



Port Macquarie Transport Network Community Consultative Committee

Business Paper

date of meeting: Monday 30 August 2021

location: Via Skype

time: 10:00am

Port Macquarie Transport Network Community Consultative Committee

CHARTER

1.0 PURPOSE OF THE COMMITTEE

The purpose of the Port Macquarie Transport Network Community Consultative Committee is to provide a forum for discussion between Council and the community on issues directly relating to the investigation of proposed Orbital Road options, planned traffic network improvements and upgrades to the existing Port Macquarie road network, through the development of a Strategic Business Case.

At the 19 June 2019 Council meeting it was resolved:

7. Request the General Manager to establish a Proposed Orbital Road Community Consultative Committee that will be guided by a Council-adopted Charter (yet to be determined), with membership of the Committee to be determined via a formal Expression of Interest process, ensuring that a broad cross-section of interests and expertise are represented on the Committee.

2.0 KEY FUNCTIONS

The Committee will:

- Assist Council in meeting its commitment to address the proposed Orbital Road options and broader Port Macquarie road network improvements & upgrades.
- Promote information sharing between Council, local community members and other key stakeholders, on the proposed Orbital Road options and broader Port Macquarie road network improvements & upgrades.
- Work collaboratively with Council and provide feedback on the proposed Orbital Road options, Strategic Business Case studies or reports and broader Port Macquarie road network improvements & upgrades.
- Provide a forum for the community members and other stakeholders to share / seek information on and provide feedback to Council on the development of the Strategic Business Case for the proposed Orbital Road, including planned traffic network improvements and upgrades to the existing Port Macquarie road network,

3.0 MEMBERSHIP

Membership of the Committee will comprise eleven (11) members including:

1. One independent Chair
2. Two Councillor representatives
3. Up to six community and stakeholder representatives (including no more than 2 representatives from any one representative group)
4. Two Council staff representatives (Director and Project Manager)

If and when decision-making is required, this will be by consensus.

It is anticipated other Council staff may be present on an as needs basis in support of the project to present information and listen to discussion.

3.1 Independent Chair

The Independent Chair must be:

- A convenor, facilitator, mediator and advisor for the Committee
- Independent and impartial
- The key contact between the Committee and Council

The Chair will be chosen through an Expression of Interest (EOI) process and must be able to demonstrate detailed experience in community relations, facilitation, mediation and / or public advocacy.

The appointment of the Chair to the Committee will be for a period of 12 months at which time the Committee membership will be reviewed; with the option to extend the Independent Chair's tenure for another twelve-month period via a resolution of the Council, without the need to go through a formal EOI process.

The Chair will be responsible for:

- Convening and running the meetings in a fair and independent way
- Ensuring members comply with the Code of Conduct
- Resolving disputes between members
- Liaising with Council staff on minutes, agendas and reports

3.2 Community and Stakeholder representatives

Community and stakeholder representatives will represent a broad cross section of the community in age and gender and will be chosen through an EOI process.

Local community representative's must:

- Be a current resident or landowner in the Port Macquarie-Hastings Local Government Area
- Be able to demonstrate active involvement in local community groups or activities
- Have awareness and knowledge about the projects on which the Committee will be focussed
- Be able to represent and communicate the interests of the community
- Be willing to adhere to the Council's Code of Conduct at all times, including the need for confidentiality at times.

Representatives of stakeholder groups must:

- Be a member of a stakeholder group with an interest in the projects on which the Committee will be focussed
- Have awareness and knowledge about the projects on which the Committee will be focussed
- Be able to represent and communicate the interests of their group and share information with their respective groups
- Be willing to adhere to the Council's Code of Conduct at all times, including the need for confidentiality at times.

Appointment to the Committee will be for a period of twelve months, at which time a review of the membership of the Committee will take place; with the option to extend the existing

Committee for another twelve-month period via a resolution of the Council, without the need to go through a formal EOI process.

3.3 Obligations of Members

- As per Section 226 (c) of the NSW Local Government Act 1993, the Mayor is the principal spokesperson for the governing body and Councillors that are members of the Committee are to obtain the Mayor's agreement to make media and other statements on behalf of Council. Further, only the Mayor, or a Councillor with the Mayor's agreement and otherwise in accordance with Council policies and procedures, may release Council information through media statements or otherwise, and the release of such information must be lawful under the Council adopted Code of Conduct. Council officers that are members of the Committee are bound by the existing operational delegations in relation to speaking to the media.
- A Councillor as a member of the Committee or the Committee itself has no delegation or authority to make decisions on behalf of Council, nor to direct the business of Council. The only decision-making power rests with Councillors, through formal resolutions of Council.
- The Committee may make recommendations to Director of Infrastructure or General Manager who will have the discretion to prepare a report, for consideration by Councillors through a formal meeting of Council. Council will consider recommendations that come from the Committee, however is under no obligation to resolve in favour of such recommendations.
- A Councillor as a member of the Committee or the Committee itself cannot direct staff and must abide by the decisions of Council and the policies of Council.

Confidentiality and Conflict Of Interest:

- Councillors, Council staff and members of this Committee must comply with the applicable provisions of Council's Code of Conduct in carrying out the functions as Council officials. It is the personal responsibility of Council officials to comply with the standards in the Code of Conduct and regularly review their personal circumstances with this in mind.
- Committee members must declare any conflict of interests at the start of each meeting or before discussion of a relevant item or topic. Details of any conflicts of interest should be appropriately minuted.
- Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate they be excused from Committee deliberations on the issue where the conflict of interest may exist. This does not relate to where a Committee member resides.
- All members of the Committee will be required to complete a confidentiality agreement that will cover the period of their membership of the Committee.

3.4 Appointment of Members

Council will seek Expressions of Interest for the independent chair and community /stakeholder representatives for an appointment of 12 months by the following means:

- Advertising in the local paper
- Social media
- Council Website.

The EOI will be open for no less than 28 days. The EOI submissions will be reviewed and assessed against appropriate selection criteria.

A report will then be prepared for a future Council meeting in relation to the appointment of members to the Committee.

The Committee will be established for the life of the development of the Strategic Business Case.

4.0 TIMETABLE OF MEETINGS

Meetings of the Committee shall be held on a quarterly basis as a minimum, with no more than six meetings in a 12-month period.

5.0 MEETING PRACTICES

5.1 Quorum

A meeting of the Committee shall not proceed unless a quorum of at least one (1) more than half the number of members are present.

5.2 Chairperson

- The Chairperson shall be the Independent Chair.
- If the Chair is not available, the most senior staff member at the meeting will act as Chair.

5.3 Secretariat

A Council Staff representative is to be responsible for ensuring that the Committee has adequate secretariat support. The secretariat will ensure that the business paper and supporting papers are circulated as early as possible but at least three (3) days prior to each meeting.

6.0 ATTENDANCE BY NON-COMMITTEE MEMBERS

There may be occasions where other attendees are required at Committee meetings, for example; funding partners, other levels of Government, project managers (if applicable), stakeholder engagement specialists and other Council staff. Invitations to Committee meetings will be on an as needs basis and upon the formal request of the Chairperson.

7.0 COMMITTEE INDUCTION

The Independent Chair will ensure that members are given a suitable induction training to equip them for their role in the Committee, in accordance with Council's Code of Conduct and the Council adopted Code of Meeting Practice.

Port Macquarie Transport Network Community Consultative Committee

ATTENDANCE REGISTER

Member	06/03/20	25/05/20	31/08/20	23/11/20	08/03/21	24/05/21
Denise Wilson (Chair)	✓	✓	✓	✓	✓	✓
Councillor Lisa Intemann	✓	✓	✓	A	✓	✓
Councillor Peter Alley	✓	✓	✓	A	A	A
Adele Graham	✓	✓	✓	✓	✓	✓
Brad Thomas	A	✓	✓	A	✓	A
Craig Nethery	✓	✓	✓	✓	✓	✓
Michael Mowle	✓	✓	A	✓	A	✓
Philip Lloyd	✓	A	✓	✓	✓	✓
Tony Thorne	✓	✓	✓	✓	✓	✓
Dan Bylsma (Director Infrastructure)	✓	✓	✓	✓	✓	✓
Cam Hawkins (Group Manager Infrastructure Planning)	✓	✓	✓	✓	✓	✓

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

Meeting Dates for 2021

8/03/2021	Function Room	10:00am
24/05/2021	Function Room	10:00am
23/08/2021	Function Room	10:00am
22/11/2021	Function Room	10:00am

Port Macquarie Transport Network Community Consultative Committee Meeting

Monday 30 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: APOLOGIES

RECOMMENDATION

That the apologies received be accepted.

Item: 03

Subject: CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDATION

That the Minutes of the Port Macquarie Transport Network Community Consultative Committee Meeting held on 24 May 2021 be confirmed.

PRESENT

Members:

Denise Wilson (Chair)
Councillor Lisa Intemann
Adele Graham (Independent member)
Craig Nethery (Independent member)
Michael Mowle (Independent member)
Philip Lloyd (Community member)
Tony Thorne (Independent member)
Director Infrastructure (Dan Bylsma)
Group Manager Infrastructure Planning (Cameron Hawkins)

The meeting opened at 10:00am.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

CONSENSUS:

That the apologies received from Brad Thomas and Councillor P Alley be accepted.

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Port Macquarie Transport Network Community Consultative Committee Meeting held on 8 March 2021 be confirmed.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

CONSENSUS:

That the Committee note information regarding the population figures in response to Item 5 of the Business Arising from Previous Minutes report is provided in the Transport Network Planning Report of this agenda.

06 PORT MACQUARIE TRANSPORT NETWORK PLANNING PROJECT UPDATE

In the 'Do Minimum' case the duplication of Ocean Drive and the right turn from Gordon to Hastings River Drive are included as these projects are funded and confirmed. 'Do Minimum Plus' includes projects that are likely to proceed prior to 2030 such as Oxley Highway upgrades, duplication of Hastings River Drive, John Oxley Drive upgrades and Lake Road upgrades. These will inform improvement scenarios for prioritisation.

Council is working on a Network Plan across the broader Port Macquarie Transport Network to inform future business cases for funding.

Council will be working with TfNSW to review the Area Wide Traffic Study in conjunction with future State changes to consider impacts on the local area.

The Regional Road and Transport Reclassification project by TfNSW - Council made a number of suggestions to transfer roads in the region from Regional to State and from Local to Regional.

CONSENSUS:

That the Committee:

1. Request Council provide additional information to the Committee following workshops with SMEC
 2. Agree with the terminology of 'current committed road works case' to replace 'do minimum' when discussing this with the community
 3. Request Council share the comparative results of past traffic counts for predicted 2019/2020 use
 4. Request Director Infrastructure raise population data with Director Strategy and Growth to ensure the data used is consistent and accurate across all our planning documents including LSPS and CSP
 5. Request Council make enquiries with TfNSW for comparative traffic count data of other regional areas with a similar population as a benchmarking exercise
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-
6. Provide two options for workshops with the Committee on the Traffic Network within the coming three weeks, with the most popular options to be confirmed.
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07 OTHER TRANSPORT IMPROVEMENT PROJECTS

CONSENSUS:

That the Committee:

1. Note the need for Council to give ongoing consideration to making Houston Mitchell Drive flood free.
 2. Note the need for Council to continue to consider the options for a proposed flood free Airport access route.
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08 GENERAL BUSINESS

08.01 COLAS GROUP RESURFACING WORKS

CONSENSUS:

That the Committee request an inspection of the condition of Ashdown Drive and intersection of Montague and Bangalay following COLAS Group resurfacing works.

08.02 STRATEGIC BUSINESS CASE

CONSENSUS:

That the Committee request an overview of what is being considered in the Strategic Business Case.

08.03 FLOOD RECOVERY

CONSENSUS:

That the Committee request an overview of the works resulting from the flood be provided to the next meeting with a consideration of current and future works programs.

08.04 FUTURE AGENDA ITEMS

CONSENSUS:

That the Committee request an item be included in future agendas to capture topics the Committee wish to discuss at future meetings.

The meeting closed at 11:30am.

Item: 04
Subject: DISCLOSURES OF INTEREST

RECOMMENDATION

That Disclosures of Interest be presented

DISCLOSURE OF INTEREST DECLARATION

Name of Meeting:	
Meeting Date:	
Item Number:	
Subject:	
I, the undersigned, hereby declare the following interest:	
<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 (j)
 (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.**

AGENDA

**PORT MACQUARIE TRANSPORT NETWORK
COMMUNITY CONSULTATIVE COMMITTEE**

30/08/2021

SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION

This form must be completed using block letters or typed.

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

By <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 (the <i>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 (the <i>subject land</i>)² <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: 05

Subject: BUSINESS ARISING FROM PREVIOUS MINUTES

Item:	6	Date:	31 August 2020
Subject:	Other Transport Improvement Projects		
Action Required:	1. Group Manager Infrastructure Planning provide a report to the Committee on the proposed Airport Access Road following receipt of information from TfNSW. If this information is received prior to the next Committee meeting, this report should be provided as an interim report.		
Current Status:	1. Still awaiting updates from TfNSW at 2021 05 07.		

Item:	9	Date:	8 March 2021
Subject:	Value Management Workshop		
Action Required:	1. Request an ExtraOrdinary meeting be held regarding pressure points and priorities as part of the preparation process for the Value Management Workshop either on 24 May 2021 (existing meeting date) or earlier as needed by the Value Management workshop dates when known.		
Current Status:	1. Per Error! No document variable supplied. report - to be completed by end of 2021.		

Item:	6	Date:	24 May 2021
Subject:	Port Macquarie Transport Network Planning Project Update		
Action Required:	<ol style="list-style-type: none"> 1. Provide additional information to the Committee following workshops with SMEC. 2. Agree with the terminology of 'current committed road works case' to replace 'do minimum' when discussing this with the community. 3. Share the comparative results of past traffic counts for predicted 2019/2020 use. 4. Raise population data with Director Strategy and Growth to ensure the data used is consistent and accurate across all planning documents including LSPS and CSP. 5. Make enquiries with TfNSW for comparative traffic count data of other regional areas with a similar population as a benchmarking exercise. 6. Provide two options for workshops with the Committee on the Traffic Network within the coming three weeks, with the most popular option to be confirmed. 		
Current Status:	<ol style="list-style-type: none"> 1. To be discussed at meeting. 2. Noted. 3. Shared via OneDrive and email 28 May 2021. 4. Completed. 5. Ongoing. 6. Completed. 		

Item:	8.01	Date:	24 May 2021
Subject:	Colas Group Resurfacing works		
Action Required:	1. Inspect the condition of Ashdown Drive and intersection of Montague and Bangalay Drives following COLAS Group resurfacing works.		
Current Status:	1. Investigations were conducted and found that there were underlying issues and conditions across the LGA with the road pavement. No issue with Contractor or workmanship.		

Item:	8.02	Date:	24 May 2021
Subject:	Strategic Business Case		
Action Required:	1. Request an overview of what is being considered in the Strategic Business Case.		
Current Status:	1. To be discussed at meeting.		

Item:	8.03	Date:	24 May 2021
Subject:	Flood recovery		
Action Required:	1. Request an overview of the works resulting from the flood be provided to the next meeting with a consideration of current and future works programs.		
Current Status:	Report included in agenda for August meeting.		

Item: 06

**Subject: PORT MACQUARIE TRANSPORT NETWORK PLANNING PROJECT
UPDATE**

Presented by: Infrastructure, Dan Bylsma

RECOMMENDATION

That the Committee note the information provided in this report.

Discussion

Council are continuing to work with Transport for NSW (TfNSW) on incorporating the Oxley Highway options into the network planning traffic model. The model layouts for Options 1 and 2 of the Oxley Highway/Wrights Road intersection have been received from TfNSW, with option 2 being utilised for future Port Macquarie Transport Network Planning Project (PMTNPP) modelling. This option has been used based on the timeframes TfNSW are estimating for upgrades to occur, with option 2 estimated for 2030.

SMEC have since performed future years modelling and strategic desire line analysis options modelling, the results of which are expanded further in this report. It should be noted that TfNSW have now provided a revised intersection modelling layout for option 2 in an attempt to improve traffic movement, as identified in the Do Min Plus model results, and to reduce environmental impact from construction.

Work is progressing for the Value Management Workshops, with analysis and planning underway. On review of the programme, and based on current delays, indicative timing for the Value Management Workshop is prior to the end of the 2021 calendar year.

Key activities undertaken since last committee meeting include:

- Updated Do Min (current committed road works) and Do Min Plus models.
- Identified further improvement options, including committee workshop.
- Completed Strategic Desire Line analysis.
- Input of TfNSW Oxley Highway improvement options 1 and 2 now received.
- Lake Road and Hospital Link tech note.

Key activities planned for the coming months:

- Commence options modelling.
- Value Management workshop.

Change of 'Do Minimum' Terminology

The term Current Committed Works Case will replace 'Do Minimum' for community facing reporting, in line with action from previous action.

Future Network Performance

The modelling to date has given an early indication of the Do Min Plus upgrades resulting in providing a network capable of meeting a standard level of service up to 2030. By 2040 the model indicates the level of service as being insufficient with all available upgrades, indicating additional improvements would be best served in the 2040-time frame.

Strategic Desire Line Analysis

Strategic desire lines have been developed to assist with narrowing down additional improvement or link options to be developed with consideration to placement within the network. A desire line has been coded in the 2040 model to represent one or more links or improvements. The intention being to model the effectiveness of geographical placement and subsequent effects to the Port Macquarie network.

This body of work consists of 9 desire lines as a succinct representation of improvement options identified from past engagement. Outputs of the modelling will be presented as supporting data to be considered in upcoming VMW's.

Preliminary analysis has been performed for each of the options individually, further work is ongoing to provide results of various combinations of desire lines. Indicative results can be seen in the table below, with the counts representing vehicle movements over a 2-hour period, these values are expected to change with further refinement of the model.

Location	ID	Name	AM		PM	
			NB/EB	SB/WB	NB/EB	SB/WB
East-West Link	1.1	Orbital Link	588	774	474	688
	1.2	Far South Link	256	794	332	264
	1.3	Koala Link	942	880	378	990
Hospital Link	2.1	Kingfisher to Jindalee	408	148	150	562
	2.2	Hospital to Jindalee	86	262	*[1]	*[1]
	2.3	Hospital to Toorak	246	792	202	606
	2.4	Merrigal to Highfields	172	246	136	382
Airport Link	3.1	Clifton to Boundary	1934	242	464	1056
	3.2	Major Innes Interchange	1122	136	174	694

*[1] – AIMSUN software errors (currently being resolved by AIMSUN)

Attachments

Nil

Item: 07

Subject: OTHER TRANSPORT IMPROVEMENT PROJECTS

Presented by: Infrastructure, Dan Bylsma

RECOMMENDATION

That the Port Macquarie Transport Network Community Consultative Committee note the information provided in this report.

Discussion

The following is a non-exhaustive list of major transport/road related projects that are being delivered by Council. As projects are initiated or closed this list will be updated.

The projects have been grouped into two broad categories, being Detailed Design/Construction Ready/Under Construction projects and Strategic Planning/Concept Design Projects.

The number of projects in this report has been reduced from previous reports.

Detailed Design/Construction Ready/Under Construction

1. Maria River Road Upgrade.
2. Lorne Road Upgrade.
3. Boundary Street Upgrade.
4. Ocean Drive Duplication (Matthew Flinders to Green Meadows).
5. Hastings River Drive Upgrade.
6. John Oxley Drive Upgrade.

Strategic Planning/ Concept Design

7. Lake Road (West) Duplication.
8. Proposed Airport Access Road.
9. Ocean Drive - Hastings River Drive - Corridor Planning Project.

1. Maria River Road Upgrade

- This project is in the **DESIGN PHASE**
- This project will deliver the sealing of the remaining 24km of Maria River Road that is currently unsealed. Spanning both the Port Macquarie-Hastings Council and Kempsey Shire Council Local Government Areas, the project is being delivered by PMHC through a Memorandum of Understanding with Kempsey Shire Council. The project is funded to the value of \$17M through the NSW Government Fixing Local Roads Grant scheme.

- The 50% design has been completed with CAPEX cost estimates exceeding the grant funding allocation. Further design investigations will be undertaken to explore opportunities to reduce capital costs in line with the allocated budget.
- Review baseline project time line to ensure project plan remains aligned with project milestones to ensure funding deed requirements are met. The Project Road Signage is in the final design stage and will be presented for discussion at the Maria River Road Upgrade Steering Committee Meeting scheduled for 2 September 2021.

2. Lorne Road Upgrade

- The project is currently in the **DESIGN PHASE**.
- This project initially seeks to deliver a strategic concept design to upgrade the remaining 13.5km unsealed portion of Lorne Road and subsequently undertake construction of commencing with the highest priority section(s). The strategic design will provide enough detail to inform the construction cost and allow for sections of the road to be designed and prioritised. The project will also see construction of the highest priority section as funding permits.
- Federal grant funding of \$160,000 has been confirmed to commence the investigations and concept designs for this project. We continue to source funding opportunities to deliver the remaining sections of unfunded works.
- The Construction Staging Assessment stage has been completed, and Project Planning for the detailed design is underway.

3. Boundary Street Upgrade

- This project is in the **DESIGN PHASE**.
- This project seeks to deliver the detailed design upgrade of Boundary Street from Hastings River Drive to Oliver Road (Airport Car Park). This upgrade will consist of road widening to dual lanes in both directions, realigned and new infrastructure and flood immunity against the 20-year flood event. The end state being shovel ready designs and estimated construction costs suitable to support and inform construction funding application for the project.
- This project aims to address the strategic growth of the region by providing a safe road environment and improved operation of Boundary Street for Port Macquarie and our broader region.
- The 50% detailed design submission has been received with continued environmental investigations underway. The review of culvert and soil stabilisation options has been completed.

4. Ocean Drive Duplication - between Matthew Flinders Drive and Greenmeadows Drive (South)

- The project is currently in the **PLANNING PHASE**.
- This project is currently in the construction planning phase. Council has resolved to progress this project with the potential to borrow up to \$30Million.
- Construction planning is continuing in collaboration with Transport for NSW.

5. Hastings River Drive Upgrade

- The project is currently in the **DESIGN PHASE**.
- This project seeks to upgrade the remaining section of the Hastings River Drive Upgrade between Hughes Place and Boundary Street to four lanes. Detailed design and approvals suitable for construction are planned to be completed within the 20/21 financial year. Construction timing is yet to be determined and is subject to funding allocation. This project aims to address the strategic growth of the region by providing a safe road environment and improved capacity and operation of Hastings River Drive.
- The detailed environmental assessment for the project's Development Application is nearing completion and is scheduled to be presented to the September 2021 Joint Regional Planning Panel.

6. John Oxley Drive Upgrade

- The project is currently in the **DESIGN PHASE**.
- This project seeks to deliver the design for the upgrade of John Oxley Drive from Kingfisher Road to The Ruins Way. Detailed design and approvals suitable for construction are planned to be completed within the 2021/22 financial year. Construction timing is yet to be determined and is subject to funding allocation. This project forms part of the broader Lake Innes planning and aims to provide a safe road environment and to improve the capacity and operation of John Oxley Drive.
- The environmental assessment and subsequent design completion is being finalised.
- Discussion are on-going with adjacent land owners regarding required land acquisitions.

7. Lake Road (West) Duplication

- The project is currently in the **DESIGN PHASE**.

- This project seeks to duplicate/upgrade Lake Road (between Fernhill Road and Jindalee Road) and between Chestnut Road and Ocean Drive. Detailed design and approvals suitable for construction of traffic signals are complete for the upgrade of the Jindalee and Fernhill Road intersections. Concept designs have been completed for the duplication of the section from Chestnut Road to Ocean Drive.
- Funding has been allocated to progress pre-construction approvals and planning for the upgrade of the Jindalee/Fernhill Road intersections in 2021/22 Operational Plan. Funding has also been allocated to commence the detailed designs for the duplication of the section from Chestnut Road to Ocean Drive.

8. Proposed Airport Access Road

- This project is in the **INVESTIGATION PHASE**.
- The Options planning workshop with TfNSW for the Airport Access Road and the Oxley HWY occurred on 18 March 2020. TfNSW have modelled several intersection configurations for the proposed Airport Access Road and Oxley Highway, including the revised intersection layout options, removing the need to realign Fernhill Road leg. Based on this modelling and investigations by TfNSW they have concluded that a single consolidated intersection is not required, therefore any realignment of Fernhill Road is not required.
- The next steps for this project are yet to be determined.

9. Ocean Drive / Hastings River Drive (MR538/MR600) Corridor Planning Project

- The project is currently in the **DELIVERY PHASE**.
- The MR538 / MR600 Corridor Strategy project is for the delivery of a long-term corridor strategy for the MR600 and MR538 corridors, which spans from Blackmans Point - Port Macquarie - Lake Cathie - Laurieton to Kendall. To support such a strategy, the project will conduct investigations, data gathering, analysis, and strategy development, through the engagement of Professional Services and Council resources.
- The MR538 / MR600 Corridor Strategy will align with a number of strategies to improve safety, traffic efficiency and sustainability on the region's transport network. These include the Port Macquarie-Hastings Local Government Area Traffic Study, Future Transport Strategy 2056, Road Safety Strategy and North Coast Regional Plan.
- The future performance of the corridor draft report has been produced and is currently being reviewed.

Attachments

Nil

Item: 08

Subject: FLOOD RECOVERY WORKS OVERVIEW

Presented by: Infrastructure, Dan Bylsma

RECOMMENDATION

That the Port Macquarie Transport Network Community Consultative Committee note the information provided.

Discussion

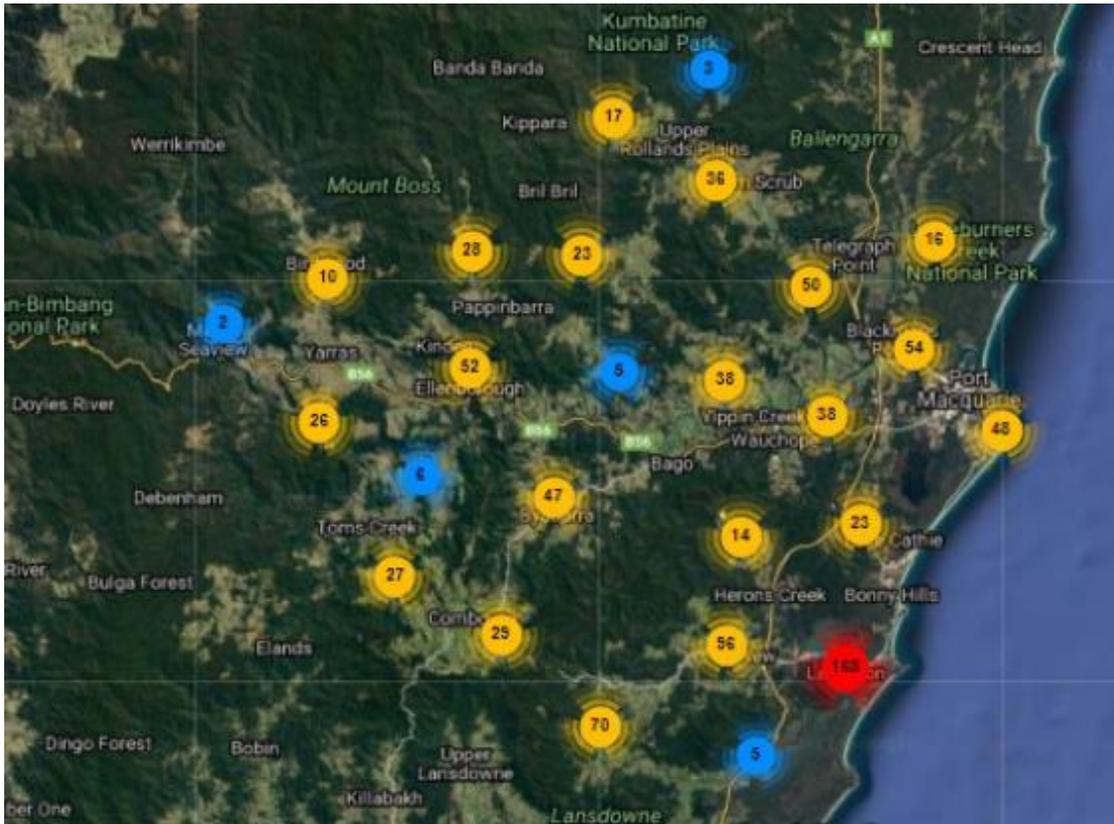
At the 24 May 2021 meeting the Committee requested an overview of the works resulting from the flood be provided to the next meeting with a consideration of current and future works programs.

A special Flood Recovery team has been established within Council to work in conjunction with contractors and the State Government to identify, assess, plan, prioritise and complete repairs to the 900+ identified flood damages.

Damages Summary

Funding Agency	Identified	Inspected/In progress	Completed	(review eligibility)	Count of Recover Damage No.
EPA	76		10		86
TfNSW	217	150	419	20	806
TfNSW/EPA	2				2
BIERP	26				26
PWA	3				3
Dept. Industry – Crown	20				20
Grand Total	344	150	429	20	943

The below heat map indicates the damage sites, with the highest volume of damages highlighted in red.



Initial planning work has been completed to identify asset types, funding agencies, guidelines for funding and repairs and deadlines.

Asset Type	Funding Agency	Guideline	Works Completion Deadlines	Claim Submission Deadline
Council owned essential public assets	Resilience NSW / Transport for NSW / PWA	NSW Natural Disaster Essential Public Asset Restoration Guidelines	Emergent & Immediate: Works complete by 1 December 2021 Reconstruction: Works complete by 30 June 2023	3 months after works completion
Crown owned essential public assets	Resilience NSW / Transport for NSW / PWA	NSW Natural Disaster Essential Public Asset Restoration Guidelines	Emergent & Immediate: Works complete by 1 December 2021 Reconstruction: Works complete by 30 June 2023	3 months after works completion
Community recreation, cultural and environmental assets	Environment Protection Authority (EPA)	NSW Storms & Floods 2021: NSW Storm & Flood Clean-up Program Guidelines	Works complete by 30 June 2023	Within 3 months of incurred spend
Boating access, amenities assets	Transport for NSW / NSW Boating Now Program	Boating Infrastructure Repair Pool (BIERP)	Works complete by 1 July 2022	
Insurance	Insurer (see Ruth King - PMHC)	Per Insurance agreement		

Detailed project planning is being finalised and the program of works is being continuously updated as assessments and planning are completed. To date, the cost estimates for these repairs are approximately, \$83,545,000.

Works are currently underway to complete flood repairs at the following locations:

- Ennis Road - reinstate road surface for access
- Costigans Road - gravel and regrading

- Captain Cook Bicentennial Drive - embankment stabilisation
- Scarborough Way - stormwater line replacement
- Bulli Creek Bridge - abutment and approach repairs
- Ballengarra Bransdon Bridge - abutment works

Upcoming works include:

- Rocks Ferry - make safe works

The Flood Recovery team is concurrently validating and assessing the damages at each site. This will allow for the development of works packaging for the outstanding repairs.

Attachments

Nil

Item: 09

Subject: ITEMS FOR FUTURE AGENDA

Presented by: Infrastructure, Dan Bylsma

RECOMMENDATION

That the Port Macquarie Transport Network Community Consultative Committee discuss items for the future agenda.

Discussion

Items for inclusion at the next meeting to be discussed.

Attachments

Nil