



PORT MACQUARIE-HASTINGS
COUNCIL



Ordinary Council

Business Paper

date of meeting: Wednesday 4 August 2021

location: Via Skype

time: 5:30pm

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.

Community Vision

A sustainable high quality of life for all

Community Mission

Building the future together
People Place Health Education Technology

Council's Corporate Values

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

Community Themes

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

Ordinary Council Meeting

Wednesday 4 August 2021

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

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

Item: 02**Subject: REMOTE ATTENDANCE AT MEETING**

RECOMMENDATION

That Council accede to the request of Councillors to attend the meeting by remote means.

Item: 03**Subject: LOCAL GOVERNMENT PRAYER**

A Minister from the Combined Churches of Port Macquarie will be invited to deliver the Local Government Prayer.

Item: 04**Subject: APOLOGIES**

RECOMMENDATION

That the apologies received be accepted.

Item: 05**Subject: CONFIRMATION OF PREVIOUS MINUTES**

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 21 July 2021 be confirmed.

PRESENT

Members:

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

Other Attendees:

Chief Executive Officer (Dr Clare Allen)
Director Corporate Performance (Rebecca Olsen)
Director Development and Environment (Melissa Watkins)
Acting Director Infrastructure (Cameron Hawkins)
Director Strategy and Growth (Jeffery Sharp)
Group Manager Governance (Michael Ferguson)
Governance and Legal Officer (Kirsty Callander)
Governance Support Officer (Bronwyn Lyon)

This meeting was held remotely and electronically through Microsoft Teams and is live streamed on Council's YouTube channel.

The meeting opened at 5:30pm.

01 ACKNOWLEDGEMENT OF COUNTRY

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

02 REMOTE ATTENDANCE AT MEETING

Due to the current COVID-19 health emergency all Councillors are attending by remote means.

03 LOCAL GOVERNMENT PRAYER

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

04 APOLOGIES

Nil.

05 CONFIRMATION OF MINUTES

RESOLVED: Griffiths/Alley

That the Minutes of the Ordinary Council Meeting held on 16 June 2021 be confirmed.

CARRIED: 6/0
FOR: Alley, Griffiths, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil

06 DISCLOSURES OF INTEREST

Councillor Griffiths declared a Special Disclosure of Pecuniary Interest under Section 451(4) & (5) of the Local Government Act 1993 in relation to Item 12.05 - Fernbank Creek and Sancroix Villages Structure Plan.

07 MAYORAL MINUTES

Nil.

08 CONFIDENTIAL CORRESPONDENCE TO ORDINARY COUNCIL MEETING

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

SUSPENSION OF STANDING ORDERS

RESOLVED: Alley/Griffiths

That Standing Orders be suspended to allow Items 09.06, 09.07, 10.03, 12.01, 12.02, 12.03, 12.04, 12.05, 12.06, 12.07, 12.08 not in the block to be brought forward and considered next.

CARRIED: 6/0

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

AGAINST: Nil

09.06 PROPOSED SALE AND CLOSURE OF GRANNY BELL LANE NORTH HAVEN

RESOLVED: Pinson/Griffiths

That Council:

1. Note the feedback received from the owners of 17 Granny Bell Lane, North Haven.
2. Endorse the sale of Granny Bell Lane to the owners of 17 Granny Bell Lane, North Haven with no restrictions to the use of the land.

CARRIED: 6/0

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

AGAINST: Nil

09.07 DRAFT COMMUNITY STRATEGIC PLAN

RESOLVED: Intemann/Griffiths

That Council

1. Note the Engagement Report outlining the engagement approach that supported the development of the Draft Community Strategic Plan.
2. Note the Draft Community Strategic Plan.
3. Place the Draft Community Strategic Plan on public exhibition from 26 July 2021 until 27 August 2021.
4. Request that a future report be presented to the October 2021 Ordinary Council meeting with a review of community submissions and to adopt the final Community Strategic Plan.

CARRIED: 6/0

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

AGAINST: Nil

10.03 PORT MACQUARIE AQUATIC FACILITY

RESOLVED: Intemann/Griffiths

That Council:

1. Note the recommendation from the May 2021 Ordinary Council Meeting to provide a report to the July 2021 Ordinary Council Meeting outlining community feedback provided during the public exhibition period.
2. Note the completion of the 28-day consultation period on the 20 June 2021.
3. Note that given the large amount of feedback received from the community in relation to the project there is further review required to be undertaken by staff.
4. Request the Chief Executive Officer present a report to the October 2021 Ordinary Council meeting outlining the community feedback provided during the public exhibition period and the proposed way forward.

CARRIED: 6/0

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

AGAINST: Nil

12.01 NOTICE OF MOTION - NSW STATE GOVERNMENT'S VOLUNTARY HOUSE RAISING SCHEME

RESOLVED: Pinson/Griffiths

That Council request the Chief Executive Officer to provide a report to the October 2021 Ordinary Council Meeting providing an overview of the NSW State Government's Voluntary House Raising Scheme, an assessment of potential opportunities and barriers to implementing the Voluntary House Raising Scheme for the Port Macquarie-Hastings Local Government Area and seek advice from the Department of Planning, Industry and Environment on the processes required to be considered for the scheme.

CARRIED: 6/0

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

AGAINST: Nil

12.02 NOTICE OF MOTION - URBAN FOREST STRATEGY

RESOLVED: Alley/Intemann

That Council considers the incorporation of an action to develop an Urban Forest Strategy for urban and suburban areas, in the development of the draft Climate Change Response Strategy and supporting action plans.

CARRIED: 4/2

FOR: Alley, Hawkins, Intemann and Turner

AGAINST: Griffiths and Pinson

12.03 RAWDON ISLAND BRIDGE UPDATE

RESOLVED: Intemann/Alley

That Council:

1. Note the current status of the Rawdon Island Bridge, and the absolute reliance of the local community on the bridge access.
2. Note the timeline of events outlined in the staff report to this item, and that State and Federal Local Members of Parliament were advised of the situation on 3 and 4 July 2021.
3. Request the Chief Executive Officer:
 - a) Progressively undertake investigations and assessments to determine the most appropriate path forward with respect to Emergency, Short, Medium and Long term solutions.
 - b) Urgently contact our Local State Members of Parliament seeking assistance through the Australian Defence Force (ADF) for advice and assistance as regards potential repairs to the deck support to enable weight-limited usage of the bridge while longer term solutions are implemented.
 - c) Immediately contact Local Federal Member of Parliament, Dr David Gillespie, advising him of actions taken and seeking support in securing financial and technical assistance, including possible assistance from the ADF.
 - d) Take all reasonable steps to urgently facilitate safe and workable access solutions for the community and impacted individuals, including adequate shuttle or similar service, lighting improvements especially on the island side, shelter on the bridge and at parking/waiting areas, trolleys for moving goods across the bridge, stockyards on the island side, secure parking, mail services, etc.
 - e) Compile a timeline of all Emergency, Short, Medium and Long term options and their likely delivery, noting any matters still to be decided and their dependent conditions (e.g. NSW approval, availability of products/services etc), updated weekly to all stakeholders including Councillors, so the community can be fully informed and have confidence in making their own decisions for future personal and business arrangements.
 - f) Provide clarity to the community with regard to the outcome of monitoring of bridge movement and the implications for bridge weight-bearing.
 - g) Ensure all Councillors are invited to Council-run community meetings on this matter.
 - h) Identify feasible funding options for works associated with this situation.
 - i) Report monthly to Council on progress on these matters.
4. Note Council's existing Bridge Management System and request the Chief Executive Officer develop a Bridge Management Policy to formalise the management requirements outlined in the system, including the extent and frequency of inspections, and report to the December 2021 Ordinary Council Meeting.

CARRIED: 6/0

FOR: Alley, Griffiths, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil

12.04 URBAN GROWTH MANAGEMENT STRATEGY UPDATE

RESOLVED: Intemann/Griffiths

That Council:

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

CARRIED: 6/0

FOR: Alley, Griffiths, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil

12.05 FERNBANK CREEK AND SANCROX VILLAGES STRUCTURE PLAN

Councillor Griffiths declared a special interest in this Item, left the meeting and took no part in the discussion or voting thereon. The time being 6:29pm.

RESOLVED: Intemann/Turner

That Council:

1. Note the additional sheet titled "Alternate Option relating to Lot 1 DP 100991 and Lot 14 DP 1073738" included as a minor administrative amendment in the "Draft Fernbank Creek and Sancrox Villages Structure Plan".
2. Progress to public exhibition; the "Draft Fernbank Creek and Sancrox Villages Structure Plan" including the additional sheet identified in 1 above, for a period of not less than 28 days.
3. Continue to work with the Le Clos Sancrox Planning Proposal proponent in relation to the preparation of draft infrastructure contributions and finance documentation.

CARRIED: 5/0

FOR: Alley, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil

Councillor Griffiths returned to the meeting, the time being 6:33pm.

**12.06 AMENDMENT TO PORT MACQUARIE-HASTINGS LOCAL
ENVIRONMENTAL PLAN 2011 - NATURAL DISASTERS RECOVERY
CLAUSE UNDER SECTION 3.22 OF THE EP&A ACT 1979**

RESOLVED: Turner/Griffiths

That Council:

1. Adopt the new State Government Standard Instrument (LEP) Order 'Clause 5.9 Dwelling house or secondary dwelling affected by natural disaster' to assist homeowners in rebuilding, repairing and recovering a dwelling house or secondary dwelling after natural disaster events such as storms, floods or bushfires.
2. Apply the clause to the following land use zones in the Port Macquarie-Hastings Local Environmental Plan 2011 in consultation with the NSW Department of Planning Industry and Environment:
 - a) RU1 Primary Production, RU2 Rural Landscape, and RU5 Village;
 - b) R1 General Residential, R2 Low Density Residential, R3 Medium Density Residential, R4 High Density Residential, and R5 Large Lot Residential;
 - c) B1 Neighbourhood Centre and B2 Local Centre;
 - d) E4 Environmental Living.
3. Request the Minister for Planning and Public Spaces, the Hon. Rob Stokes MP to prepare a draft Local Environmental Plan under Section 3.22 of the Environmental Planning and Assessment Act, 1979 to expedite an amendment to the Port Macquarie-Hastings Local Environmental Plan 2011 to insert 'Clause 5.9 Dwelling house or secondary dwelling affected by natural disaster' from the Standard Instrument (LEP) Order.

CARRIED: 6/0

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

AGAINST: Nil

**12.07 POLICY REVIEWS - BEACH DRIVING AND DOGS IN PUBLIC OPEN
SPACES**

RESOLVED: Pinson/Hawkins

That Council:

1. Note the submissions and feedback received relating to the Draft Beach Driving Policy during the public exhibition period.
2. Adopt the Beach Driving Policy, as presented, monitor and review the policy in 12 months.
3. Thank people who provided feedback during the review of the Beach Driving Policy.
4. Note that the Draft Dogs in Public Open Spaces Policy will be presented to Council for further consideration in October 2021 following further discussions with NPWS regarding dogs on Washhouse Beach.

CARRIED: 6/0

FOR: Alley, Griffiths, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil

12.08 INTEGRATED STRATEGIC TRANSPORT NETWORK PLAN UPDATE

MOTION

MOVED: Hawkins/Intemann

That Council:

1. Note that several of the projects below are already known, committed and fully or partially funded by either / both Council and / or the NSW State Government but are included in this report due to their significance in the overall transport network.
2. Note that the increased bias towards prioritizing projects in the short and short to medium terms (0 to 5 and 5 to 10 years respectively) is currently not achievable with the existing structure and / or resources base and, consequently, requests the Chief Executive Officer to report back to Council before 31 December 2021 with recommendations as to how best address this issue.
3. In relation to roads infrastructure projects, allocate the highest priority to:
 - a) Short Term:
 - i) Oxley Hwy / Pacific Hwy intersection upgrades.
 - ii) Oxley Hwy Upgrades – Wrights Rd to Lake Rd.
 - iii) Houston Mitchell Dr / Pacific Hwy intersection initial safety upgrades.
 - iv) Planning only for alternative flood free access to the airport (refer point 4 below).
 - v) Duplication of Lake Rd West – Ocean Dr to Chestnut St and beyond to include the Jindalee Rd intersection upgrade.
 - vi) Alternative access to the Health and Education precinct, including additional access to and from the Hospital car park via Merrigal Rd and Toorak Crt.
 - vii) Ocean Dr Duplication completion Matthew Flinders Dr to Greenmeadows Dr south.
 - viii) Boundary St Duplications and Upgrade.
 - ix) Duplication of Hastings River Dr – Hughes Pl to Boundary St.
 - x) Boundary St / Hastings River Dr intersection upgrade.
 - xi) Ocean Dr / Hastings River Dr corridor upgrades - in line with Corridor Strategy recommendations, including upgrades through Lake Cathie and Bonny Hills.
 - xii) King Creek Rd / Oxley Hwy intersection upgrade.
 - b) Short To Medium Term:
 - i) Upgrade and sealing Lorne Rd – Tipperary Rd to Playfords Rd.
 - ii) Duplication of John Oxley Dr – Kingfisher Dr to The Ruins Way.
 - iii) Upgrade of Lighthouse Rd, including pedestrian & cyclist upgrades.

- iv) Houston Mitchell Dr / Pacific Hwy intersection grade separation upgrade.
- c) Medium Term:
 - i) Oxley Hwy upgrades - east facing ramps at Carlie Jane Dr and off ramp at John Oxley Dr
 - ii) Upgrade and sealing of Stoney Creek Rd, including upgrades to the Pembroke Rd / Stoney Creek Rd intersection.
 - iii) Construction of alternative flood free access to the airport (refer point 4 below).
- d) Long Term:
 - i) Oxley Hwy / Sovereign Dr / John Oxley Dr intersection upgrade.
 - ii) Upgrades to Beechwood Rd, including raising the Yippin Creek Bridge.
 - iii) Improved east-west connections from Ocean Dr to the Oxley Hwy.
 - iv) Improved connections in the Thrumster – Fernbank Creek and Sancrox area in line with predicted development.
- e) Continuous:
 - i) Improvements to public transport services.
 - ii) Improvements to cycling and shared path infrastructure.
 - iii) Improvements to footpath and pedestrian infrastructure.
- 4. Note the importance of improving flood free access to the airport and that there are interdependencies between a proposed airport access road and several Oxley Highway upgrade project options, therefore prioritise the planning for a proposed airport access road in the short term and prioritise the construction for the medium term.
- 5. Note that several of the listed priorities are on the State road network and cannot be undertaken by Council.
- 6. Note that assessment and design will need to be undertaken in advance of construction, sometimes by many years in the case of complex route planning.
- 7. Request the Chief Executive Officer continue to work closely with Transport for NSW to ensure delivery of priorities on the State road network.
- 8. Request the Chief Executive Officer provide a report to the March 2022 Council Meeting with the final draft Joint Integrated Transport Network Plan for public consultation.
- 9. Continue to engage with the State and Federal Governments via local Members of Parliament to keep them informed with respect to transport network priorities and likely funding pressure points and opportunities to co-invest in worthy projects.

CARRIED: 4/2

FOR: Alley, Hawkins, Intemann and Turner

AGAINST: Griffiths and Pinson

Due to technical difficulties, Councillor Alley left the meeting, the time being 7:32pm.

AMENDMENT

MOVED: Pinson/Griffiths

That Council:

1. Defer Item 12.08 - Integrated Strategic Transport Network Plan Update.
2. Request the Chief Executive Officer write to all Local State and Federal Members seeking their feedback on the proposed integrated transport network plan.
3. Upon response from Local State and Federal Members, provide a full briefing to the new Council in October 2021 to workshop Council / State and Federal Government alignment for the future network.

THE AMENDMENT WAS PUT AND WAS LOST

LOST: 2/3
FOR: Griffiths and Pinson
AGAINST: Hawkins, Intemann and Turner

Councillor Alley returned to the meeting, the time being 7:34pm.

THE MOTION WAS PUT AND CARRIED

RESOLVED: Hawkins/Intemann

That Council:

1. Note that several of the projects below are already known, committed and fully or partially funded by either / both Council and / or the NSW State Government but are included in this report due to their significance in the overall transport network.
2. Note that the increased bias towards prioritizing projects in the short and short to medium terms (0 to 5 and 5 to 10 years respectively) is currently not achievable with the existing structure and / or resources base and, consequently, requests the Chief Executive Officer to report back to Council before 31 December 2021 with recommendations as to how best address this issue.
3. In relation to roads infrastructure projects, allocate the highest priority to:
 - a) Short Term:
 - i) Oxley Hwy / Pacific Hwy intersection upgrades.
 - ii) Oxley Hwy Upgrades – Wrights Rd to Lake Rd.
 - iii) Houston Mitchell Dr / Pacific Hwy intersection initial safety upgrades.
 - iv) Planning only for alternative flood free access to the airport (refer point 4 below).
 - v) Duplication of Lake Rd West – Ocean Dr to Chestnut St and beyond to include the Jindalee Rd intersection upgrade.
 - vi) Alternative access to the Health and Education precinct, including additional access to and from the Hospital car park via Merrigal Rd and Toorak Crt.
 - vii) Ocean Dr Duplication completion Matthew Flinders Dr to Greenmeadows Dr south.
 - viii) Boundary St Duplications and Upgrade.
 - ix) Duplication of Hastings River Dr – Hughes Pl to Boundary St.
 - x) Boundary St / Hastings River Dr intersection upgrade.

- xi) Ocean Dr / Hastings River Dr corridor upgrades - in line with Corridor Strategy recommendations, including upgrades through Lake Cathie and Bonny Hills.
- xii) King Creek Rd / Oxley Hwy intersection upgrade.
- b) Short To Medium Term:
 - i) Upgrade and sealing Lorne Rd – Tipperary Rd to Playfords Rd.
 - ii) Duplication of John Oxley Dr – Kingfisher Dr to The Ruins Way.
 - iii) Upgrade of Lighthouse Rd, including pedestrian & cyclist upgrades.
 - iv) Houston Mitchell Dr / Pacific Hwy intersection grade separation upgrade.
- c) Medium Term:
 - i) Oxley Highway upgrades - east facing ramps at Carlie Jane Dr and off ramp at John Oxley Dr
 - ii) Upgrade and sealing of Stoney Creek Rd, including upgrades to the Pembroke Rd / Stoney Creek Rd intersection.
 - iii) Construction of alternative flood free access to the airport (refer point 4 below).
- d) Long Term:
 - i) Oxley Highway / Sovereign Dr / John Oxley Dr intersection upgrade.
 - ii) Upgrades to Beechwood Rd, including raising the Yippin Creek Bridge.
 - iii) Improved east-west connections from Ocean Dr to the Oxley Hwy.
 - iv) Improved connections in the Thrumster – Fernbank Creek and Sancrox area in line with predicted development.
- e) Continuous:
 - i) Improvements to public transport services.
 - ii) Improvements to cycling and shared path infrastructure.
 - iii) Improvements to footpath and pedestrian infrastructure.
- 4. Note the importance of improving flood free access to the airport and that there are interdependencies between a proposed airport access road and several Oxley Highway upgrade project options, therefore prioritise the planning for a proposed airport access road in the short term and prioritise the construction for the medium term.
- 5. Note that several of the listed priorities are on the State road network and cannot be undertaken by Council.
- 6. Note that assessment and design will need to be undertaken in advance of construction, sometimes by many years in the case of complex route planning.
- 7. Request the Chief Executive Officer continue to work closely with Transport for NSW to ensure delivery of priorities on the State road network.
- 8. Request the Chief Executive Officer provide a report to the March 2022 Council Meeting with the final draft Joint Integrated Transport Network Plan for public consultation.
- 9. Continue to engage with the State and Federal Governments via local Members of Parliament to keep them informed with respect to transport network priorities and likely funding pressure points and opportunities to co-invest in worthy projects.

CARRIED: 4/2
FOR: Alley, Hawkins, Intemann and Turner
AGAINST: Griffiths and Pinson

13 ITEMS TO BE DEALT WITH BY EXCEPTION

RESOLVED: Alley/Griffiths

That Items 09.01, 09.02, 09.03, 09.04, 09.05, 10.01, 10.02 be considered as a block resolution.

CARRIED: 6/0
FOR: Alley, Griffiths, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil

RESOLVED: Alley/Griffiths

That all recommendations listed in the block resolution be adopted by Council.

CARRIED: 6/0
FOR: Alley, Griffiths, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil

09.01 STATUS OF REPORTS FROM COUNCIL RESOLUTIONS

BLOCK RESOLVED: Alley/Griffiths

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

09.02 MAYORAL DISCRETIONARY FUND ALLOCATIONS - 3 JUNE TO 7 JULY 2021

BLOCK RESOLVED: Alley/Griffiths

That Council note the Mayoral Discretionary Fund allocations for the period 3 June to 7 July 2021 inclusive.

09.03 INVESTMENTS - JUNE 2021

BLOCK RESOLVED: Alley/Griffiths

That Council note the Investment Report for the month of June 2021.

09.04 DEBT RECOVERY POLICY REVIEW - POST EXHIBITION

BLOCK RESOLVED: Alley/Griffiths

That Council adopt the amended Debt Recovery Policy.

09.05 LOANS TO INCORPORATED SPORTING BODIES & INCORPORATED COMMUNITY GROUPS POLICY REVIEW - POST EXHIBITION

BLOCK RESOLVED: Alley/Griffiths

That Council rescind the Loans to Incorporated Sporting Bodies & Incorporated Community Groups Policy.

Item 09.06 Proposed Sale and Closure of Granny Bell Lane North Haven, has been addressed previously within the meeting.

Item 09.07 Draft Community Strategic Plan, has been addressed previously within the meeting.

10.01 PORT MACQUARIE TRANSPORT NETWORK COMMUNITY CONSULTATIVE COMMITTEE

BLOCK RESOLVED: Alley/Griffiths

That Council agree to extend the membership of the Port Macquarie Transport Community Consultative Committee for a period of 5 months to April 2022.

10.02 RECOMMENDED ITEMS FROM THE MAYOR'S SPORTING FUND SUB-COMMITTEE - JUNE 2021

BLOCK RESOLVED: Alley/Griffiths

That Council, pursuant to Section 356 of the Local Government Act 1993, grant financial assistance from the Mayor's Sporting Fund as follows:

1. Laura Reynolds - \$350 to compete at the Australian Junior Beach Volleyball Championships in Coolangatta, Queensland which were held on 26 - 29 April 2021
2. Charlie Beard - \$350 to compete at the Youth Beach Phoenix Program in the National Youth Beach Championships in Coolangatta, Queensland on 25 - 29 April 2021.
3. Bayden Smith - \$500 to compete at the Under 18 Men's Australian Hockey Championships on 8 - 16 April 2021 in Launceston, Tasmania.

Item 10.03 Port Macquarie Aquatic Facility, has been addressed previously within the meeting.

Item 11 Your Business and Industry - NIL

Item 12.01 Notice of Motion - NSW State Government's Voluntary House Raising Scheme, has been addressed previously within the meeting.

Item 12.02 Notice of Motion - Urban Forest Strategy, has been addressed previously within the meeting.

Item 12.03 Rawdon Island Bridge update, has been addressed previously within the meeting.

Item 12.04 Urban Growth Management Strategy Update, has been addressed previously within the meeting.

Item 12.05 Fernbank Creek and Sancroix Villages Structure Plan, has been addressed previously within the meeting.

Item 12.06 Amendment to Port Macquarie-Hastings Local Environmental Plan 2011 - Natural Disasters Recovery Clause under section 3.22 of the EP&A Act 1979, has been addressed previously within the meeting.

Item 12.07 Policy Reviews - Beach Driving and Dogs in Public Open Spaces, has been addressed previously within the meeting.

Item 12.08 Integrated Strategic Transport Network Plan Update, has been addressed previously within the meeting.

CONFIDENTIAL SESSION

RESOLVED: Griffiths/Alley

1. That pursuant to section 10A subsections 2 & 3 and 10B of the Local Government Act 1993 (as amended), the press and public be excluded from the proceedings of the Confidential Session of Council on the basis that items to be considered are of a confidential nature.
2. That Council move into Closed Session to receive and consider the following items

Item 14.01 T-21-21 Design and Construction of Wayne Richards Park Pump Track / Bike Track

This item is considered confidential under Section 10A(2)(c) of the Local Government Act 1993, as it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

3. That the resolutions made by Council in Confidential Session be made public as soon as practicable after the conclusion of the Confidential Session and such resolutions be recorded in the Minutes of the Council Meeting.

CARRIED: 6/0

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

AGAINST: Nil

14.01 T-21-21 DESIGN AND CONSTRUCTION OF WAYNE RICHARDS PARK PUMP TRACK / BIKE TRACK

RESOLVED: Griffiths/Alley

That Council:

1. Accept the Tender from Velosolutions Australia Pty Ltd for the Lump Sum of \$280,000 (exclusive of GST) for T-21-21 Design and Construction of Wayne Richards Park Pump Track / Bike Track.
2. Affix the seal of Council to the necessary document.
3. Maintain the confidentiality of the documents and consideration in respect of Request for Tender T-21-21.

CARRIED: 6/0

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

AGAINST: Nil

MOVED: Griffiths/Alley

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

CARRIED: 6/0
FOR: Alley, Griffiths, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil

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

The meeting closed at 7:52pm.

.....
Peta Pinson
Mayor

Item: 06
Subject: DISCLOSURES OF INTEREST

RECOMMENDATION

That Disclosures of Interest be presented

DISCLOSURE OF INTEREST DECLARATION

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

(Refer to next page and the Code of Conduct)

Pecuniary Interest

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

Non-Pecuniary

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

Managing non-pecuniary conflicts of interest

- 5.6 Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the 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.

SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION

This form must be completed using block letters or typed.

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

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

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

Councillor's Signature: **Date:**

This form is to be retained by the council's Chief Executive Officer and included in full in the minutes of the meeting

Last Updated: 3 June 2019

Important Information

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

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

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

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

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

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

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

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

Item: 08

Subject: CONFIDENTIAL CORRESPONDENCE TO ORDINARY COUNCIL
MEETING

Presented by: Chief Executive Officer, Dr Clare Allen

Alignment with Delivery Program

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

RECOMMENDATION

That Council determine that the attachment to Item Number 09.04 be considered as confidential, in accordance with Section 11(3) of the Local Government Act.

Discussion

The following confidential attachments have been submitted to the Ordinary Council Meeting:

Item No:	09.04
Subject:	Legal Fees
Attachment Description:	Legal matters greater than \$10,000 2020/2021 Financial Year
Confidential Reason:	Relates to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it (<i>Local Government Act 1993 - Section 10A(2)(d)(i)</i>).

1 Leadership and Governance

What we are trying to achieve

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

What the result will be

We will have:

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

How we will get there

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

Item: 09.01

Subject: STATUS OF REPORTS FROM COUNCIL RESOLUTIONS

Presented by: Chief Executive Officer, Dr Clare Allen

Alignment with Delivery Program

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

RECOMMENDATION

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

Discussion

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
Sustainability and Climate Change Strategy - adaptation initiatives	09/12/2020 Item 13.06	Awaiting consideration from Sustainability Advisory Sub-Committee in July 2021	DDE	Jun-21	Aug-21
Bushfire Disaster Recovery Funding	17/02/2021 Item 10.17		DSG		Aug-21
COVID19 Recovery and Stimulus Projects	17/02/2021 Item 12.02		DSG		Aug-21
Draft Sustainability Policy and Draft Climate Change Policy	19/05/2021 Item 09.12	Being presented to Sustainability Advisory Committee in July 2021	DSG	Jul-21	Aug-21
Draft Cultural Plan	19/05/2021 Item 10.03	Further work is being undertaken on the Plan to incorporate feedback received during the	DSG	Jul-21	Aug-21

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
		submission period.			
Classification as "Operational" Land - 52 John Oxley Drive, Port Macquarie - post exhibition.	20/06/18 Item 14.05	On hold as per CEO advice	SG	Mar-20 Nov-20 Mar-21 Apr-21 Jun-21	Sep-21
Council owned lots at North Shore - Progress of Sale	19/09/18 Item 09.24)	Council is currently in the process of obtaining DA's for the individual lots, prior to sale - this will provide assurance to future purchasers that the lots can be built on.	SG	Dec-19 Feb-20 Sep-20 Mar-21 Apr-21 Jun-21	Sep-21
Footpaving of Roads Policy - Review	01/07/2020 Item 13.01	To be considered in conjunction with development of the Regional Integrated Transport Strategy (RITS)	DSG	Dec-20 Jun-21 Aug-21	Sep-21
Planning Proposal (PP2017-11.1) The Chimneys, Homedale Road, Kew	17/06/2020 Item 13.03	Awaiting further supporting documentation from the proponent.	DDE	Sep-20 Oct-20 Mar-21 May-21 Jul-21	Sep-21
Land acquisition for future parallel taxiway at Port Macquarie Airport - post exhibition	12/08/2020 Item 12.05	Acquisition from Crown Lands is progressing.	DDE	Dec-20 Mar-21 Aug-21	Sep-21
Biodiversity Investigations and Stewardship Sites	23/09/2020 Item 15.07	Awaiting consultant's report.	DDE	Mar-21 May-21 Jul-21	Sep-21

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
Bonny Hills Reserves Draft Master Plan - post exhibition	09/12/2020 Item 11.02	Delayed due to workload redirected to flood event recovery efforts	DDE	Apr-21 May-21 Jun-21 Jul-21	Sep-21
PP2011 - 9.3: Revised Planning Proposal Request - South Blackwood Street, Port Macquarie - response from DPIE	17/03/2021 Item 13.06	Awaiting additional information / studies required from applicant	DDE	Jun-21 Jul-21	Sep-21
Fernbank Creek and Sancrox Planning Investigation - Gateway Determination	17/03/2021 Item 13.08		DSG		Sep-21
Coastal Protection Options - Illaroo Road, Lake Cathie	21/04/2021 Item 13.06	Postpone to after Council Elections	DDE	Jun-21	Sep-21
T-20-41 Kew Main Street Upgrade	21/04/2021 Item 15.01	Negotiations ongoing and awaiting design information from consultant	DI	Jun-21 Jul-21	Sep-21
Sale of Surplus Land - 178 Nancy Bird Walton Drive, Kew - outcomes of disposal process	19/05/2021 Item 14.01	Negotiations for disposal are still underway	DSG	Aug-21	Sep-21
Draft s9.11 Airport Business Park Roads Contribution Plan	20/05/2020 Item 13.05	The development of a new Contributions Plan will be incorporated in the program for review of Council developer contributions framework.	DSG	Dec-20 Jun-21	Oct-21

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
Trialling Of Parklets In The Port Macquarie Town Centre	16/05/18 Item 10.02	Council is still working the relevant approvals - current occupations October 2021.	DDE	Aug-20 Jun-21	Oct-21
Ferry Operations - Vehicle Movements & Vehicles Left on Bank Monitoring	19/05/2021 Item 12.03		DI		Oct-21
Draft Port Macquarie-Hastings Local Housing Strategy 2021-2041 - post exhibition	19/05/2021 Item 12.06		DDE		Oct-21
MNC Joint Organisation - financial arrangements and funding mechanism	16/06/2021 Item 09.03		CEO		Oct-21
Community Strategic Plan - post exhibition	21/07/2021 Item 09.07		DSG		Oct-21
Port Macquarie Aquatic Facility - post exhibition	21/07/2021 Item 10.03		DDE		Oct-21
North Brother Local Catchments Flood Study - Draft Floodplain Risk Management Study and Plan - post exhibition	21/04/2021 Item 13.02		DI		Nov-21
Developments, Public Place & Events Waste minimisation and Management Policy - outcomes of engagement	19/05/2021 Item 12.02		DCP		Nov-21

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
Key intersections for upgrade - costs and prioritisations	09/12/2020 Item 13.01	Delayed due to workload redirected to flood event recovery efforts & to align with Traffic Network report for Jul-21	DI	Apr-21 Jun-21 Jul-21	Nov-21
Establishment of a "Fly Neighbourly Agreement"	21/10/2020 Item 12.01	Stakeholder engagement continuing, including local aircraft operators and statutory authorities (eg CASA)	DGP	Feb-21 Apr-21 Jun-21	Dec-21
Bridge Management Policy	21/07/2021 Item 12.03		DI		Dec-21
Joint Integrated Transport Network Plan - final draft for public consultation	21/07/2021 Item 12.08		DI		Mar-22
Biodiversity Certification Assessment and Strategy - Port Macquarie Airport and Surrounding Land - viability and implications of the options for securing the required Blackbutt Tallowood dry grassy open forest and Koala habitat credits, prior to the clearing that creates the demand for those credits.	10/08/16 Item 12.01		DDE		2021 (estimate)

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
Tuffins Lane Sporting Fields - Terms of Agreement	14/12/16 Item 06.02	Awaiting Catholic Parish advice	CEO	Oct-18 Mar-19 Apr-19 Jul-19 Dec-19 Jun-20	TBA
Integrated Strategic Transport Network Plan - prioritising projects	21/07/2021 Item 12.08		DI		TBA - before 31/12/2021

Cyclic Reports

Report	Reporting Officer	Reporting Cycle	Month	Altered Report Date	Reason for Altered Date
Mayoral Discretionary Fund Allocations	CEO	Monthly	Every		
Monthly Financial Update	DCP	Monthly	Every (except July)		
Investments	DCP	Monthly	Every	Not August 2021	Not available within meeting deadline timeframe
Recommendations by the Mayor's Sporting Fund Sub-Committee	DSG	Monthly	Every	Not August 2021	Not available within meeting deadline timeframe
Rawdon Island Bridge - Progress Report (21/07/2021 Item 12.03)	DI	Monthly	Every	Not August 2021	Not available within meeting deadline timeframe
Legal Fees - Update Report (19/09/18 - Item 09.16)	CEO	Quarterly	Feb, May, Aug, Nov		
Development Activity and Assessment System Performance	DDE	Quarterly	Feb, May, Aug, Nov		
Port Macquarie Health and Education Precinct - Update Report (06/05/2020 - Item 13.03)	DSG	Quarterly	Feb, May, Aug, Nov	remove from cyclic reporting	Moving to milestone reporting as per the November

Report	Reporting Officer	Reporting Cycle	Month	Altered Report Date	Reason for Altered Date
					2020 OC resolution Item 13.01
Operational Plan – Quarterly Progress	DCP	Quarterly	May, Nov (other 2 quarters reported with DP 6 monthly progress report)		
Grant Application Status Report (21/08/19 - Item 11.02)	DSG	Biannual	Feb, Aug		
Glasshouse Strategic Plan Update	DCP	Biannual	Feb, Aug		
Delivery Program – Six Monthly Progress	DCP	Biannual	Feb, Sep		
Long Term Energy Strategy – Progress	DDE	Biannual	May, Nov		Awaiting further information on power purchasing agreement
Economic Development Strategy - Progress (20/11/2013 - Item 10.03)	DSG	Biannual	May, Nov		
Update on Site Specific Planning Proposal Requests	DDE	Biannual	Jun, Dec		
Local Strategic Planning Statement (19/02/2020 - Item 10.22)	DSG	Biannual	Feb, Aug	May-21 Jun-21 Sep-21	Awaiting CSP feedback and adoption
Mayoral and Councillor Fees (Setting of)	CEO	Annually	May		
Port Macquarie-Hastings Destination Management Plan 2020-2024 (20/05/2020 - Item 12.01)	DSG	Annually	Jun		
Kooloonbung Creek Flying Fox Camp Management Plan - Annual Update (16/06/2021 - Item 12.03)	DDE	Annually	Jun		
Council Policy - Status	CEO	Annually	Jul	Aug-21	
Recreation Action Plan – Status	DDE	Annually	Jul	Aug-21	Status updates for plan still be sought
UGMS - Annual Progress Report on Implementation	DSG	Annually	Jul		

Report	Reporting Officer	Reporting Cycle	Month	Altered Report Date	Reason for Altered Date
and Status of Actions (20/06/18 - Item 12.07)					
Local Preference Policy Outcomes	DCP	Annually	Aug	Oct-21	A review into the Procurement function is currently being undertaken, and this report will be presented following completion.
Annual Report of the Activities of the Mayor's Sporting Fund	DSG	Annually	Sep		
Council Meeting Dates	CEO	Annually	Sep		
Creation of Office - Deputy Mayor	CEO	Annually	Sep		
Audit Committee Annual Report	CEO	Annually	Sep		
Annual Report of Disability Discrimination Act Action Plan	DSG	Annually	Sep		
Legislative Compliance Register	CEO	Annually	Sep		
Cultural Plan 2018 - 2021 - Implementation Progress Report (19/09/18 - Item 10.02)	DSG	Annually	Sep		
Koala Recovery Strategy Annual Report (19/09/18 - Item 12.05)	DDE	Annually	Sep		
Annual Disclosure of Interest Returns	CEO	Annually	Oct		
Council's Annual Report	DCP	Annually	Nov		
Update Report - Impact of cost shifting for the previous financial year including any additional categories of cost-shifting that have been identified (21/10/15 - Item 09.04)	DCP	Annually	Nov		
Performance of Property Investment Portfolio (20/11/19 - Item 10.17)	DSG	Annually	Nov		
Code of Conduct Complaints Annual Report	CEO	Annually	Dec		

AGENDA

ORDINARY COUNCIL
04/08/2021

Attachments

Nil

LEADERSHIP AND
GOVERNANCE

Item: 09.02

Subject: MAYORAL DISCRETIONARY FUND ALLOCATIONS - 8 TO 21 JULY 2021

Presented by: Chief Executive Officer, Dr Clare Allen

Alignment with Delivery Program

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

RECOMMENDATION

That Council note the Mayoral Discretionary Fund allocations for the period 8 to 21 July 2021 inclusive.

Executive Summary

To advise of the Mayoral Discretionary Fund allocations for the period 8 to 21 July 2021.

Discussion

The following allocation has been made by the Mayor from the Mayoral Discretionary Fund during this reporting period:

Donation of Glasshouse Vouchers to the PMQ Combined Netball Association's Annual Fundraiser	\$200.00
Total allocations	\$200.00

Options

This report is for noting only.

Community Engagement & Internal Consultation

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

Planning & Policy Implications

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

Financial & Economic Implications

There are no economic implications in relation to this report.

The allocations made during this reporting period are funded from the Mayoral Discretionary Fund as included in the 2020-2021 Operational budget.

Attachments

Nil

Item: 09.03

Subject: FUTURE 2021 ORDINARY COUNCIL MEETINGS

Presented by: Chief Executive Officer, Dr Clare Allen

Alignment with Delivery Program

1.3.1 Provide effective leadership and equity.

RECOMMENDATION

That Council note the dates of the future 2021 Ordinary Council Meetings being, 15 September 2021, 13 October 2021 and 3 November 2021.

Executive Summary

The NSW Local Government Elections were due to be held 4 September 2021. On 24 July 2021 the Minister for Local Government issued a Government Gazette postponing the NSW Local Government Election to 4 December 2021. This will impact the Ordinary Council Meeting dates that were previously set for the remaining months of 2021. It is proposed that the September, October and November meetings be brought forward and the December meeting be cancelled. The following Council meeting dates are proposed; 15 September 2021, 13 October 2021 and 3 November 2021.

Discussion

On 24 July 2021 the Minister for Local Government issued a Government Gazette postponing the NSW Local Government Election due to COVID-19. The NSW Local Government Elections will now be held 4 December 2021 after being postponed from 4 September 2021.

The Ordinary Council Meeting dates were previously set for 29 September 2021, 20 October 2021, 17 November 2021 and 8 December 2021. With the election now occurring on 4 December 2021 and the caretaker period now commencing on 5 November 2021, these dates are not appropriate.

Council is required to hold a minimum of ten (10) Council meetings a year, each time in a different month in accordance with section 365 of the *Local Government Act* 1993. To achieve this in light of the postponement of the elections, the following Council meeting dates are proposed; 15 September 2021, 13 October 2021 and 3 November 2021. The Ordinary Council Meeting scheduled for 8 December 2021 will be cancelled.

Options

Council may adopt the recommendation of the report or resolve in some other manner.

Community Engagement and Internal Consultation

No community engagement has occurred regarding this matter. Council's Executive Team have been consulted to determine if this would cause any concerns. No concerns were raised.

Planning and Policy Implications

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

Financial and Economic Implications

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

Attachments

Nil

Item: 09.04

Subject: LEGAL FEES

Presented by: Chief Executive Officer, Dr Clare Allen

Alignment with Delivery Program

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

RECOMMENDATION

That Council note the information in the Legal Fees report.

Executive Summary

At the July 2018 Ordinary Council meeting, Council resolved for a report to be provided to the September 2018 Ordinary Council meeting listing a breakdown of legal fees on a case by case basis for matters costing more than \$10,000 in the 2017-2018 financial year. As a result of the September 2018 Ordinary Council meeting, Council requested an updated report to be provided each quarter.

Attached is a confidential file that provides this information relating to a breakdown of legal fees on a case by case basis for matters costing more than \$10,000 in the 2020-2021 financial year as at the end of June 2021. It is noted that there is nothing additional to when the report was provided in April 2021.

Discussion

At the July 2018 Ordinary Council meeting, Council resolved:

1. *Note the information contained within the Question from Previous Meeting - Enforcement of Unlawful Activity Policy report.*
2. *Request the General Manager undertake a review of the Regulatory Enforcement Policy in relation to its adequacy for assessing the cost benefits of taking enforcement action, prior to such action taking place.*
3. *Request the General Manager report back to a future meeting of Council as soon as practicable on the findings of the review referred to in 2) above.*
4. *Request the General Manager provide a report to the September 2018 Council meeting listing a breakdown of legal fees on a case by case basis for matters costing more than \$10,000 in the 2017-2018 financial year.*

A report was then provided to the September Ordinary Council meeting that relates to point 4 of the resolution above. As a result, at the September 2018 Ordinary Council meeting, Council resolved:

That Council:

- 1. Note the information in the Legal Fees report.*
- 2. Request the General Manager to provide an updated report quarterly to Council.*

Attached is a confidential file that provides the information that relates to point 2 of the resolution above. This includes a breakdown of legal fees on a case by case basis for matters costing more than \$10,000 in the 2020-2021 financial year as at the end of June 2021. It is noted that there is nothing additional to when the report was provided in April 2021.

The attachment titled "Legal matters greater than \$10,000 2020/2021 Financial Year" is confidential as it contains information that relates to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it (*Local Government Act 1993* - Section 10A(2)(d)(i)).

Options

Council can resolve to request further information.

Community Engagement and Internal Consultation

Internal Consultation

- Chief Executive Officer
- Director Corporate Performance

Planning and Policy Implications

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

Financial and Economic Implications

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

Attachments

1. Confidential - Legal matters greater than \$10,000 2020/2021 Financial Year (Confidential)

Item: 09.05

**Subject: NOTICE OF MOTION - PROFESSIONAL DEVELOPMENT
UNDERTAKEN BY THE MAYOR**

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

RECOMMENDATION

That Council note the professional development undertaken by Mayor Pinson from September 2019 to the end of Council term in 2021.

Comments by Mayor Pinson

Since my last report to Council in September 2019, I have attended the following personal and professional development opportunities:

Professional Development Activities	Date
Public Sector Women in Leadership Master Class - Sydney - "What Women in Local Govt Need to Hear" with Ruth McGowan	02/12/2019 - 03/12/2019
Leadership Coaching with Sue Montgomery - Five Sessions	February to August 2020
Public Sector Women in Leadership Webinar - Effectively Communicating Through a Crisis	05/05/2020
LGNSW Webinar - Strengthening Resilience	26/05/2020
LGNSW Water On-Line Forum - Future Investment in Water Sustainability	16/07/2020
Water Services Assoc of Australia MD/CEO On-Line Forum - Productivity Commission Inquiry into National Water Reform	30/07/2020
North Coast Women's Regional Leadership Forum - Coffs Harbour	09/03/2021
Dare to Lead On-Line Masterclass - Brave Leadership - 3 hours over 3 days	28/07/2021 - 30/07/2021
Conferences	
2019 LGNSW Annual Conference - Warwick Farm	14/10/2019 - 16/10/2019
2020 LGNSW Annual Conference - Virtual	23/11/2020

AGENDA

ORDINARY COUNCIL
04/08/2021

Attachments

Nil

LEADERSHIP AND
GOVERNANCE

Item: 09.06

**Subject: NOTICE OF MOTION - FREEZING OF FUTURE INCREASES TO
COUNCIL ORDINARY RATES**

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

RECOMMENDATION

That Council:

- 1. Note the financial impacts felt by the ratepayers associated with drought, bushfires, the Covid-19 pandemic and the recent floods in our region over the past three years.**
- 2. Note the total funds invested by Council as at 30 June 2021 is \$342,612,871.**
- 3. Note the Port Macquarie-Hastings Local Government Area has experienced an unprecedented level of development activity with new rateable properties increasing Council income.**
- 4. Note the Council resolution at the Ordinary Council Meeting held on 16 June 2021 - Item 09.05 - Making of rates and charges for 2021-2022, adoption of the fees and charges and revenue policy for 2021-2022.**
- 5. Note the Ordinary Rate was resolved to increase Council's General Rating Income by 2.0% for 2021-2022, which is the rate peg increase approved by IPART.**
- 6. Further to Point 1 above, freeze any further future rate increases until Council is able to:**
 - a) Demonstrate commitment to reducing costs within the organisation;**
 - b) Provide evidence on how Council will increase its delivery of key and critical projects and infrastructure with the associated resourcing plan.**
- 7. Bring a report to the newly elected Council outlining actions proposed in Point 6 above.**

Comments by Mayor

Nil.

Attachments

Nil

Item: 09.07

Subject: 2020-2021 FINANCIAL STATEMENTS AUDIT

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

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

RECOMMENDATION

1. That Council refer to audit the draft Financial Statements as at 30 June 2021.
2. That the Statement by Councillors and Management be signed by the Responsible Accounting Officer, the Chief Executive Officer, the Mayor and one Councillor as required by the Local Government Act 1993.

Executive Summary

Section 413(1) of the Local Government Act, 1993 requires that *"a council must prepare financial reports for each year, and must refer them for audit as soon as practicable"*. Council must also prepare a Statement by Councillors and Management as to their opinion on the general purpose and the special purpose financial statements.

Discussion

The preparation of the draft financial statements for the year ended 30 June 2021 is underway. The external audit is due to commence 20 September 2021. The auditor's aim is to complete their audit by mid October 2021 which will allow the standard statutory deadline of 31 October 2021 to be met.

This resolution allows Council to refer the draft statements to the auditors for the purpose of conducting the final audit. It also allows for the signing of the two "Statements by Councillors and Management" in the approved form as to Council's opinion on the general purpose financial statements and the special purpose financial statements.

After the audit is complete, a full set of the financial statements will be distributed to staff and then put to a meeting of Council.

Options

There are no options available, as this is a requirement under Section 413(1) of the Local Government Act 1993.

Community Engagement & Internal Consultation

Consultation in completing the financial statements has taken place with all Divisions.



Planning and Policy Implications

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

Financial and Economic Implications

There are no financial and economic implications as a result of this report, as this report is simply committing Council to refer the draft financial statements to audit as per Section 413(1) of the Local Government Act 1993.

Attachments

1.  2020-2021 General Purpose Statement
2.  2020-2021 Special Purpose Statement

Item: 09.08

Subject: 2017-2022 DELIVERY PROGRAM AND 2020-2021 OPERATIONAL
PLAN - SIX MONTHLY PROGRESS REPORT AS AT 30 JUNE 2021

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

1.1.4 Provide easy to understand and accessible community reporting.

RECOMMENDATION

That Council note the 2017-2022 Delivery Program and 2020-2021 Operational Plan Six Monthly Progress Report as at 30 June 2021.

Executive Summary

The 2020-2021 Operational Plan is a sub plan of the adopted 2017-2022 Delivery Program. The Delivery Program is designed as the single point of reference for all key activities to be undertaken during a term of Council. The Operational Plan details the individual actions, projects and activities Council will undertake in the financial year to meet the commitments made in the Delivery Program.

Progress reports to Council and the community provide a central point of information on the progress of all actions set out in the 2020-2021 Operational Plan. The overview section in this report provides an overall statistical snapshot of the 2020-2021 Operational Plan performance by Community Theme.

Six monthly progress reports on the Delivery Program are a legislated requirement of the NSW Government's Integrated Planning and Reporting Framework. Meeting targets in the annual Operational Plan contributes to the overall achievement of the objectives outlined in the 2017-2022 Delivery Program.

Attachment A to this report details each Operational Plan action, activity or project that is currently experiencing delays and is reported as behind.

Attachment B to this report, provides full details on all Operational Plan line items with concise and accurate commentary on progress and status for each. It also outlines the links from the Community Strategic Plan, Delivery Program objective and Operational Plan action, activity and/or project that is being delivered.

All capital works projects are incorporated into the body of the Operational Plan and linked directly to a Delivery Program objective and as such, progress updates of each item are reported on individually. A number of projects may have design and construction elements and therefore can span across multiple years for delivery.

Also included is the addendum of COVID-19 Recovery and Stimulus Projects. These projects were identified as key to supporting the region in its recovery and helping to

stimulate the economy and were informed through community engagement. The funding of these projects was a combination of Federal Government funding, *Local Roads and Community Infrastructure Program* and also Councils *COVID-19 Relief Reserve funding*.

Each COVID-19 Recovery project is detailed in the attachment to this report, outlining commentary on progress and status. This report provides a central point of reference for Councillors and the community to view progress of these projects.

Discussion

Overview - Delivery Program

The Delivery Program outlines the Councillors' commitment to the Port Macquarie-Hastings community during their term of office. Objectives in the Delivery Program represent what the Council aims to deliver and serves as a guide for Council's Executive and staff when developing the annual Operational Plan.

A number of statutory deadlines were modified as per the *Office of Local Government Circular A700190* dated 1 May 2020 which indicated that existing Delivery Programs would apply for a further 12 months, maintaining the key themes and any activities not yet completed. Thus the Delivery Program that was adopted in June 2020 was amended to a five year Delivery Program 2017-2022 (revised 2020).

In a broad context, the Delivery Program enables Council to deliver the community's aspirations for the future. These aspirations are described in the Towards 2030 Community Strategic Plan. The Delivery Program objectives are categorised under the following Community Themes:

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

Each of the themes in the Delivery Program describes what the expected result will be if the overall objectives are achieved and the intended outcomes.

- Overview - Operational Plan

Each Operational Plan action enables the objectives to be achieved and supports delivery of the vision and goals outlined in the Community Strategic Plan.

The 2020-2021 Operational Plan contains 527 performance measures and are associated directly to Operational Plan actions, which now also includes COVID-19 Recovery Projects. As at 30 June 2021, 88% (464) are on target for delivery and 12% (63) are reported as behind. Table 1 below provides a summary of the total number of performance measures and status by Community Theme and COVID Recovery Projects.

Table 1: Summary of Performance Measures by Theme

2020-2021 Operational Plan Summary of Performance Measures by Theme				
Community Theme	Total No	On target/ Achieved	Behind	Overall Delivery
Leadership and Governance	93	87	6	94%
Your Community	113	106	7	93%
Your Business and Industry	21	20	1	95%
Your Natural and Built Environment	251	207	44	82%
COVID Recovery Projects - Addendum to the 2020-2021 Operational Plan	49	42	7	86%
Total	527	464	63	88%

Table 2 below is a comparative review of historical data on Operational Plan performance and provides information outlining year on year progress against the adopted 2020-2021 Operational Plan.

Table 2: OP Performance Measures - Comparative Data

Historical Comparative Review of Operational Plan Performance Measures																
	TOTAL				ON TARGET/ ACHIEVED				BEHIND				OVERALL DELIVERY Percentage (%)			
	17/18	18/19	19/20	20/21	17/18	18/19	19/20	20/21	17/18	18/19	19/20	20/21	17/18	18/19	19/20	20/21
1Q - July - Sept	318	337	375	521	301	321	329	492	17	16	46	29	95%	95%	95%	94%
2Q - Oct - Dec	320	345	375	527	293	321	329	505	27	24	46	22	92%	93%	92%	96%
3Q - Jan - Mar	320	350	375	527	282	279	321	482	38	42	54	45	88%	88%	86%	94%
4Q - Apr - Jun	320	350	375	527	279	296	300	464	41	54	75	63	87%	85%	80%	88%

Snapshot of Projects

Laurieton, Camden Haven and Surrounds

- Vince Inmon Sporting Fields Amenities upgrade - completed;
- Playground replacement - Bonny Hills Community Hall Reserve has design complete, and construction scheduled for the first quarter of 2021-2022;
- Lake Cathie Foreshore Reserve - Master plan implementation - completed;
- Rainbow Beach Sports Fields is on target against revised milestones with design of the sports fields underway, and construction commencing 2021/2022;
- Rainbow Beach Reserve - Reserve upgrade has project planning commenced with scope to be defined. Works to be completed by last quarter 2022;
- Completion of Aboriginal Archaeological investigations to undertake preparatory work for the new stormwater system at Illaroo Road has Aboriginal Heritage works complete. Removal of Asbestos from the site to be undertaken as part of Stormwater construction work in quarter 1 & 2 of 2021-2022;

- Design and construction for Black Swan Terrace stormwater detention facility - is a multi-year project that has project plans endorsed and design engagement ongoing;
- Kew Sewer Treatment Plant (STP) upgrades to continue through to 2021-2022. Port Macquarie-Hastings Council partnered with NSW Public Works Advisory for the delivery of the concept design phase for this project;
- Camden Haven waste water treatment membrane Replacements has been delayed due to resourcing constraints. This is expected to be completed by end of 2022-2023;
- Beach to Beach shared path project at Camden Haven has the D9 section complete;
- Lorne Road Sealing investigations and concept design is ongoing with survey and concept design well progressed. Concept design is complete. Detailed design to progress into 2021-2022;
- School to Schools share pathway project for detailed design and planning approvals for highest priority sections has project planning commenced and ongoing, and carried over into the 2021-2022 financial year;
- Kew Main Street upgrade has the detailed design phase of the project complete. Construction works are expected to commence in early 2021-2022 fiscal year.

Port Macquarie

- Amendments to the Local Environment Plan (LEP), enabling development of a business park near the Port Macquarie Airport was published on the NSW Legislation website on 10 September 2020;
- Undertaking the Public Amenities Renewals program has included completion of Pilot Beach amenities in December 2020 and Blair Park Reserve Amenities upgrade ongoing;
- Port Macquarie Regional Sports Stadium upgrade has planning commenced;
- Playground equipment replacement program including John Dick Reserve, Port Macquarie has design complete with construction scheduled for first quarter of 2021-2022;
- The recreational walkway replacement program is underway across the local government area as follows:
 - Town Beach to Town Beach North pathway upgrade has project deferred to future Operational Plan;
 - Kooloonbung Creek boardwalk replacement work ongoing;
 - North Haven to Bonny Hills walkway construction complete;
 - Sandhurst Reserve construction complete;
 - Blair reserve works complete;
 - Harry's Lookout works complete.
- Town Green West Reserve upgrade has construction completed in December 2020;
- Port Macquarie Pool design finalisation has a contract for the first design stage awarded to architectural consultants Dec 2020. This is a multi year project;
- Port Macquarie Airport Parallel Taxiway Stage 1 and General Aviation (GA) pavement renewal - final design complete. Environmental impact assessment and Development Application submitted for assessment in March 2021. Airport Weather Station (AWS) relocated in October 2020;

- Operating and maintaining Port Macquarie Airport in accordance with regulatory, safety and security requirements is achieved. New passenger security screening equipment installed and operational in February 2021;
- Thrumster reclaimed water interim supply - Rising Main to Thrumster Reservoir - Booster Pumping Station and Interim Reservoir is on target against revised milestones. Construction continuing via contract, works to continue into 2020-2021 and are due for completion in quarter 1 & 2 of 2021/2022 fiscal year including interim recycled water reservoir and interconnection mains;
- Inlet replacement work for Port Macquarie Sewerage Treatment Plant has expected completion in the 2021-2022 Financial year;
- Port Macquarie Sewer rising main construction was completed December 2020;
- Preconstruction works for the upgrade of Lake Innes Sewerage Pump Station #71 project is on track against revised milestones. Project initiation and planning works completed during this reporting period. The design phase of this project is expected to continue into 2021-2022 financial;
- Pedestrian Refuge - Horton Street - Clarence Street and William Street is yet to commence This project has been deferred to 2021-2022 Operational Plan;
- Gordon Street upgrade, road resurfacing, stormwater flood mitigation and water main renewal works has construction underway with project to carry over into 2021-2022;
- Boundary Street upgrade - Detailed design contract awarded, with design and investigations ongoing into 2021-2022;
- Ocean Drive duplication - Matthew Flinders Drive to Greenmeadows is on target with MOU signed following TfNSW concurrence. The remaining detailed design elements are now being finalised prior to progressing to the procurement phase for construction in 2021-2022;
- Thrumster Sports Fields detailed design and approvals is on revised target. Detailed design engagement continuing until March 2022.

Wauchope, Rural and Surrounds

- Lank Bain Sports Ground upgrade project completed;
- Playground replacement at Narran Park, King Creek design complete and construction scheduled for first quarter 2021-2022;
- Hastings Regional Sporting Complex has detailed design engagement ongoing. A multi-year project to continue construction into 2021-2022;
- Cairncross Waste Management Facility (WMF) Expansion / Improvements has landfill expansion construction due in December 2021;
- Construction of a water main between Sancrox Reservoir and Wauchope completed in November 2020;
- Bago Road Rehabilitation Stage 2 (Milligan's Road to Bluewater Crescent) works complete;
- Pembroke Road, Stoney Creek Bridge detailed design upgrade has project scope of works finalised and design project planning commenced. Project is expected to carry over into the 2021-2022 financial year;
- Scrubby Creek Bridge Replacement project complete;
- Kindee Bridge Structural Repair work - Stage 2 were completed. Bridge replacement optioneering complete. Kindee Bridge, Kindee - Stage 3 Pile strengthening deferred to 2021-2022;

- Bago Road Rehabilitation of Stage 3 ongoing. Wet weather and flooding have impacted the completion of this project;
- Design and construction of the Pappinbarra Bridge Replacement has project initiation and design planning complete. The construction phase of this project is expected to commence in 2021-2022 financial year.

Summary of Highlights

The information below demonstrates Council's achievements to date and highlights 'how we know we are progressing' against the set objectives outlined in the Delivery Program 2017-2022. Statistics and comments are categorised under Community Theme, Council Service and Delivery Program Objective.

Theme 1 – Leadership and Governance

What are we trying to achieve?

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

What will the result be?

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

How do we know we are progressing?

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

Table 3: Leadership and Governance

2020-2021 Operational Plan - Summary of Performance Measures				
2020-2021	Total No.	On target/Achieved	Behind	Overall %
1Q - July – Sept 2020	93	89	4	96%
2Q - Oct – Dec 2020	93	90	3	97%
3Q - Jan – Mar 2021	93	89	4	96%
4Q - Apr – Jun 2021	93	87	6	94%

Council Service: Community

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

A number of engagement activities on a range of topics have been undertaken and a summary is as follows:

- Total meeting participants - 767
- Zoom meetings, date, number of participants:
- Kindee Bridge Replacement Investigations, 13/05/2021, 1

- Health and Education Precinct, 26/05/2021; 37
- Draft Beach Driving & Draft Dogs in Public Open Spaces Policies, 15/06/2021, 18
- *Face-to-Face Meetings, date, number of participants*
- Laurieton Flood Recovery Community Meeting, 19/04/2021, 70
- Port Macquarie Flood Recovery Community Meeting, 20/04/2021, 12
- North Shore Flood Recovery Community Meeting, 22/04/2021, 36
- Wauchope Flood Recovery Community Meeting, 27/04/2021, 20
- Telegraph Point Flood Recovery Community Meeting, 29/04/2021, 24
- Rollands Plains Flood Recovery Community Meeting, 3/05/2021, 11
- Pappinbarra Flood Recovery Community Meeting, 4/05/2021, 60
- Kew/Kendall Flood Recovery Community Meeting, 6/05/2021, 19
- Workshop for Comboyne Mural, 29/5/2021, 6
- Beechwood/Redbank Flood Recovery Community Meeting, 10/05/2021, 6
- Long Flat/Ellenborough Flood Recovery Community Meeting, 11/05/2021, 11
- Comboyne Flood Recovery Community Meeting, 13/05/2021, 16
- Byabarra Flood Recovery Community Meeting, 31/05/2021, 9
- Kindee Bridge Replacement Investigations Drop in Session, 18/05/2021, 30
- Westport Park Boat Ramp Upgrade Community Meeting, 3/06/2021, 12
- Schools to Schools, 8/6/2021, 7 Aquatic Facility Community Design Workshop, 9/06/2021, 26
- Aquatic Facility Community Design Workshop, 10/06/2021, 19
- Settlement Shores Estate Fee Equity, 17/06/2021, 42
- Settlement Shores Estate Fee Equity, 21/06/2021, 60
- Aquatic Facility Economic Dev Meeting, 9/06/2021, 10
- *Pop-ups, date, number of participants*
- Westport Park Boat Ramp Upgrade (Westport Park), 15/05/2021, 20
- Aquatic Facility (Pool), 29/05/2021, 15
- Aquatic Facility (Settlement City), 1/06/2021, 65
- Aquatic Facility (Pool), 2/06/2021, 25
- Draft Beach Driving & Draft Dogs in Public Open Spaces Policies (LHB), 5/06/2021, 20
- Draft Dogs in Open Public Spaces (Washhouse Beach), 15/06/2021, 60
- Letters to Stakeholders: 7766
- Kooloonbung Creek Walkway Upgrade, 59
- Kindee Suspension Bridge Investigation Letters + 3 printouts per letter, 92
- John Dick Reserve Playground Update, 152
- Town Green Playground Letterbox Drop, 62
- Westport Park Boat Ramp Upgrade, 15
- Health and Education Precinct, 758
- Flood Outreach Flyers, 5692
- Aquatic Facility Letters, 123
- Sandhurst Reserve Letters, 74
- Illaroo Road Letters, 136
- Settlement Shores Canals Fee Letters, 551
- Boundary Street Letters, 52

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

- Community Strategic Plan Development: Engagement for the CSP was completed prior to 30 June 2021. Community Strategic Plan currently in review with CEO and design with the Communications Team and will be presented to the July 2021 Ordinary Council Meeting to be placed on exhibition for comment;
- Community Planning Program:
 - Plans to be finalised are Wauchope Community Plan and North Shore Community Plan. Discussions held with the North Shore representatives about reviewing the draft North Shore Plan and then releasing the Plan for further public comment in the coming months;
 - Met with Bonny Hills Progress Association to discuss a new approach to CCATs and their Progress Assoc. A quarterly meeting schedule has been adopted. Comboyne CCAT has been working on implementing their mural project. Bonny Hills, Telegraph Point, Camden Haven, Beechwood and Long Flat were all successful applicants for the extraordinary CCAT grants in June.

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

- Development of the Community Engagement Program has work continuing, with a policy review currently underway.

Council Service: Strategy

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

- Completion of the purchase at 1 Commerce Street Wauchope on 6 April 2021. This is a multiyear project. Vacant possession will be received in the 2021-22 OP and the opportunity for rationalisation will be completed in the OP 2021-22 year.

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

- The Partridge Creek residential development planning proposal has been withdrawn pending a strategic review and prioritisation of Council's opportunities that will be a part of the 2021-22 OP;
- Emily Avenue residential development planning. 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;
- 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. May not be a priority for the 2021-22 OP.

Council Service: People, Safety and Performance

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

- The six monthly Delivery Program and Operational Plan Progress Report ending 30 June 2021 is completed and presented to the 4 August Council meeting;
- The 2021-2022 Operational Plan was adopted at the 16 June 2021 Council meeting.

Council Service: Customer Experience and Communications

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

- 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;
- The website received a total of 85,495 visits, of which the number of page views increased by 3%. This was achieved by analysing the web data and optimising the content according to user behaviour. The PMHC Facebook following grew this quarter by 3%, and annually by 16%. This is well above the industry average growth rate of 10% per annum. This was achieved by a number of actions such as defining a tone of voice across Facebook, optimised our social content calendar according to what the users were engaging with, and aligning it with PMHC organisational goals and strategies.

Council Service: Governance

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

- 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;
- The Take the Council to the Community program. All Council meetings were livestreamed to ensure community access due to COVID restrictions in place.

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

- 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;
- The annual report on Code of Conduct complaints was adopted by Council at the December 2020 Ordinary Meeting and submitted to the Office of Local Government before the due date;
- The 2019-2020 Government Information Public Access (GIPA) annual report was provided to the Information Privacy Commission (IPC) in line with required timeframes;
- The annual Disclosure of Interest Returns was presented to the October 2020 Ordinary Council Meeting, with subsequent reports also presented to November and December 2020 Ordinary Council Meetings;
- Biannual Public Interest Disclosure. The PID online reporting tool was used to submit the biannual statistical reports to the NSW Ombudsman.

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

- The 2020-2021 Insurance Risk Management Action Plan has been developed and is reported on a quarterly basis;
- Safety Audit has been conducted with outcomes currently under review. Council is currently preparing to review its Risk Management Framework in accordance with the anticipated release of the Office of Local Government Audit and Risk Management Guideline;
- A review of Director delegations has been undertaken;
- Formal Government Information (Public Access) Act (GIPA). All requests managed within the legislative time frames for the reporting period;
- Elections to be held 4 September 2021. All election activities required to this point in time have been completed.

Council Service: General Manager's(CEO) Office

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

- 2021 meetings have been scheduled with the local Business Chambers, Mayor, CEO and senior staff noting some events are being rescheduled this quarter due to COVID-19 restrictions;
- The Mayor and CEO meet with our Local Members on an as needs basis. The Mayor and CEO met with the Hon. David Gillespie MP and the Hon. Melinda Pavey MP last month to discuss a range of cross electorate issues including, flood recovery and aligning strategic priorities.

Delivery Program Objective: 1.3.1 Provide effective leadership and equity

- The Mayor and CEO continue to participate in MNCJO board meetings and liaise with other member councils on numerous matters;
- The CEO attended the most recent Regional Cities meeting (virtually);
- Bushfire Disaster - Ongoing community support led by Strategy & Growth Division and Councils 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.

Council Service: Economic Development

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

- 10 grant applications submitted for the final quarter of the 2020/21 financial year. Key applications included: \$600k Port Macquarie Airport Security Costs support; \$50k towards the Development Assessment online portal that all Councils in NSW must use; \$90k for ArtWalk Lumiere; \$400k for new multi-courts (basketball and netball) and cricket nets for the proposed Rainbow Beach Sporting Fields; \$100k towards biosecurity compliance and weeds management; and \$162k for Port Macquarie Emergency Operations Centre upgrade.

Council Service: People and Culture

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

- The Workforce Management Strategy in 2021. Throughout the year Council's attraction, retention, development, engagement and workplace change programs continued to be delivered in accordance with directorate and business unit plans. Workplace policy and procedure reviews were conducted, topics included: Recruitment, Motor Vehicle Leasing, Sick Leave and Termination & Exit. Workforce planning framework developed and trialled across business units;
- The Work, Health and Safety Strategy was endorsed by the Executive. New WH&S performance metrics are reported to the executive on a monthly basis including hazard reporting and workplace inspections. Early intervention model introduced to manage Workers Compensation claims. Policy development being finalised to support a new Safety management system. The VAULT system was fully implemented in FY21;
- Learning & Development. Significant work undertaken to deliver training to support licences and compliance requirements. Resilience training through Black Dog Institute was made available to all employees.

Delivery Program Objective: 1.3.5 Build an engaged workforce

- The work on combining the Organisational Development and Learning and Development Strategy to create a central People and Culture Development document was put on hold due to significant changes to the Organisational Development role. This role has been moved across to the Transformation team who will review current state and future strategy for growing the Leadership capability across the organisation. The People and Culture Business Partner roles will continue to provide support to leaders until the HR review (taking place June/July 2021) is complete;
- Decision was made by executive to postpone the 2021 Employee Engagement Days due to uncertainty around COVID restrictions. Alternate Employee Engagement/ wellbeing events took place within smaller groups, online through Teams to ensure COVID safe practices;
- 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. With the restructure of the People and Culture team, the formation of the Transformation team and the pending HR review, the work on the EEP process has been put on hold. In the short term, people leaders have been encouraged to continue to hold quarterly one on one conversations along with clear goal and expectation setting. The work is continuing within the Learning and Development space to clarify and simplify the process for Personal Development Plans and this process will continue to be reviewed and improved;
- 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. In March 2021, Culture Amp was engaged to administer an all staff Employee Survey. A baseline survey was launched on 12 July 2021.

Council Service: Digital Technology

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

- DT completed project as at June 2021 as per the roadmap requirements. There are projects which flow into future years as a result of delivery timing;
- Renewal of Council's technology infrastructure to provide secure and responsive information communication technology. The procurement per plan for this financial year is on track and rollout will continue into next financial year.

Council Service: Business Improvement Office

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

- The Business Improvement Office (BIO) finalised three service reviews. The appointment of Council's Chief Executive Officer in early 2021 shifted the direction and expectations of the Business Improvement Office away from Service Review toward supporting the Executive Manager Transformation. In the final months of the 2021 BIO have been supporting the ServicePMH program as well as preliminary planning of tactical initiatives that will form part of the Transformation Roadmap being developed. The remaining reviews will be addressed as part of the Transformation Roadmap.

Council Service: Customer Interactions

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

- Two cross organisational customer improvement programs have been identified as part of the Customer Experience Project. New integration for reporting weeds from the PMHC website into Civica Authority Beach Permits purchased via online app;
- Report on Customer Experience improvement activities was presented to the October 2020 Ordinary Council Meeting. Reporting to CEO and SLT on progress on regular basis;
- A digital communications strategy was designed and will be executed in the next financial year;
- 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.

Council Service: Financial Management

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

- All three quarterly budget reviews were submitted and adopted by Council in relation to the 2020-2021 budget. The 2019-2020 Annual Report was also adopted by Council;
- Investment returns have exceeded the benchmark for each month in isolation and for the financial year to date;
- Investment reports have been presented to Council within the required timeframes;
- The 2021-2022 annual budget was adopted by Council in June 2021 in accordance with the required timeframes;

- The Long Term Financial Plan was reviewed as part of the development of the 2021-2022 Operational Plan and Budget.

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

- The procurement strategy action items have been completed within the required timeframes;
- Contracts awarded over \$150,000 have been captured as required.

Council Service: Infrastructure Planning

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

- Transport Asset Revaluation for Transport assets completed with unqualified sign-off;
- Undertaking of the Asset Designed as Constructed automated process system has been deferred with funding being allocated in the 2021/22 Operational Plan to allow the contracted implementation to be completed. Planning work to ensure timely engagement of the provider is ongoing.

Council Service: Commercial Business Units – Glasshouse

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

- Operating revenue down 27% on 2019-20 due to the impact of COVID-19 public health order restrictions. Reduced income offset by a reduction in operating costs;
- The 2020-2022 Glasshouse Strategic Plan was adopted by Council in July 2020 with biannual reports presented to Council in August 2020 and February 2021.

Council Service: Recreation, Property and Buildings

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

- Statutory property projects that include land matters are progressing as required;
- Commercial Leases (including airport, residential, temporary licences, outdoor dining and outdoor trading) - 171; and Community Leases - 74.

Theme 2 – Your Community Life

What are we trying to achieve?

A healthy, inclusive and vibrant community

What will the result be?

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

How do we know we are progressing?

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

Table 4: Your Community Life

2020-2021 Operational Plan - Summary of Performance Measures				
2020-2021	Total No.	On Target/Achieved	Behind	Overall %
1Q - July – Sept 2020	113	107	6	95%
2Q - Oct – Dec 2020	113	110	3	97%
3Q - Jan – Mar 2021	113	108	5	96%
4Q - Apr – Jun 2021	113	106	7	94%

Council Service: Sports and Recreation*Delivery Program Objective: 2.1.1 Support Community Safety initiatives*

- Lifeguard patrols ceased at LGA beaches in late April as per the contractual patrol season. However, patrols continue at Town Beach with a year-round service at this location being adopted by Council at their April meeting under a new contract for delivery of lifeguard services;
- 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.

Council Service: Emergency Management*Delivery Program Objective: 2.1.2 Advocate for, support and coordinate emergency services*

- 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.

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

- Monitoring and managing issues to ensure compliance: Activities include:
 - Building certificate applications assessed;
 - Food permit inspections;
 - Notices of Completion applications for caravan park and manufactured homes;
 - Fire safety inspections;
 - Skin penetration premises inspections;
 - Regulated cooling and heating system inspections;
 - On-site sewerage management system inspections;
 - Private swimming pool compliance certificate applications assessed;

- Public pools and spa inspections;
- Customer requests relating to public health investigated;
- Underground and Petroleum Storage System inspections.
- Monitoring and managing ranger and law enforcement services to ensure compliance relating to parking, beach patrols, illegal signage, sale of goods on roads, building site sediment control and companion animals is ongoing.

Council Service: Commercial Business Units - Environmental Testing

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

- Sampling, analysis and reporting of operational and regulatory requests at the Laboratory are being undertaken. 97.3% of finalised reports met the required service standard. All reports for urgent request and non-compliant results were met within the agreed service standard;
- National Association of Testing Authority corporate accreditation maintained.

Council Service: Community

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

- Delivered successful Youth Event "Splashfest" in January in Port Macquarie, Laurieton & Wauchope. Planning complete for Zamplify Youth Week Event which was to be held in April however it was moved to July due to the floods. This event was postponed a second time to September due to COVID restrictions. Event date 24 September 2021;
- The Community Grants Program. Two Grant rounds were successfully completed, the first in September 2020 and the second in March 2021. A total of \$180,000 was given out to over 50 community groups for a variety of projects to better our community.

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

- The team in conjunction with other Council staff members delivered the actions in the Disability Inclusion Action Plan (DIAP) 2019 - 2021. The DIAP will be integrated into the new Wellbeing Action Plan for 2021 - 2025 with actions to cover all access issues within our community;
- The team worked through the Community Inclusion Plan to meet the needs of the community. Some of the projects that have been reviewed are Town Green West Play Space and Town Beach Play Space. Work is continuing to be done with community groups to support the design and development of the Creek to Creek pathway, Beach to Beach pathway and other pathway connections identified in the Community Plans;
- A process is underway through the Recreation, Property & Building Services team to potentially lease out Council owned halls that are currently being managed by Section 355 committees. This will ensure a more fair and equitable outcome for the community giving access to all Community groups to hire/lease the halls.

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

- Managed to provide a range of online and in person activities. We have had to switch back to online due to the recent closures and have deferred a number of school holiday activities to September.

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

- Community Inclusion Plan. Some key actions that have been successfully achieved are the implementation of the Community Inclusion Committee & Aboriginal Advisory Group, new look Community Grants Program, an updated Volunteer program and the acknowledgment of Country added to Council emails signoffs;
- The Community Inclusion Plan has been reviewed and will change to the Wellbeing Action Plan to ensure we meet the needs of the wider community into the future. The Disability Inclusion Action Plan (DIAP) will be incorporated into this plan to give a holistic view of the community;
- Hamilton Green Maintenance and Hamilton Green Enhancement Project. Car park refurbishments have been completed to reduce flooding in the car park. Plumbing issues have been repaired at Rhema due to the tree root damage. Arborists engaged to assess the Camphor Laurel trees to see if they can be removed before more damage is done;
- Supports the Community Drug and Alcohol Team (CDAT) to undertake work in the community;
- Anzac Centenary Local Grants Program. The team have worked with the Rollands Plains and Telegraph Point communities to develop memorials at the community halls. The installation of these memorials has been delayed due to the floods.

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

- The Graffiti Blasters program has continued through 2021 to tackle the graffiti problem in the community. New volunteers have been recruited however formal training has been delayed until late July 2021 due to floods & COVID. Household Graffiti Packs were purchased for residents to clean graffiti in their own neighbourhoods. Investigations are continuing into a new reporting app with our GIS section;
- Youth involvement in Council - 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:
 - Delivered successful Youth Event "Splashfest" in January in Port Macquarie, Laurieton & Wauchope;
 - Planning complete for Zamplify Youth Week Event which was to be held in April however it was moved to July due to the floods. This event was postponed a second time to September due to COVID restrictions. Event date 24 September 2021;
- Supporting and developing a connected community:
 - Council volunteering is currently being reviewed with a new Volunteering Program coming later in 2021. With this new program will come training for volunteers and Council staff such as Graffiti Removal Training and Work Health & Safety;
 - The Community Directory is now up on the website listing a wide range of not-for-profit organisations across the Local Government Area. It has been used for e-newsletters promoting community grants and volunteering opportunities;

- Reviewed the current volunteer program and policy with a new program to be delivered in the second half of 2021 utilising volunteers for Council managed projects;
- Supporting and developing a diverse community:
 - Acknowledgement via Council communications to celebrate Reconciliation Week & NAIDOC Week. Financial support was also given to community groups to deliver their own NAIDOC celebrations, however due to the floods these have been postponed until a later date. Art Mural project on the Council building was also installed for NAIDOC Week, and a morning tea was held with key members of the Aboriginal community for National Sorry day;
 - Due to COVID and the floods, Seniors Week looked different this year with an Online Expo promoting business with services that are of benefit to seniors in the community;
 - The Community Inclusion Committee has been established with the first meeting held in late February 2021. An Expression of Interest went out in April 2021 calling for additional members however no applications were received. The Committee will continue with the current membership;
 - The Aboriginal Advisory Group membership was endorsed by Council in June 2021 with the first meeting to be held in late July 2021. The first action in the Charter of this group is to review and develop Council's Reconciliation Action Plan;
- Supporting and developing a resilient community:
 - Significant support was provided to the community after the devastating floods earlier this year. Three Flood Outreach Centres were established along with an Outreach program and community meetings. The PMH Cares program was also established with ten volunteers working within their local neighbourhoods supporting other residents;
 - Through the flood emergency and the establishment of the flood outreach centres, we worked collaboratively with multiple agencies to support the community including Service NSW, Services Australia, Legal Aid, Red Cross, Liberty, Food Bank, Rotary, Salvation Army, St Vincent, DPIE, LLCA, Givit, Headscape and Health;
 - 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;
- Supporting and developing a liveable community:
 - Some of the projects that have been reviewed are Town Green West Play Space and Town Beach Play Space. Continuing work is being done with community groups to support the design and development of the Creek to Creek pathway, Beach to Beach pathway and other pathway connections that were included in the Community Plans;
 - The team has worked with the community on Community Plans and the actions within the plans to create more liveable spaces;
- Implement Council's Working Together Framework:
 - The team continued to work to the Education Framework and work on the annual plan finalising projects including:
 - Waste: Construction and Demolition presentations, Litter campaign, Plastic Free July/Food Smart;

- Roads: Shared pathway project, National Road safety, Caravan safety, Double demerits, Fatality Free Friday;
- Water: Finalising Integrated Water Cycle Management.

Council Service: Recreation, Property and Buildings

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

- The overall Sporting Facility Renewals program is on target as follows:
 - Vince Inmon Sporting Fields: Multi Year project. Design commenced;
 - 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;
- Regional Master Planning for recreational facilities include:
 - Bain Park Master Planning is complete.

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

- Undertake maintenance programs for parks, reserves, sporting fields and beaches across the local government area includes:
 - Mowing parks and reserves across the LGA;
 - Sports field preparation and maintenance of Winter sports field user groups;
 - Mowing of all cemeteries, also for Mother's day;
 - 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. This continued on into April and May for some locations.
- Scheduled and reactive maintenance programs of all Council-owned buildings is ongoing;
- Building rectification works undertaken in line with Council Asset Management plans;
- 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;
- Park furniture renewals, including the donated seat program has project 95% complete;
- The overall Playground Replacement program replacement is 95% complete as follows:
 - Bonny Hills Community Hall Reserve Design complete;
 - John Dick Reserve Design complete;

- Narran Park King Creek Design complete;
 - Rocks Ferry Reserve Project complete;
 - Blair Reserve Project complete;
 - Town Beach Park Project complete.
- Recreational walkway replacement program:
 - Town beach to Town Beach North Replacement Pathways - project deferred to future OP;
 - Kooloonbung Creek Boardwalk Replacement - construction complete;
 - North Haven to Bonny Hills Walkway - Construction complete;
 - Sandhurst Reserve - Construction complete;
 - Blair Reserve - complete;
 - Harry's Lookout - complete.
- The Maintenance Program for boat ramps, wharves and jetties is ongoing in accordance with approved maintenance and schedule;
- The Maintenance Program for beaches is ongoing including:
 - Beach accesses maintained and cleaned as required;
 - Detailed beach grooming undertaken at all high profile beaches;
 - Repairs at Lighthouse beach 4 wheel drive access during March due to Storm Damage;
 - Comprehensive removal of flood debris from Town Beach, Oxley Beach and Lighthouse beach due to ongoing flood debris still washing up/in;
 - Upgrade of pathway at LHB Camel access due to stormwater runoff issues;
 - Signs inspected, repaired and replaced as required.
- Public Amenities Renewals Program:
 - 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;
- Thrumster Sports Fields detailed design and approvals - This is a multi-year project initiated in 2017-2018 financial year. Detailed design engagement was awarded in October 2020 and expected to continue until March 2022.

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

- Port Macquarie Coastal Walk upgrade. Project works included completion of Charlie Uptin Walk, Doctors Walk and Kenny Walk sections of the Coastal Walk;
- Town Centre Master Plan improvements:
 - Environmental approvals achieved;
 - Licence offer achieved;
 - Project handed over to Infrastructure Delivery for construction.
- Port Macquarie Pool design finalisation 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) was awarded in Dec 2020. This is a multi year project;
- Lake Cathie Foreshore Reserve - Master Plan implementation - Construction of Skate Facility. Design and construct tender was awarded and construction completed in April 2021;

- Rainbow Beach Sports Fields - Design of the sports fields underway by outsourced consultancy with construction commencing 2021/22FY;
- Red Ochre Park has construction is complete;
- Ruins Way Park - project complete;
- Rainbow Beach Reserve - Project planning commenced with scope to be defined. Works to be completed by last quarter 2022;
- Camden Haven Surf Club Building - 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 December 2021;
- Town Green West Reserve upgrades - Construction works completed in Dec 2020 ahead of the summer holiday season;
- Accessible Ramp and Viewing Platform at Tacking Point Lighthouse has project planning commenced and targeting completion June 2021;
- Jabiru Reserve fish cleaning table is complete;

Council Service: Cultural Development

Delivery Program Objective: 2.5.1 Support cultural activities within the community

- Implementation of actions from the Cultural Plan. Highlights included:
 - Delivery of the 2021 Bicentenary Event Program;
 - Artwalk event delivery;
 - Development and delivery of Wakula, a new cultural tourism attraction in the Port CBD;
 - Establishment of community cultural grants program;
 - Delivery of a professional development program for local creatives;
 - Completion of Public Art audit and maintenance report.
- New Cultural Plan Development.
 - The new Draft Cultural Plan was exhibited during May 2021 with a number of submissions received. Staff are working with the Cultural Steering Group reviewing and considering feedback. The final draft Cultural Plan will be presented to the 4 August Council meeting for adoption;
- Heritage Local Assistance Fund:
 - The final round of Heritage Grants closed in April 2021 with two successful submissions. Due to a change to NSW Heritage guidelines, the 2020-2021 Heritage Round 2 will be the final opportunity to apply for the Small Heritage Grants Program through Council.

Theme 3 – Your Business and Industry

What are we trying to achieve?

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

What will the result be?

- A strong economy that fosters a culture supportive of business and ensures economic development of the region;
- Townships, villages and business precincts that are vibrant commercial, tourism, recreational and/or community hubs;
- A region that attracts investment;

- Partnerships that maximise economic return and create an efficient and effective business environment;

How do we know we are progressing?

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

Table 5: Your Business and Industry

2020-2021 Operational Plan - Summary of Performance Measures				
2020-2021	Total No.	On target/Achieved	Behind	Overall %
1Q - July – Sept 2020	20	19	1	95%
2Q - Oct – Dec 2020	21	20	1	95%
3Q - Jan – Mar 2021	21	20	1	95%
4Q - Apr – Jun 2021	21	20	1	95%

Council Service: Economic Development

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

- Actions from the Economic Development Strategy implemented, with twice-yearly report to Council adopted in May 2021. Additional activities also undertaken to support local business and industry in response to COVID-19 and 2021 Flood event;
- The Economic Development Strategy Review and Phase 1 of the development of a new Economic Development Strategy has been completed with Economic Development Discussion Paper released for community engagement. Draft Economic Development Strategy drafting is in progress with the draft to be presented to new Council in late 2021.

Delivery Program Objective: 3.1.3 Implement Major Events Strategy

- Work on priority objectives in the event action plan is progressing. This includes a recent focus on reviewing how Council's community events are delivered in an inclusive way, which reflects the desires of our community as well as engages and connects the wider community. There has been a strong focus on educating our event owners on the importance of high quality community engagement;
- Council supported eight major events during the April - June 2021 quarter. These events resulted in a combined economic impact of approximately \$2.2 million for our community:
 - Traditionally IRONMAN, which has the largest economic impact of our sponsorship portfolio, is held in May. It was postponed to September due to the local flood impact;
 - The Flamin' Dragons Boat regatta was also forced to postpone to 2023 after the destruction of Rocks Ferry Reserve where their event is to be staged.;
 - The Event Sponsorship Program has had a name change, to better align with phrases that convey the intent of this sponsorship program. Now called, the Major Events Marketing Grant. The next round of funding opens early Sept. 2021.

Delivery Program Objective: 3.1.4 Implement the Destination Management Plan

- Campaign activity concluded on 30 June:
 - Since 1 January 2021, there has been a total of 337,734 visits and 58,998 Clicks. Of this, 116,440 (34.5 %) visits and 19,622 (33.3 %) Clicks can be directly attributed to media activity;
 - Ongoing Industry communications increased in response to the flood and ongoing COVID restrictions;
 - Ongoing Destination PR Program delivery - highlights include a group famil including titles such as Escape, The West Australian and New Zealand Herald;
- Visits to the destination website increased year on year by 37.44%. This represents an increase in users from 386,813 for the FY 2019-20 to 531,620 for the FY 2020-21;
- Greater Port Macquarie Brand Review. The project is well progressed with the Draft Strategy being presented to Councillors and stakeholders in July. The next stage focused on the development of the brand look and feel and brand guidelines. This will complete the project;
- Public Art, Audit and Maintenance. Public Art audit up to date with maintenance to be undertaken on prioritised sites during 2021-2022.

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

- Smart Community Roadmap adopted by Council in October 2020. Consideration and integration of opportunities being pursued in new strategies and projects across the organisation on an ongoing basis.

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

- 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;
- Report on the status of site specific Planning Proposal requests to amend the Local Environmental Plan was presented to Council in June 2021. Next report to Council anticipated in December 2021.

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

- PMQ Airport Master Plan - multi-year projects:
 - Parallel Taxiway and General Aviation pavement renewal - Final design substantially complete;
 - 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.
- Operating and maintaining the Port Macquarie Airport in accordance with regulatory and safety requirements:
 - All inspections carried out in accordance with regulatory requirements;
 - Hangar maintenance undertaken as required;
 - Airport Operations Manual and Transport Security Program updated progressively throughout the year as required;
 - New security screening equipment installed and operational in February 2021.

Theme 4 – Your Natural and Built Environment

What are we trying to achieve?

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

What will the result be?

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

How do we know we are progressing?

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

Table 6: Your Natural and Built Environment

2020-2021 Operational Plan - Summary of Performance Measures				
2020-2021	Total No.	On target/Achieved	Behind	Overall %
1Q - July – Sept 2020	246	228	18	93%
2Q - Oct – Dec 2020	251	236	15	94%
3Q - Jan – Mar 2021	251	219	32	87%
4Q - Apr – Jun 2021	251	209	42	83%

Council Service: Water Supply

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

- Construction planning for the Sancrox Reservoir to Area 13 - 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. These works are now expected to be complete in 2021-2022;
- Installation of new water supply services to residential and business premises to cater for new development is ongoing;
- Thrumster reclaimed water interim supply - Construction continuing via contract and are due for completion in Q1/Q2 2021-2022 FY including interim recycled water reservoir and interconnection mains;
- Construction of a water main between Sancrox Reservoir and Wauchope was completed in November 2020;
- Construction of the Southern Arm Trunk Main (DN750) - Pacific Hwy to Bonny Hills - Approvals given to progress project following NPWS approval. Works will span multiple FY's;
- Designs for the Water Treatment/Filtration Plant at Cowarra Dam - 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;
- Preconstruction work for the Trunk Main from Bonny Hills to Kew (Area 12) Reservoir - Project initiation and planning works continued during this reporting period. The design phase of this project will continue into 2021-2022 financial year;
- Marbuk motorised water main valve relocation - Contractors quoting for works;
- Preconstruction works for Granite Street Reservoir rehabilitation/renewal - Currently under review. This action is pending completion of OP action 4.1.1.26 and may need to be deferred to outer years;
- Preconstruction works for Widderson Street Reservoir roof replacement - This project was moved to the 21/22 Operational Plan with the project schedule updated in conjunction;
- Telemetry Microwave link replacement - This project will be completed next financial year;
- Wauchope Water Treatment Plant upgrade. This emergency water supply security project has continued in the construction phase during the reporting period. The bulk water supply chlorination project has been added to the scope of these works and will continue into the 21/22 FY.

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

- Renewal of water asset for live water mains, water meters and switchboards are being carried out as required;
- Replacement of Water Treatment Plant electrical and mechanical assets is programmed and undertaken as required.

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

- Operating and maintaining water treatment plants in accordance with adopted maintenance programs is being undertaken;
- Operating the water supply network to ensure public health and safety is being undertaken;
- Operating and maintaining storage dams in accordance within the set guidelines is being undertaken.

Council Service: Sewerage

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

- Construction of the Port Macquarie Sewer rising main was completed in December 2020;
- Small Towns Sewerage Scheme. This project continues from previous FY's. Ledonne were engaged to undertake the works in August 2018 Construction completion reached;
- Construction of Area 14 reclaimed Inlet trunk main Bonny Hills complete;
- Port Macquarie Sewer Treatment Plant inlet replacement works are ongoing;
- Integrated Water Cycle Management Strategy. Further delays have been incurred due to anomalies and additional reviews required for modelling and proposed scenarios. Updated modelling complete, awaiting analysis from Public Works to lead into draft strategy documents. Expected on track for delivery in Financial Year 21/22;
- Preconstruction works for upgrading Lake Innes Sewerage Pump Station 71. Project is on track against revised milestones. Project initiation and planning works completed during this reporting period. The design phase of this project is expected to continue into 2021-2022 financial year;
- Wauchope Waste Water Treatment Plant Inlet rationalisation works. A variation to the EPL project deadlines has been successful so this project is currently on track;
- Telemetry Radio replacement at Wauchope and Kew. RFQ document preparation is underway and expected completion for approval mid next month;
- Port Macquarie Sewer Pump Station 13 catchment relining works in ongoing;
- Preconstruction works for Port Macquarie Pump Station 21 refurbishment. Project is on track against revised milestones. Project initiation and planning works completed during this reporting period. The design phase of this project is expected to continue into 2021-2022 financial year;
- Preconstruction works for Camden Haven Pump Station 2 refurbishment. Project is on track against revised milestones. Project initiation and planning works completed during this reporting period. The design phase of this project is expected to continue into 2021-2022 financial year;

- Upgrades for Sewer Pump Station 7,8 and 9 at Kew/Kendall - planning complete;
- Preconstruction works for Port Macquarie Sewerage Pump Station 18. Project is on track against revised milestones. Project initiation and planning works completed during this reporting period. The design phase of this project is expected to continue into 2021-2022 financial year.

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

- Programmed replacement of sewer pumps and electrical switchboards at sewage pump stations - Asset renewal being undertaken as required;
- Sewer assets replacement and maintenance programs for sewer rehabilitation and realigning works - Contractors engaged.

Delivery Program Objective: 4.7.1 Promote renewable energy outcomes within Council

- Installation of Solar Panels at Port Macquarie Sewerage Treatment Plant. It is a multiyear project. The design is complete and the installation will form part of the 2021-22 OP;
- Installation of Solar Panels at Wauchope Water Treatment Plant. It is a multiyear project. The design is complete and the installation will form part of the 2021-22 OP.

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

- Operating and maintaining sewerage treatment plants in accordance with environmental licences, adopted maintenance programs and safety requirements is being undertaken;
- Operating the sewerage network to ensure public health and safety is being undertaken with all defects identified through waste trade inspections undertaken and complaints/requests dealt with in line with service standards.

Council Service: Stormwater and Drainage

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

- Stormwater detention facility designs for Black Swan Terrace. 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;
- Stormwater Remediation measures identified in the Westport Stormwater Management Plan including Gordon Street to Buller Street Port Macquarie works. Project planning underway. Project completion expected early 21/22 FY;
- Stormwater remediation works at Panorama Drive Bonny Hills. Project planning underway. Project completion expected early 21/22 FY;
- Stormwater remediation works at 10 Dilladerry Cres complete.

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

- Annual canal maintenance for Settlement Shores and Broadwater canals are ongoing in accordance with the rolling priority program;

- The 2020-2021 Stormwater Renewal Program was achieved with the following works completed. Stormwater Relining: Alma St, North Haven Short St, Port Macquarie Graham St, Kendall Ocean Dr, North Haven;
- Stormwater Maintenance Program. Works delivered on budget. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems;
- Condition ratings of stormwater assets via CCTV inspections. Works delivered on budget. Works schedule based on inspections and assessment criteria from Council's road and stormwater risk rating and road hierarchy systems;
- Development of Urban Stormwater Catchment Management Plans for 62 sub-catchments. This project has been re-scoped to allow for inclusion of catchment analysis to include for sewer issues in conjunction with stormwater. The project charter is currently being redeveloped with a project officer assigned to manage this project.

Service: Waste Management

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

- Effective recycling and recovery of domestic and organic waste through the Material Recovery Facility is continuing as required;
- Recovery (recycling) of domestic waste through Material Recovery Facility (MRF) continuing as required;
- Recovery of domestic waste through Organic Recovery Facility (ORF) continuing. Carbon credit data captured as required;
- 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;
- Illegal dumping and clean-up programs undertaken as required;
- Multi Dwelling Organics Recovery project to be completed by 30 June 2021;
- Better Waste and Recycling" Initiatives - Identified waste education projects continuing;
- Upgrade and expansion approvals for Cairncross Waste Depot - Cairncross landfill expansion construction works commenced in January 2021;
- The current Waste Strategy actions are being delivered as required. The Waste Strategy is expected to be reviewed in 2021-2022 following the release of the new NSW 20 year Waste Strategy (published in June 2021);
- Efficient waste collection services delivered as required. Additional services provided in support of clean up of flood damaged waste;
- Waste education and marketing campaigns Waste education campaigns delivered as required in support of Council's Waste Strategy and services.

Council Service: Natural Resource Management

Delivery Program Objective: 4.2.1 Develop and implement Coastal, Estuary, Floodplain, and Bushfire Management Plans

- The annual Bushfire Risk Mitigation program is 90% delivered;
- Implementation of the Flying Fox Management Plan is ongoing with actions including:
 - Meetings with community delivered online;
 - Completed education activities as per the Camp Management Plan;
 - Incident protocols completed by NSW State Government;

- Alternative habitat investigations completed and addressed in Community updates and Council Reports;
- Quarterly census x 4 completed;
- Sprinkler system successfully handed over to on ground operations team;
- Investigation of floodplain mitigation measures and strategies to reduce flood risk in the Hibbard Precinct Catchment. DPIE funding not available until FY22/23. Project will proceed without DPIE funding in 21/22;
- Development of environmental program of works to ensure compliance to Airport biocertification. Completed contracts for 20/21. Ongoing maintenance into perpetuity;
- Investigations of appropriate floodplain mitigation measures and strategies to reduce flood risk in the Wrights and Yarranabee Creeks. Works to commence Q1 21/22 - budget allocated;
- North Brother Draft Floodplain Risk Management Study and Plan were reported to and endorsed at the April 2021 Ordinary Council Meeting. The Council also resolved to delay the public exhibition of the Draft Study and Plan until September 2021 to ensure that the exhibition period did not clash with the ongoing Flood Recovery efforts occurring at that time;
- Preparatory work for a new stormwater system at Illaroo Road has been completed;
- Community consultation regarding funding model options for Illaroo revetment wall. Final community engagement report completed in April 2021 and reported to Council. New project to be commenced in 21/22;
- Development of a Coastal Management Program for Lake Cathie. Completed - adoption of Scoping Study by Council in May 2021.

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

- Strategic Biosecurity (Weed Management) Program to restore and conserve that natural environment is ongoing with actions including:
 - 1892km pathways completed;
 - 123 urban properties inspections undertaken;
 - 335 high risk site inspection undertaken;
 - Delayed due to adverse weather. 2,062km of roads inspected and treated as at 24/6/21;
 - Delayed due to adverse weather and flooding. 143 rural/semi-rural property inspections undertaken;
 - 680ha have been inspected and treated for priority weeds;
- Implementation of the Bushland Regeneration Management Program. All Council reserves are mapped to determine the ecological value based on benefits and constraints;
- 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;
- A road strike map identifying Koala Road strike hotspots has been produced in line with the Koala Population Recovery Strategy;
- Work is ongoing to build a Natural Resources asset and maintenance register;

- Partridge Creek Acid Sulphate Soils Wetland Management. 12 site inspections of weir conducted each year;
- Implementation of actions from the Ecological Restoration report is ongoing;
- Wild deer management is ongoing and has included culling of deer at the Port Macquarie Dam on four occasions, culling of 18 deer this financial year. Additional traps have been erected. Management plan is finalised;
- Coastal Vegetation State Environmental Planning Policy mapping is completed. Initial works were undertaken by NSW Government. Council is awaiting results.

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

- Delivering bushfire preparedness and planning programs to the community is ongoing.

Delivery Program Objective: 4.8.3 Promote Biodiversity Programs

- Implementation of identified actions from the Biodiversity Strategy - Koala Recovery Strategy, Flying Fox Camp Management Plan, Ecological Restoration report, MNC Feral Deer Strategy. Completed as per other operational goals.

Council Service: Development Assessment

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

- Development Assessment, Building Certification and Subdivision Certification activities undertaken in accordance with legislation with the number of applications and processing times as follows:
 - *Determined applications for April to June 2021 quarter:*
 - 282 Development Applications with an average processing time of 46 days;
 - 40 Modifications with an average processing time of 37 days;
 - 121 Building Construction Certificates with an average processing time of 18 days;
 - 16 Complying Development Certificates with an average processing time of 25 days;
 - *Annually determined applications:*
 - 1184 Development Applications with an average processing time of 47 days;
 - 93 Modifications with an average processing time of 36 days;
 - 514 Building Construction Certificates with an average processing time of 14 days;
 - 65 Complying Development Certificates with an average processing time of 21 days;
- No legal appeals have been received during the April to June 2021 quarter Annual. No legal appeals have been received during the July to June period.

Council Service: Roads, Bridges and Transport

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

- Development of the Regional Integrated Transport Strategy is ongoing. This is a multi year project. Development of the strategy and background studies including engagement with State Agencies has commenced. In the 2021-22 OP, engagement with the community and presentation of the draft report to Council will be delivered;
- 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;
- Detailed designs for dual lanes on Lake Road from Jindalee to Fernhill intersections and Chestnut Road to Ocean Drive. 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;
- Dunbogan Bridge - Reid Street - undertake substructure rehabilitation (Multi-year project). Project practically complete with final invoices expected to be received in July. Pedestrian Balustrade Rail (PBR) replacement for the Dunbogan Bridge delivery was completed;
- Kindee Bridge structural repairs and bridge replacement optioneering is continuing. Community consultation regarding future replacement options planning undertaken in February 2021 and March 2021. The presentation of the preferred option was provided to Council this quarter and will be used to inform future design of the bridge replacement;
- Corridor planning - Kendall Road - Ocean Drive - Hastings River Drive. Seeking 2nd round of community and stakeholder consultation for feedback on strategy proposals;
- The 2020-21 Road Rehabilitation and Resealing Program consisted of the following completed works:
 - *Road Reconstruction or Road Rehabilitation:*
 - Denham St, Port Macquarie;
 - Ballina Cr, Port Macquarie;
 - Herschell St, Port Macquarie;
 - Albert Cct, Port Macquarie;
 - Hay St, Port Macquarie;
 - Hayward St, Port Macquarie;
 - Short St, Port Macquarie;
 - Acacia Ave, Port Macquarie;
 - Karungi Cres, Port Macquarie;
 - Chestnut Rd, Port Macquarie;
 - Belah Rd, Port Macquarie;
 - Jindalee Rd, Port Macquarie;
 - Comboyne Rd, Comboyne (Township to Stennets);
 - Toorak Ct, Port Macquarie;
 - *Road Resealing:*
 - Lighthouse Beach Local Streets, Port Macquarie;
 - Greenmeadows Local Streets, Port Macquarie;
 - Bangalay Dr, Port Macquarie;
 - Widderson St, Port Macquarie;
 - The following works were deferred into 21-22 works program due to reasons outlined below.
 - *Road Reconstruction or Road Rehabilitation:*

- Highfields Cct, Port Macquarie (dependent on completion of local development - deferred until October 2021);
 - Blackbutt Rd, Port Macquarie (completed in early July 2021);
 - Pembroke Rd, Pembroke (dependent on resources - commencement in late July/early August 2021);
 - *Road Reseals:*
 - 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);
 - Resealing of Comboyne local roads and Kindee Rd was deferred due to cold temperature, excessive rain and the effects of flooding.
- Sealed road network condition survey. This project was expected to commence in early 2021 however commencement delayed due to competing priorities. It is expected this project will commence in September 2021 with completion by early 2022;
- Ocean Drive duplication - Matthew Flinders Drive to Greenmeadows. MOU signed following TfNSW concurrence. The remaining detailed design elements are now being finalised prior to progressing to the procurement phase for construction. This is expected to occur in 21/22FY;
- Designs and investigations for Gordon Street pavement reconstruction and service relocations. Design project complete. Construction planning commencing;
- Installation of new bus shelters across the region as per the Community Passenger Transport Infrastructure Grant Scheme. Bus Shelter installation ongoing since last reporting period. Shelters delayed due to flooding;
- Beach to Beach shared path project at Camden Haven. Final section of D9 path installation is now complete;
- Bago Road rehabilitation (Milligans Road to Blue Water Cres) complete;
- Koala Street upgrade. Concept designs completed with final reviews being undertaken and completion reports generated. Concept designs to be used to inform future works;
- Scrubby Creek Bridge has detailed design complete;
- 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;
- Ocean Drive shared pathway project (Brotherglen Drive to Sirius Drive Lakewood) complete;
- Boundary Street Upgrade. Detailed design contract awarded. Design works progressing. Design and investigations will be ongoing into the 2021-2022 financial year based on consultant's program;
- Bril-Bril Road Sealing investigations and concept design. Project has been placed on hold;
- School to School shared path. Project planning has commenced. Some funds may be carried over into the 2021-2022 financial year;
- Gordon Street upgrade - 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;

- Bago Road rehabilitation - Stage 3 - Bluewater Cres to Cameron Street. 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. Additional scope has also been added. The project is scheduled for completion during this reporting period;
- Lake Cathie Bridge (Ocean Drive). Investigations progressed throughout last quarter though updates expected in early 2021/22;
- Limeburners Bridge (Shoreline Drive). Investigations progressed throughout last quarter though updates expected in 2021/22;
- Thompson Bridge replacement has construction completed January 2021;
- Detailed traffic analysis of the Sancroix/Thrumster/Fernbank growth area to identify high priority works. The charter is currently being reviewed with an appropriate procurement plan being developed in the first quarter of 2021/22, and potentially the RFQ being put to market later this quarter;
- Slipping of Hibbard Ferry. Slipping program completed and Hibbard Ferry back in service 12/06/21;
- Bago Road Rehabilitation - Stage 1- finalisation of Milligans Road resurfacing is complete;
- Design and construction of the Pappinbarra Bridge Replacement. 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;
- Review of the Car Parking Strategy. The preferred contractor has now been determined and is to be engaged in July 2021, with the current program for completion in January 2022;
- Bulli Creek Bridge replacement - finalising easements is complete;
- Wauchope CBD Pedestrian Redesign - All Stages. The Wauchope CDB upgrade works are complete and open to the public. This was a multiyear project.

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

- The annual unseal road maintenance program including resheeting, grading, drainage and vegetation and rural roadside vegetation clearing is ongoing in accordance with adopted program;
- The annual sealed road maintenance program including resurfacing, jet patching, heavy patching and installation of roadside furnishings is ongoing in accordance with adopted program;
- The annual bridges and culverts maintenance and repair program including inspections, monitoring and bridge repair works is ongoing in accordance with adopted program;
- Reactive maintenance for Koala Food Trees and Koala Fencing on Link Road (Ocean Drive) is ongoing in accordance with adopted program;
- The annual Bridgeworks and Road Rehabilitation Program, that includes regular bridge and geotechnical road pavement tests has investigations and inspections in preparation for future programs;
- Renewal and repair of timber bridges includes the following projects
- The 2020-21 Bridgeworks Programme included:

- *Planning Phase:*
 - Stoney Creek Bridge, Pembroke 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 (funded externally and will be handled by Project Delivery);
 - 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);
 - *Bridge reconstruction and major works completed in 20-21 were:*
 - Kindee Bridge, Kindee - Stage 2 complete;
 - Foxes Bridge, Rollands Plains - complete;
 - Flanagans Bridge, Pappinbarra - complete;
 - Tipperary Bridge, Lorne - complete;
 - Thompsons Bridge, Rollands Plains - underway.

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

- Installation and maintenance of street lights in accordance with identified priorities ongoing.

Council Service: Community

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

- The annual roads plan has been achieved with finalisation of many set projects: National Rad Safety week/Yellow Ribbon Relay; Shared Pathways; Caravan safety. Other programs are ongoing and are built on over time. This quarter included focus on Double demerits; Fatality free Friday; Safety in School zones. Continued relationship with external bodies maintained include TfNSW, Police and local schools.

Council Service: Strategy

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

- Planning for the Port Macquarie Health and Education Precinct has the Health and Education Precinct Structure Plan progressing and ongoing;
- The review of the Local Environmental Plan and Development Control Plan provisions to promote appropriate housing choice options. The draft Port Macquarie-Hastings Local Housing Strategy 2021-2041 (LHS) was presented to Council in May 2021 and was endorsed for public exhibition for 60 days. Public exhibition of the draft LHS will be undertaken from 14 July to 12 September 2021;

- Fernbank Creek/Sancrox support studies. The Structure Plan is complete and being prepared for public exhibition. Le Clos Gateway determination received. It is a multiyear project and the completion will appear in 2021-22 OP.

Council Service: Recreation, Property and Buildings

Delivery Program Objective: 4.7.1 Promote renewable energy outcomes within Council

- Wauchope, Laurieton and Kendall Pools had solar energy systems installed with works completed in July 2020. Performance of these systems can be viewed through Council's Solar Analytics web site.

COVID-19 Recovery Projects: Addendum to the 2020-2021 Operational Plan

Table 6: COVID-19 Recovery Projects

2020-2021 Operational Plan - Summary of Performance Measures				
2020-2021	Total No.	On target/Achieved	Behind	Overall %
1Q - July – Sept 2020	49	49	0	100%
2Q - Oct – Dec 2020	49	49	0	100%
3Q - Jan – Mar 2021	49	46	3	94%
4Q - Apr – Jun 2021	49	42	7	86%

COVID-19 Recovery Projects adopted by Council on 12 August 2020 were included as an addendum to the 2020-2021 Operational Plan. Progress highlights to date can be seen below and are categorised under Community Themes and Council Services.

Theme 1 – Leadership and Governance

Council Service: Customer Experience and Communications

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

- Communication – to community – use of funding that projects have been added to Operational Plan - COVID-19 RECOVERY. Funding allocated to recovery event at Glasshouse and related content production.

Theme 2 – Your Community Life

Council Service: Community

Delivery Program Objective: 2.1.1 Support community safety initiatives

- Pappinbarra fire safety plan. Due to the impacts of the flood on the Pappinbarra community, Council were delayed in developing the fire plan. Staff undertook a community preparedness session and also met with the RFS, SES and Pappinbarra community with the SIM table to discuss the development of a Community Emergency Recovery Plan and this will be a focus for all our communities over the next six months.

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

- The program for Port Macquarie Hastings (PMH) Cares supporting the Flood Outreach Centres and Community Recovery. This will be an ongoing program.

Delivery Program Objective: 2.5.1 Support cultural activities within the community

- Artwalk. A COVID Safe event delivered across the region between 1 - 8 October 2020. Incorporated over 100 participants as part of the Longest Footpath Art Gallery, over 40 satellite events, and three Artist Markets. A specialised izi.travel guide was developed to feature all artists and the www.artwalkpmq.com.au website was developed to feature associated events and participants.

Council Service: Economic and Cultural Development

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

- Public Spaces Interpretation Strategy and Guidelines. Funds rolled over into the 2021-2022 Financial Year and project planning initiated. Project delayed due to delivery of Bush Fire and COVID Recovery project. It is now a priority for delivery in 2021/22.

Council Service: Recreation, Property and Buildings

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

- Installation of a multipurpose court at the Laurieton Sports Complex. Construction due for completion end of July 2021;
- Installation of a sheltered seat area, picnic table and rubbish bins at Kendall Park. Project complete;
- Increased seating and shade at Charlie Watt Reserve. Project complete;
- Creek to Creek Trail development. Project near completion - requires reports on new assets.

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

- Wauchope Rotary Youth Hall external repaint of the western side has works completed March 2021;
- Stuarts Park building beautification has works programmed to be completed prior to May 2021;
- Wauchope Stadium cladding replacement. Project complete;
- Jubilee Hall external repaint. 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

- North Shore fish cleaning table. Project held back due to flood damages on North Shore;
- CSU-Googik connection consultancies. A project design consultant has been engaged with designs being prepared. Consultation with adjoining landowners including CSU ongoing. Additional survey required for fence alignment, with boardwalk options currently being finalised;
- Lake Cathie Foreshore Reserve Master Plan Stage 2 works. Construction complete.

Theme 3 – Your Business and Industry

Council Service: Economic and Cultural Development

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

- Tourism product and trade market development Stage 2. Project well progressed, raising awareness of the destination amongst travel trade, hosting families, tactical campaigns and ongoing industry engagement. Planned consumer and tactical campaigns delayed due to COVID impacts;
 - Additional investment in tourism Public Relations and Marketing. 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;
 - Tourism - Visiting Friends and Relatives Program. Project planning completed. 2021/22 will focus on delivery phase through to December, in conjunction with the new Destination Brand Implementation;
 - Website Food and Wine Trail development has Digital Taste Trails. Digital Taste Trails have been developed and launched in April 2021 via an online campaign. Hard copy map and promotional items printed and distributed June/July 2021;
 - Reboot, Refresh, Restart COVID-19. Program delivered in October/November 2020, including keynote webinar, pop-up, and a range of collaborative efforts with local service providers;
 - Grant writing workshops has project complete with a series of Grant Writing Workshops delivered 16 to 18 February 2021 at Wauchope Senior Citizens Centre, Laurieton United Services Club and Port Macquarie Panthers. The PMHC Grant Finder website was launched in December 2020;
 - Arts, Culture and Creative Industries content development and marketing has strategy and concept development work completed. A series of Grant Writing Workshops were delivered 16 to 18 February 2021 at Wauchope Senior Citizens Centre, Laurieton United Services Club and Port Macquarie Panthers. The PMHC Grant Finder website was launched in December 2020;
 - Cultural Industries - Networking and mentoring has project scoping complete. 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;
 - Creative and Arts Trails development. The first component of this project was delivery of the Open Studios Artists weekend. Since then the Taste Trails has been developed and includes a Creatives and Curios Trail. Digital Trails are available online, an illustrated map and promotional elements have been printed and distributed.
- Delivery Program Objective: 3.2.1 Support vibrant commercial, tourism, recreational and or community hubs across the region*
- Port Macquarie Lumiere night time installation. Wakulda was officially launched as a part of the Bicentenary events program in April 2021;
 - Tourism and Cultural development project officer recruitment complete and project delivery ongoing;
 - Renewing the maps 'Comboyne Plateau' outside the Udder Cow Café and in Pioneer Park. Working with the Comboyne community this project was slightly

delayed due to the impacts on the flood. The signage has now been ordered and will be installed by August 2021.

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

- CBD Wi-Fi (Wauchope, Laurieton, expand Port). Project scoping and quotations have been finalised but completion has been delayed due to competing priorities.

Theme 4 – Your Natural and Built Environment

Council Service: Roads, Bridges and Transport

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

- Project planning has commenced and construction planned for 2021 for the following footpaths:
 - Footpath (260m) – The Parade: Ocean Street to Surf Club car park;
 - Footpath (180m) – Hill Street: Pioneer Park to Main Street;
 - Footpath (35m) – Watonga Street: Connection to Matthew Flinders Drive;
 - Footpath (120m) – Lake Street: Tunis Street to Seymour Street - Complete;
 - Footpath – Comboyne Street to Graham Street connection at Kendall Services Club - Complete;
 - Footpath (160m) – Parker Street: Wauchope High School to Bain Street - Complete;
 - Footpath (200m) – Rushcutter Way: Moondara Tce to Bangalay Drive - Complete;
 - Footpath (320m) – Major Innes Road: Braeroy Drive to The Ruins Way - Complete;
- Construction of new bus shelters (3 or 4) and landing pads has project planning complete and construction commenced;
- Installation of seating beside Anzac Memorial (Comboyne) has construction complete;
- Laurieton Main Street Master Plan development has seen an inception meeting with Camden Haven Chamber of Commerce in October 2020. The Enquiry by Design is in progress;
- Kendall Bridge - expansion joint rehabilitation has project planning, procurement activities and approvals in progress;
- Hay Street resurfacing. Works completed.

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

- Signage installation on Pappinbarra Road for speed reduction to help protect wildlife and improve road safety has a draft charter developed and project expected to be completed in 2021;
- Rural Road Safety Improvements including line marking and signs has a draft project charter developed works expected to be completed by September 2021.

Council Service: Airport

Delivery Program Objective: 4.7.1 Promote renewable energy outcomes within Council

- Installation of Solar at Port Macquarie Airport has project planning and design continuing with construction completed in June 2021.

Options

It is a statutory requirement under Integrated Planning and Reporting legislation to report on what has been delivered against the Delivery Program on a six monthly basis.

Community Engagement & Internal Consultation

Internal consultation was undertaken with the:

- Integrated Planning and Reporting Development Officer;
- Chief Executive Officer, Directors, Group Managers and all staff reporting against the annual 2020-2021 Operational Plan.



Planning and Policy Implications

This report is aligned with legislative obligations under the Local Government Act and the requirements of the NSW Integrated Planning and Reporting Framework.

Financial and Economic Implications

There are no direct financial implications from this report. Quarterly budget review statements (QBRs) align with the reporting period referenced in this report.

Attachments

1.  Attachment A - 2020-2021 Operational Plan Exception Report as at 30 June 2021
2.  Attachment B - 2020-2021 Operational Plan Six Monthly Progress Report as at 30 June 2021

Item: 09.09

Subject: GLASSHOUSE BIENNIAL REPORT AND UPDATE ON
GLASSHOUSE PLAN 2020 - 2022 ACTIONS

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

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

RECOMMENDATION

That Council note the information provided in the Glasshouse Biannual Report and Update on Glasshouse Plan 2020 - 2022 Actions report.

Executive Summary

This report provides details of the Glasshouse finances for the 2020-21 financial year (as at 30 June 2021), including the updated status of Glasshouse loan balances.

The Report also provides an update on progress achieved against the Actions identified in the Glasshouse Plan 2020 – 2022, which was adopted by Council at the Ordinary Council Meeting held on 15 July 2020.

Discussion

COVID-19 (to 30 June 2021)

The Glasshouse was closed to the public on 23 March 2020 due to COVID-19 and the NSW Government *Public Health (COVID-19 Restrictions on Gathering and Movement) Order 2020*, which required the closure of entertainment venues.

This resulted in the cancellation of the 2020 Theatre Program performances, all commercial and community performances and events, and exhibitions and public programs in the Regional Gallery.

Since that time, the Glasshouse has coordinated a staged reopening of the venue in line with NSW Government public health orders:

- the Visitor Information Centre, Box Office and Customer Service desk, and Glasshouse Shop reopened to the public on 2 June 2020;
- the Regional Gallery reopened on 30 June 2020;
- the Glasshouse meeting rooms reopened on 8 July 2020;
- the performance spaces including the theatre and studio reopened on 10 September 2020, with the theatre capacity initially restricted to 240 seats - the theatre capacity was increased to 50% (294 seats) on 1 October, to

75% (440 seats) on 7 December 2020 and to 100% (588 seats) on 29 March 2021.

On 26 June 2021, the NSW Government *Public Health (COVID-19 Temporary Movement and Gathering Restrictions) Order 2021* reintroduced a range of restrictions including limiting the theatre capacity to 50% (294 seats), which resulted in the cancelling of two (2) sold out shows on the 26 and 27 June 2021.

Background

At the Ordinary Council Meeting held on 15 February 2017, Council resolved to replace quarterly Glasshouse reporting to Council with six monthly reporting in February and August each year detailing key performance measures and financial information for the previous financial year period:

09.14 REVIEW OF SELECT COUNCIL COMMITTEES

Mr Malcolm Merrick, representing the Port Macquarie Tacking Point Lions Club Inc., addressed Council in support of the recommendation and answered questions from Councillors.

RESOLVED: Turner/Cusato

- 1. Establish a new Steering Group called the 'Cultural Steering Group'.*
- 2. Adopt the Cultural Steering Group Charter as included in this Review of Select Council Committees report.*
- 3. Seek Expressions of Interest (EOI) for members of the Cultural Steering Group, with the results of the EOI to be reported to the 19 April 2017 Ordinary Meeting of Council.*
- 4. Work with members of the following existing Council Committees to transition them into working groups with objectives, actions and reporting lines to the Cultural Steering Group:*
 - a) Port Macquarie-Handa Sister City Sub-committee.*
 - b) Australia Day Sub-committee.*
 - c) Port Macquarie-Hastings Youth Advisory Committee.*
- 5. Work with Heritage, Arts and Cultural Priorities Advisory Group to transition it into the Cultural Steering Group.*
- 6. Replace quarterly Glasshouse reporting to Council with six monthly reporting in February and August each year detailing key performance measures and financial information for the previous financial year period.*

CARRIED: 7/2

FOR: Besseling, Alley, Cusato, Dixon, Intemann, Levido and Turner

AGAINST: Griffiths and Hawkins

Accordingly, this report provides details of the Glasshouse finances for the 2020-21 financial year as at 30 June 2021, including the updated status of Glasshouse loan balances, and provides an update on progress against the Actions identified in the adopted Glasshouse Plan 2020 - 2022.

Glasshouse Finances

This report and the attached Financial Statement present the financial performance of the Glasshouse Venue for the fourth quarter of the 2020-21 financial year (1 April 2021 to 30 June 2021) and the overall 2020-21 financial year (1 July 2020 to 30 June 2021), and is indicative of an end of year result. End of year journals relating to

Council overhead distributions are yet to occur. For the purposes of this report, the annual budgeted figure for Council overheads has been used.

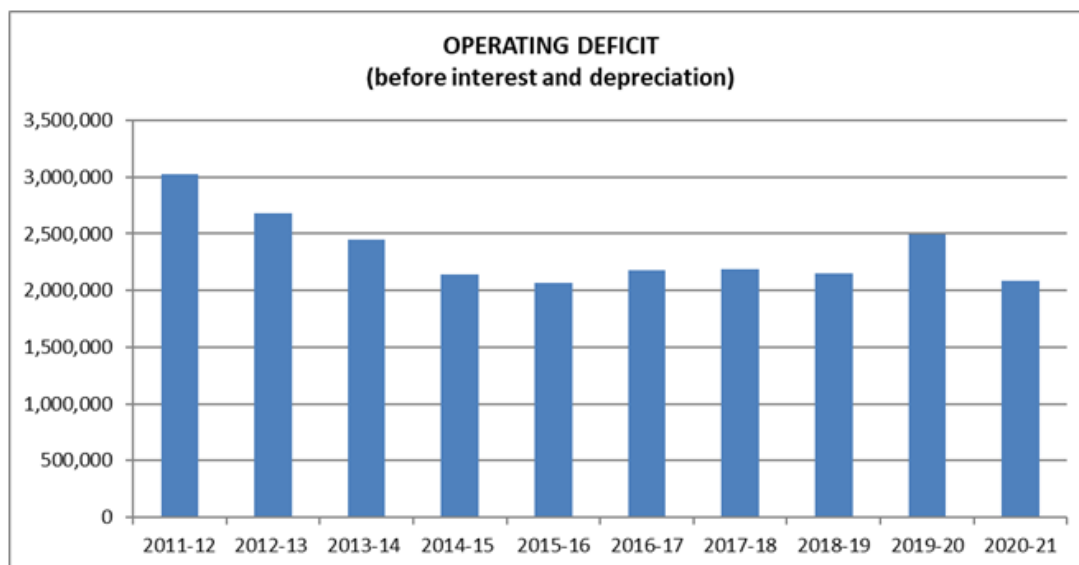
The commentary in this report refers to the operating deficit / shortfall (before interest and depreciation). Whilst forecasting the impact of Covid restrictions was challenging, in summary, income has exceeded forecasts, and expenditure has been significantly under budget for the year - hence a position that is \$506,424 better than predicted.

The attached Financial Statement shows the impact of the COVID-19 restrictions at 30 June 2021, with operating income down 26% (\$368,072) on the 2019-20 financial year and down 52% (\$1,107,443) on the 2018-19 (pre-COVID) financial year.

The reduction in operating income across the 2020-21 financial year has been offset by a 20% (\$783,775) reduction in operating costs.

Overall the operating deficit at 30 June 2021 of \$2,081,834 represents a 17% (\$415,703) reduction (saving) on the 2019-20 financial year deficit and a 20% (\$506,424) reduction (saving) against the 2020-21 annual operating budget of \$2,588,258.

To provide some historical context on the end of year result, the deficit / shortfall for the Glasshouse for the 2011-12 financial year was \$3,020,491. The annual operating results since this time are represented below:



Following a change in in strategic direction, the average operating deficit has been in the order of \$2.1 million per annum since 2014-15. The increase in 2019-20 was a direct result of COVID-19 and the closure of the venue in March 2020. During the fourth quarter of the 2019-20 financial year, no net income was received, however operating costs were still incurred with staff managing the significant number of event cancellations, reschedules and promotor refunds, along with crediting, transferring or refunding patron tickets during the period.

While the venue has again been impacted by COVID-19 restrictions through the 2020-21 financial year, income and expenditure has been able to be monitored closely in line with NSW Government public health orders, capacity restrictions, and corresponding venue utilisation to achieve a successful year-end budget position.

Glasshouse Loan Balances

Loan borrowings assisted in the funding of the Glasshouse at the time of construction. Of the total cost, \$27,975,954 was sourced through loan borrowings that are repaid through Council general revenue. It should be noted that there was also \$10,873,801 sourced through loan borrowings that are paid from the S94 restricted asset for community facilities. Councils often use borrowing as a way to fund additional infrastructure whilst maintaining intergenerational equity outcomes.

The outstanding balance of the borrowings that are repaid through general revenue, as at 30 June 2021, is \$8,187,831. This demonstrates that approximately \$19.8 million has already been repaid, with loans expected to be repaid by 2027.

Glasshouse Plan 2020 - 2022 Actions

At the Ordinary Council Meeting held on 15 July 2020, Council adopted the Glasshouse Plan 2020 - 2022.

Progress achieved against the key outcomes and actions identified in the adopted Plan is summarised in the attached *Update on Glasshouse Plan 2020 - 2022 Actions - July 2021* with some specific outcomes discussed below.

4.7 Cultural performance measure

The following table includes Key Performance Indicator (KPI) data associated with Glasshouse utilisation and occupancy rates (noting that the results are reported to 30 June 2021):

Performance Indicator	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Actual
Visitation (Glasshouse)	262,635	266,766	196,967	97,584
Visitation (Gallery)	59,859	61,534	31,286	28,448
Visitation (website)	153,526	183,646	146,738	125,415
Utilisation (%) (theatre)	47%	50%	32%	18%
Utilisation (%) (studio)	38%	32%	35%	20%
Utilisation (%) (meeting rooms)	51%	42%	28%	23%
Average attendance (%) (theatre)	74%	73%	70%	51%
Average attendance (%) (studio)	69%	83%	72%	63%
Number of tickets processed	69,243	78,947	47,058	37,427
Percentage of tickets sold online	32%	33%	44%	30%

The KPI results show the impact on visitation and utilisation of the COVID-19 closure and subsequent capacity restrictions.

The Glasshouse Visitor Information Centre, Box Office and Customer Service desk, and Glasshouse Shop reopened to the public on 2 June 2020. The Regional Gallery reopened on 30 June 2020. The Glasshouse meeting rooms reopened on 8 July 2020.

The performance spaces including the theatre and studio reopened on 10 September 2020, with the theatre capacity initially restricted to 240 seats - the theatre capacity was increased to 50% (294 seats) on 1 October, to 75% (440 seats) on 7 December 2020 and to 100% (588 seats) on 29 March 2021.

In line with the strong financial performance achieved in the fourth quarter, the Glasshouse delivered the following events during the April to June 2021 period:

- The Little Mermaid - Victorian State Ballet;
- Peter Williams - Medium;
- Taste of Ireland;
- Margaret Fulton - The Musical;
- Bicentenary Launch Reception;
- Bicentenary Community Art Exhibition;
- Magic Beach - 2 performances;
- Carmen - Opera Australia;
- The ELO Experience;
- Isaac Butterfield;
- Human Nature - 2 performances;
- Bohemian Rhapsody - Queens Greatest Hits;
- Animal Farm - 2 performances;
- Impermanence - Sydney Dance Company;
- My Life - Billy Joel;
- Hamlet - Prince of Skidmark - 3 performances;
- Melbourne Comedy Festival;
- Lower North Coast Dance Festival - 7 performances;
- Stars on Hastings - The Cancer Council;
- PMPA Mid-Year Showcase - 2 performances;
- Johnny Cash Tribute;
- The Robertson Brothers;
- Standing Up in a Time of Crisis - Livestream event;
- 20 x non-performance events in the conference and meeting rooms.

On 26 June 2021, the NSW Government *Public Health (COVID-19 Temporary Movement and Gathering Restrictions) Order 2021* reintroduced a range of restrictions including limiting the theatre capacity to 50% (294 seats).

The Glasshouse continues to operate in accordance with current NSW Government Public Health Orders.

Options

This is an information report.

Community Engagement and Internal Consultation

The information provided in this report has been reviewed by Council staff.

Regular updates and reporting is also provided to Council's Cultural Steering Group including six-monthly reporting on progress against the Cultural Plan 2018 – 2021 Objectives.

Planning and Policy Implications



This report is consistent with the key outcomes, actions and governance and reporting arrangements identified in the adopted Glasshouse Plan 2020 - 2022.

Financial and Economic Implications

The attached Financial Statement provides details of the Glasshouse finances for the 2020-21 financial year as at 30 June 2021, including the updated status of Glasshouse loan balances.

The impacts of the pandemic and the associated public health orders have been challenging across the industry. From a financial perspective, income has exceeded forecasts, and expenditure has been significantly under budget for the year - hence a position that is \$506,424 better than predicted.

Attachments

1.  Glasshouse Financial Statement 30 June 2021
2.  Update on Glasshouse Plan 2020 - 2022 Actions - July 2021

Item: 09.10

Subject: 2020-2021 CARRY-OVER PROJECTS

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

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

RECOMMENDATION

That Council:

- 1. Adopt the 2020-2021 carry-over projects outlined in this report for inclusion in the 2021-2022 budget.**
- 2. Amend the 2021-2022 one-year Operational Plan to include all projects approved to be carried over as individual action items.**

Executive Summary

This report lists projects from the 2020-2021 budget, which were not completed or progressed quicker than anticipated in the financial year and need to have their budgets adjusted or carried over into the 2021-2022 budget to enable finalisation. Adopting these projects for inclusion in the 2021-2022 Operational Plan (and budget) ensures that they will continue or be completed.

Preliminary expenditure figures show that Council has expended approximately \$74 million in 2020-2021 on works program projects including land purchases and some flood impacted emergency works. This level of expenditure is lower than last year, but more than the average over the last 5 years as shown in the table below.

Expenditure in the general course of business is impacted by the phasing of significant projects, for example, when the project is in planning phase the level of expenditure may be less than during the construction phase and not always indicative of the amount of work completed. The 2020-2021 expenditure includes significant amounts on the progression and finalisation of some major projects including the Small Towns Sewerage Scheme, the Cairncross Landfill Expansion, Gordon Street Pavement Reconstruction and Service Relocations, the Thrumster Reclaimed Water Interim Rising Main and Bago Road Rehabilitation.

Year	Total Works Program Spend
2020-2021	\$74,347,076
2019-2020	\$81,249,807*
2018-2019	\$59,491,069
2017-2018	\$56,255,526
2016-2017	\$69,058,059
Average	\$68,080,307

**This figure was reported to the 12 August 2020 Ordinary Council meeting as \$76,158,558 as a preliminary result.*

The delivery of some projects within the 2020-2021 Operational Plan has been delayed due to impacts associated with both minor and major flood and storm events. This has required Council staff's direct involvement in operational responses as was necessary to support the immediate needs of the community in regards to these unprecedented unplanned events across our LGA, which has impacted the timing of projects originally scheduled in 2020-2021.

In addition, the effects of the COVID-19 pandemic have had an ongoing impact on our community and the way Council staff work. The pandemic has meant that some projects have been re-prioritised during the year to allow for COVID-19 stimulus projects and there have been impacts on the way Council works, for example with delays in supply chains for materials and services.

Despite the particularly challenging circumstances during 2020-2021, the expenditure figures confirm that Council has still been able to deliver a significant amount of works.

The following table illustrates the level of carry-over in relation to the total budget for the last 5 years. A breakdown of the 2020-2021 carry-over confirms that \$7.0m of the \$8.9m carry-over was due to the impacts of adverse weather, floods, bushfires and COVID-19.

Note that the Revised Budget at 30 June is the final budget for the year, which takes into account any carry-overs from the previous year and budget adjustments throughout the year. Some of these carry-over projects listed in the attached are capital whilst others are operational in nature. This expenditure is in addition to recurrent operational expenditure incurred in delivering services to the community.

Year	Original Budget	Revised Budget at 30 June	Carry-over
2020-2021	\$95,952,777	\$86,475,993	\$8,931,712
2019-2020	\$97,885,485	\$96,439,460	\$11,307,655
2018-2019	\$67,289,844	\$89,803,038	\$24,809,194
2017-2018	\$122,733,342	\$100,989,586	\$29,827,793
2016-2017	\$70,430,758	\$92,471,167	\$19,053,479

Note that the Revised Budget at 30 June is the final budget for the year, which takes into account any carry-overs from the previous year and budget adjustments throughout the year. Some of these carry-over projects listed in the attached are capital whilst others are operational in nature. This expenditure is in addition to recurrent operational expenditure incurred in delivering services to the community.

Discussion

It is normal practice for councils to carry forward some project budgets from the previous financial year to enable their completion in the following financial year. Some factors such as weather impacts, new grant funding meaning a re-prioritisation of resources, or third party impacts are beyond councils' control. As noted above the delivery of projects in 2020-2021 has also been impacted by some particularly significant events such as storm, flood and COVID-19 impacts.

Attached to this report is a full listing of projects that were either partially completed or further progressed than originally anticipated (indicated as -ve in the attached) in 2020-2021 and need to be carried over or their budgets reduced to facilitate completion in the 2021-2022 financial year. The carry-over value from 2020-2021 is \$8,931,712 and is broken down into the following deferral categories:

Amount to Be Carried Over	
Deferral Category	Total
Awaiting Design	326,252
Awaiting Tender	200,000
Grant Not Received	287,752
Multi-year Project	-689,340
Other	378,254
Weather	6,395,708
Operational Considerations	1,470,466
Covid/Bushfires	562,620
Grand Total	8,931,712

**Note numbers appearing as negative is where Council is ahead of schedule on particular Multi-year projects, these Multi-year projects are detailed in the attachment.*

The carry-over can also be broken down by Fund and Section as follows:

Amount to Be Carried Over		
Fund	Section	Total
General Fund	Aquatic Facilities	155,442
	Bushfire Control	272,502
	Community Engagement	54,073
	Drainage	450,380
	Facilities	230,881
	Fleet Management	265,675
	Library	29,976
	Natural Resources	122,666
	Parks & Recreation	1,243,014
	PM Town Centre Masterplan	59,818
	Transport and Traffic	-9,039
	Strategic Planning	21,542
	Destination & Cultural Development	466,537
	Community Inclusion	36,931
	Infrastructure Planning	712,084
	Strategic Property Investments	-13,990
	Landuse Planning	254,965
	Biosecurity	31,868
	Communications	4,915
	Development Engineering	82,156
General Fund Total		4,472,396
Sewer Fund	Sewerage Services	891,232
Sewer Fund Total		891,232
Waste Mgt	Waste Disposal	1,498,218
Waste Mgt Total		1,498,218

Water Fund	Water Supply	2,069,866
Water Fund Total		2,069,866
Grand Total		8,931,712

As noted above, there are a number of reasons why project budgets need to be carried over into the next financial year. Some of these reasons are summarised as follows:

Grant Funded Projects

If a project is subject to grant conditions, Council is obliged to carry-over any unspent funds for the purposes of completing the project. If all of the grant funding is not required, then Council is generally required to repay the unspent grant funds. Delays in grant projects can be caused by delays in grant confirmations from the relevant granting authority. The table below represents the funding composition of the carry-over projects, with grant funding representing 29.31% of the total.

Funding Source	Amount	%
Revenue	458,728	5.14%
Reserves	5,042,794	56.46%
Grants	2,618,101	29.31%
Environmental Levy	350,734	3.93%
Contributions	167,312	1.87%
Section 7.4 and 7.11 Contributions	123,233	1.38%
Loans	170,810	1.91%
Total	\$8,931,712	100.00%

Operational Considerations

Many operational considerations impact on Council's ability to deliver projects as scheduled. Such considerations can include weather impacts, disaster events, competing projects which may divert resources away from scheduled delivery, resourcing implications (e.g. unplanned staff absences and vacancies), third party impacts beyond the control of Council (e.g. project partners) and market forces (e.g. availability and cost of materials/contractors). Approximately 78% of the carry-over amount is due to weather, bushfires and COVID-19. This percentage is high, but not unexpected, with our LGA being impacted by such serious events, impacting lead times in procurement and changing the way we work.

Not completing a project which has already commenced may expose Council to a range of risks including those in the areas of service delivery, public safety, political, reputational, legal and financial.

Budget Development Timeframes

The Council budget each year commences development in the September - October period prior to the financial year to which it relates. It is often difficult to estimate so far in advance what impact any of the above operational considerations may have on project delivery.

Multi-year Projects

Many projects, due to scheduled commencement in the latter part of a financial year or due to the size and scale of the project, may have always been intended to be completed over more than one financial year. Projects that have design and construction elements can often span financial years. The budget for the financial year reflects the financial commitment of the delivery plan. Estimating the split by year can be difficult given the budget timeframes as previously mentioned, and these may shift as the project progresses.

Of the total carry-over of \$8,931,712, projects that are considered to be multi-year projects are overall ahead of schedule as can be seen in the “Deferral Category” table on page 3. This is significantly different than in prior years as Council progresses to more accurately break down projects into separable portions for budgeting purposes and effect timely adjustments to projects when they become apparent. The projects that are considered multi-year projects are outlined in the attachment to this report.

Future considerations

Council remains committed to ensuring that, where appropriate, improvements to processes and practices are achieved.

Phased capital budgets have been included in the budget for a number of years now. Regular monitoring through the phasing of capital budgets assists in the early detection and management of potential carry-overs during the current year.

It should be noted that whilst ongoing improvements will continue be made to the budget process with a view to reducing the quantum of carry-overs, some level of carry-over should still be expected for the reasons outlined in this report.

Options

Council has the option of approving the carry-overs in total, in part, or not approving them at all. If no carry-over projects are approved, the projects that are currently partially completed would not be able to be finalised and any grant funding currently available for projects would be required to be returned to the relevant funding body. As outlined in the body of the report, other risks may exist by not approving various carry-over budgets.

Community Engagement and Internal Consultation

Consultation has taken place with all Divisions of Council.

Planning and Policy Implications


There are no direct policy implications as a result of this report, however the 2021-2022 Operational Plan will need to be amended to include the approved carry-over projects to be completed this financial year. There may be a subsequent impact on delivery of the 2021-2022 Operational Plan and this will be monitored via the monthly budget review process.

Financial and Economic Implications

The attached report outlines the carry-over projects and the amount of the carry-over for each project. By carrying over the remaining budgets for these projects, funding will be available in 2021-2022 to undertake the works remaining on these projects.

This report is provided somewhat earlier than in previous financial years due to the timing of Council meetings to facilitate the upcoming election. Where any variances occur during the finalisation of the end of financial year accounts, an adjustment will be processed through the normal Monthly Budget Adjustment Report.

Attachments

1.  2020-2021 Carry-over Report

Item: 09.11

Subject: MONTHLY BUDGET REVIEW - JULY 2021

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

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

RECOMMENDATION

That Council:

1. **Adopt the adjustments in the "July 2021 Adjustments" section of the Monthly Budget Review – July 2021 report and associated attachment.**
2. **Amend the 2021-2022 Operational Plan to include all budget adjustments approved in this report.**

Executive Summary

This report details monthly budget adjustments recommended to be made for the month of July 2021.

The Council adopted 2021-2022 budget position at the commencement of the financial year with a balanced budget. The budget adjustments contained in this report leave the budget position unchanged and balanced at the end of July 2021 as outlined in the below table.

Monthly Budget Review Summary

Original Budget as at 1 July 2021	Balanced	\$0
<i>Plus adjustments:</i>		
July Review	Balanced	\$0
Forecast Budget Position for 30 June 2022	Balanced	\$0

Discussion

Each month, Council's budgets are reviewed by Group Managers and Directors with any required adjustments reported. The purpose of this report is to provide Council with an up to date view of the current actual financial position in comparison to the original adopted 2021-2022 budget position along with the proposed movement of funds to accommodate any changes.

Any budget variations which are greater than \$50,000 and 2% of the project budget are reviewed and approved by the Executive Group in their function to oversee operational activities and approve operational actions.

July 2021 Adjustments

The commentary below is to be read in conjunction with the “Forecast Budget Statement for the Year Ended 30 June 2022” on page 3 of this report. Further details on individual transactions are provided in Attachment “July 2021 Budget Review”.

July Budget Adjustments

Council was awarded grants totalling \$1.03m during the month of July 2021. This comprised of a grant from Resilience NSW for extension of our Community Recovery Officer position (\$220k), Glasshouse Gallery and Renew and Refresh funding (\$110k) and additional grant funding for the Port Macquarie Emergency Operation Centre upgrade (\$13k) and Bago Road Stage 3B (\$685k).

Reserve transfers of \$85k are proposed for specific Work Health and Safety Initiatives (\$55k) funded by StateCover, and Landcare Grants (\$30k).

A Budget Variance was also approved by Executive relating to the Accessible Ramp and Viewing Platform project at Tacking Point Lighthouse for \$15k.

Other adjustments are accounting entries only and have no impact on Council’s budget position or accounts.

Forecast Budget Statement for the Year Ended 30 June 2022

	2021-22 Original Budget ‘\$000	Current Month Adj ‘\$000	2021-22 Full Year Forecast ‘\$000
Operating Activities Movements			
Income from continuing operations			
Rates and Annual Charges	108,390		108,390
User Charges and Fees	39,588		39,588
Interest Received	5,455		5,455
Grants and Contributions	60,845	1,029	61,874
Other Operating Receipts	5,458		5,458
Expenses from continuing operations			
Employee Costs	(55,268)	(220)	(55,488)
Materials and Contracts	(45,201)	(185)	(45,386)
Depreciation	(50,236)		(50,236)
Interest Paid	(2,158)		(2,158)
Other Operating Payments	(15,352)		(15,352)
Loss on Disposal of Assets	(3,000)		(3,000)
Operating result from continuing operations	48,521	624	49,145
Restricted Asset Movements			
Transfer from Restricted Assets	38,796	85	38,881
Transfer to Restricted Assets	(55,466)		(55,466)
Net Revenues (Used in)/Provided by in Restricted Assets	(16,670)	85	(16,585)
Property, Plant and Equipment Movements			
Purchase of Assets	(67,573)	(709)	(68,282)
Developer Provided Assets	(6,500)		(6,500)
Net Revenues (Used in)/Provided by Property, Plant and Equipment Activity	(74,073)	(709)	(74,782)
Financing Activities Movements			
Proceeds from Borrowings and Advances	0		0
Repayments of Borrowings and Advances	(11,014)		(11,014)
Net Revenues (Used in)/Provided by Financing Activity	(11,014)	0	(11,014)
Net Result (Incl Depreciation)	(53,236)	0	(53,236)
Add Back: Non Cash Items	53,236		53,236
Budget Surplus/(Shortfall)	0	0	0

Note that ‘Other Operating Payments’ includes items such as electricity, street lighting, insurances, waste levy, emergency services levies.

Options

Council may adopt the recommendations as proposed or amend as required.

Community Engagement and Internal Consultation

Not applicable.

Planning and Policy Implications

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


Financial and Economic Implications

Attachment 1 to this report contains information of each individual budget adjustment by Division and Section. The budget movements within this report leaves the budget position unchanged at a balanced budget.

Statement by Responsible Accounting Officer

"The adopted original budget result for 2021-2022 was a balanced budget. As at 31 July 2021, this position is unchanged and remains at a balanced budget. This position is considered to be a satisfactory result for the year".

Attachments

1.  July 2021 Budget Review

Item: 09.12

Subject: TEMPORARY WAIVER OF FEES - PORT MACQUARIE SENIOR CITIZENS CLUB & THE HUB BUSINESS AND CO-WORKING CENTRE

Presented by: Strategy and Growth, Jeffery Sharp

Alignment with Delivery Program

1.3.1 Provide effective leadership and equity.

RECOMMENDATION

That Council:

1. **Note the recent NSW Health Orders in response to the latest COVID 19 outbreak, calls on communities to work from home where possible.**
2. **Waive, refund or defer the payment of fees and charges as detailed below, in relation to community members and local businesses impacted by the current COVID-19 outbreak. These fees and charges include:**

	Fee / Charge	Timeline of waiver / deferral
a)	Monthly Rental Fee - Port Macquarie Senior Citizens Facility	Up to 6 months commencing from July 2021
b)	Hub Business and Co-Working Centre User Subscription Fee	Up to 6 months commencing from July 2021

3. **Note that a future report be presented to the November 2021 Ordinary Council Meeting to review this schedule.**

Executive Summary

Due to the current COVID-19 NSW Public Health Orders, the ability to utilise the Port Macquarie Senior Citizens Facility and the Hub Business and Co-Working Centre is being heavily diminished. This in turn is imposing a financial burden on the Port Macquarie Senior Citizens Club and subscribers to the Hub Business & Co-Working Centre.

Due to our seniors being vulnerable and at high risk to COVID-19, this has severely affected the activities held by the club over the past 12 months, and in turn their income has been heavily reduced.

The Hub Business & Co-Working Centre provides a shared space where start-up, home-based, micro businesses, teleworkers and creatives can operate from. Co-workers can book spaces either on a subscription or casual basis.

Port Macquarie-Hastings Council have requested users of the Hub to work from home where possible whilst the current NSW Public Health Orders are in place, and the majority of subscribers are following this advice, resulting in them paying for a service

they are not using and placing financial strain on them in an already difficult economic climate.

Discussion

The Port Macquarie Senior Citizens Club is a Council S355 committee who manage the Port Macquarie Seniors Facility. They are responsible for taking the hire bookings, opening the hall for all hirers and cleaning, and are available to the community 7 days per week.

The activities that the Port Macquarie Seniors Senior Citizens Club provide at the Port Macquarie Seniors facility are an important part of the community as it provides a place for our seniors to go to connect with others, which enhances individuals' wellbeing and reduces the impacts of isolation.

Port Macquarie Senior Citizens Club currently has an adopted fee of \$1,170 per month outlined in Council's scheduled fees and charges for the rental of the Port Macquarie Seniors Facility, which is a significant amount for a Senior Citizens Club to pay.

Allen Ross, president of the Port Macquarie Senior Citizens Club, has expressed his concern on how the club will be able to continue to pay this fee when many of their members are not comfortable in joining in community activities due to the risks in relation to COVID-19. As the Club only charge their members \$2 per activity, they need to get at least 585 members through the door each month, which equates to 20 per day, just to be able to cover the rental fee.

The fee was waived as part of the COVID-19 relief measures adopted by Council from April to September 2020; however, since the fee was reinstated in September 2020, the Club have been struggling to cover their costs.

Following the introduction of Public Health Orders, Council closed all Council owned community halls for a two-week period, from Monday 28 June to Monday 12 July, to ensure the safety of our community. This resulted in the Port Macquarie Senior Citizens Club being forced to cancel all of their activities.

In light of this, and the current volatile COVID-19 climate, the Port Macquarie Senior Citizen Club Committee have decided to continue the cancellation of all activities whilst the lockdown in Greater Sydney & mask wearing restrictions across NSW are in place, as many of their members are classed as high risk for COVID-19. The Committee are confident they have made the right decision to the cancel all activities, however there will be minimal income coming into the committee to pay for their rental fee, which they are quite concerned about.

To ensure the future and longevity of the Port Macquarie Senior Citizens Club in our community, it is recommended that Council support the committee's decision in cancelling all activities by waiving their monthly hire fee for up to 6 months, from July 2021. This will be reviewed prior to December 2021 or earlier if the situation changes.

Similarly, The Hub Business and Co-Working Centre has continued to operate since the COVID-19 lockdown. A range of measures requested by Charles Sturt University have been implemented, consistent with the NSW Public Health Orders, with all subscribers encouraged to work from home where possible, and wear a mask at all times when within the space. Subscribers have demonstrated goodwill in following this advice, which has seen the space almost entirely vacant for the month of July.

As the NSW Public Health Orders are limiting reasonable subscriber access to the Hub, Council recommends the waiver of subscription fees for up to 6 months, from July 2021. This will be reviewed prior to December 2021 or earlier if the situation changes.

Subscription fees are paid monthly in advance, and any fees already paid for July would need to be refunded.

Options

Council may adopt the recommendation as proposed, amend as required or seek additional information.

Community Engagement and Internal Consultation

Consultation has occurred with the Director Corporate Performance and the Director Strategy and Growth.

Planning and Policy Implications



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

Financial and Economic Implications

Any resolution supporting a waiver of the Port Macquarie Senior Citizens Club fee will have an impact. This equates to \$1,170 per month of lost income to the Recreation, Property & Buildings department for the maintenance of the community halls.

Similarly, the waiver of the subscription fees for the Hub Business & Co-Working Centre equates to \$1,588 per month of lost income to the Economic Development Strategy Implementation Fund.

Attachments

1.  Extract from 2021 - 2022 PMHC Fees and Charges - PMQ Senior Citizens Club
2.  The Hub Business & Co-Working Centre Information Flyer

Item: 09.13

Subject: DRAFT SUSTAINABILITY POLICY AND DRAFT CLIMATE CHANGE RESPONSE POLICY

Presented by: Strategy and Growth, Jeffery Sharp

Alignment with Delivery Program

1.3.1 Provide effective leadership and equity.

RECOMMENDATION

That Council:

1. Note and thank the Sustainability Advisory Sub-committee for their participation in the review and subsequent unanimous endorsement of the draft Sustainability Policy and draft Climate Change Response Policy.
2. Place the draft Sustainability Policy and draft Climate Change Response Strategy on public exhibition from 5 August 2021 for a period of 28 days.
3. Note that a further report will be tabled at the October 2021 meeting of Council, detailing the submissions received from the public during the exhibition period.
4. Note that further development of the draft Sustainability Framework and draft Climate Change Response Strategy and associated draft Action Plans will be the subject of future reports to Council as key milestones are achieved.

Executive Summary

Following Council's resolution at the 17 March 2021 Ordinary Council Meeting, work has continued on the development of a draft Sustainability Framework to enable and drive the integration of sustainability across the areas of Council's responsibility.

A draft Sustainability Policy (**Attachment 1**) and draft Climate Change Response Policy (**Attachment 2**) have been developed by staff, reviewed and endorsed by Council's Sustainability Advisory Subcommittee and are now presented to Council for public exhibition.

Work is continuing on the development of the draft Sustainability Framework and the draft Climate Change Response Strategy and associated draft Action Plans.

Implementation of this suite of integrated documents is key to Council and the community, ensuring our response to climate change and sustainability is meaningful and delivers positive outcomes.

Discussion

At the Ordinary Council Meeting held on 19 May 2021, it was resolved:

That Council:

1. *Note the progress on the development of the Sustainability Framework, (including the development of a draft Sustainability Policy).*
2. *Note the progress on the development of a draft Climate Change Policy.*
3. ***Note that following consultation with the Sustainability Sub-Committee a further report is planned to be tabled at the July 2021 meeting of Council, presenting the draft Sustainability Policy and draft Climate Change Policy.***
4. *Note the progress on the development of the Climate Change Strategy and Action Plan.*

CARRIED: 4/2

FOR: Alley, Hawkins, Intemann and Turner

AGAINST: Griffiths and Pinson

This report relates specifically to Item 3 of the above resolution regarding Council's development of the Sustainability Policy and Climate Change Response Policy (note the name change) as highlighted above.

The tabling of this report was delayed to provide the opportunity for the recently-formed Sustainability Advisory Sub-committee to actively participate in the review and refinement of the draft Policies.

Further, this report addresses item 4 of the following resolution from the Ordinary Council Meeting held on 9 December 2020 as highlighted below:

That Council:

1. *Note the Climate Change Risk Assessment as provided as Attachment 1 to this report.*
2. *Note that this report relies on data from 2014.*
3. *Seek updated regional data from NSW Government for the development of Council's management and mitigation initiatives and Sustainability and Climate Change Strategy.*
4. ***Note that a further report will be presented to Council addressing adaptation initiatives with the development of the Sustainability and Climate Change Strategy.***

CARRIED: 6/0

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

AGAINST: Nil

As a result of an evolution in thinking, Council's Response to Sustainability and Climate Change will be guided by the following:

1. Sustainability Framework
2. Sustainability Policy
3. Climate Change Response Policy;
4. Climate Change Response Strategy and associated Adaptation and Mitigation Action Plans for Council and the community.

Please note therefore that the *Sustainability and Climate Change Strategy* referred to in point 4 of the above resolution from the 9 December 2020, Ordinary Council meeting has now been superseded by these 4 elements.

1. The Sustainability Framework

As presented to the 19 May 2021 Ordinary Council Meeting, Council's draft Sustainability Framework takes a Quadruple Bottom Line approach to sustainability:

- i. In general, the **economic pillar** addresses how individuals, business, and governments consume resources in carrying out activities. It also addresses the ability of the economy to support a defined level of economic output or production.
- ii. The **environmental pillar** focuses on the components that stress the physical environment and addresses how society protects ecosystems, air quality, and the sustainability of natural resources such as land and water.
- iii. The **social pillar** seeks to maintain access to basic resources, improve quality of life, promote diversity and inclusion, and address issues such as poverty and inequality.
- iv. A fourth pillar of **leadership and governance** addresses how organisations assess how their decisions and actions can affect sustainability i.e. the commitments, tools or instruments, which are needed to ensure a sustainability lens is used to guide decisions.

The draft Sustainability Framework sits at the highest level in the Strategic Planning Framework that the Strategy Team is developing to ensure that sustainability is considered in all strategic documents within the Framework.

The draft Sustainability Framework consists of two parts and 7 elements as shown in the diagram below:



2. The Sustainability Policy

Part A of the draft QBL Sustainability Framework - Commitment - consists of the Sustainability Policy which is being presented to Council as part of this report. The draft Policy (**Attachment 1**):

- Includes a definition of sustainability;
- Identifies the role of the Sustainability Framework in Council's operations and the roles and responsibilities of Councillors and Council staff.
- Defines the four Sustainability Pillars which address the Quadruple Bottom Line (QBL) elements of sustainability.
- Outlines the Principles Council will follow in its planning and day-to-day operations

NB. Work is continuing on the development of Part B of the QBL Sustainability Framework - Implementation - which will provide the tools by which the Sustainability Policy is implemented.

3. Climate Change Response Policy

The draft Climate Change Response Policy (**Attachment 2**). The draft Policy has intentionally been left broad in particular with the setting of carbon targets. These will be set in consultation with the community and following an analysis of what is achievable within the proposed timeframes. In doing this, our work can be led by the strategic documents rather than the Policy, which would otherwise need updating if and when developments occur.

The draft Climate Change Response Policy aligns with the draft Sustainability Policy.

4. Climate Change Response Strategy and Associated Mitigation and Adaptation Action Plans

Work has commenced with the Sustainability Advisory Subcommittee on the development of the draft Climate Change Response Strategy and associated draft Action Plans.

A proposed development pathway for these key documents (see **Attachment 3**) has been presented to the Advisory Subcommittee for input. Further reports will be brought to Council on the development of these documents as key milestones or decision-points are reached.

Options

Council has the option to:

1. Resolve to exhibit the draft Sustainability Policy and draft Climate Change Response Policy as recommended;
2. Resolve to undertake amendment to the draft Sustainability Policy and/or draft Climate Change Response Policy prior to public exhibition; or
3. Resolve not to exhibit the draft Sustainability Policy and/or draft Climate Change Response Policy and seek further information.

Community Engagement and Internal Consultation

Development of the draft Sustainability Framework, draft Sustainability Policy and draft Climate Change Response Policy have been informed by previous engagement with the community on the development of Council's Community Strategic Plan and Local Strategic Planning Statement, literature reviews, the consideration of pathways that other Councils (who are seen as leaders in Sustainability) have pursued and existing global frameworks.

The draft Sustainability Policy and draft Climate Change Response Policy were presented to the Sustainability Advisory Subcommittee for review at the recent July 14 workshop. Following minor modification, the draft Policies have been unanimously endorsed by the Subcommittee for consideration by Councillors to be placed on public exhibition.

Planning and Policy Implications

These are new draft Policies yet to be adopted by Council.

Financial and Economic Implications

There are no financial and economic implications in relation to this report. Should the draft Policies be adopted as drafted, Council may need to consider the allocation of finances and resources to ensure that the principles contained within the Policies can be adhered to.

Attachments

1.  Draft Sustainability Policy
2.  Draft Climate Change Response Policy
3.  Proposed Climate Change Response Strategy Development Process

Item: 09.14

Subject: BUSHFIRE DISASTER RECOVERY FUNDING

Presented by: Strategy and Growth, Jeffery Sharp

Alignment with Delivery Program

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.

RECOMMENDATION

That Council note:

- 1. The Bushfire Disaster Recovery Funding Report which provides an update monitoring and delivery of the Council and community projects funded under the NSW and Commonwealth Government bushfire recovery funds.**
- 2. That a further update report will be provided at the February 2022 Council meeting.**

Executive Summary

Bushfire Recovery funding received in early 2020 from State Government (\$250k) and Federal Government (\$1.4M) is supporting the delivery of 43 Council, business, community services and infrastructure projects relating to bushfire preparedness and recovery across our Local Government Area (LGA).

Resilience NSW funded a Community Recovery Officer 12-month temporary position and allocated \$220k funding that includes \$70k for program expenditure. They have extended the funding for an additional 12-months to August 2022.

Council was awarded a \$250k grant from Resilience NSW for a 12-month additional Community Recovery Officer position, including \$30k program and \$120k for a council-led small grants program for community resilience and recovery projects.

This report and its attachments provides an update on the delivery of these important recovery projects, many of which are completed. Regrettably, COVID-19 has resulted in some projects being delayed however, both Commonwealth and State Government funding partners have provided extensions on project completion deadlines as a result of these circumstances.

A further progress report will be presented to the February 2022 Ordinary Council meeting.

Discussion

At the 17 February 2021 Ordinary Council Meeting, it was resolved:

10:17 BUSHFIRE DISASTER RECOVERY FUNDING**BLOCK RESOLVED: Alley/Griffiths***That Council note:*

1. *The Bushfire Disaster Recovery Funding Report which provides an update on monitoring and delivery of the Council and community projects funded under the NSW and Commonwealth Government bushfire recovery funds.*
2. *That a further update report will be provided at the August 2021 Council meeting.*

Project Updates

Attachments 1 and 2 provides an overview of progress for the 43 projects funded by:

- \$250,000 NSW State Government Bushfire Community Resilience and Economic Recovery Fund Phase 1. All funded projects were completed by 30 May 2021; and
- \$1,416,667 Commonwealth Bushfire Disaster Recovery Funding provision to Council. 20 projects are complete with 13 projects still being progressed, with all funded projects to be completed by 30 June 2022.

Both funding bodies have provided extensions as a result of COVID-19 impacts. Delayed and partially-completed projects include:

- \$50,000 Long Flat Hall construction of disability friendly toilet and linking paths;
- \$40,000 Bellangry - Woodlands reserve works; and
- \$40,000 Hollisdale Hall Pappinbarra improvements.

Completed projects are primarily themed around preparation of community halls and showgrounds as fit for purpose evacuation and refuge centres and include:

- \$300,000 Wauchope Showground new amenities and new stable rows, enabling evacuation site for residents and their horses;
- \$50,000 Kendall Showground upgraded toilet amenities and refurbished kitchen with commercial stove and fridge to enable catering for emergency crews, volunteers and evacuees;
- \$20,000 Construction of Kindee Hall disability accessible toilet;
- \$45,000 Bunyah Local Aboriginal Land Council provisioning of PPE for cultural burning team;
- \$60,000 Gratitude murals and 'Christmas Bell' virtual performances and thank you to RFS volunteers; and
- \$25,000 Pappinbarra RFS installation of water tank, cage for generator and new awning.

\$250,000 NSW Bushfire Recovery & Resilience Funding - Phase 2

Council also received a \$250,000 grant from the NSW State Government Bushfire Community Recovery and Resilience Fund Phase 2. The Funded projects for this grant are to be completed by 30 June 2022 and include:

- \$120,000 for council-led community small-scale short term grants. Included as a new category in Council's grant program that opened in March 2021, with successful projects needing to demonstrate an ability to meet Resilience NSW

Disaster Recovery Outcomes. [A requirement of the grant was for Council's to run a community grants program];

- \$30,000 for a Rural Resilience and Recovery Program to be delivered by the Community Recovery Officer; and
- \$100,000 allocation for an additional temporary Community Recovery Officer position. The intention of the role will be to support and facilitate community based projects that assist in the recovery of our regions and lead to long term community resilience. This complements the NSW and Commonwealth Governments under Category A of the Disaster Recovery Funding Arrangements (DRFA) that currently funds our 24-month temporary Community Recovery Officer position which finishes in August 2022.

Further Bushfire Recovery Funding Opportunities

The Australian Government has recently announced the *Black Summer Bushfire Recovery Grants* program that closes 2 September 2021. \$276 million is available over three years to support recovery and resilience of communities impacted by the 2019-20 bushfires. Community groups, business and over 70 local councils are eligible to apply. PMHC is currently reviewing the assessment criteria to identify eligible projects for submission.

In May 2021, the Prime Minister also announced the *Preparing Australia Program* Which will invest \$600 million toward household and communities to ensure that they Are better prepared for future disasters. The program aims to make Australia stronger in the face of natural disasters like bushfires, floods and cyclones, and reduce the cost of recovery support. There will be two funding streams:

- Public risk reduction – *Preparing Australian Communities Program* (up to \$400 million)
- Private risk reduction – *Preparing Australian Homes Program* (up to \$200 million).

Program guidelines and opening dates for the *Preparing Australia Program* are yet to be announced. Council is registered to receive updates about the program and poised to encourage communities and business to consider this opportunity.

Options

1. That Council notes the information contained in the “Bushfire Recovery - Grant Funded Projects” Report and attachments; or
2. That Council requests additional information.

Community Engagement and Internal Consultation

External consultation was undertaken with the Community Project Managers of the funded groups.

Internal Consultation was undertaken with relevant Council Project Managers who provided progress reporting on their funded projects.

Planning and Policy Implications

There are no planning and policy implications in relation to this report. It is noted, however, that the timing of funding received, prioritisation of the identified projects and extended timeframes for project implementation/delivery can have implications for Council's Operational Program delivery.



Financial and Economic Implications

Council has received the \$1.4M Commonwealth funding, \$250,000 State funding and the recent \$250,000 Resilience NSW funding, plus \$440,000 for the Community Recovery Officer temporary position and program expenditure. It is intended that the projects being delivered as a result of this funding will support community and economic recovery across our region.

As is noted, the program includes two temporary positions within Council.

There will also be a requirement for project management and liaison provided by staff who have remit of identified projects. These costs will be covered within existing Council salary allocations.

Attachments

1.  Attachment 1 \$250k NSW Bushfire Community Resilience and Economic Recovery Fund
2.  Attachment 2 \$1.4m Australian Government Bushfire Disaster Recovery Funding

Item: 09.15

Subject: GRANT APPLICATIONS BIENNIAL REPORT

Presented by: Strategy and Growth, Jeffery Sharp

Alignment with Delivery Program

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.

RECOMMENDATION

That Council note the Grant Applications Biennial Report, providing an update on grants that Council has applied for or obtained, for the 2020-2021 financial year.

Executive Summary

Grants from State and Federal Government support the delivery of a range of Council services and infrastructure for our community. This report provides an update on Council's grant applications and outcomes for the 2020-2021 financial year.

This report is the seventh update to Council, noting reporting is now on a six-monthly basis, in February and August each year.

It has been a very busy 2020-2021 financial year. Council has applied for 81 grants totalling over \$77 million and, to date, has been successful in securing over \$42 million, with a Council co-contribution of \$8 million. There are many applications still to be assessed. This compares to 48 applications submitted in the preceding 12-months (2019-2020) to the value of \$45 million with \$32 million in funding secured and Council co-contribution of \$6 million.

Discussion

Every year, Council applies for, or obtains, a significant number of grants to support the delivery of a range of services and infrastructure for our community. We continue to work closely with local members and representatives in other levels of government to advocate for positive grant outcomes and apply for all appropriate opportunities. The Director Strategy & Growth provides a grant status report to Federal and State elected members every month.

Activity over the last six months

The Council Grants Register (Attachment 1) details grant applications made, successfully, unsuccessfully, or outcome unknown for the 2020-2021 financial year to date.

During the final six-months of the 2020-2021 financial year, Council has applied for 28 grants totalling over \$26 million. Council has been advised of the success of some of these applications with highlights including:

- \$300k Laurieton Sportsground construction of new multi-purpose facility, spectator areas and meeting rooms;
- \$139k Explore, Excite, Ignite, Glasshouse Creative Learning Program;
- \$600k Port Macquarie Airport security costs support; and
- \$162k Upgrade of Port Macquarie Emergency Operations Centre.

Council staff have contributed some 689 hours in the preparation of grant applications in the last 12 months. This compares with 641 hours of estimated grant preparation time in the previous 12 months.

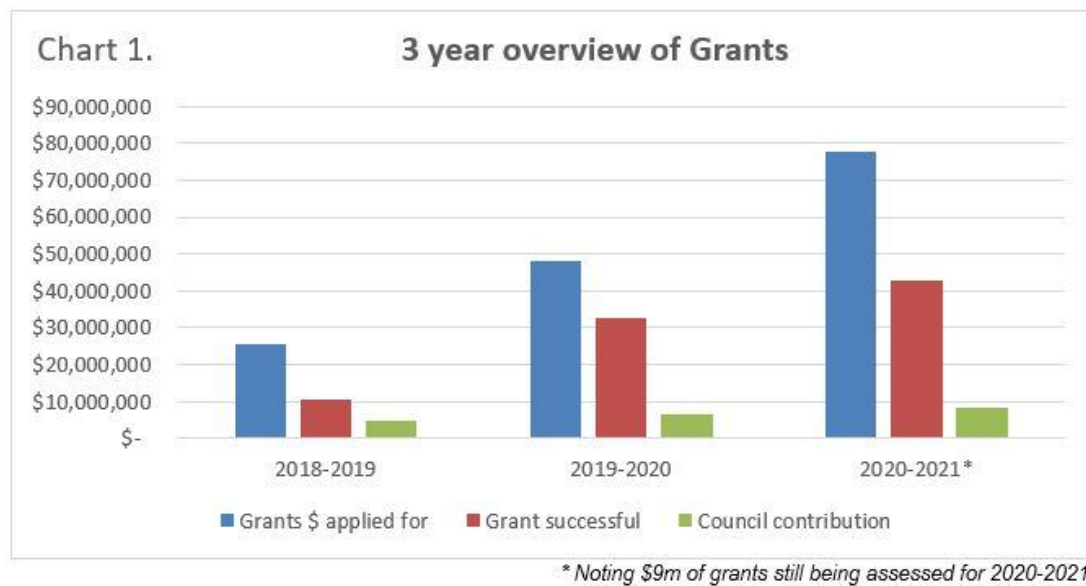
The State and Federal Government continue to create new grants in response to the drought, bushfire, COVID and flood as a way to engineer economic and social recovery. An example is the NSW Bushfire Local Economic Recovery Fund, where it behove Council to pursue applications that may have a low percentage of a positive outcome such as the *\$11m Lake Cathie revetment wall* as an outside chance to secure much needed funding. Unfortunately, this application was not successful.

An unusual grant was the NSW Public Spaces Legacy program that required Council to speed up the development approval process by 10% and our DA processing times to be reported monthly to the State Government. The proposition was that Council would then be awarded a \$3 million grant. It proved an impossible task, with PMHC experiencing an unprecedented 20% surge in the lodgement of development applications this year. Many Councils were in the same situation, and the current status of this program is that we have received a one-off payment of \$450,000 for parkland project design and the remaining \$2,550,000 is under review by an Independent Assessment Panel. We expect an outcome to be announced in August 2021.

In terms of supporting community members and groups seeking grants, the Port Macquarie-Hastings Council Grant Finder website was launched on 1 December 2020 and continues to grow in popularity. The site can be found at pmhc.grantguru.com.au. This site provides a free search engine for Council staff, businesses, community groups, sporting clubs and event organisers to search for grants and funding and to access grant writing tips, resources and advice for seeking Council approvals. It has an average of 112 unique visitors per month using the grant search engine.

Broader trend analysis

Chart one illustrates by value, total grants Council has applied for, received, and the associated Council funding co-contribution by financial year over the past three years. As is illustrated, grants income has grown significantly - from \$10.5m in 2018-19 to \$42.7m for 2020/2021 (noting \$9m of grant applications for this year are still being assessed, so there is potential for this figure to be even higher).



The following table (collated from Attachment 1) includes the total value of applications and the money obtained from successful grants for the previous two financial years. It should be noted that grants to the value of \$9 million are currently being assessed by the funding bodies.

Table 1: Overview of Council Grants Register

2019-2020	Grant amount applied for	Grant amount received	Council contribution for awarded grants	Yet to be advised	Advised unsuccessful	Estimated prep time (hour)
1 st quarter	\$2,718,650	\$1,746,000	\$30,000	-	\$972,650	119
2 nd quarter	\$33,986,483	\$25,252,983	\$5,068,901	-	\$8,733,500	243
3 rd quarter	\$5,389,167	\$1,951,667	\$0	-	\$3,437,500	131
4 th quarter	\$6,121,893	\$3,788,893	\$1,218,407	-	\$2,333,000	148
TOTAL	\$48,216,193	\$32,739,543	\$6,317,308	-	\$12,458,000	641

2020-2021	Grant amount applied for	Grant amount received	Council contribution for awarded grants	Yet to be advised	Advised unsuccessful	Estimated prep time (hour)
1 st quarter	\$15,172,569	\$12,598,700	\$7,552,189	\$2,550,000	\$23,869	114
2 nd quarter	\$36,197,884	\$25,363,785	\$534,298	\$854,255	\$9,979,844	297
3 rd quarter	\$24,565,187	\$3,921,669	\$24,229	\$5,130,000	\$15,513,518	191
4 th quarter	\$1,574,439	\$843,646	\$0	\$730,793	-	87
TOTAL	\$77,510,079	\$42,727,800	\$8,110,716	\$9,265,048	\$25,517,231	689

Options

Council may choose to:

1. Note the information contained in the 'Grant Application Biannual Report'; or
2. Request additional information.

Community Engagement and Internal Consultation

All staff developing grant applications were consulted in finalising the Grants Register at Attachment 1.

The Council has a commitment to support community group grant applications by assisting them with information, data, and letters of support and land-owner approval where applicable. These community-based grants acquired by community groups are not included in this report, nor are grants disbursed by Council to our community.

Planning and Policy Implications

There are no planning and policy implications in relation to this report. It is noted, however, that the timing of grants received and project implementation/delivery can have implications for Council's Operational Program delivery.

Financial and Economic Implications

There are no direct economic implications in relation to this report. It is noted that if successful in receiving grants, often there is a requirement for Council to provide matched funding. Additionally, further resources are required to not only implement the grant funded project, but also to complete an acquittal at the end of the project term and for many projects, to provide regular progress reports as the grant funds are expended.

Grants from various sources are an important source of funding for a wide variety of Council activities. Many grant-funded projects result in the use of local suppliers and contractors, which contributes significantly to local economic activity. This has been a particular focus in response to COVID-19 impacts.

Attachments

1.  Grants Register 2020-2021

Item: 09.16

**Subject: DEVELOPMENT ACTIVITY AND ASSESSMENT SYSTEM
PERFORMANCE**

Presented by: Development and Environment, Melissa Watkins

Alignment with Delivery Program

4.3.1 Undertake transparent and efficient development assessment in accordance with relevant legislation.

RECOMMENDATION

That Council:

- 1. Note the Development Activity and Assessment System Performance report for the fourth quarter of 2020-2021.**
- 2. Note the determinations made by staff under Clause 4.6 of the Port Macquarie-Hastings Local Environmental Plan 2011 for the quarter.**

Executive Summary

This report provides a summary of development assessment, building certification and subdivision certification activities for the April to June 2021 quarter and effectively rounds out the 2020-2021 period. Data on the number of applications and processing times, together with a commentary on development trends is provided for the information of Council.

The report also includes details of determinations made by Council staff under Clause 4.6 of the Port Macquarie-Hastings Local Environmental Plan 2011.

Discussion

1. Development Activity and Assessment System Performance

Table 1 provides data on the volume of applications received and determined over the quarter relative to the yearly average and monthly average of the preceding five years. The quarter saw a continuation of the high volumes of applications being received for 2020-2021, compared to the previous year.

The monthly average number of Development Applications (DAs) received for 2020-2021 was 99, compared to a monthly average of 83 in 2019-2020. This continues to be a very positive result given the initial challenges and uncertainties posed by the COVID 19 pandemic. Anecdotal feedback from builders and developers indicates that the combination of government grants and the new found working-from-home capabilities of many workplaces has contributed to the growth for the Port-Macquarie-Hastings.

A similar increase in the monthly average of DAs received is also evident for plumbing and drainage and Roads Act applications. The monthly average number of plumbing and drainage applications received is 95, up from a monthly average of 82 in 2019-2020. Roads Act applications are averaging 55 per month, up from a monthly average of 40 in 2019-2020. Construction Certificate processing has also remained strong with an average of 48 applications received per month compared to a monthly average of 43 in 2019-2020

This approximate 15-20% increase across many of the core application types, coupled with an average of 456 monthly building/plumbing inspections and 500+ monthly duty planner/surveyor counter enquiries, is resulting in a backlog of work for the development assessment team. Resourcing has been increased through the appointment of a temporary planner, an additional permanent building surveyor and the backfilling of a vacant development engineer role.

Table 1 - Applications Received and Determined

Applications Received and Determined	2015-16 Monthly Average	2016-17 Monthly Average	2017-18 Monthly Average	2018-19 Monthly Average	2019-20 Monthly Average	2020-21 Monthly Average	2020 - 21 TOTAL	Apr-21	May-21	Jun-21
Development Application Received	85	89	89	91	83	99	1184	96	84	89
Development Application Approved	79	80	86	89	76	90	1079	93	99	85
Development Application Refused/Withdrawn/Rejected					4	5	57	3	5	7
DA Modifications Received	17	15	16	16	13	17	200	14	13	20
DA Modifications Determined	15	15	15	15	12	16	193	15	7	18
Complying Development Certificates Received (Council)	7	9	8	9	10	9	106	6	7	1
Complying Development Certificates Determined (Council)	7	16	8	8	7	5	65	3	8	4
Complying Development Certificates Determined (Private Certifier)	21	19	30	21	17	19	233	16	13	0
Construction Certificates - Building Work Received (Council)	41	42	41	45	45	48	576	48	44	38
Construction Certificates - Building Work Determined (Council)	38	38	42	44	44	43	514	41	40	40
Construction Certificates - Building Work Determined (Private Certifier)	29	23	34	39	39	21	246	8	4	0
Plumbing & Drainage Received	80	99	92	82	82	95	1142	90	105	82
Plumbing & Drainage Determined	72	87	91	81	81	87	1045	72	112	91
Subdivision Works Certificates Received	9	13	13	11	9	8	99	5	11	4
Subdivision Works Certificates Determined	9	8	12	12	8	8	98	11	6	7
Subdivision Certificates Received	11	12	12	8	9	7	88	4	4	10
Subdivision Certificates Determined	10	11	10	8	8	8	100	9	10	7
Strata Certificates Received	2	2	3	5	3	1	9	0	0	4
Strata Certificates Determined	2	2	3	4	4	1	8	1	0	3
Roads Act Applications Received	54	56	52	47	40	55	665	52	46	47
Roads Act Applications Determined	49	49	52	44	35	49	585	48	42	49
Planning Certificates Issued	275	250			245	277	3319	259	278	271
Building Inspections Undertaken	407	455	494	484	461	456	5470	488	506	518

Note: private certifier data not available at the time of writing

Application processing data and longer-term trends for the various application types is provided in **Table 2**. For DAs, monthly gross average processing times for 2020-2021 was 68 days, which is up on the 61-day average achieved during 2019-2020. This increase in average processing times directly correlates to the increased volume and backlog of work. It is worth noting that PMHC's gross average processing time is still well below the NSW average of 91 days.

Under the Department of Planning's Public Space Legacy Program, one of the requirements for Council to realise \$3 million in grant funding for public open space projects is to achieve a 10% increase in median DA processing times by 30 June 2021 (target of 39 days). The monthly median average for the year was 50 days. The 39-day target was not achieved due to the unanticipated 20% increase in DA volumes and the time taken to recruit additional resources. This issue has been communicated to the Department of Planning Industry and Environment and the Local Member. Council staff have requested that the unexpected surge in application volumes is taken into account by the Department in evaluating the grant milestones. An outcome of the grant is expected by the end of August 2021.

The monthly gross average processing days for works certificates for 2020-2021 (formerly called 'infrastructure construction certificates') was 99 days, compared to 77 days in 2019-2020. Whilst this is an increase in time, this result was adversely affected by a number of long-standing applications determined in the reporting year. The backfilling of a longstanding vacancy in the development engineering team is expected to improve processing times.

Table 2 - Application Processing Times

Application Processing Performance	NSW 2018-19 Monthly Average	PMHC 2018-19 Monthly Average	PMHC 2019 - 20 Monthly Average	PMHC 2020 - 21 Monthly Average	Apr-21	May-21	Jun-21
Development Application Net Median Days		38	37	41	42	39	36
Development Application Gross Median Days	53		56	50	50	49	46
Development Application Net Average Days		46	42	47	47	46	44
Development Application Gross Average Days	84	64	61	68	74	72	76
Complying Development Net Average Days		7	13	21	40	14	22
Complying Development Gross Average Days		7	15	25	43	38	29
Building Construction Certificate Net Average Days		9	9	14	20	13	22
Building Construction Certificate Gross Average Days		66	66	61	41	93	44
Plumbing and Drainage Net Average Days		21	18	21	26	22	22
Plumbing & Drainage Gross Average Days		52	53	60	60	59	54
Subdivision Works Certificates Net Average Days		53	39	73	93	65	87
Subdivision Works Certificates Gross Average Days		109	77	99	141	141	110
Subdivision and Strata Certificates Net Average Days		49	44	48	39	60	42
Subdivision and Strata Certificates Gross Average Days		63	91	94	109	85	54
Roads Act Net Average Days		17	13	19	30	22	9
Roads Act Gross Average Days		43	39	37	52	42	32

2. Applications determined under delegation including Clause 4.6 - Exceptions to Development Standards

Table 3 lists DAs that have been determined during the quarter which have included a Clause 4.6 exception to a development standard under the Port Macquarie Hastings Local Environmental Plan 2011. Senior staff have delegation to determine applications involving a Clause 4.6 objection where the variation is no greater than 10% of the development standard.

Table 3 - Variations to Development Standards

Application	Property	Extent of Variation
DA2020 - 1034.2	162 Camden Head Road, Camden Haven	8.8%
DA2020 - 1045.1	Lot 2 DP 1188545, Pacific Drive, Port Macquarie	9%

This information is provided for notation by Council in accordance with the Department of Planning, Industry and Environment Circular PS 08-003.

Options

This is an information report.

Community Engagement and Internal Consultation

Development assessment statistics are discussed internally as the key indicator of system performance.

Ongoing engagement on development activity and process improvement is also undertaken through the Construction Industry Action Group (CIAG) forum.

Planning and Policy Implications

There are no planning or policy impacts.

Financial and Economic Implications

This report does not have direct financial or economic implications. However, monitoring the performance of the development assessment system is an important undertaking given the role of development regulation in the broader economy and the need to minimise costs to business and the community in managing development.

Attachments

Nil

2 Your Community Life

What we are trying to achieve

A healthy, inclusive and vibrant community.

What the result will be

We will have:

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

How we will get there

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

Item: 10.01

Subject: CULTURAL PLAN 2021 - 2025

Presented by: Strategy and Growth, Jeffery Sharp

Alignment with Delivery Program

2.5.1 Support cultural activities within the community.

RECOMMENDATION

That Council:

- 1. Note the submissions and feedback received on the draft Cultural Plan during the exhibition period;**
- 2. Thank all those in the community who made submissions;**
- 3. Adopt the Port Macquarie-Hastings Cultural Plan 2021-2025;**
- 4. Request Chief Executive Office report annually commencing in August 2022, on the implementation of the Cultural Plan and evaluation of actions undertaken of the Cultural Plan.**

Executive Summary

The Draft Cultural Plan was placed on exhibition from 19 May to 18 June 2021. Seven submissions were received, and overall the sentiment around the draft Plan was positive, with comments advocating for Council's continued support of our community's arts, heritage, cultural and creative endeavours.

Since the exhibition period, staff and Council's Cultural Steering Group (CSG) members have closely considered the feedback received and made amendments to the draft Plan. In particular, there has been a strong focus on how we will measure the Plan's success as it is implemented.

The final draft Plan is now presented to Council for adoption, noting it is viewed as a 'living document' and will be implemented with oversight by the Cultural Steering Group and there will be future consultation with Council should changes be recommended.

Discussion

At the Ordinary Council Meeting held on 19 May 2021, Council resolved to place the draft Cultural Plan on public exhibition:

10.03 DRAFT CULTURAL PLAN

RESOLVED: Turner/Hawkins

That Council:

- 1. Note the enthusiastic participation and commitment by the Cultural Steering**

Group in development of the Draft Cultural Plan 2021 - 2025.

2. Place the Draft Cultural Plan on public exhibition from 21 May 2021 until 20 June 2021.

3. Note that a further report will be tabled at the July 2021 meeting of Council, detailing the submissions received from the public during the exhibition period.

CARRIED: 6/0

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

AGAINST: Nil

The Draft Plan

Actions undertaken in implementing the 2018-2021 Cultural Plan has seen connection, collaboration and relationships with and within our local arts, heritage, cultural and creative communities strengthen. The Plan has provided a roadmap for the sector, opportunities to access State and Federal Funding, a focus on collecting robust local data, linkages with destination management, partnerships and local capacity building.

Building on this, the 2021-2025 Cultural Plan (refer Attachment 1) identifies the overarching vision and specific goals, strategies and actions that will continue to drive and support cultural development within our region for the period 2021-2025. The Plan outlines strategies and actions 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 Cultural Plan development process used co-design principals and a strong participatory process. This was informed by current local data collected through extensive engagement with industry and local stakeholders for the Cultural Economy Project in 2020 (refer project report at Attachment 3).

The Plan is designed to be a "living" document that can evolve with changing times, priorities and trends, if needed. The implementation of the future actions identified in this Plan is dependent on their inclusion in Council's Delivery Program, Annual Operation Plan and support from other stakeholders and local community (refer Financial and Economic Implications section).

Feedback during the exhibition period

The public exhibition of the draft Cultural Plan saw seven written submissions from individuals and organisations ranging from positive endorsements to more in-depth and detailed feedback (see Community Engagement section overleaf for specific feedback and responses). To address feedback (and consistent with the co-design approach used in developing the draft Plan), an Evaluation and Measures Working Group was formed. This comprised Council's Cultural Development Staff and a number of members of the Cultural Steering Group.

The working group undertook a high level Theory of Change process to test the framework and assist with identifying outcomes with measures using the Cultural Development Networks Evaluation Schema - included as attachment B in the Plan. In addition, where possible specific measures were identified to evaluate delivery of the Plan's actions.

All CSG members acknowledged the difficulty in developing meaningful measures for the Plan. Further, the overarching success of the Plan, is dependent on the work of Council and a range of partners. As such, there will also be a need to use a range of qualitative participatory methods and measures to assess implementation success. This 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.

Further, the implementation of this plan includes a commitment to continue to foster participation and co-design through a research partnership with Charles Sturt University. This project is titled 'A Designerly Approach to Local Government Strategic Planning and Evaluation' and will work to increase the capacity, skills and knowledge of staff and community stakeholders in measuring social impact in particular.

Further feedback relating to the Vision and Action matrix being provided in a more accessible format has been addressed within the design of the Plan. Stakeholders expressed a desire to gain access to the Cultural Economy Project and in response the document has been attached to this report and moving forward will be shared upon request.

Options

Council may choose to adopt the Plan as presented, or seek additional information or modifications.

Community Engagement and Internal Consultation

Extensive community engagement was undertaken during the Cultural Economy Project in 2020, which has provided current local data and insights to inform the review of the current Cultural Plan 2018 - 2021 and development of the Draft Cultural Plan 2022 - 2025 by the Cultural Steering Group. The Cultural Steering Group who has been heavily engaged in the development of the new plan, stem from a diverse range of sectors locally: heritage; performing arts; arts; creative industries; education and community arts and writing organisations.

During the exhibition period, there were 157 total visits to the Cultural Plan page on the Have Your Say website and 68 downloads of the draft Plan.

A submissions summary table, including issues raised and our response is included as Attachment 2.

Planning and Policy Implications

If Council choose to adopt the Draft Cultural Plan at a future meeting of Council, then some of the actions included in the plan may result in the review and revision of existing policies and related documents to ensure that cultural development objectives are taken into account.




Financial and Economic Implications

If the Plan is adopted, Council will need to consider resources to lead the Cultural Plan implementation and undertake any specific actions in which Council is involved, as part of its annual budget considerations.

It is assessed that implementation of the Plan would require a continuation of existing resource levels plus, resourcing for the delivery of the Artwalk Event (currently only resourced for the current year) and heritage management/maintenance.

Adoption of the Draft Cultural Plan will continue a more focused and coordinated management of our cultural development and broader collaboration between Council, community, creative industries and other stakeholders engaged in our cultural economy. The economic impact of the plan's implementation is difficult to forecast, however, performance measurement will form a key part of the Plan's implementation.

Attachments

1.  Draft Cultural Plan 2021 - 2025
2.  Submissions Summary Table - Draft Cultural Plan
3.  PMHC Cultural Economy Project

Item: 10.02

Subject: DISABILITY INCLUSION ACTION PLAN UPDATE

Presented by: Strategy and Growth, Jeffery Sharp

Alignment with Delivery Program

2.2.1 Support and advocate for all community sectors.

RECOMMENDATION

That Council:

- 1. Note the Disability Inclusion Action Plan 2017-2021 update.**
- 2. Note that a future report will be presented to the October 2021 Ordinary Council Meeting for the Disability Inclusion Action Plan 2017-2021 Final Progress Report.**

Executive Summary

Council adopted a Disability Inclusion Action Plan (DIAP) 2017-2021, which commenced on 1 July 2017. The DIAP provides a four-year framework for inclusion planning and was undertaken in line with the NSW Disability Inclusion Act 2014.

The implementation of the Plan was to create a more inclusive and disability-friendly community for all residents and visitors to the region.

The DIAP is now at the end of its adopted timeframe and will require a review. As part of this review, staff will work closely with the newly established Community Inclusion Committee and Access Working Group to develop key actions for the plan before seeking community feedback.

Discussion

The fourth year of the Disability Inclusion Action Plan 2017-2021 has now been completed, with all actions successfully met across the organisation.

A Final Progress Report outlining the actions completed will be presented to Council at the October 2021 meeting, however below are some key actions undertaken by the organisation in the final year of the current DIAP:

- Upgrade to the disability toilets at Blackbutt Park, Wauchope
- Addition of disability car spaces at Mrs York's Garden viewing platform
- 'Everyone Can Play' playground upgrade at Town Beach
- Purchase of a new mobility lift and two aquatic wheelchairs for Port Macquarie & Wauchope Pools
- Access Audit undertaken at the new Port Macquarie Airport terminal completed by the Access Working Group and staff

Work has started on reviewing the current DIAP to create the Disability Inclusion Access Plan 2021-2025, which will also form part of the Community Inclusion Plan 2021-2025.

The current DIAP is heavily focused on physical accessibility, however with current statistics coming from the Australian Bureau of Statistics (ABS), it shows that in the Port Macquarie-Hastings LGA in 2018, 21,174 of our residents, or 25.8% of the population, identified as having a disability in some form. This compares to the national average of 17.7%.

With this in mind, the aim of the new plan is to ensure there are a diverse range of actions covering accessibility in all forms to try to accommodate our rapidly growing population so all residents can have access to information, services, recreation activities and facilities.

During this review, staff will work in consultation with the newly established Community Inclusion Committee and Access Working Group to develop the key actions for the Plan, prior to seeking community feedback.

Options

Council may choose to seek additional information regarding the Disability Inclusion Action Plan 2017-2021.

Community Engagement & Internal Consultation

The DIAP implementation involves collaboration between a wide range of Council staff, including the following teams - Community, Infrastructure Planning, Recreation Property & Buildings, Communications, Port Macquarie Airport, Glasshouse, Library Services and Customer Service.

The Community Inclusion Committee and Access Working Group will also work in collaboration to develop the key actions for the new DIAP.

Planning & Policy Implications

This activity is consistent with the NSW Disability Inclusion Act 2014 and Council's 2017-2021 Delivery Programme 2.3.1.1 *Implement the Disability Inclusion Action Plan and inclusive programs.*

Financial & Economic Implications

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

Attachments

Nil

Item: 10.03

Subject: RECREATION ACTION PLAN - ANNUAL UPDATE

Presented by: Development and Environment, Melissa Watkins

Alignment with Delivery Program

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

RECOMMENDATION

That Council:

- 1. Note progress achieved to date in implementing the Recreation Action Plan 2020-2025.**
- 2. Endorse the updated Recreation Action Plan 2021-2025 for implementation.**
- 3. Request the Chief Executive Officer to promote the adoption of the updated Recreation Action Plan 2021-2025 on Council's website.**

Executive Summary

The original Recreation Action Plan (the Plan) was developed using information from the Recreation Needs Study (produced by ROSS Planning in 2014), as well as consultation with the community, land managers, government agencies and other organisations with an interest in sport and recreation.

The purpose of the Plan was to outline sport and recreation project priorities for future implementation. These were determined over a ten-year annual program to ensure the current and future needs of sport and recreation in the Port Macquarie - Hastings were met. Projects that remain outstanding have been integrated into an updated Plan or have been deferred as outlined in this report.

The purpose of this report is to inform Council of key actions within the Recreation Action Plan that have commenced or been completed during the 2020-2021 financial year, and to present an updated Recreation Action Plan to Council for consideration.

Discussion

A significant number of the Recreation Action Plan 2020-2025 (**Attachment 1**) Priority Actions have commenced or been completed providing benefits to passive recreational users and organised sports across the LGA. Prioritisation of delivery of these projects was needed due to the impact on resources following the March flood event with some projects being paused within the planning phase.

Progress continued to be made on planning against Council's four major sporting infrastructure projects that will address capacity demand constraints across our rapidly growing region. Detailed design was finalised on the Rainbow Beach Sporting

Fields, a designer was appointed to undertake a demand analysis and commence a concept design for the Port Macquarie Aquatic Facility, detailed design on the Thrumster Sporting Fields commenced and detailed design for the Hastings Regional Sporting Complex continued. Noting the significant resourcing requirements associated with delivery of these projects, re-prioritisation of each was considered at the April 2021 ordinary meeting of Council whereby it was resolved:

RESOLVED: Pinson/Griffiths**That Council:**

1. *Note the information contained within this report.*
2. *Endorse the Port Macquarie Aquatic Facility as a major strategic infrastructure project and as such, pursue progression of this project as a standalone item and as an urgent priority to seek external funding for the project noting the risk of failure of the existing facility.*
3. *Endorse the Hastings Regional Sporting Fields as a major strategic infrastructure project and as such, pursue progression of this project as a standalone item and seek 100% external funding for the construction of the project.*
4. *Prioritise the delivery of the Thrumster Sporting Fields and Rainbow Beach Sports Fields in this respective order to meet capacity and growth demands within the LGA.*
5. *Investigate and seek funding from external revenue sources to support the collected \$7.11 contributions in funding the sporting infrastructure projects noting the above prioritisation order.*
6. *Continue to investigate and seek funding from external revenue sources to implement facility improvements at the Port Macquarie Regional Stadium to ensure it remains a premier sporting venue within the LGA.*
7. *Reflect the above prioritisation of sporting infrastructure projects when the annual Recreation Action Plan review is undertaken and reported to the July meeting of Council.*
8. *Request the Chief Executive Officer ensure engagement is undertaken with all stakeholders of the four abovementioned projects.*

CARRIED: 5/1**FOR: Alley, Griffiths, Intemann, Pinson and Turner****AGAINST: Hawkins**

An overview of the delivery of outcomes in the last 12 months under the Recreation Action Plan 2020-2025 is presented in the table below:

Area	Facility	Project Detail	Status
Camden Haven	North Haven to Bonny Hills Coastal Walk	Continue Coastal Walk Upgrade.	Complete.
	Camden Haven Surf Club Building	Design and approvals for replacement of facility.	Planning commenced.
	Laurieton Sports Complex	Upgrade amenities.	Complete.

Area	Facility	Project Detail	Status
	Riverview Reserve, North Haven	Playground Upgrade.	Yet to commence Land tenure issue with reserve to be resolved.
King Creek	Narran Park	Playground replacement at end of useful life.	Construction underway, completion due end of first quarter of this FY.
Lake Cathie / Bonny Hills	Bonny Hills Reserves	Continue review of Bonny Hills Reserves Master Plan.	Complete.
	Bonny Hills Community Hall Reserve	Playground Upgrade.	Project due to commence first quarter of this FY.
	Rainbow Beach Sports Fields	Finalise detailed design and approvals and commence construction.	Detailed design completed. Construction scheduled to commence in the second quarter of FY 2021/22.
	Foreshore Reserve, Lake Cathie	Construction of Skate Facility.	Complete.
	Rainbow Beach Reserve	Reserve Upgrade.	Planning underway, pending finalisation of Master Plan - target completion for end of this FY.
Port Macquarie	Blair Reserve, Lighthouse Beach	Provision of accessible public toilets.	Construction commenced.
	John Dick Reserve	Playground replacement at end of useful life.	Completion due end of first quarter of this FY.
	Port Macquarie Aquatic Facility	Continue pre-construction activities.	Commenced. Design consultant engaged, demand analysis and initial community consultation completed.
	Port Macquarie Coastal Walk - Kenny Walk, Doctors Walk and Charlie Uptin to Flagstaff Hill	Coastal Walk Upgrade.	Complete.

Area	Facility	Project Detail	Status
	Upgrade Walkway Town Beach to Town Beach North		Deferred to a later FY due to other priorities, including flood damages elsewhere.
	Port Macquarie Bicentennial Walk	Continue detailed design & approvals.	Project planning underway.
	Port Macquarie Regional Stadium	Sports Facility Upgrade.	Commenced.
	Ruins Way Park	Park Upgrade.	Complete.
	Tacking Point Lighthouse Reserve	Accessible Ramp Design and Approvals.	Design has commenced.
	Town Beach Park	Playground Upgrade.	Completed.
	Town Green West	Continue detailed design & approvals and commence construction.	Completed (excluding Town Green West Playground upgrade).
	Red Ochre Park	Construction of a new park.	Completed.
Telegraph Point	Charlie Watt Reserve	Provision of sports field drainage.	Complete.
Thrumster	Thrumster Sports Fields	Detailed design and approvals.	Commenced.
Wauchope	Bain Park	Develop Master Plan.	Complete.
	Blackbutt Park	Facility Upgrade.	Complete.
	Lank Bain Sports Complex	Sports Facility Upgrade.	Complete.
	Rocks Ferry Reserve	Playground Upgrade.	Upgrade completed, however, the new facility was destroyed in the March 2021 floods.
	Hastings Regional Sports Fields	Finalise detailed design and approvals and commence construction.	Detailed design ongoing (excl. grandstand and indoor centre) scheduled for completion late 2021.
Various	Crown Reserves	Develop Plans of Management for Council Crown Land Managed sites.	Commenced.

In addition to the above projects delivered by Council under the Recreation Action Plan, a number of community and sporting groups have continued to proactively seek

funding from external revenue sources to improve their facilities. Where feasible, Council supports these groups with their endeavours through the provision of letters of support, owner's consent, reviewing grant funding applications and project guidance/advice. The time and proactive effort of these groups, whom are mostly volunteers) is acknowledged, with significant benefits being achieved for members of our community through these projects.

The Revised Plan - Recreation Action Plan 2021-2025

The Plan has been revised to reflect the following:

- Changing community, Council and state government priorities;
- Opportunities to reduce overall project cost and minimise impact on user groups by aligning project stages where appropriate;
- Condition based asset information, providing clarity as to when assets need to be replaced;
- Likely availability of funding sources;
- A desire to optimise the use of existing open spaces.

The updated Plan (**Attachment 2**) identifies three timelines for delivery of priority projects:

Immediate	2021-2022
Short term	2022-2023
Medium term	2023-2024 to 2024-2025

There are a number of great recreational projects identified as priorities for the current financial year, noting that Council has been allocated COVID-19 recovery funding from the federal government which has seen additional recreational projects brought forward for delivery. There is also speculation that other funding may be available to stimulate the economy in response to the impacts of COVID-19. If this eventuates, it is possible that priority projects listed within the Plan, or recreational projects not captured within the Plan, are brought forward. Current recreational projects identified for delivery under this year's Operational Plan include, but are not limited to:

- Rainbow Beach Sporting Fields, Lake Cathie/Bonny Hills - commencement of construction of Stage 1 of this new facility is scheduled for the second quarter of this financial year. The design for this project has been developed in consultation with a number of key community stakeholder groups who are excited to see this new sport and recreation facility develop within this growth area.
- Hastings Sporting Fields, Wauchope - completion of the detailed design for a majority of this exciting new sport and recreational facility is scheduled for late 2021. As resolved at the April meeting, Council will be actively investigating funding opportunities to allow for this project to progress to construction.
- Thrumster Sporting Fields - detailed design of this new sports facility will be finalised later this year. Council staff are currently working with developers and sporting stakeholders to progress the project and to investigate options for funding construction of this facility in coming years.
- Laurieton Sports Complex - continue master plan upgrades.
- Park and Reserve Upgrades for Pioneer Park, Log Wharf and Long Flat Recreational Grounds.

- Bain Park Master Plan - detailed design to be undertaken for Stage 1 works.
- Town Green West Playground Upgrade - following completion of the Town Green West upgrade in the last financial year, the upgrade of the playground will follow these works with full project completion scheduled for late 2021.
- Westport Park Boat Ramp Upgrade - this project will be another partnership between Council and the state government with \$737,000 of the \$987,000 project being allocated through the NSW Boating Now Program. Following ongoing consultation with the community, the concept design for this facility upgrade has been finalised and the project will deliver designated boat trailer parking spaces, boat derigging area, and an additional boat wash down area supporting use of the facility by an ever increasing number of recreational boaters who live in, or are visitor's to, our region.
- Port Macquarie Aquatic Facility - community consultation will continue on this project to inform the final concept design for the facility. Development of a facility concept by the appointed designers will also be accompanied a business case for the facility as well as securing development approvals required for this exciting project to progress. Once a business case has been finalised and developments approvals granted, staff focus will shift to securing funding for this project to progress.

The following priority actions have not been carried forward as Immediate priority projects in the revised Plan for the reasons outlined below:

Facility	Project Detail	Project Status
Kendall Skate Park	Replacement	Project on hold. Requires Kendall Tennis Club to give up one court from old facility, which will occur once an additional court is constructed at the new facility. Funding has been secured for this and Kendall Tennis Club will be delivering this project within this financial year.
Wayne Richards Park - Stages 3 & 4	Pre-construction	Project on hold. Current focus for new sport facility planning is with Hastings Sporting Fields, Rainbow Beach Sporting Fields, Port Macquarie Aquatic Facility and Thrumster Sporting Fields.
Hastings River Recreational Boating Improvements	Design and approvals for a new boat launching facility	Project on hold. Recreational boating focus in Port Macquarie is on upgrading Westport Park facilities.

Options

Council may choose to:

- Adopt the updated Recreation Action Plan 2021-2025 as recommended.

- Adopt the updated Recreation Action Plan 2021-2025 with additional changes.

Community Engagement and Internal Consultation

Consultation occurred with the community, land managers, government agencies, Council staff, and other organisations with an interest in sport and recreation at the time of the implementation of the original Recreation Action Plan 2015-2025.

The updated Plan reflects a range of community engagement activities undertaken to date. This includes engagement with sporting and community user groups associated with provision of new or upgraded sporting facilities such as the Port Macquarie Aquatic Facility, Hastings Sporting Fields, Rainbow Beach Sports Fields, Thrumster Sporting Fields and Laurieton Sports Complex.

No further engagement was considered necessary given the nature of the updates to the plan reflect the current Operational Plan and Port Macquarie-Hastings Open Space Contribution Plan, both of which were adopted following an extensive community engagement process. However, Council staff will continue where feasible to engage with and support sporting user groups who are applying for grants through external funding sources to achieve improvements at their facilities.

This report also recommends that the revised Recreation Plan 2021-2025 be promoted on Council's website.

Planning and Policy Implications

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

Financial and Economic Implications

Projects identified within the revised Plan for delivery in 2020-2021 are included within the adopted 2020-2021 Operational Plan.

Projects identified for delivery from 2022-2023 onward are subject to budget endorsement through subsequent Operational Plan development.

The planning and delivery of high-quality recreational and sporting assets is expected to provide a positive economic impact for the Port Macquarie-Hastings LGA by contributing to the area being a great place to live.

Attachments

1.  Recreation Action Plan 2020-2025
2.  Recreation Action Plan 2021-2025

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

Item: 11.01

Subject: COVID-19 RECOVERY AND STIMULUS PROJECTS UPDATE

Presented by: Strategy and Growth, Jeffery Sharp

Alignment with Delivery Program

3.2.1 Support vibrant commercial, tourism, recreational and/or community hubs across the region.

RECOMMENDATION

That Council:

- 1. Note the progress of projects in the COVID-19 Recovery and Stimulus Projects report.**
- 2. Note a further update report will be provided at the February 2022 Council Meeting.**

Executive Summary

This report provides an update on the range of COVID-19 Recovery and Stimulus Projects which have been funded by Council and the Federal Government in 2020, including the funded priorities of Council's COVID-19 Recovery Working Group which was active from April-July 2020.

The projects focus on a range of economic, social and cultural recovery initiatives to support and stimulate in those areas most impacted locally by COVID-19. Projects are funded and delivered in the 2020-2021, 2021-2022 and 2022-2023 financial years from the following streams:

- \$1,492,870 has been allocated under the Council COVID-19 Relief Reserve Fund to help future-proof the community and support recovery; and
- Funding has been allocated under the Australian Government's Local Roads & Community Infrastructure program.
 - Phase 1: \$1,826,618
 - Phase 2: \$3,439,640
 - Phase 3: \$3,653,236 (opens January 2022)

Discussion

At the 17 February 2021 Ordinary Council Meeting, it was resolved:

12.02 COVID-19 RECOVERY AND STIMULUS PROJECTS

BLOCK RESOLVED: Turner/Alley

That Council:

- 1. Note the COVID-19 Recovery and Stimulus Projects Report, providing an update on progress.**

2. Note a further update report will be provided at the August 2021 Council meeting.

\$1,492,870 Council COVID-19 Relief Reserve Funded Projects

Attachment 1 provides an overview of progress for the 28 funded projects with 11 of these now complete.

The delivery of these projects (with support by a range of local businesses, where possible) provides a valuable injection of funds for our local community and economy to support what will be a long road to recovery. Whilst there are a range of short-term projects included in the project list that will support jobs in the immediate future and for a short period, there are also initiatives which support longer-term jobs growth.

Completed project highlights include:

- ArtWalk 2020 delivery of the longest footpath gallery and satellite events, with planning underway for the 2021 October event (\$20,000, each event);
- Additional investment in tourism PR and Marketing (\$140,000);
- Reboot, Refresh, Restart careers pop-ups and webinars (\$15,000);
- April 2021 launch of the Creative Arts Trail (\$45,000);
- Three grant writing workshops in Wauchope, Laurieton and Port Macquarie, building on the launch of our Grant Finder website (\$45,000);
- April 2021 launch of Port Macquarie Wakulda night time installation, a new nightly CBD tourism attraction (\$55,000);
- April 2021 launch of the regional Food and Wine Trails (\$30,000); and
- Wauchope Rotary Youth Hall external repaint Western side (\$40,000);

It is anticipated that most of the 17 projects still underway will be completed by December 2021. Unfortunately, the March 2021 flood event and subsequent redirection of staff focus to flood remediation projects has caused some delays.

Federal Government Local Roads & Community Infrastructure Program Phase 1 & 2

The Australian Government has funded 34 projects in our LGA under this scheme with the aim to boost economic and social recovery. This has placed significant pressure on our delivery teams and unfortunately many projects have been delayed due to a re-allocation of resources to flood recovery projects. Refer Attachment 2 and 3 for a status report on all 34 projects. In particular, you will note that we have sought extension of time for many Phase 2 projects as a result of flood recovery priorities.

In terms of completed project highlights include the external repaint of Jubilee Hall at Dunbogan (\$20,000) as well as new footpaths in Comboyne, Wauchope and Port Macquarie and the installation of Solar PV at Port Macquarie Airport (\$140,000).

In the next 12-months our very busy delivery schedule includes the completion of:

- Lake Cathie half-court basketball (\$70,000);
- Laurieton Sports Complex new amenities (\$350,000);
- Kendall Tennis Club new tennis court (\$150,000);
- Pioneer Park Comboyne upgrade (\$100,000); and
- Long Flat Recreation Grounds facility upgrade (\$100,000).

Additional \$3.6M Australian Government Local Roads & Community Infrastructure (LRCI) Phase 3.

The \$3.6M Phase 3 extension of the LRCI Program is a temporary, targeted stimulus measure responding to the serious, ongoing economic impacts of COVID-19. This program extension aims to support local councils to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies to help communities bounce back from the COVID-19 pandemic.

We anticipate that Council's will submit projects for consideration in January 2022 (when the program opens) to the Department of Infrastructure, Transport, Regional Development and Communications. We hope to receive approval of eligible projects in March 2022 with the Government requiring a project completion deadline of 30 June 2023.

Confirmation of projects and progress will be included in the next update report to the February 2022 Council meeting. We aim to nominate several large legacy projects to ensure great community impact and efficiencies in project management.

Options

1. That Council notes the information contained in the 'COVID-19 Recovery and Stimulus Projects Report' and; or
2. That Council requests additional information.

Community Engagement and Internal Consultation

Staff delivering projects were consulted in finalising the COVID-19 Recovery and Stimulus Projects Report at Attachment 1, 2 and 3.

Planning and Policy Implications




The \$1.8M and \$3.4M Local Roads & Community Infrastructure funded projects and the \$1.49M Council Relief Reserve funded projects are included in the 2021-2022 Operational Plan. There are no planning and policy implications in relation to this report.

Financial and Economic Implications

The additional \$3.6M Local Roads & Community Infrastructure Phase 3 funding comes on top of an already significant \$67.6M capital works program for 2021-2022. The delivery of these projects (with support by a range of local businesses, where possible) will provide a valuable injection of funds for our local community and economy to support us on the road to recovery.

Whilst there are a range of short-term projects included in the project list that will support jobs in the immediate future and for a short period, there are also initiatives which we expect will support both immediate and longer-term jobs growth. It is also recognised that some projects will attract on-going maintenance costs, as Council assumes the responsibilities of asset owner.

Attachments

1.  Attachment 1 \$1.49m COVID Relief Reserve Funding
2.  Attachment 2 \$1.8m Local Roads & Community Infrastructure Phase 1
3.  Attachment 3 \$3.4m Local Roads and Community Infrastructure Program Phase 2

4 Your Natural and Built Environment

What we are trying to achieve

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

What the result will be

We will have:

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

How we will get there

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



Item: 12.01

Subject: NOTICE OF MOTION - COMMUNITY POLL ON FLUORIDATION

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

RECOMMENDATION


That Council:

1. **Note the correspondence of Minister for Health & Medical Research, the Hon Brad Hazzard MP.**
2. **Note the postponement of Local Government elections on 4 September 2021, as Gazetted by the Minister for Local Government, the Hon Shelly Hancock MP.**
3. **Note the intended Yes or No Poll for continuing the addition of Fluoride in the Port Macquarie-Hastings drinking water as resolved by Council.**
4. **Word the new Poll to ask: *“Do you want Port Macquarie-Hastings Council to permanently cease adding fluoride to the drinking water supply”?***
5. **Request the Chief Executive Officer make arrangements for the Fluoridation Poll to be held at the Local Government elections on 4 December 2021, allowing the voting community to have their say.**

Comments by Mayor:

Nil.

Attachments

1.  Correspondence - Comments concerning concerns raised by constituents about Community poll on Fluoridation - Hon Brad Hazzard MP to Mayor

Item: 12.02**Subject: NOTICE OF MOTION - HIBBARD FERRY OPERATING HOURS**

Councillor Intemann has given notice of her intention to move the following motion:

RECOMMENDATION

That Council extend the hours of operation of the Hibbard ferry to 6.00am-9.50am and 2.00pm-6.50pm weekdays.

Comments by Councillor (if provided)

The staff recommendation on "Ferry Operations", Clause 5, Item 12.03 to the 19 May 2021 Ordinary Council included reference to a "trial" extension of hours for the Hibbard Ferry.

I moved to just "extend" the hours without a trial being held. Unfortunately I did not make sure that the reference to a "trial" was completely removed.

The wording of the Notice of Motion, above, reflects the intention of my amendment and the actual debate at the meeting on 19 May 2021.

Attachments

Nil

Item: 12.03

**Subject: PROPOSED SETTLEMENT SHORES CANALS ESTATE FEE -
REPORT ON COMMUNITY ENGAGEMENT OUTCOMES**

Presented by: Infrastructure, Dan Bylsma

Alignment with Delivery Program

4.1.6 Develop and implement annual maintenance and renewal programs for stormwater assets.

RECOMMENDATION

That Council:

- 1. Note the feedback from the recent engagement on the proposed Settlement Shores Canals Estate fee.**
- 2. Undertake further community education and engagement with the residents in the Settlement Shores Canals Estate to co-design an approach to ongoing maintenance, including the funding of these works.**
- 3. Investigate the costs/benefits of purchasing, operating, and maintaining appropriate dredging equipment.**

Executive Summary

The purpose of this report is to detail the outcomes of recent community engagement on the proposed Settlement Shores Canals Estate fee.

The 2017 Canal Maintenance Plan (CMP) provides for the holistic identification and prioritisation of maintenance needs within the canals and outlines a schedule of required maintenance across a 10-year period.

Council currently allocates all revenue received from the annual Boating Structure License Fees (BSLF) to canal maintenance in the Settlement Shores Canals Estate, however these fees are insufficient to cover the identified maintenance works.

At the 23 September 2020 Council meeting it was resolved to engage with property owners in the Settlement Shores Canals Estate to determine an equitable fee/charge to fund maintenance activities. Community Engagement was carried out between 17 June and 7 July 2021.

Over 70% of respondents did not support the proposed fee.

Discussion

At the 23 September 2020 Council meeting it was resolved:

13.04 SETTLEMENT SHORES CANALS - MAINTENANCE AND DREDGING

The Mayor tabled and displayed photos of the canals.

RESOLVED: *Griffiths/Pinson*

That Council:

- 1. Note the information contained in the Settlement Shores Canal - Maintenance and Dredging report.*
- 2. Include works to replenish the beaches of the Ballina and Newport Canals that are greater than 150mm below the top of the revetment wall in the draft 2021/2022 Operational Plan.*
- 3. Investigate and work with property owners along the Ballina and Newport Canals to determine and implement an effective way to stabilise and replenish beaches to reduce the long term maintenance of the canals as works in the draft 2021/2022 Operational Plan.*
- 4. Note the 2017 Canal Maintenance Plan outlines further works to be completed.*
- 5. Consult with property owners in the Settlement Shores Canal Estate to determine an equitable fee/charge to be added to the draft 2021/2022 Fees and Charges to fund maintenance activities as outlined in the 2017 Canal Maintenance Plan.*

CARRIED: 7/0

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

AGAINST: Nil

The Settlement Shores Canals are bordered by 433 private allotments that benefit from direct access to the waterway.

A majority of landowners have installed boat ramps and jetties, in accordance with Council's Development Control Plan (DCP) and the national local government specification system for the life cycle management of assets (AUS-SPEC) that define the requirements for the installation and use of boat ramps and jetties.

Landowners are required to pay Council an annual Boating Structure Licence Fee (BSLF) for boating structures. The BSLF is currently \$135 per structure per annum.

Under the Local Government Act, Council can charge a BSLF for all ramps, jetties, pontoons, gangways etc on Council land, similar to the fee Crown Lands charge for structures along the riverfront. These fees are not legislatively dedicated to canal maintenance and can be used for any purpose Council deems appropriate. However, in order to balance the interests of canal residents with the broader community and noting the extensive costs of maintenance activities outlined in the Canal Maintenance Plan (CMP), that is otherwise unfunded, Council have allocated these funds explicitly for canal maintenance to the benefit of local residents.

The 2017 CMP identified a budget of \$2,772,040 (non-indexed 2017 estimates) over a 10-year period to adequately maintain the Canals. The budget was developed with

the intention to continually refine the estimates as detailed planning was completed for different maintenance activities.

Specifically, the cost per Council maintenance activity was as follows:

- Dredging: \$1,652,940
- Rock protection reinstatement: \$384,600
- Beach zone renourishment: \$688,000
- Drainage outlet repairs: \$5,000
- Minor revetment wall repairs: \$1,500
- Reactive (flood) maintenance: \$40,000

The 2017 CMP also identified \$1,261,600 worth of maintenance to be undertaken by private landowners to beach zones, revetment walls, jetties and boat ramps.

Annual income to the Canal Maintenance Reserve is approximately \$118,000 per annum, generated by the BSLF (current fee \$135 per structure). After the 2019/2020 dredging works, the reserve has a balance of approximately -\$53,000 (30 June 2020).

Costs to cover the remaining period of the current CMP are estimated at \$1,800,000 (2020 dollars). A renewed 10 year CMP is expected to cost in the vicinity of \$3,080,000 (2020 dollars). When reviewing these costs, an annual income of approximately \$325,300 is required to cover Council's maintenance responsibilities.

An additional fee for landowners in the Settlement Shores Canals Estate of \$0.006154 of the current land value (averaging at approximately \$400 per property per year) over a 4-year period was proposed to fund maintenance activities required in the Ballina and Newport canals as outlined in the September 2020 Council resolution.

Community Engagement and Internal Consultation

Community engagement was carried out between 17 June and 7 July 2021 to seek feedback on the proposed additional fee/charge to fund maintenance activities. The attached Engagement Report provides a summary of the feedback received.

The aim of the community engagement was to gain resident feedback on:

- The equity of the proposed new fee to fund canal maintenance
- Their expectation of canal maintenance within the estate.

A majority of respondents indicated they did not support the introduction of the proposed fee. A number of alternative suggestions were proposed by respondents and are outlined in the attached report. The complete list of submissions has been provided to Councillors independent of this report for their confidential information.

Respondents indicated their main priorities were maintenance of revetment walls, beach replenishment and dredging. There is concern regarding the lack of regular maintenance in the canal system and the need to better educate residents about their land ownership and responsibilities relating to beaches and revetments walls.

Respondents felt that the higher Council rates paid by canal residents should be taken into account and the canals should be maintained as per other Council assets, due to the canals function as a stormwater drainage system.

The Mayor and Councillors were briefed on the feedback from the community engagement on 14 July 2021.

Options

Council has identified an annual income of approximately \$325,300 is required to cover Council's maintenance responsibilities as outlined in the 2017 Canal Management Plan. The current annual income to the Canal Maintenance Reserve is approximately \$118,000 per annum generated by Boating Structure Licence Fees.

Taking into consideration the feedback captured in the Settlement Shores Canals Estate Maintenance Fee Community Engagement Report, the following options are available to Council:

1. Identify funding options, and ongoing need for funding.

i. Rate increase for all LGA Landowners

Under the Local Government Act, Council is restricted to a pegged rate that is set as 2.6 percent for 2020/2021. The pegged rate must take into consideration the increase in land valuations to meet the requirements of the Independent Pricing and Regulatory Tribunal (IPART).

Our area has seen a significant increase in land value over the past two years and careful calculations would be required to ensure any increase in rate does not breach the IPART pegged rate requirements.

ii. Special rate for Canal Estate Landowners

Council previously adopted a special fee known as "BroadWater Special Rate" to assist with the ongoing maintenance cost of the canals in the Broadwater Estate. This fee is used in conjunction with the BSLF as a contribution to maintenance costs at a charge of \$0.06277 per dollar valuation.

A similar fee/special rate could be adopted across all landowners in the Settlement Shore Canal Estate. There was some support for a special rate for all Canal landowners being a more equitable option.

iii. Removal of BSLF and introduction of a new single annual maintenance fee/special rate for all Settlement Shores canal landowners

Removing the BSLF across both canal estates would require a new annual maintenance fee/levy to be implemented across all properties in the Settlement Shores Canals Estate to support maintenance needs within the Settlement Shores canals.

iv. Increase the Boating Structure Licence Fee (BSLF)



An increase in BSLF would provide additional funding for maintenance activities. An increase of approximately \$250 per annum would be required to meet the 2017 CMP maintenance requirements.

This option does not present as an equitable option from a landowner's perspective as identified in the recent feedback received from landowners. It would also apply to all Broadwater canal residents with structures.

A comparison of BSLF equivalent fees with other Councils is shown below:

Council	Annual Fee
Port Macquarie-Hastings	\$135
Tweed Council	\$255
Mid Coast Council	\$181.50
Ballina Shire Council	\$112.50
Shoalhaven City Council	\$108.50
Clarence Valley Council	\$71.75

v. Research grant and funding opportunities

Council has conducted a thorough search for suitable State and Federal funding opportunities. While there currently no programs open, Council is committed to continually source suitable funding opportunities.

2. Explore co-design with landowners.

Council could establish a co-design team to review the existing CMP in conjunction with the Engagement Report to establish a foundation for stakeholders to work towards a solution for ongoing maintenance.

Council would develop educational material to help existing and future landowners to gain an informed understanding of canal assets, clearly outlining Council and private landowner maintenance responsibilities.

This will provide an opportunity for open discussion around maintenance tasks, likely funding required and how Council and landowners can improve the current situation with an agreed approach moving forward. This will need to consider the existing maintenance required in the Ballina and Newport canals as referenced in the September 2020 Council resolution.

3. Council investigate the costs/benefits to purchase, operate, and maintain appropriate dredging equipment.

The purchase and operation of suitable dredging equipment by Council has been raised on a number of occasions as a possible cost effective means to replenish sand on canal beaches. Further analysis would be required on the costs and benefits of Council acquiring its own dredging equipment in order to self-perform this function across the canals, and with the possibility of attracting

other revenue to support operational, maintenance and deprecation costs associate with such equipment.

Planning and Policy Implications



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

Financial and Economic Implications

In order to support the maintenance requirements of the 2017 CMP, including current maintenance required in the Newport and Ballina canals, additional funding is required. A review of the 2017 CMP and approach to funding future maintenance activity is recommended via a co-design approach with the Settlement Shores estate landowners.

Any cost/benefit analysis undertaken in regards to Council purchasing and operating appropriate dredging equipment would need to consider the potential for consultant engagement to support such assessment.

Attachments

1.  Settlement Shores Canal Maintenance Fee Engagement Report
2.  Submission responses

Item: 12.04

**Subject: PLANNING PROPOSAL 2017 - 4.1 CRESTWOOD PARK
RECREATION PRECINCT - POST EXHIBITION REPORT**

Presented by: Development and Environment, Melissa Watkins

Alignment with Delivery Program

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

RECOMMENDATION

That Council:

- 1. Note the submissions received during public exhibition of the Planning Proposal PP2017 - 4.1 - Crestwood Park Recreation Precinct.**
- 2. As result of the consideration of submissions, endorse the Planning Proposal in relation to Lot 516 DP1261705, Lot 497 DP1237901 and Lot 319 DP1214443, Crestwood, as exhibited, and take the necessary steps under Section 3.36 of the Environmental Planning and Assessment Act 1979 to make Port Macquarie-Hastings Local Environmental Plan 2011 (Amendment No 57) to give effect to the Planning Proposal.**
- 3. Delegate authority to the Director Development and Environment to make any inconsequential or minor administrative amendments to the Planning Proposal in finalising the matter.**
- 4. Notify Council's decision to all persons who lodged a submission.**

Executive Summary

This report provides a summary and consideration of submissions received following public exhibition of a site-specific Planning Proposal (rezoning) request involving privately owned rural land (5000sqm) at Crestwood Drive, and adjoining public parkland (Crestwood Park), Port Macquarie.

The Planning Proposal was publicly exhibited from 2 June 2021 to 30 June 2021 for 28 days.

Eighteen (18) submissions from fifteen (15) respondents, and three (3) submissions from State agencies were received in response to consultation and the public exhibition.

A range of issues were raised in response to the public exhibition including submissions both in support and opposed to the Planning Proposal. Those opposed to the proposal raised concerns including changes to the public park; adverse impacts to local amenity; pedestrian and cyclist safety; increased parking demand; increased delays at the Ocean Drive entry to Crestwood Estate; and increased visitation along with loss of Koala habitat. Public authority submissions highlighted legislative obligations for development in bushfire prone land and adjoining National

Park estate that will be required to be fulfilled as part of the assessment of future development applications for the proponent's land.

The Planning Proposal will not result in any physical change to Crestwood Park. If rezoned, the current rural zoning anomaly over part of the Park will be converted to a public recreation zone which is appropriate given its status as public park. The existing E2 Environmental Conservation zone along the western boundary of the Park will be retained unchanged. No trees or car parks will be lost as a result of the Planning Proposal, and there will be no change to existing park infrastructure.

If rezoned, the privately owned land will be zoned RE2 Private Recreation under *Port Macquarie- Hastings LEP 2011* (LEP 2011). Future development of this land will be limited to the permitted land uses, consistent with the objectives of a Private Recreation zone.

A summary of submissions and responses to survey questions are at **Attachment A**, and the key issues raised are discussed in this report. No amendment to the exhibited Planning Proposal and Draft LEP Maps Land Zoning (LZN); Minimum Lot Size (LSZ); Height of Building (HOB); and Floor Space Ratio (FSR) is proposed in response to submissions received to the public exhibition.

The report recommends that Council endorse the Planning Proposal as exhibited, and exercise the legislative functions necessary to draft and finalise an amendment to *Port Macquarie-Hastings Local Environmental Plan (LEP) 2011* (Amendment No. 57) in relation to the sites to give effect to the Planning Proposal.

Discussion

Council Meeting May 2020

Council considered a Planning Proposal Assessment (PPA) Report at the Ordinary Meeting held 20 May 2020. The PPA Report provided an assessment of a landowner request lodged in December 2018 to rezone land adjacent to Crestwood Park Port Macquarie for future subdivision and housing, or commercial development.

The Proponent's proposal for commercial development was not supported by Council. Instead Council resolved to progress a Planning Proposal to rezone the site to *RE2 Private Recreation*, and include adjoining Council public land that is owned and managed as a public park and playground (Community land), and the Stormwater Management (Operational land) facility under the *Local Government Act, 1993*.

Council's resolution is included in full below for reference.

RESOLVED: *Levido/Turner*

That Council:

1. *Not support the Planning Proposal application in relation to Lot 516 DP 261705, Crestwood Drive, Port Macquarie, requesting a rezoning of the land from RU1 Primary Production Primary Production to B1 Neighbourhood Centre for the following reasons:*
 - a) *The proposed Planning Proposal could result in a development that is unacceptable in terms of economic and environmental impact, specifically:*

- i. *The request proposes development of land which would be inconsistent with Object (b) of the Environmental Planning and Assessment Act, 1979.*
 - ii. *The request for approximately 5000m2 of Neighbourhood Business zoned land at Crestwood is inconsistent with Council's Hierarchy of Business Centres as adopted in the Port Macquarie-Hastings Urban Growth Management Strategy 2017- 2036 and the subject land is not identified as a future Local Neighbourhood Centre;*
 - iii. *A commercial zoning of the land presents significant bushfire risk to life and property as a B1 Neighbourhood Centre zone would allow certain types of residential land uses, which Council is not able to prohibit.*
 - b) *The Planning Proposal is inconsistent with:*
 - i. *The North Coast Regional Plan 2036 Principles for urban growth, and Direction 6 Develop successful centres of employment (new commercial precincts, outside of centres, to maintain the strength of the local economy);*
 - ii. *Port Macquarie-Hastings Urban Growth Management Strategy 2017-2036 (UGMS) - Hierarchy of Business Centres;*
 - iii. *Ministerial Directions 1.1 Business and Industrial Zones; 4.4 Planning for Bushfire Protection; 5.10 Implementation of Regional Plans; and 6.3 Site Specific Provisions.*
 - iv. *The Planning Proposal does not demonstrate strategic and site specific merit in accordance with the Strategic Merit Test outlined in the Department of Planning & Environment's A Guide to preparing planning proposals.*
 - v. *The Planning Proposal Application is inconsistent with Council's Planning Proposal Policy as it is a proposal which is:*
 - *Inconsistent with the UGMS, and Council's established Hierarchy of Business Centres;*
 - *Conflicts with Council's economic development objectives for employment and industry.*
2. *Prepare a Planning Proposal to rezone land as shown in Figure 1 of this report, pursuant to section 3.33 of the Environmental Planning and Assessment Act 1979, for the amendment of the provisions of Port Macquarie-Hastings Local Environmental Plan 2011, in relation to Lot 516 DP1261705 (private), Lot 497 DP1237901 (Council owned and managed), and Lot 319 DP1214443 (Council owned and managed) at Crestwood to:*
 - c) *Amend the Land Zoning Map to rezone:*
 - i. *Lot 516 from RU1 Primary Production to RE2 Private Recreation to facilitate recreation and tourism uses;*
 - ii. *Lot 497 from part R1 General Residential and part RU1 Primary Production to RE1 Public Recreation to reflect the community and recreational use of the land;*
 - iii. *Lot 319 from part R1 General Residential to SP2 Infrastructure (Stormwater) to reflect Council's operational use of the land;*
 - iv. *Amend the Height of Building Map in relation to Lot 516 to impose a maximum Height of Building of 8.5m;*
 - v. *Amend the Floor Space Ratio Map in relation to Lot 516 to impose a maximum Floor Space Ratio of 0.65:1.*
3. *Forward the Planning Proposal described in point 2 above to the NSW Department of Planning, Industry and Environment for a Gateway Determination*

under Section 3.34 of the Environmental Planning & Assessment Act 1979, and request that the Gateway Determination authorise Council to be the local plan-making authority.

4. *Delegate authority to the Director Development and Environment to make any minor amendments to the Planning Proposal as a result of the issue of the Gateway Determination, prior to public exhibition of the Planning Proposal.*

CARRIED: 7/0

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

AGAINST: Nil

The Site

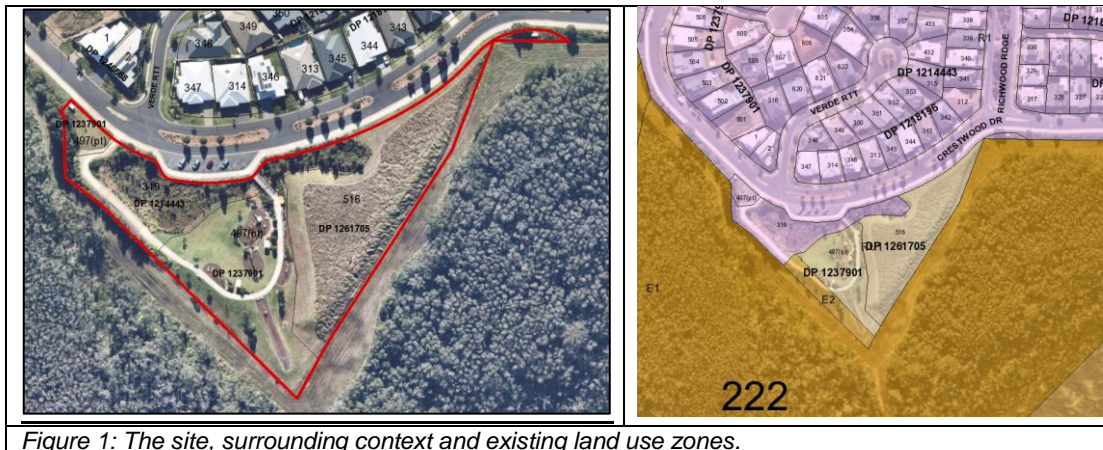


Figure 1: The site, surrounding context and existing land use zones.

The land included in the Planning Proposal is shown in Figure 1 and includes:

- Lot 516 DP1261705 Crestwood Drive, Port Macquarie (5,024m²) - Richmond Horizons Pty Ltd and Pearr Corp Pty Ltd.
- Lot 497 DP1237901 Crestwood Drive, Port Macquarie (3,874m²) - Port Macquarie-Hastings Council.
- Lot 319 DP1214443 Crestwood Drive, Port Macquarie (2,623m²) - Port Macquarie-Hastings Council.

The Planning Proposal

The objectives and intended outcomes of the Planning Proposal are to:

- resolve the current historic rural zoning for Lot 516 DP 1261705 (privately owned), and deliver a development outcome for the landholder that is complementary to the site's unique physical location and characteristics adjoining Council parkland and National Park estate;
- resolve current zone anomalies on Council owned and managed park land at Crestwood Drive, consistent with its function as playground, and service and drainage infrastructure.

The proposal will involve amendments to the following LEP 2011 maps:

1. **(LZN) Land Zoning** in relation to:
 - a. Lot 516 to effect a change of zone from part RU1 Primary Production and part R1 General Residential to RE2 Private Recreation;

- b. Lot 497 to effect a change of zone from part RU1 Primary Production and part E2 Environmental Conservation to part RE1 Public Recreation, and retain part E2 Environmental Conservation;
 - c. Lot 319 to effect a change of zone from R1 General Residential to SP2 Infrastructure (Stormwater).
- 2. **(LSZ) Lot Size** in relation to:
 - a. Lot 516 to impose a minimum subdivision Lot Size of 5000sqm.
 - b. Lot 497 to impose a minimum subdivision Lot Size of 3000sqm.
- 3. **(HOB) Height of Building** in relation to:
 - a. Lot 516 to impose a maximum Height of Building of 8.5m.
- 4. **(FSR) Floor Space Ratio** in relation to:
 - a. Lot 516 to impose a maximum Floor Space Ratio of 0.65:1.

Gateway Determination

The Department of Planning, Industry and Environment issued a conditional Gateway Determination in October 2020 allowing the Planning Proposal process to proceed to public exhibition. The timeframe set for completing the LEP is **9 months** following the date of the Gateway Determination, or **9 July 2021**. Conditional matters are:

- *Preparation of preliminary contamination assessment reports for the public and private land included in the Planning Proposal*
- *Map amendments to show:*
 - *the whole of Lot 516 to be rezoned*
 - *introduce a minimum lot size for subdivision of Lot 497 of 3000m² to minimise future subdivision*
- *Planning Proposal amendments to:*
 - *address Port Macquarie-Hastings Local Strategic Planning Statement Our Future published 30 September 2020.*
 - *Address Ministerial Directions in relation to Acid Sulfate Soils and Flood Prone Land.*
- *Public exhibition for a minimum of 28 days consistent with the public exhibition requirements for planning proposals, and A guide to preparing local environmental plans (Department of Planning and environment, 2018).*
- *Consultation for a minimum 21 days with:*
 - *Birpai Local Aboriginal Land Council*
 - *Division of Biodiversity and Conservation*
 - *National Parks and Wildlife Service*
 - *NSW Rural Fire Service*
- *A public hearing is not required.*
- *Council as the Planning Proposal Authority, with authorisation to exercise the functions of the Act relevant to making a LEP giving effect to the Planning Proposal.*

A copy of the Gateway Determination is provided in **Attachment B** of this report.

Alteration of Gateway Determination June 2021

An alteration to the Gateway Determination was issued by the Department of Planning, Industry and Environment on 4 June 2021 extending the timeframe for completion of the Planning Proposal to 9 October 2021.

Consultation and Public Exhibition

In accordance with the requirements of the Gateway Determination and Council's *Community Participation Plan 2019*, the Planning Proposal was placed on public exhibition for 28 days from 2 June 2021 to 30 June 2021.

The exhibited Planning Proposal is at **Attachment E** to this report.

Three submissions were made by state agencies including the NSW Biodiversity Conservation Division, National Parks and Wildlife Service, and the NSW Rural Fire Service (BCD, NPWS, and RFS). There was no response to consultation with the Birpai Local Aboriginal Land Council.

Eighteen (18) submissions from the community were received from fifteen (15) respondents. Two (2) submissions were made in support of the Planning Proposal, while sixteen (16) opposed the proposal or certain aspects of the proposal.

Copies of the submissions have been provided under separate cover for the information of Councillors. A summary of the submissions received during the public exhibition is provided at **Attachment A**.

Key Issues*State agency submissions*

There are no unresolved matters as a result of consultation with State agencies.

In their response to Council, the Biodiversity and Conservation Division (BCD) of the Department of Planning Industry and Environment commented in respect of the BCD areas of responsibility and on behalf of the National Parks and Wildlife Service (NPWS) estate advising:

- no issues in relation to biodiversity, climate change, sustainability, flooding, coastal or estuary matters
- the requirements for development adjoining National Parks Estate. Eight (8) specific matters are advised for review and consideration by Council and the landowner/developer of Lot 516 DP1261705 in relation to any future development proposal on the lot. These matters relate to containment of bushfire protection zones wholly within the private land, stormwater management, wildlife interactions, waste management, pollutant discharge and addressing matters in NPWS guidelines for developments adjacent to national park estate.

A copy of the advice has been provided to the landowners of Lot 516 for their reference and is provided at **Attachment C**.

In their submission the NSW Rural Fire Service (RFS) advised that after considering the information included in the Planning Proposal, they raise no concerns or issues in relation to bushfire. A copy of RFS's submission is provided at **Attachment D**.

The concerns of the NSW National Parks and Wildlife Service are detailed above within BCD's submission.

The Birpai Local Aboriginal Land Council did not respond to the exhibition or provide a submission on the Planning Proposal.

Public submissions

A total of 18 public submissions from 15 separate respondents, (12 web survey responses and 6 separate email submissions) were received. Two respondents provided two or more submissions. The key issues and planning responses are discussed below and detailed in the submission summary at **Attachment A**.

- Traffic congestion, Access, Parking and Ocean Drive Intersection.
The majority of community submissions raised objection to the Planning Proposal on the basis of traffic concerns, including increased congestion at the Crestwood Drive and Ocean Drive intersection, increased traffic noise, pedestrian and child safety, loss of parking, and additional traffic movements.

Council's development engineering staff have raised no concern in relation to the proposed change of zones. Access and parking requirements for future development on Lot 516 will be determined at the time of, and on the basis of the nature of any development application for that site, and need to be provided onsite. There will be no change to Crestwood Park and or existing on road parking as a result of the rezoning.

Specifically, no additional traffic is attributable to the change of zone for the publicly owned Crestwood Park and stormwater infrastructure area, and there are no plans to install additional infrastructure or buildings on public land at this time.

A change of zone for the adjoining private land (Lot 516) to RE2 Private Recreation will not in itself generate additional traffic. However, future development on Lot 516 may generate additional traffic subject to the type and scale of development proposed. Assumptions are that any proposed development of Lot 516 will require access and onsite parking consistent with the requirements of the *Roads Act 1993* and Council policy. Costs attributable to construction of access and parking on Lot 516 will be the responsibility of the developer.

Section 7.11 developer contributions for any future development on Lot 516 will be applied consistent with the *Port Macquarie-Hastings Major Roads Contributions Plan V2.2*. Funds collected may be used for upgrade of the local road network.

- Retrospective planning, Developer claims and pre-purchase assurances, and marketing
Lot 516 is a residue parcel, comprising the remainder of the developer's land not developed for residential housing in the area. It has not been previously included

in any approvals for the area, and retains the original rural zoning, which is now inappropriate in the context of the development of the surrounding residential estate.

Development will be allowable on Lot 516, if rezoned. Allowable uses are restricted to those permissible under a RE2 Private Recreation zone and are significantly limited by the configuration of the lot and the significant risk from bushfire. For example, a *Medical Centre* is not permissible in the zone and other community infrastructure uses such as *child care centres* or *community facilities*, while permissible will be highly improbable due to bushfire risk.

While unfortunate, misrepresentations in the marketing of land and or housing by a developer or their agents is outside the scope of matters for consideration in a Planning Proposal.

- Impact on Koalas

No Koala habitat will be lost as a result of the proposed rezoning. Koala movement across the open grassland area is anticipated to be limited and/or restricted as a consequent of any future development of Lot 516. However, access from adjoining and adjacent areas including the National Park is expected to continue.

- Public domain, resident safety, increased visitation, and private recreation vs public recreation

Crestwood Park is an example of Council led local neighbourhood place planning. The level of public interest and concern expressed in submissions on public domain issues is considered indicative of the high value that the community places on locally accessible and well-designed streetscapes and public domain. This sense of appreciation for place and for public infrastructure is noted.

There will be no change or reduction in the public domain, or amount of public open space areas, if rezoned. There will be no additional fixed structures on Council owned and managed land (i.e. Lot 497 and Lot 319). There is no evidence that public safety will be compromised in the area, if rezoned.

In the context of the proposal, the terms *public recreation* and *private recreation* relate to the zoning of the land under Council's LEP. Zone *RE1 Public Recreation* is generally intended for a wide range of public recreation areas and activities, including local and regional open space. Typical uses include a range of land uses compatible with the use of the land for public recreation. Crestwood Park (Lot 497) is reserved under the *Local Government Act 1993* as 'Community' Land. Lot 319 is reserved as 'Operational' land consistent with its function as a stormwater facility.

Zone *RE2 Private Recreation* is generally intended to cover a wide range of recreational uses and facilities on land that is privately owned or managed, as is proposed to be the case for Lot 516. There is no intention to acquire the land for public recreation. However, the range of permissible uses is considered compatible with the use of adjoining public land. A café or kiosk is considered a type of use that is allowable and could be considered to be compatible with the broader neighbourhood and surrounding area on the basis of the social and

economic benefit provided. Other allowable uses may not be appropriate or able to be approved due to environmental and or planning restrictions.

As discussed in the report, a private recreation zone is considered the only reasonable zone option for Lot 516 having regard to lot shape limitations, constraints and significant bushfire risk existing in this location.

- Public Hearing

One respondent questioned whether a Public Hearing would be held in relation to the matter.

Where a planning proposal is to reclassify community land, Council is obliged by the *Local Government Act 1993* to hold a public hearing. A person making a submission during the public exhibition of a planning proposal can also request that the Council conducts a public hearing into the issues raised in their submission.

Council may hold a public hearing if it considers that the issues raised in the submission are of such significance they should be the subject of a hearing. In the case of the Planning Proposal at Crestwood, the planning proposal does not reclassify community land, there are no changes to the public domain or public streetscape as a result of the proposal, and a public hearing under the Local Government Act is not required. In relation to the issues raised in submissions, there are no issues of such significance that require or necessitate that a public hearing is held.

Options

The following options are available to Council:

1. Not proceed with the Planning Proposal.
2. Endorse the Planning Proposal as exhibited, and refer to the DPIE for approval.
3. Defer a decision on the Planning Proposal pending further work and/or review with Lot 516 DP 1261705 landowner, or other alternative action.
4. Prepare a Planning Proposal for Council owned and managed land only.
5. Prepare a Planning Proposal for the privately owned land only.

Option 1 is not supported. Not proceeding would preserve the status quo by retaining part rural and part residential zoning of the areas included in the Planning Proposal. The current zoning is considered inappropriate having regard for location, ownership and future management of the area.

Option 2 is the recommended option for the reasons discussed in the report.

Option 3 is not supported. As discussed in the report, a private recreation zone is considered the only reasonable zone option for Lot 516 having regard to lot shape limitations and significant bushfire risk existing in this location.

Council support for Option 4 and 5 is not recommended. While these options could resolve existing zone anomalies on either the private land or the public land, the current unsuitable zoning would be preserved indefinitely.

Community Engagement and Internal Consultation

Consistent with the requirements of the Gateway Determination and Council's *Community Participation Plan 2019*, the Planning Proposal was exhibited for 28 days from 2 June 2021 to 30 June 2021.

Public Authority consultation was carried out with the following agencies consistent with the DPIE's Gateway Determination:

- Birpai Local Aboriginal Land Council
- Division of Biodiversity and Conservation
- National Parks and Wildlife Service
- NSW Rural Fire Service

As part of the exhibition, community engagement was promoted through:

- Notices in the local press (2 June 2021 and 16 June 2021)
- Notices on Council's Public Notices web page
- Hard copies at Council's Port Macquarie Customer Services Centre
- A dedicated 'Have your Say' web page linked to Council's web page including a copy of exhibition material

Written advice about the exhibition was provided to:

- Adjoining and adjacent landowners in proximity to Crestwood Park, including 195 landowners.
- Department of Planning Industry and Environment, the National Parks and Wildlife Service and Department of Environment Climate Change and Water NSW (as adjoining owners).

A Statement of Council Interest was included with the exhibition material, consistent with the DPIE's *Best Practice Guideline - LEPs and Council Land 1997*.

During the exhibition period, there were 232 visits to the 'Have your Say' site and 161 document downloads. The key matters identified in the submissions have been considered in the *Key Issues* section of this report. All individuals/groups and agencies that made a submission have been notified of this matter being reported to Council.

Throughout the planning process, internal consultation in relation to the proposal has occurred with a range of staff from across the organisation including Transport and Stormwater Network, Water and Sewer, Environmental Services, Regulatory Services, Development Assessment Planners, Development Engineers and Community Place.

Planning and Policy Implications

Planning Proposal PP2017 - 4.1 explains the intended effect of *Port Macquarie-Hastings Local Environmental Plan (LEP) 2011* (Amendment No. 57) and sets out the justification for making the plan.

The Planning Proposal is consistent with the *North Coast Regional Plan* and Port Macquarie-Hastings Council's *Strategic Planning Principles and Planning Priorities* as set out in *Shaping Our Future 2040 - A Local Strategic Planning Statement for Port Macquarie-Hastings*.

If made, *Port Macquarie-Hastings Local Environmental Plan 2011 (Amendment No. 57)* will repeal and replace the current in force LEP Map sheets for land zoning, minimum lot size, floor space ratio, and height of buildings to show the change of planning controls in respects of the nominated lots.






Council is the Planning Proposal Authority (PPA) in this matter. As PPA, Council is authorised under the Gateway Determination to finalise the planning proposal in accordance with the conditions imposed on the Gateway Determination, and make the Local Environmental Plan giving effect to the Planning Proposal. If approved by Council, the Plan will be made by the Director Development and Environment under delegation and published on the NSW legislation website.

Financial and Economic Implications

There are no forward financial and economic implications for Council in relation to the proposed rezoning of publicly owned and managed land (Crestwood Park). However, Council did incur costs in relation to preparation of a Preliminary Site Contamination Assessment for the Council land included in the Planning Proposal consistent with the requirements of State Policy and the Gateway Determination.

Lot 516 if rezoned, will be re-categorised for rating purposes. Future development of the Lot 516 will be at the cost of the landowner/developer. The provision of new utilities such as water and sewer infrastructure to the lot, and any vehicular access and onsite parking will be paid for, and subsequently maintained by the land/owner developer. Developer contributions and water and sewer charges may be applied at the time.

Attachments

1.  A. PP2017 - 4.1 - Submissions Summary - July 2021
2.  B. PP2017 - 4.1 - Gateway Determination - October 2020
3.  C. Biodiversity Conservation Division Letter - April 2021
4.  D. NSW Rural Fire Service Letter - May 2021
5.  E. Exhibited Planning Proposal PP2017 - 4.1 - June 2021

Item: 12.05

Subject: LAND ACQUISITION - HOUSTON MITCHELL DRIVE, LAKE CATHIE

Presented by: Development and Environment, Melissa Watkins

Alignment with Delivery Program

4.4.1 Plan, investigate, design and construct transport assets which address pedestrians, cyclist and vehicular needs to cater for the future growth of the region.

RECOMMENDATION

That Council:

1. Pay compensation in the amount of \$6,000 (GST Exclusive) to the owner of Lot 2 Deposited Plan 774341, Barronden Pty Limited, for the acquisition of those parts of Lot 2 Deposited Plan 774341 more particularly described as Lot 1 and 2 in plan of acquisition Deposited Plan 1239447.
2. Pursuant to Section 59 of the *Land Acquisition (Just Terms Compensation) Act 1991*, pay the landowner's property conveyancing costs.
3. Pursuant to Section 10 of the *Roads Act 1993*, dedicate Lot 1 and 2 Deposited Plan 1239447 as public road.

Executive Summary

This report recommends the payment of compensation for the acquisition of land required as part of the realignment of Houston Mitchell Drive at Lake Cathie.

Discussion

As part of the realignment of Houston Mitchell Drive, the acquisition of private land has been undertaken. The general location of the land acquisition is shown highlighted in **Attachment 1**.

With the consent of the owner of Lot 2 Deposited Plan 774341, Barronden Pty Limited, realignment of Houston Mitchell Drive occurred whilst the land acquisition was being completed.

With the completion of the realignment work, the extent of the land to be acquired has been surveyed as Lot 1 and 2 Deposited Plan 1239447 which comprise a total area of 4,854.3m² as shown highlighted in **Attachment 2**.

Options

Nil.

Community Engagement and Internal Consultation

There has been ongoing consultation with the landowner and their financial and legal representatives since the realignment project concept was developed in 2016 to the final plan of acquisition was registered in 2018. Contact has been made with the landowner and/or their appointed representative on several occasions since the realignment work was completed with an offer of compensation.

Planning and Policy Implications

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

Financial and Economic Implications

The acquisition of Lot 1 and 2 Deposited Plan 1239447 entitles the landowner to the payment of compensation. Having regard to the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991*, compensation has been assessed by Council's Consulting Valuer at \$6,000 (GST Exclusive). Offers in this amount have been made to the landowner who has recently provided written acceptance of the offer. With receipt of the written acceptance of the offer, the acquisition is now reported to Council to enable the land acquisition to be completed.

In addition to the payment of compensation for the land, Section 59 of the *Land Acquisition (Just Terms Compensation) Act 1991* requires Council to pay the landowner's legal/property conveyancing costs that will be incurred arising from the land acquisition. These costs are estimated at \$1,500 (GST Exclusive).

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

Payment of the agreed compensation is therefore recommended to Council.

Attachments

1.  Attachment 1
2.  Attachment 2

Subject: CONFIDENTIAL SESSION

RECOMMENDATION

1. That Council move into Confidential Session to receive and consider the following items:

Item 14.01 T-21-15 Stage 1 Construction of Rainbow Beach Sporting Fields

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

Item 14.02 T-20-33 High Voltage Maintenance Services

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

2. That pursuant to Section 10A subsections 2 & 3 and 10B of the Local Government Act 1993 (as amended), the press and public be excluded from the proceedings of the Confidential Session of Council on the basis that the items to be considered are of a confidential nature.
3. That the resolutions made by Council in Confidential Session be made public as soon as practicable after the conclusion of the Confidential Session and such resolutions be recorded in the Minutes of the Council Meeting.