Ltd, shall be retained and recommendations throughout the report adopted.

(10) (A015) All fencing to be lapped and capped paling with posts interspersed on either side of the fences to ensure that fencing does not become a barrier to koala movement throughout the property.

**B – PRIOR TO ISSUE OF A CONSTRUCTION CERTIFICATE OR SUBDIVISION WORKS CERTIFICATE**

(1) (B001) Prior to release of the Construction Certificate, approval pursuant to Section 68 of the Local Government Act, 1993 to carry out water supply, stormwater and sewerage works is to be obtained from Port Macquarie-Hastings Council. The following is to be clearly illustrated on the site plan to accompany the application for Section 68 approval:

- Position and depth of the sewer (including junction)
- Stormwater drainage termination point
- Easements
- Water main
- Proposed water meter location

(2) (B006) An application pursuant to Section 138 of the Roads Act, 1993 to carry out works required by the Development Consent on or within public road is to be submitted to and obtained from Port Macquarie-Hastings Council prior to release of the Construction Certificate.

Such works include, but not be limited to:

Civil works

Traffic management

Work zone areas

Hoardings

Concrete foot paving

Footway and gutter crossing

Functional vehicular access

Where works are proposed on an RMS classified facility, the Road Authority shall obtain RMS concurrence prior to any approval.

(3) (B003) Submission to the Principal Certifying Authority prior to the issue of a Construction Certificate or Subdivision Works Certificate detailed design plans for the following works associated with the developments. Public infrastructure works shall be constructed in accordance with Port Macquarie-Hastings Council's current AUSPEC specifications and design plans are to be accompanied by AUSPEC DQS:

1. Road works along the frontage of the development.
2. Public parking areas including;
    a. Driveways and access aisles;
    b. Parking bays;
    c. Turning areas; in accordance with AS2890.
3. Sewerage reticulation.
4. Water supply reticulation.
5. Retaining walls.
6. Stormwater systems.
7. Erosion & Sedimentation controls.
8. Landscaping/waste management facilities.

(4) Payment to Council, prior to the issue of a Construction or Subdivision Certificate (whichever occurs first) of the Section 7.11 contributions set out in the "Notice of Payment – Developer Charges" schedule attached to this consent unless deferral of payment of contributions has been approved by Council. The contributions are levied, pursuant to the Environmental Planning and Assessment Act 1979 as amended, and in accordance with either the provisions of the following plans (as amended) or a Planning Agreement:

- Port Macquarie-Hastings Administration Building Contributions Plan 2007
- Hastings S94 Administration Levy Contributions Plan 2003
- Port Macquarie-Hastings Open Space Contributions Plan 2018
- Hastings S94 Major Roads Contributions Plan 2004
- Port Macquarie-Hastings Community Cultural and Emergency Services Contributions Plan 2005
- Port Macquarie-Hastings Section 94 Local Roads Contributions Plan Areas 13, 14 and 15 2014

The plans may be viewed on Council's website or during office hours at the Council Chambers located on the corner of Burrawan and Lord Streets, Port Macquarie, 9 Laurie Street, Laurieton, and High Street, Wauchope.

The attached "Notice of Payment" is valid for the period specified on the Notice only. The contribution amounts shown on the Notice are subject to adjustment in accordance with CPI increases adjusted quarterly and the provisions of the relevant plans. Payments can only be made using a current "Notice of Payment" form. Where a new Notice of Payment form is required, an application in writing together with the current Notice of Payment application fee is to be submitted to Council.

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(5) Prior to the issue of Construction or Subdivision Certificate (whichever occurs first), a Compliance Certificate under Section 307 of the Water Management Act 2000 must be obtained from the Water Authority.

Note1: Port Macquarie-Hastings Council is defined as a Water Supply Authority under section 64 of the Local Government Act 1993. As part of the Notice of Requirements of the Water Authority under Section 306 of the Water Management Act 2000, the payment of a cash contribution is required, prior to the issue of a Construction or Subdivision Certificate (whichever occurs first), of the Section 64 contributions, as set out in the "Notice of Payment – Developer Charges" schedule attached to and included as part of this consent unless deferral of payment of contributions has been approved by Council. The contributions are levied in accordance with either the provisions of the relevant Section 64 Development Servicing Plan or a Planning Agreement.

Note 2: A Section 307 Compliance Certificate issued by the Water Authority at the construction certificate stage only relates to the payment of contributions in accordance with the Development Servicing Plan or a Planning Agreement. A further Compliance Certificate may be required for other water management works prior to occupation or the issue of an Occupation or Subdivision Certificate relating to the development.

Note 3: The Water Authority will accept payment of the equivalent amount of contributions under Section 608 of the Local Government Act 1993.

(6) (B016) Provision to each lot of a separate sewer line to Council's main. All work will need to comply with the requirements of Council's adopted AUSPEC Design and Construction Guidelines and Policies. Any abandoned sewer junctions are to be capped off at Council's sewer main and Council notified to carry out an inspection prior to backfilling of this work.

Construction details are to be submitted to Port Macquarie-Hastings Council with the application for Subdivision Works Certificate.

(7) (B024) Submission to Council of an application for water meter hire, which is to be referred to the Water Supply section so that a quotation for the installation can be prepared and paid for prior to the issue of a Construction Certificate. This application is also to include an application for the disconnection of any existing service not required.

(8) (B037) The finished floor level of the building shall be at least 1050mm above the soffit of Council's sewer main. Details indicating compliance with this are to be submitted to the Principal Certifying Authority with the application for Construction Certificate.

(9) (B038) Footings and/or concrete slabs of buildings adjacent to sewer lines or stormwater easements are to be designed so that no loads are imposed on the infrastructure. Detailed drawings and specifications prepared by a practising chartered professional civil and/or structural engineer are to be submitted to the Principal Certifying Authority with the application for the Construction Certificate.

(10) (B053) The design of the carpark and accesses is to be in accordance with Australian Standard 2890 (including AS 2890.1, AS 2890.2 and AS 2890.6). Certification of the design by a suitably qualified consultant is to be provided to the Principal Certifying Authority prior to release of the Construction Certificate. The design shall reference, and be in compliance with, the Arborist report recommendations and design notes for Tree 01 and Tree 02.

(11) (B071) Prior to the issue of any Construction Certificate, the provision of water and sewer services to the land are to be approved by the relevant Water Authority and relevant payments received.

(12) (B072) An stormwater drainage design is to be submitted and approved by Council prior to the issue of a Construction Certificate. The design must be prepared in accordance with Council's AUSPEC Specifications and the requirements of the relevant Australian Standards and make provision for the recommendations of the Arborists report.

(13) (B046) The building shall be designed and constructed so as to comply with the Bushfire Attack Level (BAL) requirements of Australian Standard 3959 and the specifications and requirements of Planning for Bush Fire Protection as stipulated in the RFS Bushfire Authority. Details shall be submitted to the Principal Certifying Authority with the application for Construction Certificate demonstrating compliance with this requirement.

Please note: Compliance with the requirements of the current Planning for Bush Fire Protection Guidelines to prevail in the extent of any inconsistency with the Building Code of Australia.

(14) The proposed development shall drain all sewage a new or existing sewer manhole. All design & works shall be in accordance with Council's adopted AUSPEC Specifications.

(15) Each proposed dwelling will need to be separately metered for water, meters may be either located at the road frontage or internally with a master meter at the boundary. All design & works shall be in accordance with Council's adopted AUSPEC Specifications.

(16) A stormwater drainage design is to be submitted and approved by Council prior to the issue of a Subdivision Works Certificate or Construction Certificate. The design must be prepared in accordance with Council's AUSPEC Specifications, Australian Rainfall and Runoff 2019, the requirements of Relevant Australian Standards and shall make provision for the following:

a) The legal point of discharge for the proposed development is defined as:

   i. The existing stormwater junction at The Ruins Way frontage of the site, AND

   ii. The existing interallotment drainage system at the south-eastern corner of the site

b) The design and fractions of land being discharged to each of the above outlets shall be generally in accordance with the stormwater drainage concept plan on Drawing No 11564 Sheet 4 of 10 "Stormwater Plan - DA issue" Revision F, prepared by BR Development Consulting and dated 15 September 2020.

c) All allotments must be provided with a direct point of connection to the public piped drainage system. Kerb outlets are not permitted.

d) The design shall incorporate on-site stormwater detention facilities to limit site stormwater discharge to a rate equal to the following:

   i. Discharge to The Ruins Way shall be limited to a rate that is both less than pre-development discharge, AND less than or equal to the design allowance made for stormwater discharge from the subject site in the recently completed stormwater drainage upgrade along The Ruins Way by Port Macquarie - Hastings Council.

ii. Discharge to the interallotment drainage system at the southeast corner of the site shall be limited to the lesser of pre-development flow rates OR the available capacity of the downstream interallotment drainage system (having regard for existing development utilising that system).

e) The design shall include water quality controls designed to achieve the targets specified within AUSPEC D7.

f) Where works are staged, a plan is to be provided which demonstrates which treatment measure/s is/are to be constructed with which civil works stage. Separate plans are required for any temporary treatment (where applicable e.g. for building phase when a staged construction methodology is adopted) and ultimate design.

g) The design is to make provision for the natural flow of stormwater runoff from uphill/upstream properties/lands. The design must include the collection of such waters and discharge to the Council drainage system.

h) An inspection opening or stormwater pit must be installed inside the property, adjacent to the boundary, for all stormwater outlets.

i) The design shall provide details of any components of the existing stormwater drainage system servicing the site that are to be retained.

(17) The footing/slab/piering details are to be designed in reference to the arborist report. Where footings may impact on critical root systems (including trees on adjoining lots), root mapping is to verify locations. Where critical roots are shown to be impacted the arborist is to be consulted and works designed in accordance with their recommendations.

**C – PRIOR TO ANY WORK COMMENCING ON SITE**

(1) (C001) A minimum of one (1) weeks' notice in writing of the intention to commence works on public land is required to be given to Council together with the name of the principal contractor and any major sub-contractors engaged to carry out works. Works shall only be carried out by a contractor accredited with Council.

(2) (C004) Prior to works commencing an application being made to the electricity and telecommunications service providers. Services are required to be underground.

(3) (C013) Where a sewer manhole and/or Vertical Inspection Shaft (VIS) exists within a property, access to the manhole/VIS shall be made available at all times. Before during and after construction, the sewer manhole/VIS must not be buried, damaged or act as a stormwater collection pit. No structures, including retaining walls, shall be erected within 1.0 metre of the sewer manhole or located so as to prevent access to the manhole.

(4) (C015) Tree protection fencing, compliant with AS 4970/2009 Protection of trees on development sites must be provided. The fencing shall be in place prior to the commencement of any works or soil disturbance and maintained for the entirety of the works. Refer Arborist Report.

(5) The existing dead tree on the neighbouring property No.97 The Ruins Way beside the southern boundary shall be removed prior to construction commencing.

**D – DURING WORK**

(1) (D001) Development works on public property or works to be accepted by Council as an infrastructure asset are not to proceed past the following hold points without inspection and approval by Council. Notice of required inspection must be given 24 hours prior to inspection, by contacting Council's Customer Service Centre on (02) 6581 8111. You must quote your Construction Certificate number and property description to ensure your inspection is confirmed:

a. at completion of installation of erosion control measures;
b. when trenches are open, stormwater/water/sewer pipes and conduits jointed and prior to backfilling;
c. before pouring of kerb and gutter;
d. prior to the pouring of concrete for sewerage works and/or works on public property;
e. during construction of sewer infrastructure;
f. during construction of water infrastructure.

All works at each hold point shall be certified as compliant in accordance with the requirements of AUSPEC Specifications for Provision of Public Infrastructure and any other Council approval, prior to proceeding to the next hold point.

(2) (D006) A copy of the current stamped approved construction plans must be kept on site for the duration of site works and be made available upon request to either the Principal Certifying Authority or an officer of the Council.

(3) (D003) The site is in an area known to contain rock that may contain naturally occurring asbestos (NOA). Should potential NOA be located on site notification shall be provided to Council and Workcover prior to works proceeding. No work shall recommence until a NOA management plan has been approved by Council or Workcover.

(4) (D023) During all phases of demolition, excavation and construction, it is the responsibility of the applicant and their contractors to:

a. Ascertain the exact location of the interallotment stormwater drainage pipeline and associated pits traversing the site in the vicinity of the works.
b. Take measures to protect the in-ground stormwater drainage pipeline and associated pits.
c. Ensure dedicated overland flow paths are satisfactorily maintained through the site.

Stormwater drainage pipes can be damaged through applying excessive loading (such as construction machinery, material storage and the like). All proposed structures and construction activities must be sited fully clear of Council's stormwater drainage pipes, pits, easements, watercourses and overland flow paths on the site.

If the Council pipeline is uncovered during construction, all work must cease and the Certifying Authority and Council must be contacted immediately for advice.

Any damage caused to Council's stormwater drainage system must be immediately repaired in full and at no cost to Council.

(5) All works are to be carried out with reference to the arborist report. The arborist shall be called for advice if any tree roots are exposed or damaged during any excavation works.

**E – PRIOR TO OCCUPATION OR THE ISSUE OF OCCUPATION CERTIFICATE / SUBDIVISION CERTIFICATE**

(1) (E001) The premises shall not be occupied or used in whole or in part until an Occupation Certificate has been issued by the Principal Certifying Authority.

(2) (E010) Driveways, access aisles and parking areas shall be provided with an approved surface. Such a surface shall be on a suitable pavement, constructed and maintained in accordance with Council's Development, Design and Construction Manuals (as amended).

(3) (E030) Vehicle ramps, driveways, turning circles and parking spaces being paved, sealed and line marked prior to occupation or the issue of the Occupation Certificate or commencement of the approved land use.

(4) (E051) Prior to occupation or the issuing of any Occupation Certificate a section 68 Certificate of Completion shall be obtained from Port Macquarie-Hastings Council.

(5) (E034) Prior to occupation or the issuing of the Occupation Certificate provision to the Principal Certifying Authority of documentation from Port Macquarie-Hastings Council being the local roads authority certifying that all matters required by the approval issued pursuant to Section 138 of the Roads Act have been satisfactorily completed.

(6) (E038) Interallotment drainage shall be piped and centrally located within an inter-allotment drainage easement, installed in accordance with Council's current AUSPEC standards (minimum 225mm pipe diameter within a minimum 1.5m easement). Details shall be provided:

- As part of a Local Government Act (s68) application with evidence of registration of the easement with the Land Titles Office provided to Council prior to issue of the s68 Certificate of Completion; or
- As part of a Subdivision Works Certificate with dedication of the easement as part of any Subdivision Certificate associated with interallotment drainage.

(7) (E053) All works relating to public infrastructure shall be certified by a practicing Civil Engineer or Registered Surveyor as compliant with the requirements of AUSPEC prior to issue of Occupation/Subdivision Certificate or release of the security bond, whichever is to occur first.

(8) (E058) Written confirmation being provided to the Principal Certifying Authority (PCA) from any properly qualified person (eg the builder), stating that all commitments made as part of the BASIX Certificate have been completed in accordance with the certificate.

(9) (E061) Landscaped areas being completed prior to occupation or issue of the Certificate.

(10) (E056) A Certificate of Compliance under the provisions of Section 307 of the Water Management Act must be obtained prior to the issue of any occupation or subdivision certificate. The application for the certificate is to include an acceptable Work-As-Executed plan for water and sewer mains and services from a Professional Engineer or Registered Surveyor.

(11) (E068) Prior to the issue of a Subdivision Certificate, evidence to the satisfaction of the Certifying Authority from the electricity and telecommunications providers that satisfactory services arrangements have been made to the dwellings (including street lighting and fibre optic cabling where required).

(12) (E072) Lodgement of a security deposit with Council upon practical completion of the subdivision works.

(13) (E195) The subdivision certificate shall not be issued until such time that the dwellings associated with this development are substantially commenced (as determined by Council) or where a strata management statement, or restriction as to user, prohibits any dwelling on each lot other than the dwelling approved as part of this consent.

(14) (E040) Each onsite detention system is to be marked by a plate in a prominent position which states:

"This is an onsite detention system. It is an offence to reduce the volume of the tank or basin or interfere with any part of the structure that controls the outflow".

This plate is to be fixed into position prior to occupation or the issue of the Occupation or Subdivision Certificate.

(15) (E041) At the completion of works on private property certification is to be provided to Port Macquarie-Hastings Council from a practising civil or structural engineer that all stormwater works have been undertaken in accordance with the approved plans and Australian Standard 3500.

(16) (E048) Prior to the issue of an Occupation Certificate, a positive covenant is to be created under Section 88E of the Conveyancing Act 1919, burdening the owner(s) with the requirement to maintain the water quality control facilities within the site.

In addition, a maintenance schedule for the water quality controls must be submitted to Council for approval with the stormwater work-as executed plans. This maintenance schedule and work as executed plan shall be registered and referred to as part of the positive covenant.

The terms of the 88E instrument with positive covenant shall include, but not be limited to, the following:

a. The Proprietor of the property shall be responsible for inspecting, maintaining and keeping clear all components of and structures associated with the stormwater quality improvement device (SQID) in accordance with the maintenance plan in order to achieve the design system performance targets.

b. The Proprietor shall have the SQID inspected annually by a competent person.

c. The Council shall have the right to enter upon the land referred to above, at all reasonable times to inspect, construct, install, clean, repair and maintain in good working order all components or structures in or upon the said land which comprise the SQID and recover the costs of any such works from the proprietor.

d. The registered proprietor shall indemnify the Council and any adjoining land owners against damage to their land arising from the failure of any component of the SQID, or failure to clean, maintain and repair the SQID.

The instrument shall be created and registered on the title of the relevant lot(s) with the Lands and Property Information (LPI) NSW. The plan and terms of the easement must be endorsed by Council through formal application prior to lodgement at the Lands and Property Information NSW. Evidence of registration shall be submitted to and approved by the Principal Certifying Authority prior to the issue of an Occupation Certificate.

(17) Appropriate signage is to be erected and maintained in perpetuity at the entrance to the property advising residents and visitors that they are entering an area of important koala habitat. The sign will contain information such as:

a. Advice on the duration of breeding season and the most active times of day/night

b. Advice to motorists to drive slowly

c. Advice to dog owners, warning them of the threat their pets pose to koalas and

d. Reminding them of their obligation to keep their dogs under control at all times.

e. Contact details for the Koala Hospital / FAWNA to facilitate prompt reporting of sick or injured koalas

(18) (E063) A Tree Management Plan is to be provided to Council to ensure ongoing management and retention of the Tallowwood (*Eucalyptus microcorys*) trees post construction. Plan to be developed by an AQF Level 5 Arborist and include an ongoing inspection schedule determined by the Arborist to ensure longevity of tree population and resident safety. The costs to implement and maintain this management plan shall be part of the strata management fees for the property. A copy of the results from the scheduled reinspections report shall be made available to Council upon completion.

(19) (E076) The plan and Section 88B instrument shall establish the following restrictions, covenants; with Council having the benefit and having the sole authority to release, vary or modify each restriction, and/or covenant. Wherever possible the extent of the land affected by these covenants shall be defined by bearings and distances shown on the plan.

a. All Tallowwood (*Eucalyptus microcorys*) trees are to be retained and protected in perpetuity on the property. No tree shall be removed without written consent from Port Macquarie-Hastings Council and this will only be considered if the tree is assessed as dangerous by a level 5 Consulting Arborist and the risk cannot be managed. Where consent to remove a tree is granted it must be replaced on site with the same species using advanced size that meets AS2303:2015 Tree Stock for Landscape Use within 3 months of removal.

b. Restrictions as to user are to be placed on allotments requiring fencing to be lapped and capped paling with posts interspersed on either side of the fence. The purpose of this restriction is to ensure that fencing does not become a barrier to koala movement throughout the property.

c. Restrictions as to user will also require that pool designs-incorporate appropriate pool rescue ropes to minimise the potential for koala drownings.

d. Annual inspection and management of Tallowwood (*Eucalyptus microcorys*) trees to be undertaken by level 5 arborist in accordance with the approved tree management plan.

(20) Prior to the issue of an Occupation Certificate, a positive covenant is to be created under Section 88E of the Conveyancing Act 1919, burdening the owner(s) with the requirement to maintain the Lilli Pilli Hedge within the site. This shall include a replacement requirement for dead or dying plants.

**F – OCCUPATION OF THE SITE**

(1) (F004) The dwellings are approved for permanent residential use and not for short term tourist and visitor accommodation.

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## Developer Charges - Estimate

**Applicants Name:** B R Development
**Property Address:** 91 The Ruins Way, Port Macquarie
**Lot & Dps:** Lot(s):14,DP(s):1219811
**Development:** DA 2020/457 - Multi-Dwelling Housing and Strata Subdivision

PORT MACQUARIE HASTINGS

Water and Sewerage Headworks Levies are levied under S64 of the LGA Act & S306 of the Water Management Act 2000.
Other contributions are levied under Section 7.11 of the Environmental Planning and Assessment Act and Council's Contribution Plans

| | Levy Area | Units | Cost | | Estimate |
|---|---|---|---|---|---|
| 1 | Water Supply | 11.6 | $10,270.00 | Per ET | $119,132.00 |
| 2 | Sewerage Scheme Port Macquarie | 15 | $3,896.00 | Per ET | $58,440.00 |
| 3 | Since 1.7.04 - Major Roads - Innes Peninsula - Per ET | 15 | $9,483.00 | Per ET | $142,245.00 |
| 4 | Since 31.7.18 - Open Space - Innes Peninsula - Per ET | 15 | $6,344.00 | Per ET | $95,160.00 |
| 5 | Commenced 3 April 2006 - Com, Cul and Em Services CP - Innes Peninsula | 15 | $4,657.00 | Per ET | $69,855.00 |
| 6 | Com 1.3.07 - Administration Building - All areas | 15 | $917.00 | Per ET | $13,755.00 |
| 7 | N/A | | | | |
| 8 | N/A | | | | |
| 9 | N/A | | | | |
| 10 | N/A | | | | |
| 11 | N/A | | | | |
| 12 | N/A | | | | |
| 13 | N/A | | | | |
| 14 | N/A | | | | |
| 15 | Admin General Levy - Applicable to Consents approved after 11/2/03 | 2.2% S94 Contribution | | | $7,462.30 |
| 16 | | | | | |
| 17 | | | | | |
| 18 | | | | | |
| | **Total Amount of Estimate (Not for Payment Purposes)** | | | | $505,649.30 |

Not for Payment Purposes

NOTES: These contribution rates apply to new development and should be used as a guide only.
Contributions will be determined in conjunction with a Development Application (DA) or Complying Development Application (CDA).
DAs will be subject to the contributions plans in force at the time of issue of the Consent and for CDCs at time of lodgement.
Contribution Rates are adjusted quarterly in line with the CPI.

**DATE OF ESTIMATE:** 11-Nov-2020

**Estimate Prepared By** Fiona Tierney

This is an ESTIMATE ONLY - NOT for Payment Purposes

evelopment, 91 The Ruins Way, Port Macquarie, 11-Nov-2020.xls

**PORT MACQUARIE-HASTINGS COUNCIL**

# FOR USE BY PLANNERS/SURVEYORS TO PREPARE LIST OF PROPOSED CONDITIONS

**NOTE: THESE ARE DRAFT ONLY**

**DA NO: 2020/457** **DATE: 18 March 2021**

## PRESCRIBED CONDITIONS

The development is to be undertaken in accordance with the prescribed conditions of Part 6 - Division 8A of the *Environmental Planning & Assessment Regulations* 2000.

## A – GENERAL MATTERS

(1) (A001) The development is to be carried out in accordance with the plans and supporting documents set out in the following table, as stamped and returned with this consent, except where modified by any conditions of this consent.

| Plan / Supporting Document | Reference | Prepared by | Date |
|---|---|---|---|
| SOEE | | B R Development | 1/6/2020 |
| Architectural Plans and Specifications | Job No 10469<br>Townhouse 217<br>LHG Lots 1-13<br>Rev I | Think Hibbards | 22/2/2021 |
| BASIX | 10969552M_02 | Concept Designs Australia | 10 June 2020 |
| Bushfire Assessment | | Krisann Johnson | 27 April 2020 |
| Arborist Report | | Accomplished Tree Management | 19 April 2020 as amended 14 December 2020 |
| Koala Plan of Management Major Innes Drive and the Ruins Way Port Macquarie | Tree retention and replacement, signs and restrictions on users. | King and Campbell Pty Ltd | May 2000 |
| Landscape Plan and species list | 10469 | Hibbard Homes<br>B & D Bubb Edwards- The Valley Garden Centre | 4 May 2021 |

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| | | | |
|---|---|---|---|
| Lilli Pilly Hedge Management Plan | | B & D Bubb Edwards- The Valley Garden Centre | May 2021 |

In the event of any inconsistency between conditions of this development consent and the plans/supporting documents referred to above, the conditions of this development consent prevail.

(2) (A002) No building or subdivision work shall commence until a Construction Certificate or Subdivision Works Certificate has been issued and the applicant has notified Council of:

a. the appointment of a Principal Certifying Authority; and

b. the date on which work will commence.

Such notice shall include details of the Principal Certifying Authority and must be submitted to Council at least two (2) days before work commences.

(3) (A005) This consent allows the strata-subdivision of the units, subject to the submission of an application for a Strata Certificate.

(4) (A008) Any necessary alterations to, or relocations of, public utility services to be carried out at no cost to council and in accordance with the requirements of the relevant authority including the provision of easements over existing and proposed public infrastructure.

(5) (A009) The development site is to be managed for the entirety of work in the following manner:

1. Erosion and sediment controls are to be implemented to prevent sediment from leaving the site. The controls are to be maintained until the development is complete and the site stabilised with permanent vegetation;
2. Appropriate dust control measures;
3. Building equipment and materials shall be contained wholly within the site unless approval to use the road reserve has been obtained. Where work adjoins the public domain, fencing is to be in place so as to prevent public access to the site;
4. Building waste is to be managed via an appropriate receptacle;
5. Toilet facilities are to be provided on the work site at the rate of one toilet for every 20 persons or part of 20 persons employed at the site.
6. Building work being limited to the following hours, unless otherwise permitted by Council;
   - Monday to Saturday from 7.00am to 6.00pm
   - No work to be carried out on Sunday or public holidays

   The builder to be responsible to instruct and control his sub-contractors regarding the hours of work.

(6) (A011) The design and construction of all public infrastructure works shall be in accordance with Council's adopted AUSPEC Specifications.

(7) (A013) The general terms of approval from the following authorities, as referred to in section 4.50 of the Environmental Planning and Assessment Act 1979, and referenced below, are attached and form part of the consent conditions for this approval.

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- **NSW Rural Fire Service** - The General Terms of Approval, Reference DA20200629002294 and dated 8 March 2021, are attached and form part of this consent.

(8) (A033) The applicant shall provide security to the Council for the payment of the cost of the following:

a. making good any damage caused to any property of the Council as a consequence of doing anything to which the consent relates,

b. completing any public work (such as road work, kerbing and guttering, footway construction, utility services, stormwater drainage and environmental controls) required in connection with the consent,

c. remedying any defects in any such public work that arise within twelve (12) months after the work is completed.

Such security is to be provided to Council prior to the issue of the Subdivision Certificate/Construction Certificate or Section 138 of the Roads Act, 1993.

The security is to be for such reasonable amount as is determined by the consent authority, being an amount that is 10% of the contracted works for Torrens Title subdivision development/the estimated cost plus 30% for building development of public works or $5000, whichever is the greater of carrying out the development by way of:

i. deposit with the Council, or

ii. an unconditional bank guarantee in favour of the Council.

The security may be used to meet any costs referred to above and on application being made to the Council by the person who provided the security any balance remaining is to be refunded to, or at the direction of, that person. Should Council have to call up the bond and the repair costs exceed the bond amount, a separate invoice will be issued. If no application is made to the Council for a refund of any balance remaining of the security within 6 years after the work to which the security relates has been completed the Council may pay the balance to the Chief Commissioner of State Revenue under the Unclaimed Money Act 1995.

(9) (A069) Trees on the subject land, numbered T1, T2, T3, T4, T5 and T6 in the Aboricultural Impact Assessment Report (19 April 2020 & December 2020) by Accomplished Tree Management Pty Ltd, shall be retained and recommendations throughout the report adopted.

(10) (A015) All fencing to be lapped and capped paling with posts interspersed on either side of the fences to ensure that fencing does not become a barrier to koala movement throughout the property.

**B – PRIOR TO ISSUE OF A CONSTRUCTION CERTIFICATE OR SUBDIVISION WORKS CERTIFICATE**

(1) (B001) Prior to release of the Construction Certificate, approval pursuant to Section 68 of the Local Government Act, 1993 to carry out water supply, stormwater and sewerage works is to be obtained from Port Macquarie-Hastings Council. The following is to be clearly illustrated on the site plan to accompany the application for Section 68 approval:

- Position and depth of the sewer (including junction)
- Stormwater drainage termination point
- Easements
- Water main
- Proposed water meter location

(2) (B006) An application pursuant to Section 138 of the Roads Act, 1993 to carry out works required by the Development Consent on or within public road is to be submitted to and obtained from Port Macquarie-Hastings Council prior to release of the Construction Certificate.

Such works include, but not be limited to:

Civil works

Traffic management

Work zone areas

Hoardings

Concrete foot paving

Footway and gutter crossing

Functional vehicular access

Where works are proposed on an RMS classified facility, the Road Authority shall obtain RMS concurrence prior to any approval.

(3) (B003) Submission to the Principal Certifying Authority prior to the issue of a Construction Certificate or Subdivision Works Certificate detailed design plans for the following works associated with the developments. Public infrastructure works shall be constructed in accordance with Port Macquarie-Hastings Council's current AUSPEC specifications and design plans are to be accompanied by AUSPEC DQS:

1. Road works along the frontage of the development.
2. Public parking areas including;
    a. Driveways and access aisles;
    b. Parking bays;
    c. Turning areas; in accordance with AS2890.
3. Sewerage reticulation.
4. Water supply reticulation.
5. Retaining walls.
6. Stormwater systems.
7. Erosion & Sedimentation controls.
8. Landscaping/waste management facilities.

(4) Payment to Council, prior to the issue of a Construction or Subdivision Certificate (whichever occurs first) of the Section 7.11 contributions set out in the "Notice of Payment – Developer Charges" schedule attached to this consent unless deferral of payment of contributions has been approved by Council. The contributions are levied, pursuant to the Environmental Planning and Assessment Act 1979 as amended, and in accordance with either the provisions of the following plans (as amended) or a Planning Agreement:

- Port Macquarie-Hastings Administration Building Contributions Plan 2007
- Hastings S94 Administration Levy Contributions Plan 2003
- Port Macquarie-Hastings Open Space Contributions Plan 2018
- Hastings S94 Major Roads Contributions Plan 2004
- Port Macquarie-Hastings Community Cultural and Emergency Services Contributions Plan 2005
- Port Macquarie-Hastings Section 94 Local Roads Contributions Plan Areas 13, 14 and 15 2014

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The plans may be viewed on Council's website or during office hours at the Council Chambers located on the corner of Burrawan and Lord Streets, Port Macquarie, 9 Laurie Street, Laurieton, and High Street, Wauchope.

The attached "Notice of Payment" is valid for the period specified on the Notice only. The contribution amounts shown on the Notice are subject to adjustment in accordance with CPI increases adjusted quarterly and the provisions of the relevant plans. Payments can only be made using a current "Notice of Payment" form. Where a new Notice of Payment form is required, an application in writing together with the current Notice of Payment application fee is to be submitted to Council.

(5) Prior to the issue of Construction or Subdivision Certificate (whichever occurs first), a Compliance Certificate under Section 307 of the Water Management Act 2000 must be obtained from the Water Authority.

Note1: Port Macquarie-Hastings Council is defined as a Water Supply Authority under section 64 of the Local Government Act 1993. As part of the Notice of Requirements of the Water Authority under Section 306 of the Water Management Act 2000, the payment of a cash contribution is required, prior to the issue of a Construction or Subdivision Certificate (whichever occurs first), of the Section 64 contributions, as set out in the "Notice of Payment – Developer Charges" schedule attached to and included as part of this consent unless deferral of payment of contributions has been approved by Council. The contributions are levied in accordance with either the provisions of the relevant Section 64 Development Servicing Plan or a Planning Agreement.

Note 2: A Section 307 Compliance Certificate issued by the Water Authority at the construction certificate stage only relates to the payment of contributions in accordance with the Development Servicing Plan or a Planning Agreement. A further Compliance Certificate may be required for other water management works prior to occupation or the issue of an Occupation or Subdivision Certificate relating to the development.

Note 3: The Water Authority will accept payment of the equivalent amount of contributions under Section 608 of the Local Government Act 1993.

(6) (B016) Provision to each lot of a separate sewer line to Council's main. All work will need to comply with the requirements of Council's adopted AUSPEC Design and Construction Guidelines and Policies. Any abandoned sewer junctions are to be capped off at Council's sewer main and Council notified to carry out an inspection prior to backfilling of this work.

Construction details are to be submitted to Port Macquarie-Hastings Council with the application for Subdivision Works Certificate.

(7) (B024) Submission to Council of an application for water meter hire, which is to be referred to the Water Supply section so that a quotation for the installation can be prepared and paid for prior to the issue of a Construction Certificate. This application is also to include an application for the disconnection of any existing service not required.

(8) (B037) The finished floor level of the building shall be at least 1050mm above the soffit of Council's sewer main. Details indicating compliance with this are to be submitted to the Principal Certifying Authority with the application for Construction Certificate.

(9) (B038) Footings and/or concrete slabs of buildings adjacent to sewer lines or stormwater easements are to be designed so that no loads are imposed on the infrastructure. Detailed drawings and specifications prepared by a practising chartered professional civil and/or structural engineer are to be submitted to the Principal Certifying Authority with the application for the Construction Certificate.

(10) (B053) The design of the carpark and accesses is to be in accordance with Australian Standard 2890 (including AS 2890.1, AS 2890.2 and AS 2890.6). Certification of the design by a suitably qualified consultant is to be provided to the Principal Certifying Authority prior to release of the Construction Certificate. The design shall reference, and be in compliance with, the Arborist report recommendations and design notes for Tree 01 and Tree 02.

(11) (B071) Prior to the issue of any Construction Certificate, the provision of water and sewer services to the land are to be approved by the relevant Water Authority and relevant payments received.

(12) (B072) An stormwater drainage design is to be submitted and approved by Council prior to the issue of a Construction Certificate. The design must be prepared in accordance with Council's AUSPEC Specifications and the requirements of the relevant Australian Standards and make provision for the recommendations of the Arborists report.

(13) (B046) The building shall be designed and constructed so as to comply with the Bushfire Attack Level (BAL) requirements of Australian Standard 3959 and the specifications and requirements of Planning for Bush Fire Protection as stipulated in the RFS Bushfire Authority. Details shall be submitted to the Principal Certifying Authority with the application for Construction Certificate demonstrating compliance with this requirement.

Please note: Compliance with the requirements of the current Planning for Bush Fire Protection Guidelines to prevail in the extent of any inconsistency with the Building Code of Australia.

(14) The proposed development shall drain all sewage a new or existing sewer manhole. All design & works shall be in accordance with Council's adopted AUSPEC Specifications.

(15) Each proposed dwelling will need to be separately metered for water, meters may be either located at the road frontage or internally with a master meter at the boundary. All design & works shall be in accordance with Council's adopted AUSPEC Specifications.

(16) A stormwater drainage design is to be submitted and approved by Council prior to the issue of a Subdivision Works Certificate or Construction Certificate. The design must be prepared in accordance with Council's AUSPEC Specifications, Australian Rainfall and Runoff 2019, the requirements of Relevant Australian Standards and shall make provision for the following:

a) The legal point of discharge for the proposed development is defined as:

i. The existing stormwater junction at The Ruins Way frontage of the site, AND

ii. The existing interallotment drainage system at the south-eastern corner of the site

b) The design and fractions of land being discharged to each of the above outlets shall be generally in accordance with the stormwater drainage concept plan on Drawing No 11564 Sheet 4 of 10 "Stormwater Plan -

DA issue" Revision F, prepared by BR Development Consulting and dated 15 September 2020.

c) All allotments must be provided with a direct point of connection to the public piped drainage system. Kerb outlets are not permitted.

d) The design shall incorporate on-site stormwater detention facilities to limit site stormwater discharge to a rate equal to the following:

i. Discharge to The Ruins Way shall be limited to a rate that is both less than pre-development discharge, AND less than or equal to the design allowance made for stormwater discharge from the subject site in the recently completed stormwater drainage upgrade along The Ruins Way by Port Macquarie - Hastings Council.

ii. Discharge to the interallotment drainage system at the southeast corner of the site shall be limited to the lesser of pre-development flow rates OR the available capacity of the downstream interallotment drainage system (having regard for existing development utilising that system).

e) The design shall include water quality controls designed to achieve the targets specified within AUSPEC D7.

f) Where works are staged, a plan is to be provided which demonstrates which treatment measure/s is/are to be constructed with which civil works stage. Separate plans are required for any temporary treatment (where applicable e.g. for building phase when a staged construction methodology is adopted) and ultimate design.

g) The design is to make provision for the natural flow of stormwater runoff from uphill/upstream properties/lands. The design must include the collection of such waters and discharge to the Council drainage system.

h) An inspection opening or stormwater pit must be installed inside the property, adjacent to the boundary, for all stormwater outlets.

i) The design shall provide details of any components of the existing stormwater drainage system servicing the site that are to be retained.

(17) The footing/slab/piering details are to be designed in reference to the arborist report. Where footings may impact on critical root systems (including trees on adjoining lots), root mapping is to verify locations. Where critical roots are shown to be impacted the arborist is to be consulted and works designed in accordance with their recommendations.

**C – PRIOR TO ANY WORK COMMENCING ON SITE**

(1) (C001) A minimum of one (1) weeks' notice in writing of the intention to commence works on public land is required to be given to Council together with the name of the principal contractor and any major sub-contractors engaged to carry out works. Works shall only be carried out by a contractor accredited with Council.

(2) (C004) Prior to works commencing an application being made to the electricity and telecommunications service providers. Services are required to be underground.

(3) (C013) Where a sewer manhole and/or Vertical Inspection Shaft (VIS) exists within a property, access to the manhole/VIS shall be made available at all times. Before during and after construction, the sewer manhole/VIS must not be buried, damaged or act as a stormwater collection pit. No structures,

including retaining walls, shall be erected within 1.0 metre of the sewer manhole or located so as to prevent access to the manhole.

(4) (C015) Tree protection fencing, compliant with AS 4970/2009 Protection of trees on development sites must be provided. The fencing shall be in place prior to the commencement of any works or soil disturbance and maintained for the entirety of the works. Refer Arborist Report.

(5) The existing dead tree on the neighbouring property No.97 The Ruins Way beside the southern boundary shall be removed prior to construction commencing.

**D – DURING WORK**

(1) (D001) Development works on public property or works to be accepted by Council as an infrastructure asset are not to proceed past the following hold points without inspection and approval by Council. Notice of required inspection must be given 24 hours prior to inspection, by contacting Council's Customer Service Centre on (02) 6581 8111. You must quote your Construction Certificate number and property description to ensure your inspection is confirmed:

a. at completion of installation of erosion control measures;
b. when trenches are open, stormwater/water/sewer pipes and conduits jointed and prior to backfilling;
c. before pouring of kerb and gutter;
d. prior to the pouring of concrete for sewerage works and/or works on public property;
e. during construction of sewer infrastructure;
f. during construction of water infrastructure.

All works at each hold point shall be certified as compliant in accordance with the requirements of AUSPEC Specifications for Provision of Public Infrastructure and any other Council approval, prior to proceeding to the next hold point.

(2) (D006) A copy of the current stamped approved construction plans must be kept on site for the duration of site works and be made available upon request to either the Principal Certifying Authority or an officer of the Council.

(3) (D003) The site is in an area known to contain rock that may contain naturally occurring asbestos (NOA). Should potential NOA be located on site notification shall be provided to Council and Workcover prior to works proceeding. No work shall recommence until a NOA management plan has been approved by Council or Workcover.

(4) (D023) During all phases of demolition, excavation and construction, it is the responsibility of the applicant and their contractors to:

a. Ascertain the exact location of the interallotment stormwater drainage pipeline and associated pits traversing the site in the vicinity of the works.
b. Take measures to protect the in-ground stormwater drainage pipeline and associated pits.
c. Ensure dedicated overland flow paths are satisfactorily maintained through the site.

Stormwater drainage pipes can be damaged through applying excessive loading (such as construction machinery, material storage and the like). All proposed structures and construction activities must be sited fully clear of Council's stormwater drainage pipes, pits, easements, watercourses and overland flow paths on the site.

If the Council pipeline is uncovered during construction, all work must cease and the Certifying Authority and Council must be contacted immediately for advice.

Any damage caused to Council's stormwater drainage system must be immediately repaired in full and at no cost to Council.

(5) All works are to be carried out with reference to the arborist report. The arborist shall be called for advice if any tree roots are exposed or damaged during any excavation works.

**E – PRIOR TO OCCUPATION OR THE ISSUE OF OCCUPATION CERTIFICATE / SUBDIVISION CERTIFICATE**

(1) (E001) The premises shall not be occupied or used in whole or in part until an Occupation Certificate has been issued by the Principal Certifying Authority.

(2) (E010) Driveways, access aisles and parking areas shall be provided with an approved surface. Such a surface shall be on a suitable pavement, constructed and maintained in accordance with Council's Development, Design and Construction Manuals (as amended).

(3) (E030) Vehicle ramps, driveways, turning circles and parking spaces being paved, sealed and line marked prior to occupation or the issue of the Occupation Certificate or commencement of the approved land use.

(4) (E051) Prior to occupation or the issuing of any Occupation Certificate a section 68 Certificate of Completion shall be obtained from Port Macquarie-Hastings Council.

(5) (E034) Prior to occupation or the issuing of the Occupation Certificate provision to the Principal Certifying Authority of documentation from Port Macquarie-Hastings Council being the local roads authority certifying that all matters required by the approval issued pursuant to Section 138 of the Roads Act have been satisfactorily completed.

(6) (E038) Interallotment drainage shall be piped and centrally located within an inter-allotment drainage easement, installed in accordance with Council's current AUSPEC standards (minimum 225mm pipe diameter within a minimum 1.5m easement). Details shall be provided:

- As part of a Local Government Act (s68) application with evidence of registration of the easement with the Land Titles Office provided to Council prior to issue of the s68 Certificate of Completion; or
- As part of a Subdivision Works Certificate with dedication of the easement as part of any Subdivision Certificate associated with interallotment drainage.

(7) (E053) All works relating to public infrastructure shall be certified by a practicing Civil Engineer or Registered Surveyor as compliant with the requirements of AUSPEC prior to issue of Occupation/Subdivision Certificate or release of the security bond, whichever is to occur first.

(8) (E058) Written confirmation being provided to the Principal Certifying Authority (PCA) from any properly qualified person (eg the builder), stating that all

commitments made as part of the BASIX Certificate have been completed in accordance with the certificate.

(9) (E061) Landscaped areas being completed prior to occupation or issue of the Certificate in accordance with the approved Landscape Plan dated 4 May 2021.

(10) (E056) A Certificate of Compliance under the provisions of Section 307 of the Water Management Act must be obtained prior to the issue of any occupation or subdivision certificate. The application for the certificate is to include an acceptable Work-As-Executed plan for water and sewer mains and services from a Professional Engineer or Registered Surveyor.

(11) (E068) Prior to the issue of a Subdivision Certificate, evidence to the satisfaction of the Certifying Authority from the electricity and telecommunications providers that satisfactory services arrangements have been made to the dwellings (including street lighting and fibre optic cabling where required).

(12) (E072) Lodgement of a security deposit with Council upon practical completion of the subdivision works.

(13) (E195) The subdivision certificate shall not be issued until such time that the dwellings associated with this development are substantially commenced (as determined by Council) or where a strata management statement, or restriction as to user, prohibits any dwelling on each lot other than the dwelling approved as part of this consent.

(14) (E040) Each onsite detention system is to be marked by a plate in a prominent position which states:

"This is an onsite detention system. It is an offence to reduce the volume of the tank or basin or interfere with any part of the structure that controls the outflow".

This plate is to be fixed into position prior to occupation or the issue of the Occupation or Subdivision Certificate.

(15) (E041) At the completion of works on private property certification is to be provided to Port Macquarie-Hastings Council from a practising civil or structural engineer that all stormwater works have been undertaken in accordance with the approved plans and Australian Standard 3500.

(16) (E048) Prior to the issue of an Occupation Certificate, a positive covenant is to be created under Section 88E of the Conveyancing Act 1919, burdening the owner(s) with the requirement to maintain the water quality control facilities within the site.

In addition, a maintenance schedule for the water quality controls must be submitted to Council for approval with the stormwater work-as executed plans. This maintenance schedule and work as executed plan shall be registered and referred to as part of the positive covenant.

The terms of the 88E instrument with positive covenant shall include, but not be limited to, the following:

a. The Proprietor of the property shall be responsible for inspecting, maintaining and keeping clear all components of and structures associated with the stormwater quality improvement device (SQID) in accordance with the maintenance plan in order to achieve the design system performance targets.

b. The Proprietor shall have the SQID inspected annually by a competent person.

c. The Council shall have the right to enter upon the land referred to above, at all reasonable times to inspect, construct, install, clean, repair and maintain in good working order all components or structures in or upon the said land which comprise the SQID and recover the costs of any such works from the proprietor.

d. The registered proprietor shall indemnify the Council and any adjoining land owners against damage to their land arising from the failure of any component of the SQID, or failure to clean, maintain and repair the SQID.

The instrument shall be created and registered on the title of the relevant lot(s) with the Lands and Property Information (LPI) NSW. The plan and terms of the easement must be endorsed by Council through formal application prior to lodgement at the Lands and Property Information NSW. Evidence of registration shall be submitted to and approved by the Principal Certifying Authority prior to the issue of an Occupation Certificate.

(17) Appropriate signage is to be erected and maintained in perpetuity at the entrance to the property advising residents and visitors that they are entering an area of important koala habitat. The sign will contain information such as:

a. Advice on the duration of breeding season and the most active times of day/night

b. Advice to motorists to drive slowly

c. Advice to dog owners, warning them of the threat their pets pose to koalas and

d. Reminding them of their obligation to keep their dogs under control at all times.

e. Contact details for the Koala Hospital / FAWNA to facilitate prompt reporting of sick or injured koalas

(18) (E063) A Tree Management Plan is to be provided to Council to ensure ongoing management and retention of the Tallowwood (*Eucalyptus microcorys*) trees post construction. Plan to be developed by an AQF Level 5 Arborist and include an ongoing inspection schedule determined by the Arborist to ensure longevity of tree population and resident safety. The costs to implement and maintain this management plan shall be part of the strata management fees for the property. A copy of the results from the scheduled reinspections report shall be made available to Council upon completion.

(19) (E076) The plan and Section 88B instrument shall establish the following restrictions, covenants; with Council having the benefit and having the sole authority to release, vary or modify each restriction, and/or covenant. Wherever possible the extent of the land affected by these covenants shall be defined by bearings and distances shown on the plan.

a. All Tallowwood (*Eucalyptus microcorys*) trees are to be retained and protected in perpetuity on the property. No tree shall be removed without written consent from Port Macquarie-Hastings Council and this will only be considered if the tree is assessed as dangerous by a level 5 Consulting Arborist and the risk cannot be managed. Where consent to remove a tree is granted it must be replaced on site with the same species using advanced size that meets AS2303:2015 Tree Stock for Landscape Use within 3 months of removal.

b. Restrictions as to user are to be placed on allotments requiring fencing to be lapped and capped paling with posts interspersed on either side of the

fence. The purpose of this restriction is to ensure that fencing does not become a barrier to koala movement throughout the property.

c. Restrictions as to user will also require that pool designs-incorporate appropriate pool rescue ropes to minimise the potential for koala drownings.

d. Annual inspection and management of Tallowwood (*Eucalyptus microcorys*) trees to be undertaken by level 5 arborist in accordance with the approved tree management plan.

(20) Prior to the issue of an Occupation Certificate, a positive covenant is to be created under Section 88E of the Conveyancing Act 1919, burdening the owner(s) with the requirement to maintain the Lilli Pilli Hedge within the site in accordance with the approved management plan. This shall include a replacement requirement for dead or dying plants.

**F – OCCUPATION OF THE SITE**

(1) (F004) The dwellings are approved for permanent residential use and not for short term tourist and visitor accommodation.

DRAFT

PLANT SCHEDULE EVERGREEN STRAPPY LEAF PERENNIALS & SHRUBS

| SYMBOL | COMMON NAME | BOTANICAL NAME | ATTRIBUTES | POT SIZE | EST H X W |
|---|---|---|---|---|---|
| | Lomandra Lime Tuff | Lomandra Longifolia | Adds movement and vertical interest to landscape. Seasonal flowers. Food source for birds and insects | 130mm | 0.4mx 0.4m |
| | Swamp Foxtail | Pennisetum Alopecuroides | Adds movement and vertical interest to landscape. Seasonal flowers. Food source for birds and insects | visi tube | 0.9mx 0.9m |
| | Dianella Caerulea | Dianella Caerulea Flax Lily | Adds movement and vertical interest to landscape. Seasonal flowers. Food source for birds and insects | 85mm | 1.0mx 1.0m |
| | Dietes | Dietes grandiflora | Adds movement and vertical interest to landscape. Seasonal flowers. Food source for birds and insects | 150mm | 1.2mx 1.2m |
| | Honey Myrtle | Melaleuca Linariifolia Claret tops | A dense compact shrub with small leaves and attractive claret coloured new growth. A great foliage plant that has the form of a conifer, with masses of small white flowers in spring | 200mm | 1.2m x 1m |
| | Westringia Bulli Coastal Creeper | Westringia fruticosa | A hardy prostrate Australian native shrub with grey green foliage, selected for it's ground hugging habit and masses os small white flowers | 140mm | 2m x 2m |
| | Little John Bottlebrush | Callistemon viminalis 'Little John' | Compact, rounded shrub. Seasonal flowering interest. Food source and habitat for birds and insects. | 200mm | 1.5m x 1.5m |
| | Lily Pilly Hedge | Acmena Smithii 'Red Haaf | Upright shrub with glossy green leaves and vibrant red new growth. | 200mm | Shape to 2 m screening hedge |

Mulched garden bed

Decorative gravel

Turf (as selected)

Crushed Granite

## LANDSCAPE & VEGETATION MANAGEMENT PLAN

THIS MANAGEMENT PLAN WILL BE ADOPTED BY THE FUTURE
OWNER'S CORPORATION AND WRITTEN INTO THE STRATA BY-LAWS
91 THE RUINS WAY PORT MACQUARIE DA-2020/457 ANNEXURE A1

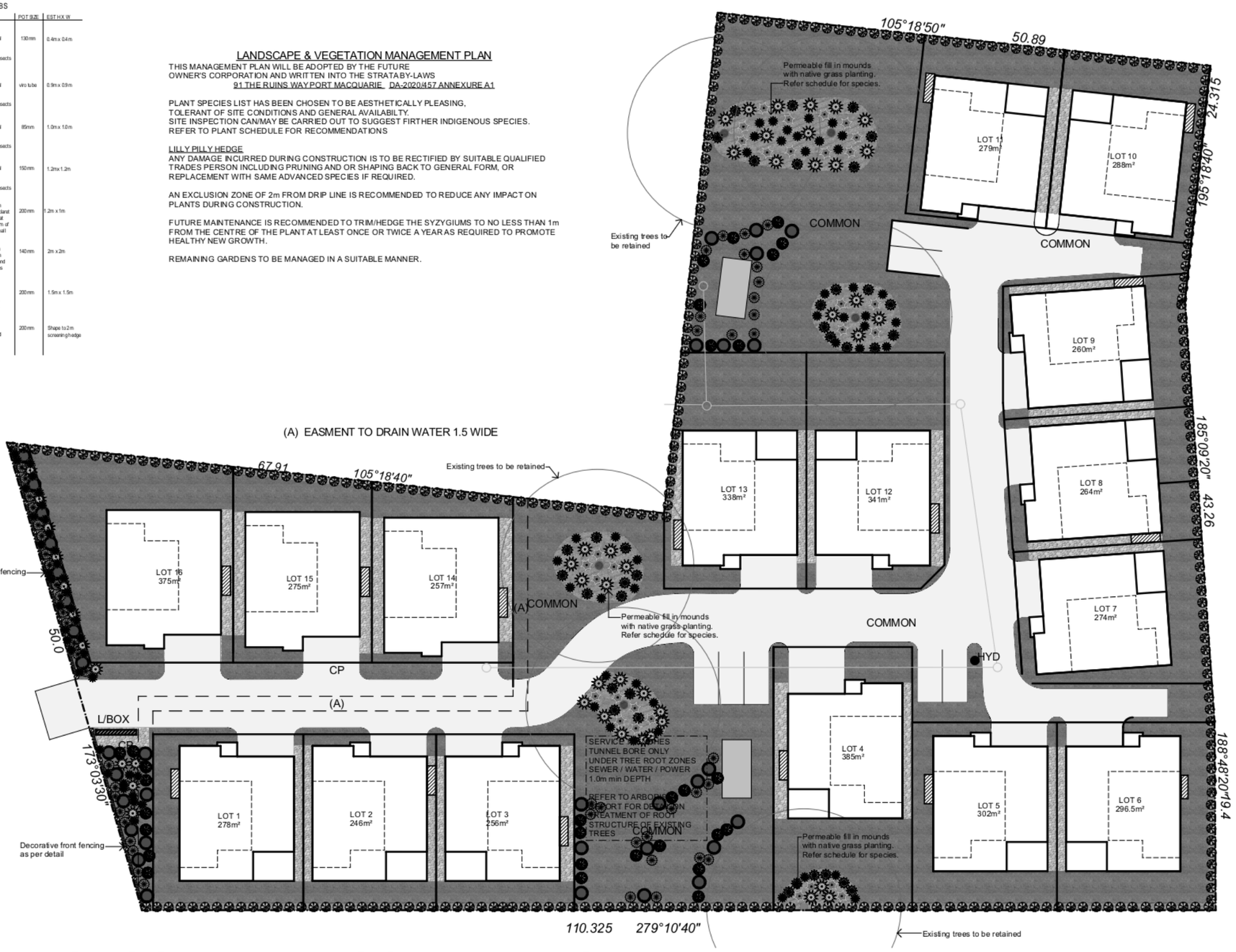
PLANT SPECIES LIST HAS BEEN CHOSEN TO BE AESTHETICALLY PLEASING,
TOLERANT OF SITE CONDITIONS AND GENERAL AVAILABILITY.
SITE INSPECTION CAN/MAY BE CARRIED OUT TO SUGGEST FIRTHER INDIGENOUS SPECIES.
REFER TO PLANT SCHEDULE FOR RECOMMENDATIONS

LILLY PILLY HEDGE
ANY DAMAGE INCURRED DURING CONSTRUCTION IS TO BE RECTIFIED BY SUITABLE QUALIFIED TRADES PERSON INCLUDING PRUNING AND OR SHAPING BACK TO GENERAL FORM, OR REPLACEMENT WITH SAME ADVANCED SPECIES IF REQUIRED.

AN EXCLUSION ZONE OF 2m FROM DRIP LINE IS RECOMMENDED TO REDUCE ANY IMPACT ON PLANTS DURING CONSTRUCTION.

FUTURE MAINTENANCE IS RECOMMENDED TO TRIM/HEDGE THE SYZYGIUMS TO NO LESS THAN 1m FROM THE CENTRE OF THE PLANT AT LEAST ONCE OR TWICE A YEAR AS REQUIRED TO PROMOTE HEALTHY NEW GROWTH.

REMAINING GARDENS TO BE MANAGED IN A SUITABLE MANNER.




# PROPOSED LANDSCAPE LAYOUT

SCALE 1:400

Hibbard Homes est 1968 — FIRST NEXT INVEST

Address:
130 West High Street
Coffs Harbour NSW 2450

Hibbards P/L ABN 22 057 895 020
E:coffs@hibbards.com.au
P:(02) 6650 3300
F:(02) 6651 7044
W: www.hibbards.net.au

COPYRIGHT & NOTES

figured dimensions to be used in reference to scaling - all dimensions to be checked on site .Copying of this plan is strictly prohibited without written permission of Hibbard Homes . All boundaries and contours subject to survey

DESIGN: TOWNHOUSE 217 G19 RHG MK2

JOB ADDRESS: LOT 1, No. 91 RUINS WAY PORT MACQUARIE NSW 2444

PROPOSAL: NEW DWELLING DP: 1219811

drawing title: PROPOSED LANDSCAPE LAYOUT

| date | issue | description |
|---|---|---|
| 04.05.21 | A | FOR APPROVAL |

| | |
|---|---|
| JOB No. | 10469 |
| SCALE | 1:400 printed to A3 size |
| DRAWN | RG |
| DATE | 5/05/2021 |
| WIND | 'N2' |
| SITE | |

revision: A

PAGE: A04

Reply all Delete Junk Block ···

## Re: 91 Ruins Way

You forwarded this message on Tue 4/27/2021 3:08 PM

RM

Rhys Mackney <sales@atreem.com.au>
Sat 4/24/2021 8:21 PM
**To:** Greg Anderson; Rob Beukers <rob@brconsulting.net.au>; janne-bubb@bigpond.com

Hello Greg and Rob The Valley Garden Centre.

I have a couple of suggestions for species that may be introduced within the canopy lines of the Tallowwoods.
Please consider Breynia oblongifolia or Gymnostachys anceps.
Failsafe is Omalanthus nutans and Lomandra longifolia.

My recommendation at this stage (without having done a soil texture analysis) is the imported soil must be coarse or free draining as it will be sitting atop the indigenous organic layer. The introduced soil medium must not exceed 400mm nor cover more than 50% of the surface area within the dripline.
If this is to be done, an irrigation system should be installed at grade level or with minimal cover, percolating through the most elevated levels of the planting areas so as to filter down homogeneously to the retained tallowwood(s).

This is a very preliminary recommendation without much detail so please consider it as such.

I look forward to hearing the collective response.

On Sat, Apr 24, 2021 at 7:43 PM Rhys Mackney <sales@atreem.com.au> wrote:

> Hello
>
> --
> Kind Regards
>
> Rhys Mackney
> Director
> https://www.atreem.com.au/
>
> Ph: 0411 44 3535

--
Kind Regards

Rhys Mackney
Director
https://www.atreem.com.au/

Hibbard Homes est. 1968
FIRST NEXT INVEST

# LANDSCAPE & VEGETATION MANAGEMENT PLAN

This management plan will be adopted by the future owner's corporation and written in to the strata by-laws

## 91 THE RUINS WAY PORT MACQUARIE

## DA – 2020/457 ANNEXURE A1

Plant species list has been chosen to be aesthetically pleasing.

Tolerant of site conditions and general availability

Site inspection can/may be carried out to suggest further indigenous species

GRASSES

Lomandra lime tuff

Penisetum species

Deities species

Dianella caerulea

SHRUBS

Westringia bulli creeper

Calistamon little john

Melaluca claret top

LILY PILLY HEDGE

Any damage incurred during construction is to be rectified by suitable qualified trades person including pruning and or shaping back to general form, or replacement with same advanced species if required.

An exclusion zone of 2 meters from drip line is recommended to reduce any impact on plants during construction

Future maintenance is recommended to trim/hedge the Syzygiums to no less than 1 meter from the centre of the plant at least once or twice a year as required to promote healthy new growth.

Remaining gardens to be managed in a suitable manner

Recommendations made by Bevan Bubb-Edwards trade qualified horticulturalist & licensed landscaper with 23 years experience and Douglas Bubb-Edwards Certificate of horticulture at Ryde school of Horticulture with 58 years experience

The Valley Garden Ctr
ABN 72 293 150 898
Shop 3 Clyde St Kempsey, NSW 2440
Cassie, Bevan, Janne & Doug Bubb-Edwards
ph 02 65625775 mb 0428609026 email janne-bubb@bigpond.com

**LILLY PILLY HEDGE**

**Any damage incurred during construction is to be rectified by suitable qualified trades person including pruning & or shaping back to general form, or replacement with same advanced species if required**

**No routine maintenance is required as the Syzygium hedge is self sustaining except to trim or hedge if required**

**An exclusion zone of 2 mtrs from drip line is recommended to reduce any impact on plants**

**Future maintenance is recommended to trim/hedge the Syzygiums to no less than 1 mtr from the center of the plant at least once or twice a year as required to promote healthy new growth.**

**Height to be determind by owner**

**Recommendations made by Bevan Bubb-Edwards trade qualified horticulturalist & licenced landscaper 23 yrs experience & Douglas Bubb-Edwards Certificate of horticulture @ Ryde school of Horticulture 58 yrs experience**

The Valley Garden Ctr
ABN 72 293 150 898
Shop 3 Clyde St Kempsey, NSW 2440
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ph 02 65625775 mb 0428609026 email janne-bubb@bigpond.com

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Site inspection can/may be carried out to suggest further indidgenious species

GRASSES
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Pennisetum species
Dieties species
Dianella caerulea

SHRUBS
Westringia bulli creeper
Calistamon little john
Melaluca claret top

Recommendations made by Bevan Bubb-Edwards trade qualified horticulturalist & licenced landscaper 23 yrs experience & Douglas Bubb-Edwards Certificate of horticulture @ Ryde school of Horticulture 58 yrs experience

# SUSTAINABILITY ADVISORY SUB COMMITTEE CHARTER

Adopted: Ordinary Council 2020 11 18

## 1.0 INTRODUCTION

Port Macquarie-Hastings Council is committed to ensuring that the Port Macquarie-Hastings is a community for all. A community that offers everyone a great quality of life and the opportunity to realise their potential as part of a flourishing society.

The Sustainability Advisory Sub Committee will allow Council to seek input from members of the community on sustainability issues that directly affect them, provide technical resources and expertise and assist Council in its decision making process.

The Sustainability Advisory Sub Committee will provide advice to Council regarding sustainability initiatives and assist Council in responding to Climate Change in the Port Macquarie-Hastings.

## 2.0 OBJECTIVES

- To assist Council in implementation, monitoring and review of its strategic and operational planning, particularly the Sustainability and Climate Change Strategy and the Long Term Energy Strategy.
- To assist Council to provide and receive two-way feedback from the community and industry regarding issues relating to sustainability matters.
- To assist Council with projects and issues which support and affect Council programs, services, and projects to ensure we have an informed community.
- Assist Council in development of the Sustainability and Climate Change Strategy.
- Engage with and provide input to Council on other sustainability and climate changes matters and issues which are relevant to the Local Government Area.

## 3.0 KEY FUNCTIONS

The key functions of the Sustainability Advisory Sub Committee are to:

- Support Council in promoting projects, facilities and services with the wider community.
- Discuss issues of mutual concern in relation to Council policy, strategy or direction, so that they can be resolved to the benefit of all members of the community.
- Provide advice and guidance in the development of Council's plans and strategies.
- Advise Council on sustainability and climate change issues relating to the Port Macquarie-Hastings Local Government Area.
- Advise Council on the implementation of the adopted Sustainability and Climate Change Strategy.
- Review and provide feedback to Council in respect of new or emerging sustainability and climate change initiatives.
- Act as a Sub Committee for the purpose of relevant NSW guidelines as they relate to sustainability and climate change

## 4.0 MEMBERSHIP

### 4.1 Voting Members

All members are expected to have a broad technical understanding and/or commitment to environmental sustainability.

**A. COUNCILLORS**

- Councillor Chair and Deputy Chair as resolved by Council.

**B. STAFF**

- Director Development and Environment (or alternate Director).
- Group Manager Regulatory and Environmental Services.
- Group Manager Strategy (or nominee).
- Sustainability Officer.
- PMHC Staff Sustainability Action Group Chairperson (or nominee).

**C. COMMUNITY**

- 5 x Community representatives (1 person each representing Port Macquarie, Lake Cathie, Camden Haven, Wauchope, Rural area).
- 2 x Development industry representatives (with demonstrated interest in environment and sustainability).
- 3 x Sustainability industry representatives (with demonstrated experience and/or suitable qualifications in one or more of the following areas energy, waste, water, environmental management, natural resources, environmental science, climate science, sustainability or environmental education).

### 4.2 Non-Voting Members

Other attendees/members, including State and Federal Government representatives and specific community groups or organisations within various sectors may be invited to attend meetings or working groups on certain issues or to progress an agreed outcome, as approved by the Sub Committee. These are non-voting attendees and may only be invited with the approval of the Sub Committee or the Chairperson if the need for their attendance is identified between regular meetings.

### 4.3 Obligations of Members

- Act honestly and in good faith.
- Act impartially at all times.
- Participate actively in the work of this Committee
- Exercise the care, diligence and skill that would be expected of a reasonable person in comparable circumstances.
- Comply with this Charter document at all times.
- Facilitate and encourage community engagement with Sub Committee and Council initiatives.
- As per Section 226 (c) of the NSW Local Government Act 1993, the Mayor is the principal spokesperson for the governing body and Councillors that are members of a Committee are to obtain the Mayor's agreement to make media and other statements. Further, only the Mayor, or a Councillor with the Mayor's agreement and otherwise in accordance with Council policies and procedures, may release Council information through media statements or otherwise, and the release of such information must be permissible under Council's adopted Code of Conduct. Council officers that are members of Committees are bound by the existing operational delegations in relation to speaking to the media.
- A Councillor as a member of a Committee or the Committee itself has no delegation or authority to make decisions on behalf of Council, nor to direct the business of Council. The only decision making power open to Councillors is through formal resolutions of Council.
- A Councillor as a member of a Committee or the Committee itself cannot direct staff and must abide by the decisions of Council and the policies of Council.

- Councillors, Council staff and members of this Committee must comply with the applicable provisions of Council's Code of Conduct in carrying out the functions as Council officials. It is the personal responsibility of Council officials to comply with the standards in the Code of Conduct and regularly review their personal circumstances with this in mind particularly with respect to conflicts of interest, confidentiality and general conduct obligations.

### 4.4 Member Tenure

Committee members will serve on this Sub Committee up until the next ordinary Local Government elections. Following the election, a review of all Council's Committees will be undertaken with the newly elected Council and membership of the Committees as resolved shall be filled by inviting expressions of interest from interested members of the community to fill any relevant vacant positions.

### 4.5 Appointment of Members

- A formal Expression of Interest process will be undertaken across the Local Government Area as a way of determining the representatives on the Sub Committee. Members of the Sub Committee will be representative of diverse interests and experience across the Local Government Area rather than a single issue. The members of the Sub Committee, taken collectively, will have a broad range of qualifications, skills and experience in the relevant sectors in the Port Macquarie-Hastings region. This Expression of Interest process shall be conducted in accordance with Council's Procedure for Calling Expressions of Interest for Community Members to Council Committees.
- Where practicable the membership will represent the geographical spread of the Port Macquarie-Hastings Local Government Area, and a diverse range of cultural, gender and age groups.
- Council, by resolution duly passed, will appoint members to the Committee.

## 5.0 TIMETABLE OF MEETINGS

Meetings will be held quarterly (or more regularly if required). Meetings will generally be held at the main administration office of Port Macquarie-Hastings Council. Electronic meetings may be held under certain circumstances with the approval of the chairperson.

## 6.0 MEETING PRACTICES

### 6.1 Decision Making

- Recommendations of the Sub Committee shall be by majority of the members present at each meeting and each member shall have one (1) vote.
- The Chairperson shall not have a casting vote.
- In the event of an equality of votes on any matter, the matter shall be referred directly to Council's Executive Team and then to Council for consideration.
- Recommendations from the Sub Committee are to be made through the Chief Executive Officer or the relevant Director, who will determine under delegation, the process for implementation or referral to Council for consideration, whichever is appropriate under the circumstances.
- The Sub Committee has no delegation to allocate funding on behalf of Council. The Committee may make recommendations to Council about how funding should be spent in relation to the above-mentioned objectives, however those funds will only be applied and expended following a formal resolution of Council.
- The Sub Committee may establish working groups to support actions and activities within Council Plans or to assist in the delivery of projects and services, as deemed appropriate. All projects are to be aligned with Council's suite of Integrated Planning and Reporting documents. Membership of working groups shall be determined by the Committee.

- The Sub Committee may be delegated authority by the Council to make decisions on behalf of Council in certain circumstances however delegation to commit funds will not be granted.

### 6.2 Quorum

- A quorum must include a minimum of one (1) Councillor or one (1) Council Director being present.
- The quorum for the Sub Committee shall be at least half of the **voting** members are present.

### 6.3 Chairperson and Deputy Chairperson

- The Chairperson shall be the Councillor resolved by Council to chair the Sub Committee.
- The Deputy Chair shall be the alternate Councillor as resolved by Council.
- At all meetings of the Sub Committee, the Chairperson shall occupy the Chair and preside. In the absence of the Chairperson and Deputy Chair, a member of Council's Executive Team who is a member on this Sub Committee, or their nominee, shall chair the meeting.

### 6.4 Secretariat

- The responsible Council Director shall ensure the Sub Committee has adequate secretariat support. The secretariat will ensure that business papers and supporting papers are circulated at least three (3) working days prior to each meeting. Minutes shall be circulated to members within seven (7) days of the meeting having taken place.
- All Sub Committee agendas and minutes will be made available to the public via Council's web site, unless otherwise restricted by legislation or confidentiality provisions.
- The responsible Council Director will coordinate a review of the Charter within 6 months of a new Council term and present to Council for adoption.

### 6.5 Recording of decisions and explicit discussions on risks

- The minutes shall reflect actions arising from the Sub Committee meeting.
- A summary of discussions shall only be recorded on specific items when agreed by the Sub Committee.
- The Secretariat shall record a summary of **all** discussions that relate to risks.

## 7.0 CONVENING OF "OUTCOME SPECIFIC" WORKING GROUPS

- The Sub Committee can at times request a working group to be convened, for a period of time, and/or for specific actions. These specifics will be clearly defined. The working group will report back to the Sub Committee with outcomes.
- Any working groups established under this Sub Committee will be responsible for providing updates to the Sub Committee. The working groups will be an informal gathering with notes collected and managed by the senior staff member in attendance and will be tabled at the Committee meetings.

## 8.0 CONFIDENTIALITY AND CONFLICT OF INTEREST

- Any independent members of the Sub Committee will be required to complete a confidentiality agreement that will cover the period of their membership of the Committee.
- Sub Committee members must declare any conflict of interests at the start of each meeting or before discussion of a relevant item or topic. Details of any conflicts of interest should be appropriately minuted.
- Where members or invitees at Sub Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate that they be excused from Committee deliberations on the issue where the conflict of interest may exist and this is to be recorded in the minutes of the meeting.

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PORT MACQUARIE HASTINGS COUNCIL

**Sustainability Advisory Sub Committee**
Job No: **PMC2021042**

Location: **Port Macquarie**

**Interested in becoming a Sustainability Advisory Sub Committee member?**

The Sustainability Advisory Sub Committee will allow Council to seek input from members of the community on sustainability issues that directly affect them, provide technical resources and expertise, and assist Council in its decision making process.

All members are expected to have a broad technical understanding and/or commitment to environmental sustainability. Members sought include:

- 5 x Community representatives (1 person each representing Port Macquarie, Lake Cathie, Camden Haven, Wauchope, Rural area).
- 2 x Development industry representatives (with demonstrated interest in environment and sustainability).
- 3 x Sustainability industry representatives (with demonstrated experience and/or suitable qualifications in one or more of the following areas energy, waste, water, environmental management, natural resources, environmental science, climate science, sustainability or environmental education).

The Sustainability Advisory Sub Committee will meet quarterly (or more regularly if required). Meetings will generally be held at the main administration office of Port Macquarie-Hastings Council. Electronic meetings may be held under certain circumstances with the approval of the chairperson.

SUSTAINABILITY ADVISORY SUB COMMITTEE CHARTER

Please complete the application form and answer the questions - no more than 250 words per criteria response - then upload a copy of your resume (if available).
If you are proposing to be a representative of a particular group or organisation, please upload letter/s of support from the group President or Chairperson.
When completing your application, you may find it helpful to write your response to the questions in a word document then copy and paste this into the application form once you are ready to submit your application.

**NOTE:** Within the application you will be required to answer questions which relate to your current dealings with Council and potential conflicts. Having a conflict of interest, including a recent, current or on-going contractual relationships with Council does not automatically exclude a person from being a member of the group, however all potential or perceived conflicts of interest must be declared and a decision will be made as to the level of involvement that person will have on that portion of the discussion.
**CONFIDENTIALITY:** Please also note that information provided as part of this application process may be considered by Council in a public session of a Council and it should be expected by the applicant that this information would be made publicly available.

**Applications Close: Monday 26 April 2021, 23.30pm**



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

# Town Centre Master Plan Sub-Committee

## Business Paper

**date of meeting:** Thursday 29 April 2021

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

**time:** 8:00am

***Note:*** *Council is distributing this agenda on the strict understanding that the publication and/or announcement of any material from the Paper before the meeting not be such as to presume the outcome of consideration of the matters thereon.*

**Town Centre Master Plan Sub-Committee**

**CHARTER**

## 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

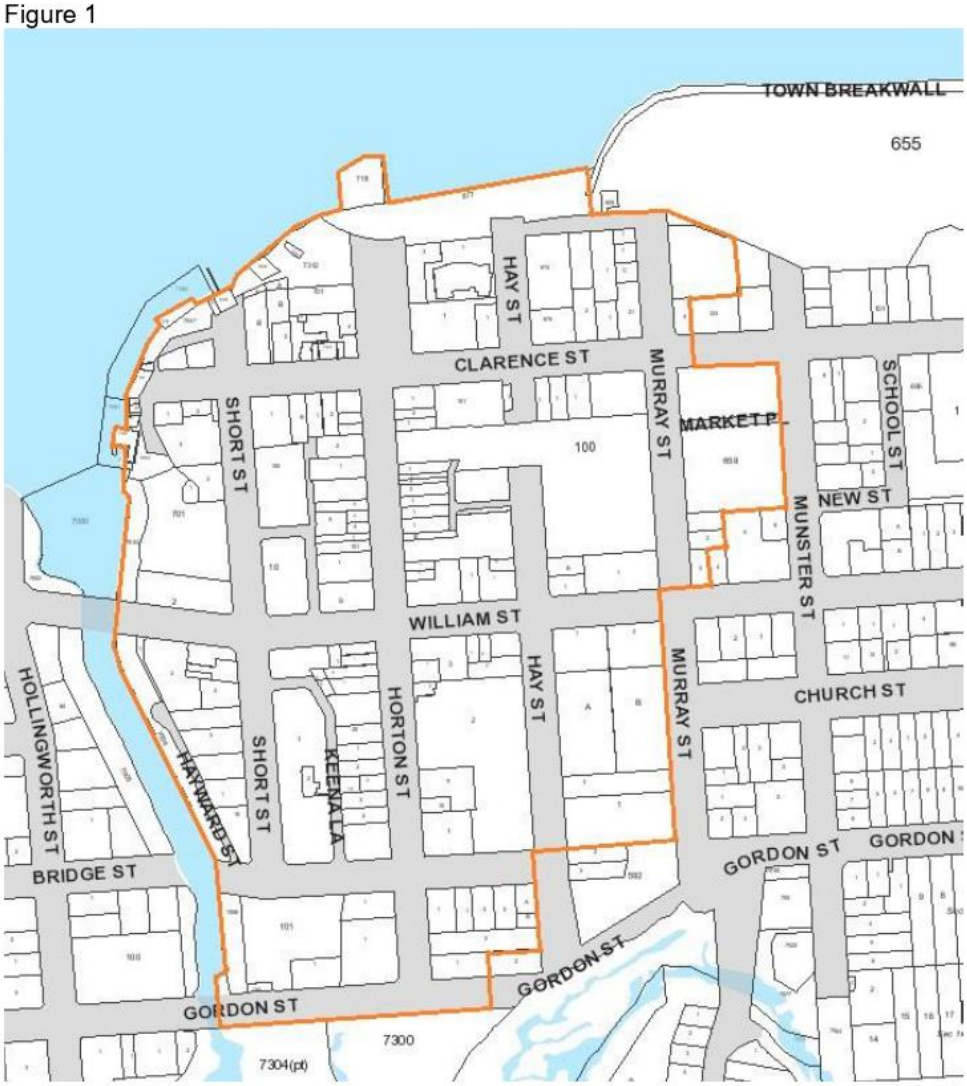
The key functions of the Sub-Committee are to:

- 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.

PORT MACQUARIE HASTINGS COUNCIL

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

PORT MACQUARIE HASTINGS COUNCIL

- 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.

PORT MACQUARIE HASTINGS COUNCIL

- 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 | 24/0920 | 29/10/20 | 17/12/20 | 28/01/21 | 25/02/21 |
|---|---|---|---|---|---|
| Councillor G Hawkins (Chair) | ✓ | ✓ | A | ✓ | ✓ |
| vacant (Deputy Chair) | X | X | X | X | - |
| Director Strategy & Growth (Jeffery Sharp) | | | | A | |
| Alternate - Director Development & Environment (Melissa Watkins) | ✓ | ✓ | ✓ | ✓ | ✓ |
| Senior Landscape Architect (Craig Luff) | ✓ | ✓ | ✓ | ✓ | ✓ |
| CBD Commercial Property Owner (Jeff Gillespie) | ✓ | ✓ | ✓ | ✓ | ✓ |
| CBD Commercial Property Owner (Adam Spencer) | - | - | A | ✓ | A |
| CBD Trader (Simon Thresher) | - | - | ✓ | A | ✓ |
| CBD Trader (Kieran Dell) | - | - | ✓ | ✓ | ✓ |
| Chamber of Commerce Representative (Tony Thorne) | ✓ | ✓ | ✓ | ✓ | ✓ |
| Greater Port Macquarie Tourism Representative (Janette Hyde) | - | - | A | ✓ | ✓ |
| Community Member (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 |

PORT MACQUARIE HASTINGS COUNCIL

# Town Centre Master Plan Sub-Committee Meeting

Thursday 29 April 2021

## Items of Business


| Item | Subject | Page |
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| 03 | Confirmation of Minutes | 9 |
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| 06 | Foreshore Projects Update | 20 |
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| 08 | Project Strategic Planning Workshop Outcomes | 23 |
| 09 | General Business | |


PORT MACQUARIE HASTINGS COUNCIL

**AGENDA** **TOWN CENTRE MASTER PLAN SUB-COMMITTEE**
**29/04/2021**

**Item:** **01**

**Subject:** **ACKNOWLEDGEMENT OF COUNTRY**

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

**Item:** **02**

**Subject:** **APOLOGIES**

**RECOMMENDATION**

That the apologies received be accepted.

**Item:** **03**

**Subject:** **CONFIRMATION OF PREVIOUS MINUTES**

**RECOMMENDATION**

1. That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 25 February 2021 be confirmed.
2. That the Minutes of the Extraordinary Town Centre Master Plan Sub-Committee Meeting held on 22 April 2021 be confirmed.

PORT MACQUARIE HASTINGS

**PRESENT**

***Members:***

Councillor Geoffrey Hawkins (Chair)
Director Development and Environment (Melissa Watkins) (alt. Director)
Senior Landscape Architect (Craig Luff)
Jeffrey Gillespie (CBD Commercial Property Owner)
Simon Thresher (CBD Trader)
Kieren Dell (CBD Trader)
Anthony Thorne (Port Macquarie Chamber of Commerce Representative)
Janette Hyde (Greater Port Macquarie Tourism Representative)
Michelle Love (Community Member)
John McGuigan (Community Member)
Tony McNamara (Community Member)

***Other Attendees:***

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

The meeting opened at 8:04am.

## 01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

## 02 APOLOGIES

CONSENSUS:

That the apology received from Adam Spencer be accepted.

## 03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 28 January 2021 be confirmed.

## 04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

## 05 BUSINESS ARISING FROM PREVIOUS MINUTES

CONSENSUS:

That the Business Arising Schedule be noted with the following additional information:

Item 07 - 28 January 2021: Fisherman's Wharf Project Update:
Staff to urgently raise concerns formally with Maritime Infrastructure Delivery Office regarding the final handover of the project and potential defects and provide a copy of the correspondence to the Local Member for Port Macquarie, the Hon. Leslie Williams.

Correspondence sent to Maritime Infrastructure Delivery Office (MIDO) 11 February. Copy of correspondence provided to Local Member for Port Macquarie, the Hon. Leslie Williams.

## 06 FORESHORE PROJECTS UPDATE

CONSENSUS:

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

## 07 OVERVIEW OF THE BICENTENARY FORESHORE PROJECT

CONSENSUS:

That the Group note the information provided at the meeting.

## 08 TOWN SQUARE CATENARY LIGHTS

CONSENSUS:

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

## 09 GENERAL BUSINESS

Nil.

The meeting closed at 8:40am.

**PRESENT**

***Members:***

Councillor Geoffrey Hawkins (Chair)
Councillor Lee Dixon (Deputy Chair)
Director Strategy & Growth (Jeffery Sharp)
Director Development & Environment (Melissa Watkins) (alt. Director)
Senior Landscape Architect (Craig Luff)
Jeffrey Gillespie (CBD Commercial Property Owner)
Adam Spencer (CBD Commercial Property Owner)
Simon Thresher (CBD Trader)
Kieren Dell (CBD Trader)
Anthony Thorne (Port Macquarie Chamber of Commerce Representative)
Janette Hyde (Greater Port Macquarie Tourism Representative)
Michelle Love (Community Member)
John McGuigan (Community Member)
Tony McNamara (Community Member)

***Other Attendees:***

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

DRAFT

The meeting opened at [time].

## 01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

## 02 APOLOGIES

Nil.

## 03 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

## 04 PORT MACQUARIE TOWN CENTRE STRATEGIC PLANNING SCHEDULE

RECOMMENDATION

That the committee prioritise Strategic Planning Projects for inclusion in a revised Town Centre Master Plan works program and where appropriate, the 2021/22 Operational Plan and future budgets.

## 05 GENERAL BUSINESS

The meeting closed at [time].

DRAFT

**AGENDA** **TOWN CENTRE MASTER PLAN SUB-COMMITTEE**
**29/04/2021**

**Item:** 04
**Subject:** DISCLOSURES OF INTEREST

**RECOMMENDATION**

**That Disclosures of Interest be presented**

**DISCLOSURE OF INTEREST DECLARATION**

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

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

PORT MACQUARIE HASTINGS COUNCIL

## Pecuniary Interest

**4.1** **A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3.**

**4.2** **You will not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6.**

**4.3** **For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:**

(a) your interest, or
(b) the interest of your spouse or de facto partner, your relative, or your partner or employer, or
(c) a company or other body of which you, or your nominee, partner or employer, is a shareholder or member.

**4.4** **For the purposes of clause 4.3:**

(a) Your "relative" is any of the following:
  i) your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
  ii) your spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
  iii) the spouse or de facto partner of a person referred to in paragraphs (i) and (i)
(b) "de facto partner" has the same meaning as defined in section 21C of the *Interpretation Act 1987*.

**4.5** **You will not have a pecuniary interest in relation to a person referred to in subclauses 4.3(b) or (c)**

(a) if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
(b) just because the person is a member of, or is employed by, a council or a statutory body, or is employed by the Crown, or
(c) just because the person is a member of, or a delegate of a council to, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

## Non-Pecuniary

**5.1** **Non-pecuniary interests are private or personal interests a council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.**

**5.2** **A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.**

**5.3** **The personal or political views of a council official do not constitute a private interest for the purposes of clause 5.2.**

**5.4** **Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of council decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this code.**

**5.5** **When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.**

<u>Managing non-pecuniary conflicts of interest</u>

**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 Chief Executive Officer, such a disclosure is to be made to the staff member's manager. In the case of the Chief Executive Officer, such a disclosure is to be made to the mayor.**

**5.7** **If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.**

**5.8** **How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.**

**5.9** **As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:**

**a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the council official's extended family that the council official has a close personal relationship with, or another person living in the same household**
b) other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
c) an affiliation between the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.
d) membership, as the council's representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter
e) a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.

**5.10** **Significant non-pecuniary conflicts of interest must be managed in one of two ways:**

a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
b) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29.

**5.11** **If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.**

**5.12** **If you are a member of staff of council other than the Chief Executive Officer, 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 Chief Executive Officer, 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.**

PORT MACQUARIE HASTINGS COUNCIL

**AGENDA** **TOWN CENTRE MASTER PLAN SUB-COMMITTEE**
**29/04/2021**

## SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION

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

| | |
|---|---|
| **By** *[insert full name of councillor]* | |
| **In the matter of** *[insert name of environmental planning instrument]* | |
| **Which is to be considered at a meeting of the** *[insert name of meeting]* | |
| **Held on** *[insert date of meeting]* | |

| **PECUNIARY INTEREST** | |
|---|---|
| Address of the affected principal place of residence of the councillor or an associated person, company or body (*the **identified land**)* | |
| Relationship of identified land to councillor *[Tick or cross one box.]* | ☐ 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).<br>☐ An associated person of the councillor has an interest in the land.<br>☐ An associated company or body of the councillor has interest in the land. |
| **MATTER GIVING RISE TO PECUNIARY INTEREST**[1] | |
| Nature of land that is subject to a change in zone/planning control by proposed LEP (*the **subject land***[2] *[Tick or cross one box]* | ☐ The identified land.<br>☐ Land that adjoins or is adjacent to or is in proximity to the identified land. |
| Current zone/planning control *[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]* | |
| Proposed change of zone/planning control *[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]* | |
| Effect of proposed change of zone/planning control on councillor or associated person *[Tick or cross one box]* | ☐ Appreciable financial gain.<br>☐ 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 Chief Executive Officer and included in full in the minutes of the meeting*

Last Updated: 3 June 2019

PORT MACQUARIE HASTINGS COUNCIL

**Important Information**

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

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

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

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

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

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

---

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

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

PORT MACQUARIE HASTINGS COUNCIL

**AGENDA** **TOWN CENTRE MASTER PLAN SUB-COMMITTEE**
**29/04/2021**

**Item:** **05**

**Subject:** **BUSINESS ARISING FROM PREVIOUS MINUTES**

| | | | |
|---|---|---|---|
| **Item:** | 08 | | 28 May 2020 |
| **Subject:** | Historical Rating Comparisons and Business Rate Impacts | | |
| **Action Required:** | 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 | | |
| **Current Status:** | Ongoing | | |

| **Reports to Future Meetings** | | |
|---|---|---|
| **Report** | **Due Date** | **Requested** |
| Update on Accessible Parking Costs in the CBD | TBA | 26 July 17 |
| Foreshore Projects Update to be provided by the Project Manager and regular updates thereafter | Ongoing | 28 Jan 21 |
| | | |

PORT MACQUARIE HASTINGS

**AGENDA** **TOWN CENTRE MASTER PLAN SUB-COMMITTEE**
**29/04/2021**

**Item:** **06**

**Subject:** **FORESHORE PROJECTS UPDATE**

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

**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 update
- Install bollards along Short Street interface
- All works now complete
-

2. TOWN GREEN WEST PLAYGROUND

Completed since last month:
- 100% detailed design submitted for review
- Consultation conducted with all residents, owners, businesses and playgroups regarding the design
-

Planned for next month:
- 100% detailed design review and comments provided back
- Detailed design finalisation
- Costing to lock in scope of works within budget

Key milestones:
- Tender process - June 2021, including procurement of off-the-shelf items
- Construction - August 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:
  - Crown license expected to be granted by late April
    - Fisheries licence approvals granted
    - Maritime Infrastructure Delivery Office consent given in regard to widening the Town Wharf boardwalk and relocation of the sea plane jetty.

- Crown Licence is now pending an executive sign off from Crown Lands for them to prepare the licence offer.
- Drawings re-submitted and under review

Planned work for the coming month:

- Drawing updates to close out residual comments - first week May.
- Submission, review and approval of REF
- Reassess cost estimate (QS report) for Priority Works scope based on updated construction documentation - target completion mid-May.
- Engage Architect to develop detailed design and seek required approvals for Pilot's Boat Shed annexe relocation.

4. GORDON STREET UNDERPASS

Completed since last report:

- Development Approval granted

Planned work for the coming month:

- Engineering details of approach path, stairway, ramp and lighting underway with completion expected early May.
- Payment of credit obligations ($11.5k) to Biodiversity Conservation Fund as offset for minor impact on local species.

5. FISHERMEN'S WHARF - Maritime Infrastructure Delivery Office Project

- Revised completion date due to flooding setbacks is June 21 2021
- Awaiting preliminary drawing from Crown Land regarding driveway & stormwater access pit interface (will provide an update if any further information is received at the TCMP meeting)

**Attachments**

Nil

**AGENDA** **TOWN CENTRE MASTER PLAN SUB-COMMITTEE**
**29/04/2021**

**Item:** 07

**Subject:** **TOWN SQUARE CATENARY LIGHTS**

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

## RECOMMENDATION

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

## Discussion

As resolved in the January 2021 monthly meeting, staff have requested confirmation of the manufacturers' programme for replacement of the existing catenary lighting units under warranty.

The manufacturer is progressing with the testing of the retrofitted sheath over the existing catenary lights.

Council have sought legal advice and note an initial fee of $5,000 to cover the preliminary advice, and letter of demand to the manufacturer.

A further update regarding progress on resolving this matter and any update we receive from the manufacturer and the legal advisor will be provided at the meeting.

## Attachments

Nil

PORT MACQUARIE HASTINGS COUNCIL

**AGENDA** **TOWN CENTRE MASTER PLAN SUB-COMMITTEE**
**29/04/2021**

**Item:** 08

**Subject:** **PROJECT STRATEGIC PLANNING WORKSHOP OUTCOMES**

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

## RECOMMENDATION

**That the Town Centre Master Plan Sub-Committee note the information contained within the Projects Strategic Planning Workshop Outcomes Report and recommend to Council that the outcomes be adopted.**

### Discussion

Two Project Strategic Planning Workshops were held on 25 February and 22 of April 2021 with Council and the Town Centre Masterplan Sub-Committee.

The following members were in attendance at the April Workshop:

Council Staff:

- Director Development and Environment, Melissa Watkins
- Acting Group Manager Building Recreation and Property, Craig Luff
- Landscape Architect (TCMP), Michael Nunez

TCMP Sub-Committee:

- Chairman, Councillor Geoff Hawkins
- Jeff Gillespie
- Tony Thorne
- Michelle Love
- Janette Hyde
- Kieran Dell
- John McGuigan
- Tony McNamara
- Adam Spencer.

### A. Workshop Objective

-

Identify the TCMP Sub-Committee's current priorities for the activation / progression of projects and key initiatives for the near future for inclusion in a revised Master Plan.

### B. Process

-

A list of existing actions from the Town Centre Master Plan, and new initiatives as identified by TCMP Sub-Committee members during the initial workshop conducted on 25 February 2021, was provided all members of the TCMP Sub-Committee on Wednesday the 7 April 2021. This was to enable pre-consideration of the scheduled initiatives, their state of progress and future priorities.

PORT MACQUARIE HASTINGS COUNCIL

A Workshop was held on 22 April where each of the TCMP Sub-Committee members were invited to identify their preferred priorities by voting on the listed priorities. Each TCMP Sub-Committee member was provided with 3 high priority votes (3 points per vote), 3 medium priority votes (2 points per vote) and 3 low priority votes (1 point per vote). Only one vote could be placed by each member on any item.

Once members had voted, the points against each initiative were tallied. The item with the highest score is the highest priority initiative and those with the lowest score being least priority. **Attachment 1** provides the details of the initiatives and scores.

**C. TCMP Sub-Committee Priority Projects**

-

The highest Priority projects were determined to be as follows:

1. **Fishermen's Wharf Tie-in Works -** Works that are identified as necessary to tie in the new Fishermen's Wharf structure with the existing site - such as seating, connecting paths and rubbish bin enclosures and kerbing to the parking area. Embellishments such as shelters and general landscaping to be a future stage. Refer to **Attachment 2**.

2. **Breakwall Upgrade** - Coordinate and provide any required funding to ensure Crown Lands (who are responsible for this project) incorporate the public amenity items from the Breakwall Concept designs i.e. fishing platforms, seating alcoves, stairways and shelter structures. Refer to **Attachment 3**.

3. **Police Station Site** - Facilitate TCMP Sub-Committee input into the consideration of the future use of the site. Develop a concept plan should Council ownership be obtained.

4. **Town Green West Link Stage 2** - Include construction of the Waterside Access Structure in the priority projects scope of works. TCMP Sub-Committee requested that the waterside access structure to be included as part of the Bicentennial Walkway Project scope of works. Concrete structure to be considered rather than composite structure. Refer to **Attachment 4**.

5. **Pedestrian bridge from Bridge Street** - prepare shovel ready documentation (design and approvals). Design shall consider replication of existing pedestrian bridge along William Street and shall re-consider the alignment to minimise length. Refer to **Attachment 5**.

Other key topics tabled:

6. TCMP Financial Status Report attached which identifies current available balance within the reserve. Refer to **Attachment 6**.
7. Short Street Flood Mitigation Strategies - TCMP Sub-Committee to request Council to prioritise study of flood mitigation strategies for Short Street
8. Pilot's Boat Shed - Council be requested to proceed with engaging a Consultant to design the Pilot Boat Shed annex. Design will be funded by the TCMP, construction to be funded by others. The existing design of the boat shed and surrounds will be presented at the May TCMP Sub- Committee meeting.
9. Waterside building (Action E14) - Remove the reference to an "information centre".

PORT MACQUARIE HASTINGS COUNCIL

10. Parking strategy / parking stations / tourist bus drop offs - Request that Council facilitate TCMP Sub-Committee involvement in future considerations of parking in the CBD.
    -

**D. Where to from here**

-

Preliminary strategy, design, estimate and programming is to be developed for each of the 5 high priority initiatives listed above, to be presented at a future TCMP meeting.

**Attachments**

1. Initiatives Schedule with Workshop Results
2. Fishermen's Wharf Parklands Drawings
3. Breakwall Concept Drawings
4. Town Green West Link Drawings
5. Pedestrian Bridge Sheets from Masterplan Review 2014
6. TCMP Financial Status Report

# STRATEGIC PROJECT PLANNING - 2021
## Workshop Outcomes

Note: currently active projects omitted

HIGH 11+ Points
MED 6-10 Points
LOW 1-5 Points

22.04.2021
Port Macquarie Hastings Council
Town Centre Masterplan Subcommittee

## EXISTING INITIATIVES

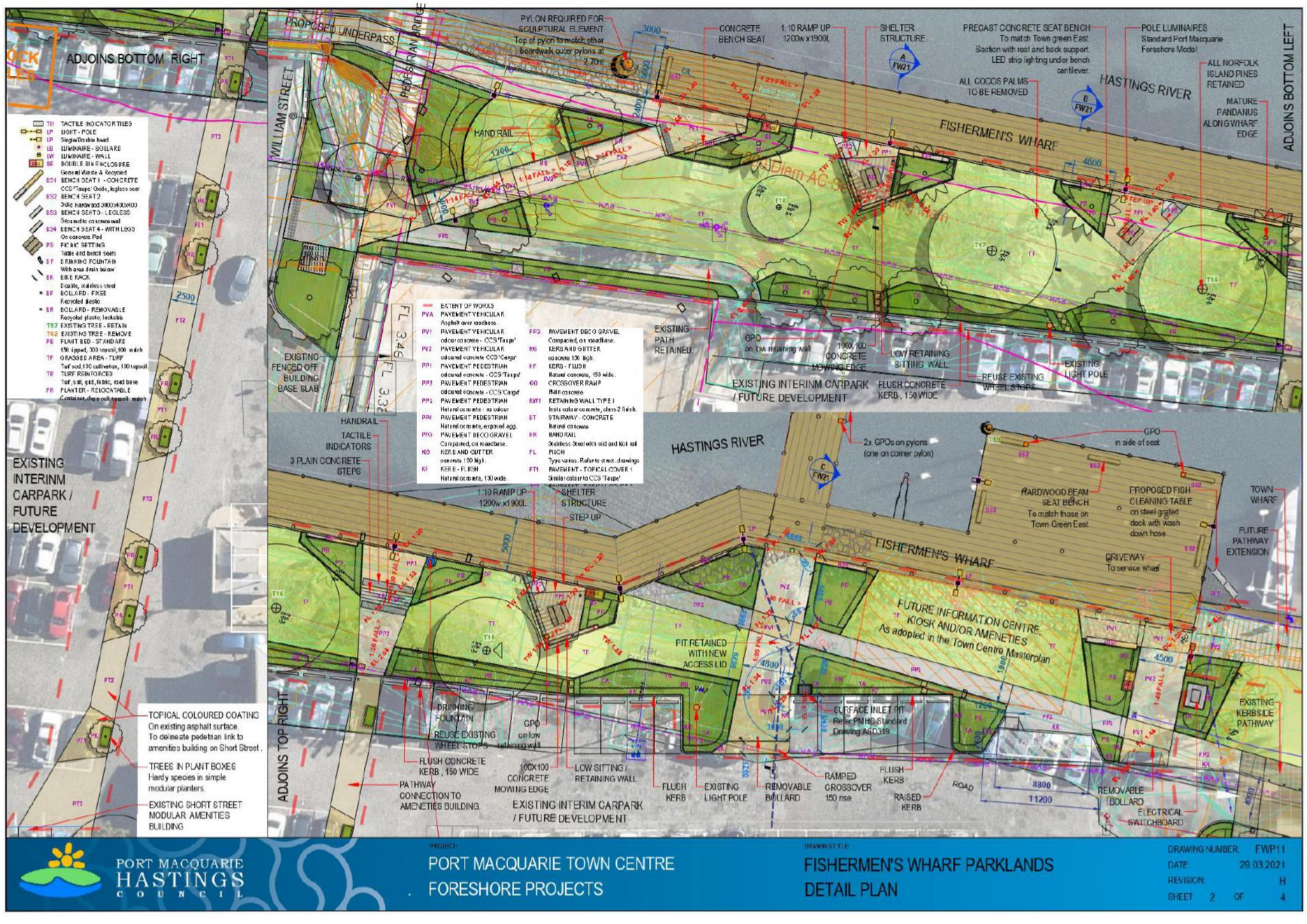
| No. | PROJECT | DETAILS | DOCUMENT REFERENCE | PRIORITY VOTE | ACTIVATED | CONCEPT DESIGNED | DETAIL DESIGNED | APPROVED | FUNDED | COST ESTIMATE | COMMENTS |
|---|---|---|---|---|---|---|---|---|---|---|---|
| E1 | **Town Green West Link Stage 2** | Stage 1 Excludes water access tiered structure | TCFP drawing set Plan TGW13 | | | | | | State & Fed | $300K | *Consider concrete construction* |
| E2 | **Town Wharf Stage 1** | Sections of boardwalk area | TCFP drawing set Plan TW11 | | | | | | State & Fed | $400K | |
| E3 | **William Street Underpass** | | TCFP drawing set Plan WSU11 | | | | | | State & Fed | $600K | |
| E4 | **Kooloonbung Creek Stage 2** | William to Hayward Streets | TCFP drawing set Plan KC02 | | | | | | State & Fed | $1.0M | |
| E5 | **Gordon Street Underpass** | | TCFP drawing set Plan GU01 | | | | | | State & Fed | $400k | |
| E6 | **Town Green West Playground** | Detail design by consultants now 50% complete. | Drawing Set Plan 244-400 | | | | | | TCMP | $600k | |
| E7 | **Pilot's Boat Shed Annex** | To be managed by architect engaged by Council. Excluding construction cost. | TCFP drawing set Sheet TW12 | | | | | | | $25K | |
| E8 | **Town Wharf Stage 2** | Pilot Boat shed surrounds, mini plaza and pedestrianised street sections. | TCFP drawing set Plan TW11 | 5 | | | | | | $1.0M | |
| E9 | **Town Green West Link Stage 2** | Water access tiered structure. | TCFP drawing set Plan TGW21 | **4th** 12 | | | | | | $100K | |
| E10 | **Fishermen's Wharf Parklands - *Stage 1*** | *Priority, tie-in works only. Including seating, connecting path, bin, etc.* | TCFP drawing set Plan TGW22 | **1st** /21 | | | | | | *TBC* | *Project to be split into 2 construction stage packages.* |
| E11 | **Westport Park Link** | | TCFP drawing set Plan TGW23 | 5 | | | | | | $1.3M | |
| E12 | **Town Green Central** | From Town Square to Lady Nelson Wharf | TCFP drawing set Plan TG11 | 3 | | | | | | $2.5M | |
| E13 | **Breakwall upgrade** | Revetment wall and path by Crown Lands. Seating, stairways and fishing platforms? | Foreshore Walk Concept Plans | **2nd** 18 | | | | | | $100K? | *Progress with design input and consultation with Crown Lands* |
| E14 | **Waterside building Café-kiosk/toilets/deck** | At Fishermen's Wharf parklands where the Fish Co-op once stood | Foreshore Walk Concept Plans | 0 | | | | | | $2M? | *Not prioity. Only a placeholder for a possible future land use.* |
| E15 | **Pedestrian Corridor through Complex** | Through future development from Short St to Fishermens Wharf Parklands | Foreshore Walk Concept Plans | 4 | | | | | | | |
| E17 | **Clarence Street Replanting.** | Trees and Understorey. Structural soil. Planting islands removed / extended. | Plans CLR1 & CLR2 | 3 | | | | | | $300K | |
| E18 | **William Street Replanting** | Tree and Understorey Short to Hay Streets. | Drawings WS01, WS02, WS03 | 8 | | | | | | $30K | |
| E19 | **Horton St Understorey Replanting** | Entire length of street. Depleted soil vacuumed sucked around tree roots. | Drawings HSR01, HSR02, HSR04 | 6 | | | | | | $60K | |
| E20 | **Street Pole Lights** | Essential Energy to replace with LED units.Upgrade poles as well? | | 0 | | | | | | | |
| E21 | **Problematic Town Centre paving banding** | Brick banding contiuously dislodged Throughout. Replacement proposed. | Photoshopped image. | 0 | | | | | | | |
| E22 | **Problematic Town Centre fat bollards** | Difficult & costly to reinstall, rotting. Spigott and shaft replacements. X80 | | 5 | | | | | | $60k | |
| E23 | **Horton St - East Side Gordon to Hayward Sts** | Eroded bank with tracks. Not presently included in In Road upgrade | | 0 | | | | | | | |
| E24 | **Short St -West side: William to Clarence.** | Pavement in front of old co-op subject to future interfacing development. | | 4 | | | | | | | |
| E25 | **Short St - West side: Hayward to William** | Full design & approvals required. Flooding issues to be resolved. | | 0 | | | | | | | |
| E26 | **Murray Street: William to Clarence** | Pending Port Central redesign facing Street. | | 0 | | | | | | | |
| E27 | **Hay Street: Hayward - William** | Full design & approvals required | | 2 | | | | | | | |
| E28 | **Horton Street: Gordon to Hayward** | Full design & approvals required | | 3 | | | | | | | |
| E29 | **Short Street: Clarence to Hastings R.** | Design complete. Change to ground floor use change required | | 0 | | | | | | | |
| E30 | **William Street: Hay to Murray** | Streetscape works to be completed as part approved DA (hole in Ground site) | | 5 | | | | | | | |
| E31 | **Hayward Street: Horton to Hay** | Within Town Centre boundary, mostly residential flanking lots. | | 0 | | | | | | | |
| E32 | **Gordon Street: Bridge to Horton St** | Median and South side side verge upgrade. Centre edge interface. | Masterplan Review P28 | 0 | | | | | | | |
| E33 | **Walkway - Breakwall to Town Beach** | Partially completed. Pathway widening to Sea Resque building. | Masterplan Review P28 | 0 | | | | | State | $600k | |
| E34 | **Clarence St Verge: Murray to Munster St** | North side verge. On hold until vacant site is developed | Masterplan Review P | 0 | | | | | | | |
| E35 | **Pedestrian Bridge: Bridgeto Hayward Sts** | Over Kooloonbung Ck. For nearby residents & carparking near town Centre. | Masterplan Review P87 | **4th** 12 | | | | | | $2M | *Replication of current pedestrian bridge and realignment.* |
| E36 | **Key Entries into Town Centre** | New banner poles postioned near these key locations. Other elements? | Masterplan Review P81 | 3 | | | | | | | |
| E37 | **Town Centre Approach Arteries** | Pedestrian & Cycle connectivity and visual amenity - Streetscape. | Masterplan Review P25 | 3 | | | | | | | |
| E38 | **Horton St Mid-block Pedestrian Crossings** | Only rudimentary narrow crossings installed. More substantial crossings? | Masterplan Review P49 | 0 | | | | | | | |
| E39 | **William St: Munster to Gore Streets** | Gateway street section into Town Centre. Wide mediian without any trees. | Masterplan Review P81 | 0 | | | | | | | |
| E40 | **Gordon Street: West from Kooloonbung Creek.** | Treeless desolate gateway. | Masterplan Review P81 | 2 | | | | | | | |

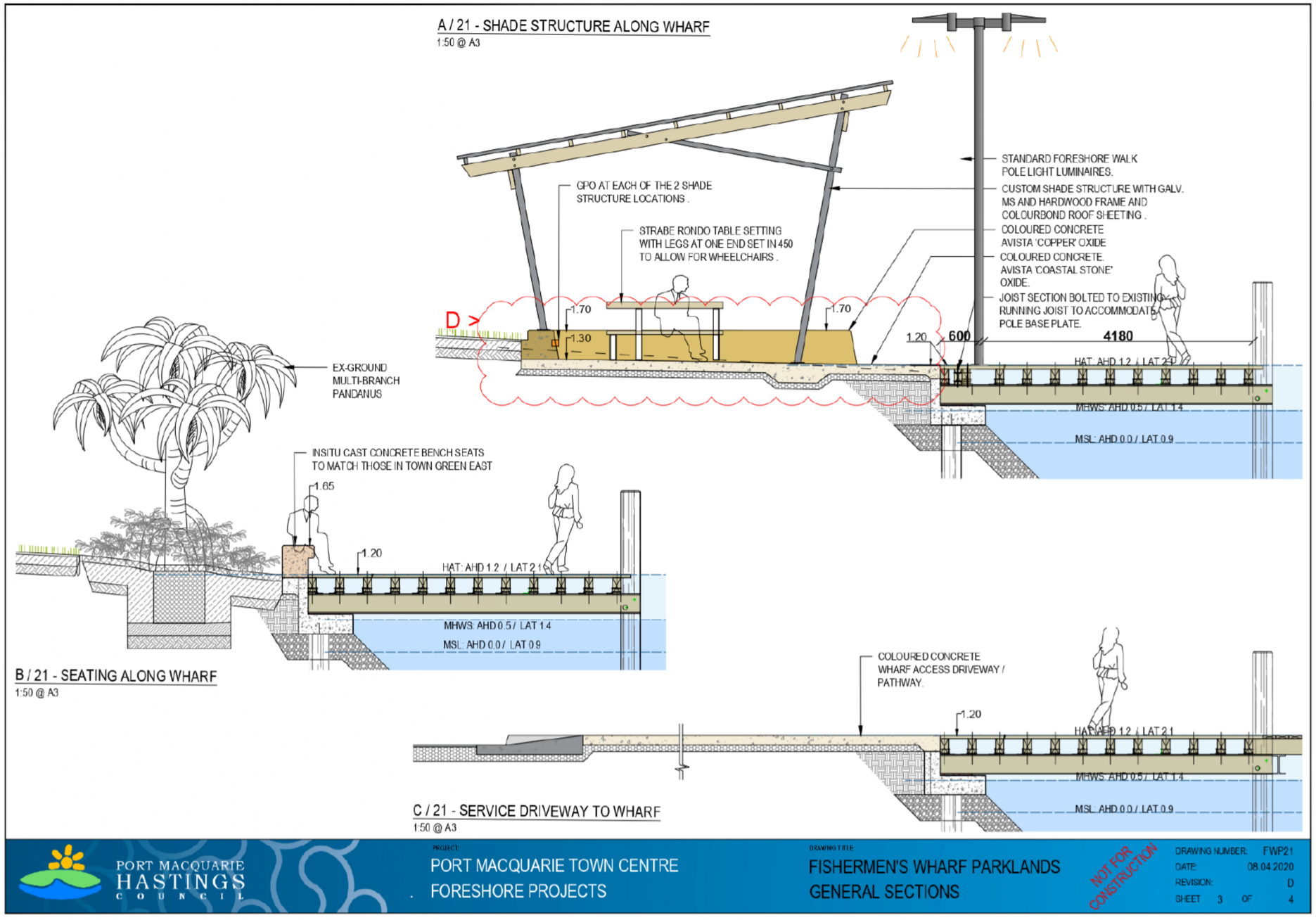
ATTACHMENT

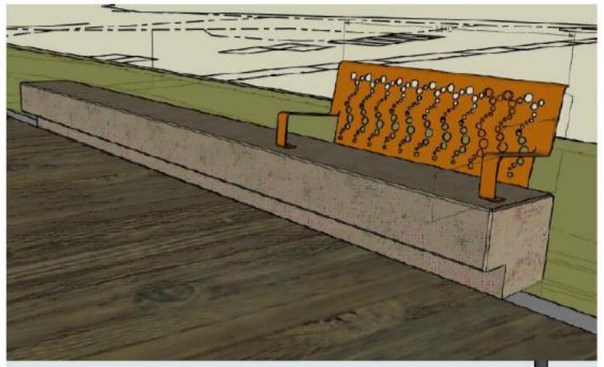


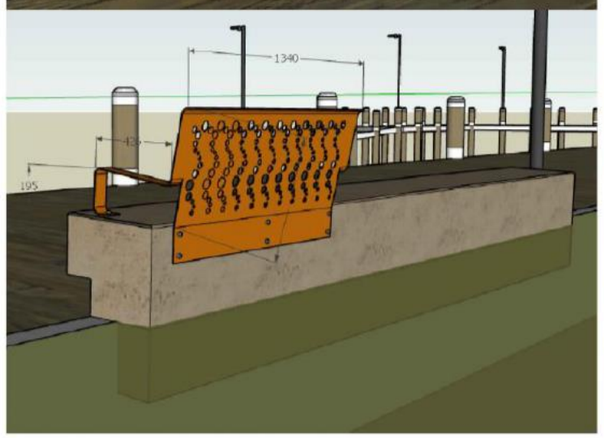
**NEW INITIATIVES** Raised inTCMP Subcommittee February monthly meeting workshop

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| N1 | **Mrs York's Garden link pathway** | From Town Centre to park entry. Complete loop walk with views. | Masterplan Review P59 | 6 | | | | | | | |
| N2 | **Police Station Site Open Space** | *Input from TCMP Subcommittee* . Provide support *Concept Plan* for proposed cultural | | **3rd 14** | | | | | | | *On assumption that police station relocates and state government* |
| N4 | **Parking Strategy** | TCMP involvement in report, including recommendations. | | 3 | | | | | | | *TCMP Subcommittee want to be a key stakeholder in Council* |
| N3 | **Parking Stations** | Consider strategic locations prior to site development proposals. | | | | | | | | | |
| N5 | **Tourist Bus drop-offs** | Consider strategic locations | | | | | | | | | |
| N6 | **Pavement cleaning by operators and owners.** | Facilitate operators to utilise Council nominated contractiors. | | | | | | | | | |
| N7 | **Street Activities and Events** | Promote opportunities. Including Town Square (under-utilised) | | | | | | | | | |
| N8 | ***Flood mitigation - Short Street South*** | *Investigate pumps as an interim flood mitigation measure to prevent backflows.* | | | | | | | | | *Infrastructure suggestion to be considered by Council.* |


ADJOINS BOTTOM RIGHT
PROPOSED UNDERPASS
PEDESTRIAN BRIDGE
WILLIAM STREET
PYLON REQUIRED FOR SCULPTURAL ELEMENT
Top of pylon to match other boardwalk outer pylons at 2.70m
CONCRETE BENCH SEAT
1:10 RAMP UP 1200w x 1900L
SHELTER STRUCTURE
PRECAST CONCRETE SEAT BENCH
To match Town green East
Section with rest and back support.
LED strip lighting under bench cantilever.
POLE LUMINAIRES
Standard Port Macquarie Foreshore Model
ALL COCOS PALMS TO BE REMOVED
HASTINGS RIVER
ALL NORFOLK ISLAND PINES RETAINED
MATURE PANDANUS ALONG WHARF EDGE
ADJOINS BOTTOM LEFT
FISHERMEN'S WHARF
HAND RAIL
EXISTING FENCED OFF BUILDING BASE SLAB
EXISTING PATH RETAINED
GPO on low retaining wall
100X100 CONCRETE MOWING EDGE
LOW RETAINING SITTING WALL
REUSE EXISTING WHEEL STOPS
EXISTING LIGHT POLE
EXISTING INTERINM CARPARK / FUTURE DEVELOPMENT
FLUSH CONCRETE KERB , 150 WIDE
HANDRAIL
TACTILE INDICATORS
3 PLAIN CONCRETE STEPS
HASTINGS RIVER
2x GPOs on pylons (one on corner pylon)
GPO in side of seat
HARDWOOD BEAM SEAT BENCH To match those on Town Green East
PROPOSED FISH CLEANING TABLE on steel grated dock with wash down hose
TOWN WHARF
FUTURE PATHWAY EXTENSION
DRIVEWAY To service wharf
FUTURE INFORMATION CENTRE, KIOSK AND/OR AMENETIES As adopted in the Town Centre Masterplan
PIT RETAINED WITH NEW ACCESS LID
SURFACE INLET PIT Refer PMHC Standard Drawing ASD319
EXISTING KERBSIDE PATHWAY
EXISTING INTERINM CARPARK / FUTURE DEVELOPMENT
TOPICAL COLOURED COATING On existing asphalt surface. To delineate pedestrian link to amenities building on Short Street.
TREES IN PLANT BOXES Hardy species in simple modular planters.
EXISTING SHORT STREET MODULAR AMENITIES BUILDING
DRINKING FOUNTAIN
REUSE EXISTING WHEEL STOPS
GPO on low retaining wall
FLUSH CONCRETE KERB , 150 WIDE
PATHWAY CONNECTION TO AMENETIES BUILDING.
100X100 CONCRETE MOWING EDGE
LOW SITTING / RETAINING WALL
EXISTING INTERIM CARPARK / FUTURE DEVELOPMENT
FLUSH KERB
EXISTING LIGHT POLE
REMOVABLE BOLLARD
RAMPED CROSSOVER 150 rise
FLUSH KERB
RAISED KERB
ROAD
8300
11200
REMOVABLE BOLLARD
ELECTRICAL SWITCHBOARD
ADJOINS TOP RIGHT
PORT MACQUARIE HASTINGS COUNCIL
PROJECT:
PORT MACQUARIE TOWN CENTRE
FORESHORE PROJECTS
DRAWING TITLE
FISHERMEN'S WHARF PARKLANDS
DETAIL PLAN
DRAWING NUMBER: FWP11
DATE: 29.03.2021
REVISION: H
SHEET 2 OF 4


A / 21 - SHADE STRUCTURE ALONG WHARF
1:50 @ A3
STANDARD FORESHORE WALK POLE LIGHT LUMINAIRES.
CUSTOM SHADE STRUCTURE WITH GALV. MS AND HARDWOOD FRAME AND COLOURBOND ROOF SHEETING .
GPO AT EACH OF THE 2 SHADE STRUCTURE LOCATIONS .
STRABE RONDO TABLE SETTING WITH LEGS AT ONE END SET IN 450 TO ALLOW FOR WHEELCHAIRS .
COLOURED CONCRETE AVISTA 'COPPER' OXIDE
COLOURED CONCRETE. AVISTA 'COASTAL STONE' OXIDE.
JOIST SECTION BOLTED TO EXISTING RUNNING JOIST TO ACCOMMODATE POLE BASE PLATE.
D >
1.70
1.30
1.70
1.20
600
4180
HAT: AHD 1.2 / LAT 2.1
MHWS: AHD 0.5 / LAT 1.4
MSL: AHD 0.0 / LAT 0.9
EX-GROUND MULTI-BRANCH PANDANUS
INSITU CAST CONCRETE BENCH SEATS TO MATCH THOSE IN TOWN GREEN EAST
1.65
1.20
HAT: AHD 1.2 / LAT 2.1
MHWS: AHD 0.5 / LAT 1.4
MSL: AHD 0.0 / LAT 0.9
B / 21 - SEATING ALONG WHARF
1:50 @ A3
COLOURED CONCRETE WHARF ACCESS DRIVEWAY / PATHWAY.
1.20
HAT: AHD 1.2 / LAT 2.1
MHWS: AHD 0.5 / LAT 1.4
MSL: AHD 0.0 / LAT 0.9
C / 21 - SERVICE DRIVEWAY TO WHARF
1:50 @ A3
PORT MACQUARIE HASTINGS COUNCIL
PROJECT:
PORT MACQUARIE TOWN CENTRE
FORESHORE PROJECTS
DRAWING TITLE
FISHERMEN'S WHARF PARKLANDS
GENERAL SECTIONS
NOT FOR CONSTRUCTION
DRAWING NUMBER: FWP21
DATE: 08.04.2020
REVISION: D
SHEET 3 OF 4



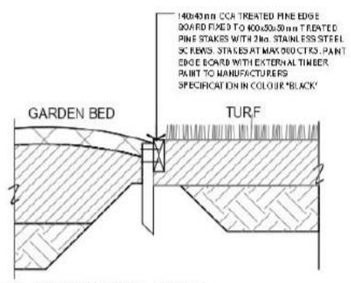



BS1 - CONCRETE BENCH SEAT - WITH BACK & ARM REST UNIT

SC1 - WHARF TERMINATION SCULPTURE

A PYLON IS REQUIRED TO ACCOMODATE A SCULPTURAL ELEMENT 3 METERS FROM THE SOUTHERN TERMINATION OF THE WHARF, ALIGNED WITH THE CENTRELINE OF THE BOARDWALK.
THE CUBED PEDESTAL WILL BE REPLACED WITH A METAL CAP TO FIT THE PYLON.

**SCULPTURE:**
"DECOMPOSIT" SCULPTURE BY ROBERTO GIORDANI
WEIGHT: ABOUT 1200KG
(LESS ONCE THE LARGE CUBE HAS BEEN REPLACED WITH A SMALL COLLAR)
HEIGHT: APPROXIMATELY 3 METERS
THE ARTIST WANTS IT TO DEVELOP A RUST PATINA AND IS NOT CONCERNED ABOUT VANDALISM AS IT IS MADE FROM 10MM STEEL PLATE. IT IS QUITE STABLE PROVIDED IT IS PLACED ON A FIRM BASE.




ET - GARDEN EDGING - TIMBER
N.T.S.

## SCHEDULE OF MATERIALS

| NO. | ITEM | DETAILS - all items are supply and install | UNIT | QNTY |
|---|---|---|---|---|
| PRECONSTRUCTION | | | | |
| SF | SITE FENCING | To Enclose extent of works and site compound. | lm | 180.0000 |
| RT | REMOVAL OF TREES | All Cocos palms to be removed / disposed | item | 6.0000 |
| DP | DEMOLITION - PAVEMENT | Remove dispose at approved site | m3 | 15.0000 |
| DK | DEMOLITION - KERBING | Remove dispose at approved site | m3 | 4.0000 |
| EW | STRIP/STOCKPILE/AMELIORATE TOPSOIL | To a maximum depth of 150mm | m3 | 298.5000 |
| EW | SUBSOIL REMOVAL / DISPOSE | 300 deep | m3 | 171.0000 |
| EW | FINE GRADING | To a maximum depth of 150mm | m2 | 321.0000 |
| CONSTRUCTION | | | | |
| RW | RETAINING WALL - low | Insitu formed concrete, approx 500 high, Class 2 | lm | 22.0000 |
| ST | STAIRS | Natural grey concrete | lm | 15.0000 |
| sn | STAIR NOSING | Black anti slip strip in s/s frame, inset into tread. | lm | 15.0000 |
| PV1 | PAVEMENT - VEHICULAR 1 | "Avista 'Copper', light broom finish<br>(Alternative oxide: Colourmix 'Taupe')" | m2 | 158.0000 |
| PV2 | PAVEMENT - VEHICULAR 2 | "Avista 'Coastal Sand', light broom finish<br>(Alternative oxide: Colourmix 'Taupe')" | m2 | 130.0000 |
| PP1 | PAVEMENT - PEDESTRIAN 1 | Avista Copper, light broom finish | m2 | 87.0000 |
| PP2 | PAVEMENT - PEDESTRIAN 2 | Avista Coastal Sand, light broom finish | m2 | 22.0000 |
| PP3 | PAVEMENT - PEDESTRIAN 3 | Natural grey concrete, light broom finish | m2 | 92.0000 |
| PT1 | PAVEMENT TOPICAL COVER 1 | Spray on colour cover, match Avista 'Copper' | | 100.0000 |
| PT2 | PAVEMENT TOPICAL COVER 2 | Spray on colour cover, match Avista 'Coastal Sand' | | 113.0000 |
| TI | TACTILE INDICATOR TILES | Ceramic, 300x300, dark grey | m2 | 5.0000 |
| ST | STEPPERS | 500X500x60 concrete, dark grey, on mortar bed | item | 6.0000 |
| KR | KERB - RAISED WITH GUTTER | Plain concrete - to match existing, 2 crossovers | lm | 58.0000 |
| KF | KERB - FLUSH | Plain concrete - 150 wide | lm | 99.0000 |
| WS | WHEELSTOPS | Retain / reinstall existing in new locations | item | 36.0000 |
| EC | EDGING - CONCRETE | Plain conrete 100x100 | lm | 35.0000 |
| ET | EDGING - TIMBER | 90x45 treated pine, stained black (not painted) | lm | 142.0000 |
| PX | PLANT BOXES | 2L x 1W x0.8H, glass reinforced concrete, 50m mulch, topsoil, filter febric, drainage cell. | item | 8.0000 |
| SS | SHADE STRUCTURE | Marine Grade galvanised steel, hardwood & colourbond roof sheeting. Both the same layout | item | 2.0000 |
| FURNITURE | | | | |
| HR | HANDRAIL | Polished 316 stainless steel. To match Kooloonbung Creek Stage 2 ramp handrails | lm | 25.0000 |
| BS1 | BENCH SEAT - CONCRETE | "Insitu concrete, to match Town Green East.<br>Including back rest section with armrests." | item | 6.0000 |
| BR | BOLLARD -REMOVABLE | Recycled plastic - to match fixed bollards with s/s inground sleeve, lockable | item | 2.0000 |
| BF | BOLLARD - FIXED | Recycled plastic - brown-coffee coloured. Profile to match Kooloonbung Creek Stage 1 bollards. | item | 7.0000 |
| BS2 | BENCH SEAT - TIMBER | Solid hardwood, to match Town Green East | item | 5.0000 |
| PS | PICNIC SETTING | Strabe Rondo Table Setting, wheelchair accessible. | item | 2.0000 |
| BE | BIN ENCLOSURE | Attessa 240 lt Dual Bin Enclosure, Recycle & general waste. Colour: Metropolis Storm Grey | item | 2.0000 |
| FCT | FISH CLEANING TABLE | "Double tray, M16 stainless steel, with tap & hose.<br>Marine grade galv steel grated deck. Plumbing" | item | 1.0000 |
| | PYLON FOR SHARK SCULPTURE | Drive/install Pier | | 1.0000 |
| SS | SHARK SCULPTURE | " Replace base box with collar to fit over pier. Install sculpture. | item | 1.0000 |
| ELECTRICAL | | | | |
| LP | POLE LUMINAIRE | In Parklands, to match wharf & Town Green East | item | 2.0000 |
| LS | LIGHT - SHADE STRUCTURE | Ceiling inset light - solar panels on roof | item | 2.0000 |
| GPO | GENERAL POWER OUTLET | Waterproof, 240v, double outlet. | item | 2.0000 |
| GPO | GENERAL POWER OUTLET | Waterproof, 240v, double outlet. | item | 4.0000 |
| SOFT LANDSCAPE | | | | |
| PB | PLANT BED | "100 forest mulch, 300 topsoil, 150 cultivation 300 lt stock x1, 140mm stock x 3 per m2" | m2 | 579.0000 |
| TF | TURF | Turf, 100 topsoil, 150 cultivation | m2 | 1081.0000 |
| PD | PANDANUS | "Exground 4m height, multi branched, 3 minimum. planting hole, topsoil & stakes." | item | 8.0000 |
| TA | TREE - ADVANCED | 200 lt stock, planting hole, topsoil & stakes. | item | 25.0000 |
| WATER | | | | |
| DF | DRINKING FOUNTAIN | Botton & Gardiner - Prospect | | 1.0000 |
| FCT | FISH CLEANING TABLE | "Double tray, M16 stainless steel, with tap & hose. Marine grade galv steel grated deck. Plumbing " | item | 1.0000 |
| WSP | WATER SUPPLY - POTABLE | Fish cleaning table & drinking fountain | item | 1.0000 |
| WSR | WATER SUPPLY - RECYCLED | Irrigation | | 1.0000 |
| LU | HOSECOCK | Including supply line and metre. | item | 6.0000 |
| GPO | IRRIGATION - plant beds | Dripper - recycled water | item | 579.0000 |
| LS | IRRIGATION - turf | Spray - recycled water | item | 1081.0000 |
| GPO | IRRIGATION - controller | Pop-up sprinklers | item | 1.0000 |

PORT MACQUARIE HASTINGS COUNCIL

PROJECT:
PORT MACQUARIE TOWN CENTRE
FORESHORE PROJECTS

DRAWING TITLE:
FISHERMEN'S WHARF PARKLANDS
MATERIALS SCHEDULE & DETAILS

NOT FOR CONSTRUCTION

DRAWING NUMBER: FWP31
DATE: 29.11.2019
REVISION: B
SHEET 4 OF 4

FORESHORE PATH
REFERENCE PLAN

PORT MACQUARIE HASTINGS

2.6.16

**SECTION 4**
**BREAKWALL**

Key Opportunities and Issues

- The breakwater promenade is very popular but not currently wide enough to cater to large volumes of pedestrians/ cyclists/ people wanting to pause and enjoy the view or read the rocks
- There is limited seating along this journey and the seating currently provided is poorly located with poor access and lighting
- There is a lack of arrival experience at the beach end of the journey

① WIDE CONCRETE PATH
New 5-6m wide shared concrete path. Generous width allows for walkers, cyclists, fishermen, dog walkers, parents with prams and wheelchair users to safely share the space. Alternating bands of colour indicate slow zones at key activity nodes. Bollard lights and wayfinding signage are installed along length.

② RAMPS
3m wide accessible ramp at either end of the breakwall path links to the Tourist Park. Road crossing in caravan park is delineated with road paint or raised crossing.

③ FISHING PLATFORMS
3 crest level Fishing Platforms with seating. Additional clusters of seating are included at these activity nodes with some shelter.

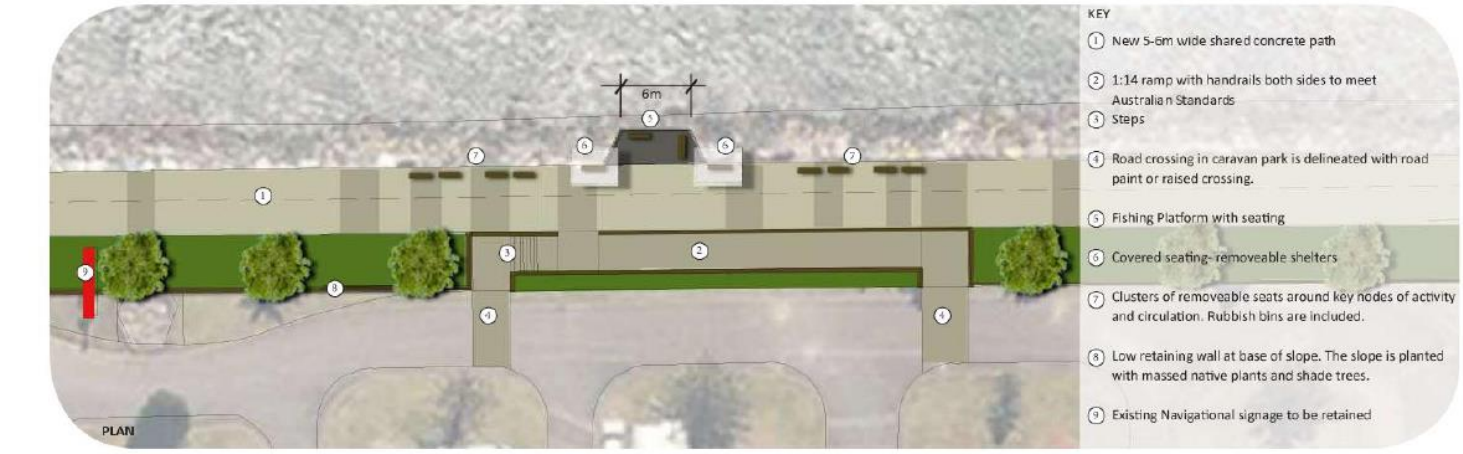
④ RETAINING WALL
Low retaining wall at base of slope removes the need for a balustrade along the length of the breakwall path. The slope is planted with massed native plants and shade trees.

⑤ LOOKOUT
Path ramps up to allow visitors to see the mouth of the river and Town Beach from the lookout. Lookout is a concrete platform of around 10m diameter formed through additional rockwork. Seating and signage is included.

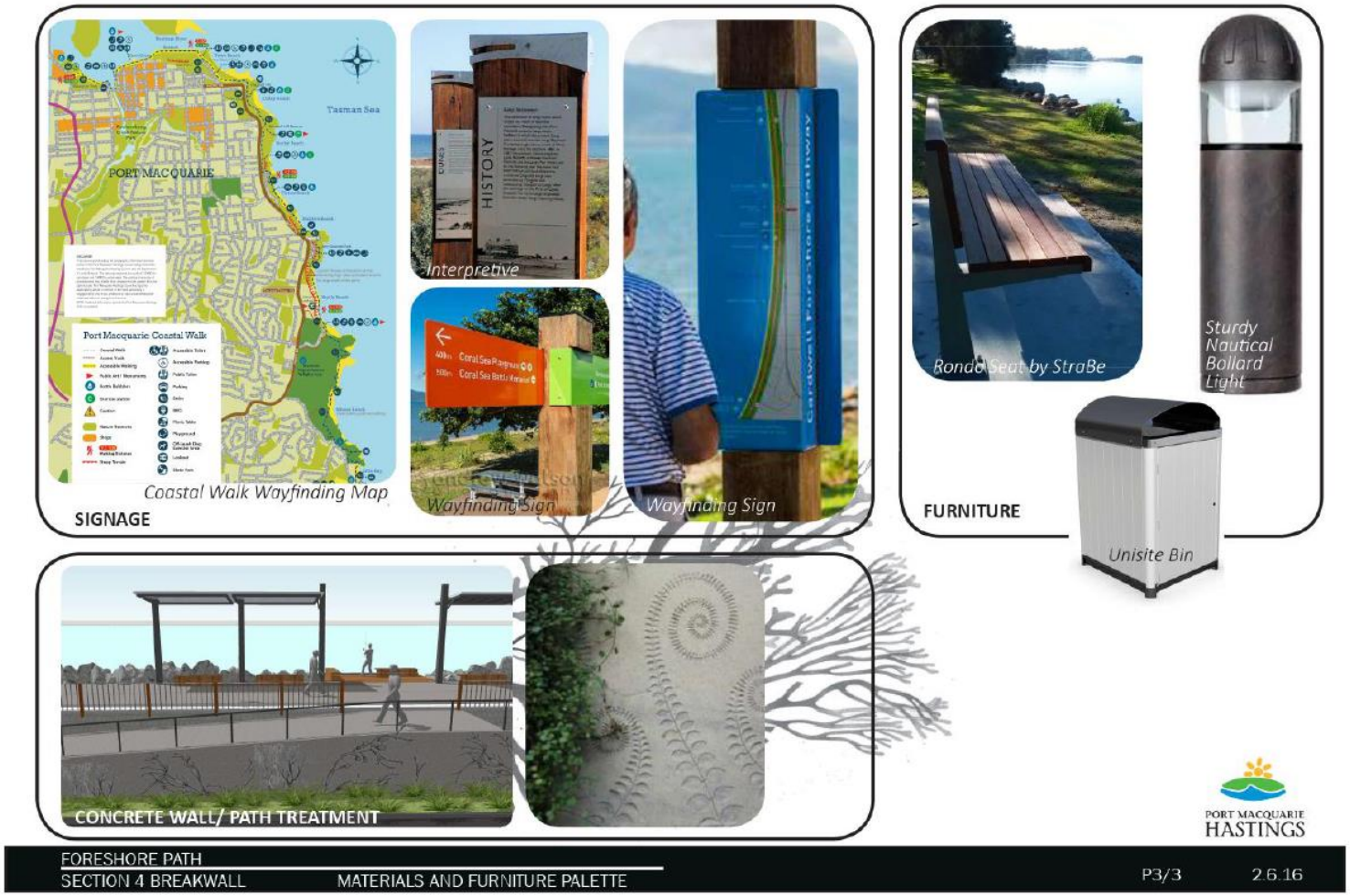
⑥ NEW KIOSK
Subject to planning approval

PORT MACQUARIE HASTINGS

FORESHORE PATH
SECTION 4 BREAKWALL PLAN P1/3 26.16



FORESHORE PATH
SECTION 4 BREAKWALL DETAIL PLAN TAILOR FISHING PLATFORM P2/3 26.16


PORT MACQUARIE
Tasman Sea
Port Macquarie Coastal Walk
Coastal Walk Wayfinding Map
HISTORY
Interpretive
Coral Sea Pathway
Coral Sea Birth Memorial
Wayfinding Sign
Wayfinding Sign
SIGNAGE
Rondo Seat by StraBe
Sturdy Nautical Bollard Light
Unisite Bin
FURNITURE
CONCRETE WALL/ PATH TREATMENT
PORT MACQUARIE HASTINGS
FORESHORE PATH
SECTION 4 BREAKWALL
MATERIALS AND FURNITURE PALETTE
P3/3
26.16

## DESIGN STRATEGY

CONNECTION TO TOWN WHARF
The new waterside promenade is to be connected to town wharf, which will be widened at a later stage by extending the wharf decking or a concrete pathway, to be confirmed.
The existing boat ramp in this location does not allow for a direct, smooth transition. It is proposed to remove this ramp, as other better situated ramps already exist in the area. The sea plane jetty is to be relocated to a location yet to be confirmed by Crown Lands.

CONNECTION TO SHORT STREET
Short Street view lines are extended out to maintain the Town Centre's connection to the water's edge.
A section of roadway kerbing and pavement will be raised to achieve reasonable grades across the street and foreshore interface.

EXTENT OF WORKS
PVA PAVEMENT VEHICULAR - Asphalt over roadbase
PV1 PAVEMENT VEHICULAR - colour concrete - CCS 'Taupe'
PV2 PAVEMENT VEHICULAR - coloured concrete CCS 'Cargo'
PP1 PAVEMENT PEDESTRIAN - coloured concrete - CCS 'Taupe'
PP2 PAVEMENT PEDESTRIAN - coloured concrete - CCS 'Cargo'
PP3 PAVEMENT PEDESTRIAN - Natural concrete - no colour
PP4 PAVEMENT PEDESTRIAN - Natural concrete, exposed agg.
PPG PAVEMENT DECO GRAVEL - Compacted, on roadbase.
KG KERB AND GUTTER - concrete 150 high.
KF KERB - FLUSH - Natural concrete, 150 wide.
CO CROSSOVER RAMP - Plain concrete
RW1 RETAINING WALL TYPE 1 - Insitu colour concrete, class 2 finish.
ST STAIRWAY - CONCRETE - Natural concrete
HR HANDRAIL - Stainless Steel with mid and tick rail
PL PILON - Type varies. Refer to struct. drawings
TB TACTILE INDICATOR TILES
LP LIGHT - POLE
LF Single/Double head
LD LUMINAIRE - BOLLARD
LW LUMINAIRE - WALL
SE DOUBLE BIN ENCLOSURE - General Waste & Recycled
BS1 BENCH SEAT 1 - CONCRETE - CCS 'Stratum' Grade, legless seat
BS2 BENCH SEAT 2 - Solid Hardwood 2000x400x400
BS3 BENCH SEAT 3 - LEGLESS - Secured to concrete wall
BS4 BENCH SEAT 4 - WITH LEGS - On concrete Pad
PS PICNIC SETTING - Table and bench seats
DF DRINKING FOUNTAIN - With area drain below
BK BIKE RACK - Double, stainless steel
BF BOLLARD - FIXED - Recycled plastic
BR BOLLARD - REMOVABLE - Recycled plastic, lockable
TS7 EXISTING TREE - RETAIN
TS2 EXISTING TREE - REMOVE
PB PLANT BED - STANDARD - 150 dipped, 300 topsoil, 100 mulch
TF GRASSED AREA - TURF - Turf set 150 cultivation, 100 topsoil
TK TURF REINFORCED - Turf, soil, grid, fabric, road base

LARGE NORFOLK ISLAND PINES RETAINED

EXISTING SEA PLANE JETTY PROPOSED RELOCATION.
New entry deck with reception marque pad and stairway.
Construction by Crown Lands.

MEDIUM / SMALL COOK ISLAND PINES REMOVED
Due to conflict with proposed promenade

MOORING DOLPHIN RETAINED
Revetment rocks removed, / reconfigured to reveal more of the structure.

SEA PLANE JETTY TO BE RELOCATED
New location to be confirmed by Crown Lands

BOAT RAMP TO BE REMOVED
To be replaced with rock armouring in Stage 1.

WATERSIDE ACCESS STRUCTURE
Proposed for Stage 2, including: stairs, terraces and a canoe ramp.
Modular system on piles.

STREET PATHWAYS EXTENDED
To terminate at the foreshore promenade.

2M PATHWAY EXTENSION OF THE EXISTING 3M WIDE WHARF BOARDWALK
Boardwalk widened, including new decking timbers on existing wharf section.
Retaining wall required against existing bank to incorporate seating.

SCULPTURAL ELEMENT- To be Confirmed.
As a focal point along the end of Short Street.
Plant bed to outside / crowned & compacted decomposed gravel to centre.
Sculpture supply and installation by others.

SHORT STREET FUTURE UPGRADE
To connect to Town Green West

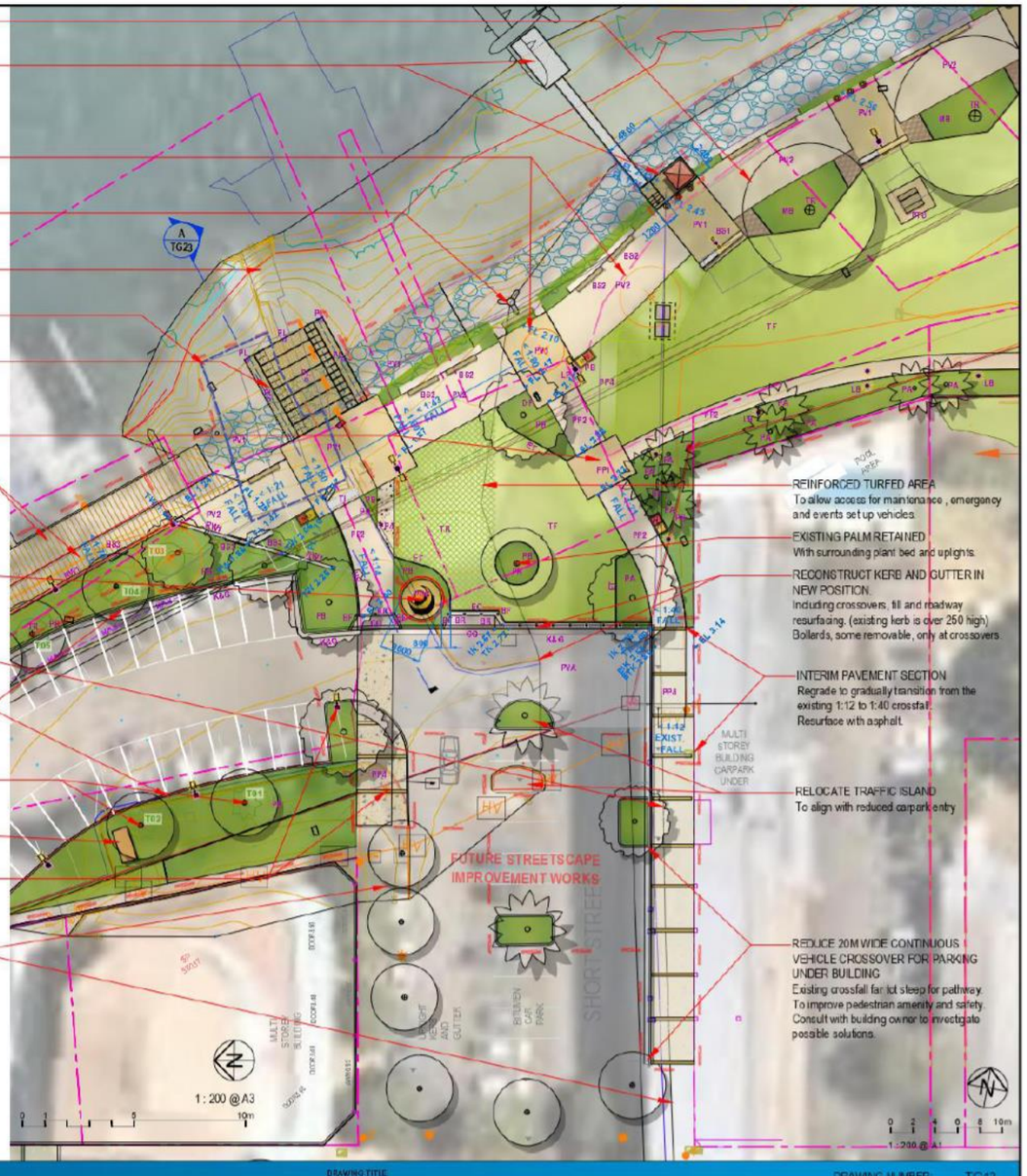
PROPOSED CARPARK LAYOUT, KERB & CHANNEL AND LANDSCAPE WORKS
To allow for a better landscape interface with promenade and building edge.

COOK ISLAND PINES RETAINED
Existing kerb alignment retained in front of trees.

EXISTING SUBSTATION
To be retained

EXISTING STREET LIGHT
To be retained until replaced with a new pole light in car park nearby as part of a future stage project.

EXISTING STREETSCAPE UPGRADE
Exposed aggregate & banding.

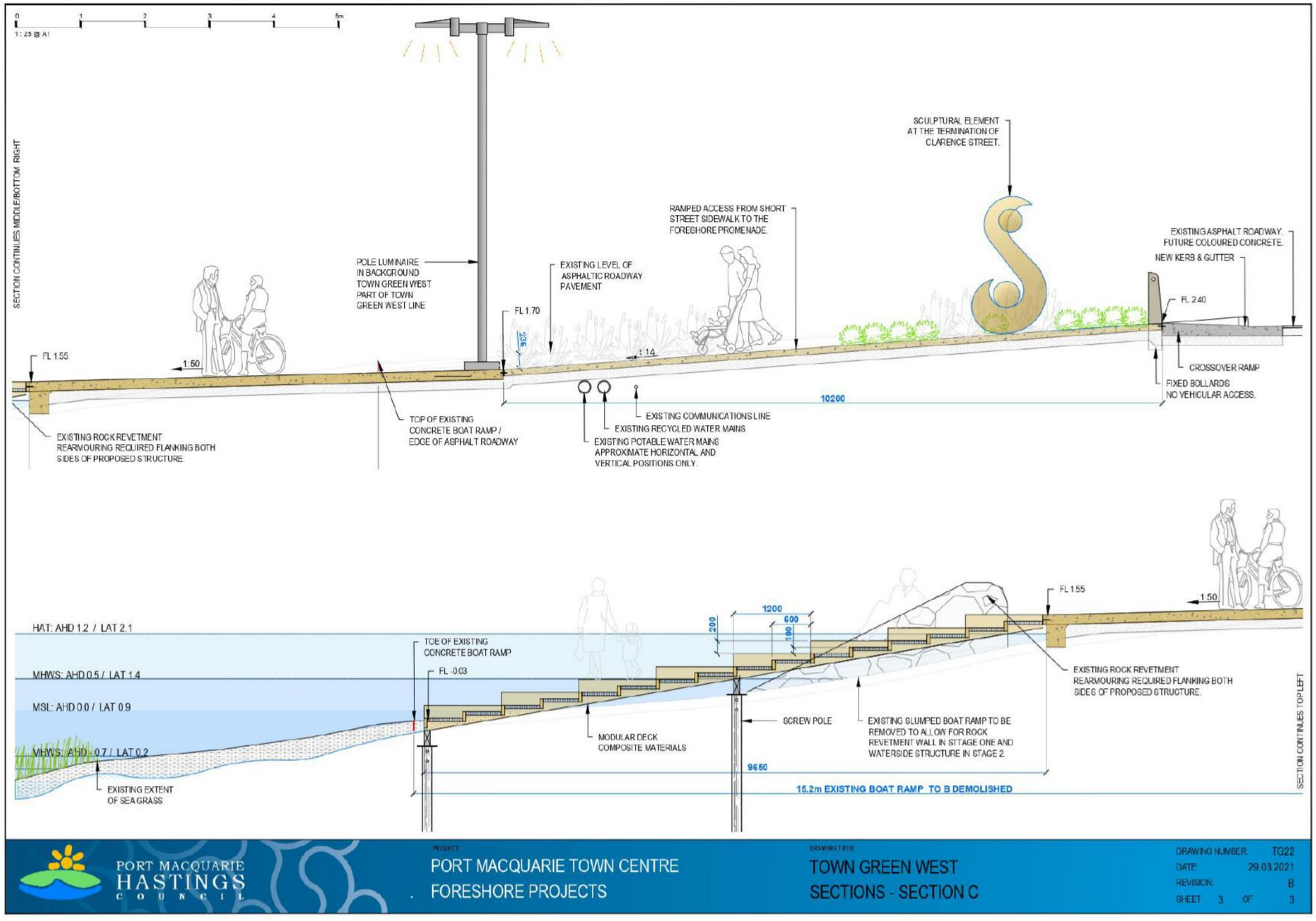



PORT MACQUARIE HASTINGS COUNCIL

PROJECT:
PORT MACQUARIE TOWN CENTRE
FORESHORE PROJECTS

DRAWING TITLE:
TOWN GREEN WEST SHORT STREET SECTION
GENERAL PLAN

DRAWING NUMBER: TG13
DATE: 29.03.2021
REVISION: D
SHEET 3 OF 3


0 1 2 3 4 5m
1 : 25 @ A1
SECTION CONTINUES MIDDLE/BOTTOM/ RIGHT
SCULPTURAL ELEMENT AT THE TERMINATION OF CLARENCE STREET.
RAMPED ACCESS FROM SHORT STREET SIDEWALK TO THE FORESHORE PROMENADE.
EXISTING ASPHALT ROADWAY. FUTURE COLOURED CONCRETE.
NEW KERB & GUTTER
POLE LUMINAIRE IN BACKGROUND TOWN GREEN WEST PART OF TOWN GREEN WEST LINE
EXISTING LEVEL OF ASPHALTIC ROADWAY PAVEMENT
FL 1.70
FL 2.40
FL 1.55
1:50
1:14
CROSSOVER RAMP
FIXED BOLLARDS NO VEHICULAR ACCESS.
10200
EXISTING COMMUNICATIONS LINE
EXISTING RECYCLED WATER MAINS
EXISTING POTABLE WATER MAINS APPROXIMATE HORIZONTAL AND VERTICAL POSITIONS ONLY.
TOP OF EXISTING CONCRETE BOAT RAMP / EDGE OF ASPHALT ROADWAY
EXISTING ROCK REVETMENT REARMOURING REQUIRED FLANKING BOTH SIDES OF PROPOSED STRUCTURE.
HAT: AHD 1.2 / LAT 2.1
MHWS: AHD 0.5 / LAT 1.4
MSL: AHD 0.0 / LAT 0.9
MHWS: AHD -0.7 / LAT 0.2
EXISTING EXTENT OF SEA GRASS
TOE OF EXISTING CONCRETE BOAT RAMP
FL -0.03
1200
600
200
180
MODULAR DECK COMPOSITE MATERIALS
SCREW POLE
EXISTING SLUMPED BOAT RAMP TO BE REMOVED TO ALLOW FOR ROCK REVETMENT WALL IN STTAGE ONE AND WATERSIDE STRUCTURE IN STAGE 2.
9650
15.2m EXISTING BOAT RAMP TO B DEMOLISHED
SECTION CONTINUES TOP LEFT
PORT MACQUARIE HASTINGS COUNCIL
PROJECT:
PORT MACQUARIE TOWN CENTRE
FORESHORE PROJECTS
DRAWING TITLE:
TOWN GREEN WEST
SECTIONS - SECTION C
DRAWING NUMBER: TG22
DATE: 29.03.2021
REVISION: B
SHEET 3 OF 3

## 9.4 Connections across Kooloonbung Creek

### 9.4.1 Key Opportunities and Issues

- There is the opportunity to provide a pedestrian connection across Kooloonbung Creek from Bridge Street. This would allow access for residents living to the west of Kooloonbung Creek, a safe and pedestrian friendly alternative to the Gordon Street bridge crossing. The alignment of the bridge would enable easy access to the Kooloonbung Creek walk and the Town Centre at the intersection of Hayward Street and Short Street.

### 9.4.2 Design Response

- Provision of a pedestrian bridge connecting Bridge Street and Hayward Street over Kooloonbung Creek. The bridge should be wide enough to facilitate disabled access.
- Wider footpaths along Bridge Street to facilitate disabled access.
- Provision of artwork / wayfinding at the termination of Hayward Street, to help people navigate to the Town Centre and along Kooloonbung Creek.

*Bridge Street does not currently allow for pedestrian connection into the Town Centre*

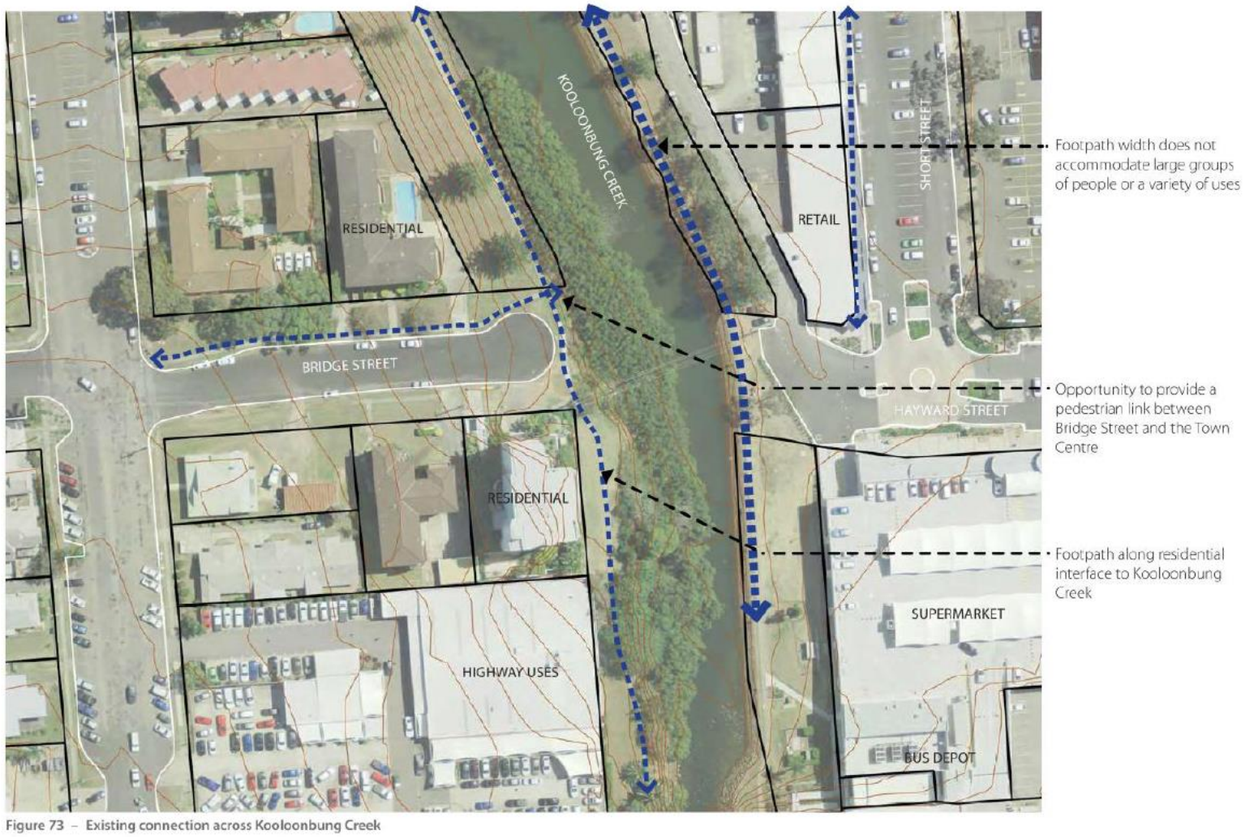
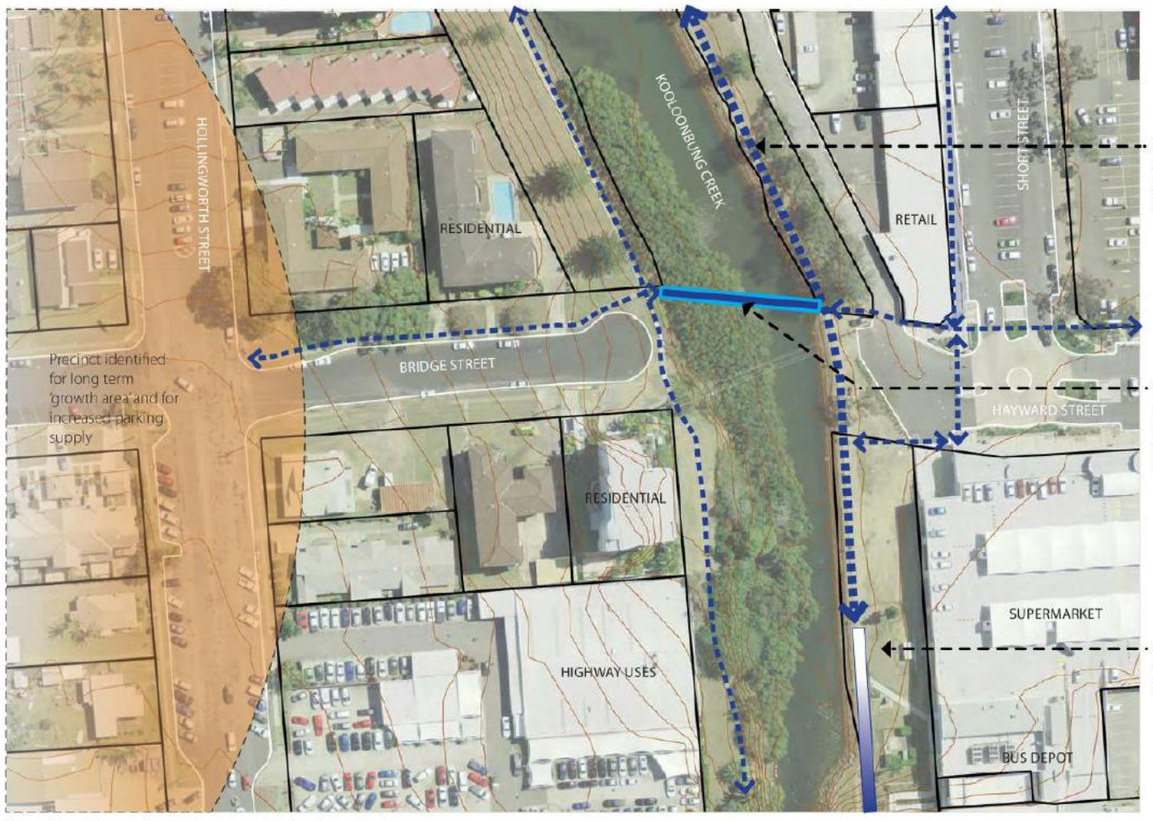



Figure 73 – Existing connection across Kooloonbung Creek



*Potential pedestrian bridge for Kooloonbung Creek crossing (images show proposed William Street bridge)*

Figure 74 – Proposed connection across Kooloonbung Creek

## Port Macquarie Town Centre Masterplan Financial Model

| Job No | | 2019/20 Actuals | 2020/21 YTD Actuals | 2020/21 Budget | 2021/22 Draft Budget | 2022/23 | 2023/24 | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 2029/30 | 2030/31 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | *% Rate Increase* | | | | | 2.5% | 2.5% | 2.5% | 2.5% | 2.5% | 2.5% | 2.5% | 2.5% | 2.5% |
| | *General Increase* | | | | | 2.0% | 2.0% | 2.0% | 2.0% | 2.0% | 2.0% | 2.0% | 2.0% | 2.0% |
| | *Expenditure % Increase* | | | | | 2.0% | 2.0% | 2.0% | 2.0% | 2.0% | 2.0% | 2.0% | 2.0% | 2.0% |
| **Operational Income** | | | | | | | | | | | | | | |
| 11320 | Gross Levy - Special Rates | 1,185,400 | 1,216,200 | 1,216,200 | 1,240,600 | 1,271,615 | 1,303,405 | 1,335,991 | 1,369,390 | 1,403,625 | 1,369,390 | 1,403,625 | 1,438,716 | 1,403,625 |
| | Sundry Income | 17,655 | | | | | | | | | | | | |
| 40145 | Contribution From General Fund | 140,000 | | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 |
| | Income from Roadside Cafes | 59,835 | 0 | 60,000 | 60,000 | 61,200 | 62,424 | 63,672 | 64,946 | 66,245 | 67,570 | 68,921 | 70,300 | 71,706 |
| | **TOTAL OPERATIONAL INCOME** | **1,402,890** | **1,216,200** | **1,416,200** | **1,440,600** | **1,472,815** | **1,505,829** | **1,539,663** | **1,574,336** | **1,609,870** | **1,576,960** | **1,612,546** | **1,649,015** | **1,615,331** |
| 00389.3007 | Advertising | 1,528 | 0 | 300 | 300 | 306 | 312 | 318 | 325 | 331 | 338 | 345 | 351 | 359 |
| 00389.3076 | Brickwork | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 00389.3173 | Contract Administration | 0 | 0 | 504 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 00389.3180 | Contributions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 00389.3210 | Consultants | 0 | 0 | 996 | 1,000 | 1,020 | 1,040 | 1,061 | 1,082 | 1,104 | 1,126 | 1,149 | 1,172 | 1,195 |
| 00389.3236 | Electrical | 2,990 | 0 | 2,496 | 3,000 | 3,060 | 3,121 | 3,184 | 3,247 | 3,312 | 3,378 | 3,446 | 3,515 | 3,585 |
| 00389.3239 | Electricity Charges | 1,047 | 438 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 00389.3300 | Landscape Maintenance | 95,272 | 55,560 | 100,004 | 104,000 | 106,080 | 108,202 | 110,366 | 112,573 | 114,824 | 117,121 | 119,463 | 121,853 | 124,290 |
| 00389.3307 | Footpaths - Maintenance | 45,618 | 13,717 | 31,620 | 33,000 | 33,660 | 34,333 | 35,020 | 35,720 | 36,435 | 37,163 | 37,907 | 38,665 | 39,438 |
| 00389.3353 | Bollards/Barriers | 32,358 | 3,613 | 24,804 | 27,000 | 27,540 | 28,091 | 28,653 | 29,226 | 29,810 | 30,406 | 31,015 | 31,635 | 32,267 |
| 00389.3408 | Insurances | 340 | 392 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 00389.3464 | Litter Bins | 2,585 | 68 | 504 | 500 | 510 | 520 | 531 | 541 | 552 | 563 | 574 | 586 | 598 |
| 00389.3490 | Maintenance of Banners | 15,682 | 10,527 | 26,712 | 25,000 | 25,500 | 26,010 | 26,530 | 27,061 | 27,602 | 28,154 | 28,717 | 29,291 | 29,877 |
| 00389.3498 | Marketing & Promotion | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 00389.3606 | Telephones | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 00389.3607 | Telephones - Mobile | 327 | 245 | 0 | 0 | | | | | | | | | |
| 00389.3578 | Oncost Adjustment | -4,082 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 00389.3618 | End of year accrual | 2,298 | -2,724 | 0 | 0 | | | | | | | | | |
| 00389.3655 | Printing | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 00389.3664 | Project Management | 4,779 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 00389.3722 | Linemarking | 592 | 0 | 12,480 | 1,000 | 1,020 | 1,040 | 1,061 | 1,082 | 1,104 | 1,126 | 1,149 | 1,172 | 1,195 |
| 00389.3765 | Salaries - Ordinary | 114,324 | 90,811 | 115,407 | 117,708 | 120,062 | 122,463 | 124,913 | 127,411 | 129,959 | 132,558 | 135,209 | 137,914 | 140,672 |
| 00389.3806 | Sign Maintenance | 2,801 | 142 | 1,500 | 1,500 | 1,530 | 1,561 | 1,592 | 1,624 | 1,656 | 1,689 | 1,723 | 1,757 | 1,793 |
| 00389.3840 | Street Lighting | 0 | 7,319 | 4,512 | 4,500 | 4,590 | 4,682 | 4,775 | 4,871 | 4,968 | 5,068 | 5,169 | 5,272 | 5,378 |
| 00389.3841 | Street Seats | 58,156 | 24,606 | 4,296 | 16,500 | 16,830 | 17,167 | 17,510 | 17,860 | 18,217 | 18,582 | 18,953 | 19,332 | 19,719 |
| 00389.3842 | Street Sweeping Contribution | 97,804 | 79,555 | 98,004 | 98,000 | 99,960 | 101,959 | 103,998 | 106,078 | 108,200 | 110,364 | 112,571 | 114,823 | 117,119 |
| 00389.3849 | Sundry Expenses | 116 | 0 | 204 | 200 | 204 | 208 | 212 | 216 | 221 | 225 | 230 | 234 | 239 |
| 00389.4223 | Tastings of the Hastings | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 00389.3894 | Travelling | 0 | 0 | 1,500 | 1,500 | 1,530 | 1,561 | 1,592 | 1,624 | 1,656 | 1,689 | 1,723 | 1,757 | 1,793 |
| 00389.4085 | Placemaking | 0 | 1,150 | 7,000 | 7,000 | 7,140 | 7,283 | 7,428 | 7,577 | 7,729 | 7,883 | 8,041 | 8,202 | 8,366 |
| 00389.4277 | Leaseback Vehicles | 11,800 | 5,900 | 11,800 | 11,800 | 12,036 | 12,277 | 12,522 | 12,773 | 13,028 | 13,289 | 13,554 | 13,826 | 14,102 |
| 00389.4453 | Parking Strategy Integration with TCMP | 0 | 0 | 996 | 1,000 | 1,020 | 1,040 | 1,061 | 1,082 | 1,104 | 1,126 | 1,149 | 1,172 | 1,195 |
| 00389.4454 | Christmas Celebrations & Special Activities | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 00389.4510 | Footpath Cleaning | 63,221 | 49,929 | 125,496 | 127,000 | 129,540 | 132,131 | 134,773 | 137,469 | 140,218 | 143,023 | 145,883 | 148,801 | 151,777 |
| 00389.4146 | Flagpole Repainting | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 00389.4693 | WIFI Trial | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 00389.4714 | Detailed Cleaning | 42,118 | 34,137 | 46,992 | 48,000 | 48,960 | 49,939 | 50,938 | 51,957 | 52,996 | 54,056 | 55,137 | 56,240 | 57,364 |
| | **Total Maintenance Expenditure** | 591,677 | 375,384 | 618,127 | 629,508 | 642,098 | 654,940 | 668,039 | 681,400 | 695,028 | 708,928 | 723,107 | 737,569 | 752,320 |
| 00390.3410 | Interest on Loans | 96,532 | 44,341 | 107,013 | 73,730 | 62,320 | 50,336 | 37,222 | 24,165 | 10,534 | | | | |
| 00390.3652 | Principle Repayment | 312,472 | 160,235 | 312,472 | 334,972 | 346,832 | 358,817 | 371,931 | 384,987 | 398,619 | | | | |
| | **Total Loan Repayments** | 409,004 | 204,576 | 419,485 | 408,702 | 409,153 | 409,153 | 409,153 | 409,153 | 409,153 | 0 | 0 | 0 | 0 |
| 00391.3006 | Administration Charge | 15,344 | 12,540 | 15,044 | 5,477 | 5,587 | 5,698 | 5,812 | 5,928 | 6,047 | 6,168 | 6,291 | 6,417 | 6,546 |
| 00391.3084 | Building Costs | 1,583 | 1,310 | 1,572 | 568 | 579 | 591 | 603 | 615 | 627 | 640 | 652 | 666 | 679 |
| 00391.3391 | Human Resource Charge | 3,353 | 2,890 | 3,468 | 3,556 | 3,627 | 3,700 | 3,774 | 3,849 | 3,926 | 4,005 | 4,085 | 4,166 | 4,250 |
| 00391.3397 | IT Charge | 9,207 | 7,290 | 8,752 | 6,560 | 6,691 | 6,825 | 6,962 | 7,101 | 7,243 | 7,388 | 7,535 | 7,686 | 7,840 |
| 00391.3495 | Management Charge | 26,656 | 21,450 | 25,740 | 41,921 | 42,759 | 43,615 | 44,487 | 45,377 | 46,284 | 47,210 | 48,154 | 49,117 | 50,099 |
| 00391.4300 | Legal Fees Overhead | 3,240 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 00391.4507 | Survey & Design Overhead | 3,288 | 15,340 | 16,404 | 2,399 | 2,447 | 2,496 | 2,546 | 2,597 | 2,649 | 2,702 | 2,756 | 2,811 | 2,867 |
| 00391.4508 | Infrastrucutre Delivery Overhead | 0 | 22,880 | 27,456 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | **Total Overheads** | 62,671 | 83,700 | 100,436 | 60,481 | 61,691 | 62,924 | 64,183 | 65,467 | 66,776 | 68,111 | 69,474 | 70,863 | 72,280 |
| | **TOTAL OPERATIONAL EXPENDTIURE** | 1,063,352 | 663,661 | 1,138,048 | 1,098,691 | 1,112,941 | 1,127,017 | 1,141,374 | 1,156,019 | 1,170,956 | 777,040 | 792,580 | 808,432 | 824,601 |
| | **OPERATIONAL RESULT** | **339,537** | **552,539** | **278,152** | **341,909** | **359,874** | **378,812** | **398,289** | **418,317** | **438,914** | **799,920** | **819,966** | **840,583** | **790,730** |
| **Capital Income** | | | | | | | | | | | | | | |

Copy of Report - TCMP Financial Model - 21 April 2021 (version 1)

## Port Macquarie Town Centre Masterplan Financial Model

| | | 2019/20 Actuals | 2020/21 YTD Actuals | 2020/21 Budget | 2021/22 Draft Budget | 2022/23 | 2023/24 | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 2029/30 | 2030/31 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Grant Funding - 41834 Town Green & West - Precon | | | | 1,500,000 | | | | | | | | | | |
| Grant Funding - Port Macquarie Foreshore Walk Project | | | | | 3,050,000 | | | | | | | | | |
| | **Total Works Program Income** | **0** | | **1,500,000** | **3,050,000** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| **Works Programme** | | | | | | | | | | | | | | |
| 41038 | Port Macquarie Foreshore Works (Pedestrian Bridge) | 0 | 0 | 0 | | | | | | | | | | |
| 41074 | Buller/Hollingsworth St Traffic Signals | 0 | 0 | 0 | | | | | | | | | | |
| 41075 | Kooloonbung Creek Foreshore | 0 | 0 | 0 | | | | | | | | | | |
| 41092 | TCMP Rehabilitation | 0 | 0 | 0 | | | | | | | | | | |
| 41093 | William St - Hay to Murray | 0 | 0 | 0 | | | | | | | | | | |
| 41105 | Murray St - Upgrade | 0 | 0 | 0 | | | | | | | | | | |
| 41163 | Horton St - Repair Pavers | 0 | 0 | 0 | | | | | | | | | | |
| 41219 | William St - Precon Short to Buller | 0 | 0 | 0 | | | | | | | | | | |
| 41252 | Town Green - Implement Masterplan | 0 | 0 | 0 | | | | | | | | | | |
| 41268 | TCMP - William St - Short to Buller St Bridge | 0 | 0 | 0 | | | | | | | | | | |
| 41269 | TCMP - Entertainment Precinct | 0 | 0 | 0 | | | | | | | | | | |
| 41270 | TCMP - Signage Installation | 1,629 | 0 | 0 | | | | | | | | | | |
| 41271 | TCMP - Street Furniture & Waste Audit, Options Study etc | 0 | 0 | 0 | | | | | | | | | | |
| 41272 | TCMP - Footpath Replacement | 0 | 0 | 0 | | | | | | | | | | |
| 41297 | TCMP - Precon Pedestrian Access West of Horton Street | 0 | 0 | 0 | | | | | | | | | | |
| 41374 | TCMP - Clarence St - Precon Hay to Murray | 0 | 0 | 0 | | | | | | | | | | |
| 41376 | TCMP - Horton St - Uplighting of Trees | 0 | 0 | 0 | | | | | | | | | | |
| 41378 | TCMP - Masterplan | 0 | 0 | 0 | | | | | | | | | | |
| 41380 | TCMP - Landscape Upgrades | 0 | 0 | 0 | | | | | | | | | | |
| 41381 | TCMP - Masterplan Forward Planning | 0 | 0 | 0 | | | | | | | | | | |
| 41383 | TCMP - Short St - Precon North of Clarence St | 0 | 0 | 0 | | | | | | | | | | |
| 41384 | TCMP - Short St - William St to Bourne House West | 0 | 0 | 0 | | | | | | | | | | |
| 41385 | TCMP - Town Green Masterplan Stage Construction | 0 | 0 | 0 | | | | | | | | | | |
| 41388 | Short Street Drainage | 0 | 0 | 0 | | | | | | | | | | |
| 41466 | TCMP - Clarence/Murray Int & Clarence-Hay to Murray | 0 | 0 | 0 | | | | | | | | | | |
| 41468 | TCMP - Const Clarence/Murray St Intersect Gateway | 0 | 0 | 0 | | | | | | | | | | |
| 41469 | TCMP - Cyclist Friendly Actions | 0 | 0 | 0 | | | | | | | | | | |
| 41471 | TCMP - Precon Foreshore Walkway - Town Beach to Kool Ck | 130,599 | 102,334 | 196,075 | | | | | | | | | | |
| 41472 | TCMP - Precon Horton St - New Midblock crossing | 0 | 0 | 0 | | | | | | | | | | |
| 41473 | TCMP - Const Horton St - New Midblock Crossing | 0 | 0 | 0 | | | | | | | | | | |
| 41474 | TCMP - Precon Kooloonbung Foreshore - Gordon/William | 0 | 0 | 0 | | | | | | | | | | |
| 41475 | TCMP - Lighting Options Study | 0 | 0 | 0 | | | | | | | | | | |
| 41476 | TCMP - Lighting & Banner Poles | 0 | 0 | 0 | 0 | | | | | | | | | |
| 41477 | TCMP - Placemaking Activation | 0 | 0 | 0 | | | | | | | | | | |
| 41478 | TCMP - Precon Short St Footpath Replacement | 0 | 0 | 0 | | | | | | | | | | |
| 41479 | TCMP - Preconstruction Town Square | 0 | 0 | 0 | | | | | | | | | | |
| 41480 | TCMP - Construction Town Square | 0 | 0 | 0 | | | | | | | | | | |
| 41582 | TCMP - Kooloonbung Creek Works - Eastern Bank south of Hayward | 0 | 0 | 0 | | | | | | | | | | |
| 41719 | TCMP - Hay St Footpath Outdoor Dining Area | 0 | 0 | 0 | | | | | | | | | | |
| 41780 | TCMP - Gordon Street Bridge | 1,615 | 0 | 0 | | | | | | | | | | |
| 41782 | TCMP - Kooloonbung Ck Foreshore - Gordon to Hayward | | 0 | 0 | | | | | | | | | | |
| 41783 | TCMP - Clarence St Landscaping - Design | 0 | 0 | 0 | | | | | | | | | | |
| 41816 | TCMP - PM CBD Activation | 5,800 | 0 | 0 | | | | | | | | | | |
| 41834 | TCMP - Town Green Central & West - Preconstruction | 98,415 | 1,522,182 | 1,592,422 | | | | | | | | | | |
| 41868 | TCMP - Clarence Street - Tree and Understorey Replanting | 0 | 0 | 0 | | | | | | | | | | |
| 41869 | TCMP - Foreshore Landscaping - General Embellishment | 0 | 0 | 0 | | | | | | | | | | |
| 41870 | TCMP - Gordon Sreet Bridge - Pedestrian Underpass | 0 | 0 | 0 | | | | | | | | | | |
| 41871 | TCMP - William Street - Tree and Understorey - Short to Hay | 0 | 0 | 0 | | | | | | | | | | |
| 41935 | Port Macquarie Cultural Precinct Plan | 0 | 0 | 0 | 50,000 | | | | | | | | | |
| 41967 | Pedestrian Refuge - Horton Street | 0 | 0 | 27,396 | 32,604 | | | | | | | | | |
| 42139 | TCMP - Town Green West Playground | 0 | 35,324 | 200,000 | 267,489 | | | | | | | | | |
| | TCMP - Foreshore Walk Improvements | | | | 3,100,000 | | | | | | | | | |
| | | 0 | 0 | 0 | | | | | | | | | | |

Copy of Report - TCMP Financial Model - 21 April 2021 (version 1)

**Port Macquarie Town Centre Masterplan Financial Model**

| | 2019/20 Actuals | 2020/21 YTD Actuals | 2020/21 Budget | 2021/22 Draft Budget | 2022/23 | 2023/24 | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 2029/30 | 2030/31 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Total Works Program Expenditure** | **238,059** | **1,659,840** | **2,015,893** | **3,450,093** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| **WORKS PROGRAM RESULT** | **238,059** | **1,659,840** | **515,893** | **400,093** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| Balance of Reserve 1 July | 1,610,808 | | 1,712,286 | 1,474,545 | 1,416,362 | 1,776,235 | 2,155,048 | 2,553,336 | 2,971,653 | 3,410,567 | 4,210,487 | 5,030,453 | 5,871,036 |
| Transfer to Reserve - Operating Result | 339,537 | | 278,152 | 341,909 | 359,874 | 378,812 | 398,289 | 418,317 | 438,914 | 799,920 | 819,966 | 840,583 | 790,730 |
| Transfer from Reserve - Capital Expenditure | -238,059 | | -515,893 | -400,093 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Balance of Reserve 30 June | 1,712,286 | | 1,474,545 | 1,416,362 | 1,776,235 | 2,155,048 | 2,553,336 | 2,971,653 | 3,410,567 | 4,210,487 | 5,030,453 | 5,871,036 | 6,661,766 |

PORT MACQUARIE HASTINGS COUNCIL

***MINUTES***
***Town Centre Master Plan Sub-Committee Meeting***
***29/04/2021***

**PRESENT**

***Members:***

Councillor Geoffrey Hawkins (Chair)
Director Development and Environment (Melissa Watkins)
Senior Landscape Architect /Acting Group Manager Recreation Property and Buildings (Craig Luff)
Jeffrey Gillespie (CBD Commercial Property Owner)
Adam Spencer (CBD Commercial Property Owner)
Kieren Dell (CBD Trader)
Anthony Thorne (Port Macquarie Chamber of Commerce Representative)
Janette Hyde (Greater Port Macquarie Tourism Representative)
Michelle Love (Community Member)
John McGuigan (Community Member)

***Other Attendees:***

Councillor Robert Turner
TCMP Project Manager / Co-ordinator (Michael Nunez)

The meeting opened at 8:03am.

**01 ACKNOWLEDGEMENT OF COUNTRY**

The Acknowledgement of Country was delivered.

**02 APOLOGIES**

CONSENSUS:

That the apologies received from Tony McNamara, Simon Thresher and Jeffery Sharp be accepted.

## 03 CONFIRMATION OF MINUTES

CONSENSUS:

1. That the Minutes of the Town Centre Master Plan Sub-Committee Meeting held on 25 February 2021 be confirmed subject to minor corrections in respect of the listed members of the Sub-Committee.
2. That the Minutes of the Extraordinary Town Centre Master Plan Sub-Committee Meeting held on 22 April 2021 be confirmed.

## 04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

## 05 BUSINESS ARISING FROM PREVIOUS MINUTES

CONSENSUS:

That the Business Arising From Previous Minutes schedule be noted.

## 06 FORESHORE PROJECTS UPDATE

CONSENSUS:

That the Town Centre Master Plan Sub-Committee:

1. Note the information contained within the Foreshore Projects Update Report.
2. Request that a copy of the detailed design of Town Green West Playground be provided to the members of the Sub-Committee.
3. Request the Director Development and Environment provide advice to the Sub-Committee on the status of the architect engagement for the Pilot Boat Shed.
4. Agree to fund and commence stormwater works associated with the Fisherman's Wharf Project "tie in" works.

## 07 TOWN SQUARE CATENARY LIGHTS

CONSENSUS:

That the Town Centre Master Plan Sub-Committee:
1. Note the information contained within the catenary lights report.
2. Request a further report outlining the recommended actions to address the Town Square Catenary Lights be provided and considered as an out of session item by the Sub-Committee prior to the next Town Centre Master Plan Sub-Committee meeting.

## 08 PROJECT STRATEGIC PLANNING WORKSHOP OUTCOMES

CONSENSUS:

That the Town Centre Master Plan Sub-Committee:
1. Note the information contained within the Projects Strategic Planning Workshop Outcomes Report
2. Recommend to Council that the outcomes as modified by the Sub-Committee be adopted.

## 09 GENERAL BUSINESS

## 09.01 FLOOD CLEAN-UP

CONSENSUS:

That the Town Centre Master Plan Sub-Committee formally acknowledge and congratulate Council staff for their efforts and responsiveness during the recent flood clean-up.

The meeting closed at 9:46am.

**PUBLIC EXHIBITION DATES**

**3 March 2021 to 31 March 2021**

# Revised Planning Proposal under section 3.33 of the EP&A Act

## *Port Macquarie-Hastings LEP 2011 (Amendment No 54)*

CcI ref: PP2014-14.1 Version 2.2

DP&E ref: PP_2018_PORTM_001_00

Date: 3 March 2021

PORT MACQUARIE HASTINGS COUNCIL

Version: V2.2

**Planning Proposal status (for this copy)**

| Stage | Version Date (blank until achieved) |
|---|---|
| Draft | 1 April 2019 |
| Reported to Council (section 3.33) | 17 April 2019 |
| Referred to Dept of Planning & Environment (sec 3.34 (1)) | 17 June 2019 |
| Gateway Panel determination (sec 3.34 (2)) | 19 July 2019 |
| Revisions required: Yes ~~/ No~~. | 5 November 2019 |
| Public/Agency Exhibition (Sch 1 cl 4) | 20 Nov - 18 Dec 2019 |
| Alteration of Gateway Determination - (sec. 3.34(7)) - Time frame for completion revised to 9 January 2021 | 4 March 2020 |
| Alteration of Gateway Determination - (sec 3.34(7)) - Time frame for completion revised to 30 June 2021 | 27 November 2020 |
| Revised Draft Planning Proposal | 1 February 2021 |
| Reported to Council (S3.33) - 2nd Report | 17 February 2021 |
| Public Exhibition - Proposed exhibition to start on ~~Wed so 24 Feb - 24 March 2021.~~ 3 March 2021 to 31 March 2021. | 3 March 2021 |
| For Council review (sec 3.35 (1)) | |
| Adopted by Council for submission to Minister's delegate (sec 3.36 (2)) | |

| | |
|---|---|
| **Council reference:** | PP2014-14.1<br>Port Macquarie-Hastings LEP 2011 (Amendment No 54) |
| **Department of Planning & Environment reference:** | PP_2018_PORTM_001_00 |

| Council Address | Contact Officer |
|---|---|
| Port Macquarie-Hastings Council<br>PO Box 84<br>PORT MACQUARIE NSW 2444 | Vanessa Penfold<br>Land Use Planner<br>Email: vanessa.penfold@pmhc.nsw.gov.au<br>Phone: (02) 6581 8111 |

# Adoption of the Planning Proposal

## 1. For initial Gateway determination

The undersigned Council delegate endorsed this Planning Proposal on [XX] [XXX] 2021:

Signed .....

Name Dan Croft

Position Group Manager Development Assessment

## 2. For section 3.36 finalisation

This Planning Proposal was endorsed on ..... by *Port Macquarie-Hastings Council*, or *the undersigned Council delegate* (delete one):

.....

.....

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# Background

This Planning Proposal has been prepared under section 3.33 of the *Environmental Planning and Assessment Act 1979* and the Department of Planning and Environment's *A Guide to Preparing Planning Proposals*.

The Planning Proposal explains the intended effects of a proposed amendment to the Port Macquarie-Hastings Local Environmental Plan 2011 (LEP) to rezone rural land in Bonny Hills for light industrial and environmental purposes.

The site is identified in the Port Macquarie-Hastings Urban Growth Management Strategy (UGMS) 2017 – 2036 for investigation in the immediate/short-term for service industrial development.

The site (refer to **Figure 1**) includes private land comprising Lot 10 DP 615775 (8.96ha) and Lot 6 DP 1210904 (0.62ha, being part of former Lot 1 DP 1117908), corner Ocean Drive and Houston Mitchell Drive, Bonny Hills. The Proposal also includes rezoning of the adjoining public road reserves. Refer to **Figures 2 - 5** site images.

The site adjoins environmental living zoned land to the north (separated by Houston Mitchell Drive) and residential zoned land to the east (separated by Ocean Drive). The adjoining lands to the east are currently undergoing development as part of the Lake Cathie/Bonny Hills Urban Release Area and include the Lake Cathie Primary School, PMHC district sports fields and residential subdivision. Queens Lake State Conservation Area (SCA) adjoins the site to the west. The rural zoned lands adjoining the site to the south are identified in the UGMS for further investigation for light industry or school uses.

Public exhibition of the Planning Proposal, which included State agency consultation with NSW Roads and Maritime Services (RMS), NSW Rural Fire Service (RFS) and Office of Environment and Heritage (OEH), took place from 20 November to 18 December 2019. A total of 28 submissions were received to the exhibition. A meeting was held with the proponent, Council staff and Office of Environment and Heritage - Biodiversity Conservation Division on 24 January 2020 to discuss biodiversity matters raised by their submission.

Since the time of the public exhibition, the Proponent undertook further work including a revised concept plan and traffic impact assessment in response to the submissions. The work was submitted on 28 September 2020 and reviewed by Council staff.

The Planning Proposal has been identified as part of the *NSW Public Spaces Legacy Program* and scheduled for completion by 30 June 2021. A number of amendments have been made to the Planning Proposal to respond to submissions from the community and State agencies, and therefore a revised Planning Proposal (together with associated Development Control Plan provisions) is being re-exhibited for 28 days.

## The Subject Site

The site is currently zoned RU1 Primary Production under the LEP 2011 and has a minimum subdivision lot size requirement of 40ha.

Site features include:

- Four dams
- One dwelling house
- Sheds
- A patch of core Koala habitat in the northern part of the site
- Four hollow bearing trees.

Figure. 1 Subject site and locality context

Figures 2 - 5: Site Photos

The Proposal involves an amendment to the Port Macquarie-Hastings LEP 2011 to enable future development for approximately 29 light industrial lots, including a residue that is proposed as environmental lands.

The Proponent, King & Campbell, has submitted a revised subdivision concept plan (at **Attachment 1**) to demonstrate a possible future subdivision layout.

Specialist studies in support of the Proposal include ecological, bushfire, traffic, flooding, and heritage. These studies, which are based on an earlier concept, indicate that the Proposal can be accommodated on the subject site.

There is currently an area in the north of the site which is considered to be core Koala habitat, there are four large hollow bearing trees on the property and the site is potentially subject to flooding in storm surge events. These matters are key considerations of this Planning Proposal.

### Summary of Changes to Planning Proposal

There have been a number of changes made to the Planning Proposal since the public exhibition and agency consultation took place from 20 November to 18 December 2019.

The changes reflect the feedback received from the community, state agencies and Council staff and further supporting information provided by the proponent.

Changes include:

Figure 7 - Land Zoning Map - the proposed map has been replaced with a revised zone layout. The IN2 Industrial zone has been increased in area at the north- eastern part of the site and reduced at the southern end compared with the previous map. A strip of E2 Environmental Conservation land extends along part of the western boundary. The E3 zone that was proposed along Ocean Drive boundary has been replaced by an E2 zoning. The E3 zone is no longer used.

- Figure 8 - Lot Size Map - the proposed map has been replaced with a revised map to reflect change to the zone layout.
- Figure 9 - Height of Buildings Map - the proposed map has been replaced with a revised map to reflect the zone layout and the maximum height of buildings for the IN2 zone has been changed from 11.5m to 10m.

This Planning Proposal is accompanied by draft site specific development control (DCP) provisions for future development of the land (refer to **Appendix B**) and an update to Section B3 - 18 Bushfire Hazard management of the general provisions of PMH DCP 2013 (at **Appendix C**). The draft provisions will go on public exhibition for community consultation in conjunction with the revised Planning Proposal.

Note: Changes to the Planning Proposal document made after the report to Council on 17 February 2021 (Item 13.13) are shown in yellow highlight.

An updated Traffic Impact Assessment has been included at **Attachment 11**. A new Biodiversity Assessment Report has been included at **Attachment 12**.

# Planning Proposal

## Part 1 - Objectives or Intended Outcomes

This Planning Proposal seeks to amend the *Port Macquarie Hastings Local Environmental Plan 2011* to rezone the subject land to enable development for light industrial purposes, to conserve areas of environmental significance and to maintain a landscaped buffer to prevent the visual prominence of future development from the road.

## Part 2 - Explanation of Provisions

The Planning Proposal seeks to amend the LEP by:

- Amending the Land Zoning map, as described in this Planning Proposal, from RU1 Primary Production to:
  - Part IN2 Light Industrial
  - Part E2 Environmental Conservation
- Amending the Lot Size map to permit a minimum lot size of:
  - 1000 m2 on the part of the site proposed to be IN2 Light Industrial
- Amending the Height of Building map to introduce a maximum building height of:
  - 10m for the proposed IN2 Light Industrial land

Note 1: The existing 40ha minimum lot size applying to the size is proposed to remain on the section of the land identified as future E2 Environmental Management.

Note 2 : The amendments incorporate the rezoning and associated map updates to the road sections of Houston Mitchell and Ocean Drive that abut the boundaries of the subject site to the north and east.

Extracts from PMHC LEP 2011 Land Use Table

***Zone IN2 Light Industrial***

*1 Objectives of zone*

- *To provide a wide range of light industrial, warehouse and related land uses.*
- *To encourage employment opportunities and to support the viability of centres.*
- *To minimise any adverse effect of industry on other land uses.*
- *To enable other land uses that provide facilities or services to meet the day to day needs of workers in the area.*
- *To support and protect industrial land for industrial uses*

*2 Permitted without consent*

*Nil*

*3 Permitted with consent*

*Depots; Garden centres; Hardware and building supplies; Industrial training facilities; Landscaping material supplies; Light industries; Medical centres; Neighbourhood shops; Oyster aquaculture; Places of public worship; Plant nurseries; Pubs; Roads; Rural supplies; Take away food and drink premises; Tank-based aquaculture; Timber yards; Vehicle sales or hire premises; Warehouse or distribution centres; Any other development not specified in item 2 or 4*

*4 Prohibited*

*Advertising structures; Agriculture; Air transport facilities; Airstrips; Animal boarding or training establishments; Camping grounds; Caravan parks; Cemeteries; Centre-based child care facilities; Commercial premises; Correctional centres; Crematoria; Eco-tourist facilities; Entertainment facilities; Exhibition homes; Exhibition villages; Farm buildings; Forestry; Freight transport facilities; Function centres; Hazardous storage establishments; Health services facilities; Helipads; Highway service centres; Home-based child care; Home businesses; Home occupations; Home occupations (sex services); Industries; Information and education facilities; Marinas; Mooring pens; Offensive storage establishments; Passenger transport facilities; Places of public worship; Pond-based aquaculture Recreation facilities (major); Recreation facilities (outdoor); Registered clubs; Residential accommodation; Respite day care centres; Rural industries; Schools; Sewerage systems; Tourist and visitor accommodation; Waste disposal facilities; Water recreation structures; Water storage facilities; Wharf or boating facilities*

***Zone E2 Environmental Conservation***

*1 Objectives of zone*

- *To protect, manage and restore areas of high ecological, scientific, cultural or aesthetic values.*
- *To prevent development that could destroy, damage or otherwise have an adverse effect on those values.*
- *To protect coastal wetlands and littoral rainforests.*
- *To protect land affected by coastal processes and environmentally sensitive land.*
- *To prevent development that adversely affects, or would be adversely affected by, coastal processes.*
- *To enable development of public works and environmental facilities where such development would not have an overall detrimental impact on ecological, scientific, cultural or aesthetic values.*

*2 Permitted without consent*

*Nil*

*3 Permitted with consent*

*Environmental facilities; Environmental protection works; Oyster aquaculture; Recreation areas; Research stations; Roads*

*4 Prohibited*

*Business premises; Hotel or motel accommodation; Industries; Multi dwelling housing; Pond-based aquaculture; Recreation facilities (major); Residential flat buildings; Restricted premises; Retail premises; Seniors housing; Service stations; Tank-based* ***aquaculture; Warehouse or distribution centres; Any other development not specified in item 2 or 3***

## Part 3 – Justification

In accordance with the Department of Planning and Environment's *Guide to Preparing Planning Proposals,* this section provides a response to the following issues:

- Section A: Need for the Planning Proposal
- Section B: Relationship to strategic planning framework
- Section C: Environmental, social and economic impact, and
- Section D: State and Commonwealth interests

### A - Need for the planning proposal.

**1. Is the planning proposal a result of any strategic study or report?**

The site has been identified for investigation in the North Coast Regional Plan (NCRP) 2036 as an investigation area for employment lands.

The site has also been identified as an investigation area for light industry in Council's UGMS since 2011, noting that the site presents an opportunity to meet the future local service based industrial needs of the Lake Cathie/Bonny Hills Urban Release Area population.

**2. Is the planning proposal the best means of achieving the objectives or intended outcomes, or is there a better way?**

The aim of Council's UGMS is *'to achieve well-planned growth in the right places, to create a more diverse and prosperous economy and maintain a healthy environment and great places to live'* (Vol 2:7).

Action 17 of the UGMS 2017 identifies this site for investigation in Year 1-5:

> *'Investigate the capacity of land at the intersections of Ocean Drive with Houston Mitchell Drive and Bonny View Drive for service industrial development'* (Vol 1:25).

The site is recognised in the UGMS as being a suitable industrial investigation area as it is centrally located in terms of access to planned development in Lake Cathie and Bonny Hills Urban Release Area. The subject site is likely to yield approximately 5.5ha of light industrial land, which is around 70% of the required industrial land supply in the UGMS in this locality. This is strategically important as there is no certainty that any other land in the Lake Cathie/Bonny Hills area will be suitable for light industrial development.

The site specific investigations carried out to date support the use of the land for future industrial use, which will also include the rezoning of approximately 4ha for future environmental conservation. This ensures that the rezoning achieves the aim of the UGMS to avoid significant environmental impacts. The Planning Proposal achieves the avoidance of significant ecological impacts and will allow appropriate development that will manage environmental hazards. The site is capable of connection to existing water and sewerage services without significant costs.

It is considered the Planning Proposal is the best way to achieve the objectives of the UGMS 2017- 3036.

## B - Relationship to strategic planning framework.

### 3. Will the planning proposal give effect to the objectives and actions of the North Coast Regional Plan 2036?

Consideration of the Planning Proposal in the context of the relevant goals, directions and actions of the State Government Regional Plan is provided below:

*Goal 1 - The most stunning environment in NSW*

Direction 2: Enhance biodiversity, coastal and aquatic habitats, and water catchments

*Action 2.1: Focus development to areas of least biodiversity sensitivity in the region and implement the "avoid, minimise, offset" hierarchy to biodiversity, including areas of high environmental value.*

This Proposal is to protect approximately one third of the most valuable areas of the site for regeneration and future preservation. This will be achieved by applying an E2 Environmental Conservation zone to these areas.

The proponent's 2018 ecological assessment confirms that any vegetation within the proposed IN2 Light Industrial zone, which is proposed to be cleared, can be offset within the E2 Environmental Conservation zoned areas of the site. Through the DA process, the clearing is to be offset using the Biodiversity Offset Scheme and the retirement of biodiversity credits.

Direction 3: Manage natural hazards and climate change

*Action 3.1: Reduce the risk from natural hazards, including the projected effects of climate change, by identifying, avoiding and managing vulnerable areas and hazards.*

An assessment of bushfire hazard and flooding hazard has been undertaken. Future development is required to comply with Planning for Bushfire Protection 2019 and satisfy Council's adopted flood policy.

*Goal 2 - A thriving, interconnected economy*

Direction 6: Develop successful centres of employment

*Action 6.6 Deliver an adequate supply of employment land through local growth management strategies and local environmental plans to support growth.*

The subject site has been identified in Council strategies for light industry for many years because it is:

- Easily accessible from main roads
- In proximity to an urban release area to the east of Ocean Drive, currently undergoing development, which will result in significant population growth generating demand for new local business services and employment over time
- In proximity to another possible light industrial area or school to the south of the site (as identified in UGMS).

*Goal 3 - Vibrant and engaged communities*

Direction 16: Collaborate and partner with Aboriginal communities

*Action 16.2: Ensure Aboriginal communities are engaged throughout the preparation of local growth management strategies and local environmental plans.*

The Planning Proposal is supported by an Aboriginal Cultural Heritage Assessment (**Attachment 9**) prepared by the Birpai Local Aboriginal Land Council, who have advised that there is no reason that the rezoning cannot proceed in respect to Aboriginal Cultural Heritage issues.

Direction 21: Coordinate local infrastructure delivery

*Action 21.2: Maximise the cost-effective and efficient use of infrastructure by directing development towards existing infrastructure or promoting the co-location of new infrastructure*

The site is identified for employment purposes and can be connected to reticulated services by way of an existing sewer stub, which will need to be extended to reach the subject site for future connection. Further, there is opportunity to connect to the existing water main off Ocean Drive with a link through to the water main located on Houston Mitchell Drive.

By way of road connections, the corner location of the site will enable the future use to utilise the existing road infrastructure.

### *Urban Growth Area Maps*

The Regional Plan identifies the site on the Urban Growth Area Map for Port Macquarie-Hastings as Investigation Area - Employment Lands

- The site is identified as Investigation Area - Employment Lands.
- It will rezone the least sensitive areas of the site for industrial development, and protect the valuable areas of the site by applying an environmental management zone. In addition, the site will provide for offsetting of some tree removal within the future environmental zone, achieving both the minimise and the offset hierarchy to biodiversity.
- An assessment of bushfire hazard and flooding hazard has been undertaken. Future development is required to comply with Planning for Bushfire Protection 2019 and satisfy Council's adopted flood policy.
- It will allow development of land that will make use of existing infrastructure.

## 4. Will the planning proposal give effect to Council's endorsed local strategic planning statement, or another endorsed local strategic plan?

The Proposal will give effect to the following endorsed Council strategies:

### *Local Strategic Planning Statement 2020 - Shaping Our Future 2040*

Council adopted a local strategic planning statement (LSPS) in November 2020. The LSPS will be used by Council to assess planning proposals within a strategic framework as part of the strategic merit test as outlined in the NSW DPIE guidelines for preparing planning proposals and LEPs. The LSPS includes 19 Planning priorities across the themes of: Our Environment, Places, Connections, Economy, and Enabled by Infrastructure.

The following Planning Priorities relate to the subject site and/or its proposed land use:

*Priority 1 - Protect, conserve and enhance our biodiversity areas of high environmental value and our scenic and cultural landscapes while cultivating sustainable growth and development.*

The Planning Proposal provides for the restoration of a habitat corridor in the southern part of the site by application of an E2 Environmental Conservation zoning to the site. The preservation of the environmental land is balanced with the provision of employment land in the northern part of the site.

*Priority 2 - Manage Growth sustainably*

The site is identified as Investigation Area, Employment Lands in the NCREP 2036. The site is located at the western edge of the Rainbow Beach (Area 14) Urban Growth Area that provides for a new residential development, town centre, primary school, sports fields and an environmental corridor. The site is expected to cater for 70% of the employment lands needs for the broader Lake Cathie and Bonny Hills urban area through to 2036.

*Priority 16 - Plan for a future economy which is diverse, resilient and inclusive.*

The proposed employment land is located at the intersection of the Ocean Drive and Houston Mitchell Drive between Lake Cathie and Bonny Hills and has access to the Pacific Highway via Houston Mitchell Drive. The Planning Proposal will provide for a range of light industrial land uses, service industries and employment opportunities for the residents of the adjacent neighbourhoods.

### *Urban Growth Management Strategy 2017*

The UGMS is the local response to the NCRP and is closely integrated with Council's *Towards 2030 Community Strategic Plan* (discussed below).

The site is identified in this Strategy for investigation in the immediate/short-term for *service industrial development*.

A key aim of the UGMS for *Economic Development and Employment* is:

*... to promote economic development and employment to create a prosperous and diversified economy.*

The UGMS recognises that there is currently no zoned land for local service industry in the Lake Cathie/Bonny Hills locality and that the site will provide approximately half of the required land area to satisfy this existing shortfall.

The current Proposal has approximately 5.5ha of proposed industrial zone, which represents around 70% of the required industrial land supply in the UGMS in this locality. This is strategically important as there is no certainty that any other land in the Lake Cathie/Bonny Hills area will be suitable for light industrial development.

### *Towards 2030 Community Strategic Plan*

The Proposal for the subject site satisfies the key strategies of this Plan for both *business and industry* and *natural and built environment*. The Planning Proposal will:

- Provide for industrial zoned lands in close proximity to existing urban areas, assisting residents to live and work in close proximity

- Attract investment to create jobs
- Provide for effective management and maintenance of urban services (water, sewer)
- Assist in minimising the impact of natural events and climate change (floods, bushfires), through appropriate environmental zoning and mitigation measures; and
- Facilitate development that is compatible with the natural and built environment.

### *Bonny Hills Community Plan 2018*

The Draft Bonny Hills Community Plan, which was endorsed by Council on 19 August 2018 and has been subject to community consultation, acknowledges that the village will experience significant population growth over the next 20 years; and that this growth will generate demand and opportunities for a range of new local business services and employment.

There are a number of goals identified, by the community, in the plan with supporting statements relating to the subject site and/or its proposed use:

*Goal 1 – Maintain and enhance the village character of Bonny Hills*

*Supporting Statement: Ocean Drive recognised as a scenic landscaped route, not a light industry corridor with appropriate landscaping planned for the villages of Bonny Hills and Lake Cathie.*

*Goal 2 – Maintain the natural environment – including beaches, coastline, bushland and hinterland*

*Supporting Statement: Consider 'Habitat Protection' zonings in the Local Environment Plan to ensure long term viability of corridors.*

*Goal 4 – Manage future growth and development to be consistent with the above*

*Supporting Statement: Create an area for local light industry area that is discreet and out of sight, possibly off Houston Mitchell*

The Planning Proposal is considered to satisfy these goals as follows:

- Provides a landscaped buffer along Ocean Drive and Houston Mitchell Drive within the subject site - the intent of the environmental strip is as a buffer to mitigate the visual prominence of the future development from the road. It is proposed that the strip will be planted with suitable vegetation to ensure that this buffer is effectively achieved. It is considered that the buffer should have a minimum depth of five metres to provide sufficient space for trees and shrubs of varying sizes and densities. This will provide effective landscaping to mitigate the visual prominence of any future development.
- A draft DCP has been prepared (at **Appendix B**), which includes development provisions to ensure that the landscaped buffer within the subject site is planted to effectively shield future development from the road.
- Maintains and restores the habitat corridor in the southern part of the site by way of an E2 Environmental Conservation zoning. In accordance with Part B2 Environmental Management 8(c) of the Port Macquarie-Hastings DCP 2013, A

Vegetation Management Plan (VMP) will be required to outline how the environmental lands are to be protected and managed. The intention is for the VMP to be required to be prepared prior to any clearing works and before issuing the construction certificate.

### *2017 - 2021 Delivery Program and 2020 - 2021 Operational Plan*

The subject rezoning is identified in Council's Delivery Program to 2021. Operational Plan Action 4.5.1.11 includes to '*Investigate the capacity of land at the intersection of Ocean Drive and Houston Mitchell Drive for light industrial use..*'.

## 5. Is the planning proposal consistent with applicable State Environmental Planning Policies?

Table 1 considers the relevant SEPPs that apply to this Planning Proposal.

**Table 1 – Assessment of the Planning Proposal against relevant SEPPs**

| SEPP | Relevance | Reason for inconsistency or comment |
|---|---|---|
| 44 Koala Habitat Protection | Encourages the conservation and management of natural vegetation areas that provide habitat for koalas to ensure permanent free-living populations will be maintained over their present range. | **Consistent**<br><br>During the field survey undertaken in 2016 (to support the Ecological Assessment by Flora Fauna at **Attachment 4**), 22 Koala Food Trees were recorded. The assessment identified that *several trees showed signs of Koala activity* (p.6). The assessment however concluded that the site would be unlikely to comprise core koala habitat due to the lack of evidence of a resident koala population or breeding females.<br><br>Further, a federal referral assessment was undertaken as part of the abovementioned Ecological Assessment, which determined that a federal referral would not be required.<br><br>The Biodiversity Australia ecological assessment, prepared in 2018 (**Attachment 6**) to comply with the changes to the Biodiversity Conservation Act 2016, recognised that species surveys for Koalas (amongst other things) were undertaken during previous ecological studies. During the Koala surveys '*none of these species were confidently recorded on the site and as such, there is no species credit requirement for the development site*' (p.23).<br><br>Correspondence with Biodiversity Australia dated 28 November 2018 (**Attachment 7)** confirmed that '*core Koala habitat may be present*' and that a Koala Plan of Management will be prepared at a future DA stage.<br><br>Considering the above information, Council has worked closely with the proponent and BCD to ensure the best possible concept layout for the site that allows the proposed use. Subsequently, it is considered that the Proposal is consistent with this direction. |

| SEPP | Relevance | Reason for inconsistency or comment |
|---|---|---|
| 55 Remediation of Land | Introduces state-wide planning controls for the remediation of contaminated land. The policy states that land must not be developed if it is unsuitable for a proposed use because it is contaminated. | **Consistent**<br><br>The site is not registered on Councils contaminated lands register nor does it have a history that includes a use that would preclude a future industrial use.<br><br>The Gateway determination required that a preliminary contamination assessment be undertaken. The Assessment, prepared by Regional Geotechnical Solutions (refer to **Attachment 10**) concluded that *'the site is likely to be suitable for the proposed industrial and environmental land use with regard to the presence of soil contamination provided the recommendations and advice of the report are adopted, and site preparation works are conducted in accordance with appropriate site management protocols and legislative requirements'* (RGS 2019:12)<br><br>The following recommendations were included in the assessment:<br><br>Collection of domestic and miscellaneous waste and disposal of it in accordance with Council and NSW EPA requirements.<br>• Undertake a hazardous Material Inspection prior to site demolition works associated with the existing dwelling and sheds to determine if hazardous materials including asbestos are present.<br>• Collection of the various containers of chemicals present within the sheds and disposal of those containers in accordance with Council and NSW EPA requirements prior to the demolition works.<br>• Following completion of the above actions undertake a Stage 2 Contamination Assessment.<br><br>Council's environmental health officer has assessed the above report and considers it unlikely that there will be any issues in having the land remediated to an acceptable level for the proposed land zones and is comfortable that the abovementioned recommendations can be undertaken at DA stage. |
| (Coastal Management) 2018 | The aim of this Policy is to promote an integrated and co-ordinated approach to land use planning in the coastal zone in a manner consistent with the objects of the Coastal Management Act 2016 | **Consistent**<br><br>The site is not mapped as being in the Coastal Wetlands or the Proximity Area for Coastal Wetlands. |
| (Infrastructure) 2007 | The aim of this Policy is to facilitate the effective | **Consistent** |

| SEPP | Relevance | Reason for inconsistency or comment |
|---|---|---|
| | delivery of infrastructure across the State | The site has frontage to Ocean Drive, which is a classified road. However, access to the site is proposed to be via Houston Mitchell Drive. Draft site specific DCP provisions have been prepared for public exhibition with this Proposal that make special provision for site access to be from Houston Mitchell and not Ocean Drive (refer to **Appendix B**).<br><br>Subsequently, it is considered that the future industrial use will be compliant with this Direction. |
| (Primary Production and Rural Development) 2019 | A key aim of this policy is to facilitate the orderly and economic use and development of lands for primary production and to reduce land use conflict | **Consistent**<br><br>The Proposal to rezone the land to IN2 Light Industry is justified as follows:<br>• The land is not mapped as regionally significant farmland<br>• The location of the site is not suitable agricultural land with residential development to the north and east, a possible light industry/school site to the south and a nature reserve to the west<br>• The subject land is identified as 'future industrial lands' in the UGMS<br>• The subject land is identified in the NCRP as being an investigation area for light industry |

## 6. Is the planning proposal consistent with applicable (s.9.1 directions) Ministerial Directions?

Table 2 below considers the relevant s9.1 Directions that apply to this Planning Proposal.

**Table 2 – assessment of the proposal against relevant s9.1 Directions**

| Section 9.1 (2) Directions and Objectives | Reason for inconsistency or comment |
|---|---|
| **1 Employment and Resources** | |
| **1.1 Business and Industrial Zones** | **Consistent**<br><br>The location of the site for the proposed industrial lands is in accordance with an approved strategy, being Council's UGMS |
| **1.2 Rural Zones** | **Inconsistent**<br><br>The Proposal is inconsistent with this Direction as it seeks to rezone land from RU1 Primary Production to IN2 Light Industrial.<br><br>The inconsistency is considered justifiable on the basis that the site is identified in Councils UGMS for investigation in the next 1-5 years for *service industrial development* (Action 17, Vol: 1: 25).<br><br>Further, due to the size of the site, it is not economically or environmentally sustainable to use the land for primary production now or in the future. |

| Section 9.1 (2) Directions and Objectives | | Reason for inconsistency or comment |
|---|---|---|
| 1.5 | Rural Lands | **Inconsistent**<br><br>Commentary regarding the consistency of the Proposal in relation to SEPP (Rural Lands) is provided in Table 1 above.<br><br>The inconsistency is considered justifiable as the land is identified as '*proposed employment lands'* in the NCRP. This is in addition to its identification for *service industrial development* in the UGMS, as mentioned above. |
| 2 | Environment and Heritage | |
| 2.1 | Environmental Protection Zones | **Consistent**<br><br>The Proposal seeks to preserve approximately 4ha of the land for environmental conservation/management. Part B2 Environmental Management 8(c) of the Port Macquarie-Hastings Council DCP 2013 requires environmental areas to be appropriately protected and managed. The intention is to achieve this through a VMP, which will be required to be prepared prior to any clearing works and before issuing the construction certificate.<br><br>Further, site specific DCP provisions have been prepared to support this Planning Proposal, which outlines requirements for landscaping of the E2 Environmental Conservation vegetated buffer along Houston Mitchell Drive and Ocean Drive. |
| 2.2 | Coastal Management | **Consistent**<br><br>The site is not mapped as being within Coastal Wetlands or the Proximity Area for Coastal Wetlands under the *Coastal Management Act 2016*. |
| 2.3 | Heritage Conservation | **Consistent**<br><br>The Proposal is consistent with this Direction as the Birpai Local Aboriginal Land Council, in their 2018 Assessment, did not identify any evidence of Aboriginal occupation and confirmed that the rezoning Proposal can continue, subject to monitoring of any future earthworks during development of the site (refer to **Attachment 9** for the Aboriginal Cultural Heritage Assessment report). |
| 3 | Housing, Infrastructure and Urban Development | |
| 3.4 | Integrating Land Use and Transport | **Consistent**<br><br>The site is located on the corner of Ocean Drive (a classified road) and Houston Mitchell Drive, making it a location that is easily accessible to the regional and State road network, a key consideration for industrial areas.<br><br>A Traffic Impact Assessment has been prepared by the Proponent to support the Planning Proposal and a copy is provided at **Attachment 11**. The TIA includes details of estimated traffic generation and access and servicing arrangements for the largest vehicles requiring access to the |

| Section 9.1 (2) Directions and Objectives | | Reason for inconsistency or comment |
|---|---|---|
| | | site. The report includes detailed analysis for a proposed 4-way priority-controlled intersection at Forest Parkway and Houston Mitchell Drive to serve the industrial land. Council staff consider the proposed 45° angle approach to Houston Mitchell Drive from the site would result in an unsafe intersection and that a roundabout is the appropriate intersection type for the location. The proponent has agreed to undertake further to resolve the matter.<br>Note: The proponent has submitted an updated Traffic Impact Assessment (King & Campbell March 2021 v2). A copy of the report is provided at **Attachment 11**) |
| **4** | **Hazard and Risk** | |
| **4.1** | **Acid Sulfate Soils** | **Consistent**<br><br>Part of the site is mapped as Class 5 Land. Under cl 7.1 of PMH LEP 2011, works within 500 metres of adjacent Class 1, 2, 3 or 4 land that is below 5 metres Australian Height Datum and by which the water table is likely to be lowered below 1 metre Australian Height Datum on adjacent Class 1, 2, 3 or 4 land will require consent.<br><br>In this regard, the adjacent Class 4 lands are located to the east of the Ocean Drive road corridor and for a distance of 500m, are currently above 5m AHD. These adjoining lands have been approved to be finished to a level of approximately 6m AHD, to provide district sporting fields and residential lots. Therefore, it is considered that the Proposal is consistent with this Direction. |
| **4.3** | **Flood Prone Land** | **Consistent**<br><br>The Proposal is supported by a 2010 Flood Impact Assessment (Worley Parsons, 2010) **(Attachment 2)** and an updated 2019 Flood Impact Assessment (Advision, 2019) **(Attachment 3)**, which established the peak 100-year recurrence flood level at the site. The information was used to inform the initial indicative layout for the site, including the extent of proposed fill to support the future industrial subdivision and use of the land. Given the increase in potential storm-water runoff and the possible reduction in flood storage as a result of the required fill, the draft site specific DCP **(Appendix B)** has been prepared to include development provisions, which will ensure appropriate management of stormwater. |
| **4.4** | **Planning for Bushfire Protection** | **Inconsistent**<br><br>The site is mapped bushfire prone.<br><br>Consistency with this Direction cannot be resolved until consultation with the Commissioner of the NSW Rural Fire Service (RFS) has occurred. Subsequently, RFS has been consulted as part of the public exhibition period and their views will be taken into consideration.<br><br>Notwithstanding, a site specific Bushfire Hazard Assessment **(Attachment 8)** has been prepared. The report concluded that '*subject to the implementation of the bushfire threat reduction measures and consideration of the recommendations in the report, bushfire risk is manageable*' (p.31). The assessment also indicates that requirements |

| Section 9.1 (2) Directions and Objectives | | Reason for inconsistency or comment |
|---|---|---|
| | | for future Asset Protection Zones can be adequately provided within the site to mitigate bushfire threats.<br><br>It is considered that this Proposal:<br>a) Has regard to Planning for Bushfire Protection 2006, and<br>b) Achieves an outcome whereby all bushfire protection measures will be managed within the future IN2 zone & E2 zone adjacent to Queens Lake State Conservation Area.<br>c) Will provide a sufficient space within the IN2 zone for a perimeter road to be provided around the future lots; and<br>d) Reasonably minimises the perimeter of the area of land and the hazard interface<br><br>A draft site specific DCP has been prepared **(Appendix B)** and an update to Part B3 Hazards Management 18 (Bushfire hazard management) of the General provisions in DCP 2013 **(Appendix C)**. Both of these DCP updates include development provisions to ensure the above outcomes are achieved at a future DA stage.<br>The NSW RFS will be consulted as part of the exhibition period and their comments will be reported to a future Council meeting. Prior to finalising the Planning Proposal, Council will seek to obtain the agreement of the Secretary to comply with this Direction. |
| 5 | Regional Planning | |
| 5.10 | Implementation of Regional Plans | **Consistent**<br><br>The planning proposal is consistent with the North Coast Regional Plan 2036. The majority of the site is within the mapped urban growth area (Investigation Area - Employment Lands), and the small variation is consistent with the Urban Growth Area Variation Principles contained in Appendix A of the North Coast Regional Plan 2036. Refer to **Appendix D** for justification of this inconsistency. |
| 6 | Local Plan Making | |
| 6.1 | Approval and Referral Requirements | **Consistent**<br><br>None of the provisions in the Proposal will create excessive concurrence, consultation or referral requirements. Further, the Proposal does not identify any development as designated development. |

## C - Environmental, social and economic impact.

**7. Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected as a result of the proposal?**

A detailed ecological assessment and addendum assessment relating to this Proposal were prepared by FloraFauna Consulting in 2016 and 2017 (**Attachments 4** and **5**).

A subsequent Ecological Assessment (Biodiversity Australia, 2018) (**Attachment 6**) was prepared to meet the principles of the *Biodiversity Conservation Act 2016* and in accordance with stage 1 and 2 of the Biodiversity Assessment Method. The assessment confirms that there are no endangered ecological communities on site. A credit summary report was calculated, which concludes that approximately 3.73 ha of lands will be required to offset the loss of vegetation and habitat. The credit summary report calculated that there is likely to be sufficient land to provide the necessary offsets onsite.

Note: The proponent has submitted a new Biodiversity Development Assessment Report (Biodiversity Australia, October 2020). A copy of the report is provided at **Attachment 12**.

*Native vegetation and species habitat*

The abovementioned 2016 assessment notes that most of the land has been cleared of native vegetation and is maintained as managed grassland with retained 'paddock' trees. The report also acknowledges the two areas of mapped vegetation, being a '*disjunct remnant patch in the north part of the site and a patch in the southwest corner of the site that forms part of the eastern margin of a large area of vegetation within the Queens Lake State Conservation Area that extends into the Queens Lake Nature Reserve*' (p. 68).

Prior to public exhibition of the original Planning Proposal in 2019, Council had been working to develop a draft Coastal Koala Plan of Management (CKPoM), which is one of a suite of proposed policy changes to provide a comprehensive set of planning controls to manage the impacts of development on Koala habitat in the Port Macquarie Hastings area, and is designed to help reduce the overall impact of habitat loss.

The draft CKPoM was publically exhibited in April – May 2018 and reported to Council at Item 12.04 on 19 September 2018. At the meeting, this item was deferred pending further consideration. At that time, the abovementioned 'remnant patch' of vegetation in the north part of the site was identified as core Koala habitat (refer to **Figure 6**).

The CKPOM was considered at the Council meeting of 12 August 2020 (Item 13.05) Council determined to not proceed with to finalisation of the draft document.

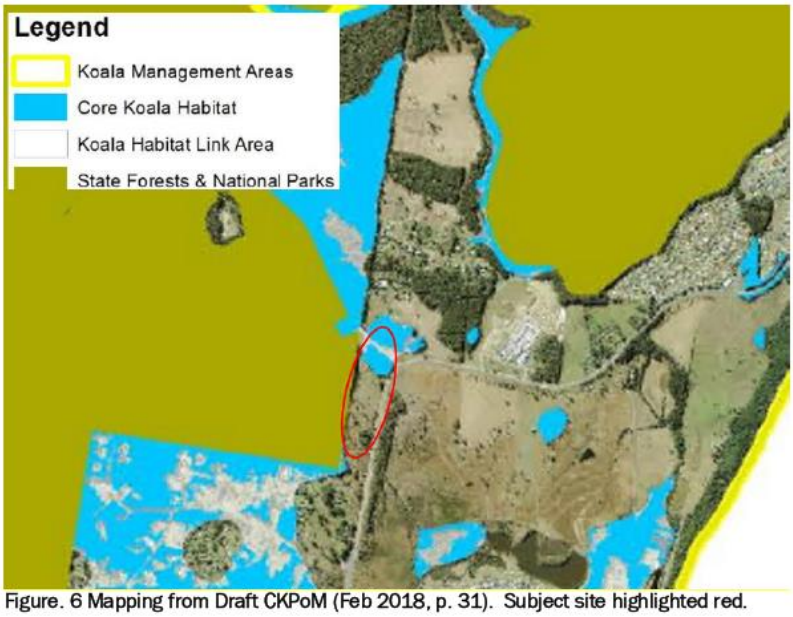



Figure. 6 Mapping from Draft CKPoM (Feb 2018, p. 31). Subject site highlighted red.

It is considered that further assessment pursuant to SEPP 44 should be undertaken at the subsequent development application stage, which may determine the need for a Koala Plan of Management to be prepared for the subject site.

The ecological assessment reports submitted in support the proposal, recommended a number or ameliorative measures to mitigate potential impacts. These include pre-tree removal inspections, nest boxes, compensatory plantings of Koala food trees and non-koala food trees, regeneration of the native groundcover and understorey layers, retention of three dams and weed management.

While it is acknowledged that the reports are based on the previous development concept, it is considered that the current concept provides a suitable balance for the future development and protection of some of the Koala food trees on the site.

*Hollow bearing trees*

Four hollow bearing trees have been recorded on the site, which are between 12m - 25m in height.

There have been a number of iterations of the concept to try to achieve the best outcome in terms of a useable industrial footprint, while achieving the avoid and minimise principles of the *Biodiversity Conservation Act 2016*. The current concept plan supporting this revised Planning Proposal retains three of the four hollow bearing trees (Trees 835, 872 & 873).

It is considered that a further hollow bearing tree assessment can be undertaken, as required, in a subsequent ecological assessment with a future DA.

Note: The proponent has submitted a new Biodiversity Development Assessment Report (Biodiversity Australia, October 2020). A copy of the report is provided at **Attachment 12**.

Consultation with Office of Environment & Heritage - Biodiversity Conservation Division

The Gateway determination requires consultation with the Office of Environment & Heritage (OEH) of the NSW Department of Planning, Industry and Environment for a minimum of 21 days. OEH (the Biodiversity and Conservation division) were consulted as part of the exhibition of the Planning Proposal in 2019 and a copy of their submission is provided at **Appendix E.**

The BCD did not raise issues in connection with flood risk management or Aboriginal cultural heritage at the rezoning stage. BCD did recommend that prior to determining a development application that a more thorough Aboriginal cultural heritage investigation be carried out, and that the impacts arising from changes to the location of floodwaters and frequency of inundation on endangered ecological communities, including the adjoining SCA, as a result of filling be addressed.

Several issues were raised in connection with biodiversity including threatened species and ecological communities or their habitats and the adjacent NPWS estate (Queens Lake SCA). BCD requested that before configuration of the E2 and IN2 zones in the north were finalised that further consideration be given to the following matters:

- The viability of the proposed E-zoned land in the north and its connectivity with other vegetated areas
- Retaining more of the mature important remnant trees in these parts of the planning area
- Potential impacts on koalas and locations for fauna exclusion fencing
- The need to ensure that direct impacts on the adjoining State Conservation Area of future development in the planning area can be adequately mitigated and buffered
- Possible dedication of the E-zoned land to NSW NPWS or Council after it has been revegetated. *Note: Council staff have recommended against dedication of the E-zoned land to Council.*
- Once the footprint is resolved, biodiversity credits should be determined applying Stage 1 of the Biodiversity Assessment Method (BAM)
- A planning agreement is recommended that commits the landowner to providing the biodiversity offsets and preparation of a vegetation management plan (VMP) for the E-zoned land and any vegetated buffers to the SCA with the plan prepared prior to any clearing works or issue of a construction certificate.

  *Note: Council staff have declined an offer by the proponent to enter into a VPA.*

The Proponent met with BCD and Council representatives in January 2020 to discuss the above matters. It was agreed that it was preferable to consolidate the areas of high environmental value land and that existing vegetation surrounding the existing shed near the intersection of Houston Mitchell Drive would be isolated from other areas, and as such was less desirable to be retained between the proposed employment lands and the intersection.

As a result the following changes have been made to the Planning Proposal:

- The area of E2 zoned land adjacent to the existing shed has been reduced and is proposed as IN2.
- The southern E2 land area has been enlarged (near the larger dam) that provides for retention of additional trees and will reduce the extent of fill required for future development and reduces need for retaining walls.
- An E2 zoned landscape/visual buffer minimum 10m wide to the Houston Mitchell and Ocean Drive frontages, excepting the proposed access point at the north-west corner of the site, that provides for retention of trees.
- An increased E2 zoned landscaped splay width to the Ocean Drive and Houston Mitchell Drive corner to provide for a wider vegetated buffer at the intersection.
- An E2 zoned 10m wide landscaped buffer on part of the western boundary with the SCA that varies up to 13.5m to ensure retention of two hollow bearing trees.
- The proposed location of the fauna fence has been changed to exclude fauna from the employment lands and avoid fauna being directed onto roads.

*Summary*

As identified, there have been a number of variations to the Proposal since it was submitted in June 2018 to ensure that the natural environment, including significant values and hazards have been sufficiently considered. While this has resulted in inconsistencies between the final concept plan and the specialist studies prepared to support this Proposal, it is considered that the studies are of sufficient detail for the purposes of a rezoning. The Proposal has taken considerable steps to ensure a balanced approach that achieves the strategic objectives of the site for light industry with consideration of the environmental values and hazards on the land as follows:

- Approximately 4ha is included for future environmental conservation by way of an E2 Environmental Conservation zoning.
- Retaining three of the four hollow bearing trees in the E2 Environmental Conservation zone.
- Including a draft site specific DCP (refer to **Appendix B**), which provides objectives and development provisions including the provision of a fauna fence located to discourage Koalas from crossing the adjacent busy roads, entering the employment lands or landscape buffer area adjacent to Ocean Drive.
- It may be appropriate for the developer to use the proposed E2 Environment Conservation zoned land in the south of the site to meet their DCP offsetting obligations. The proposed E2 zoned landscape buffer along Ocean Drive and Houston Mitchell Drive should not be used for Koala food tree offset planting. Any biodiversity credits will have to be retired prior to vegetation clearing or issue of a construction certificate, whichever occurs first.

BCD will be consulted again as part of the exhibition of the revised Planning Proposal.

Note: The proponent has submitted a new Biodiversity Development Assessment Report (Biodiversity Australia, October 2020). A copy of the report is provided at **Attachment 12**.

**8. Are there any other likely environmental effects as a result of the planning proposal and how are they proposed to be managed?**

*Flood*

A Flood Impact Assessment was initially prepared by Worley Parsons in 2010 **(Attachment 2)** to establish the peak 100-year recurrence flood level at the site. This level was estimated to be 7.6 m AHD. The information contained in this initial report was then used to develop an indicative layout for the site, including an indicative extent of proposed fill to support the future industrial subdivision and use of the land.

The approximate extent of land to be filled is noted on the attached concept layout. The required volume of fill equates to approximately 5,000m³. This will lead to an increase in potential storm-water runoff and the likelihood of reduced flood storage as a result of the required fill. Subsequently, Worley Parsons were engaged to carry out additional investigations to characterise the existing flood conditions and to document the magnitude and extent of the impact as a result of the necessary fill.

The 2010 assessment concludes the following:

> *The results of the modelling indicate that filling for the proposed development will have minimal impact on the peak 100 year ARI flood level. The peak 100 year ARI flood level at the site is predicted to increase by 10mm due to the filling and will lead to no increase in the reported 100 year ARI flood level for the site. A minor increase in the peak flood discharge through the culvert system is predicted to occur. However, this increase is less than 2% of the pre-development flow and is not considered to present any concerns for the site located downstream.*

Worley Parsons conclude that Council can be satisfied that the 2010 assessment provides satisfactory demonstration that the site is suitable for development for industrial purposes.

An updated Flood Impact Assessment has recently been prepared **(Attachment 3)**. As a result of the findings, the draft site specific DCP provisions, which have been prepared to support this Proposal, include water quality development provisions relating to stormwater. **(Appendix B)**.

*Bushfire*

The accompanying Bushfire Hazard Assessment (Pensini, 2018) **(Attachment 8)** concludes that subject to the implementation of appropriate bushfire threat reduction measures, bushfire risk is manageable.

The recommended measures, including adequate defendable space, appropriate road design and access have been accommodated within the indicative industrial subdivision layout to support the Planning Proposal. Detailed design will be dealt with at a future development application stage.

Subsequently any future development in the proposed industrial zone is capable of satisfying *Planning for Bushfire Protection 2006*. The Rural Fire Service (RFS) was consulted as part of the exhibition of the Planning Proposal in 2019 and a copy of their submission is provided at **Appendix E.**

As an extra precaution, draft site specific DCP provisions (see **Appendix B**) have been prepared, which include, amongst other things, provisions for a perimeter road around the industrial interface. Further, it is proposed to update the bushfire provisions of Part B3 Hazards Management 18 of the General Provisions of DCP 2013 (refer to **Appendix C**), to ensure that this clause is applicable to industrial development, not just residential development.

The RFS and will be consulted again as part of the exhibition of the revised Planning Proposal.

*Summary*

The Proposal has considered the site in the context of bushfire risk and flood hazard by:

- Reasonably minimising the perimeter of the area of land and the hazard interface.
- Providing sufficient space within the proposed IN2 Light Industrial zone for a perimeter road to be provided around the majority of future lots.
- The Proposal is supported by a Flood Impact Assessment, which established the peak 100-year recurrence flood level at the site. The information from the assessment was used to inform the initial indicative layout for the site, including the extent of proposed fill to support the future industrial subdivision and use of the land.

**9. How has the planning proposal adequately addressed any social and economic effects?**

*Social*

The applicant's Aboriginal Cultural Heritage Assessment (**Attachment 9**) provides an assessment of cultural heritage values on the site and concludes that there is no reason for the rezoning not to proceed.

The proposed environmental zones and DCP provisions will ensure that there is an effective buffer to screen the future light industrial development from view. This addresses community concerns and mitigates social effects.

*Economic*

The subject site is expected to yield approximately 5.5ha of light industrial land, which is around 70% of the required industrial land supply nominated in the UGMS for this locality. This is strategically important as there is no certainty that any other land in the Lake Cathie/Bonny Hills area will be suitable for light industrial development.

The rezoning of the site will be consistent with a key economic and employment aim of Council's UGMS, to provide industrial/employment lands in close proximity to the Area 14 Urban Growth Area, at a location that is well serviced and accessible and where there is currently no zoned land for local service industry. The site will provide approximately half of the land area recognised as being needed in the Lake Cathie Bonny Hills locality.

*Summary*

The proposed rezoning will:

- more appropriately reflect the local planning strategies for the area and complement the existing land uses in the locality;

- provide employment opportunities for existing and future residents within walking distance to their place of residence (given proximity of the Lake Cathie/Bonny Hills Urban Release Area)
- manage the environmental constraints (flooding, bushfire, ecological)
- create an opportunity to facilitate a wildlife linkage; and
- provide landscaping treatments to buffer future development from Ocean Drive.

Accordingly, social impacts are expected to be negligible and economic impacts will be positive.

## D - State and Commonwealth interests.

### 10. Is there adequate public infrastructure for the planning proposal?

*Access and Traffic*

This site is well located from an accessibility point of view, being located on the corner of Houston Mitchell Drive and Ocean Drive. In this regard, the light industrial area can be established in a manner that ensures that there will be a minimal number of trips generated by industrial based traffic through future residential areas. The proposed access to and from the site is via Houston Mitchell Drive. Direct entry/exit via Ocean Drive will not be permitted.

Houston Mitchell Drive provides a direct link to the Pacific Highway, and Ocean Drive provides a direct link to the southern end of Port Macquarie and Laurieton to the south.

It is considered that this site, for future light industry, takes advantage of the road accessibility to both the surrounding area and beyond.

The Roads & Maritime Service (RMS) now known as Transport for NSW (TfNSW) was consulted as part of the exhibition of the Planning Proposal in 2019 and a copy of the TfNSW submission is provided at **Appendix E**.

TfNSW suggested that the Planning Proposal include a Traffic Impact Assessment (TIA) to identify the likely traffic impacts on the classified road network. A TIA is required to be prepared in accordance with the Austroads Guide to Traffic Management Part 12 and complementary TfNSW and RTA guidelines. TfNSW also advised that a strategic design drawing be prepared to demonstrate access can be safely achieved to the employment lands at the location proposed including any environmental constraints or constructability issues and identify any portion of the adjoining land is needed to achieve the access proposed.

TfNSW supports the DCP amendment to restrict access from Ocean Drive.

A TIA has been prepared by the Proponent to support the Planning Proposal and a copy is provided at **Attachment 11.** (Refer to Note below) The TIA includes details of estimated traffic generation and access and servicing arrangements for the largest vehicles requiring access to the site.

The report includes detailed analysis for a proposed 4-way priority-controlled intersection at Forest Parkway and Houston Mitchell Drive to serve the industrial land. Council staff consider the proposed 45° angle approach to Houston Mitchell Drive from the site would result in an unsafe intersection. Intersections with severe skew angles (i.e. less than 75°) often experience operational or safety problems. The constraints of the site make it very

difficult to achieve a much safer 90° approach. It is also important the intersection be as far away from the Ocean Drive intersection as possible. The Proponent has advised that the prospect of acquiring part of the adjoining State Conservation Area to the west for road widening is limited.

Council staff consider a roundabout the preferred layout for an intersection in this situation where a right-angle approach cannot be achieved. This may require the slight realignment of Forest Parkway to achieve better geometry and may also involve land acquisition of Lot 2 DP1263561.

It is noted that TfNSW has an interest in any works that are proposed in connection with Houston Mitchell Drive. TfNSW will be consulted again as part of the exhibition of the revised Planning Proposal.

An opportunity to provide improved connectivity for active transport modes such as walking and cycling has been identified. A direct walking/cycling link to Ocean Drive could now be incorporated because the fauna exclusion fence does not extend along the whole boundary of the site with Ocean Drive.

Note: The proponent has submitted an updated Traffic Impact Assessment report (King & Campbell Pty Ltd March 2021 Version 2) A copy of the updated report is provided at **Attachment 11**.

*Stormwater*

The Proposal is for a stormwater drainage system which incorporates the following:

- End-of-line stormwater detention and water quality treatment facilities to treat runoff from proposed road reserve areas within the subdivision, and
- Privately owned/maintained on-site water quality treatment and detention within each of the individual industrial allotments to treat site stormwater discharge from each of these lots.

It is considered that stormwater facilities generally in accordance with the above can be accommodated within the development site subject to the submission of modelling and concept plans, which support a future DA. The draft site specific DCP has been prepared to include development provisions, which will ensure appropriate future management of stormwater **(Appendix B).**

*Sewer*

An Infrastructure Construction Certificate (ICC) has been approved for a sewer pump station on the adjoining property. This provides a 225mm sewer stub, which will need to be extended to reach the subject site for future connection, at the cost of the developer.

The site can be serviced with a connection to the existing 300mm water main off Ocean Drive with a link through to the 200mm water main located on Houston Mitchell Drive.

On this basis, the infrastructure is considered satisfactory to service future light industrial development of the site.

### 11. What are the views of State and Commonwealth public authorities consulted in accordance with the gateway determination?

The Gateway Determination requires consultation with the following public authorities/organisations under section 3.34 (2)(d) of the Act and/or to comply with the requirements of relevant section 9.1 Directions:

- NSW Roads and Maritime Services (RMS)
- NSW Rural Fire Service (RFS)
- Biodiversity and Conservation division of the NSW Department of Planning, Industry and Environment (previously Office of Environment and Heritage)

The above agencies were consulted as part of the exhibition period from 20 November to 18 December 2019. A copy of agency feedback is provided at **Appendix E**.

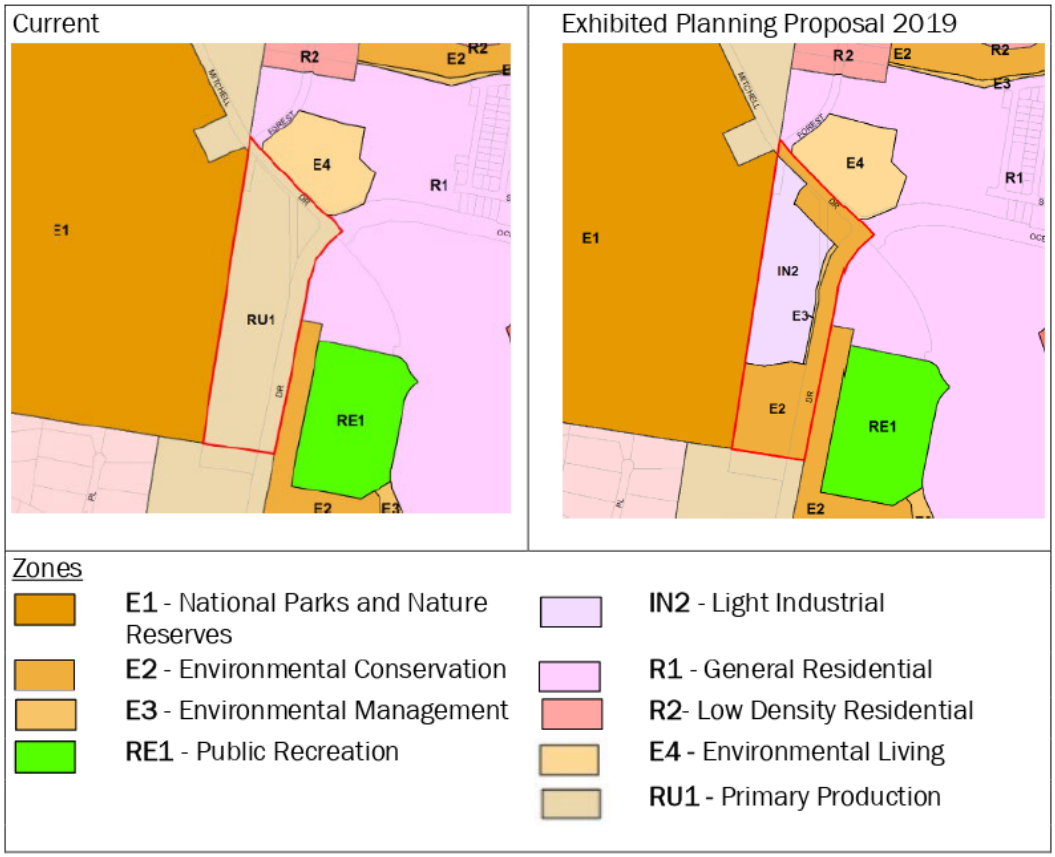
The three agencies will be consulted again as part of the exhibition of the revised Planning Proposal. Any additional agency feedback will be reported to a future Council meeting.

## Part 4 – Mapping

Proposed map amendments to the PMH LEP 2011, as outlined in Part 2 of this Planning Proposal, are illustrated in **Figures 8 - 10** below. The subject land is shown in red outline.

To ensure consistency with the proposed land zoning, the recommendation incorporates the rezoning and associated map updates to the road sections of Houston Mitchell and Ocean Drive (refer to **Figures 7 - 9** for recommended zoning map) that abut the boundaries of the subject site to the north and east. These road sections are currently zoned RU1 Primary Production and are proposed to be zoned E2 Environmental Conservation in the Planning Proposal. This is in line with Principle 1.3 of the *Zoning for infrastructure in LEPs* practice note issued by the NSW Department of Planning in 2008.

**Figure 7 - Land Zoning Map**



## Revised Land Zone Map

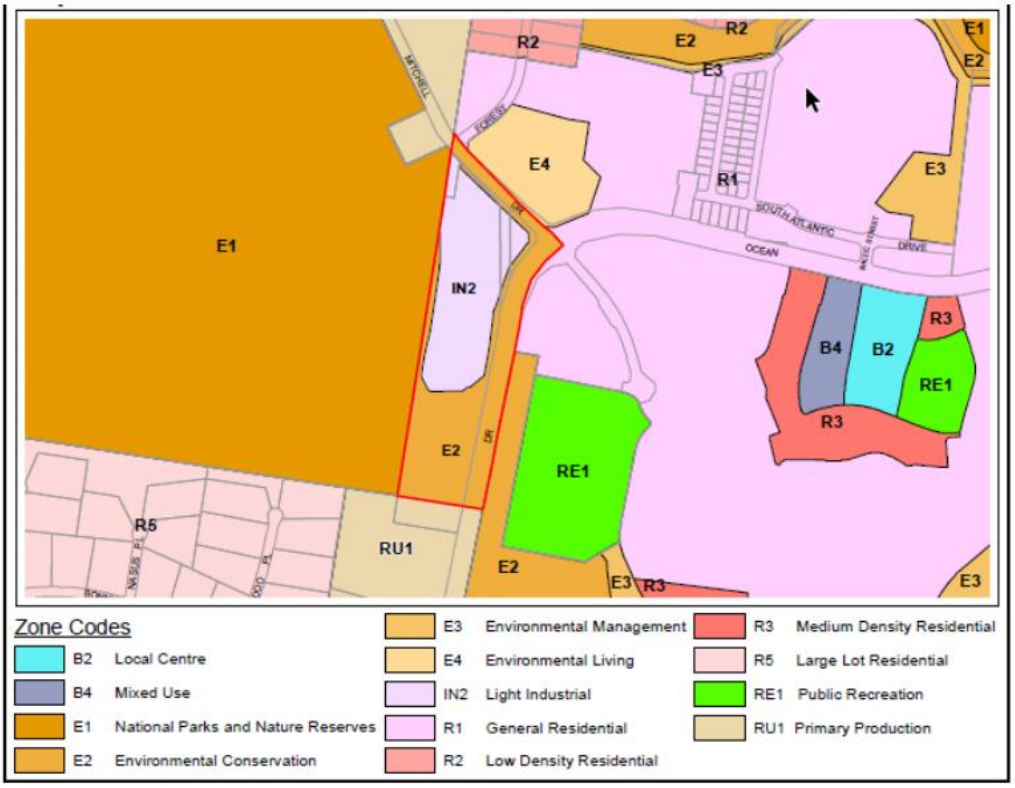
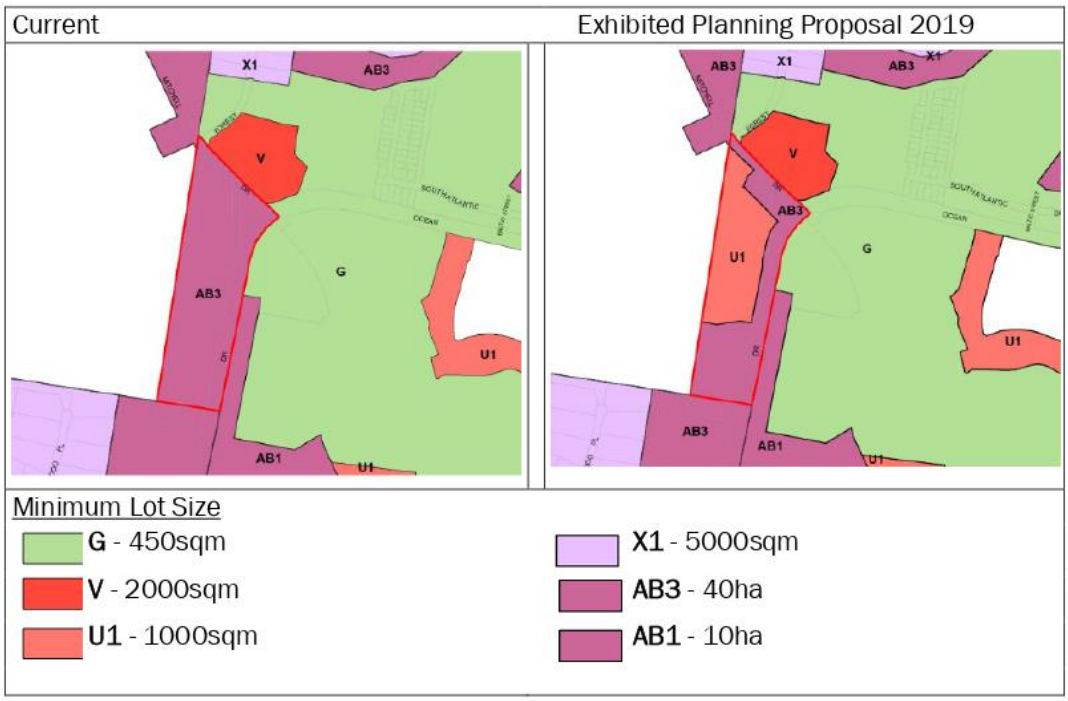


**Figure 8 - Lot Size Map**



Revised Lot Size Map

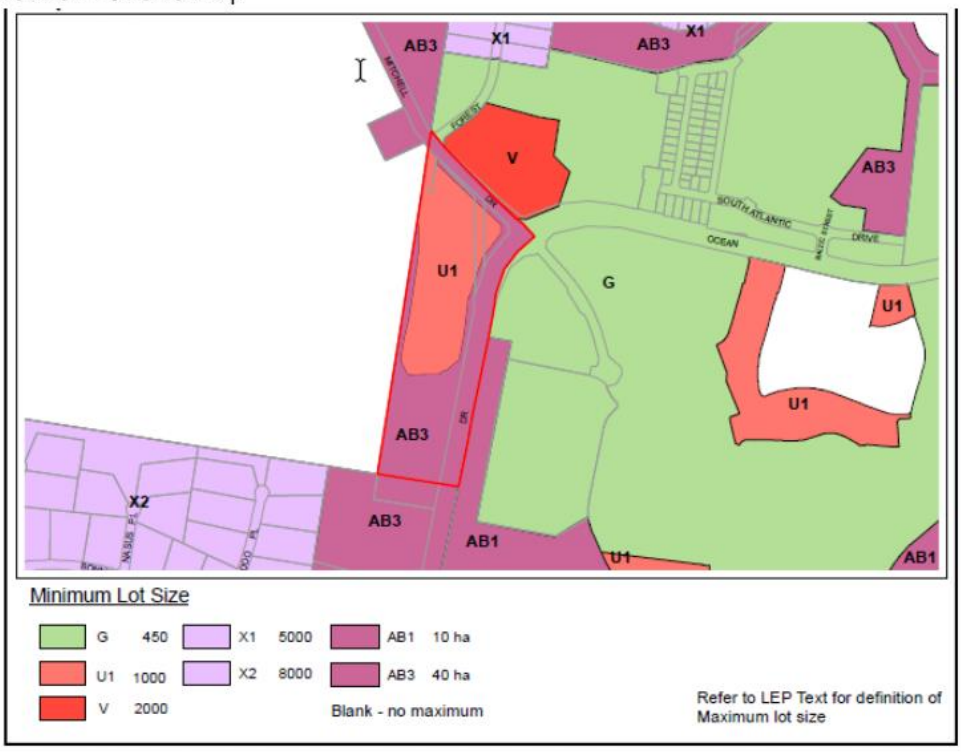
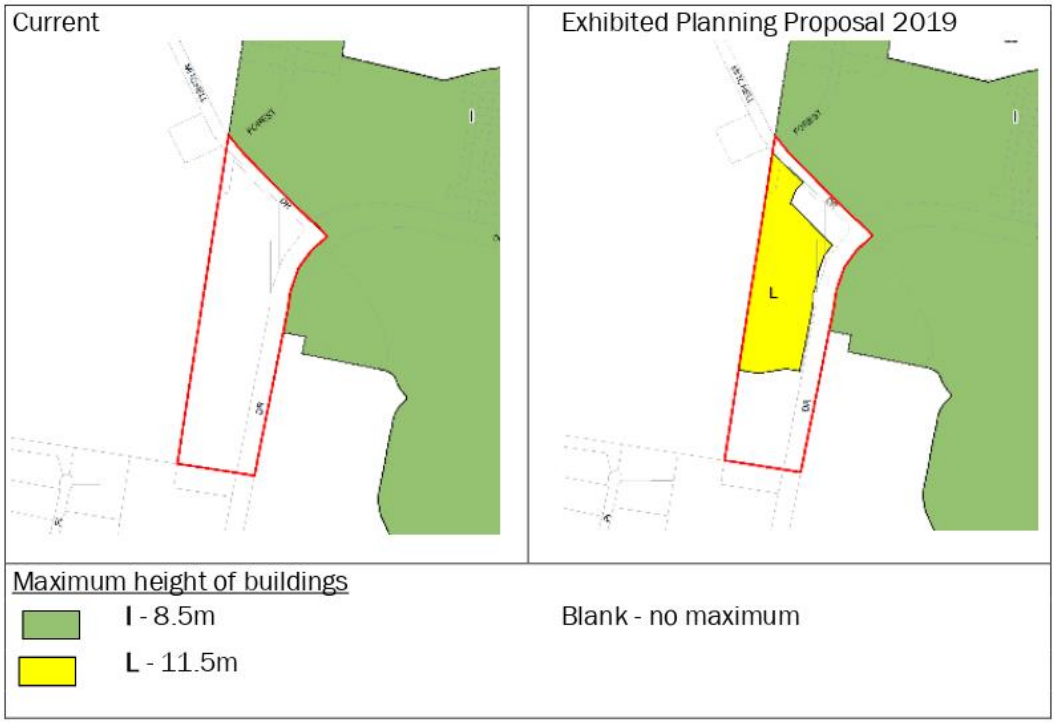
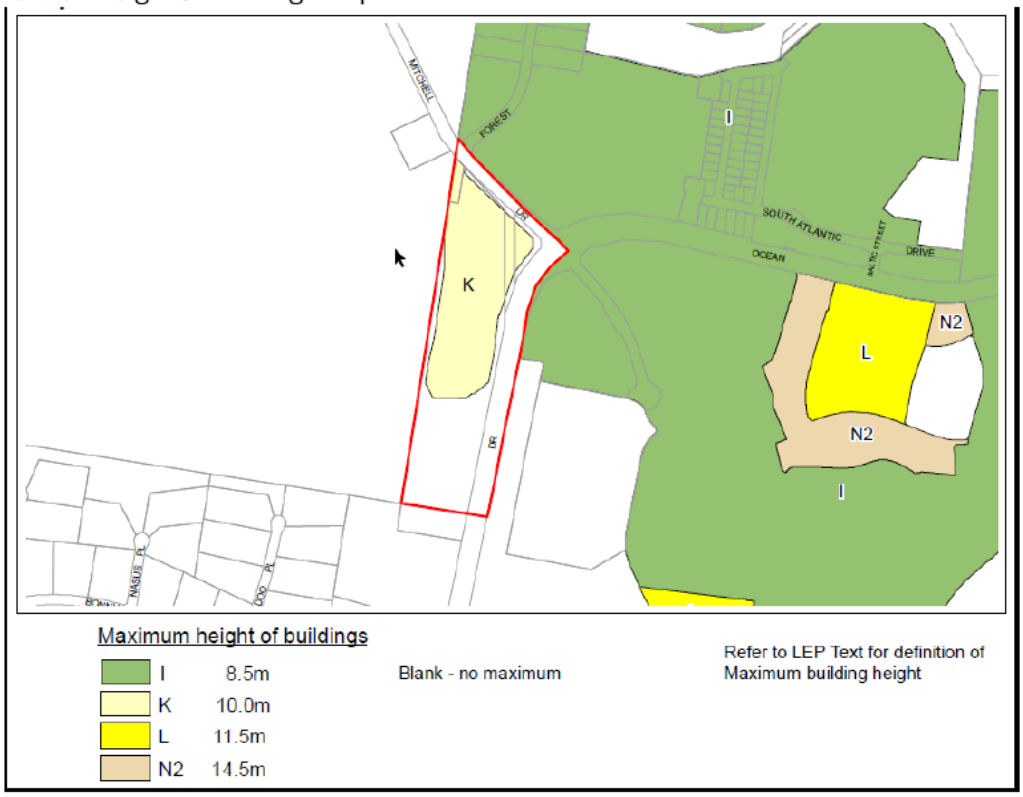


**Figure 9 - Height of Buildings Map**



Revised Height of Buildings Map



## Part 5 – Community Consultation

The Gateway specifies that the Planning Proposal be exhibited for at least 14 days with a minimum of 21 days provided for consultation with state agencies. The original Planning Proposal and draft DCP provisions were placed on public exhibition from 20 November to 18 December 2019. Due to the community interest in this matter, Council staff consider a 28 day consultation period to be more appropriate for the revised Planning Proposal.

The revised Planning Proposal and Draft amended Development Control Plan provisions will be placed on Public Exhibition from **3 March 2021 to 31 March 2021**.

It is proposed that the exhibition will include:

### Advertisement via Council On-Line Public Notices

Due to Covid-19, public notices, including notice of planning proposals, are published on Council's Community Now web page at https://www.pmhc.nsw.gov.au/About-Us/News-Hub/Public-Notices

### Consultation with affected owners and adjoining landowners

A letter was sent to the landowner and adjoining landowners as part of the public exhibition in 2019. Opportunities for one-on-one consultations to discuss the proposals were ~~is~~ also available upon request. Those people who have made a written submission as part of the first exhibition will be advised of the public exhibition of the revised Planning Proposal and associated documents.

### Consultation with Stage Agencies

Consultation with TfNSW (formerly RMS), NSW Rural Fire Service (RFS) and Office of Environment and Heritage (OEH) will be undertaken in accordance with the Gateway Determination.

### Displays at the Council Head Quarters

The Planning Proposal will be available is displayed at the Port Macquarie (17 Burrawan Street), Wauchope (49 High Street) and Laurieton (9 Laurie Street) Council Head Quarters.

### Exhibition on the Council website

The Planning Proposal is exhibited on the Council *haveyoursay* website (https://haveyoursay.pmhc.nsw.gov.au/)

### Direct Contact

The contact officer for this Proposal is Vanessa Penfold (Land Use Planner).

## Part 6 – Project Timeline

This project timeline is based on anticipated dates and timeframes, though there can be unexpected delays. In accordance with the Gateway, Council has authorisation to carry out certain plan-making functions. This authorisation will be exercised by Council's General Manager or the Director of Development & Environment.

| Action | Timeframe |
|---|---|
| Commencement (date of Gateway determination) | June 2019 |
| Timeframe for completion of required technical information | Oct 2019 |
| First Public exhibition and government agency consultation period | Nov - Dec 2019 |
| Timeframe for the consideration of submissions | Dec - Jan 10/20 |
| Timeframe for the consideration of a proposal post (1st) exhibition | Feb 2020 |
| Timeframe for completion of further technical information | Jan 2020 - Jan 2021 |
| Second Public exhibition and government agency consultation period | Feb-March 2021 |
| Timeframe for consideration of submissions | April 2021 |
| Timeframe for consideration of proposal post (2nd) exhibition | April 2021 |
| Date of submission to the Department for Parliamentary Counsel Opinion | Early May 2021 |
| Anticipated date Council will make the Plan | June 2021 |
| Anticipated date Council will forward to the Department for notification | June 2021 |

# Appendix A – Gateway Determination

A copy of the Gateway Determination for this Planning Proposal is included in this Appendix.

The Section 3.34 Gateway Determination addresses processing requirements are as follows:

1. Prior to public exhibition, the planning proposal shall be amended to:
   (a) include a preliminary contaminated land assessment
   (b) include specific justification for the variation to the urban growth area boundary detailed in the North Coast Regional Plan 2036 in accordance with Appendix A of the Plan
   (c) update Figure 7 to:
      i. correctly reference land zoned to the south of the subject site as RU1 rather than R1; and
      ii. include E4 Environmental Management in the key
   1. A minimum 14 day exhibition period
   2. Consultation with NSW Roads and Maritime Services (RMS), NSW Rural Fire Service (RFS) and Office of Environment and Heritage (OEH) and provide at least 21 days to comment
   3. Council is authorised as the local plan-making authority
   4. The timeframe for completion is 9 April 2020

On 27 November 2020, the Department of Planning, Industry & Environment issued an Alteration to Gateway that provides for completion of the LEP by 30 June 2021.

NSW GOVERNMENT | Planning, Industry & Environment

# Gateway Determination

***Planning proposal (Department Ref: PP_2019_PORTM_001_00)**: to rezone land on Lot 10 DP 615775 and Lot 1 DP 1117908, corner Houston Mitchell Drive and Ocean Drive, Bonny Hills from RU1 Primary Production to part IN2 Light Industrial, part E2 Environmental Conservation and part E3 Environmental Management and amend associated development standards.*

I, the Director, Northern at the Department of Planning, Industry and Environment, as delegate of the Minister for Planning and Public Spaces, have determined under section 3.34(2) of the *Environmental Planning and Assessment Act 1979* (the Act) that an amendment to the Port Macquarie-Hastings Local Environmental Plan (LEP) 2011 to rezone land on Lot 10 DP 615775 and Lot 1 DP 1117908, corner Houston Mitchell Drive and Ocean Drive, Bonny Hills from RU1 Primary Production to part IN2 Light Industrial, part E2 Environmental Conservation and part E3 Environmental Management and amend associated development standards should proceed subject to the following conditions:

1. Prior to public exhibition, the planning proposal shall be amended to:
    a. include a preliminary contaminated land assessment;
    b. include specific justification for the variation to the urban growth area boundary detailed in the *North Coast Regional Plan 2036* in accordance with Appendix A of the Plan;
    c. update Figure 7 to;
        i. correctly reference land zoned to the south of the subject site as RU1 rather than R1; and
        ii. include E4 Environmental Management in the key;

2. Public exhibition is required under section 3.34(2)(c) and schedule 1 clause 4 of the Act as follows:
    (a) the planning proposal must be made publicly available for a minimum of **14 days**; and
    (b) the planning proposal authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in section 6.5.2 of *A guide to preparing local environmental plans* (Department of Planning, Industry and Environment 2016).

3. Consultation is required with the following public authorities / organisations under section 3.34(2)(d) of the Act and / or to comply with the requirements of relevant section 9.1 Directions:

- NSW Roads and Maritime Services (RMS)
- NSW Rural Fire Service (RFS)
- Office of Environment and Heritage (OEH)

Each public authority / organisation is to be provided with a copy of the planning proposal and any relevant supporting material and given at least 21 days to comment on the proposal.

4. A public hearing is not required to be held into the matter by any person or body under section 3.34(2)(e) of the Act. This does not discharge Council from any obligation it may otherwise have to conduct a public hearing (for example, in response to a submission or if reclassifying land).

5. The planning proposal authority is authorised as the local plan-making authority to exercise the functions under section 3.36(2) of the Act subject to the following:

   (a) the planning proposal authority has satisfied all the conditions of the Gateway determination;
   (b) the planning proposal is consistent with section 9.1 Directions or the Secretary has agreed that any inconsistencies are justified; and
   (c) there are no outstanding written objections from public authorities.

6. The time frame for completing the LEP is to be **9 months** following the date of the Gateway determination.

Dated 9 day of July 2019.

**Jeremy Gray**
**Director Regions, Northern**
**Planning Services**
**Department of Planning, Industry and Environment**

**Delegate of the Minister for Planning and Public Spaces**

PP_2019_PORTM_001_00 (IRF 19/4359)

NSW GOVERNMENT | Planning, Industry & Environment

# Alteration of Gateway Determination

***Planning proposal (Department Ref: PP_2019_PORTM_001_00)***

I, Director Northern, at the Department of Planning, Industry and Environment, as delegate of the Minister for Planning and Public Spaces, have determined under section 3.34(7) of the *Environmental Planning and Assessment Act 1979* to alter the Gateway determination dated 9 July 2019 for the proposed amendment to the Port Macquarie-Hastings Local Environmental Plan 2011 as follows:

1. Delete condition 6:

   "6. The time frame for completing the LEP is by 9 January 2021."

   and replace with a new condition 6:

   "6. The time frame for completing the LEP is by 30 June 2021."

Dated 27 day of November 2020.

**Jeremy Gray**
**Director, Northern Region**
**Local and Regional Planning**
**Department of Planning, Industry and Environment**

**Delegate of the Minister for Planning and Public Spaces**

PP_2019_PORTM_001_02 (IRF20/5492)

# Appendix B – Draft Site Specific Development Control Plan provisions

Refer to Council Report 19 May 2021 - Attachment 3

# Appendix C – Draft DCP Update - Part B3 Hazards Management, 18 Bushfire Hazard Management

Refer to Council Report 19 May 2021 - Attachment 2

# Appendix D - North Coast Regional Plan 2036 Urban Growth Area Variation Principles

## North Coast Regional Plan 2036 Urban Growth Area Variation Principles

A small area proposed to be zoned IN2 Light Industrial is outside the boundary of the Urban Growth Area adopted by the North Coast Regional Plan 2036. This area is shown in the Figure below.

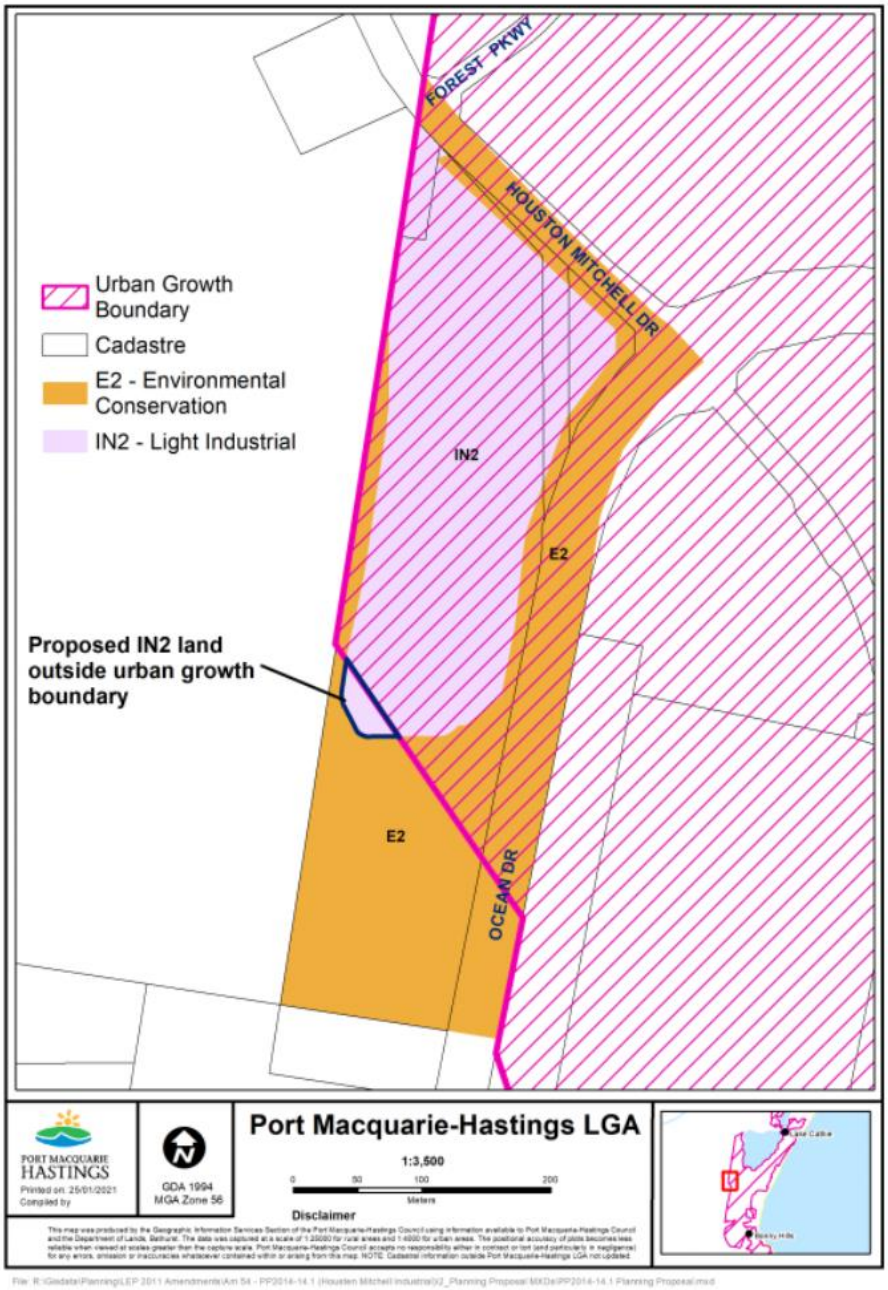



Figure - Proposed zoning relative to the NCRP Urban Growth Boundary

The table below provides an assessment of the variation in accordance with the Urban Growth Area Variation Principles contained within Appendix A of the North Coast Regional Plan (NCRP).

| Urban Growth Area Variation Principles | | |
|---|---|---|
| **Policy** | The variation needs to be considered with the objectives and outcomes in the North Coast Regional Plan 2036 and any relevant Section 9.1 Directions and State Environmental Planning Policies, and should consider the intent of any applicable local growth management strategy. | As identified above, the variation is minor, with the majority of the site located inside the growth boundary. The site is designated as employment lands in the Department's Mid North Coast Regional Strategy 2009, and continues to be identified in the NCRP.<br><br>The site has also been designated as an investigation area for light industry in Council's Urban Growth Management Strategy 2017 - 2036, which identified the need for approximately 8 hectares of light industrial land in the Bonny Hills/North Haven area to 2036. The subject land is likely to yield approximately 5.5 hectares for the purposes of light industrial use. |
| **Infrastructure** | The variation needs to consider the use of committed and planned major transport, water and sewerage infrastructure, and have no cost to government.<br>The variation should only be permitted if adequate and cost-effective infrastructure can be provided to match the expected population. | The site is identified for employment purposes and can be connected to reticulated services by way of an existing sewer stub, which will need to be extended to reach the subject site for future connection. Further, there is opportunity to connect to the existing water main off Ocean Drive with a link through to the water main located on Houston Mitchell Drive.<br><br>By way of road connections, future access is proposed from Houston Mitchell Drive. This corner location of the site will enable the future use to utilise the existing road infrastructure. |
| **Environmental and farmland protection** | The variation should avoid areas:<br>• Of high environmental value or heritage value.<br>• Mapped as important farmland, unless consistent with the interim variation criteria prior to finalising the | The intended outcomes of this proposal are to enable future development for light industrial purposes; and to protect ecological values on the site.<br><br>Rezoning approximately 4ha of the land in the south of the site from RU1 Primary Production to E2 Environmental Conservation introduces a greater protection of the land for future environmental purposes and |

| | | |
|---|---|---|
| | farmland mapping review. | ensures that a habitat link is provided through the site from east to west.<br><br>The small parcel of land being proposed for IN2 Light Industrial Development, which is outside the growth boundary (identified in the Figure above), is balanced by introducing E2 Environmental Conservation Zone land within the urban growth area boundary.<br><br>The land is not mapped as important farmland. |
| **Land use conflict** | The variation must be appropriately separated from incompatible land uses, including agricultural activities, sewage treatment plants, waste facilities and productive resource lands. | There are no significant land use conflicts arising from the proposal. |
| **Avoiding risk** | The variation must avoid physically constrained land identified as:<br>• Flood prone<br>• Bushfire prone<br>• Highly erodible<br>• Having a severe slope<br>• Having acid sulfate soils | Flooding and bushfire hazards are demonstrated in the Planning Proposal as being able to be managed.<br><br>In relation to acid sulfate soils, part of the site is mapped as class 5 land. Under cl 7.1 of PMH LEP 2011, works within 500 metres of adjacent class 1, 2, 3 or 4 land that is below 5 metres Australian Height Datum and by which the water table is likely to be lowered below 1 metre Australian Height Datum on adjacent class 1, 2, 3 or 4 land will require consent.<br><br>In this regard, the adjacent class 4 lands are located to the east of the Ocean Drive road corridor and for a distance of 500m, are currently above 5m AHD. These adjoining lands have been approved to be finished to a level of approximately 6m AHD, to provide district sporting fields and residential lots. |
| **Heritage** | The variation must protect and manage Aboriginal and non-Aboriginal heritage. | No items of heritage value have been identified within the site. |

| | | |
|---|---|---|
| **Coastal area** | Only minor and contiguous variations to urban growth areas in the coastal area will be considered due to its environmental sensitivity and the range of land uses competing for this limited area. | The site is not mapped as being in the Coastal Wetlands or the Proximity Area for Coastal Wetlands. |

# Appendix E - State Agency Submissions

Also refer to Council Report 19 May 2021 - Attachment 4 for further State Agency Submissions received 1 April 2021.

Transport for NSW

18 December 2019

File No: NTH19/00293/01
Your Ref: PP2014-14.1

The General Manager
Port Macquarie Hastings Council
PO Box 84
PORT MACQUARIE NSW 2444

Attention: Stephanie Baker
council@pmhc.nsw.gov.au

Dear Madam,

**Re: Planning Proposal – Lot 10 DP615776 & Lot 1 DP 1117908 - Corner of Ocean Drive & Houston Mitchell Drive, Bonney Hills – Proposed Light Industry & Environmental Rezoning.**

I refer to your letter dated 18 November 2019 requesting comment from Transport for NSW (TfNSW) in relation to the abovementioned planning proposal.

**Roles and Responsibilities**

The key interests for TfNSW are the safety and efficiency of the transport network, the integrity of State infrastructure and the integration of land use and transport in accordance with *Future Transport Strategy 2056*.

Ocean Drive is a classified (Regional) road (MR600). In accordance with Section 7 of the *Roads Act 1993* (the Act) Port Macquarie Hastings Council is the Roads Authority for this road and all other public roads in the subject area. TfNSW's concurrence is required prior to Council's approval of works on this road under Section 138 of the *Roads Act 1993*.

In accordance with Clause 101 of the *State Environmental Planning Policy (Infrastructure) 2007* (ISEPP) the Consent Authority is to have consideration for the safety, efficiency and ongoing operation of the classified road as the development has frontage to a classified road. TfNSW is given the opportunity under Clause 104 to comment on traffic generating developments listed under Schedule 3. The proposed use of the land (industrial) is a Schedule 3 use.

**Transport for NSW Response**

TfNSW has reviewed the information provided and suggests that the Planning Proposal include a Traffic Impact Assessment (TIA) prepared by a suitably qualified person to identify likely traffic impacts on the classified road network.

While is acknowledged that more detail will be provided at the subdivision stage, it is important that Council understands the number and types of trips generated by this type

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**W** transport.nsw.gov.au

of development when considering the rezoning. No detail of projected traffic impacts has been provided in the current documentation.

The TIA should be prepared in accordance with the current Austroads Guide to Traffic Management Part 12, the complementary TfNSW Supplement and the RTA Guide to Traffic Generating Developments. The TIA should include, but not be limited, to the following;

- The impact of the proposed development on the road network with consideration for a 10 year design horizon.
- The volume and distribution of traffic generated by the proposed development.
- Background traffic data, including current traffic counts and relevant growth rates. The data should take account of surrounding development; both present and future.
- Sight distance measurements at site access locations and affected intersections.
- Proposed site access arrangements and details of proposed improvements to any affected intersections.
- Details of servicing and parking arrangements, including swept paths for the largest vehicle requiring access to the site.
- Impact on public transport (public and school bus routes).
- Connectivity for active transport modes such as walking and cycling.

Details of the proposed intersection treatment are required. It is suggested that Council obtain a strategic design drawing to demonstrate that access can be safely achieved at the location proposed. This should include identification of any environmental constraints or constructability issues, and if any portion of adjoining land is needed to achieve the access proposed. It is recommended that Part 4 of Austroads be used to identify any necessary improvements to the cross-intersection.

It is noted that the proposed DCP amendment will restrict access to Ocean Drive. This is supported. However, it is pointed out that any new access or works proposed on the classified (Regional) road should be designed in accordance with the current Austroads Guidelines, Australian Standards and TfNSW Supplements, to the satisfaction of Council, prior to referral to TfNSW for concurrence under Section 138 of the Roads Act.

If you have any further enquiries regarding the above comments please do not hesitate to contact Cheryl Sisson, Development Assessment Officer on (02) 6640 1362 or via email at: development.northern@rms.nsw.gov.au

Yours faithfully,

Matt Adams
Manager Land Use Assessment, Northern

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**W** transport.nsw.gov.au

NSW GOVERNMENT

NSW RURAL FIRE SERVICE

Port Macquarie-Hastings Council
PO Box 84
PORT MACQUARIE NSW 2444

Your reference: PP-2014-14.1 (Amendment 54)
Our reference: SPI20191123000147

**ATTENTION:** Stephanie Baker

Date: Tuesday 11 February 2020

Dear Sir/Madam,

**Strategic Planning Instrument**
**LEP Amendment – Planning Proposal**
**Port Macquarie LEP 2011 - Rezone lot 1 DP 1177908 & lot 10 DP 615775 Houston Mitchell Drive Bonny Hills from RU1 Primary Production to part IN2 Light Industrial, part E2 Environmental Conservation and part E3 Environmental Management and associated amendments to the Height of Buildings, Floor Space Ratio and Minimum Lot Size maps**

I refer to your correspondence dated 19/11/2019 inviting the NSW Rural Fire Service (NSW RFS) to comment on the above Strategic Planning document.

The NSW RFS has considered the information submitted and provides the following comments.

1. Future subdivision applications are to comply with the requirements of Planning for Bush Fire Protection 2019. all building envelopes shall not be in flame contact and constructed to an appropriate radiant heat constructions standard.

For any queries regarding this correspondence, please contact Alan Bawden on 1300 NSW RFS.

Yours sincerely,

Timothy Carroll
**Manager Planning & Environment Services**
**Planning and Environment Services**



**Postal address**
NSW Rural Fire Service
Locked Bag 17
GRANVILLE NSW 2142

**Street address**
NSW Rural Fire Service
4 Murray Rose Ave
SYDNEY OLYMPIC PARK NSW 2127

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Planning, Industry & Environment

Our Ref: DOC19/1007875
Your Ref: PP2014 – 14.1

PORT MACQUARIE HASTINGS
TRIM No CRM No
17 JAN 2020
Keyword
Activity
Subject
Folder PP2014-14.1

General Manager
Port Macquarie Hastings Council
PO Box 84
Port Macquarie NSW 2444

Attention: Ms Stephanie Baker

Dear Mr Swift McNair

**RE: Planning Proposal Lot 10 DP 615775 and Lot 1 DP 1117908, corner Ocean Drive and Houston Mitchell Drive, Bonny Hills - proposed Light Industrial and Environmental rezoning**

Thank you for your letter dated 18 November 2019 about the Planning Proposal at the corner of Ocean Drive and Houston Mitchell Drive, Bonny Hills seeking comments from the Biodiversity and Conservation Division (BCD) of the Environment, Energy and Science Group in the NSW Department of Planning, Industry and Environment. I appreciate the opportunity to provide input.

The BCD was formerly part of the Office of Environment and Heritage, but now forms part of a Group that has responsibilities relating to biodiversity (including threatened species and ecological communities, or their habitats), Aboriginal cultural heritage, National Parks and Wildlife Service estate, climate change, sustainability, flooding, coastal and estuary matters.

We have reviewed the documents supplied and advise that we have no issues to raise in relation to flood risk management and Aboriginal cultural heritage at this rezoning stage. However, several issues are apparent for biodiversity (including threatened species and ecological communities, or their habitats) and National Parks and Wildlife Service estate. These issues are discussed in detail in **Attachment 1** to this letter.

The BCD provided a recommended approach to Planning Proposals in our submission on the Port Macquarie Hastings Council's Planning Proposal Policy in November 2019. This advice described how Planning Proposals should demonstrate consistency with the strategic planning framework including the North Coast Regional Plan 2036. Action 2.1 under Direction 2 of the Regional Plan requires development to be focused to areas of least biodiversity sensitivity in the region and the implementation of the 'avoid, minimise, offset' hierarchy to biodiversity, including areas of high environmental value (**Attachments 2 and 3**). We have applied this advice in our response on this Planning Proposal.

In summary, the BCD strongly supports the proposed rezoning of the southern portion of the planning area as E2 Environmental Conservation and restoration of the area under a Vegetation Management Plan in accordance with a planning agreement. Rezoning and rehabilitation of the southern portion will provide an opportunity to create an east-west habitat link between E2 and E3 zoned land to the east and the Queens Lake State Conservation Area (SCA) to the west. In time, following restoration,

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this part of the planning area could be considered for addition to the Queens Lake SCA/Nature Reserve system.

The land in the northern portion of the site proposed to be zoned E2 contains koala feed trees and has been mapped as Core Koala habitat in the Port Macquarie Hastings Council's draft Coastal Koala Plan of Management (KPoM). However, this area will become isolated due to the need for road access to the industrial estate from Mitchell Houston Drive. It is also at the intersection of two major roads, so attracting koalas to this area is likely to exacerbate the road safety risks already faced by the species, as evidenced by the number of dead and euthanised koalas impacted by motor vehicle strike recorded at this location on BioNet. The vegetation is also not a threatened ecological community (TEC) or one that is highly cleared and is in a degraded state. There may be merit in reconfiguring this proposed E2 area, so that it is better connected to other areas of habitat in the west with a view to reducing the risk of future koala motor vehicle fatalities or injuries.

We consider that the narrow linkage of land along the east of the planning area to be zoned E3 Environmental Management offers some limited environmental value, but it would be desirable that it not include planting of koala feed trees as this could encourage movement of koalas into a high-risk area. Safer passage for koalas and other fauna should be facilitated by koala-friendly fencing that directs animals away from road crossings and into the existing culverts under Ocean Drive. These could be retrofitted to assist faunal movement.

The BCD has identified issues regarding the impacts (visual, odour, noise, vibration, air quality, amenity and biodiversity impacts) on the adjacent Queens Lake SCA arising from the future industrial use of the planning area enabled through the rezoning. To address these issues, a fully vegetated buffer could be established along the western boundary between the industrial zoned land and the SCA. This would enable more of the existing trees to be retained and protected and would buffer the SCA from the impacts arising from the future industrial development, including filling.

In summary, the BCD recommends that:

1. Before the configuration of E2 and IN2 zones in the north of the planning area is finalised, further consideration needs to be given to:

    a. the viability of the proposed E-zoned land in the north and its connectivity with other vegetated areas,

    b. retaining more of the mature and important remnant trees in these parts of the planning area,

    c. the potential impacts on koalas and locations for fauna exclusion fencing,

    d. the need to ensure that the indirect impacts on the adjoining SCA of future development in the planning area can be adequately mitigated and buffered, and

    e. possible future dedication of E-zoned land to the NSW National Parks and Wildlife Service or the council after it has been revegetated.

2. Once the development footprint is resolved, the biodiversity credits required to offset future development impacts should be determined by applying Stage 1 of the Biodiversity Assessment Method (BAM) to areas of land proposed for land use intensification, including areas subject to indirect impacts, after addressing the issues raised in section 1.3 of Attachment 1 to this letter, and entering the Stage 1 data into the BAM Calculator.

3. A planning agreement should be prepared as part of the Planning Proposal that commits the landowner to:

    a. providing the biodiversity offsets identified in recommendation 2 above unless the future development application for the land triggers entry into the Biodiversity Offsets Scheme

(BOS) under the *Biodiversity Conservation Act 2016* and the biodiversity credits required by the BOS are greater than those required by the planning agreement.

b. preparing and implementing a vegetation management plan for the E-zoned land in the planning area and any vegetated buffers to the SCA. The plan should be prepared to the satisfaction of the council prior to any clearing works and before issuing a construction certificate.

4. Prior to determining a future development application for the land, including for subdivision the council should require:

   a. A more thorough Aboriginal cultural heritage investigation to be carried out to ensure compliance with the legislative requirements relevant to Aboriginal objects in NSW.

   b. Impacts arising from any changes to the location of floodwaters and the frequency of inundation on endangered ecological communities, including in the adjoining SCA land, as a result of changes to flooding behaviour and proposed fill to be addressed.

We request a meeting with the council and the proponent to discuss these matters and the options available to resolve them.

If you have any questions about this advice, please do not hesitate to contact Ms Rachel Lonie, Senior Conservation Planning Officer, at rachel.lonie@environment.nsw.gov.au or 6650 7130.

Yours sincerely

Dimitri Young 13 January 2020

**DIMITRI YOUNG**
**Senior Team Leader Planning, North East Branch**
**Biodiversity and Conservation**

Enclosures: Attachment 1: Detailed BCD Comments – Planning Proposal for land at Lot 10 DP 615775 and Lot 1 DP 1117908, corner Ocean Drive and Houston Mitchell Drive, Bonny Hills; Attachment 2: HEV Criteria and Verification Methods – North Coast Regional Plan Attachment; 3: Avoiding and Minimising Impacts on Confirmed HEV Lands

**Attachment 1: Detailed BCD Comments – Planning Proposal for land at Lot 10 DP 615775 and Lot 1 DP 1117908, corner Ocean Drive and Houston Mitchell Drive, Bonny Hills**

The Planning Proposal applies to Lot 10 DP 615775 (8.96 ha) and Lot 1 DP 1117908 (0.62 ha) hereafter referred to as the planning area.

The planning area was identified as an investigation area for employment lands in the North Coast Regional Plan (NCRP) 2036 and in the Port Macquarie-Hastings Urban Growth Management Strategy (UGMS) 2017 – 2036 for investigation in the immediate/short-term for service industrial development.

The Planning Proposal seeks to rezone the planning area from Zone RU1 Primary Production to part IN2 Light Industrial, part E2 Environmental Conservation and part E3 Environmental Management and includes associated amendments to the Height of Buildings, Floor Space Ratio and Minimum Lot Size (MLS) maps. The area to be zoned IN2 will have a MLS of 1000 m$^2$.

The land proposed for rezoning to IN2 is in the northern half of the planning area as shown in Figure 1 below and covers 5.81 ha. The remaining 3.73 ha of the planning area is proposed as a conservation area with the majority to be zoned E2 Environmental Conservation. A small area along Ocean Drive is to be zoned E3 Environmental Management and will be planted to screen the industrial development. The adjacent sections of Mitchell Houston Drive and Ocean Drive are also proposed to be zoned E2.

The planning area contains Core koala habitat in the north along Mitchell Houston Drive, four hollow bearing trees, numerous koala feed trees, and is flood affected in the south. It adjoins the Queens Lake State Conservation Area (SCA) in the west.

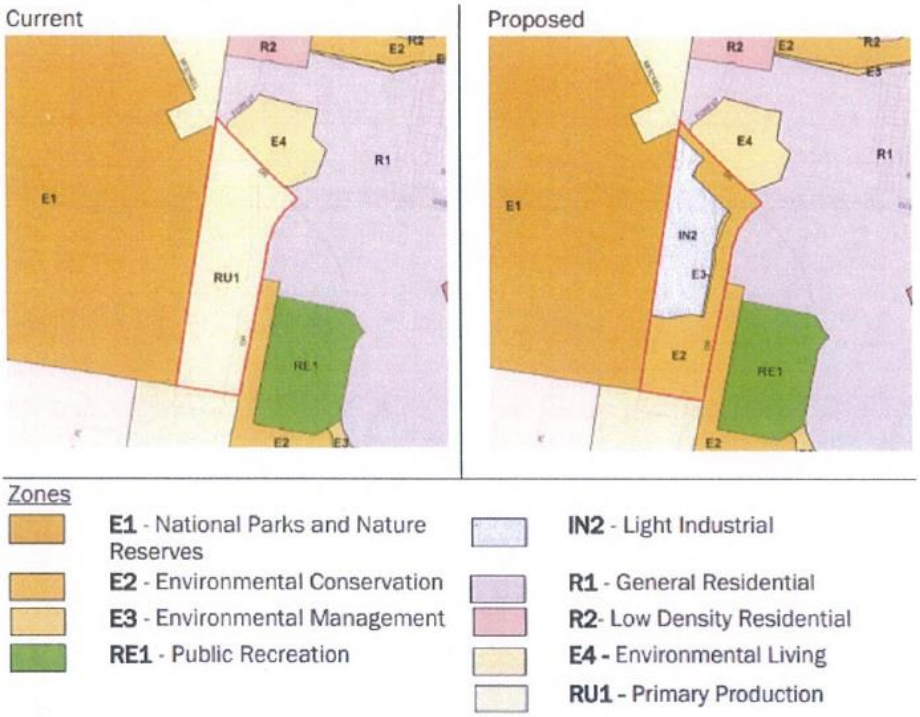



**Figure 1. Current and proposed land use zones**

## 1. Biodiversity

### 1.1 Direction 2 Regional Plan - avoid, minimise and offset biodiversity impacts

Planning Proposals need to demonstrate consistency with the strategic planning framework including the North Coast Regional Plan 2036. Action 2.1 under Direction 2 of the Regional Plan requires development to be focused to areas of least biodiversity sensitivity in the region and the implementation of the 'avoid, minimise, offset' hierarchy to biodiversity, including areas of high environmental value.

This action should be considered and implemented at the Planning Proposal stage. High environmental value (HEV) land should be identified at the site scale and the current land uses on such areas should not be intensified. Ideally, such areas would be better protected through an appropriate zone which has strong conservation objectives, limited land uses and an appropriate minimum lot size, so the land cannot be subdivided.

In general, the BCD recommends that Planning Proposals:

a. Include site investigations of the planning area undertaken by a suitably qualified ecological consultant for the presence of HEV land as per the criteria for HEV land set out in the North Coast Regional Plan (The investigation of HEV lands at the site scale must be fully documented in the Planning Proposal report. The HEV criteria from the North Coast Regional Plan are provided in Attachment 2), and

b. Maximise avoiding land use intensification in confirmed areas of HEV land and protect HEV land with a suitable zone (either E2 Environmental Conservation or E3 Environmental Management) and other planning controls, such as minimum lot sizes that prevent future subdivision, as part of the Planning Proposal, and

c. Justify why land use intensification in some areas of confirmed HEV land cannot be avoided and be designed to minimise the impacts of future development on HEV land. Information on avoiding and minimising impacts on HEV is provided in Attachment 2 to this letter, and

d. Determine the biodiversity credits required to offset future development impacts by applying Stage 1 of the Biodiversity Assessment Method (BAM) to areas of confirmed HEV land proposed for land use intensification, including areas subject to indirect impacts, and enter the Stage 1 data into the BAM Calculator (the BAM must be applied by a suitably qualified ecological consultant and areas of directly impacted HEV must be treated as 100% biodiversity loss), and

e. Include a Planning Agreement that commits to providing the biodiversity offsets identified in d. above unless the future development application for the land triggers entry into the Biodiversity Offsets Scheme (BOS) under the *Biodiversity Conservation Act 2016* and the biodiversity credits required by the BOS are greater than those required by the planning agreement.

### 1.2 Identification of HEV land

A detailed ecological assessment and addendum prepared by FloraFauna Consulting in 2016 and 2017 (EA 2016 and EA 2017) are provided in support of the Planning Proposal as Attachments 4 and 5. A subsequent Ecological Assessment (Biodiversity Australia, 2018) (EA 2018) was prepared to meet the principles of the *Biodiversity Conservation Act 2016* and this is stated to have been prepared in accordance with stages 1 and 2 of the Biodiversity Assessment Method (BAM).

Whilst the BCD supports the approach to assess the biodiversity values of the planning area in accordance with stage 1 of the BAM, the EA 2018 does not conform with the BAM in several

important ways. These are discussed in detail later in this submission. It also does not identify HEV land in accordance with the Regional Plan.

The BCD has reviewed the information provided in the ecological assessments and we have considered whether HEV has been adequately avoided. We note the planning area does not contain the following HEV:

- Littoral Rainforest, Coastal Wetlands and proximity areas for these mapped by the SEPP (Coastal Management)
- Areas of Outstanding Biodiversity Value under the Biodiversity Conservation Act 2016
- Nationally Important Wetlands
- Native vegetation in over-cleared (Mitchell) landscapes (the Mitchell landscapes for the planning area are Port Macquarie Coastal Ramp (49% cleared) and Manning Macleay Coastal Alluvial Plains (57% cleared)

However, the planning area does contain the following potential HEV:

- A mapped third order stream (this may no longer be present on the site)
- An over cleared vegetation type (PCT 1230 is more than 70% cleared)
- A threatened ecological community (TEC) (PCT 1230 is a TEC)
- Key habitats for threatened species – potential Core Koala habitat (vegetation in the north is identified as Core koala habitat in the draft Port Macquarie Coastal Koala Plan of Management (February 2018)
- Known habitat for populations of species-credit species (species-credit species are identified in the Threatened Biodiversity Data Collection) – from existing BioNET records and/or field work. (this can only be determined through survey work).

Areas of HEV appear to be widespread across the planning area in degraded condition. Whilst the Planning Proposal has not strictly followed the approach set out in section 1.1 above, the proposed E2 zones in the north and south and the E3 zone along the eastern boundary of the planning area capture some areas of HEV. The proposed E zones and the vegetation management plan required by the council's Development Control Plan will also protect and manage those areas for conservation.

The remaining areas of HEV lie on land where land uses will be intensified. The proponent does not directly justify why this HEV land was not avoided, but the socio-economic benefits of a viable future industrial subdivision on strategically located proposed industrial land may provide an acceptable argument.

However, before the configuration of E2 and IN2 zones is finalised, further consideration needs to be given to the viability of the proposed E-zoned land in the north, its connectivity with other vegetated areas, the potential impacts on koalas of attracting them to that land, and the need to ensure that the indirect impacts on the adjoining SCA of future development in the planning area can be adequately mitigated.

### 1.3 Applying Stage 1 of the BAM

The EA 2018 partially conforms to a Biodiversity Development Assessment Report (BDAR) prepared in accordance with the BAM, however it does not meet all the BAM requirements (including surveys) and does not present all the required information. Some of the issues identified are discussed below.

Use of the small development area assessment module

The EA 2018 states the proposal qualifies for the small area development streamlined assessment module as per Section 3.2 of the Biodiversity Assessment Method (BAM). The Planning Proposal will result in a minimum lot size of 1,000 $m^2$. The maximum area limit for application of the small area development module is ≤ 1 ha.

The EA 2018 identifies vegetation communities on the site as being PCT 1262 Tallowwood – Small-fruited Grey Gum dry grassy open forest of the foothills of the NSW North Coast and PCT 1230 is Swamp Mahogany swamp forest on coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion. The EA 2018 justifies only assessing the dominant PCT (PCT 1262) because the small development area assessment module has been used. Therefore, no areas of loss have been quantified for PCT 1230 and no Vegetation Integrity scores are provided in Table 3 for the two plots that were done in PCT 1230 in the future development area.

The mapping and quantification of areas to be impacted within the development area will need to be redone once the final zone configuration is determined. We note however that the EA 2018 identified a loss greater than 1 ha for the PCT 1262 alone and that this would not enable the application of the small development assessment module in this instance.

Endangered ecological communities

The EA 2018 does not justify why the patches of PCT 1230 within the future development footprint are not likely to qualify as the endangered ecological community (EEC) Swamp sclerophyll Swamp Sclerophyll Forest on Coastal Floodplains of the New South Wales North Coast, Sydney Basin and South East Corner Bioregions. The determination does not distinguish between degraded or non-degraded condition states of the EEC. The consultant should justify this finding as to why it does not qualify as a threatened ecological community.

Fauna surveys

Despite claiming the EA has been prepared in accordance with the BAM, the EA 2018 states that a full fauna survey of the site was not conducted but that "*opportunistic fauna sightings and secondary evidence of fauna were recorded whilst conducting vegetation and habitat tree surveys*".

A BDAR prepared in accordance with the BAM requires targeted surveys or an expert report for candidate species credits species unless the assessor determines that after carrying out a field assessment of the habitat constraints or microhabitats, that the habitat is substantially degraded such that the species is unlikely to utilise the subject land. The EA 2018 does not discuss why the habitat is not suitable for the 34 species credit species listed in Appendix 5 and the 60 species credit species listed in Appendix 6.

The EA 2018 relies on previous surveys to conclude that no further targeted survey is required. The 2016 field survey was conducted between 7 and 8 June 2016 and involved a habitat search, diurnal bird survey, scats and signs of disturbance search, Koala habitat assessment and survey, ultrasonic echolocation detection survey for bats, a stag watch, spotlighting and diurnal and nocturnal amphibian survey.

Species credit species that the EA 2018 identifies as not being on site includes the southern myotis (*Myotis macropus*). The habitat constraint for the species is hollow bearing trees within 200 metres of a riparian area. All habitat on the subject land where the subject land is within 200m of a waterbody with pools/ stretches 3m or wider, including dams, must be mapped as potential habitat. The species can be detected via survey using harp traps and mist nets as described in the Threatened Bat Survey Guide between October and March. As the planning area contains suitable habitat it is not clear why this species has been removed from the need to survey. The 2016 survey

used ultrasonic echolocation detection survey and therefore was not appropriate for identifying this species.

For the species credit species in the development site, the EA 2018 only identifies square-tailed kite, squirrel glider, brush-tailed phascogale and koala as requiring survey. It states these species have been surveyed during previous surveys and hence no further targeted survey is required. Also, it states that none of these species were confidently recorded on the site. This is not correct for the koala as discussed below. Also, the 2016 survey did not involve the use of baited cameras as is required for the brush-tailed phascogale.

As the site contains hollow bearing trees (including tree hollows greater than 50 mm in diameter) several threatened species could potentially forage or nest in these. It is therefore not clear why some species have been excluded from the need for survey. For example, there are Squirrel Glider records in the adjoining SCA and in land to the south of the SCA less than 500 m from the centre of the planning area.

For the offset site, the EA 2018 lists the above four species and also includes *Melaleuca biconvexa* and *Maundia triglochinoides* as requiring survey. It also states that these species have been surveyed during previous surveys and hence no further targeted survey is required. Also, it states that none of these species were confidently recorded on the site. This is also not correct for the above reasons for brush-tailed phascogale and koala and for the threatened plants *M. biconvexa* and *M. triglochinoides* as these were not targeted in the 2016 threatened plant survey.

Flora and fauna surveys are required in accordance with the BAM unless a BDAR provides a justification of why the habitat is not considered suitable for the species following a site survey.

Koalas

The EA 2018 states the koala was considered highly likely to occur on the site, although no direct evidence was found. It concludes that because "*none of these species were confidently recorded on the site and as such, there is no species credit requirement for the development site*" (p.23).

The EA 2016 stated "*No Koala scats were found; however, it was impossible to draw any conclusions from this alone given the recent heavy rain associated with the intense east coast low pressure system and extent of surface water within the site at the time of the assessment. Several trees showed signs of Koala activity, including scratches consistent with those made by Koalas on the trunk of a Forest Red Gum tree (tag no. 873) located near the eastern boundary adjacent to the larger dam within the site and disturbed bark on the trunks of four (4) Tallowwood trees (tag nos. 853, 854, 857 and 858) located adjacent to the western boundary of the site.* Given the evidence recorded during the Koala survey there seems little doubt that on occasion the habitat within the study area is utilised by the species."( p.69).

There are three koala BioNet records at the intersection of Mitchell Houston Drive and Ocean Drive. These are identified as follows:

- 3/11/2005 Motor vehicle accident DEAD
- 9/8/2007 Motor vehicle accident EUTHANASIA
- 4/12/2015 Motor vehicle accident EUTHANASIA.

The locations for these records appear to be within the planning area. There is also one record just south of the planning area on Ocean Drive dated 29/04/2002 which is also identified as "motor vehicle accident DEAD".

The majority of trees identified to be removed are primary koala browse trees (*E microcorys, E robusta, E tereticornis* and *E. patentinervis* being a hybrid of *E. robusta* and *E. tereticornis*) or secondary browse trees (*E. siderophloia, E. globoidea and Melaleuca quinquenervia*).

The EA 2018 states that a total of 22 koala feed trees were recorded. This appears to be a significant underestimate based on the information in the EA 2016 Appendix C which lists 66 trees as koala feed trees, with 29 that would be required to be removed based on an earlier development footprint. The discrepancy between the reports should be justified and the number and location of koala feed trees identified in the revised EA 2018.

The EA 2018 conclusion that koalas have not been confidently recorded on the site, and therefore that no species credits will be required, is not correct. For the above reasons, koalas should be assumed to be present on site, and an appropriate offset should be calculated and secured for the species. The accredited assessor must use a species polygon, as per Step 5 of Section 6.3 of the BAM to identify the area and location of the suitable habitat for the koala on the development site. Information relating to the koala polygon/s must be described in full in the BDAR and entered into the BAM-C so that a suitable koala species credit species offset requirement can be determined.

Tree removal

The Concept Plan provided in support of the Planning Proposal indicates 68 mature native trees will be removed as a result of the future development. However, this does not include all the trees that were identified by FloraFauna Consulting (2016). Although the Concept Plan shows many retained trees, we question if these can be satisfactorily retained given the earthworks that will be required and the bushfire asset protection requirements.

For example, it is unlikely that the stated tree retention of the 12m high *E. robusta* identified in the Concept Plan along the western boundary can be achieved given this area will require fill to ensure the development is above the flood level as identified in Figure 2 below, and other trees along this boundary are also unlikely to be retained.

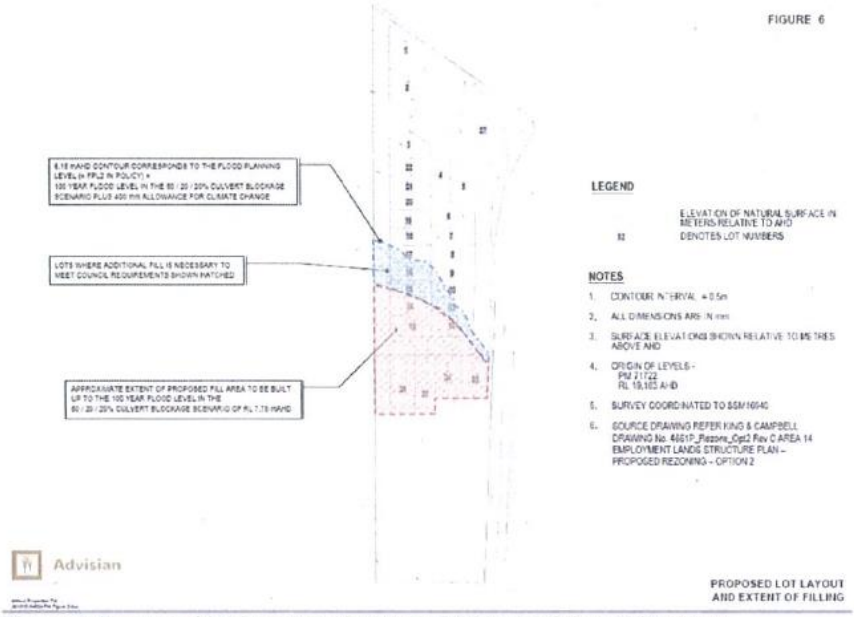



**Figure 2. Proposed lot layout and extent of fill in Advision 2019 report**

In other locations, the Concept Plan shows trees to be retained but the BCD questions if these can be achieved given the locations within pathways or on boundaries and the impacts of construction and disturbance to their root zones and canopy. For example, in Figure 3 below there are two large eucalypts that should be retained, but this appears unachievable given their root zones are within the 20m road and road verge areas.

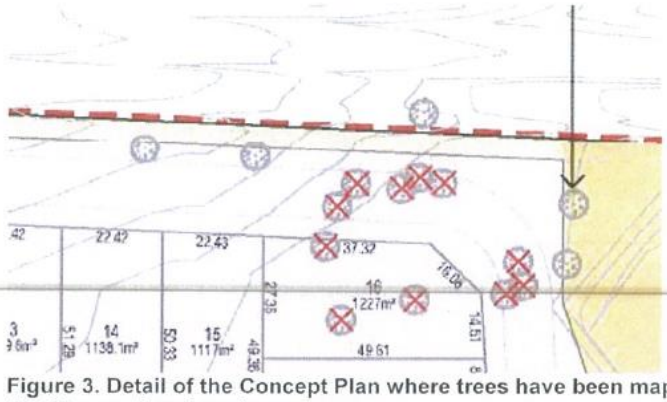



**Figure 3. Detail of the Concept Plan where trees have been mapped as being retained but are within the 20m road and road verge area.**

The location of tree trunks within the development footprint and on the site boundary to the SCA creates a connected canopy that would overhang the inner protection area of the development. The retention of these trees appears to not be compatible with requirements for bushfire protection as shown in Appendix 4 of the Bushfire Assessment. Also, the retention of many of these trees appears to be unachievable given the requirements for fill to raise the flood level of the development land.

The council's DCP has a minimum width of 20m and a minimum depth of 40m for any industrial allotments created by Torrens title subdivision. It should be possible to accommodate the industrial subdivision with these minimum requirements whilst achieving more tree retention and a vegetated buffer to the SCA. The BCD recommends the council consider whether the industrial area could be better configured to retain more of the mature and important remnant trees within the development area.

For trees left in-situ it is important that they are not impacted by any buildings/infrastructure and are not compromised during and post development. For example, if they are too close to buildings, then they may be removed later due to limb fall risk. Buildings/infrastructure should be outside the tree drip lines, and not impact tree bases and root systems.

Offset area

The EA 2018 states that the credit calculations found that a credit match between the development site and the offset site had been achieved. This is not correct. Under the Biodiversity Offset Scheme (BOS) onsite offsets can be provided if:

- the proposed offset area provides the required number and type of biodiversity credits, and
- the area is protected in perpetuity through a Biodiversity Stewardship Agreement (BSA).

Table 1 describes the ecosystem credits as calculated in the EA 2018. This identifies there will be no loss of PCT 1230 based on the use of the small development area module, which, as discussed above, is not appropriate.

**Table 1. Ecosystem credits in EA 2018 BAM Credit Summary Report**

| Plant Community Type (PCT) | Development site | Offset site |
|---|---|---|
| PCT 695 Blackbutt-Turpentine-Tallowwood shrubby open forest of the coastal foothills of the central NSW North Coast Bioregion | 0 | 1 |
| PCT 1230 Swamp Mahogany swamp forest on coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion | 0 | 9 |
| PCT 1262 Tallowwood-Small-fruited Grey Gum dry open forest of the foothills of the NSW North Coast | 12 | 2 |

As demonstrated in the table above, the credits do not match. Also, there is no commitment to establish the site as a Biodiversity Stewardship Site.

There is also an inconsistency with how the EA 2018 maps vegetation in the development site versus the offset site. Despite both areas being managed in the same way (i.e. mown/slashed), only isolated patches are mapped as PCT 1230 within the development footprint while the same isolated patches are mapped as an entire area of PCT within the offset site (Figures 4 and 5 below).

**Figure 4 (on left) Isolated areas are mapped in the development area while in Figure 5 (on right) the entire area is mapped as vegetated despite the area being managed in the same way.**

Management of E2 zoned land and habitat linkage

The BCD strongly supports the rezoning of approximately one third of the site to E2 for regeneration and future preservation. The rezoning of the southern part of the site to E2 will provide an important opportunity to link habitat via existing culverts under Ocean Drive in an east-west direction. This will connect to the E2 and E3 zoned land east of the planning area.

The BCD notes there are numerous koala BioNet records in the vicinity, including along Ocean Drive, at the intersection of Mitchell Houston Drive and to the south of the planning area. The fact that several of these were dead or injured indicates the need for a safe passage to be created. While it would be preferable to create large culverts under Ocean Drive there is an opportunity to retrofit the existing triple cell culvert system to enable a safer passage for koalas and other fauna under the roadway.

It is noted that Clause 2.3.3.5 of the DCP requires environmental areas to be appropriately protected and managed. The intention is to achieve this through the implementation of a Vegetation Management Plan (VMP), which should be required to be prepared prior to any clearing works and before issuing the construction certificate.

As this land is degraded and largely consists of remnant native trees with no understorey it will require considerable regeneration and ongoing maintenance over a long period. It would be preferable that in time, once the restoration has been completed, that the E2 land be transferred to NPWS or the council. This may require a ten (10) year or more restoration and management plan.

The Concept Plan indicates there will be an area available for stormwater management adjacent to the E2 land. No stormwater management infrastructure or servicing should be permitted within the E2 land. It is recommended this be included in the Planning Agreement and VMP.

The BCD recommends that a Planning Agreement be made between the council and the landholder that commits the landholder to providing the biodiversity offsets that will be calculated in the revised EA 2018. This would be required unless the future development application for the land triggers entry into the Biodiversity Offsets Scheme (BOS) under the *Biodiversity Conservation Act 2016* and the biodiversity credits required by the BOS are greater than those required by the planning agreement.

Summary of BAM Issues

Once the development footprint is resolved, to fulfil the requirements for the Stage 1 Biodiversity Assessment Method (BAM) assessment of the agreed development footprint it is recommended the EA 2018 be revised to:

a. Provide a full biodiversity assessment in accordance with Stage 1 of the BAM, noting the small development area assessment module is not applicable in this instance.

b. Document why the patches of PCT 1230 are not an endangered ecological community.

c. Include flora and fauna surveys undertaken in accordance with the BAM unless a justification is provided as per 6.4 of the BAM as to why the habitat is not considered suitable for the species.

d. Quantify the areas of PCT 1230 and provide Vegetation Integrity scores for the relevant plots.

e. Koalas should be assumed to be present on site, and an appropriate offset should be calculated and secured for the species. The accredited assessor must use a species polygon, as per Step 5 of Section 6.3 of the BAM to identify the area and location of the suitable habitat for the koala on the development site. Information relating to the koala polygon/s must be described in full in the BDAR and entered in the BAM-C so that a suitable koala species credit species offset requirement can be determined.

**2. Adjoining park issues**

The planning area adjoins the Queens Lake State Conservation Area (SCA) which is owned and managed by the National Parks and Wildlife Service (NPWS). The area can flood and has laminar surface flows so any constrained drainage will impact the adjacent SCA and existing vegetation in the southern portion of the planning area. The vegetation includes *Eucalyptus robusta*, melaleucas and she-oaks which are components of the Swamp Sclerophyll Forest EEC that prefer wetter soils. Consideration must be given to whether the area in the SCA will be impacted as a result of the future development to be enabled by the Planning Proposal.

This vegetation has high fauna values including for koala, swift parrot, southern emu wren, squirrel glider, phascogales and masked owl. The reserve has significant recreational interest for birdwatching, mountain bike riding and bushwalking. The NPWS identifies the importance of retaining large hollow bearing trees, especially close to the boundary of the SCA and along the road verges to provide habitat, road side visual screening and buffers to the development.

The guidelines for developments adjoining NPWS land (https://www.environment.nsw.gov.au/-/media/OEH/Corporate-Site/Documents/Parks-reserves-and-protected-areas/Development-guidelines/guidelines-for-developments-adjoining-land-managed-by-OEH-130122.pdf) recommend

consent authorities consider the types of impacts associated with development adjoining land managed by NPWS to avoid and then minimise and mitigate any adverse environmental impacts. Issues that are relevant to the proposed industrial development are discussed below.

Visual, odour, noise, vibration, air quality and amenity impacts

Section 2.7 of the adjoining park guidelines relate to visual, odour, noise, vibration, air quality and amenity impacts. They aim for there to be no reduction of amenity on NPWS land due to adjacent development. These impacts may particularly affect native fauna species (for example, noise, vibration and lighting may disrupt foraging and breeding habits). They may also adversely affect the use and public enjoyment of walking trails, camping and picnic areas.

The recommended approach is for the planning authority to take into account the visual (including lighting), noise, odour and air quality impacts of development adjacent to the NPWS land to ensure that it is sympathetic with natural and cultural heritage values, and does not impact upon amenity or public enjoyment of the land. Planning authorities should consider whether it is appropriate to apply control measures, such as landscaping with local native plant species, implementing buffer areas, limiting hours of operation, and use of appropriate colours, building materials, lighting and height controls.

Filled area along SCA boundary

The Planning Proposal is supported by a 2010 Flood Impact Assessment (Pensini, 2010) and an updated 2019 Flood Impact Assessment (Advision, 2019) which established the peak 100-year recurrence flood level at the site. The information was used to inform the initial indicative layout for the site, including the extent of proposed fill to support the future industrial subdivision and use of the land.

The council report states that approximately 5,000 cubic metres of fill will be required, leading to an increase in potential storm-water runoff and the likelihood of reduced flood storage as a result of the required fill. A subsequent report was prepared by Worley Parsons were engaged to carry out additional to characterise the existing flood conditions and to document the magnitude and extent of the impact as a result of the necessary fill. The extent of the proposed and additional fill required as a result of these studies is shown in Figure 2 above. This shows fill will be required along the SCA boundary northward of the small dam. This would be expected to require a retaining wall along the SCA boundary.

The BCD does not support this development hard up against the SCA boundary and requests that there be a buffer established to protect the park values.

Buffer to the SCA

The adjoining park guidelines encourage consideration of an appropriate buffer, vegetated where possible, or set-back between any development and the NPWS land. Where managed effectively, a buffer may minimise the impact to the natural and cultural values of the NPWS land, and increase the resilience of the area to counter potential impacts of climate change.

The BCD considers a landscaped buffer is required to screen and buffer the impacts arising from the future development on the reserve land. We note that the council's Development Control Plan (DCP) includes an objective under section 3.5.3.4 to provide a natural buffer between development on industrial and adjoining or adjacent non-industrial land uses.

The DCP also has a requirement for buffers to EECs. The western boundary of the planning area adjoins Swamp Mahogany forest which is likely to qualify as an EEC. The DCP requires a fully vegetated buffer of 35m for coastal floodplain EECs and 50m for other EECs. Fully vegetated buffers cannot contain road infrastructure or an asset protection zone.

Location of bushfire asset protection zones

Section 2.5 of the adjoining park guidelines state that councils and other planning authorities should not grant approvals that involve the undertaking of bush fire hazard reduction works within NPWS land, including the establishment of asset protection zones, or include conditions requiring such an outcome. The Bushfire Assessment has identified the need for a 20 m asset protection zone to the SCA and that this can be provided by the roadway.

The consent authority should ensure that there are adequate measures in place to protect their assets and not rely upon NPWS or other agencies providing bushfire protection. The onus should be on developers to be proactive with their own fire protection measures and not to rely on fire agencies to do fire mitigation works.

No additional clearing or other measures is to be required in the NPWS land to achieve bushfire asset protection for the industrial zoned land. NPWS will not construct/upgrade fire trails for this development and will not undertake specific hazard reductions.

The consent authority should ensure that there are sufficient distances provided to the areas of bushfire risk and that future tenants or owners of lots in the industrial park will be safe and their assets can be defended from bushfire attack. Following the recent bushfires, there may be a need to reconsider appropriate buffers for fire mitigation purposes as the distances prescribed in bushfire guidelines may not be adequate on a site-by site basis. Consideration should also be given to building construction/fire hydrant points, fire hoses, and safe egress to and from the site.

Stormwater impacts on EECs

The predicted 100 year ARI flood extent as a result of the proposed development (Figure 6) shows that the predicted peak 100 year ARI will increase within the park boundary. As the report describes, the Ocean Drive roadway embankment presents as a barrier to the easterly discharge of floodwaters and the culvert systems concentrate runoff and discharge it east of the site.

**Figure 6. Extract from Advisian report showing the predicted 100 year ARI flood extent**

However, there does not appear to be any assessment of the impacts on coastal wetland vegetation communities both upstream of the culverts and downstream (i.e. in the area proposed to be rezoned E2) and the SCA, including the impact of 5,000 cubic metres of fill to create lots that are above the flood level. Such impacts should be considered as part of the assessment of a future subdivision development application.

Fencing to SCA

The proponent has included Appendix B which is a proposed draft amendment to the DCP. This identifies the location of fauna exclusion fencing along the southern, eastern and northern perimeters of the industrial zone portion of the site (shown as the development footprint). Fauna exclusion fencing is also required along the boundary of the IN2 zoned land and the SCA to exclude fauna from the development site. If this is included in the council DCP, it is recommended the diagram be updated to reflect a requirement for fauna exclusion fencing along the western boundary to the SCA.

As discussed above the BCD is recommending a vegetated buffer along the western boundary to the SCA. This would preferably be set back with a vegetated buffer in a similar way to the proposed eastern boundary setback. For proposals involving boundary fencing, NPWS has established policies and procedures to guide the choice of suitable fencing and cost-sharing arrangements. Consent authorities should refer development proponents to the Boundary Fencing Policy.

**3. Aboriginal cultural heritage**

The BCD has reviewed the supporting documentation for the proposal from the perspective of Aboriginal cultural heritage (ACH) and has the following comments to make.

We note that the Birpai Local Aboriginal Land Council (BLALC) has conducted a basic background review and on-site inspection of the planning area and did not identify any significant ACH values or Aboriginal objects that would form a constraint for the proposed rezoning. Based on this understanding the Department does not have any specific ACH issues to raise for the proposal.

However, we also note that Aboriginal Cultural Heritage Assessment supplied to inform the proposal is not comprehensive enough to inform any determination on future projects, within the planning area, that would involve any ground disturbing works. Prior to determining a future development application including for subdivision a more thorough ACH investigation would need to be carried out to ensure compliance with the legislative requirements relevant to Aboriginal objects in NSW.

**4. Flood risk management**

The site is traversed by an ephemeral water course which is drained under Ocean Drive by three culverts. Ocean Drive and the culverts act as a hydraulic control. A flood impact assessment completed by Worley Parsons (2010) estimates that ponding will occur on the site up to 7.8mAHD during a 1%AEP event allowing for a 35% culvert blockage. Filling is proposed to meet PMHC flood policy freeboard requirements. The Worley Parsons (2010) Flood Impact Assessment found that this filling would have negligible impact on the 1% AEP flood height or peak discharge through the culvert. This is primarily because the culverts have a large capacity in proportion to the peak discharge generated by the catchment.

The methodology, parameters used, considerations and ultimate conclusions of Worley Parsons (2010) are in accordance the Floodplain Development Manual. Flooding has been adequately considered and should not preclude the proposed rezoning. Details around minimum floor levels and filling can be resolved at Development Application stage.

Based on the above information, the BCD does not raise any issues in relation to flood risk for people and property.

**Attachment 2: HEV Criteria and Verification Methods – North Coast Regional Plan**

| Verification Approach | High Environmental Value Criterion | Verification Method |
|---|---|---|
| A. Desktop Analysis | 1. Littoral Rainforest, Coastal Wetlands and proximity areas for these mapped by the SEPP (Coastal Management) | Check the maps of coastal wetlands, littoral rainforests and their proximity areas in the SEPP: (Coastal Management) to identify whether any of these attributes occur on the site. The maps are available at http://webmap.environment.nsw.gov.au/PlanningHtml5Viewer/?viewer=SEPP_CoastalManagement. |
| | 2. Areas of Outstanding Biodiversity Value declared under the Biodiversity Conservation Act 2016 | Check the list of declared Areas of Outstanding Biodiversity Value to identify whether any occur on the site. The list is available at https://www.environment.nsw.gov.au/criticalhabitat/CriticalHabitatProtectionByDoctype.htm. As at November 2019, for the NE region the only declared areas of outstanding biodiversity value are for the Mitchell's Rainforest Snail in the Stotts Island Nature Reserve. |
| | 3. Nationally Important Wetlands listed in the Directory of Important Wetlands, including a 50 m wide buffer | Check the map of Nationally Important Wetlands to identify whether any occur on the site and/or whether a 50m wide buffer to those wetlands intersects the site. The map is available at http://www.environment.gov.au/webgis-framework/apps/pmst/pmst.jsf and the map data can be downloaded from the SEED portal at https://datasets.seed.nsw.gov.au/dataset/directory-of-important-wetlands-in-australia. |
| | 4. Riparian zones of third order streams and above including a buffer consistent with Appendix 3 of the Biodiversity Assessment Method | Refer to Appendix 3 of the Biodiversity Assessment Method available at https://www.environment.nsw.gov.au/biodiversity/assessmentmethod.htm and use this information to analyse the site for the presence of such riparian zones and their buffers. |
| | 5. Native vegetation in over-cleared (Mitchell) landscapes (i.e. more than 70% cleared) | a. Identify the Mitchell Landscape in which the site occurs from the SEED portal at https://datasets.seed.nsw.gov.au/dataset/nsw-mitchell-landscapes-version-3-1.<br>b. Register and visit the VIS database at vis@environment.nsw.gov.au.<br>c. Use the VIS to determine whether the % cleared status of the Mitchell Landscape in which the site occurs is above 70%. |
| B. Fieldwork and analysis | 1. Over-cleared vegetation types identified in the OEH Vegetation Information System Database as more than 70% cleared | a. Identify Plant Community Types (PCTs) on the site through fieldwork.<br>b. Register and visit the VIS database at vis@environment.nsw.gov.au.<br>c. Use the VIS to determine whether the % cleared status of the PCTs identified through fieldwork on the site is above 70%. |

Attachment 2: HEV Criteria and Verification Methods – North Coast Regional Plan

| Verification Approach | High Environmental Value Criterion | Verification Method |
|---|---|---|
| | 2. Threatened Ecological Communities (TECs) identified in the DPIE Vegetation Information System database or by comparison with the NSW Threatened Species Scientific Committee's Final Determinations | a. Identify Plant Community Types (PCTs) on the site through fieldwork.<br>b. Register and visit the VIS database at vis@environment.nsw.gov.au.<br>c. Use the VIS to determine whether the PCTs have TEC Status<br>d. If not identified as a TEC from steps a – c above, then refer to the NSW Threatened Species Scientific Committee determinations to consider whether the PCT accords with the determinations. |
| | 3. Key habitats for threatened species including:<br><br>a. Breeding habitats of both species credit species and ecosystem credit species with known breeding occurrence – from existing BioNET records and/or field work | Refer to BioNET records and undertake field work |
| | b. Core Koala Habitat - from existing mapping and/or field work | a. Check existing Core Koala Habitat mapping in DPE approved Koala Plans of Management and, where necessary, follow any processes set out in these plans for identifying Core Koala Habitat.<br>b. If the site is not in the area covered by a DPE approved Koala Plan of Management, then undertake fieldwork in accordance with SEPP 44 to determine whether Core Koala Habitat is present on the site. |
| | c. Important habitat of migratory and vagrant species mapped for the Biodiversity Offsets Scheme – from existing mapping | Check Important Area Mapping (IAM) to identify whether any of these mapped areas occur on the site. IAM is being developed by DPIE and expected to be made available on an online portal when completed. DPIE will provide links when available. |
| | d. Breeding, foraging and/or congregation habitats for migratory shorebird species with known occurrence – from existing BioNET records and/or field work. | Refer to BioNET records and undertake fieldwork. |
| | e. Known habitat for populations of species-credit species (species-credit species are identified in the Threatened Biodiversity Data Collection) – from existing BioNET records and/or field work. | Refer to BioNET records and undertake fieldwork. |

Attachment 2: HEV Criteria and Verification Methods – North Coast Regional Plan

| Verification Approach | High Environmental Value Criterion | Verification Method |
|---|---|---|
| | 4. Old Growth Forest defined in accordance with a code of practice under Part 5 of the (repealed) Native Vegetation Regulation 2013 | View Old Growth Mapping at the SEED portal for Upper North East (https://datasets.seed.nsw.gov.au/dataset/successional-stages-on-freehold-land-for-cra-upper-north-east-nsw-vis_id-3889202cf) and Lower North East (https://datasets.seed.nsw.gov.au/dataset/successional-stages-on-freehold-land-for-cra-lower-north-east-nsw-vis_id-3888aee14) to identify whether old growth is mapped on site.<br><br>If the proponent disagrees with the mapping, or the site is not mapped as old growth, then use fieldwork to assess the site for the presence of old growth. |

**Attachment 3: Avoiding and Minimising Impacts on Confirmed HEV Lands**

Decisions about the location of land use intensification should be informed by knowledge of biodiversity values. Final selection of these areas may be an iterative process. Location decisions may need to be revisited when all field surveys have been completed.

Locating land use intensification to avoid and minimise impacts on native vegetation and habitat

1. Direct impacts on clearing of native vegetation and habitat can be avoided and minimised by:
    (a) locating land use intensification in areas where there are no biodiversity values
    (b) locating land use intensification in areas where the native vegetation or threatened species habitat is in the poorest condition (i.e. areas that have a lower vegetation integrity score)
    (c) locating land use intensification in areas that avoid habitat for species that have a high biodiversity risk weighting or native vegetation that is a critically endangered ecological community (CEEC) or an endangered ecological community (EEC)
    (d) locating land use intensification such that connectivity enabling movement of species and genetic material between areas of adjacent or nearby habitat is maintained.
2. In selecting locations for land use intensification, the following should be addressed, as they apply to the Planning Proposal:
    (a) an analysis of alternative modes or technologies that would avoid or minimise impacts on biodiversity values and justification for selecting the proposed mode or technology
    (b) an analysis of alternative routes that would avoid or minimise impacts on biodiversity values and justification for selecting the proposed route
    (c) an analysis of alternative locations that would avoid or minimise impacts on biodiversity values and justification for selecting the proposed location
    (d) an analysis of alternative sites within a property on which land use intensification is proposed that would avoid or minimise impacts on biodiversity values and justification for selecting the proposed site.
3. Justifications for decisions on the location of land use intensification should identify any other site constraints that the proponent has considered in determining the location and design of these areas, e.g. bushfire protection requirements including clearing for asset protection zones, flood planning levels, servicing constraints.
4. Actions taken to avoid and minimise impacts through locating areas for land use intensification must be documented and justified in the Planning Proposal.

Designing a planning proposal to avoid and minimise impacts on native vegetation and habitat

1. Planning Proposal design, including the potential location of future temporary and permanent ancillary construction and maintenance facilities, should avoid and minimise clearing of native vegetation and habitat by:
    (a) reducing the clearing footprint of future development
    (b) locating ancillary facilities in areas where there are no biodiversity values
    (c) locating ancillary facilities in areas where the native vegetation or threatened species habitat is in the poorest condition (i.e. areas that have a lower vegetation integrity score)

(d) locating ancillary facilities in areas that avoid habitat for species and vegetation in high threat status categories (e.g. an EEC or CEEC)

(e) providing structures to enable species and genetic material to move across barriers or hostile gaps

(f) making provision for the demarcation, ecological restoration, rehabilitation and/or ongoing maintenance of retained native vegetation habitat on the development site.

2. Efforts to avoid and minimise impacts through design must be documented and justified in the Planning Proposal.

Other Impacts on HEV

Some future development to be enabled by a Planning Proposal may have other impacts on HEV in addition to, or instead of, impacts from clearing vegetation and/or loss of habitat. For many of these impacts, HEV may be difficult to quantify, replace or offset, making avoiding and minimising impacts critical.

Other impacts on HEV can include:

(a) impacts of future development on the habitat of threatened species or ecological communities associated with:
   i. karst, caves, crevices, cliffs and other geological features of significance, or
   ii. rocks, or
   iii. human made structures, or
   iv. non-native vegetation

(b) impacts of future development on the connectivity of different areas of habitat of threatened species that facilitates the movement of those species across their range

(c) impacts of future development on movement of threatened species that maintains their life cycle

(d) impacts of future development on water quality, water bodies and hydrological processes that sustain threatened species and threatened ecological communities (including from subsidence or upsidence resulting from underground mining)

(e) impacts of wind turbine strikes on protected animals

(f) impacts of vehicle strikes on threatened species or on animals that are part of a Threatened Ecological Community.

Locating a planning proposal to avoid and minimise other impacts on HEV

1. Other impacts on HEV can be avoided and minimised by:

(a) locating areas of land use intensification to avoid direct impacts on such habitat features

(b) locating areas of land use intensification to avoid and minimise future operations beneath such habitat features, e.g. locating future development away from geological features of significance or water dependent plant communities and their supporting aquifers

(c) locating areas of land use intensification to avoid severing or interfering with corridors connecting different areas of habitat, migratory flight paths to important habitat or local movement pathways

(d) optimising the locations of land use intensification to minimise future interactions with threatened species and ecological communities, e.g. allowing for buffers around

features that attract and support aerial species, such as forest edges, riparian corridors and wetlands, ridgetops and gullies

(e) locating areas of land use intensification to avoid direct impacts on water bodies.

2. In selecting areas of land use intensification, the following should be addressed, as they apply to the Planning Proposal:

   (a) an analysis of alternative modes or technologies that would avoid or minimise such impacts and justification for selecting the proposed mode or technology

   (b) an analysis of alternative routes that would avoid or minimise such impacts and justification for selecting the proposed route

   (c) an analysis of alternative locations that would avoid or minimise such impacts and justification for selecting the proposed location

   (d) an analysis of alternative sites within a planning area that would avoid or minimise such impacts and justification for selecting the proposed site.

3. Justifications for decisions about areas of land use intensification should identify any other site constraints that the proponent has considered in determining the locations of such areas and design of the Planning Proposal, e.g. bushfire protection requirements including clearing for asset protection zones, flood planning levels, servicing constraints.

4. Efforts to avoid and minimise impacts through locating areas of land use intensification must be documented and justified in the Planning Proposal.

Designing a Planning Proposal to avoid and minimise other impacts on HEV

1. Other impacts on HEV can be avoided and minimised by:

   (a) engineering solutions, e.g. proven techniques to minimise fracturing of bedrock underlying features of geological significance, water dependent communities and their supporting aquifers, proven engineering solutions to restore connectivity and favoured movement pathways

   (b) design of project elements to minimise interactions with threatened and protected species and ecological communities, e.g. designing turbines to dissuade perching and minimise the diameter of the rotor swept area, designing fencing to prevent animal entry to transport corridors

   (c) design of the project to maintain environmental processes critical to the formation and persistence of habitat features not associated with native vegetation

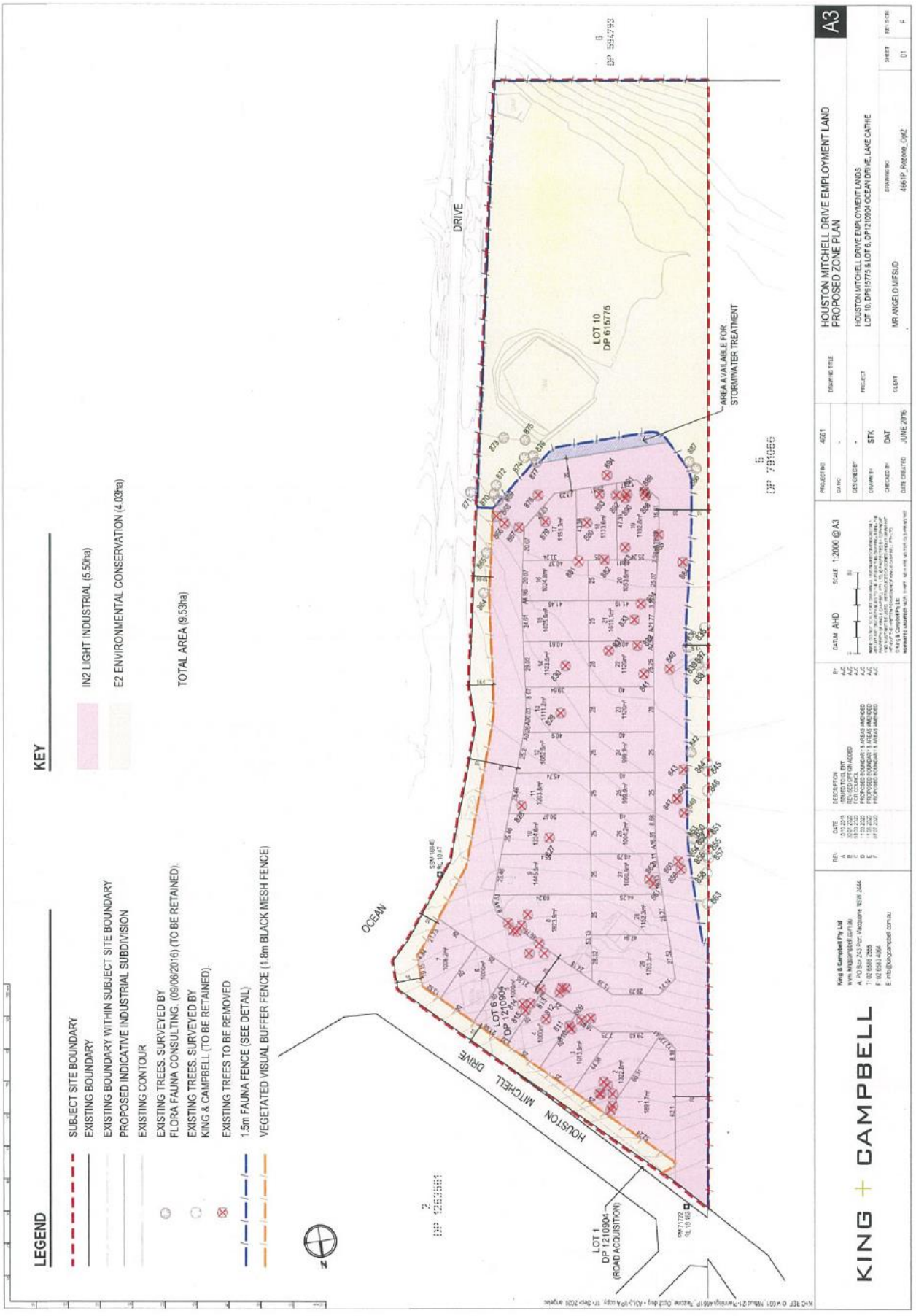
   (d) design of the project to maintain hydrological processes that sustain threatened species and TECs

   (e) design of the project to avoid and minimise downstream impacts on rivers, wetlands and estuaries by control of the quality of water released from the site.

2. Efforts to avoid and minimise other impacts on HEV through design must be documented and justified in the Planning Proposal.

# Attachment 1 - Concept Plan

Refer to Council Report 17 February 2021 - Attachment 1


LEGEND
SUBJECT SITE BOUNDARY
EXISTING BOUNDARY
EXISTING BOUNDARY WITHIN SUBJECT SITE BOUNDARY
PROPOSED INDICATIVE INDUSTRIAL SUBDIVISION
EXISTING CONTOUR
EXISTING TREES, SURVEYED BY FLORA FAUNA CONSULTING, (06/06/2016) (TO BE RETAINED).
EXISTING TREES, SURVEYED BY KING & CAMPBELL (TO BE RETAINED).
EXISTING TREES TO BE REMOVED
1.5m FAUNA FENCE (SEE DETAIL)
VEGETATED VISUAL BUFFER FENCE (1.8m BLACK MESH FENCE)
KEY
IN2 LIGHT INDUSTRIAL (5.50ha)
E2 ENVIRONMENTAL CONSERVATION (4.03ha)
TOTAL AREA (9.53ha)
LOT 10
DP 615775
AREA AVAILABLE FOR STORMWATER TREATMENT
DRIVE
OCEAN
HOUSTON MITCHELL DRIVE
LOT 6
DP 1210904
LOT 1
DP 1210904
(ROAD ACQUISITION)
HOUSTON MITCHELL DRIVE EMPLOYMENT LAND
PROPOSED ZONE PLAN
A3
KING + CAMPBELL

## TREE SCHEDULE TABLE

Proposed environmental lands (Revision E - 03/03/2020)

Additional proposed environmental lands (Revision F - 01/07/2020)

| TAG NO. | SPECIES | DBH (CM) | HEIGHT (M) | NOTES | RETAIN IN E2 ZONE |
|---|---|---|---|---|---|
| 801 | *Eucalyptus siderophloia* | 43 | 15 | | |
| 802 | *Corymbia intermedia* | 97 | 20 | | |
| 803 | *Eucalyptus globoidea* | 58 | 15 | | |
| 804 | *Corymbia intermedia* | 34 | 15 | | |
| 805 | *Corymbia intermedia* | 14 | 12 | | |
| 806 | *Eucalyptus siderophloia* | 33 | 15 | | |
| 807 | *Eucalyptus microcorys* | 17 | 8 | | |
| 808 | *Eucalyptus microcorys* | 52 | 20 | | |
| 809 | *Eucalyptus microcorys* | 42 | 20 | | |
| 810 | *Eucalyptus microcorys* | 34 | 15 | | |
| 811 | *Eucalyptus microcorys* | 49 | 20 | | |
| 812 | *Corymbia intermedia* | 23 | 15 | | |
| 813 | *Eucalyptus globoidea* | 50 | 15 | 2 trunks | |
| 814 | *Eucalyptus microcorys* | 58 | 20 | | |
| 815 | *Eucalyptus microcorys* | 32 | 20 | | |
| 816 | *Eucalyptus microcorys* | 44 | 20 | | |
| 817 | *Eucalyptus microcorys* | 82 | 25 | | |
| 818 | *Eucalyptus siderophloia* | 20 | 10 | | |
| 819 | *Eucalyptus microcorys* | 48 | 20 | | |
| 820 | *Eucalyptus microcorys* | 72 | 20 | 2 trunks | |
| 821 | *Eucalyptus microcorys* | 72 | 20 | | |
| 822 | *Eucalyptus globoidea* | 48 | 20 | | |
| 823 | *Eucalyptus globoidea* | 41 | 20 | | |
| 824 | *Eucalyptus siderophloia* | 41 | 20 | | |
| 825 | *Eucalyptus globoidea* | 87 | 25 | | |
| 826 | *Eucalyptus siderophloia* | 43 | 12 | | |
| 827 | *Casuarina glauca* | 51 | 10 | | |
| 828 | *Melaleuca styphelioides* | 35 | 8 | 3 trunks | |
| 829 | *Eucalyptus tereticornis* | 65 | 12 | | |
| 830 | *Eucalyptus tereticornis* | 44 | 12 | | |
| 831 | *Eucalyptus patentinervis* | 82 | 15 | Hybrid | |
| 832 | *Melaleuca quinquenervia* | 65 | 10 | | |
| 833 | *Casuarina glauca* | | 8 | Stand of small trees | |
| 834 | *Casuarina glauca* | 54 | 12 | | |
| 835 | *Eucalyptus robusta* | 81 | 12 | HBT | RETAIN |
| 836 | *Eucalyptus robusta* | 15 | 8 | | RETAIN |
| 837 | *Eucalyptus robusta* | 45 | 15 | | RETAIN |
| 838 | *Eucalyptus robusta* | 15 | 8 | | RETAIN |
| 839 | *Eucalyptus robusta* | 39 | 15 | | RETAIN |
| 840 | *Eucalyptus robusta* | 35 | 12 | | |

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| TAG NO. | SPECIES | DBH (CM) | HEIGHT (M) | NOTES | RETAIN IN E2 ZONE |
|---|---|---|---|---|---|
| 841 | *Eucalyptus tereticornis* | 44 | 10 | | |
| 842 | *Eucalyptus patentinervis* | 32 | 12 | Hybrid | RETAIN |
| 843 | *Eucalyptus globoidea* | 19 | 10 | | |
| 844 | *Corymbia intermedia* | 33 | 12 | 2 trunks | RETAIN |
| 845 | *Melaleuca quinquenervia* | 40 | 12 | | RETAIN |
| 846 | *Eucalyptus globoidea* | 51 | 15 | | RETAIN |
| 847 | *Corymbia intermedia* | 23 | 10 | | |
| 848 | *Corymbia intermedia* | 25 | 12 | | |
| 849 | *Casuarina glauca* | 48 | 12 | | |
| 850 | *Eucalyptus robusta* | 15 | 8 | | RETAIN |
| 851 | *Eucalyptus globoidea* | 40 | 15 | | RETAIN |
| 852 | *Eucalyptus microcorys* | 21 | 12 | | RETAIN |
| 853 | *Eucalyptus microcorys* | 47 | 15 | Disturbed bark (Koala) | RETAIN |
| 854 | *Eucalyptus microcorys* | 34 | 15 | Disturbed bark (Koala) | RETAIN |
| 855 | *Melaleuca quinquenervia* | 57 | 15 | | RETAIN |
| 856 | *Eucalyptus globoidea* | 34 | 15 | | RETAIN |
| 857 | *Eucalyptus microcorys* | 45 | 20 | Disturbed bark (Koala) | RETAIN |
| 858 | *Eucalyptus microcorys* | 64 | 20 | Disturbed bark (Koala) | RETAIN |
| 859 | *Casuarina glauca* | 32 | 12 | | |
| 860 | *Casuarina glauca* | 34 | 12 | | |
| 861 | *Casuarina glauca* | 22 | 12 | | |
| 862 | *Casuarina glauca* | 20 | 12 | | |
| 863 | *Casuarina glauca* | 27 | 15 | | |
| 864 | *Eucalyptus tereticornis* | 66 | 12 | 2 trunks | RETAIN |
| 865 | *Eucalyptus tereticornis* | 42 | 12 | | RETAIN |
| 866 | *Eucalyptus tereticornis* | 57 | 15 | | |
| 867 | *Melaleuca quinquenervia* | 49 | 12 | 5 trunks | |
| 868 | *Corymbia intermedia* | 16 | 8 | | |
| 869 | *Eucalyptus tereticornis* | 16 | 8 | | RETAIN |
| 870 | *Melaleuca linariifolia* | 24 | 8 | | RETAIN |
| 871 | *Melaleuca quinquenervia* | 28 | 8 | 3 trunks (Ocean Drive road reserve) | |
| 872 | *Eucalyptus tereticornis* | 104 | 25 | HBT | RETAIN |
| 873 | *Eucalyptus tereticornis* | 74 | 25 | Scratch marks (Koala), HBT | RETAIN |
| 874 | *Casuarina glauca* | 48 | 15 | 2 trunks | RETAIN |
| 875 | *Casuarina glauca* | 21 | 10 | | RETAIN |
| 876 | *Casuarina glauca* | 26 | 12 | | RETAIN |
| 877 | *Casuarina glauca* | 17 | 8 | | RETAIN |
| 878 | *Melaleuca quinquenervia* | 22 | 8 | 2 trunks | |
| 879 | *Melaleuca quinquenervia* | 49 | 10 | 5 trunks | |
| 880 | *Melaleuca linariifolia* | | 8 | Multiple trunks | |
| 881 | *Eucalyptus tereticornis* | 107 | 20 | HBT (Tree 613) | |
| 882 | *Eucalyptus tereticornis* | 21 | 10 | | |
| 883 | *Eucalyptus patentinervis* | 21 | 10 | Hybrid | |
| 884 | *Eucalyptus patentinervis* | 103 | 20 | Hybrid | |
| 885 | *Eucalyptus patentinervis* | 39 | 15 | Hybrid | |
| 886 | *Eucalyptus patentinervis* | 73 | 20 | Hybrid | RETAIN |
| 887 | *Eucalyptus robusta* | 26 | 15 | | RETAIN |

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| TAG NO. | SPECIES | DBH (CM) | HEIGHT (M) | NOTES | RETAIN IN E2 ZONE |
|---|---|---|---|---|---|
| 888 | *Casuarina glauca* | 46 | 15 | | |
| 889 | *Casuarina glauca* | 47 | 15 | | |
| 890 | *Casuarina glauca* | 30 | 12 | | |
| 891 | *Casuarina glauca* | 23 | 12 | | |
| 892 | *Melaleuca quinquenervia* | 42 | 12 | 2 trunks | |
| 893 | *Casuarina glauca* | 36 | 12 | | |
| 894 | *Melaleuca quinquenervia* | | 10 | Multiple trunks | |

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# Attachment 2 - Flood Impact Assessment 2010

Worley Parsons, 2010 - As previously exhibited

# Attachment 3 - Flood Impact Assessment 2019

Advision, 2019 - As previously exhibited

# Attachment 4 - Ecological Assessment

FloraFauna Consulting, 2016 - As previously exhibited

Note: The proponent has submitted a Biodiversity Development Assessment Report (Biodiversity Australia, October 2020). A copy of the report is provided at **Attachment 12.**

# Attachment 5 - Addendum to the Ecological Report

FloraFauna Consulting, 2017 - As previously exhibited

Note: The proponent has submitted a Biodiversity Development Assessment Report (Biodiversity Australia, October 2020). A copy of the report is provided at **Attachment 12.**

# Attachment 6 - Ecological Assessment as per BAM methodology

Biodiversity Australia, 2018 - As previously exhibited.

Note: The proponent has submitted a Biodiversity Development Assessment Report (Biodiversity Australia, October 2020). A copy of the report is provided at **Attachment 12.**

# Attachment 7 - Email relating to ecological assessment

Biodiversity Australia, 28/11/18 - As previously exhibited.

# Attachment 8 - Bushfire Hazard Assessment

David Pensini, 2018 - As previously exhibited.

# Attachment 9 - Aboriginal Cultural Heritage Assessment

Birpai Local Aboriginal Land Council, 2018 - As previously exhibited.

# Attachment 10 - Stage 1 Site Contamination Assessment

Regional Geotechnical Solutions, 2019 - As previously exhibited.

# Attachment 11 - Traffic Impact Assessment

King and Campbell March 2021 v2

Note: The proponent has submitted an updated Traffic Impact Assessment (King & Campbell March 2021 v2).

KING + CAMPBELL

# Traffic Impact Assessment
# Houston Mitchell Drive Employment Lands
# Planning Proposal (Amendment No.54)
# Proposed Light Industrial Rezoning
# Lot 10 DP615775 & Lot 6 DP1210904
# 19 Houston Mitchell Drive, Bonny Hills

Prepared for:

**Port Macquarie-Hastings Council**

Prepared by:

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Date: August 2020 (version 1)
March 2021 (version 2)

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**Appendix E –** SIDRA Analysis – Ocean Drive and Houston Mitchell Drive

**Appendix F –**Transport for NSW Correspondence – TIA Requirements

# Section 1
## Executive Summary

**Purpose of Report and Study Objectives**

This Traffic Impact Assessment (TIA) has been prepared in relation to the subject Planning Proposal (Amendment No. 54), which seeks to rezone the subject property from its current RU1 Primary Production zone to part IN2 Light industrial and part E2 Environmental Conservation.

This TIA has been prepared in response to a submission made by Transport for NSW during the public exhibition of the Planning Proposal. The TIA is consistent with the current Austroads Guide to Traffic Management Part 12, the complementary TfNSW Supplement and the RTA Guide to Traffic Generating Developments and includes consideration of:

- The impact of the proposed development on the road network with consideration for a 10 year design horizon.
- The volume and distribution of traffic generated by the proposed development.
- Background traffic data, including current traffic counts and relevant growth rates. The data should take account of surrounding development; both present and future.
- Sight distance measurements at site access locations and affected intersections.
- Proposed site access arrangements and details of proposed improvements to any affected intersections.
- Details of servicing and parking arrangements, including swept paths for the largest vehicle requiring access to the site.
- Impact on public transport (public and school bus routes).
- Connectivity for active transport modes such as walking and cycling.

**Site Location and Study Area**

The subject site is identified as Lot 10 DP 615775 (8.96ha) and Lot 6 DP 1210904 (0.62ha), corner Ocean Drive and Houston Mitchell Drive, Bonny Hills.

The site adjoins residentially zoned land to the north (separated by Houston Mitchell Drive) and east (separated by Ocean Drive) that are currently undergoing development as part of the Lake Cathie/Bonny Hills Urban Release Area. The site adjoins Queens Lake State Conservation Area to the west and rural zoned lands to the south that have been identified for further investigation for light industry or school uses.

**Proposed zone provisions and preliminary concept**

Amendment No. 54 proposes the following changes to the Port Macquarie-Hastings Local Environmental Plan (PMHLEP) 2011:

- Amendment to the PMHLEP 2011 Land Zoning Map to change the zoning of the site from RU1 Primary Production to part IN2 Light Industrial and part E2 Environmental Conservation;
- Amendment to the PMHLEP 2011 Lot Size Map to allow a minimum lot size of 1000 $m^2$ for the proposed industrial zoned land and a minimum 3 hectare lot size for the proposed environmental zoned lands; and
- Amendment to the PMHLEP 2011 Height of Building Map to allow a maximum height of 10m for the proposed industrial zoned land.

The preliminary concept subdivision layout for which this TIA has been prepared provides for:

- Approximately 5.5ha of future light industrial lands;
- Approximately 4.03ha of future environmental lands;
- All vehicular access from Houston Mitchell Drive;
- An internal loop edge road; and
- Approximately 29 future light industrial lots.

**Existing studies referenced in the preparation of this TIA**

- Proposed Manufacturing Housing Estate - Traffic Impact Assessment - Lot 638 DP1248149 Cnr Ocean Drive & Forest Parkway, Lake Cathie – Streetwise Road Safety & Traffic Services Pty. Ltd. (March 2020)
- Traffic Impact and Access Management Assessment Lot 6 DP1193553, Lot 6,2,3 & 4 DP1150758 and Lot 5 DP25886, Ocean Drive, Lake Cathie – King & Campbell Pty Ltd (June 2016)
- Hastings River Drive / Boundary Street Intersection Proposed Intersection Management – TTM Consulting (GC) Pty Ltd (December 2011)

- Sancrox Enterprise Zone Port Macquarie, NSW Traffic Report – TTM Consulting (GC) Pty Ltd (August 2009)

**Findings**

The assessment has considered:

- The expected traffic generation from the future development of the proposed light industrial land,
- The capacity of the existing Forest Parkway/Houston Mitchell Drive intersection and
- The proposed site access/Houston Mitchell Drive intersection and
- The impact on the surrounding road network, specifically the impact on the existing roundabout at the intersection of Ocean Drive and Houston Mitchell Drive.

The TIA has found:

- The site is accessible to the surrounding locality and region due to its location on Houston Mitchell Drive (being a distributor road) and near the intersection of Houston Mitchell Drive and Ocean Drive (being a Classified Regional ArterialRoad);
- Access will be available via the construction of an additional southern leg on the existing Houston Michell Drive / Forest Parkway intersection;
- The proposed future light industrial use will generate a total of 198 trips for each peak hour, with inbound and outbound trips assigned as follows:
    - 20% out of the site and 80% into the site for the AM Peak; and
    - 80% out of the site and 20% into the site for the PM Peak;
- The gravity model confirms that trip distribution and assignment is anticipated as follows:
    - 65% towards Ocean Drive; and
    - 35% towards Pacific Highway;
- An intersection configuration of opposing CHR(s) / BAL combination is best suited to service the proposed future light industrial use;
- Sight distance at the access location is adequate given the relatively flat vertical alignment and gentle curved horizontal alignment of Houston Mitchell Drive;

- The anticipated traffic volumes generated by the proposed future light industrial use are within the expected capacity of the proposed site access intersection;
- Pedestrian and cyclist access to the development is in accordance with the provisions of Port Macquarie Hastings Council's DCP;
- Circulation within the proposed future light industrial development is proposed via the provision of a public roadway constructed as a loop circuit to provide access for the future Torrens title allotments; and
- No impact on the existing roundabout at the intersection of Ocean Drive and Houston Michell Drive has been identified within SIDRA modelling for either the AM or PM 2029 scenarios.
- The alternative options for access that were investigated, including a roundabout at Forest Parkway and a midblock CHR(s) T intersection with Houston Mitchell Drive, found that the existing and projected traffic volumes are not the primary considerations in the selection of a preferred option.
    - Forest Parkway Roundabout Summary:
        - Limited existing road reserve areas provide substantial constraints to the size and location of the roundabout roundlet.
        - The geometry of the existing road and property boundaries substantially constrains the roundabout layout due to the acute angle that the future industrial road will join the roundabout.
        - A wide semi-mountable kerb will be required to accommodate large vehicle entry and exit to the site.
        - A dedicated left turn slip lane will be required between the eastern and southern legs to accommodate large vehicle turns into the subject site.
        - Construction of the roundabout will necessitate substantial reconstruction of existing infrastructure, including additional pavement and roundabout components.
        - The existing road boundaries result in limited opportunities to provide desired footpath widths and setbacks from the roundabout.
        - Substantial service relocations will likely be required including communications (NBN and Telstra underground cables), overhead and underground electricity, as well as existing council water infrastructure.

- SIDRA Traffic modelling of the intersection confirms a high Level of Service (LOS A) would be provided by the roundabout, demonstrating that an upgrade of the intersection to a roundabout is not warranted on traffic volumes alone.
- At this stage no mechanism exists for sharing of construction costs with adjoining landowners and approved developments along Forest Parkway or potential acquisition of land on the northern side of Houston Mitchell Drive. The intersection is not currently included within Council's Development Contribution Plans.
- The roundabout option will have substantially greater capacity than required for development of a 5.5 Ha light industrial area. Funding options taking into account approved residential developments and PMHC's adopted UGMS action for investigation of West Lake Cathie Urban Area should be considered by PMHC.
- Options providing for standalone access to the employment lands are preferred due to lack of certainty for the funding and ultimate capacity and delivery of the potential roundabout intersection.

- Mid Block CHR(s) T intersection Summary:

  - The existing and proposed road reserve area provides sufficient area to accommodate a CHR(s) T intersection at a location 170m from the Houston Mitchell Drive / Ocean Drive intersection and 120m from the Forest Parkway / Houston Mitchell Drive intersection, including right turn lanes for both Forest Parkway and the future industrial road in accordance with AUSTROADS standards.
  - The geometry of the existing road and property boundaries can be suitably modified to accommodate required road widening for the additional lanes.
  - Construction of the intersection is unlikely to require substantial relocations of existing road infrastructure allowing the reuse of existing pavement and kerb and gutter on the northern side of Houston Mitchell Drive.
  - The existing and proposed road boundaries result in ample opportunities to provide desired footpath widths.
  - Service relocations are unlikely to be required.
  - SIDRA Traffic modelling of the intersection confirms a high Level of Service (LOS A) would be provided by the intersection, demonstrating improved intersection efficiency over both the

initial 4 way priority controlled intersection and roundabout proposals. The projected traffic volumes are able to be easily accommodated in this arrangement.

- Funding for the proposed CHR(s) T intersection will be provided by the development of the proposed employment lands. This option creates greater certainty with respect to deliverability of the access.

This TIA has confirmed that the potential traffic volume impact can be accommodated within the existing road network and that the concept access options are available to provide appropriate access to the future light industrial development of the site.

# Section 2
## Site and Context

### 2.1 Study Area

The subject site is identified as Lot 10 DP 615775 (8.96ha) and Lot 6 DP 1210904 (0.62ha), corner Ocean Drive and Houston Mitchell Drive, Bonny Hills.

The site adjoins residentially zoned land to the north (separated by Houston Mitchell Drive) and east (separated by Ocean Drive) that are currently undergoing development as part of the Lake Cathie/Bonny Hills Urban Release Area. The site adjoins Queens Lake State Conservation Area to the west and rural zoned lands to the south that have been identified for further investigation for light industry or school uses.

Figure 1 - Extract from Planning Proposal

### 2.1.1 Existing Land Uses

The site has a mixed use history and currently includes a dwelling with outbuildings and large machinery shed, both of which are sited on the northern extent of the site. The southern extent of the site is vacant.

### 2.1.2 Existing zoning

The site is zoned RU1 Primary Production pursuant to the Port Macquarie Hastings Local Environmental Plan 2011 (PMH LEP 2011). The existing zone in context with the Bonny Hills – Lake Cathie Urban Release Area is shown on the zone extract below:

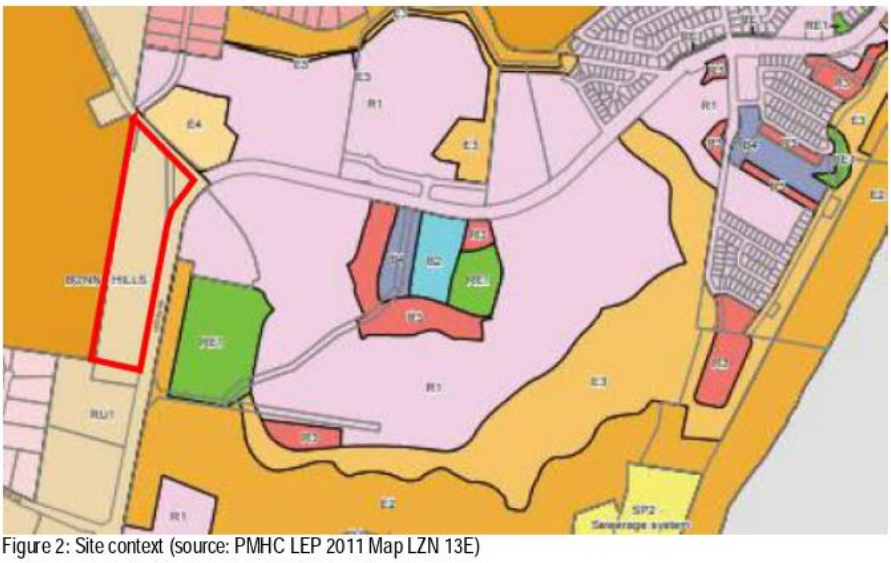



Figure 2: Site context (source: PMHC LEP 2011 Map LZN 13E)

The site is identified in the Port Macquarie-Hastings Urban Growth Management Strategy (UGMS) 2017 – 2036 for investigation in the immediate/short-term for service industrial development.

The current Planning Proposal (Amendment No.54) proposes the following changes to PMH LEP 2011, consistent with the UGMS:

- Amendment to the PMH LEP 2011 Land Zoning Map to change the zoning of the site from RU1 Primary Production to part IN2 Light Industrial and part E2 Environmental Conservation;
- Amendment to the PMHLEP 2011 Lot Size Map to allow a minimum lot size of 1000 m$^2$ for the proposed industrial zoned land and a minimum 3 hectare lot size for the proposed environmental zoned lands; and
- Amendment to the PMH LEP 2011 Height of Building Map to allow a maximum height of 10m for the proposed industrial zoned land.

The proposed rezoning will:

- more appropriately reflect the local planning strategies for the area and complement the existing land uses in the locality;
- provide employment opportunities for existing and future residents within the Lake Cathie/Bonny Hills Urban Release Area. The UGMS 2019 confirms that the population of the Lake

Cathie URA will increase to approximately 10,000 persons by 2036;

- manage the environmental constraints (flooding, bushfire, ecological); and
- create an opportunity to facilitate a wildlife linkage.

### 2.1.3 Anticipated future development

The preliminary concept subdivision layout for which this TIA has been prepared provides for:

- Approximately 5.5ha of future light industrial lands;
- Approximately 4.03ha of future environmental lands;
- All vehicular access from Houston Mitchell Drive;
- An internal loop edge road; and
- Approximately 29 future light industrial lots.

## 2.2 Site Accessibility

### 2.2.1 Existing road system

The site is located on the south-west corner of the intersection of Ocean Drive and Houston Mitchell Drive, opposite the intersection of Houston Mitchell Drive and Forest Parkway.

Ocean Drive is the Classified Regional Arterial Road being the north-south connection between Port Macquarie and the Camden Haven. The townships of Lake Cathie and Bonny Hills are accessed from Ocean Drive.

Ocean Drive immediately adjacent the site has a single travel lane in each direction and incorporates wide sealed shoulders and a posted speed limit of 70 km/hr during non-school hours. A 40 km/hr schools speed zone operates during the arrival and departure times for the nearby Lake Cathie Public School, located to the east of Ocean Drive and south of the extension of Houston Mitchell Drive.

Houston Mitchell Drive is a non-urban distributor road providing an east-west connection between the Lake Cathie/Bonny Hills Urban Release Area and the Pacific Highway. The road provides a single carriageway incorporating sealed shoulders and a posted speed limit of 80 km/hr.

Forest Parkway is classified as a local minor rural road, which currently services approximately 32 rural residential properties. The road is a single carriageway in each direction with kerb and gutter and a posted speed limit of 50 km/hr.

The site is immediately adjacent two (2) existing intersections, including;

1. Ocean Drive and Houston Mitchell Drive:

Figure 3- Ocean Drive / Houston Mitchell Drive intersection

This intersection is a roundabout that comprises the following configuration:

- North leg - Ocean Drive;
  - 2 travel lanes on entry; and
  - 2 travel lanes on exit.
- South leg - Ocean Drive;
  - 2 travel lanes on entry; and
  - 2 travel lanes on exit incorporating a merge to a single lane immediately south.
- West leg - Houston Mitchell Drive;
  - 2 travel lanes on entry; and
  - 1 travel lane on exit.
- East leg - unnamed road (extension of Houston Mitchell Drive);
  - 1 travel lane on entry; and
  - 1 travel lane on exit.

2. Houston Mitchell Drive and Forest Parkway:

Figure 4 - Houston Mitchell Drive and Forest Parkway intersection

This intersection is a Type BAR / BAL "T" configuration, comprising:

- Houston Mitchell Drive east;
  - 1 travel lane on entry; and
  - 1 travel lane on exit.
- Houston Mitchell Drive west;
  - 1 travel lane on entry; and
  - 1 travel lane on exit.
- Forest Parkway;
  - 1 travel lane on entry; and
  - 1 travel lane on exit.

### 2.2.2 Future road system

The site is located within the Lake Cathie/Bonny Hills Urban Release Area (URA) for which Council has undertaken extensive strategic planning in relation to connectivity, culminating in specific development provisions in the PMH DCP 2013.

The DCP includes provisions for future roads, intersections, footpaths and bike paths. Development of the Lake Cathie/Bonny Hills URA is currently underway and several of the upgrades to the road and pedestrian system have been undertaken.

The DCP provisions for the Lake Cathie/Bonny Hills URA provide for the following ultimate road design:

- Upgrade of Ocean Drive to a 4 lane dual carriageway for its length;
- Roundabout at the intersection of Ocean Drive and Houston Mitchell Drive as an interim measure prior to its signalisation;
- Signalised intersection at Ocean Drive and Baltic Street;
- Roundabout intersection at Ocean Drive and Solomon Drive; and
- Signalised intersection at Ocean Drive, Abel Tasman Drive and Seaside Drive.

Figure 5 - Extract from PMHC DCP 2013 - Transport & Movement

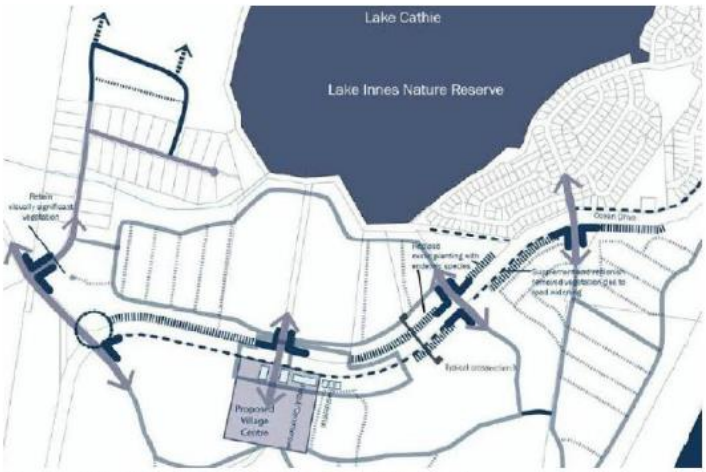



Figure 6 - Extract from PMHC DCP 2013 - Ocean Drive Corridor

### 2.2.3 Traffic Volumes and conditions

Due to impacts associated with COVID-19 and the associated reduction in existing traffic volumes when compared to normal conditions, traffic counts at the intersection of Houston Mitchell Drive and Forest Parkway were not undertaken as part of this TIA.

The traffic count that was undertaken by Streetwise Road Safety & Traffic Services to inform their report Traffic Impact Assessment – Lot 638 DP1248149 cnr Ocean Drive and Forest Parkway, Lake Cathie (Streetwise) has been utilised. This report undertook a manual intersection count on 26 September 2019 ...to determine the AM and PM peak traffic periods at the intersection of Houston Mitchell Drive and Forest Parkway. This traffic count is considered to better represent the existing normal traffic volumes at the existing intersection than a furteh traffic count during the current COVID 19 conditions.

A summary of the AM and PM peak period traffic flows for the Houston Mitchell Drive and Forest Parkway intersection is provided as Figure 3.10 in the Streetwise report. The Streetwise report confirmed that the AM peak to be between 7:30am and 9:30am with the PM peak being between 3:00pm and 4:00pm, which confirms the influence of school times on the peak traffic periods:

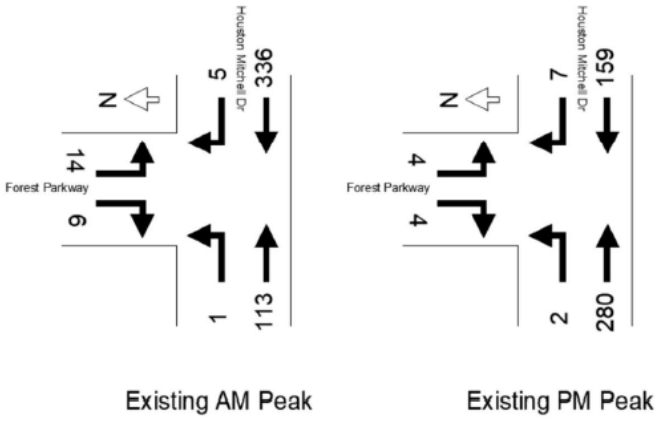



**Figure 3.10 – EXISTING AM & PM PEAK PERIOD TRAFFIC FLOWS**

Figure 7- Extract from Streetwise Traffic Impact Assessment Existing AM and PM Peak Period Traffic Flows.

The traffic volumes provided within the Streetwise TIA have been adopted as the existing traffic environment for this report.

## 2.3 Transit service

### 2.3.1 Public

Public transport options include the Busways route 334K to Kendall and Port Macquarie. The nearest bus-stop is located approximately 750m south of the site, adjacent to the intersection with Bonny View Drive and Ocean Drive.

This route provides connectivity to the surrounding towns of Lake Cathie and Port Macquarie to the north, and Bonny Hills, North Haven, Laurieton and Kew/Kendall to the south, with connections to the network to neighbouring towns of Wauchope and Kempsey. The network also provides connections to access inter-city services via rail at Wauchope and air at Port Macquarie.

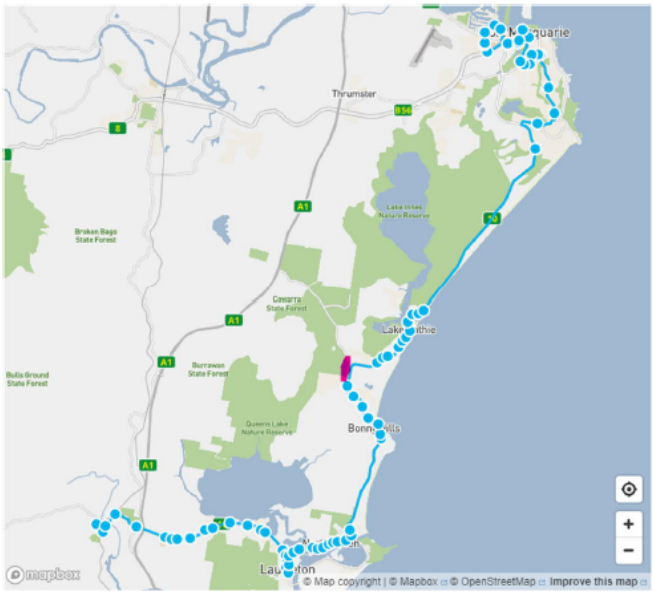



Figure 8- Extract from Transport for NSW "Trip Planner" website showing the 334K Kendal to Port Macquarie via Laurieton bus route. The location of the site is shown in pink highlight.

Port Macquarie Hastings Council's current planning policies provide for the provision of additional future public transport routes within the adjoining residential development to the north, with the construction of bus bays on Solomon Drive and South Atlantic Drive to be constructed as part of future residential subdivisions.

### 2.3.2 Pedestrians and Cyclists

Pedestrian access to the site is available via the extension of the existing pedestrian footpaths from the Ocean Drive / Houston Mitchell Drive roundabout. This intersection currently provides pedestrian connectivity to the Ocean Drive corridor and areas to the north of Houston Mitchell Drive, via an existing pedestrian refuge on the western leg of the roundabout, and to the existing Lake Cathie Public School.

Additional opportunities for connectivity will be provided along Ocean Drive as that road is progressively upgraded to a 4 lane arterial road with signalised intersections and within adjoining residential subdivisions as construction proceeds in accordance with the provisions of Port Macquarie Hastings Council's Development Control Plan 2013.

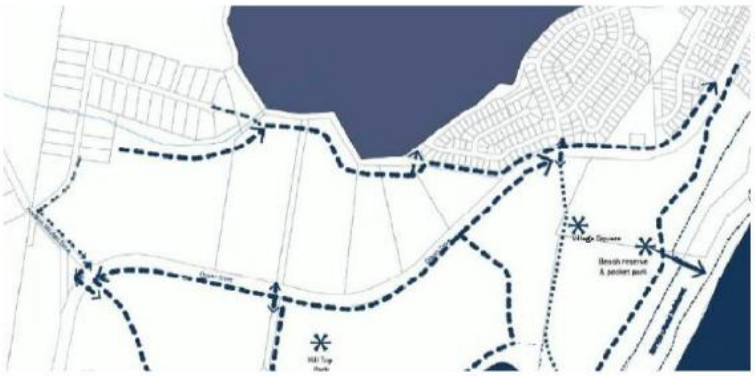


Figure 9 - Extract from PMHC DCP 2013 - Pedestrian Movement

# Section 3
## Projected Traffic

### 3.1 Site Traffic

The proposed rezoning will provide for 5.5ha of light industrial zoned land. The RTA Guide to Traffic Generating Developments notes that traffic generation for light industrial areas is based on the gross floor area (GFA), as opposed to the area of the total site.

The Sancrox Enterprise Zone Port Macquarie, NSW Traffic Report (TTM Group, August 2009) has been used to determine the potential GFA for the site, with TTM noting that:

> As a guide, GFA is typically about 45% of the site for industrial uses, as considerable space has to be devoted to parking, servicing and manoeuvring.

Based on the TTM report and consideration of the Queensland Department of Main Roads (DMR), this TIA has assumed a GFA of approximately 40% of the total development area.

### 3.2 Trip generation

Two methodologies have been reviewed to determine future trip generation associated with the proposed light industrial use:

1. Utilising the Gross Floor Area method:

| | |
|---|---|
| Total development area | 5.5ha |
| Estimated GFA<br>(40% of the total development area) | 2.2ha |
| Daily Traffic Generation<br>At 5 trips per 100m2 of GFA | 1,100 vpd |
| Peak Hour Traffic Generation<br>At 0.9 trips per 100m2 of GFA | 198 vpd |

2. RTA Guide to Traffic Generating Developments, based on employment density:

| | |
|---|---|
| Anticipated employment<br>At 30 jobs/ha (VPA) | 165 jobs |
| Customers and deliveries<br>At 20% of anticipated employment | 33 trips (vph) |
| Peak hour traffic generation<br>(sum of anticipated employment and customers/deliveries) | 198 vph |

Given the above, 198 vph has been adopted by this TIA as the peak hour trip generation.

### 3.3 Trip distribution

A gravity model was constructed to determine the likely origin/destination for trips generated by the future light industrial use, based on the relative populations of the surrounding area and travel times to each of those areas.

The following table sets out the likely destination for each trip generated from the proposed development.

Table 1 - Destination Gravity Model

| Traffic Flow Gravity Model | | | | |
|---|---|---|---|---|
| Destination | Population | Travel Time (mins) | Population/ Travel Time² | Destination Percentage |
| Port Macquarie | 45000 | 19 | 124.7 | 21% |
| Wauchope | 7500 | 20 | 18.8 | 3% |
| Camden Haven | 7000 | 15 | 31.1 | 5% |
| Kew/Kendall | 2500 | 16 | 9.8 | 2% |
| Kempsey | 8000 | 43 | 4.3 | 1% |
| Taree | 18000 | 50 | 7.2 | 1% |
| Bonny Hills | 2900 | 3 | 322.2 | 54% |
| Lake Cathie | 2000 | 5 | 80.0 | 13% |
| **Total** | | | **598.0** | **100%** |

Table 2 - Route Probability Table

| | Houston Mitchell | | | Ocean Drive South | | | Ocean Drive north | | |
|---|---|---|---|---|---|---|---|---|---|
| Destination | T-Time (mins) | Percentage | Population-Distance Weighted Percentage | T-Time (mins) | Percentage | Population-Distance Weighted Percentage | T-Time (mins) | Percentage | Population-Distance Weighted Percentage |
| Port Macquarie | 19 | 50% | 10% | 44 | 9% | 2% | 21 | 41% | 9% |
| Wauchope | 20 | 63% | 2% | 38 | 17% | 1% | 36 | 19% | 1% |
| Camden Haven | 23 | 28% | 1% | 15 | 66% | 3% | 48 | 6% | 0% |
| Kew/Kendall | 16 | 61% | 1% | 23 | 30% | 0% | 41 | 9% | 0% |
| Kempsey | 43 | 51% | 0% | 67 | 21% | 0% | 59 | 27% | 0% |
| Taree | 50 | 45% | 1% | 57 | 35% | 0% | 76 | 20% | 0% |
| Bonny Hills | 32 | 2% | 1% | 4 | 97% | 53% | 39 | 1% | 1% |
| Lake Cathie | 37 | 2% | 0% | 38 | 2% | 0% | 5 | 97% | 13% |
| **Total Weighted Route Usage** | | | **17%** | | | **60%** | | | **24%** |

The above probabilities have been applied to each major route for the destinations, being Ocean Drive south (via Laurieton), Houston Mitchell Drive and Ocean Drive north (via Port Macquarie), to determine the probability of each trip taking a route to their respective

destination. The route probabilities have been calculated on a similar basis to the above destination routing, and are presented above in Table 2

### 3.4 Modal split

- 20% heavy vehicle traffic, entering and exiting the site; and
- 5% heavy vehicles for all other traffic.

### 3.5 Trip assignment

Trip assignment for the intersection between Houston Mitchell Drive and Forest Parkway has been based on the traffic generation tables and the destination and route gravity model probabilities. These tables have been used to calculate both the expected peak hour volumes leaving the development and the direction in which they choose to take.

For modelling purposes, the following inbound and outbound traffic splits have been adopted:

- 20% out of the site and 80% into the site for the AM peak; and
- 80% out of the site and 20% into the site for the PM peak.

### 3.6 Through traffic

The indicative concept layout for the future light industrial subdivision includes a single access road (at the Houston Mitchell Drive / Forest Way intersection) and accordingly consideration of through traffic is not relevant.

For the purposes of this TIA 2.5% was used as the traffic growth for the through traffic movements on Houston Mitchell Drive, to account for traffic influences outside the area and to maintain consistency with the Streetwise TIA.

### 3.6 Method projection

Traffic volumes for the development have been determined based on full development of the site within a 10 year timeframe (i.e. In the years to 2030). Accordingly, 100% of the traffic generation for the proposed development has been applied to the modelling.

### 3.7 Non-site traffic for anticipated development in study area

Non-site traffic for the locality was considered in the Streetwise TIA, where the traffic generation impacts on Forest Parkway were calculated on the following basis:

- Existing development traffic determined as part of the traffic counts referred to above (Section 3.2);
- Existing approved development contributing to additional traffic on Forest Parkway, being a 70 lot residential subdivision and a 17 lot rural residential subdivision under DA 2016/87; and
- Proposed Manufactured Housing Estate (166 sites / dwellings) within part of the land previously approved for a 151 lot residential subdivision (of which the report notes 51 lots are currently developed and 17 lots are to be developed as part of DA 2016/87).

### 3.8 Method of projections

As above, the Streetwise TIA adopted a full development scenario for the proposed Manufactured Housing Development within the 2019 – 2029 service period as the basis for their modelling.

### 3.9 Trip generation

The Streetwise (March 2020) report provides extensive consideration of the trip generation for proposed development contributing to traffic on Forest Parkway. The adopted trip generation by Streetwise is summarised as follows:

Table 3 - Summary of future traffic generation for Forest Parkway (Streetwise, March 2020)

| Land Use | No. Lots | Daily Trip Rate | Peak Hour Trip Rate | Daily Trip Generation | Peak Hour Trip Generation |
|---|---|---|---|---|---|
| Proposed MHE Site | 166 | 3.6 | 0.37 | 598 | 62 |
| Rural Residential | 17 | 7.4 | 0.75 | 126 | 13 |
| Residential (End of Forest Parkway (DA2016/87) | 70 | 7.4 | 0.75 | 518 | 53 |
| **Total Development Trip Generation** | | | | **1242** | **128** |

### 3.10 Trip distribution and assignment

The Streetwise TIA provides the following assumptions on traffic generation for traffic exiting the Houston Mitchell Drive and Forest Parkway intersection:

- 65% towards Ocean Drive; and
- 35% towards Pacific Highway.

To maintain consistency with this TIA and the Streetwise TIA, the trip distribution specified above has been adopted.

### 3.11 Modal split

The Streetwise TIA has assumed 5% Heavy Vehicle traffic on all legs of the existing Houston Mitchell Drive / Forest Parkway intersection.

### 3.12 Through traffic

Houston Michell Drive is the primary corridor for through traffic that has the potential to affect the future light industrial development of the site.

Based on the Community Profile on Port Macquarie Hastings Council's website, the population growth figures for the Lake Cathie / Bonny Hills area is approximately 2.5% to the year 2036.

The Streetwise TIA adopted a traffic growth rate of 2.5% for traffic influences outside the area. For consistency a 2.5% growth rate for Houston Mitchell Drive has been similarly adopted for this TIA.

### 3.13 Estimated volumes

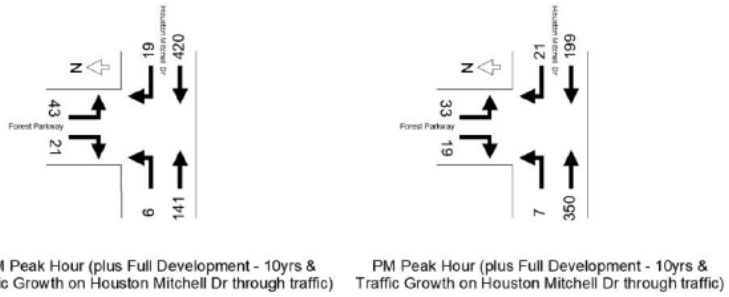



Figure 10- Extract from Streetwise TIA - Figure 5.10 - Future AM & PM Peak Period Traffic Flows (MHE development, remainder of Forest Parkway developments and 10 yrs traffic growth on Houston Mitchell Drive through movements).

### 3.14 Total traffic

Through applying the trip generation and distributions for the proposed future light industrial subdivision within the site, as detailed above, combined with the traffic generation adopted from the Streetwise TIA, this TIA has determined the following 2029 traffic volumes for the SIDRA modelling for the intersection performance.

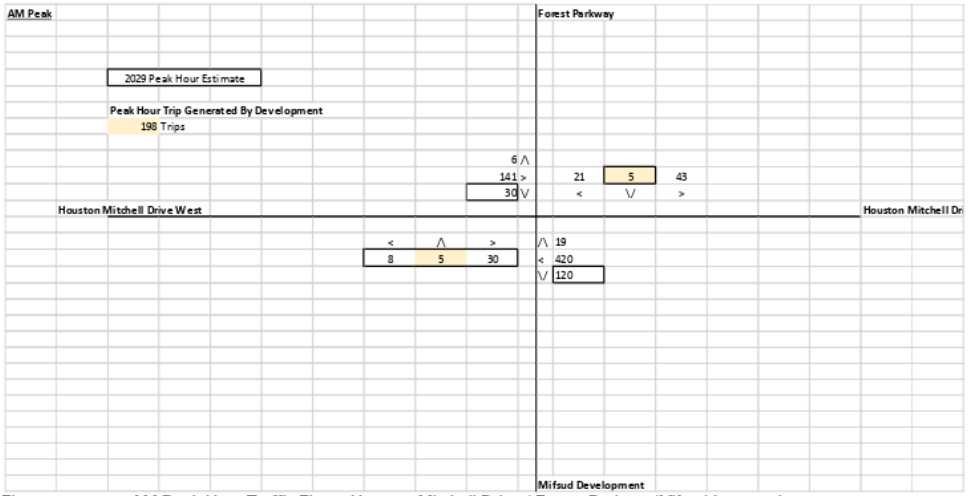



Figure 11 - 2029 AM Peak Hour Traffic Flow - Houston Mitchell Drive / Forest Parkway/Mifsud Intersection

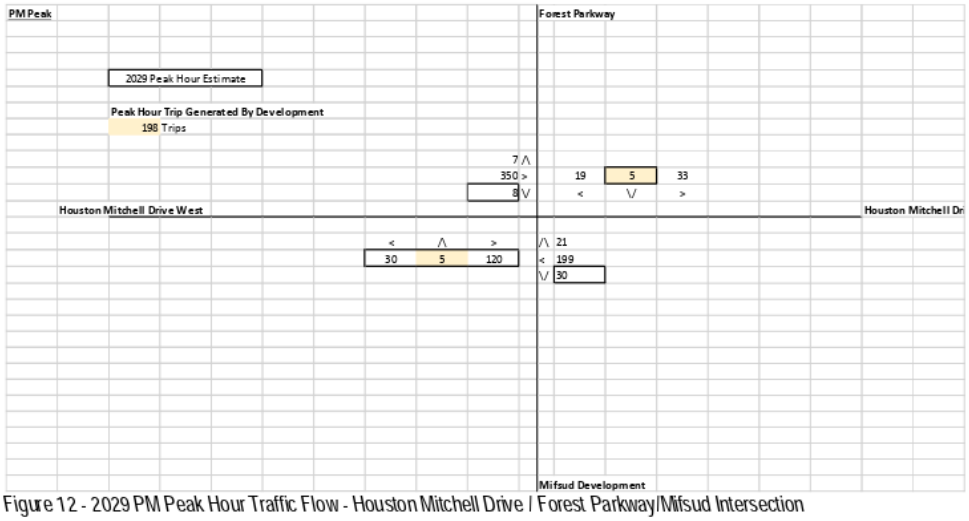



Figure 12 - 2029 PM Peak Hour Traffic Flow - Houston Mitchell Drive / Forest Parkway/Mifsud Intersection

# Section 4
## Transportation Analysis

### 4.1 Site access

The site is located at the intersection of Houston Mitchell Drive (distributor road) and Ocean Drive (Classified Regional Arterial Road). This location provides for connectivity to the Pacific Highway (to the west), the Lake Cathie/Bonny Hills URA in all directions, Port Macquarie to the north and the coastal villages within the Camden Haven to the south.

The site is well located from an accessibility point of view, being located at the intersection of 2 major roads, providing connectivity to the wider area. This connectivity ensures that trips generated by the future industrial area will avoid existing and future residential areas.

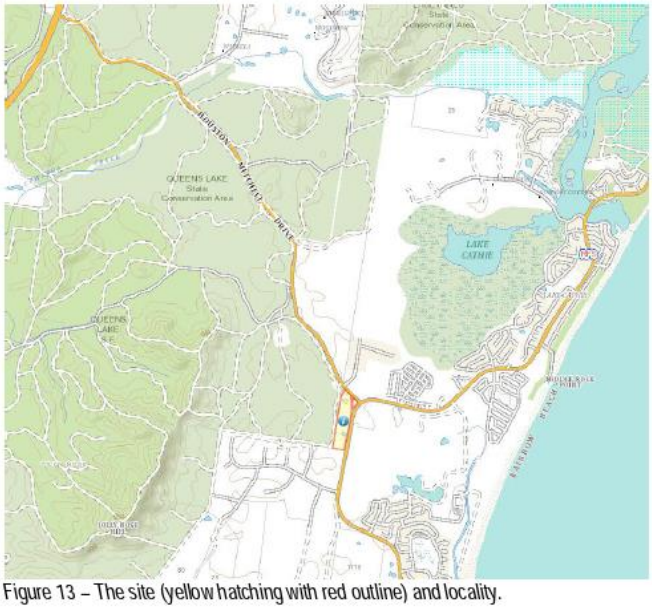



Figure 13 – The site (yellow hatching with red outline) and locality.

The conceptual future access to the site is proposed as a single location via a new southern leg on the existing Houston Mitchell Drive / Forest Parkway intersection, as illustrated on the SIDRA schematic and in the extract below:

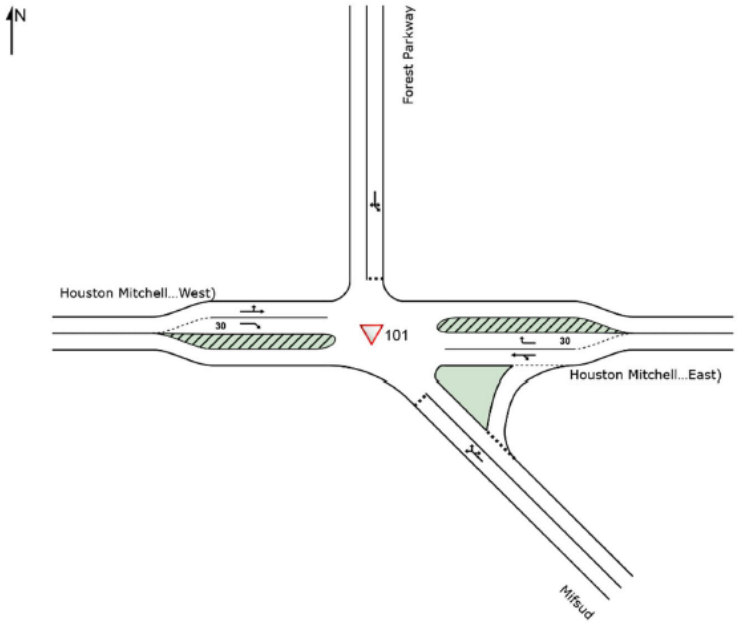



Figure14 - SIDRA Concept of proposed intersection

The location of the site can make use of the existing road network connectivity and accessibility to both the surrounding area and general locality.

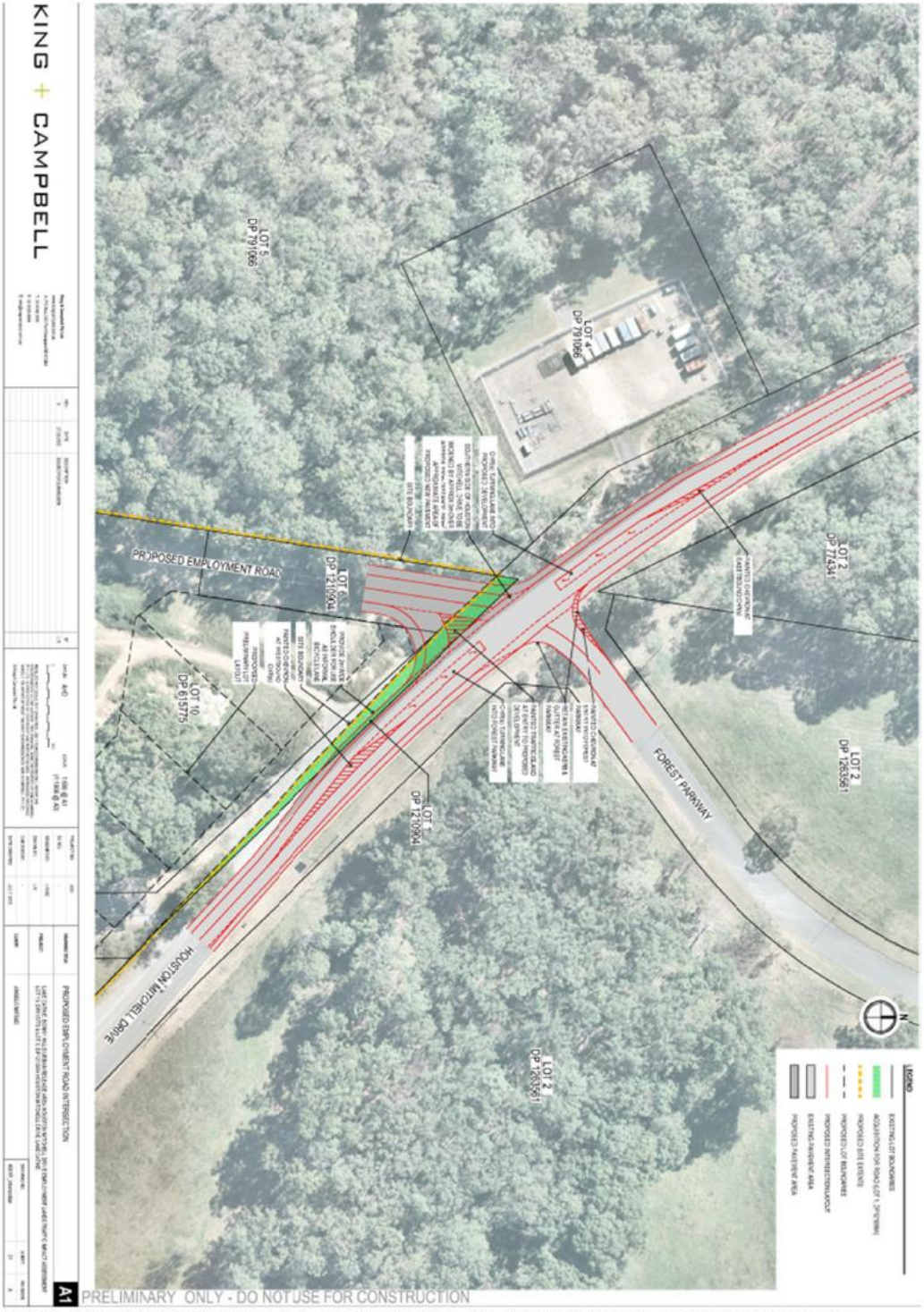



Figure 15 - Concept design showing proposed reconfiguration of the existing intersection between Forest Parkway and Houston Mitchell Drive, to include a new southern approach.

The proposed site access is located on a long sweeping bend on Houston Mitchell Drive, opposite Forest Parkway, which provides suitable sight distance from all legs of the proposed intersection.

## 4.2 Capacity and Level of Service (LOS)

### 4.2.1 Existing conditions

The intersection count undertaken by Streetwise in September 2019 recorded approximately 479 peak hour trips in both directions on Houston Mitchell Drive, equating to an Annual Average Daily Traffic (AADT) count of 4790.

Houston Mitchell Drive meets the requirements for classification as as a Collector Road under Port Macquarie Hastings Council's AUS-SPEC-1 D01-Geometric Road Design – Table D1, with an AADT less than 6000 vpd.

The existing Houston Mitchell Drive / Forest Parkway intersection was upgraded as part of the Houston Mitchell Drive upgrade project by Port Macquarie Hastings Council. The project was completed in September 2017 and included the realignment and construction of the road and improvement to safety standards of the road users, cyclists and pedestrians. The works involved the construction of a 3.25m travel lane with 2m sealed shoulder and 1m verge in each direction, together with the reconstruction of existing intersections along the route (i.e.; Houston Mitchell Drive / Forest Parkway).

Based on the existing peak period traffic volumes, the Streetwise TIA considered the warrants for the intersection treatment of Houston Mitchell Drive and Forest Parkway in accordance with Figure 2.26c of the Austroads Guide to Traffic Management, Part 6 – Intersections, Interchanges and Crossings by Streetwise in their TIA. An extract from the Streetwise TIA is reproduced below:

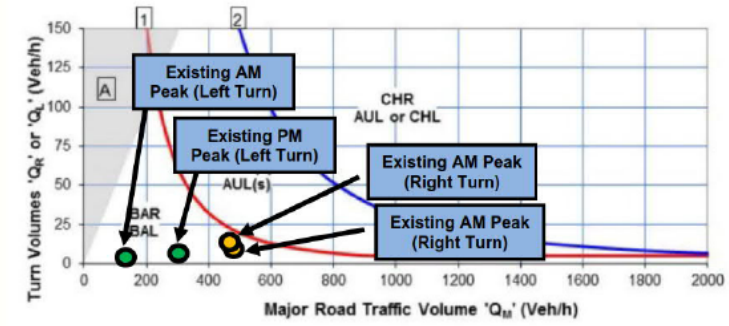



**Figure 3.11 – WARRANTS FOR TURN TREATMENTS FOR THE MAJOR ROAD AT UNSIGNALISED INTERSECTIONS (AM & PM PEAK AT HOUSTON MITCHELL DR & FOREST PARKWAY INTERSECTION)**

Figure 16 - Extract from Streetwise TIA - Warrants for Turn Treatments - Existing scenario.

The assessment by Streetwise determined that the existing intersection configuration is consistent with the existing BAR/BAL intersection treatment as constructed.

The existing road construction conditions are therefore considered appropriate to the existing traffic environment.

### 4.2.2 Background conditions (existing plus growth) (2030)

The Streetwise TIA confirms that ...full development of Forest Parkway will cater for approximately 89 peak hour trips (890 per day) in both directions, and Houston Mitchell Drive [catering for] approximately 650 peak hour trips (6500 per day).

Based on the existing background conditions plus the expected growth in traffic generation the Streetwise TIA considered the warrants for the intersection treatment of Houston Mitchell Drive and Forest Parkway, in accordance with Figure 2.26c of the Austroads Guide to Traffic Management, Part 6 – Intersections, Interchanges and Crossings. An extract from the Streetwise TIA is reproduced below:

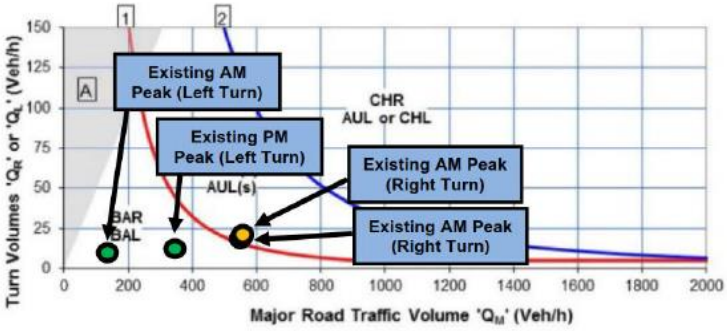



**Figure 5.11 – WARRANTS FOR TURN TREATMENTS FOR THE MAJOR ROAD AT UNSIGNALISED INTERSECTIONS (FUTURE AM & PM PEAKS AT HOUSTON MITCHELL DR & FOREST PARKWAY INTERSECTION)**

Figure 17 - Extract from Streetwise TIA - Intersection Capacity and Warrants for Turn Treatments

The assessment by Streetwise determined that the existing intersection configuration will require upgrading to a CHR(s) right turn from Houston Mitchell Drive into Forest Parkway as development on Forest Parkway proceeds.

The Streetwise TIA proposed an indicative CHR(s) intersection layout for Houston Mitchell Drive as follows:

**Figure 5.12 – INDICATIVE CHR(s) INTERSECTION LAYOUT FOR THE INTERSECTION OF HOUSTON MITCHELL DRIVE & FOREST WAY**

Figure 18 – StreetwiseTIA indicative intersection layout

### 4.2.3 Total traffic (existing, background and site) (2030)

At full development of both Forest Parkway and the subject site, and including 10 years background traffic growth, Houston Mitchell Drive will achieve an AADT of 8,480, this being classified as a Distributor under Port Macquarie Hastings Council's AUS-SPEC-1 D01.

Based on the existing background conditions plus the expected growth in traffic generation through new developments, an assessment for the warrant for intersection treatment for Houston Mitchell Drive and Forest Parkway was considered as part of this TIA, in accordance with Figure 2.26c of the Austroads Guide to Traffic Management, Part 6 – Intersections, Interchanges and Crossings. The result of the investigations is shown below:

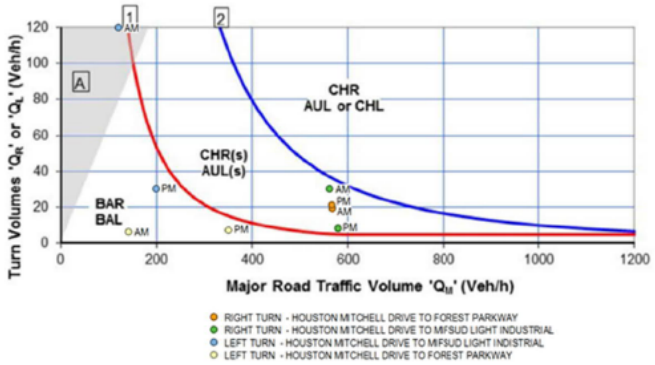



Figure 19 - Intersection capacity and warrants for turn treatments.

The assessment determined that the existing intersection configuration will require upgrading to CHR(s) right turns for right turn movements for both Houston Mitchell Drive into Forest Parkway and Houston Mitchell Drive into the new southern intersection leg.

The assessment determined that left turn arrangements do not warrant the provision of an auxiliary left turn lane for either turn movement.

See Figure 15 above for the proposed concept intersection configuration to service the proposed light industrial subdivision.

SIDRA software modelling has been undertaken for the intersection of Houston Mitchell Drive and Forest Parkway and incorporating the additional southern leg that provides access to the site to determine the Level of Service.

The following parameters were adopted for the intersection model.

- Speed limits:
  - Houston Mitchell Drive = 80 km/hr; and
  - Forest Parkway = 50 km/hr.
- SIDRA Default Values for NSW (unless noted otherwise); and

- GAP Acceptance for sign controlled intersections (refer Appendix E of RMS Traffic Modelling Guidelines v1.0 (2013) summarised below:

| Movement | Gap Acceptance (s) | Follow Up Headway (s) |
|---|---|---|
| Right Turn from Major Road | 4.0 | 2.0 |
| Left Turn from Minor Road | 4.5 | 2.5 |
| Right Turn from Minor Road | 5.5 | 3.5 |

- 5% Heavy Vehicles for all non-industrial legs (i.e. all intersection legs apart from the southern leg servicing the subject site).

The modelling was undertaken based on the proposed intersection configuration with opposing CHR(s) right turn lanes on Houston Mitchell Drive (see Figure 15) for both morning and afternoon peak hour traffic volumes.

The results of the modelling are summarised in the table below and include the intersection overall and the worst movement scenario for AM and PM:

| | Intersection | | Worst Movement | |
|---|---|---|---|---|
| | 2029 (AM) | 2029 (PM) | 2029 (AM) | 2029 (PM) |
| Average Delay (sec) | 2.7 | 3.5 | 14.5 | 14.3 |
| LOS | A | A | A | A |
| 95% Percentile Queue | < 10m | <10m | <10m | <10m |
| Degree of Saturation | 0.318 | 0.330 | 0.318 | 0.330 |

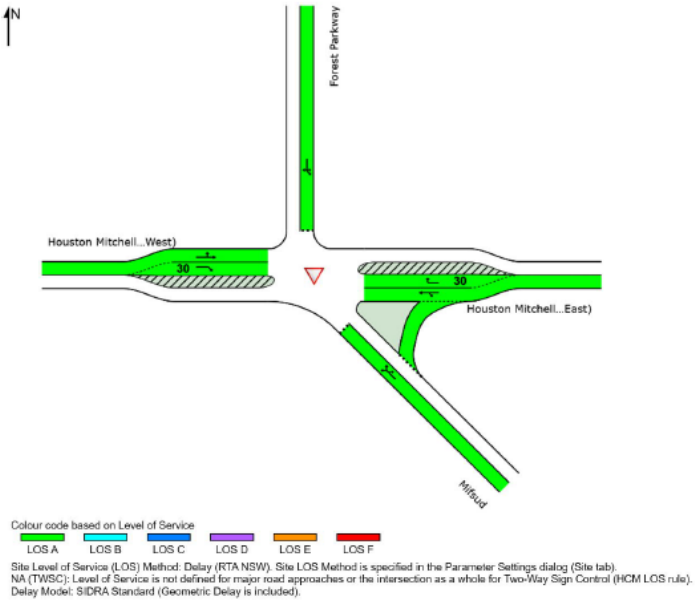


Figure 20 - Level of Service summary diagram - AM 2029

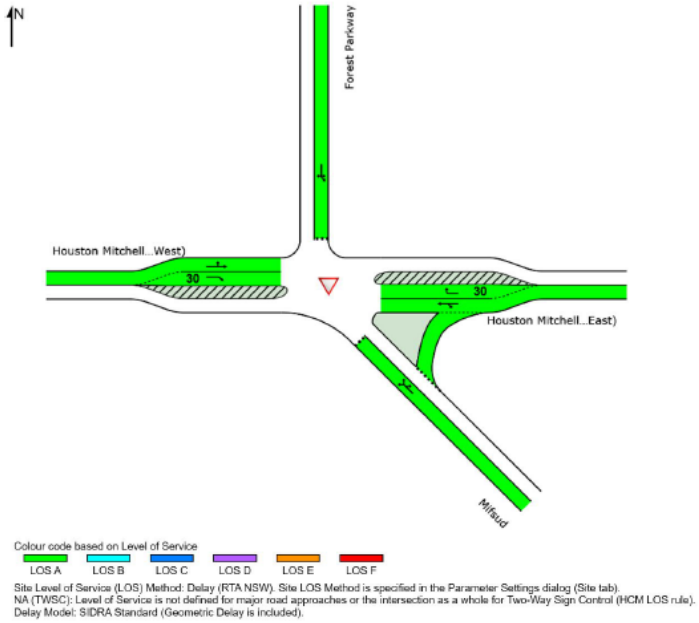



Figure 21 - Level of Service summary diagram - PM 2029

The modelling of the proposed intersection arrangement confirmed a LOS A, being a:

> ...condition of free flow in which individual drivers are virtually unaffected by the presence of others in the traffic stream. Freedom to select desired speeds and to manoeuvre within the traffic stream is extremely high, and the general level of comfort and convenience provided is excellent.

The proposed intersection treatment with opposing CHR(s) turn lands and BAL treatment for the left turns as shown in Figure 15 is therefore confirmed as the most appropriate to service the future light industrial development of the site.

### 4.3 Transportation safety

The location of the site adjacent at the intersection of Houston Mitchell Drive and Ocean Drive provides direct connection to the Pacific Highway and the Ocean Drive corridor, thereby avoiding residential areas

The future public roads will be designed to the requirements of Port Macquarie Hastings Council's AUS-SPEC-1 specifications and the requirements of the relevant AUSTROADS standards, to ensure safe access to and from the site.

### 4.4 Traffic signals

The intersection capacity analysis has confirmed that the proposed access to the site can be accommodated via the provision of CHR(s) right turn treatments for traffic exiting Houston Mitchell Drive. Traffic signals are therefore not warranted.

### 4.5 Site circulation and parking

Traffic circulation within the site is proposed to be managed with the provision of a loop road from a single point of access off Houston Mitchell Drive.

Internal road will be designed to the requirements of Port Macquarie Hastings Council's AUS-SPEC-1 specifications for commercial and industrial subdivision developments to ensure adequate provision for large and heavy vehicle turning movements.

An extract of the concept layout for the proposed light industrial subdivision is provided below.

Parking within the proposed development will be subject to the requirements of each individual industrial lot.

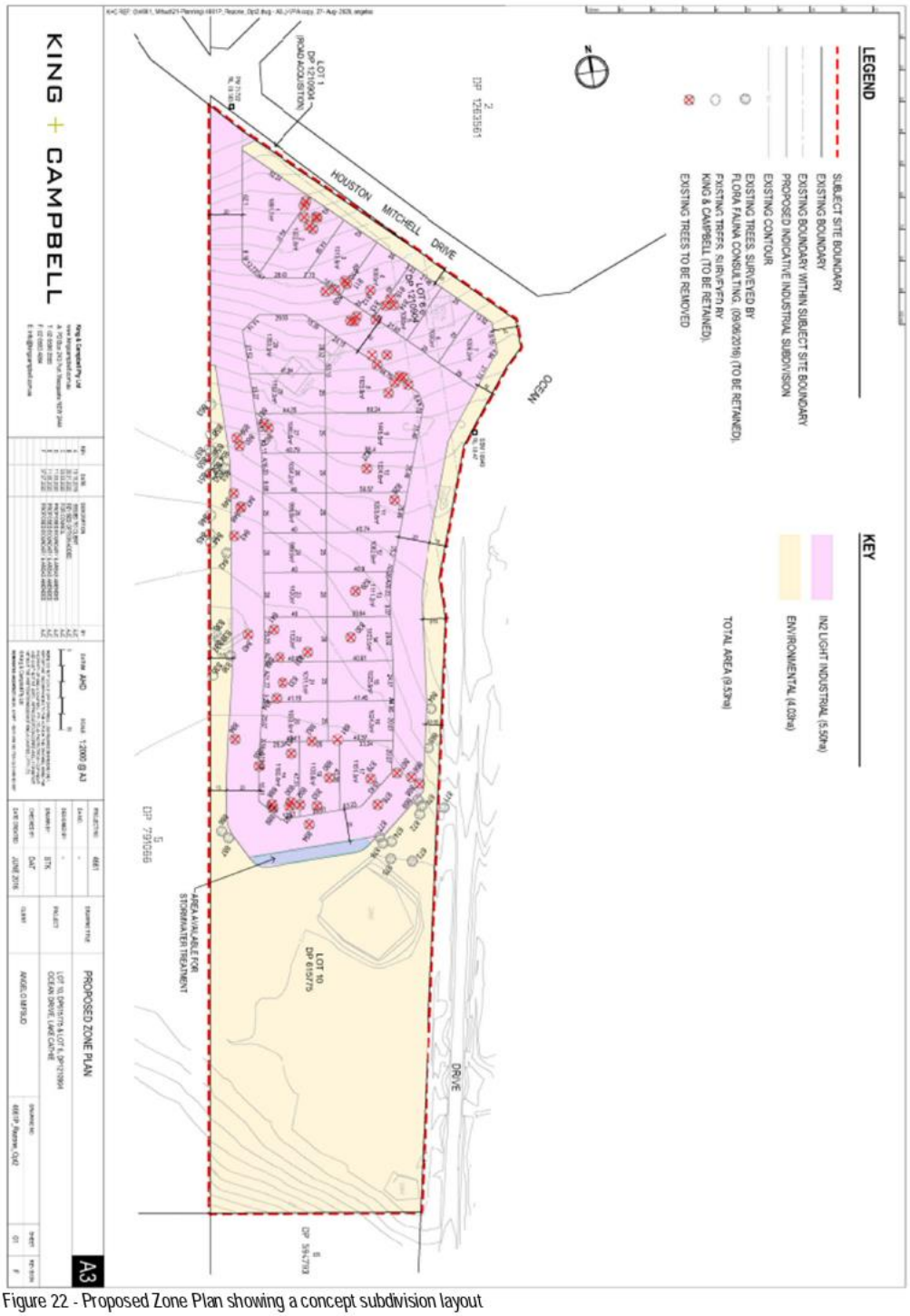



Figure 22 - Proposed Zone Plan showing a concept subdivision layout

# Section 5
## Improvement analysis

### 5.1 Improvements to accommodate existing traffic

Existing traffic can be accommodated within the existing road configuration following the recent reconstruction of Houston Mitchell Drive and the upgrading of the Intersection between Ocean Drive and Houston Mitchell Drive to a roundabout.

### 5.2 Improvements to accommodate background traffic

The improvements recommended within the Streetwise TIA for the upgrade of the intersection between Forest Parkway and Houston Mitchell Drive to a CHR(S) / BAL configuration have been adopted to accommodate the increases in background traffic and expected development on Forest Parkway.

The incremental upgrade of Ocean Drive to an ultimate configuration of a 4 lane divided carriageway configuration is occurring as development proceeds within the Lake Cathie/Bonny Hills URA, with the construction of intersections and roadway upgrades being provided in accordance with the provisions of Port Macquarie Hastings Council's DCP.

### 5.3 Additional improvements to accommodate site traffic

The potential impact of the additional traffic generation as a result of the proposed light industrial rezoning on the operation of the existing Ocean Drive / Houston Mitchell Drive roundabout has been reviewed and SIDRA Modelling has been undertaken.

Due to the reduction in existing traffic volumes from normal conditions during the COVID-19 restrictions, the traffic volumes from previous traffic studies in the locality (Ocean Drive) have been adopted.

To assess the impact of the proposed light industrial development on the existing roundabout, traffic volume information was obtained from Traffic Impact and Access Management Assessment, Lot 6 DP1193553, Lot 6,2,3 & 4 DP1150758 and Lot 5 DP25886, Ocean Drive, Lake Cathie (King + Campbell, June 2016).

An annual growth rate of 2.4%, as specified within the King + Campbell TIA, has been applied and the existing traffic volume for the 2029 AM and PM peaks have been calculated as follows:

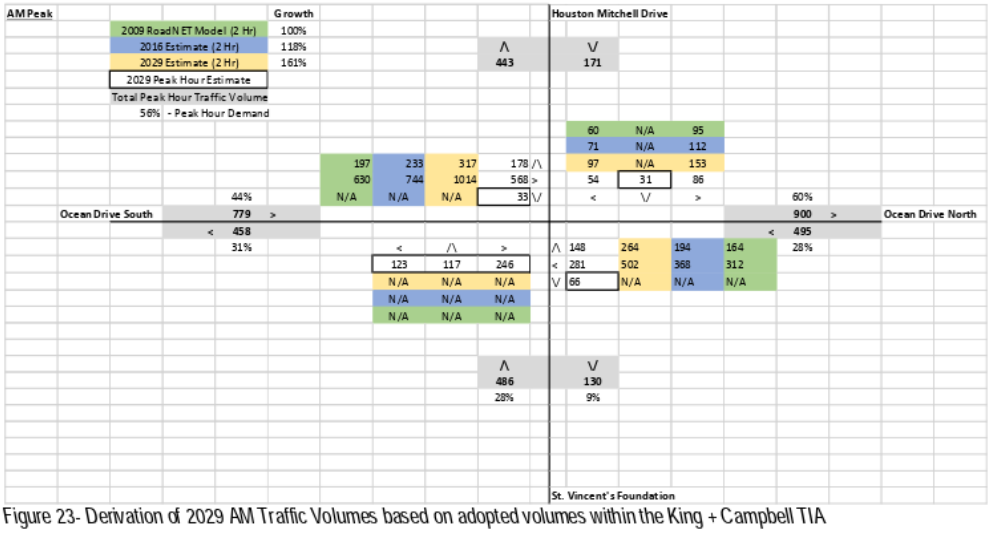



Figure 23- Derivation of 2029 AM Traffic Volumes based on adopted volumes within the King + Campbell TIA

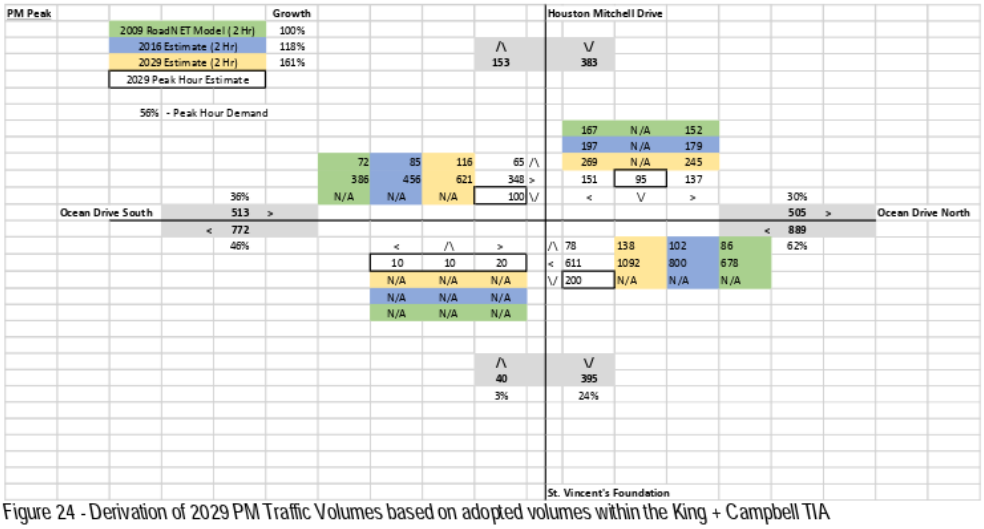
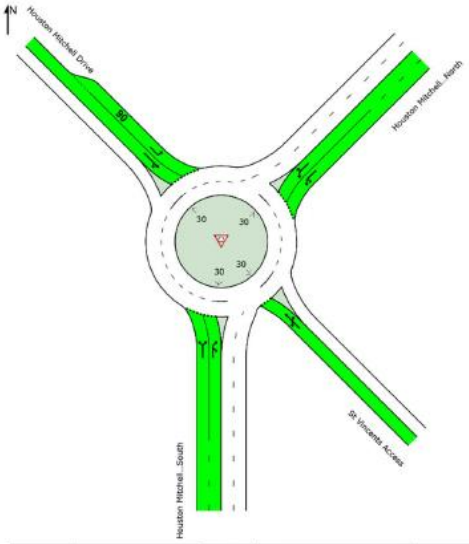



Figure 24 - Derivation of 2029 PM Traffic Volumes based on adopted volumes within the King + Campbell TIA

In addition to the calculation of expected traffic volumes for each leg of the roundabout, probabilities for each incoming and outgoing roundabout leg was calculated to assist in trip assignment for the post-development model case.

The results for the SIDRA modelling of the Houston Mitchell Drive / Ocean Drive roundabout for existing development plus traffic growth for the AM and PM 2029 scenarios are as follows:



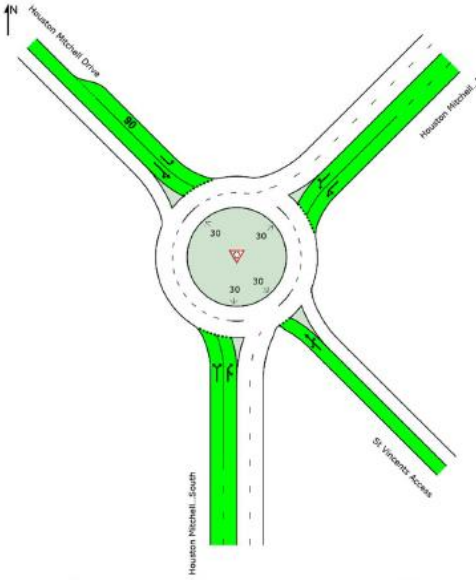

| | Approaches | | | | Intersection |
|---|---|---|---|---|---|
| | South | Southeast | Northwest | Northwest | |
| LOS | A | A | A | A | A |

Colour code based on Level of Service

| LOS A | LOS B | LOS C | LOS D | LOS E | LOS F |
|---|---|---|---|---|---|

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
NA (TWSC): Level of Service is not defined for major road approaches or the intersection as a whole for Two-Way Sign Control (HCM LOS rule).
Delay Model: SIDRA Standard (Geometric Delay is included).

Figure 25 - AM 2029 Existing + Traffic Growth Scenario SIDRA Modelling Results




| | Approaches | | | | Intersection |
|---|---|---|---|---|---|
| | South | Southeast | Northwest | Northwest | |
| LOS | A | A | A | A | A |

Colour code based on Level of Service

| LOS A | LOS B | LOS C | LOS D | LOS E | LOS F |
|---|---|---|---|---|---|

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
NA (TWSC): Level of Service is not defined for major road approaches or the intersection as a whole for Two-Way Sign Control (HCM LOS rule).
Delay Model: SIDRA Standard (Geometric Delay is included).

Figure 26 - PM 2029 Existing + Traffic Growth Scenario SIDRA Modelling Results

Utilising the traffic generation calculated at Section 3.2 together with the destination probabilities calculated via the destination gravity model and the trip assignment probabilities calculated for the existing Ocean Drive / Houston Mitchell Drive roundabout, the potential site generation trips for the proposed light industrial use were assigned to each intersection leg as follows:

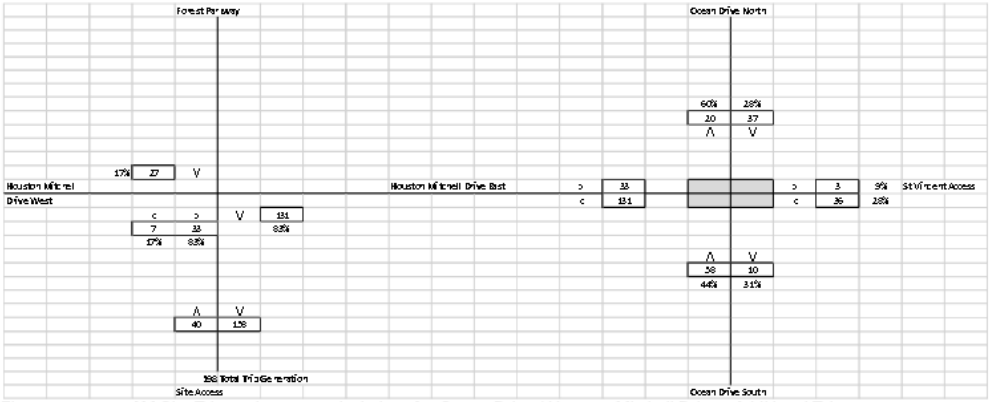



Figure 27 - 2029 AM Site Trip assignment calculations for Ocean Drive / Houston Mitchell Drive - Additional Trips

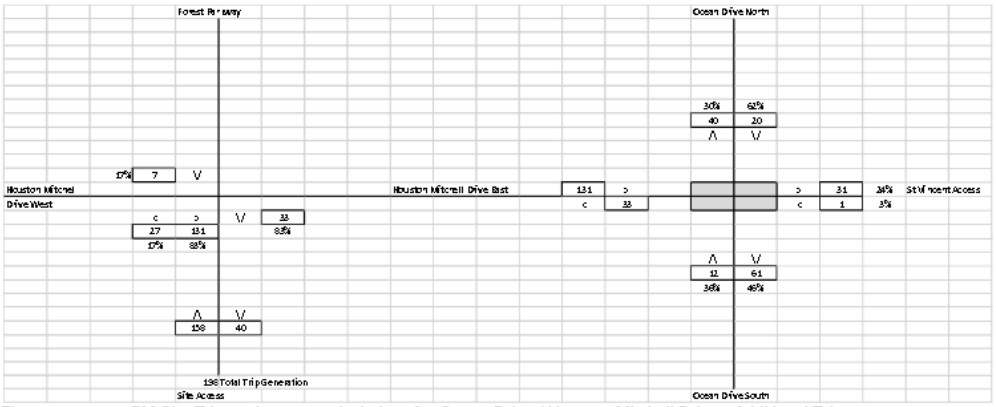



Figure 28 - 2029 PM Site Trip assignment calculations for Ocean Drive / Houston Mitchell Drive - Additional Trips

The additional trips calculated in Figures 27 and 28 above have been added to the 2029 existing + background growth traffic volumes to determine the existing + growth + site traffic volumes. The volume results are as follows:

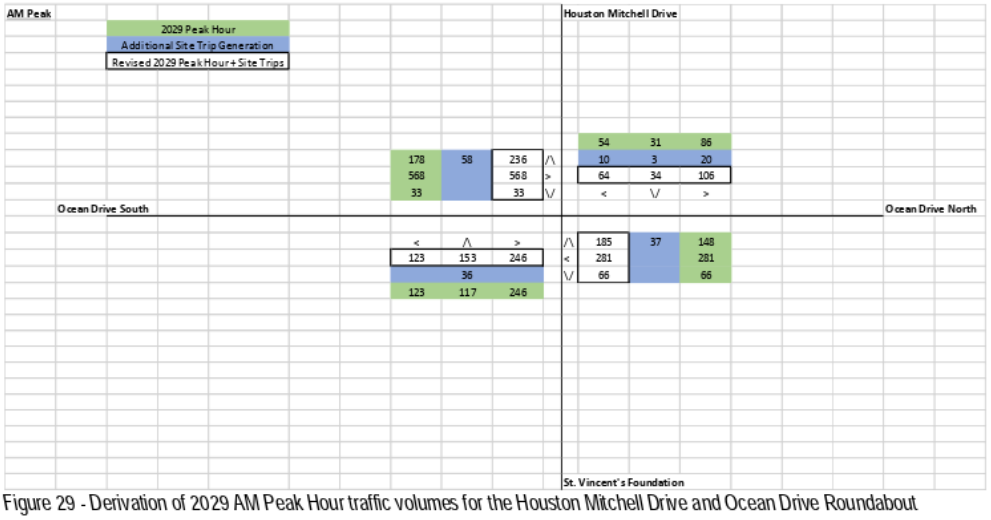



Figure 29 - Derivation of 2029 AM Peak Hour traffic volumes for the Houston Mitchell Drive and Ocean Drive Roundabout

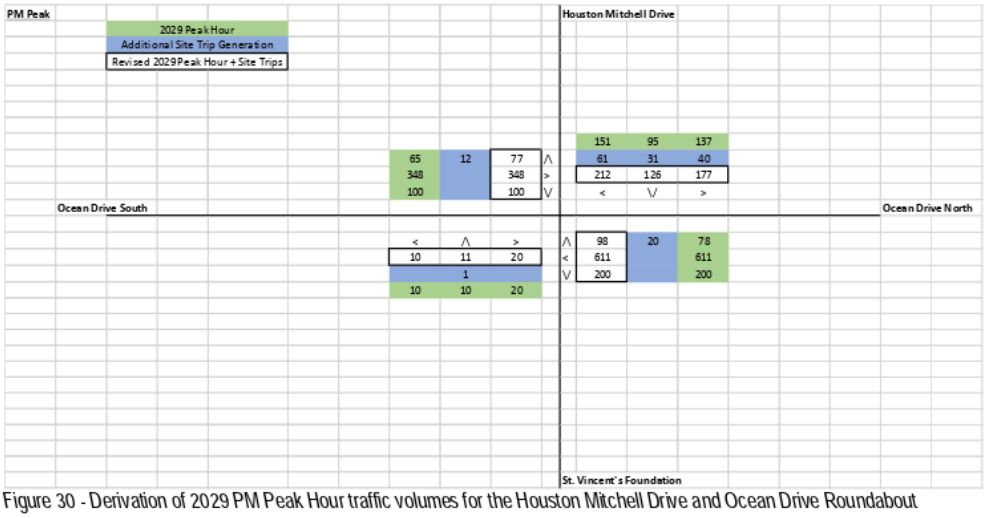
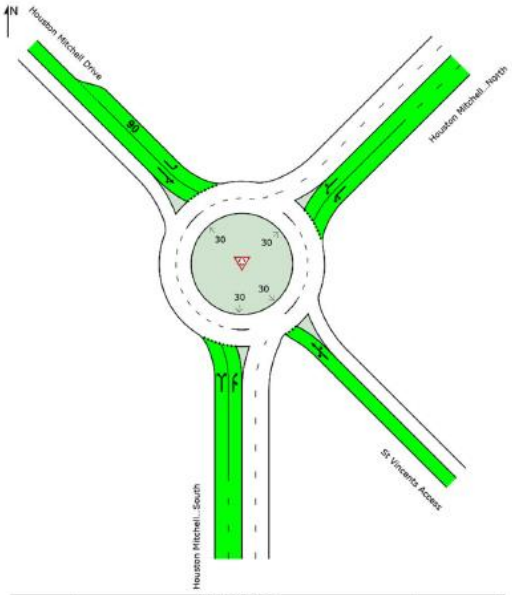



Figure 30 - Derivation of 2029 PM Peak Hour traffic volumes for the Houston Mitchell Drive and Ocean Drive Roundabout

SIDRA Modelling of the intersection was then undertaken to determine the changes to theLevel of Service (LoS) for the AM and PM peak hour intersection performance. Results of the modelling are as follows:



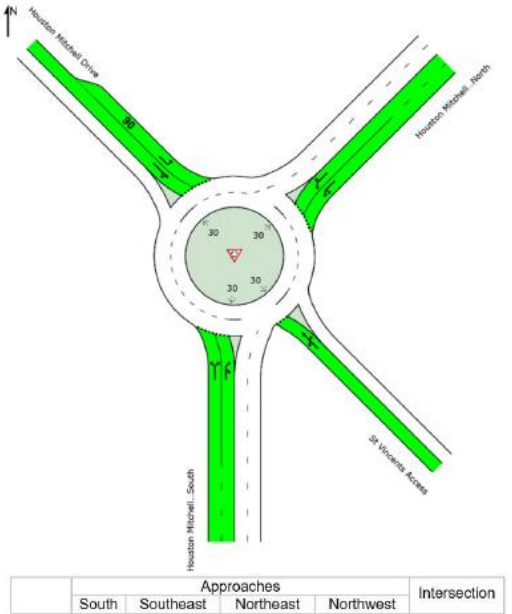

| | Approaches | | | | Intersection |
|---|---|---|---|---|---|
| | South | Southeast | Northeast | Northwest | |
| LOS | A | A | A | A | A |

Colour code based on Level of Service

LOS A | LOS B | LOS C | LOS D | LOS E | LOS F

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
NA (TWSC): Level of Service is not defined for major road approaches or the intersection as a whole for Two-Way Sign Control (HCM LOS rule).
Delay Model: SIDRA Standard (Geometric Delay is included).

Figure 31 - 2029 AM Intersection LOS performance - Existing + Site generated trips




| | Approaches | | | | Intersection |
|---|---|---|---|---|---|
| | South | Southeast | Northeast | Northwest | |
| LOS | A | A | A | A | A |

Colour code based on Level of Service

LOS A | LOS B | LOS C | LOS D | LOS E | LOS F

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
NA (TWSC): Level of Service is not defined for major road approaches or the intersection as a whole for Two-Way Sign Control (HCM LOS rule).
Delay Model: SIDRA Standard (Geometric Delay is included).

Figure 32 – 2029 PM Intersection LOS performance - Existing + Site generated trips

The results of the SIDRA modelling confirm that the capacity and performance of the existing roundabout at the intersection of Houston Mitchell Drive and Ocean Drive will not be impacted by the additional traffic generated by the proposed light industrial development for either the AM or PM peak hours, with no change to the existing LOS.

### 5.4 Alternative improvements

By email correspondence from Council's Traffic Engineer dated 3 April 2017, the proponent was advised that the future access to the subject site should be as close as is feasible to Forest Parkway to avoid potential impacts with the Ocean Drive / Houston Mitchell Drive roundabout. Accordingly no alternate location for the intersection has been considered in this assessment.

Additionally, Council's preference is for a loop road within the site, which provides an opportunity to separate future light industrial development and the adjoining Queens Lake State Conservation Area. This preference has been adopted into the concept layout for the future development of the employment lands.

### 5.5 Post Council Consultation Intersection Options

Consultation was undertaken with Port Macquarie Hastings Council following submission of the initial Traffic Impact Assessment, including subsequent meetings held with Council staff in December 2020 and 3rd & 26th February 2021 regarding the proposed intersection arrangement at Forest Parkway considered above.

It was recognised and acknowleged that adopting Council's stated preference for a single intersection located concurrently with Forest Parkway results in difficult geometry. The future industrial road will meet at a skew angle, and require a left turn slip lane when entering from Ocean Drive. The discussions concluded that alternate options for access to the site be investigated.

Two alternatives were identified for further investigation:-

1. Roundabout Intersection at Forest Parkway
2. Midblock Intersection, biased towards Forest Parkway away from Ocean Drive.

The geometric arrangement for each option was investigated to determine the feasibility for construction, and the ability to accommodate the proposed intersection within the existing road reserve. Discussion of each option is considered below.

### 5.5.1 4 Leg Roundabout at Forest Parkway

The existing cadastral boundaries for Forest Parkway and Ocean Drive road reserves constrain the size and positioning of a roundabout in this location.

A concept roundabout design incorporating an 8m radius roundlet, a 5m wide mountable apron and a single 4.5m wide circulating roadway has been placed within the existing road reserve at the intersection of Forest Parkway. The size of the roundabout and location is constrained by the limited available area, and necessary property acquisitions are unlikely to be achieved given the multiple land ownership and inability to undertake compulsory acquisition without Council involvement.

The geometric arrangement of the roundabout legs to align with the existing results in a difficult geometry to accommodate the acute angle between the Ocean Drive (East) leg and the future industrial road. The trial geometry highlighted an issue where through traffic will experience poor alignment and sight lines due to the location of the future industrial road splitter island appearing to interfere with through traffic sight lines. It was identified that a left turn slip lane would be required to accommodate left turn from Ocean Drive (East) to the subject site.

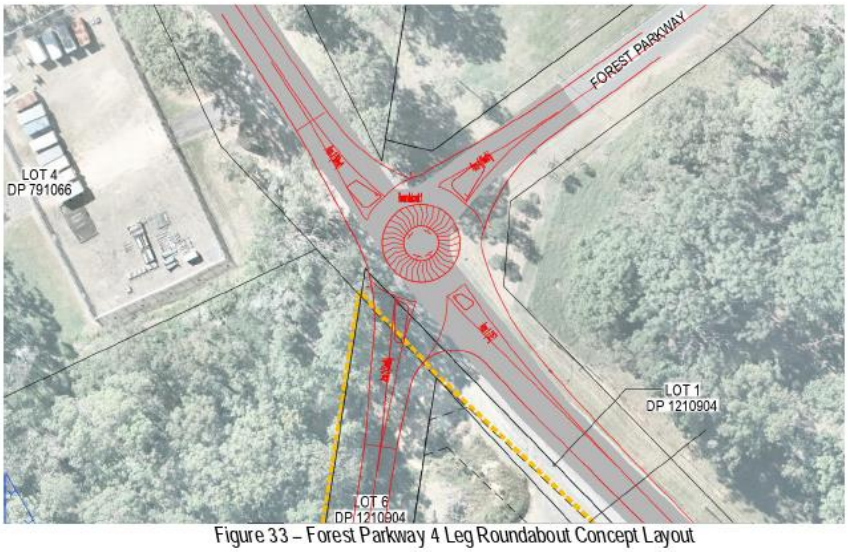



Figure 33 – Forest Parkway 4 Leg Roundabout Concept Layout

Dial before you dig searches indicate the presence of existing services including telecommunications cables (both Telstra and NBN), underground and overhead electricity, and Council water infrastructure. These services would require relocation to accommodate the construction of a roundabout at this location.

The performance of the intersection was tested using the SIDRA software utilising the traffic volumes calculated for the 4 way priority controlled intersection considered above. The geometry determined above from the existing road boundary locations was entered into the model, together with the left turn slip lane between Ocean Drive (East) and the site. A diagrammetric representation of the intersection layout is shown within Figure 34 below. The geometric artifact shown on the south eastern corner is a manifestation of the difficult geometry and limited space available identified above.

Figure 34 – Forest Parkway 4 Leg Roundabout Concept Layout

The SIDRA modelling found that a proposed roundabout as described above will provide a high level of service, with level of service A being reported for both the AM and PM peaks on all legs and for the intersection.

Figure 34 – Forest Parkway – Intersection Level of Service Results – AM and PM conditions.

The modelling results demonstrate that the maximum 95% queue length on the worst leg is 3.6 Cars (27.1m), which occurred during the AM peak hour. The intersection summary results for the proposed roundabout are presented below.

The SIDRA modelling demonstrates that a roundabout is not warranted on traffic volume alone, and that it is only the difficult geometry resulting from the constrained road reservation area and the desire to accommodate the future industrial road access at the Forest Parkway intersection.

The cost of construction for a roundabout at this location will be substantial, with the majority of the benefit to existing properties on Forest Parkway, including substantial approved developments that are not required to contribute to the costs of construction. The proposed 5.5 Ha industrial development represents a small percentage of the total catchment for this roundabout. Any requirement for the construction of the proposed roundabout to be undertaken with costs wholly assigned to this this one landowner will likely result in severe impacts on the overall feasibility on the development of the land.

It is recommended that should this option be adopted by Council that a strategy for the equitable funding through inclusion into a major road contribution plan, or other such mechanism, be adopted to avoid delays to further development of the land.

At this stage no mechanism exists for sharing of construction costs with adjoining landowners and approved developments along Forest Parkway or potential acquisition of land on the northern side of Houston Mitchell Drive. The intersection is not currently included within Council's Development Contribution Plans.

The roundabout option will have substantially greater capacity than required for development of a 5.5 Ha light industrial area. Funding options taking into account approved residential developments and PMHC's adopted UGMS action for investigation of West Lake Cathie Urban Area should be considered by PMHC.

Options providing for standalone access to the employment lands are preferred due to lack of certainty for the funding and ultimate capacity and delivery of the potential roundabout intersection.

## INTERSECTION SUMMARY

**Site: 101v [F-P / H-M-D PM Peak 2029 - Y - Roundabout (Site Folder: General)]**

New Site
Site Category: (None)
Roundabout

| Intersection Performance - Hourly Values | | |
|---|---|---|
| Performance Measure | Vehicles | Persons |
| Travel Speed (Average) | 52.6 km/h | 52.6 km/h |
| Travel Distance (Total) | 890.8 veh-km/h | 1069.0 pers-km/h |
| Travel Time (Total) | 16.9 veh-h/h | 20.3 pers-h/h |
| Desired Speed (Program) | 60.0 km/h | |
| Speed Efficiency | 0.88 | |
| Travel Time Index | 8.63 | |
| Congestion Coefficient | 1.14 | |
| Demand Flows (Total) | 871 veh/h | 1045 pers/h |
| Percent Heavy Vehicles (Demand) | 8.4 % | |
| Degree of Saturation | 0.344 | |
| Practical Spare Capacity | 147.2 % | |
| Effective Intersection Capacity | 2532 veh/h | |
| Control Delay (Total) | 1.67 veh-h/h | 2.00 pers-h/h |
| Control Delay (Average) | 6.9 sec | 6.9 sec |
| Control Delay (Worst Lane) | 10.3 sec | |
| Control Delay (Worst Movement) | 11.7 sec | 11.7 sec |
| Geometric Delay (Average) | 5.6 sec | |
| Stop-Line Delay (Average) | 1.3 sec | |
| Idling Time (Average) | 0.2 sec | |
| Intersection Level of Service (LOS) | LOS A | |
| 95% Back of Queue - Vehicles (Worst Lane) | 2.6 veh | |
| 95% Back of Queue - Distance (Worst Lane) | 18.7 m | |
| Ave. Queue Storage Ratio (Worst Lane) | 0.02 | |
| Total Effective Stops | 493 veh/h | 591 pers/h |
| Effective Stop Rate | 0.57 | 0.57 |
| Proportion Queued | 0.41 | 0.41 |
| Performance Index | 32.2 | 32.2 |
| Cost (Total) | 790.66 $/h | 790.66 $/h |
| Fuel Consumption (Total) | 102.2 L/h | |
| Carbon Dioxide (Total) | 245.0 kg/h | |
| Hydrocarbons (Total) | 0.019 kg/h | |
| Carbon Monoxide (Total) | 0.251 kg/h | |
| NOx (Total) | 0.742 kg/h | |

## INTERSECTION SUMMARY

**Site: 101v [F-P / H-M-D AM Peak 2029 - Y - Roundabout (Site Folder: General)]**

New Site
Site Category: (None)
Roundabout

| Intersection Performance - Hourly Values | | |
|---|---|---|
| Performance Measure | Vehicles | Persons |
| Travel Speed (Average) | 53.2 km/h | 53.2 km/h |
| Travel Distance (Total) | 911.1 veh-km/h | 1093.3 pers-km/h |
| Travel Time (Total) | 17.1 veh-h/h | 20.5 pers-h/h |
| Desired Speed (Program) | 60.0 km/h | |
| Speed Efficiency | 0.89 | |
| Travel Time Index | 8.74 | |
| Congestion Coefficient | 1.13 | |
| Demand Flows (Total) | 893 veh/h | 1071 pers/h |
| Percent Heavy Vehicles (Demand) | 8.3 % | |
| Degree of Saturation | 0.431 | |
| Practical Spare Capacity | 97.4 % | |
| Effective Intersection Capacity | 2073 veh/h | |
| Control Delay (Total) | 1.46 veh-h/h | 1.75 pers-h/h |
| Control Delay (Average) | 5.9 sec | 5.9 sec |
| Control Delay (Worst Lane) | 11.8 sec | |
| Control Delay (Worst Movement) | 12.9 sec | 12.9 sec |
| Geometric Delay (Average) | 5.2 sec | |
| Stop-Line Delay (Average) | 0.7 sec | |
| Idling Time (Average) | 0.1 sec | |
| Intersection Level of Service (LOS) | LOS A | |
| 95% Back of Queue - Vehicles (Worst Lane) | 3.6 veh | |
| 95% Back of Queue - Distance (Worst Lane) | 27.1 m | |
| Ave. Queue Storage Ratio (Worst Lane) | 0.02 | |
| Total Effective Stops | 450 veh/h | 539 pers/h |
| Effective Stop Rate | 0.50 | 0.50 |
| Proportion Queued | 0.31 | 0.31 |
| Performance Index | 32.0 | 32.0 |
| Cost (Total) | 798.61 $/h | 798.61 $/h |
| Fuel Consumption (Total) | 102.9 L/h | |
| Carbon Dioxide (Total) | 246.6 kg/h | |
| Hydrocarbons (Total) | 0.019 kg/h | |
| Carbon Monoxide (Total) | 0.253 kg/h | |
| NOx (Total) | 0.739 kg/h | |

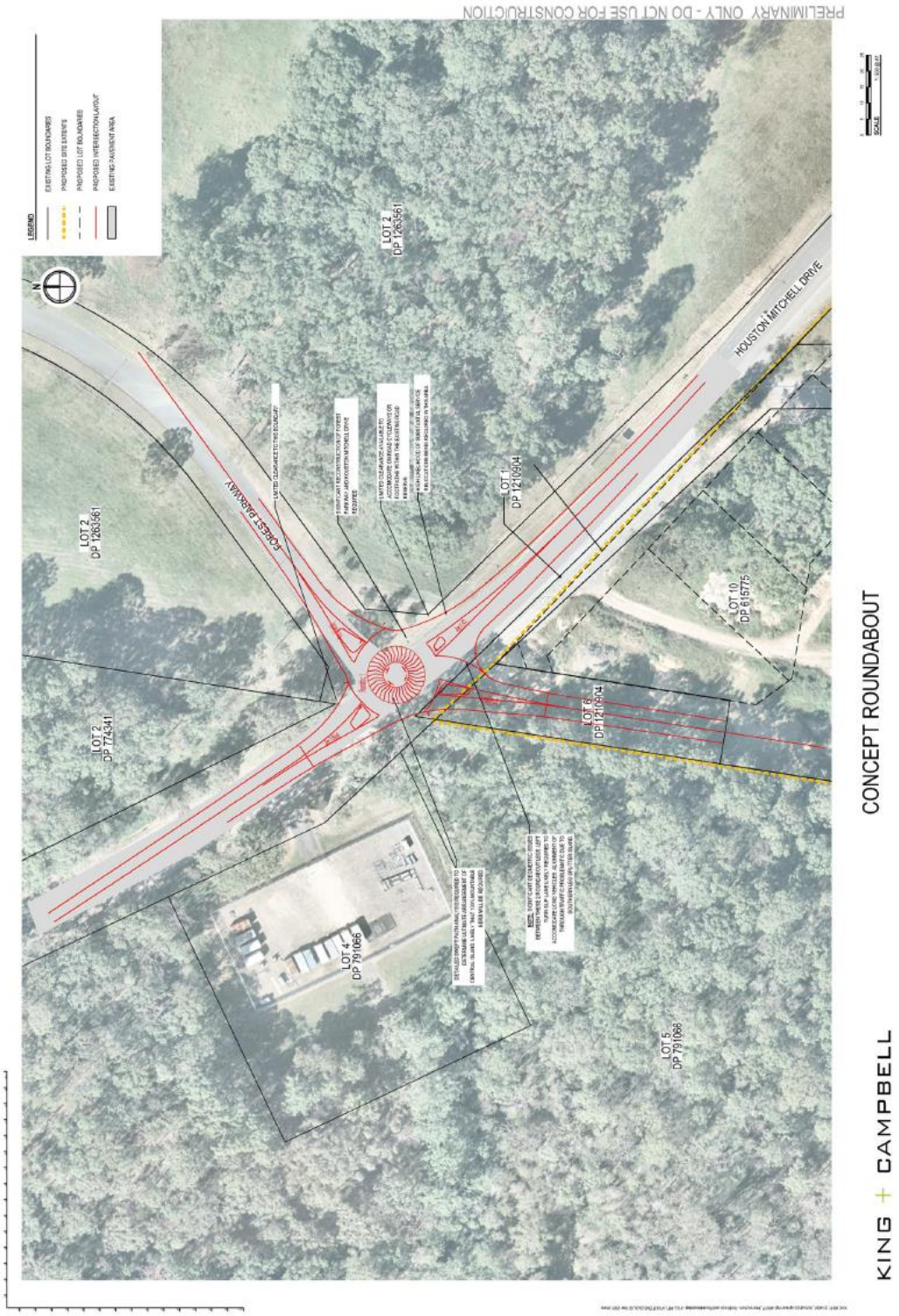



Figure 35 – Forest Parkway Roundabout – Concept Design.

### 5.5.2 Midblock Intersection

The second option investigated consists of a midblock intersection with Houston Mitchell Drive, located approximately 170m from the Ocean Drive / Houston Mitchell Drive intersection and 120m from the Forest Parkway intersection.

Houston Mitchell Drive demonstrates a clear demarcation between urban and rural environments. The section of Houston Mitchell Drive located east of Forest Parkway exhibits elements of the urban road environment such as kerb and gutter, street lighting, urban cycle lane and graded footway areas on the northern side of Houston Mitchell Drive with a posted speed environment of 50 km/hr. The section to the west is clearly rural in nature featuring table drains and culvert drainage with an higher speed environment posted at 80km/hr.

Houston Mitchell Drive, with existing traffic volumes of approximately 4000 vpd (3800 vpd – 2018 – PMHC Traffic Data), would be classified under Port Macquarie Hastings Council's AUS-SPEC as either a Collector or Distributor based on traffic volume and design speed of 50-60km/hr for the urban portion allowing intersections at 80m spacings (Table D1.5 – AUSPEC D1 Port Macquarie Hastings Council Version).

Port Macquarie Hastings Council have advised that Houston Mitchell Drive is classified by function as a "sub-arterial", due to the road providing a link between Ocean Drive and the Pacific Highway at this location. Arterial roads (allowing traffic volumes up to 20,000 vpd at 80 km/hr design speed) specify a "desirable" spacing of 500m between intersections within table D1.5.

AUS-SPEC D1.5 does not provide a description or guidance on minimum intersection spacing for a "sub-arterial" road category. Given the urban nature and lower speed environment of 50km/hr, it is suggested that intersection spacing closer to 80m spacing is appropriate in this instance.

A concept layout for a T intersection has been developed, demonstrating that a CHR(s) based intersection can be accommodated within the existing road pavement area, without the need for property acquisition from third parties. The concept design confirms the ability to provide sufficient spacing to the Houston Mitchell Drive intersection for the provision of a CHR(s) lane to service that road in the future.

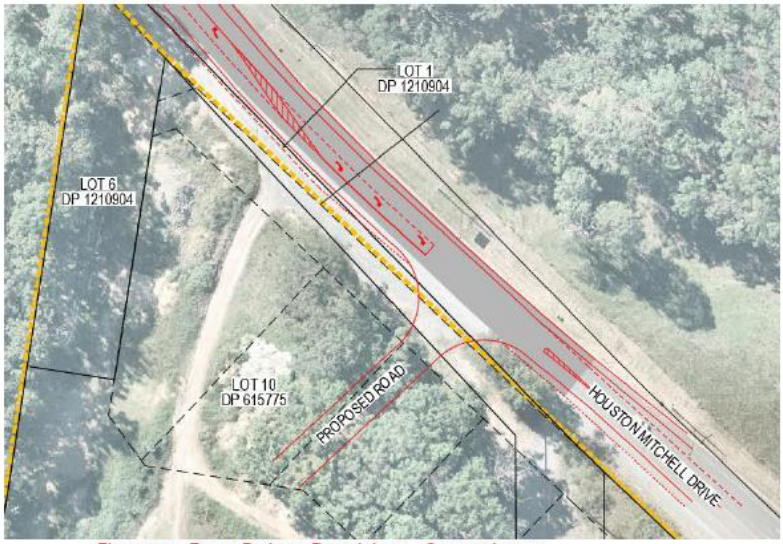



Figure 36 – Forest Parkway Roundabout – Concept Layout.

Dial before you dig searches indicate the presence of existing services including telecommunications cables (both Telstra and NBN), underground and overhead electricity, and Council water infrastructure. These services are unlikely to require relocation to accommodate the construction of the T intersection as proposed.

The performance of the intersection was tested using the SIDRA software utilising the traffic volumes calculated for the 4 way priority controlled intersection considered above and removing the traffic related to the Forest Parkway Leg. The geometry determined above from the existing road boundary locations was entered into the model, together with the shortened right turn lane between Ocean Drive (West) and the site, as identified above. A diagrammetric representation of the intersection layout is shown within Figure 37 below.

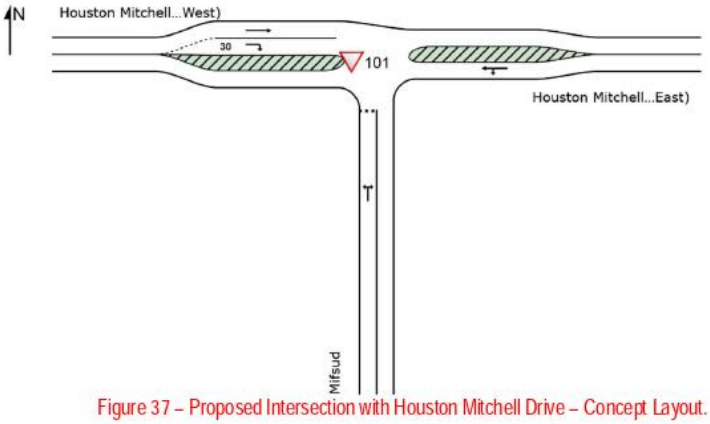



Figure 37 – Proposed Intersection with Houston Mitchell Drive – Concept Layout.

The SIDRA modelling found that similarly to the 4 way priority controlled intersection and roundabout options discussed above, a

T intersection servicing the proposed development will provide an excellent level of service, with level of service A being reported for both the AM and PM peaks on all legs and for the intersection.

Figure 38 – Houston Mitchell Drive Mid Block Intersection Level of Service Results – AM and PM conditions.

The modelling demonstrates that the maximum 95% queue length on the worst leg is 1.3 Cars (11m), which occurred during the PM peak hour on the future industrial road. The intersection summary results for the proposed roundabout are presented below.

The SIDRA modelling demonstrates that a CHR(s) T intersection at this location will provide a level of service equal to the other options presented above, and a superior performance that will result in shorter queues and free flowing traffic.

Funding for the proposed CHR(s) T intersection will be provided by the development of the proposed employment lands. This option creates greater certainty with respect to deliverability of the access.

## INTERSECTION SUMMARY

**Site: 101 [F-P / H-M-D PM Peak 2029 - T (Site Folder: General)]**

New Site
Site Category: (None)
Give-Way (Two-Way)

| Intersection Performance - Hourly Values | | |
|---|---|---|
| Performance Measure | Vehicles | Persons |
| Travel Speed (Average) | 51.9 km/h | 51.9 km/h |
| Travel Distance (Total) | 306.3 veh-km/h | 367.6 pers-km/h |
| Travel Time (Total) | 5.9 veh-h/h | 7.1 pers-h/h |
| Desired Speed (Program) | 60.0 km/h | |
| Speed Efficiency | 0.87 | |
| Travel Time Index | 8.51 | |
| Congestion Coefficient | 1.15 | |
| Demand Flows (Total) | 776 veh/h | 931 pers/h |
| Percent Heavy Vehicles (Demand) | 8.8 % | |
| Degree of Saturation | 0.299 | |
| Practical Spare Capacity | 167.9 % | |
| Effective Intersection Capacity | 2598 veh/h | |
| Control Delay (Total) | 0.59 veh-h/h | 0.71 pers-h/h |
| Control Delay (Average) | 2.8 sec | 2.8 sec |
| Control Delay (Worst Lane) | 12.0 sec | |
| Control Delay (Worst Movement) | 13.2 sec | 13.2 sec |
| Geometric Delay (Average) | 1.5 sec | |
| Stop-Line Delay (Average) | 1.3 sec | |
| Idling Time (Average) | 0.7 sec | |
| Intersection Level of Service (LOS) | NA | |
| 95% Back of Queue - Vehicles (Worst Lane) | 1.3 veh | |
| 95% Back of Queue - Distance (Worst Lane) | 11.0 m | |
| Ave. Queue Storage Ratio (Worst Lane) | 0.01 | |
| Total Effective Stops | 153 veh/h | 184 pers/h |
| Effective Stop Rate | 0.20 | 0.20 |
| Proportion Queued | 0.12 | 0.12 |
| Performance Index | 8.7 | 8.7 |
| Cost (Total) | 276.39 $/h | 276.39 $/h |
| Fuel Consumption (Total) | 36.0 L/h | |
| Carbon Dioxide (Total) | 86.9 kg/h | |
| Hydrocarbons (Total) | 0.007 kg/h | |
| Carbon Monoxide (Total) | 0.088 kg/h | |
| NOx (Total) | 0.328 kg/h | |

## INTERSECTION SUMMARY

**Site: 101 [F-P / H-M-D AM Peak 2029 - T (Site Folder: General)]**

New Site
Site Category: (None)
Give-Way (Two-Way)

| Intersection Performance - Hourly Values | | |
|---|---|---|
| Performance Measure | Vehicles | Persons |
| Travel Speed (Average) | 54.2 km/h | 54.2 km/h |
| Travel Distance (Total) | 315.7 veh-km/h | 378.8 pers-km/h |
| Travel Time (Total) | 5.8 veh-h/h | 7.0 pers-h/h |
| Desired Speed (Program) | 60.0 km/h | |
| Speed Efficiency | 0.90 | |
| Travel Time Index | 8.92 | |
| Congestion Coefficient | 1.11 | |
| Demand Flows (Total) | 788 veh/h | 946 pers/h |
| Percent Heavy Vehicles (Demand) | 8.8 % | |
| Degree of Saturation | 0.312 | |
| Practical Spare Capacity | 214.3 % | |
| Effective Intersection Capacity | 2529 veh/h | |
| Control Delay (Total) | 0.42 veh-h/h | 0.51 pers-h/h |
| Control Delay (Average) | 1.9 sec | 1.9 sec |
| Control Delay (Worst Lane) | 12.3 sec | |
| Control Delay (Worst Movement) | 13.4 sec | 13.4 sec |
| Geometric Delay (Average) | 1.4 sec | |
| Stop-Line Delay (Average) | 0.5 sec | |
| Idling Time (Average) | 0.3 sec | |
| Intersection Level of Service (LOS) | NA | |
| 95% Back of Queue - Vehicles (Worst Lane) | 0.3 veh | |
| 95% Back of Queue - Distance (Worst Lane) | 2.6 m | |
| Ave. Queue Storage Ratio (Worst Lane) | 0.00 | |
| Total Effective Stops | 130 veh/h | 156 pers/h |
| Effective Stop Rate | 0.16 | 0.16 |
| Proportion Queued | 0.05 | 0.05 |
| Performance Index | 7.0 | 7.0 |
| Cost (Total) | 277.38 $/h | 277.38 $/h |
| Fuel Consumption (Total) | 37.5 L/h | |
| Carbon Dioxide (Total) | 90.7 kg/h | |
| Hydrocarbons (Total) | 0.007 kg/h | |
| Carbon Monoxide (Total) | 0.090 kg/h | |
| NOx (Total) | 0.353 kg/h | |

Figure 35 – Houston Mitchell Drive Mid Block Intersection – Concept Design.

# Section 6
## Conclusion

This TIA has considered the proposed future light industrial use of the subject site, following its rezoning from RU1 Primary Production to part IN2 Light Industrial and part E2 Environmental Conservation.

The assessment has considered the expected traffic generation for the proposed future light industrial development, the capacity of the existing intersection and proposed site access and the impact on the surrounding road network, specifically the impact on the existing roundabout at the intersection of Ocean Drive and Houston Mitchell Drive.

The TIA has found the following:

The site is located at the intersection of Houston Mitchell Drive (distributor road) and Ocean Drive (Classified Regional Arterial Road). This location provides for connectivity to the Pacific Highway (to the west), the Lake Cathie/Bonny Hills URA in all directions, Port Macquarie to the north and the coastal villages within the Camden Haven to the south.

- Access will be available via the construction of an additional southern leg on the existing Houston Michell Drive / Forest Parkway intersection;

- The proposed future light industrial use will generate a total of 198 trips for each peak hour, with inbound and outbound trips assigned as follows:
    - 20% out of the site and 80% into the site for the AM Peak; and
    - 80% out of the site and 20% into the site for the PM Peak;

- The gravity model confirms that trip distribution and assignment is anticipated as follows:
    - 65% towards Ocean Drive; and
    - 35% towards Pacific Highway;

- An intersection configuration of opposing CHR(s) / BAL combination is best suited to service the proposed future light industrial use;

- Sight distance at the access location is adequate given the relatively flat vertical alignment and gentle curved horizontal alignment of Houston Mitchell Drive;

- The anticipated traffic volumes generated by the proposed future light industrial use are within the expected capacity of the proposed site access intersection;

- Pedestrian and cyclist access to the development is in accordance with the provisions of Port Macquarie Hastings Council's DCP;

- Circulation within the proposed future light industrial development is proposed via the provision of a public roadway constructed as a loop circuit to provide access for the future Torrens title allotments; and

- No impact on the existing roundabout at the intersection of Ocean Drive and Houston Michell Drive has been identified within SIDRA modelling for either the AM or PM 2029 scenarios.

- The alternative options for access that were investigated, including a roundabout at Forest Parkway and a midblock CHR(s) T intersection with Houston Mitchell Drive, found that the existing and projected traffic volumes are not the primary considerations in the selection of a preferred option.

    - Forest Parkway Roundabout Summary:

        - Limited existing road reserve areas provide substantial constraints to the size and location of the roundabout roundlet.
        - The geometry of the existing road and property boundaries substantially constrains the roundabout layout due to the acute angle that the future industrial road will join the roundabout.
        - A wide semi-mountable kerb will be required to accommodate large vehicle entry and exit to the site.
        - A dedicated left turn slip lane will be required between the eastern and southern legs to accommodate large vehicle turns into the subject site.
        - Construction of the roundabout will necessitate substantial reconstruction of existing infrastructure, including additional pavement and roundabout components.
        - The existing road boundaries result in limited opportunities to provide desired footpath widths and setbacks from the roundabout.
        - Substantial service relocations will likely be required including communications (NBN and Telstra underground cables), overhead and underground electricity, as well as existing council water infrastructure.

- SIDRA Traffic modelling of the intersection confirms a high Level of Service (LOS A) would be provided by the roundabout, demonstrating that an upgrade of the intersection to a roundabout is not warranted on traffic volumes alone.
- At this stage no mechanism exists for sharing of construction costs with adjoining landowners and approved developments along Forest Parkway or potential acquisition of land on the northern side of Houston Mitchell Drive. The intersection is not currently included within Council's Development Contribution Plans.
- The roundabout option will have substantially greater capacity than required for development of a 5.5 Ha light industrial area. Funding options taking into account approved residential developments and PMHC's adopted UGMS action for investigation of West Lake Cathie Urban Area should be considered by PMHC.
- Options providing for standalone access to the employment lands are preferred due to lack of certainty for the funding and ultimate capacity and delivery of the potential roundabout intersection.

- Mid Block CHR(s) T intersection Summary:

  - The existing and proposed road reserve area provides sufficient area to accommodate a CHR(s) T intersection at a location 170m from the Houston Mitchell Drive / Ocean Drive intersection and 120m from the Forest Parkway / Houston Mitchell Drive intersection, including right turn lanes for both Forest Parkway and the future industrial road in accordance with AUSTROADS standards.
  - The geometry of the existing road and property boundaries can be suitably modified to accommodate required road widening for the additional lanes.
  - Construction of the intersection is unlikely to require substantial relocations of existing road infrastructure allowing the reuse of existing pavement and kerb and gutter on the northern side of Houston Mitchell Drive.
  - The existing and proposed road boundaries result in ample opportunities to provide desired footpath widths.
  - Service relocations are unlikely to be required.
  - SIDRA Traffic modelling of the intersection confirms a high Level of Service (LOS A) would be provided by the intersection, demonstrating improved intersection efficiency over both the

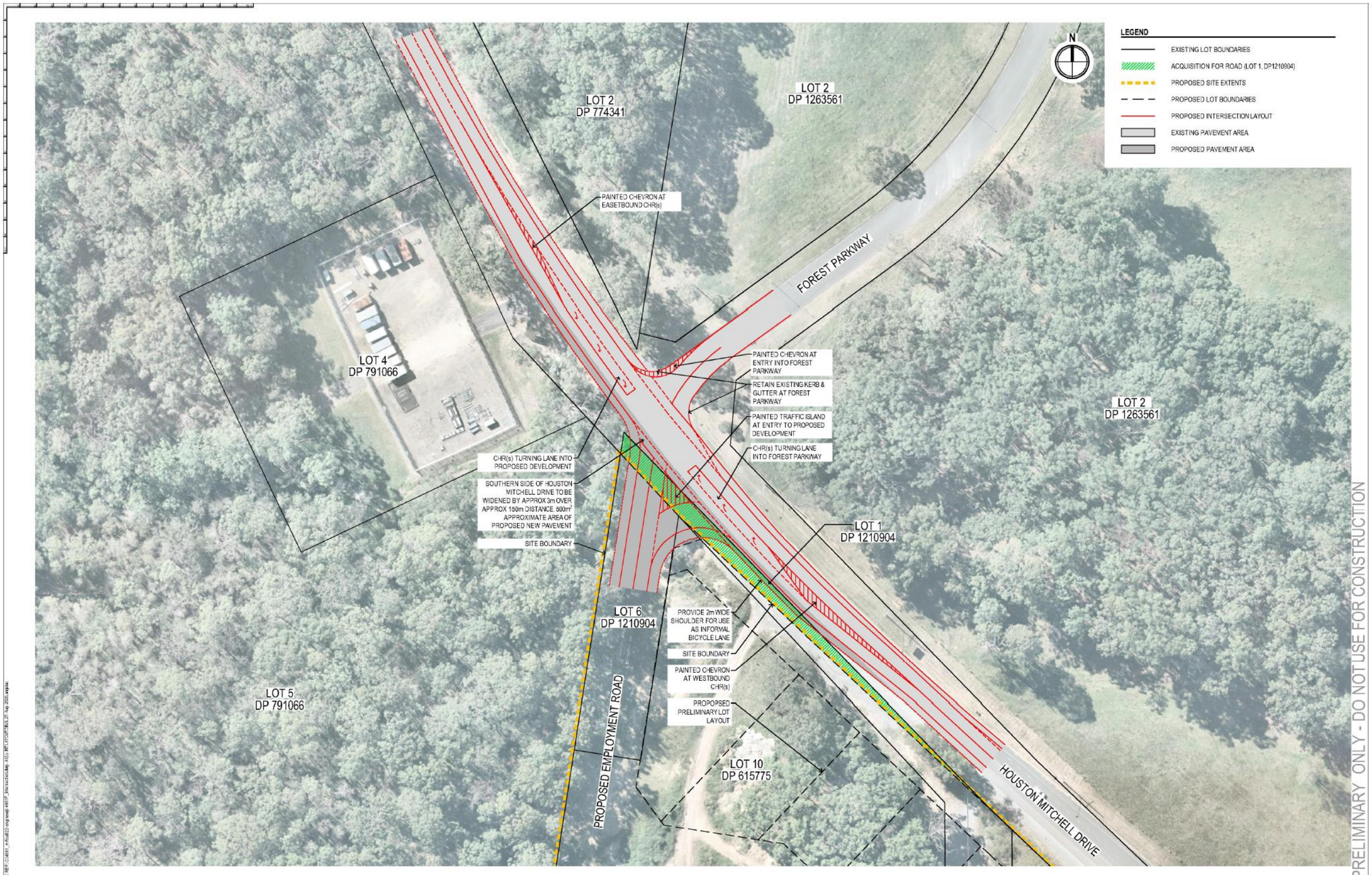
initial 4 way priority controlled intersection and roundabout proposals. The projected traffic volumes are able to be easily accommodated in this arrangement.

- Funding for the proposed CHR(s) T intersection will be provided by the development of the proposed employment lands. This option creates greater certainty with respect to deliverability of the access.

This TIA has confirmed that the potential traffic volume impact can be accommodated within the existing road network and that the concept access options are available to provide appropriate access to the future light industrial development of the site.

# Appendix A

## Concept Intersection Design – Houston Mitchell Drive / Proposed Employment Road / Forest Parkway

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| DRAWN BY: | LYN |
| CHECKED BY: | - |
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DRAWING TITLE: PROPOSED EMPLOYMENT ROAD INTERSECTION — A1

PROJECT: LAKE CATHIE, BONNY HILLS URBAN RELEASE AREA HOUSTON MITCHELL DRIVE EMPLOYMENT LANDS TRAFFIC IMPACT ASSESSMENT LOT 13, DP515775 & LOT 5, DP1210904 HOUSTON MITCHELL DRIVE, LAKE CATHIE

CLIENT: ANGELO MIFSUD

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| 4661P_Intersection | 01 | A |

# Appendix B
## Swept Path Analysis – Houston Mitchell Drive / Proposed Employment Road / Forest Parkway

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0 15 30 45 60

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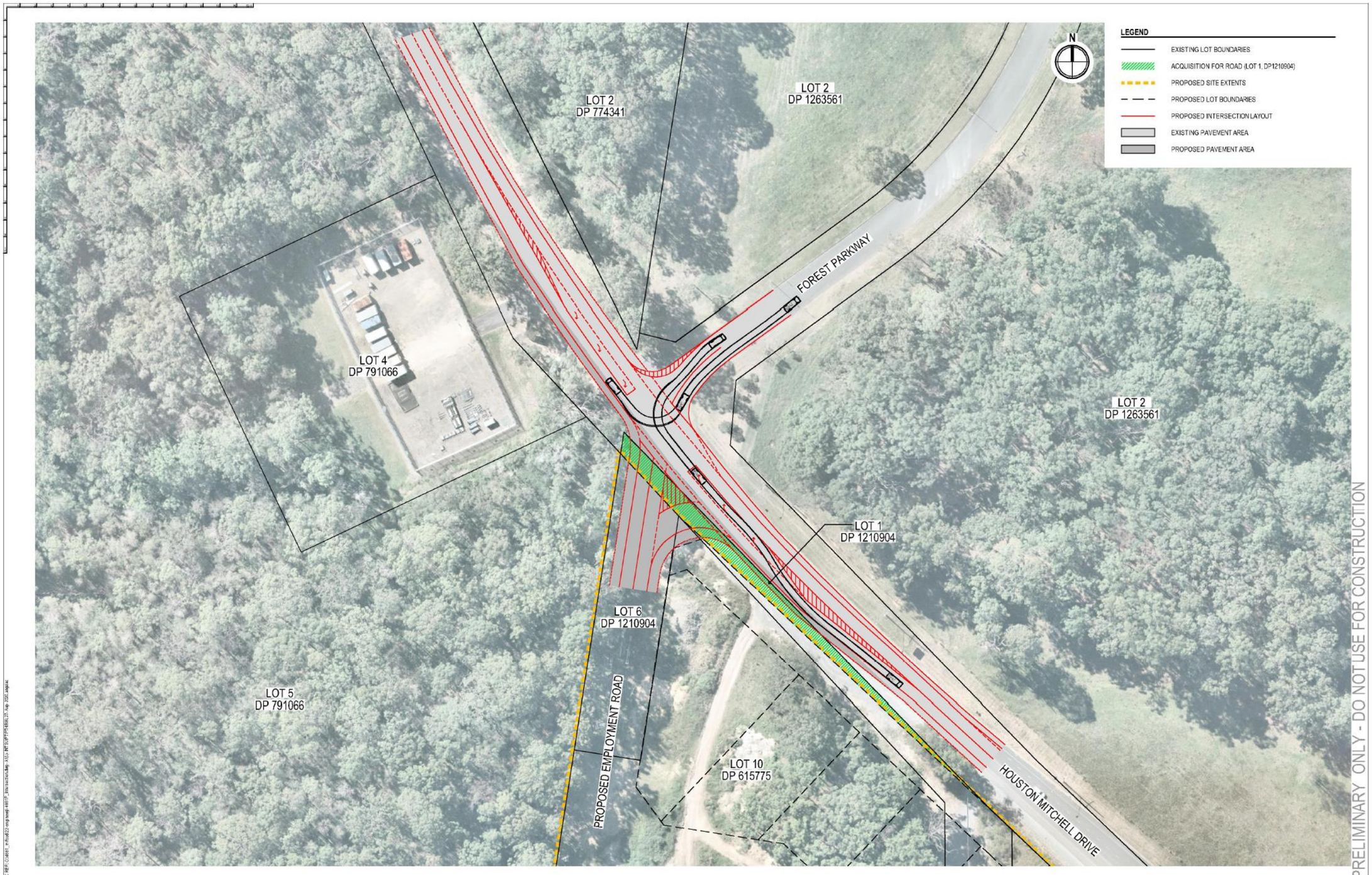
| CHECKED BY: | - |
| DATE CREATED: | JULY 2013 |

| | | | | |
|---|---|---|---|---|
| DRAWING TITLE: | PROPOSED EMPLOYMENT ROAD INTERSECTION SWEPT PATH ANALYSIS - 19m SEMI TRAILER | | | A1 |
| PROJECT: | LAKE CATHIE, BONNY HILLS URBAN RELEASE AREA HOUSTON MITCHELL DRIVE EMPLOYMENT LANDS TRAFFIC IMPACT ASSESSMENT LOT 10, DP615775 & LOT 5, DP1210904 HOUSTON MITCHELL DRIVE, LAKE CATHIE | | | |
| CLIENT: | ANGELO MIFSUD | DRAWING NO: | SHEET: | REVISION: |
| | | 4801P_Intersection | 02 | A |

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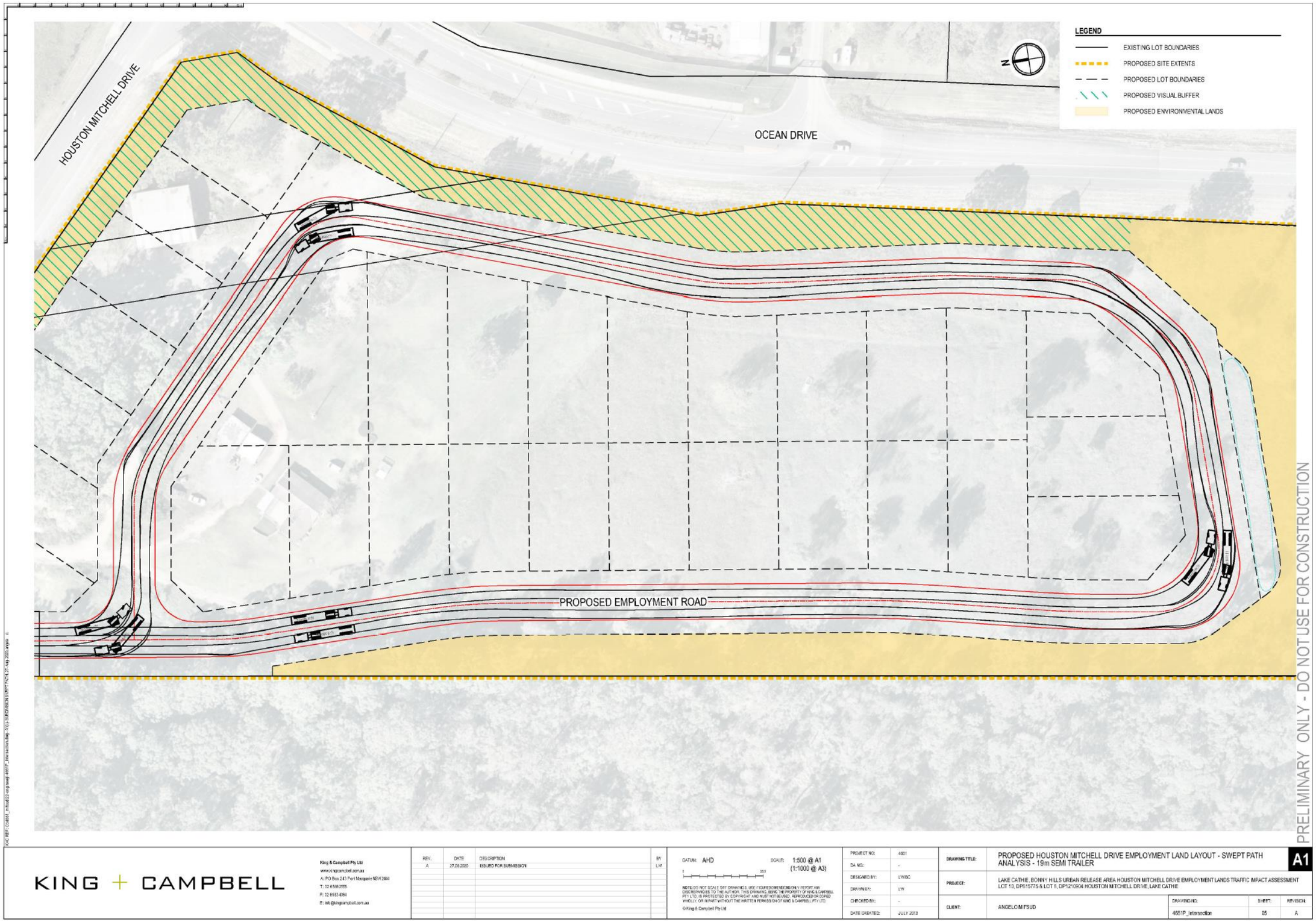
| DRAWN BY: | LYN |
| CHECKED BY: | - |
| DATE CREATED: | JULY 2013 |

| | | | | |
|---|---|---|---|---|
| DRAWING TITLE: | FOREST PARKWAY SWEPT PATH ANALYSIS - B99 VEHICLE | | | A1 |
| PROJECT: | LAKE CATHIE, BONNY HILLS URBAN RELEASE AREA HOUSTON MITCHELL DRIVE EMPLOYMENT LANDS TRAFFIC IMPACT ASSESSMENT LOT 13, DP615775 & LOT 5, DP1210904 HOUSTON MITCHELL DRIVE, LAKE CATHIE | | | |
| CLIENT: | ANGELO MIFSUD | DRAWING NO: | SHEET: | REVISION: |
| | | 4661P_Intersection | 03 | A |

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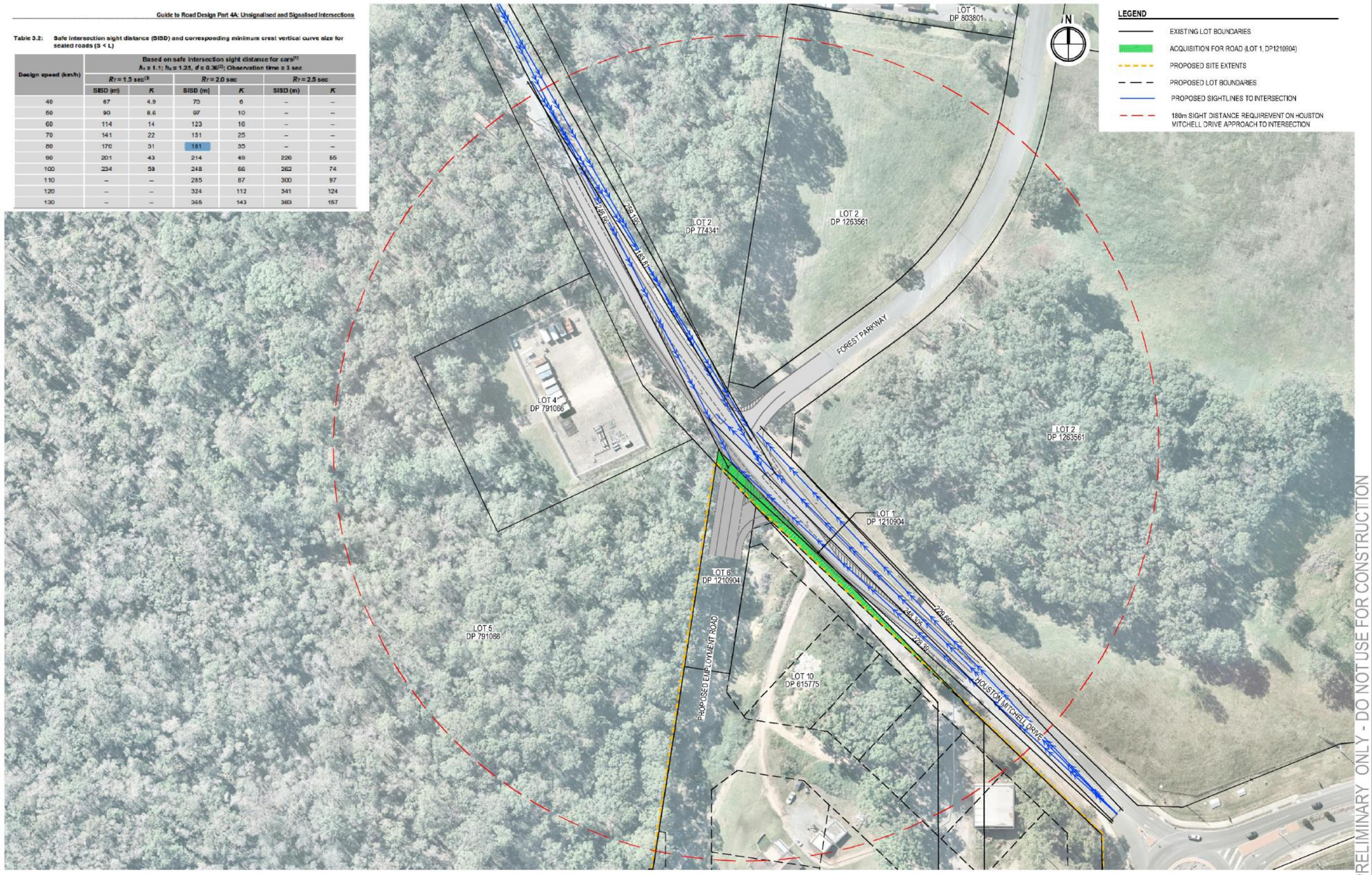
|---|---|---|---|
| DRAWING TITLE: | PROPOSED HOUSTON MITCHELL DRIVE EMPLOYMENT LAND LAYOUT - SWEPT PATH ANALYSIS - 19m SEMI TRAILER | | A1 |
| PROJECT: | LAKE CATHIE, BONNY HILLS URBAN RELEASE AREA HOUSTON MITCHELL DRIVE EMPLOYMENT LANDS TRAFFIC IMPACT ASSESSMENT LOT 10, DP615775 & LOT 5, DP1210604 HOUSTON MITCHELL DRIVE, LAKE CATHIE | | |
| CLIENT: | ANGELO MITSUD | DRAWING NO: 4661P_Intersection / SHEET: 05 / REVISION: A | |

# Appendix C
## Sight Distance Analysis – Houston Mitchell Drive / Proposed Employment Road / Forest Parkway

Guide to Road Design Part 4A: Unsignalised and Signalised Intersections

Table 3.2: Safe intersection sight distance (SISD) and corresponding minimum crest vertical curve size for sealed roads (S < L)

| Design speed (km/h) | Based on safe intersection sight distance for cars[1] $h_1$ = 1.1; $h_2$ = 1.25, $d$ = 0.36[2]; Observation time = 3 sec | | | | | |
|---|---|---|---|---|---|---|
| | $R_T$ = 1.5 sec[3] | | $R_T$ = 2.0 sec | | $R_T$ = 2.5 sec | |
| | SISD (m) | K | SISD (m) | K | SISD (m) | K |
| 40 | 67 | 4.9 | 75 | 6 | – | – |
| 50 | 90 | 8.6 | 97 | 10 | – | – |
| 60 | 114 | 14 | 123 | 16 | – | – |
| 70 | 141 | 22 | 151 | 25 | – | – |
| 80 | 170 | 31 | 181 | 35 | – | – |
| 90 | 201 | 43 | 214 | 49 | 226 | 55 |
| 100 | 234 | 59 | 248 | 66 | 262 | 74 |
| 110 | – | – | 285 | 87 | 300 | 97 |
| 120 | – | – | 324 | 112 | 341 | 124 |
| 130 | – | – | 365 | 143 | 383 | 157 |

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DRAWING TITLE: PROPOSED EMPLOYMENT ROAD - HOUSTON MITCHELL DRIVE SIGHT DISTANCE ANALYSIS — A1

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# Appendix D

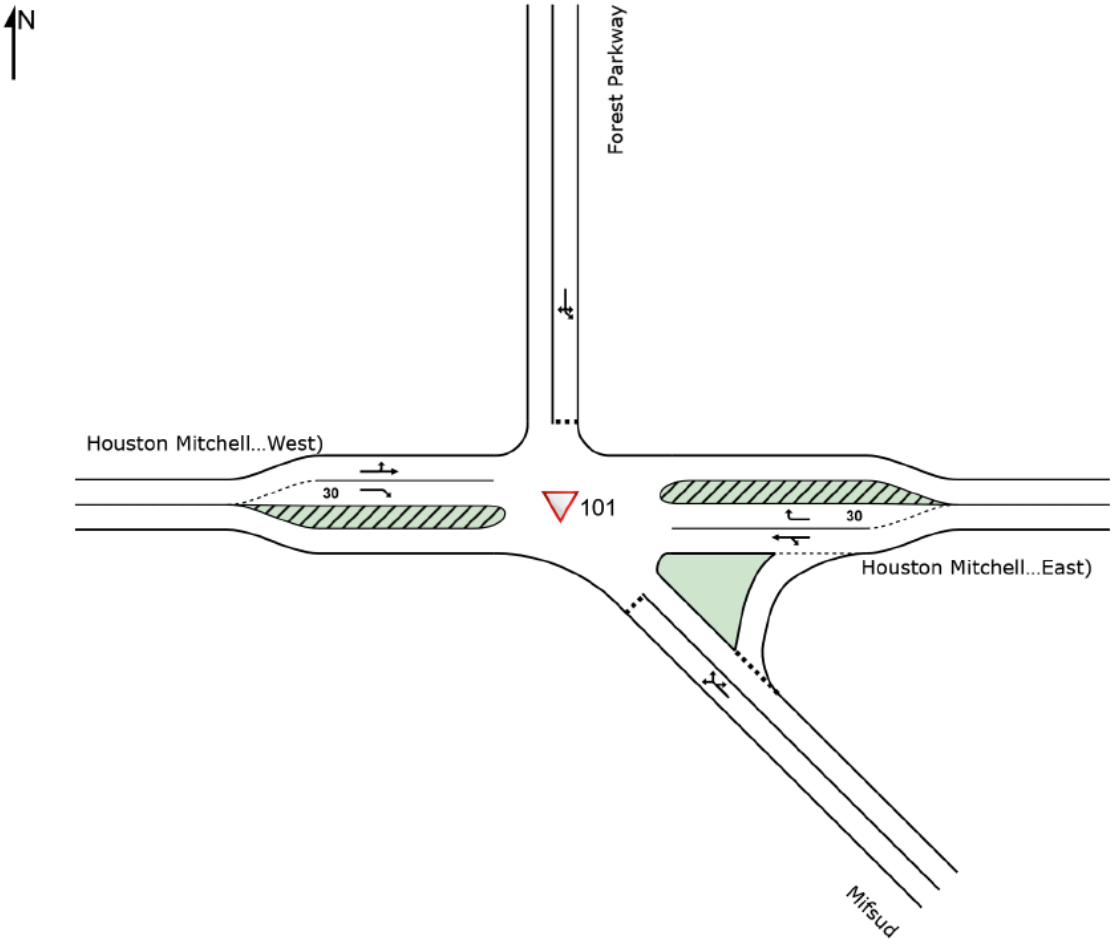
## SIDRA Analysis – Houston Mitchell Drive / Proposed Employment Road / Forest Parkway

# SITE LAYOUT

## Site: 101 [F-P / H-M-D AM Peak 2029 - Y (Site Folder: General)]

New Site
Site Category: (None)
Give-Way (Two-Way)

Layout pictures are schematic functional drawings reflecting input data. They are not design drawings.

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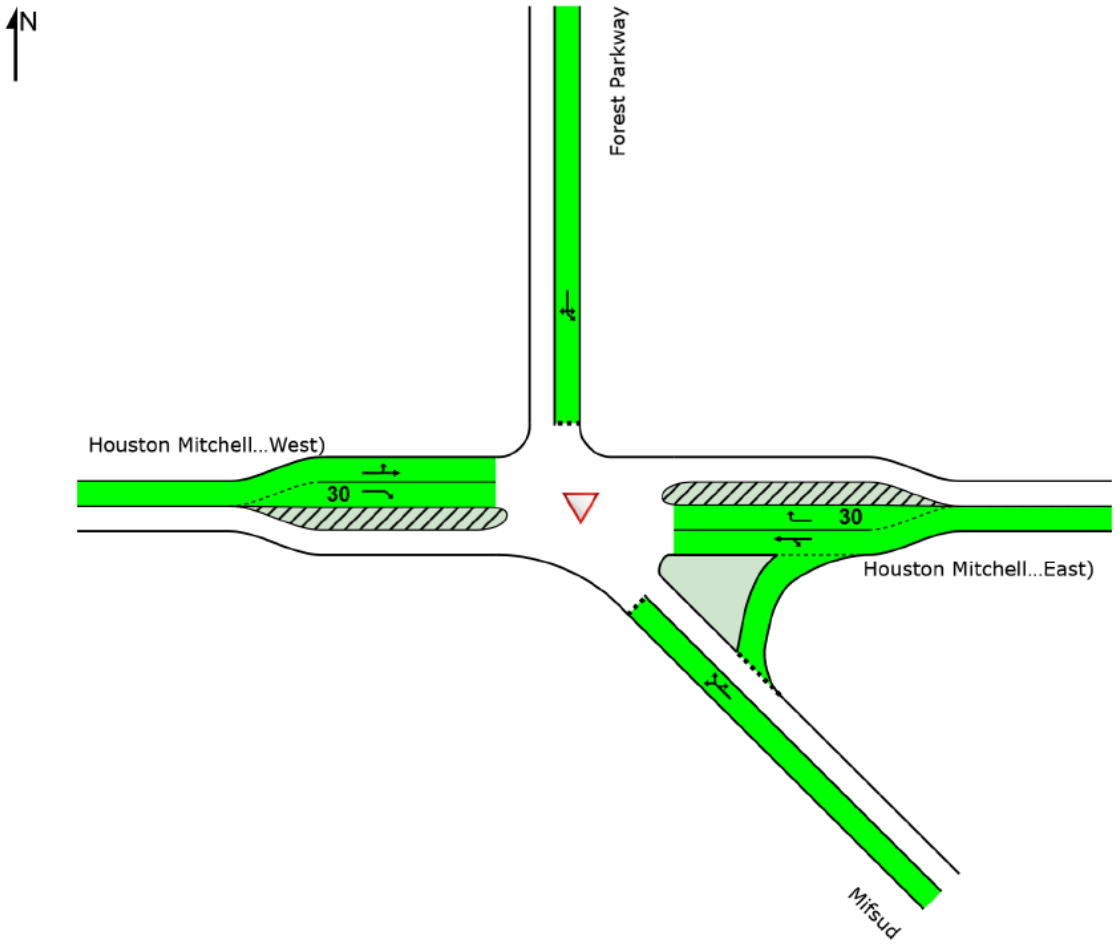
# LEVEL OF SERVICE

## Lane Level of Service

### Site: 101 [F-P / H-M-D AM Peak 2029 - Y (Site Folder: General)]

New Site
Site Category: (None)
Give-Way (Two-Way)

| | Approaches | | | | Intersection |
|---|---|---|---|---|---|
| | Southeast | East | North | West | |
| LOS | A | NA | A | NA | NA |




Colour code based on Level of Service

LOS A | LOS B | LOS C | LOS D | LOS E | LOS F

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
NA (TWSC): Level of Service is not defined for major road approaches or the intersection as a whole for Two-Way Sign Control (HCM LOS rule).
Delay Model: SIDRA Standard (Geometric Delay is included).

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# INTERSECTION SUMMARY

## Site: 101 [F-P / H-M-D AM Peak 2029 - Y (Site Folder: General)]

New Site
Site Category: (None)
Give-Way (Two-Way)

| Intersection Performance - Hourly Values | | | | |
|---|---|---|---|---|
| **Performance Measure** | **Vehicles** | | **Persons** | |
| Travel Speed (Average) | 56.9 | km/h | 56.9 | km/h |
| Travel Distance (Total) | 905.0 | veh-km/h | 1086.0 | pers-km/h |
| Travel Time (Total) | 15.9 | veh-h/h | 19.1 | pers-h/h |
| Desired Speed (Program) | 60.0 | km/h | | |
| Speed Efficiency | 0.95 | | | |
| Travel Time Index | 9.42 | | | |
| Congestion Coefficient | 1.05 | | | |
| Demand Flows (Total) | 893 | veh/h | 1071 | pers/h |
| Percent Heavy Vehicles (Demand) | 8.3 | % | | |
| Degree of Saturation | 0.318 | | | |
| Practical Spare Capacity | 151.4 | % | | |
| Effective Intersection Capacity | 2805 | veh/h | | |
| Control Delay (Total) | 0.67 | veh-h/h | 0.80 | pers-h/h |
| Control Delay (Average) | 2.7 | sec | 2.7 | sec |
| Control Delay (Worst Lane) | 12.7 | sec | | |
| Control Delay (Worst Movement) | 14.5 | sec | 14.5 | sec |
| Geometric Delay (Average) | 2.1 | sec | | |
| Stop-Line Delay (Average) | 0.6 | sec | | |
| Idling Time (Average) | 0.3 | sec | | |
| Intersection Level of Service (LOS) | NA | | | |
| 95% Back of Queue - Vehicles (Worst Lane) | 0.9 | veh | | |
| 95% Back of Queue - Distance (Worst Lane) | 6.7 | m | | |
| Ave. Queue Storage Ratio (Worst Lane) | 0.01 | | | |
| Total Effective Stops | 192 | veh/h | 230 | pers/h |
| Effective Stop Rate | 0.21 | | 0.21 | |
| Proportion Queued | 0.13 | | 0.13 | |
| Performance Index | 20.0 | | 20.0 | |
| Cost (Total) | 718.37 | $/h | 718.37 | $/h |
| Fuel Consumption (Total) | 85.1 | L/h | | |
| Carbon Dioxide (Total) | 204.3 | kg/h | | |
| Hydrocarbons (Total) | 0.015 | kg/h | | |
| Carbon Monoxide (Total) | 0.217 | kg/h | | |
| NOx (Total) | 0.599 | kg/h | | |

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

NA: Intersection LOS for Vehicles is Not Applicable for two-way sign control since the average intersection delay is not a good LOS measure due to zero delays associated with major road movements.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: SIDRA Standard.

Site Model Variability Index (Iterations 3 to N): 2.3 %

Number of Iterations: 6 (Maximum: 10)

Largest change in Lane Degrees of Saturation for the last three Flow-Capacity Iterations: 2.4% 1.2% 0.6%

| Intersection Performance - Annual Values | | | | |
|---|---|---|---|---|
| **Performance Measure** | **Vehicles** | | **Persons** | |
| Demand Flows (Total) | 428,463 | veh/y | 514,156 | pers/y |
| Delay | 320 | veh-h/y | 385 | pers-h/y |
| Effective Stops | 92,033 | veh/y | 110,439 | pers/y |
| Travel Distance | 434,417 | veh-km/y | 521,300 | pers-km/y |
| Travel Time | 7,638 | veh-h/y | 9,165 | pers-h/y |
| Cost | 344,817 | $/y | 344,817 | $/y |
| Fuel Consumption | 40,826 | L/y | | |
| Carbon Dioxide | 98,047 | kg/y | | |
| Hydrocarbons | 7 | kg/y | | |
| Carbon Monoxide | 104 | kg/y | | |

| | |
|---|---|
| NOx | 287 kg/y |

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# MOVEMENT SUMMARY

## Site: 101 [F-P / H-M-D AM Peak 2029 - Y (Site Folder: General)]

New Site
Site Category: (None)
Give-Way (Two-Way)

**Vehicle Movement Performance**

| Mov ID | Turn | INPUT VOLUMES [ Total veh/h | HV ] % | DEMAND FLOWS [ Total veh/h | HV ] % | Deg. Satn v/c | Aver. Delay sec | Level of Service | 95% BACK OF QUEUE [ Veh. veh | Dist ] m | Prop. Que | Effective Stop Rate | Aver. No. Cycles | Aver. Speed km/h |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SouthEast: Mifsud | | | | | | | | | | | | | | |
| 21a | L1 | 8 | 20.0 | 8 | 20.0 | 0.109 | 7.3 | LOS A | 0.4 | 2.9 | 0.63 | 0.84 | 0.63 | 47.7 |
| 23a | R1 | 5 | 5.0 | 5 | 5.0 | 0.109 | 10.9 | LOS A | 0.4 | 2.9 | 0.63 | 0.84 | 0.63 | 48.7 |
| 23b | R3 | 30 | 20.0 | 32 | 20.0 | 0.109 | 14.5 | LOS A | 0.4 | 2.9 | 0.63 | 0.84 | 0.63 | 47.7 |
| Approach | | 43 | 18.3 | 45 | 18.3 | 0.109 | 12.7 | LOS A | 0.4 | 2.9 | 0.63 | 0.84 | 0.63 | 47.8 |
| East: Houston Mitchell Drive (East) | | | | | | | | | | | | | | |
| 4b | L3 | 120 | 20.0 | 126 | 20.0 | 0.318 | 7.1 | LOS A | 0.9 | 6.7 | 0.07 | 0.14 | 0.07 | 57.4 |
| 5 | T1 | 420 | 5.0 | 442 | 5.0 | 0.318 | 0.0 | LOS A | 0.9 | 6.7 | 0.07 | 0.14 | 0.07 | 58.5 |
| 6 | R2 | 19 | 5.0 | 20 | 5.0 | 0.010 | 5.9 | LOS A | 0.1 | 0.4 | 0.27 | 0.54 | 0.27 | 52.2 |
| Approach | | 559 | 8.2 | 588 | 8.2 | 0.318 | 1.8 | NA | 0.9 | 6.7 | 0.08 | 0.15 | 0.08 | 58.0 |
| North: Forest Parkway | | | | | | | | | | | | | | |
| 7 | L2 | 43 | 5.0 | 45 | 5.0 | 0.088 | 6.1 | LOS A | 0.3 | 2.3 | 0.31 | 0.61 | 0.31 | 51.8 |
| 7a | L1 | 5 | 5.0 | 5 | 5.0 | 0.088 | 9.6 | LOS A | 0.3 | 2.3 | 0.31 | 0.61 | 0.31 | 52.2 |
| 9 | R2 | 21 | 5.0 | 22 | 5.0 | 0.088 | 10.8 | LOS A | 0.3 | 2.3 | 0.31 | 0.61 | 0.31 | 51.5 |
| Approach | | 69 | 5.0 | 73 | 5.0 | 0.088 | 7.8 | LOS A | 0.3 | 2.3 | 0.31 | 0.61 | 0.31 | 51.7 |
| West: Houston Mitchell Drive (West) | | | | | | | | | | | | | | |
| 10 | L2 | 6 | 5.0 | 6 | 5.0 | 0.083 | 5.6 | LOS A | 0.0 | 0.0 | 0.00 | 0.02 | 0.00 | 57.9 |
| 11 | T1 | 141 | 5.0 | 148 | 5.0 | 0.083 | 0.0 | LOS A | 0.0 | 0.0 | 0.00 | 0.02 | 0.00 | 59.7 |
| 12a | R1 | 30 | 20.0 | 32 | 20.0 | 0.023 | 6.2 | LOS A | 0.1 | 0.9 | 0.50 | 0.57 | 0.50 | 52.4 |
| Approach | | 177 | 7.5 | 186 | 7.5 | 0.083 | 1.2 | NA | 0.1 | 0.9 | 0.08 | 0.12 | 0.08 | 58.3 |
| All Vehicles | | 848 | 8.3 | 893 | 8.3 | 0.318 | 2.7 | NA | 0.9 | 6.7 | 0.13 | 0.21 | 0.13 | 56.9 |

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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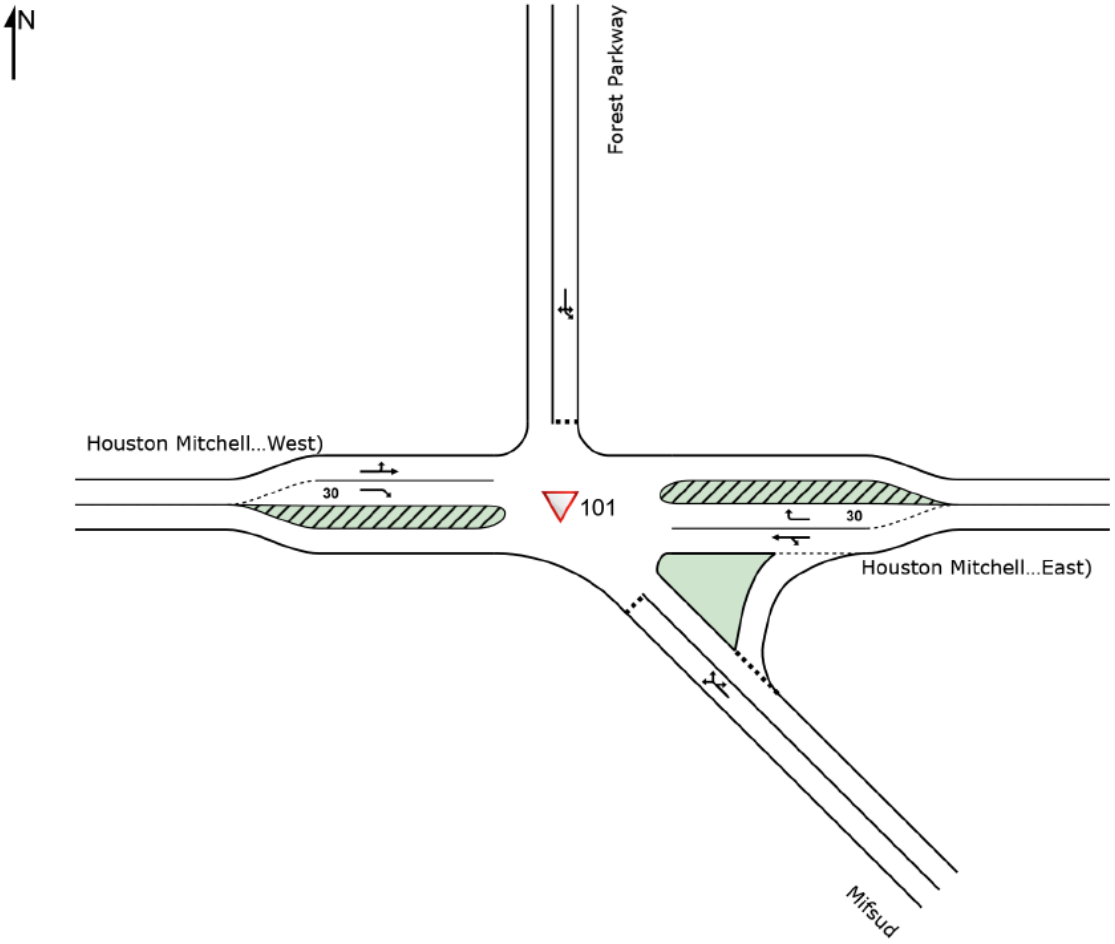
# SITE LAYOUT

## Site: 101 [F-P / H-M-D PM Peak 2029 - Y (Site Folder: General)]

New Site
Site Category: (None)
Give-Way (Two-Way)

Layout pictures are schematic functional drawings reflecting input data. They are not design drawings.

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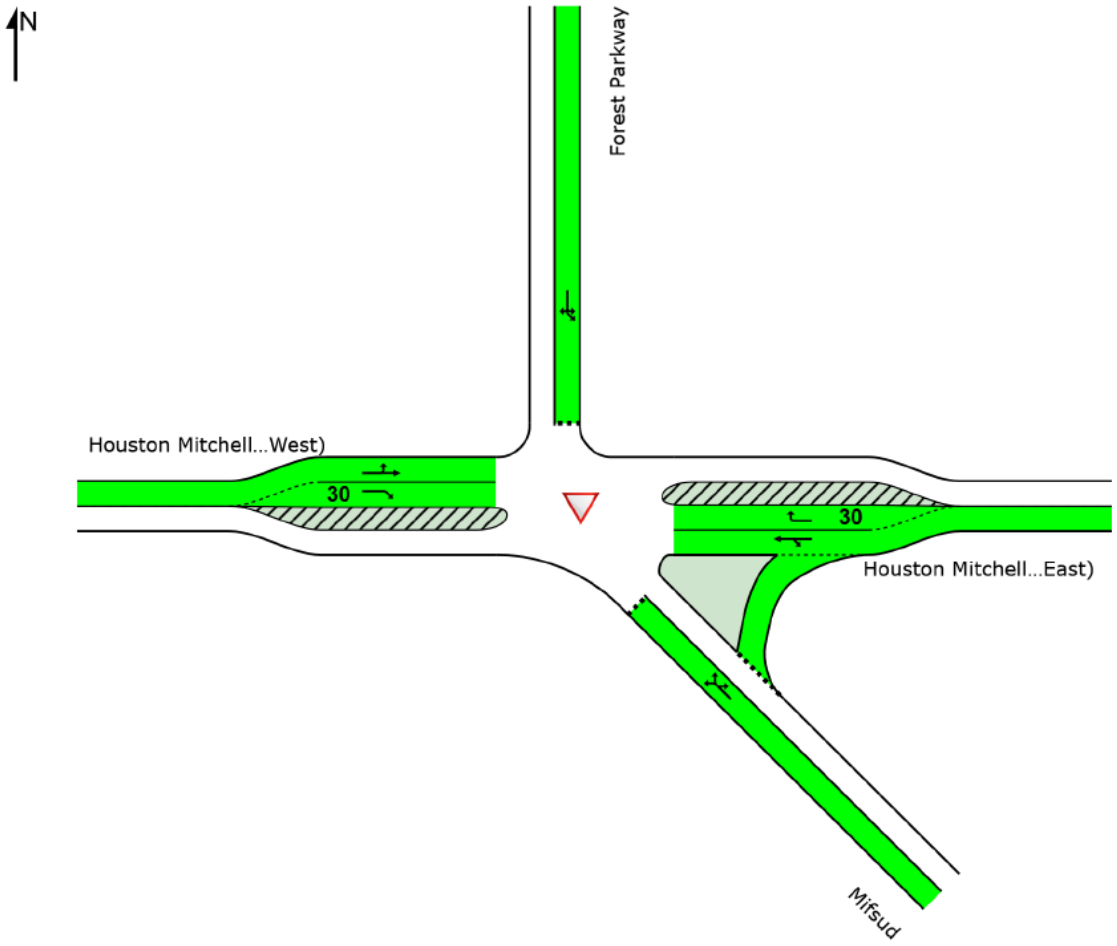
# LEVEL OF SERVICE

## Lane Level of Service

### Site: 101 [F-P / H-M-D PM Peak 2029 - Y (Site Folder: General)]

New Site
Site Category: (None)
Give-Way (Two-Way)

| | Approaches | | | | Intersection |
|---|---|---|---|---|---|
| | Southeast | East | North | West | |
| LOS | A | NA | A | NA | NA |




Colour code based on Level of Service

LOS A | LOS B | LOS C | LOS D | LOS E | LOS F

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
NA (TWSC): Level of Service is not defined for major road approaches or the intersection as a whole for Two-Way Sign Control (HCM LOS rule).
Delay Model: SIDRA Standard (Geometric Delay is included).

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# INTERSECTION SUMMARY

## Site: 101 [F-P / H-M-D PM Peak 2029 - Y (Site Folder: General)]

New Site
Site Category: (None)
Give-Way (Two-Way)

| Intersection Performance - Hourly Values | | | | |
|---|---|---|---|---|
| **Performance Measure** | **Vehicles** | | **Persons** | |
| Travel Speed (Average) | 56.0 | km/h | 56.0 | km/h |
| Travel Distance (Total) | 881.0 | veh-km/h | 1057.1 | pers-km/h |
| Travel Time (Total) | 15.7 | veh-h/h | 18.9 | pers-h/h |
| Desired Speed (Program) | 60.0 | km/h | | |
| Speed Efficiency | 0.93 | | | |
| Travel Time Index | 9.25 | | | |
| Congestion Coefficient | 1.07 | | | |
| Demand Flows (Total) | 871 | veh/h | 1045 | pers/h |
| Percent Heavy Vehicles (Demand) | 8.4 | % | | |
| Degree of Saturation | 0.330 | | | |
| Practical Spare Capacity | 142.7 | % | | |
| Effective Intersection Capacity | 2641 | veh/h | | |
| Control Delay (Total) | 0.85 | veh-h/h | 1.02 | pers-h/h |
| Control Delay (Average) | 3.5 | sec | 3.5 | sec |
| Control Delay (Worst Lane) | 12.8 | sec | | |
| Control Delay (Worst Movement) | 14.3 | sec | 14.3 | sec |
| Geometric Delay (Average) | 2.0 | sec | | |
| Stop-Line Delay (Average) | 1.5 | sec | | |
| Idling Time (Average) | 0.8 | sec | | |
| Intersection Level of Service (LOS) | NA | | | |
| 95% Back of Queue - Vehicles (Worst Lane) | 1.4 | veh | | |
| 95% Back of Queue - Distance (Worst Lane) | 11.4 | m | | |
| Ave. Queue Storage Ratio (Worst Lane) | 0.01 | | | |
| Total Effective Stops | 220 | veh/h | 264 | pers/h |
| Effective Stop Rate | 0.25 | | 0.25 | |
| Proportion Queued | 0.16 | | 0.16 | |
| Performance Index | 21.2 | | 21.2 | |
| Cost (Total) | 708.13 | $/h | 708.13 | $/h |
| Fuel Consumption (Total) | 83.0 | L/h | | |
| Carbon Dioxide (Total) | 199.7 | kg/h | | |
| Hydrocarbons (Total) | 0.015 | kg/h | | |
| Carbon Monoxide (Total) | 0.212 | kg/h | | |
| NOx (Total) | 0.592 | kg/h | | |

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

NA: Intersection LOS for Vehicles is Not Applicable for two-way sign control since the average intersection delay is not a good LOS measure due to zero delays associated with major road movements.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: SIDRA Standard.

Site Model Variability Index (Iterations 3 to N): 0.3 %

Number of Iterations: 3 (Maximum: 10)

Largest change in Lane Degrees of Saturation for the last three Flow-Capacity Iterations: 66.8% 7.7% 0.3%

| Intersection Performance - Annual Values | | | | |
|---|---|---|---|---|
| **Performance Measure** | **Vehicles** | | **Persons** | |
| Demand Flows (Total) | 417,853 | veh/y | 501,423 | pers/y |
| Delay | 407 | veh-h/y | 489 | pers-h/y |
| Effective Stops | 105,671 | veh/y | 126,805 | pers/y |
| Travel Distance | 422,858 | veh-km/y | 507,429 | pers-km/y |
| Travel Time | 7,555 | veh-h/y | 9,066 | pers-h/y |
| Cost | 339,901 | $/y | 339,901 | $/y |
| Fuel Consumption | 39,853 | L/y | | |
| Carbon Dioxide | 95,852 | kg/y | | |
| Hydrocarbons | 7 | kg/y | | |
| Carbon Monoxide | 102 | kg/y | | |

| | |
|---|---|
| NOx | 284 kg/y |

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# MOVEMENT SUMMARY

## Site: 101 [F-P / H-M-D PM Peak 2029 - Y (Site Folder: General)]

New Site
Site Category: (None)
Give-Way (Two-Way)

**Vehicle Movement Performance**

| Mov ID | Turn | INPUT VOLUMES [ Total veh/h | HV ] % | DEMAND FLOWS [ Total veh/h | HV ] % | Deg. Satn v/c | Aver. Delay sec | Level of Service | 95% BACK OF QUEUE [ Veh. veh | Dist ] m | Prop. Que | Effective Stop Rate | Aver. No. Cycles | Aver. Speed km/h |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SouthEast: Mifsud | | | | | | | | | | | | | | |
| 21a | L1 | 30 | 20.0 | 32 | 20.0 | 0.330 | 6.9 | LOS A | 1.4 | 11.4 | 0.57 | 0.84 | 0.70 | 47.7 |
| 23a | R1 | 5 | 5.0 | 5 | 5.0 | 0.330 | 11.1 | LOS A | 1.4 | 11.4 | 0.57 | 0.84 | 0.70 | 48.7 |
| 23b | R3 | 120 | 20.0 | 126 | 20.0 | 0.330 | 14.3 | LOS A | 1.4 | 11.4 | 0.57 | 0.84 | 0.70 | 47.6 |
| Approach | | 155 | 19.5 | 163 | 19.5 | 0.330 | 12.8 | LOS A | 1.4 | 11.4 | 0.57 | 0.84 | 0.70 | 47.7 |
| East: Houston Mitchell Drive (East) | | | | | | | | | | | | | | |
| 4b | L3 | 30 | 20.0 | 32 | 20.0 | 0.132 | 7.0 | LOS A | 0.2 | 1.4 | 0.02 | 0.08 | 0.02 | 58.1 |
| 5 | T1 | 199 | 5.0 | 209 | 5.0 | 0.132 | 0.0 | LOS A | 0.2 | 1.4 | 0.02 | 0.08 | 0.02 | 59.2 |
| 6 | R2 | 21 | 5.0 | 22 | 5.0 | 0.013 | 6.5 | LOS A | 0.1 | 0.5 | 0.44 | 0.57 | 0.44 | 51.7 |
| Approach | | 250 | 6.8 | 263 | 6.8 | 0.132 | 1.4 | NA | 0.2 | 1.4 | 0.06 | 0.12 | 0.06 | 58.3 |
| North: Forest Parkway | | | | | | | | | | | | | | |
| 7 | L2 | 33 | 5.0 | 35 | 5.0 | 0.081 | 7.0 | LOS A | 0.3 | 2.1 | 0.48 | 0.70 | 0.48 | 51.3 |
| 7a | L1 | 5 | 5.0 | 5 | 5.0 | 0.081 | 9.0 | LOS A | 0.3 | 2.1 | 0.48 | 0.70 | 0.48 | 51.7 |
| 9 | R2 | 19 | 5.0 | 20 | 5.0 | 0.081 | 10.5 | LOS A | 0.3 | 2.1 | 0.48 | 0.70 | 0.48 | 51.1 |
| Approach | | 57 | 5.0 | 60 | 5.0 | 0.081 | 8.3 | LOS A | 0.3 | 2.1 | 0.48 | 0.70 | 0.48 | 51.3 |
| West: Houston Mitchell Drive (West) | | | | | | | | | | | | | | |
| 10 | L2 | 7 | 5.0 | 7 | 5.0 | 0.200 | 5.6 | LOS A | 0.0 | 0.0 | 0.00 | 0.01 | 0.00 | 57.9 |
| 11 | T1 | 350 | 5.0 | 368 | 5.0 | 0.200 | 0.1 | LOS A | 0.0 | 0.0 | 0.00 | 0.01 | 0.00 | 59.8 |
| 12a | R1 | 8 | 20.0 | 8 | 20.0 | 0.005 | 5.2 | LOS A | 0.0 | 0.2 | 0.33 | 0.48 | 0.33 | 52.9 |
| Approach | | 365 | 5.3 | 384 | 5.3 | 0.200 | 0.3 | NA | 0.0 | 0.2 | 0.01 | 0.02 | 0.01 | 59.6 |
| All Vehicles | | 827 | 8.4 | 871 | 8.4 | 0.330 | 3.5 | NA | 1.4 | 11.4 | 0.16 | 0.25 | 0.18 | 56.0 |

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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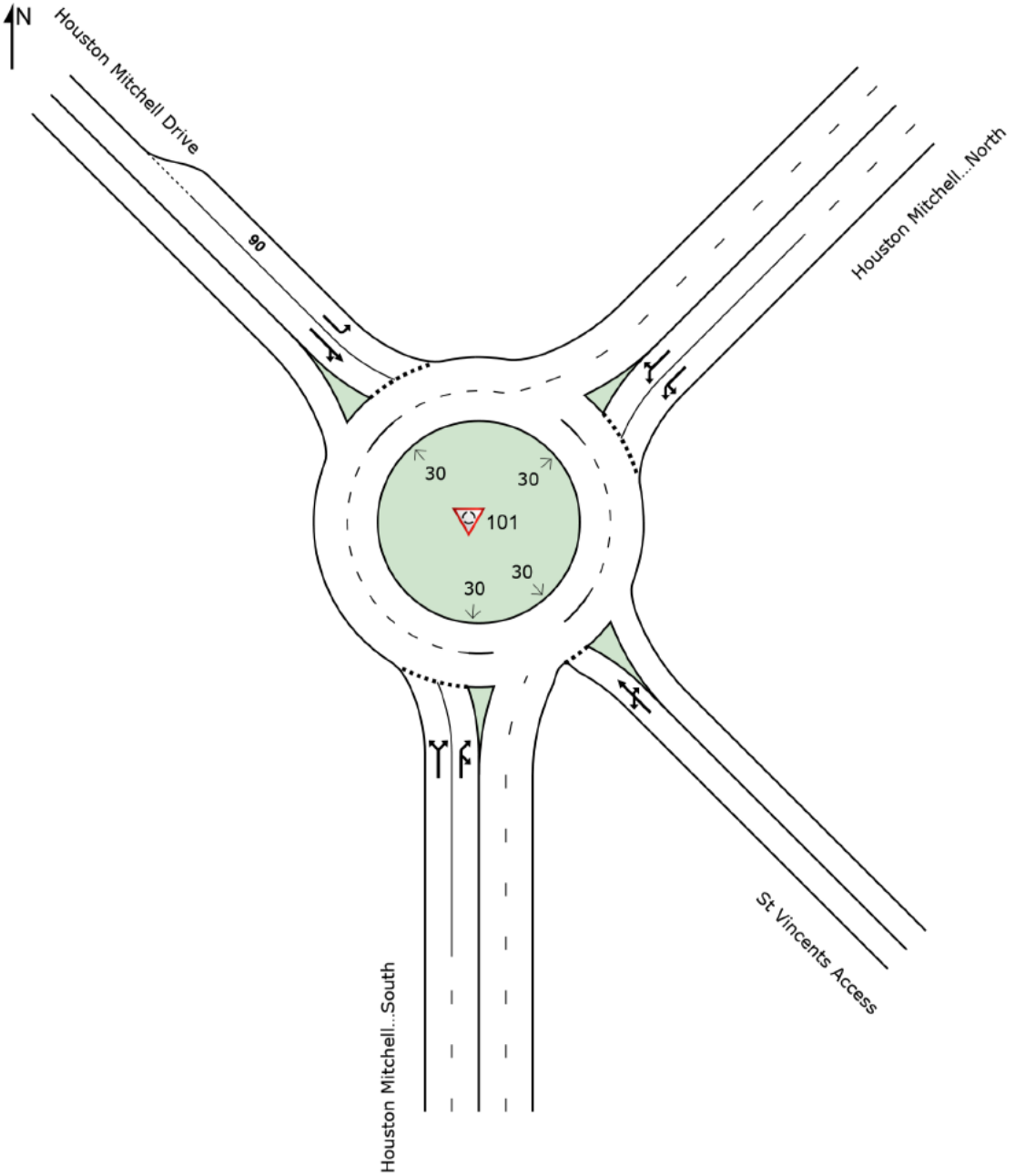
# Appendix E
## SIDRA Analysis – Ocean Drive and Houston Mitchell Drive

## SITE LAYOUT

**Site: 101 [2029 AM Developed + Site Trips (Site Folder: General)]**

Houston Mitchell Drive
Site Category: (None)
Roundabout

Layout pictures are schematic functional drawings reflecting input data. They are not design drawings.

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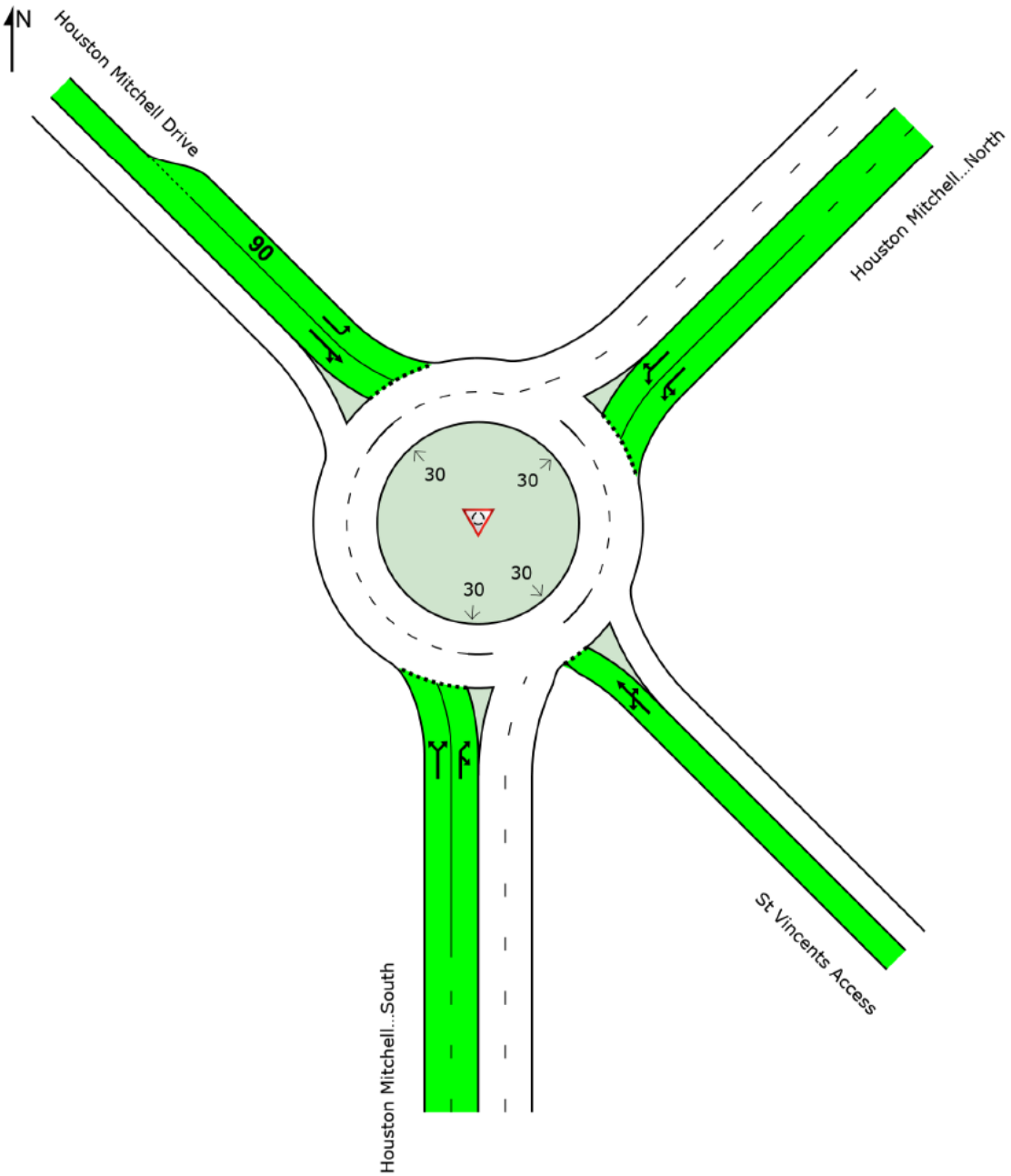
## LEVEL OF SERVICE

**Lane Level of Service**

**Site: 101 [2029 AM Developed + Site Trips (Site Folder: General)]**

Houston Mitchell Drive
Site Category: (None)
Roundabout

| | Approaches | | | | Intersection |
|---|---|---|---|---|---|
| | South | Southeast | Northeast | Northwest | |
| LOS | A | A | A | A | A |



Colour code based on Level of Service

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
NA (TWSC): Level of Service is not defined for major road approaches or the intersection as a whole for Two-Way Sign Control (HCM LOS rule).
Delay Model: SIDRA Standard (Geometric Delay is included).

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# INTERSECTION SUMMARY

## Site: 101 [2029 AM Developed + Site Trips (Site Folder: General)]

Houston Mitchell Drive
Site Category: (None)
Roundabout

| Intersection Performance - Hourly Values | | | | |
|---|---|---|---|---|
| **Performance Measure** | **Vehicles** | | **Persons** | |
| Travel Speed (Average) | 52.9 | km/h | 52.9 | km/h |
| Travel Distance (Total) | 2315.3 | veh-km/h | 2778.3 | pers-km/h |
| Travel Time (Total) | 43.7 | veh-h/h | 52.5 | pers-h/h |
| Desired Speed (Program) | 60.0 | km/h | | |
| Speed Efficiency | 0.88 | | | |
| Travel Time Index | 8.69 | | | |
| Congestion Coefficient | 1.13 | | | |
| Demand Flows (Total) | 2205 | veh/h | 2646 | pers/h |
| Percent Heavy Vehicles (Demand) | 5.0 | % | | |
| Degree of Saturation | 0.611 | | | |
| Practical Spare Capacity | 39.1 | % | | |
| Effective Intersection Capacity | 3610 | veh/h | | |
| Control Delay (Total) | 5.70 | veh-h/h | 6.84 | pers-h/h |
| Control Delay (Average) | 9.3 | sec | 9.3 | sec |
| Control Delay (Worst Lane) | 13.1 | sec | | |
| Control Delay (Worst Movement) | 15.2 | sec | 15.2 | sec |
| Geometric Delay (Average) | 6.1 | sec | | |
| Stop-Line Delay (Average) | 3.2 | sec | | |
| Idling Time (Average) | 0.2 | sec | | |
| Intersection Level of Service (LOS) | LOS A | | | |
| 95% Back of Queue - Vehicles (Worst Lane) | 4.3 | veh | | |
| 95% Back of Queue - Distance (Worst Lane) | 31.3 | m | | |
| Ave. Queue Storage Ratio (Worst Lane) | 0.03 | | | |
| Total Effective Stops | 1711 | veh/h | 2053 | pers/h |
| Effective Stop Rate | 0.78 | | 0.78 | |
| Proportion Queued | 0.62 | | 0.62 | |
| Performance Index | 77.5 | | 77.5 | |
| Cost (Total) | 1813.79 | $/h | 1813.79 | $/h |
| Fuel Consumption (Total) | 240.4 | L/h | | |
| Carbon Dioxide (Total) | 571.9 | kg/h | | |
| Hydrocarbons (Total) | 0.047 | kg/h | | |
| Carbon Monoxide (Total) | 0.606 | kg/h | | |
| NOx (Total) | 1.198 | kg/h | | |

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Intersection LOS value for Vehicles is based on average delay for all vehicle movements.
Roundabout Capacity Model: SIDRA Standard.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Site Model Variability Index (Iterations 3 to N): 2.7 %
Number of Iterations: 7 (Maximum: 10)
Largest change in Lane Degrees of Saturation for the last three Flow-Capacity Iterations: 2.2% 1.1% 0.6%

| Intersection Performance - Annual Values | | | | |
|---|---|---|---|---|
| **Performance Measure** | **Vehicles** | | **Persons** | |
| Demand Flows (Total) | 1,058,526 | veh/y | 1,270,232 | pers/y |
| Delay | 2,737 | veh-h/y | 3,285 | pers-h/y |
| Effective Stops | 821,213 | veh/y | 985,455 | pers/y |
| Travel Distance | 1,111,325 | veh-km/y | 1,333,590 | pers-km/y |
| Travel Time | 20,989 | veh-h/y | 25,187 | pers-h/y |
| Cost | 870,617 | $/y | 870,617 | $/y |
| Fuel Consumption | 115,414 | L/y | | |
| Carbon Dioxide | 274,507 | kg/y | | |
| Hydrocarbons | 22 | kg/y | | |
| Carbon Monoxide | 291 | kg/y | | |

| | |
|---|---|
| NOx | 575 kg/y |

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# MOVEMENT SUMMARY

## Site: 101 [2029 AM Developed + Site Trips (Site Folder: General)]

Houston Mitchell Drive
Site Category: (None)
Roundabout

**Vehicle Movement Performance**

| Mov ID | Turn | INPUT VOLUMES [ Total veh/h | HV ] % | DEMAND FLOWS [ Total veh/h | HV ] % | Deg. Satn v/c | Aver. Delay sec | Level of Service | 95% BACK OF QUEUE [ Veh. veh | Dist ] m | Prop. Que | Effective Stop Rate | Aver. No. Cycles | Aver. Speed km/h |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| South: Houston Mitchell Drive South | | | | | | | | | | | | | | |
| 1a | L1 | 236 | 5.0 | 248 | 5.0 | 0.504 | 7.2 | LOS A | 3.9 | 28.2 | 0.77 | 0.84 | 0.85 | 52.8 |
| 3a | R1 | 568 | 5.0 | 598 | 5.0 | 0.504 | 12.5 | LOS A | 3.9 | 28.2 | 0.78 | 0.88 | 0.86 | 51.5 |
| 3b | R3 | 33 | 5.0 | 35 | 5.0 | 0.504 | 15.2 | LOS B | 3.7 | 27.0 | 0.78 | 0.91 | 0.88 | 51.9 |
| Approach | | 837 | 5.0 | 881 | 5.0 | 0.504 | 11.1 | LOS A | 3.9 | 28.2 | 0.78 | 0.87 | 0.86 | 51.9 |
| SouthEast: St Vincents Access | | | | | | | | | | | | | | |
| 21b | L3 | 123 | 5.0 | 129 | 5.0 | 0.611 | 7.8 | LOS A | 4.3 | 31.3 | 0.70 | 0.91 | 0.86 | 50.6 |
| 22 | T1 | 153 | 5.0 | 161 | 5.0 | 0.611 | 7.8 | LOS A | 4.3 | 31.3 | 0.70 | 0.91 | 0.86 | 52.8 |
| 23 | R2 | 246 | 5.0 | 259 | 5.0 | 0.611 | 13.5 | LOS A | 4.3 | 31.3 | 0.70 | 0.91 | 0.86 | 53.0 |
| Approach | | 522 | 5.0 | 549 | 5.0 | 0.611 | 10.5 | LOS A | 4.3 | 31.3 | 0.70 | 0.91 | 0.86 | 52.3 |
| NorthEast: Houston Mitchell Drive North | | | | | | | | | | | | | | |
| 24 | L2 | 66 | 5.0 | 69 | 5.0 | 0.226 | 4.2 | LOS A | 1.1 | 8.2 | 0.30 | 0.42 | 0.30 | 55.3 |
| 24a | L1 | 281 | 5.0 | 296 | 5.0 | 0.226 | 3.7 | LOS A | 1.1 | 8.2 | 0.30 | 0.46 | 0.30 | 55.8 |
| 26 | R2 | 185 | 5.0 | 195 | 5.0 | 0.226 | 9.8 | LOS A | 1.1 | 8.1 | 0.31 | 0.59 | 0.31 | 54.3 |
| Approach | | 532 | 5.0 | 560 | 5.0 | 0.226 | 5.9 | LOS A | 1.1 | 8.2 | 0.30 | 0.50 | 0.30 | 55.2 |
| NorthWest: Houston Mitchell Drive | | | | | | | | | | | | | | |
| 27 | L2 | 106 | 5.0 | 112 | 5.0 | 0.128 | 6.1 | LOS A | 0.6 | 4.7 | 0.65 | 0.73 | 0.65 | 53.8 |
| 28 | T1 | 34 | 5.0 | 36 | 5.0 | 0.144 | 6.7 | LOS A | 0.7 | 5.0 | 0.66 | 0.77 | 0.66 | 53.2 |
| 29a | R1 | 64 | 5.0 | 67 | 5.0 | 0.144 | 11.2 | LOS A | 0.7 | 5.0 | 0.66 | 0.77 | 0.66 | 52.8 |
| Approach | | 204 | 5.0 | 215 | 5.0 | 0.144 | 7.8 | LOS A | 0.7 | 5.0 | 0.66 | 0.75 | 0.66 | 53.4 |
| All Vehicles | | 2095 | 5.0 | 2205 | 5.0 | 0.611 | 9.3 | LOS A | 4.3 | 31.3 | 0.62 | 0.78 | 0.70 | 52.9 |

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Vehicle movement LOS values are based on average delay per movement.
Intersection and Approach LOS values are based on average delay for all vehicle movements.
Roundabout Capacity Model: SIDRA Standard.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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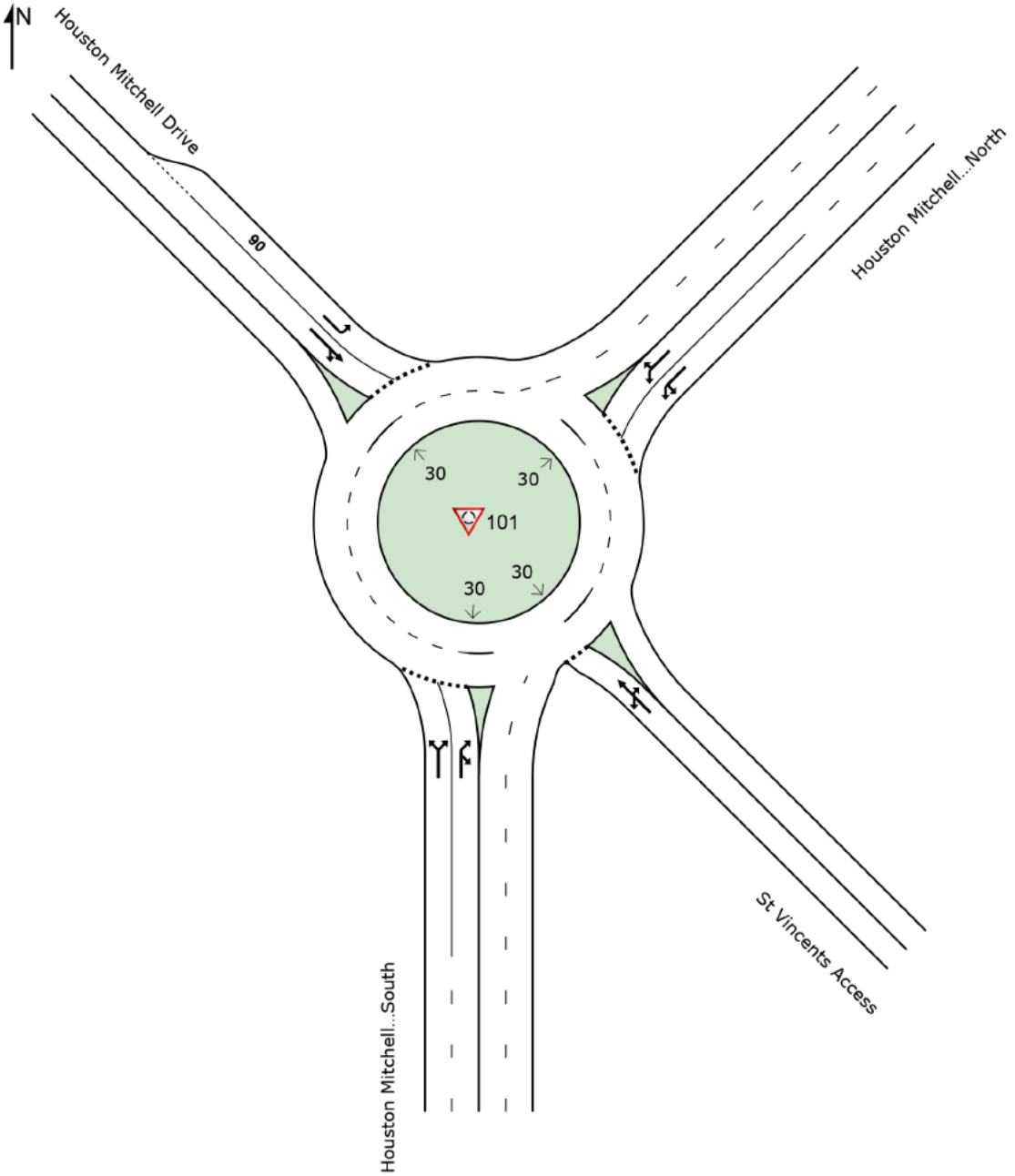
## SITE LAYOUT

**Site: 101 [2029 PM Developed + Site Trips (Site Folder: General)]**

Houston Mitchell Drive
Site Category: (None)
Roundabout

Layout pictures are schematic functional drawings reflecting input data. They are not design drawings.

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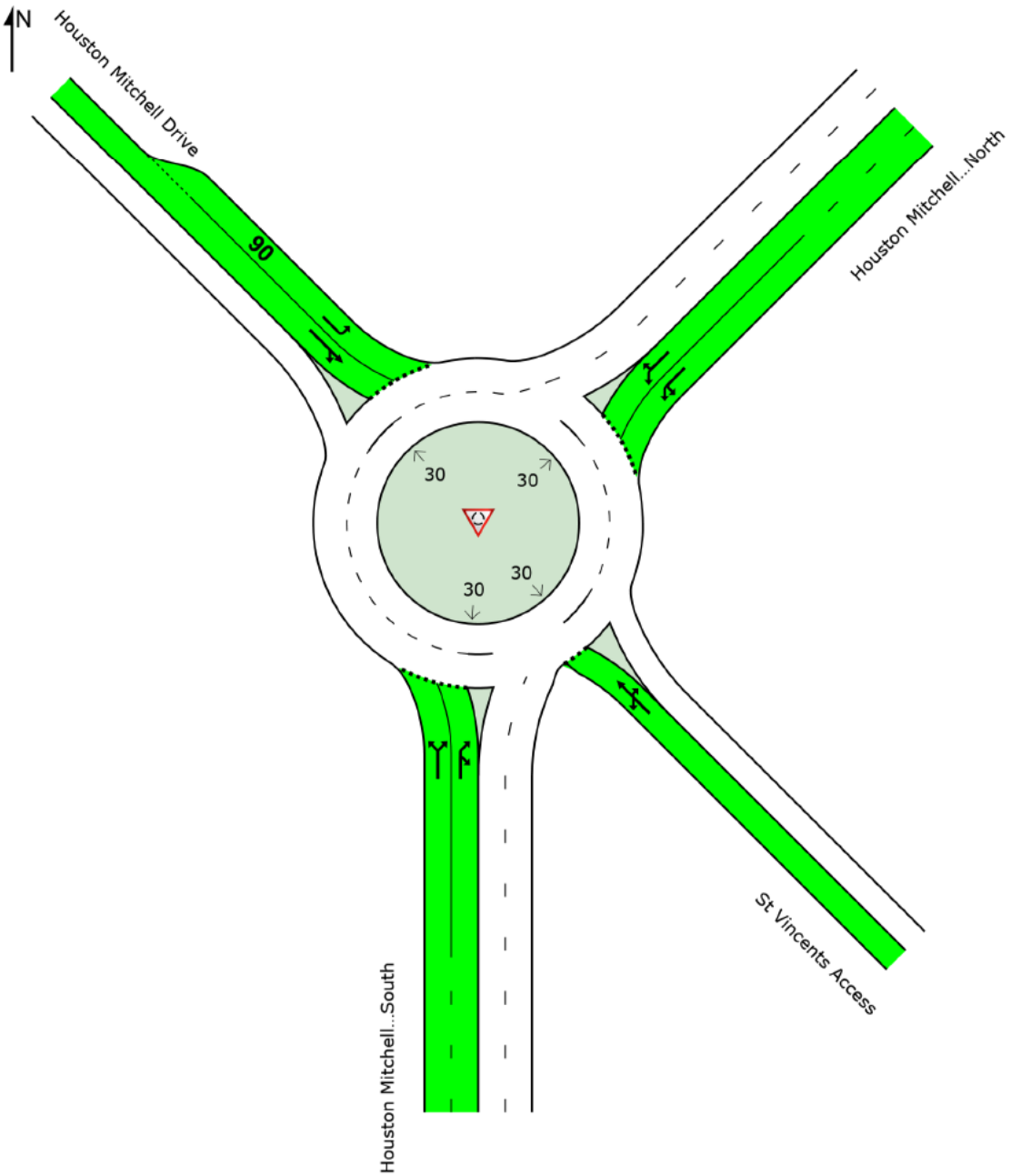
## LEVEL OF SERVICE

**Lane Level of Service**

**Site: 101 [2029 PM Developed + Site Trips (Site Folder: General)]**

Houston Mitchell Drive
Site Category: (None)
Roundabout

| | Approaches | | | | Intersection |
|---|---|---|---|---|---|
| | South | Southeast | Northeast | Northwest | |
| LOS | A | A | A | A | A |



Colour code based on Level of Service

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
NA (TWSC): Level of Service is not defined for major road approaches or the intersection as a whole for Two-Way Sign Control (HCM LOS rule).
Delay Model: SIDRA Standard (Geometric Delay is included).

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# INTERSECTION SUMMARY

## Site: 101 [2029 PM Developed + Site Trips (Site Folder: General)]

Houston Mitchell Drive
Site Category: (None)
Roundabout

| Intersection Performance - Hourly Values | | | | |
|---|---|---|---|---|
| **Performance Measure** | **Vehicles** | | **Persons** | |
| Travel Speed (Average) | 54.0 | km/h | 54.0 | km/h |
| Travel Distance (Total) | 2188.8 | veh-km/h | 2626.6 | pers-km/h |
| Travel Time (Total) | 40.5 | veh-h/h | 48.6 | pers-h/h |
| Desired Speed (Program) | 60.0 | km/h | | |
| Speed Efficiency | 0.90 | | | |
| Travel Time Index | 8.89 | | | |
| Congestion Coefficient | 1.11 | | | |
| Demand Flows (Total) | 2095 | veh/h | 2514 | pers/h |
| Percent Heavy Vehicles (Demand) | 5.0 | % | | |
| Degree of Saturation | 0.487 | | | |
| Practical Spare Capacity | 74.6 | % | | |
| Effective Intersection Capacity | 4303 | veh/h | | |
| Control Delay (Total) | 4.24 | veh-h/h | 5.09 | pers-h/h |
| Control Delay (Average) | 7.3 | sec | 7.3 | sec |
| Control Delay (Worst Lane) | 9.6 | sec | | |
| Control Delay (Worst Movement) | 12.4 | sec | 12.4 | sec |
| Geometric Delay (Average) | 5.4 | sec | | |
| Stop-Line Delay (Average) | 1.9 | sec | | |
| Idling Time (Average) | 0.1 | sec | | |
| Intersection Level of Service (LOS) | LOS A | | | |
| 95% Back of Queue - Vehicles (Worst Lane) | 3.2 | veh | | |
| 95% Back of Queue - Distance (Worst Lane) | 23.3 | m | | |
| Ave. Queue Storage Ratio (Worst Lane) | 0.02 | | | |
| Total Effective Stops | 1380 | veh/h | 1656 | pers/h |
| Effective Stop Rate | 0.66 | | 0.66 | |
| Proportion Queued | 0.52 | | 0.52 | |
| Performance Index | 62.4 | | 62.4 | |
| Cost (Total) | 1671.87 | $/h | 1671.87 | $/h |
| Fuel Consumption (Total) | 218.6 | L/h | | |
| Carbon Dioxide (Total) | 520.1 | kg/h | | |
| Hydrocarbons (Total) | 0.042 | kg/h | | |
| Carbon Monoxide (Total) | 0.555 | kg/h | | |
| NOx (Total) | 1.097 | kg/h | | |

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Intersection LOS value for Vehicles is based on average delay for all vehicle movements.
Roundabout Capacity Model: SIDRA Standard.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Site Model Variability Index (Iterations 3 to N): 2.8 %
Number of Iterations: 7 (Maximum: 10)
Largest change in Lane Degrees of Saturation for the last three Flow-Capacity Iterations: 2.2% 1.1% 0.6%

| Intersection Performance - Annual Values | | | | |
|---|---|---|---|---|
| **Performance Measure** | **Vehicles** | | **Persons** | |
| Demand Flows (Total) | 1,005,474 | veh/y | 1,206,569 | pers/y |
| Delay | 2,035 | veh-h/y | 2,442 | pers-h/y |
| Effective Stops | 662,205 | veh/y | 794,646 | pers/y |
| Travel Distance | 1,050,633 | veh-km/y | 1,260,759 | pers-km/y |
| Travel Time | 19,454 | veh-h/y | 23,344 | pers-h/y |
| Cost | 802,498 | $/y | 802,498 | $/y |
| Fuel Consumption | 104,931 | L/y | | |
| Carbon Dioxide | 249,641 | kg/y | | |
| Hydrocarbons | 20 | kg/y | | |
| Carbon Monoxide | 267 | kg/y | | |

| | |
|---|---|
| NOx | 527 kg/y |

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# MOVEMENT SUMMARY

## Site: 101 [2029 PM Developed + Site Trips (Site Folder: General)]

Houston Mitchell Drive
Site Category: (None)
Roundabout

**Vehicle Movement Performance**

| Mov ID | Turn | INPUT VOLUMES [ Total veh/h | HV ] % | DEMAND FLOWS [ Total veh/h | HV ] % | Deg. Satn v/c | Aver. Delay sec | Level of Service | 95% BACK OF QUEUE [ Veh. veh | Dist ] m | Prop. Que | Effective Stop Rate | Aver. No. Cycles | Aver. Speed km/h |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| South: Houston Mitchell Drive South | | | | | | | | | | | | | | |
| 1a | L1 | 77 | 5.0 | 81 | 5.0 | 0.221 | 3.6 | LOS A | 1.1 | 8.0 | 0.30 | 0.55 | 0.30 | 54.1 |
| 3a | R1 | 348 | 5.0 | 366 | 5.0 | 0.221 | 8.5 | LOS A | 1.1 | 8.0 | 0.30 | 0.58 | 0.30 | 53.5 |
| 3b | R3 | 100 | 5.0 | 105 | 5.0 | 0.221 | 11.0 | LOS A | 1.1 | 7.8 | 0.31 | 0.61 | 0.31 | 53.9 |
| Approach | | 525 | 5.0 | 553 | 5.0 | 0.221 | 8.3 | LOS A | 1.1 | 8.0 | 0.30 | 0.58 | 0.30 | 53.7 |
| SouthEast: St Vincents Access | | | | | | | | | | | | | | |
| 21b | L3 | 10 | 5.0 | 11 | 5.0 | 0.064 | 6.7 | LOS A | 0.3 | 2.1 | 0.64 | 0.76 | 0.64 | 51.1 |
| 22 | T1 | 11 | 5.0 | 12 | 5.0 | 0.064 | 6.7 | LOS A | 0.3 | 2.1 | 0.64 | 0.76 | 0.64 | 53.4 |
| 23 | R2 | 20 | 5.0 | 21 | 5.0 | 0.064 | 12.4 | LOS A | 0.3 | 2.1 | 0.64 | 0.76 | 0.64 | 53.6 |
| Approach | | 41 | 5.0 | 43 | 5.0 | 0.064 | 9.5 | LOS A | 0.3 | 2.1 | 0.64 | 0.76 | 0.64 | 52.9 |
| NorthEast: Houston Mitchell Drive North | | | | | | | | | | | | | | |
| 24 | L2 | 200 | 5.0 | 211 | 5.0 | 0.487 | 6.2 | LOS A | 3.2 | 23.3 | 0.66 | 0.66 | 0.67 | 53.7 |
| 24a | L1 | 611 | 5.0 | 643 | 5.0 | 0.487 | 6.0 | LOS A | 3.2 | 23.3 | 0.66 | 0.70 | 0.69 | 54.4 |
| 26 | R2 | 98 | 5.0 | 103 | 5.0 | 0.487 | 12.3 | LOS A | 3.2 | 23.0 | 0.67 | 0.74 | 0.70 | 54.7 |
| Approach | | 909 | 5.0 | 957 | 5.0 | 0.487 | 6.7 | LOS A | 3.2 | 23.3 | 0.66 | 0.70 | 0.68 | 54.3 |
| NorthWest: Houston Mitchell Drive | | | | | | | | | | | | | | |
| 27 | L2 | 177 | 5.0 | 186 | 5.0 | 0.215 | 5.6 | LOS A | 0.9 | 6.3 | 0.50 | 0.66 | 0.50 | 54.4 |
| 28 | T1 | 126 | 5.0 | 133 | 5.0 | 0.323 | 5.1 | LOS A | 1.5 | 10.6 | 0.50 | 0.66 | 0.50 | 54.1 |
| 29a | R1 | 212 | 5.0 | 223 | 5.0 | 0.323 | 9.6 | LOS A | 1.5 | 10.6 | 0.50 | 0.66 | 0.50 | 53.6 |
| Approach | | 515 | 5.0 | 542 | 5.0 | 0.323 | 7.1 | LOS A | 1.5 | 10.6 | 0.50 | 0.66 | 0.50 | 54.0 |
| All Vehicles | | 1990 | 5.0 | 2095 | 5.0 | 0.487 | 7.3 | LOS A | 3.2 | 23.3 | 0.52 | 0.66 | 0.53 | 54.0 |

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Vehicle movement LOS values are based on average delay per movement.
Intersection and Approach LOS values are based on average delay for all vehicle movements.
Roundabout Capacity Model: SIDRA Standard.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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# Appendix F
## Transport for NSW Correspondence – TIA Requirements

submission 22

18 December 2019

File No: NTH19/00293/01
Your Ref: PP2014-14.1

The General Manager
Port Macquarie Hastings Council
PO Box 84
PORT MACQUARIE NSW 2444

Attention: Stephanie Baker
council@pmhc.nsw.gov.au

Dear Madam,

**Re: Planning Proposal – Lot 10 DP615776 & Lot 1 DP 1117908 - Corner of Ocean Drive & Houston Mitchell Drive, Bonney Hills – Proposed Light Industry & Environmental Rezoning.**

I refer to your letter dated 18 November 2019 requesting comment from Transport for NSW (TfNSW) in relation to the abovementioned planning proposal.

**Roles and Responsibilities**

The key interests for TfNSW are the safety and efficiency of the transport network, the integrity of State infrastructure and the integration of land use and transport in accordance with *Future Transport Strategy 2056.*

Ocean Drive is a classified (Regional) road (MR600). In accordance with Section 7 of the *Roads Act 1993* (the Act) Port Macquarie Hastings Council is the Roads Authority for this road and all other public roads in the subject area. TfNSW's concurrence is required prior to Council's approval of works on this road under Section 138 of the *Roads Act 1993*.

In accordance with Clause 101 of the *State Environmental Planning Policy (Infrastructure) 2007* (ISEPP) the Consent Authority is to have consideration for the safety, efficiency and ongoing operation of the classified road as the development has frontage to a classified road. TfNSW is given the opportunity under Clause 104 to comment on traffic generating developments listed under Schedule 3. The proposed use of the land (industrial) is a Schedule 3 use.

**Transport for NSW Response**

TfNSW has reviewed the information provided and suggests that the Planning Proposal include a Traffic Impact Assessment (TIA) prepared by a suitably qualified person to identify likely traffic impacts on the classified road network.

While is acknowledged that more detail will be provided at the subdivision stage, it is important that Council understands the number and types of trips generated by this type

of development when considering the rezoning. No detail of projected traffic impacts has been provided in the current documentation.

The TIA should be prepared in accordance with the current Austroads Guide to Traffic Management Part 12, the complementary TfNSW Supplement and the RTA Guide to Traffic Generating Developments. The TIA should include, but not be limited, to the following;

- The impact of the proposed development on the road network with consideration for a 10 year design horizon.
- The volume and distribution of traffic generated by the proposed development.
- Background traffic data, including current traffic counts and relevant growth rates. The data should take account of surrounding development; both present and future.
- Sight distance measurements at site access locations and affected intersections.
- Proposed site access arrangements and details of proposed improvements to any affected intersections.
- Details of servicing and parking arrangements, including swept paths for the largest vehicle requiring access to the site.
- Impact on public transport (public and school bus routes).
- Connectivity for active transport modes such as walking and cycling.

Details of the proposed intersection treatment are required. It is suggested that Council obtain a strategic design drawing to demonstrate that access can be safely achieved at the location proposed. This should include identification of any environmental constraints or constructability issues, and if any portion of adjoining land is needed to achieve the access proposed. It is recommended that Part 4 of Austroads be used to identify any necessary improvements to the cross-intersection.

It is noted that the proposed DCP amendment will restrict access to Ocean Drive. This is supported. However, it is pointed out that any new access or works proposed on the classified (Regional) road should be designed in accordance with the current Austroads Guidelines, Australian Standards and TfNSW Supplements, to the satisfaction of Council, prior to referral to TfNSW for concurrence under Section 138 of the Roads Act.

If you have any further enquiries regarding the above comments please do not hesitate to contact [redacted]

[redacted]

[redacted]

[redacted]

[redacted]

Transport for NSW

[redacted]

# Attachment 12 - NEW Biodiversity Development Assessment Report

Biodiversity Australia October 2020

Note: The proponent has submitted a new Biodiversity Development Assessment Report (Biodiversity Australia, October 2020).

Biodiversity AUSTRALIA

SUSTAINABLE PARTNERSHIPS
DEDICATED TO ACHIEVING
ECOLOGICAL AND ECONOMICAL BALANCE

LEADING THE WAY
IN ENVIRONMENTAL
MANAGEMENT

# BIODIVERSITY DEVELOPMENT ASSESSMENT REPORT

LOT 6 DP1210904 & LOT 10 DP615775,
HOUSTON MITCHELL DRIVE, LAKE CATHIE

**October 2020**

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# Document Control Page

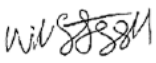
## Version Control

| Version | Purpose | Author | Reviewed / approved by | Date |
|---|---|---|---|---|
| Rev 1.0 | Draft Report | Leonie Stevenson | Will Steggall | 01/10/2020 |
| Rev 2.0 | Draft Report Revision | Leonie Stevenson | Will Steggall | 19/10/2020 |
| Rev 3.0 | Final Report | Leonie Stevenson | Will Steggall | 23/10/2020 |
| Rev 4.0 | Report Update | Leonie Stevenson | Will Steggall | 02/02/2021 |
| Rev 5.0 | Report Update | Leonie Stevenson | Will Steggall | 03/02/2021 |

## Distribution Control

| Copy | Purpose | Method | Issued to: | Name | Date |
|---|---|---|---|---|---|
| 1 | File Copy | Electronic/Email | Biodiversity Australia | Chantal Sargeant | 01/10/2020 |
| 2 | Client Review | Electronic/Email | King and Campbell | Kylie Moore | 01/10/2020 |
| 3 | File Copy | Electronic/Email | Biodiversity Australia | Chantal Sargeant | 19/10/2020 |
| 4 | Client Copy | Electronic/Email | King and Campbell | Kylie Moore | 19/10/2020 |
| 5 | File Copy | Electronic/Email | Biodiversity Australia | Chantal Sargeant | 23/10/2020 |
| 6 | Client Copy | Electronic/Email | King and Campbell | Kylie Moore | 23/10/2020 |
| 7 | File Copy | Electronic/Email | Biodiversity Australia | Chantal Sargeant | 02/02/2021 |
| 8 | Client Copy | Electronic/Email | King and Campbell | Kylie Moore | 02/02/2021 |
| 9 | File Copy | Electronic/Email | Biodiversity Australia | Chantal Sargeant | 03/02/2021 |
| 10 | Client Copy | Electronic/Email | King and Campbell | Kylie Moore | 03/02/2021 |

## Accredited Assessor Authorisation

| Assessor Name | Accreditation number | Expiry date | Signature | Date |
|---|---|---|---|---|
| Will Steggall | BAAS17107 | 19/12/2020 |  | 19/12/2021 |

Site surveys were undertaken by Biodiversity Australia's Principal Ecologist, Will Steggall, and Ecologist, Leonie Stevenson. Will Steggall holds a bachelor's degree in Environmental Science and Management, has over 12 years' experience as an ecological consultant and has extensive experience with flora and fauna identifications. Leonie Stevenson holds a bachelor's degree in Science and has over five years' experience working as a terrestrial and aquatic ecologist.

## Document Details

Project Number: EC4173

Our Document Reference: EC4173-BEC-REP-HMD_RezoningBDAR-rev5.0

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party by any physical or electronic means without the express permission of the client for whom it was prepared or Biodiversity Australia Pty Ltd.

# Executive Summary

The subject site comprises a 9.6-hectare rural property and is located south of the Lake Cathie township, NSW. The site is made up of two adjoining Lots (Lot 6 DP 1210904 and Lot 10 DP615775) currently zoned as *RU1 - Primary Production* under the Port Macquarie-Hastings Local Environmental Plan 2011. The proposal is for the rezoning of this subject site into areas of *IN2 - Light Industrial* and *E2 - Environmental Conservation.*

A flora and fauna survey and ecological constraints assessment was conducted over the subject site in 2016 and 2018 as part of a rezoning proposal. The land is still zoned *RU1* and the rezoning proposal is being progressed however following advice from the Department of Planning, Industry and Environment an update to address the current legislation is required, as the *Biodiversity Conservation Act 2016* and *Biodiversity Regulation 2017* commenced in February 2018. This new legislative framework now applies to the rezoning of the subject land and future subdivision over the subject site.

The Department of Industry, Planning and Environment has previously advised that Stage 1 (Biodiversity Assessment) of the BAM is required to be applied to rezoning proposals. The principles of avoid, minimise offset are also to be applied and the proposal must assess for potential Serious and Irreversible Impacts. This report addresses these components of the BAM and incorporates current field data and data obtained in 2016 and 2018.

Three (3) native vegetation communities were located within the subject site with one of these occurring solely in the area proposed for *E2* zoning. All other areas of vegetation within the subject site comprise exotic pasture grassland. One (1) of the native vegetation communities within the subject site is analogous with the *Biodiversity Conservation Act* listed Endangered Ecological Community *Swamp Sclerophyll Forest on Coastal Floodplains of the New South Wales North Coast, Sydney Basin and South East Corner Bioregions*. The extent of this EEC within the subject site is in poor condition with very minimal to absent understory and shrub layer as it is subject to regular slashing.

Targeted flora and fauna surveys were completed between August and September 2020 with additional targeted surveys completed in November 2020. No threatened flora species were recorded on site. Seven (7) threatened fauna species were detected during the surveys comprising the Little Bent-wing Bat, Greater Broad-nosed Bat, Grey-headed Flying Fox, Koala, Powerful Owl, Little Lorikeet and Eastern Chestnut Mouse. The Little Lorikeet, Eastern Chestnut Mouse and Greater Broad-nosed Bat are ecosystem credit species, hence offsets for these species are incorporated through ecosystem credit requirements. It was determined that no breeding habitat for the Little bent-wing Bat, Grey-headed Flying Fox and Powerful Owl was present within the subject site, as such, no species credit offsets for these species are required. Species credit offsets for the Koala are however required and have been calculated based on the current rezoning plan.

In addition to these, three (3) species credit species (Laced Fritillary, Giant Dragonfly, Brush-tailed Phascogale) have been deemed as potential occurrences as surveys were conducted outside required survey time frame for these species. Additional surveys targeting these species will be conducted during the development of the full BDAR (Stage 2). At the development of Stage 2, if survey for these species is not carried out in accordance with BAM requirements, these species will be assumed to be present within the subject site and species

credits will be required. For the purposes of this report, credit calculations for these additional three species have been calculated until they can be excluded through survey.

The significance assessments carried out for the proposed works determined that the proposal is not expected to significantly impact upon any EPBC Act listed the threatened ecological community or the known/potentially occurring threatened or migratory species. This determination was based on the limited extent of native vegetation to be removed, the disturbance history of the study area, the proposed rehabilitation works; and the proposed ameliorative measures detailed in this report.

A review of species susceptible to serious and irreversible impacts has identified three (3) species listed as potentially occurring on the subject site as susceptible to serious and irreversible impacts as a result of the rezoning. Further assessment as to the presence and extent of these species on site is required. An assessment of Serious and Irreversibly Impacts is subsequently required for each species if they are recorded on the site.

# Abbreviations

Table 1: List of abbreviations within report

| | |
|---|---|
| BAM | Biodiversity Assessment Method |
| BC Act | *Biodiversity Conservation Act 2016* |
| BDAR | Biodiversity Development Assessment Report |
| Bio Aus. | Biodiversity Australia |
| BOM | Bureau of Meteorology |
| BOS | Biodiversity Offset Scheme |
| DA | Development Application |
| DAWE | Department of Agriculture, Water and the Environment |
| DEC | Department of Environment and Conservation |
| DPIE | Department of Planning, Industry and Environment |
| EEC | Endangered Ecological Community |
| EPBC Act | *Environment Protection and Biodiversity Conservation Act 1999* |
| GIS | Geographic Information System |
| HEV | High Ecological Value |
| HBT | Hollow-bearing Tree |
| KFT | Koala Food Tree |
| KPoM | Koala Plan of Management |
| LGA | Local Government Area |
| MNES | Matter of National Environmental Significance |
| NSW | New South Wales |
| OEH | Office of Environment and Heritage |
| PCT | Plant Community Type |
| PIR | Passive Infrared Camera |
| PKH | Potential Koala Habitat |
| SAII | Serious and Irreversible Impacts |
| SCA | State Conservation Area |
| SEPP | *State Environmental Protection Policy* |
| TBDC | Threatened Biodiversity Data Collection |
| TEC | Threatened Ecological Community |
| VIS | Vegetation Information System |
| WH&S | Workplace Health and Safety |

# STAGE 1 - BIODIVERSITY ASSESSMENT

# 1. Introduction

Biodiversity Australia was requested to undertake a Biodiversity Development Assessment Report for the rezoning of Lot 6 DP 1210904 and Lot 10 DP615775, Houston Mitchell Drive, Lake Cathie.

Biodiversity Australia undertook a flora and fauna survey and ecological assessment over the subject site in 2018 as part of the rezoning proposal. A report was prepared at the time however the BCD advised (by correspondence to PMHC of 13 January 2020) that upon resolution of the development footprint the biodiversity credits required to offset future development impacts should be determined by applying Stage 1 of the BAM to areas of land proposed for land intensification and entering the Stage 1 data into the BAM calculator.

Biodiversity Australia, together with the landowner and representatives for the landowner, subsequently met with PMHC and BCD on 24 January 2020 where the potential development footprint was discussed. The PMHC minutes from this meeting confirm:

- That the BCD do not consider the northern vegetated potion of the site as High Environmental Value given its isolation to other environmental lands and data showing recent koala road kills in the locality; and
- That a better approach is to consolidate the environmental lands in the south and retain some significant koala feed trees and hollow bearing tees, this being compensation for vegetation removal in the north.

It is considered that the amended zone plan detailed in this report is consistent with the meeting outcomes as:

- The areas of High Environmental Value (HEV) have been consolidated and increased in the southern area of proposed E2 and within the buffer along the common boundary with the SCA; and
- The enlargement of the southern HEV lands ensures that additional trees (surveyed trees 869, 870, 872, 874, 876, 877, 886 & 887) will be retained within the proposed Environmental Conservation zone.

Additionally, the amended zone plan provides for the retention an additional eight trees (Trees 836, 837, 839, 842, 853, 854, 886, 887) near the common boundary with the SCA that includes trees with disturbed bark (consistent with Koala claw marks).

On this basis the principles of avoid, minimise and offset have been used to resolve the development footprint and this development footprint is the subject of this Stage 1 ecological assessment.

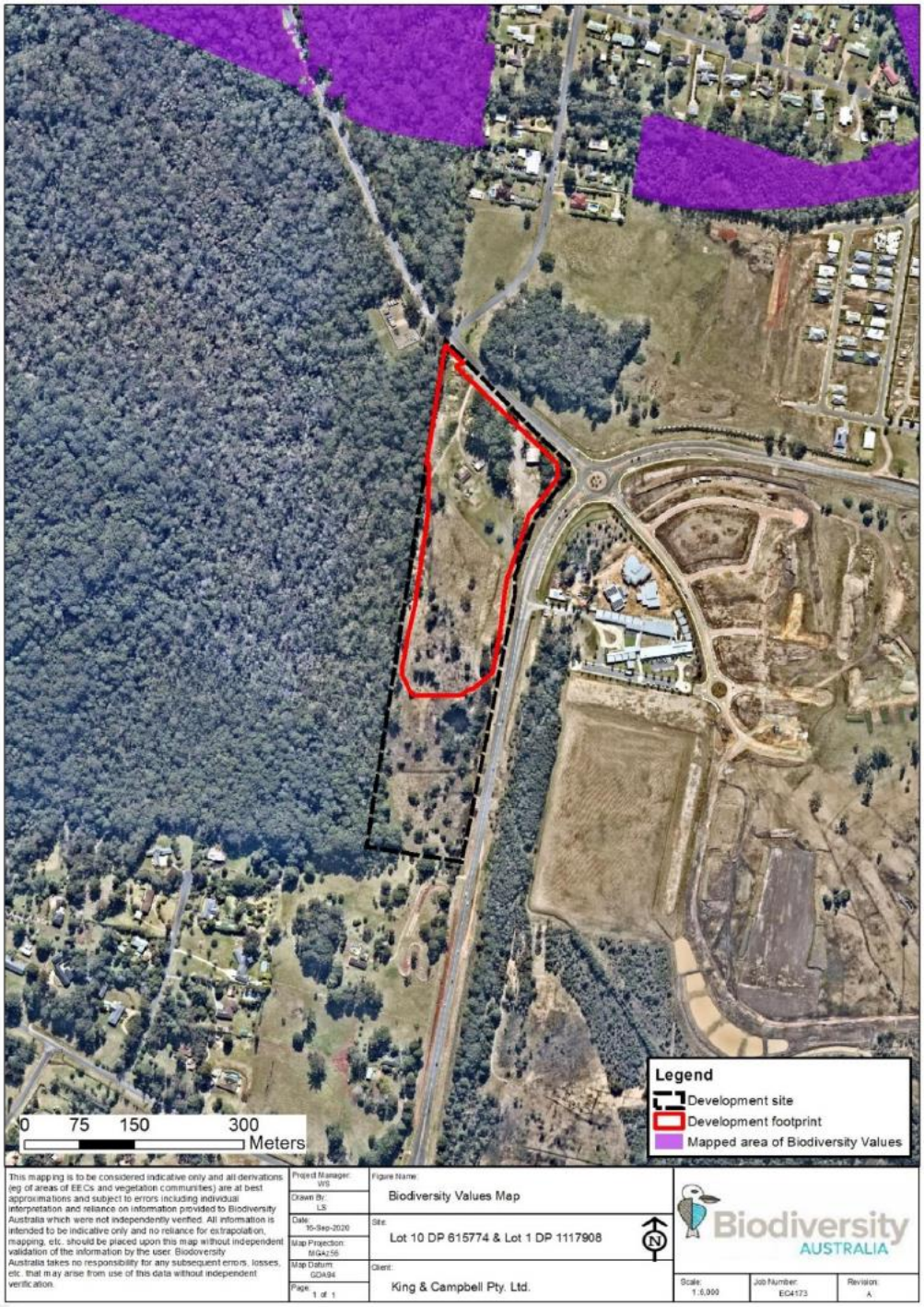
## 1.1 Requirement for the BDAR

The *BC Act* includes the Biodiversity Offset Scheme (BOS) which applies to developments where clearing exceeds a certain threshold or areas that are mapped on the Biodiversity Values Map.

The proposal is for the rezoning of two Lots with a total area of 9.6 hectares. Review of the NSW Government *Biodiversity Values Map* indicates that no area of the subject site is mapped (Figure 1). The NSW Government *BOS Entry Threshold Report* identifies a Minimum Lot Size of 40 hectares over these Lots. As such a clearing threshold of one (1) hectare applies. Due to the level of vegetation removal that would be required for future subdivision of the subject site, the BOS would apply.

The Department of Industry, Planning and Environment (DPIE) has previously advised that Stage 1 (Biodiversity Assessment) of the Biodiversity Assessment Method (BAM) is required to be applied to rezoning proposals. The principles of avoid, minimise offset are also to be applied and the proposal must assess for potential Serious and Irreversible Impacts. This report addresses these components of the BAM.

Figure 1: Biodiversity Value Map



## 1.2 Definitions Used in the Report

This report uses the following key definitions:

- **Subject site:** defined as the area subject to the proposed rezoning on Lot 6 DP 1210904 and Lot 10 DP615775 which is approximately 9.6 hectares in area.
- **Study area:** land within a 100-metre radius of the subject site (minimum extent to which indirect impacts such as edge effects will be detectable).
- **Locality:** land within a ten (10) kilometre radius of the subject site.

## 1.3 Structure of the Report

This report has been structured using guidance provided in Appendix 10 of the BAM. It is structured as follows:

- Section 1 provides background information for the assessment.
- Section 2 describes the landscape features of the site.
- Section 3 describes the native vegetation features of the site.
- Section 4 describes the threatened species and habitat features associated with the site.
- Section 5 provides a preliminary credit assessment.
- Section 6 provides an assessment of High Ecological Value Land on the site
- Section 7 details avoidance and minimisation measures for the proposal.
- Section 8 provides an assessment of any serious and irreversible impacts associated with the proposal.

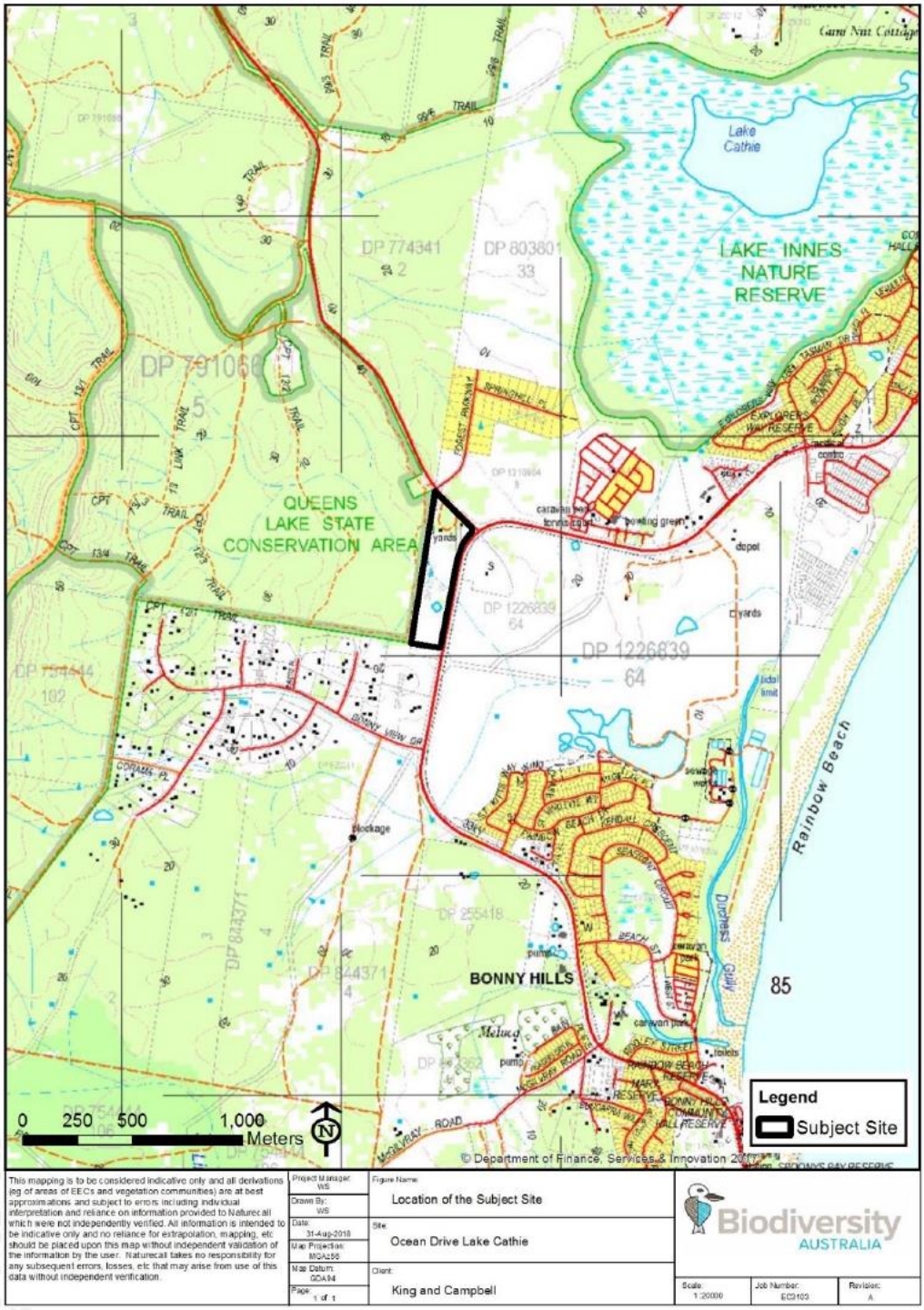
## 1.4 Description of the Subject Site

The subject site comprises two Lots on the corner of Houston Mitchell Drive and Ocean Drive at Lake Cathie, on the Mid North Coast. Access to the subject site is gained via Houston Mitchell Drive which runs along the northern site boundary. The combined area of the two Lots is 9.6 hectares.

The subject site largely comprises slashed exotic grassland and scattered trees. The northern extent of the site, adjacent Houston Mitchell Drive, was previously used for general industrial/truck/storage activities. These activities have now ceased, and the northern extent of the site currently includes a single dwelling, outbuildings and shed.

Vegetation within the subject site directly adjoins vegetation of Queens Lake State Conservation Area (SCA) to the west. The location of the subject site is shown in Figure 2.

Figure 2: Location of the subject site



### 1.4.1 Soils, Topography and Geology

The site is mostly level at ten metres elevation, increasing to 15 metres in the north. There are no watercourses on the site, however one large and three small farm dams occur. The site is underlain by a bedrock of the Watonga Formation which comprises slate, chert and slaty sandstone. An alluvial formation passes through the central and southern portion of the site as shown in Figure 3. This formation is defined as an Alluvial and Colluvial fan comprising fluvial sand, gravel, clay and silt (Troedson and Hashimoto 2008).

### 1.4.2 Land use and Disturbance History

The subject site has been extensively cleared in the past for agricultural practices, leaving only scattered trees and slashed exotic grassland. At the time of survey, agricultural practices had ceased on the subject site.

Currently, a single residence and infrastructure from ceased industrial/truck/storage activities occur in the north of the subject site. As a result, the northern portion of the subject site is frequently exposed to anthropogenic disturbances such as noise pollution, vehicle access, vegetation trampling and rubbish dumping.

## 1.5 Identification of Impact Footprint

The subject site is currently zoned *RU1 - Primary Production*. The proposal is to rezone the subject site to *IN2 - Light Industrial* and *E2 - Environmental Conservation*. The area proposed for Industrial zoning is located in the north of the site and covers 5.5 hectares. Within the proposed Industrial zoning area, there is a total of 1.4 hectares of native vegetation. This area provides street access in the far west of the northern site boundary and has been positioned in a way that will retain vegetated buffers along the north, east and west. The remaining 4.06 hectares of the site is proposed as a conservation offset area which would be rezoned to E2.

The rezoning proposal plan is provided in Figure 4.

Figure 3: Quaternary geology

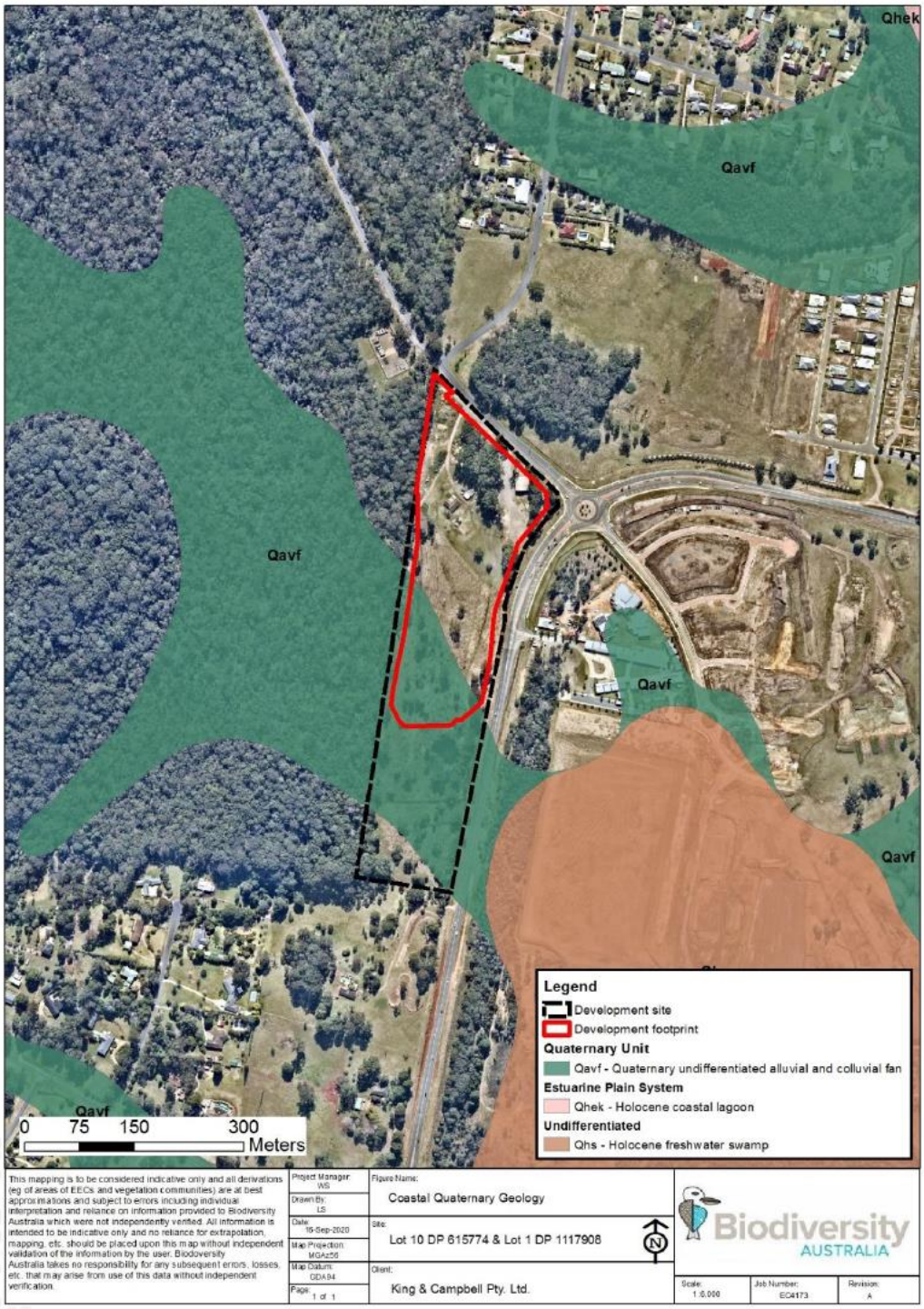
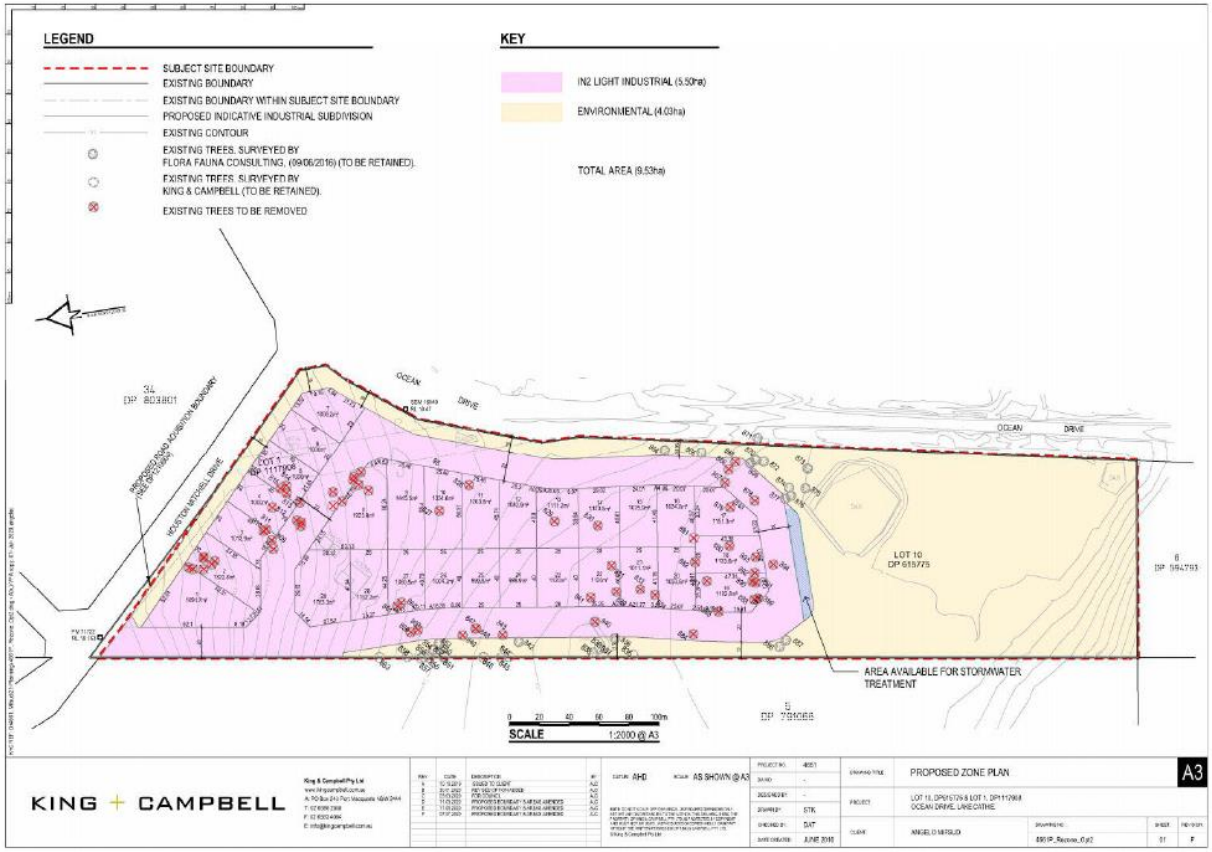


Figure 4: Proposed land zoning



## 1.6 Information Sources

The following databases and Geographic Information System (GIS) layers were searched/obtained:

- Department of Agriculture, Water and the Environment Protected Matters Search Tool (DAWE 2020a);
- Office of Environment and Heritage NSW BioNet/Atlas of Wildlife (DPIE 2020a).
- Office of Environment and Heritage Threatened Biodiversity Data Collection (DPIE 2020b).
- NSW Government - Biodiversity Values Map and Threshold Tool and digital data layer (DPIE 2020c).
- Coastal Quaternary Geology – North Coast of NSW digital data layer (Troedson & Hashimoto 2008);
- Port Macquarie LGA Vegetation Communities and EECs digital data layer (Biolink 2013a); and
- Port Macquarie LGA Koala Habitat digital data layer (Biolink 2013b).

Two ecological reports have been prepared over the subject site in recent years. These following reports were reviewed in preparation of this report:

- Ecological Assessment for Rezoning Proposal (Biodiversity Australia 2018).
- Ecological Assessment EA-2015-1611 (FloraFauna Consulting 2016).

## 1.7 Summary of Previous Ecological Assessments

### 1.7.1 FloraFauna Consulting

FloraFauna Consulting conducted ecological investigations over the site in 2016. The objectives of the assessment were to:

- Describe the ecological characteristics of the study area including identifying protected and threatened flora and fauna species, populations and ecological communities and their habitats;
- Identify the direct and indirect impacts of the proposed activity on flora and fauna species, populations, ecological communities and critical habitat;
- Assess the nature, extent, frequency, duration and timing of impacts;
- Assess the extent to which the proposed activity contributes to processes threatening the survival of biota on the site;
- Assess the significance of the impact of the proposed activities on species, ecological communities and populations listed under the TSC Act, FM Act and EPBC Act; and
- Propose management measures to minimise or mitigate and if necessary offset impacts.

#### 1.7.1.1 Survey Methods

Field surveys were conducted from 2-6 June 2016. The survey methods employed were as follows:

- Random meander flora surveys;
- Threatened flora searches;
- Habitat assessment;
- Habitat search;
- Diurnal bird survey;
- Scat and sign search;
- Koala habitat assessment and survey;
- Stag watch (2 nights);
- Spotlighting (2 nights);
- Amphibian survey (day and night searches); and
- Microbat call detection (2 nights).

#### 1.7.1.2 Results

*Vegetation Communities*

The vegetation communities over the site were described as Dry Sclerophyll Forest and Derived Grassland. The Dry Sclerophyll Forest was limited to the north of the site and dominated by White Stringybark and Tallowwood with mid stratum species dominated by Black Oak. Ground cover was largely a mix of native grass species.

The derived grassland was described as being dominated by Whisky grass, Narrow-leaved Carpet grass, Rhodes Grass and Paspalum, along with common pasture weeds such as White Clover, Paddy's Lucerne and Lambs Tongue.

Neither of these communities qualified as Endangered Ecological Communities under the NSW BC Act or EPBC Act.

*Habitat Features*

Koala Food Trees were recorded and surveyed during the field survey. A total of 22 were recorded and these comprised the primary species Tallowwood, Forest Red Gum, Swamp Mahogany; secondary species Small-fruited Grey Gum and White Stringybark and 'other' species comprising Broad-leaved Paperbark.

Hollow-bearing Trees were recorded and surveyed during the field survey. A total of three hollow-bearing trees were recorded. Some of these can be retained and only one hollow-bearing tree is nominated for removal.

Aquatic habitat was recorded on the site. This consisted of four farm dams which had been colonized by native sedge and rush species. The introduced Plague Minnow was recorded in all of the dams.

*Recorded and Potentially Occurring Threatened Species*

Only two threatened fauna species were confidently recorded during the survey comprising the Little Bent-wing Bat (Vulnerable BC Act) and the Grey-headed Flying Fox (Vulnerable BC Act and EPBC Act). The Koala (Vulnerable BC Act and EPBC Act) was also considered highly likely to occur, although direct evidence was not found.

The following species were listed as potential occurrences:

- Lesser Swamp Orchid;
- Green and Golden Bell Frog;
- Black-necked Stork;
- Square-tailed Kite;
- Swift Parrot;
- Varied Sittella;
- Koala;
- Squirrel Glider;
- Yellow-bellied Glider;
- Eastern Free-tail Bat;
- Golden-tipped Bat;
- Eastern Bent-wing Bat;
- Southern Myotis;
- Greater Broad-nosed Bat; and
- Eastern Cave Bat.

*SEPP 44 – Koala Habitat Protection*

A Potential and Core Koala habitat assessment was undertaken. This found that the site qualified as Potential Koala Habitat due to the presence of SEPP 44 Listed food trees on the site. The assessment however concluded that the site would be unlikely to comprise Core Koala Habitat due to the lack of evidence of a resident Koala population or breeding females.

*TSC Act Significance Assessments*

The recorded and potentially occurring threatened species were subject to the 7 Part test. This concluded that the proposal is unlikely to result in a significant impact and a Species Impact Statement is not required.

*EPBC Act 1999 – MNES Assessment Results*

The recorded and potentially occurring threatened species that are listed under the EPBC Act (Koala, Grey-headed Flying Fox, Swift Parrot) were subject to MNES Assessment of Significance. This concluded that the proposal is unlikely to result in a significant impact on EPBC Act listed species and a referral is not required.

#### 1.7.1.3 Recommendations

The ecological report provided the following recommendations:

- Pre-clearing survey;
- Hollow-bearing tree removal protocol;
- Replacement nest boxes;
- Tree replacement;

- Regeneration of retained vegetation; and
- Weed management.

### 1.7.2 Biodiversity Australia

Biodiversity Australia undertook an ecological assessment of the subject site in 2018, with the aim to apply the Biodiversity Assessment Method to data obtained in 2016.

Assessment was conducted, based on a proposed rezoning development plan which rezoned 5.81 hectares of the subject site as *IN2 - Light Industrial*. The remaining 3.73 hectares of the subject site was assessed as a conservation offset area to be zoned as *E3 - Environmental Management*.

#### 1.7.2.1 Survey Methods

Field surveys were conducted on the 30th August and 7th September 2018. The survey methods employed were as follows:

- Vegetation integrity plots;
- Habitat assessment;
- Diurnal bird surveys; and
- Secondary evidence searches.

#### 1.7.2.2 Results

*Vegetation Communities*

Vegetation within the subject site was assessed according to the NSW Plant Community Type (PCT) Classification. Three (3) native vegetation communities were identified within the site comprising a Dry Sclerophyll Forest Community, Swamp Forest Community and a Shrubby Open Sclerophyll Forest Community. These were assigned to the following PCTs:

- *No. 695: Blackbutt - Turpentine - Tallowwood shrubby open forest of the coastal foothills of the central NSW North Coast Bioregion;*
- *No. 1230: Swamp Mahogany swamp forest on coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion*; and
- *No. 1262: Tallowwood - Small-fruited Grey Gum dry grassy open forest of the foothills of the NSW North Coast*.

*Recorded Threatened Species*

One threatened species, the Little Lorikeet (Vulnerable BC Act) was recorded during survey. A small flock of this species was heard and seen flying overhead the subject site. No other threatened flora or fauna was recorded during survey.

*Potentially Occurring Threatened Species and Credit Calculations*

An assessment of habitat features within the subject site determined that suitable habitat for a number of ecosystem credit species occurred. As such, ecosystem credits for the proposed

removal of vegetation within the proposed IN2 area were calculated. As the assessment was conducted as per the Small Area Development streamlined assessment module of the BAM, ecosystem credits were calculated for the dominant vegetation type. Credit calculations indicted a requirement of 12 ecosystem credits for the PCT 1262.

An assessment of potentially occurring species credit species determined that suitable habitat for the follow species occurred:

- Square-tailed Kite;
- Squirrel Glider;
- Brush-tailed Phascogale;
- Koala;
- Masked Owl (breeding);
- *Maundia triglochinoides*; and
- Biconvex Paperbark.

Assessment determined that previous surveys were an adequate indication of the absence of these species, hence species credits were not calculated.

#### 1.7.2.3 Recommendations

The ecological report reiterated recommendations provided by FloraFauna (2016). No additional recommendations were provided.

# 2. Landscape Features & Site Context

## 2.1 Site Context

### 2.1.1 IBRA Bioregions and Subregions

The subject site is located in the NSW North Coast Bioregion and the Macleay Hastings subregion. The subject site is located in both the Port Macquarie Coastal Ramp and Manning-Macleay Coastal Alluvial Plains Mitchell Landscapes.

### 2.1.2 Native Vegetation Extent in 1500m Buffer

A 1500-metre buffer was established around the subject site (Figure 5). Analysis with GIS has determined that there is approximately 58% native vegetation cover within the 1500-metre buffer.

### 2.1.3 Cleared Areas

A number of cleared areas occur on the subject site as a result of current and historic agricultural practices. In addition to these cleared areas, all vegetated areas have been under-scrubbed and are maintained via regular slashing.

Cleared areas also adjoin the subject site, as these areas are in use as rural-residential properties.

### 2.1.4 Landscape Features

The following table shows the presence of landscape features on the site and provides details of these features if present.

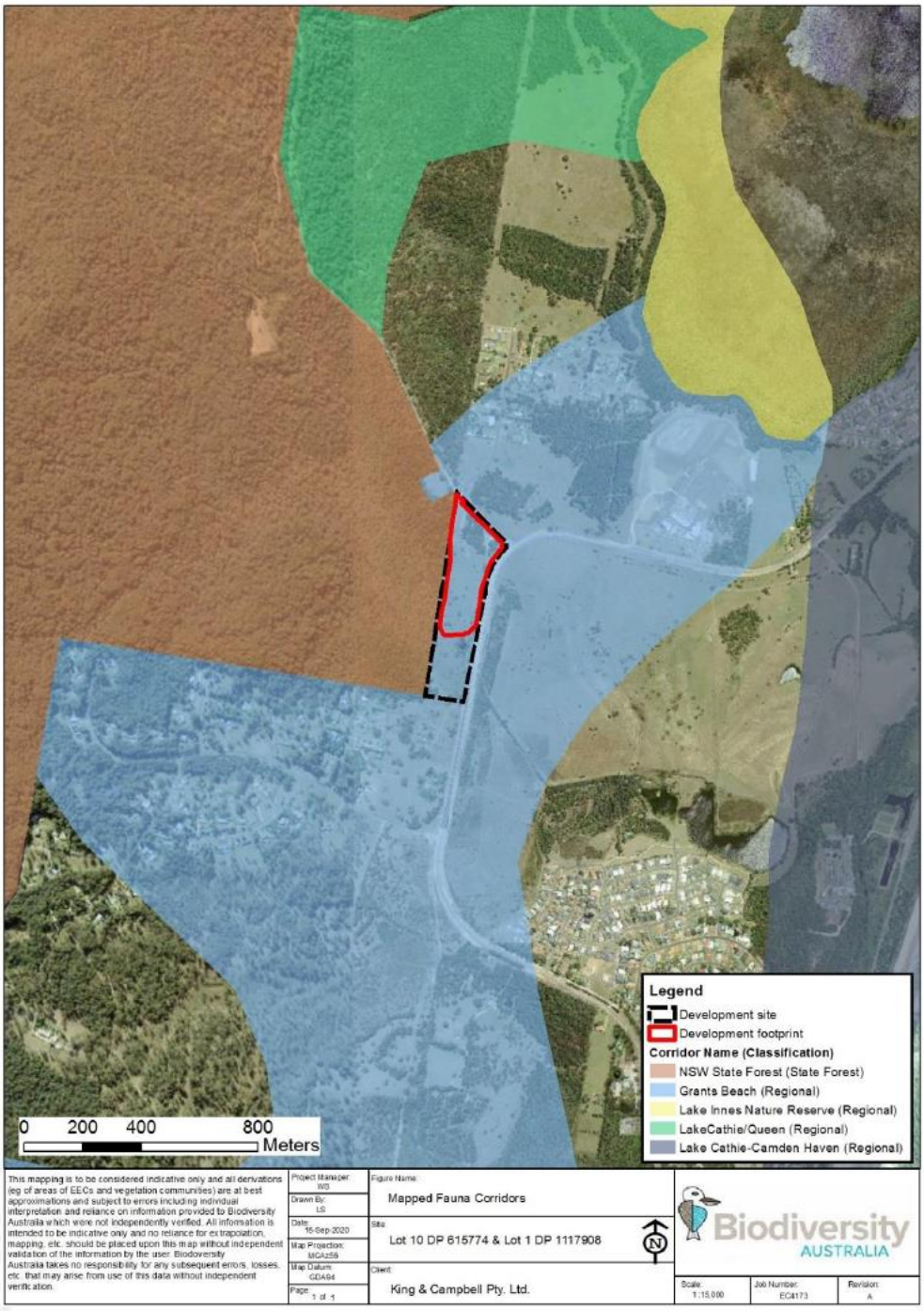
Table 2: Landscape features present

| Feature | Present on site? | Present on adjoining land? | Description |
|---|---|---|---|
| Rivers and Streams | No | No | Absent |
| Important Local Wetlands | No | No | Absent |
| Connectivity Features | Yes | Yes | The subject site falls within the Grants Beach regional corridor (Figure 6).<br>The subject site forms part of the north-west portion of this corridor which extends south to the township of Grants Beach.<br>Several other corridors are mapped in the near vicinity of the subject site with the site directly adjoining a NSW Sate Forest to the west.<br>Vegetation within the subject site forms a marginal vegetated connection to habitat in the south however with the Queens Lake SCA directly adjoining, the site is unlikely to form a key corridor to fauna. |

| Feature | Present on site? | Present on adjoining land? | Description |
|---|---|---|---|
| | | | The subject site is bordered by major roads in the north and east, limiting connectivity features in these directions. |
| Areas of Geological Significance (e.g. karst, caves, crevices, cliffs) | No | No | Absent |
| Soil Hazard Features | No | No | Absent |
| Areas of Outstanding Biodiversity Value | No | No | Absent |

Figure 5: Native vegetation extent

Figure 6: Mapped Fauna Corridors



# 3. Native Vegetation

## 3.1 Survey Methods

Vegetation surveys were undertaken by Biodiversity Australia's Ecologists on the 30th August and 7th September 2018, with a targeted flora survey undertaken on 18th September 2020.

### 3.1.1 Vegetation Integrity Survey

Seven (7) vegetation integrity survey plots were undertaken within the subject site in 2018 (Biodiversity Australia 2018). Of these, six (6) were conducted in native vegetation. Each plot consists of a 20x20 metre plot in which floristic composition and structural attributes are collected, and a 20x50 metre plot which collect ecosystem function attributes.

The following information was collected within the vegetation plot:

- Observer, location and date;
- Plot dimensions and orientation;
- Photographic record of vegetation;
- Vegetation Class and Plant Community Type (PCT);
- Physical features and disturbance history;
- Full flora list;
- Growth form cover and abundance of each species;
- Exotic and High Threat Exotic (HTE) plant cover;
- Number of large trees;
- Recruitment;
- Presence of hollow-bearing trees;
- Length of logs; and
- Litter cover.

The field data collected was tallied and input into the BAM calculator to determine a vegetation integrity score for each vegetation zone.

### 3.1.2 Vegetation Classification and Mapping

Vegetation communities within the subject site were sampled by Biodiversity Australia in 2018. Field survey methods utilised by Biodiversity Australia to classify vegetation communities consisted of vegetation plots described above and through walking random meander transects. The random meander transects also allowed for a more comprehensive flora inventory on the subject site.

The vegetation classification is based on the NSW Plant Community Type (PCT) Classification.

Plant species were identified to species or subspecies level and nomenclature conforms to that currently recognised by the Royal Botanic Gardens and follows Harden and PlantNET for changes since Harden.

## 3.2 Plant Community Types

A total of three (3) Plant Community Types (PCTs) occur within the subject site. These consist of two dry sclerophyll forests and a swamp forest community. The location of each community is mapped in Figure 7 and details of these are described as follows:

*Dry Sclerophyll Forest Community* – Comprises the vegetated areas within the north of the subject site. This community occurs in a moderate condition state with regular disturbance from residential and previous industrial activities. The dominant species in this community were Tallowwood and Small-fruited Grey Gum although other eucalypt species are present.

*Swamp Forest Community* – This community occurs patchily, in poor condition, throughout the central and southern portion of the site. The extent of this community within the subject site comprised scattered trees with all areas of this community historically under-scrubbed and regularly slashed. Dominant species are Swamp Mahogany and Broad-leaved Paperbark.

*Shrubby Open Sclerophyll Forest Community* – This community occurs in the south-western corner of the subject site. It occurs in a modified condition and forms an extension of vegetation within the adjoining State Conservation Area. Dominant species are Turpentine and Blackbutt with the occasional Tallowwood. The extent of this community within the subject site occurs in the area proposed for rezoning to *E2 - Environmental Conservation*.

Areas of vegetation not described or mapped consist of derived exotic pasture grassland.

Figure 7: Vegetation communities within the subject site

## 3.3 Plant Community Type Descriptions

The following provides a description of the Plant Community Types (PCTs) within the area proposed for *IN2 - Light Industrial* zoning. As detailed in Section 3.2, a total of three (3) native vegetation communities were identified within the subject site, with only two of these occurring within the proposed IN2 area. These vegetation communities have been classified as the following PCTs:

- *No. 1262: Tallowwood - Small-fruited Grey Gum dry grassy open forest of the foothills of the NSW North Coast*; and
- *No. 1230: Swamp Mahogany swamp forest on coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion*.

A portion PCT 1230 occurs on a coastal floodplain and is analogous with the *BC Act* listed Threatened Ecological Community (TEC) *Swamp Sclerophyll Forest on Coastal Floodplains of the NSW North Coast, Sydney Basin and South East Corner bioregions*. This is further discussed in Section 3.3.3.

A description of all native vegetation communities within the subject site is provided below, with photos following.

### 3.3.1 Community 1: Dry Sclerophyll Forest

This community occurs on site in a moderate condition. The following table describes the this the extent of this community within the subject site.

Table 3: Vegetation community 1 description

| | |
|---|---|
| Vegetation Community (NSW PCT) | No. 1262: Tallowwood - Small-fruited Grey Gum dry grassy open forest of the foothills of the NSW North Coast |
| Vegetation Class | Northern Hinterland Wet Sclerophyll Forests |
| EEC Status | Not an EEC |
| Vegetation Zones | 1 |
| Condition Class | Moderate |
| Number of Plots | 1 |
| Percent cleared | 30 |
| Location and Area | Occurs in the north of the site. The area in the subject site totals 0.68 ha with 0.55 ha of this within the areas proposed for IN2 zoning. |
| Description | **a) Canopy:**<br>*Structure and Species:* Dominant species interchanges between Tallowwood (*Eucalyptus microcorys*), Small-fruited Grey Gum (*Eucalyptus propinqua*) and Grey Ironbark (*Eucalyptus siderophloia*). Other associated species include White Stringybark (*Eucalyptus globoidea*) and Red Mahogany (*Eucalyptus resinifera*).<br>Foliage cover varies throughout this community with vehicle access paths and storage materials for the light industrial activities on site located throughout. Canopy heights range from 18-25 metres.<br><br>**b) Understory:** |

| | |
|---|---|
| | *Structure and Species:* The understorey in this community is very sparse to absent and dominated by Maiden's Wattle (*Acacia maidenii*) and Prickly-leaved Tea Tree (*Melaleuca styphelioides*).<br><br>**c) Shrub layer:**<br>*Structure and Species:* A sparse layer dominated by Coffee Bush (*Breynia oblongifolia*), Spiny-headed Mat-rush (*Lomandra longifolia*) and the exotics, Lantana (*Lantana camara*) and Cobbler's Pegs (*Bidens pilosa*). Other species in this layer include species such as Large Mock-olive (*Notelaea longifolia*), Elderberry Panax (*Polyscias sambucifolia*) and Native Raspberry (*Rubus parvifolius*).<br><br>**d) Ground layer:**<br>*Structure and Species:* Groundcover in this community comprises native grasses and herbs, interspersed with an abundance of exotics. Areas of native groundcover are dominated by Blady Grass (*Imperata cylindrica*), Kangaroo Grass (*Themeda triandra*), Australian Basket Grass (*Oplismenus aemulus*), Whiteroot (*Pratia purpurascens*) and Kidney Weed (*Dichondra repens*).<br>Exotics in this layer comprise of species such as Common Paspalum (*Paspalum dilatatum*), Broadleaf Paspalum (*Paspalum mandiocanum*), Cranesbill Geranium (*Geranium molle*), Paddy's Lucerne (*Sida rhombifolia*) and Purpletop (*Verbena bonariensis*).<br><br>**e) Lianas, scramblers, etc.:**<br>*Structure and Species:* Scramblers were present throughout these areas, with species including Wombat Berry (*Eustrephus latifolius*), Scrambling Lily (*Geitonoplesium cymosum*), Climbing Guinea Flower (*Hibbertia scandens*), Hairy Apple Berry (*Billardiera scandens*), Dusky Coral Pea (*Kennedia rubicunda*) and *Glycine clandestina*. |
| Condition | This community has been largely cleared in the past and currently represents mature regrowth. Understorey and shrub layers are largely absent and weed cover is moderate in the ground layer. |

Photo 1: View of Community 1 from the northern site boundary

Photo 2: Areas of disturbed groundcover in Community 1

### 3.3.2 Community 2: Swamp Forest

The following table describes the extent and condition of Community 2 within the area proposed for *IN2 - Light Industrial* zoning.

Table 4: Vegetation community 2 description

| | |
|---|---|
| Vegetation Community (NSW PCT) | No 1230: Swamp Mahogany swamp forest on coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion |
| Vegetation Class | Coastal Swamp Forests |
| EEC Status | Swamp Sclerophyll Forest on Coastal Floodplains of the New South Wales North Coast, Sydney Basin and South East Corner Bioregions |
| Vegetation Zones | 2 |
| Condition Class | Poor |
| Number of Plots | 2 |
| Percent cleared | 75 |
| Location and Area | Occurs as small isolated patches in the central and southern portions of the site surrounded by managed exotic grassland. Area in the subject site totals 2.19 ha with 1.57 ha of this analogous with the Swamp Sclerophyll EEC. |
| Description | **a) Canopy:** *Structure and Species:* A sparse, open canopy consisting of Swamp Mahogany (*Eucalyptus robusta*), Broad-leaved Paperbark (*Melaleuca quinquenervia*), Forest Red Gum (*Eucalyptus tereticornis*), Pink Bloodwood (*Corymbia intermedia*), Swamp Oak (*Casuarina glauca*) and *Eucalyptus patentinervis* (*Eucalyptus robusta x Eucalyptus tereticornis* hybrid). |

| | |
|---|---|
| | Height ranges from 12-30 metres.<br><br>**b) Understory:**<br>*Structure and Species:* Sparsely present as a result of historic clearing. Species comprised canopy juveniles, Flax-leaved Paperbark (*Melaleuca linariifolia*), Prickly-leaved Tea Tree (*Melaleuca styphelioides*) and Cheese Tree (*Glochidion ferdinandi*).<br>Height in this layer range between 6-12 metres.<br><br>**c) Shrub layer:**<br>*Structure and Species:* A very sparse to absent shrub layer as a result of regular maintenance and slashing. Species in this layer consist of Lantana (*Lantana camara*), Senna (*Senna pendula*),<br><br>**d) Ground layer:**<br>*Structure and Species:* Groundcover comprised of exotics such as Broadleaf Paspalum, Common Paspalum, South African Pigeon Grass (*Setaria sphacelata*), Billygoat Weed (*Ageratum houstonianum*), Fireweed (*Senecio madagascariensis*), Cobbler's Pegs (*Bidens pilosa*). Natives present in layer consist of Blady Grass, Whiteroot (*Pratia purpurascens*), Spiny-headed Mat-rush (*Lomandra longifolia*), Slender Flat-sedge (*Cyperus gracilis*) and Tall Sedge (*Carex appressa*), River Buttercup (*Ranunculus inundatus*), Blue Flax Lily (*Dianella caerulea*) and Kidney Weed (*Dichondra repens*).<br>Groundcover in this community is regularly slashed. Heights ranged from 0.05-0.5 metres.<br><br>**e) Lianas, scramblers, etc.:**<br>*Structure and Species:* Sparse scramblers occur in this community. Species comprise of Scrambling Lily (*Geitonoplesium cymosum*) and Common Silkpod (*Parsonsia straminea*). |
| Condition | Poor condition - only comprises scattered trees and small patches of native groundcover. Exotic pasture grasses dominate the groundcover. |

Photo 3: View of Community 2 in the centre of the subject site

### 3.3.3 Justification of PCT Classification

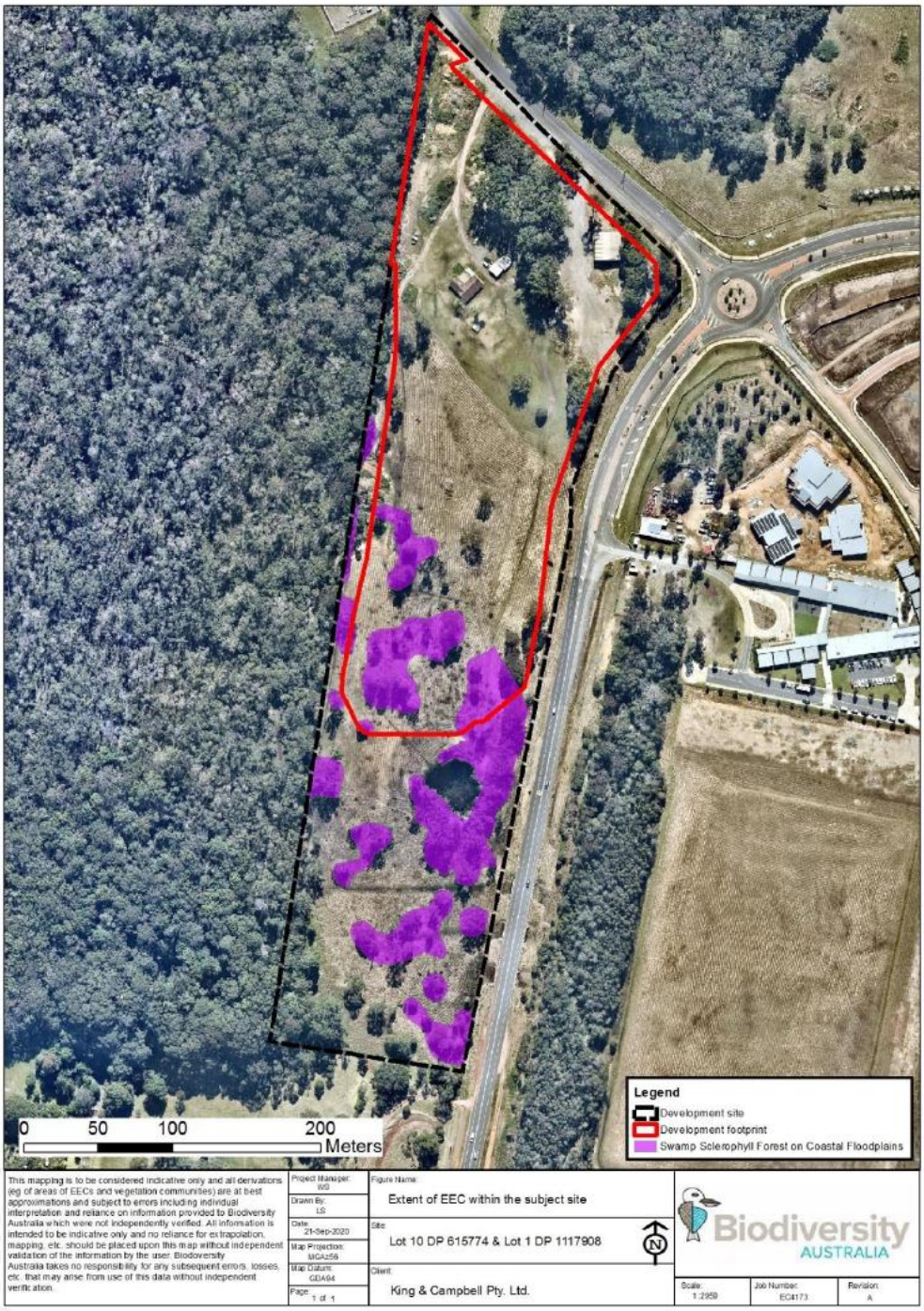
The PCT *Tallowwood - Small-fruited Grey Gum dry grassy open forest of the foothills of the NSW North Coast* was assigned to the vegetation in the north of the subject site. This PCT was assigned to this vegetation community as the majority of diagnostic species within the upper, middle and ground stratum were present.

The PCT *Swamp Mahogany swamp forest on coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion* was assigned to the majority of vegetation within the subject site. This PCT matches the dominant species present within the site, with very few diagnostic species absent. This PCT was not a perfect match with many of the diagnostic species of the middle and ground stratum absent, however the site has been historically cleared and large portions of this community on site has been supressed with regular mowing.

A portion of this community is analogous with a *BC Act* listed EEC. The extent of this community occurring on a floodplain has been assigned the EEC *Swamp Sclerophyll Forest on Coastal Floodplains of the New South Wales North Coast, Sydney Basin and South East Corner Bioregions*. Figure 8 maps the extent of this EEC within the subject site.

This EEC occurs in a highly disturbed state, with only scattered canopy trees present across most of its extent. Patches of native groundcover with characteristic species also occur in places.

Figure 8: Extent of EEC within the subject site



## 3.4 Vegetation Integrity Assessment

### 3.4.1 Vegetation Zones and Integrity Scores

Three native vegetation communities have been mapped over the subject site. Table 5 below provides the current vegetation integrity scores for each community within the area proposed for *IN2 - Light Industrial* zoning, which has been derived from the BAM field plots undertaken.

Table 5: Vegetation zone and current integrity score

| Vegetation Community | Vegetation Zone | Condition Class | No. of plots | Patch Size Category | Area impacted | Vegetation Integrity (VI) Score | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Composition | Structure | Function | Total |
| No. 1262: Tallowwood - Small-fruited Grey Gum dry grassy open forest of the foothills of the NSW North Coast | 1 | Moderate | 2 | >100 ha | 0.55 ha | 50 | 45.1 | 26.4 | 39.1 |
| No. 1230: Swamp Mahogany swamp forest on coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion | 2 | Poor | 1 | >100 ha | 0.85 ha | 40.6 | 52.7 | 57.9 | 49.9 |

# 4. Threatened Species

## 4.1 Ecosystem Credit Species

Ecosystem credit species are threatened species which can be reliably predicted to occur by vegetation surrogates and landscape features. Targeted survey is not required for these species.

Some species which have specialised breeding requirements have dual credit classes to account for differences in foraging and breeding habitat. For example, Glossy Black Cockatoo foraging habitat can be reliably predicted through vegetation associations, however breeding habitat is specialised and requires hollow-bearing trees with hollows greater than 15 centimetres diameter and greater than five metres above the ground (DAWE 2020a).

The BAM calculator produces a list of ecosystem credit species based on a number of attributes including Bioregion and subregion, patch size and the vegetation and habitat data collected in the field.

### 4.1.1 List of Species Derived

The threatened species derived from the BAM calculator are presented in Table 6. Any additional species determined likely to be present by Biodiversity Australia were also added to the list and entered as an additional species in the BAM calculator.

These species have been predicted to occur based on the vegetation and habitat types present and are classed with ecosystem credits. Additional species, predicted to occur by the BAM calculator, which have been excluded from this list due to not meeting habitat and/or geographic requirements are listed in Table 7.

Table 6: Ecosystem credit species predicted to occur

| Common Name | Scientific Name | Listing Status | | Sensitivity to Loss |
|---|---|---|---|---|
| | | *BC Act* | *EPBC Act* | |
| Regent Honeyeater (foraging) | *Anthochaera phrygia* | CE | CE | **Very High** |
| Dusky Woodswallow | *Artamus cyanopterus cyanopterus* | V | - | Moderate |
| Australasian Bittern | *Botaurus poiciloptilus* | E | E | High |
| Glossy Black Cockatoo (foraging) | *Calyptorhynchus lathami* | V | - | Moderate |
| Hoary Wattled Bat | *Chalinolobus nigrogriseus* | V | - | Moderate |
| Brown Treecreeper (eastern subspecies) | *Climacteris picumnus victoriae* | V | - | Moderate |
| Barred Cuckoo-shrike | *Coracina lineata* | V | - | Moderate |
| Varied Sittella | *Daphoenositta chrysoptera* | V | - | Moderate |
| Spotted-tailed Quoll | *Dasyurus maculatus* | V | E | High |
| Black-necked Stork | *Ephippiorhynchus asiaticus* | E | - | High |
| Eastern False Pipistrelle | *Falsistrellus tasmaniensis* | V | - | Moderate |
| Little Lorikeet | *Glossopsitta pusilla* | V | - | Moderate |

| Common Name | Scientific Name | Listing Status | | Sensitivity to Loss |
|---|---|---|---|---|
| | | *BC Act* | *EPBC Act* | |
| White-bellied Sea-Eagle (foraging) | *Haliaeetus leucogaster* | V | - | Moderate |
| Little Eagle (foraging) | *Hieraaetus morphnoides* | V | - | Moderate |
| Black Bittern | *Ixobrychus flavicollis* | V | - | Moderate |
| Swift Parrot (foraging) | *Lathamus discolor* | E | CE | **Very High** |
| Square-tailed Kite (foraging) | *Lophoictinia isura* | V | - | Moderate |
| Eastern Coastal Free-tailed Bat | *Micronomus norfolkensis* | V | - | Moderate |
| Little Bent-wing Bat (foraging) | *Miniopterus australis* | V | - | Moderate |
| Large Bent-wing Bat (foraging) | *Miniopterus orianae oceanensis* | V | - | Moderate |
| Barking Owl (foraging) | *Ninox connivens* | V | - | Moderate |
| Powerful Owl (foraging) | *Ninox strenua* | V | - | Moderate |
| Eastern Osprey (foraging) | *Pandion cristatus* | V | - | Moderate |
| Yellow-bellied Glider | *Petaurus australis* | V | - | Moderate |
| Golden-tipped Bat | *Phoniscus papuensis* | V | - | Moderate |
| Eastern Chestnut Mouse | *Pseudomys gracilicaudatus* | V | - | Moderate |
| Grey-headed Flying Fox (foraging) | *Pteropus poliocephalus* | V | V | Moderate |
| Superb Fruit-Dove | *Ptilinopus superbus* | V | - | Moderate |
| Yellow-bellied Sheath-tail Bat | *Saccolaimus flaviventris* | V | - | Moderate |
| Greater Broad-nosed Bat | *Scoteanax rueppellii* | V | - | Moderate |
| Common Blossom Bat | *Syconycteris australis* | V | - | Moderate |
| Masked Owl (foraging) | *Tyto novaehollandiae* | V | - | Moderate |
| Listing Key: Critically Endangered (CE), Endangered (E), Vulnerable (V). | | | | |

Table 7: Ecosystem credit species not predicted to occur on site

| Species | Listing Status | | Habitat/Geographic constraints |
|---|---|---|---|
| | *BC Act* | *EPBC Act* | |
| **Pale-vented Bush-hen**<br>*Amaurornis moluccana* | V | - | BAM Habitat constraints - Waterbodies / Dense vegetation within 300 m of or in shallows of streams or other natural or artificial wetlands<br>BAM Geographic constraints - North of South West Rocks<br>**BAM constraints not met:**<br>*Geographic* - The subject site is not located within the specified geographic range for this species. The subject site is located approximately 80 kilometres south of South West Rocks. |
| **Koala (foraging)**<br>*Phascolarctos cinereus* | V | V | BAM Habitat constraints - None<br>**Other constraints:**<br>Upon advice from OEH, until guidelines are prepared as to how to identify ecosystem credit attributes for this species, this species is to be assessed as a species credit species only and not as an ecosystem credit species. |
| **Diamond Firetail**<br>*Stagonopleura guttata* | V | - | BAM Geographic constraints - North of Kempsey and west of Skillion Nature Reserve<br>**BAM constraints not met:**<br>*Geographic* - The subject site is not located within the specified geographic range for this species. The subject site is located approximately 55 kilometres south of Kempsey and east of Skillion Nature Reserve. |

## 4.2 Species Credit Species

Species credit species are threatened species or elements of their habitat that cannot be confidently predicted by vegetation surrogates and landscape features. Targeted survey is required for these species if the subject site contains suitable habitat and is within the predicted range of the species.

### 4.2.1 List of Species Derived

The following table lists the candidate threatened species (species credits) that have been derived from the BAM calculator. Any additional species determined likely to be present by Biodiversity Australia were also added to the list and entered as an additional species in the BAM calculator. An assessment has been undertaken to determine if the habitat and geographic requirements are met on the subject site, and if targeted survey is required.

The species with suitable habitat/geographic requirements on the site requiring targeted survey are provided in Table 8 along with the survey timing for each species (from the Department of Planning, Industry and Environment Threatened Species profile database) in which targeted surveys should be undertaken. Targeted survey has been undertaken for these species using the survey methods described in Section 4.3.

Species that have been excluded from the candidate species list are provided in Table 9 along with the assessment of habitat and geographic requirements which were not met. Targeted survey is not required for these species.

Table 8: List of candidate species credit species

| Common Name | Scientific Name | Listing Status | | SAII Species? | Survey Timing |
|---|---|---|---|---|---|
| | | *BC Act* | *EPBC Act* | | |
| **Flora** | | | | | |
| Scented Acronychia | *Acronychia littoralis* | E | E | **Yes** | Year round |
| Dwarf Heath Casuarina | *Allocasuarina defungens* | E | E | No | Year round |
| Trailing Woodruff | *Asperula asthenes* | V | V | No | Oct-Mar |
| Leafless Tongue Orchid | *Cryptostylis hunteriana* | V | V | No | Nov-Jan |
| Spider Orchid | *Dendrobium melaleucaphilum* | E | - | No | Aug-Sep |
| Willawarrin Doubletail | *Diuris disposita* | E | - | **Yes** | Sep-Oct |
| Tree Guinea Flower | *Hibbertia hexandra* | E | - | No | Year round |
| Noah's False Chickweed | *Lindernia alsinoides* | E | - | **Yes** | Nov-Feb |
| Maundia triglochinoides | *Maundia triglochinoides* | V | - | No | Nov-Mar |
| Biconvex Paperbark | *Melaleuca biconvexa* | V | V | No | Year round |
| Grove's Paperbark | *Melaleuca groveana* | V | - | No | Year round |
| Rusty Plum | *Niemeyera whitei* | V | - | No | Year round |
| Red-flowered King of the Fairies | *Oberonia titania* | V | - | No | Year round |
| Milky Silkpod | *Parsonsia dorrigoensis* | V | E | No | Year round |

| Common Name | Scientific Name | Listing Status | | SAII Species? | Survey Timing |
|---|---|---|---|---|---|
| | | *BC Act* | *EPBC Act* | | |
| Southern Swamp Orchid | *Phaius australis* | E | E | No | Sep-Oct |
| Scant Pomaderris | *Pomaderris queenslandica* | E | - | No | Year round |
| Tinospora Vine | *Tinospora smilacina* | E | - | No | Year round |
| **Fauna** | | | | | |
| Rufous Bettong | *Aepyprymnus rufescens* | V | - | No | Year round |
| Laced Fritillary | *Argynnis hyperbius* | E | CE | **Yes** | Mar-Jun |
| Bush Stone-curlew | *Burhinus grallarius* | E | - | No | Year round |
| Glossy Black Cockatoo (breeding) | *Calyptorhynchus lathami* | V | - | No | Mar-Aug |
| White-eared Monarch | *Carterornis leucotis* | V | - | No | Year round |
| Wallum Froglet | *Crinia tinnula* | V | - | No | Year round |
| Little Eagle (breeding) | *Hieraaetus morphnoides* | V | - | No | NA |
| Pale-headed Snake | *Hoplocephalus bitorquatus* | V | - | No | Nov-Mar |
| Stephens' Banded Snake | *Hoplocephalus stephensii* | V | - | No | Oct-Mar |
| Mangrove Honeyeater | *Lichenostomus fasciogularis* | V | - | No | Year round |
| Green and Golden Bell Frog | *Litoria aurea* | E | V | No | Nov-Mar |
| Green-thighed Frog | *Litoria brevipalmata* | V | - | No | Oct-Mar |
| Square-tailed Kite (breeding) | *Lophoictinia isura* | V | - | No | Sep-Jan |
| Parma Wallaby | *Macropus parma* | V | - | No | Year round |
| Stuttering Frog | *Mixophyes balbus* | E | V | **Yes** | Sep-Mar |
| Southern Myotis | *Myotis macropus* | V | - | No | Oct-Mar |
| Giant Dragonfly | *Petalura gigantea* | E | - | **Yes** | Dec-Jan |
| Squirrel Glider | *Petaurus norfolcensis* | V | - | No | Year round |
| Brush-tailed Phascogale | *Phascogale tapoatafa* | V | - | No | Dec-Jun |
| Koala (breeding) | *Phascolarctos cinereus* | V | V | No | Year round |
| Common Planigale | *Planigale maculata* | V | - | No | Year round |
| Red-backed Button-quail | *Turnix maculosus* | V | - | No | Year round |
| Listing Key: Endangered (E), Vulnerable (V). | | | | | |

Table 9: List of species credit species excluded

| Species | Listing Status | | Habitat/Geographic constraints |
|---|---|---|---|
| | *BC Act* | *EPBC Act* | |
| **Flora** | | | |
| **North Brother Wattle**<br>*Acacia courtii* | V | V | BAM Habitat constraints - Rocky areas / Shallow soils in dry open forest or rocky slopes<br>BAM Geographic constraints - Queens Lake (Laurieton to Johns River)<br>**BAM constraints not met:**<br>*Habitat* - Vegetation community surveys described in this report confirmed that these habitats do not occur within the subject site.<br>*Geographic* - The subject site is located outside the range of Laurieton to Johns River, although is located approximately 5 kilometres north of Queens Lake. |
| **Floyd's Grass**<br>*Alexfloydia repens* | E | - | BAM Geographic constraints - Lower Warrell Creek<br>**BAM constraints not met:**<br>*Geographic* - The subject site is located approximately 90 kilometres south of Warrell Creek. This hence, does not meet the geographic criteria for this species. |
| **Eucalyptus seeana (population in the Greater Taree LGA)**<br>*Eucalyptus seeana* | E | - | BAM Geographic constraints - Greater Taree LGA<br>**BAM constraints not met:**<br>*Geographic* - The subject site is located in the Port Macquarie-Hastings LGA which is outside of the geographic range for this species. |
| **Big Nellie Hakea**<br>*Hakea archaeoides* | V | V | BAM Geographic constraints - West of Pacific Highway and south of Kempsey-Armidale Road<br>**BAM constraints not met:**<br>*Geographic* - Although located south of Kempsey-Armidale Road, the subject site is east of the Pacific Highway. |
| **Fauna** | | | |
| **Regent Honeyeater (breeding)**<br>*Anthochaera phrygia* | CE | CE | BAM Habitat constraints - As per mapped areas<br>**BAM constraints not met:**<br>*Habitat* - The DPIE Regent Honeyeater Important Area Mapping was reviewed on the 14th September 2020. Review of this mapping indicated that the subject site is not mapped as an important area for the Regent Honeyeater. The nearest mapped areas for this species are located greater than 180 kilometres north-west and south-west of the site. |
| **Eastern Pygmy-possum** | V | - | *BAM constraints* - none |

| Species | Listing Status | | Habitat/Geographic constraints |
|---|---|---|---|
| | *BC Act* | *EPBC Act* | |
| *Cercartetus nanus* | | | *Additional constraints:*<br>*Habitat degraded* - This species requires an abundant nectar source to feed and is commonly found in areas with a thick heathy shrub layer. The subject site is too degraded for this species with very minimal/no canopy and shrub layer present. Refer to Photos 4-5 for photographic evidence of the degraded habitat. |
| **White-bellied Sea-Eagle (breeding)**<br>*Haliaeetus leucogaster* | V | - | *BAM Habitat constraints (breeding) -* Living or dead mature trees with suitable vegetation within 1km of rivers, lakes, large dams or creeks, wetlands and coastlines<br>**BAM constraints not met:**<br>*Breeding habitat* - This species requires mature trees within 1km of a large, permanent water source to breed. The nearest large water source is greater than 1km away from the subject site, hence the required breeding habitat for this species does not occur on site. |
| **Swift Parrot (breeding)**<br>*Lathamus discolor* | E | CE | *BAM Habitat constraints (breeding)* –Other (as per mapped areas) - map not released yet by DPIE<br>**BAM constraints not met:**<br>*Breeding habitat* - Consultation with the DPIE has confirmed that the subject site is not mapped as containing important habitat for the Swift Parrot. |
| **Davies' Tree Frog**<br>*Litoria daviesae* | V | - | *BAM Habitat constraints -* Streams or swamps or within 250 m of waterbodies<br>*BAM Geographic constraints* - South of Hastings River<br>**BAM constraints not met:**<br>*Habitat* -Although a single farm dam occurs within the subject site, this does not provide suitable habitat for this species. An on-ground and an aerial imagery assessment has determined that no permanent streams or swamps occur within or adjacent to the subject site.<br>*Additional constraints:*<br>*Geographic* - This species is only known to occur above 400 metres elevation (DPIE 2020a, DPIE 2020b). The subject site is located as approximately ten metres elevation. |
| **Little Bent-wing Bat (breeding)**<br>*Miniopterus australis* | V | - | *BAM Habitat constraints (breeding) –* Cave, tunnel, mine, culvert or other structure known or suspected to be used for breeding including species records in BioNet with microhabitat code 'IC – in cave'; observation type code 'E nest-roost'; with numbers of individuals >500; or from the scientific literature<br>**BAM constraints not met:** |

| Species | Listing Status | | Habitat/Geographic constraints |
|---|---|---|---|
| | *BC Act* | *EPBC Act* | |
| | | | *Breeding Habitat* - This species is known to occur in well-timbered areas in a variety of vegetation communities. Breeding habitat comprises caves and tunnels within these communities. No caves or tunnels occur within the subject site hence breeding habitat does not occur. |
| **Large Bent-wing Bat (breeding)**<br>*Miniopterus orianae oceanensis* | V | - | *BAM Habitat constraints (breeding)* - Cave, tunnel, mine, culvert or other structure known or suspected to be used for breeding including species records in BioNet with microhabitat code 'IC – in cave'; observation type code 'E nest-roost'; with numbers of individuals >500; or from the scientific literature<br>**BAM constraints not met:**<br>*Breeding Habitat* - This species is known to occur in well-timbered areas in a variety of vegetation communities. Breeding habitat comprises caves and tunnels within these communities. No caves or tunnels occur within the subject site hence breeding habitat does not occur. |
| **Giant Barred Frog**<br>*Mixophyes iteratus* | - | E | *BAM Habitat constraints* - Land within 50 m of semi-permanent and permanent drainages<br>**BAM constraints not met:**<br>*Habitat* - An aerial imagery assessment determined that the subject site is not within 50 m of any semi-permanent or permanent drainages. A drainage depression occurs in the south of the subject site, however it is not permanent and unlikely to comprise suitable habitat for this species. |
| **Barking Owl (breeding)**<br>*Ninox connivens* | V | - | *BAM Habitat constraints (breeding)* - Living or dead trees with hollows greater than 20 cm diameter and greater than 4m above the ground.<br>**BAM constraints not met:**<br>*Breeding Habitat* - Although one large hollow occurs within the development footprint, it is not of sufficient size to support breeding for this species. |
| **Powerful Owl (breeding)**<br>*Ninox strenua* | V | - | *BAM Habitat constraints (breeding)*- Living or dead trees with hollow greater than 20cm diameter<br>**BAM constraints not met:**<br>*Breeding Habitat* - Although one large hollow occurs within the development footprint, it is not of sufficient size to support breeding for this species. |
| **Black Grass-dart Butterfly**<br>*Ocybadistes knightorum* | E | - | BAM constraints - none<br>**Other constraints:**<br>*Habitat* – According the Bionet Atlas (DPIE 2020a), this species is highly constrained to just above the king tide mark and larval food source is restricted to Floyd's grass (*Alexfloydia repens*). Floyd's grass was not identified within the subject site and the site is located greater than one kilometre away from the coast. |

| Species | Listing Status | | Habitat/Geographic constraints |
|---|---|---|---|
| | *BC Act* | *EPBC Act* | |
| **Eastern Osprey (breeding)**<br>*Pandion cristatus* | V | - | *BAM Habitat constraints* - Living and dead trees (>15 m) or artificial structures within 100 m of a floodplain for nesting<br>**BAM constraints not met:**<br>*Breeding Habitat* - Inspection of aerial imagery has identified that the subject site is not located within 100 m of a floodplain. |
| **Brush-tailed Rock-wallaby**<br>*Petrogale penicillata* | E | V | *BAM Habitat constraints* - Land within 1 km of rocky escarpments, gorges, steep slopes, boulder piles, rock outcrops or cliff lines<br>*BAM Geographic constraints* - West of a north-south line through Kempsey<br>**BAM constraints not met:**<br>*Habitat* - The subject site does not occur within 1 km of the required habitat features for this species. |
| **Long-nosed Potoroo**<br>*Potorous tridactylus* | V | V | BAM Habitat constraints - Dense shrub layer or alternatively high canopy cover exceeding 70% (i.e. to capture populations inhabiting wet sclerophyll and rainforest)<br>**BAM constraints not met:**<br>*Habitat* - Vegetation surveys have identified that the subject site contains very sparse canopy cover and minimal to no shrub layer. |
| **Grey-headed Flying Fox**<br>*(breeding)Pteropus poliocephalus* | V | V | BAM Habitat constraints - Breeding camps<br>**BAM constraints not met:**<br>*Habitat* - No breeding or roosting camps for this species are located within the subject site. The nearest breeding camp is located greater than 12 kilometres south-west of the subject site, at Kendall - Logans Crossing, |
| **Masked Owl (breeding)**<br>*Tyto novaehollandiae* | V | - | BAM Habitat constraints - Living or dead trees with hollow greater than 20cm diameter<br>**BAM constraints not met:**<br>*Habitat* - Although one large hollow occurs within the development footprint, it is not of sufficient size to support breeding for this species. |
| **Eastern Cave Bat**<br>*Vespadelus troughtoni* | V | - | BAM Habitat constraints - Caves / Within 2 km of rocky areas containing caves, overhangs, escarpments, outcrops, crevices or boulder piles, or within 2 km of old mines, tunnels, old buildings or sheds.<br>**BAM constraints not met:**<br>*Habitat* - An on-ground assessment and aerial imagery assessments have determined that none of the required habitat features for this species occurs within 2 km of the subject site. |

Listing Key: Critically Endangered (CE), Endangered (E), Vulnerable (V).

Photo 4: Limited canopy cover and shrub layer over the majority of the subject site

Photo 5: Evidence of disturbed habitat and limited shrub layer in the north of the subject site

## 4.3 Targeted Survey Methods

Targeted surveys were conducted for the candidate species identified in Table 8. Surveys were led by a BAM Accredited Principal Ecologist with over 12 years' experience in the ecological consulting industry. The surveys were conducted under Biodiversity Australia's scientific licence and animal research authority.

A detailed description of the survey methods used is provided in the following sections.

### 4.3.1 Flora Survey

A targeted survey for the following species was undertaken over the subject site on the 18th September 2020:

- Scented Acronychia;
- Dwarf Heath Casuarina;
- Spider Orchid;
- Willawarrin Doubletail;
- Tree Guinea Flower;
- Biconvex Paperbark;
- Grove's Paperbark;
- Rusty Plum;
- Red-flowered King of the Fairies;
- Milky Silkpod;
- Southern Swamp Orchid;
- Scant Pomaderris; and
- Tinospora Vine.

An additional targeted survey for the Trailing Woodruff, Leafless Tongue Orchid, Noah's False Chickweed and *Maundia triglochinoides* was be undertaken on the 25th November 2020.

The survey methodology consisted of parallel field traverses as per the NSW Guide to Surveying Threatened Plants (OEH 2016). This survey technique involves searches along transects within the subject site. The transects are a set distance apart depending on the life form and type of vegetation and cover the entire extent of potential habitat for each target plant species.

Four (4) transects were conducted within the subject site. The transects ran through the extent of vegetation proposed for IN2 zoning in a north/south direction and incorporated areas of native and exotic vegetation.

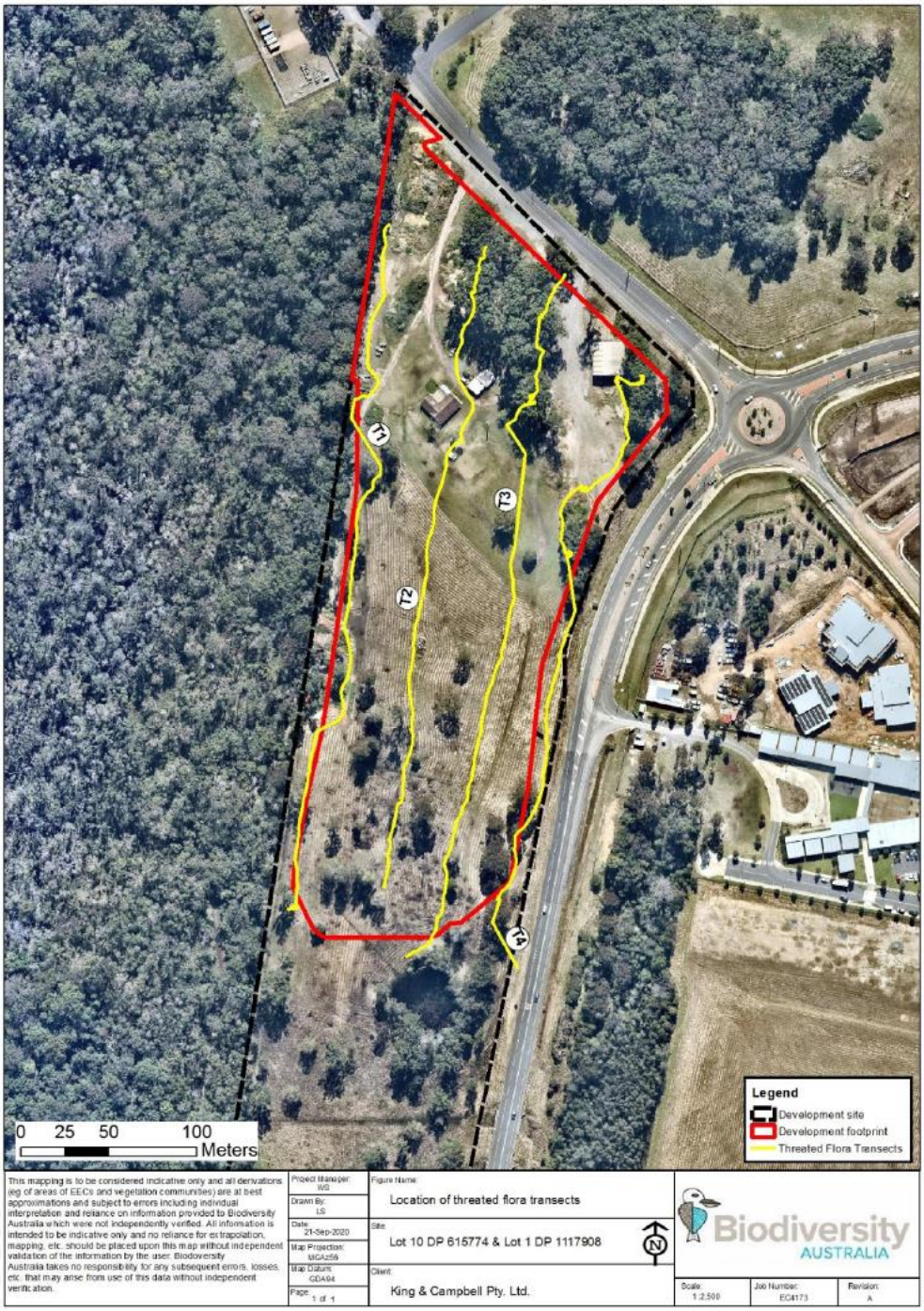
Opportunistic searches for threatened flora species were also undertaken during the vegetation plot surveys as well as during other activities on the subject site.

Figure 9 maps the location of targeted flora transects and Table 10 provides details of each transect.

Table 10: Targeted flora transect details

| Transect # | Bearing | Distance traversed (m) | Distance from previous traverse | Transect description |
|---|---|---|---|---|
| Transect 1 | 6 | 440 | - | Along the western boundary of the subject site. |
| Transect 2 | 198 | 395 | 50 | Through the centre of the subject site. |
| Transect 3 | 20 | 450 | 55 | Through the centre of the subject site. |
| Transect 4 | 195 | 540 | 40 | Along the eastern boundary of the subject site. |

Figure 9: Location of threatened flora transects



### 4.3.2 Fauna Survey

In consideration of the survey requirements of the candidate threatened fauna species, and other potentially occurring fauna species (DEC 2004, DECC 2007), a number of survey techniques have been utilised on site.

The following survey methods were conducted within the subject site in September 2020:

- Habitat evaluation;
- Searches for secondary evidence e.g. scats and tracks;
- Diurnal bird surveys;
- Passive Infra-Red (PIR) cameras;
- Hair tube surveys;
- Spotlighting and torch searches;
- Call playback and detection; and
- Hollow-bearing tree surveys.

The fauna surveys were undertaken by a Principal Ecologist and Ecologists under Biodiversity Australia's scientific license and animal research authority.

The methods per survey measure are detailed below.

#### 4.3.2.1 Habitat Evaluation

This was the main survey method employed to assess the suitability of site habitats for threatened species recorded in the locality, or in broadly similar habitats in the region.

Habitats on and adjacent to the subject site were defined and assessed according to parameters such as:

- Structural and floristic characteristics of the vegetation e.g. understorey type and development, crown depth, groundcover density, etc.
- Degree and extent of disturbance e.g. fire, logging, weed invasion, modification to structure and diversity, etc.
- Soil type and suitability e.g. for digging and burrowing.
- Presence of water in any form e.g. rivers, dams, creeks, drainage lines, soaks.
- Size and abundance of hollows and fallen timber.
- Presence of nests and dreys (with particular focus on Little Eagle and Square-tailed Kite nests).
- Availability of shelter e.g. rocks, logs, hollows, undergrowth.
- Wildlife corridors, refuges and proximate habitat types.
- Presence of mistletoe, nectar, gum, seed, sap, etc. sources.

This information is considered for evaluation of the potential occurrence of threatened species on or adjacent to the site based on cited ecology and personal experience/knowledge of the species.

#### 4.3.2.2 Secondary Evidence/Reptile Searches/Active Searches

Physical habitat searches of the site were undertaken during the survey which involved:

- Lifting up of debris (e.g. logs) to search for reptiles and frogs,
- Lifting of artificial potential habitat (corrugated iron) on site,
- Inspection of dense vegetation for bird nests,
- Raking of leaf litter for frogs and reptiles,
- Observation of likely basking sites (i.e. reptiles and frogs),
- Searches for scats, tracks, digging, sap incisions and scratches (e.g. Koala, gliders, etc.) over the site, and
- Searches for scats, owl regurgitation pellets and guano deposits.

A total of two (2) hours was specifically spent on general habitat searches with opportunistic searches also undertaken during other activities.

#### 4.3.2.3 Diurnal Bird Survey

This involved passive surveys (e.g. listening for bird calls) and active observation/binocular searches while walking around the entire subject site; and opportunistically during other activities. The diurnal bird surveys were a generalist survey however focus was on the detection of the following species:

- White-eared Monarch;
- Little Eagle;
- Mangrove Honeyeater;
- Square-tailed Kite; and
- Red-backed Button-quail.

A total of four-person hours was spent on bird surveys over two days.

#### 4.3.2.4 Passive Infra-red (PIR) Cameras

Eight (8) Stealthcam STC-G34 infra-red cameras were deployed on site for a period of ten (10) days each.

Four (4) were mounted on trees at a height of approximately four (4) metres facing a baited tube on a platform to target arboreal species. The remaining four (4) were placed on trees at approximately 0.5 metres height, facing a baited tube placed on the ground.

The tubes were baited with a mixture of oats, peanut butter, honey and vanilla essence; and targeted species such as the Rufous Bettong, Parma Wallaby, Squirrel Glider, Common Planigale and Red-backed Button-quail.

The location of the PIR cameras is shown in Figure 10.

#### 4.3.2.5 Hair Tube Surveys

Two (2) lines of hair tube surveys were deployed within the subject site for a period of ten (10) days each. Each line consisted of seven hair tubes, set, alternating between ground and arboreal mounting. Arboreal-mounted hair tubes were mounted on trees at a height of approximately four (4) metres to target arboreal species such as the Squirrel Glider. Ground-mounted hair tubes were placed on the ground to target ground-dwelling species such as the Rufous Bettong, Parma Wallaby and Common Planigale.

Hair tubes were set intermittently along each line with both lines covering a distance of approximately 110 metres each.

The hair tubes were baited with a mixture of oats, peanut butter, honey and vanilla essence.

Hair samples collected during the survey were forwarded to Trace Ecology for analysis.

#### 4.3.2.6 Spotlighting and Torch Searches

Spotlighting was conducted for a minimum of two (2) hours per night over four (4) nights in September and November 2020. The procedure involved walking with a hand held 1100 lumen LED spotlight over the development site, targeting the trunks and branches of canopy trees and understorey, and periodically scanning the ground.

Spotlighting and torch searches were a generalist survey however focus was made on the detection of the Rufous Bettong, Squirrel Glider, Koala, Pale-headed Snake and Stephens' Banded Snake. Torch searches for frogs were undertaken in conjunction with spotlighting around the subject sites' dams.

#### 4.3.2.7 Call Playback and Detection

Recorded calls of the following species were routinely played in the site and study area in September 2020:

- Bush Stone-curlew;
- Wallum Froglet;
- Stuttering Frog;
- Squirrel Glider; and
- Koala.

Additional calls of the Green and Golden Bell Frog and Green-thighed Frog were played in the site and study area in November 2020.

Calls for the birds and arboreal mammals were played through a portable MP3 player via a 30W PA system from a vehicle at a level approximating natural intensity of the species. The

general methodology involved an initial period of listening and spotlighting; followed by playback of the calls simulating a natural pattern. This was followed by ten (10) minutes of listening and 10-15 minutes spotlighting for fauna attracted by the calls (but not responding vocally), within a 100-metre radius of the playback point. Calls were played during each spotlighting session at a different location within the subject site. The location of call playback surveys is shown in Figure 10.

#### 4.3.2.8 Hollow-bearing Tree Survey

All hollow-bearing trees within proximity to the area proposed to be zoned IN2 were located and recorded via hand held GPS. Each tree was quantified (height, trunk diameter, number of hollows, location in tree and aperture diameter), marked with pink spray paint, and assigned an identifier number.

#### 4.3.2.9 Microbat Call Recording and Analysis

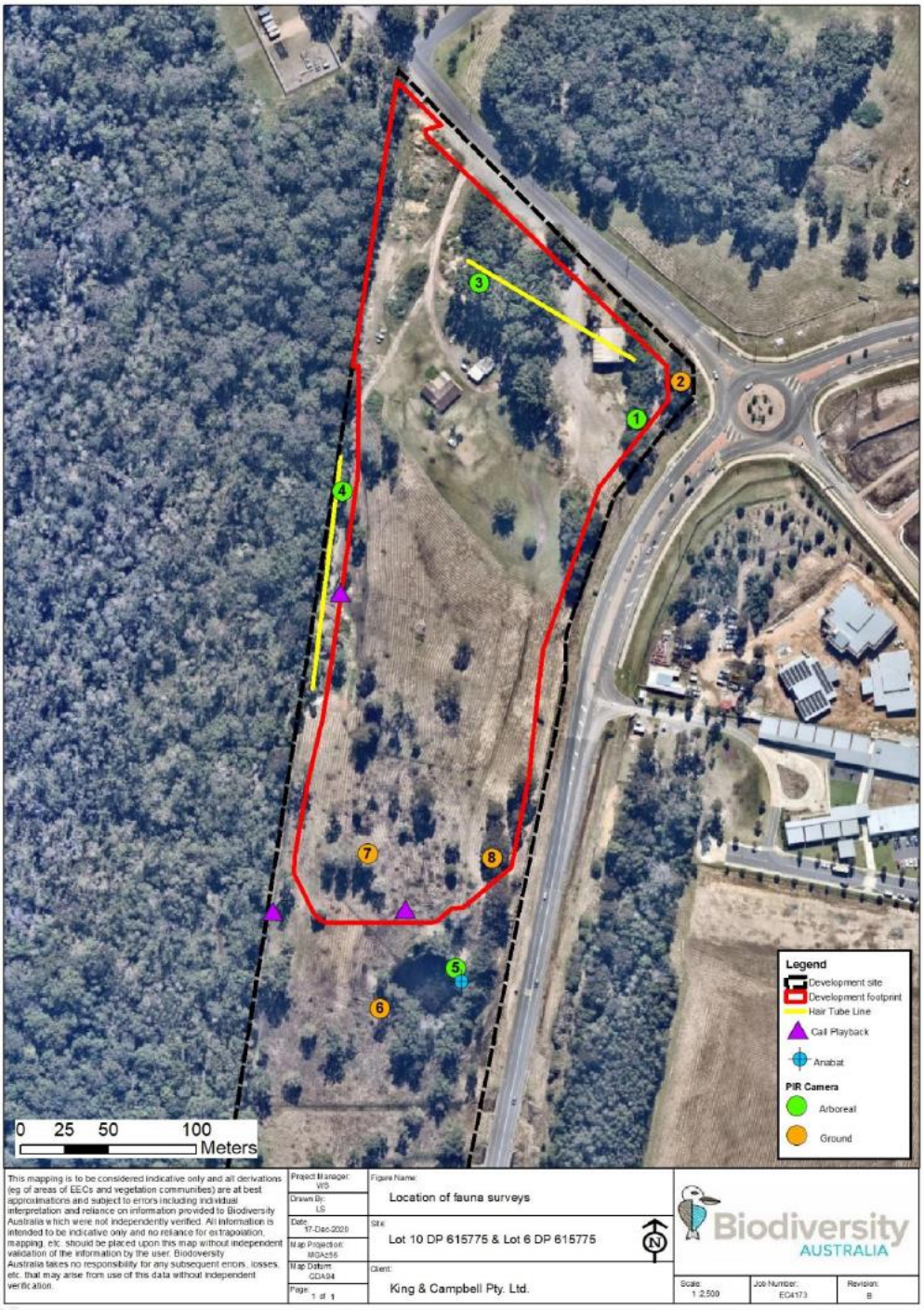
Microchiropteran bat call detection was undertaken using an Anabat Express unit (Titley Scientific). This survey method recorded all microchiropteran bats however the Southern Myotis was the target species. The Anabat Express unit was over seven (7) consecutive nights from the 16th-22nd November 2020, along the edge of the farm dam in the south of the development site.

Ideally, the Southern Myotis would be surveyed for via the deployment of a harp trap along the edge of a potential microbat corridor, however, as no such corridors occur on site, the bat call detection device was utilised in an area deemed most suitable to detect this species.

The recordings were forwarded to Dr. Anna McConville of Echo Ecology and Surveying, a bat call identification consultant, for identification of the bat species.

The survey location of the Anabat unit is shown in Figure 9.

Figure 10: Location of targeted fauna surveys



### 4.3.3 Weather Conditions

The weather over the main survey period was generally fine and sunny with only two (2) light-moderate rainfall days. The 10th of September saw a downpour of 29 mm which continued with an additional 18 mm the following day (BOM 2020). All other survey days were sunny and still.

Surveys were mainly conducted in Spring, which is typically a period of increasing temperatures. The minimum daily temperature ranged from 7°C to 13°C during the survey period. Maximum temperatures ranged between 20°C to 25°C.

## 4.4 Targeted Survey Results

### 4.4.1 Flora

Threatened flora surveys conducted in September and November 2020 did not detect the presence of any threatened flora species within the subject site.

### 4.4.2 Fauna

Fauna surveys detected an abundance of species across the multiple survey years. Field surveys identified 67 fauna species including four (4) amphibians, 49 birds, 14 mammals, one (1) reptile and one (1) fish.

Amphibians recorded on site were detected via a mix of call identification and visual observation. Species recorded consisted of common species such as the Common Eastern Froglet (*Crinia signifera*), Striped Marsh Frog (*Limnodynastes peronii*), Eastern Dwarf Tree Frog (*Litoria fallax*) and Laughing Tree Frog (*Litoria tyleri*).

Various bird species were recorded across the survey period consisting of species such as the Cicadabird (*Coracina tenuirostris*), Olive-backed Oriole (*Oriolus sagittatus*), Tawny Frogmouth (*Podargus strigoides*) and Rainbow Bee-eater (*Merops ornatus*). Some were observed on the site while others were seen flying over or heard calling from adjacent habitats. Other species, such as the Laughing Kookaburra (*Dacelo novaeguineae*), Satin Bowerbird (*Ptilonorhynchus violaceus*) and Willie Wagtail (*Rhipidura leucophrys*) were recorded via PIR cameras. Avian use of tree hollows within the subject site was also detected with feathered nesting material identified in the fork of a tree, immediately below a hollow and through direct observation of two (2) Scaly-breasted Lorikeets (*Trichoglossus chlorolepidotus*) entering a separate tree hollow.

Of note were the two (2) threatened bird species recorded during survey. The Little Lorikeet (*Glossopsitta pusilla*) was recorded during the 2020 and 2018 survey periods with the Powerful Owl (*Ninox strenua*) detected during the 2020 survey period only.

A small flock of Little Lorikeets was seen and heard flying over the subject site in 2018. During the 2020 survey period, this species was heard calling from within the Queens Lake SCA towards the north of the subject site. The Powerful Owl was also detected within this adjoining habitat through a response to a call playback survey. Both of these species are listed as *Vulnerable* under the BC Act.

In addition to avian species, mammals were also readily detected during the survey period. Mammals recorded included species such as the Common Brushtail Possum (*Trichosurus vulpecula*), Eastern Grey Kangaroo (*Macropus giganteus*) and Antechinus with Microchiropteran bats such as the Gould's Wattled Bat (*Chalinolobus gouldii*), Eastern Forest Bat (*Vespadelus pumilus*) and Chocolate Wattled Bat (*Chalinolobus morio*) recorded on site during the 2016 surveys (FloraFauna 2016).

Five (5) threatened mammals were recorded on site during the survey period. The Grey-headed Flying Fox (*Pteropus poliocephalus*) was heard calling from adjacent habitat to the north during spotlighting surveys in 2020, the Greater Broad-nosed Bat (*Scoteanax rueppellii*) was recorded via bat call detection unit, Little Bent-wing Bat (*Miniopterus australis*) was also recorded via bat call detection unit in 2016 (FloraFauna 2016) and the Eastern Chestnut Mouse (*Pseudomys gracilicaudatus*) was recorded via hair analysis from hair tube surveys in 2020. Whilst not directly detected utilising the subject site, scratches consistent with those made by the Koala were recorded on several tree trunks during the 2016 surveys by FloraFauna. All species are listed as *Vulnerable* under the BC Act, with the Grey-headed Flying Fox and Koala also listed as *Vulnerable* under the EPBC Act.

Numerous pest species were also recorded during survey. Vertebrate pests, comprising the Wild Dog (*Canis lupus familiaris*), Red Fox (*Vulpes vulpes*) and Rusa Deer (*Rusa timorensis*) were recorded utilising the subject site via PIR Cameras set in 2020 and one aquatic pest, the Mosquitofish (*Gambusia holbrooki*) was recorded in the farm dam during surveys conducted by FloraFauna in 2016.

The single reptile recorded during surveys consisted of the Eastern Water Dragon (*Intellagama lisuerii*) which was detected via an arboreal PIR camera set near the large farm dam in the south-east of the subject site.

Appendix A-2 provides a comprehensive fauna list recorded during the 2020, 2018 and 2016 surveys. Photos 6-11 display some of the fauna observed and Figure 11 provide the locations of threatened fauna recorded in 2020.

Photo 6: Laughing Kookaburra detected via PIR camera

Photo 7: Female Satin Bowerbird detected via PIR camera

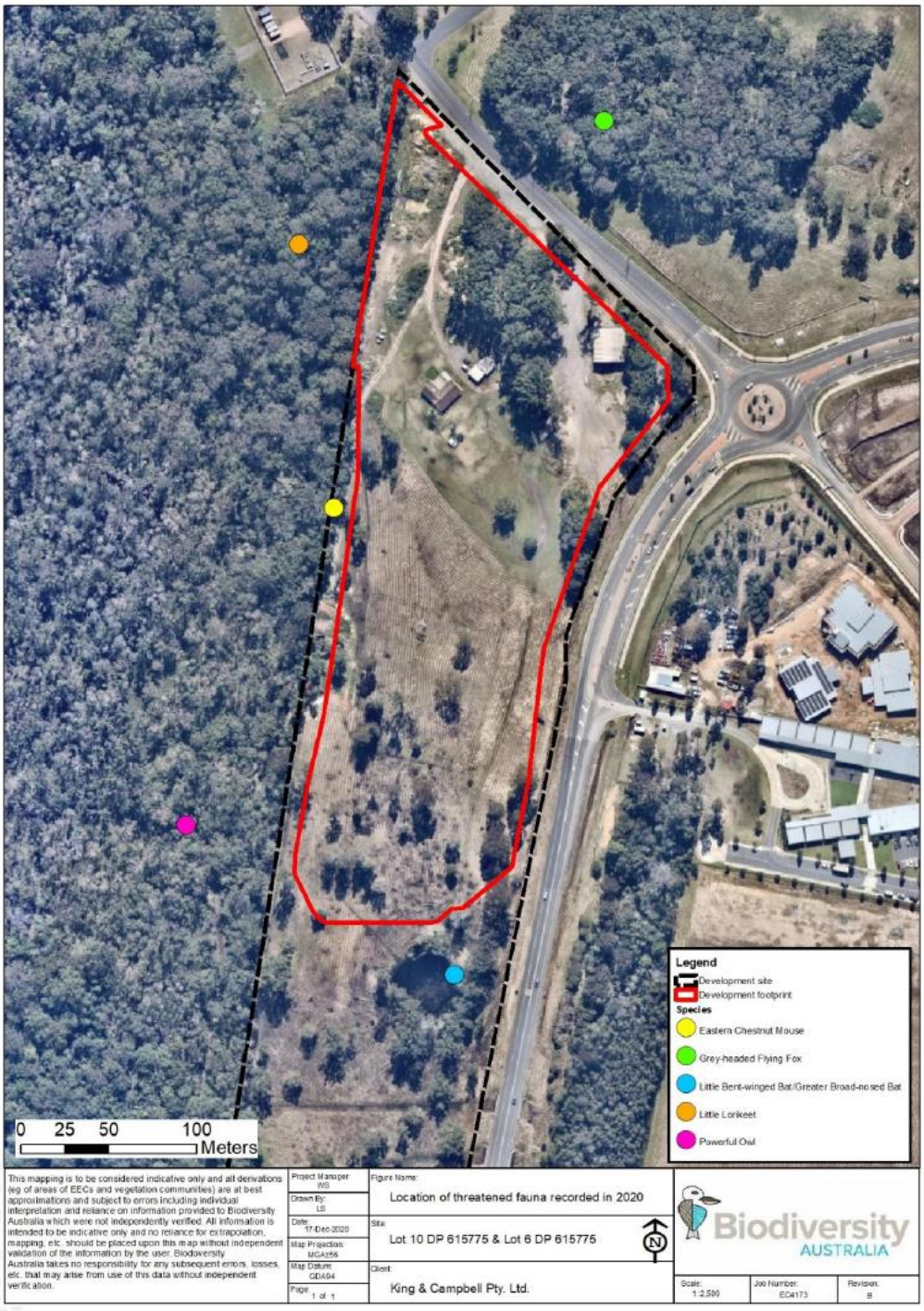
Photo 8: Brushtail Possum detected via PIR camera

Photo 9: Antechinus species detected via PIR camera

Photo 10: Eastern Water Dragon detected via PIR camera

Photo 11: Red Fox detected via PIR camera

Figure 11: Location of threatened fauna recorded



### 4.4.3 Species Credit Species

**Species detected**

The following table provides a list of the candidate species credit species subject to targeted survey. As shown in the table below, the Koala was recorded as utilising the subject site during the survey periods. A number of other species have not adequately been surveyed for; or have yet to be surveyed for within the required timing constraints. At the time of development application (DA) submission, if survey for these species is not carried out in accordance with BAM requirements, these species will be assumed to be present within the subject site and credits will be required.

The remaining targeted candidate species credit species were not detected on the subject site. During the course of targeted surveys, three (3) additional species credit species were identified within the subject site. Details of each of these are presented in Table 11. It must be noted that although the Little Lorikeet, Eastern Chestnut Mouse and Greater Broad-nosed Bat were recorded during survey, these species are ecosystem credit species only.

Table 11: Species credit species (fauna) survey results

| Common Name | Credit Class | Biodiversity Risk Weighting | Habitat components | Are habitat components met? | Are survey timing constraints met? | Species detected? |
|---|---|---|---|---|---|---|
| **Candidate species credit species** | | | | | | |
| **Scented Acronychia** *Acronychia littoralis* | Species | 3.00 | NA | NA | Yes | No |
| **Dwarf Heath Casuarina** *Allocasuarina defungens* | Species | 2.00 | NA | NA | Yes | No |
| **Trailing Woodruff** *Asperula asthenes* | Species | 2.00 | NA | NA | Yes | No |
| **Leafless Tongue Orchid** *Cryptostylis hunteriana* | Species | 1.50 | NA | NA | Yes | No |
| **Spider Orchid** *Dendrobium melaleucaphilum* | Species | 2.00 | NA | NA | Yes | No |
| **Willawarrin Doubletail** *Diuris disposita* | Species | 3.00 | NA | NA | Yes | No |
| **Tree Guinea Flower** *Hibbertia hexandra* | Species | 2.00 | NA | NA | Yes | No |
| **Noah's False Chickweed** *Lindernia alsinoides* | Species | 3.00 | NA | NA | Yes | No |
| - *Maundia triglochinoides* | Species | 2.00 | Swamps or waterbodies | Yes | Yes | No |

| Common Name | Credit Class | Biodiversity Risk Weighting | Habitat components | Are habitat components met? | Are survey timing constraints met? | Species detected? |
|---|---|---|---|---|---|---|
| **Biconvex Paperbark** *Melaleuca biconvexa* | Species | 2.00 | Swamps or creek edges | Yes | Yes | No |
| **Grove's Paperbark** *Melaleuca groveana* | Species | 2.00 | NA | NA | Yes | No |
| **Rusty Plum** *Niemeyera whitei* | Species | 2.00 | NA | NA | Yes | No |
| **Red-flowered King of the Fairies** *Oberonia titania* | Species | 2.00 | NA | NA | Yes | No |
| **Milky Silkpod** *Parsonsia dorrigoensis* | Species | 2.00 | NA | NA | Yes | No |
| **Southern Swamp Orchid** *Phaius australis* | Species | 2.00 | NA | NA | Yes | No |
| **Scant Pomaderris** *Pomaderris queenslandica* | Species | 2.00 | NA | NA | Yes | No |
| **Tinospora Vine** *Tinospora smilacina* | Species | 2.00 | NA | NA | Yes | No |
| **Rufous Bettong** *Aepyprymnus rufescens* | Species | 2.00 | NA | NA | Yes | No |
| **Laced Fritillary** Argynnis hyperbius | Species | 3.00 | *Viola betonicifolia* | Yes | No | **Survey pending** |
| **Bush Stone-curlew** *Burhinus grallarius* | Species | 2.00 | Fallen/ standing dead timber logs | Yes | Yes | No |
| **Glossy Black Cockatoo** *Calyptorhynchus lathami* | Ecosystem (foraging) Species (breeding) | 2.00 | Large tree hollows | Yes | Yes | No |
| **White-eared Monarch** *Carterornis leucotis* | Species | 2.00 | NA | NA | Yes | No |
| **Wallum Froglet** *Crinia tinnula* | Species | 1.50 | NA | NA | Yes | No |
| **Little Eagle** *Hieraaetus morphnoides* | Ecosystem (foraging) Species (breeding) | 1.50 | Nest trees | No | Yes | No |
| **Pale-headed Snake** *Hoplocephalus bitorquatus* | Species | 2.00 | NA | NA | Yes | No |

| Common Name | Credit Class | Biodiversity Risk Weighting | Habitat components | Are habitat components met? | Are survey timing constraints met? | Species detected? |
|---|---|---|---|---|---|---|
| **Stephens' Banded Snake** *Hoplocephalus stephensii* | Species | 2.00 | Hollow-bearing trees within arboreal vine tangles and fallen timber | No | Yes | No |
| **Mangrove Honeyeater** *Lichenostomus fasciogularis* | Species | 2.00 | NA | NA | Yes | No |
| **Green and Golden Bell Frog** *Litoria aurea* | Species | 2.00 | Swamps or waterbodies | Yes | Yes | No |
| **Green-thighed Frog** *Litoria brevipalmata* | Species | 1.50 | NA | NA | Yes | No |
| **Square-tailed Kite** *Lophoictinia isura* | Ecosystem (foraging) Species (breeding) | 1.50 | Nest trees | No | Yes | No |
| **Parma Wallaby** *Macropus parma* | Species | 2.00 | NA | NA | Yes | No |
| **Stuttering Frog** *Mixophyes balbus* | Species | 3.00 | NA | NA | Yes | No |
| **Southern Myotis** *Myotis macropus* | Species | 2.00 | Hollow-bearing trees, caves, bridges near riparian zones | Yes | Yes | No |
| **Giant Dragonfly** *Petalura gigantea* | Species | 3.00 | Swamps | Yes | No | **Survey pending** |
| **Squirrel Glider** *Petaurus norfolcensis* | Species | 2.00 | NA | NA | Yes | No |
| **Brush-tailed Phascogale** *Phascogale tapoatafa* | Species | 2.00 | Hollow-bearing trees | Yes | No | **Survey pending** |
| **Koala** *Phascolarctos cinereus* | Ecosystem (foraging) Species (breeding) | 2.00 | Areas identified as important habitat | Yes | Yes | **Yes** |
| **Common Planigale** *Planigale maculata* | Species | 2.00 | NA | NA | Yes | No |
| **Red-backed Button-quail** *Turnix maculosus* | Species | 2.00 | NA | NA | Yes | No |
| **Additional species credit species** | | | | | | |

| Common Name | Credit Class | Biodiversity Risk Weighting | Habitat components | Are habitat components met? | Are survey timing constraints met? | Species detected? |
|---|---|---|---|---|---|---|
| **Little Bent-wing Bat** *Miniopterus australis* | Ecosystem (foraging) Species (breeding) | 3.00 | Caves, tunnels, tree hollows, derelict mines, stormwater drains, culverts, bridges etc. | No - breeding habitat is absent on site | No | Yes - foraging only |
| **Powerful Owl** *Ninox strenua* | Ecosystem (foraging) Species (breeding) | 2.00 | Large tree hollows >20cm | No - hollows on site are not of sufficient size for this species | Yes | Yes - foraging only |
| **Grey-headed Flying Fox** *Pteropus poliocephalus* | Ecosystem (foraging) Species (breeding) | 2.00 | Breeding camps | No - breeding habitat is absent on site | No | Yes - foraging only |

The species credit species, the Koala, was recorded by FloraFauna Consulting in 2016. This species was detected via secondary evidence only, with claw marks consistent with this species recorded on multiple tree trunks throughout the subject site. Spot searches for scats under known Koala food trees and targeted spotlighting and call playback surveys conducted in 2020, failed to detect further evidence of the presence of this species. The location of suitable habitat within the subject site for the Koala comprises the extent of the native vegetation containing preferred feed trees. This covers a total of 3.25 hectares within the subject site, of which 1.2 hectares of this is located within the area proposed for IN2 zoning. The extent of this is shown in Figure 12.

It must be noted that the Little Bent-wing Bat, Powerful Owl and Grey-headed Flying Fox were recorded on the subject site during the surveys however these species require species credits for breeding habitat only and suitable breeding habitat was not present on the subject site. The foraging habitat for these species will be offset through ecosystem credits.

Figure 12: Koala Species Polygon

# 5. Credit Assessment

A credit assessment has been undertaken to determine the number and type of ecosystem and species credits that would be required to offset the impact of clearing for a subsequent subdivision of the area proposed for IN2 zoning. An updated credits assessment would be required at the DA stage as part of an ecological assessment to assess any changes and accurately inform offset obligations.

## 5.1 Ecosystem Credits

The following Ecosystem credit types and numbers were generated from the BAM calculator. The credit summary report is provided in Appendix 0.

Table 12: Ecosystem credits

| Zone | PCT ID/Condition | PCT Name | Area Impacted (ha) | Biodiversity Risk Weighting | Credit Requirement |
|---|---|---|---|---|---|
| 1 | 1262 - Moderate | Tallowwood - Small-fruited Grey Gum dry grassy open forest of the foothills of the NSW North Coast | 0.55 ha | 1.5 | 8 |
| 2 | 1230 - Poor | Swamp Mahogany swamp forest on coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion | 0.85 ha | 2.0 | 21 |
| | | **Total** | **1.40 ha** | - | **29** |

## 5.2 Species Credits

One species credit species are known to occur on the site. The following credits for these species were generated by the BAM calculator.

Table 13: Species credits

| Species | Biodiversity Risk Weighting | Vegetation Zone | Impact Area | Candidate SAII | No. of Credits Required |
|---|---|---|---|---|---|
| **Koala** *Phascolarctos cinereus* | 2.00 | 1262 - Moderate | 0.55 ha | No | 11 |
| | | 1230 - Poor | 0.65 ha | | 16 |
| | | **Total** | **1.20 ha** | - | **27** |

As previously detailed, three (3) additional species credit species have yet to be surveyed for within the correct time period. Potential credits for these species credit species have been calculated in the following table. The requirement of inclusion of these is to be determined at the DA stage, depending on survey timing, effort and species presence.

Table 14: Potential additional species credits

| Species | Biodiversity Risk Weighting | Vegetation Zone | Impact Area | Candidate SAII | No. of Credits Required |
|---|---|---|---|---|---|
| **Laced Fritillary** *Argynnis hyperbius* | 3.00 | 1230 - Poor | 0.85 ha | Yes | 32 |
| **Giant Dragonfly** *Petalura gigantea* | 3.00 | 1230 - Poor | 0.85 ha | Yes | 32 |
| **Brush-tailed Phascogale** *Phascogale tapoatafa* | 2.00 | 1262 - Moderate | 0.55 ha | No | 11 |
| | | 1230 - Poor | 0.85 ha | | 21 |

If any additional survey indicates the presence of a species credit species, an update to species credit obligations will be required at the DA stage.

# HIGH ECOLOGICAL VALUE LAND

# 6. High Ecological Value Land

The Department of Planning, Industry and Environment (DPIE) has recently provided advice in relation to assessment requirements for rezoning proposals in accordance with the *BC Act* and Biodiversity Assessment Method. The DPIE states that site investigations need to identify the presence of High Ecological Value (HEV) Land as set out in the North Coast Regional Plan. A list of HEV, the verification method and whether or not it is present on the study site is provided in the table below.

The DPIE state that developments must avoid impacts on HEV land as much as possible. If HEV land is proposed to be impacted, sufficient justification must be provided along with measures to minimise and offset impacts.

Table 15: HEV Criteria

| High Environmental Value Criteria | Verification Method | Result |
|---|---|---|
| Littoral Rainforest, Coastal Wetlands and Proximity Areas mapped by the Coastal SEPP | Coastal Management SEPP Mapping | No – closest mapped area is a Coastal Wetland mapped around Lake Cathie to the north of the subject site. |
| Areas of Outstanding Biodiversity Value under the *BC Act 2016* | Check list of Outstanding Biodiversity Value | No areas of Outstanding Biodiversity Value occur on site. |
| Nationally Important Wetlands listed in the Directory of Important Wetlands, including a 50m buffer | Check map of Nationally Important Wetlands | None present. |
| Riparian Zones of third order streams and above including a buffer consistent with Appendix 3 of the BAM | Refer to Appendix 3 of the Biodiversity Assessment Method | None present. |
| Native Vegetation in over-cleared Mitchell Landscapes (i.e. more than 70% cleared) | Identify Mitchell Landscape relevant for site and check % cleared status | No - site is located on the Port Macquarie Coastal Ramp Mitchell Landscape which is 49% cleared and the Manning- Macleay Coastal Alluvial Plains Mitchell Landscape which is 57% cleared. |
| Over-cleared vegetation types identified in the DPIE Vegetation Information System (VIS) as more than 70% cleared | Identify PCTs on site through fieldwork and check % cleared status | Yes - one vegetation community, PCT 1230, is identified as 75% cleared. |
| Threatened Ecological Communities identified in the DPIE VIS database or by comparison with the NSW Threatened Species Scientific Committee Final Determinations | Identify PCTS on site and check VIS to determine if they are listed as TECs | Yes – *Swamp Sclerophyll Forest on Coastal Floodplains of the New South Wales North Coast, Sydney Basin and South East Corner Bioregions* EEC occurs within the subject site. Refer to mapping in this report. |
| Breeding habitat of both species credit species and ecosystem credit species with known breeding occurrence – form existing Bionet records and/or fieldwork | Refer to Bionet records and undertake fieldwork | Subject site could potentially contain breeding habitat for the Koala although this has not been confirmed. No breeding habitat of other species/ecosystem credit species was identified during the site surveys however targeted surveys for species credit species with timing limitations are not fully completed. |
| Core Koala Habitat – from existing mapping and /or fieldwork | Check existing Core Koala habitat mapping in DPIE approved KPoMs. If the site is not in an area covered by a | Assessment of the site in 2016 (FloraFauna) determined that the site is unlikely to form Core Koala Habitat. |

| High Environmental Value Criteria | Verification Method | Result |
|---|---|---|
| | DPIE approved KPoM, then undertake fieldwork in accordance with SEPP to determine if Core Koala Habitat is present on site. | |
| Important habitat of migratory and vagrant species mapped for the Biodiversity Offset Scheme | Check Important Area Mapping to identify whether any of these mapped areas occur on the site. This mapping is currently being developed by DPIE | No |
| Breeding, foraging and/or congregation habitats for migratory shorebird species with known occurrence | Refer to Bionet records and undertake fieldwork | No |
| Known habitat for populations of species-credit species from existing BioNet records and/or fieldwork | Refer to Bionet records and undertake fieldwork | Highly likely to contain known habitat for the Koala, although not confirmed. Known foraging habitat for the Grey-headed Flying Fox and Little Bent-wing Bat, however breeding habitat for these species is not present.<br>Potential habitat for a number of other species credit species, yet to be surveyed for at the correct timing. |
| Old Growth forest defined in accordance with a code of practice under Part 5 of the (repealed) Native Vegetation Regulation 2013 | Refer to Bionet records and undertake fieldwork | No |

# AVOIDANCE AND MINIMISATION

# 7. Avoidance and Minimisation

## 7.1 Impact Avoidance

The proposal is for the rezoning of the subject site from *RU1 - Primary Production* to *IN2 - Light Industrial* and *E2 - Environmental Conservation*.

Previous assessments by FloraFauna Consulting and Biodiversity Australia, as well as DPIE comments in relation to the proposed rezoning, have largely informed the current proposed zoning areas. Development design has aimed to avoid areas of high ecological value and create higher value habitat linkages across the subject site.

Impacts to hollow-bearing trees have been largely avoided with only one isolated hollow-bearing tree proposed for removal. Development design has also taken into consideration habitat linkages and existing threats to fauna with a fully vegetated buffer to the adjoining Queens Lake SCA along the western boundary and the removal of Koala food trees in high-risk areas.

There will be an impact on part of the EEC on site which is classified as HEV land. The current rezoning design does however propose to retain the majority of this EEC within the subject site and further proposes to zone this retained area as E2 where protection measures will be enforced. Furthermore, active regeneration of this offset area is proposed.

For the rezoning and future development on site to be feasible, there would be some impacts on vegetation and faunal habitat. Impacts on vegetation and threatened species habitat will need to be offset via ecosystem and species credits. The required credits could be sourced via establishing on-site conservation area as a Stewardship site and/or purchase and retirement of credits on the open credit market.

## 7.2 Measures to Minimise Impacts

The proposal would be subject to a number of mitigation measures and environmental controls to reduce the overall impact of the development on biodiversity and ensure potential offsite impacts are minimised. The conclusions of this assessment have assumed that these will be implemented.

### 7.2.1 Protection of EEC

A total area of 1.57 hectares of the EEC *Swamp Sclerophyll Forest on Coastal Floodplains of the New South Wales North Coast, Sydney Basin and South East Corner Bioregions* occurs within the subject site, with only 0.53 hectares occurring within the proposed IN2 area. The extent of this EEC occurring within the proposed IN2 area is in low condition, comprising scattered trees with a slashed understorey. The removal of this area is highly unlikely to lead to local extinction of this community due to its low ecological value, the retention and regeneration of the majority of this EEC in the proposed E2 zone and the consolidation of areas regarded as High Ecological Value at the development design phase (as per consultation with the PMHC and BCD).

### 7.2.2 Establishment of On-Site Stewardship Site

In order to meet ecosystem and species credit requirements for future development, the land identified as being rezoned to E2, is recommended to be set up as Biodiversity Stewardship site. Through management and protection of this land, credits will be created which can be used to meet some of the credit requirements for impact areas. If there is a credit shortfall, additional credits would need to be purchased and retired from the credit market or through payment to the Biodiversity Conservation Trust (BCT).

### 7.2.3 Threatened Flora and Fauna

Targeted survey for the remaining potentially occurring species credit species, yet to be surveyed for, is recommended. These are to be conducted during the required survey time period as specified in Table 8. Amendments to this assessment are to be made, post-surveys.

### 7.2.4 Offsetting, Corridor Augmentation and Vegetated Buffers

To offset the removal of vegetation in area proposed to be zone IN2, offset plantings and revegetation works are to be conducted. The following planting locations are to be considered:

- Along the western boundary: This area is to form a fully vegetated buffer between the proposed IN2 zoned area and the Queens Lake SCA. Plantings in this area are recommended to incorporate edge plantings of dense groundcover plants such as Lomandra and Carex which will discourage entry into the Queens Lake SCA.
- Along the eastern boundary: This area is to form an aesthetic vegetation buffer to the subject site. As per advice from the DPIE, no Koala food trees are to be planted along this roadside corridor as they have the potential to attract the Koala to an area with a high-risk of road strike.
- E2 zoned area: An east-west corridor for the Koala is proposed to be formed in the south of the subject site. Koala food trees are recommended to be planted in this area so as to form a corridor for movement to the Koala. Planted species are to be consistent with the species, characteristic of the EEC *Swamp Sclerophyll Forest on Coastal Floodplains of the New South Wales North Coast, Sydney Basin and South East Corner Bioregions*.

Offset plantings and revegetation works are to be managed by a Vegetation Management Plan (VMP).

### 7.2.5 Koala Passage

The proposed rezoning will see the removal of numerous Koala food trees. The majority of these feed trees are currently located in a high-risk area for the Koala, with two high-speed roadways nearby. Bionet Atlas (DPIE 2020a) maps regular incidents of Koala road kill in these areas.

In order to reduce the risk posed to the Koala, offset plantings of preferred Koala food trees are to be strategically designed so as to not attract the Koala to road edges and instead create a safe passage across the subject site. As per described above, an east to west corridor across the subject site is proposed to be created. To deter the Koala from crossing Ocean Drive,

development design is to incorporate strategic fencing which directs the Koala through culverts underneath the road reserve.

Ideally, large culverts specifically designed for fauna passage would be created underneath Ocean Drive, however a more feasible option may be to retrofit the existing triple cell culvert system to enable safer faunal passage.

### 7.2.6 Fencing

Fencing within the study site should not create barriers for the movement of fauna across the site and must not enclose any preferred Koala food trees, unless it is intended as fauna exclusion fencing.

Fences are not to use barbed wire, which poses a risk of entanglement and injury to fauna e.g. birds, bats and gliders.

### 7.2.7 Vegetation Management Plan

A Vegetation Management Plan (VMP) is to be prepared to manage revegetation works in the area proposed for E2 zoning. This is to cover offset plantings, regeneration works, vegetated buffers and weed management. The VMP is to be established prior to commencement of clearing works and before issuing a construction certificate.

This will detail the works required, timeframes, parties responsible for implementing the works and cost estimates to carry out the works. It will also detail monitoring future monitoring requirements for the site.

### 7.2.8 Fox and Wild Dog Control

Wild dogs and foxes are an existing threat on the site and pose a key threat to the local Koala population which is likely to be low density (AKF 2002, DECC 2008).

New landowners are to report sightings of foxes, feral cats and wild dogs to the Local Lands Services and NSW DPIE and cooperate with landscape control programs to control these threats.

### 7.2.9 Vegetation Clearing

#### 7.2.9.1 Clearing Timing

Clearing should be planned to be undertaken outside the peak breeding season and torpor seasons i.e., winter to late summer. This will minimise the potential mortality risk of fauna within tree hollows.

#### 7.2.9.2 Weed Control

Disturbance of the subject site's soils and vegetation removal has potential to encourage weed invasion. Hence, it is recommended that:

- Disturbance of vegetation and soils on the site should be limited to the areas of the proposed work and should not extend into adjacent vegetation.

- All vehicles and machinery are to be inspected for the presence of weeds prior to entering the subject site. Inspections are to be undertaken in all areas of the vehicle, as described in Sections 3-4 of the *Queensland Vehicle and Machinery Cleandown Procedures* (Biosecurity Queensland 2019). Any weed material or propagules identified within the vehicle is to be removed and disposed of in accordance with the Weed Management and Disposal Guide (Planning and Environmental Services 2015);
- Appropriate collection and disposal of all weed material removed via clearing.
- Removal of any new weed infestations that have developed throughout the construction phase.

#### 7.2.9.3 Hollow-bearing Tree Marking and Two Stage Clearing

Hollow bearing trees that may be removed could contain fauna at the time of clearing. Such fauna may be placed under stress, injured or killed during tree felling.

All vegetation except for the subject hollow-bearing tree/s is to be cleared first. The hollow-bearing tree/s are to be left for a maximum of 48 hrs (minimum 12 hrs), preferably overnight at least. The two-stage clearing encourages fauna to abandon hollows within the development envelope via disturbance.

Soft felling methods or sectioning and lowering of hollow limbs by an arborist must be utilised. A qualified ecologist must to be present during removal of hollow-bearing trees to capture and relocate any fauna present in the hollows.

A report detailing dates, personnel, qualifications, licenses and results is to be provided to Council within 14 days of the monitoring event.

#### 7.2.9.4 Clearing Monitoring

In addition to the hollow-bearing tree removal protocol, the following is recommended to be implemented to minimise impacts on native fauna:

- The area of clearing work is to be inspected for Koalas and other fauna (e.g. bird nests) by an ecologist immediately prior to commencement of any vegetation removal involving machinery and/or tree-felling. This is to occur each morning if clearing spans over multiple days/weeks. Pre-clearing checks will include searches of habitat e.g. lifting and destruction of logs, searches for bird nests, and raking of leaf litter. Other than Koalas, any detected fauna is to be relocated off-site to nearby suitable areas (preferably within their natural home range) prior to clearing.
- If practical in terms of WH&S restrictions, any bird nest considered active is to be removed in a manner that allows retrieval of eggs/young, and these are to be taken into care by FAWNA.
- If a Koala is present in the proposed clearing envelope, works are to be suspended until the Koala moves along on its own volition. If the Koala is located in a position that a 50-metre buffer may be established, works may proceed outside this buffer.

- The ecologist is to remain on site to supervise clearing to retrieve any fauna detected during works, undertake appropriate action (e.g., euthanize severely injured animals), and ensure Koalas do not enter the site during clearing works.
- A report detailing the results of the clearing monitoring is to be provided to Council within 14 days of works completion.

### 7.2.10 Replacement Nest Boxes

Nest boxes, offsetting the loss of any hollow-bearing trees, are recommended to be mounted in retained trees in the future E2 zoned area of the site. Details as to the type and number of these are to be determined at the DA stage of the proposal.

### 7.2.11 Sedimentation, Erosion Control and Stormwater Management

Standard soil and sedimentation control measures will be required in the construction stage of the proposal. Proposed drainage systems need to be adequately designed and effectively established to prevent the risk of any substantial impacts (e.g. erosion and sedimentation) on the EEC as per statutory obligations. Any stormwater runoff which enters the EEC must be of sufficient quality as not to introduce an excessive sediment or nutrient load and cause eutrophication.

# SERIOUS AND IRREVERSIBLE IMPACTS

# 8. Assessment of Serious and Irreversible Impacts

## 8.1 Identification of SAII Entities

Section 6.5 of the *Biodiversity Conservation Act 2016* requires developments to consider Serious and Irreversible Impacts (SAII) on threatened species and ecological communities which meet the following criteria:

- are in a rapid rate of decline;
- have a very small population size;
- have a very limited geographic distribution; and
- are unlikely to respond to measures to improve habitat.

These criteria have been applied to all threatened species and ecological communities listed under the *BC Act*. Entities that meet the criteria under one or more principles are identified as 'potential' SAII species/communities in the guidance document Guide to assist decision-maker to determine a serious and irreversible impact (OEH 2017b).

Review of this document has determined that Little Bent-wing Bat which was recorded on site in 2016, has been identified as a potential species susceptible to serious and irreversible impacts (SAII). This species is listed as a potential SAII species for breeding habitat only, of which does not occur within the subject site. No other species recorded during the surveys are listed as potential SAII species, hence no assessment of SAII is required at this stage.

At the DA stage, a revised assessment of SAII species is to be conducted as three (3) species listed as potentially occurring on the subject site have also been identified as potential SAII species. These comprise the Laced Fritillary, Giant Dragonfly and Noah's False Chickweed. At the DA stage, if these species are identified or assumed present, further assessment into the potential impacts of each species is to be conducted.

# 9. Conclusion

This report has assessed the impact of rezoning three Lots from *RU1 - Primary Production* to a mix of *IN2 - Light Industrial* and *E2 - Environmental Conservation*. The subject site covers a total area of 9.6 hectares which has historically been managed as a rural land. This proposal would require areas of native vegetation to be removed for rezoning for future development.

Future development on site would need to be assessed by the *Biodiversity Conservation Act 2016*. Due to the level of vegetation removal that would be required for future subdivision, the BOS would apply. The Department of Industry, Planning and Environment has previously advised that Stage 1 (Biodiversity Assessment) of the BAM is required to be applied to rezoning proposals. The principles of avoid, minimise offset are also to be applied and the proposal must assess for potential Serious and Irreversible Impacts. This report addresses these components of the BAM and incorporates current field data and data obtained in 2016 and 2018.

Three (3) native vegetation communities were located within the subject site with one of these occurring solely in the area proposed for E2 zoning. All other areas of vegetation within the subject site comprise exotic pasture grassland. One (1) of the native vegetation communities within the subject site qualifies as a Threatened Ecological Community *Swamp Sclerophyll Forest on Coastal Floodplains of the New South Wales North Coast, Sydney Basin and South East Corner Bioregions*. The extent of this EEC within the subject site is in poor condition with very minimal to absent understory and shrub layer and regular slashing.

No threatened flora species were recorded on site however targeted surveys have yet to be completed for four (4) potentially occurring species listed under the *Biodiversity Conservation Act*.

Seven (7) threatened fauna species were detected during the surveys comprising the Little Bent-wing Bat, Greater Broad-nosed Bat, Grey-headed Flying Fox, Koala, Powerful Owl, Little Lorikeet and Eastern Chestnut Mouse. The Little Lorikeet, Eastern Chestnut Mouse and Greater Broad-nosed Bat are ecosystem credit species, hence offsets for these species are incorporated in ecosystem credit requirements. It was determined that no breeding habitat for the Little bent-wing Bat, Grey-headed Flying Fox and Powerful Owl was present within the subject site, as such, no species credit offsets for these species are required.

Species credit offsets for the Koala are however required and have been calculated based on the current rezoning plan. In addition to these, three (3) species credit species have been deemed as potential occurrences however survey has yet to be conducted within the required time frame. If survey for these species is not carried out in accordance with BAM requirements, these species will be assumed to be present within the subject site and species credits will be required.

The significance assessments carried out for the proposed works determined that the proposal is not expected to significantly impact upon any EPBC Act listed the threatened ecological community or the known/potentially occurring threatened or migratory species. This determination was based on the limited extent of native vegetation to be removed, the disturbance history of the study area, the proposed rehabilitation works; and the proposed ameliorative measures detailed in this report.

Consequently, the proposal is not considered to require referral to the DAWE for approval under the *EPBC Act 1999*.

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# 11. Appendices

## A-1 Site Vegetation List

Table 16: Flora species recorded on the subject site

| Common Name | Scientific Name | Community | | | Opp. |
|---|---|---|---|---|---|
| | | 1262 | 1230 | 695 | |
| **Canopy Trees** | | | | | |
| Maiden's Wattle | *Acacia maidenii* | X | | | |
| Swamp Oak | *Casuarina glauca* | | X | | |
| Pink Bloodwood | *Corymbia intermedia* | | X | | |
| White Stringybark | *Eucalyptus globoidea* | X | | | |
| Tallowwood | *Eucalyptus microcorys* | X | | X | |
| Swamp Mahogany and Forest Red Gum hybrid | *Eucalyptus patentinervis (E. robusta x E. tereticornis hybrid)* | | X | | |
| Blackbutt | *Eucalyptus pilularis* | | | X | |
| Small-fruited Grey Gum | *Eucalyptus propinqua* | X | | | |
| Red Mahogany | *Eucalyptus resinifera* | X | | | |
| Swamp Mahogany | *Eucalyptus robusta* | | X | | |
| Ironbark | *Eucalyptus siderophloia* | X | | | |
| Forest Red Gum | *Eucalyptus tereticornis* | | X | | |
| Broad-leaved Paperbark | *Melaleuca quinquenervia* | | X | | |
| Turpentine | *Syncarpia glomulifera* | | | X | |
| **Trees and Shrubs** | | | | | |
| Coffee Bush | *Breynia oblongifolia* | X | | X | |
| Willow Bottlebrush | *Callistemon salignus* | | | X | |
| Red Bloodwood | *Corymbia gummifera* | X | | | |
| Jackwood | *Cryptocarya glaucescens* | | | X | |
| Gorse Bitter Pea | *Daviesia ulicifolia* | X | | | |
| Cheese Tree | *Glochidion ferdinandi* | | X | X | |
| Lantana** | *Lantana camara*** | X | X | X | |
| Flax-leaved Paperbark | *Melaleuca linariifolia* | | X | | |
| Prickly-leaved Tea Tree | *Melaleuca styphelioides* | X | X | | |
| Large Mock-olive | *Notelaea longifolia* | X | | | |
| Rice Flower | *Ozothamnus diosmifolius* | X | | | |
| Elderberry Panax | *Polyscias sambucifolia* | X | | | |
| Native Rasberry | *Rubus parvifolius* | X | | | |
| Senna** | *Senna pendula*** | | X | X | |
| Scentless Rosewood | *Synoum glandulosum* | | | X | |

| Common Name | Scientific Name | Community | | | Opp. |
|---|---|---|---|---|---|
| | | 1262 | 1230 | 695 | |
| **Vines and Scramblers** | | | | | |
| Hairy Apple Berry | *Billardiera scandens* | X | | | |
| Wombat Berry | *Eustrephus latifolius* | X | | | |
| Scrambling Lily | *Geitonoplesium cymosum* | X | X | X | |
| - | *Glycine clandestina* | X | | | |
| Climbing Guinea Flower | *Hibbertia scandens* | X | | | |
| Dusky Coral Pea | *Kennedia rubicunda* | X | | | |
| Common Silkpod | *Parsonsia straminea* | | X | | |
| **Ferns** | | | | | |
| Maidenhair Fern | *Adiantum aethiopicum* | X | | X | |
| Common Bracken | *Pteridium esculentum* | | | X | |
| **Grasses** | | | | | |
| Barbed Wire Grass | *Cymbopogon refractus* | X | | | |
| Tufted Hedgehog-grass | *Echinopogon caespitosus* | X | | | |
| Bordered Panic | *Entolasia marginata* | X | | | |
| Wiry Panic | *Entolasia stricta* | X | | X | |
| Brown's Lovegrass | *Eragrostis brownii* | X | | | |
| Clustered Lovegrass | *Eragrostis elongata* | X | | | |
| Blady Grass | *Imperata cylindrica* | X | X | X | |
| Australian Basket Grass | *Oplismenus aemulus* | X | | | |
| Paspalum** | *Paspalum dilatatum*** | X | X | | |
| Broadleaf Paspalum* | *Paspalum mandiocanum** | X | X | X | |
| South African Pigeon Grass* | *Setaria sphacelata** | | X | | |
| Kangaroo Grass | *Themeda triandra* | X | | | |
| **Groundcovers** | | | | | |
| Billygoat weed* | *Ageratum houstonianum** | | X | | |
| Cobbler's Pegs** | *Bidens pilosa*** | X | X | | |
| Indian Pennywort | *Centella asiatica* | | | | X |
| - | *Desmodium rhytidophyllum* | X | | | |
| Blue Flax Lily | *Dianella caerulea* | X | X | | |
| Kidney Weed | *Dichondra repens* | X | X | X | |
| Cranesbill Geranium* | *Geranium molle** | X | | | |
| - | *Gonocarpus micranthus* | | X | | |
| Pennywort* | *Hydrocotyle bonariensis** | | X | | |
| - | *Hydrocotyle sibthorpioides* | | | X | |
| Flatweed* | *Hypochaeris radicata** | | X | | |
| Scarlet Pimpernel | *Lysimachia arvensis* | | X | | |

| Common Name | Scientific Name | Community | | | Opp. |
|---|---|---|---|---|---|
| | | 1262 | 1230 | 695 | |
| Medic* | *Medicago sp** | | | | X |
| Lamb's Tongue* | *Plantago lanceolata** | X | X | X | |
| - | *Poranthera microphylla* | X | X | X | |
| Whiteroot | *Pratia purpurascens* | X | X | X | |
| Pastel Flower | *Pseuderanthemum variabile* | X | | | |
| River Buttercup | *Ranunculus inundatus* | | X | | |
| Common Buttercup | *Ranunculus lappaceus* | | X | | |
| Fireweed** | *Senecio madagascariensis*** | X | X | | |
| Paddy's Lucerne* | *Sida rhombifolia** | X | | | |
| Purpletop** | *Verbena bonariensis*** | X | | | |
| Native Violet | *Viola betonicifolia* | | X | | |
| Ivy-leaved Violet | *Viola hederacea* | | X | | |
| **Sedges, Rushes and Aquatics** | | | | | |
| - | *Baumea sp.* | | X | | |
| Tall Sedge | *Carex appressa* | | X | | |
| Slender Flat-sedge | *Cyperus gracilis* | | X | | |
| Wattle Mat-rush | *Lomandra filiformis* | X | | | |
| Spiny-headed Mat-rush | *Lomandra longifolia* | X | X | | |
| Woolly Waterlily | *Philydrum lanuginosum* | | X | | |
| Key: Opportunistic (Opp), Species (sp), Exotic species (*), High Threat Exotic (**). | | | | | |

## A-2 Site Fauna List

Table 17: Fauna species recorded during surveys and historically

| Common Name | Scientific Name | 2020 | Bio. Aus. 2018 | FloraFauna 2016 |
|---|---|---|---|---|
| **Amphibia** | | | | |
| Common Eastern Froglet | *Crinia signifera* | HC | HC | X |
| Striped Marsh Frog | *Limnodynastes peronii* | Vis | | X |
| Eastern Dwarf Tree Frog | *Litoria fallax* | HC | | |
| Laughing Tree Frog | *Litoria tyleri* | HC | | |
| **Aves** | | | | |
| Little Wattlebird | *Anthochaera chrysoptera* | HC, Vis | | X |
| Cattle Egret | *Ardea ibis* | Cam | | |
| Fan-tailed Cuckoo | *Cacomantis flabelliformis* | HC | | |
| Australian Wood Duck | *Chenonetta jubata* | Cam, HC, Vis | | X |
| Grey Shrike-thrush | *Colluricincla harmonica* | HC | | |
| Black-faced Cuckoo-shrike | *Coracina novaehollandiae* | HC, Vis | | X |
| Cicadabird | *Coracina tenuirostris* | HC | | |
| White-throated Treecreeper | *Cormobates leucophaea* | HC | | |
| Australian Raven | *Corvus coronoides* | Cam, HC, Vis | | |
| Torresian Crow | *Corvus orru* | | HC | |
| Pied Butcherbird | *Cracticus nigrogularis* | HC | | |
| Australian Magpie | *Cracticus tibicen* | Cam, HC, Vis | | X |
| Grey Butcherbird | *Cracticus torquatus* | HC, Vis | | X |
| Laughing Kookaburra | *Dacelo novaeguineae* | Cam, HC, Vis | HC | X |
| Galah | *Eolophus roseicapilla* | HC, Vis | | |
| Eastern Yellow-robin | *Eopsaltria australis* | HC | HC | |
| Brown Falcon | *Falco berigora* | Vis | | |
| Rooster | *Gallus gallus* | | HC, Vis | |
| White-throated Gerygone | *Gerygone olivacea* | HC | | |
| **Little Lorikeet** | ***Glossopsitta pusilla*** | **HC** | **Vis** | |
| Magpie Lark | *Grallina cyanoleuca* | HC, Vis | HC, Vis | X |
| Welcome Swallow | *Hirundo neoxena* | Vis | | |
| Yellow-faced Honeyeater | *Lichenostomus chrysops* | HC | HC | X |
| Brown Honeyeater | *Lichmera indistincta* | | | X |
| Superb Fairywren | *Malurus cyaneus* | HC | HC | |
| Noisy Miner | *Manorina melanocephala* | Cam, HC, Vis | HC, Vis | X |
| Lewin's Honeyeater | *Meliphaga lewinii* | HC | | X |
| Rainbow Bee-eater | *Merops ornatus* | HC | | |

| Common Name | Scientific Name | 2020 | Bio. Aus. 2018 | FloraFauna 2016 |
|---|---|---|---|---|
| Leaden Flycatcher | *Myiagra rubecula* | HC | | |
| Scarlet Honeyeater | *Myzomela sanguinolenta* | HC | HC | |
| **Powerful Owl** | ***Ninox strenua*** | **HC** | | |
| Crested Pigeon | *Ocyphaps lophotes* | | | X |
| Olive-backed Oriole | *Oriolus sagittatus* | HC | | |
| Golden Whistler | *Pachycephala pectoralis* | HC | | |
| Spotted Pardalote | *Pardalotus punctatus* | HC | | |
| Pied Cormorant | *Phalacrocorax varius* | Vis | | |
| Noisy Friarbird | *Philemon corniculatus* | HC, Vis | HC | X |
| Eastern Rosella | *Platycercus eximius* | HC, Vis | Vis | X |
| Tawny Frogmouth | *Podargus strigoides* | Vis | | |
| Eastern Whipbird | *Psophodes olivaceus* | HC | | |
| Satin Bowerbird | *Ptilonorhynchus violaceus* | Cam, HC, Vis | | |
| Willie Wagtail | *Rhipidura leucophrys* | Cam, HC, Vis | Vis | |
| Australiasian Figbird | *Sphecotheres vieilloti* | HC | | |
| Pied Currawong | *Strepera graculina* | HC | HC | |
| Australian White Ibis | *Threskiornis molucca* | | Vis | |
| Scaly-breasted Lorikeet | *Trichoglossus chlorolepidotus* | HC, NE, Vis | Vis | X |
| Rainbow Lorikeet | *Trichoglossus moluccanus* | HC, Vis | HC, Vis | X |
| Masked Lapwing | *Vanellus miles* | HC | HC | X |
| Silvereye | *Zosterops lateralis* | | HC | |
| **Fish** | | | | |
| Mosquitofish* | *Gambusia holbrooki** | | | X |
| **Mammalia** | | | | |
| Antechinus | *Antechinus sp.* | Cam | | |
| White-striped Free-tailed Bat | *Austronomus australis* | Ana | | |
| Wild Dog* | *Canis lupus familiaris** | Cam | | |
| Gould's Wattled Bat | *Chalinolobus gouldii* | Ana | | X |
| Chocolate Wattled Bat | *Chalinolobus morio* | Ana | | X |
| Eastern Grey Kangaroo | *Macropus giganteus* | Cam, Sc, Vis | Sc, Vis | X |
| **Little Bent-wing Bat** | ***Miniopterus australis*** | **Ana** | | **X** |
| Ride's Free-tailed Bat | *Ozimops ridei* | Ana | | |
| **Koala** | ***Phascolarctos cinereus*** | | | **X** |
| **Eastern Chestnut Mouse** | ***Pseudomys gracilicaudatus*** | **Hair** | | |
| **Grey-headed Flying Fox** | ***Pteropus poliocephalus*** | **HC** | | **X** |
| Australian Swamp Rat | *Rattus lutreolus* | Hair | | |
| Rusa Deer* | *Rusa timorensis** | Cam | | |

| Common Name | Scientific Name | 2020 | Bio. Aus. 2018 | FloraFauna 2016 |
|---|---|---|---|---|
| **Greater Broad-nosed Bat** | ***Scoteanax rueppellii*** | **Ana** | | |
| Common Brushtail Possum | *Trichosurus vulpecula* | Cam, Hair | | |
| Eastern Forest Bat | *Vespadelus pumilus* | Ana | | X |
| Red Fox* | *Vulpes vulpes** | Cam | | |
| **Reptilia** | | | | |
| Eastern Water Dragon | *Intellagama lisuerii* | Cam | | |

Key: Vulnerable under BC Act and/or EPBC Act (bold), Introduced species (*)
Observation Key: Anabat (Ana), PIR Camera (Cam), Heard Calling (HC), Hair Tubes (Hair), Nesting Signs (NE), Scats (SC), Visual Observation (Vis).

## A-3 Biodiversity Credit Reports

# BAM Credit Summary Report

## Proposal Details

| | | |
|---|---|---|
| Assessment Id | Proposal Name | BAM data last updated * |
| 00012287/BAAS17107/20/00021791 | Houston Mitchell Drive_Rezoning v2 | 21/12/2020 |
| Assessor Name | Report Created | BAM Data version * |
| Will Steggall | 20/01/2021 | 36 |
| Assessor Number | BAM Case Status | Date Finalised |
| BAAS17107 | Open | To be finalised |
| Assessment Revision | Assessment Type | BOS entry trigger |
| 0 | Part 4 Developments (General) | |

* Disclaimer: BAM data last updated may indicate either complete or partial update of the BAM calculator database. BAM calculator database may not be completely aligned with Bionet.

## Ecosystem credits for plant communities types (PCT), ecological communities & threatened species habitat

| Zone | Vegetation zone name | TEC name | Current Vegetation integrity score | Change in Vegetation integrity (loss / gain) | Area (ha) | BC Act Listing status | EPBC Act listing status | Species sensitivity to gain class (for BRW) | Biodiversity risk weighting | Potential SAII | Ecosystem credits |
|---|---|---|---|---|---|---|---|---|---|---|---|

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# BAM Credit Summary Report

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Swamp Mahogany swamp forest on coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion** | | | | | | | | | | | |
| 2 | 1230_Poor | Swamp Sclerophyll Forest on Coastal Floodplains of the New South Wales North Coast, Sydney Basin and South East Corner Bioregions | 49.9 | 49.9 | 0.85 | Endangered Ecological Community | Not Listed | High Sensitivity to Potential Gain | 2.00 | | 21 |
| | | | | | | | | | | **Subtotal** | **21** |
| **Tallowwood - Small-fruited Grey Gum dry grassy open forest of the foothills of the NSW North Coast** | | | | | | | | | | | |
| 1 | 1262_Moderate | Not a TEC | 39.1 | 39.1 | 0.55 | | | High Sensitivity to Potential Gain | 1.50 | | 8 |
| | | | | | | | | | | **Subtotal** | **8** |
| | | | | | | | | | | **Total** | **29** |

## Species credits for threatened species

| Vegetation zone name | Habitat condition (Vegetation Integrity) | Change in habitat condition | Area (ha)/Count (no. individuals) | BC Act Listing status | EPBC Act listing status | Biodiversity risk weighting | Potential SAII | Species credits |
|---|---|---|---|---|---|---|---|---|
| ***Argynnis hyperbius / Laced Fritillary ( Fauna )*** | | | | | | | | |
| 1230_Poor | 49.9 | 49.9 | 0.85 | Endangered | Critically Endangered | 3 | True | 32 |
| | | | | | | | **Subtotal** | **32** |

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# BAM Credit Summary Report

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| ***Petalura gigantea / Giant Dragonfly ( Fauna )*** | | | | | | | | |
| 1230_Poor | 49.9 | 49.9 | 0.85 | Endangered | Not Listed | 3 | True | 32 |
| | | | | | | | **Subtotal** | **32** |
| ***Phascogale tapoatafa / Brush-tailed Phascogale ( Fauna )*** | | | | | | | | |
| 1262_Moderate | 39.1 | 39.1 | 0.55 | Vulnerable | Not Listed | 2 | False | 11 |
| 1230_Poor | 49.9 | 49.9 | 0.85 | Vulnerable | Not Listed | 2 | False | 21 |
| | | | | | | | **Subtotal** | **32** |
| ***Phascolarctos cinereus / Koala ( Fauna )*** | | | | | | | | |
| 1262_Moderate | 39.1 | 39.1 | 0.55 | Vulnerable | Vulnerable | 2 | False | 11 |
| 1230_Poor | 49.9 | 49.9 | 0.65 | Vulnerable | Vulnerable | 2 | False | 16 |
| | | | | | | | **Subtotal** | **27** |

# BAM Biodiversity Credit Report (Variations)

## Proposal Details

**Assessment Id**
00012287/BAAS17107/20/00021791

Proposal Name
Houston Mitchell Drive_Rezoning v2

BAM data last updated *
21/12/2020

Assessor Name
Will Steggall

Assessor Number
BAAS17107

BAM Data version *
36

Proponent Name(s)

Report Created
20/01/2021

BAM Case Status
Open

Assessment Revision
0

Assessment Type
Part 4 Developments (General)

Date Finalised
To be finalised

BOS entry trigger

* Disclaimer: BAM data last updated may indicate either complete or partial update of the BAM calculator database. BAM calculator database may not be completely aligned with Bionet.

## Potential Serious and Irreversible Impacts

| Name of threatened ecological community | Listing status | Name of Plant Community Type/ID |
|---|---|---|
| **Nil** | | |
| Species | | |
| **Argynnis hyperbius** / Laced Fritillary | | |
| **Petalura gigantea** / Giant Dragonfly | | |

## Additional Information for Approval

PCTs With Customized Benchmarks

| PCT |
|---|
| No Changes |

# BAM Biodiversity Credit Report (Variations)

Predicted Threatened Species Not On Site

| Name |
|---|
| **Amaurornis moluccana /** Pale-vented Bush-hen |
| **Stagonopleura guttata /** Diamond Firetail |
| **Phascolarctos cinereus /** Koala |

## Ecosystem Credit Summary (Number and class of biodiversity credits to be retired)

| Name of Plant Community Type/ID | Name of threatened ecological community | Area of impact | HBT Cr | No HBT Cr | Total credits to be retired |
|---|---|---|---|---|---|
| 1262-Tallowwood - Small-fruited Grey Gum dry grassy open forest of the foothills of the NSW North Coast | Not a TEC | 0.6 | 0 | 8 | 8.00 |
| 1230-Swamp Mahogany swamp forest on coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion | Swamp Sclerophyll Forest on Coastal Floodplains of the New South Wales North Coast, Sydney Basin and South East Corner Bioregions | 0.9 | 21 | 0 | 21.00 |

**1230-Swamp Mahogany swamp forest on coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion**

**Like-for-like credit retirement options**

| Class | Trading group | Zone | HBT | Credits | IBRA region |
|---|---|---|---|---|---|

# BAM Biodiversity Credit Report (Variations)

| | | | | | | |
|---|---|---|---|---|---|---|
| | Swamp Sclerophyll Forest on Coastal Floodplains of the New South Wales North Coast, Sydney Basin and South East Corner Bioregions<br>This includes PCT's: 837, 839, 926, 971, 1064, 1092, 1227, 1230, 1231, 1232, 1235, 1649, 1715, 1716, 1717, 1718, 1719, 1721, 1722, 1723, 1724, 1725, 1730, 1795, 1798 | - | 1230_Poor | Yes | 21 | Macleay Hastings,Carrai Plateau, Coffs Coast and Escarpment, Comboyne Plateau, Karuah Manning, Macleay Gorges, Mummel Escarpment and Upper Manning.<br>or<br>Any IBRA subregion that is within 100 kilometers of the outer edge of the impacted site. |
| | **Variation options** | | | | | |
| | Formation | Trading group | Zone | HBT | Credits | IBRA region |
| | Forested Wetlands | Tier 3 or higher threat status | 1230_Poor | Yes (including artificial) | 21 | IBRA Region: NSW North Coast,<br>or<br>Any IBRA subregion that is within 100 kilometers of the outer edge of the impacted site. |
| **1262-Tallowwood - Small-fruited Grey Gum dry grassy open forest of the foothills of the NSW North Coast** | **Like-for-like credit retirement options** | | | | | |
| | Class | Trading group | Zone | HBT | Credits | IBRA region |

# BAM Biodiversity Credit Report (Variations)

| | | | | | | |
|---|---|---|---|---|---|---|
| | Northern Hinterland Wet Sclerophyll Forests This includes PCT's: 690, 697, 698, 755, 1092, 1262, 1267, 1268, 1281, 1385, 1548, 1549, 1550, 1556, 1557, 1558, 1564, 1565, 1580, 1582, 1584, 1585, 1845, 1846, 1847, 1914 | Northern Hinterland Wet Sclerophyll Forests <50% | 1262_Moderate | No | 8 | Macleay Hastings,Carrai Plateau, Coffs Coast and Escarpment, Comboyne Plateau, Karuah Manning, Macleay Gorges, Mummel Escarpment and Upper Manning. or Any IBRA subregion that is within 100 kilometers of the outer edge of the impacted site. |
| | **Variation options** | | | | | |
| | Formation | Trading group | Zone | HBT | Credits | IBRA region |
| | Wet Sclerophyll Forests (Grassy sub-formation) | Tier 4 or higher threat status | 1262_Moderate | No | 8 | IBRA Region: NSW North Coast, or Any IBRA subregion that is within 100 kilometers of the outer edge of the impacted site. |

## Species Credit Summary

| Species | Vegetation Zone/s | Area / Count | Credits |
|---|---|---|---|
| **Argynnis hyperbius** / Laced Fritillary | **1230_Poor** | 0.9 | 32.00 |
| **Petalura gigantea** / Giant Dragonfly | **1230_Poor** | 0.9 | 32.00 |
| **Phascogale tapoatafa** / Brush-tailed Phascogale | **1262_Moderate, 1230_Poor** | 1.4 | 32.00 |
| **Phascolarctos cinereus** / Koala | **1262_Moderate, 1230_Poor** | 1.2 | 27.00 |

## Credit Retirement Options

**Like-for-like options**

| | | |
|---|---|---|
| **Argynnis hyperbius**/ Laced Fritillary | Spp | IBRA region |

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# BAM Biodiversity Credit Report (Variations)

| | | | |
|---|---|---|---|
| | **Argynnis hyperbius**/Laced Fritillary | Any in NSW | |
| | **Variation options** | | |
| | Kingdom | Any species with same or higher category of listing under Part 4 of the BC Act shown below | IBRA region |
| | Fauna | Endangered | Macleay Hastings, Carrai Plateau, Coffs Coast and Escarpment, Comboyne Plateau, Karuah Manning, Macleay Gorges, Mummel Escarpment and Upper Manning.<br>or<br>Any IBRA subregion that is within 100 kilometers of the outer edge of the impacted site. |
| **Petalura gigantea**/ Giant Dragonfly | Spp | IBRA region | |
| | **Petalura gigantea**/Giant Dragonfly | Any in NSW | |
| | **Variation options** | | |
| | Kingdom | Any species with same or higher category of listing under Part 4 of the BC Act shown below | IBRA region |

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# BAM Biodiversity Credit Report (Variations)

| | | | |
|---|---|---|---|
| | Fauna | Endangered | Macleay Hastings, Carrai Plateau, Coffs Coast and Escarpment, Comboyne Plateau, Karuah Manning, Macleay Gorges, Mummel Escarpment and Upper Manning.<br>or<br>Any IBRA subregion that is within 100 kilometers of the outer edge of the impacted site. |
| **Phascogale tapoatafa**/ Brush-tailed Phascogale | Spp | IBRA region | |
| | **Phascogale tapoatafa**/Brush-tailed Phascogale | Any in NSW | |
| | **Variation options** | | |
| | Kingdom | Any species with same or higher category of listing under Part 4 of the BC Act shown below | IBRA region |
| | Fauna | Vulnerable | Macleay Hastings, Carrai Plateau, Coffs Coast and Escarpment, Comboyne Plateau, Karuah Manning, Macleay Gorges, Mummel Escarpment and Upper Manning.<br>or<br>Any IBRA subregion that is within 100 kilometers of the outer edge of the impacted site. |
| **Phascolarctos cinereus**/ Koala | Spp | IBRA region | |
| | **Phascolarctos cinereus**/Koala | Any in NSW | |

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# BAM Biodiversity Credit Report (Variations)

| | | | |
|---|---|---|---|
| **Phascolarctos cinereus**/ Koala | **Variation options** | | |
| | Kingdom | Any species with same or higher category of listing under Part 4 of the BC Act shown below | IBRA region |
| | Fauna | Vulnerable | Macleay Hastings, Carrai Plateau, Coffs Coast and Escarpment, Comboyne Plateau, Karuah Manning, Macleay Gorges, Mummel Escarpment and Upper Manning.<br>or<br>Any IBRA subregion that is within 100 kilometers of the outer edge of the impacted site. |

# BAM Biodiversity Credit Report (Like for like)

## Proposal Details

Assessment Id
00012287/BAAS17107/20/00021791

Proposal Name
Houston Mitchell Drive_Rezoning v2

BAM data last updated *
21/12/2020

Assessor Name
Will Steggall

Assessor Number
BAAS17107

BAM Data version *
36

Proponent Names

Report Created
20/01/2021

BAM Case Status
Open

Assessment Revision
0

Assessment Type
Part 4 Developments (General)

Date Finalised
To be finalised

BOS entry trigger

* Disclaimer: BAM data last updated may indicate either complete or partial update of the BAM calculator database. BAM calculator database may not be completely aligned with Bionet.

## Potential Serious and Irreversible Impacts

| Name of threatened ecological community | Listing status | Name of Plant Community Type/ID |
|---|---|---|
| **Nil** | | |

| Species |
|---|
| **Argynnis hyperbius** / Laced Fritillary |
| **Petalura gigantea** / Giant Dragonfly |

## Additional Information for Approval

# BAM Biodiversity Credit Report (Like for like)

PCTs With Customized Benchmarks

| PCT |
|---|
| No Changes |

Predicted Threatened Species Not On Site

| Name |
|---|
| **Amaurornis moluccana /** Pale-vented Bush-hen |
| **Stagonopleura guttata /** Diamond Firetail |
| **Phascolarctos cinereus /** Koala |

## Ecosystem Credit Summary (Number and class of biodiversity credits to be retired)

| Name of Plant Community Type/ID | Name of threatened ecological community | Area of impact | HBT Cr | No HBT Cr | Total credits to be retired |
|---|---|---|---|---|---|
| 1262-Tallowwood - Small-fruited Grey Gum dry grassy open forest of the foothills of the NSW North Coast | Not a TEC | 0.6 | 0 | 8 | 8 |
| 1230-Swamp Mahogany swamp forest on coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion | Swamp Sclerophyll Forest on Coastal Floodplains of the New South Wales North Coast, Sydney Basin and South East Corner Bioregions | 0.9 | 21 | 0 | 21 |

# BAM Biodiversity Credit Report (Like for like)

| | | | | | | |
|---|---|---|---|---|---|---|
| **1230-Swamp Mahogany swamp forest on coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion** | **Like-for-like credit retirement options** | | | | | |
| | Name of offset trading group | Trading group | Zone | HBT | Credits | IBRA region |
| | Swamp Sclerophyll Forest on Coastal Floodplains of the New South Wales North Coast, Sydney Basin and South East Corner Bioregions<br>This includes PCT's: 837, 839, 926, 971, 1064, 1092, 1227, 1230, 1231, 1232, 1235, 1649, 1715, 1716, 1717, 1718, 1719, 1721, 1722, 1723, 1724, 1725, 1730, 1795, 1798 | - | 1230_Poor | Yes | 21 | Macleay Hastings, Carrai Plateau, Coffs Coast and Escarpment, Comboyne Plateau, Karuah Manning, Macleay Gorges, Mummel Escarpment and Upper Manning.<br>or<br>Any IBRA subregion that is within 100 kilometers of the outer edge of the impacted site. |
| **1262-Tallowwood - Small-fruited Grey Gum dry grassy open forest of the foothills of the NSW North Coast** | **Like-for-like credit retirement options** | | | | | |
| | Class | Trading group | Zone | HBT | Credits | IBRA region |

# BAM Biodiversity Credit Report (Like for like)

| | | | | | | |
|---|---|---|---|---|---|---|
| | Northern Hinterland Wet Sclerophyll Forests This includes PCT's: 690, 697, 698, 755, 1092, 1262, 1267, 1268, 1281, 1385, 1548, 1549, 1550, 1556, 1557, 1558, 1564, 1565, 1580, 1582, 1584, 1585, 1845, 1846, 1847, 1914 | Northern Hinterland Wet Sclerophyll Forests <50% | 1262_Moderate | No | 8 | Macleay Hastings, Carrai Plateau, Coffs Coast and Escarpment, Comboyne Plateau, Karuah Manning, Macleay Gorges, Mummel Escarpment and Upper Manning. or Any IBRA subregion that is within 100 kilometers of the outer edge of the impacted site. |

## Species Credit Summary

| Species | Vegetation Zone/s | Area / Count | Credits |
|---|---|---|---|
| **Argynnis hyperbius** / Laced Fritillary | **1230_Poor** | 0.9 | 32.00 |
| **Petalura gigantea** / Giant Dragonfly | **1230_Poor** | 0.9 | 32.00 |
| **Phascogale tapoatafa** / Brush-tailed Phascogale | **1262_Moderate, 1230_Poor** | 1.4 | 32.00 |
| **Phascolarctos cinereus** / Koala | **1262_Moderate, 1230_Poor** | 1.2 | 27.00 |

## Credit Retirement Options

Like-for-like credit retirement options

| **Argynnis hyperbius** / Laced Fritillary | Spp | IBRA subregion |
|---|---|---|

# BAM Biodiversity Credit Report (Like for like)

| | | |
|---|---|---|
| | **Argynnis hyperbius /** Laced Fritillary | Any in NSW |
| **Petalura gigantea** / Giant Dragonfly | Spp | IBRA subregion |
| | **Petalura gigantea /** Giant Dragonfly | Any in NSW |
| **Phascogale tapoatafa** / Brush-tailed Phascogale | Spp | IBRA subregion |
| | **Phascogale tapoatafa /** Brush-tailed Phascogale | Any in NSW |
| **Phascolarctos cinereus** / Koala | Spp | IBRA subregion |
| | **Phascolarctos cinereus /** Koala | Any in NSW |

## A-4 PMHC DCP Assessment

Under the Port Macquarie-Hastings Council Local Environmental Plan (PMHC LEP) 2011, Council has prepared and implemented the PMHC Development Control Plan (DCP) 2013. The DCP has a specific section titled Environmental Management. This section has provisions for hollow-bearing trees (HBT), Koala food trees (KFT), Endangered Ecological Communities and Riparian areas.

### A-4-1 Hollow-bearing Trees

The PMHC DCP requires each HBT to be assessed by an ecologist using the PMHC HBT assessment protocol. Based on the scores, the following provisions apply:

- Score <8: Tree may be considered for removal subject to compensatory measures.
- Score 8-12: Tree may be considered for removal if management measures are 'impractical to allow retention' (determined by an arborist) subject to compensatory measures.
- Score >12: Tree must be retained within an exclusion zone/buffer (minimum 1.25 X the tree height, measured horizontally), or located with an area protected as environmental land.

The survey recorded nine (9) hollow-bearing trees during survey, with only one (1) of these occurring within the area proposed for *IN2 - Light Industrial* zoning. The following table summarises the results of the hollow-bearing tree assessment conducted during the survey. The approximate location of hollow-bearing trees on site is shown in Figure 13.

The colour coding is as follows:

- Yellow: Low constraint (<8) - can be considered for removal subject to compensatory measures.
- Orange: Medium constraint (8-12) – retention preferred, with other higher-level compensatory measures required if removed.
- Red: High constraint (>12) – mandatory retention.

Table 18: DCP HBT assessment results

| HBT # | Species | Alive/Dead | | Trunk DBH (cm) | | # of hollows | | Hollow size (mm) | | Habitat proximity | | Longevity | | Total score |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | *E. tereticornis* | Alive | 3 | >80 | 3 | >5 | 3 | >100 | 3 | <30m | 2 | Med | 1.5 | 15.5 |
| 2 | *E. tereticornis* | Alive | 3 | 60-80 | 1.5 | 0-1 | 0 | >100 | 3 | <30m | 2 | High | 3 | 12.5 |
| 3 | *E. patentinervis* | Alive | 3 | >80 | 3 | 2-4 | 1.5 | >50 | 2 | <30m | 2 | High | 3 | 14.5 |
| 4 | *E. tereticornis* | Alive | 3 | >80 | 3 | 2-4 | 1.5 | >100 | 3 | >30m | 0 | High | 3 | 13.5* |
| 5 | *E. robusta* | Alive | 3 | >80 | 3 | 2-4 | 1.5 | <50 | 1 | <30m | 2 | High | 3 | 13.5 |
| 6 | *E. robusta* | Alive | 3 | >80 | 3 | 0-1 | 0 | <50 | 1 | <30m | 2 | High | 3 | 12 |
| 7 | *E. patentinervis* | Alive | 3 | 60-80 | 1.5 | >5 | 3 | >100 | 3 | <30m | 2 | High | 3 | 15.5 |
| 8 | *E. robusta* | Alive | 3 | >80 | 3 | 2-4 | 1.5 | >100 | 3 | In situ | 3 | High | 3 | 16.5 |
| 9 | *E. globoidea* | Alive | 3 | <60 | 0 | 0-1 | 0 | <50 | 1 | In situ | 3 | High | 3 | 10 |

| HBT # | Species | Alive/Dead | Trunk DBH (cm) | # of hollows | Hollow size (mm) | Habitat proximity | Longevity | Total score |
|---|---|---|---|---|---|---|---|---|
| Key: Tree is marked for removal (*) | | | | | | | | |

As shown in the table above, assessment under the DCP HBT protocol determined that seven (7) trees scored a high constraint and are subject to mandatory retention. The remaining two (2) HBTs scored a medium constraint. Only a single HBT is marked for removal on the proposed rezoning plan. This consists of HBT 4, which has returned a score of 13.5 (high constraint) despite occurring as an isolated tree in the centre of the subject site. No other HBT is marked for removal however a few occur in close proximity to the proposed IN2 zoned area and development design is to ensure that the root zones of these trees are not compromised.

If the removal of any HBT is deemed unavoidable, compensatory measures are recommended to be implemented in conjunction with efforts to salvage hollows. The removal of any HBT trees is recommended to require replacement nest boxes to be installed prior to their removal. These are to be installed within the vegetation proposed for E2 zoning on the subject site. Nest boxes are recommended to compose of a mix of microbat, lorikeet, possum and large owl nest box types, with the specific type and number required, relevant to the type and number of hollows to be removed. Further detail regarding nest box installation requirements is to be provided at the DA stage.

In addition to the installation of nest boxes, it is recommended to salvage any hollows suitable for relocation. Any hollows that are suitable for salvage are recommended to be relocated within the subject site so as to maintain the abundance of habitat available for hollow-obligate fauna.

Figure 13: Location of hollow-bearing trees

Photo 12: HBT 4

## A-4-2 Koala Food Trees

Primary Koala food trees listed under the Port Macquarie Hastings Council Development Control Plan 2013 were located and tagged within the subject site. Three (3) primary browse species, Tallowwood (*Eucalyptus microcorys*), Swamp Mahogany (*Eucalyptus robusta*) and Forest Red Gum (*Eucalyptus tereticornis*). In addition, *Eucalyptus patentinervis* was identified within the subject site which constitutes a Swamp Mahogany and Forest Red Gum hybrid. Although not listed as a browse species under the PMHC DCP, this species is considered to constitute a primary browse species as is comprises a hybrid between two (2) listed primary browse species.

Details of the surveyed Koala food trees are provided in Table 19 below.

Table 19: DCP Koala Food Tree Assessment Results

| Tree # | Common Name | Scientific Name | Height (m) | DBH (cm) | Proposed Status |
|---|---|---|---|---|---|
| 807 | Tallowwood | *Eucalyptus microcorys* | 8 | 17 | Marked for removal |
| 808 | Tallowwood | *Eucalyptus microcorys* | 20 | 52 | Marked for removal |
| 809 | Tallowwood | *Eucalyptus microcorys* | 20 | 42 | Marked for removal |
| 810 | Tallowwood | *Eucalyptus microcorys* | 15 | 34 | Marked for removal |
| 811 | Tallowwood | *Eucalyptus microcorys* | 20 | 49 | Marked for removal |
| 814 | Tallowwood | *Eucalyptus microcorys* | 20 | 58 | Marked for removal |
| 815 | Tallowwood | *Eucalyptus microcorys* | 20 | 32 | Marked for removal |
| 816 | Tallowwood | *Eucalyptus microcorys* | 20 | 44 | Marked for removal |
| 817 | Tallowwood | *Eucalyptus microcorys* | 25 | 82 | Marked for removal |
| 819 | Tallowwood | *Eucalyptus microcorys* | 20 | 48 | Marked for removal |
| 820 | Tallowwood | *Eucalyptus microcorys* | 20 | 72 | Marked for removal |
| 821 | Tallowwood | *Eucalyptus microcorys* | 20 | 72 | Marked for removal |
| 829 | Forest Red Gum | *Eucalyptus tereticornis* | 12 | 65 | Marked for removal |
| 830 | Forest Red Gum | *Eucalyptus tereticornis* | 12 | 44 | Marked for removal |
| 831 | Swamp Mahogany x Forest Red Gum Hybrid | *Eucalyptus patentinervis* | 15 | 82 | Marked for removal |
| 835 | Swamp Mahogany | *Eucalyptus robusta* | 12 | 81 | To be retained |
| 836 | Swamp Mahogany | *Eucalyptus robusta* | 8 | 15 | To be retained |
| 837 | Swamp Mahogany | *Eucalyptus robusta* | 15 | 45 | To be retained |
| 838 | Swamp Mahogany | *Eucalyptus robusta* | 8 | 15 | To be retained |
| 839 | Swamp Mahogany | *Eucalyptus robusta* | 15 | 39 | To be retained |
| 840 | Swamp Mahogany | *Eucalyptus robusta* | 12 | 35 | Marked for removal |
| 841 | Forest Red Gum | *Eucalyptus tereticornis* | 10 | 44 | Marked for removal |
| 842 | Swamp Mahogany x Forest Red Gum Hybrid | *Eucalyptus patentinervis* | 12 | 32 | To be retained |
| 850 | Swamp Mahogany | *Eucalyptus robusta* | 8 | 15 | To be retained |
| 852 | Tallowwood | *Eucalyptus microcorys* | 12 | 21 | To be retained |
| 853 | Tallowwood | *Eucalyptus microcorys* | 15 | 47 | To be retained |
| 854 | Tallowwood | *Eucalyptus microcorys* | 15 | 34 | To be retained |
| 857 | Tallowwood | *Eucalyptus microcorys* | 20 | 45 | To be retained |
| 858 | Tallowwood | *Eucalyptus microcorys* | 20 | 64 | To be retained |
| 864 | Forest Red Gum | *Eucalyptus tereticornis* | 12 | 66 | To be retained |
| 865 | Forest Red Gum | *Eucalyptus tereticornis* | 12 | 42 | To be retained |
| 866 | Forest Red Gum | *Eucalyptus tereticornis* | 15 | 57 | Marked for removal |
| 869 | Forest Red Gum | *Eucalyptus tereticornis* | 8 | 16 | To be retained |
| 872 | Forest Red Gum | *Eucalyptus tereticornis* | 25 | 104 | To be retained |
| 873 | Forest Red Gum | *Eucalyptus tereticornis* | 25 | 74 | To be retained |

| Tree # | Common Name | Scientific Name | Height (m) | DBH (cm) | Proposed Status |
|---|---|---|---|---|---|
| 881 | Forest Red Gum | *Eucalyptus tereticornis* | 20 | 107 | Marked for removal |
| 882 | Forest Red Gum | *Eucalyptus tereticornis* | 10 | 21 | Marked for removal |
| 883 | Swamp Mahogany x Forest Red Gum Hybrid | *Eucalyptus patentinervis* | 10 | 21 | Marked for removal |
| 884 | Swamp Mahogany x Forest Red Gum Hybrid | *Eucalyptus patentinervis* | 20 | 103 | Marked for removal |
| 885 | Swamp Mahogany x Forest Red Gum Hybrid | *Eucalyptus patentinervis* | 15 | 39 | Marked for removal |
| 886 | Swamp Mahogany x Forest Red Gum Hybrid | *Eucalyptus patentinervis* | 20 | 73 | To be retained |
| 887 | Swamp Mahogany | *Eucalyptus robusta* | 15 | 26 | To be retained |
| Not tagged | Swamp Mahogany x Forest Red Gum Hybrid | *Eucalyptus patentinervis* | 28 | 125 | To be retained |
| Not tagged | Swamp Mahogany | *Eucalyptus robusta* | 20 | 113 | To be retained |
| Not tagged | Swamp Mahogany | *Eucalyptus robusta* | 20 | 84 | To be retained |

The Port Macquarie Hastings Council Development Control Plan 2013 states that the removal of Koala browse tree species is to be replaced at a ratio of 2:1 on site or at a secure offsite location agreed to by Council.

These offset provisions may apply as 23 primary Koala food trees fall in the area proposed to be zoned IN2 and are marked for removal in the development plan. A number of secondary browse species also occur within this area and may also be subject to compensatory measures.

Although KFTs are typically recommended to be retained, comments from the Department of Planning, Industry and Environment (DPIE) in relation to a previous rezoning proposal, have identified a risk in selectively retaining a patch of Koala food trees in the north of the subject site. As pointed out by the DPIE "*this area will become isolated due to the need for road access to the industrial estate from Houston Mitchell Drive. It is also at the intersection of two major roads, so attracting Koalas to this area is likely to exacerbate the road safety risks already faced by this species*". As such, the development design has been revised since the previous submission so as to focus on the retention of a habitat corridor along the western site boundary, rather than the retention of the maximum amount of Koala food trees.

Council provisions for replacement plantings are to apply. Recommendations as to the proposed location of these plantings are provided in Section 7.2. Koala food trees for planting are to be advanced trees sourced from a local nursery. They are to be planted at minimum of ten (10) metre spacings in a location on the subject site which will not conflict with future land uses or services. Maintenance of the trees is to be undertaken by the landowner and any losses are to be replaced within one (1) month.

Compliance checks with the above will be undertaken by Council.

### A-4-3 Endangered Ecological Community Provisions

The PMHC DCP 2013 states that a minimum fully vegetated buffer of 35-metre must be provided for coastal floodplain EECs and a 50-metre buffer for all other EECs. The development

site contains a floodplain EEC (*Swamp Sclerophyll forest on Floodplains*), which requires a 35-metre buffer. Further details as to the condition of this EEC within the subject site is provided in Section 3.3.

The current rezoning plans propose to retain and protect 66% (1.04 hectares) of the EEC occurring within the subject site with the rezoning of this area to *E2 - Environmental Conservation*. The proposal, hence, does not achieve the required buffer for the currently low-condition EEC however development design has attempted to achieve the objectives of protecting and regenerating the EEC via:

- the layout of the subdivision edge road that ensures future industrial lots will not back onto the E2 lands and SCA lands;
- the koala fence which will restrict access to the EEC; and
- the future development of a Vegetation Management Plan which will aim to provide a planted buffer and restore the condition of the EEC.

### A-4-4 Riparian Zone Provisions

The development site does not contain any waterways or areas of riparian vegetation, hence the PMHC DCP provisions for riparian zones do not apply.

## A-5 State Environmental Planning Policy (Koala Habitat Protection) 2020

The identification of an area of land as Potential Koala habitat is determined by the presence of Primary Preferred Koala Browse tree species. These species are listed under Schedule 2 of the Koala Habitat Protection SEPP (NSW Government 2020).

Potential Koala Habitat is defined as areas where the tree species listed under Schedule 2 constitute at least 15% of the total number of trees in the upper or lower strata of the tree component. Primary preferred food species occurring in the LGA are: Tallowwood (*E. microcorys*), Swamp Mahogany (*E. robusta*) and Forest Red Gum (*E. tereticornis*).

An area of land to which the policy applies to must be at least 1 ha (and may include adjoining land in the same ownership).

### A-5-1 Potential Koala Habitat Assessment

The subject site is greater than 1 ha, hence the Koala Habitat Protection SEPP applies and a Potential Koala Habitat Assessment was carried out during the survey. This involved inspection of the vegetation to determine if primary browse species listed under Schedule 2 of SEPP 44 comprised >15% of the canopy or understorey species on the site.

The subject property contains a number of Koala food trees, comprising Tallowwood, Swamp Mahogany and Forest Red Gum. In addition, *Eucalyptus patentinervis* was identified within the subject site which constitutes a Swamp Mahogany and Forest Red Gum hybrid. Although not listed as a Schedule 2 feed tree species, this species is considered to constitute a Koala feed tree species as is comprises a hybrid between two (2) listed species. The remaining canopy trees within the subject site are not Koala Habitat Protection SEPP listed food tree species.

Given the extent of Koala food trees within the subject site, it was determined that the site qualifies as Potential Koala Habitat (PKH).

Given that the property contains PKH, a Core Koala Habitat Assessment is required.

### A-5-2 Core Koala Habitat Assessment

**Definition of Core Koala Habitat**

Under the Koala Habitat Protection SEPP, Core Koala Habitat is defined as "an area of land with a resident population of Koalas, as evidenced by attributes such as breeding females, being females with young, and recent sightings of and historical records of a Koala population" (Source: Koala Habitat Protection SEPP).

The definition "an area of land" is interpreted as the land to which the development application applies (if it exceeds 1 ha in area, together with any land in the same ownership).

Information to determine if a resident population of Koalas exists on the site was obtained by direct survey of the site using standard survey techniques (direct survey of Koalas, scat searches) and review of relevant published information and records.

## Methods and Results

*Literature Review*

The Bionet Atlas shows 888 records of Koalas within 5km of the site. Of these, 48 occur within 1km of the site of which only six occur within the past five years.

There are no historical Koala records on the subject site however three records occur immediately outside the site boundary, on the intersection of Ocean Drive and Houston Mitchell Drive.

A Potential and Core Koala habitat assessment was undertaken by FloraFaun Consulting in 2016. This found that the site qualified as Potential Koala Habitat due to the presence of SEPP 44 Listed food trees on the site. Field surveys conducted identified the Koala on site via the identification of scratches on several tree trunks. The assessment of Core Koala Habitat however concluded that the site would be unlikely to comprise Core Koala Habitat due to the lack of evidence of a resident Koala population or breeding females.

*Field Survey*

A field survey was undertaken over the entire site in September and November 2020. This involved direct searches for Koalas in the crowns of trees and opportunistic scat searches.

*Results*

No Koalas were directly observed within the site during the course of survey.

*Discussion and Conclusion*

The Koala Habitat Protection SEPP, Core Koala Habitat is defined as "an area of land with a resident population of Koalas, as evidenced by attributes such as breeding females, being females with young, and recent sightings of and historical records of a Koala population" (Source: Koala Habitat Protection SEPP).

In regards to the two identified attributes, the following is provided:

1) "*Breeding females (that is, females with young)*". This assessment did not record any evidence of breeding i.e., a female with a joey. No Koalas were observed during 2016 and 2020 surveys and only scratch marks were found on the site.

2) "*Recent sightings and historical records of a Koala population*". Review of the available literature failed to determine any historical records of Koalas on the site, however a number of recent records of the Koala occur in adjacent habitat to the north, south-west and along the adjoining road reserves.

Given the extent of Koala records in the immediate surrounds of the subject site and the availability of Koala food trees within the site, it would be anticipated that the Koala would occasionally utilise the subject site as foraging habitat. However, based on the limited detection of this species despite numerous targeted surveys and the disturbed nature of the site, the subject site is unlikely to form Core Koala Habitat for the purposes of the SEPP. The findings are more likely to be indicative of outer limits of a larger home range.

### A-5-3 Conclusion

Assessment has determined that the property is unlikely to qualify as Core Koala Habitat, hence a Koala Plan of Management (KPoM) for the development is not required.

# A-6 EPBC Act MNES Summary

## A-6-1 General Assessment Overview

The provisions of the *EPBC Act* (*1999*) require determination of whether the proposal has, will or is likely to have a significant impact on a "matter of national environmental significance". These matters are tabulated in the following table.

Table 20: Matters of National Environmental Significance search results

| Category | Result | Description |
|---|---|---|
| World Heritage Properties | No | - |
| National Heritage Places | No | - |
| Wetlands of International Importance | No | - |
| Great Barrier Reef Marine Park | No | - |
| Commonwealth Marine Area | 1 | One (1) Commonwealth marine area is located within the locality. |
| Listed TECs | 4 | Four (4) federally listed TECs are likely to occur within the locality.<br>Field surveys have identified that none of these occur within the subject site. |
| Listed Threatened Species | 77 | Species or species habitat known/likely/may occur within the area.<br>Two (2) federally listed threatened species listed under the *EPBC Act* were recorded on site, these comprise the Koala and the Grey-headed Flying Fox. |
| Listed Migratory Species | 59 | Migratory wetland, terrestrial and marine species or species habitat known/likely/may occur within the area.<br>One (1) common migratory species, listed under the *EPBC Act* is considered a potential occurrence. |

The protected matters search tool (DAWE 2020a) identified a range of MNES that could potentially occur in the locality. Significance assessments for all recorded and potentially occurring species are provided in the following sections to determine if development has the potential to result in a significant impact and require referral.

## A-6-2 Commonwealth Marine Areas

One (1) Commonwealth Marine Area, EEZ and Territorial Sea, occurs in the locality. This Commonwealth Marine Area occurs approximately eight (8) kilometres east of the subject site, in the Pacific Ocean.

The Matters of National Environmental Significance, Significant Impact Guidelines 1.1 (DEWHA, 2013) define an action as likely to have a significant impact on a Commonwealth Marine Area if the action will:

- *Result in a known or potential pest species becoming established in the Commonwealth marine area;*

- *Modify, destroy, fragment, isolate or disturb an important or substantial area of habitat such that an adverse impact on marine ecosystem functioning or integrity in a Commonwealth marine area results;*
- *Have a substantial adverse effect on a population of a marine species or cetacean including its life cycle (for example, breeding, feeding, migration behaviour, life expectancy) and spatial distribution;*
- *Result in a substantial change in air quality4 or water quality (including temperature) which may adversely impact on biodiversity, ecological integrity; social amenity or human health;*
- *Result in persistent organic chemicals, heavy metals, or other potentially harmful chemicals accumulating in the marine environment such that biodiversity, ecological integrity, social amenity or human health may be adversely affected; or*
- *Have a substantial adverse impact on heritage values of the Commonwealth marine area, including damage or destruction of an historic shipwreck.*

The following addresses each of the previous points listed.

*Significant Impact Criteria*

Table 21: Significant impact assessment - Commonwealth Marine Area

| Significant Impact Criteria | Details |
|---|---|
| a) Result in a known or potential pest species becoming established in the Commonwealth marine area. | The proposed rezoning and subsequent development are not anticipated to have any direct or indirect impact on any marine area. As such, the proposed will not result in any pest species becoming established in the Commonwealth marine area. |
| b) Modify, destroy, fragment, isolate or disturb an important or substantial area of habitat such that an adverse impact on marine ecosystem functioning or integrity in a Commonwealth marine area results. | The proposal is for the rezoning of a relatively small terrestrial land parcel. It is not anticipated to alter or disturb any area of habitat with direct linkages to a marine ecosystem. |
| c) Have a substantial adverse effect on a population of a marine species or cetacean including its life cycle (for example, breeding, feeding, migration behaviour, life expectancy) and spatial distribution. | The vegetation within the subject site is not considered important habitat for any marine species. |
| d) Result in a substantial change in air quality or water quality (including temperature) which may adversely impact on biodiversity, ecological integrity; social amenity or human health. | The proposed rezoning and subsequent development will see the potential reduction in air quality. The minor extent of this is unlikely to be significant enough to adversely impact on biodiversity, ecological integrity; social amenity or human health.<br>No waterways occur within the subject site; hence water quality will not be altered as a result of the proposal. |
| e) Result in persistent organic chemicals, heavy metals, or other potentially harmful chemicals accumulating in the marine environment such that biodiversity, ecological integrity, social amenity or human health may be adversely affected. | The subject site is set-back from the coast by approximately two (2) kilometres and no waterways with direct links to the coast are present within the site. As such, the proposal is unlikely to result in an accumulation of harmful chemicals in any marine environment. |
| f) Have a substantial adverse impact on heritage values of the Commonwealth | The subject site is located approximately eight (8) kilometres west of the Commonwealth marine area. No direct or indirect impacts on this area are anticipated as a result of the proposal. |

| Significant Impact Criteria | Details |
|---|---|
| marine area, including damage or destruction of an historic shipwreck. | |
| **Resulting Impact** | **No significant impact** |

The above assessment has determined that the proposal is not considered likely to have a significant impact on the Commonwealth Marine Area within the locality. Referral to the Department of Agriculture, Water and the Environment (DAWE) is not required for this community.

## A-6-3 Potential Occurrence Assessment

The following tables are used as a summary to address threatened species in terms of potential occurrence and requirement for formal assessment. A threatened species has been assessed if it is known or likely to occur within the locality and may occur to some degree on-site due to potential habitat.

Likelihood of occurrence is based on the probability of occurrence in terms of:

- Habitat extent (e.g. sufficient to support an individual or the local population; comprises all of home range; forms part of larger territory, etc.); quality (i.e. condition, including an assessment of threats, historical land uses on and off-site, and future pressures); interconnectivity to other habitat; and ability to provide all the species life-cycle requirements (either the site alone, or other habitat within its range);
- Occurrence frequency (i.e. on-site resident; portion of larger territory or seasonal migrant); and
- Usage i.e. breeding or non-breeding; opportunistic foraging (e.g. seasonal, migratory or opportunistic); marginal fringe of core range; refuge; roosts; etc.

Table 22: Potential occurrence assessment - flora

| Species | BC Act | EPBC Act | Link to Profile | Likelihood of Occurrence | Significance Assessment Required? |
|---|---|---|---|---|---|
| **North Brother Wattle** *Acacia courtii* | V | V | http://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=10011 | This species is only known from the mountains of North Brother, Middle Brother and South Brother. Although the subject site is in proximity to these mountains, this species is unlikely to occur due to a preference for steep, dry, rocky slopes (DPIE 2020b). | No |
| **Scented Acronychia** *Acronychia littoralis* | E | E | http://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=10030 | The subject site occurs in the southern extent of this species' range. It is known to occur between littoral rainforest and swamp sclerophyll forests, usually within 2 km of the coast. The study area may provide some potential habitat for this species however the site was historically cleared and is currently interspersed with weeds. This species was not recorded during site survey. Unlikely to occur. | No |
| **Dwarf Heath Casuarina** *Allocasuarina defungens* | E | E | http://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=10037 | In NSW this species is mostly found growing in tall heath on sand. Suitable habitat for this species does not occur within the subject site. This species was also not recorded during targeted survey and only a single record occurs within the locality. Unlucky to occur. | No |
| - *Allocasuarina thalassoscopica* | - | E | http://www.environment.gov.au/cgi-bin/sprat/public/publicspecies.pl?taxon_id=21927 | This species is restricted to the low closed heathland community of Mt Coolum on the Sunshine Coast and is not known to occur outside of this area (DAWE 2020b). No local records and not found during site survey. Unlikely to occur. | No |
| **Hairy-joint Grass** *Arthraxon hispidus* | V | V | http://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=10066 | A rainforest species favouring habitat with richer loams soils (DPIE 2020b). Marginal potential habitat for this species occurs in the study area however is has been subjected to extensive historical disturbances and it was not recorded during site surveys. Unlikely to occur. | No |
| **Trailing Woodruff** *Asperula asthenes* | V | V | http://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=10068 | This species is known to occur in damp areas, largely along creeks and river banks. It is generally associated with freshwater areas. The aquatic areas within the subject site are not suitable for this species with these limited to farm dams and ephemeral waterbodies in depressions. Unlikely to occur. | No |

| Species | BC Act | EPBC Act | Link to Profile | Likelihood of Occurrence | Significance Assessment Required? |
|---|---|---|---|---|---|
| **Leafless Tongue-orchid** *Cryptostylis hunteriana* | V | V | http://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=10187 | This species is generally known to grow in swamp-heath on sandy soils along the coast. No records of this species occur within the locality. Unlikely to occur,<br>No suitable habitat for this species occurs within the study area and it was not located during site survey. Unlikely to occur. | No |
| **White-flowered Wax Plant** *Cynanchum elegans* | E | E | http://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=10196 | This species predominately occurs in dry rainforest and littoral rainforest communities. the subject site does not contain any potential habitat for this species. Unlikely to occur. | No |
| - *Euphrasia arguta* | CE | CE | http://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=20165 | This species is known to grow in grassy areas near rivers (OEH 2020). No suitable habitat for this species does not occur within the subject site and it was not located during site survey. No local records occur. Unlikely to occur. | No |
| **Big Nellie Hakea** *Hakea archaeoides* | V | V | http://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=10387 | A hinterland species which grows in deep gullies and on steep, sheltered, rocky slopes (DPIE 2020b). Habitat of this type does not occur on site and this species was not found during site surveys. Unlikely to occur. | No |
| **Macadamia Nut** *Macadamia integrifolia* | - | V | http://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=20244 | This species is generally found in Queensland with the subject site occurring in the southern extent of this species' known distribution. All local records are marked as 'invalid' on Bionet. Unlikely to occur. | No |
| **Slender Marsdenia** *Marsdenia longiloba* | E | V | http://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=10507 | Typically recorded in wet sclerophyll forest and rainforest. Habitat for this species does not occur within the subject site. Site habitat unlikely to be suitable and there are no proximate records. Unlikely to occur. | No |
| **Biconvex Paperbark** *Melaleuca biconvexa* | V | V | http://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=10514 | This species occurs in swamp margins or creek edges. Potential habitat for this species occurs on site however this was not recorded during targeted survey. Unlikely to occur. | No |
| **Milky Silkpod** *Parsonsia dorrigoensis* | V | E | https://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=10587 | Site contains poor potential habitat and this species was not recorded despite targeted survey. Unlikely to occur. | No |

| Species | BC Act | EPBC Act | Link to Profile | Likelihood of Occurrence | Significance Assessment Required? |
|---|---|---|---|---|---|
| **Knotweed** *Persicaria elatior* | V | V | https://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=10590 | Potential habitat for this species occurs on site however this was not recorded during site surveys and there are no local records. Unlikely to occur. | No |
| **Lesser Swamp-orchid** *Phaius australis* | E | E | http://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=10610 | This species is limited to areas of swampy grassland and swampy forest. Potential habitat for this species occurs on site however habitat has been subjected to extensive disturbances in the past and it was not recorded during targeted survey. Unlikely to occur. | No |
| **Magenta Lilly Pilly** *Syzygium paniculatum* | E | V | http://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=10794 | This species is restricted to specific soils of riverside rainforests and remnant littoral rainforests (DPIE 2020b). No potential habitat for this species occurs on site and no local records occur. Unlikely to occur. | No |
| **Austral Toadflax** *Thesium australe* | V | V | http://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=10802 | Site contains some areas of native groundcover, however the habitat in general is unlikely to be suitable for this species which is more often associated with grassland on coastal sea cliffs. Not recorded during survey. Unlikely to occur. | No |
| **Cryptic Forest Twiner** *Tylophora woollsii* | E | E | https://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=10816 | This species is known from moist eucalypt forest, rainforest margins and dry eucalypt forests (OEH 2020). Habitat of this type does not occur on the subject site and site vegetation is likely to be too degraded to support this species. Unlikely to occur. | No |
| Key: Critically Endangered (CE), Endangered (E), Vulnerable (V). | | | | | |

Table 23: Potential occurrence assessment - fauna

| Species | BC Act | EPBC Act | Link to Profile | Likelihood of Occurrence | Significance Assessment Required? |
|---|---|---|---|---|---|
| **Amphibia** | | | | | |
| **Green & Golden Bell Frog** *Litoria aurea* | E | V | http://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=10483 | This species inhabits large permanent waterbodies with a preference for those which are still. The large farm dam within the subject site may provide suitable habitat for | **Yes** |

| Species | BC Act | EPBC Act | Link to Profile | Likelihood of Occurrence | Significance Assessment Required? |
|---|---|---|---|---|---|
| | | | | this species with a dense cover of emergent aquatic species. A few records of this species occur in the locality. Survey for this species within the subject site is pending. Fair chance of occurring. | |
| **Stuttering Frog** *Mixophyes balbus* | E | V | http://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=10536 | This species is fund in wet, forested areas usually above 100 metres elevation and near mountain streams. No suitable habitat is present on site and no local records. Unlikely to occur. | No |
| **Giant Barred Frog** *Mixophyes iterates* | - | E | http://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=10538 | This species is found in moist forests and rainforests. Habitat on site is disturbed and there are no natural riparian habitats within the subject site that could support this species. Unlikely to occur. | No |
| **Aves** | | | | | |
| **Regent Honeyeater** *Anthochaera Phrygia* | CE | CE | http://www.environment.gov.au/cgi-bin/sprat/public/publicspecies.pl?taxon_id=82338 | Although winter flowering nectar sources for this species occur on site, very few favoured species are present. The subject site is also not mapped as containing important habitat for this species (DPIE 2020e). | No |
| **Australasian Bittern** *Botaurus poiciloptilus* | E | E | http://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=10105 | An estuarine or freshwater species found in areas of dense sedges, reeds and rushes. Study area contains some marginal habitat but is likely to be too exposed and fragmented and contains poor linkages to higher quality potential habitat. Unlikely to occur. | No |
| **Red Goshawk** *Erythrotriorchis radiatus* | CE | V | http://www.environment.gov.au/cgi-bin/sprat/public/publicspecies.pl?taxon_id=942 | This species is very rare in NSW with most records occurring north of the Clarence River. Records south of this consist solely of occasional historic records in Port Stephens (DPIE 2020b). This species is often found in mosaic vegetation in close proximity to a watercourse and requires a large bird population as a prey resource. Its preferred habitats are Melaleuca swamp forest, mixed subtropical rainforest and riparian eucalyptus forest. Habitat favoured by this species does not occur on the subject site and no local records occur. Unlikely chance of occurring. | No |
| **Grey Falcon** *Falco hypoleucos* | E | V | https://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=10330 | The subject site is outside of the normal geographic range for this species with only occasional vagrants known to | No |

| Species | BC Act | EPBC Act | Link to Profile | Likelihood of Occurrence | Significance Assessment Required? |
|---|---|---|---|---|---|
| | | | | occur east of the Great Dividing Range (OEH 2020). Unlikely to occur. | |
| **Painted Honeyeater** *Grantiella picta* | V | V | http://www.environment.gov.au/cgi-bin/sprat/public/publicspecies.pl?taxon_id=470 | This species inhabits mistletoe-infested forest and woodland communities. This habitat does not occur on site. Unlikely to occur. | No |
| **White-throated Needletail** *Hirundapus caudacutus* | - | V | http://www.environment.gov.au/cgi-bin/sprat/public/publicspecies.pl?taxon_id=682 | In Australia, this species is almost exclusively aerial (DAWE 2020a). This species is unlikely to utilise the vegetation on site to forage and breeding occurs in Asia. Likely to occur as a fly-over only. Unlikely to utilise the subject site. | No |
| **Swift Parrot** *Lathamus discolor* | E | CE | http://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=10455 | This species is known to prefer winter-flowering eucalypts which occur within the study area. Not recorded on site during surveys. Given the extent of higher quality habitat in the area, including within Queens Lake State Conservation Area, the minor extent of potential habitat in the subject site is only marginally likely to attract this species. The subject site is also not mapped as containing important habitat for this species on the draft DPIE Swift Parrot Important Habitat Map (information sourced from the DPIE). Low to nil chance of occurring. | **Yes** |
| **Superb Fruit-Dove** *Ptilinopus superbus* | V | V | https://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=10709 | This species inhabits rainforests and closed forests with an abundance of fruiting species (OEH 2020). Habitat within the subject site is not deemed suitable for this species due to the exposure, disturbance history and lack of preferred vegetation. Unlikely to occur. | No |
| **Australian Painted Snipe** *Rostratula australis* | E | E | http://www.environment.gov.au/cgi-bin/sprat/public/publicspecies.pl?taxon_id=77037 | This species is known to forage on mudflats and in shallow water, where there is a cover of tall vegetation (DPIE 2020b). No potential habitat for this species occurs on site. Unlikely to occur. | No |
| **Insecta** | | | | | |
| **Australian Fritillary** *Argynnis hyperbius inconstans* | E | CE | http://www.environment.gov.au/cgi-bin/sprat/public/publicspecies.pl?taxon_id=88056 | The subject site occurs outside of the known geographic range for this species with the southern-most record occurring greater than 20 kilometres north of the subject site. Only marginal potential habitat for this species occurs on site. No local records, unlikely to occur. | No |

| Species | BC Act | EPBC Act | Link to Profile | Likelihood of Occurrence | Significance Assessment Required? |
|---|---|---|---|---|---|
| **Mammalia** | | | | | |
| **Large-eared Pied Bat** *Chalinolobus dwyeri* | V | V | http://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=10157 | The subject site is not located in the normal range for this species. The site also lacks preferred roosts such as caves, mines and Fairy Martin nests. Considered unlikely to occur on site due to the lack of breeding habitat and position of site outside of species range. | No |
| **Spotted-tailed Quoll** *Dasyurus maculatus* | V | E | http://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=10207 | This species prefers forest habitats with dense vegetation. For nesting, caves, large hollow logs or tree hollows are required. Potential habitat occurs for this species in the adjoining Queens Lake SCA however vegetation within the subject site is too exposed and sparse to support this species. Unlikely to occur. | No |
| **Greater Glider** *Petauroides volans* | E | V | http://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=20306 | This species requires a high density of tree hollows for shelter. Potential habitat occurs for this species in the adjoining Queens Lake SCA however vegetation within the subject site is too exposed and sparse to support this species. Not recorded during survey. Unlikely to occur. | No |
| **Brush-tailed Rock-wallaby** *Petrogale penicillata* | E | V | http://www.environment.gov.au/cgi-bin/sprat/public/publicspecies.pl?taxon_id=225 | This species requires areas of rocky escarpments, outcrops and cliffs as it seeks shelter in caves and rock crevices by day. By night, this species is forages on vegetation adjacent to these areas. No habitat of this type occurs within close proximity to the subject site. Unlikely to occur. | No |
| **Long-nosed Potoroo** *Potorous tridactylus* | V | V | http://www.environment.nsw.gov.au/threatenedspeciesapp/profile.aspx?id=10662 | This species requires a dense understory and groundcover for refuge whilst feeding. Potential habitat for this species occurs in adjoining landholdings however habitat within the subject site is likely to be too degraded and fragmented for this species. Not recorded during surveys. Unlikely to occur within the study area. | No |
| **New Holland Mouse** *Pseudomys novaehollandiae* | - | V | http://www.environment.gov.au/cgi-bin/sprat/public/publicspecies.pl?taxon_id=96 | This species requires heathlands with a dense understory. Suitable habitat for this species occurs in adjoining habitat however the subject site is too degraded for this species and subject to regular slashing. Unlikely to occur. | No |
| Reptilia | | | | | |

| Species | BC Act | EPBC Act | Link to Profile | Likelihood of Occurrence | Significance Assessment Required? |
|---|---|---|---|---|---|
| **Three-toed Snake-tooth Skink** *Coeranoscincus reticulatus* | V | V | http://www.environment.nsw.gov.au/threatenedSpeciesApp/profile.aspx?id=10172 | This species is known to occur on sandy and loamy soils of rainforests and moist eucalypt forests (DPIE 2020b). Potential suitable habitat for this species does not occur within the subject site. Unlikely to occur. | No |
| Key: Critically Endangered (CE), Endangered (E), Vulnerable (V). | | | | | |

## A-6-4 Koala Referral Assessment

The habitat on site has been assessed using the Koala habitat assessment tool from the EPBC Act Referral Guidelines (Department of the Environment 2014). To qualify as critical habitat, it must score five or more. This is shown in the following table:

Table 24: Koala habitat assessment

| Attribute | Score | Reason | |
|---|---|---|---|
| Koala Occurrence | 2 | Desktop | Numerous recent records occur within 2 km of the site on Bionet Atlas. |
| | | On-ground | Koala scratching were recorded on site by FloraFauna Consulting in 2016. No further evidence of use by the Koala was been recorded during survey. |
| Vegetation structure and composition | 2 | Desktop | N/A |
| | | On-ground | The subject site comprises multiple Koala food tree species with the locally preferred Swamp Mahogany, Forest Red Gum and Tallowwood common. |
| Habitat connectivity | 2 | Site is part a contiguous landscape which is >500 ha. | |
| Key existing threats | 0 | Desktop | OEH Bionet has frequent records of Koala road kill on the roads immediately adjoining the subject site and in the study area. Records of dog attacks are also common in the study area. |
| | | On-ground | Domestic dogs and roads in surrounding areas would be a likely threat to local Koalas. |
| Recovery value | 1 | It is unknown whether the habitat to be removed is important for achieving the interim recovery objectives for the Koala. The following are factors contributing to this:<br>• Koala foraging resources in the subject site are already fragmented.<br>• The subject site may provide an important habitat link in the west-east direction for the Koala however a high risk of road strike occurs.<br>• High records of Koala road kill in the locality.<br>• Connectivity through remaining vegetation will remain. | |
| Total | 7 | Site qualifies as critical habitat. | |

As per the Koala habitat assessment tool, the subject site qualifies as critical habitat. An assessment has been undertaken to determine if the proposal will adversely affect this habitat and/or interfere substantially with the recovery of the Koala and require referral to the Minister.

The following table derived from the Koala Referral Guidelines (DotE 2014) assesses whether the proposal is likely to adversely affect habitat critical to the survival of the Koala.

Table 25: Critical habitat assessment

| Attribute | Response | Reason |
|---|---|---|
| Does impact area contain habitat critical to the survival of the Koala? | Yes | Site scores seven (7) as per the Koala habitat assessment tool, qualifying it as critical habitat. |
| Do the areas proposed to be cleared contain known Koala food trees? | Yes | Habitat to be removed contains trees known to be used by Koalas. |

| Attribute | Response | Reason |
|---|---|---|
| Are you proposing to clear ≤2 ha of habitat containing known Koala food trees in an area with a habitat score of ≤5? | No | Proposal will require clearing of 1.4 hectares of native habitat in an area with a habitat score of greater than five (5). |
| Are you proposing to clear ≥20 ha of habitat containing known koala food trees in an area with a habitat score of ≥8? | No | Proposal will require clearing of 1.4 hectares of native habitat in an area with a habitat score of seven (7). |
| Outcome | Impact uncertain, further assessment required (see Section A-6-5). | |

## A-6-5 Threatened Species

Two (2) federally listed threatened species were recorded during the field surveys – the Grey-headed Flying Fox and the Koala. Both species are listed as Vulnerable under the *EPBC Act*.

The MNES, Significant Impact Guidelines 1.1 (DEWHA, 2013) define an action is as likely to have a significant impact on a vulnerable species, if it will:

- *lead to a long-term decrease in the size of an important population of a species.*
- *reduce the area of occupancy of an important population:*
- *fragment an existing important population into two or more populations*
- *adversely affect habitat critical to the survival of a species,*
- *disrupt the breeding cycle of an important population*
- *modify, destroy, remove or isolate or decrease the availability or quality of habitat to the extent that the species is likely to decline*
- *result in invasive species that are harmful to a vulnerable species becoming established in the vulnerable species' habitat*
- *introduce disease that may cause the species to decline:*
- *interfere substantially with the recovery of the species.*

An *important population* is defined under the MNES Significant Impact Guidelines 1.1 (DEWHA, 2013) as one that is necessary for a species' long-term survival and recovery. This includes such populations as:

- key populations either for breeding or dispersal;
- populations that are necessary for maintaining genetic diversity; and or
- populations that are near the limit of the species range.

According to the MNES, Significant Impact Guidelines 1.1 (DEWHA 2013), *critical habitat* refers to areas critical to the survival of a species or ecological community and may include areas that are necessary for/to:

- activities such as foraging, breeding, roosting or dispersal;
- succession;
- maintain genetic diversity and long-term evolutionary development; or

- reintroduction of populations or recovery of the species/community.

The following sections address the significant impact criteria listed above.

Assessment of Significance: Grey-headed Flying Fox

**Grey-headed Flying Fox (*Pteropus poliocephalus*)**

*EPBC Act* Status: Vulnerable

*Distribution*

The Grey-headed Flying Fox is known to occupy areas on the coastal belt from Rockhampton in central Queensland to as far south as Melbourne in Victoria. This species selectivity forages based on food availability, resulting in only a small portion of their range being occupied at any given time and a large variability in occurrence patterns between seasons and years (DAWE 2020b). As a result, population statistics are hard to estimate and have not been undertaken since 2005.

*Threats*

Habitat loss and fragmentation is the key existing threat to this species with an increasing loss in foraging resources and loss or destruction of breeding habitats. As foraging resources become less available, the Grey-headed Flying Fox is forced to find alternate food sources, often being fruit crops and urban areas. These areas pose a greater mortality risk to this species with culling by crop farmers, electrocution and poison more prevalent in these areas (DAWE 2020b).

*Survey Results*

The Grey-headed Flying Fox was detected foraging in the study area during site survey. Numerous other records of this species occur on Bionet (DPIE 2020a) within a one-kilometre radius of the subject site.

The nearest known Grey-headed Flying Fox breeding camp occurs approximately 16 kilometres northeast of the subject site in the Port Macquarie township.

*Important Population Assessment*

The Grey-headed Flying Fox population potentially utilising the subject site is not considered to represent an *important population* of this species. No breeding colonies are currently located within the locality and only historic records of foraging individuals occur within the study area. The subject site is also not located within the limit of this species' range.

*Significant Impact Criteria*

Table 26: Significant impact assessment - Grey-headed Flying Fox

| Significant Impact Criteria | Details |
|---|---|
| a) Lead to a long-term decrease in the size of an | The proposal will require the removal of a maximum of scattered trees from an area of potential foraging habitat. This vegetation to be removed occurs in a fragmented area historically cleared for agriculture and residential development. This likely provides an |

| Significant Impact Criteria | Details |
|---|---|
| important population of a species | extremely small nectar resource for the population relative to its ecological requirements and local extent of potential habitat. While in very strict terms a negative effect, this loss will have a very minor impact on the local Grey-headed Flying Fox populations as the site in total would only form a very minute fraction of this species wider opportunistic/seasonally variable foraging range.<br>The subject site is also not a known roost for the Grey-headed Flying Fox (Eby 2000) and better quality alternative foraging habitat in the locality is evidently extensive. The proposal will thus not lead to a long-term decrease in the size of these important populations. |
| b) Reduce the area of occupancy of an important population | The minor loss of foraging habitat on the subject site is insignificant relative to the area of occupancy which is measured in terms of hundreds of thousands of hectares. Consequently, the proposal would not reduce the area of occupancy of the important population. |
| c) Fragment an existing important population into two or more populations | The Grey-headed Flying Fox is highly mobile and known to be capable of crossing human-modified habitat. The proposal will offer no barrier to movement. Thus, it will not fragment an existing important population. |
| d) Adversely affect habitat critical to the survival of a species | The vegetation on site is not considered critical habitat for the Grey-headed Flying Fox. Post-development, the remainder of the site and other habitats in the locality will retain the potential to support this species, hence helping support the viability of the local population. |
| e) Disrupt the breeding cycle of an important population | The habitat in the site to be removed does not contain an important population of this species and does not represent potential breeding habitat. The removal of this habitat would hence not be capable of disrupting the breeding cycle of the Grey-headed Flying Fox. |
| f) Modify, destroy, remove or isolate or decrease the availability or quality of habitat to the extent that the species is likely to decline | The degree of possible vegetation loss imposed by the proposed rezoning is not significant enough to affect a local population of the Grey-headed Flying Fox to the point that it could cause a decline of the species. |
| g) Result in invasive species, that are harmful (by competition, modification of habitat, or predation) to a Vulnerable species, becoming established in the Vulnerable species' habitat | No new species that affects the Grey-headed Flying Fox is likely to be introduced as a direct result of the proposal. |
| h) Introduce a disease that may cause a species to decline | No disease that poses a potential risk to this species is likely to be introduced to the site. |
| i) Interferes substantially with the recovery of the species | Ideally, the goal in threatened species recovery is to increase the abundance and range of the threatened species, so that it is not in risk of becoming extinct. The proposal will result in the removal of a relatively minute area of foraging habitat for the Grey-headed Flying Fox that is not significant enough to interfere with their recovery. |
| **Resulting Impact** | **No significant impact** |

The above assessment has determined that the proposal is not considered likely to have a significant impact on the Grey-headed Flying Fox. Referral to the Department of Agriculture, Water and the Environment (DAWE) is not required for this species.

## Assessment of Significance: Koala

**Koala (*Phascolarctos cinereus*)**

*EPBC Act* Status: Vulnerable

*Distribution*

The listed species range for the Koala is from north-eastern Queensland to the Victorian border, however as a result of translocations, a number of populations can be found outside of this range (DAWE 2020b). In NSW, the distribution of the Koala extends as far west as the Darling River Plains, Cobar Peneplain and Murray-Darling Depression bioregions (DAWE 2020b).

Koala distribution is highly dependent on altitude (<800 metres above sea level), temperature and in some instances, leaf moisture (DAWE 2020b).

The Threatened Species Scientific Committee estimated that the Koala population between 1990 and 2010 in NSW declined at a rate of 33%, with numbers falling from 31,400 to 21,000. These numbers predicted to be much fewer currently (DAWE 2020b).

*Threats*

The key existing threats to the Koala are ongoing habitat loss and fragmentation, vehicle strike and predation by the domestic/feral dog. The Australian Government also recognises the significant threat of extreme environmental conditions (i.e. extreme heat, drought, fire) and disease (in particular Chlamydia infections and Koala Retrovirus) to the Koala (DAWE 2020b).

*Survey Results*

The Koala was detected within the subject site via secondary evidence only, with claw marks consistent with this species recorded on multiple tree trunks throughout the subject site in 2016 (FloraFauna). Spot searches for scats under known Koala food trees and targeted spotlighting and call playback surveys conducted in 2020, failed to detect further evidence of the presence of this species. Bionet Atlas (DPIE 2020a) records multiple records of the Koala immediately surrounding the subject site in adjoining landholdings and vehicle collisions on nearby roads.

*Important Population Assessment*

The local Koala population is likely to represent an important population of this species. With sparse records of the Koala in the area and the anticipated large, home ranges, all individuals within the broader area would be key for breeding.

*Significant Impact Criteria*

Table 27: Significant impact assessment - Koala

| Significant Impact Criteria | Details |
|---|---|
| a) Lead to a long-term decrease in the size of an | The Koala was not observed during targeted surveys however previous surveys have identified their presence within the site via secondary evidence. Historical records also occur in the area however none of these occur within the subject site (DPIE 2020a). It is therefore evident that |

| Significant Impact Criteria | Details |
|---|---|
| important population of a species | the habitat within the study area is likely to provide foraging resources for the local population and/or secondary functions such as refuge and shelter.<br>The proposed rezoning will see the future removal/modification of about 1.40 hectares of habitat which includes a number of preferred food trees. This will reduce the extent of Koala habitat and Schedule 2 species present on site, as well as other browse species (e.g. White Stringybark, Grey Gum). The overall result thus is a minor reduction of the site's foraging resources. The proposal has aimed to reduce the impact on the Koala by removing the KFTs in the highest -risk area to the Koala and allowing for revegetation in a further protected area where after passageways can be created.<br>While the removal of the food trees is a negative impact, given that the proposed E2 zoning in the south of the subject site, and that safer Koala corridors will be created through the site, the proposal is considered unlikely to lead to a direct reduction in the size of the important population in the long term. |
| b) Reduce the area of occupancy of an important population | The proposal will remove/modify approximately 1.40 hectares of Koala habitat. This will lead to a reduction in the area of occupancy for the local population.<br>The habitat to be removed will be offset via purchase and retirement of biodiversity credits. Connectivity through the subject site will also be retained. The proposal is thus not expected to result in a significant reduction in the area of occupancy of an important population. |
| c) Fragment an existing important population into two or more populations | The Koala is relatively mobile though is highly susceptible to threats such as dog attack and vehicle strike. Koala habitat across the subject site is already highly fragmented with only isolated trees occurring.<br>Koala movement across the proposed subject site will remain and be further enhanced by the proposed rezoning as a large portion of the site will be protected with E2 zoning and subject to rehabilitation works. Given these factors, there is no potential for fragmentation or isolation of an important population. |
| d) Adversely affect habitat critical to the survival of a species | As demonstrated in Section A-6-4, the site qualifies as critical habitat for the Koala. To determine if the proposal is likely to adversely affect this habitat (and thus require a referral) the proposed development has been assessed against the following factors (DoE 2014):<br>• The score calculated for the impact area: The site scored seven (7) out of a possible ten (10). This is due to historical records of the Koala, the presence of preferred Koala food trees on site and the sites connectivity to larger areas of habitat nearby. The site scored zero for key existing threats due to the high threat potential for vehicle strike and dog attacks in the study area.<br>• Amount of Koala habitat being cleared: The proposal will remove/modify approximately 1.40 hectares of native vegetation which contains isolated Koala food trees.<br>• Method of clearing: It is recommended that an ecologist conducts pre-clearing surveys for Koalas prior to vegetation removal and remains on site during clearing to ensure Koalas do not enter the clearing area.<br>• The density or abundance of Koalas: There is a high number of Koala records in the locality and Koala claw markings have been previously recorded on the subject site. No detailed Koala studies (e.g. tracking) have been carried out in the subject site, however the survey results suggest that the subject site may form habitat for transient Koalas.<br>• Level of fragmentation caused by the clearing: The proposal will remove isolated trees and patches of vegetation on site which will only incrementally increase the current level of fragmentation in the area and will not create any impassable barriers for the Koala. Habitat linkages through the south of the site will remain and be further enhanced.<br>Given the above, the proposal is not considered to significantly affect habitat critical to the survival of the Koala. |
| e) Disrupt the breeding cycle of an important population | The loss of Koala food trees will reduce the extent of available habitat to the Koala, however habitat is isolated throughout the subject site and considerations have been given as to the high-risk area that these currently occur. The adjoining would be expected to be sufficient to maintain viability of the population. |
| f) Modify, destroy, remove or isolate or decrease the availability or quality of habitat to the extent that | The nature of the development and degree of vegetation/habitat loss is not significant enough to affect a population of the subject species to the point it could cause a decline of the species. |

| Significant Impact Criteria | Details |
|---|---|
| the species is likely to decline | |
| g) Result in invasive species, that are harmful (by competition, modification of habitat, or predation) to a Vulnerable species, becoming established in the Vulnerable species' habitat | No new species that affects the Koala is likely to be introduced as a direct result of the proposal. |
| h) Introduce a disease that may cause a species to decline | No disease that poses a potential risk to this species is likely to be introduced to the site. |
| i) Interferes substantially with the recovery of the species | The proposal will result in the removal of a relatively minute area of foraging habitat for the Koala that is not significant enough to interfere with its recovery. |
| **Resulting Impact** | **No significant impact** |

The above assessment has determined that the proposal is not considered likely to have a significant impact on the Koala. Referral to the Department of Agriculture, Water and the Environment (DAWE) is not required for this species.

### A-6-6 Migratory Species

No migratory species were recorded during the survey. Several *EPBC Act* listed migratory bird species are however known or considered potential occurrences in the locality (DAWE 2020a).

The habitats present across the site provide potential habitat for the listed migratory species, the Fork-tailed Swift.

Migratory birds listed under international agreements (and the *EPBC Act*) are also 'Special Least Concern' fauna species listed under the *NC Act*.

These species are collectively assessed below.

The guidelines to assessment of significance to this Matter, define an action as likely to have a significant impact on a migratory species, if it will:

a) Substantially modify (including fragmenting, altering fire regimes, altering nutrient cycles or altering hydrological cycles), destroy or isolate an area of important habitat of the migratory species, or;

b) Result in an invasive species that is harmful to the migratory species becoming established in an area of important habitat of the migratory species, or;

c) Seriously disrupt the lifecycle (breeding, feeding, migration or resting behaviour) of an ecologically significant proportion of the population of the species.

An important area of habitat is defined under the Matters of National Environmental Significance Significant Impact Guidelines 1.1 (DEWHA, 2013) as:

1. Habitat used by a migratory species occasionally or periodically within a region that supports an ecologically significant proportion of the population of the species, or:
2. Habitat utilised by a migratory species which is at the limit of the species range, or;
3. Habitat within an area where the species is declining.

The subject site is not considered likely to constitute an important area of habitat for any migratory species on the basis of the following:

- Although migratory species may pass through the study area, it is not of sufficient extent to support an ecologically significant proportion of any migratory species.
- All vegetation within the subject site is highly exposed and subject to frequent anthropogenic impacts.
- No migratory species were recorded during the survey period.
- Habitat for these species is locally abundant, and better-quality habitat exists within nearby National Parks, conservation reserves, etc.

The following section addresses each of the previous points listed.

*Significant Impact Criteria*

Table 28: Significant impact assessment – Migratory species

| Significant Impact Criteria | Details |
|---|---|
| a) Substantially modify (including fragmenting, altering fire regimes, altering nutrient cycles or altering hydrological cycles), destroy or isolate an area of important habitat of the migratory species. | The site is not considered likely to constitute an important area of habitat given that it is not of sufficient extent to support an ecologically significant proportion of the above listed species. |
| b) Result in an invasive species that is harmful to the migratory species becoming established in an area of important habitat of the migratory species. | An invasive species is one that may become established in the habitat, and harm the migratory species by direct competition, modification of habitat, or predation. Multiple pest species have been recorded on the subject site currently. The proposal will not see the introduction of any further invasive species. |
| c) Seriously disrupt the lifecycle (breeding, feeding, migration or resting behaviour) of an ecologically significant proportion of the population of the species. | No disruption of the lifecycle of any migratory bird is likely as the habitat affected is only marginally suitable and has been subject to past disturbances (e.g. logging) and is widespread in the surrounding locality. |
| **Resulting Impact** | **No significant impact** |

The above assessment has determined that the proposal is not considered likely to have a significant impact on the migratory species listed under the EPBC Act. Referral to the Department of Agriculture, Water and the Environment (DAWE) is not required for this migratory species.

## A-7 EPBC MNES Search Results

Australian Government
Department of the Environment and Energy

# EPBC Act Protected Matters Report

This report provides general guidance on matters of national environmental significance and other matters protected by the EPBC Act in the area you have selected.

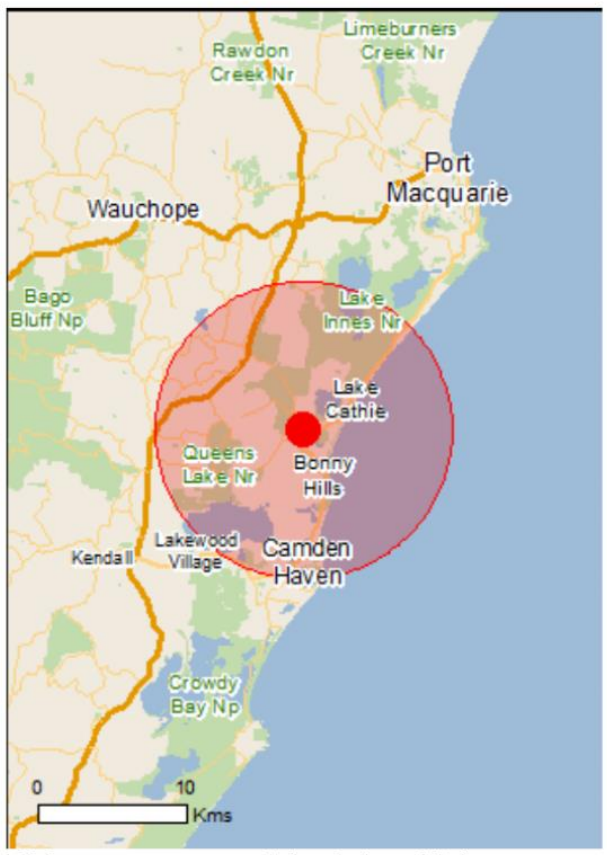
Information on the coverage of this report and qualifications on data supporting this report are contained in the caveat at the end of the report.

Information is available about Environment Assessments and the EPBC Act including significance guidelines, forms and application process details.

Report created: 15/09/20 14:36:20

Summary
Details
- Matters of NES
- Other Matters Protected by the EPBC Act
- Extra Information

Caveat
Acknowledgements

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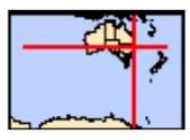
Coordinates
Buffer: 10.0Km



# Summary

## Matters of National Environmental Significance

This part of the report summarises the matters of national environmental significance that may occur in, or may relate to, the area you nominated. Further information is available in the detail part of the report, which can be accessed by scrolling or following the links below. If you are proposing to undertake an activity that may have a significant impact on one or more matters of national environmental significance then you should consider the Administrative Guidelines on Significance.

| | |
|---|---|
| World Heritage Properties: | None |
| National Heritage Places: | None |
| Wetlands of International Importance: | None |
| Great Barrier Reef Marine Park: | None |
| Commonwealth Marine Area: | 1 |
| Listed Threatened Ecological Communities: | 4 |
| Listed Threatened Species: | 77 |
| Listed Migratory Species: | 59 |

## Other Matters Protected by the EPBC Act

This part of the report summarises other matters protected under the Act that may relate to the area you nominated. Approval may be required for a proposed activity that significantly affects the environment on Commonwealth land, when the action is outside the Commonwealth land, or the environment anywhere when the action is taken on Commonwealth land. Approval may also be required for the Commonwealth or Commonwealth agencies proposing to take an action that is likely to have a significant impact on the environment anywhere.

The EPBC Act protects the environment on Commonwealth land, the environment from the actions taken on Commonwealth land, and the environment from actions taken by Commonwealth agencies. As heritage values of a place are part of the 'environment', these aspects of the EPBC Act protect the Commonwealth Heritage values of a Commonwealth Heritage place. Information on the new heritage laws can be found at http://www.environment.gov.au/heritage

A permit may be required for activities in or on a Commonwealth area that may affect a member of a listed threatened species or ecological community, a member of a listed migratory species, whales and other cetaceans, or a member of a listed marine species.

| | |
|---|---|
| Commonwealth Land: | 2 |
| Commonwealth Heritage Places: | None |
| Listed Marine Species: | 82 |
| Whales and Other Cetaceans: | 12 |
| Critical Habitats: | None |
| Commonwealth Reserves Terrestrial: | None |
| Australian Marine Parks: | None |

## Extra Information

This part of the report provides information that may also be relevant to the area you have nominated.

| | |
|---|---|
| State and Territory Reserves: | 7 |
| Regional Forest Agreements: | 1 |
| Invasive Species: | 36 |
| Nationally Important Wetlands: | 1 |
| Key Ecological Features (Marine) | None |

# Details

## Matters of National Environmental Significance

### Commonwealth Marine Area [ Resource Information ]

Approval is required for a proposed activity that is located within the Commonwealth Marine Area which has, will have, or is likely to have a significant impact on the environment. Approval may be required for a proposed action taken outside the Commonwealth Marine Area but which has, may have or is likely to have a significant impact on the environment in the Commonwealth Marine Area. Generally the Commonwealth Marine Area stretches from three nautical miles to two hundred nautical miles from the coast.

| Name |
|---|
| EEZ and Territorial Sea |

### Marine Regions [ Resource Information ]

If you are planning to undertake action in an area in or close to the Commonwealth Marine Area, and a marine bioregional plan has been prepared for the Commonwealth Marine Area in that area, the marine bioregional plan may inform your decision as to whether to refer your proposed action under the EPBC Act.

| Name |
|---|
| Temperate East |

### Listed Threatened Ecological Communities [ Resource Information ]

For threatened ecological communities where the distribution is well known, maps are derived from recovery plans, State vegetation maps, remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.

| Name | Status | Type of Presence |
|---|---|---|
| Coastal Swamp Oak (Casuarina glauca) Forest of New South Wales and South East Queensland ecological community | Endangered | Community likely to occur within area |
| Littoral Rainforest and Coastal Vine Thickets of Eastern Australia | Critically Endangered | Community likely to occur within area |
| Lowland Rainforest of Subtropical Australia | Critically Endangered | Community likely to occur within area |
| Subtropical and Temperate Coastal Saltmarsh | Vulnerable | Community likely to occur within area |

### Listed Threatened Species [ Resource Information ]

| Name | Status | Type of Presence |
|---|---|---|
| Birds | | |
| Anthochaera phrygia<br>Regent Honeyeater [82338] | Critically Endangered | Species or species habitat known to occur within area |
| Botaurus poiciloptilus<br>Australasian Bittern [1001] | Endangered | Species or species habitat known to occur within area |
| Calidris canutus<br>Red Knot, Knot [855] | Endangered | Species or species habitat known to occur within area |
| Calidris ferruginea<br>Curlew Sandpiper [856] | Critically Endangered | Species or species habitat known to occur within area |
| Diomedea antipodensis<br>Antipodean Albatross [64458] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |

| Name | Status | Type of Presence |
|---|---|---|
| Diomedea antipodensis gibsoni<br>Gibson's Albatross [82270] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |
| Diomedea epomophora<br>Southern Royal Albatross [89221] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |
| Diomedea exulans<br>Wandering Albatross [89223] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |
| Diomedea sanfordi<br>Northern Royal Albatross [64456] | Endangered | Foraging, feeding or related behaviour likely to occur within area |
| Erythrotriorchis radiatus<br>Red Goshawk [942] | Vulnerable | Species or species habitat likely to occur within area |
| Falco hypoleucos<br>Grey Falcon [929] | Vulnerable | Species or species habitat may occur within area |
| Fregetta grallaria grallaria<br>White-bellied Storm-Petrel (Tasman Sea), White-bellied Storm-Petrel (Australasian) [64438] | Vulnerable | Species or species habitat likely to occur within area |
| Grantiella picta<br>Painted Honeyeater [470] | Vulnerable | Species or species habitat likely to occur within area |
| Hirundapus caudacutus<br>White-throated Needletail [682] | Vulnerable | Species or species habitat known to occur within area |
| Lathamus discolor<br>Swift Parrot [744] | Critically Endangered | Species or species habitat known to occur within area |
| Limosa lapponica baueri<br>Bar-tailed Godwit (baueri), Western Alaskan Bar-tailed Godwit [86380] | Vulnerable | Species or species habitat likely to occur within area |
| Limosa lapponica menzbieri<br>Northern Siberian Bar-tailed Godwit, Bar-tailed Godwit (menzbieri) [86432] | Critically Endangered | Species or species habitat may occur within area |
| Macronectes giganteus<br>Southern Giant-Petrel, Southern Giant Petrel [1060] | Endangered | Species or species habitat may occur within area |
| Macronectes halli<br>Northern Giant Petrel [1061] | Vulnerable | Species or species habitat may occur within area |
| Numenius madagascariensis<br>Eastern Curlew, Far Eastern Curlew [847] | Critically Endangered | Species or species habitat known to occur within area |
| Pachyptila turtur subantarctica<br>Fairy Prion (southern) [64445] | Vulnerable | Species or species habitat known to occur within area |
| Phoebetria fusca<br>Sooty Albatross [1075] | Vulnerable | Species or species habitat may occur within area |
| Pterodroma leucoptera leucoptera<br>Gould's Petrel, Australian Gould's Petrel [26033] | Endangered | Species or species habitat may occur within area |

| Name | Status | Type of Presence |
|---|---|---|
| Pterodroma neglecta neglecta<br>Kermadec Petrel (western) [64450] | Vulnerable | Foraging, feeding or related behaviour may occur within area |
| Rostratula australis<br>Australian Painted Snipe [77037] | Endangered | Species or species habitat likely to occur within area |
| Sternula nereis nereis<br>Australian Fairy Tern [82950] | Vulnerable | Species or species habitat may occur within area |
| Thalassarche bulleri<br>Buller's Albatross, Pacific Albatross [64460] | Vulnerable | Species or species habitat may occur within area |
| Thalassarche bulleri platei<br>Northern Buller's Albatross, Pacific Albatross [82273] | Vulnerable | Species or species habitat may occur within area |
| Thalassarche cauta<br>Shy Albatross [89224] | Endangered | Species or species habitat may occur within area |
| Thalassarche eremita<br>Chatham Albatross [64457] | Endangered | Species or species habitat may occur within area |
| Thalassarche impavida<br>Campbell Albatross, Campbell Black-browed Albatross [64459] | Vulnerable | Species or species habitat may occur within area |
| Thalassarche melanophris<br>Black-browed Albatross [66472] | Vulnerable | Species or species habitat may occur within area |
| Thalassarche salvini<br>Salvin's Albatross [64463] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |
| Thalassarche steadi<br>White-capped Albatross [64462] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |
| Thinornis cucullatus cucullatus<br>Hooded Plover (eastern), Eastern Hooded Plover [90381] | Vulnerable | Species or species habitat known to occur within area |
| Fish | | |
| Epinephelus daemelii<br>Black Rockcod, Black Cod, Saddled Rockcod [68449] | Vulnerable | Species or species habitat likely to occur within area |
| Frogs | | |
| Litoria aurea<br>Green and Golden Bell Frog [1870] | Vulnerable | Species or species habitat known to occur within area |
| Mixophyes balbus<br>Stuttering Frog, Southern Barred Frog (in Victoria) [1942] | Vulnerable | Species or species habitat likely to occur within area |
| Mixophyes iteratus<br>Giant Barred Frog, Southern Barred Frog [1944] | Endangered | Species or species habitat likely to occur within area |
| Insects | | |
| Argynnis hyperbius inconstans<br>Australian Fritillary [88056] | Critically Endangered | Species or species habitat may occur within area |
| Mammals | | |

| Name | Status | Type of Presence |
|---|---|---|
| Balaenoptera musculus<br>Blue Whale [36] | Endangered | Species or species habitat may occur within area |
| Chalinolobus dwyeri<br>Large-eared Pied Bat, Large Pied Bat [183] | Vulnerable | Species or species habitat likely to occur within area |
| Dasyurus maculatus maculatus (SE mainland population)<br>Spot-tailed Quoll, Spotted-tail Quoll, Tiger Quoll (southeastern mainland population) [75184] | Endangered | Species or species habitat known to occur within area |
| Eubalaena australis<br>Southern Right Whale [40] | Endangered | Species or species habitat likely to occur within area |
| Megaptera novaeangliae<br>Humpback Whale [38] | Vulnerable | Species or species habitat known to occur within area |
| Petauroides volans<br>Greater Glider [254] | Vulnerable | Species or species habitat known to occur within area |
| Petrogale penicillata<br>Brush-tailed Rock-wallaby [225] | Vulnerable | Species or species habitat may occur within area |
| Phascolarctos cinereus (combined populations of Qld, NSW and the ACT)<br>Koala (combined populations of Queensland, New South Wales and the Australian Capital Territory) [85104] | Vulnerable | Species or species habitat known to occur within area |
| Potorous tridactylus tridactylus<br>Long-nosed Potoroo (SE Mainland) [66645] | Vulnerable | Species or species habitat likely to occur within area |
| Pseudomys novaehollandiae<br>New Holland Mouse, Pookila [96] | Vulnerable | Species or species habitat likely to occur within area |
| Pteropus poliocephalus<br>Grey-headed Flying-fox [186] | Vulnerable | Foraging, feeding or related behaviour known to occur within area |
| Plants | | |
| Acacia courtii<br>Northern Brother Wattle [56299] | Vulnerable | Species or species habitat known to occur within area |
| Acronychia littoralis<br>Scented Acronychia [8582] | Endangered | Species or species habitat likely to occur within area |
| Allocasuarina defungens<br>Dwarf Heath Casuarina [21924] | Endangered | Species or species habitat known to occur within area |
| Allocasuarina thalassoscopica<br>[21927] | Endangered | Species or species habitat may occur within area |
| Arthraxon hispidus<br>Hairy-joint Grass [9338] | Vulnerable | Species or species habitat likely to occur within area |
| Asperula asthenes<br>Trailing Woodruff [14004] | Vulnerable | Species or species habitat may occur within area |
| Cryptostylis hunteriana<br>Leafless Tongue-orchid [19533] | Vulnerable | Species or species habitat likely to occur within area |

| Name | Status | Type of Presence |
|---|---|---|
| Cynanchum elegans<br>White-flowered Wax Plant [12533] | Endangered | Species or species habitat known to occur within area |
| Euphrasia arguta<br>[4325] | Critically Endangered | Species or species habitat may occur within area |
| Macadamia integrifolia<br>Macadamia Nut, Queensland Nut Tree, Smooth-shelled Macadamia, Bush Nut, Nut Oak [7326] | Vulnerable | Species or species habitat may occur within area |
| Marsdenia longiloba<br>Clear Milkvine [2794] | Vulnerable | Species or species habitat known to occur within area |
| Melaleuca biconvexa<br>Biconvex Paperbark [5583] | Vulnerable | Species or species habitat known to occur within area |
| Persicaria elatior<br>Knotweed, Tall Knotweed [5831] | Vulnerable | Species or species habitat may occur within area |
| Phaius australis<br>Lesser Swamp-orchid [5872] | Endangered | Species or species habitat may occur within area |
| Syzygium paniculatum<br>Magenta Lilly Pilly, Magenta Cherry, Daguba, Scrub Cherry, Creek Lilly Pilly, Brush Cherry [20307] | Vulnerable | Species or species habitat may occur within area |
| Thesium australe<br>Austral Toadflax, Toadflax [15202] | Vulnerable | Species or species habitat known to occur within area |
| Tylophora woollsii<br>[20503] | Endangered | Species or species habitat likely to occur within area |
| Reptiles | | |
| Caretta caretta<br>Loggerhead Turtle [1763] | Endangered | Foraging, feeding or related behaviour known to occur within area |
| Chelonia mydas<br>Green Turtle [1765] | Vulnerable | Foraging, feeding or related behaviour known to occur within area |
| Coeranoscincus reticulatus<br>Three-toed Snake-tooth Skink [59628] | Vulnerable | Species or species habitat may occur within area |
| Dermochelys coriacea<br>Leatherback Turtle, Leathery Turtle, Luth [1768] | Endangered | Foraging, feeding or related behaviour known to occur within area |
| Eretmochelys imbricata<br>Hawksbill Turtle [1766] | Vulnerable | Species or species habitat known to occur within area |
| Natator depressus<br>Flatback Turtle [59257] | Vulnerable | Breeding likely to occur within area |
| Sharks | | |
| Carcharias taurus (east coast population)<br>Grey Nurse Shark (east coast population) [68751] | Critically Endangered | Species or species habitat known to occur within area |
| Carcharodon carcharias<br>White Shark, Great White Shark [64470] | Vulnerable | Species or species habitat known to occur within area |

| Name | Status | Type of Presence |
|---|---|---|
| Rhincodon typus<br>Whale Shark [66680] | Vulnerable | Species or species habitat may occur within area |

| Listed Migratory Species | | [ Resource Information ] |
|---|---|---|
| * Species is listed under a different scientific name on the EPBC Act - Threatened Species list. | | |
| Name | Threatened | Type of Presence |
| Migratory Marine Birds | | |
| Anous stolidus<br>Common Noddy [825] | | Species or species habitat likely to occur within area |
| Apus pacificus<br>Fork-tailed Swift [678] | | Species or species habitat likely to occur within area |
| Ardenna carneipes<br>Flesh-footed Shearwater, Fleshy-footed Shearwater [82404] | | Foraging, feeding or related behaviour likely to occur within area |
| Ardenna grisea<br>Sooty Shearwater [82651] | | Species or species habitat likely to occur within area |
| Calonectris leucomelas<br>Streaked Shearwater [1077] | | Species or species habitat may occur within area |
| Diomedea antipodensis<br>Antipodean Albatross [64458] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |
| Diomedea epomophora<br>Southern Royal Albatross [89221] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |
| Diomedea exulans<br>Wandering Albatross [89223] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |
| Diomedea sanfordi<br>Northern Royal Albatross [64456] | Endangered | Foraging, feeding or related behaviour likely to occur within area |
| Fregata ariel<br>Lesser Frigatebird, Least Frigatebird [1012] | | Species or species habitat known to occur within area |
| Fregata minor<br>Great Frigatebird, Greater Frigatebird [1013] | | Species or species habitat likely to occur within area |
| Macronectes giganteus<br>Southern Giant-Petrel, Southern Giant Petrel [1060] | Endangered | Species or species habitat may occur within area |
| Macronectes halli<br>Northern Giant Petrel [1061] | Vulnerable | Species or species habitat may occur within area |
| Phoebetria fusca<br>Sooty Albatross [1075] | Vulnerable | Species or species habitat may occur within area |
| Sternula albifrons<br>Little Tern [82849] | | Species or species habitat may occur within area |
| Thalassarche bulleri<br>Buller's Albatross, Pacific Albatross [64460] | Vulnerable | Species or species habitat may occur within area |

| Name | Threatened | Type of Presence |
|---|---|---|
| Thalassarche cauta<br>Shy Albatross [89224] | Endangered | Species or species habitat may occur within area |
| Thalassarche eremita<br>Chatham Albatross [64457] | Endangered | Species or species habitat may occur within area |
| Thalassarche impavida<br>Campbell Albatross, Campbell Black-browed Albatross [64459] | Vulnerable | Species or species habitat may occur within area |
| Thalassarche melanophris<br>Black-browed Albatross [66472] | Vulnerable | Species or species habitat may occur within area |
| Thalassarche salvini<br>Salvin's Albatross [64463] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |
| Thalassarche steadi<br>White-capped Albatross [64462] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |
| **Migratory Marine Species** | | |
| Balaena glacialis australis<br>Southern Right Whale [75529] | Endangered* | Species or species habitat likely to occur within area |
| Balaenoptera edeni<br>Bryde's Whale [35] | | Species or species habitat may occur within area |
| Balaenoptera musculus<br>Blue Whale [36] | Endangered | Species or species habitat may occur within area |
| Carcharodon carcharias<br>White Shark, Great White Shark [64470] | Vulnerable | Species or species habitat known to occur within area |
| Caretta caretta<br>Loggerhead Turtle [1763] | Endangered | Foraging, feeding or related behaviour known to occur within area |
| Chelonia mydas<br>Green Turtle [1765] | Vulnerable | Foraging, feeding or related behaviour known to occur within area |
| Dermochelys coriacea<br>Leatherback Turtle, Leathery Turtle, Luth [1768] | Endangered | Foraging, feeding or related behaviour known to occur within area |
| Dugong dugon<br>Dugong [28] | | Species or species habitat may occur within area |
| Eretmochelys imbricata<br>Hawksbill Turtle [1766] | Vulnerable | Species or species habitat known to occur within area |
| Lamna nasus<br>Porbeagle, Mackerel Shark [83288] | | Species or species habitat may occur within area |
| Manta alfredi<br>Reef Manta Ray, Coastal Manta Ray, Inshore Manta Ray, Prince Alfred's Ray, Resident Manta Ray [84994] | | Species or species habitat may occur within area |
| Manta birostris<br>Giant Manta Ray, Chevron Manta Ray, Pacific Manta Ray, Pelagic Manta Ray, Oceanic Manta Ray [84995] | | Species or species habitat may occur within area |

| Name | Threatened | Type of Presence |
|---|---|---|
| Megaptera novaeangliae | | |
| Humpback Whale [38] | Vulnerable | Species or species habitat known to occur within area |
| Natator depressus | | |
| Flatback Turtle [59257] | Vulnerable | Breeding likely to occur within area |
| Orcinus orca | | |
| Killer Whale, Orca [46] | | Species or species habitat may occur within area |
| Rhincodon typus | | |
| Whale Shark [66680] | Vulnerable | Species or species habitat may occur within area |
| Sousa chinensis | | |
| Indo-Pacific Humpback Dolphin [50] | | Species or species habitat likely to occur within area |
| **Migratory Terrestrial Species** | | |
| Cuculus optatus | | |
| Oriental Cuckoo, Horsfield's Cuckoo [86651] | | Species or species habitat may occur within area |
| Hirundapus caudacutus | | |
| White-throated Needletail [682] | Vulnerable | Species or species habitat known to occur within area |
| Monarcha melanopsis | | |
| Black-faced Monarch [609] | | Species or species habitat known to occur within area |
| Monarcha trivirgatus | | |
| Spectacled Monarch [610] | | Species or species habitat known to occur within area |
| Myiagra cyanoleuca | | |
| Satin Flycatcher [612] | | Species or species habitat known to occur within area |
| Rhipidura rufifrons | | |
| Rufous Fantail [592] | | Species or species habitat known to occur within area |
| **Migratory Wetlands Species** | | |
| Actitis hypoleucos | | |
| Common Sandpiper [59309] | | Species or species habitat known to occur within area |
| Calidris acuminata | | |
| Sharp-tailed Sandpiper [874] | | Species or species habitat known to occur within area |
| Calidris canutus | | |
| Red Knot, Knot [855] | Endangered | Species or species habitat known to occur within area |
| Calidris ferruginea | | |
| Curlew Sandpiper [856] | Critically Endangered | Species or species habitat known to occur within area |
| Calidris melanotos | | |
| Pectoral Sandpiper [858] | | Species or species habitat may occur within area |
| Gallinago hardwickii | | |
| Latham's Snipe, Japanese Snipe [863] | | Foraging, feeding or related behaviour may occur within area |
| Gallinago megala | | |
| Swinhoe's Snipe [864] | | Foraging, feeding or related behaviour likely to occur within area |

| Name | Threatened | Type of Presence |
|---|---|---|
| Gallinago stenura<br>Pin-tailed Snipe [841] | | Foraging, feeding or related behaviour likely to occur within area |
| Limosa lapponica<br>Bar-tailed Godwit [844] | | Species or species habitat known to occur within area |
| Numenius madagascariensis<br>Eastern Curlew, Far Eastern Curlew [847] | Critically Endangered | Species or species habitat known to occur within area |
| Numenius minutus<br>Little Curlew, Little Whimbrel [848] | | Foraging, feeding or related behaviour likely to occur within area |
| Numenius phaeopus<br>Whimbrel [849] | | Foraging, feeding or related behaviour known to occur within area |
| Pandion haliaetus<br>Osprey [952] | | Breeding known to occur within area |
| Tringa nebularia<br>Common Greenshank, Greenshank [832] | | Species or species habitat likely to occur within area |

## Other Matters Protected by the EPBC Act

| Commonwealth Land | [ Resource Information ] |
|---|---|

The Commonwealth area listed below may indicate the presence of Commonwealth land in this vicinity. Due to the unreliability of the data source, all proposals should be checked as to whether it impacts on a Commonwealth area, before making a definitive decision. Contact the State or Territory government land department for further information.

| Name |
|---|
| Commonwealth Land - Australian Postal Corporation |
| Commonwealth Land - Australian Telecommunications Commission |

| Listed Marine Species | [ Resource Information ] |
|---|---|

* Species is listed under a different scientific name on the EPBC Act - Threatened Species list.

| Name | Threatened | Type of Presence |
|---|---|---|
| Birds | | |
| Actitis hypoleucos<br>Common Sandpiper [59309] | | Species or species habitat known to occur within area |
| Anous stolidus<br>Common Noddy [825] | | Species or species habitat likely to occur within area |
| Apus pacificus<br>Fork-tailed Swift [678] | | Species or species habitat likely to occur within area |
| Ardea alba<br>Great Egret, White Egret [59541] | | Species or species habitat known to occur within area |
| Ardea ibis<br>Cattle Egret [59542] | | Species or species habitat may occur within area |
| Calidris acuminata<br>Sharp-tailed Sandpiper [874] | | Species or species habitat known to occur within area |
| Calidris canutus<br>Red Knot, Knot [855] | Endangered | Species or species |

| Name | Threatened | Type of Presence |
|---|---|---|
| | | habitat known to occur within area |
| Calidris ferruginea<br>Curlew Sandpiper [856] | Critically Endangered | Species or species habitat known to occur within area |
| Calidris melanotos<br>Pectoral Sandpiper [858] | | Species or species habitat may occur within area |
| Calonectris leucomelas<br>Streaked Shearwater [1077] | | Species or species habitat may occur within area |
| Catharacta skua<br>Great Skua [59472] | | Species or species habitat may occur within area |
| Charadrius ruficapillus<br>Red-capped Plover [881] | | Foraging, feeding or related behaviour known to occur within area |
| Diomedea antipodensis<br>Antipodean Albatross [64458] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |
| Diomedea epomophora<br>Southern Royal Albatross [89221] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |
| Diomedea exulans<br>Wandering Albatross [89223] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |
| Diomedea gibsoni<br>Gibson's Albatross [64466] | Vulnerable* | Foraging, feeding or related behaviour likely to occur within area |
| Diomedea sanfordi<br>Northern Royal Albatross [64456] | Endangered | Foraging, feeding or related behaviour likely to occur within area |
| Fregata ariel<br>Lesser Frigatebird, Least Frigatebird [1012] | | Species or species habitat known to occur within area |
| Fregata minor<br>Great Frigatebird, Greater Frigatebird [1013] | | Species or species habitat likely to occur within area |
| Gallinago hardwickii<br>Latham's Snipe, Japanese Snipe [863] | | Foraging, feeding or related behaviour may occur within area |
| Gallinago megala<br>Swinhoe's Snipe [864] | | Foraging, feeding or related behaviour likely to occur within area |
| Gallinago stenura<br>Pin-tailed Snipe [841] | | Foraging, feeding or related behaviour likely to occur within area |
| Haliaeetus leucogaster<br>White-bellied Sea-Eagle [943] | | Species or species habitat known to occur within area |
| Hirundapus caudacutus<br>White-throated Needletail [682] | Vulnerable | Species or species habitat known to occur within area |
| Lathamus discolor<br>Swift Parrot [744] | Critically Endangered | Species or species habitat known to occur |

| Name | Threatened | Type of Presence within area |
|---|---|---|
| Limosa lapponica<br>Bar-tailed Godwit [844] | | Species or species habitat known to occur within area |
| Macronectes giganteus<br>Southern Giant-Petrel, Southern Giant Petrel [1060] | Endangered | Species or species habitat may occur within area |
| Macronectes halli<br>Northern Giant Petrel [1061] | Vulnerable | Species or species habitat may occur within area |
| Merops ornatus<br>Rainbow Bee-eater [670] | | Species or species habitat may occur within area |
| Monarcha melanopsis<br>Black-faced Monarch [609] | | Species or species habitat known to occur within area |
| Monarcha trivirgatus<br>Spectacled Monarch [610] | | Species or species habitat known to occur within area |
| Myiagra cyanoleuca<br>Satin Flycatcher [612] | | Species or species habitat known to occur within area |
| Numenius madagascariensis<br>Eastern Curlew, Far Eastern Curlew [847] | Critically Endangered | Species or species habitat known to occur within area |
| Numenius minutus<br>Little Curlew, Little Whimbrel [848] | | Foraging, feeding or related behaviour likely to occur within area |
| Numenius phaeopus<br>Whimbrel [849] | | Foraging, feeding or related behaviour known to occur within area |
| Pachyptila turtur<br>Fairy Prion [1066] | | Species or species habitat known to occur within area |
| Pandion haliaetus<br>Osprey [952] | | Breeding known to occur within area |
| Phoebetria fusca<br>Sooty Albatross [1075] | Vulnerable | Species or species habitat may occur within area |
| Puffinus carneipes<br>Flesh-footed Shearwater, Fleshy-footed Shearwater [1043] | | Foraging, feeding or related behaviour likely to occur within area |
| Puffinus griseus<br>Sooty Shearwater [1024] | | Species or species habitat likely to occur within area |
| Rhipidura rufifrons<br>Rufous Fantail [592] | | Species or species habitat known to occur within area |
| Rostratula benghalensis (sensu lato)<br>Painted Snipe [889] | Endangered* | Species or species habitat likely to occur within area |
| Sterna albifrons<br>Little Tern [813] | | Species or species habitat may occur within area |

| Name | Threatened | Type of Presence |
|---|---|---|
| Thalassarche bulleri<br>Buller's Albatross, Pacific Albatross [64460] | Vulnerable | Species or species habitat may occur within area |
| Thalassarche cauta<br>Shy Albatross [89224] | Endangered | Species or species habitat may occur within area |
| Thalassarche eremita<br>Chatham Albatross [64457] | Endangered | Species or species habitat may occur within area |
| Thalassarche impavida<br>Campbell Albatross, Campbell Black-browed Albatross [64459] | Vulnerable | Species or species habitat may occur within area |
| Thalassarche melanophris<br>Black-browed Albatross [66472] | Vulnerable | Species or species habitat may occur within area |
| Thalassarche salvini<br>Salvin's Albatross [64463] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |
| Thalassarche sp. nov.<br>Pacific Albatross [66511] | Vulnerable* | Species or species habitat may occur within area |
| Thalassarche steadi<br>White-capped Albatross [64462] | Vulnerable | Foraging, feeding or related behaviour likely to occur within area |
| Thinornis rubricollis rubricollis<br>Hooded Plover (eastern) [66726] | Vulnerable* | Species or species habitat known to occur within area |
| Tringa nebularia<br>Common Greenshank, Greenshank [832] | | Species or species habitat likely to occur within area |
| Fish | | |
| Acentronura tentaculata<br>Shortpouch Pygmy Pipehorse [66187] | | Species or species habitat may occur within area |
| Festucalex cinctus<br>Girdled Pipefish [66214] | | Species or species habitat may occur within area |
| Filicampus tigris<br>Tiger Pipefish [66217] | | Species or species habitat may occur within area |
| Heraldia nocturna<br>Upside-down Pipefish, Eastern Upside-down Pipefish, Eastern Upside-down Pipefish [66227] | | Species or species habitat may occur within area |
| Hippichthys heptagonus<br>Madura Pipefish, Reticulated Freshwater Pipefish [66229] | | Species or species habitat may occur within area |
| Hippichthys penicillus<br>Beady Pipefish, Steep-nosed Pipefish [66231] | | Species or species habitat may occur within area |
| Hippocampus whitei<br>White's Seahorse, Crowned Seahorse, Sydney Seahorse [66240] | | Species or species habitat likely to occur within area |
| Histiogamphelus briggsii<br>Crested Pipefish, Briggs' Crested Pipefish, Briggs' Pipefish [66242] | | Species or species habitat may occur within area |

| Name | Threatened | Type of Presence |
|---|---|---|
| Lissocampus runa<br>Javelin Pipefish [66251] | | Species or species habitat may occur within area |
| Maroubra perserrata<br>Sawtooth Pipefish [66252] | | Species or species habitat may occur within area |
| Solegnathus dunckeri<br>Duncker's Pipehorse [66271] | | Species or species habitat may occur within area |
| Solegnathus spinosissimus<br>Spiny Pipehorse, Australian Spiny Pipehorse [66275] | | Species or species habitat may occur within area |
| Solenostomus cyanopterus<br>Robust Ghostpipefish, Blue-finned Ghost Pipefish, [66183] | | Species or species habitat may occur within area |
| Solenostomus paradoxus<br>Ornate Ghostpipefish, Harlequin Ghost Pipefish, Ornate Ghost Pipefish [66184] | | Species or species habitat may occur within area |
| Stigmatopora nigra<br>Widebody Pipefish, Wide-bodied Pipefish, Black Pipefish [66277] | | Species or species habitat may occur within area |
| Syngnathoides biaculeatus<br>Double-end Pipehorse, Double-ended Pipehorse, Alligator Pipefish [66279] | | Species or species habitat may occur within area |
| Trachyrhamphus bicoarctatus<br>Bentstick Pipefish, Bend Stick Pipefish, Short-tailed Pipefish [66280] | | Species or species habitat may occur within area |
| Urocampus carinirostris<br>Hairy Pipefish [66282] | | Species or species habitat may occur within area |
| Vanacampus margaritifer<br>Mother-of-pearl Pipefish [66283] | | Species or species habitat may occur within area |
| **Mammals** | | |
| Arctocephalus forsteri<br>Long-nosed Fur-seal, New Zealand Fur-seal [20] | | Species or species habitat may occur within area |
| Arctocephalus pusillus<br>Australian Fur-seal, Australo-African Fur-seal [21] | | Species or species habitat may occur within area |
| Dugong dugon<br>Dugong [28] | | Species or species habitat may occur within area |
| **Reptiles** | | |
| Caretta caretta<br>Loggerhead Turtle [1763] | Endangered | Foraging, feeding or related behaviour known to occur within area |
| Chelonia mydas<br>Green Turtle [1765] | Vulnerable | Foraging, feeding or related behaviour known to occur within area |
| Dermochelys coriacea<br>Leatherback Turtle, Leathery Turtle, Luth [1768] | Endangered | Foraging, feeding or related behaviour known to occur within area |
| Eretmochelys imbricata<br>Hawksbill Turtle [1766] | Vulnerable | Species or species habitat known to occur |

| Name | Threatened | Type of Presence within area |
|---|---|---|
| Hydrophis elegans<br>Elegant Seasnake [1104] | | Species or species habitat may occur within area |
| Natator depressus<br>Flatback Turtle [59257] | Vulnerable | Breeding likely to occur within area |
| Pelamis platurus<br>Yellow-bellied Seasnake [1091] | | Species or species habitat may occur within area |

| Whales and other Cetaceans | | [ Resource Information ] |
|---|---|---|
| Name | Status | Type of Presence |
| Mammals | | |
| Balaenoptera acutorostrata<br>Minke Whale [33] | | Species or species habitat may occur within area |
| Balaenoptera edeni<br>Bryde's Whale [35] | | Species or species habitat may occur within area |
| Balaenoptera musculus<br>Blue Whale [36] | Endangered | Species or species habitat may occur within area |
| Delphinus delphis<br>Common Dophin, Short-beaked Common Dolphin [60] | | Species or species habitat may occur within area |
| Eubalaena australis<br>Southern Right Whale [40] | Endangered | Species or species habitat likely to occur within area |
| Grampus griseus<br>Risso's Dolphin, Grampus [64] | | Species or species habitat may occur within area |
| Megaptera novaeangliae<br>Humpback Whale [38] | Vulnerable | Species or species habitat known to occur within area |
| Orcinus orca<br>Killer Whale, Orca [46] | | Species or species habitat may occur within area |
| Sousa chinensis<br>Indo-Pacific Humpback Dolphin [50] | | Species or species habitat likely to occur within area |
| Stenella attenuata<br>Spotted Dolphin, Pantropical Spotted Dolphin [51] | | Species or species habitat may occur within area |
| Tursiops aduncus<br>Indian Ocean Bottlenose Dolphin, Spotted Bottlenose Dolphin [68418] | | Species or species habitat likely to occur within area |
| Tursiops truncatus s. str.<br>Bottlenose Dolphin [68417] | | Species or species habitat may occur within area |

## Extra Information

| State and Territory Reserves | [ Resource Information ] |
|---|---|
| Name | State |
| Dooragan | NSW |
| Kattang | NSW |
| LNE Special Management Zone No1 | NSW |
| Lake Innes | NSW |
| Lake Innes | NSW |
| Queens Lake | NSW |
| Queens Lake | NSW |

| Regional Forest Agreements | [ Resource Information ] |
|---|---|

Note that all areas with completed RFAs have been included.

| Name | State |
|---|---|
| North East NSW RFA | New South Wales |

| Invasive Species | [ Resource Information ] |
|---|---|

Weeds reported here are the 20 species of national significance (WoNS), along with other introduced plants that are considered by the States and Territories to pose a particularly significant threat to biodiversity. The following feral animals are reported: Goat, Red Fox, Cat, Rabbit, Pig, Water Buffalo and Cane Toad. Maps from Landscape Health Project, National Land and Water Resouces Audit, 2001.

| Name | Status | Type of Presence |
|---|---|---|
| Birds | | |
| Acridotheres tristis<br>Common Myna, Indian Myna [387] | | Species or species habitat likely to occur within area |
| Anas platyrhynchos<br>Mallard [974] | | Species or species habitat likely to occur within area |
| Carduelis carduelis<br>European Goldfinch [403] | | Species or species habitat likely to occur within area |
| Columba livia<br>Rock Pigeon, Rock Dove, Domestic Pigeon [803] | | Species or species habitat likely to occur within area |
| Lonchura punctulata<br>Nutmeg Mannikin [399] | | Species or species habitat likely to occur within area |
| Passer domesticus<br>House Sparrow [405] | | Species or species habitat likely to occur within area |
| Pycnonotus jocosus<br>Red-whiskered Bulbul [631] | | Species or species habitat likely to occur within area |
| Streptopelia chinensis<br>Spotted Turtle-Dove [780] | | Species or species habitat likely to occur within area |
| Sturnus vulgaris<br>Common Starling [389] | | Species or species habitat likely to occur within area |
| Turdus merula<br>Common Blackbird, Eurasian Blackbird [596] | | Species or species habitat likely to occur within area |
| Frogs | | |
| Rhinella marina<br>Cane Toad [83218] | | Species or species habitat known to occur within area |
| Mammals | | |

| Name | Status | Type of Presence |
|---|---|---|
| Bos taurus<br>Domestic Cattle [16] | | Species or species habitat likely to occur within area |
| Canis lupus familiaris<br>Domestic Dog [82654] | | Species or species habitat likely to occur within area |
| Felis catus<br>Cat, House Cat, Domestic Cat [19] | | Species or species habitat likely to occur within area |
| Feral deer<br>Feral deer species in Australia [85733] | | Species or species habitat likely to occur within area |
| Lepus capensis<br>Brown Hare [127] | | Species or species habitat likely to occur within area |
| Mus musculus<br>House Mouse [120] | | Species or species habitat likely to occur within area |
| Oryctolagus cuniculus<br>Rabbit, European Rabbit [128] | | Species or species habitat likely to occur within area |
| Rattus norvegicus<br>Brown Rat, Norway Rat [83] | | Species or species habitat likely to occur within area |
| Rattus rattus<br>Black Rat, Ship Rat [84] | | Species or species habitat likely to occur within area |
| Vulpes vulpes<br>Red Fox, Fox [18] | | Species or species habitat likely to occur within area |
| **Plants** | | |
| Alternanthera philoxeroides<br>Alligator Weed [11620] | | Species or species habitat likely to occur within area |
| Anredera cordifolia<br>Madeira Vine, Jalap, Lamb's-tail, Mignonette Vine, Anredera, Gulf Madeiravine, Heartleaf Madeiravine, Potato Vine [2643] | | Species or species habitat likely to occur within area |
| Asparagus aethiopicus<br>Asparagus Fern, Ground Asparagus, Basket Fern, Sprengi's Fern, Bushy Asparagus, Emerald Asparagus [62425] | | Species or species habitat likely to occur within area |
| Cabomba caroliniana<br>Cabomba, Fanwort, Carolina Watershield, Fish Grass, Washington Grass, Watershield, Carolina Fanwort, Common Cabomba [5171] | | Species or species habitat likely to occur within area |
| Chrysanthemoides monilifera<br>Bitou Bush, Boneseed [18983] | | Species or species habitat likely to occur within area |
| Chrysanthemoides monilifera subsp. rotundata<br>Bitou Bush [16332] | | Species or species habitat likely to occur within area |
| Eichhornia crassipes<br>Water Hyacinth, Water Orchid, Nile Lily [13466] | | Species or species habitat likely to occur within area |
| Genista monspessulana<br>Montpellier Broom, Cape Broom, Canary Broom, Common Broom, French Broom, Soft Broom [20126] | | Species or species habitat likely to occur within area |

| Name | Status | Type of Presence |
|---|---|---|
| Genista sp. X Genista monspessulana<br>Broom [67538] | | Species or species habitat may occur within area |
| Lantana camara<br>Lantana, Common Lantana, Kamara Lantana, Large-leaf Lantana, Pink Flowered Lantana, Red Flowered Lantana, Red-Flowered Sage, White Sage, Wild Sage [10892] | | Species or species habitat likely to occur within area |
| Pinus radiata<br>Radiata Pine Monterey Pine, Insignis Pine, Wilding Pine [20780] | | Species or species habitat may occur within area |
| Rubus fruticosus aggregate<br>Blackberry, European Blackberry [68406] | | Species or species habitat likely to occur within area |
| Sagittaria platyphylla<br>Delta Arrowhead, Arrowhead, Slender Arrowhead [68483] | | Species or species habitat likely to occur within area |
| Salvinia molesta<br>Salvinia, Giant Salvinia, Aquarium Watermoss, Kariba Weed [13665] | | Species or species habitat likely to occur within area |
| Senecio madagascariensis<br>Fireweed, Madagascar Ragwort, Madagascar Groundsel [2624] | | Species or species habitat likely to occur within area |

| Nationally Important Wetlands | [ Resource Information ] |
|---|---|
| Name | State |
| Crowdy Bay National Park | NSW |

# Caveat

The information presented in this report has been provided by a range of data sources as acknowledged at the end of the report.

This report is designed to assist in identifying the locations of places which may be relevant in determining obligations under the Environment Protection and Biodiversity Conservation Act 1999. It holds mapped locations of World and National Heritage properties, Wetlands of International and National Importance, Commonwealth and State/Territory reserves, listed threatened, migratory and marine species and listed threatened ecological communities. Mapping of Commonwealth land is not complete at this stage. Maps have been collated from a range of sources at various resolutions.

Not all species listed under the EPBC Act have been mapped (see below) and therefore a report is a general guide only. Where available data supports mapping, the type of presence that can be determined from the data is indicated in general terms. People using this information in making a referral may need to consider the qualifications below and may need to seek and consider other information sources.

For threatened ecological communities where the distribution is well known, maps are derived from recovery plans, State vegetation maps, remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.

Threatened, migratory and marine species distributions have been derived through a variety of methods. Where distributions are well known and if time permits, maps are derived using either thematic spatial data (i.e. vegetation, soils, geology, elevation, aspect, terrain, etc) together with point locations and described habitat; or environmental modelling (MAXENT or BIOCLIM habitat modelling) using point locations and environmental data layers.

Where very little information is available for species or large number of maps are required in a short time-frame, maps are derived either from 0.04 or 0.02 decimal degree cells; by an automated process using polygon capture techniques (static two kilometre grid cells, alpha-hull and convex hull); or captured manually or by using topographic features (national park boundaries, islands, etc). In the early stages of the distribution mapping process (1999-early 2000s) distributions were defined by degree blocks, 100K or 250K map sheets to rapidly create distribution maps. More reliable distribution mapping methods are used to update these distributions as time permits.

Only selected species covered by the following provisions of the EPBC Act have been mapped:

- migratory and
- marine

The following species and ecological communities have not been mapped and do not appear in reports produced from this database:

- threatened species listed as extinct or considered as vagrants
- some species and ecological communities that have only recently been listed
- some terrestrial species that overfly the Commonwealth marine area
- migratory species that are very widespread, vagrant, or only occur in small numbers

The following groups have been mapped, but may not cover the complete distribution of the species:

- non-threatened seabirds which have only been mapped for recorded breeding sites
- seals which have only been mapped for breeding sites near the Australian continent

Such breeding sites may be important for the protection of the Commonwealth Marine environment.

# Coordinates

-31.56782 152.82547

# Acknowledgements

This database has been compiled from a range of data sources. The department acknowledges the following custodians who have contributed valuable data and advice:

-Office of Environment and Heritage, New South Wales
-Department of Environment and Primary Industries, Victoria
-Department of Primary Industries, Parks, Water and Environment, Tasmania
-Department of Environment, Water and Natural Resources, South Australia
-Department of Land and Resource Management, Northern Territory
-Department of Environmental and Heritage Protection, Queensland
-Department of Parks and Wildlife, Western Australia
-Environment and Planning Directorate, ACT
-Birdlife Australia
-Australian Bird and Bat Banding Scheme
-Australian National Wildlife Collection
-Natural history museums of Australia
-Museum Victoria
-Australian Museum
-South Australian Museum
-Queensland Museum
-Online Zoological Collections of Australian Museums
-Queensland Herbarium
-National Herbarium of NSW
-Royal Botanic Gardens and National Herbarium of Victoria
-Tasmanian Herbarium
-State Herbarium of South Australia
-Northern Territory Herbarium
-Western Australian Herbarium
-Australian National Herbarium, Canberra
-University of New England
-Ocean Biogeographic Information System
-Australian Government, Department of Defence
Forestry Corporation, NSW
-Geoscience Australia
-CSIRO
-Australian Tropical Herbarium, Cairns
-eBird Australia
-Australian Government – Australian Antarctic Data Centre
-Museum and Art Gallery of the Northern Territory
-Australian Government National Environmental Science Program
-Australian Institute of Marine Science
-Reef Life Survey Australia
-American Museum of Natural History
-Queen Victoria Museum and Art Gallery, Inveresk, Tasmania
-Tasmanian Museum and Art Gallery, Hobart, Tasmania
-Other groups and individuals

The Department is extremely grateful to the many organisations and individuals who provided expert advice and information on numerous draft distributions.

Please feel free to provide feedback via the Contact Us page.

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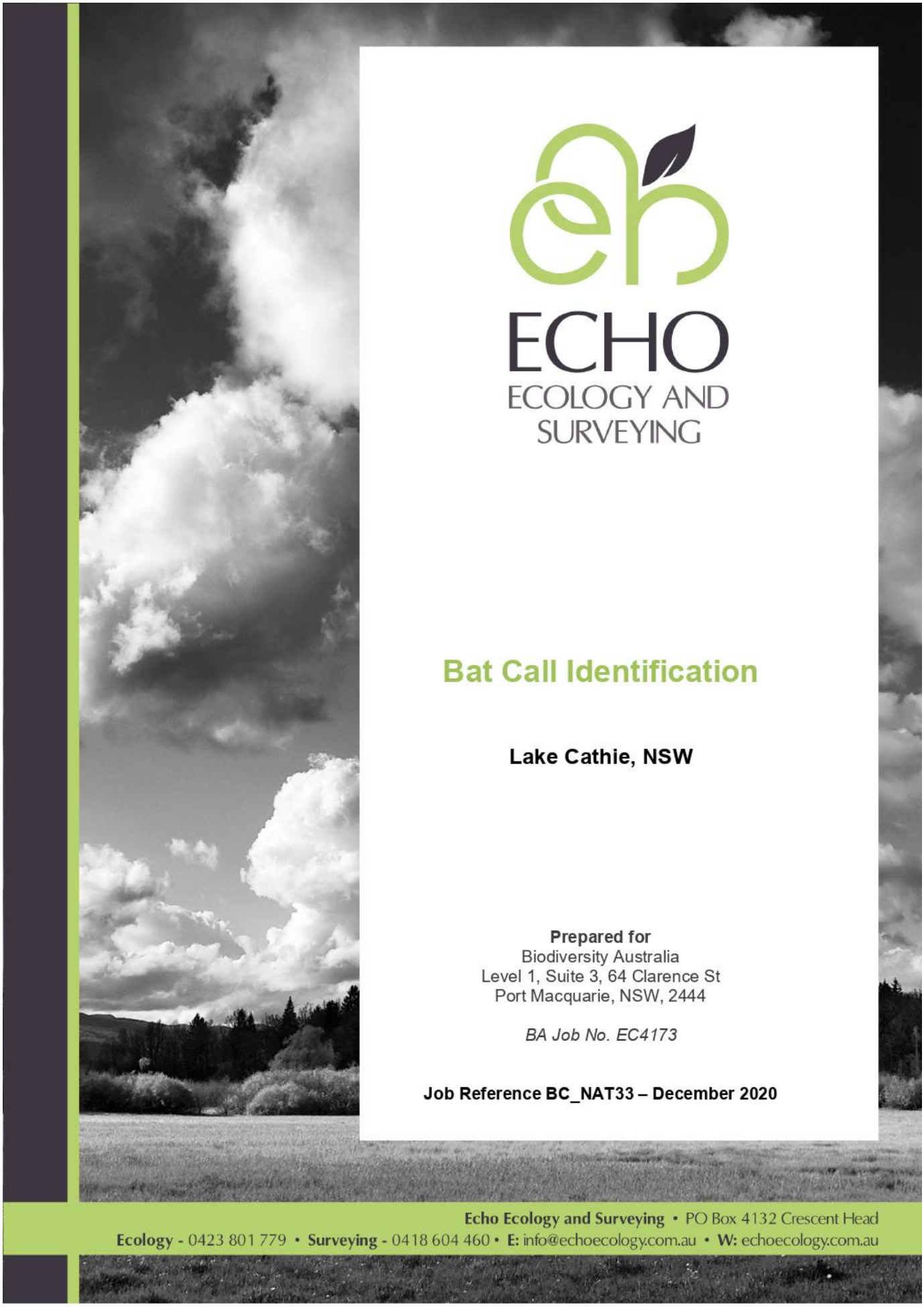
## A-8 Bat Call Analysis Results


ECHO
ECOLOGY AND
SURVEYING
Bat Call Identification
Lake Cathie, NSW
Prepared for
Biodiversity Australia
Level 1, Suite 3, 64 Clarence St
Port Macquarie, NSW, 2444
BA Job No. EC4173
Job Reference BC_NAT33 – December 2020
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ECHO
ECOLOGY AND SURVEYING

Bat Call Analysis
Lake Cathie, NSW

This report has been prepared to document the analysis of digital ultrasonic bat echolocation calls received from a third party. The data was not collected by the author and as such no responsibility is taken for the quality of data collection or for the suitability of its subsequent use.

This report was authored by

**Dr Anna McConville**
PhD, B.Env.Sc.

Job Reference: BC_NAT33
4 December 2020

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4 December 2020

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# 1.0 INTRODUCTION

This report has been commissioned by Biodiversity Australia to analyse bat echolocation call data collected from Lake Cathie, NSW. Data was provided electronically to the author. This report documents the methods involved in analysing bat call data and the results obtained only.

# 2.0 METHODS

## 2.1 Call Identification

The identification of bat echolocation calls recorded during surveys was undertaken using Anabat Insight (Titley Electronics, Version 1.9.6) software. Files from Anabat Express units (.zca) were first converted to .zc and a noise filter was applied (EE_Allbats.als). The identification of calls was undertaken with reference to Pennay et al. (2004) and through the comparison of recorded reference calls from north-eastern NSW. Reference calls were obtained from the NSW database and from the authors personal collection.

A list of potentially occurring echolocating bat species for the region (approximately 50 – 100 km radius) was obtained from the NSW Office of Environment and Heritage's Bionet Atlas, which holds data from a number of custodians (http://www.bionet.nsw.gov.au) and was used to constrain the identification of bat calls.

Each call sequence ('pass') was assigned to one of five categories, according to the confidence with which an identification could be made, being:

- Definite - Pass identified to species level and could not be confused with another species
- Probable - Pass identified to species level and there is a low chance of confusion with another species
- Possible - Pass identified to species level but short duration or poor quality of the pass increases the chance of confusion with another species
- Species group - Pass could not be identified to species level and could belong to one of two or more species. Occurs more frequently when passes are short or of poor quality

- Unknown - Either background 'noise' files or passes by bats which are too short and/or of poor quality to confidently identify.

Call sequences that were less than three pulses in length were not analysed and were assigned to 'Unknown' and only search phase calls were analysed. Furthermore, some species are difficult to differentiate using bat call analysis due to overlapping call frequencies and similar shape of plotted calls and in these cases calls were assigned to species groups.

The total number of passes (call sequences) per unit per night was tallied to give an index of activity.

Nomenclature follows the Australian Faunal Directory (https://biodiversity.org.au/afd; downloaded 15 June 2020).

The echolocation call characteristics used to differentiate species for the region and the identification potential for each species are described in Appendix A.

## 2.2 Log file review

We reviewed the log files for each night of recording and have summarised the detector settings, recording duration and any errors. This may be used to confirm survey effort, the use of correct detector settings and may help diagnose missing data.

## 2.3 Limitations

The identification of bat species from echolocation calls in many Australian regions is not straightforward. Our reference call libraries tend to be relatively small, some species vary their call frequency with region and bat behaviour may also influence call shapes and frequencies. Additional factors may add to the level of uncertainty of species identification from echolocation calls such as short call sequences, high levels of noise and missing echolocation pulses. Some species share overlapping echolocation call characteristics and some overlap so much that we are unable to differentiate between species with our current knowledge.

To assist with the interpretation of our results within this context of uncertainty, we provide a qualitative indication of the confidence of bat call identification by assigning confidence levels (Definite, Probable, Possible and Species Groups). We have also provided a list of the general identification potential for each species potentially occurring within your sample region (Appendix A). For a more complete species inventory, bat call recording should be combined with other survey methods such as trapping.

It should be noted that the activity levels recorded at different sites may not be readily able to be compared. Activity levels should not be compared among species as different species have different detectability due to factors such as call loudness, foraging strategy and call identifying features. Activity comparisons among sites are dependent on many variables which need to be carefully controlled during data collection and statistically analysed. Influential variables include wind, rain, temperature, duration of recording, season, detector and microphone sensitivity, detector placement, weather protection devices etc.

The bat call identification results presented in this report should be interpreted with these limitations in mind and in many cases trapping and habitat assessment should also be undertaken in conjunction with bat call recording.

## 3.0 RESULTS

Calls were recorded in zero crossings format using Anabat Express bat detectors (Titley Scientific).

A total of 9,887 call sequences were recorded, of which 2,476 call sequences were able to be analysed (ie were not 'noise' files or bat calls of short length). Of the bat calls, 512 call sequences (21 %) were able to be confidently identified (those classified as either definite or probable identifications) to species level (Table 3-1). Species recorded confidently within the site include:

- *Austronomus australis* (White-striped Free-tailed Bat)
- *Chalinolobus gouldii* (Gould's Wattled Bat)
- *Chalinolobus morio* (Chocolate Wattled Bat)
- *Miniopterus australis* (Little Bent-winged Bat)
- *Ozimops ridei* (Ride's Free-tailed Bat)
- *Scoteanax rueppellii* (Greater Broad-nosed Bat)
- *Vespadelus pumilus* (Eastern Forest Bat)

Additionally, the following bat species potentially occurred within the site, but could not be confidently identified (those calls classified as possible or as a species group):

- *Chalinolobus nigrogriseus* (Hoary Wattled Bat)
- *Falsistrellus tasmaniensis* (Eastern Falsistrelle)
- *Micronomus norfolkensis* (Eastern coastal Free-tailed Bat)
- *Miniopterus orianae oceanensis* (Eastern Bent-winged Bat)
- *Myotis macropus* (Large-footed Myotis)
- *Nyctophilus geoffroyi* (Lesser long-eared bat)
- *Nyctophilus gouldi* (Gould's long-eared bat)
- *Scotorepens* sp. (Parnaby's Broad-nosed Bat)

- *Scotorepens orion* (Eastern Broad-nosed Bat)
- *Vespadelus darlingtoni* (Large Forest Bat)
- *Vespadelus regulus* (Southern Forest Bat)
- *Vespadelus troughtoni* (Eastern cave bat)
- *Vespadelus vulturnus* (Little Forest Bat)

It should be noted that additional bat species may be present within the site but were not recorded by the detectors (or are difficult to identify by bat call) and habitat assessment should be used in conjunction with these results to determine the likelihood of occurrence of other bat species.

Table 3-1 below summarises the results of the bat call analysis.

## 3.1 Log file review

The log file review indicated that detectors were set for entire nights and functioning correctly. Full details are provided in Appendix B.

**Table 3-1: Results of bat call analysis (number of passes per site per night)**

| CONFIDENCE | IDENTIFICATION | Anabat 16/11/2020 | Anabat 17/11/2020 | Anabat 18/11/2020 | Anabat 19/11/2020 | Anabat 20/11/2020 | Anabat 21/11/2020 | Anabat 22/11/2020 |
|---|---|---|---|---|---|---|---|---|
| DEFINITE | *Austronomus australis* | - | - | - | 1 | - | - | - |
| | *Chalinolobus gouldii* | 1 | 4 | 4 | 5 | 2 | 3 | 6 |
| | *Chalinolobus morio* | 3 | 2 | 6 | 13 | 19 | 6 | 3 |
| | *Miniopterus australis* | 11 | 3 | 19 | 12 | 14 | 10 | 8 |
| | *Ozimops ridei* | - | - | 3 | - | 5 | - | 5 |
| | *Vespadelus pumilus* | 12 | 13 | 40 | 14 | 20 | 54 | 5 |
| PROBABLE | *Chalinolobus gouldii* | 8 | 9 | 27 | 11 | 16 | 12 | 17 |
| | *Chalinolobus morio* | 2 | 1 | 8 | 8 | 7 | 6 | 1 |
| | *Miniopterus australis* | 2 | 1 | 6 | 1 | 4 | 3 | 1 |
| | *Ozimops ridei* | 3 | - | 4 | 1 | 1 | 1 | 4 |
| | *Scoteanax rueppellii* | - | - | - | - | - | 1 | 1 |
| | *Vespadelus pumilus* | 3 | 5 | 5 | 2 | 3 | 1 | - |

| CONFIDENCE | IDENTIFICATION | Anabat 16/11/2020 | Anabat 17/11/2020 | Anabat 18/11/2020 | Anabat 19/11/2020 | Anabat 20/11/2020 | Anabat 21/11/2020 | Anabat 22/11/2020 |
|---|---|---|---|---|---|---|---|---|
| POSSIBLE | *Chalinolobus gouldii* | - | - | 3 | 2 | 1 | - | - |
| | *Chalinolobus morio* | 1 | - | - | - | - | - | - |
| | *Scoteanax rueppellii* | - | - | - | - | - | - | 3 |
| | *Vespadelus pumilus* | 1 | 1 | - | - | 1 | - | - |
| SPECIES GROUPS | *Chalinolobus gouldii / Micronomus norfolkensis / Ozimops ridei* | 3 | 3 | 3 | 2 | 1 | 1 | 5 |
| | *Chalinolobus gouldii / Ozimops ridei* | 7 | 12 | 16 | 21 | 8 | 5 | 10 |
| | *Chalinolobus gouldii / Scoteanax rueppellii* | 23 | 5 | 9 | 13 | 12 | 9 | 14 |
| | *Chalinolobus morio / Vespadelus pumilus / Vespadelus vulturnus / Vespadelus troughtoni* | 88 | 37 | 113 | 84 | 62 | 57 | 35 |
| | *Chalinolobus nigrogriseus / Falsistrellus tasmaniensis / Scotorepens orion* | 23 | 8 | 22 | 22 | 22 | 2 | 5 |
| | *Chalinolobus nigrogriseus / Falsistrellus tasmaniensis / Scotorepens species* | 16 | 6 | 19 | 15 | 40 | 25 | 52 |
| | *Falsistrellus tasmaniensis / Scotorepens orion / Scoteanax rueppellii* | 4 | 1 | 3 | - | 2 | 5 | 10 |
| | *Miniopterus australis / Vespadelus pumilus* | 65 | 24 | 56 | 60 | 37 | 49 | 24 |
| | *Miniopterus orianae oceanensis / Vespadelus darlingtoni / Vespadelus regulus* | 1 | - | 1 | 2 | 2 | 1 | 2 |

| CONFIDENCE | IDENTIFICATION | Anabat 16/11/2020 | Anabat 17/11/2020 | Anabat 18/11/2020 | Anabat 19/11/2020 | Anabat 20/11/2020 | Anabat 21/11/2020 | Anabat 22/11/2020 |
|---|---|---|---|---|---|---|---|---|
| | *Myotis macropus / Nyctophilus geoffroyi / Nyctophilus gouldi* | 1 | 3 | 6 | 4 | 1 | - | 1 |
| | *Scotorepens species / Vespadelus darlingtoni* | - | - | - | - | - | - | 6 |
| | *Vespadelus pumilus / Vespadelus vulturnus / Vespadelus troughtoni* | 69 | 28 | 123 | 134 | 138 | 81 | 72 |
| UNKNOWN | Unknown | 72 | 35 | 83 | 48 | 35 | 52 | 46 |
| | 'Noise' files | 1379 | 826 | 882 | 860 | 902 | 1128 | 1063 |
| **TOTAL** | | **1798** | **1027** | **1461** | **1335** | **1355** | **1512** | **1399** |

## 4.0 SAMPLE CALLS

A sample of the calls actually identified from the site for each species is given below.

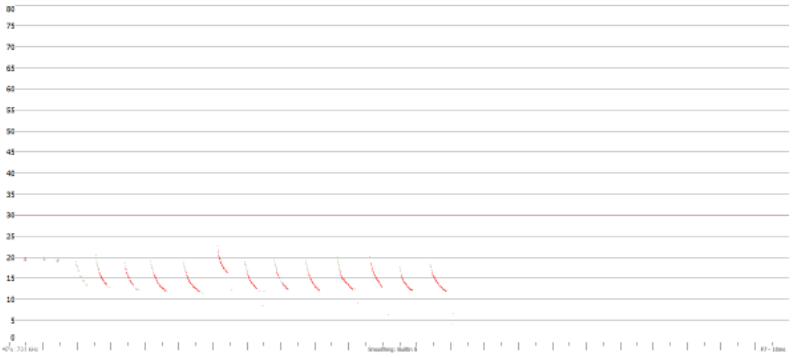

**Figure 4-1: *Austronomus australis* definite call**

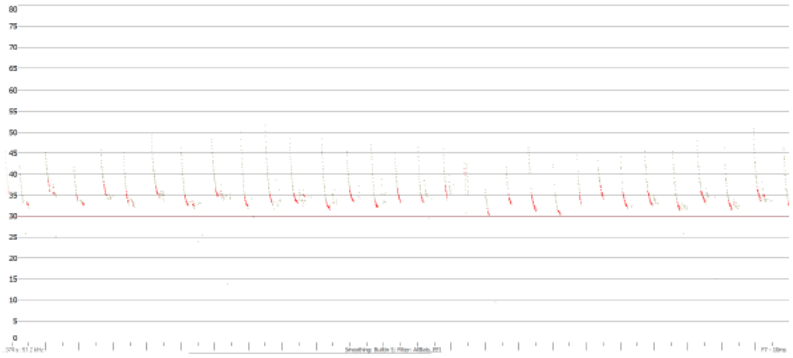

**Figure 4-2: *Chalinolobus gouldii* definite call**

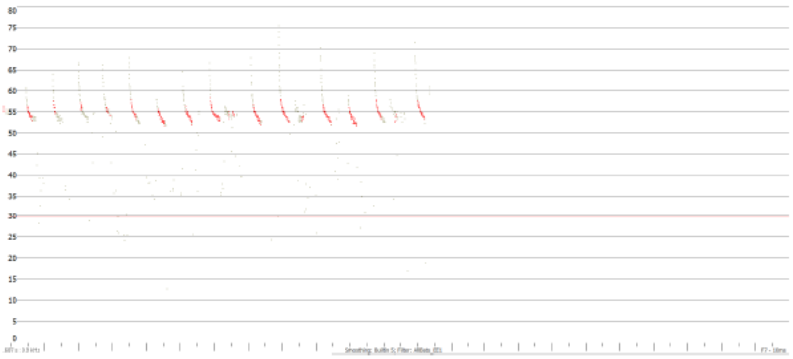

**Figure 4-3: *Chalinolobus morio* definite call**

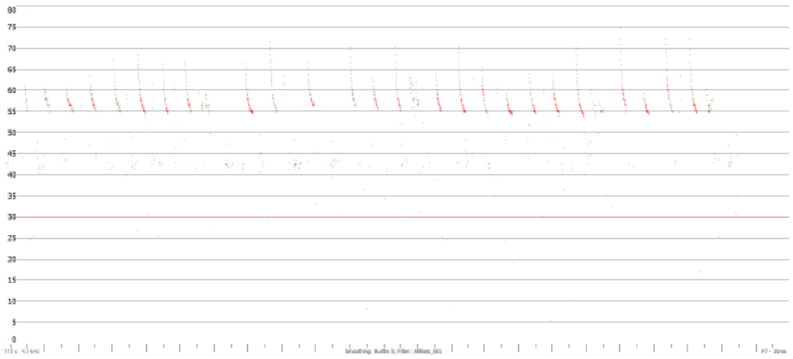

**Figure 4-4: *Miniopterus australis* definite call**

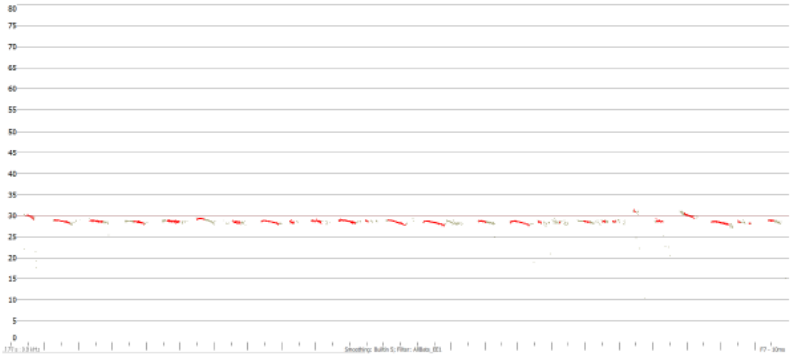

**Figure 4-5: *Ozimops ridei* definite call**

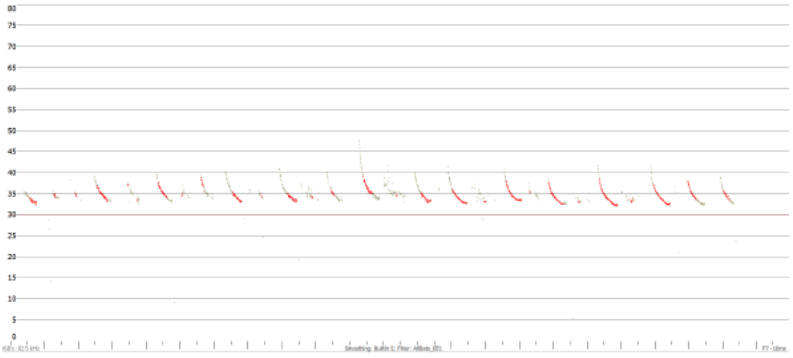

**Figure 4-6: *Scoteanax rueppellii* probable call**

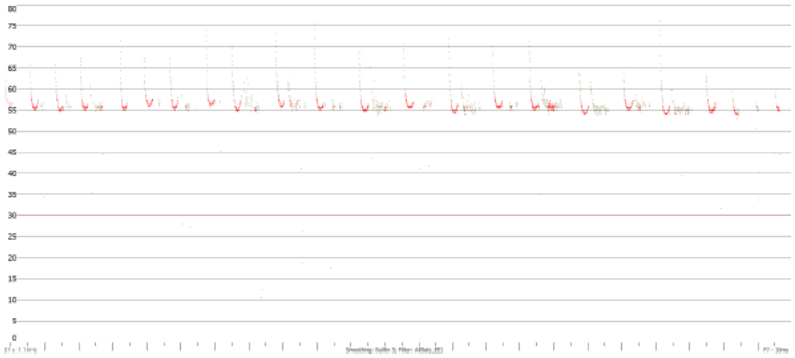

**Figure 4-7: *Vespadelus pumilus* definite call**

## 5.0 REFERENCES

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# APPENDIX A SPECIES IDENTIFICATION CONFIDENCE AND CHARACTERISTICS – NORTH COAST

**Table A1: Identification confidence and characteristics of bat echolocation calls from the north coast region (north Port Macquarie)**

| Scientific Name | Common Name | Identification Potential | Identification characteristics |
|---|---|---|---|
| *Austronomus australis* | White-striped Free-tailed Bat | High | Good quality calls unlikely to be confused. However, partial calls may be confused with social calls of other bat species and insects. |
| *Chalinolobus dwyeri* | Large-eared Pied Bat | High | Calls may overlap with *Saccolaimus flaviventris*. However, good quality call sequences are unlikely to be confused due to small pulse shape and alternating pulses in *Chalinolobus dwyeri*. |
| *Chalinolobus gouldii* | Gould's Wattled Bat | Mod - High | Overlaps with *Ozimops ridei* and *Scoteanax rueppellii*. In good quality recordings, differentiated from *Ozimops ridei* by curved pulses and from *Scoteanax rueppellii* by alternating pulse frequencies. |
| *Chalinolobus morio* | Chocolate Wattled Bat | Mod - High | Overlaps with *Vespadelus vulturnus, Vespadelus pumilus, Vespadelus troughtoni* and possibly with *Miniopterus orianae oceanensis* in some areas. Differentiated from *Vespadelus* spp. by the presence of down-sweeping tails on pulses and generally little doppler effect that is typically displayed by *Vespadelus* spp. Not differentiated from *Miniopterus orianae oceanensis* where they overlap in characteristic frequency. |
| *Chalinolobus nigrogriseus* | Hoary Wattled Bat | Low | Overlaps with *Falsistrellus tasmaniensis*, *Scotorepens* species and *Scotorepens orion*. Not differentiated from these species due to overlapping call characteristics and lack of reference calls from NSW. |

| Scientific Name | Common Name | Identification Potential | Identification characteristics |
|---|---|---|---|
| *Falsistrellus tasmaniensis* | Eastern Falsistrelle | Low | Overlaps in characteristic frequency with *Chalinolobus nigrogriseus*, *Scotorepens orion, Scotorepens* species, *Scoteanax rueppellii*. *Falsistrellus tasmaniensis* is most frequently recorded from more elevated locations in the region. However, some records exist from coastal lowlands and so included it in our species groups in coastal areas as a precautionary measure. We do not confidently identify *Falsistrellus tasmaniensis* from these species where they overlap in characteristic frequency. |
| *Micronomus norfolkensis* | Eastern coastal Free-tailed Bat | Mod | Overlaps in characteristic frequency with *Ozimops ridei, Chalinolobus gouldii* and *Scoteanax rueppellii*. Differentiated from *Chalinolobus gouldii* and *Scoteanax rueppellii* by long call sequences with mostly flat pulse shapes. Differentiated from *Ozimops ridei* in long call sequences where pulses alternated, often with a downward sloping tail. |
| *Miniopterus australis* | Little Bent-winged Bat | Mod – High | Overlaps in characteristic frequency with *Vespadelus pumilus*. Differentiated from *Vespadelus pumilus* by the presence of down-sweeping tails on pulses, the lack of doppler effect that is typically displayed by *Vespadelus* spp. and/or by characteristic one-phase 'stepped' feeding buzz, if present. |
| *Miniopterus orianae oceanensis* | Eastern Bent-winged Bat | Low – Mod | Overlaps in characteristic frequency with *Vespadelus darlingtoni, Vespadelus regulus, Vespadelus vulturnus* and possibly with *Chalinolobus morio*. Differentiated from *Vespadelus* spp. by characteristic one-phase 'stepped' feeding buzz (if present) and generally little doppler effect (that is typically displayed by *Vespadelus* spp.). Not differentiated from *Chalinolobus morio* where they overlap in characteristic frequency. |
| *Myotis macropus* | Large-footed Myotis | Low - Mod | Overlaps in call features with *Nyctophilus* spp. Differentiated from *Nyctophilus* spp. in good quality call sequences with pulse intervals < 75 ms, initial slope > 400 OPS and often with a central kink and varying slopes among pulses. |
| *Ozimops ridei* | Ride's Free-tailed Bat | Mod | Overlaps in characteristic frequency with *Micronomus norfolkensis* and *Chalinolobus gouldii*. Differentiated from *Chalinolobus gouldii* in long call sequences with mostly flat pulse shapes. Differentiated from *Micronomus norfolkensis* in long call sequences with little pulse alternation. |

| Scientific Name | Common Name | Identification Potential | Identification characteristics |
|---|---|---|---|
| *Nyctophilus geoffroyi* | Lesser long-eared bat | Low | Overlaps in call features with *Nyctophilus gouldi* and *Myotis macropus*. Differentiated from *Myotis macropus* by pulse intervals > 95 ms and an initial slope of < 300 OPS. However, *Nyctophilus geoffroyi* and *Nyctophilus gouldi* are unable to be differentiated from each other. |
| *Nyctophilus gouldi* | Gould's long-eared bat | Low | Overlaps in call features with *Nyctophilus geoffroyi* and *Myotis macropus*. Differentiated from *Myotis macropus* by pulse intervals > 95 ms and an initial slope of < 300 OPS. However, *Nyctophilus geoffroyi* and *Nyctophilus gouldi* are unable to be differentiated from each other. |
| *Phoniscus papuensis* | Golden-tipped Bat | Low | Has a very quiet call that is not often recorded by bat detectors. |
| *Rhinolophus megaphyllus* | Eastern Horseshoe Bat | High | Long duration, flat calls at characteristic frequency of 66 – 70kHz, unlikely to be confused with any other species. |
| *Saccolaimus flaviventris* | Yellow-bellied Sheath-tailed Bat | Mod - High | Calls may overlap with *Chalinolobus dwyeri*. However, good quality call sequences are unlikely to be confused due to *Chalinolobus dwyeri* having small pulse shape and alternating pulses. The harmonics of *Saccolaimus flaviventris* assist identification in full spectrum (.WAV) recordings. The characteristic frequency of the fundamental (first harmonic) is 10-12 kHz, the second (loudest harmonic) is 20-25kHz and the third harmonic 30-35kHz. |
| *Scoteanax rueppellii* | Greater Broad-nosed Bat | Low – Mod | Overlaps in characteristic frequency with *Chalinolobus gouldii*, *Micronomus norfolkensis*, *Scotorepens orion* and *Falsistrellus tasmaniensis*. Differentiated from *Micronomus norfolkensis* in long call sequences with mostly curved pulse shapes. Differentiated from *Chalinolobus gouldii* only in long call sequences with no alternating pulse frequencies. Differentiated from *Scotorepens orion* and *Falsistrellus tasmaniensis* by long pre-characteristic sections, usually only at a probable confidence level. |

| Scientific Name | Common Name | Identification Potential | Identification characteristics |
|---|---|---|---|
| *Scotorepens orion* | Eastern Broad-nosed Bat | Low | Overlaps in characteristic frequency with *Chalinolobus nigrogriseus, Falsistrellus tasmaniensis, Scoteanax rueppellii* and *Scotorepens* species. We do not distinguish *Chalinolobus nigrogriseus*, *Falsistrellus tasmaniensis* or *Scotorepens* species from *Scotorepens orion* where they overlap in frequency due to overlapping call characteristics. |
| *Scotorepens* species | Parnaby's Broad-nosed Bat | Low | Overlaps in characteristic frequency and is unable to be distinguished from *Chalinolobus nigrogriseus, Falsistrellus tasmaniensis, Vespadelus darlingtoni Scoteanax rueppellii* and *Scotorepens orion*. |
| *Vespadelus darlingtoni* | Large Forest Bat | Low | Overlaps in characteristic frequency with *Miniopterus orianae oceanensis* and *Vespadelus regulus*. Differentiated from *Miniopterus orianae oceanensis* by a two-phase feeding buzz (where present) or by substantial doppler effect (typically displayed by *Vespadelus* spp.). Usually unable to be differentiated from *Vespadelus regulus*. |
| *Vespadelus pumilus* | Eastern Forest Bat | Mod | Overlaps in characteristic frequency with *Chalinolobus morio, Vespadelus vulturnus, Vespadelus troughtoni* and *Miniopterus australis*. Differentiated from *Chalinolobus morio* and *Miniopterus australis* at lower and higher characteristic frequencies respectively by the absence of down-sweeping tails on pulses and the presence of doppler effect that is typically displayed by *Vespadelus* spp.. Unable to be differentiated from *Vespadelus vulturnus* and *Vespadelus troughtoni* where they overlap in characteristic frequency. |
| *Vespadelus regulus* | Southern Forest Bat | Low | Overlaps in characteristic frequency with *Vespadelus darlingtoni, Vespadelus vulturnus* and *Miniopterus orianae oceanensis*. Differentiated from *Miniopterus orianae oceanensis* by a two-phase feeding buzz (where present) or by substantial doppler effect (typically displayed by *Vespadelus* spp.). Usually unable to be differentiated from *Vespadelus darlingtoni* and *Vespadelus vulturnus* in this region where they overlap in frequency. |
| *Vespadelus troughtoni* | Eastern cave bat | Low | Overlaps in characteristic frequency with *Chalinolobus morio, Vespadelus vulturnus* and *Vespadelus pumilus*. Differentiated from *Chalinolobus morio* in long call sequences with few down-sweeping tails on pulses and by the doppler effect that is typically displayed by *Vespadelus* spp. However, unable to be differentiated from *Vespadelus vulturnus* and *Vespadelus pumilus* in this region. |

| Scientific Name | Common Name | Identification Potential | Identification characteristics |
|---|---|---|---|
| *Vespadelus vulturnus* | Little Forest Bat | Low | Overlaps in characteristic frequency with *Chalinolobus morio, Vespadelus troughtoni* and *Vespadelus pumilus*. Differentiated from *Chalinolobus morio* in long call sequences with few down-sweeping tails on pulses and by the doppler effect that is typically displayed by *Vespadelus* spp. Only differentiated from *Vespadelus troughtoni* and *Vespadelus pumilus* in calls with a characteristic frequency 47-48kHz. |

## APPENDIX B LOG FILE REVIEW

**Table B1: Log file review results**

| Log file name | Unit Type | Set to Record? | Setting Mode | Data Division | Sensitivity | Firmware | GPS | Entire Night? | Errors? | Comments |
|---|---|---|---|---|---|---|---|---|---|---|
| SN584517 2020-11-16 log.csv | Anabat Express | Yes | Night | 8 | 115 | V5507J | -31.56972 152.82549 | Yes | None | |
| SN584517 2020-11-17 log.csv | Anabat Express | Yes | Night | 8 | 115 | V5507J | -31.5697 152.82543 | Yes | None | |
| SN584517 2020-11-18 log.csv | Anabat Express | Yes | Night | 8 | 115 | V5507J | -31.56965 152.82551 | Yes | None | |
| SN584517 2020-11-19 log.csv | Anabat Express | Yes | Night | 8 | 115 | V5507J | -31.56966 152.82542 | Yes | None | |
| SN584517 2020-11-20 log.csv | Anabat Express | Yes | Night | 8 | 115 | V5507J | -31.5697 152.82548 | Yes | None | |

| Log file name | Unit Type | Set to Record? | Setting Mode | Data Division | Sensitivity | Firmware | GPS | Entire Night? | Errors? | Comments |
|---|---|---|---|---|---|---|---|---|---|---|
| SN584517 2020-11-21 log.csv | Anabat Express | Yes | Night | 8 | 115 | V5507J | -31.56968 152.8255 | Yes | Buffer Overflow | 2 buffer overflow messages. Usually happens due to excessive noise where the unit cannot write fast enough to the SD card and data is lost. In this instance a very minor loss of data may have occurred. |
| SN584517 2020-11-22 log.csv | Anabat Express | Yes | Night | 8 | 115 | V5507J | -31.5697 152.82541 | Yes | None | |

## A-9 Hair Analysis Report

TRACE ECOLOGY
Hair, Scat & Bone Analysis

Date: 14th October 2020

Att: Leonie Stevenson
Ecologist
Biodiversity Australia
3/64 Clarence St, Port Macquarie,
NSW 2444

Job Number: 20201014-1

**Hair analysis**

Dear Leonie,

I analysed 10 hair samples collected on the 18/09/2020 in accordance with the methods outlined in Brunner and Coman, The Identification of Mammalian Hairs, Inkata Press, 1974 and Hair ID: An Interactive Tool for Identifying Australian Mammalian Hair, Ecobyte, 2002.

The results of the analysis are provided below in the following table.

| Site | Project | Sample ID | Results | Notes | Status |
|---|---|---|---|---|---|
| HMD | EC4173 | Line 1a | Insects | | |
| HMD | EC4173 | Line 1b | Insects | | |
| HMD | EC4173 | Line 1c | Insects | | |
| HMD | EC4173 | Line 1d | Insects | | |
| HMD | EC4173 | Line 2a | Insects | | |
| HMD | EC4173 | Line 2b | Insects | | |
| HMD | EC4173 | Line 2c | *Rattus lutreolus* | Really dark pigment. Wide aeroform lattice in medulla. | |
| HMD | EC4173 | Line 2d | *Rattus lutreolus* | Really dark pigment. Wide aeroform lattice in medulla. | |
| HMD | EC4173 | Line 2e | *Pseudomys gracilicaudatus* | Slightly offset medulla in circular overhairs, wide aeroform lattice in medulla. | V (BC Act) |
| HMD | EC4173 | Line 2f | *Trichosurus vulpecula, Rattus lutreolus* | | |

If you have any questions about the results, please do not hesitate to contact me.
Kind regards,

Luke Foster
Trace Ecology
Mob: 0423 501 384
Email: traceecology@gmail.com

Trace Ecology
ABN: 39 535 102 265

| Bushfire Hazard management |
| --- |
| **Objective**<br>To ensure bushfire management measures do not result in the loss of important habitat areas.<br>To ensure that Council is not burdened with the ongoing costs associated with the maintenance of Asset Protection Zones.<br>To provide a public interface to environmental assets. |
| **Development Provisions**<br>Asset Protection Zones are to be located outside of environmental protection zones and wholly provided within private land. Note perimeter roads provided as part of a ~~residential~~ subdivision are classified as being part of the subdivision and not a separate permissible land use within environment protection zones.<br>Perimeter roads are to be provided to all ~~urban~~ areas adjoining environmental management areas and their buffers.<br>Refer to Figure 1. |

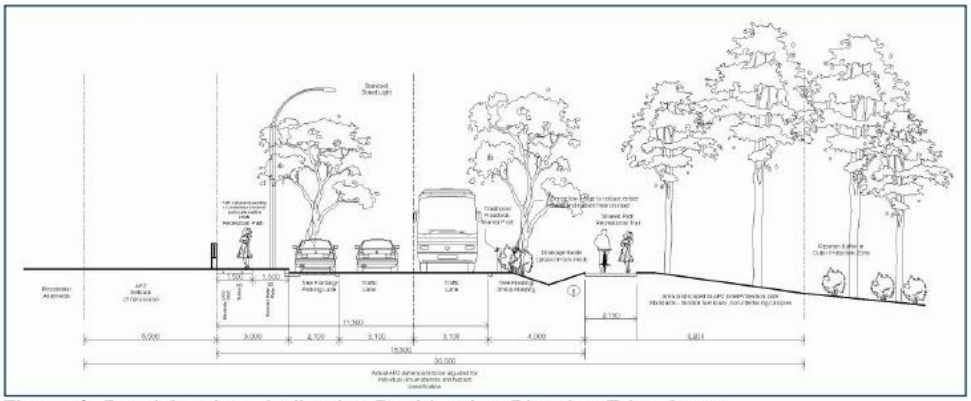

Figure 1. Road Section - Indicative Bushland or Riparian Edge Street.
Source: Anterra Design Pty Ltd, 2007

# Draft Amendment to Port Macquarie-Hastings Development Control Plan 2013 (Part 4 Houston Mitchell Drive Employment Lands)

## Area Context

### Land to which this section applies

This section applies to the land shown below in Figure 1.

Figure 1: Land to which this section applies

### Strategic Context

The site is recognised in Council's Urban Growth Management Strategy 2017 - 2036 as being a suitable investigation area for light industry. It is centrally located in terms of access to planned development in Lake Cathie and Bonny Hills Urban Release Area.

The site has the capacity to provide approximately 5.5ha of the land required to meet the projected demand from Lake Cathie and Bonny Hills communities for service industry by 2036.

The Bonny Hills community has expressed (through the Bonny Hills Community Plan 2018) a strong desire for any industrial development on the site to be buffered from Ocean Drive and for access to be from Houston Mitchell Drive, not Ocean Drive.

The following development controls are predominantly designed to reduce the visibility of future light industrial development from Ocean Drive through the provision of a landscaped buffer.

## Purpose

The purpose of these provisions is to minimise the potential for visual and amenity impacts as a result of future development and to provide for an internal perimeter road layout.

These provisions supplement the relevant provisions in Parts 2 and 3 of the Port Macquarie Development Control Plan. Where there is inconsistency between these Area Based Provisions and the provisions in Parts 2 and 3, for the extent of the inconsistency these Area Based Provisions prevail.

Note: The figures in this plan are conceptual, not to scale and show indicative locations only.

## Development Guide

Visual amenity

### Objective

- To screen industrial development as viewed by the travelling public along Ocean Drive and Houston Mitchell Drive.
- To ensure an attractive site boundary is achieved that retains the landscape character of the area and is of high scenic quality.
- To provide a fauna fence which moulds into the vegetated landscape.

### Development Provisions

a) Landscaping within the site and along Houston Mitchell Drive is to include plantings which are in scale with the height and bulk of industrial development.

b) A minimum 5m wide strip of E2 Environmental Conservation zoned land adjacent to Ocean Drive and Houston Mitchell Drive is to be provided and densely vegetated and fenced to provide a robust natural buffer to screen buildings, parking areas, loading areas and any other associated uses of the site from the adjoining street frontages. Refer to **Figure 2** for details. Trees are to be selected from those that are on Council's Indigenous Street and Open Space Planting list and be planted at the time development approval is given to subdivide the land or approval to use the land, whichever occurs first.

Each 10 metre buffered section should comprise:

- Four medium trees (5-15m high and 25 litre stock)
- Eight large shrubs (2-4m high and 200mm stock)
- 24 medium shrubs (1-2m high and 140mm stock)
- 60 groundcovers (tube stock)

Planting notes:

- The buffer to be planted should be cultivated to a 300mm depth with a 300mm mound of topsoil and 100mm forest mulch.
- Allow breaks in mounding for overland drainage.
- Provide at least three species of each plant for tree, large shrub, and groundcover in alternating groupings.
- Maintenance during the establishment period to include watering during dry periods, periodical weeding and replacement of failed stock.

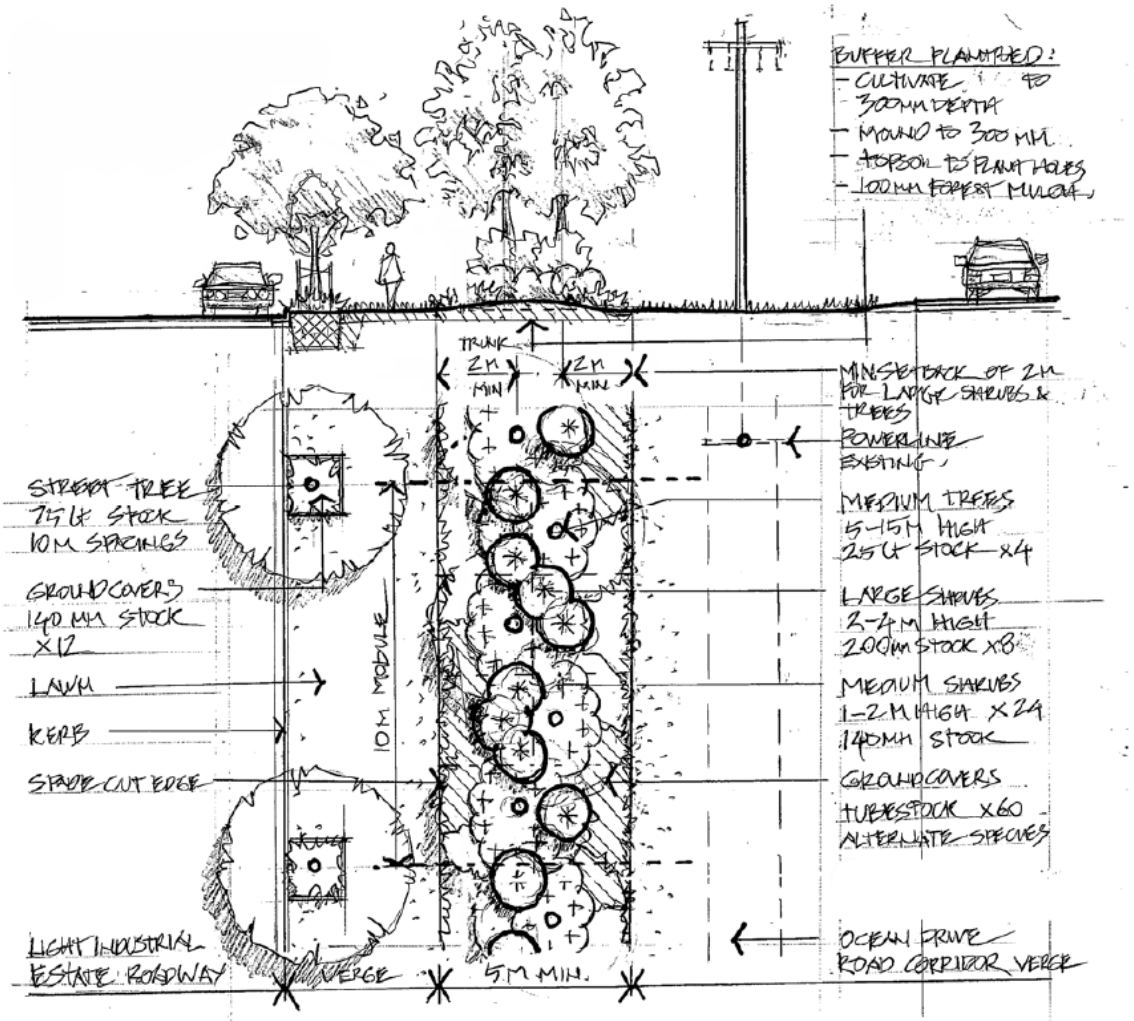


Figure 2: Landscape buffer to Ocean Drive frontage (NOTE: Updated to remove fauna fence in this location)

Koala protection

## Objective

- To discourage Koalas from crossing Houston Mitchell Drive and Ocean Drive.
- To exclude fauna from the industrial development and provide a buffer to the adjoining Queens Lake State Conservation Area.

## Development Provisions

a) Provide a fauna fence which moulds into the vegetated landscape. The fence should not be visually intrusive. The indicative location of this fence is provided in **Figure 3**.
Note: The fauna fence must provide access to the environmental lands in the south to enable its future management and allow fauna to use the existing culverts under Ocean Drive to move between environmental land in the east and west.

b) The fauna fence should be offset from the Queens Lake State Conservation Area boundary by a minimum of 5 metres and include access gates at suitable intervals to allow for maintenance. Refer to **Figure 3**.

Figure 3: Indicative location of fauna exclusion fence (NOTE: Updated to refer to Koala Protection Objective b)

## Roads, access and transport

### Objective

- To mitigate against the potential for environmental conflict and degradation at the industrial interface.
- To ensure safe ~~and appropriate~~ access to the site and appropriate separation of intersections on Houston Mitchell Drive.

### Development Provisions

a) A perimeter road between the industrial footprint and environmental lands is to be designed to control the industrial interface and manage potential conflicts of bushfire hazard and environmental conservation.
b) All access is to be provided from Houston Mitchell Drive via a roundabout at Forest Parkway. Access is not permitted via Ocean Drive, other than pedestrian or cycleway access.

## Water Quality

### Objective

- To control and manage all stormwater generated as a result of land development.

### Development Provisions

a) Each individual industrial lot is to be provided with on-site stormwater detention facilities. Sufficient detention storage must be provided within each lot to ensure that peak flow rates and/or flood levels at any point within the downstream drainage system do not increase as a result of the development from the 50% Annual Exceedance Probability (AEP) storm to the 1% AEP storm events (for all relevant storm durations).
b) For modelling purposes, pre-development conditions shall be assumed to be 'greenfields'.

### Objective

- To ensure incorporation of Water Sensitive Urban Design techniques on-site and building design to minimise reliance on reticulated water.

### Development Provisions

c) All industrial lots are to be provided with on-site stormwater water quality control facilities designed and constructed to achieve the pollutant reduction targets specified within Council's Aus-Spec D7 specification.
d) All public road pit and pipe drainage is to be designed to drain to trash racks followed by a vegetated water quality control facility sized to achieve the pollutant reduction targets specified within Council's Aus-Spec D7 specification.
e) End-of-line water quality controls designed to treat stormwater runoff from the road reserves are to be provided prior to discharge.

Transport for NSW

31 March 2021

File No: NTH19/00293/03
Your Ref: PP2014-14-1

The General Manager
Port Macquarie Hastings Council
PO Box 84
PORT MACQUARIE NSW 2444

Attention: Vanessa Penfold
council@pmhc.nsw.gov.au

Dear Madam,

**RE: Amended Planning Proposal – Proposed Light Industry & Environmental Rezoning Lot 10 DP615776 & Lot 1 DP1117908 Cnr of Ocean Drive & Houston Mitchell Drive Bonny Hills**

I refer to your letter dated 3 March 2021 requesting comment from Transport for NSW (TfNSW) in relation to the abovementioned amended planning proposal.

**Roles and Responsibilities**

The key interests for TfNSW are the safety and efficiency of the transport network, the integrity of State infrastructure and the integration of land use and transport in accordance with *Future Transport Strategy 2056*.

Ocean Drive is a classified (Regional) road (MR600). In accordance with Section 7 of the *Roads Act 1993* (the Act) Port Macquarie Hastings Council is the Roads Authority for this road and all other public roads in the subject area. TfNSW's concurrence is required prior to Council's approval of works on this road under Section 138 of the *Roads Act 1993*.

In accordance with Clause 101 of the *State Environmental Planning Policy (Infrastructure) 2007* (ISEPP) the Consent Authority is to have consideration for the safety, efficiency and ongoing operation of the classified road as the development has frontage to a classified road. TfNSW is given the opportunity under Clause 104 to comment on traffic generating developments listed under Schedule 3. The proposed use of the land (industrial) is a Schedule 3 use.

**Transport for NSW Response**

TfNSW understands that the application relates to an amended Planning Proposal (PP) to rezone the subject land from RU1 Primary Production to part IN2 Light Industrial and part E2 Environmental Conservation. The changes to the originally exhibited PP appear to involve amendment to the location and extent of the E2 Land and the controls on building height. We now provide the following comments to assist the consent authority in making a determination.

1. TfNSW has no objection to the rezoning proposal. It is understood that this agency will have further opportunities for involvement as of the project proceeds through to subdivision and

**Transport for NSW**
76 Victoria Street, Grafton, NSW 2460 | PO Box 576, Grafton NSW 2460
**W** transport.nsw.gov.au

landuse development, and we may provide additional and/or more specific comment at that time.

2. It is noted that the proposed DCP amendment will restrict access to Ocean Drive. This is supported. However, it is pointed out that any new access or works proposed on the classified (Regional) road should be designed in accordance with the current Austroads Guidelines, Australian Standards and TfNSW Supplements, to the satisfaction of Council, prior to referral to TfNSW for concurrence under Section 138 of the Roads Act.

3. Discussion on traffic matters and intersection design was had between Matt Adams, on behalf of TfNSW and Council's Engineer, Grant Burge on 3/3/21. Those comments are still relevant for consideration at the rezoning stage, and the main points are summarised below.

   - *It is important that the option selected for traffic access and management at this location is robust and sustainable.*
   - *The spacing of intersections between Ocean Drive, the proposed industrial estate and Parkway Drive needs to have consideration for the current and future traffic demands at each intersection, including through traffic movements. The design and spacing of intersections must be suitable for the type of vehicles requiring access to the adjoining land uses and the peak hourly distribution of trips generated by such uses.*
   - *Minimum separation of intersections is typically a factor of safe stopping distance downstream of the Ocean Drive intersections taking into account volume, the speed limit and any obstruction to entering the industrial estate; e.g. left turn geometry for heavy vehicles, the location of internal driveways on the side road, or cycleways and/or pedestrian facilities.*

4. In conclusion, officers of TfNSW are willing to work with Council to assist in informing and considering traffic management measures in the general area of the subject development.

Any roadwork on classified (State) road/s is to be designed and constructed in accordance with the current Austroads Guidelines, Australian Standards and TfNSW Supplements.

TfNSW highlights that in determining the application under the *Environmental Planning and Assessment Act 1979*, it is the Consent Authority's responsibility to consider the environmental impacts of any roadworks which are ancillary to the development. This includes any works which form part of the proposal and/or any works which are deemed necessary to include as requirements in the conditions of project approval.

If you have any further enquiries regarding the above comments please do not hesitate to contact Cheryl Sisson, Development Services Case Officer or the undersigned on (02) 6640 1362 or via email at: development.northern@transport.nsw.gov.au

Yours faithfully,

[redacted]

Community and Place | Region North
Regional & Outer Metropolitan, Transport for NSW

**Transport for NSW**
76 Victoria Street, Grafton, NSW 2460 | PO Box 576, Grafton NSW 2460
**W** transport.nsw.gov.au

NSW RURAL FIRE SERVICE

Port Macquarie-Hastings Council
PO Box 84
PORT MACQUARIE NSW 2444

Your reference: PP2014 - 14.1
Our reference: SPI20210316000032

**ATTENTION:** Vanessa Penfold

Date: Thursday 1 April 2021

Dear Sir/Madam,

**Strategic Planning Instrument**
**Rezoning – Planning Proposal**
Industrial Land Use - Torrens Title Subdivision
Environmental Zone - Residual Lands

I refer to your correspondence dated 03/03/2021 inviting the NSW Rural Fire Service (NSW RFS) to comment on the above Strategic Planning document.

The NSW RFS has considered the information submitted and provides the following comments.

- The proposed rezoning and concept subdivision plan will appropriately separate the future buildings from adjoining un-managed vegetation communities.
- Council should review the proposed DCP to ensure street landscaping and storm water detention pond(s) are managed to a asset protection zone standard.

For any queries regarding this correspondence, please contact Alan Bawden on 1300 NSW RFS.

Yours sincerely,

Timothy Carroll
**Manager Planning & Environment Services**
**Planning and Environment Services**



**Postal address**

NSW Rural Fire Service
Locked Bag 17
GRANVILLE NSW 2142

**Street address**

NSW Rural Fire Service
4 Murray Rose Ave
SYDNEY OLYMPIC PARK NSW 2127

T (02) 8741 5555
F (02) 8741 5550
www.rfs.nsw.gov.au

Our Ref: DOC21/157558
Your Ref: PP2014 – 14.1

Chief Executive Officer
Port Macquarie Hastings Council
PO Box 84
Port Macquarie NSW 2444

Attention: Ms Vanessa Penfold

Dear Dr Allen

**RE: Public Exhibition Revised Planning Proposal Houston Mitchell Drive & Ocean Drive, Bonny Hills**

Thank you for your e-mail dated 3 March 2021 about the revised planning proposal for Houston Mitchell Drive & Ocean Drive at Bonny Hills seeking comments from the Biodiversity and Conservation Division (BCD) of the Biodiversity, Conservation and Science Directorate in the Environment, Energy and Science Group of the Department of Planning, Industry and Environment. I appreciate the opportunity to provide further input.

We have reviewed the documents supplied and advise that the revised planning proposal has addressed some of the issues we previously raised, although there are still outstanding issues in relation to the lack of a vegetated buffer along the entire length of the western boundary to the Queens Lake State Conservation Area (SCA), the design of the fauna fencing and its location. These issues are discussed in detail in **Attachment 1** to this letter.

In summary, the BCD recommends that:

1. A vegetated buffer with a minimum width of 10m should be established within the planning area where it adjoins the Queens Lake State Conservation Area (SCA). This buffer should be managed as a bushfire asset protection zone (APZ) that incorporates the existing trees along the SCA boundary and other trees, in accordance with relevant bushfire Asset Protection Zone (APZ) prescriptions.

2. The vegetated buffer should extend along the entire length of the boundary between the proposed industrial zoned land and the SCA, and Tallowwood trees should be planted as per APZ requirements in the northern end of the vegetated buffer, which is an area of higher ground suitable for this species, to offset the future loss of the Tallowwood trees (i.e. koala habitat) in the northern part of the planning area.

3. The fauna exclusion fencing must not be located on the boundary of the SCA but should instead be located along the eastern edge of the vegetated buffer to the SCA to be managed as a bushfire APZ.

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4. The design of the fauna exclusion fencing should be amended to include gates located strategically to provide access to the vegetated buffer for maintenance works, vegetation management and bushfire protection.

5. The fauna exclusion fencing should not be fully installed along the culvert edge until the culvert has been retrofitted to provide safer fauna passage and there is fauna fencing also installed along the E2 zoned land on the opposite side of Ocean Drive.

6. Ongoing and in-perpetuity maintenance of the fauna exclusion fencing should be a binding requirement on the landholder.

7. A Vegetation Management Plan (VMP) should be prepared to the satisfaction of the council prior to any clearing works and before issuing a construction certificate for a future development application, which provides for the assisted regeneration of native vegetation on the southern portion of the planning area over a suitable time period, as the land will require relatively intensive weed management and time to establish a vegetation community comprising canopy, understory and groundcover native species

8. Issues in relation to the impacts arising from changes to flooding behaviour and overland flow as a result of proposed fill, particularly on the land that will be zoned E2 and the adjoining SCA, the size and location of the proposed stormwater detention basin and the need to adequately protect trees during and post construction works should be subject to detailed assessment at the development application stage.

9. The proponent should address the *Developments adjacent to NPWS lands - Guidelines for consent and planning authorities (2020)* at the development assessment stage and the council should consult directly with the NPWS as an adjoining landowner at that time.

The NPWS remains open to discussions regarding the future ownership of the E2 zoned land once it has been suitably rehabilitated.

If the Rural Fire Service requirements have an impact on the ability of the planning proposal to include a vegetated buffer to the SCA, then we request a further opportunity to provide comment on the planning proposal.

If you have any questions about this advice, please do not hesitate to contact Ms Rachel Lonie, Senior Conservation Planning Officer, at rachel.lonie@environment.nsw.gov.au or 6650 7130.

Yours sincerely

**Biodiversity and Conservation**

Enclosure: Attachment 1: Detailed BCD Comments – Revised Planning Proposal Houston Mitchell Drive & Ocean Drive, Bonny Hills

**Attachment 1: Detailed BCD Comments – Revised Planning Proposal Houston Mitchell Drive & Ocean Drive, Bonny Hills**

The Biodiversity and Conservation Division (BCD) has reviewed the Revised Planning Proposal for Houston Mitchell Drive Employment Lands Version 2.2 dated March 2021 and associated documents and provides the following comments.

We note the following changes have been made to the Planning Proposal in response to the matters previously raised by the BCD:

- The southern E2 Environmental Conservation land area has been enlarged to retain additional trees and reduce the extent of fill.
- Three of the four hollow bearing trees will be retained in the E2 zone.
- The location of the fauna fence has been changed to exclude fauna from the employment lands and avoid fauna being directed onto roads.
- An E2 zoned 10m wide landscaped buffer has been provided on part of the western boundary with the Queens Park State Conservation Area (SCA) that varies up to 13.5m in width to ensure retention of two hollow bearing trees.
- An E2 zoned landscape/visual buffer minimum 10m wide has been provided to the Houston Mitchell and Ocean Drive frontages, excepting the proposed access point at the north-west corner of the planning area, that provides for retention of trees.
- An increased E2 zoned landscaped splay width has been provided to the Ocean Drive and Houston Mitchell Drive corner to achieve a wider vegetated buffer at the intersection.
- A draft site-specific Development Control Plan (DCP) has been prepared, which provides objectives and development provisions including the provision of a fauna fence located to discourage koalas from crossing the adjacent busy roads, the employment lands, or the landscape buffer area adjacent to Ocean Drive.

**1. Buffer to Queens Lake SCA**

The BCD met with council staff, the landholders and their consultants on 24 January 2020. As a result of this meeting we consulted with colleagues in the National Parks and Wildlife Service (NPWS) and provided additional advice dated 9 April 2020 to clarify our position on the buffer to the Queens Lake SCA and fencing.

In summary, we recommended that a vegetated buffer with a minimum width of 10m be established along the western edge of the planning area where it adjoins the Queens Lake SCA. This buffer should be managed as a bushfire asset protection zone (APZ) that incorporates the existing trees along the SCA boundary and other trees, in accordance with relevant bushfire APZ prescriptions.

We also recommended that fauna exclusion fencing along the western boundary of the planning area should be located along the eastern edge of the vegetated buffer to be managed as a bushfire APZ. This would avoid fencing along the boundary with the SCA, thereby ensuring minimal environmental damage to existing trees along the boundary with the SCA and no clearing in the SCA land for fence maintenance.

The current planning proposal does not provide all of this buffer as the proposed E2 zoned area only extends part way along the western boundary with the Queens Lake SCA and the fauna exclusion fencing is shown on the SCA boundary in the north-western part of the planning area where there is no buffer.

While we understand there may be traffic considerations that need to be accommodated, we would not support the fauna exclusion fencing being located on the boundary to the SCA for the reasons we have previously articulated. We also continue to recommend a vegetated buffer be provided along the entire western boundary to the SCA.

We note that bushfire comments are yet to be provided by the NSW RFS who will be consulted as part of the exhibition period and their comments will be reported to a future meeting of the Port Macquarie Hastings Council. Should the RFS requirements have an impact on the ability to implement a vegetated buffer to the SCA, we request a further opportunity to provide comment on this planning proposal.

As we outlined in our previous correspondence, the fauna exclusion fencing will need to be installed on the eastern side of the vegetated buffer to be managed as a bushfire APZ, in order to not impact on the SCA, as these impacts would be subject to NPWS environmental assessment and authorisation processes. We reiterate that no access or clearing of vegetation is permitted on the NPWS land without authorisation under the *National Parks and Wildlife Act 1974* and that prior to any authorisation any proposal such as clearing for a fence line would be subject to environmental impact assessment in accordance with NPWS policy.

The NPWS does not support the fauna exclusion fencing being located on the SCA boundary in the north-western part of the planning area for the reasons we have previously discussed.

In addition, gates should be strategically installed along the fauna exclusion fencing to provide access into the vegetated buffer for maintenance works, vegetation management and bushfire protection.

**2. Fauna fencing and fauna movements**

The proposed fauna exclusion fencing must be planned in concert with providing safe fauna passage between the E2 areas along Ocean Drive. While the existing culvert has not been designed for fauna movement, we understand the council's ecologist has assessed it and considers it could be retrofitted to assist fauna to more safely use it. Fencing on the other site of Ocean Drive to direct fauna into the culvert and away from the surface road crossing would also be required to provide a safer fauna crossing. Without these measures the fauna fencing in the planning area could actually be an impediment and potential danger as it could direct animals back into the traffic lanes or direct them into a potentially flooded culvert with no elevated passageway.

The BCD supports the requirement for fauna exclusion fencing but such fencing should not be fully installed along the culvert edge until the culvert has been retrofitted to provide safer fauna passage and there is fauna fencing also installed along the E2 zoned land on the opposite side of Ocean Drive. Ongoing and in-perpetuity maintenance of the fauna fencing should be a binding requirement on the landholder.

**3. Vegetation Management Plan**

The BCD previously recommended the use of a planning agreement to secure a commitment for a vegetation management plan (VMP) for the E2 zoned land in the planning area and any vegetated buffers to the SCA. We recommended the plan be prepared to the satisfaction of the council prior to any clearing works and before issuing a construction certificate for a future development application. The VMP should provide for the assisted regeneration of native vegetation on the southern portion of the planning area over a suitable time period as the land will require relatively intensive weed management and time to establish a vegetation community comprising native canopy, understory and groundcover species.

We understand that Part B2 Environmental Management 8(c) of the Port Macquarie-Hastings DCP 2013 requires that a VMP outline how the environmental lands are to be protected and managed. The VMP should be required to be prepared and approved prior to any clearing works and before issuing a construction certificate for a future development application.

**4. Planning agreement and offset requirements**

The revised planning proposal does not include a planning agreement as the BCD recommended. The Biodiversity Development Assessment Report (BDAR) is dated 21/12/2020 and is yet to be finalised.

The draft BDAR calculated 8 ecosystem credits for PCT 1262 and 21 ecosystem credits for PCT 1230. Under the Biodiversity Offset Scheme (BOS) the threshold for clearing is 0.25 ha or more. The industrial zoned land is proposed to have a minimum lot size area of 1,000 square metres. The BDAR calculates a clearing extent of 0.55 ha of PCT 1262 plus 0.85 ha of PCT 1230. Therefore, the extent of clearing for a future subdivision of the proposed industrial land would trigger the BOS. On this basis, we no longer consider it necessary to require a planning agreement to provide the biodiversity offsets.

**5. Management and dedication of the E zoned land**

The BCD previously recommended possible dedication of the E2 zoned land to NPWS or Council after it has been revegetated. We note that council staff have recommended against dedication of the E zoned land to the council and declined an offer by the proponent to enter into a Voluntary Planning Agreement (VPA). Also, the landholders have indicated they are unwilling to seek to dedicate the E2 zoned land to NPWS. NPWS remains open to discussions regarding the future ownership of the E2 zoned land once it has been rehabilitated to a suitable condition should the landholders reconsider their decision.

**7. Use of BAM 2020**

The BDAR refers to the application of the Biodiversity Assessment Method (BAM), which we have assumed is the BAM 2017 version. The BAM 2020 came into force on 22 October 2020. From 22 October 2020, transitional arrangements allow an accredited person to prepare a BDAR based on BAM 2017, for:

- 12 months or such longer period as the Minister approves for applications for strategic biodiversity certification
- 12 months for state significant development or infrastructure and non-strategic (standard) biodiversity certification
- 6 months for all other development and clearing applications or biodiversity stewardship applications.

The 6-month transition period for preparing a BDAR for a Part 4 local development matter will end in late April 2021. The BDAR will therefore have to be revised to accord with the BAM 2020 when it is submitted as part of a future development application.

Further information on the BAM 2020 and the transitional arrangements can be found at the following webpage: https://www.environment.nsw.gov.au/topics/animals-and-plants/biodiversity/biodiversity-assessment-method.

**8. Future Development Assessment issues**

The BCD has previously identified issues in relation to the impacts arising from changes to flooding behaviour and overland flow as a result of proposed fill, particularly on the land that will be zoned E2 and the adjoining SCA. We have also raised issues about the size and location of the proposed stormwater detention basin and the need to adequately protect trees during and post construction works. These matters will need to be addressed at the development assessment stage.

**9. BCD Recommendations**

1. A vegetated buffer with a minimum width of 10m should be established within the planning area where it adjoins the Queens Lake SCA. This buffer should be managed as a bushfire

asset protection zone (APZ) that incorporates the existing trees along the SCA boundary and other trees, in accordance with relevant bushfire Asset Protection Zone (APZ) prescriptions.

2. The vegetated buffer should extend along the entire length of the boundary between the proposed industrial zoned land and the SCA, and Tallowwood trees should be planted as per APZ requirements in the northern end of the vegetated buffer, which is an area of higher ground suitable for this species, to offset the future loss of the Tallowwood trees (i.e. koala habitat) in the northern part of the planning area.

3. The fauna exclusion fencing must not be located on the boundary of the SCA but should instead be located on the eastern edge of the vegetated buffer to the SCA to be managed as a bushfire APZ.

4. The design of the fauna exclusion fencing should be amended to include gates located strategically to provide access to the vegetated buffer for maintenance works, vegetation management and bushfire protection.

5. The fauna exclusion fencing should not be fully installed along the culvert edge until the culvert has been retrofitted to provide safer fauna passage and there is fauna fencing also installed along the E2 zoned land on the opposite side of Ocean Drive.

6. Ongoing and in-perpetuity maintenance of the fauna exclusion fencing should be a binding requirement on the landholder.

7. A Vegetation Management Plan (VMP) should be prepared to the satisfaction of the council prior to any clearing works and before issuing a construction certificate for a future development application, which provides for the assisted regeneration of native vegetation on the southern portion of the planning area over a suitable time period, as the land will require relatively intensive weed management and time to establish a vegetation community comprising canopy, understory and groundcover native species.

8. Issues in relation to the impacts arising from changes to flooding behaviour and overland flow as a result of proposed fill, particularly on the land that will be zoned E2 and the adjoining SCA, the size and location of the proposed stormwater detention basin and the need to adequately protect trees during and post construction works should be subject to detailed assessment at the development application stage.

9. The proponent should address the *Developments adjacent to NPWS lands - Guidelines for consent and planning authorities (2020)* at the development assessment stage and the council should consult directly with the NPWS as an adjoining landowner at that time.

Attachment: Summary of Submissions Planning Proposal PP2014-14.1 Houston Mitchell Drive, Bonny Hills received.
Public Exhibition 3 March 2021 to 31 March 2021

| **Submission - PP2014-14.1 Houston Mitchell Drive, Bonny Hills** | | **Issue - Note: Key issues have been summarised.** |
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| 1. | Debbie Ronalds | a) Proposal will provide benefits to business owners and the unemployed.<br>b) A great thing for the industrial area to support the growing area. |
| | ***Response/ Comment***: | Comments noted. |
| 2. | Clint Jordan | a) It would be great to have something like the proposal at Lake Cathie.<br>b) Would reduce the need to travel to Port Macquarie<br>c) Storage uses in Port Macquarie are taken up. |
| | ***Response/ Comment***: | Comments noted. |
| 3. | Damien 'Pitch' Black | a) Lake Cathie and Bonny Hills are growing rapidly and need industrial sites that would cater for growing businesses to serve both towns.<br>b) The position is a prime spot between the towns to cater for industry.<br>c) The population is thriving and it would be an asset to have a local mechanic or storage sheds.<br>d) As a local businessman of 22 years, supports the change to industrial land. |
| | ***Response/ Comment***: | Comments noted. |
| 4. | Jan Cook | a) Pleased that the revised proposal addresses noise and aesthetics<br>b) The development will provide an opportunity for businesses to relocate to provide locals with access to services that are currently only available in Port Macquarie, Laurieton or Wauchope.<br>c) The proposed improvements to the site will improve the current ugly introduction to Lake Cathie for north bound travellers. |
| | ***Response/ Comment***: | Comments noted. |
| 5. | Lake Cathie - Bonny Hills Lions Club | a) Support the revised plan which may encourage essential business to relocate to the area.<br>b) Attention to preservation of existing flora and enhancing the overall aesthetics of current unsightly land fits well with desire that the Lake Cathie area is managed and beautified. |

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| | | c) The Lions Club has been supported by the land owner who provided emergency storage for the Club's belongings at short notice. |
| | ***Response/ Comment***: | Comments noted. |
| 6. | Deborah Hale | a) This industrial area is needed because there is nothing like this between Port Macquarie and Laurieton.<br>b) As housing allotments get smaller there is no where for small business to store their things.<br>c) Parking on the streets of new housing developments is limited and some households have multiple vehicles (caravans, trailers) and nowhere within 20 minutes drive to store them. The site is perfectly situated to create the solution for this growing community. |
| | ***Response/ Comment***: | Comments noted. |
| 7. | Vince Hale | a) It would be a good idea for this to go ahead so people Lake Cathie can store their caravans and boats off roads and front lawns.<br>b) With the new retirement village across the road, this is needed. |
| | ***Response/ Comment***: | Comments noted. |
| 8. | Elizabeth E J Masters | a) The area is overpopulated already and there are not enough facilities as it is.<br>b) The reason the area is so idyllic and attractive to tourists is that there is reasonable amount of open, natural space. Bird life is diminishing.<br>c) The housing estates look terrible and if they want to live on top of each other, maybe pick another area. |
| | ***Response/ Comment***: | a) The site is identified in Council's adopted Urban Growth Management Strategy (UGMS) and the State Government's North Coast Regional (NCRP) plan as being suitable for light industry.<br>b) The establishment and management of environmental land in the southern part of the site will protect and enhance natural areas for bird life.<br>c) Comment noted. |
| 9. | Ken McKenzie | a) Does not like this plan. The area is already developed enough.<br>b) Put it on the other side of the Pacific Highway. |
| | ***Response/ Comment***: | a. Comment noted.<br>b. There are limited sites available to accommodate new or expanding light industrial land uses between Port Macquarie and Laurieton. The PP will provide opportunities for jobs and services close to neighbourhoods and will potentially serve visitors to the area also. |

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| 10. | Ryan Squires | a) Has been waiting for a light industrial area like this since 2003.<br>b) Bonny Hills and Lake Cathie are lacking in much needs industrial infrastructure to support the substantial increase in property and population.<br>c) Interested in becoming part of this estate and serving the local community as a light vehicle repair and maintenance centre. |
| | ***Response/ Comment***: | Comments noted. |
| 11. | Paul Pavy<br>Pavy's Glass | a) As a local business owner, supports the proposal.<br>b) Due to residential development at Lake Cathie and surrounding areas there is a need for industrial land and expanded employment opportunities for residents.<br>c) It would allow local businesses to trade from Lake Cathie.<br>d) Industrial lands in Port Macquarie are at capacity and this proposed rezoning could elevate pressures on that industrial area.<br>e) It would be difficult to find another site more suitable for light industrial to serve the needs and rapidly growing community of Lake Cathie. |
| | ***Response/ Comment***: | Comments noted. |
| 12. | Bruce Andrews<br>BMB Constructions | a) Has been living & working out of Bonny Hills for 22 years, business has expanded and now renting space in Port Macquarie.<br>b) Need somewhere to securely store equipment, material, plant & vehicles and excited that may have an opportunity to buy or lease a site closer to home.<br>c) The area is growing rapidly and there is a need for area where people can access services like car repair, screen doors & blinds, wash your car, fill up your car, store your boat or caravan etc.<br>d) There are currently limited industrial spaces to buy or lease in Port, Wauchope & Laurieton.<br>e) The site is well suited for an industrial area, quick access to the highway via Houston Mitchell Drive and is separated from residential properties.<br>f) There are a lot of business owners in Bonny Hills/Lake Cathie who would like to set up their business close to home. Knows of other businesses interested in setting up at the site. |
| | ***Response/ Comment***: | Comments noted. |
| 13. | Advanced Australian Fencing | a) As a local business in Lake Cathie, approve the proposed industrial/commercial estate that would be of great use for the community and business sector<br>b) Should have been done years ago.<br>c) The trades and community of Lake Cathie and Bonny Hills area would make this industrial area thrive. |
| | ***Response/ Comment***: | Comments noted. |

Attachment: Houston Mitchell Drive PP2014 - 14.1 Summary of Submissions, March 2021.

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| 14. | Greg Alpen | a) Concerned about the manner Council releases small parcels of land for development but want to be seen to be environmentally conscious. Small areas are released to minimise confrontation about environmental policies.<br>b) You can't have it both ways, urban sprawl is not environmentally friendly. Urban sprawl, local ecology and residential development should be part of one policy. Lack of foresight and town planning is blatantly obvious. |
| | ***Response/ Comment***: | a) The planning proposal aims to balance conservation of an important environmental corridor with development to serve local residents and provide opportunities for employment.<br>b) The site has formed part of broader planning for Lake Cathie and Bonny Hills and is identified in Council's adopted Urban Growth Management Strategy (UGMS) and the State Government's North Coast Regional (NCRP) plan as being suitable for light industry. The site has been investigated for future employment land uses due to its superior location at the intersection of two major roads and proximity to a growing residential area. |
| 15. | Chris Waters | a) Area is acknowledged as Koala habitat, why is it being considered for an industrial area?<br>b) Council has allowed the devastation that has occurred on the eastern side of Ocean Drive and northern side of Houston Mitchell Drive to happen<br>c) If the area has been planned for 20 years, then why has it been left until now to undertake planning along Ocean Drive.<br>d) Concerned that developers are allowed to cut down trees leaving none for the new residents and koalas to enjoy.<br>e) Requests action be taken to stop developers from cutting down large trees that take a lifetime to grow should be taken.<br>f) Protection of koalas should be a priority. Many were lost during the fire. Note the donations to the Koala Hospital which indicates how important koalas are to the community. |
| | ***Response/ Comment***: | a) The planning proposal aims to balance the removal of Koala food trees at the northern end of the site with the conservation of a significant area environmental land in the south of the site. The southern part of the site provides an important habitat link between the State Conservation Area in the west and environmental land in the east. The land is currently zoned RU1 Primary Production and will be conserved and protected under the proposed Environmental Conservation zoning.<br>b) Development of areas to the east and north of the site have been part of Council's long term planning for Lake Cathie and Bonny Hills.<br>c) Planning for the Ocean Drive Corridor that is currently being undertaken by Council extends beyond the section of road corridor through Lake Cathie/Bonny Hills.<br>d) & e) Refer to Item a) above.<br>f) Comment noted. |
| 16. | Mark McCormack | a) Concerned about the reduction of the E2 Environmental Zone that should be doubled to allow for |

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| | | better vegetation screening from both Houston Mitchell Drive & Ocean Drive<br>b) The site will become busy and the intersection at Houston Mitchell Drive, Ocean Drive & Wallum Drive will become congested,<br>c) The exit from the industrial land should be from the southern end on Ocean Drive, rather than Houston Mitchell Drive.<br>d) Concerned about the appearance of new buildings that will look like sheds. The light industrial area should follow the look and feel of modern light industrial parks in Sydney, an example from the Wakefield business park at Dural provided. |
| | ***Response/ Comment***: | a) The area of E2 Environmental Conservation land at the northern end of the site was reduced following the first exhibition because this would have resulted in retention of an isolated area of vegetation located between two major roads and the new employment lands. Attracting Koalas to this area was likely to exacerbate road strike risk. Change to the zone layout resulted in the E2 zone being increased in the south and a buffer included along the western boundary of the site along with retention of hollow bearing trees.<br>b) The traffic assessment has determined that the road network can cater for the new industrial area.<br>c) TfNSW does not support the creation of additional access points along Ocean Drive. Access off Houston Mitchell Drive at Forest Parkway is<br>d) Buildings with large, open footprints are practical for a variety of light industrial land uses and are generally permitted in industrial areas. |
| 17. | Robyn Wilson | a) Requests that Council carefully consider whether the location is appropriate given it's premium location and that it adjoins National Park.<br>b) A lower impact use would be more reasonable eg parkland.<br>c) Questions whether Long Point has been considered.<br>d) A significantly larger buffer between the site and Houston Mitchell Drive should be considered 10m is not very wide and will not allow for larger trees or screening and should be doubled.<br>e) A lower height of buildings on Houston Mitchell Drive should be considered. The maximum building height should be reduced to 8.5m.<br>f) Controls should be imposed and enforced to ensure the type of buildings are not 'shed like' and colours are sympathetic to the local environment. It is imperative that this area does not look like an industrial area.<br>g) Comparison to the height of buildings at the Rainbow Beach town centre is not reasonable because the buildings are likely to be more glamourous in appearance.<br>h) Requests confirmation that the traffic study includes the Gem Life development. |
| | ***Response/ Comment***: | a) The site has formed part of broader planning for Lake Cathie and Bonny Hills and is strategically important as employment land. The site is identified in Council's adopted Urban Growth Management Strategy 2017-2036 (UGMS) and the |

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| | | State Government's North Coast Regional Plan (NCRP) as being suitable for light industry.<br>b) Areas for passive and active recreation are proposed on the eastern side of Ocean Drive, including district sporting fields.<br>c) Long Point Drive has not been identified for employment lands. The subject site is considered a good location for service industries. It has access to water and sewer infrastructure and public transport and also located within a short walk, ride or drive from growing residential areas.<br>d) A 5m planted buffer is considered a sufficient, noting that the width of the E2 land proposed along the interface with Houston Mitchell Drive and Ocean Drive is actually wider and varies between a minimum 10m up to 15m at the corner of the two roads.<br>e) The maximum height of buildings has been reduced from 11.5m to 10m due to community concern. This will provide some flexibility for future industrial land uses that require vertical articulation or storage areas<br>f) Buildings with large, open footprints are practical for a variety of service industrial land uses and are permitted in industrial areas.<br>g) The comparison of permissible height at the new town centre is useful because it demonstrates that the built form of the area is likely to change. Taller buildings can be expected in the future.<br>h) The traffic assessment considers current and future traffic within the network. |
| 18. | Patricia Cooper | a) The proposal will further decimate Koala population and other wildlife in the area.<br>b) The proposal utilises environmental assessments done in 2016 and 2018 that appear to have significant discrepancies. Reiterates quotes from the BCD submission January 2020 regarding the assessment of Koala habitat.<br>c) Given the bushfires and impact on koala population, granting consent to a DA will cause further loss Questions how Council will undertake a Koala Plan of Management for the subject site given the CKPOM was discarded in August 2020.<br>d) Compensatory plantings of Koala food trees, felling mature koala food tress and replacing with immature food trees does nothing to offset loss of these trees for the Koala.<br>e) Lake Cathie is experiencing unprecedented growth. Council has had regard to the upgrading of infrastructure and this proposal considers traffic movements predicated on Ocean Drive being a dual lane highway which is not in planning stages. Statements about the incremental upgrade of Ocean Drive in the traffic assessment are not correct. The configuration of a 4 lane carriageway on Ocean Drive is not occurring as development proceeds.<br>f) The development is fire and flood affected, however the reports on Flood Impact and Bushfire Hazard have not included reference to the effects of climate change.<br>g) The Lake Cathie Community Plan objective is to protect and enhance our village character, preserve and regenerate our natural environment and to support integrated planned growth. Questions how the |

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| | | | Rainbow Beach Estate and current proposal that involves clearing of native vegetation is achieving this objective. |
| | ***Response/ Comment***: | | a) The proponent has submitted an updated ecological assessment in the form of a Biodiversity Assessment Report (BDAR). The report was exhibited with the Planning Proposal (Attachment 12) in March 2021.<br>b) The new assessment has utilised current field data and data obtained in 2016 and 2018.<br>c) Council could require a KPOM to be prepared for the site by the applicant at DA stage.<br>d) Offset planting of Koala food trees is considered appropriate where removal of vegetation is proposed.<br>e) The upgrade of Ocean Drive through the growth area is currently underway and there are sections which are proposed to be upgraded to four lanes and new intersections that will be delivered as development progresses .<br>f) The Flood Impact Assessment considers a freeboard above the 100 year ARI flood for development to address the impacts of climate change as required by Council's Flood Policy.<br>g) The planning proposal aims to balance conservation of an important environmental corridor with development to serve local residents and provide opportunities for employment. |
| 19. | William R Howell | | a) The vegetated visual barriers along the two road frontages are inadequate. The barrier needs to be at least 10m, preferably 15 metres wide.<br>b) To improve visual screening, proposed Lot 16 should be reduced in size or removed and the entrance road moved to the western boundary.<br>c) Concern that storm water run-off from the hard surfaces may become contaminated washing down to the new sports fields and school. The farm dam on the western boundary will be filled losing its water retention capabilities.<br>d) The existing site contour indicates that several lots will need to be filled to achieve a floor level above the 100 year Average Recurrence Interval (ARI) flood level. Concerned that this will reduce the flood storage capacity of the site. |
| | ***Response/ Comment***: | | a) A 5m wide planted screen within the 10m buffer to Houston Mitchell Drive and Ocean Drive is considered sufficient width to cater for screen planting including tree species with a mature height of 15m.<br>b) A revised concept plan has been submitted that provides for a minimum 10m wide buffer to Ocean Drive and Houston Mitchell Drive, excepting at the site access which is located adjacent to the western boundary. Note that the concept plan included at Attachment 1 to the Planning Proposal was prepared to support the rezoning. The landowner/developer may propose a different layout at DA stage.<br>c) Stormwater quality and quantity will be assessed at the DA stage and appropriate measures to detain stormwater and manage quality will be considered.<br>d) The need for filling of part of the site to accommodate future industrial uses and potential impact on flood levels was considered in the Flood Impact Assessment submitted by the proponent (Attachment 2, Planning Proposal). The report concluded that filling will have minimal impact on the peak 100 |

Attachment: Houston Mitchell Drive PP2014 - 14.1 Summary of Submissions, March 2021.

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| | | year ARI flood level at the site. A minor increase in peak flood discharge through the culverts under Ocean Drive is predicted, however this is not considered to present concerns for sites downstream. |
| 20. | Roger Barlow<br>Bonny Hills Progress Association | a) Concerns about height restrictions and vegetation barrier is not adequate. Height should be restricted to 8.5m.<br>b) A 5m wide planted screen will not be sufficient. A 10m screen is required.<br>c) Concerns about industrial spills and stormwater runoff.<br>d) Concerned about recent rain events and Council's inability to manage stormwater at Bonny Hills. Not convinced that stormwater arrangements at this development will cope with storm events. These events will become more severe with climate change. Low lying nature of the site, drainage ending up in Duchess Creek if the holding dam cannot cope as seems likely in severe events.<br>e) Questions how Council will ensure that management of environmental land will be done in accordance with best practice. Questions whether there are auditing arrangements. |
| | ***Response/ Comment***: | a) Several other industrial areas within the local government area have a height limit of 14.5m. The maximum height of buildings was reduced from 11.5m to 10m in response to community concern. A maximum height of 10m is proposed for the subject site which is considered a balance between providing flexibility for future light industrial land uses and minimising visual impact.<br>b) A 5m wide planted screen within the 10m wide buffer to Ocean Drive and Houston Mitchell Drive is considered sufficient width to cater for screen planting including tree species with a mature height of 15m.<br>c) The operation of future light industrial land uses at the site will be governed by legislation to reduce the risk of spills. Stormwater runoff from individual sites will be reduced by on-site detention. Details of detention of stormwater runoff from roads within the estate will be required at DA stage.<br>d) Stormwater runoff and detention for the proposed development will be assessed at DA stage. Detention measures, including stormwater basins, will be designed and sized to reduce the impact on downstream flows.<br>e) Management of environmental land will be required in accordance with a vegetation management plan as part of the DA process. VMPs are approved and monitored by Council in accordance with development consents. |
| 21. | Dave Dowey | a) The rezoning will introduce more heavy vehicles to the intersection of Houston Mitchell Drive and the Pacific Highway.<br>b) The Pacific Highway intersection needs to be re-designed to cater for slower heavy vehicles with increased sight distances and longer acceleration and deceleration lanes.<br>c) Questions how Council can consider the rezoning when adequate transport corridors are not available.<br>d) Potential industrial sites are available at Kew, Bago Road, Port Macquarie and Sancrox that have current grade separated intersections. |

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| | | e) Understands the need for light industrial facilities adjacent to new residential development, however public infrastructure should be provided prior to rezoning. |
| | ***Response/ Comment***: | a) The traffic impact assessment confirms that the road network can cater for traffic generated by future development including heavy vehicles.<br>b) The intersection of Pacific Highway and Houston Mitchell Drive forms part of the state road network that is managed by the State Government. Improvements to the intersection were announced on 27 April 2021 as part of the NSW Government Safer Roads program.<br>c) Refer to item a. above.<br>d) The proposed industrial area provides opportunities for jobs and services close to residential growth areas at Lake Cathie/Bonny Hills.<br>e) Public infrastructure is available to serve the site. Augmentation of services and construction of a roundabout intersection off Houston Mitchell Drive at Forest Parkway to access the land will be required as part of the DA process. |
| **State Agency Submissions** | | |
| 22. | NSW Rural Fire Service | a) Proposed rezoning and concept subdivision plan will appropriately separate the future buildings form adjoining unmanaged vegetation communities.<br>b) Council should review the proposed DCP to ensure street landscaping and stormwater detention pond(s) are managed to an asset protection zone standard. |
| | ***Response/ Comment***: | a) Noted<br>b) Street landscaping and stormwater detention ponds within the future development that form part of an asset protection zone will need to be maintained in accordance with any APZ requirements. This matter can be addressed at DA stage. |
| 23. | Northern Region Transport for NSW | a) TfNSW has no objection to the rezoning proposal and notes further opportunity for involvement as the project proceeds through to subdivision and land use development and may provide additional comments at that time.<br>b) DCP amendment that restricts access to Ocean Drive noted.<br>c) Comments relevant to the planning proposal include:<br>• *It is important that the option selected for traffic access and management at this location is robust and sustainable.*<br>• *The spacing of intersections between Ocean Drive, the proposed industrial estate and Parkway Drive (Forest Parkway) needs to have consideration for the current and future traffic demands at each intersection, including through traffic movements. The design and spacing of intersections must be suitable for the type of vehicles requiring access to the adjoining land uses and the peak hourly distribution of trips generated by such uses.* |

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| | | | • *Minimum separation of intersections taking into account volume, the speed limit and any obstruction to entering the industrial estate eg. left turn geometry for heavy vehicles, the location of internal driveways on the side road or cycleways and/or pedestrian facilities.*<br>d) TfNSW officers are willing to work with Council to assist in informing and considering traffic management measures in the general area.<br>e) Roadwork on a classified (State) road is to be designed and constructed in accordance with the current Austroads Guidelines, Australian Standards and TfNSW Supplements.<br>f) The consent authority is required to consider the environmental impacts of any roadworks which are ancillary to the development. |
| | ***Response/ Comment***: | | a) TfNSW will be consulted as part of a future DA process.<br>b) Site specific DCP provisions restrict vehicular access form Ocean Drive.<br>c) Comments regarding future access from Houston Mitchell Drive, the spacing of intersections and the type of vehicles requiring access to the site are noted. Council staff have confirmed that a roundabout at Forest Parkway is the preferred location and intersection treatment for access to the employment lands.<br>d) to f) Comments noted and will be considered as part of the DA process. |
| 24. | NSW Department of Planning, Industry & Environment Biodiversity Conservation Division | | Summary of BCD recommendations as follows:<br>a) A vegetated buffer a minimum 10m should be provided along the western boundary with the Queens Lake State Conservation Area.<br>b) The buffer should be managed as a bushfire asset protection zone.<br>c) Tallowwoods trees should be planted in the northern end of the vegetated buffer which is an area of higher ground suitable for this species and to offset loss of Tallowwoods in the northern part of the planning area.<br>d) The fauna exclusion fence must not be located on the boundary of the SCA but should be located along the eastern edge of the vegetated buffer.<br>e) The design of the fauna exclusion fencing should be amended to include gates for maintenance works<br>f) The fauna exclusion fence should not be fully installed along the culvert edge until the culvert has been retrofitted to provide safer passage and there is fencing provided along the E2 on the other side of the road.<br>g) Ongoing and in perpetuity maintenance of the fauna exclusion fencing should be binding on the landowner<br>h) A vegetation management plan should be prepared to prior to any clearing works and before issuing a construction certificate for a future DA.<br>i) Issues in relation to flooding and overland flow, filling and impact on the SCA should be addressed at DA stage.<br>j) The proponent should address the Developments adjacent to NPWS - Guidelines for consent and planning authorities (2020) at DA Assessment stage and Council should consult directly with NPWS at the time. |

Attachment: Houston Mitchell Drive PP2014 - 14.1 Summary of Submissions, March 2021.

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| | ***Response/ Comment***: | a) The draft site specific DCP provisions have been updated to require the fauna exclusion fence to be offset a minimum 5m along the western boundary. This provides a buffer of 5 metres to the SCA.<br>b) The buffer will be within the IN2 zone footprint and could be form part of a managed APZ dependent on the layout of the future subdivision/development of the land.<br>c) Planting of Tallowwoods between the fauna exclusion fence and the SCA boundary may not be practicable due to the size of the species at maturity.<br>d) Refer to Item a. above.<br>e) The draft DCP has been updated to require gates at suitable intervals to allow for maintenance.<br>f) The exact location and timing of construction of the fauna exclusion fence will be addressed at development application stage.<br>g) Agree that ongoing maintenance of the fauna exclusion fence should be undertaken by the landowner.<br>h) A vegetation plan will be required as part of the DA process.<br>i) & j). Comments regarding matters to be addressed at DA stage are noted.be |