

# **ORDINARY COUNCIL**

**Thursday 21 April 2022**



# Ordinary Council Meeting

Thursday, 21 April 2022

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# 1 Leadership and Governance

## What we are trying to achieve

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

## What the result will be

We will have:

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

## How we will get there

- 1.1 Inform and engage with the community about what Council does using varied communication channels
- 1.2 Maintain strong partnerships between all stakeholders - local, state and federal — so that they are 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



Authorised by: Council  
Authorised date:  
Effective date:  
Next review date:  
File Number: D2021/360887

## Council Policy MAYORAL DISCRETIONAL FUND POLICY

### 1. INTRODUCTION

The establishment of a Mayoral Discretionary Fund enables the Mayor, on behalf of Council, to respond to requests for financial assistance from community groups or individuals from time to time.

The Port Macquarie-Hastings local government area receives visits from persons of importance for which it is a common and often cultural practice to exchange gifts, the Mayoral Discretionary Fund will allow for such an exchange.

The Council may wish to honour a local citizen(s) who have excelled in their chosen field of endeavour by holding a mayoral or civic reception. The Mayoral Discretionary Fund will allow for mayoral receptions to take place while civic receptions will need to be funded elsewhere. Civic receptions are those events that occur rarely such as royal visits.

The cost of attendance at functions or ancillary costs associated with attending a function representing Council at that event should not be funded from the Mayoral Discretionary Fund. These costs should be funded from other areas of Council's budget. For example, floral wreathes required at Anzac Day services are not a discretionary cost.

### 2. POLICY STATEMENT AND SCOPE

This Policy will ensure the process of utilisation of the Mayoral Discretionary Fund is appropriate, consistent, open and transparent.

The Policy aims to ensure responsibilities and required approval and authorisation processes are in place for the Mayoral Discretionary Fund.

This Policy applies to the Mayor on decisions to utilise the funds available through the Mayoral Discretionary Fund.

The Mayoral Discretionary Fund is to be expended at the discretion of the Mayor.

An appropriate annual budget allocation shall be made for the Fund.

The process of allocation will be via the adoption of Council's annual budget each year.

The Fund is to be used for non-personal matters associated with the Mayoral office. Some examples of appropriate items include donations, gifts and mayoral reception expenses.

Donations to an individual, where the individual is the sole beneficiary, will be strictly limited to the receipt of one (1) donation per financial year.

Where a request is received and funding can be gained by way of application to another funding source of Council, such as the Port Macquarie Hastings Sporting Fund or a Council Community Grant program, the request is to be denied and advice given on the alternative avenue to seek funding.

The Executive Assistant to the Mayor will be responsible for referring all requests to the Mayor for consideration and authorising requests once approved by the Mayor and is to ensure that expenditure is:

1. Within the allocated budget of the Fund; and
2. In accordance with this Policy.

The Mayor is responsible for approving requests for expenditure up to \$1,000.00 from the Fund.

Approval is to be obtained from Council, via resolution, to authorise a request in excess of \$1,000.00 from the Fund.

A monthly, accumulative, report will be presented to Council outlining any expenditure from the Fund.

An annual summary of the expenses from the Fund will be included in Council's statutory Annual Report.

This policy will be reviewed within six months following each ordinary election or change in Mayor.

### 3. RESPONSIBILITIES AND AUTHORITIES

#### 7.1 Roles and Responsibilities

The following Council officers are responsible for the implementation of and adherence to this Policy:

- Chief Executive Officer
- Group Manager Governance
- Executive Assistant to the Mayor

The following Council officers may provide support and advice on this Policy:

- Chief Executive Officer
- Group Manager Governance
- Executive Assistant to the Mayor

### 4. REFERENCES

Local Government Act 1993  
Local Government (General) Regulation 2021

### 5. DEFINITIONS

Councillors:	Elected Council representatives, including the Mayor.
Executive Group:	Chief Executive Officer and 1 <sup>st</sup> tier management positions.
Group Managers:	All 2 <sup>nd</sup> tier management positions.
the Fund:	Mayoral Discretionary Fund

### 6. PROCESS OWNER

Group Manager Governance

### 7. AMENDMENTS

- Distinction between a Mayoral Reception and Civic Reception
- Change in review period
- Revised use of the fund to exclude costs when representing Council at functions, events



## MAYORAL DISCRETIONARY FUND POLICY

<b>Responsible Officer</b>	Group Manager Governance and Executive Services
<b>Contact Officer</b>	Group Manager Governance and Executive Services
<b>Authorisation</b>	Ordinary Council Meeting
<b>Effective Date</b>	25 July 2012
<b>Modifications</b>	
<b>Superseded Documents</b>	Administrator's Discretionary Fund Policy – Adopted 25 March 2009
<b>Review</b>	Group Manager Governance and Executive Services This Policy will be reviewed prior to any scheduled ordinary Local Government election and as a minimum, once every four years.
<b>Associated Documents</b>	

### 1. INTRODUCTION

The establishment of a Mayoral Discretionary Fund enables the Mayor, on behalf of Council, to respond to requests for financial assistance from community groups or individuals from time to time.

The Port Macquarie-Hastings local government area receives visits from persons of importance for which it is a common and often cultural practice to exchange gifts, the Mayoral Discretionary Fund will allow for such an exchange.

The Council may wish to honour a local citizen(s) who have excelled in their chosen field of endeavour by holding a civic reception, the Mayoral Discretionary Fund will allow for such an event to take place.

### 2. POLICY OBJECTIVE

To ensure the process of utilisation of the Mayoral Discretionary Fund is appropriate, consistent, open and transparent.

The Policy aims to ensure responsibilities and required approval and authorisation processes are in place for the Mayoral Discretionary Fund.

### 3. POLICY SCOPE

This Policy applies to the Mayor on decisions to utilise the funds available through the Mayoral Discretionary Fund.

### 4. DEFINITIONS

Councillors:	Elected Council representatives, including the Mayor.
Executive Group:	General Manager and 1 <sup>st</sup> tier management positions.
Group Managers:	All 2 <sup>nd</sup> tier management positions.
the Fund:	Mayoral Discretionary Fund

**5. LEGAL & POLICY FRAMEWORK**

Local Government Act 1993  
Local Government (General) Regulation 2005

**6. POLICY STATEMENT**

Please refer Policy section.

**7. IMPLEMENTATION****7.1 Roles and Responsibilities**

The following Council officers are responsible for the implementation of and adherence to this Policy:

- General Manager
- Group Manager Governance and Executive Services
- Statutory Reporting Officer

**7.2 Support and Advice**

The following Council officers may provide support and advice on this Policy:

- General Manager
- Group Manager Governance and Executive Services
- Executive Assistant to the Mayor
- Executive Assistant to the General Manager

**7.3 Communication**

Policy will be communicated utilising the Port Macquarie-Hastings Council Policy Development Process.

Additionally:

*Pre-Policy adoption* – The community will be made aware of the proposed Policy via the applicable Council Business Paper.

*Post-Policy adoption* – A brief will be provided for Councillors, Executive Group and Group Managers.

**7.4 Procedures and Forms****7.4.1 Mayoral Discretionary Fund Request Form****8. REVIEW**

Review of this Policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines.

The Group Manager Governance and Executive Services is responsible for the review of this Policy.

This Policy will be reviewed prior to any scheduled ordinary Local Government election and as a minimum, once every four years.



**POLICY**

The Mayoral Discretionary Fund is to be expended at the discretion of the Mayor, in consultation with the General Manager.

**PART 1: BUDGET ALLOCATION**

An appropriate annual budget allocation shall be made for the Fund.

The process of allocation will be via the adoption of Council's annual budget each year.

**PART 2: LIMITS OF USE**

The Fund is to be used for non-personal matters associated with the Mayoral office. Some examples of appropriate items include donations, gifts, wreaths and civic ceremony expenses.

Donations to an individual, where the individual is the sole beneficiary, will be strictly limited to the receipt of one (1) donation per financial year.

Where a request is received and funding can be gained by way of application to another funding source of Council, such as the Port Macquarie Hastings Sporting Fund or a Council Community Grant program, the request is to be denied and advice given on the alternative avenue to seek funding.

**PART 3: AUTHORISATION**

The Group Manager Governance and Executive Services will be responsible for referring all requests to the Mayor for consideration and authorising requests once approved by the Mayor and is to ensure that expenditure is:

1. Within the allocated budget of the Fund; and
2. In accordance with this Policy.

The Mayor is responsible for approving requests for expenditure up to \$1,000.00 from the Fund.

Approval is to be obtained from Council, via resolution, to authorise a request in excess of \$1,000.00 from the Fund.

**PART 4: REPORTING**

A monthly, accumulative, report will be presented to Council outlining any expenditure from the Fund.

An annual summary of the expenses from the Fund will be included in Council's statutory Annual Report.



PORT MACQUARIE  
HASTINGS COUNCIL

## CODE OF MEETING PRACTICE

April 2022

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## 1 INTRODUCTION

This Code of Meeting Practice is made under section 360 of the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021* (the Regulation).

This Code incorporates:

- the mandatory provisions of the Model Code of Meeting Practice prescribed by the Regulation on 12 November 2021 (Model Code),
- some non-mandatory provisions of the Model Code; and
- supplementary provisions prepared by Council, which must not be inconsistent with the mandatory provisions of the Model Code.

This code and all its provisions applies to all meetings of Port Macquarie-Hastings Council (Council) and committees of Council of which all the members are Councillors.

The Council and such committees must conduct meetings in accordance with this Code.

Council committees whose members include persons other than Councillors may adopt their own rules for meetings unless Council determines otherwise.

**NOTE: To be removed in final version**

The colour coding throughout this draft document provides a description of how these clauses have been developed. Upon final adoption all colour will be reverted to black.

Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code. A council's adopted code of meeting practice may also incorporate the non-mandatory provisions of the Model Meeting Code and other supplementary provisions. However, a code of meeting practice adopted by a council must not contain provisions that are inconsistent with the mandatory provisions of this Model Meeting Code. Those mandatory provisions are indicated in black text.

The provisions of the Model Meeting Code that are not mandatory are indicated in red font.

The Model Meeting Code also applies to meetings of the boards of joint organisations and county councils. The provisions that are specific to meetings of boards of joint organisations are indicated in blue font. Clauses in a blue font will be deleted.

Council had added supplementary clauses which have been included over time and also proposed to add some new clauses to clear up inconsistencies and perceived deficiencies in the Code of Conduct. These clauses are indicated in green text.

## 2 MEETING PRINCIPLES

### 2.1 Council and committee meetings should be:

- Transparent:* Decisions are made in a way that is open and accountable.
- Informed:* Decisions are made based on relevant, quality information.
- Inclusive:* Decisions respect the diverse needs and interests of the local community.
- Principled:* Decisions are informed by the principles prescribed under Chapter 3 of the Act.
- Trusted:* The community has confidence that Councillors and staff act ethically and make decisions in the interests of the whole community.
- Respectful:* Councillors, staff and meeting attendees treat each other with respect.
- Effective:* Meetings are well organised, effectively run and skilfully chaired.
- Orderly:* Councillors, staff and meeting attendees behave in a way that contributes to the orderly conduct of the meeting.

**Note:** A point of order cannot be made by a Councillor with respect to adherence to the meeting principles: see clause 15.2.

## 3 BEFORE THE MEETING

### Timing of ordinary Council meetings

3.1 ~~Ordinary meetings of the Council will be held on the following occasions: [Council to specify the frequency, time, date and place of its ordinary meetings]~~  
[DELETED]

3.2 The Council shall, by resolution, set the frequency, time, date and place of its ordinary meetings.

**Note:** ~~Councils must use either clause 3.1 or 3.2~~

**Note:** Under section 365 of the Act, Councils are required to meet at least ten (10) times each year, each time in a different month unless the Minister for Local Government has approved a reduction in the number of times that a Council is required to meet each year under section 365A.

**Note:** ~~Under section 396 of the Act, county Councils are required to meet at least four (4) times each year.~~

**Note:** ~~Under section 400T of the Act, boards of joint organisations are required to meet at least four (4) times each year, each in a different quarter of the year.~~

### Extraordinary meetings

3.3 If the Mayor receives a request in writing, signed by at least two (2) Councillors, the Mayor must call an extraordinary meeting of the Council to be held as soon as practicable, but in any event, no more than fourteen (14) days after receipt of the request. The Mayor can be one of the two Councillors requesting the meeting.

**Note:** Clause 3.3 reflects section 366 of the Act.

[New Note Suggested by Councillor Sheppard]

Note: For the purpose of this clause, Councillors are requested to consider, prior to requesting an extraordinary meeting of Council, if the subject of the request is urgent and requires a decision by the Council before the next scheduled ordinary meeting of the Council.

#### Notice to the public of Council meetings

- 3.4 The Council must give notice to the public of the time, date and place of each of its meetings, including extraordinary meetings and of each meeting of committees of the Council.

Note: Clause 3.4 reflects section 9(1) of the Act.

- 3.5 For the purposes of clause 3.4, notice of a meeting of the Council and of a committee of Council is to be published before the meeting takes place. The notice must be published on the Council's website, and in such other manner that the Council is satisfied is likely to bring notice of the meeting to the attention of as many people as possible.

- 3.6 For the purposes of clause 3.4, notice of more than one (1) meeting may be given in the same notice.

#### Notice to Councillors of ordinary Council meetings

- 3.7 The Chief Executive Officer must send to each Councillor, at least three (3) days before each meeting of the Council, a notice specifying the time, date and place at which the meeting is to be held, and the business proposed to be considered at the meeting.

Note: Clause 3.7 reflects section 367(1) of the Act.

- 3.8 The notice and the agenda for, and the business papers relating to, the meeting may be given to Councillors in electronic form, but only if all Councillors have facilities to access the notice, agenda and business papers in that form.

Note: Clause 3.8 reflects section 367(3) of the Act.

#### Notice to Councillors of extraordinary meetings

- 3.9 Notice of less than three (3) days may be given to Councillors of an extraordinary meeting of the Council in cases of emergency.

Note: Clause 3.9 reflects section 367(2) of the Act.

The Chief Executive Officer will make the determination whether an Extraordinary Council meeting is called in the case of an emergency. Note that emergencies are generally accepted as natural disasters or serious unexpected events that require urgent attention.

[Proposed to Delete]

~~Notices of motion will not be dealt with at an Extraordinary meeting of Council unless they are the subject on which an extraordinary meeting of Council is called.~~

#### Giving notice of business to be considered at Council meetings

- 3.10 A Councillor may give notice of any business they wish to be considered by the Council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted ~~[Council to specify notice period required]~~ seven (7) business days before the meeting is to be held.

[Proposed to Add]

A notice of motion to be considered at an Extraordinary Council meeting must be submitted in writing a minimum of five (5) working days before the date of the Extraordinary meeting, unless in the case of an emergency.

- 3.11 A Councillor may, in writing to the Chief Executive Officer, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.

Note: A Councillor who submitted a notice of motion may request the withdrawal of the motion when it is before the Council: see clause 10.3.

- 3.12 If the Chief Executive Officer considers that a notice of motion submitted by a Councillor for consideration at an ordinary meeting of the Council has legal, strategic, financial or policy implications which should be taken into consideration by the meeting, the Chief Executive Officer may prepare a report in relation to the notice of motion for inclusion with the business papers for the meeting at which the notice of motion is to be considered by the Council.

- 3.13 A notice of motion requiring the expenditure of funds on works and/or services other than those already provided for in the Council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the notice of motion. If the notice of motion does not identify a funding source, the Chief Executive Officer must either:

- (a) prepare a report on the availability of funds for implementing the motion if adopted for inclusion in the business papers for the meeting at which the notice of motion is to be considered by the Council, or
- (b) by written notice sent to all Councillors with the business papers for the meeting for which the notice of motion has been submitted, defer consideration of the matter by the Council to such a date specified in the notice, pending the preparation of such a report.

#### Questions with notice

- 3.14 A Councillor may, by way of a notice submitted under clause 3.10, ask a question for response by the Chief Executive Officer about the performance or operations of the Council.
- 3.15 A Councillor is not permitted to ask a question with notice under clause 3.14 that comprises a complaint against the Chief Executive Officer or a member of staff of the Council, or a question that implies wrongdoing by the Chief Executive Officer or a member of staff of the Council.
- 3.16 The Chief Executive Officer or their nominee may respond to a question with notice submitted under clause 3.14 by way of a report included in the business papers for the relevant meeting of the Council or orally at the meeting.

NOTE: Nothing here prevents an initial answer being provided orally at the meeting and formally by way of a later report in writing.

- 3.16A [Proposed to Add]  
Questions with Notice submitted under 3.10 are required to be in accordance with the following conditions:
- i. The question is to be a single sentence of a single question commencing "That the Chief Executive Officer be requested to respond to the following question with notice...";



- ii. Should the question require additional time to prepare an adequate response, the Chief Executive Officer shall be consulted by Council as to an appropriate future Council meeting that a response shall be provided.
- iv. A Councillor shall be limited to a maximum of two (2) Questions with Notice at any Ordinary Council Meeting

Note: Nothing here prevents an initial answer being provided orally at the meeting and formally by way of a later report in writing.

Note: Clause 3.10 of the Code of Meeting Practice relates to submitting Notices of Motion and a question on Notice is regarded as a Notice of Motion

Note: 3.16A has been introduced following the resolution of Council for item 9.04 at the December 2018 Ordinary Council meeting.

#### Agenda and business papers for ordinary meetings

- 3.17 The Chief Executive Officer must cause the agenda for a meeting of the Council or a committee of the Council to be prepared as soon as practicable before the meeting.
  - 3.18 The Chief Executive Officer must ensure that the agenda for an ordinary meeting of the Council states:
    - (a) all matters to be dealt with arising out of the proceedings of previous meetings of the Council, and
    - (b) if the Mayor is the chairperson – any matter or topic that the chairperson proposes, at the time when the agenda is prepared, to put to the meeting, and
    - (c) all matters, including matters that are the subject of staff reports and reports of committees, to be considered at the meeting, and
    - (d) any business of which due notice has been given under clause 3.10.
  - 3.19 Nothing in clause 3.18 limits the powers of the Mayor to put a Mayoral minute to a meeting under clause 9.6.
  - 3.20 The Chief Executive Officer must not include in the agenda for a meeting of the Council any business of which due notice has been given if, in the opinion of the Chief Executive Officer, the business is, or the implementation of the business would be, unlawful. The Chief Executive Officer must report, without giving details of the item of business, any such exclusion to the next meeting of the Council.
  - 3.21 Where the agenda includes the receipt of information or discussion of other matters that, in the opinion of the Chief Executive Officer, is likely to take place when the meeting is closed to the public, the Chief Executive Officer must ensure that the agenda of the meeting:
    - (a) identifies the relevant item of business and indicates that it is of such a nature (without disclosing details of the information to be considered when the meeting is closed to the public), and
    - (b) states the grounds under section 10A(2) of the Act relevant to the item of business.
- Note: Clause 3.21 reflects section 9(2A)(a) of the Act.
- 3.22 The Chief Executive Officer must ensure that the details of any item of business which, in the opinion of the Chief Executive Officer, is likely to be considered when the meeting is closed to the public, are included in a business paper provided to Councillors for the meeting concerned. Such details must not be included in the business papers made available to the public and must not be disclosed by a Councillor or by any other person to another person who is not authorised to have that information.



Statement of ethical obligations**3.23 [New Clause]**

Business papers for all ordinary and extraordinary meetings of the Council and committees of the Council must contain a statement reminding Councillors of their oath or affirmation of office made under section 233A of the Act and their obligations under the Council's code of conduct to disclose and appropriately manage conflicts of interest.

Availability of the agenda and business papers to the public

- 3.24 Copies of the agenda and the associated business papers, such as correspondence and reports for meetings of the Council and committees of Council, are to be published on the Council's website, and must be made available to the public for inspection, or for taking away by any person free of charge at the offices of the Council, at the relevant meeting and at such other venues determined by the Council.

**Note:** Clause 3.24 reflects section 9(2) and (4) of the Act.

- 3.25 Clause 3.24 does not apply to the business papers for items of business that the Chief Executive Officer has identified under clause 3.21 as being likely to be considered when the meeting is closed to the public.

**Note:** Clause 3.25 reflects section 9(2A)(b) of the Act.

- 3.26 For the purposes of clause 3.24, copies of agendas and business papers must be published on the Council's website and made available to the public at a time that is as close as possible to the time they are available to Councillors.

**Note:** Clause 3.26 reflects section 9(3) of the Act.

- 3.27 A copy of an agenda, or of an associated business paper made available under clause 3.24, may in addition be given or made available in electronic form.

**Note:** Clause 3.27 reflects section 9(5) of the Act.

Agenda and business papers for extraordinary meetings

- 3.28 The Chief Executive Officer must ensure that the agenda for an extraordinary meeting of the Council deals only with the matters stated in the notice of the meeting.

- 3.29 Despite clause 3.28, business may be considered at an extraordinary meeting of the Council, even though due notice of the business has not been given, if:

- (a) a motion is passed to have the business considered at the meeting, and
- (b) the business to be considered is ruled by the chairperson to be of great urgency on the grounds that it requires a decision by the Council before the next scheduled ordinary meeting of the Council.

**NOTE:** The procedure in relation to 3.29 requires:

1. A Councillor to move a motion to for the item to be dealt with as it is a matter of great urgency.
2. Chairperson calls for a seconder.
3. If there is a seconder, then the mover of the motion can speak as to why they believe it should be considered and the urgent nature. In accordance with clause 3.30, only the mover of the motion can speak to the motion before it is put.
4. Council votes on considering it as an item of business.
5. The chairperson makes a decision as to whether it should be considered due to its urgent nature.

6. In accordance with clause 3.32, a motion of dissent cannot be moved against a ruling of the chairperson on whether a matter is of great urgency.
- 3.30 A motion moved under clause 3.29(a) can be moved without notice but only after the business notified in the agenda for the extraordinary meeting has been dealt with.
- 3.31 Despite clauses 10.20–10.30, only the mover of a motion moved under clause 3.29(a) can speak to the motion before it is put.
- 3.32 A motion of dissent cannot be moved against a ruling of the chairperson under clause 3.29(b) on whether a matter is of great urgency.

#### Pre-meeting briefing sessions

- 3.33 Prior to each ordinary meeting of the Council, the Chief Executive Officer may arrange a pre-meeting briefing session to brief Councillors on business to be considered at the meeting. Pre-meeting briefing sessions may also be held for extraordinary meetings of the Council and meetings of committees of the Council.
- 3.34 Pre-meeting briefing sessions are to be held in the absence of the public.
- 3.35 **[New clause]**  
**Pre-meeting briefing sessions may be held by audio-visual link.**
- 3.36 The Chief Executive Officer or a member of staff nominated by the Chief Executive Officer is to preside at pre-meeting briefing sessions.
- 3.37 Councillors must not use pre-meeting briefing sessions to debate or make preliminary decisions on items of business they are being briefed on, and any debate and decision-making must be left to the formal Council or committee meeting at which the item of business is to be considered.
- 3.38 Councillors (including the Mayor) must declare and manage any conflicts of interest they may have in relation to any item of business that is the subject of a briefing at a pre-meeting briefing session, in the same way that they are required to do so at a Council or committee meeting. The Council is to maintain a written record of all conflict of interest declarations made at pre-meeting briefing sessions and how the conflict of interest was managed by the Councillor who made the declaration.
- 3.39 A record of minutes will be recorded in the pre-meeting briefing including the items discussed, attendees of the briefing, timings and conflicts as detailed in clause 3.38.

## **4 PUBLIC FORUMS**

- 4.1 The Council may hold a public forum ~~prior to~~ during each ordinary meeting of the Council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held ~~prior to~~ during extraordinary Council meetings and meetings of committees of the Council.
- 4.1A **[New Council Clause]**  
The Council may also hold a public forum during each ordinary meeting of the Council for the purpose of hearing oral submissions from members of the public on items of business not on the agenda providing the subject of the request is the business of Council. Public forums for items not on the agenda will not be held in Extraordinary meetings of Council.
- 4.1B **[New Council Clause]**

The public forum for items not on the agenda shall provide a maximum of five (5) people an opportunity to speak on items not on the agenda for a maximum of five (5) minutes each.

- 4.2 **[New clause]**  
**Public forums may be held by audio-visual link.**
- 4.3 Public forums are to be chaired by the Mayor, in the absence of the Mayor the Deputy Mayor or in the absence of the Deputy Mayor a nominee of the Mayor.
- 4.4 To speak at a public forum, a person must first make an application to the Council in the approved form. Applications to speak at the public forum must be received by **[date and time to be specified by the Council]** 12.00noon on the last business day before the date on which the public forum is to be held, and must identify the item of business on the agenda of the Council meeting the person wishes to speak on, or the subject not on the agenda the person wishes to speak on, and whether they wish to speak 'for' or 'against' the item.
- 4.5 A person may apply to speak on no more than **[number to be specified by the Council]** two (2) items of business on the agenda, or not on the agenda, of the Council meeting.
- 4.6 Legal representatives acting on behalf of others are not to be permitted to speak at a public forum unless they identify their status as a legal representative when applying to speak at the public forum.
- 4.7 The Chief Executive Officer or their delegate may refuse an application to speak at a public forum. The Chief Executive Officer or their delegate must give reasons in writing for a decision to refuse an application.
- 4.8 No more than **[number to be specified by the Council]** two (2) speakers are to be permitted to speak 'for' or 'against' each item of business on the agenda, or on the same subject for matters not on the agenda, for the Council meeting.
- 4.9 If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the Chief Executive Officer or their delegate may request the speakers to nominate from among themselves the persons who are to address the Council on the item of business. If the speakers are not able to agree on whom to nominate to address the Council, the Chief Executive Officer or their delegate is to determine who will address the Council at the public forum.
- 4.10 If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the Chief Executive Officer or their delegate may, in consultation with the Mayor or the Mayor's nominated chairperson, increase the number of speakers permitted to speak on an item of business, where they are satisfied that it is necessary to do so to allow the Council to hear a fuller range of views on the relevant item of business.
- 4.11 Approved speakers at the public forum are to register with the Council any written, visual or audio material to be presented in support of their address to the Council at the public forum, and to identify any equipment needs no more than **[number to be specified by the Council]** days by 12:00 noon on the last business day before the public forum. The Chief Executive Officer or their delegate may refuse to allow such material to be presented.
- 4.12 The Chief Executive Officer or their delegate is to determine the order of speakers at the public forum.
- 4.13 Each speaker will be allowed **[number to be specified by the Council]** five (5) minutes to address the Council. This time is to be strictly enforced by the chairperson. The maximum

time a speaker may speak to Council is five (5) minutes in total so if the speaker wishes to address two (2) items, both items must be discussed within that five (5) minutes.

- 4.13A [New Council Clause]  
Should a speaker wish to speak to an item on the agenda and an item not on the agenda, both items must be spoken to within a maximum time of five (5) minutes and be addressed in a single speaking opportunity.
- 4.14 Speakers at public forums must not digress from the item on the agenda of the Council meeting they have applied to address the Council on. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.
- 4.15 A Councillor (including the chairperson) may, through the chairperson, ask questions of a speaker following their address at a public forum. Questions put to a speaker must be direct, succinct and without argument.
- 4.16 Speakers are under no obligation to answer a question put under clause 4.15. Answers by the speaker, to each question are to be limited to ~~number to be specified by the Council~~ two (2) minutes.
- 4.17 Speakers at public forums cannot ask questions of the Council, Councillors, or Council staff.
- 4.18 The Chief Executive Officer or their nominee may, with the concurrence of the chairperson, address the Council for up to ~~number to be specified by the Council~~ two (2) minutes in response to an address to the Council at a public forum after the address and any subsequent questions and answers have been finalised.
- 4.19 Where an address made at a public forum raises matters that require further consideration by Council staff, the Chief Executive Officer may recommend that the Council defer consideration of the matter pending the preparation of a further report on the matters.
- 4.20 When addressing the Council, speakers at public forums must comply with this code and all other relevant Council codes, policies, and procedures. Speakers must refrain from engaging in disorderly conduct, publicly alleging breaches of the Council's code of conduct or making other potentially defamatory statements.
- 4.21 If the chairperson considers that a speaker at a public forum has engaged in conduct of the type referred to in clause 4.20, the chairperson may request the person to refrain from the inappropriate behaviour and to withdraw and unreservedly apologise for any inappropriate comments. Where the speaker fails to comply with the chairperson's request, the chairperson may immediately require the person to stop speaking.
- 4.22 Clause 4.21 does not limit the ability of the chairperson to deal with disorderly conduct by speakers at public forums in accordance with the provisions of Part 15 of this code.
- 4.23 Where a speaker engages in conduct of the type referred to in clause 4.20, the Chief Executive Officer or their delegate may refuse further applications from that person to speak at public forums for such a period as the Chief Executive Officer or their delegate considers appropriate.
- 4.24 Councillors (including the Mayor) must declare and manage any conflicts of interest they may have in relation to any item of business that is the subject of an address at a public forum, in the same way that they are required to do so at a Council or committee meeting. The Council is to maintain a written record of all conflict of interest declarations made at



public forums and how the conflict of interest was managed by the Councillor who made the declaration.

~~Note: Public forums should not be held as part of a Council or committee meeting. Council or committee meetings should be reserved for decision making by the Council or committee of Council. Where a public forum is held as part of a Council or committee meeting, it must be conducted in accordance with the other requirements of this code relating to the conduct of Council and committee meetings.~~

- 4.25 The following submissions may **not** be made at an open forum:
- a submission on a proposed or pending planning proposal, development application, application to modify a development consent, application to review a determination or any related matter,
  - a submission by an applicant or objector in respect of development who made an oral submission at an on-site inspection,
  - a submission by a person on a matter on which they have made submissions at two (2) previous open forums in the same calendar year, unless otherwise approved in writing by the Chief Executive Officer,
  - a submission relating to a current or pending procurement, contract negotiation or dispute resolution involving the Council,
  - a submission on any matter which the Chief Executive Officer or their delegate considers is inappropriate to be made at an open forum.
- 4.26 Members of the public may also make written representations to Councillors regarding matters on the agenda. These representations are required to be received by Council at [councilmeeting@pmhc.nsw.gov.au](mailto:councilmeeting@pmhc.nsw.gov.au) no later than 12 noon the day prior to the meeting. These representations will be circulated to Councillors to assist in their decision making prior to the commencement of the Council meeting.

NOTE: These written representations do not form part of the formal meeting, nor do they form part of the meeting documents or minutes.

## 5 COMING TOGETHER

### Attendance by Councillors at meetings

- 5.1 All Councillors must make reasonable efforts to attend meetings of the Council and of committees of the Council of which they are members.

Note: A Councillor may not attend a meeting as a Councillor (other than the first meeting of the Council after the Councillor is elected or a meeting at which the Councillor takes an oath or makes an affirmation of office) until they have taken an oath or made an affirmation of office in the form prescribed under section 233A of the Act.

- 5.2 [New Clause]  
A Councillor cannot participate in a meeting of the Council or of a committee of the Council unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link under this code.

- ~~5.3 The board of the joint organisation may, if it thinks fit, transact any of its business at a meeting at which representatives (or some representatives) participate by telephone or other electronic means, but only if any representative who speaks on a matter before the meeting can be heard by the other representatives. For the purposes of a meeting held in accordance with this clause, the chairperson and each other voting representative on the board have the same voting rights as they have at an ordinary meeting of the board.~~

~~Note: Clause 5.3 reflects section 397G of the Regulation. Joint organisations may adopt clause 5.3 and omit clause 5.2. Councils must not adopt clause 5.3.~~

- 5.3 [Proposed to Delete]  
~~Seating order for Councillors at Council meetings shall be determined by resolution of the Council.~~
- 5.4 Where a Councillor is unable to attend one or more ordinary meetings of the Council, the Councillor should request that the Council grant them a leave of absence from those meetings. This clause does not prevent a Councillor from making an apology if they are unable to attend a meeting. However, the acceptance of such an apology does not constitute the granting of a leave of absence for the purposes of this code and the Act.
- 5.5 A Councillor's request for leave of absence from Council meetings should, if practicable, identify (by date) the meetings from which the Councillor intends to be absent and the grounds upon which the leave of absence is being sought.
- 5.6 The Council must act reasonably when considering whether to grant a Councillor's request for a leave of absence.
- 5.7 A Councillor's civic office will become vacant if the Councillor is absent from three (3) consecutive ordinary meetings of the Council without prior leave of the Council, or leave granted by the Council at any of the meetings concerned, unless the holder is absent because they have been suspended from office under the Act, or because the Council has been suspended under the Act, or as a consequence of a compliance order under section 438HA.
- Note: Clause 5.7 reflects section 234(1)(d) of the Act.**
- 5.8 A Councillor who intends to attend a meeting of the Council despite having been granted a leave of absence should, if practicable, give the Chief Executive Officer at least two (2) days' notice of their intention to attend.

#### The quorum for a meeting

- 5.9 The quorum for a meeting of the Council is a majority of the Councillors of the Council who hold office at that time and are not suspended from office.

**Note: Clause 5.9 reflects section 368(1) of the Act.**

~~If an even number of Councillors holds office at the time, a majority is half that number plus one.~~

- 5.10 Clause 5.9 does not apply if the quorum is required to be determined in accordance with directions of the Minister in a performance improvement order issued in respect of the Council.

**Note: Clause 5.10 reflects section 368(2) of the Act.**

- 5.11 A meeting of the Council must be adjourned if a quorum is not present:
- (a) at the commencement of the meeting where the number of apologies received for the meeting indicates that there will not be a quorum for the meeting, or
  - (b) within half an hour after the time designated for the holding of the meeting, or
  - (c) at any time during the meeting.

**Notes:** A Councillor who has been granted leave of absence for a meeting by the Council is an apology for the meeting for the purposes of clause 5.11(a). A Councillor can be an apology for a meeting without having been granted a leave of absence by the Council.

A Councillor who leaves the meeting room during a meeting is absent from the meeting for the purpose of determining whether a quorum is present.

Refer to the Code of Conduct in the event that a majority of Councillors are precluded from consideration of a matter, by reason of having disclosed a pecuniary or non-pecuniary significant interest or in the case where a Councillor has deliberately left the meeting for the purpose of losing a quorum.

- 5.12 In either case, the meeting must be adjourned to a time, date, and place fixed:
- (a) by the chairperson, or
  - (b) in the chairperson's absence, by the majority of the Councillors present, or
  - (c) failing that, by the Chief Executive Officer.
- 5.13 The Chief Executive Officer must record in the Council's minutes the circumstances relating to the absence of a quorum (including the reasons for the absence of a quorum) at or arising during a meeting of the Council, together with the names of the Councillors present.
- 5.14 Where, prior to the commencement of a meeting, it becomes apparent that a quorum may not be present at the meeting, or that the health, safety or welfare of Councillors, Council staff and members of the public may be put at risk by attending the meeting because of a natural disaster or a public health emergency, the Mayor may, in consultation with the Chief Executive Officer and, as far as is practicable, with each Councillor, cancel the meeting. Where a meeting is cancelled, notice of the cancellation must be published on the Council's website and in such other manner that the Council is satisfied is likely to bring notice of the cancellation to the attention of as many people as possible.
- 5.15 Where a meeting is cancelled under clause 5.14, the business to be considered at the meeting may instead be considered, where practicable, at the next ordinary meeting of the Council or at an extraordinary meeting called under clause 3.3.

Meetings held by audio-visual link

- 5.16 [New Clause]  
A meeting of the Council or a committee of the Council may be held by audio-visual link where the Mayor determines that the meeting should be held by audio-visual link because of a natural disaster or a public health emergency. The Mayor may only make a determination under this clause where they are satisfied that attendance at the meeting may put the health and safety of Councillors and staff at risk. The Mayor must make a determination under this clause in consultation with the Chief Executive Officer and, as far as is practicable, with each Councillor.
- 5.17 [New Clause]  
Where the Mayor determines under clause 5.16 that a meeting is to be held by audio-visual link, the Chief Executive Officer must:
- (a) give written notice to all Councillors that the meeting is to be held by audio-visual link, and
  - (b) take all reasonable steps to ensure that all Councillors can participate in the meeting by audio-visual link, and
  - (c) cause a notice to be published on the Council's website and in such other manner the Chief Executive Officer is satisfied will bring it to the attention of as many people as possible, advising that the meeting is to be held by audio-visual link and providing information about where members of the public may view the meeting.
- 5.18 [New Clause]  
This code applies to a meeting held by audio-visual link under clause 5.16 in the same

way it would if the meeting was held in person.

Note: Where a Council holds a meeting by audio-visual link under clause 5.16, it is still required under section 10 of the Act to provide a physical venue for members of the public to attend in person and observe the meeting.

Attendance by Councillors at meetings by audio-visual link

- 5.19 [New Clause]  
Councillors may attend and participate in meetings of the Council and committees of the Council by audio-visual link with the approval of the Council or the relevant committee.
- 5.20 [New Clause]  
A request by a Councillor for approval to attend a meeting by audio-visual link must be made in writing to the Chief Executive Officer prior to the meeting in question and must provide reasons why the Councillor will be prevented from attending the meeting in person.
- 5.21 [New Clause]  
Councillors may request approval to attend more than one meeting by audio-visual link. Where a Councillor requests approval to attend more than one meeting by audio-visual link, the request must specify the meetings the request relates to in addition to the information required under clause 5.20.
- 5.22 [New Clause]  
The Council must comply with the Health Privacy Principles prescribed under the *Health Records and Information Privacy Act 2002* when collecting, holding, using and disclosing health information in connection with a request by a Councillor to attend a meeting by audio-visual link.
- 5.23 [New Clause]  
A Councillor who has requested approval to attend a meeting of the Council or a committee of the Council by audio-visual link may participate in the meeting by audio-visual link until the Council or committee determines whether to approve their request and is to be taken as present at the meeting. The Councillor may participate in a decision in relation to their request to attend the meeting by audio-visual link.
- 5.24 [New Clause]  
A decision whether to approve a request by a Councillor to attend a meeting of the Council or a committee of the Council by audio-visual link must be made by a resolution of the Council or the committee concerned. The resolution must state:
- (a) the meetings the resolution applies to, and
  - (b) the reason why the Councillor is being permitted to attend the meetings by audio-visual link where it is on grounds other than illness, disability, or caring responsibilities.
- 5.25 [New Clause]  
If the Council or committee refuses a Councillor's request to attend a meeting by audio-visual link, their link to the meeting is to be terminated.
- 5.26 [New Clause]  
A decision whether to approve a Councillor's request to attend a meeting by audio-visual link is at the Council's or the relevant committee's discretion. The Council and committees of the Council must act reasonably when considering requests by Councillors to attend meetings by audio-visual link. However, the Council and committees of the Council are under no obligation to approve a Councillor's request to attend a meeting by audio-visual link where the technical capacity does not exist to allow the Councillor to attend the meeting



by these means.

- 5.27 [New Clause]  
The Council and committees of the Council may refuse a Councillor's request to attend a meeting by audio-visual link where the Council or committee is satisfied that the Councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality or to comply with this code on one or more previous occasions they have attended a meeting of the Council or a committee of the Council by audio-visual link.
- 5.28 [New Clause]  
This code applies to a Councillor attending a meeting by audio-visual link in the same way it would if the Councillor was attending the meeting in person. Where a Councillor is permitted to attend a meeting by audio-visual link under this code, they are to be taken as attending the meeting in person for the purposes of the code and will have the same voting rights as if they were attending the meeting in person.
- 5.29 [New Clause]  
A Councillor must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link. The Councillor's camera must be on at all times during the meeting except as may be otherwise provided for under this code.
- 5.30 [New Clause]  
A Councillor must be appropriately dressed when attending a meeting by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the Council or the committee into disrepute.

#### Entitlement of the public to attend Council meetings

- 5.31 Everyone is entitled to attend a meeting of the Council and committees of the Council. The Council must ensure that all meetings of the Council and committees of the Council are open to the public.

**Note:** Clause 5.31 reflects section 10(1) of the Act.

- 5.32 Clause 5.31 does not apply to parts of meetings that have been closed to the public under section 10A of the Act.

- 5.33 A person (whether a Councillor or another person) is not entitled to be present at a meeting of the Council or a committee of the Council if expelled from the meeting:

- (a) by a resolution of the meeting, or
- (b) by the person presiding at the meeting if the Council has, by resolution, authorised the person presiding to exercise the power of expulsion.

**Note:** Clause 5.33 reflects section 10(2) of the Act.

**Note:** Clause 15.15 confer a standing authorisation on all chairpersons of meetings of the Council and committees of the Council to expel persons from meetings. Clause 15.15 authorises chairpersons to expel persons other than Councillors from a Council or committee meeting.

#### Webcasting of meetings

- 5.34 [New Clause. Council is no longer required to live stream however will continue to do so. 5.36 provides for live stream or made available after the meeting. Not proposed to include livestream in the code however this will not prevent Council from doing so and also provide flexibility if technical issues occur]

Each meeting of the Council or a committee of the Council is to be recorded by means of an audio or audio-visual device.

- 5.35 At the start of each meeting of the Council or a committee of the Council, the chairperson must inform the persons attending the meeting that:

- (a) the meeting is being recorded and made publicly available on the Council's website, and
- (b) persons attending the meeting should refrain from making any defamatory statements.

- 5.36 [New Clause]

The recording of a meeting is to be made publicly available on the Council's website:

- (a) at the same time as the meeting is taking place, or
- (b) as soon as practicable after the meeting.

- 5.37 The recording of a meeting is to be made publicly available on the Council's website for at least 12 months after the meeting.

- 5.38 Clauses 5.36 and 5.37 do not apply to any part of a meeting that has been closed to the public in accordance with section 10A of the Act.

**Note: Clauses 5.34 – 5.38 reflect section 236 of the Regulation.**

- 5.39 Recordings of meetings may be disposed of in accordance with the *State Records Act 1998*.

~~Note: Joint organisations are not required to webcast meetings but may choose to do so by adopting clauses 5.34–5.39. Joint organisations that choose not to webcast meetings may omit clauses 5.34–5.39.~~

#### Attendance of the Chief Executive Officer and other staff at meetings

- 5.40 The Chief Executive Officer is entitled to attend, but not to vote at, a meeting of the Council or a meeting of a committee of the Council of which all of the members are Councillors.

**Note: Clause 5.40 reflects section 376(1) of the Act.**

- 5.41 The Chief Executive Officer is entitled to attend a meeting of any other committee of the Council and may, if a member of the committee, exercise a vote.

**Note: Clause 5.41 reflects section 376(2) of the Act.**

- 5.42 The Chief Executive Officer may be excluded from a meeting of the Council or a committee while the Council or committee deals with a matter relating to the standard of performance of the Chief Executive Officer or the terms of employment of the Chief Executive Officer.

**Note: Clause 5.42 reflects section 376(3) of the Act.**

- 5.43 The attendance of other Council staff at a meeting, (other than as members of the public) shall be with the approval of the Chief Executive Officer.

- 5.44 [New Clause]**

**The Chief Executive Officer and other Council staff may attend meetings of the Council and committees of the Council by audio-visual-link. Attendance by Council staff at meetings by audio-visual link (other than as members of the public) shall be with the approval of the Chief Executive Officer.**

Adjournment of Meeting

- 5.45 Council or a Committee of the Council may resolve to adjourn a meeting at any time. The resolution adjourning the meeting must fix the time, date and place that the meeting is to be adjourned to.
- 5.46 Where a meeting is adjourned under clause 5.45 to another date, the Chief Executive Officer must:
- (a) individually notify each Councillor of the time, date and place at which the meeting will reconvene, and
  - (b) publish the time, date and place at which the meeting will reconvene on the council's website and in such other manner that the Chief Executive Officer is satisfied is likely to bring notice of the time, date and place of the reconvened meeting to the attention of as many people as possible.

**6 THE CHAIRPERSON**The chairperson at meetings

- 6.1 The Mayor, or at the request of or in the absence of the Mayor, the deputy Mayor (if any) presides at meetings of the Council.

**Note: Clause 6.1 reflects section 369(1) of the Act.**

- 6.2 If the Mayor and the deputy Mayor (if any) are absent, a Councillor elected to chair the meeting by the Councillors present presides at a meeting of the Council.

**Note: Clause 6.2 reflects section 369(2) of the Act.**

Election of the chairperson in the absence of the Mayor and deputy Mayor

- 6.3 If no chairperson is present at a meeting of the Council at the time designated for the holding of the meeting, the first business of the meeting must be the election of a chairperson to preside at the meeting.
- 6.4 The election of a chairperson must be conducted:
- (a) by the Chief Executive Officer or, in their absence, an employee of the Council designated by the Chief Executive Officer to conduct the election, or
  - (b) by the person who called the meeting or a person acting on their behalf if neither the Chief Executive Officer nor a designated employee is present at the meeting, or if there is no Chief Executive Officer or designated employee.
- 6.5 If, at an election of a chairperson, two (2) or more candidates receive the same number of votes and no other candidate receives a greater number of votes, the chairperson is to be the candidate whose name is chosen by lot.
- 6.6 For the purposes of clause 6.5, the person conducting the election must:
- (a) arrange for the names of the candidates who have equal numbers of votes to be written on similar slips, and
  - (b) then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random.
- 6.7 The candidate whose name is on the drawn slip is the candidate who is to be the chairperson.

- 6.8 Any election conducted under clause 6.3, and the outcome of the vote, are to be recorded in the minutes of the meeting.

#### Chairperson to have precedence

- 6.9 When the chairperson rises or speaks during a meeting of the Council:
- (a) any Councillor then speaking or seeking to speak must cease speaking and, if standing, immediately resume their seat, and
  - (b) every Councillor present must be silent to enable the chairperson to be heard without interruption.

[New Note as Requested by Councillor Intemann]

Note: This clause primarily relates to dealing with disorder in the meeting, as advised by the Office of Local Government.

## 7 MODES OF ADDRESS

- 7.1 If the chairperson is the Mayor, they are to be addressed as 'Mr Mayor' or 'Madam Mayor'.
- 7.1A If the chairperson is the Deputy Mayor, they are to be addressed as 'Mr Deputy Mayor' or 'Madam Deputy Mayor'.
- 7.2 Where the chairperson is not the Mayor, they are to be addressed as either 'Mr Chairperson', 'Mr Chair', 'Madam Chairperson' or 'Madam Chair'.
- 7.3 A Councillor is to be addressed as 'Councillor [surname]'.
- 7.4 A Council officer is to be addressed by their official designation or as Mr/Ms [surname].
- 7.5 [Council Clause and could be removed if appropriate]  
During a meeting of Council, all Councillors with the exception of the chairperson, or any Councillor prevented by physical impairment, shall stand when speaking.

## 8 ORDER OF BUSINESS FOR ORDINARY COUNCIL MEETINGS

- 8.1 ~~At a meeting of the Council, the general order of business is as fixed by resolution of the Council. [DELETED]~~
- 8.2 The general order of business for an ordinary meeting of the Council shall be: ~~[Councils may adapt the following order of business to meet their needs]~~

- Open meeting
- 01 Acknowledgement of country
- 02 Remote Attendance at Meeting
- 03 Local Government Prayer
- 04 Apologies
- 05 Confirmation of minutes
- 06 Disclosures of interests
- 07 Mayoral minute(s)
- 08 Confidential attachments to Ordinary Council meeting
- 09 Public forum - matters not on the agenda
- 10 Public forum - matters on the agenda
- 11 Leadership and Governance
- 12 Your Community Life
- 13 Your Business and Industry

- 14 Your Natural and Built Environment
  - 15 Items to be dealt with by exception
  - 16 Confidential matters
- Close of meeting

NOTE: Notices of motion/Questions with notice and Petitions will be included in the functional areas of the agenda.

**Note: Councils must use either clause 8.1 or 8.2.**

- 8.2A The Acknowledgement of Country shall normally be delivered in accordance with advice/guidelines issued by the Australian Government at that time. This also applies to all Committees of Council, sub-committees and groups.
- 8.3 The order of business as fixed under clause ~~[8.1/8.2]~~ ~~[delete whichever is not applicable]~~ may be altered for a particular meeting of the Council if a motion to that effect is passed at that meeting. Such a motion can be moved without notice.

**Note: If adopted, Part 13 allows Council to deal with items of business by exception.**

- 8.4 Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 8.3 may speak to the motion before it is put.

## 9 CONSIDERATION OF BUSINESS AT COUNCIL MEETINGS

### Business that can be dealt with at a Council meeting

- 9.1 The Council must not consider business at a meeting of the Council:
  - (a) unless a Councillor has given notice of the business, as required by clause 3.10, and
  - (b) unless notice of the business has been sent to the Councillors in accordance with clause 3.7 in the case of an ordinary meeting or clause 3.9 in the case of an extraordinary meeting called in an emergency.
- 9.2 Clause 9.1 does not apply to the consideration of business at a meeting, if the business:
  - (a) is already before, or directly relates to, a matter that is already before the Council, or
  - (b) is the election of a chairperson to preside at the meeting, or
  - (c) subject to clause 9.9, is a matter or topic put to the meeting by way of a Mayoral minute, or
  - (d) is a motion for the adoption of recommendations of a committee, including, but not limited to, a committee of the Council.
- 9.3 Despite clause 9.1, business may be considered at a meeting of the Council even though due notice of the business has not been given to the Councillors if:
  - (a) a motion is passed to have the business considered at the meeting, and
  - (b) the business to be considered is ruled by the chairperson to be of great urgency on the grounds that it requires a decision by the Council before the next scheduled ordinary meeting of the Council.

Note: The procedure in relation to 9.3 requires:

1. A Councillor to move a motion to for the item to be dealt with as it is a matter of great urgency.
2. Chairperson calls for a seconder.
3. If there is a seconder, then the mover of the motion can speak as to why they believe it should be considered and the urgent nature. In accordance with clause 9.4, only the mover of the motion can speak to the motion before it is put.



4. Council votes on considering it as an item of business.
  5. The chairperson makes a decision as to whether it should be considered due to its urgent nature.
  6. In accordance with clause 9.5, a motion of dissent cannot be moved against a ruling of the chairperson on whether a matter is of great urgency.
- 9.4 A motion moved under clause 9.3(a) can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 9.3(a) can speak to the motion before it is put.
- 9.5 A motion of dissent cannot be moved against a ruling by the chairperson under clause 9.3(b).

#### Mayoral minutes

- 9.6 Subject to clause 9.9, if the Mayor is the chairperson at a meeting of the Council, the Mayor may, by minute signed by the Mayor, put to the meeting without notice any matter or topic that is within the jurisdiction of the Council, or of which the Council has official knowledge.
- 9.7 A Mayoral minute, when put to a meeting, takes precedence over all business on the Council's agenda for the meeting. The chairperson (but only if the chairperson is the Mayor) may move the adoption of a Mayoral minute without the motion being seconded.
- 9.8 A recommendation made in a Mayoral minute put by the Mayor is, so far as it is adopted by the Council, a resolution of the Council.
- 9.9 A Mayoral minute must not be used to put without notice matters that are routine and not urgent or matters for which proper notice should be given because of their complexity. For the purpose of this clause, a matter will be urgent where it requires a decision by the Council before the next scheduled ordinary meeting of the Council.
- 9.10 Where a Mayoral minute makes a recommendation which, if adopted, would require the expenditure of funds on works and/or services other than those already provided for in the Council's current adopted operational plan, it must identify the source of funding for the expenditure that is the subject of the recommendation. If the Mayoral minute does not identify a funding source, the Council must defer consideration of the matter, pending a report from the Chief Executive Officer on the availability of funds for implementing the recommendation if adopted.

#### Staff reports

- 9.11 A recommendation made in a staff report is, so far as it is adopted by the Council, a resolution of the Council.

#### Reports of committees of Council

- 9.12 The recommendations of a committee of the Council are, so far as they are adopted by the Council, resolutions of the Council.
- 9.13 If in a report of a committee of the Council distinct recommendations are made, the Council may make separate decisions on each recommendation.

#### Adopting recommendations in reports

- 9.13A If in any report (other than the report of a committee) distinct recommendations are made, the Council may make separate decisions on each recommendation (splitting recommendations).

Questions

- 9.14 A question must not be asked at a meeting of the Council unless it concerns a matter on the agenda of the meeting or notice has been given of the question in accordance with clauses 3.10 and 3.14.
- 9.15 A Councillor may, through the chairperson, put a question to another Councillor about a matter on the agenda.
- 9.16 A Councillor may, through the Chief Executive Officer, put a question to a Council employee about a matter on the agenda. Council employees are only obliged to answer a question put to them through the Chief Executive Officer at the direction of the Chief Executive Officer.

**Notes:** It is considered that all Councillors have the opportunity to, through the Chief Executive Officer, put a question to a Council employee.

~~[Proposed to delete, not necessary now that the forum is part of the Council meeting]  
The effect of clause 9.16 also applies to questions to staff arising in the open forum.~~

- 9.17 A Councillor or Council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to information. Where a Councillor or Council employee to whom a question is put is unable to respond to the question at the meeting at which it is put, they may take it on notice and report the response to the next meeting of the Council.

**Note:** Councillors are encouraged to provide the Chief Executive Officer with advance notice of significant questions intended to be asked by a Councillor during the meeting regarding any item on the agenda.

- 9.18 Councillors must put questions directly, succinctly, respectfully and without argument.
- 9.19 The chairperson must not permit discussion on any reply to, or refusal to reply to, a question put to a Councillor or Council employee.

**10 RULES OF DEBATE**Motions to be seconded

- 10.1 Unless otherwise specified in this code, a motion or an amendment cannot be debated unless or until it has been seconded.
- 10.1A The mover of a motion that has been seconded will be given the opportunity to speak for the motion before any amendment to the motion will be accepted.

Notices of motion

- 10.2 A Councillor who has submitted a notice of motion under clause 3.10 is to move the motion the subject of the notice of motion at the meeting at which it is to be considered.
- 10.3 If a Councillor who has submitted a notice of motion under clause 3.10 wishes to withdraw it after the agenda and business paper for the meeting at which it is to be considered have been sent to Councillors, the Councillor may request the withdrawal of the motion when it is before the Council.
- 10.4 In the absence of a Councillor who has placed a notice of motion on the agenda for a meeting of the Council:

- (a) any other Councillor may, with the leave of the chairperson, move the motion at the meeting, or
- (b) the chairperson may defer consideration of the motion until the next meeting of the Council.

#### Chairperson's duties with respect to motions

- 10.5 It is the duty of the chairperson at a meeting of the Council to receive and put to the meeting any lawful motion that is brought before the meeting.
- 10.6 The chairperson must rule out of order any motion or amendment to a motion that is unlawful or the implementation of which would be unlawful.
- 10.6A Before ruling out of order a motion or an amendment to a motion under clause 10.6, the chairperson must explain to the mover of the motion the reason or reasons why the chairperson proposes to do so.
- 10.7 Before ruling out of order a motion or an amendment to a motion under clause 10.6, the chairperson is to give the mover an opportunity to clarify or amend the motion or amendment.
- 10.8 Any motion, amendment, or other matter that the chairperson has ruled out of order is taken to have been lost.
- 10.8A Councillors are encouraged to provide adequate notice of any proposed motion they intend to move at a Council meeting to all Councillors prior to the commencement of the meeting.

#### Motions requiring the expenditure of funds

- 10.9 A motion or an amendment to a motion which if passed would require the expenditure of funds on works and/or services other than those already provided for in the Council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the motion. If the motion does not identify a funding source, the Council must defer consideration of the matter, pending a report from the Chief Executive Officer on the availability of funds for implementing the motion if adopted.

#### Amendments to motions

- 10.10 An amendment to a motion must be moved and seconded before it can be debated.
- 10.11 An amendment to a motion must relate to the matter being dealt with in the original motion before the Council and must not be a direct negative of the original motion. An amendment to a motion which does not relate to the matter being dealt with in the original motion, or which is a direct negative of the original motion, must be ruled out of order by the chairperson.
- 10.12 The mover of an amendment is to be given the opportunity to explain any uncertainties in the proposed amendment before a seconder is called for.
- 10.13 If an amendment has been lost, a further amendment can be moved to the motion to which the lost amendment was moved, and so on, but no more than one (1) motion and one (1) proposed amendment can be before Council at any one time.
- 10.14 While an amendment is being considered, debate must only occur in relation to the amendment and not the original motion. Debate on the original motion is to be suspended while the amendment to the original motion is being debated.



10.15 If the amendment is carried, it becomes the motion and is to be debated. If the amendment is lost, debate is to resume on the original motion.

10.16 An amendment may become the motion without debate or a vote where it is accepted by the Councillor who moved the original motion.

Notes: If an amendment is accepted by the mover of the original motion, the amended motion becomes the motion with the same original mover, and debate is continued until a vote.

Where a motion or amendment is developed by Councillors as a consequence of debate during the meeting, the Chief Executive Officer will cause the draft motion or amendment to be displayed on screens to provide Councillors with the opportunity to review the motion or amendment prior to voting, to ensure the intent of the motion or amendment is accurately reflected.

Councillors are encouraged to provide the Chief Executive Officer and Councillors with advance notice of significant variations to the staff recommendations.

10.16A Councillors are encouraged to provide adequate notice of any proposed amendments they intend to move at a Council meeting to all Councillors prior to the commencement of the meeting.

#### Foreshadowed motions

10.17 A Councillor may propose a foreshadowed motion in relation to the matter the subject of the original motion before the Council, without a seconder during debate on the original motion. The foreshadowed motion is only to be considered if the original motion is lost or withdrawn and the foreshadowed motion is then moved and seconded. If the original motion is carried, the foreshadowed motion lapses.

10.18 Where an amendment has been moved and seconded, a Councillor may, without a seconder, foreshadow a further amendment that they propose to move after the first amendment has been dealt with. There is no limit to the number of foreshadowed amendments that may be put before the Council at any time. However, no discussion can take place on foreshadowed amendments until the previous amendment has been dealt with and the foreshadowed amendment has been moved and seconded.

10.19 Foreshadowed motions and foreshadowed amendments are to be considered in the order in which they are proposed. However, foreshadowed motions cannot be considered until all foreshadowed amendments have been dealt with.

#### Limitations on the number and duration of speeches

10.20 A Councillor who, during a debate at a meeting of the Council, moves an original motion, has the right to speak on each amendment to the motion and a right of general reply to all observations that are made during the debate in relation to the motion, and any amendment to it at the conclusion of the debate before the motion (whether amended or not) is finally put.

NOTE: If an amendment is carried then it becomes a motion, and can be debated before a vote, at which time a further amendment may be moved. If it is debated, then its mover shall be given the right of reply which will then close the debate.

10.21 A Councillor, other than the mover of an original motion, has the right to speak once on the motion and once on each amendment to it.

10.22 A Councillor must not, without the consent of the Council, speak more than once on a motion or an amendment, or for longer than **three (3)** minutes at any one time.

- 10.23 Despite clause 10.22, the chairperson may permit a Councillor who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than **three (3)** minutes on that motion or amendment to enable the Councillor to make a statement limited to explaining the misrepresentation or misunderstanding.
- 10.24 Despite clause 10.22, the Council may resolve to shorten the duration of speeches to expedite the consideration of business at a meeting.
- 10.25 Despite clauses 10.20 and 10.21, a Councillor may move that a motion or an amendment be now put:
- (a) if the mover of the motion or amendment has spoken in favour of it and no Councillor expresses an intention to speak against it, or
  - (b) if at least two (2) Councillors have spoken in favour of the motion or amendment and at least two (2) Councillors have spoken against it.
- 10.26 The chairperson must immediately put to the vote, without debate, a motion moved under clause 10.25. A seconder is not required for such a motion.
- 10.27 If a motion that the original motion or an amendment be now put is passed, the chairperson must, without further debate, put the original motion or amendment to the vote immediately after the mover of the original motion has exercised their right of reply under clause 10.20.
- 10.28 If a motion that the original motion or an amendment be now put is lost, the chairperson must allow the debate on the original motion or the amendment to be resumed.
- 10.29 All Councillors must be heard without interruption and all other Councillors must, unless otherwise permitted under this code, remain silent while another Councillor is speaking.
- 10.30 Once the debate on a matter has concluded and a matter has been dealt with, the chairperson must not allow further debate on the matter.

Participation by non-voting representatives in joint organisation board meetings

- 10.31 ~~[DELETED]  
Non-voting representatives of joint organisation boards may speak on but must not move, second or vote on any motion or an amendment to a motion.~~

~~Note: Under section 400T(1)(c) of the Act, non-voting representatives of joint organisation boards may attend but are not entitled to vote at a meeting of the board.~~

~~Note: Joint organisations must adopt clause 10.31. Councils must not adopt clause 10.31.~~

## 11 VOTING

### Voting entitlements of Councillors

- 11.1 Each Councillor is entitled to one (1) vote.

Note: Clause 11.1 reflects section 370(1) of the Act.

~~Note: Under section 400T(1) of the Act, voting representatives of joint organisation boards are entitled to one (1) vote each at meetings of the board.~~

- 11.2 The person presiding at a meeting of the Council has, in the event of an equality of votes, a second or casting vote.

**Note:** Clause 11.2 reflects section 370(2) of the Act.

- 11.3 Where the chairperson declines to exercise, or fails to exercise, their second or casting vote, in the event of an equality of votes, the motion being voted upon is lost.

11.4 ~~[DELETED]~~

~~A motion at a meeting of the board of a joint organisation is taken to be lost in the event of an equality of votes.~~

~~Note: Clause 11.4 reflects section 397E of the Regulation. Joint organisations must adopt clause 11.4 and omit clauses 11.2 and 11.3. Councils must not adopt clause 11.4.~~

~~Note: Under section 400U(4) of the Act, joint organisations may specify more stringent voting requirements for decisions by the board such as a 75% majority or consensus decision making. Where a joint organisation's charter specifies more stringent voting requirements, clause 11.4 must be adapted to reflect those requirements.~~

#### Voting at Council meetings

- 11.5 A Councillor who is present at a meeting of the Council but who fails to vote on a motion put to the meeting is taken to have voted against the motion.

11.6 ~~[DELETED based on Note following 11.11]~~

~~If a Councillor who has voted against a motion put at a Council meeting so requests, the Chief Executive Officer must ensure that the Councillor's dissenting vote is recorded in the Council's minutes.~~

11.7 ~~[DELETED based on Note following 11.11]~~

~~The decision of the chairperson as to the result of a vote is final unless the decision is immediately challenged and not fewer than two (2) Councillors rise and call for a division.~~

11.8 ~~[DELETED based on Note following 11.11]~~

~~When a division on a motion is called, the chairperson must ensure that the division takes place immediately. The Chief Executive Officer must ensure that the names of those who vote for the motion and those who vote against it are recorded in the Council's minutes for the meeting.~~

11.9 ~~[DELETED based on Note following 11.11]~~

~~When a division on a motion is called, any Councillor who fails to vote will be recorded as having voted against the motion in accordance with clause 11.5 of this code.~~

- 11.10 Voting at a meeting, including voting in an election at a meeting, is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system). However, the Council may resolve that the voting in any election by Councillors for Mayor or Deputy Mayor is to be by secret ballot.

- 11.11 All voting at Council meetings, (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of Councillors who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.

**Note:** If clause 11.11 is adopted, clauses 11.6 – 11.9 and clause 11.13 may be omitted.

#### Voting on planning decisions

- 11.12 The Chief Executive Officer must keep a register containing, for each planning decision

made at a meeting of the Council or a Council committee (including, but not limited to a committee of the Council), the names of the Councillors who supported the decision and the names of any Councillors who opposed (or are taken to have opposed) the decision.

11.13 [DELETED due to clause 11.11]

~~For the purpose of maintaining the register, a division is taken to have been called whenever a motion for a planning decision is put at a meeting of the Council or a Council committee.~~

11.14 Each decision recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document.

11.15 Clauses 11.12–11.14 apply also to meetings that are closed to the public.

**Note: Clauses 11.12–11.15 reflect section 375A of the Act.**

**Note: The requirements of clause 11.12 may be satisfied by maintaining a register of the minutes of each planning decision.**

## 12 COMMITTEE OF THE WHOLE

12.1 The Council may resolve itself into a committee to consider any matter before the Council.

**Note: Clause 12.1 reflects section 373 of the Act.**

12.2 All the provisions of this code relating to meetings of the Council, so far as they are applicable, extend to and govern the proceedings of the Council when in committee of the whole, except the provisions limiting the number and duration of speeches.

**Note: Clauses 10.20–10.30 limit the number and duration of speeches.**

12.3 The Chief Executive Officer or, in the absence of the Chief Executive Officer, an employee of the Council designated by the Chief Executive Officer, is responsible for reporting to the Council the proceedings of the committee of the whole. It is not necessary to report the proceedings in full, but any recommendations of the committee must be reported.

12.4 The Council must ensure that a report of the proceedings (including any recommendations of the committee) is recorded in the Council's minutes. However, the Council is not taken to have adopted the report until a motion for adoption has been made and passed.

## 13 DEALING WITH ITEMS BY EXCEPTION

13.1 The Council or a committee of Council may, at any time, resolve to adopt multiple items of business on the agenda together by way of a single resolution.

13.2 Before the Council or committee resolves to adopt multiple items of business on the agenda together under clause 13.1, the chairperson must list the items of business to be adopted and ask Councillors to identify any individual items of business listed by the chairperson that they intend to vote against the recommendation made in the business paper or that they wish to speak on.

13.3 The Council or committee must not resolve to adopt any item of business under clause 13.1 that a Councillor has identified as being one they intend to vote against the recommendation made in the business paper or to speak on or in respect of which a Councillor has declared a pecuniary interest or a significant conflict of interest under the Council's adopted code of conduct.



- 13.4 Where the consideration of multiple items of business together under clause 13.1 involves a variation to the order of business for the meeting, the Council or committee must resolve to alter the order of business in accordance with clause 8.3.
- 13.5 A motion to adopt multiple items of business together under clause 13.1 must identify each of the items of business to be adopted and state that they are to be adopted as recommended in the business paper.
- 13.6 Items of business adopted under clause 13.1 are to be taken to have been adopted unanimously.
- 13.7 Councillors must ensure that they declare and manage any conflicts of interest they may have in relation to items of business considered together under clause 13.1 in accordance with the requirements of the Council's code of conduct.

#### 14 CLOSURE OF COUNCIL MEETINGS TO THE PUBLIC

##### Grounds on which meetings can be closed to the public

- 14.1 The Council or a committee of the Council may close to the public so much of its meeting as comprises the discussion or the receipt of any of the following types of matters:
- (a) personnel matters concerning particular individuals (other than Councillors),
  - (b) the personal hardship of any resident or ratepayer,
  - (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business,
  - (d) commercial information of a confidential nature that would, if disclosed:
    - (i) prejudice the commercial position of the person who supplied it, or
    - (ii) confer a commercial advantage on a competitor of the Council, or
    - (iii) reveal a trade secret,
  - (e) information that would, if disclosed, prejudice the maintenance of law,
  - (f) matters affecting the security of the Council, Councillors, Council staff or Council property,
  - (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
  - (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land,
  - (i) alleged contraventions of the Council's code of conduct.

**Note:** Clause 14.1 reflects section 10A(1) and (2) of the Act.

- 14.2 The Council or a committee of the Council may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

**Note:** Clause 14.2 reflects section 10A(3) of the Act.

##### Matters to be considered when closing meetings to the public

- 14.3 A meeting is not to remain closed during the discussion of anything referred to in clause 14.1:
- (a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
  - (b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the Council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

**Note: Clause 14.3 reflects section 10B(1) of the Act.**

- 14.4 A meeting is not to be closed during the receipt and consideration of information or advice referred to in clause 14.1(g) unless the advice concerns legal matters that:

- (a) are substantial issues relating to a matter in which the Council or committee is involved, and
- (b) are clearly identified in the advice, and
- (c) are fully discussed in that advice.

**Note: Clause 14.4 reflects section 10B(2) of the Act.**

- 14.5 If a meeting is closed during the discussion of a motion to close another part of the meeting to the public (as referred to in clause 14.2), the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting other than consideration of whether the matter concerned is a matter referred to in clause 14.1.

**Note: Clause 14.5 reflects section 10B(3) of the Act.**

- 14.6 For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:

- (a) a person may misinterpret or misunderstand the discussion, or
- (b) the discussion of the matter may:
  - (i) cause embarrassment to the Council or committee concerned, or to Councillors or to employees of the Council, or
  - (ii) cause a loss of confidence in the Council or committee.

**Note: Clause 14.6 reflects section 10B(4) of the Act.**

- 14.7 In deciding whether part of a meeting is to be closed to the public, the Council or committee concerned must consider any relevant guidelines issued by the Departmental Chief Executive of the Office of Local Government.

**Note: Clause 14.7 reflects section 10B(5) of the Act.**

Notice of likelihood of closure not required in urgent cases

- 14.8 Part of a meeting of the Council, or of a committee of the Council, may be closed to the public while the Council or committee considers a matter that has not been identified in the agenda for the meeting under clause 3.21 as a matter that is likely to be considered when the meeting is closed, but only if:

- (a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in clause 14.1, and
- (b) the Council or committee, after considering any representations made under clause 14.9, resolves that further discussion of the matter:
  - (i) should not be deferred (because of the urgency of the matter), and
  - (ii) should take place in a part of the meeting that is closed to the public.

**Note: Clause 14.8 reflects section 10C of the Act.**

Representations by members of the public

- 14.9 The Council, or a committee of the Council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.



Note: Clause 14.9 reflects section 10A(4) of the Act.

- 14.10 A representation under clause 14.9 is to be made after the motion to close the part of the meeting is moved and seconded.
- 14.11 Where the matter has been identified in the agenda of the meeting under clause 3.21 as a matter that is likely to be considered when the meeting is closed to the public, in order to make representations under clause 14.9, members of the public must first make an application to the Council in the approved form. Applications must be received by ~~[date and time to be specified by the Council]~~ 4:30PM the last day before the meeting at which the matter is to be considered.
- 14.12 The Chief Executive Officer (or their delegate) may refuse an application made under clause 14.11. The Chief Executive Officer or their delegate must give reasons in writing for a decision to refuse an application.
- 14.13 No more than ~~[number to be specified by the Council]~~ two (2) speakers are to be permitted to make representations under clause 14.9.
- 14.14 If more than the permitted number of speakers apply to make representations under clause 14.9, the Chief Executive Officer or their delegate may request the speakers to nominate from among themselves the persons who are to make representations to the Council. If the speakers are not able to agree on whom to nominate to make representations under clause 14.9, the Chief Executive Officer or their delegate is to determine who will make representations to the Council.
- 14.15 The Chief Executive Officer (or their delegate) is to determine the order of speakers.
- 14.16 Where the Council or a committee of the Council proposes to close a meeting or part of a meeting to the public in circumstances where the matter has not been identified in the agenda for the meeting under clause 3.21 as a matter that is likely to be considered when the meeting is closed to the public, the chairperson is to invite representations from the public under clause 14.9 after the motion to close the part of the meeting is moved and seconded. The chairperson is to permit no more than ~~[number to be specified by the Council]~~ two (2) speakers to make representations in such order as determined by the chairperson.
- 14.17 Each speaker will be allowed ~~[number to be specified by the Council]~~ five (5) minutes to make representations, and this time limit is to be strictly enforced by the chairperson. Speakers must confine their representations to whether the meeting should be closed to the public. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.

Expulsion of non-Councillors from meetings closed to the public

- 14.18 If a meeting or part of a meeting of the Council or a committee of the Council is closed to the public in accordance with section 10A of the Act and this code, any person who is not a Councillor and who fails to leave the meeting when requested, may be expelled from the meeting as provided by section 10(2)(a) or (b) of the Act.
- 14.19 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the Council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary restrain that person from re-entering that place for the remainder of the meeting.

Obligations of Councillors attending meetings by audio-visual link**14.20 [New clause]**

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

Information to be disclosed in resolutions closing meetings to the public

14.21 The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting. The grounds must specify the following:

- (a) the relevant provision of section 10A(2) of the Act,
- (b) the matter that is to be discussed during the closed part of the meeting,
- (c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

**Note:** Clause 14.21 reflects section 10D of the Act.

Resolutions passed at closed meetings to be made public

14.22 If the Council passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the chairperson, or a person requested to by the chairperson, must make the resolution public as soon as practicable after the meeting, or the relevant part of the meeting, has ended, and the resolution must be recorded in the publicly available minutes of the meeting.

14.23 Resolutions passed during a meeting, or a part of a meeting, that is closed to the public must be made public by the chairperson under clause 14.22 during a part of the meeting that is webcast.

14.24 Resolutions passed during a meeting, or a part of a meeting that is closed to the public, will have the names of the Councillors who voted for and against the resolutions (including any casting votes), made public by the chairperson, or a person requested to by the chairperson, during a part of the meeting that is open to the public and shall be recorded in the minutes.

**15 KEEPING ORDER AT MEETINGS**Points of order

15.1 A Councillor may draw the attention of the chairperson to an alleged breach of this code by raising a point of order. A point of order does not require a seconder.

15.2 A point of order cannot be made with respect to adherence to the principles contained in clause 2.1.

15.3 A point of order must be taken immediately it is raised. The chairperson must suspend the business before the meeting and permit the Councillor raising the point of order to state the provision of this code they believe has been breached. The chairperson must then rule on the point of order – either by upholding it or by overruling it.

**Note:** When a point of order is raised, the Councillor must specify the section of the code that has been breached by providing the clause number of the code and the details of that clause.

[Proposed to Add by Councillor Edwards and Intemann] A Councillor may request assistance from staff to determine which part of the code and clause relates to their point of order raised.

#### Questions of order

- 15.4 The chairperson, without the intervention of any other Councillor, may call any Councillor to order whenever, in the opinion of the chairperson, it is necessary to do so.

**Note:** In calling a Councillor to order, the Chairperson must specify the section of the code that has been breached by providing the clause number of the code and the details of that clause.

[Proposed to Add by Councillor Intemann] The chairperson may request assistance from staff to determine which part of the code and clause relates to their point of order raised.

- 15.5 A Councillor who claims that another Councillor has committed an act of disorder, or is out of order, may call the attention of the chairperson to the matter.
- 15.6 The chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the Council.
- 15.7 The chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed.

#### Motions of dissent

- 15.8 A Councillor can, without notice, move to dissent from a ruling of the chairperson on a point of order or a question of order. If that happens, the chairperson must suspend the business before the meeting until a decision is made on the motion of dissent.
- 15.9 If a motion of dissent is ~~passed~~ **carried**, the chairperson must proceed with the suspended business as though the ruling dissented from had not been given. If, as a result of the ruling, any motion or business has been rejected as out of order, the chairperson must restore the motion or business to the agenda and proceed with it in due course.
- 15.10 Despite any other provision of this code, only the mover of a motion of dissent and the chairperson can speak to the motion before it is put. The mover of the motion does not have a right of general reply.

#### Acts of disorder

- 15.11 A Councillor commits an act of disorder if the Councillor, at a meeting of the Council or a committee of the Council:
- (a) contravenes the Act, the Regulation or this code, or
  - (b) assaults or threatens to assault another Councillor or person present at the meeting, or
  - (c) moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the Council or the committee, or addresses or attempts to address the Council or the committee on such a motion, amendment or matter, or
  - (d) **[Updated clause, model code removed "personal reflections"]** insults, makes unfavourable personal remarks about, or imputes improper motives to any other Council official, or alleges a breach of the Council's code of conduct, or

- (e) says or does anything that is inconsistent with maintaining order at the meeting or is likely to bring the Council or the committee into disrepute.

**Note:** Clause 15.11 reflects section 182 of the Regulation.

15.12 The chairperson may require a Councillor:

- (a) to apologise without reservation for an act of disorder referred to in clauses 15.11(a), (b), or (e), or
- (b) to withdraw a motion or an amendment referred to in clause 15.11(c) and, where appropriate, to apologise without reservation, or
- (c) to retract and apologise without reservation for any statement that constitutes an act of disorder referred to in clauses 15.11(d) and (e).

**Note:** Clause 15.12 reflects section 233 of the Regulation.

**NOTE:** Acts of disorder committed by the Mayor or Councillors during Council or committee meetings may constitute a breach of clause 3.22 of the Council's Code of Conduct and is Councillor misconduct for the purposes of s440F of the Local Government Act 1993.

How disorder at a meeting may be dealt with

15.13 If disorder occurs at a meeting of the Council, the chairperson may adjourn the meeting for a period of not more than fifteen (15) minutes and leave the chair. The Council, on reassembling, must, on a question put from the chairperson, decide without debate whether the business is to be proceeded with or not. This clause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of Councillors.

Expulsion from meetings

15.14 ~~[DELETED due to note following clause 15.15]~~

~~All chairpersons of meetings of the Council and committees of the Council are authorised under this code to expel any person, including any Councillor, from a Council or committee meeting, for the purposes of section 10(2)(b) of the Act.~~

15.15 All chairpersons of meetings of the Council and committees of the Council are authorised under this code to expel any person other than a Councillor, from a Council or committee meeting, for the purposes of section 10(2)(b) of the Act. Councillors may only be expelled by resolution of the Council or the committee of the Council.

~~**Note:** Councils may use either clause 15.14 or clause 15.15.~~

15.16 ~~Clause [15.14/15.15] [delete whichever is not applicable];~~ does not limit the ability of the Council or a committee of the Council to resolve to expel a person, including a Councillor, from a Council or committee meeting, under section 10(2)(a) of the Act.

15.17 A Councillor may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the Council for having failed to comply with a requirement under clause 15.12. The expulsion of a Councillor from the meeting for that reason does not prevent any other action from being taken against the Councillor for the act of disorder concerned.

**Note:** Clause 15.17 reflects section 233(2) of the Regulation.

15.18 A member of the public may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the Council for engaging in or having engaged in disorderly conduct at the meeting.



- 15.19 Where a Councillor or a member of the public is expelled from a meeting, the expulsion and the name of the person expelled, if known, are to be recorded in the minutes of the meeting.
- 15.20 If a Councillor or a member of the public fails to leave the place where a meeting of the Council is being held immediately after they have been expelled, a police officer, or any person authorised for the purpose by the Council or person presiding, may, by using only such force as is necessary, remove the Councillor or member of the public from that place and, if necessary, restrain the Councillor or member of the public from re-entering that place for the remainder of the meeting.

How disorder by Councillors attending meetings by audio-visual link may be dealt with

- 15.21 Where a Councillor is attending a meeting by audio-visual link, the chairperson or a person authorised by the chairperson may mute the Councillor's audio link to the meeting for the purposes of enforcing compliance with this code until such time that the meeting is brought back to order.
- 15.22 If a Councillor attending a meeting by audio-visual link is expelled from a meeting for an act of disorder, the chairperson of the meeting or a person authorised by the chairperson, may terminate the Councillor's audio-visual link to the meeting.

Use of mobile phones and the unauthorised recording of meetings

- 15.23 Councillors, Council staff and members of the public must ensure that mobile phones are turned to silent during meetings of the Council and committees of the Council.
- 15.24 A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the Council or a committee of the Council without the prior authorisation of the Council or the committee.
- 15.25 Without limiting clause 15.18, a contravention of clause 15.24 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.18. Any person who contravenes or attempts to contravene clause 15.24, may be expelled from the meeting as provided for under section 10(2) of the Act.
- 15.26 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the Council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

## 16 CONFLICTS OF INTEREST

- 16.1 All Councillors and, where applicable, all other persons, must declare and manage any conflicts of interest they may have in matters being considered at meetings of the Council and committees of the Council in accordance with the Council's code of conduct. All declarations of conflicts of interest and how the conflict of interest was managed by the person who made the declaration must be recorded in the minutes of the meeting at which the declaration was made.
- 16.2 [New clause]  
Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they may have in matters being considered at the meeting in accordance with the Council's code of conduct. Where a Councillor has declared a pecuniary or significant non-pecuniary conflict of interest in a matter being discussed at the meeting, the Councillor's audio-visual link to the meeting must be suspended or

terminated and the Councillor must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the Council or committee, or at any time during which the Council or committee is voting on the matter.

## 17 DECISIONS OF THE COUNCIL

### Council decisions

- 17.1 A decision supported by a majority of the votes at a meeting of the Council at which a quorum is present is a decision of the Council.

**Note:** Clause 17.1 reflects section 371 of the Act in the case of Councils and section 400T(8) in the case of joint organisations.

~~Note: Under section 400U(4) of the Act, joint organisations may specify more stringent voting requirements for decisions by the board such as a 75% majority or consensus decision making. Where a joint organisation's charter specifies more stringent voting requirements, clause 17.1 must be adapted to reflect those requirements.~~

- 17.2 Decisions made by the Council must be accurately recorded in the minutes of the meeting at which the decision is made.

### Rescinding or altering Council decisions

- 17.3 A resolution passed by the Council may not be altered or rescinded except by a motion to that effect of which notice has been given under clause 3.10.

**Note:** Clause 17.3 reflects section 372(1) of the Act.

- 17.4 If a notice of motion to rescind a resolution is given at the meeting at which the resolution is carried, the resolution must not be carried into effect until the motion of rescission has been dealt with.

**Note:** Clause 17.4 reflects section 372(2) of the Act.

- 17.5 If a motion has been lost, a motion having the same effect must not be considered unless notice of it has been duly given in accordance with clause 3.10.

**Note:** Clause 17.5 reflects section 372(3) of the Act.

- 17.6 A notice of motion to alter or rescind a resolution, and a notice of motion which has the same effect as a motion which has been lost, must be signed by three (3) Councillors if less than three (3) months has elapsed since the resolution was passed, or the motion was lost.

**Note:** Clause 17.6 reflects section 372(4) of the Act.

- 17.7 If a motion to alter or rescind a resolution has been lost, or if a motion which has the same effect as a previously lost motion is lost, no similar motion may be brought forward within three (3) months of the meeting at which it was lost. This clause may not be evaded by substituting a motion differently worded, but in principle the same.

**Note:** Clause 17.7 reflects section 372(5) of the Act.

- 17.8 The provisions of clauses 17.5–17.7 concerning lost motions do not apply to motions of adjournment.

**Note:** Clause 17.8 reflects section 372(7) of the Act.



17.9 A notice of motion submitted in accordance with clause 17.6 may only be withdrawn under clause 3.11 with the consent of all signatories to the notice of motion.

17.10 A notice of motion to alter or rescind a resolution relating to a development application must be submitted to the Chief Executive Officer no later than ~~[Council to specify the period of time]~~ 12:00PM on the next business day after the meeting at which the resolution was adopted.

17.11 A motion to alter or rescind a resolution of the Council may be moved on the report of a committee of the Council and any such report must be recorded in the minutes of the meeting of the Council.

**Note:** Clause 17.11 reflects section 372(6) of the Act.

17.12 Subject to clause 17.7, in cases of urgency, a motion to alter or rescind a resolution of the Council may be moved at the same meeting at which the resolution was adopted, where:

- (a) a notice of motion signed by three Councillors is submitted to the chairperson, and
- (b) a motion to have the motion considered at the meeting is passed, and
- (c) the chairperson rules the business that is the subject of the motion is of great urgency on the grounds that it requires a decision by the Council before the next scheduled ordinary meeting of the Council.

[New Note requested by Councillor Intemann]

**Note:** An adjournment may be moved for the purpose of preparing a rescission motion during the same meeting as the resolution was adopted

17.13 A motion moved under clause 17.12(b) can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 17.12(b) can speak to the motion before it is put.

17.14 A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.12(c).

#### Recommitting resolutions to correct an error

17.15 Despite the provisions of this Part, a Councillor may, with the leave of the chairperson, move to recommit a resolution adopted at the same meeting:

- (a) to correct any error, ambiguity or imprecision in the Council's resolution, or
- (b) [New clause]  
to confirm the voting on the resolution.

17.16 In seeking the leave of the chairperson to move to recommit a resolution for the purposes of clause 17.15(a), the Councillor is to propose alternative wording for the resolution.

17.17 The chairperson must not grant leave to recommit a resolution for the purposes of clause 17.15(a), unless they are satisfied that the proposed alternative wording of the resolution would not alter the substance of the resolution previously adopted at the meeting.

17.18 A motion moved under clause 17.15 can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 17.15 can speak to the motion before it is put.

17.19 A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.15.

17.20 A motion moved under clause 17.15 with the leave of the chairperson cannot be voted on

unless or until it has been seconded.

## 18 TIME LIMITS ON COUNCIL MEETINGS

[DELETED]

~~18.1 — Meetings of the Council and committees of the Council are to conclude no later than [Council to specify the time].~~

~~18.2 — If the business of the meeting is unfinished at [Council to specify the time], the Council or the committee may, by resolution, extend the time of the meeting.~~

~~18.3 — If the business of the meeting is unfinished at [Council to specify the time], and the Council does not resolve to extend the meeting, the chairperson must either:~~

- ~~(a) — defer consideration of the remaining items of business on the agenda to the next ordinary meeting of the Council, or~~
- ~~(b) — adjourn the meeting to a time, date and place fixed by the chairperson.~~

~~18.4 — Clause 18.3 does not limit the ability of the Council or a committee of the Council to resolve to adjourn a meeting at any time. The resolution adjourning the meeting must fix the time, date and place that the meeting is to be adjourned to.~~

~~18.5 — Where a meeting is adjourned under clause 18.3 or 18.4, the Chief Executive Officer must:~~

- ~~(a) — individually notify each Councillor of the time, date and place at which the meeting will reconvene, and~~
- ~~(b) — publish the time, date and place at which the meeting will reconvene on the Council's website and in such other manner that the Chief Executive Officer is satisfied is likely to bring notice of the time, date and place of the reconvened meeting to the attention of as many people as possible.~~

## 19 AFTER THE MEETING

### Minutes of meetings

19.1 The Council is to keep full and accurate minutes of the proceedings of meetings of the Council.

**Note:** Clause 19.1 reflects section 375(1) of the Act.

19.2 At a minimum, the Chief Executive Officer must ensure that the following matters are recorded in the Council's minutes:

- (a) **[New clause]**  
**the names of Councillors attending a Council meeting and whether they attended the meeting in person or by audio-visual link,**
- (b) details of each motion moved at a Council meeting and of any amendments moved to it,
- (c) the names of the mover and seconder of the motion or amendment,
- (d) whether the motion or amendment was passed or lost, and
- (e) such other matters specifically required under this code.

19.3 The minutes of a Council meeting must be confirmed at a subsequent meeting of the Council.

**Note:** Clause 19.3 reflects section 375(2) of the Act.

19.4 Any debate on the confirmation of the minutes is to be confined to whether the minutes

are a full and accurate record of the meeting they relate to.

- 19.5 When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.

**Note: Clause 19.5 reflects section 375(2) of the Act.**

- 19.6 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

- 19.7 The confirmed minutes of a Council meeting must be published on the Council's website. This clause does not prevent the Council from also publishing unconfirmed minutes of its meetings on its website prior to their confirmation.

Access to correspondence and reports laid on the table at, or submitted to, a meeting

- 19.8 The Council and committees of the Council must, during or at the close of a meeting, or during the business day following the meeting, give reasonable access to any person to inspect correspondence and reports laid on the table at, or submitted to, the meeting.

**Note: Clause 19.8 reflects section 11(1) of the Act.**

- 19.8A A Councillor, or member of the public during a public forum, may request that documentation be accepted as laid on the table (tabled) at the meeting.

- 19.8B The chairperson shall rule whether the documentation is accepted as laid on the table based on the appropriateness of that documentation **noting that reasons shall be provided to support the ruling, subject to confidentiality provisions.**

- 19.8C Nothing in clauses 19.8B or 19.8C prevents a motion of dissent being moved on the ruling of the chairperson in 19.8B.

- 19.9 Clause 19.8 does not apply if the correspondence or reports relate to a matter that was received or discussed or laid on the table at, or submitted to, the meeting when the meeting was closed to the public.

**Note: Clause 19.9 reflects section 11(2) of the Act.**

- 19.10 Clause 19.8 does not apply if the Council or the committee resolves at the meeting, when open to the public, that the correspondence or reports are to be treated as confidential because they relate to a matter specified in section 10A(2) of the Act.

**Note: Clause 19.10 reflects section 11(3) of the Act.**

- 19.11 Correspondence or reports to which clauses 19.9 and 19.10 apply are to be marked with the relevant provision of section 10A(2) of the Act that applies to the correspondence or report.

Implementation of decisions of the Council

- 19.12 The Chief Executive Officer is to implement, without undue delay, lawful decisions of the Council.

**Note: Clause 19.12 reflects section 335(b) of the Act.**

**20 COUNCIL COMMITTEES**

Application of this Part

20.1 This Part only applies to committees of the Council whose members are all Councillors.

Council committees whose members are all Councillors

20.2 The Council may, by resolution, establish such committees as it considers necessary.

20.3 A committee of the Council is to consist of the Mayor and such other Councillors as are elected by the Councillors or appointed by the Council.

20.4 The quorum for a meeting of a committee of the Council is to be:

- (a) such number of members as the Council decides, or
- (b) if the Council has not decided a number – a majority of the members of the committee.

Functions of committees

20.5 The Council must specify the functions of each of its committees when the committee is established but may from time to time amend those functions.

Notice of committee meetings

20.6 The Chief Executive Officer must send to each Councillor, regardless of whether they are a committee member, at least three (3) days before each meeting of the committee, a notice specifying:

- (a) the time, date and place of the meeting, and
- (b) the business proposed to be considered at the meeting.

20.7 Notice of less than three (3) days may be given of a committee meeting called in an emergency.

Attendance at committee meetings

20.8 A committee member (other than the Mayor) ceases to be a member of a committee if the committee member:

- (a) has been absent from three (3) consecutive meetings of the committee without having given reasons acceptable to the committee for the member's absences, or
- (b) has been absent from at least half of the meetings of the committee held during the immediately preceding year without having given to the committee acceptable reasons for the member's absences.

20.9 Clause 20.8 does not apply if all of the members of the Council are members of the committee.

Non-members entitled to attend committee meetings

20.10 A Councillor who is not a member of a committee of the Council is entitled to attend, and to speak at a meeting of the committee. However, the Councillor is not entitled:

- (a) to give notice of business for inclusion in the agenda for the meeting, or
- (b) to move or second a motion at the meeting, or
- (c) to vote at the meeting.

Chairperson and deputy chairperson of Council committees

- 20.11 The chairperson of each committee of the Council must be:
- (a) the Mayor, or
  - (b) if the Mayor does not wish to be the chairperson of a committee, a member of the committee elected by the Council, or
  - (c) if the Council does not elect such a member, a member of the committee elected by the committee.
- 20.12 The Council may elect a member of a committee of the Council as deputy chairperson of the committee. If the Council does not elect a deputy chairperson of such a committee, the committee may elect a deputy chairperson.
- 20.13 If neither the chairperson nor the deputy chairperson of a committee of the Council is able or willing to preside at a meeting of the committee, the committee must elect a member of the committee to be acting chairperson of the committee.
- 20.14 The chairperson is to preside at a meeting of a committee of the Council. If the chairperson is unable or unwilling to preside, the deputy chairperson (if any) is to preside at the meeting, but if neither the chairperson nor the deputy chairperson is able or willing to preside, the acting chairperson is to preside at the meeting.

Procedure in committee meetings

- 20.15 Subject to any specific requirements of this code, each committee of the Council may regulate its own procedure. The provisions of this code are to be taken to apply to all committees of the Council unless the Council or the committee determines otherwise in accordance with this clause.
- 20.16 Whenever the voting on a motion put to a meeting of the committee is equal, the chairperson of the committee is to have a casting vote as well as an original vote unless the Council or the committee determines otherwise in accordance with clause 20.15.
- ~~20.17 [DELETED]  
A motion at a committee of a joint organisation is taken to be lost in the event of an equality of votes.~~
- ~~————— Note: Clause 20.17 reflects section 397E of the Regulation. Joint organisations must adopt clause 20.17 and omit clause 20.16. Councils must not adopt clause 20.17.~~
- 20.18 Voting at a Council committee meeting is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system).

Closure of committee meetings to the public

- 20.19 The provisions of the Act and Part 14 of this code apply to the closure of meetings of committees of the Council to the public in the same way they apply to the closure of meetings of the Council to the public.
- 20.20 If a committee of the Council passes a resolution, or makes a recommendation, during a meeting, or a part of a meeting that is closed to the public, the chairperson must make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended, and report the resolution or recommendation to the next meeting of the Council. The resolution or recommendation must also be recorded in the publicly available minutes of the meeting.
- 20.21 Resolutions passed during a meeting, or a part of a meeting that is closed to the public



must be made public by the chairperson under clause 20.20 during a part of the meeting that is webcast.

#### Disorder in committee meetings

- 20.22 The provisions of the Act and this code relating to the maintenance of order in Council meetings apply to meetings of committees of the Council in the same way as they apply to meetings of the Council.

#### Minutes of Council committee meetings

- 20.23 Each committee of the Council is to keep full and accurate minutes of the proceedings of its meetings. At a minimum, a committee must ensure that the following matters are recorded in the committee's minutes:

- (a) [New clause]  
the names of Councillors attending a meeting and whether they attended the meeting in person or by audio-visual link,
- (b) details of each motion moved at a meeting and of any amendments moved to it,
- (c) the names of the mover and seconder of the motion or amendment,
- (d) whether the motion or amendment was passed or lost, and
- (e) such other matters specifically required under this code.

- 20.24 All voting at meetings of committees of the Council (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of Councillors who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.

- 20.25 The minutes of meetings of each committee of the Council must be confirmed at a subsequent meeting of the committee.

- 20.26 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.

- 20.27 When the minutes have been confirmed, they are to be signed by the person presiding at that subsequent meeting.

- 20.28 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

- 20.29 The confirmed minutes of a meeting of a committee of the Council must be published on the Council's website. This clause does not prevent the Council from also publishing unconfirmed minutes of meetings of committees of the Council on its website prior to their confirmation.

## 21 IRREGULARITIES

- 21.1 Proceedings at a meeting of a Council or a Council committee are not invalidated because of:

- (a) a vacancy in a civic office, or
- (b) a failure to give notice of the meeting to any Councillor or committee member, or
- (c) any defect in the election or appointment of a Councillor or committee member, or
- (d) a failure of a Councillor or a committee member to declare a conflict of interest, or to refrain from the consideration or discussion of, or vote on, the relevant matter, at a Council or committee meeting in accordance with the Council's code



- of conduct, or  
(e) a failure to comply with this code.

Note: Clause 21.1 reflects section 374 of the Act.

- 21.2 [New clause]  
Any matter of meeting procedure not adequately addressed in this Code of Meeting Practice shall be ruled upon by the chairperson.
- 21.3 [New clause]  
Nothing in this code prevents a motion of dissent being moved against a ruling of the chairperson under clause 21.2.

## 22 DEFINITIONS

the Act	means the <i>Local Government Act 1993</i>
act of disorder	means an act of disorder as defined in clause 15.11 of this code
amendment	in relation to an original motion, means a motion moving an amendment to that motion
audio recorder	any device capable of recording speech
audio-visual link	means a facility that enables audio and visual communication between persons at different places
business day	means any day except Saturday or Sunday or any other day the whole or part of which is observed as a public holiday throughout New South Wales
chairperson	in relation to a meeting of the Council – means the person presiding at the meeting as provided by section 369 of the Act and clauses 6.1 and 6.2 of this code, and in relation to a meeting of a committee – means the person presiding at the meeting as provided by clause 20.11 of this code
this code	means the Council's adopted code of meeting practice
committee of the Council	means a committee established by the Council in accordance with clause 20.2 of this code (being a committee consisting only of Councillors) or the Council when it has resolved itself into committee of the whole under clause 12.1
Council official	has the same meaning it has in the Model Code of Conduct for Local Councils in NSW
day	means calendar day
division	means a request by two Councillors under clause 11.7 of this code requiring the recording of the names of the Councillors who voted both for and against a motion
foreshadowed amendment	means a proposed amendment foreshadowed by a Councillor under clause 10.18 of this code during debate on the first amendment

foreshadowed motion	means a motion foreshadowed by a Councillor under clause 10.17 of this code during debate on an original motion
open voting	means voting on the voices or by a show of hands or by a visible electronic voting system or similar means
planning decision	means a decision made in the exercise of a function of a Council under the <i>Environmental Planning and Assessment Act 1979</i> including any decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but not including the making of an order under Division 9.3 of Part 9 of that Act
performance improvement order	means an order issued under section 438A of the Act
quorum	means the minimum number of Councillors or committee members necessary to conduct a meeting
the Regulation	means the <i>Local Government (General) Regulation 2021</i>
webcast	a video or audio broadcast of a meeting transmitted across the internet either concurrently with the meeting or at a later time
year	means the period beginning 1 July and ending the following 30 June

BUDGET VARIATIONS - March 2022											
Section	Project	Project Description	Capital/ Operating	Division	Full Year Original Budget	Full Year Current Budget	Actuals to March 2022	New Yearly Proposed Budget - March 2022	Movement	Funding Source	EFFECT ON FUNDING POSITION
Grants & Other Funding											
To bring on grant funding received for the Port Macquarie Airport Solar Panel project.											
Airport	42121	Solar PV Airport	Capital	Business & Performance	0	0	8,691	14,531	-14,531	Grant	
Airport	19012	Capital Grants	Capital		0	-372,595	-208,638	-387,126	14,531	Grant	
Grant funding from the NSW Department of Planning and Environment towards various weed control and weed identification projects.											
Biosecurity	42252	Control of Weeds at Coal Wharf Reserve North Breakwall	Operating	Community Planning & Environment	0	0	0	19,470	-19,470	Grant	
Biosecurity	42253	Control of Weeds at Lake Cathie Camping Reserve	Operating		0	0	0	19,470	-19,470	Grant	
Biosecurity	42254	Identification, Mapping and Control of Weeds at Foreshore & Jabiru Reserves	Operating		0	0	0	14,355	-14,355	Grant	
Biosecurity	42255	Identification, Mapping and Control of Weeds at Pilot Beach Reserve	Operating		0	0	0	19,575	-19,575	Grant	
Biosecurity	19461	Operating Grants	Operating		0	-5,000	-72,870	-77,870	72,870	Grant	
Grant funding from Resilience NSW for Round 2 of the Bushfire Community Recovery Grant.											
Bushfire Control	42149	Bushfire Community Recovery Fund Stream 2	Operating	Community Infrastructure	0	47,314	102,520	177,314	-130,000	Grant	
Bushfire Control	19251	Operating Grants	Operating		0	-193,228	-12,720	-323,228	130,000	Grant	
To recognise grant funding received for the Community Drug Action Team (CDAT).											
Community Inclusion	41300	CDAT Drug Action Awareness	Operating	Community Planning & Environment	0	0	776	6,364	-6,364	Grant	
Community Inclusion	19151	Operating Grants	Operating		0	-38,422	-29,786	-44,786	6,364	Grant	

BUDGET VARIATIONS - March 2022											
Section	Project	Project Description	Capital/ Operating	Division	Full Year Original Budget	Full Year Current Budget	Actuals to March 2022	New Yearly Proposed Budget - March 2022	Movement	Funding Source	EFFECT ON FUNDING POSITION
Grant funding awarded to Council for Youth Week 2022.											
Community Inclusion	326	Youth Week	Operating	Community Planning & Environment	5,000	5,000	4,426	9,068	-4,068	Grant	0
Community Inclusion	10240	Operating Grants	Operating		0	-220,000	-103,060	-224,068	4,068	Grant	0
Total Grants & Other Funding									227,833		0
Reserve Movements											
Transfer of reserve funds required for purchase of new drone.											
Asset Design	41872	Survey Equipment	Capital	Community Infrastructure	0	0	27,672	27,672	-27,672	Reserve	0
Asset Design	19482	Transfer From Reserve	Capital		0	0	0	-27,672	27,672	Reserve	0
Transfer of reserve funds required for the land and buildings indexation calculation.											
Building Services	40862	Buildings & Operational Land Revaluation	Operating	Community Planning & Environment	0	0	0	2,900	-2,900	Reserve	0
Building Services	19249	Transfer From Reserve	Operating		-427,700	-573,425	0	-576,325	2,900	Reserve	0
Transfer of reserve funds required for COVID Careers Pop-Up project.											
Destination & Cultural Development	42086	Reboot, Refresh, Restart COVID Careers Pop-ups	Operating	Community Planning & Environment	0	0	9,736	12,356	-12,356	Reserve	0
Destination & Cultural Development	19055	Transfer From Reserve	Operating		-938,356	-1,015,391	0	-1,027,747	12,356	Reserve	0
Total Reserve Movements									42,928		0
Movement between Projects											
Transfer of funds between linked Bus Shelter projects - Accounting entry only											
Transport & Traffic	42141	CPTIGS Bus Shelters	Capital	Community Infrastructure	176,000	171,703	138,701	174,024	-2,321	Grant	0
Transport & Traffic	41884	CPTIGS Bus Shelters	Capital		0	2,321	0	0	2,321	Grant	0

BUDGET VARIATIONS - March 2022											
Section	Project	Project Description	Capital/ Operating	Division	Full Year Original Budget	Full Year Current Budget	Actuals to March 2022	New Yearly Proposed Budget - March 2022	Movement	Funding Source	EFFECT ON FUNDING POSITION
Movement of Learning & Development Training budgets - Accounting entry only											
Learning & Development	300	Staff Training	Operating	Business & Performance	4,000	4,000	10,017	10,017	-6,017	Revenue	-6,017
Learning & Development	303	Training - Management	Operating		1,620	1,620	4,500	4,500	-2,880	Revenue	-2,880
Learning & Development	301	Training	Operating		133,884	133,884	46,904	124,987	8,897	Revenue	8,897
Transfer of funds between Destination & Cultural Development projects - Accounting entries only											
Destination & Cultural Development	42081	Additional Investment in Tourism PR & Marketing	Operating	Community Planning & Environment	0	17,289	20,720	20,720	-3,431	Revenue	-3,431
Destination & Cultural Development	223	Tourism Marketing	Operating		651,592	651,592	124,137	648,161	3,431	Revenue	3,431
Destination & Cultural Development	42087	Grant Writing Workshops	Operating		0	0	4,500	4,500	-4,500	Revenue	-4,500
Destination & Cultural Development	187	Economic Development Services	Operating		1,282,309	1,282,309	855,903	1,277,809	4,500	Revenue	4,500
Destination & Cultural Development	42088	Arts, Culture & Creative Industry Content Develop & Marketing	Operating		0	0	4,114	4,114	-4,114	Revenue	-4,114
Destination & Cultural Development	395	Creative Place Making	Operating		81,570	81,570	3,530	77,456	4,114	Revenue	4,114
Total Movements between Projects									23,263		0
Budget Variation Requests - Approved by Executive											
Budget variance request approved by Executive for Airport Terminal Sewer Rising Main.											
Sewerage Services	39626	Airport Terminal Sewer Rising Main	Capital	Community Utilities	0	90,000	14,436	155,000	-65,000	Reserve	0
Sewerage Services	19219	Transfer From Reserve	Capital		-4,666,154	-7,406,096	0	-7,471,096	65,000	Reserve	0



BUDGET VARIATIONS - March 2022											
Section	Project	Project Description	Capital/ Operating	Division	Full Year Original Budget	Full Year Current Budget	Actuals to March 2022	New Yearly Proposed Budget - March 2022	Movement	Funding Source	EFFECT ON FUNDING POSITION
Budget variance request approved by Executive for Sewer Relining Works.											
Sewerage Services	30129	Sewer Relining Works	Capital	Community Utilities	650,000	1,200,000	871,338	1,760,000	-560,000	Reserve	
Sewerage Services	19219	Transfer From Reserve	Capital		-4,666,154	-7,471,096	0	-8,031,096	560,000	Reserve	
Budget variance request approved by Executive for Rainbow Beach Sporting Fields.											
Parks & Recreation	41950	Rainbow Beach Sporting Fields	Capital	Community Planning & Environment	3,336,428	3,359,080	852,688	6,482,621	-3,123,541	Various	
Parks & Recreation	19282	Capital Grants	Capital		-5,786,640	-6,402,086	-1,542,753	-6,462,086	60,000	Grant	
Parks & Recreation	19286	Section 7.11 Funding	Capital		-4,029,369	-4,004,185	0	-5,063,933	1,059,748	S7.11	
Parks & Recreation	19280	Transfer From Reserve	Capital		-1,209,922	-1,781,024	0	-3,784,817	2,003,793	Reserve	
Total Budget Variations Approved by Executive									3,748,541		
Works Program Amounts Re-allocated from 21/22 to 22/23											
Project movements between financial years											
Aquatic Facilities	42079	PM Aquatic Facility - Concept Design & Approvals	Capital		748,215	903,236	51,960	103,236	800,000	Reserve	
Drainage	41319	Panorama Drive - Stormwater Remediation	Capital		420,000	310,733	3,818	93,733	217,000	Reserve	
Drainage	41764	Black Swan Terrace - Stormwater Detention Facility	Capital		158,186	227,671	34,309	104,671	123,000	Reserve	
Natural Resources	41735	Koala Road Strike Project	Operating		150,000	181,497	40,993	105,497	76,000	Reserve	
Natural Resources	41889	Illaroo Rd - Stormwater Preparatory Work	Capital		867,124	856,951	15,885	56,951	800,000	Various	
Natural Resources	42251	Hydrographic Dilution Study Kooloonbung Creek	Operating		0	70,000	0	0	70,000	Grant	
Parks & Recreation	41758	Sancrox/Thrumster Sports Fields- Design & Approval	Capital		406,441	361,363	37,742	131,363	230,000	S7.11	
Parks & Recreation	42184	PM Bicentennial Walkway Sections	Capital		3,100,000	3,300,000	1,574,460	3,175,000	125,000	Grant	

BUDGET VARIATIONS - March 2022											
Section	Project	Project Description	Capital/ Operating	Division	Full Year Original Budget	Full Year Current Budget	Actuals to March 2022	New Yearly Proposed Budget - March 2022	Movement	Funding Source	EFFECT ON FUNDING POSITION
Sewerage Services	30147	Area 15 Sewerage Upgrade	Capital		500,000	533,605	107,700	193,605	340,000	S64	0
Sewerage Services	39625	DN300 Sewer Rising Main from SPS KK6 to Kew STP	Capital		0	204,868	23,369	154,868	50,000	Reserve	0
Sewerage Services	39617	Centrifuge Upgrade/Process Optimisation at PM WwTP	Capital		100,000	100,000	0	0	100,000	Reserve	0
Sewerage Services	39623	Develop Urban Sewer Catchment Plans	Capital		240,000	240,000	0	45,000	195,000	Reserve	0
Transport and Traffic	41262	Ocean Dr- Precon Matthew Flinders to Gmeadows Dr	Capital		250,000	1,600,000	1,159,218	1,526,000	74,000	Reserve	0
Transport and Traffic	41835	(Part RMS) - Beach to Beach Shared Path Constructi	Capital		367,245	440,942	139,461	205,942	235,000	Reserve	0
Transport and Traffic	41925	Kew Main Street Upgrade - Stage 3	Capital		1,211,316	1,636,851	28,064	136,851	1,500,000	Various	0
Transport and Traffic	41969	Pembroke Road - Stoney Creek Bridge Upgrade	Capital		350,000	472,214	53,426	132,214	340,000	Reserve	0
Transport and Traffic	42029	Pappinbarra Right Arm Bridge - Design & Reconstruct	Capital		2,808,140	3,808,140	580,753	3,608,140	200,000	Grant	0
Transport and Traffic	42032	Lorne Road Upgrade Preconstruction	Capital		250,000	296,322	28,108	43,322	253,000	Various	0
Transport and Traffic	42033	Boundary Street Detailed Design	Capital		429,000	684,931	402,865	609,931	75,000	Reserve	0
Transport and Traffic	42071	King Creek Rd Should Sealing & Barrier Install	Capital		268,980	268,980	14,749	104,980	164,000	Grant	0
Transport and Traffic	42146	Donkins Flat Bridge Replace, Comboyne	Capital		540,000	540,000	25,158	40,000	500,000	Grant	0
Transport and Traffic	42147	Old School Road Bridge Replacement, Herrons Ck	Capital		570,000	570,000	15,164	30,000	540,000	Grant	0
Transport and Traffic	42171	North Shore Improve Vehicular/Pedestrian Connectio	Capital		960,000	960,000	19,863	850,000	110,000	Grant	0
Transport and Traffic	42205	Lake Rd/Jindalee Rd/Fernhill Rd Intersect-Land Acq	Capital		250,000	250,000	0	0	250,000	Revenue	0
Transport and Traffic	42206	Design/Approval-LakeRd Duplication(Ocean-Chestnut)	Capital		200,000	200,000	34,511	35,000	165,000	Revenue	0
Transport and Traffic	42207	Kindee Bridge Upgrade - Detailed Design	Capital		30,000	30,000	0	0	30,000	Reserve	0
Transport and Traffic	42217	Bottlebrush No1 Bdg Upg -Bril Bril Rd,RollandsPlns	Capital		439,500	439,500	57,967	139,500	300,000	Grant	0
Transport and Traffic	42220	Langdons Bdg (BottlebrushNo2)- Bril BrilRd,Rolland	Capital		256,500	256,500	56,011	139,500	117,000	Grant	0


BUDGET VARIATIONS - March 2022											
Section	Project	Project Description	Capital/ Operating	Division	Full Year Original Budget	Full Year Current Budget	Actuals to March 2022	New Yearly Proposed Budget - March 2022	Movement	Funding Source	EFFECT ON FUNDING POSITION
Transport and Traffic	42221	Little Mortons Ck Bridge - Mortons Ck Rd Beechwood	Capital		390,000	390,000	56,144	145,000	245,000	Grant	
Transport and Traffic	42222	King Creek Bridge Upgrade - King Creek Rd, King Ck	Capital		543,000	543,000	56,143	143,000	400,000	Grant	
Waste Disposal	50120	Kingfisher Wste Statn Upg - Kingfisher Road Rehab	Capital		650,000	650,000	0	0	650,000	Reserve	
Water Supply	20215	Thrumster RW Interim Supply Rising Main to Reservo	Capital		3,100,000	5,679,757	4,469,439	5,084,757	595,000	S64	
Water Supply	29550	Bulk Water System Chlorination Upgrade	Capital		1,700,000	1,700,000	60,886	100,000	1,600,000	Reserve	
Water Supply	29551	Preconst Elevated Reservoir at Bonny Hills	Capital		50,000	50,000	0	0	50,000	Reserve	
Water Supply	29552	Preconstruction Works for Kew (Area 15) Reservoir	Capital		50,000	50,000	0	0	50,000	Reserve	
Water Supply	29557	Precon Cowarra to Wauchope Backfeed PS	Capital		100,000	100,000	0	0	100,000	Reserve	
Water Supply	20221	Rock Ramp at Koree Island	Capital		150,000	200,000	0	55,000	145,000	Reserve	
Water Supply	29545	Marbuk Motorised Valve Relocation	Capital		600,000	724,677	90,454	76,877	647,800	Reserve	
Various	19000	Various	Capital		0	0	0	-17,238,061	-12,461,800	Various	
Total Works Program Amounts Re-allocated from 21/22 to 22/23									12,461,800		
ORGANISATIONAL TOTAL - THIS REVIEW									16,504,365		
FORECAST FOR FINANCIAL YEAR ENDED 30 JUNE 2022											
Original Budget as at 1 July 2021				Balanced	0						
Plus: Adjustments											
July Review				Balanced	0						
August Review				Shortfall	-427,403						
September Review				Surplus	5,841						
October Review				Surplus	18,636						
January Review				Surplus	65,560						
February Review				Shortfall	-11,254						
March Review				Balanced	0						
FORECAST FOR 30 JUNE 2022				Shortfall	-348,620						

BUDGET VARIATIONS - March 2022											
Section	Project	Project Description	Capital/ Operating	Division	Full Year Original Budget	Full Year Current Budget	Actuals to March 2022	New Yearly Proposed Budget - March 2022	Movement	Funding Source	EFFECT ON FUNDING POSITION
Notes:	1	The result shown above is the general fund result. All surpluses/deficits in the water, sewerage and waste funds are transferred to/from reserves.									
	2	Reserve are internal restrictions that hold funds for a specific purpose, e.g. The airport has its own reserve and all income and expenditure relating to the airport is credited/debited to that reserve.									
	3	Council projects are funded from a variety of funding sources. Below is a definition of the various types of funding that are used to fund projects.									
		<i>Revenue - All funds that are generated through rates, annual charges, fees and charges, interest etc. These funds are untied and can be expended on any project that Council considers appropriate.</i>									
		<i>Grants - Government grants can either be monetary or otherwise and may be tied or untied. Tied grants are required to be used for a specific purpose such as the construction of a road. Untied grants may be applied for any purpose council considers appropriate.</i>									
		<i>Contributions - Contributions are non-reciprocal transfers to Council in the sense that Council is not required to give value in exchange for the contributions directly to the contributor. Examples are contributions given by ratepayers towards capital works in their vicinity.</i>									
		<i>Reserves - Reserves are internal restrictions held for a specific purpose, e.g. The airport has its own reserve and all income and expenditure relating to the airport is credited/debited to that reserve.</i>									
		<i>S7.11 and S64 Contributions - Section 7.11 of the NSW Environmental and Planning Act (1979) and section 64 of the Local Government Act (1993) provides NSW local government with a formal legal framework for levying developers for the provision of infrastructure, services and amenities - known as developer contributions.</i>									
	4	Some projects are funded by multiple funding sources, e.g. a capital project may be funded by s7.11 funds, grants and revenue. The effect on capital column will only show the revenue funding adjustment as the other types of funding will have an income line budget adjustment shown in the report.									



## Monthly Investment Report

### March 2022

 <b>IMPERIUM MARKETS</b>	<p>Imperium Markets Pty Ltd ABN: 87 616 579 527 Authorised Representative of Libertas Financial Planning Pty Ltd AFSL 429 718 Phone: +61 2 9053 2987 Email: <a href="mailto:michael.chandra@imperium.markets">michael.chandra@imperium.markets</a> Level 9 Suite 02, 3 Spring Street, Sydney NSW 2000</p>
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## Executive Summary

### Compliance

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

### Performance

As at 31/03/2022	1m (actual)	1m (% p.a.)	FYTD (actual)	FYTD (% p.a.)
AusBond Bank Bill Index	0.00%	0.04%	0.03%	0.04%
<b>Council's Portfolio<sup>^</sup></b>	<b>0.12%</b>	<b>1.47%</b>	<b>1.17%</b>	<b>1.56%</b>
Outperformance	0.12%	1.43%	1.14%	1.52%

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

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

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

The RBA cut rates to record lows on 3<sup>rd</sup> November 2020 to 0.10%, consistent with most global central banks resetting their official rates back to emergency levels. As global markets start to recover, inflationary pressures have emerged. This has resulted in longer-term bond yields to rise significantly in recent months as central banks remove their easing policy measures (i.e. quantitative easing), whilst also flagging substantial increases to official interest rates. **Markets are now bracing an environment where central banks will move from their excessively loose policy measures to a potentially aggressive tightening cycle.**

Domestically, Governor Lowe has conceded that interest rate rises starting later in 2022 was deemed "a plausible scenario", but he remains cautious on moving too quickly as that might impede a lower unemployment rate and higher wages growth.

The biggest impact to Council's investment portfolio is with regards to its largest exposure being assets held in bank term deposits, which accounts for around ~89% of Council's total investment, and cash (~5% of the total investment portfolio). **The biggest risk that PMHC faces over the medium-longer term in this environment is not the potential loss of capital (given all the banks are well capitalised and regulated by APRA), but the rapid loss of interest income as interest rates have plummeted.**

Council's term deposit portfolio was yielding 1.48% p.a. as at 31/03/2022, with a weighted average duration of around 770 days or ~2.11 years. **This average duration will provide some income protection against the low interest rate environment over the next 18 months.**

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



- The highest deposit rate from any rated ADI in the market is now ~3.70% p.a. for 5 years;
- The highest deposit rates amongst the "AA-" rated ADIs (major banks) is now yielding between 1.60%-3.25% p.a. (depending on terms between 12m – 5 years);
- The highest deposit rates amongst the "A" rated ADIs was yielding between 2.85%-3.70% p.a. (depending on terms between 12m – 5 years);
- The highest deposit rates amongst the "BBB" rated ADIs was yielding between 1.55%-3.55% p.a. (depending on terms between 12m – 5 years).

**With markets factoring in official rate hikes over the next 12 months, this has seen a significant shift in longer-term deposit rates. 'New' investments above 2% p.a. now appears likely if Council can continue to place the majority of its surplus funds for terms of +2 years.**



## Council's Portfolio

### Asset Allocation

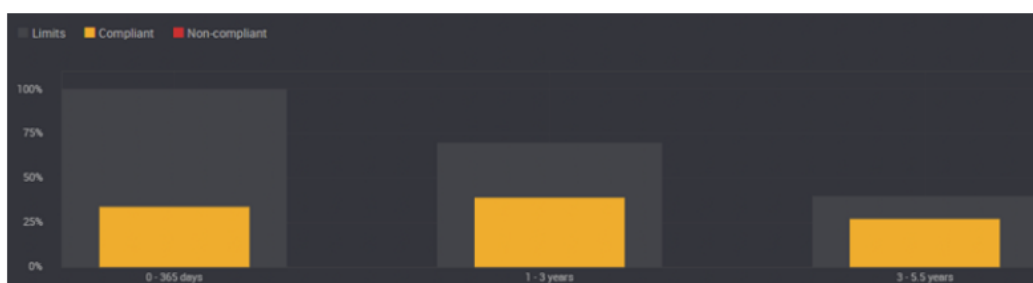
The portfolio is predominately directed to fixed term deposits (89.07%). The remainder of the portfolio is directed to fixed bonds with the Northern Territory Treasury Corporation (5.07%), the overnight cash account with Westpac (5.10%) and the single FRN with Bendigo-Adelaide (0.76%).

**Senior FRNs are now becoming more attractive as spreads widened significantly over March – new issuances should now be considered again on a case by case scenario.** In the interim, fixed deposits and secondary market fixed bonds for 2-3 years appear quite appealing following the spike in longer-term rates in recent months.



### Term to Maturity

All maturity limits (minimum and maximum) comply with the Investment Policy. Short-Medium Term (1-3 years) assets account for around 39% of the total investment portfolio, with capacity of around \$122m remaining. Future investments should be directed to the 1-3 year horizon as this is where we currently see the best value.



Where there is (counterparty) capacity to invest in attractive 1-3 year investments, we recommend this be allocated to new any remaining attractive fixed term deposits or secondary market fixed bonds (refer to respective sections below).



Compliant	Horizon	Invested (\$)	Invested (%)	Min. Limit (%)	Max. Limit (%)	Available (\$)
✓	0 - 365 days	\$133,668,341	33.87%	0%	100%	\$261,002,688
✓	1 - 3 years	\$154,002,688	39.02%	0%	70%	\$122,267,033
✓	3 – 5½ years	\$107,000,000	27.11%	0%	40%	\$50,868,412
✓	5½ - 10 years	\$0	0.00%	0%	10%	\$39,467,103
		<b>\$394,671,029</b>	<b>100.00%</b>			

### Counterparty

As at 31/03/2022, Council did not have an overweight position to any single ADI. Overall, the portfolio is diversified across the investment grade credit spectrum (rated BBB- or higher), with no exposure to unrated ADIs.

Compliant	Issuer	Rating	Invested (\$)	Invested (%)	Max. Limit (%)	Available (\$)
✓	NAB	AA-	\$70,000,000	17.74%	30.00%	\$48,401,309
✓	NTTC	AA-	\$20,000,000	5.07%	30.00%	\$98,401,309
✓	WBC	AA-	\$85,668,341	21.71%	30.00%	\$32,732,967
✓	Rabobank	A+	\$8,000,000	2.03%	20.00%	\$70,934,206
✓	ICBC Sydney	A	\$68,000,000	17.23%	20.00%	\$10,934,206
✓	ING Bank Aus.	A	\$25,500,000	6.46%	20.00%	\$53,434,206
✓	Aus Military Bank	BBB+	\$10,500,000	2.66%	10.00%	\$28,967,103
✓	BOQ	BBB+	\$37,000,000	9.37%	10.00%	\$2,467,103
✓	Bendigo	BBB+	\$3,002,688	0.76%	10.00%	\$36,464,415
✓	AMP	BBB	\$10,000,000	2.53%	10.00%	\$29,467,103
✓	Auswide	BBB	\$10,000,000	2.53%	10.00%	\$29,467,103
✓	MyState	BBB	\$23,000,000	5.83%	10.00%	\$16,467,103
✓	Newcastle PBS	BBB	\$4,000,000	1.01%	10.00%	\$35,467,103
✓	P&N Bank	BBB	\$19,000,000	4.81%	10.00%	\$20,467,103
✓	Coastline CU	Unrated	\$1,000,000	0.25%	5.00%	\$18,733,551
			<b>\$394,671,029</b>	<b>100.00%</b>		

Effective 01/03/2022, ME Bank formally relinquished its banking (ADI) licence with APRA, following its acquisition by BoQ in mid-2021. All ME Bank assets are now part of its parent company, BoQ.

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

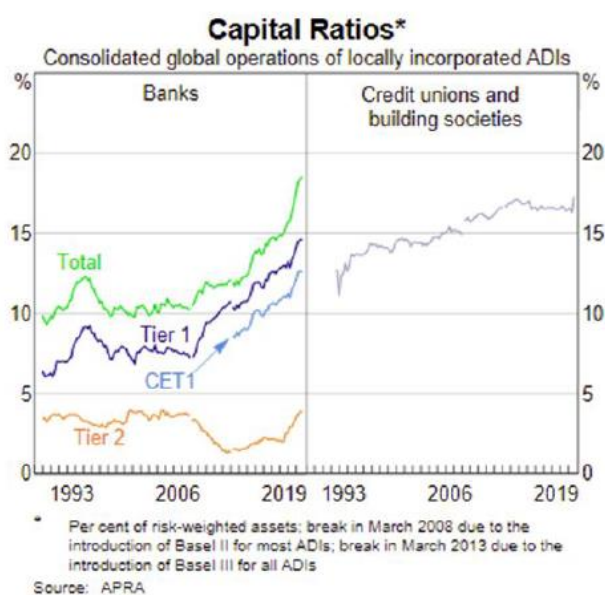
***RBA Governor Lowe has commented that they have not seen any signs of stress in the financial system and that unlike during the GFC, the banks (all ADIs) now have cash, are well capitalised and are acting as “shock absorbers” in the current crisis.***

Overall, the lower rated ADIs (BBB and unrated) are generally now in a better financial position than they have been historically (see the Capital Ratio figure below). We believe that deposit investments



with the lower rated ADIs should be continued going forward, particularly when they offer 'above market' specials. Not only would it diversify the investment portfolio and reduce credit risk, it would also improve the portfolio's overall returns.

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







### Fossil Fuel Investments

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

Using the following link <http://www.marketforces.org.au/banks/compare>, based on the Council's investment portfolio balance as at 31/03/2022 (\$394.67m), we can roughly estimate that ~63% of the investments have some form of exposure.

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

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

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

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

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

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

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

Some implications include:

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

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



Council's exposure is summarised as follows:

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

^^The underlying exposure in these managed funds includes the domestic major banks.

Source: <https://www.marketforces.org.au/info/compare-bank-table/>

Funding Fossil Fuel	Amount	Invested %	Wgt. Avg. Yield % p.a.
Yes	\$248,168,341	63%	1.22%
No	\$146,502,688	37%	1.71%
<b>Total / Wgt. Avg.</b>	<b>\$394,671,029</b>	<b>100%</b>	<b>1.41%</b>

During March 2022, Council marginally increased its exposure (as a percentage of the total portfolio) amongst the non-Fossil Fuel lending ADIs, by taking up deposit investments with P&N Bank (BBB), ICBC (A) and Coastline Credit Union (Unrated), as they were offering favourable yields at the time of investment.



### T/D Rates Before & After COVID

Pre-pandemic (March 2020), a 'normal' marketplace meant the lower rated ADIs (i.e. BBB category) were offering higher rates on term deposits compared to the higher rated ADIs (i.e. A or AA rated). But due to the cheap funding available provided by the RBA since mid-2020<sup>1</sup>, those lower rated ADIs (BBB rated) did not require deposit funding from the wholesale deposit from the likes of PMHC. Given the higher rated banks had more capacity to lend (as they have a greater pool of borrowers), they subsequently were offering relatively attractive deposit rates. In fact, some of the lower rated banks were not even offering deposit rates at all. This is why PMHC has invested a higher proportion of deposit investments with the higher rated (A or AA) banks over the past two years.

Pre-pandemic, PMHC locked in higher yields with the BBB rated banks given they were generally offering higher rates than the higher rated banks (a 'normal' market). Currently, the 2019 investments placed with the BBB category is still averaging above 2% p.a. This is the reason why the BBB category's current yield is still higher than the higher rated banks - it is largely driven by the investments placed prior to the pandemic.

Going forward however, with the RBA now removing these cheap borrowing facilities, this has meant the lower rated banks (BBB rated) have started to become more competitive as the market starts to 'normalise'. PMHC will have a larger opportunity to start investing a higher proportion of its surplus funds with the lower rated institutions (up to Policy limits), from which the majority are not lending to the Fossil Fuel industry.

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<sup>1</sup> The RBA's Term Funding Facility (TFF) allowed the ADI to borrow as low as 0.10% fixed for 3 years: <https://www.rba.gov.au/mkt-operations/term-funding-facility/overview.html>



### Credit Quality

The portfolio remains diversified from a credit ratings perspective. The portfolio is mainly directed to the investment grade ADIs (BBB- or higher), with a minimal investment placed with the local credit union (unrated ADI). There is high capacity to invest in the higher rated ADIs (A or higher), particularly after the downgrades of BoQ and Bendigo-Adelaide Bank in May 2017.

There is currently sufficient capacity to invest with the “BBB” rated ADIs (~\$21.6m remaining at month-end). As more of these banks become more competitive for funds, Council may look to allocate additional funds amongst this sector, particularly with those ADIs that are not lending to the Fossil Fuel industry.

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

All ratings categories are within the current Policy limits:

Compliant	Credit Rating	Invested (\$)	Invested (%)	Max. Limit (%)	Available (\$)
✓	AA Category	\$175,668,341	44.51%	100%	\$219,002,688
✓	A Category	\$101,500,000	25.72%	60%	\$135,302,618
✓	BBB Category	\$116,502,688	29.52%	35%	\$21,632,172
✓	Unrated ADIs	\$1,000,000	0.25%	5%	\$18,733,551
		<b>\$394,671,029</b>	<b>100.00%</b>		



### Performance

Council's performance for the period ending 31 March 2022 is summarised as follows:

Performance (Actual)	1 month	3 months	6 months	FYTD	1 year
Official Cash Rate	0.01%	0.02%	0.05%	0.08%	0.10%
AusBond Bank Bill Index	0.00%	0.01%	0.02%	0.03%	0.04%
Council's T/D Portfolio	0.13%	0.37%	0.76%	1.18%	1.65%
Council's FRN Portfolio	0.09%	0.26%	0.50%	0.76%	1.01%
Council's Bond Portfolio	0.10%	0.29%	0.59%	-	-
<b>Council's Portfolio<sup>^</sup></b>	<b>0.12%</b>	<b>0.37%</b>	<b>0.75%</b>	<b>1.17%</b>	<b>1.64%</b>
<b>Outperformance</b>	<b>0.12%</b>	<b>0.35%</b>	<b>0.73%</b>	<b>1.14%</b>	<b>1.60%</b>

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

Performance (Annualised)	1 month	3 months	6 months	FYTD	1 year
Official Cash Rate	0.10%	0.10%	0.10%	0.10%	0.10%
AusBond Bank Bill Index	0.04%	0.05%	0.04%	0.04%	0.04%
Council's T/D Portfolio	1.49%	1.52%	1.53%	1.58%	1.65%
Council's FRN Portfolio	1.09%	1.05%	1.01%	1.01%	1.01%
Council's Bond Portfolio	1.20%	1.20%	1.19%	-	-
<b>Council's Portfolio<sup>^</sup></b>	<b>1.47%</b>	<b>1.50%</b>	<b>1.51%</b>	<b>1.56%</b>	<b>1.64%</b>
<b>Outperformance</b>	<b>1.43%</b>	<b>1.44%</b>	<b>1.46%</b>	<b>1.52%</b>	<b>1.60%</b>

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

For the month ending March 2022, the total portfolio (excluding cash) provided a solid return of +0.12% (actual) or +1.47% p.a. (annualised), outperforming the benchmark AusBond Bank Bill Index return of +0.00% (actual) or +0.04% p.a. (annualised). Over the past year, the portfolio returned a very strong +1.64% p.a., outperforming bank bills by 1.60% p.a.

The strong performance continues to be driven by the handful of deposits still yielding above 3% p.a. However, some of these individual deposits are approaching maturity and will be reinvested at much lower prevailing rates.

**We are pleased that PMHC remains amongst the best performing Councils in the state of NSW where deposits are concerned, earning on average, around \$2,860,000 in additional interest income compared to its peers (refer to our December 2021 rankings).** We have been pro-active in our advice about protecting interest income and addressing reinvestment risk for many years and encouraged to maintain a long duration position. This is now reflected by the high performance of the investment portfolio. Of the 94 individual deposits PMHC held, 37 are still yielding higher than 1½% p.a. That is, around 39% of outstanding deposits held is earning an interest rate that is fifteen times the prevailing cash rate of 0.10%.





### Council's Term Deposit Portfolio & Recommendation

As at the end of March 2022, Council's deposit portfolio was yielding 1.48% p.a. (down 2bp from the end of the previous month), with an average duration of ~2.11 years. Where possible, we recommend Council at least maintains this average duration whilst official rates are still expected to remain low over coming years.

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

At the time of writing, we see value in:

ADI	LT Credit Rating	Term	T/D Rate
ICBC, Sydney	A	5 years	3.72% p.a.
ICBC, Sydney	A	4 years	3.57% p.a.
ICBC, Sydney	A	3 years	3.34% p.a.
BoQ/ME Bank	BBB+	3 years	3.10% p.a.
NAB	AA-	3 years	3.00% p.a.
ICBC, Sydney	A	2 years	2.88% p.a.
BoQ/ME Bank	BBB+	2 years	2.60% p.a.
NAB	AA-	2 years	2.55% p.a.
Westpac	AA-	2 years	2.46% p.a.

The above deposits are suitable for investors looking to provide some income protection and mitigate reinvestment/rollover risk for the next few years.



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

ADI	LT Credit Rating	Term	T/D Rate
ING Bank	A	12 months	1.68% p.a.
ICBC	A	12 months	1.65% p.a.
Suncorp	AA-	12 months	1.63% p.a.
NAB	AA-	12 months	1.60% p.a.
AMP Bank	BBB	11-12 months	1.60% p.a.^
BoQ / ME Bank	BBB+	12 months	1.55% p.a.
Bendigo-Adelaide	BBB+	12 months	1.55% p.a.

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

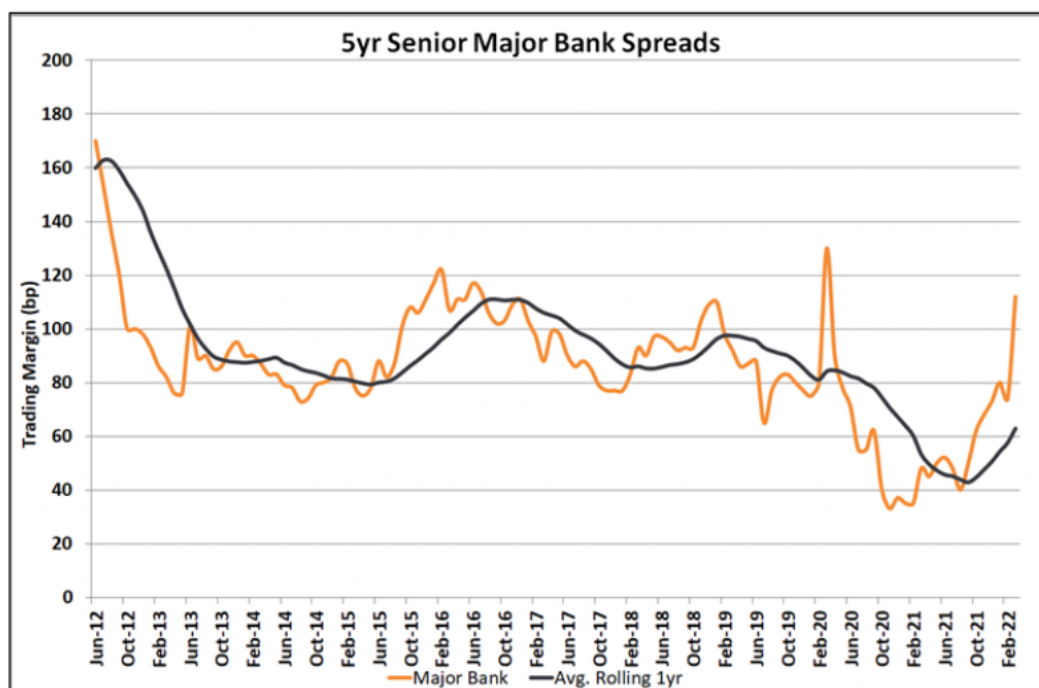
*Amongst the investment grade sector, the majority of short-dated term deposits (maturing less than 12 months) are yielding under 1.60% p.a. Despite the uplift in outright rates recently, we believe there is still slightly better value in longer-dated terms.*

*There is an upward pick-up in yield for investors that can take advantage of 2-3 year fixed T/Ds whilst official rates are stuck at very low levels at least for the next 6-12 months. For those investors that do not require high levels of liquidity and can stagger their investments longer-term, they will be rewarded over coming years if they roll for an average term of 18 months - 2 years (this is where we current value), yielding, on average, up to double the return compared to those investors that purely invest in short-dated deposits.*



### Senior FRNs & Recommendations

Over March, amongst the senior major bank FRNs, physical credit securities widened significantly, by up to 37bp at the long-end of the curve. After the major banks (CBA, NAB and WBC) issued new 3 and/or 5 year securities in recent months, a new 5 year senior major bank security would now be issued around the +112bp level, the first time it has broken three figure mark since early 2019 (outside the brief spike in March 2020 due to the original COVID outbreak):



Source: IBS Capital

Amongst the "A" and "BBB" rated sector, the securities widened by up to 35bp at the long-end of the curve. There was ongoing activity in the primary market, highlighted by new issuances from:

- Bendigo-Adelaide Bank (BBB+): 3 year senior FRN / fixed bond at +98bp
- Westpac (AA-): 3 year senior FRN / fixed bond at +69bp

Credit securities are looking much more attractive given the widening of spreads in recent months. FRNs will continue to play a role in investor's portfolios mainly on the basis of their liquidity and the ability to roll down the curve and gross up returns over ensuing years (in a relatively stable credit environment).



Senior FRNs (ADIs)	31/03/2022	28/02/2022
"AA" rated – 5yrs	+112bp	+75bp
"AA" rated – 3yrs	+84bp	+49bp
"A" rated – 5yrs	+120bp	+88bp
"A" rated – 3yrs	+95bp	+60bp
"BBB" rated – 3yrs	+105bp	+70bp

Source: IBS Capital

We now generally recommend switches ('benchmark' issues only) into new primary issues, out of the following senior FRNs that are maturing:

- **On or before mid-2024 for the "AA" rated ADIs (domestic major banks);**
- On or before early-mid 2023 for the "A" rated ADIs; and
- Within 12 months for the "BBB" rated ADIs (consider case by case).

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

*In late August 2019, Council placed a bid of \$3m into the new Bendigo (BBB+) 5 year FRN at +97bp maturing 06/09/2024 (ISIN: AU3FN0050019). This FRN should be viewed as a 3½-4 year holding period, with the ability to 'roll down the curve', realise capital gains which would boost the overall return of the investment portfolio. As at 31/03/2022, the security was marked around +93.5bp (from +56.0bp at the end of the previous month) or a capital price ~\$100.09 or unrealised capital gain of ~\$2.7k. We recommend Council holds this FRN at this stage.*



### Council's Senior Fixed Bond

During September 2021, Council placed parcels in NTTC (AA-) fixed bonds as follows:

Investment Date	Maturity Date	Principal	Rate % p.a.^	Remaining Term (Yrs)	Interest Paid
7/09/2021	15/12/2024	\$5,000,000	0.90%	2.71 yrs	Annually
14/09/2021	15/12/2025	\$5,000,000	1.10%	3.71 yrs	Annually
2/09/2021	15/12/2026	\$5,000,000	1.40%	4.71 yrs	Annually
7/09/2021	15/12/2026	\$5,000,000	1.40%	4.71 yrs	Annually
<b>Totals / Wgt. Avg.</b>		<b>\$20,000,000</b>	<b>1.20%</b>	<b>3.96 yrs</b>	

<sup>^</sup>Council will receive the full rebated commission of 0.25% (plus GST) on the face value of investment on all these parcels (currently totalling \$55,000).

We believe these investments were prudent at the time of investment given the low rate environment and especially after the rate cut delivered in early November 2020 and its ongoing forward guidance on official interest rates.

The NTTC bonds are a 'retail' offering and not 'wholesale' issuances. Given the lack of liquidity and high penalty costs if they were to be sold/redeemed prior to the maturity date, they are considered to be a hold-to-maturity investment and will be marked at par value (\$100.00) throughout the term of investment.



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

Investors should be aware of the following senior retail bond offering from Northern Territory Treasury Corporation (NTTC) effective 21<sup>st</sup> February 2022:

Maturity Date	Rate % p.a. <sup>^</sup>	Interest Paid
15/06/2023	0.70%	Annually
15/06/2024	1.20%	Annually
15/06/2025	1.80%	Annually
15/06/2026	1.90%	Annually
15/06/2027	2.20%	Annually

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

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

Overview	Description
Issuer	Northern Territory Government
Credit Rating	Aa3 (Moody's), which is AA- equivalent (S&P)
Type	Fixed senior (retail) bonds
Program	Territory Bonds Issue 112
Date for applications	<b>01/01/2022 – 31/05/2022</b>
Liquidity	Weekly redemptions available, subject to the prevailing market rate and administration costs <sup>^^</sup>

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

The product should be viewed as a hold-to-maturity product, noting there are significant penalty costs including admin fees, the prevailing market interest rate, and factors in any associate commissions that were previously paid. Given the longer-term outlook for official interest rates, any investor interested should invest through Imperium Markets to receive an effectively higher rate, once factoring in the rebated commission. *These offers will need to be compared to other complying assets at the time of investment – term deposits are currently a better alternative.*





### Senior Fixed Bonds – ADIs (Secondary Market)

As global inflationary pressures have emerged, this has seen a significant lift in longer-term bond yields (valuations fell) as markets have strongly factored in a tightening of global central bank policy measures (i.e. withdrawal of Quantitative Easing and lifting official interest rates).

This has resulted in some opportunities in the secondary market. We currently see value in the following fixed bond lines, with the majority now being marked at a significant discount to par (please note supply in the secondary market may be limited on any day):

ISIN	Issuer	Rating	Capital Structure	Maturity Date	~Remain. Term (yrs)	Fixed Coupon	Indicative Yield
AU3CB0265403	Suncorp	AA-	Senior	30/07/2024	2.33	1.85%	3.06%
AU3CB0265593	Macquarie	A+	Senior	07/08/2024	2.36	1.75%	3.16%
AU3CB0265718	ING	AAA	Covered	20/08/2024	2.39	1.45%	3.17%
AU3CB0266179	ANZ	AA-	Senior	29/08/2024	2.42	1.55%	3.27%
AU3CB0266377	Bendigo	BBB+	Senior	06/09/2024	2.44	1.70%	3.25%
AU3CB0268027	BoQ	BBB+	Senior	30/10/2024	2.59	2.00%	3.35%
AU3CB0269710	ANZ	AA-	Senior	16/01/2025	2.80	1.65%	3.35%
AU3CB0269892	NAB	AA-	Senior	21/01/2025	2.81	1.65%	3.48%
AU3CB0270387	Macquarie	A+	Senior	12/02/2025	2.87	1.70%	3.47%
AU3CB0287415	Westpac	AA-	Senior	17/03/2025	2.96	2.70%	3.15%
AU3CB0280030	BoQ	BBB+	Senior	06/05/2026	4.10	1.40%	4.03%
AU3CB0282358	ING	AAA	Covered	19/08/2026	4.39	1.10%	3.54%



## Economic Commentary

### International Market

Equity markets proved resilient over March, despite the ongoing rout in global bond markets as investors incorporate the hawkish pivot by central banks. Helping equity markets this month was ongoing talks by Russia of de-escalating its war with Ukraine.

In the US, the S&P 500 Index gained +3.58%, while the NASDAQ added +3.41%. Europe's main indices were much more stable, with gains from UK's FTSE (+0.77%) and France's CAC (+0.02%), while Germany's DAX fell -0.32%.

The US Fed increased official rates by 25bp in a widely anticipated first move. The accompanying statement and dot plot remained hawkish, with a hike per meeting in the median dots for calendar 2022 (i.e. another 7½ hikes priced by the market this year). The Fed's inflation forecasts were revised higher to end 2022 at +4.3%, while slowing to +2.7% by the end 2023.

US Fed chair Jay Powell commented that "*nothing*" would prevent the Fed from raising rates by 50bp in May, with a willingness to "*hike by more than 25bp each time if needed*".

US CPI headline and core printed in line with expectations at +0.8% m/m (+7.9% y/y) and +0.5% m/m (+6.4% y/y) respectively. The headline print was a 40-year high reflecting higher gasoline, food and shelter costs.

US payrolls came in much stronger than expected at 678k against 423k expected. The unemployment rate also fell more than expected to 3.8% from 4.0% (consensus 3.9%).

The EU, US, UK and Canadian governments agreed to the exclusion of at least some Russian banks from the Swift global payments system and sanction the Russian central bank.

In Europe, core inflation again surprised to the upside, coming in at +2.7% y/y, above the ECB's +2% target. Headline inflation hit a new high of +5.8% y/y and, given recent moves in oil and gas prices, is likely to rise further in the coming months.

The Bank of England hiked rates by 25bp to 0.75%, although their commentary was slightly more dovish, with a softening rates outlook to further hikes described as "*might*" be needed in coming months, down from the "*is likely*" characterisation previously.

UK February CPI came in higher than expectations at +0.8% m/m (+0.6% expected) and +6.2% y/y, even before the new round of fuel and energy price pressures in the pipeline in coming months. The core measure was also up +0.8% m/m for +5.2% y/y.

The MSCI World ex-Aus Index rose +2.35% for the month:

Index	1m	3m	1yr	3yr	5yr	10yr
S&P 500 Index	+3.58%	-4.95%	+14.03%	+16.92%	+13.91%	+12.39%
MSCI World ex-AUS	+2.35%	-5.76%	+8.57%	+13.26%	+10.66%	+9.01%
S&P ASX 200 Accum. Index	+6.89%	+2.24%	+14.97%	+10.59%	+9.22%	+10.15%

Source: S&P, MSCI



### Domestic Market

In its meeting in March, the RBA still sees it as too early to conclude that inflation is sustainably within the target range. It repeats that there are uncertainties about how persistent the pick-up in inflation will be given ongoing supply problems and adds recent energy market developments into the mix for consideration.

Governor Lowe said *"it is plausible that the cash rate will be increased later this year"*. Inflation risks have *"clearly moved to the upside"* relative to the February statement given the war in Ukraine and sanctions against Russia, but Governor Lowe still thinks higher wages growth is needed to sustain inflation at 2-3% with a risk that moving rates too early would impede the opportunity to secure an even lower unemployment rate.

February's labour market data was very strong with unemployment falling 0.2% to 4.0%, its equal lowest in the history of the monthly survey that dates back to 1978. Employment was strong, up +77k (consensus +37k), which meant the unemployment rate fell even with the participation rate increasing 0.2% to 66.4%.

Retail sales for February were again much stronger than expected at +1.8% m/m (consensus +0.9%).

Credit growth was +0.6% m/m in January, slowing from last month's +0.8% rise and a touch below consensus for a +0.7% gain.

The trade surplus surprised to the upside, rising \$4.1bn to \$12.9bn in January, well above the consensus for \$9bn.

The budget continues to improve more quickly than the government expected due both to higher revenues (income and company taxes) and lower spending (particularly on welfare). The forecast for the 2022-23 deficit has been revised down to \$78.0bn, from an expected deficit of \$98.9bn forecast in December.

The Australian dollar rose +4.18%, finishing the month at US74.82 cents (from US71.82 cents the previous month).

### Credit Market

The global credit indices traded in a relatively narrow range over March despite the ongoing volatility in equity markets. The indices are back to their levels experienced in mid-2020:

Index	March 2022	February 2022
CDX North American 5yr CDS	67bp	66bp
iTraxx Europe 5yr CDS	73bp	68bp
iTraxx Australia 5yr CDS	86bp	88bp

Source: Markit



## Fixed Interest Review

### Benchmark Index Returns

Index	March 2022	February 2022
Bloomberg AusBond Bank Bill Index (0+YR)	+0.00%	+0.01%
Bloomberg AusBond Composite Bond Index (0+YR)	-3.75%	-1.21%
Bloomberg AusBond Credit FRN Index (0+YR)	-0.29%	-0.01%
Bloomberg AusBond Credit Index (0+YR)	-3.05%	-1.07%
Bloomberg AusBond Treasury Index (0+YR)	-4.03%	-1.31%
Bloomberg AusBond Inflation Gov't Index (0+YR)	-4.27%	-1.18%

Source: Bloomberg

### Other Key Rates

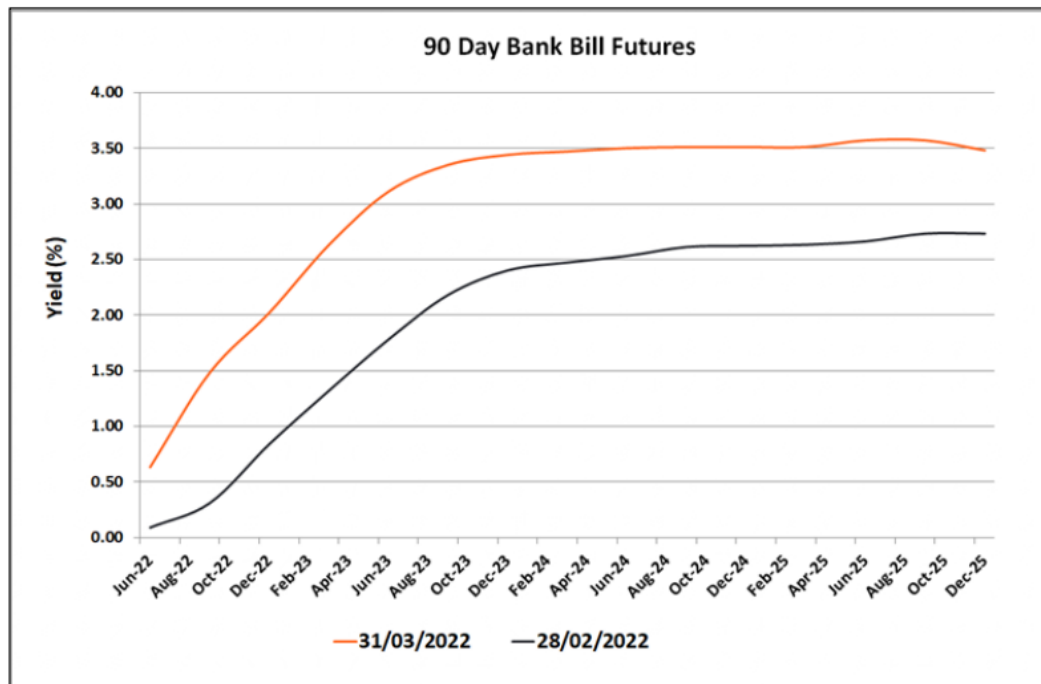
Index	March 2022	February 2022
RBA Official Cash Rate	0.10%	0.10%
90 Day (3 month) BBSW Rate	0.23%	0.08%
3yr Australian Government Bonds	2.31%	1.50%
10yr Australian Government Bonds	2.84%	2.13%
US Fed Funds Rate	0.25%-0.50%	0.00%-0.25%
10yr US Treasury Bonds	2.32%	1.83%

Source: RBA, AFMA, US Department of Treasury



### 90 Day Bill Futures

Over March, bill futures rose across the board as the market prepares itself for a higher interest rate environment. A sharp rise remains in 2022-2023 as markets anticipate aggressive rate cuts over the next 6-18 months as inflationary pressures continue to mount:



Source: ASX

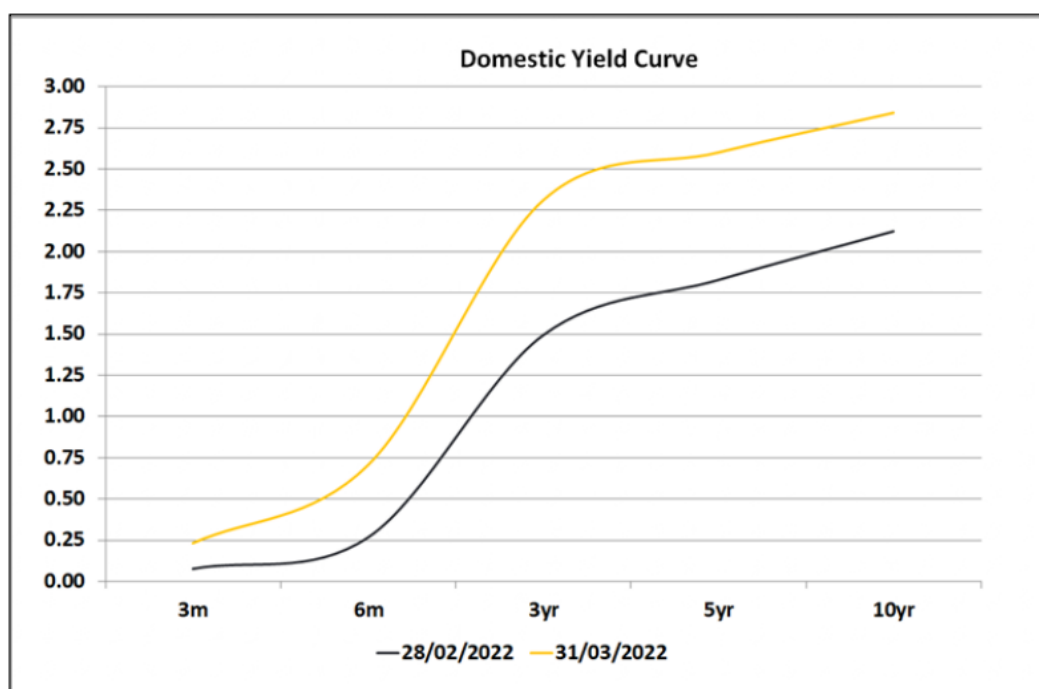


## Fixed Interest Outlook

After the US Fed hiked rates in March, the market is factoring in an additional 7½ rate rises this calendar year to stem the surge in inflation.

Domestically, Governor Lowe said *"it is plausible that the cash rate will be increased later this year"* as inflation risks have *"clearly moved to the upside"*. However Governor Lowe still thinks higher wages growth is needed to sustain inflation at 2-3% with a risk that moving rates too early would impede the opportunity to secure an even lower unemployment rate. The strong labour market may push the RBA's decision to lift rates from emergency settings earlier than they previously anticipated.

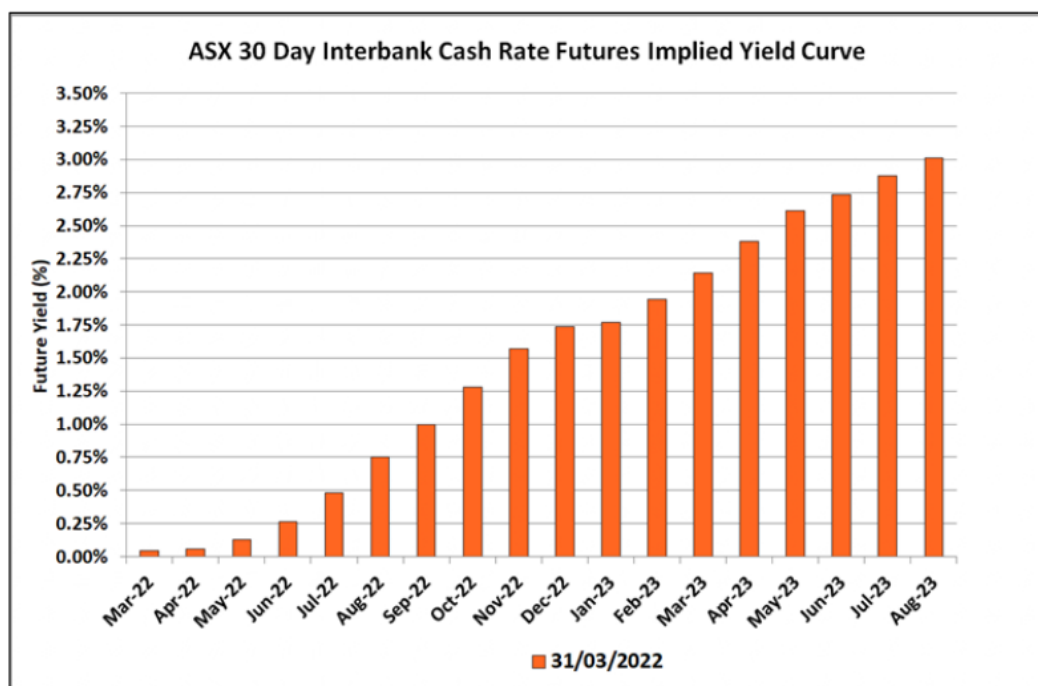
The domestic bond market continues to suggest a prolonged low period of interest rates on a historical basis (longer-term still below 3% environment). Over the month, yields rose around 80bp at the long-end of the curve:



Source: AFMA, ASX, RBA

Markets have brought forward RBA rate hike pricing following moves offshore with a full rate hike now priced by June 2022 and up to seven hikes priced by December 2022, against the RBA's 'plausible' scenario of not seeing conditions for a hike at least until late 2022 or early 2023:





Source: ASX

### Disclaimer

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# Investment Report

01/03/2022 to 31/03/2022



## Portfolio Valuation as at 31/03/2022

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
Newcastle Permanent	BBB	TD	GENERAL	Quarterly	18/04/2019	19/04/2022	2.7000	4,000,000.00	21,600.00	9,172.60
Westpac	AA-	TD	LOCAL BRANCH	At Maturity	21/05/2021	23/05/2022	0.2500	10,000.00	21.58	2.12
BOQ	BBB+	TD	GENERAL	Annual	28/05/2019	30/05/2022	2.4000	4,000,000.00	81,008.22	8,153.42
BOQ	BBB+	TD	GENERAL	Annual	02/06/2021	02/06/2022	0.4000	5,000,000.00	16,602.74	1,698.63
Rabobank Australia Branch	A+	TD	GENERAL	Annual	08/06/2017	07/06/2022	3.2200	5,000,000.00	131,005.48	13,673.97
Australian Military Bank	BBB+	TD	GENERAL	Annual	19/06/2020	20/06/2022	1.1500	2,000,000.00	17,895.89	1,953.42
Australian Military Bank	BBB+	TD	GENERAL	Annual	19/06/2020	20/06/2022	1.1500	2,000,000.00	17,895.89	1,953.42
Australian Military Bank	BBB+	TD	GENERAL	Annual	23/06/2020	23/06/2022	1.0500	3,500,000.00	28,393.15	3,121.23
Westpac	AA-	TD	GENERAL	Quarterly	23/06/2020	23/06/2022	1.0100	3,500,000.00	871.64	871.64
Westpac	AA-	TD	GENERAL	Quarterly	24/06/2020	24/06/2022	1.0200	5,000,000.00	1,117.81	1,117.81
NAB	AA-	TD	GENERAL	Annual	02/08/2018	02/08/2022	3.2200	4,000,000.00	85,043.29	10,939.18
NAB	AA-	TD	GENERAL	Annual	16/08/2018	16/08/2022	3.0500	4,000,000.00	76,208.22	10,361.64
Westpac	AA-	TD	LOCAL BRANCH	Annual	23/08/2021	23/08/2022	0.2500	20,000.00	30.27	4.25
ICBC Sydney Branch	A	TD	GENERAL	Annual	28/08/2019	29/08/2022	1.6400	5,000,000.00	48,076.71	6,964.38
Auswide Bank	BBB	TD	GENERAL	At Maturity	06/09/2019	06/09/2022	1.8000	3,000,000.00	138,772.60	4,586.30
Westpac	AA-	TD	LOCAL BRANCH	Annual	13/09/2017	13/09/2022	3.4100	3,000,000.00	56,054.79	8,688.49
Rabobank Australia Branch	A+	TD	GENERAL	Annual	13/09/2017	13/09/2022	3.3800	3,000,000.00	55,561.64	8,612.05
MyState Bank	BBB	TD	GENERAL	Annual	29/09/2020	29/09/2022	0.8500	5,000,000.00	21,424.66	3,609.59



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
Westpac	AA-	TD	GENERAL	Quarterly	29/09/2020	29/09/2022	0.7200	5,000,000.00	295.89	295.89
Auswide Bank	BBB	TD	GENERAL	Annual	30/09/2019	30/09/2022	1.7500	4,000,000.00	35,095.89	5,945.21
ICBC Sydney Branch	A	TD	GENERAL	Annual	23/10/2019	24/10/2022	1.7000	3,000,000.00	22,076.71	4,331.51
ICBC Sydney Branch	A	TD	GENERAL	Annual	31/10/2019	31/10/2022	1.7300	5,000,000.00	36,495.89	7,346.58
AMP Bank	BBB	TD	GENERAL	At Maturity	09/11/2021	09/11/2022	1.0000	2,000,000.00	7,835.62	1,698.63
Coastline Credit Union	Unrated	TD	GENERAL	At Maturity	03/03/2022	05/12/2022	0.8500	1,000,000.00	675.34	675.34
Members Equity Bank	BBB+	TD	GENERAL	Annual	22/02/2022	22/02/2023	0.9000	5,000,000.00	4,684.93	3,821.92
ING Direct	A	TD	GENERAL	Annual	27/02/2020	27/02/2023	1.6000	2,500,000.00	3,506.85	3,397.26
Members Equity Bank	BBB+	TD	GENERAL	Annual	28/02/2022	28/02/2023	0.9000	5,000,000.00	3,945.21	3,821.92
ING Direct	A	TD	GENERAL	At Maturity	17/03/2022	17/03/2023	1.2500	4,000,000.00	2,054.79	2,054.79
ING Direct	A	TD	GENERAL	At Maturity	17/03/2022	17/03/2023	1.2500	3,000,000.00	1,541.10	1,541.10
ING Direct	A	TD	GENERAL	At Maturity	17/03/2022	17/03/2023	1.2500	5,000,000.00	2,568.49	2,568.49
ING Direct	A	TD	GENERAL	At Maturity	29/03/2022	29/03/2023	1.6000	4,000,000.00	526.03	526.03
ING Direct	A	TD	GENERAL	At Maturity	29/03/2022	29/03/2023	1.6000	4,000,000.00	526.03	526.03
BOQ	BBB+	TD	GENERAL	Annual	28/05/2019	29/05/2023	2.5500	4,000,000.00	86,071.23	8,663.01
BOQ	BBB+	TD	GENERAL	Annual	19/06/2020	19/06/2023	1.3500	2,000,000.00	21,008.22	2,293.15
BOQ	BBB+	TD	GENERAL	Annual	27/06/2019	27/06/2023	2.2000	5,000,000.00	83,479.45	9,342.47
AMP Bank	BBB	TD	GENERAL	Annual	28/07/2021	28/07/2023	0.7500	2,000,000.00	10,150.68	1,273.97
Westpac	AA-	TD	GENERAL	Quarterly	11/08/2021	11/08/2023	0.5600	5,000,000.00	3,758.90	2,378.08
MyState Bank	BBB	TD	GENERAL	Annual	14/09/2020	14/09/2023	0.9000	4,000,000.00	19,627.40	3,057.53



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
MyState Bank	BBB	TD	GENERAL	Annual	14/09/2020	14/09/2023	0.9000	4,000,000.00	19,627.40	3,057.53
AMP Bank	BBB	TD	GENERAL	Annual	12/10/2021	12/10/2023	0.8000	3,000,000.00	11,243.84	2,038.36
ICBC Sydney Branch	A	TD	GENERAL	Annual	27/11/2019	27/11/2023	1.7600	6,000,000.00	35,585.75	8,968.77
Westpac	AA-	TD	GENERAL	Quarterly	02/12/2021	04/12/2023	1.1900	3,000,000.00	2,934.25	2,934.25
ICBC Sydney Branch	A	TD	GENERAL	Annual	16/12/2019	18/12/2023	1.8100	4,000,000.00	21,025.75	6,149.04
Westpac	AA-	TD	GENERAL	Quarterly	02/02/2022	02/02/2024	1.4500	2,500,000.00	5,760.27	3,078.77
Westpac	AA-	TD	GENERAL	Annual	08/02/2022	08/02/2024	1.5500	4,000,000.00	8,832.88	5,265.75
MyState Bank	BBB	TD	GENERAL	Annual	28/02/2022	28/02/2024	1.8000	5,000,000.00	7,890.41	7,643.84
P&N Bank	BBB	TD	GENERAL	Annual	02/03/2022	04/03/2024	1.7000	4,000,000.00	5,589.04	5,589.04
Auswide Bank	BBB	TD	GENERAL	At Maturity	02/03/2020	04/03/2024	1.7500	3,000,000.00	109,315.07	4,458.90
BOQ	BBB+	TD	GENERAL	Annual	18/06/2020	18/06/2024	1.4500	3,000,000.00	34,204.11	3,694.52
ING Direct	A	TD	GENERAL	Annual	23/06/2020	24/06/2024	1.2500	3,000,000.00	28,972.60	3,184.93
BOQ	BBB+	TD	GENERAL	Annual	11/08/2021	12/08/2024	0.7900	2,000,000.00	10,086.03	1,341.92
Westpac	AA-	TD	GENERAL	Quarterly	11/08/2021	12/08/2024	0.7700	3,000,000.00	3,101.10	1,961.92
Australian Military Bank	BBB+	TD	GENERAL	Annual	19/08/2021	19/08/2024	0.7200	3,000,000.00	13,315.07	1,834.52
Westpac	AA-	TD	GENERAL	Quarterly	17/08/2021	19/08/2024	0.7200	2,000,000.00	1,696.44	1,223.01
Bendigo and Adelaide	BBB+	FRN	GENERAL	Quarterly	06/09/2019	06/09/2024	1.1050	3,002,688.00	2,270.55	2,270.55
BOQ	BBB+	TD	GENERAL	Annual	27/09/2019	27/09/2024	2.0000	2,000,000.00	20,383.56	3,397.26
AMP Bank	BBB	TD	GENERAL	Annual	12/10/2021	11/10/2024	1.0000	3,000,000.00	14,054.79	2,547.95
NAB	AA-	TD	GENERAL	Annual	16/10/2020	16/10/2024	0.8000	5,000,000.00	18,082.19	3,397.26



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
ICBC Sydney Branch	A	TD	GENERAL	Annual	03/11/2021	04/11/2024	1.6500	3,000,000.00	20,206.85	4,204.11
Westpac	AA-	TD	GENERAL	Quarterly	09/11/2021	11/11/2024	1.4500	1,000,000.00	2,026.03	1,231.51
Westpac	AA-	TD	GENERAL	Quarterly	16/11/2021	18/11/2024	1.6000	4,000,000.00	7,715.07	5,435.62
NAB	AA-	TD	GENERAL	Annual	18/11/2020	18/11/2024	0.7000	5,000,000.00	12,849.32	2,972.60
Westpac	AA-	TD	GENERAL	Quarterly	29/11/2021	29/11/2024	1.6000	5,000,000.00	7,013.70	6,794.52
Westpac	AA-	TD	GENERAL	Quarterly	02/12/2021	02/12/2024	1.6200	2,000,000.00	2,663.01	2,663.01
ICBC Sydney Branch	A	TD	GENERAL	Annual	09/12/2021	09/12/2024	1.9200	5,000,000.00	29,720.55	8,153.42
Northern Territory Treasury	AA-	BOND	GENERAL	Semi-Annual	07/09/2021	16/12/2024	0.9000	5,000,000.00	13,191.78	3,821.92
NAB	AA-	TD	GENERAL	Annual	29/01/2021	29/01/2025	0.7200	4,000,000.00	4,734.25	2,446.03
Westpac	AA-	TD	GENERAL	Quarterly	02/02/2022	03/02/2025	1.8200	2,500,000.00	7,230.14	3,864.38
P&N Bank	BBB	TD	GENERAL	Annual	15/02/2022	17/02/2025	2.3700	5,000,000.00	14,609.59	10,064.38
P&N Bank	BBB	TD	GENERAL	Annual	22/02/2022	24/02/2025	2.0500	2,000,000.00	4,268.49	3,482.19
MyState Bank	BBB	TD	GENERAL	Annual	28/02/2022	28/02/2025	2.2500	5,000,000.00	9,863.01	9,554.79
ICBC Sydney Branch	A	TD	GENERAL	Annual	02/03/2022	03/03/2025	2.3000	4,000,000.00	7,561.64	7,561.64
NAB	AA-	TD	GENERAL	Annual	02/03/2021	03/03/2025	0.9500	4,000,000.00	3,123.29	3,123.29
P&N Bank	BBB	TD	GENERAL	Annual	15/03/2022	17/03/2025	2.4600	3,000,000.00	3,437.26	3,437.26
P&N Bank	BBB	TD	GENERAL	Annual	28/03/2022	28/03/2025	2.9000	5,000,000.00	1,589.04	1,589.04
ICBC Sydney Branch	A	TD	GENERAL	Annual	18/06/2020	18/06/2025	1.7500	2,000,000.00	27,520.55	2,972.60
NAB	AA-	TD	GENERAL	Annual	26/07/2021	28/07/2025	1.0000	5,000,000.00	34,109.59	4,246.58
ICBC Sydney Branch	A	TD	GENERAL	Annual	02/09/2021	02/09/2025	1.2000	5,000,000.00	34,684.93	5,095.89





Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
ICBC Sydney Branch	A	TD	GENERAL	Annual	16/10/2020	16/10/2025	1.2000	5,000,000.00	27,123.29	5,095.89
ICBC Sydney Branch	A	TD	GENERAL	Annual	17/11/2020	17/11/2025	1.3000	6,500,000.00	31,253.42	7,176.71
NAB	AA-	TD	GENERAL	Annual	17/11/2020	17/11/2025	0.8500	3,500,000.00	11,003.42	2,526.71
ICBC Sydney Branch	A	TD	GENERAL	Annual	03/12/2020	03/12/2025	1.2000	5,000,000.00	19,561.64	5,095.89
ICBC Sydney Branch	A	TD	GENERAL	Annual	07/12/2020	08/12/2025	1.2000	5,000,000.00	18,904.11	5,095.89
NAB	AA-	TD	GENERAL	Annual	07/12/2020	08/12/2025	0.9000	5,000,000.00	14,178.08	3,821.92
Northern Territory Treasury	AA-	BOND	GENERAL	Semi-Annual	14/09/2021	15/12/2025	1.1000	5,000,000.00	16,123.29	4,671.23
NAB	AA-	TD	GENERAL	Annual	29/01/2021	29/01/2026	0.9100	4,000,000.00	5,983.56	3,091.51
NAB	AA-	TD	GENERAL	Annual	02/03/2021	02/03/2026	1.2100	4,000,000.00	3,978.08	3,978.08
Westpac	AA-	TD	GENERAL	Quarterly	09/03/2021	09/03/2026	1.2500	5,000,000.00	3,938.36	3,938.36
NAB	AA-	TD	GENERAL	Annual	16/03/2021	16/03/2026	1.2500	5,000,000.00	2,739.73	2,739.73
NAB	AA-	TD	GENERAL	Annual	26/05/2021	26/05/2026	1.2500	5,000,000.00	53,082.19	5,308.22
ICBC Sydney Branch	A	TD	GENERAL	Annual	02/06/2021	02/06/2026	1.4000	2,500,000.00	29,054.79	2,972.60
NAB	AA-	TD	GENERAL	Annual	02/06/2021	02/06/2026	1.3000	2,500,000.00	26,979.45	2,760.27
Westpac	AA-	TD	GENERAL	Quarterly	23/06/2021	23/06/2026	1.3200	5,000,000.00	1,627.40	1,627.40
Westpac	AA-	TD	GENERAL	Quarterly	23/06/2021	23/06/2026	1.3200	5,000,000.00	1,627.40	1,627.40
NAB	AA-	TD	GENERAL	Annual	26/07/2021	27/07/2026	1.2000	5,000,000.00	40,931.51	5,095.89
ICBC Sydney Branch	A	TD	GENERAL	Annual	28/07/2021	28/07/2026	1.3200	2,000,000.00	17,865.21	2,242.19
NAB	AA-	TD	GENERAL	Annual	23/09/2021	23/09/2026	1.2000	5,000,000.00	31,232.88	5,095.89
Northern Territory Treasury	AA-	BOND	GENERAL	Semi-Annual	07/09/2021	15/12/2026	1.4000	5,000,000.00	20,520.55	5,945.21



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
Northern Territory Treasury	AA-	BOND	GENERAL	Semi-Annual	02/09/2021	15/12/2026	1.4000	5,000,000.00	20,520.55	5,945.21
Westpac	AA-	CASH	GENERAL	Monthly	31/03/2022	31/03/2022	0.3500	20,138,341.38	5,984.61	5,984.61
<b>TOTALS</b>								<b>394,671,029.38</b>	<b>2,169,811.94</b>	<b>419,632.76</b>



Authorised by: Council  
Authorised date: /04/2022  
Effective date: /04/2022  
Next review date: /04/2024  
File Number: D2018/3132644

## CONTROL OF BURNING POLICY

### 1. INTRODUCTION

The original Control of Burning Policy (the Policy) was first adopted in September 2000 when the Protection of the Environment Operations (Control of Burning) Regulation 2000 commenced. The Policy was adopted and implemented to control burning activities on land within the Port Macquarie-Hastings local government area. Since the adoption of the original Control of Burning Policy, it has been amended in 2006, 2008 and 2018 and 2022.

### 2. POLICY STATEMENT AND SCOPE

The proper management of open burning will result in the improvement of local air quality and amenity and will promote sustainable waste management practices. Therefore, open burning is prohibited in the Port Macquarie-Hastings Council local government area except in accordance with an Approval issued by Council, or as excepted by the provisions of the Protection of the Environment Operations (Clean Air) Regulation 2021. The burning of vegetation or any other type of matter in residential built up areas is prohibited.

This Policy applies to all land within the Port Macquarie-Hastings Local Government area, but does not apply to, or in respect of, the following (in accordance with the Protection of the Environment Operations (Clean Air) Regulation 2021):

1. The carrying out of emergency bush fire hazard reduction work (within the meaning of the Rural Fires Act 1997).
2. The destruction, by means of burning, of any prohibited plant or prohibited drug under the Drug Misuse and Trafficking Act 1985.
3. The destruction, by means of burning of an animal that has died, or is reasonably suspected to have died as the result of a disease proclaimed under the Biosecurity Act 2015.
4. The burning of domestic waste being of a kind and quantity ordinarily generated on domestic premises, on residential premises on which the waste was generated if domestic waste management services are not available to those premises.

### 3. RESPONSIBILITIES AND AUTHORITIES

The Environmental Health Officer (EHO) is responsible for:

- Implementing and communicating this policy
- Monitoring and compliance of this policy
- Ensuring the policy is reviewed and updated to coincide with the automatic repeal of legislation, or as otherwise directed or as is deemed necessary

### 4. REFERENCES

Protection of the Environment Operations Act 1997  
Protection of the Environment (Clean Air) Regulation 2021  
Rural Fires Act, 1997  
Biodiversity Conservation Act, 2016  
Standards for Pile Burning, Rural Fire Service  
Before you light that Fire, Rural Fire Service 2020

## 5. DEFINITIONS

**"Agricultural operations"** means grazing, dairying, pig-farming, poultry farming, viticulture, orcharding, bee-keeping, horticulture, vegetable growing, the growing of crops of any kind, forestry, or any combination of any of those things.

**"Approval"** means an approval issued under this Policy, issued in either of two ways:

- (a) to any class of persons—by means of a notice published in a local newspaper circulating in the local government area, or
- (b) to any particular person—by means of a written notice given to the person.

**"Zones"** are as defined in the Port Macquarie-Hastings Local Environmental Plan 2011.

## 6. PROCESS OWNER

Group Manager Environment & Regulatory Services

## 7. AMENDMENTS

Superseded Documents: Control of Burning Policy 2006, 2008, 2010 and 2018 versions.

## THE POLICY

This Policy grants approval to burn only dry and dead vegetation on the premises on which the vegetation grew pursuant to Clause 13(2)(a) of the *Protection of the Environment Operations (Clean Air) Regulation 2021*, to persons (being a class of persons) occupying premises in the following zones as per the Port Macquarie-Hastings Local Environmental Plan 2011:

- All Rural zones except RU5 (i.e. RU1 to RU4, & RU6)
- R5 Large Lot Residential

Notwithstanding the above, this approval does not permit:

- Burning of vegetation as a result of clearing for construction activities, including subdivision works; or
- Burning of vegetation that can be re-used, recycled or disposed of by an alternative means such as chipping or mulching.

## APPROVALS TO BURN – GENERAL REQUIREMENTS

1. An Approval to burn will be issued in either of two ways:
  - (a) To a class of persons being residents in Rural or Rural Residential zones, by means of a notice published in a local newspaper, or
  - (b) To a particular person being a non-resident ratepayer or resident residing in any other zone, by means of a written notice given to the person.
2. For a written notice to be issued to a particular person (1(b) above), a Control of Burning application form must be submitted to Council for consideration, accompanied by a site plan showing the location of the stockpile(s) to be proposed to be burned and payment of the approved fee.
3. An Approval issued under 1(a) above to a class of persons remains in force as per the specified period indicated in the public notice published in the local newspaper. An Approval issued under 1(b) above to a particular person by means of a written notice issued to that person remains in force for a period of 31 days from the date the notice is issued.
4. Before granting an Approval under 1 above, Council must take into consideration the following matters, which must be addressed by the applicant:
  - (a) The impact on regional air quality and amenity;
  - (b) The impact on local air quality and amenity;
  - (c) The feasibility of re-use, recycling or other alternative means of disposal;
  - (d) Any opinions of the sector of the public likely to be affected by the proposed approval; &
  - (e) In the case of an Approval issued under 1(a) above, any opinion of the EPA in relation to the proposed Approval.
5. Where an Approval is issued under the provisions of the *Protection of the Environment Operations (Clean Air) Regulation 2021* and this Policy, the following, and any other conditions deemed necessary, will apply:
  - (a) Only dead and dry vegetation which grew on the premises may be burned on the premises:
    - that cannot reasonably be disposed of by reuse, recycling or other alternative methods, such as chipping or mulching; and/or
    - that cannot reasonably be disposed of through Council's Greenwaste Collection Service.
  - (b) Burning activities must not cause nuisance conditions to neighbouring residents.
  - (c) A person who burns anything in the open must take all practicable means to prevent or minimise air pollution in accordance with clause 10 of the *Protection of the Environment Operations (Clean Air) Regulation 2021*.

- (d) The fire must be attended by a competent person for the duration of the burning activity and have sufficient firefighting resources on-hand to safely maintain the fire.
- (e) Written or oral notice, at least 24 hours before the fire is lit, must be given to:
- Adjoining occupiers or owners of land, including land that is separated by a lane, road or waterway;
  - Port Macquarie-Hastings Council: 'Ph. 6581 8111;
  - The Local Fire Authority:
    - Fire and Rescue NSW if the property is in a designated Fire District (the main city/town areas of Port Macquarie; Wauchope and Laurieton); or
    - The NSW Rural Fire Service (NSW RFS) if the property is in a Rural Fire District (all areas outside of the main city/town areas of Port Macquarie, Wauchope or Laurieton).

Such notice must specify the location, purpose, period and time the fire is proposed to be lit.

6. An Approval may be amended or revoked by means of a notice given or published in the same way as the original notice granting the Approval was given or published.
7. The provisions of the *Protection of the Environment Operations (Clean Air) Regulation 2021* must be fully complied with.
8. The provisions of the *Rural Fires Act 1997* must be fully complied with, including the requirement to obtain a Fire Permit from your Local Fire Authority (Fire and Rescue NSW or NSW Rural Fire Service).

In a Fire District (the built up city/town areas of Port Macquarie, Wauchope and Laurieton), a Fire Permit from your local Fire and Rescue NSW may be required all year round. A Fire Permit can be obtained from your local station of Fire and Rescue NSW.

In Rural Fire Districts a Fire Permit from the NSW Rural Fire Service is also required during the declared Bush Fire Danger period (usually October 1<sup>st</sup> to March 31<sup>st</sup> but may vary).



## APPROVAL TO BURN: TYPE A

## APPROVAL TO A CLASS OF PERSONS TO BURN DEAD AND DRY VEGETATION

Approval to burn dead and dry vegetation is hereby granted in accordance with clause 13(2)(a) of the *Protection of the Environment Operations (Clear Air) Regulation 2021*, to residents, being a class of persons who own, occupy or manage land zoned R5 Large Lot Residential and all Rural zones (except RU5 Village) as defined by the Port Macquarie-Hastings Local Environmental Plan 2011.

In order for residents in the aforementioned zones to take advantage of and comply with this Approval, all of the following conditions must be met:

1. Approval is to burn only dead and dry vegetative material that originates from the property on which the fire is to be lit;
2. Persons burning must as far as practicable, take all actions necessary to prevent or minimise air pollution and the potential adverse smoke impacts on other persons, including:
  - a. ensuring that the vegetation in the pile is dead and dry before lighting;
  - b. ensuring that no green material is present, such as recently placed material or long grass growing up through a pile;
  - c. monitoring of wind direction prior to lighting the fire, and only burning when smoke will drift away from any nearby residence; and
  - d. actively tending the fire to ensure that it burns hot, cleanly and does not smoulder.
 Penalties exist for non-compliance.
3. Burning is to be carried out in accordance with Policy document: "Requirements for Stockpile Burns" located at Appendix 3 of the Control of Burning Policy;
4. The fire must be located at least 4.5m<sup>1</sup> minimum from the nearest residential building;
5. Burning is only permitted during a Fire Danger Rating (FDR) of 'Low to Moderate' (0-11) or 'High' (12-24). The local FDR must be checked prior to lighting the fire and the fire must not be lit if the FDR is at Very High or above, except in accordance with a Bush Fire Hazard Reduction Certificate issued by the NSW Rural Fire Service;
6. A responsible adult person must be present at the site of the fire from the time it is lit until such time it is fully extinguished;
7. An adequate water supply must be available to completely extinguish all lit fires;
8. At least 24 hours oral or written notice of the location, purpose, period and time of the proposed fire to be lit has been given to:
  - a. The owners or occupiers of all land contiguous to, or that is separated by a road, laneway or waterway from the land on which the fire is to be lit;
  - b. Any other property owner or occupier who may be inconvenienced by the fire;
  - c. The local fire authority, which will be:
    - i. The NSW Rural Fire Service (NSW RFS) if the property is in a Rural Fire District; or
    - ii. Fire and Rescue NSW if the property is in a Fire District.

This approval does not remove the necessity or exempt the person from the requirement to obtain relevant Permits or licenses as may be required by the *Rural Fires Act, 1997*, the *Protection of the Environment Operations Act, 1997*, or *Biodiversity Conservation Act 2016*, including the need to comply with No Burn Days or Total Fire Bans that may be declared. These requirements are specifically addressed in Appendix 2 of the Control of Burning Policy.

<sup>1</sup> The 4.5m minimum applies to Pile burns. **Windrows require a minimum 20m clearance.**

In a Fire District (the built up areas of Port Macquarie, Wauchope and Laurieton), a Fire Permit may be required for any fire lit at any time during the year. A Fire Permit can be obtained from your local station of Fire and Rescue NSW.

Notwithstanding the provisions of this policy, the burning of materials on site is not permitted if expressly prohibited by way of a condition of consent for any development on the land.

In Rural Fire Districts a Fire Permit from the NSW Rural Fire Service is also required during the declared Bush Fire Danger period (usually October 1<sup>st</sup> to March 31<sup>st</sup> but may vary).

**On the spot fines and other penalties apply for unauthorised burning or burning not in full compliance with this Approval.**

DRAFT

## APPROVAL TO BURN: TYPE B

APPROVAL TO BURN DEAD AND DRY VEGETATION ISSUED TO A PARTICULAR PERSON<sup>2</sup>

---

{Insert date of Approval}

{Insert Parcel Identification Number}

{Insert the name and postal address  
Of the applicant}

Dear Sir/Madam

## APPROVAL to BURN

**Application for Approval to Burn Dead and Dry Vegetation** – {Insert address of property of where the proposed burn is to take place}.

I refer to the subject matter and wish to advise that your application has been approved pursuant to Clause 13(2)(b) of the *Protection of the Environment Operations (Clean Air) Regulation 2021* subject to the following conditions:

1. Burning must be carried out in such a way by taking all practicable measures, to prevent and minimise air pollution and must consider potential smoke impacts on other persons.
2. Only the current stockpile(s) of vegetation located on the premises may be burned.
3. The vegetation waste shall not be burned until such times as it is dry, i.e. green waste must not be burned.
4. The fires must be attended by a competent person for the duration of the burning activity and have sufficient firefighting resources on hand to safely maintain the fire.
5. Written or oral notice, at least 24 hours before the fire is lit, must be given to Council, the Local Fire Authority (NSW Rural Fire Service or Fire and Rescue NSW) and adjoining occupiers or owners of land, including land that is separated by a lane, road or waterway. Such notice must specify the location, purpose, period and time the fire is proposed to be lit.
6. Burning activities must not cause nuisance conditions to neighbouring residents.
7. All other feasible reuse, recycling or other alternative methods of disposal must be considered prior to burning.
8. The provisions of the *Protection of the Environment Operations (Clean Air) Regulation 2010* must be fully complied with.
9. The provisions of the *Rural Fires Act 1997* must be fully complied with, including the requirements to obtain a Fire Permit to burn during Bush Fire Danger periods.
10. The applicant shall formally consult with officers of the Rural Fire Service or Fire and Rescue NSW on fire control issues prior to lighting of the fire. Any recommendations of the Rural Fire Service or Fire and Rescue NSW must be fully complied with.

This Approval shall lapse 31 days from the date of issue unless otherwise revoked by way of a written notice from Port Macquarie - Hastings Council.

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<sup>2</sup> Standard conditions may be varied to suit particular circumstances or property attributes.

Please note the following:

- In a Fire District (the built up main city/town areas of Port Macquarie, Wauchope and Laurieton) a Fire Permit may be required for any fire lit at any time during the year. A Fire Permit can be obtained from your local station of Fire and Rescue NSW.
- In Rural Fire Districts a Fire Permit from the NSW Rural Fire Service is required during the declared Bush Fire Danger period (usually October 1<sup>st</sup> to March 31<sup>st</sup> but may vary).
- Notwithstanding the provisions of this policy, the burning of materials on site is not permitted if expressly prohibited by way of a condition of consent for any development on the land.

By lighting the fire, the persons accepts responsibility and obligations to comply with the conditions of this Approval. It is an offence against the provisions of the *Protection of the Environment Operations (Clean Air) Regulation 2010* to fail to comply with this Approval. Maximum penalty: \$11,000. \$500 on-the-spot fines exist for individuals not complying with any or all of the conditions of Approval.

*Please note that the burning of waste vegetation is not considered an environmentally sustainable practice. Future activities at the site that will generate waste vegetation should be planned to incorporate alternative methods of waste vegetation management.*

Should you require further information please do not hesitate to contact {insert authorised officer's name} on telephone number 6581 8111 or by e-mail on {insert authorised officer's email address}@pmhc.nsw.gov.au.

Yours sincerely

*Sign off by authorised officer  
Position/title.*

**APPENDIX 1: SUMMARY OF THE PROVISIONS OF THE PROTECTION OF THE ENVIRONMENT OPERATIONS (CLEAN AIR) REGULATION 2021.**

Under the provisions of the *Protection of the Environment Operations (Clean Air) Regulation 2021*:

Any lawful open burning activities must be carried out so as to prevent or minimise air pollution (e.g. having regard for wind direction, proximity of neighbours, burning only suitable and dry material).

The burning of tyres, coated wire, paint/solvent containers and residues and treated timber is prohibited.

Burning in the Port Macquarie-Hastings Local Government area is limited to the following:

- Dead and dry vegetation in accordance with this Policy or an Approval issued by Council;
- Domestic waste on residential premises on which the waste was generated if domestic waste management services are not available at those premises;
- For the purpose of cooking or barbecuing in the open;
- Lighting or maintaining a fire for recreational purposes such as camping, scouting, picnicking or similar outdoor activities;
- Vegetation, in the course of carrying on agricultural operations, on the premises on which the vegetation grew, including – burning for the purposes of clearing (other than for construction); burning of stubble, orchard prunings, diseased crops, weeds or pest habitats on farms;
- For the purposes of carrying out bush fire hazard reduction work under the *Rural Fires Act 1997*;
- The destruction, by burning, of any prohibited plant or drug under the *Drug Misuse and Trafficking Act 1985*;
- Burning of an animal that has died or is suspected to have died of a disease or exotic disease proclaimed under the *Biosecurity Act 2015*.

Full text may be found at [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au), or upon request from Council.

**APPENDIX 2: LEGISLATION RELATING TO FIRES/BURNING.****1. Rural Fires Act, 1997**

In a Fire District (the built up, main city/town areas of Port Macquarie, Wauchope and Laurieton), a Fire Permit from Fire and Rescue NSW may be required for any fire lit at any time during the year.

In a Rural Fire District, any fire during the Bush Fire Danger period, requires a Fire Permit from the NSW Rural Fire Service.

The purpose of a Fire Permit is to provide for the safe use of fire. The lighting of any open fire is prohibited by the declaration of a Total Fire Ban by the Commissioner of the NSW Rural Fire Service. It is the responsibility of any person intending to light a fire to determine if a Total Fire Ban is in force. Information on Total Fire Bans is available on the NSW RFS web site (<http://www.rfs.nsw.gov.au/>) or the Wauchope District Office of the NSW Rural Fire Service on 6586 4565.

**2. Protection of the Environment Operations Act, 1997**

The Environmental Protection Authority (EPA) may issue a No Burn Notice, restricting the lighting of fires (including hazard reduction activities) in particular regions, for the purposes of protecting air quality during certain atmospheric conditions. It is the responsibility of any person intending to light a fire to determine if a No Burn Notice has been issued. This information is available from the NSW Environment Protection Authority (EPA) website (<https://www.epa.nsw.gov.au/>), by checking the Regional Air Quality Index page or by phoning the Environment Line on 131 555.

**3. Biodiversity Conservation Act, 2016.**

The causing of damage to a habitat of a threatened species or threatened ecological community which may be caused by the collection and burning of vegetative material, dead wood and trees in natural environments is an offence under the *Biodiversity Conservation Act, 2016*. Therefore, such practices are to be avoided wherever possible in natural environments. Material forming piles to be burnt must only consist of vegetative material that has originated from the process of maintaining existing cleared or landscaped areas. All other clearing requires approval.

For further information on pile burning, see the Rural Fire Service / Fire and Rescue NSW documents *Before You Light That Fire* and *Standards for Pile Burning*, which are available from the NSW RFS website (<http://www.rfs.nsw.gov.au>) or its Wauchope District Office on 6586 4565.

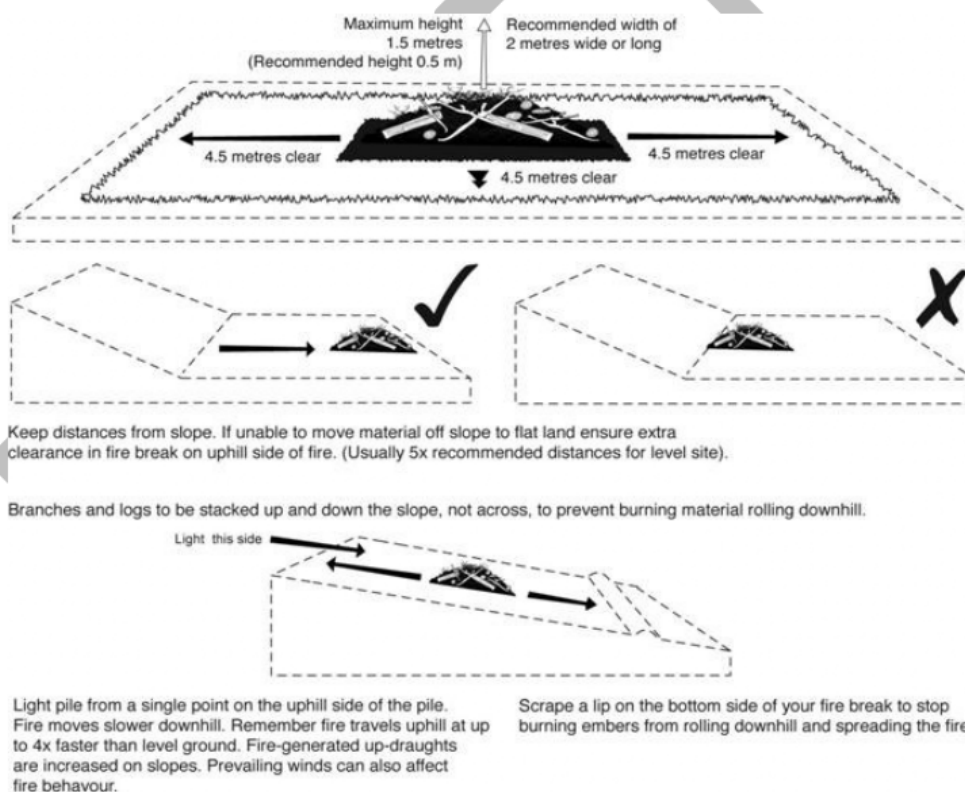


## APPENDIX 3: REQUIREMENTS FOR STOCKPILE BURNS.

The following requirements have been adapted from the Rural Fire Service's document, "Standards for Pile Burns" and "Before you light that Fire" and are required to be applied by residents to the stockpile(s) of vegetation to be burned under the Approval to burn granted to a Class of Persons in Rural and Rural Residential zonings.

**Stockpiles**

- Construct stockpile(s) a minimum of 4.5m clear of any dwelling, fence, structure or building.
- Construct long and wide piles rather than excessively high piles. Piles that are too high produce more intense heat and retain heat for longer.
- Piles should not be greater than 2m in length or width and must not be greater than 1.5m high. A maximum height of 0.5m is recommended.
- Logs over 150 mm in diameter should not be added to piles – instead they should be laid on the ground to prevent erosion and provide habitat.
- If practical, place vegetation in an area where it will receive direct sunlight to allow the pile to dry out.
- All material must be dead and dry before being burned.
- No soft green weeds (such as wandering Jew, grasses, chick weed) should be added to a pile burn. These are most effectively disposed of by composting. Woody weeds such as lantana and privet are suitable. All noxious weeds must be treated according to the NSW Department of Primary Industries' Guidelines.

**Burn safety measures**

- Before lighting the stockpile, ensure that you have suitable tools handy (rakes and shovels) to conduct the burn and control any possible spot fires.
- Accelerants (such as petrol) must never be used in the pile.
- Ensure that there is a sufficient water supply to extinguish the burn and that you have a hose with appropriate water pressure that can reach around the pile.
- Ensure that you wear protective clothing such as heavy cotton pants, a long-sleeved shirt, leather work boots, work gloves and a wide-brimmed hat.
- Disturb piles immediately prior to lighting to scare away animals such as lizards and snakes which may be taking refuge within the pile.
- Supervise the burn constantly after lighting to ensure there are no flare ups in surrounding vegetation.

- Completely extinguish the pile immediately after the burn is finished. The spreading of burnt material after the burn also assists in allowing for smouldering material to be extinguished.
- If multiple stockpiles are to be burned, burn only one pile at a time unless adequate resources and operators are present at each stockpile. You must also give consideration to the amount of smoke being produced and potential impact on neighbours if multiple stockpile burns are being conducted.

**Do nots**

- DO NOT burn on a day declared as a Total Fire Ban by the NSW Rural Fire Service
- DO NOT burn on a 'No Burn Day' as declared by the NSW Environment Protection Authority (EPA)
- DO NOT burn unless you have all the necessary approvals and/or Fire Permits or Certificates
- DO NOT burn unless you are able to comply with all conditions of approval
- DO NOT burn unless you have notified your neighbours, the relevant fire authority and Council
- DO NOT burn during Very High, Severe, Extreme or Catastrophic Fire Danger Ratings, except in accordance with a Bush Fire Hazard Reduction Certificate issued by the NSW Rural Fire Service

**Checklist**

Before you light that fire, make sure you have:

- Gained environmental approval (if required)
- Been issued a Fire Permit (if required)
- Notified all adjoining landowners/occupiers
- Notified your local fire authority
- Notified Council – 'Ph. 6581 8111 or email: [council@pmhc.nsw.gov.au](mailto:council@pmhc.nsw.gov.au)
- Checked your local Fire Danger Rating (FDR): Burns are only Permitted during a Fire Danger Rating (FDR) of Low to Moderate (FDR: 0-11) and High (FDR: 12-24).
- Checked for Total Fire Ban or No Burn Days

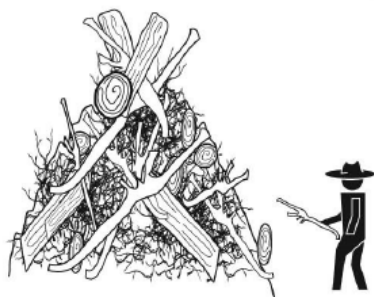
**Total Fire Ban** – Call the NSW RFS 1800 654 443 or go to [www.rfs.nsw.gov.au](http://www.rfs.nsw.gov.au).

**No Burn Day** – Call the Environment Line on 131 555 or go to [www.environment.nsw.gov.au](http://www.environment.nsw.gov.au).

**Fire Danger Rating** – Call the NSW RFS Information Line on 1800 679 737 or your local fire station.

**Fire Permits** - Call the NSW RFS on 1800 654 443 or go to [www.rfs.nsw.gov.au](http://www.rfs.nsw.gov.au).

## Wrong

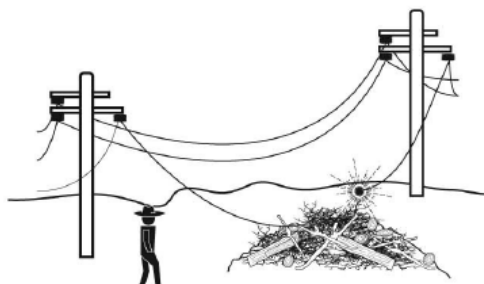


WRONG: Pile burns are not bonfires, they don't need to be high. This pile will be too hot. Pile Burns must be constructed from natural vegetation only, not household or building rubbish.

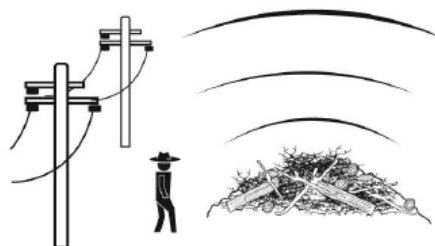
## Right



Make the pile wide and long rather than high. This will spread the heat and be safer.



WRONG: Never construct piles under or near power lines. Smoke and ash can cause power lines to arc, and the heat will damage the lines.



Give power lines a wide berth. Consider the radiant heat and smoke the burn will generate.



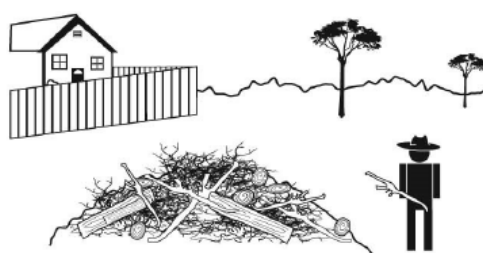
WRONG: Don't pile vegetation around the base of trees or directly under low canopy. Don't plant new trees near piles that are planned for burning.



Try to choose a space with open canopy away from the base of trees. Wait until the piles have been burnt or removed before planting.



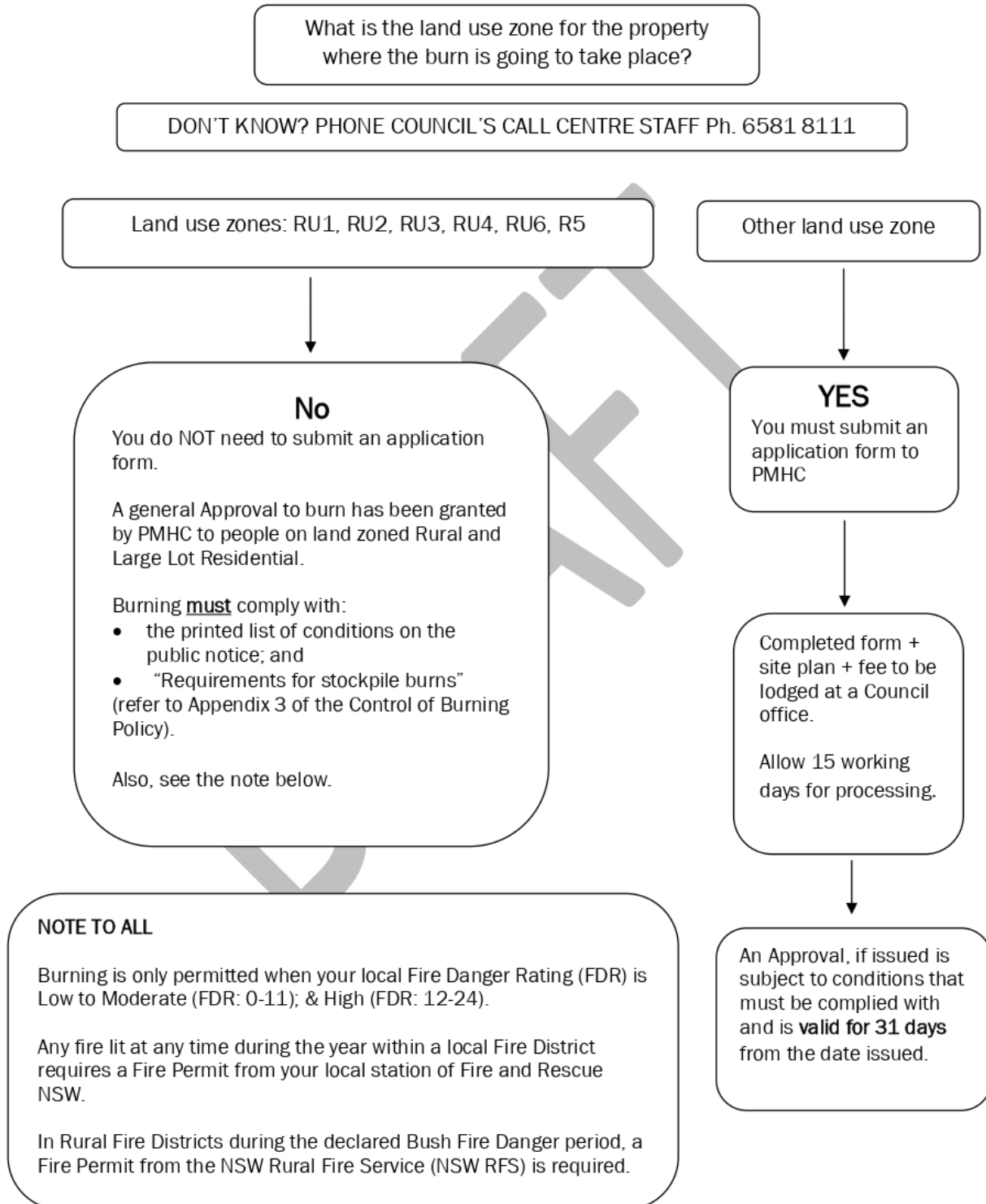
WRONG: Avoid piling vegetation close to neighbouring properties.



Stay away from fences and property boundaries. Consider local residents and their needs. Maintain a clear area between piles and any other combustible material.

## APPENDIX 4: INSTRUCTIONS ON HOW TO DETERMINE WHEN AN APPLICATION FOR A CONTROL OF BURNING APPROVAL IS REQUIRED TO BE SUBMITTED TO COUNCIL.

Do I need to submit an application form?



## Submissions received for Draft Control of Burning Policy

Submission Control of Burning Policy		Issue
1.	Rick Smallman	Are provisions made for burning off the bushland? i.e. Christmas Bell Plains used to have a good show after a burn-off.
	<b>Response/Comment:</b>	The policy is in relation to burning where applications are required under the Protection of the Environment (Clean Air) Regulation 2021. Hazard reduction burns and the like under the direction of the Fire Authority are listed as exempt from this requirement under the Regulation.
2.	Michael O'Donnell	<p>The draft policy is a blatant cash grab for Council since adequate permits are already provided by the RFS. There is no need for Council or its limited number of environmental officers to waste their time on trifling matters when weeds and destructive feral fauna are rampant in the region. To effectively police the policy large numbers of staff would need to be employed across the LGA on weekends.</p> <p>Residents with huge gardens in Rural residential areas (including councillors) with substantial tree growth gather, without pruning, large amounts of heavy waste such limbs and dead vegetation which, despite their best attempts at chipping and mulching cannot be disposed of in this way. All property owners in this demographic will have a need to burn.</p> <p>My submission is that there is a levy placed on burning garden refuse that that is paid directly to the RFS with no funds being levied to Council. This would achieve the reductions in burning behaviour you are seeking and support an organisation that actually needs the funding.</p>
	<b>Response/Comment:</b>	The draft Policy removes the requirement for those on rural zoned land to lodge an application and pay the application fee to Council, provided they comply with the standard conditions to minimise air pollution impacts. These conditions are based on NSW Legislation and NSW RFS guidelines that will need to be followed where a Permit is issued by the Fire Authority.



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

## Volunteer Policy

### 1. INTRODUCTION

Port Macquarie-Hastings Council engages the services of volunteers directly through projects and indirectly through partnerships with community organisations. Council recognises that volunteers and community organisations are integral to a strong community and make a valuable contribution to community life both socially and economically.

### 2. POLICY STATEMENT AND SCOPE

The Objectives of the Policy are to:

- Establish a procedure for the way Council engages with volunteers and community organisations
- Establish a high quality and consistent standard approach to recruiting, training and managing volunteers across all areas and activities of Council
- Provide the opportunity for community members to participate in Council programs or services as volunteers
- Ensure the health, safety and wellbeing of volunteers is protected in the workplace.

#### Scope

This policy applies to all individuals, aged ten years and upwards, intending to volunteer with Council, including committee and sub-committee members involved in Council organised activities or programs. The policy also includes Council staff that volunteer to be involved in such activities or programs which is external to their normal workplace duties.

The policy also applies to insured community organisations where the works have been pre-approved by Council and the community organisations hold their own Insurance, appropriate to the activity being conducted. This insurance will be a minimum of \$20,000,000 of public liability insurance and may also preferably include personal accident insurance (volunteer insurance)

#### 2.3. Selection, engagement and management of volunteers

- a. Volunteering is open to any person who has been assessed as capable of carrying out the volunteer activities.
- b. Volunteers must be approved and inducted by Council before undertaking any volunteering duties. Council may prescribe specific prerequisites for a volunteer performing certain activities (e.g. specific qualifications and/or medical clearance) to ensure the safety of the volunteer and/or others involved in the activity.
- c. All required prerequisites and responsibilities will be included in the Volunteer Handbook, that must be completed by all volunteers and reviewed by Council before the volunteer is approved to undertake volunteer duties.
- d. Volunteers will be appropriately managed, supervised and supported by Council in a way that is consistent with the duties the volunteers perform.
- e. Council reserves the right to suspend or terminate the services of a volunteer or discontinue the running of an activity without notice as outlined in Council's Volunteer Handbook

### 3. RESPONSIBILITIES AND AUTHORITIES

Council is committed to creating opportunities for volunteers that are productive, meaningful and of benefit to the community and the volunteer. Council will ensure that all volunteers are treated as equals, receive training where necessary, given appropriate recognition and support and protected through the provision of a safe and healthy workplace. Council is committed to increasing volunteering opportunities that will lead to skills development and learning opportunities.

#### 3.1 Responsible Officer

The Community Inclusion Team Leader will be responsible for:

- The implementation of this Policy
- Ensuring policy is reviewed and updates to meet external compliance
- Develop and implement the Volunteer Program Procedures
- Responsible for providing assistance, advice and relevant record keeping

#### 3.2 All Staff

All staff must adhere to the requirements of this policy and operate within the relevant authorities.

#### 3.3 All Council Volunteers

Volunteers are expected to maintain the same standards of confidentiality, courtesy, organisation discipline and compliance with PMHC's Code of Conduct, Work Health & Safety, Volunteer Handbook and other relevant policies and procedures, as Council Officers.

### 4. REFERENCES

Work Health and Safety Act 2011 (NSW)  
Work Health and Safety Regulations 2017  
Local Government Act 1993  
Anti-Discrimination Act 1977  
Child Protection (Working with Children) Act 2012  
Privacy and Personal Information Protection Act 1998

### 5. DEFINITIONS

Council	Port Macquarie-Hastings Council
Community Organisations	means all not-for-profit community organisations
Volunteer	means any person from the community who offers to assist Council in providing services for Council, or for a project managed by council, without monetary reward and who has been inducted and acknowledged by Council as a volunteer on the Volunteer Register.

### 6. PROCESS OWNER

Group Manager Community.



## 7. AMENDMENTS

The amendments made to the existing *Volunteer Policy* dated 21<sup>st</sup> October 2015 were as follows:

- Refined the existing information to be more succinct and relevant
- Updated organisational information to reflect current roles and structures
- Added in *selection, engagement and management of volunteer* to provide greater clarity regards to the selection, engagement and management of Council's Volunteers

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## VOLUNTEER POLICY

<b>Responsible Officer</b>	Group Manager Community Place
<b>Contact Officer</b>	Place Facilitator (Volunteer Management)
<b>Authorisation</b>	Port Macquarie-Hastings Council
<b>Effective Date</b>	21 October 2015
<b>Modifications</b>	Nil
<b>Superseded Documents</b>	Nil
<b>Review</b>	Group Manager Community Place
<b>File Number</b>	D2014/203379
<b>Associated Documents</b>	Council's Code of Conduct. Toolkit for Volunteer Management 7 <sup>th</sup> Edition (Way2Go Volunteering, 2014). National Standards for Involving Volunteers.

### 1. INTRODUCTION

Port Macquarie-Hastings Council engages the services of volunteers directly through projects and indirectly through partnerships with community organisations. Council recognises that volunteers and community organisations are integral to a strong community and make a valuable contribution to community life both socially and economically. Council supports many projects that volunteers and community organisations can become involved in by providing a clear, quick and simple pathway.

### 2. POLICY OBJECTIVE

The objectives of this Policy are to establish a framework to guide the way Council engages with volunteers and community organisations.

### 3. POLICY SCOPE

This Policy applies to:

- Individuals aged 10 upwards who wish to volunteer with Council;
- All Councillors (including the Mayor) and all Council officers;
- Members of insured community organisations where:-
  - The community organisation members are conducting the work voluntarily (see definition);
  - The works conducted have been pre-approved by Council; and
  - The community organisations hold their own insurance appropriate to the activity being conducted. This insurance will be a minimum of \$20,000,000 of public liability insurance and may also preferably include personal accident insurance (volunteer insurance).

This Policy does not apply to:

- Individuals under the age of 10 and below who wish to volunteer with Council;
- Community organisations conducting projects on which Council has given no guidance or support and in which Council has not been involved in the planning of the project;
- Other volunteer associations that employ at least some paid workers; and

- Any volunteer or community organisations, whether working as part of a group or as an individual, that have not been officially appointed as a volunteer by Council.

#### 4. DEFINITIONS

Community Organisations:	Covers all Insured Not-for-Profit Community Organisations.
Council officer:	A member of Council staff.
Councillors:	Elected Council representatives, including the Mayor.
Director:	2 <sup>nd</sup> tier management position and titled as such.
General Manager:	1 <sup>st</sup> tier management position and titled as such.
Group Manager:	3 <sup>rd</sup> tier management position and titled as such.
Not-for-Profit Community Organisations:	A non-profit organisation is an organisation that is not operating for the profit or gain of its individual members, whether these gains would have been direct or indirect. This applies both while the organisation is operating and when it winds up. Any profit made by the organisation goes back into the operation of the organisation to carry out its purposes and is not distributed to any of its members. Such groups usually have altruistic objectives focused on improving their community.
Program Manager:	Paid employee of Council who is responsible for managing the project that is being contributed to by volunteers.
Voluntary:	Provision of services without monetary or other reward.
Volunteer:	Any person from the community who offers to assist Council in providing services for Council, or for a project managed by Council, without monetary reward and who has been inducted and acknowledged by Council as a volunteer on the Volunteer Register.
Volunteer Association:	Volunteer Associations or Groups that employ at least some paid workers. Organisations that are recognised as volunteer associations with paid staff automatically become a "Person Conducting a Business or Undertaking" under WH&S legislation and will have a responsibility for their members or staff.
Volunteer Coordinator:	Paid employee of Council who is responsible for coordinating the activities of volunteers, but not acting in a supervisory capacity.
Volunteer Supervisor:	Any volunteer leader within the volunteer group, registered with Council.

#### 5. LEGAL & POLICY FRAMEWORK

- Anti-Discrimination Act 1977
- Child Protection (Working with Children) Act 2012
- Firearms Act 1996
- Game and Feral Animal Control Act 2002
- Local Government Act 1993
- Pesticides Act 1999
- Privacy and Personal Information Protection Act 1998
- Public Interest Disclosures Act 1994
- Work Health and Safety Act 2011
- Work Health and Safety Regulation 2011

#### 6. POLICY STATEMENT

Please refer to Policy section.

## 7. IMPLEMENTATION

### 7.1 Roles and Responsibilities

The following Council officers are responsible for the implementation of and adherence to this Policy:

- General Manager.
- Director Community and Economic Growth.
- Group Manager Community Place.

### 7.2 Support and Advice

The following Council officers may provide support and advice on this Policy:

- Group Manager Community Place.
- Place Facilitator (Volunteer Management).

### 7.3 Communication

Policy will be communicated utilising the Port Macquarie-Hastings Council Policy Development Process.

Additionally:

*Pre-Policy adoption* – The community will be made aware of the proposed Policy via the applicable Council Business Paper and Council's website.

*Post-Policy adoption* – A brief will be provided for Councillors, Executive Group and Group Managers. This Policy will also form part of the Council's Induction training for new staff.

### 7.4 Procedures and Forms

7.4.1 Volunteer Management Procedure

7.4.2 Grievance Procedure

### 7.5 Guidelines

7.5.1 National Standards for Involving Volunteers

## 8. REVIEW

Review of this Policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines.

The Group Manager Community Place is responsible for the review of this Policy.

This Policy will be reviewed every two (2) years, from the previous review date.

A review of this Policy can be initiated at the discretion of the General Manager.

**POLICY**

Council recognises that volunteers and community organisations are integral to a strong community and make a valuable contribution to community life both socially and economically.

When Council engages with volunteers it is required to fulfil its duty of care whilst the volunteer and community organisations have a reciprocal duty to follow Council's Policy and Procedures.

**PART 1: CODE OF CONDUCT**

Volunteers and community organisations will maintain the same standards of confidentiality, behaviour, courtesy and discipline as Council officers, and will adhere to Council's adopted Code of Conduct.

**PART 2A: VOLUNTEER RIGHTS**

Council recognises that volunteers and community organisations engaged by Council have the following rights:

- To work in a healthy and safe environment in accordance with WH&S legislation;
- To be interviewed and engaged in accordance with equal opportunity and antidiscrimination legislation;
- To be adequately covered by insurance;
- To be given accurate and truthful information about Council;
- To be given a copy of Council's Volunteer Policy and any other policy that affects their engagement;
- Not to fill a position previously held by a paid worker;
- Not to do the work of paid staff during industrial disputes;
- To have a clear volunteer role description;
- To have access to a grievance procedure;
- To be provided with orientation to Council;
- To have their confidential and personal information dealt with in accordance with relevant privacy legislation; and
- To be provided with sufficient training to successfully undertake their volunteer engagement.

**PART 2B: VOLUNTEER RESPONSIBILITIES**

Council expects all volunteers and community organisations to undertake their volunteer engagement responsibly and have the responsibility to:

- Understand Council's Policy & Procedures relating to activities undertaken;
- Understand the purpose and philosophy of Council before committing to it;
- Know why they want to volunteer;
- Examine motives to be sure that they match the volunteer position;
- Be convinced and believe in the value of volunteer role;
- Understand the rules and guidelines of Council and be prepared to comply with them as outlined in Council's Code of Conduct, Work Health & Safety Handbook, Employee Handbook and Volunteer Policy and Procedures (all of which equally apply to volunteers working with Council);
- Be loyal to Council;
- Be dependable and reliable, arrive on time, and notify staff with sufficient notice if unavailable so a replacement can be found;
- Be willing to train and take part in ongoing training when offered;

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Volunteer Policy  
Page 4 of 5

- Welcome, accept or ask for supervision and support when needed;
- Avoid over-extending themselves and recognise personal limitations, and not make promises that cannot be kept;
- Be reliable and be able to work successfully as a team member;
- Value and support other team members and have respect for paid staff;
- Address areas of conflict with the Program Manager;
- Advise the organisation when they no longer wish to continue;
- Maintain client, staff and Council confidentiality in accordance with relevant privacy legislation;
- Volunteers must get prior approval from Program Manager for any expenditure;
- Operate any machinery, plant or equipment according to applicable safety procedures and only do so if trained; and
- Complete sign on/off register as required.
- For children aged between 10-17 parental written consent is required prior to commencement of any duties.

### **PART 3: INSURANCE**

#### **3.1 Council Volunteers**

##### **3.1.1 Public Liability and Personal Accident**

Council's registered volunteers are covered under public liability and personal accident when engaged correctly. In this instance "Council" means, employees, Councillors, Sec 355 Committee Members and volunteers.

#### **3.2 Insured community organisations**

Insured community organisations are not covered by Council's public liability or personal accident insurance and therefore must hold their own insurances.

Community organisation must hold their insurance appropriate to the activity being conducted. This insurance will be a minimum of \$20,000,000 of public liability insurance and may also preferably include personal accident insurance (volunteer insurance).

Community organisations must evidence Public Liability Insurance, noting Council as an Interested Party for its respective rights and interests. A Public Liability Certificate of Currency issued by an Insurer, or the Community Organisations Insurance provider will suffice.

### **PART 4: WORKING WITH CHILDREN CHECKS**

Persons volunteering in positions requiring a Working with Children Check are responsible for obtaining a clearance themselves, and providing their clearance to Council prior to commencing any child-related work.

Council will verify volunteers 'Working with Children Check' number via online or telephone verification.

Full information on the types of work (whether paid or voluntary) which require a Working With Children Check can be found on the website of the [Commission for Children & Young People](#).



Authorised by: Council  
Authorised date: 19/09/2018  
Effective date: 20/09/2018  
Next review date: 18/09/2022  
File Number: D2017/315301

## Council Policy ~~Media Relations Communications Policy~~

### 1. INTRODUCTION PURPOSE

~~Port Macquarie Hastings Council recognises media relations as an important tool for effective communication of Council projects, initiatives, services and decisions to its key stakeholder groups – ratepayers, residents, visitors, local business & industry and government. The purpose of this policy is to ensure that Council maintains its positive public image by providing a framework for the provision of accurate, timely and transparent information through all media channels.~~

Ensuring that we are open, honest and transparent with our community is essential to build trust.

Communicating often and frequently with the public brings our many priorities to life, demonstrates we understand community needs and expectations and increases the community's understanding of our services, projects and plans and how we make decisions.

This policy outlines the principles underpinning our communication with the public and managing reputational risk.

#### ~~2.1 Policy Scope~~

~~This Policy provides a framework for Council Officials to promote positive, fair, accurate and reliable coverage of Council matters.~~

#### ~~2.2 Policy Statement~~

~~The key objective is for Port Macquarie Hastings Council to maintain integrity and a positive public image in line with its current Community Strategic Plan, Delivery Program and Operational Plan. This will be achieved through presentation of media releases and statements, media liaison and events, interviews and other media interactions.~~

Secondary objectives of the Policy are to:

- ~~• Establish a framework for managing communication between Council and the media with the aim of ensuring a coordinated approach in providing, accurate, timely and transparent information~~
- ~~• Clearly indicate Council's authorised spokespersons~~
- ~~• Ensure appropriate authorisation of media content~~
- ~~• Limit the possibility of miscommunication and reputation risk~~

### 2. POLICY STATEMENT AND SCOPE

We utilise a range of media platforms, channels and spokespeople in a coordinated, professional and consistent manner to ensure that we:

- are transparent, build trust, strengthen our brand and manage reputational risk
- keep our community informed of activities, projects, programs, services events, decisions, policies and achievements
- promote interest in and engagement with our community.

We are consistent and friendly in our tone or voice and seek always to personalise and humanise our messaging.

Confidential information and content that may confer a commercial advantage or disadvantage must not be communicated



### 3. SCOPE

This policy applies to all Council officials and includes all of the content Council produces and publishes on our communication channels and shares with third party media channels and platforms.

### 4. COMMUNICATION PRINCIPLES

Our communication is:

<b>Honest</b>	<i>transparent &amp; accurate</i>
<b>Timely</b>	<i>planned, proactive &amp; responsive</i>
<b>Targeted</b>	<i>to specific audiences</i>
<b>Consistent</b>	<i>uniform in tone &amp; voice</i>
<b>Purposeful</b>	<i>relevant &amp; useful</i>
<b>Accessible</b>	<i>available across different channels and in a variety of formats</i>

#### 2.2.1 Application

This Policy applies to all Council Officials, which includes staff (permanent, temporary or casual), the Mayor, Councillors, volunteers, contractors, administrators, Council committee members and delegates of Council who are authorised to make comment in the media on behalf of Port Macquarie Hastings Council.

Council Officials are not precluded from using media to make comment as a private citizen on issues that personally affect them. However, they must make it clear that they are commenting as a private citizen and not as a Council Official. It is important that Council Officials do not provide personal comments that can be misconstrued as representing an official Council position.

#### 2.2.2 Conduct

When making comment to media on behalf of Council, Council Officials must:

- maintain the high standard expected of all employees within the Corporate Values and Code of Conduct;
- ensure that content is factual and complies with the relevant legislation and organisational policies;
- only disclose publicly available information;
- communicate in a style appropriate to the audience e.g. young people, senior people, people from culturally diverse backgrounds, professional colleagues;
- Treat media outlets equitably and without bias;
- Avoid providing 'off the record' comments as it is best to assume that anything said to a media representative may be published;
- be respectful of all individuals and communities that may consume different media
- identify themselves as a representative of Council.

#### 2.2.3 Record Keeping

Records of all media interactions must be managed in accordance with legislation and Council's record keeping requirements.

### 5. RESPONSIBILITIES AND AUTHORITIES

The Mayor and the Chief Executive Officer are the official spokespersons for Council.

The Mayor is the principal member and spokesperson of the government body, including representing the views of the council (LG Act s226).

The Mayor may delegate councillors to act as spokespeople for Council. When this occurs, Councillors must express and support Council's entire policy on the issue.

Councillors may speak to the media and utilise their own social media channels but unless delegated to do so by the Mayor must not speak on Council's behalf and must explicitly state that their comments are their own and not those of the Council's.

The Mayor would normally be expected to act as Council spokesperson on the following items:

- key announcements related to major events, projects or key infrastructure
- vision and future projects of Council
- strategic achievements
- annual budget
- government grants
- any matter that may involve State or National dialogue
- any event that involves elected member of parliament
- outcomes of Council meeting and decisions
- civic & ceremonial duties
- natural disaster and emergency
- by invitation.

At times the Mayor may wish to amplify and reinforce the views of the community and will make this position distinct when doing so.

The CEO is the principal spokesperson on the operational matters of the Council and the delivery and execution by staff of the strategic objects including projects, services and engagement and development activities.

The CEO may delegate this responsibility to Directors, and senior staff, or elected officials. This is coordinated and operationalised by the Group Manager Customer Experience, Communications & Corporate Affairs or the Corporate Affairs Advisor who consult with Directors, to determine on a case by case basis the most appropriate spokesperson on a particular topic.

No Council staff member, other than those authorised by the General Manager or as stated under this policy are to handle an enquiry from, or issue information to the media.

All requests by the Media to any Council staff must be directed to the Corporate Affairs Advisor for assessment and coordination of a timely response.

### **3.1 Authorised spokespersons**

~~The Mayor shall be the principal spokesperson for Council and represent the views of Council on its decisions, plans and priorities. In instances where the Mayor is not available, either the Deputy Mayor or General Manager shall be the spokesperson, or a Councillor may be delegated this responsibility, with the agreement of the Mayor or General Manager.~~

~~Councillors have a right to express their own personal opinion and will ensure that any opinion expressed is acknowledged as being their own personal opinion and not that of Council.~~

~~When the Council is in caretaker mode, the General Manager will be responsible for providing guidance on revised communications protocols, in line with the Caretaker Conventions.~~

~~The General Manager will be the spokesperson on operational matters and may authorise Directors, Group Managers or specialist Council staff to speak to the media.~~

~~No Council staff member, other than those authorised by the General Manager or as stated under this policy are to handle an enquiry from, or issue information to the media.~~

~~Media will be encouraged to direct all requests through Council's Communications team who are responsible for coordinating media liaison, responding to media requests and issuing various media communications, ensuring coordinated, timely and accurate responses are provided. If the Communications team are not available, enquiries should be directed to the relevant Director or the General Manager.~~

~~If Council staff members, Council contractors or Council service providers are directly approached by a media representative they will decline to comment, not provide any information (including Council documents and images) and will advise the media to contact the Communications team directly.~~

To ensure clarity in Council's messages and the most appropriate responses to issues, the following guidelines are provided in selecting spokespeople:

Type of Issue	Definition	Authorised Spokespeople	Authorised Approver
Council decisions, policy and strategic Issues	Matters of policy, inter-governmental relations or community vision	Mayor, Deputy Mayor, Portfolio Councillor or General Manager	Mayor or General Manager
Operational Issues	Relating to the day to day operation of Council. Includes projects, services and operational activities	General Manager, Director, Group Manager as delegated by Director	Director, Group Manager as delegated by Director
Technical or Expert Issues	Requiring very specific, technical or detailed information to provide understanding on a topic	Group Manager, nominated staff member who is subject matter expert, as delegated by Group Manager	Director, Group Manager as delegated by Director

The following Council Officials are authorised to issue media statements on behalf of Council:

- Group Manager Economic Development and Communications
- Communications Manager
- Communications Officer
- Other Council Officials as approved by the General Manager

### 3.2 Approval

All media releases, statements, announcements and other media communications will be developed in consultation with and approved by Council's authorised spokesperson, and distributed to media by the Communications team.

## 6. REPORTING

Records of all media statements, releases, requests and interviews and records of announcements and posts across Council's official social media channels are maintained for reporting purposes.

### 3.3 Implementation and Review

## 7 REVIEW

The Communications Manager is responsible for the implementation, communication and review of this policy.

This policy will be reviewed every 4 years, or within 12 months following a Council election, whichever date occurs earliest.

## 8. REFERENCES

NSW Local Government Act (1993)  
Council's Code of Conduct

Port Macquarie Hastings Council officials are bound by Council's Code of Conduct and Corporate Values.

This Policy is to be read in conjunction with:

- The Privacy and Personal Information Act 1998,
- Council's Code of Conduct,
- Council's Corporate Values,
- Council's Customer Service Charter,

- ~~Council's Social Media Management Policy;~~
- ~~Council's Business Continuity Plan;~~
- ~~Council's Action Requests Complaints Policy;~~
- ~~The NSW Local Government Act (1993);~~
- ~~Local Government (General) Regulations;~~
- ~~Caretaker Conventions (NSW Department of Premier and Cabinet)~~

## 5. ~~DEFINITIONS~~

~~Council Official~~ Includes staff (permanent, temporary or casual), the Mayor, Councillors, volunteers, contractors, administrators, council committee members and delegates of Council, who are authorised to make comment in the media on behalf of Port Macquarie Hastings Council.

~~Media~~ All legitimate forms of media including newspapers, television, radio, magazines, journals and online media (excluding social media).

## 9 DEFINITIONS

<b>Council Official</b>	councillors, members of staff of a council, administrators, council committee members, delegates of council and council advisers
<b>Media channels &amp; platforms</b>	All third party and Council owned media channels and platforms including social media and electronic mail distribution lists.

## 6. ~~PROCESS OWNER~~

~~The Group Manager Economic Development and Communications is the Policy Owner.~~

## 7. ~~AMENDMENTS~~

~~This is an update to the Media Relations Policy adopted by Port Macquarie Hastings Council on 25 July 2012. The policy has been amended to include guidelines around spokespersons and content approval authorities, identify a broader range of media channels, update the responsible officer, include a definition of Council officials and amend the policy review period.~~

## 10 POLICY OWNER

Group Manager Customer Experience, Communications & Corporate Affairs



Authorised by:  
Authorised date:  
Effective date:  
Next review date:  
File Number:

## Council Policy Draft Communications Policy

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## 10 POLICY OWNER

Group Manager Customer Experience, Communications & Corporate Affairs

## 2 Your Community Life

### What we are trying to achieve

A healthy, inclusive and vibrant community.

### What the result will be

We will have:

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

### How we will get there

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



PORT MACQUARIE  
HASTINGS COUNCIL

# COMMUNITY grants



## Guidelines 2021-2022

[pmhc.nsw.gov.au/community-grants](http://pmhc.nsw.gov.au/community-grants)

# GRANT INFORMATION

Port Macquarie-Hastings Council's Community Grants Program aims to provide financial support to local non-profit community-based organisations/groups to provide initiatives that meet community needs and benefit residents in our community.

The Community Grants Program fosters community partnerships which provide benefits to the wider community. Council acknowledges and values the significant contribution made by community groups and organisations in assisting to achieve outcomes that align with Port Macquarie-Hastings Council plans, such as the Community Strategic Plan.

Proposed projects must fall within one of the following categories:



## COMMUNITY BUILDERS

For community organisations to establish, strengthen or implement projects that can demonstrate a benefit to the wider community.



## CULTURAL ACTIVITIES

For projects that provide opportunities for residents to participate in a broad range of arts and cultural activities that enhance quality of life



## COMMUNITY CELEBRATIONS

To establish projects that engage the whole community, encourage celebration and strengthen community spirit & connectedness.



## YOUTH PROJECTS

For projects and activities that benefit young people (25yrs and younger) and will have an ongoing benefit to youth in the community.



## MICRO GRANTS

To support unexpected opportunities for our community organisations to enhance people, places and spaces.

## TIMELINE

<b>30 August 2021</b>	Community Grants Funding Round 1 Opens
<b>19 September 2021</b>	Community Grants Funding Round 1 Closes
<b>October 2021</b>	Panel Assessment and Funding Approvals
<b>28 February 2022</b>	Community Grants Funding Round 2 Opens
<b>20 March 2022</b>	Community Grants Funding Round 2 Closes
<b>April 2022</b>	Panel Assessment and Funding Approvals

For further information or assistance, please contact the Community Inclusion Team:

**P** 6581 8111  
**E** [community.inclusion@pmhc.nsw.gov.au](mailto:community.inclusion@pmhc.nsw.gov.au)  
**W** [pmhc.nsw.gov.au/community-grants](https://pmhc.nsw.gov.au/community-grants)

# ASSESSMENT PROCESS

Once the grant round has closed, all applications will be checked for eligibility by a Council officer and submitted to the Community Grants Panel comprising of Council staff across the organisation. The panel will review eligible applications on merit against the assessment criteria. It will be determined which applications will be funded and to what amount before recommendations are presented to Council in a report for adoption and thereafter applicants will be notified of funding allocations.

Panel members are required to declare a conflict of interest (pecuniary or non-pecuniary) in any of the applications. If a declaration is made, the panel member will not assess the relevant application and an average score is provided by the remaining members of the committee.

## ASSESSMENT CRITERIA

Applications will be assessed against their responses to the following criteria:

1. How well demonstrated the benefits of the project are to the wider community
2. How the organisation has demonstrated the community need for the project
3. How comprehensive and realistic the budget is, and the organisations capacity to undertake the project
4. Demonstrated community consultation in the planning of the project

## GUIDELINES

### LEVEL OF SUPPORT

Applicants can apply for a Community Grant up to \$5,000 and Micro Grants up to \$1,000.

Applications for funding must be for a specific purpose, and must not be considered as a recurrent/permanent source of future funding.

Groups are not guaranteed the full amount of funding requested in their application.

**Please note: 65% of the funds are granted prior to the event or project commencement with the remaining 35% released once the event or project is acquitted and reviewed.**



### ELIGIBILITY CRITERIA

Applicants must be an incorporated 'not for profit' organisation, community or voluntary group based in the Port Macquarie-Hastings LGA providing a demonstrated service to the Port Macquarie-Hastings community.

Organisations must provide:

- A copy of the groups/ organisations certificate of incorporation
- A copy of the groups/ organisations Certificate of Currency for Public liability insurance; (minimum of \$20million)
- An Australian Business Number (ABN) - Where the group / organisation or individual does not have an ABN, a letter from the auspice body
- A copy of the groups / organisations most recent annual report and /or audited financial statement

*Unincorporated groups or individuals are eligible to apply, provided applications are made through an incorporated auspicing organisation that supports the project and is willing to accept responsibility for the funding. A letter from the incorporated body must be attached to the application. The funding Agreement will be between Council and the auspicing organisation.*

The same group, organisation or individual who has received funding for projects for more than three consecutive years will only be considered for repeat rounds if there are sufficient funds available in the pool of grant funding and/or they can clearly demonstrate a sustainable funding source(s) that will part fund the project.

#### **The proposed project must:**

- Start within the funding financial year.
- Declare if part funding has been received from state or federal funding grants.
- Comply with recognised Australian Standards and observe all relevant Government regulations, guidelines and seek necessary Council approvals. Projects that include building or minor capital works, and some events, may require a DA.

#### **The application/applicant must:**

- Demonstrates the need to the wider community
- Include a budget for the project, which should be realistic and cost effective. The budget should indicate the amount of grant funding being sought and a breakdown of expected expenditure and income, including any in-kind contribution.
- Supply two (2) written quotes for all expenses and/or service over \$2,000. And provide receipts on acquittal.
- Be responsible for obtaining and funding any other approvals related to the project.

#### **Successful applicants must comply with the following requirements:**

- Funds must be used for the purpose for which they were granted. Any changes to a project must be approved in advance by Council (in writing). Funds must not be used towards paying Council fees such as applications or registrations.
- Successful applicants must start their project within the funding year.
- An Acquittal Form must be returned no longer than 60 days after the project is completed. Failure to do so may jeopardise future applications for funding. Acquittal forms are available on PMHC website or can be collected from Council Customer Service offices.
- The Port Macquarie-Hastings Council logo must be used on any printed material, social media or news articles related to the project to acknowledge Council's financial contribution.

#### **The Community Grants Program DOES NOT fund projects that:**

- Do not meet the grant program criteria.
- Have already commenced or are complete.
- Are for, or include, ongoing operating costs. (For example; rent, electricity, public liability insurance, stationary or cleaning).
- Are for works on private property.
- Are of a commercial nature, or for personal profit.
- Are for the purposes of paying wages or fees.
- Reflect or replicate core business of Council.
- Have received other funding from Council (for the same project).
- Are direct requests for donations/ fundraising.

*Note: All assets created on Council owned land become a Council asset. Movable assets purchased with grant funds become Council property if the group dissolves.*



# Community Inclusion Plan

2022 - 2025





## Acknowledgement of Country

### **Yii Birrbay Barray**

This is Birpai Country

### **Nyura yii-gu mara-la barray-gu, nyaa-gi, ngarra-gi**

You have come here, to the country to see, listen and remember

### **Gathay Nyiirun Wakulda**

Let's all go together as one

We acknowledge that we are on Birpai country and pay respects to all elders past, present and emerging.

We acknowledge the ongoing connection to the Traditional Owners and Custodians of the lands and waters of the Port Macquarie Hastings Region.



# Our vision

To provide holistic support to create a liveable community that is inclusive, diverse, connected and thriving.





## What is Community Inclusion?

Community inclusion is the opportunity for everyone (irrespective of age, disability, gender, religion, sexual preference or nationality) to live and exist as a contributing member of the community.

Council values and respects the experiences, ideas, perspectives and lifestyle choices of our community. We want to encourage equal opportunities for all individuals who work, live and play within our place and create an environment in which diverse members share a sense of belonging, mutual respect and are valued for who they are.

## Our community snapshot



Data used has been sourced from the 2016 Census for Port Macquarie-Hastings LGA - as per the Australian Bureau of Statistic (ABS) website.

\* LGBTQI+ data sourced from The National LGBTI Mental Health & Suicide Prevention Strategy

## Creation of the Community Inclusion Plan

Port Macquarie-Hastings Council (PMHC) values and respects our diverse community and recognise that we have a role in promoting and facilitating active community participation and working with other levels of government and community organisations to help reduce disadvantage, strengthen community well-being and celebrate diversity in our community.

To help do this, Council has created this Community Inclusion Plan (CIP), which sets out Council's objectives, and proposed plan of action to help develop a socially just, resilient, connected, inclusive, liveable and engaged community - a community that respects the rights of all people and encourages self-determination and equity.

In the past, Council has developed a Community Inclusion Plan in addition to a Disability Inclusion Action Plan (DIAP) which informs Council's actions and goals to achieving greater inclusion within Council and the Port Macquarie- Hastings Community. This year Council has made the decision to combine these documents to streamline the process of implementing the actions outlined within this plan. This Disability Inclusion Action Plan will now come under the title of Community Inclusion Plan, and will run on a concurrent timeline of 2022-2025.

05 PMHC Community Inclusion Plan



## Creation of the Community Inclusion Plan

The new Community Inclusion Plan takes on a holistic approach to making the Port Macquarie- Hastings Council more welcoming, accessible and inclusive community. To assist in defining this approach the plan was guided by Social Justice Principles:



### Equity

There should be fairness in decision making, prioritising and allocation of resources, particularly for those in need



### Access

All people should have fair access to services, resources and opportunities to improve their quality of life



### Participation

Everyone should be given genuine opportunities to participate in decisions which affect their lives



### Rights

Equal rights should be established and promoted, with opportunities provided for all people from all backgrounds

Additionally, key themes of **Attitude and Behaviours**, **Liveable Communities**, **Employment** and **Systems and Processes** as outlined by the *NSW government Disability Inclusion Action Plan* guidelines, inform Council actions relating to disability inclusion and accessibility within this plan.

## Consultation

Council regularly engages with the community; to understand the local social issues which assisted in the development of the Community Inclusion Plan. The feedback provided by our community gave clear guidance on areas for action to strengthen the social wellbeing and inclusiveness of our community.

To further support the plan, a specific DIAP survey was undertaken, aimed at people with a lived experience of disability, service providers, support workers, carers, family members and friends of people with disability and asked about what is early or difficult for people with disability in our community.

The survey ran from December 3rd 2021 to February 13th 2022, and had five sections; About You, Attitudes and behaviours, Accessibility, Employment and Opportunities and Systems and processes and a total of 65 participants responded to the survey.

Council recognises the importance of ongoing partnerships, collaborative co-created projects, sustainable programs that will further enhance, empower and strengthen the inclusiveness of our community. We are therefore committed to ongoing community consultation to ensure our focus and vision for the future continues to meet the needs and interests of the local community as they change over time.

### **Some of the themes that came from the community consultation include:**

- Greater education, acceptance and awareness of people from different backgrounds
- Inclusive and accessible businesses and public facilities
- Collaborating with support services and groups
- Employment opportunities- Council leading by example,
- Accessible and inclusive community events
- Improvements in footpaths, roads and carparks
- Inclusive parks and playgrounds

## Legislative and policy context



08 PMHC Community Inclusion Plan

## Strategic outcomes

The Community Inclusion Plan includes actions that the Council will commit to over the next three years. Each Strategic outcome focuses on our different aspect of inclusion within Council and the Port Macquarie-Hastings community.

The five Strategic outcomes are:



### **A connected community**

DIAP Guideline Focus Area: Liveable Communities



### **An accepting Community**

DIAP Guideline Focus Area: Attitudes and Behaviours



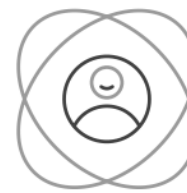
### **A liveable community**

DIAP Guideline Focus Area: Liveable Communities



### **A resilient community**

DIAP Guideline Focus Area: Systems and Processes



### **A community leader**

DIAP Guideline Focus Area: Employment

# A CONNECTED community

*DIAP Guideline Focus Area: Liveable Communities*

## Create a sense of belonging

1. Deliver 2 community events per year which celebrate culture & diversity, are intergenerational and accessible for all.
2. Actively promote and encourage accessible community volunteering opportunities available within Council through recruitment drives and community education.
3. Develop and implement a recognition program for Council volunteers to acknowledge their contribution in enhancing our community.
4. Create a program of 5 community activities each year which address and advocate for, key Social Issues relating to Youth, Seniors, Aboriginal & Torres Strait Islander, Disability and Homelessness, and are delivered in partnership with relevant Community organisations or groups.

ENCOURAGE  
AND PROVIDE  
OPPORTUNITIES  
FOR MEMBERS OF  
THE COMMUNITY  
TO PARTICIPATE  
IN ACTIVITIES TO  
IMPROVE THEIR  
QUALITY OF LIFE.

## Promote & Support Community-Led Initiatives

1. Promote and support accessible and inclusive community events and programs which enable the whole community to be well connected and lead a full valued life through the Community Grants Program.
2. Review, maintain and promote the Community Directory to ensure residents have access to information and support they need.





# An **ACCEPTING** community

*DIAP Guideline Focus Area: Attitudes and Behaviours*

## Support & celebrate our diverse community

1. Promote positive attitudes and behaviours through promotion and education of key significant dates that recognise and celebrate our communities diversity.
2. Develop, implement and deliver Council's Reconciliation Action Plan.
3. Assist with encouraging an increased youth voice across all diversity groups in the community through an annual program.

## Create a connection between Council and community through partnerships

1. Establish an Inclusion Stakeholder Network with local service providers to provide information to and gain feedback from, on key community issues which will help with identifying the gaps in our community to assist in future planning.
2. Develop meaningful and genuine working relationships with the Marrungbalbu Group and Local Aboriginal land Councils to ensure Council has a good understanding of Country and Culture in our Community.
3. Establish strong relationships with key stakeholders such as schools, Police and relevant organisations to address key social issues.

011 PMHC Community Inclusion Plan

**SUPPORT  
OPPORTUNITIES  
WHICH ENHANCE  
SOCIAL COHESION  
THROUGH  
CONNECTING  
PEOPLE FROM  
DIVERSE  
BACKGROUNDS,  
BUILDING UNITY  
AND REDUCING  
INEQUITY.**



# A LIVEABLE community

*DIAP Guideline Focus Area: Liveable Communities*

## Create a community where residents feel safe and welcome

1. Review and implement Council's Social Impact Assessment Policy to use when assessing licensing, development and project applications to ensure and potential negative social issues are identified.
2. Develop, Implement and maintain the Council's Graffiti Management Plan and Graffiti Vandalism Reward Scheme to help reduce and discourage graffiti vandalism.
3. Ensure people living with disability are given the opportunity to connect with people and participate within the community through activities, programs & events.

## Ensure continual improvement in access to public spaces, buildings and infrastructure for all

1. Conduct 4 accessibility audits on Council owned property per year, including building, facilities and outdoor spaces to ensure people with disability have access to community facilities and spaces.
2. When upgrading, maintaining or renewing council assets ensure any accessibility issues are identified, investigated and considered in the planning stage.
3. Encourage a Council wide holistic approach to community, where projects, programs and activities are developed to ensure they are accessible and inclusive and will benefit the wellbeing of the wider community.

CREATE A  
COMMUNITY  
THAT HAS  
ACCESSIBLE  
FACILITIES,  
AND OFFERS  
OPPORTUNITIES  
FOR EVERYONE  
TO PARTICIPATE  
IN ACTIVITIES.



# A RESILIENT community

*DIAP Guideline Focus Area: Systems and Processes*

## Support our community during emergencies

1. Develop, implement and review annually Community Emergency Response Plan for our communities and ensure that the information is accessible for all residents.
2. Keep emergency information up to date and continue to educate the community to enable them to be prepared for and respond in times of emergency.

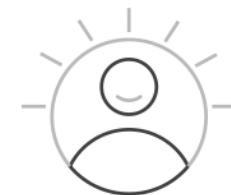
## Empower our community through skills development

1. Ensure Council's Community Grants Program is accessible for all and encourage not-for-profit community groups to apply for funding to support projects that enhance community, people, places and spaces.
2. Build the capacity of community groups by facilitating 1 workshop opportunity per year to help develop their skills.

## Ensure accessible ways for community to interact with Council are available

1. Identify ways to engage people with disability to facilitate community involvement in and understanding of Council decision making.
2. Review annually and update accessibility resources, brochures and maps where appropriate and ensure they are available in accessible formats.

CREATE A  
RESILIENT  
COMMUNITY  
BY ENABLING  
THEM TO  
RESPOND TO,  
WITHSTAND,  
AND RECOVER  
FROM ADVERSE  
SITUATIONS.



# A community LEADER

*DIAP Guideline Focus Area: Employment*

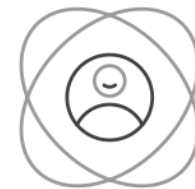
## Actively promote respectful, safe and responsive work cultures

1. Investigate the opportunity for Council to provide employee working arrangements which facilitate volunteering in the community.
2. Promote positive attitudinal and behavioural change amongst staff by creating opportunities for greater awareness of inclusion and accessibility practices.
3. Develop and implement a plan to deliver Cultural Awareness training to all Council staff to enhance staff understanding of different cultures.

## Create an accessible, inclusive and diverse workforce

1. Promote and encourage a diverse workforce by exploring the accessibility and gaps of current positions in the organisation and investigate the ability of having targeted positions.
2. Investigate ways to make diversity, accessibility and inclusion a key consideration for strategic workforce planning.
3. Ensure information on PMHC being an inclusive workforce is integrated into all staff inductions.

LEAD THE WAY  
IN FOSTERING  
A BETTER  
AWARENESS  
OF THE LIVED  
EXPERIENCES  
OF PEOPLE  
FROM VARIOUS  
CULTURES,  
BACKGROUNDS  
AND ABILITIES.



## Next steps

### Monitoring, review and reporting

This plan will be led by the Community Inclusion Team. The outcomes from the actions in this plan will be reported to Council and the State Government on an annual basis as per legislative requirements.

### Funding the plan

Many of the actions within this new plan are a continuation or improvement of Council's business as usual, and therefore will be in the budget allocation. Where actions do require additional funds, Council will consider all priorities and may apply for funding from external bodies to help achieve the actions in the plan.



## Contact us

Council welcomes the opportunity to hear if you have any questions, feedback or if you require a copy of the plan.

You can contact Council regarding this plan:

### Phone us:

(02) 6581 8111 (Monday-Friday 8am to 5pm)

### Email us:

[community.inclusion@pmhc.nsw.gov.au](mailto:community.inclusion@pmhc.nsw.gov.au)

### Visit us:

17 Burrawan Street, Port Macquarie, NSW, 2444

49 High Street, Wauchope, NSW 2446

9 Laurie Street Laurieton, NSW, 2443

Monday- Friday 8:30am to 4:30

### Mail us:

PO Box 84, Port Macquarie, NSW Australia 2444

### National Relay Service:

Number: 1300 555 727

TTY number: 133 677

SMS relay number: 0423 677 767



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

## MANAGEMENT OF PUBLIC SPACES POLICY

### 1. INTRODUCTION

This Policy and associated procedures or guidelines provide the framework for making fair and equitable decisions regarding public space usage, approvals and management requirements. This Policy provides direction about the activities and events permissible within public space and the terms under which they are managed.

### 2. POLICY STATEMENT AND SCOPE

Public space provides our community with numerous opportunities to fulfil individual, social, cultural, environmental and economic benefits. Council is committed to providing and maintaining quality public space areas for family, social and community activities and events.

This Policy applies to all beaches, parks, reserves, sports fields, roads and footpaths owned by and under the care, control and management of Port Macquarie-Hastings Council.

Activities may include (but not limited to);

- Outdoor dining and trading
- Display of an A-Frame sign
- Beach or water operators including surf schools, stand up paddle board hire, kayak or canoe hire
- Personal / group fitness trainers or boot camps
- Adventure tour operators or visitor attractions
- Semi-permanent food or mobile food vendors
- Location filming
- Special and major events
- Weddings, private functions or ceremonies
- Engage in trade or business
- Direct or procure theatrical, musical or other entertainment for the public
- Construct a temporary enclosure for the purpose of entertainment
- For fee or reward, play a musical instrument or sing
- Set up or operate loud speaker or sound amplifying device
- Set up, operate or use a loudspeaker for the purpose of entertainment
- Deliver a public address or hold a religious service or public meeting
- Mooring of specific vessels at Lady Nelson Wharf
- Alcohol use on Public Reserves and Beaches

Council approval may be required for the use of these spaces for activities by businesses, individuals, groups or community organisations and schools.

Activities which involve a temporary or permanent structure may require Development Approval.

### 3. OBJECTIVES

The objectives of this Policy are:

- Provide the framework for sustainable public use and management of Council's public spaces
- Provide for appropriate and equitable access to public space for business activities and active and passive recreation
- To support local economic development and commercial vitality

- Protect the safety of persons using these areas
- Protect and preserve the flora, fauna and the visual amenity of the area
- Outline the application and approval process associated with use of public spaces
- Define activities which are permissible or not appropriate for the area
- Prevent unauthorised encroachments and illegal activities
- Provide appropriate enforcement action for policy non-compliance

#### 4. RESPONSIBILITIES AND AUTHORITIES

The Group Manager Community is responsible and accountable for the implementation of this policy.

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

This policy applies to Council staff involved in the operation and management of public space.

#### 5. PROCEDURES AND GUIDELINES

A-Frame Sign Procedure  
 Activities in Public Places Procedure  
 Alcohol Use on Public Reserves and Beaches Procedure  
 Commercial Activities on Council-managed Land Procedure  
 Mobile Food Vending Vehicles and Temporary Food Stalls in a Public Place Procedure  
 Lady Nelson Wharf Mooring Guidelines  
 Outdoor Dining and Trading Procedure  
 Parks, Reserves and Sports Field Guidelines  
 Use of Council Sports facilities - Information Sheet  
 Port Macquarie Entertainment Precinct Event Use Procedure

#### 6. REFERENCES

Beach Driving Policy  
 Bushfire Risk Mitigation on Public Land Policy  
 Council Adopted Fees & Charges Schedule  
 Dogs in Public Open Spaces Policy  
 Enforcement Policy  
 Port Macquarie Hastings Council Filming Protocol  
 Procurement Policy  
 Smoke Free Outdoor Areas Policy  
 Volunteer Policy

#### 7. DEFINITIONS

Term	Definition
Chief Executive Officer	1st tier management position and titled as such
Director	2nd tier management position and titled as such
Group Manager	3rd tier management position and titled as such
Council Officer	Member of Council staff
Council	Port Macquarie-Hastings Council
Public Space	All beaches, headlands, parks, reserves, sports fields and gardens under the care, control and management of Port Macquarie-Hastings Council

## 8. LEGAL & POLICY FRAMEWORK

Local Government Act 1993  
Crown Lands Management Act 2016  
Work, Health and Safety Act 2011  
Electricity Supply Act 1995  
Environment Protection and Biodiversity Conservation Act 1999  
Biodiversity Conservation Act 2016  
Charitable Fundraising Act 1991  
Roads Act 1993  
Impounding Act 1993  
NSW Food Act 2003  
Port Macquarie-Hastings Local Environmental Plan 2011  
Protection of the Environment Operations Act 1997  
Road Transport Act 2013 No 18

## 9. PROCESS OWNER

Group Manager Community  
Group Manager Economic & Cultural Development  
Group Manager Environmental and Regulatory Services

## 10. AMENDMENTS

This policy replaces the following:

- A-Frame Sign Policy 2013
- Activities in Public Places Policy 2013
- Alcohol Use on Public Reserves and Beaches Policy 2018
- Commercial Activities on Council-managed Land Policy 2017
- Mobile Food Vending Vehicles and Temporary Food Stalls in a Public Place Policy 2018
- Mooring Agreement for Lady Nelson Wharf Policy 2010
- Outdoor Dining Policy 2018
- Parks and Reserves Use Policy 2010
- Port Macquarie Entertainment Precinct Event Use Policy 2018





## “A” FRAME SIGN POLICY

<b>Responsible Officer</b>	Director Development & Environmental Services
<b>Contact Officer</b>	Team Leader Ranger Services Group Manager Development & Environmental Compliance
<b>Authorisation</b>	Council
<b>Effective Date</b>	20 February 2013
<b>Modifications</b>	Nil
<b>Superseded Documents</b>	N/A
<b>Review</b>	20 February 2015
<b>File Number</b>	All documents relating to the policy development, communication, implementation and review must be held on a PMHC registered file. Contact the Records Section.
<b>Associated Documents</b>	Councils Activities in Public Places Policy Council's Outdoor Dining Procedure

### 1. INTRODUCTION

Signage provides an important promotion for local business. However, excessive amounts can be detrimental and detract from the surrounding aesthetic environment. “A” frame signs in or on roads and footpaths can appear in such numbers or locations that effective controls are required in order to protect the amenity of the Port Macquarie-Hastings area and to provide a safe environment on both footpaths and roadways throughout the LGA.

This Policy provides the basis by which Council will regulate the use/placement of “A” frame signage in public places.

### 2. POLICY OBJECTIVE

To ensure that only appropriate “A” frame signage are displayed in a Public Place and in the approved locations.

To enhance visual amenity and public safety within the Port Macquarie-Hastings area through a consistent approach to the size, presentation and placement of “A” frame signage in public places.

To nominate, subject to Section 68 of the Local Government Act 1993 or Section 138 of the Roads Act 1993, the criteria where an “A” frame sign will be permitted within the Port Macquarie-Hastings Council area.

That any “A” frame signage that does not have approval under this Policy may be subject to removal under Section 124 of the Local Government Act 1993 or Section 15 to the Impounding Act 1993.

### 3. POLICY SCOPE

This Policy applies to all public land within the Port Macquarie-Hastings Local Government Area.

### 4. DEFINITIONS

#### ***“A” frame sign***

An “A” frame sign, also known as a sandwich board, blackboard, A board, or footway signage, means any portable, self supporting sign with a maximum width of 650mm and a maximum standing height of 1 metre.

#### ***Public place***

A public place includes: a public reserve, public bathing reserve, public baths, public swimming pool, public bridge, public wharf, public road ferry, crown reserve comprising of land for future public requirements, crown land in Council's trust, land that has been leased by Council, a common, a road, street, lane, pathway, footpath, cycleway, thoroughfare, culvert, causeway, crossing and bypass.

### 5. LEGAL & POLICY FRAMEWORK

This Policy operates in accordance with the provisions of the Local Government Act 1993 in relation to the regulation of activities in public places. In addition, this Policy is enforced under either the Local Government Act 1993 or the Impounding Act 1993.

### 6. POLICY STATEMENT

The placement of “A” frame signage in public places requires the approval of Council. Such activities require regulation in the interests of:

- The maintenance of public health and safety.
- The protection of Council liability.
- The protection of the amenity of public places.
- To assist the promotion of local business.

### 7. IMPLEMENTATION

#### **7.1 Roles and Responsibilities**

The General Manager or delegate is responsible for consenting to the lodgement of any application for the use of a public place by private enterprise.

The Group Manager Development & Environmental Compliance is responsible for the implementation and ensuring compliance with this Policy.

The Team Leader Ranger Services is responsible for the assessment and determination of any application lodged regarding this Policy.

## 7.2 Support and Advice

Support and advice regarding this Policy will be supplied by the Group Manager Development and Environmental Compliance and the Team Leader Ranger Services.

## 7.3 Communication

The Policy will be communicated utilising the Port Macquarie-Hastings Council Policy Development Process.

Additionally:

*Pre-Policy adoption* – The community and local businesses will be made aware of the proposed Policy via the applicable Council Business Paper and a period of community consultation.

*Post-Policy adoption* – A brief will be provided for Councillors, Executive Group and Group Managers. The Policy will be promoted to local business through the media and the Chambers of Commerce.

## 7.4 Procedures and Forms

Prior to the lodgement of the necessary applications for the proposal, proponents are encouraged to contact the relevant Council staff to determine all necessary requirements. Uses may be subject to approval under the Local Government Act 1993, or the Roads Act 1993.

Applications are to be made by way of the relevant application form and be accompanied by any supporting information.

The application fee includes the provision for listing of the proposed Business and “A” frame sign on the Council’s Public Liability Insurance Policy.

## 7.5 Guidelines

Not applicable.

## 8. REVIEW

This Policy will be reviewed as necessary to ensure compliance with legislative requirements. The first review will take place no later than two (2) years from the date of commencement of this policy.

## POLICY

### Locations within the Port Macquarie-Hastings LGA where Policy will be applied:

This policy applies to public land and/or road reserves throughout the Local Government Area. The Policy does not extend to locations on private property within shopping centres and/or arcades.

### Assessment of Applications:

An application for an A-frame sign is required to be submitted to Council for approval. When considering an application, Council will have regard to the following criteria:

- Level of existing signage and opportunities for alternate signage;
- The proposed location for the signage;

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A-Frame Signs Policy  
Page 3 of 5

- A limit of one (1) sign only per business;
- Safety considerations;
- Visual impacts;
- Compliance with the Provisions of this Policy.

**Number of Signs:**

- One (1) A-frame sign per business.
- One (1) A-frame sign per arcade opening (located on the footpath in front of the arcade opening).

**Location of Signs/Promotional articles: (See sample sketch attached).**

- A-frame signs must only be displayed directly adjacent to the business to which it relates.
- A-frame signs must only be displayed during the operating hours of the business.
- A minimum 2.5 metres of unobstructed footpath is to be achieved and measured from the building line. A lesser distance may be acceptable in low pedestrian traffic locations where this clearance is not achievable, but no less than 1.5 metres with passing areas every six (6) metres.
- The placement of A-frame signs on median strips, roundabouts and the roadside is strictly prohibited.
- A-frame signs may not be tied to poles or trees or any other street fixture
- A-frame signs are to be placed on the kerb side of the footpath. No signs are to be placed on the building shoreline.
- Notwithstanding the above, any authorised Council officer will retain the discretionary authority to have any A-frame sign removed if in the officer's opinion the sign is unsuitable or creates an obstruction or danger to the public.

**Size, Structure and Stability of Signs:**

- A-frame signs shall not exceed a height of one (1) metre and a width of 650mm.
- A-frame signs should be of structural stability anchored and positioned so at no time does it place risk to public safety. Signs should be removed during stormy or windy weather.
- All approved A-frame signs are to be secured in place so that they do not pose a hazard during sudden gusts of wind or inclement weather by a means that does not rely on any public infrastructure. The means by which these signs are to be secured must not extend beyond the circumference of the permitted sign and must be to the satisfaction of an Authorised Officer. Any securing device is to be removed with the sign in accordance with permitted display timeframes.
- Inflatable signs, portable electric signs, illuminated, revolving, spinning or flashing signs, flags and banners will not be permitted under this policy. Further enquiries regarding these types of displays should be directed to Council's Development Assessment Team.

**Lettering and Artwork:**

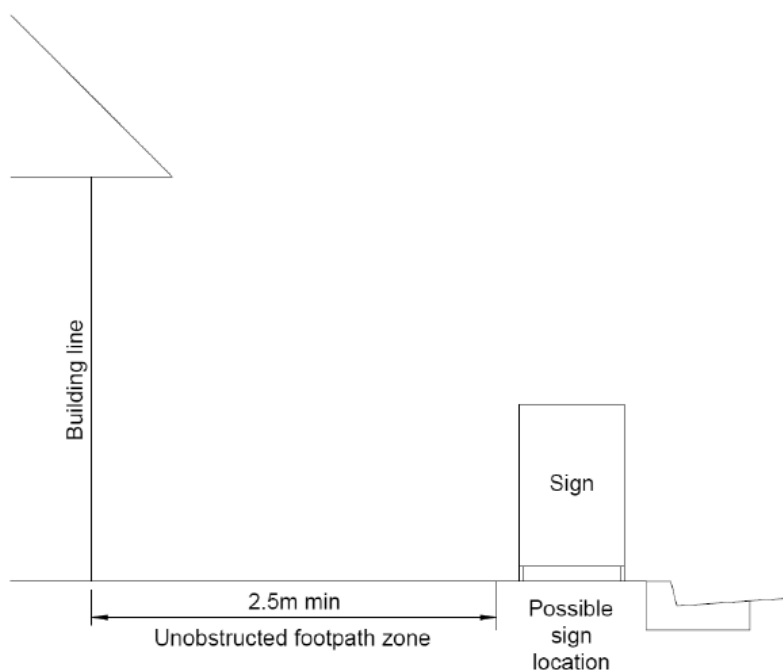
- All A-frame signs are to be prepared in a professional manner.
- Text on A-frame signs should relate only to the business operations being conducted at that premises.
- Lettering and artwork on A-frame signs is to be non-offensive in terms of images, words and language used.

**Management:**

- The A-frame signs must only be placed in the approved location.
- The approved label must be securely attached to the approved sign and must remain displayed on that A-frame sign for the duration of the approval.
- The A-frame signs must be maintained in good order and repair so that it is consistently presentable to the public and does not present a danger to pedestrians.
- Council is not liable for any injury, damage or loss caused by A-frame signs.
- Inspection of A-frame signs will be conducted regularly to ensure they meet policy requirements. Whilst an initial warning will apply signs that breach this policy are liable to be impounded by Council and/or incur a fine of up to 20 penalty units (\$2200).

**Further Information:**

Further information regarding this Policy may be obtained by contacting Port Macquarie-Hastings Council Rangers on (02) 65 81 8111, during business hours.

**Sample location sketch**



## ACTIVITIES IN PUBLIC PLACES POLICY

<b>Responsible Officer</b>	Director Development & Environmental Services
<b>Contact Officer</b>	Manager, Development & Environment Compliance – responsible for compliance activities Manager Parks & Recreation – responsible for the management of parks & reserves
<b>Authorisation</b>	Council
<b>Effective Date</b>	Ord 1/4/96
<b>Modifications</b>	Policy 9/3/98, Am DDE 20/10/98, Am DDES August 2010, ORD 15/02/12, ORD 20/02/13.
<b>Superseded Documents</b>	N/a
<b>Review</b>	As needed.
<b>File Number</b>	All documents relating to the policy development, communication, implementation and review must be held on a PMHC registered file. Contact the Records Section.
<b>Associated Documents</b>	Related Policies: "A" Frame Sign Policy Outdoor Dining Policy and Procedures, Use of Reserves and Beaches by Private Enterprise, Mobile Food Vending Vehicles And Temporary Food Stalls In A Public Place.

### 1. INTRODUCTION

This Policy provides the basis by which Council will regulate the use of public places.

### 2. POLICY OBJECTIVE

To ensure that only appropriate activities are permitted in public places for the benefit and protection of the community.

### 3. POLICY SCOPE

This policy applies to all public land within the Port Macquarie-Hastings local government area.

### 4. DEFINITIONS

*Activity* - as described in this policy or in Section 68 Table of Approvals of the Local Government Act, 1993.

*Public Place* - a public place includes: a public reserve, public bathing reserve, public baths, public swimming pool, public bridge, public wharf, public road ferry, crown reserve comprising of land for future public requirements, land that has been leased by Council, a common, a road, street, lane, pathway, footpath, cycleway, thoroughfare, culvert, causeway, crossing and bypass.

*Busking* - to play instrument or sing or the like, whether for fee or reward or not.

*Public Address* - includes public meetings, religious services and the like.

*Stall* - includes a stand, or the like or any article used for the sale of any goods or articles.

*Special Event* - includes events of a one-off nature that are organised by Local Business or Community Groups, and approved by Council.

## 5. LEGAL & POLICY FRAMEWORK

This Policy operates in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* and the *Local Government Act 1993* in relation to the regulation of activities in public places.

## 6. POLICY STATEMENT

The carrying out of any activity in a public place requires the approval of Council. Such activities require regulation in the interests of:

- The maintenance of public health and safety.
- The protection of Council liability.
- The aesthetics of public places.

The Table hereunder lists certain activities and outlines:

- whether it is permissible,
- whether approval is required,
- which approval is required,
- and under which circumstances approval may be granted.

## RELATED POLICIES

- Council's "A" Frame Sign Policy
- Council's Outdoor Dining Policy and Procedures
- Public Space Control - Hawkers - Sales from Food Vehicles.
- Roads - Directional Signs.
- Beaches - Use of by Private Enterprise.

ACTIVITY IN A PUBLIC PLACE	APPROVAL CIRCUMSTANCES / REQUIREMENTS	ADVISORY NOTES
Use of advertising signs.	No approvals given except in accordance with Council's "A" Framed Sign Policy and advertising signs on approved Council garbage receptacles and directional signs complying with Council's Policy - "Roads Directional Signs".	The Environmental Planning and Assessment Act, 1979.
Exposing of goods for sale in or on (or abutting or overhanging a road) including the private sale of motor vehicles (including caravans, trailers, jet-skis and boats)	No approvals given except in connection with special or one off events.	Local Government Act, (1993) Sections 68 and 626 require Council's prior approval to expose or allow to be exposed (whether for sale or otherwise) any article in or on or so as to overhang any part of the road or outside a shop window or doorway abutting the road, or hang an article beneath an awning over the road
Sale of goods from vehicles.	Approvals given in accordance with Policy Mobile Food Vending Vehicles And Temporary Food Stalls In A Public Place	Local Government Act, 1993 requires Council's approval to sell goods from any article.
Hold public address.	Approval may be granted subject to individual merit.	Local Government Act, 1993 requires Council's approval to hold public addresses in a public place.
Busking.	Approval may be granted subject to individual merit.	Local Government Act, 1993 requires Council's approval to busk in a public place.
Set up or operate loudspeaker or sound amplifying device.	Approval may be granted subject to individual merit.	Local Government Act, 1993 requires Council's approval to use sound amplification equipment in a public place.
Distribution of handbill advertisements.	No approvals given.	It is an offence under the Protection of the Environment Operations Act 1997 to distribute handbill advertisements in public places otherwise in accordance with the Act.



ACTIVITY IN A PUBLIC PLACE	APPROVAL CIRCUMSTANCES / REQUIREMENTS	ADVISORY NOTES
Amusement Devices	No approvals given except in conjunction with special events	Local Government Act, 1993 requires Council's approval to operate an amusement device in a public place.
Engage in Trade or Business	Approval may be granted subject to individual merit. Development application necessary where activity involves beach areas. See Policy Use of Reserves and Beaches by Private Enterprise. Council will not support applications for approval of itinerant mobile businesses.	Environmental Planning and Assessment Act, 1979 and Local Government Act, 1993 require Council approval to engage in trade or business in public places.
Direct or procure theatrical, musical or other entertainment for the public.	Approval may be granted subject to individual merit.	Local Government Act, 1993 requires Council's approval to entertain in a public place.
Erect a banner or similar structure being for advertisement or any other purpose over a public road.	Approval may be granted subject to individual merit.	Local Government Act, 1993 requires Council's approval to erect an advertising structure over a public road.

## 7. IMPLEMENTATION

### 7.1 Roles and Responsibilities

The General Manager or delegate is responsible for consenting to the lodgement of any application for the use of public reserves or beaches by private enterprise.

The Manager Parks & Recreation is responsible for the management of reserves and beaches including their use by private enterprise.

The Manager Development Assessment is responsible for the development assessment process.

The Manager, Development & Environment Compliance is responsible for effecting compliance with the policy.

### 7.2 Support and Advice

As above

### 7.3 Communication

Not applicable

#### **7.4 Procedures and Forms**

Prior to the lodgement of the necessary statutory applications for the proposal, proponents are encouraged to hold a pre-lodgement meeting with Council staff to determine all necessary requirements. Uses may be subject to approval under the Local Government Act 1993, the Roads Act 1993 and/or the Environmental Planning and Assessment Act 1979.

Applications to be made by way of a the relevant application form and be accompanied by statutory fees and supporting information.

Prior to the General Manager or delegate signing the application owners consent, the application will be referred to the Directors Infrastructure Services and Development & Environmental Services for determination of acceptability.

#### **8. REVIEW**

This Policy will be reviewed as necessary to ensure compliance with legal requirements.



Authorised by: Council  
Authorised date: 21/11/2018  
Effective date: 22/11/2018  
Next review date: 20/11/2020  
File Number: D2018/170855

## Council Policy ALCOHOL USE ON PUBLIC RESERVES AND BEACHES

### 1. INTRODUCTION

Alcohol and other drug misuse has a significant impact on the local community and Port Macquarie-Hastings Council plays an important role in the development of policies that have the ability to enhance public safety and amenity for local individuals and communities.

The Port Macquarie-Hastings local government area has many reserves and beaches that are important meeting and recreation spaces for local residents and visitors. The significant majority of activity that occurs within these public areas is positive and contributes to the overall safety and wellbeing of the community.

Port Macquarie-Hastings Council is committed to providing quality reserves and beaches for the local community and aims to eliminate the risks associated with the misuse of alcohol and others drugs, therefore encouraging a more positive, liveable environment for the community.

### 2. POLICY STATEMENT AND SCOPE

This policy is to promote the positive use of reserves and beaches and to outline the process for establishing Alcohol Prohibitions in the Port Macquarie-Hastings local government area, in line with a harm minimisation approach.

The application of this policy can apply to any Council owned and managed reserve and beach across the Port Macquarie-Hastings local government area.

Where anti-social behaviour occurs on public reserves and beaches as a result of the misuse of alcohol, Council will consider establishing Alcohol Prohibition areas where appropriate.

Generally a request to establish an Alcohol Prohibition arises as a result of unwanted behaviours (vandalism, littering, and noise complaints). Prior to making a decision regarding the development of an Alcohol Prohibition Area, discussion will occur with local Police to establish or confirm what is occurring.

In considering whether to establish an Alcohol Prohibition, the following factors are important to consider:

- ***What type of behaviour is occurring?***  
Not all behaviours are related to the consumption of alcohol. Areas that also have public facilities may also be a 'safe' place to meet and 'congregate' in lieu of other meeting places, particularly for young people.
- ***The ability to enforce***  
Remote reserves and beaches may also be some distance away from Police stations and regular Police patrols will be difficult to gain access to after hours.
- ***What other strategies might achieve the same result?***  
Strategies other than Prohibition Zones may produce better results, for example, turning lighting off or on at a certain times or restricting the use of public amenities at certain times.
- ***What other factors may be creating the issue?***  
Other factors may be the primary precipitators for the behaviour, e.g. a licensed premises located adjacent to a park or reserve, where people may congregate upon leaving.

Once a decision has been made to establish an Alcohol Prohibition Zone, adequate signage is essential to inform members of the community about the nature of the prohibition. The NSW Local Government Act 1993, section 632 permits Council to erect a notice on public land to advise users of the restrictions that apply to that land. Council signage can either be a standalone sign, or as part of a larger sign restricting or informing the public about a range of factors or as a standalone sign. Where possible, a distinct sign is the preferred model. Signage is developed in line with current standards and provides both pictogram and text.

Council has established Alcohol Prohibition Zones at all parks, reserves and sports fields across the local government area between 9.00pm and 12.00pm (noon), in conjunction with Local Area Command for particular events and days.

Alcohol prohibition signage may restrict the consumption of alcohol for all or part of any day (e.g. 'at no time' or 'between 9.00pm and 12.00pm'). Where a prohibition exists, authorisation can be sought through applications to Council (section 68) to vary this condition for a specific event.

Council has also established an alcohol prohibition period from 9pm January 25<sup>th</sup> to 12pm January 27<sup>th</sup> to combat antisocial behaviour that has been associated with past Australia Day activities.

In addition to this, it is possible that from time to time patterns of anti-social behaviour may emerge as a result of particular functions or activities. In response to these concerns, Council may impose further restrictions in conjunction with discussions with local police. These restrictions would assist in maintaining safety and amenity for a nominated period of time. The Community Engagement would be used to ascertain the process for involving the community in this decision making process.

To establish an Alcohol Free Zone, councils are required to consult with the local community and then put forward a request to the Local Government Minister. Applications are approved for Alcohol Free Zones for periods up to 4 years.

An Alcohol Free Zone is currently in place in the Port Macquarie Central Business District which extends:

- East from Buller Street Bridge to Murray Street including Short, Horton and Hay Streets and Keen, Barracks and Phillip Lanes.
- North from the top end of Horton Street through to Sunset Parade including Clarence, William and Hayward Streets.
- Entertainment precincts including Hay Street Forecourt and Town Square.

### 3. RESPONSIBILITIES AND AUTHORITIES

The primary responsibility for the establishment of Alcohol Prohibition areas sits within the Development and Environment Division of Council, more specifically with Recreation and Buildings. This decision would occur in consultation with the Strategy & Growth division, specifically the Group Manager of Community Place.

Strategy & Growth (GMCP) responsible for liaising with NSW Police regarding requests for Alcohol prohibition, review of community behaviour and alcohol and reviewing Council position on use of Alcohol in parks and reserves.

The decision to develop Alcohol Prohibition Areas is made by Council usually through discussion between Development and Environment (Recreation and Buildings) and Strategy and Growth (Community Place), with the final decision being made by the General Manager.

Enforcement of Alcohol Prohibition Areas is the responsibility of both Council Rangers and Police, although due to the times that a majority of prohibitions are in place, the majority of enforcement occurs by the Police.

Police undertake the primary enforcement of Alcohol Free Zones, however, where required the Commissioner of Police has the power to authorise council officers to assist.

#### 4. REFERENCES

NSW Local Government Act 1993

Alcohol and Other Drugs: A Reference Guide 2009 (LGSA) available through the LGSA

**Local Government Drug Information:** [www.lgsa.org.au/DrugInfo](http://www.lgsa.org.au/DrugInfo)

Provides councils with up to date information about the Local Government Drug Information Project, new projects of relevance to councils, sources of funding and legislative changes, which may impact, on councils.

**Office of Liquor, Gaming and Racing (OLGR):** [www.olgr.nsw.gov.au](http://www.olgr.nsw.gov.au)

The NSW Office of Liquor, Gaming and Racing serves the NSW government and community by regulating the liquor, gaming, racing and charity sectors. The organisation is part of the Department of Arts, Sport and Recreation.

#### 5. DEFINITIONS

**Alcohol Prohibition Areas** relate to parks and reserves (including surrounding public beaches) and prohibit the consumption and/or possession of alcohol in accordance with Council signage (Local Government Act 1993, section 632). The decision to develop Alcohol Prohibition Areas is made by Council usually through discussion between Development and Environment (Recreation and Buildings) and Strategy and Growth (Community Place) with the final decision being made by the General Manager.

**Alcohol Free Zones** apply to public roads, footpaths and car parks within an approved area. The Local Government Act 1993 (section 642 – 648) provides the legislative powers for Councils to establish these zones which restrict the consumption of alcohol 24 hours a days, 7 days a week.

#### 6. PROCESS OWNER

Group Manager Community Place

#### 7. AMENDMENTS

Over the past three years, we have amended the Alcohol free zones and enacted the prohibition days for Australia Day and this is now included in the policy.

Adjustments to the time of alcohol prohibition zones has been made at the request of the Local Area command and to reduce anti-social behaviour in a number of locations between 9am and 12pm. The previous prohibition time were 9pm to 9am and that has now been adjusted to 9pm to 12pm.



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(no changes required):  
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## **Council Policy COMMERCIAL ACTIVITIES ON COUNCIL MANAGED LAND**

### **1. INTRODUCTION**

This Policy has been developed in response to the increasing number of commercial activities being conducted and proposed for beaches, headlands, parks, gardens and public spaces under the care, control and management of Port Macquarie-Hastings Council.

The purpose of this Policy is to implement an approval process for all commercial activities. Activities likely to have a high impact, involve high levels of risk or those deemed by the State Planning Scheme will require Development Approval while those activities likely to have minimal impact can be accessed via the Commercial Activity on Council-managed Land Licence process.

### **2. POLICY STATEMENT AND SCOPE**

This policy is designed to:

1. Manage commercial and recreational activities on Council-managed land while not detracting from the amenity and natural environment enjoyed by both visitors and residents.
2. Establish an application and approval process for the sustainable use of public land for commercial purposes.
3. Provide equitable access for the general community and commercial activities.

This Policy applies to all beaches, headlands, parks, gardens and public spaces under the care, control and management of Port Macquarie-Hastings Council (excluding the Port Macquarie Entertainment Precinct).

#### **Commercial Activities Covered by this Policy**

A Commercial Activities on Council-managed Land Temporary Licence is required under this Policy if:

- a) A commercial or business activity is proposed or being undertaken on Council-managed land that Council actively manages.
- b) A commercial or business activity is proposed or being undertaken in a way that impacts on Council-managed land.

Activities may include (but not limited to):

- beach or water operators including surf schools, stand up paddle board hire, kayak or canoe hire
- personal trainers
- group trainers, boot camps and fitness centres
- adventure tour operators or visitor attractions
- semi-permanent food or mobile food vendors with the reserve (to be considered in conjunction with Mobile Food Vendors Policy)

This Policy does not apply to wharf leases, fishing tours or similar activities on open waters.

Activities on waterways may require an aquatic licence through Roads and Maritime Services (RMS).

**Activities Not requiring a Commercial Activities on Council-managed Temporary Licence BUT requiring Other Approvals**

The following activities do not require a Commercial Activities on Public Land Licence but require approval under another Policy of Council:

- filming
- markets
- special and major events
- weddings, parties or private functions

Activities which involve a temporary or permanent structure will require Development Approval.

**Commercial Activities Permitted on Council-managed Land**

The following activities can be carried out on public land without obtaining a Commercial Activities on Council-managed Land Temporary Licence:

- Any activity of a non-commercial, passive nature.
- Any activity coordinated by a not-for-profit organisation for not-for-profit purposes.
- Any activity by sporting or social groups on a not-for-profit basis.
- Any activity performed by a recognised emergency service organisation.
- Any activity of a social, informal nature.

However, special conditions may apply to these activities.

**Number and Type of Commercial Activities Permitted**

There is generally no limit to the number of licences which Council may issue (excluding surf schools).

The number of commercial activities approved at a particular location may be reviewed if:

- Public areas are becoming overused and/or capacity is reached.
- Complaints are received relating to level of activity in a specific area.
- Public assets or the environment are being damaged by multiple users.
- Commercial harmony within the space is untenable.
- Public safety is compromised.

**Surf Schools**

Location	Maximum Surf School Licences to be Issued
North Wall	2
Town Beach	2
Flynns Beach	2
Tacking Point	1
Lighthouse	1
Shelly Beach	1
Lake Cathie	2
Bonny Hills	3
Pilot Beach	1
North Haven	2
Dunbogan	1

Surf schools will be expected to operate with a teacher/student ratio that is consistent with industry standards.

Council may amend the number of licences issued at the above beach locations as part of any review process.

### General Provisions

A Commercial Activities on Council-managed Land Temporary Licence:

- Is not transferable. In the event a business operating under a Licence is sold, the new owner must apply for a new Temporary Licence and under these circumstances the issue of a licence is not guaranteed.
- Must be operational or in use on a regular basis. A Temporary Licence cannot be dormant, non-operational or unused, for a period exceeding three (3) months.
- May cover multiple locations.

### Application Procedure

The application for a Commercial Activities on Council-managed Land Temporary Licence must be on the prescribed form.

The Licence, if granted, shall include the following provisions:

- a) The duration of the agreement (maximum 12 months).
- b) That the licensee secure public risk liability insurance (for cover in the amount not less than that prescribed in the policy for this purpose) in respect of the use of the prescribed area and to furnish evidence, to Council's satisfaction, that such insurance has been obtained.
- c) The licensee to fully indemnify Council, and where appropriate, the Minister for administering the Crown Lands Acts, against any claim for damage that may arise out of the conduct of the activity proposed.
- d) Any specific conditions relating to the activity or approval including approved locations.

### Assessment Criteria

In considering an application, Council shall take into account:

- a) Whether the proposal is ancillary to normal public activities and enjoyment of the public reserve
- b) Provides suitable additional facilities or services at that location to enhance the safety or variety of recreational activities without undue intrusion into or interference with those other recreational activities;
- c) What other activities, including existing approved licensed enterprises, are carried out on or adjacent to that particular part of the public land under consideration, to avoid excessive or conflicting commercial use of that area and undue interference with the public's use and enjoyment of that area;
- d) The area within which the activity should be restricted;
- e) Whether the purpose requires the public reserve land as an essential part of its operations and cannot reasonably be carried out elsewhere;
- f) Section 68 of the Local Government Act, 1993 and Section 108 of the Crown Lands Act 1989.
- g) Commercial and/or recreational activation of the public space.
- h) Integrity, professionalism and ethics of the activity.
- i) Best use and enhancement of the location.
- j) The appropriateness of the product/service, design and appearance of the proposal.

### Application Assessment

All applications will receive an initial preliminary assessment within 7 days from the date of receipt to determine if any additional information is required and a final assessment within 30 days from the date of receipt of the application or amended application.

All applications will be assessed by the Commercial Activities on Council-managed Land Temporary Licence Review Panel (see Temporary Licence Review Panel Terms of Reference) consisting of representatives from the following Departments of Council:

- Recreation and Buildings
- Economic Development



- Community Participation and Engagement
- Regulatory Services
- Property
- Other departments as co-opted

Applications may be assessed by Council's Executive Group if exceptional circumstances exist.

The Temporary Licence Review Panel may consider preliminary Temporary Licence proposals with the view to providing feedback prior to the formal application process.

#### **Review of An Assessment**

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

#### **Licence Period and Renewal**

The Temporary Licence period is a maximum of twelve (12) months as required by State Legislation. A Temporary Licence may be issued for 6, 9 or 12 months to meet the needs of seasonal businesses and will be charged on a pro rata basis.

#### **Licence Conditions**

Council will assign conditions to the Commercial Activities on Council-managed Land Temporary Licence if warranted.

The issue of a Temporary Licence does not imply the exclusive use of an area of public land.

A Licence must be furnished on request by a Council official.

Temporary Licence holders acknowledge that from time to time public events or activities may impact on the business/licence conditions and no compensation for loss of trade is claimable. A Temporary Licence holder may request or be allocated a licence extension to cover an alternative location during public events or activities. Temporary Licence holders are responsible for regularly checking Council's website for any events or activities that may potentially be impacted upon by this activity.

The Temporary Licence holder cannot erect any permanent signs or advertising material (excluding the approved identification piece and business promotional flag) within the nominated public space. A frame signs are permitted, subject to the appropriate approvals, however must not cause an obstruction to other users of the space.

Any equipment used must not present a danger to other users of the space.

Temporary Licence holders must only use fixed equipment specifically related to the activity e.g. exercise equipment. Other community assets such as benches, tables and chairs must not be used for commercial purposes.

Other users of the space must be given due consideration and the activity must not be detrimental to other users or the public land.

#### **Licence Breaches and Revocation**

Where there is a breach of a Temporary Licence Council will take all necessary steps to remedy the breach. This may consist of:

- a) Written or verbal warning
- b) Notice to cease the activity
- c) Notice to amend the activity
- d) Legal proceedings

Council reserves the right to revoke a Commercial Activities on Council-managed Land Temporary Licence and a Licence may be terminated under the following circumstances:

- a) If all applicable fees are not paid in advance.
- b) If evidence of a current public liability insurance policy (Certificate of Insurance) is not provided in advance of the Licence commencement.
- c) If there is a breach of the Licence, Licence conditions or the requirements of any other relevant authority.
- d) If the Licence is non-operational or unused for a period exceeding three (3) months.

The Commercial Activities on Council-managed Land Temporary Licence Panel will assess any licence breaches and has the power to revoke a Temporary Licence.

Any breaches of the Temporary Licence agreement will be advised in writing. A licensee has the right to provide a written response to a notice of breach within 30 days.

### Enforcement

All commercial operators utilising public land must have a Commercial Activities on Council-managed Land Temporary Licence. Failure to hold a licence or take reasonable steps to obtain a Licence when instructed will result in the issue of a notice to cease the activity or the issue of a fine under Section 626 of the Local Government Act for “engaging in trade or business without approval”.

All commercial operators must clearly identify themselves as licence holders either by displaying their approved operator sign or producing the approved operator card on request.

### Licence Fees and Charges

- a) Council will determine the fees and charges applicable to this Policy as part of annual budget deliberations and development of the Port Macquarie-Hastings Council Schedule of Fees and Charges.
- b) An application fee, as per the Schedule of Fees and Charges, applies to the annual Temporary Licence application.
- c) The Temporary Licence fee is for 12 months. Applications for 6 and 9 months will be charged on a pro rata basis.
- d) The Temporary Licence application fee must be paid when an application is submitted to Council. The application fee is non-refundable.

The Licence fee will be invoiced following the execution of the Licence.

All revenue (excluding application fees) will be reinvested in the maintenance and improvement of public spaces impacted by this Policy and Council will communicate the expenditure plan on an annual basis.

Activities, such as fitness businesses, which pass through multiple locations can nominate and pay for a single location being that area where the session begins.

Should the Temporary Licence application remain predominately unchanged from year to year a renewal fee will apply instead of the full application fee (see Schedule of Fees and Charges). This does not imply Temporary Licence continuity.

In return for the payment of the Temporary Licence fee licence holders will:

- Be entitled to operate in the nominated location/s.
- Be listed on Council’s website as licence holders.
- Receive a Temporary Licence agreement, “Approved Operator” card and Approved Operator confluence sign.
- Have permission to display one business promotional flag.
- Have the nominated location/s maintained in a safe condition.
- Have permission to use the “Approved Operator” logo in advertising or promotional materials.

### 3. RESPONSIBILITIES AND AUTHORITIES

The Director Community and Economic Growth is responsible and accountable for the implementation of this policy.

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

A business which operates on Council-managed land is required to comply with this Policy by holding a temporary licence.

### 4. REFERENCES

Commercial Activities on Council-managed Land Temporary Licence Application Form  
Temporary Licence Review Panel Terms of Reference  
Council Fees and Charges  
Port Macquarie Entertainment Precinct Event Policy  
Port Macquarie Hastings Council Filming Protocol  
Procurement Policy

### 5. DEFINITIONS

Council officer: A member of Council staff.  
Director: A 1<sup>st</sup> tier management position and titled as such.  
Group Manager: A 2<sup>nd</sup> tier management position and titled as such.

### 6. PROCESS OWNER

Director Strategy and Growth.

### 7. AMENDMENTS

- This Policy was amended following an internal review in December 2016 and subsequent public exhibition period from 24 February to 26 March 2017.
- Reviewed on 17 July 2019 with no changes required.



Authorised by: Executive  
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## Council Policy

# MOBILE FOOD VENDING VEHICLES AND TEMPORARY FOOD STALLS IN A PUBLIC PLACE POLICY

## 1. INTRODUCTION

This Policy was originally developed in August 2006 to account for the many existing mobile food vendors and temporary food stalls which were vending foods in a public places. Since that time, there have been a number of legislative changes which required Port Macquarie-Hastings Council to amend the Policy in recognition of these changes.

This Policy is to cover food vending vehicles and temporary food premises which operate within the Local Government Area.

The aim of this Policy is to provide information on the requirement to obtain approval for mobile food sales and temporary event food sales and the obligations under the approval.

## 2. POLICY STATEMENT AND SCOPE

### a. The aims of the Policy are:

- to ensure that, in a public place, food sold to the public from mobile food vending vehicles and temporary food stalls, is safe for human consumption and that the construction, fit-out and facilities for cleaning utensils, articles, hands, fittings and appliances in vehicles and stalls are adequate;
- to ensure that trading, when undertaken in areas, does not place the public at risk;
- to ensure that trading complements and does not compete with commercial centres.

### b. The Policy applies to approvals for activity No. 7 in Part F (Other Activities) listed in the Table to section 68 of the Local Government Act 1993, namely:

*"7. Use a **standing vehicle** or **any article** for the purpose of selling any article in a public place."*

### c. The purpose of the Policy is to supplement provisions of the Local Government Act 1993, the Local Government (Approvals) Regulation 2015, the Food Act 2003, the Food Regulation 2015 and Australian New Zealand Food Standards Code 3.1.1, 3.2.2 & 3.2.3, by:

- Part 1 specifying the circumstances in which a person is not required to obtain a particular approval from the Council;
- Part 2 specifying criteria, which the Council must consider when determining whether or not to grant approval to a particular activity; and
- Part 3 specifying other matters relating to approvals not dealt with by the Local Government Act 1993, the Local Government (Approvals) Regulation 1999, the Food Act 2003, the Food Regulation 2015 and Australian New Zealand Food Safety Standards Codes.

### d. This Policy applies to the Local Government Area in general but excludes:

- public reserves and community land vested in Council, and
  - reserves as defined in Section 78 of the Crown Lands Act 1989 where the Council is Manager of that Reserve Trust and a temporary licence can be issued under Section 108 of that Act, without first obtaining other necessary permissions.
- e. Where Council grants permission, such permission will be conditional upon the applicant abiding by conditions of Section 68 of the Local Government Act and the New South Wales Food Act 2003.
- f. Given the importance of preserving the safety of food for sale for human consumption there will be no exemptions for compliance with this Policy given to mobile food vending vehicles or temporary food stalls.

### 3. RESPONSIBILITIES AND AUTHORITIES

Group Manager Regulatory Services - responsible for ensuring application processes are adhered to.

Group Manager Recreation and Buildings - presides over any application involving the use of public land for private purposes.

Environmental Health Officer - to ensure that the food safety parameters are satisfactory under the Food Act 2003 and are being met.

Rangers – under this Policy, their primary role is to ensure that Mobile Food Vendors and Temporary Food Stalls are not sited in places that are inconsistent with this Policy and that they have the necessary permit.

### 4. REFERENCES

The following documents are related, either directly or indirectly, to the Policy:

- Australia New Zealand Food Standards Code
  - Standard 3.2.2 - Food Safety Practices and General Requirements
  - Standard 3.2.3 - Food Premises and Equipment
  - Part 1.2 - Labelling and other information requirements
- Australia New Zealand Food Authority's Food Safety: The priority classification system for food businesses Vs 4 27.4.10
- Australian Standard 4674-2004 –Construction and fit-out of food premises
- Environmental planning and Assessment Act 1979
- Local Government Act 1993 (Section 68)
- Local Government (General) Regulation 2005
- NSW Food Authority's - Guidelines for Food Business at Temporary Events
- NSW Food Authority's - Guidelines for Mobile Food Vending Vehicles
- NSW Food Act 2003
- NSW Food Regulation 2015
- NSW Roads and Traffic Authority and Department of Local Government's Street Vending Manual (1996)

- Port Macquarie-Hastings Council's Outdoor Dining Policy
- Port Macquarie-Hastings Council's Activities in Public Places Policy
- Port Macquarie-Hastings Council's Commercial Activities on Council Managed Land
- Port Macquarie-Hastings Local Environmental Plan 2011
- Protection of the Environment Operations Act 1997
- Road Transport Act 2013 No 18
- Road Transport (Vehicle Registration) Regulation 2017
- Road rules 2014

## 5. DEFINITIONS

Any article for the purpose selling, includes a temporary food stall.

**Appliance<sup>1</sup>**, means the whole or part of:

- (a) any utensil, machinery, instrument, device, apparatus or article which is used, or designed or intended for use, in or in connection with the sale, manufacture, handling or consumption of food; or
- (b) any utensil, machinery, instrument, device, apparatus or article which is used or designed or suitable or intended for use, in cleaning anything which is an appliance by virtue of paragraph (a).

**Approval<sup>2</sup>**, means an approval that is in force under the *Local Government Act 1993*.

**Approved fee<sup>2</sup>**, means:

- (a) the fee prescribed by the regulations for the purposes of the provision in relation to which the expression is used or determined by the Council in accordance with any such regulations; or
- (b) if no such regulations are in force, the fee (if any) determined by the Director-General for the purposes of the provision in relation to which the expression is used; or
- (c) if no such regulations are in force and no fee is determined by the Director-General, the fee (if any) determined by the Council for the purposes of the provision in relation to which the expressions is used.

**Approved form**, means

The application forms approved by the Council for mobile food vending vehicles and temporary food stalls are available on Council's website.

**Approved standards**, means:

- (a) the standards prescribed by the regulations for the purposes of the provision in relation to which the expression is used: or
- (b) if no such standards are prescribed, the standards (if any) approved by the Director-General for the purposes of the provision in relation to which the expression is used; or
- (c) if no such standards are prescribed or determined by the Director-General, the standards (if any) determined by the Council for the purposes of the provision in relation to which the expression is used.

**Area<sup>2</sup>**, means an area as constituted under Division 1 of Part 1 of Chapter 9 of the *Local Government Act 1993*. Note: For the purpose of this Policy, the area to which it applies is as constituted under the *Local Government Act 1993*.

**Authorised person<sup>2</sup>**, means:

- (a) an employee of a Council generally or specially authorised by the Council in respect of or whose duty it is to deal with, or to act in regard to, any acts, matters or things in relation to which the expression is used; or
- (b) a police officer.

**Charitable/Community Groups** are those which do not derive funds for personal financial gain but direct any profits back to the community and include charities, sporting groups, service clubs and community organisations.

**Classified road<sup>4</sup>**, means any of the following: a main road, a highway, a freeway, a controlled access road, a secondary road, a tourist road, a tollway, a transitway, a State work.

**Continuously serving**, means for a vendor to serve customers with a break not exceeding more than 30 seconds.

**Food<sup>1</sup>**,

(1) includes:

- any substance or thing of a kind used, or represented as being for use for human consumption (whether it is live, raw, prepared or partly prepared), or
- any substance or thing of a kind used, or represented as being for use, as an ingredient or additive in a substance or thing referred to in paragraph (a), or
- any substance used in preparing a substance or thing referred to in paragraph
- (other than a substance used in preparing a living thing) if it comes into direct contact with the substance or thing referred to in that paragraph, such as a processing aid, or
- chewing gum or an ingredient or additive in chewing gum, or any substance used in preparing chewing gum, or
- any substance or thing declared to be a food under a declaration in force under section 3B of the *Food Standards Australia New Zealand Act 1991* of the Commonwealth, whether or not the substance, thing or chewing gum is a condition fit for human consumption.

(1) However, **food** does not include a therapeutic good within the meaning of the *Therapeutic Goods Act 1989* of the Commonwealth.

(2) To avoid doubt, **food** may include live animals and plants.

**Food stall**, includes any structure used for the purpose of selling any article of food that is built or designed to enable it to be dismantled and removed from the site when required.

**Food vending vehicle**, includes any vehicle, whether mobile or stationary, used for the purpose of selling any article of food.

**Handling<sup>1</sup>**, in relation to food, includes the making, manufacturing, producing, collecting, extracting, processing, storing, transporting, delivering, preparing, treating, preserving, packing, cooking, thawing, serving or displaying of food.

**Market stall**, include any stall set up at community markets.

**Park<sup>2</sup>**, in relation to land, means an area of open space used for recreation, not being bushland.

**Premises**, includes any land (whether or not appurtenant to a building), any part of a building and any tent, stall or other structure;

**Premises<sup>2</sup>**, means any of the following:

- (a) a building of any description, or any part of it and the appurtenances to it;
- (b) land, whether built on or not;

- (c) a shed or other structure;
- (d) a tent;
- (e) a swimming pool;
- (f) a ship or vessel of any description (including a houseboat); and
- (g) a van.

**Public place<sup>1</sup>**, includes:

- (a) a place that is open to the public, or is used by the public, whether or not on payment of money or other consideration, whether or not the place is ordinarily so open or used, and whether or not the public to whom the place is so open, or by whom the place is so used, consists only of a limited class of persons.

**Public place<sup>2</sup>**, means:

- (a) a public reserve, public bathing reserve, public baths or public swimming pool, or
- (b) a public road, public bridge, public wharf or public road-ferry, or
- (c) a Crown reserve comprising land reserved for future public requirements, or
- (d) a public land or Crown land that is not:
  - (i) a Crown reserve (other than a Crown reserve that is a public place because of paragraph (a), (b), or (c)), or
  - (ii) a common, or
  - (iii) land subject to the *Trustees of Schools of Arts Enabling Act 1902*, or
  - (iv) land that has been sold or leased or lawfully contracted to be sold or leased, or
- (e) land that is declared by the regulations to be a public place for the purposes of this definition.

**Public reserve<sup>2</sup>**, means:

- (a) a public park; or
- (b) any land conveyed or transferred to the Council under section 340A of the
- (c) *Local Government Act 1919*; or
- (d) any land dedicated or taken to be dedicated as a public reserve under section 340 or 340D of the *Local Government Act 1919*; or
- (e) any land dedicated or taken to be dedicated under section 49 or 50; or
- (f) any land vested in the Council, and declared to be a public reserve, under section 37AAA of the *Crown Lands Consolidation Act 1913*; or
- (g) any land vested in the Council, and declared to be a public reserve under section 76 of the *Crown Lands Act 1989*; or
- (h) a Crown reserve that is dedicated or reserved:
  - (i) for public recreation; or
  - (ii) for a purpose that is declared to be a purpose that falls within the scope of this definition by means of an order published in the Gazette by the Minister administering the *Crown Lands Act 1989*, being a Crown reserve in respect of which a Council has been appointed as manager of a reserve trust for the reserve or for which no reserve trust has been established; or
  - (iii) land declared as a public reserve and placed under the control of a council under section 52 of the *State Roads Act 1986*; or
  - (iv) land dedicated as a public reserve and placed under the control of a council under section 259 of the *Roads Act 1993*, and includes a public reserve of which a Council has control under section 344 of the *Local Government Act 1919*, or section 48, but does not include a common.



**Public road**<sup>2</sup>, means a road which the public are entitled to use.

**Ready to Trade State** – means that the vehicle/stall is set up to sell food. Criteria includes holding temperatures of food displays, operating fridges, sinks and basins in place, lighting and cleanliness.

**Retail trade**, means trade with consumers.

**Road**<sup>2</sup>, includes:

- (a) highway, street, lane, pathway, footway, cycleway, thoroughfare, bridge, culvert, causeway, road-ferry, ford, crossing, by-pass and track-way, whether temporary or permanent; and
- (b) any part of a road and any part of any thing referred to in paragraph (a); and
- (c) any thing forming part of a road or any thing forming part of any thing referred to in paragraph (a).

**Roadside stall**<sup>3</sup> includes any stand, van or vehicle set up on the side of a road selling to passing trade.

**Sell**<sup>1</sup>, includes:

- (a) barter, offer or attempt to sell, or
- (b) receive for sale, or
- (c) have in possession for sale, or
- (d) display for sale, or
- (e) cause or permit to be sold or offered for sale, or
- (f) send, forward or deliver for sale, or
- (g) dispose of by any method for valuable consideration, or
- (h) dispose of to an agent for sale on consignment, or
- (i) supply food as a meal or part of a meal to an employee, in accordance with a term of an award governing the employment of the employee or a term of the employee's contract of service, for consumption by the employee at the employee's place of work, or
- (j) supply food as a meal or part of a meal to an employee, in accordance with a term of an award governing the employment of the employee at the employee's place of work, or
- (k) dispose of by way of raffle, lottery or other game of chance, or
- (l) offer as a prize or reward, or
- (m) give away for the purpose of advertisement or in furtherance of trade or business, or
- (n) supply food under a contract (whether or not the contract is made with the consumer of the food), together with accommodation, service or entertainment, in consideration of an inclusive charge for the food supplied and the accommodation service or entertainment, or
- (o) supply food (whether or not for consideration) in the course of providing services to patients in public hospitals (within the meaning of the *Health Services Act 1997*) or inmates in correctional centres (within the meaning of the *Crimes (Administration of Sentenced) Act 1999*), or
- (p) sell for the purpose of resale.

**Standing vehicle**, includes any mobile food vending vehicle that has stopped to make a sale.

**Street vending vehicle**, for the purpose of street vending approval under the *Local Government Act 1993*, this term includes all types of vehicles (registered or unregistered) which are used for the sale of articles in a public road or public place.

**Temporary food stall**, includes any structure, food stall or mobile food stall, any van, truck, trailer or moveable module, tent or gazebo used for the purpose of selling any article of food. A temporary food stall may be erected, installed or located on a public place or public reserve which is used for the sale of food for the duration of any sporting event, fete, fair, festival,

carnival, community markets or similar event. A temporary food stall includes any structure that is built or designed to enable it to be dismantled and removed from the site when required.

**Temporary structure<sup>2</sup>**, includes:

- (a) a booth, tent or other temporary enclosure, whether or not a part of the booth, tent or enclosure is permanent; and
- (b) a mobile structure.

**Vermin**, includes rodents, reptiles, arachnids and insects of all descriptions.

**FOOTNOTES:**

- 1. *Local Government Act 1993*
- 2. *Food Act 2003*
- 3. *Hastings Local Environment Plan 2011*
- 4. *Roads Act 1993, Dictionary.*

## 6. PROCESS OWNER

Environmental Health Officer

## 7. AMENDMENTS

This Policy originally came into effect 13 November 2006. The current amendments to this Policy are administrative in nature, with a view to clarifying the process, responsibilities and requirements for Not for Profit and Profit organisations.

Appendix 1 – Criteria Council consider when determining applications – Mobile Food Vending reworded.

Appendix 2 – Criteria Council consider when determining applications – Temporary Food Stall - Commercial/Private Gain - reworded.

Appendix 3 - Criteria Council consider when determining applications – Temporary Food Stall - Charitable/Community Group - new.

Appendix 4 – Temporary Food Stall Checklist – new.

**Removed the Superseded Forms and Maps:**

Appendix 3 – Map for Zones, Neighbourhood Shopping Centres etc.

Appendix 5 – Application to Operate a Mobile Food Vending

Appendix 6 – Application to Operate a Temporary Food Stall

**PART 1: CRITERIA FOR DETERMINATION OF APPLICATIONS****General Matters for Consideration****1. Mobile food vending vehicle**

The food risk rating of a mobile food business will be determined by Council's Environmental Health Officer (EHO) in accordance with the Australia New Zealand Food Authority's Priority Classification System for Food Businesses.

The criteria to be used by the EHO in assessing the application should include all the relevant provisions contained in the Food Act 2003 and the Food Regulation 2015, the Australian New Zealand Food Standards Code as set out in Appendix 1 to this Policy.

Prior to the issuing of an approval under this Policy, the mobile food vending vehicle must be presented to Council for inspection by an EHO.

**2. Temporary Food Stall – Commercial/Private gain**

Prior to the issuing of an annual approval for a temporary food stall under this Policy, the applicant is to arrange for an inspection of the food stall set up prior to operation of the stall and before any food is prepared or sold.

The criteria to be used in assessing a temporary food stall for approval should include all the relevant provisions contained in the Food Act 2003 and the Food Regulation 2015, the Australian New Zealand Food Standards Code, NSW Food Authority's 'Guidelines for Food Business at Temporary Events' as set out in Appendix 2 to this Policy.

Where there is an intention for a Temporary Food Stall to operate on a footpath, refer to Council's Policy for Commercial Activities on Council Managed Land.

**3. Temporary Food Stall – Charitable/Community Groups**

An application is required. No fee normally payable, however, a request for written approval will incur an administration fee.

The criteria to be used in assessing a temporary food stall application should include all the relevant provisions contained in the Food Act 2003 and the Food Regulation 2015, the Australian New Zealand Food Standards Code, NSW Food Authority's 'Guidelines for Food Business at Temporary Events' as set out in Appendix 3 to this Policy.

**PART 2: OTHER MATTERS RELATING TO APPROVALS****Applications for Approval of Mobile Food Vending Vehicles or Temporary Food Stalls**

Refer to the Appendix pages for information on requirements.

- Applications must be made on the approved form available on Council's website and must be accompanied by the appropriate application fee.
- All supporting documentation must be provided with application.
- Each vehicle and/or stall must have an individual application form completed.
- Any application involving Traffic Safety and Management may be referred to Council's Traffic Engineers for comment.
- Refer to Inspections for further information.

Written approval must be obtained from Council prior to operation and are valid for up to 12 months.

NOTE: Regular participants in markets (i.e. weekly/monthly) will require an annual approval and their stall needs to be inspected at least once annually.

**4. Inspections****a. Mobile Food Vending Vehicles**

All mobile food vehicles operating in the Port Macquarie-Hastings Local Government Area must be presented for inspection prior to approval or renewal, or as requested by Council, at any of Council's Offices by prior arrangement with Council's EHO. At which time the vehicle needs to be set up in a 'ready to trade' state.

In accordance with the provisions of the Food Act 2003, Council Authorised Officers may inspect vehicles at any time during operation.

NOTE: Following a successful inspection an annual approval letter will be issued. The approval must be retained in the vehicle at all times of operation and available for viewing, upon request by an 'authorised person'.

**b. Temporary Food Stalls – Commercial/Private gain**

Annual temporary food stalls must be presented for inspection in a 'ready to trade' state prior to the sale or preparation of food. An appointment must be made with Council's EHO for an inspection.

In accordance with the provisions of the Food Act 2003, Council Authorised Officers may inspect food stalls at any time during operation.

NOTE: Following a successful inspection an annual approval letter will be issued. The approval must be kept on site and available for viewing, upon request by an 'authorised person'.

**c. Temporary Food Stalls - Charitable/Community Groups**

Site inspection may be conducted from time to time.

## 5. Fees

Fees for the assessment of applications, the issuing of approvals and the conducting of all inspections are determined by Council each year and are contained within Council's "Adopted Fees & Charges".

Applications will be considered for approval upon payment of the approved fee.

The application fee includes the cost of the initial inspection.

Additional inspection fees may be charged for all additional inspections of mobile food vending vehicles and temporary food stalls.

NOTE: Charities/Community Groups operating temporary food stalls at carnivals, festivals, private property or the like, are not required to pay the application fee. However, they must still make application and comply with the criteria set out in Appendix 3 of this Policy. Fees may be required in the case of a reinspection or requested written response, in accordance with Council's fees and charges schedule.

## 6. Use of Separate Premises

Use of separate premises for the storage or preparation of food in conjunction with a mobile food vending vehicle, either within or outside the Port Macquarie- Hastings Local Government Area, may require Development Consent under the Environmental Planning and Assessment Act 1979.

Where the use of premises is outside the control of Port Macquarie-Hastings Council, a copy of the approval from the relevant Council and copies of the most recent inspection reports must be provided with the initial application, or the first renewal application following the adoption of this Policy.

## 7. Noise

Use of amplified music, bells or a public address system is restricted to the approved hours of operation on any day. The use of such equipment is also prohibited whilst the vehicle is stationary. Noise complaints from the operation of food vehicles and temporary stalls will be dealt with in accordance with the above requirements and the relevant noise control legislation. Details of all noise generating equipment must be provided to Council with the application.

## 8. Waste Management

Mobile vendors and temporary food stall operators are required to be responsible on a daily basis for the waste materials that they generate. Waste materials such as food packaging and the like should be collected in bins or suitable receptacles, bagged or contained, and stored and disposed of at the cost of the operator. Where reasonable and feasible, packaging used for the sale of food should be selected for its suitability for recycling in the relevant local Council area and recycled where possible. Details of how waste will be managed must be provided with the application.

## 9. Signage

Approval under this Policy does not infer any approval for the erection or display of any sign or sign structure not directly attached to the mobile vending vehicle or temporary food stall.

Signage on roads relating to the vending activity is prohibited. Traffic Control signage is only permitted provided it is approved as part of a Traffic Management Plan.

#### 10. Road Transport Rules

All the provisions of the Road Transport Act 2013 No 18 must be complied with. The vehicle operator must comply with such road rules with respect to period parking restrictions, obstruction of sight lines, traffic signals and road signage.

#### 11. Prohibited Zones, Neighbourhood Shopping Centres, Roads

The selling of goods from mobile food vending vehicles is prohibited within 300 metres of a commercial zone, a retail shop selling a similar product and along classified, arterial, sub-arterial or collector roads and all other roads with speed limits exceeding 60 km/h, and within school zones when reduced speed limits are applicable.

#### 12. Chosen Route

A copy of planned routes shall be included in the Traffic Management Plan that is to be submitted with the Mobile Food Vending application for approval by Council Traffic Engineers.

#### 13. Stopping Time and Distance Between Stops - Street Vending

Mobile vending can be carried out for a maximum of 10 minutes at any one position (unless continuously serving or requested by an authorised officer to leave the area). After stopping to vend, the vending vehicle must drive a minimum of 100 metres before again stopping to vend.

#### 14. Hours of Operation

The standard hours of operation for mobile food vendors are from 8.00 a.m. to during hours of darkness.

However, operators may make application to vary these hours. Proposed hours of operation must be nominated on the application form and the traffic management plan must demonstrate that appropriate traffic safety mechanisms will be in place to manage traffic and public safety risks.

#### 15. Owner/Operator Insurance

The vehicle owner/operator must keep an insurance Policy in respect to 3<sup>rd</sup> party and public liability of an amount of not less than \$15 million (for each accident or event) and shall provide to Council, with the application form and at any other time on request, a certificate of currency for that insurance policy. The Policy must also insure against any action that may arise from damage to property or injury to any person using the footpath or public road in the vicinity of the activity from which approval is sought.

#### 16. Penalties applicable to approvals

The penalties for failure to obtain an approval or failure to comply with an approval for a mobile food vending vehicle or a temporary food stall, are as set out in the Local Government Act 1993 and the Local Government (General) Regulation 2005. A summary of the penalties is as follows:

Penalties under the Local Government Act 1993, are:

**Section 626 – Failure to obtain approval** carries a maximum penalty of 20 penalty units and an on the spot fine of 2 penalty units.

**Section 627 – Failure to comply with terms of the approval** carries a maximum penalty of 20 penalty units and an on the spot fine of 1 penalty unit.

NOTE: Penalties for offences are expressed in penalty unit. The amount of a penalty unit is \$110 (at the time of adoption of this Policy). Other penalties may also apply as relevant under the Food Act 2003, the Food Regulation 2015 and the Protection of the Environment Operations Act 1997.

#### 17. Revoke or Amend an Approval to Operate

Where it is found that a condition of any approval to operate has not been complied with Council may decide to either modify or revoke the approval.

#### 18. Enforcement agency

All food businesses, which include mobile food vendors and temporary food stall vendors, are required to register their business with the relevant food safety enforcement agency by submitting a Registration form and fee to Council.

APPENDIX 1 - CRITERIA COUNCIL CONSIDER WHEN DETERMINING APPLICATIONS  
MOBILE FOOD VENDING VEHICLE

1. An application for a mobile food vending vehicle must be made using an approved application form and payment of an application fee (refer Council's website).
2. Drawings that accompany application must be to draftsperson standard, illustrating vending vehicle layout.
3. The construction and fitout of the mobile food vending vehicle must comply with relevant requirements of the Food Act 2003 and the Food Regulation 2015, incorporating the Australian New Zealand Food Standards Code.
4. The Food business must be registered with the relevant enforcement agency (Council).
5. If vehicle is not kept in the local government area, supply proof of Food Act 2003 Registration with the home Council.
6. Vending route and traffic management plan.
7. Proof of Vehicle Registration.
8. Current Certificate of Third Party Property Damage Insurance (\$10,000,000).
9. Current Certificate Public Liability Insurance (\$10,000,000).
10. Approval and registration of a mobile food vending vehicle is subject to an inspection of the vehicle. Make arrangements with Council's Environmental Health Officer for an inspection of the vehicle in 'ready to trade state'.
11. Guidelines for all aspects of Mobile Food Vending operation, including construction of vehicle, are available at [www.foodauthority.nsw.gov.au](http://www.foodauthority.nsw.gov.au).

## NOTE:

1. Food vending vehicle includes any vehicle, whether mobile or stationary, used for the purpose of selling any article of food.
2. Roadside stalls are only permitted in the Port Macquarie-Hastings local government area with prior development consent under the provisions of the Hastings Local Environment Plan 2011, and cannot be approved under this Policy.
3. Where the Environmental Health Officer (EHO) is satisfied that any requirement of these criteria is inappropriate, or is not reasonably practicable in any particular case, the EHO may vary the requirement provided that there is no significant reduction in construction or hygienic requirements and the general intent of the Policy.
4. Food vending vehicles are permitted to operate as follows:
  - a) By standing on a permitted public road only for such period of time as the operator may be engaged in serving a customer and must keep moving once that customer is served. After stopping to vend, the vending vehicle must drive a minimum of 10metres before again stopping to vend.
  - b) As a food stall in conjunction with a regular sporting event, fete, fair, festival, carnival, community market or similar event held on a public place or reserve with the written consent of the event organiser, lessee, or seasonal event hirer. A site plan identifying the location of trades will also be required.
5. Food vending vehicles must not operate:
  - a) As a roadside stall (ie stationary for more than 10 minutes without serving a customer).
  - b) As a stall to sell food to the public on any site that first requires development consent under the Environmental Planning and Assessment Act 1979 for that use.



APPENDIX 2 – CRITERIA COUNCIL CONSIDER WHEN DETERMINING APPLICATIONS  
TEMPORARY FOOD STALL - COMMERCIAL/PRIVATE GAIN

1. An application for a temporary food stall must be made using an approved application form and payment of an application fee (refer Council's website).
2. The construction and fit-out of the temporary food stall must comply with relevant requirements of the Food Act 2003 and the Food Regulation 2015, incorporating the Australian New Zealand Food Standards Code.
3. Council may, prior to approval, require an inspection of the stall in 'ready to operate state', which shows satisfactory compliance with this Policy. At which time, arrangements with Council's Environmental Health Officer will be made.
4. Guidelines for 'Food Business at Temporary Events' are available at [www.foodauthority.nsw.gov.au](http://www.foodauthority.nsw.gov.au) and a Checklist is available, refer Appendix 4.

NOTE: Where the Environmental Health Officer (EHO) is satisfied that any requirement of these criteria is inappropriate, or is not reasonably practicable in any particular case, the EHO may vary the requirement provided that there is no significant reduction in construction or hygienic requirements and the general intent of this policy.

APPENDIX 3 – CRITERIA COUNCIL CONSIDER WHEN DETERMINING APPLICATIONS  
TEMPORARY FOOD STALL – CHARITABLE/COMMUNITY GROUP

1. Organisation must be Charitable/Community Group (refer Definitions).

An application for a temporary food stall must be made using an approved application form for each occasion. Multiple applications for one site can be made on one form by providing a date range. Refer to Council's website for a form. No fee is payable, however, a request for written approval will incur an administration fee.

2. The construction and fitout of the temporary food stall must comply with relevant requirements of the Food Act 2003 and the Food Regulation 2015, incorporating the Australian New Zealand Food Standards Code.
3. Guidelines for 'Food Business at Temporary Events' are available at [www.foodauthority.nsw.gov.au](http://www.foodauthority.nsw.gov.au) and a Checklist is available, refer Appendix 4.
4. Inspections of facilities will be made from time to time.

## NOTE:

1. Where the Environmental Health Officer (EHO) is satisfied that any requirement of these criteria is inappropriate, or is not reasonably practicable in any particular case, the EHO may vary the requirement provided that there is no significant reduction in construction or hygienic requirements and the general intent of this policy.
2. Local sporting groups and the like who sell food from canteens, stalls, barbeques or the like at weekend competition games, must make application (with fee exemption) prior to the beginning of each season.

## APPENDIX 4 – TEMPORARY FOOD STALL CHECKLIST

The following is an excerpt from the NSW Food Authority's 'Guidelines for Food Business at Temporary Events' that Port Macquarie-Hastings Council has adopted as approval criteria for temporary food stalls. A full copy is available at [www.foodauthority.nsw.gov.au](http://www.foodauthority.nsw.gov.au).

	HAVE YOU...?	Yes	No
1	Received the necessary Approvals:		
	NSW Food Authority for high risk foods		
	Council for:		
	• home based operations		
	• setting up at the event		
	• satisfactory 'ready to trade' inspection		
2	Notified your food business details to the relevant Authority		
3	Public indemnity insurance		
4	Asked about inspection fees		
5	Checked your stall will:		
	• be located in a dust-free area, away from toilets and garbage bins		
	• have sufficient supply of potable water		
	• have adequate wastewater disposal facilities		
	• have adequate garbage bins		
	• have power		
	• have suitable construction – floor, walls and ceiling		
	• have food handling facilities for storage, cooking, hot/cold holding, preparation and serving		
	• have cleaning and wash-hand facilities		
	• address safety issues – fire control and Work Health & Safety issues		
6	Provided a suitable vehicle and containers for the transport and storage of the food		
7	Addressed food handling requirements		
	• all food handlers have adequate skills and knowledge for their activities		
	• check if there are potentially hazardous foods involved. If Yes, then have you?		
	○ provided adequate hot or cold storage facilities (e.g. portable coolrooms, adequate supply of ice, hot boxes)		
	○ checked that there is a thermometer		
	○ checked a sanitiser is available		
	○ checked that frozen foods can be correctly thawed		
	○ organised designated staff to handle money only, while other staff serve ready-to-eat food using tongs or gloves		
	○ provided adequate measures to protect food from contamination (e.g. lidded containers, sneeze barriers)		
	○ checked that eating and drinking utensils are protected from contamination until use		
	○ minimised the need for re-useable dinnerware and tableware		
	○ packaged food is appropriately labelled		
	○ adequate shelving so food is not stored on the ground		
	○ checked that hand washing supplies, including soap and paper towels, have been provided		

If you answered NO to any of these questions (except having potentially hazardous foods), then you may need to discuss these issues with council and/or change your management plan, before the event begins.



## MOORING AGREEMENT FOR LADY NELSON WHARF POLICY

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<b>Responsible Officer</b>	Manager Parks & Recreation
<b>Contact Officer</b>	Parks Coordinators Administration Officer – Parks & Recreation Manager Parks & Recreation <a href="mailto:hastings@pmhc.nsw.gov.au">hastings@pmhc.nsw.gov.au</a> Tel: 6581 8111
<b>Authorisation</b>	Name of authorising individual or Council. Date of authorisation.
<b>Effective Date</b>	List the date this policy comes into effect [DD/MM/YYYY]
<b>Modifications</b>	Record of all amendments and modifications to this policy, including dates that amendments were approved, and/or came into effect
<b>Superseded Documents</b>	None
<b>Review</b>	Manager Parks & Recreation September 2010
<b>File Number</b>	All documents relating to the policy development, communication, implementation and review must be held on a PMHC registered file. Contact the Records Section.
<b>Associated Documents</b>	None

### 1. INTRODUCTION

This policy was developed to ensure that Lady Nelson Wharf would be accessible

### 2. POLICY OBJECTIVE

The purpose of this policy is to give direction to persons wanting to moor at Lady Nelson Wharf

### 3. POLICY SCOPE

This policy applies to all boats and personal water craft wanting to moor at Lady Nelson Wharf

### 4. DEFINITIONS

N/A

## 5. LEGAL & POLICY FRAMEWORK

Local Government Act 1993.

## 6. POLICY STATEMENT

### Visiting Boats:

Large significant vessels (eg. Navy or Historic Vessels) may moor at the wharf up to 72 hours, subject to space being available. Council will take bookings for significant vessels. Application may be made to book space at the wharf for an extended defined period.

Private sailing/motor boats may moor at the wharf up to 72 hours, subject to space being available. Bookings will not be taken.

Duration of stay permitted will be subject to the nature of the visit and space availability.

Vessels will be required to moor to allow casual boating users access to the eastern section of the wharf.

### Commercial and Charter Boats:

A vessel picking up or setting down passengers for a cruise may moor at the wharf a maximum of half an hour (30 mins) prior to the cruise and a maximum of half an hour (30 mins) after the cruise.

### Local Private Boats:

Local private boats may moor at the wharf to pick up passengers a maximum of half an hour (30 mins) prior to departure and a maximum of half an hour (30 mins) to set-down passengers.

## 7. IMPLEMENTATION

Implementation is the responsibility of Council's Parks & Recreation section.

### 7.1 Roles and Responsibilities

Applications for beach permits Enforcement	Administration Officer – Parks & Recreation Parks Coordinators; Compliance Staff
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### 7.2 Support and Advice

Administration Officer – Parks & Recreation  
Manager Parks & Recreation

### 7.3 Communication

Council will inform the community about changes to this policy through media releases.  
Parks & Recreation staff will inform relevant Council Officers about changes to this policy.

### 7.4 Procedures and Forms

None

**7.5 Guidelines**

None

**8. REVIEW**

Review by Manager Parks & Recreation September 2010



Authorised by: Executive Group  
Authorised date: 12/07/2018  
Effective date: 12/07/2018  
Next review date: 11/07/2020  
File Number: D2018/121437

## OUTDOOR DINING POLICY

### 1. INTRODUCTION

The purpose of this policy is to provide a framework for making decisions regarding outdoor dining which encourages uses that add vitality and interest to the streetscape of towns and suburbs within Council's Local Government Area in a safe and beneficial manner.

The objectives of this Policy are:

- To encourage uses that add vitality and interest to the streetscape of towns and suburbs within Council's Local Government Area.
- To provide attractive surroundings for outdoor dining and refreshment.
- To support local economic development and commercial vitality.
- To ensure surrounding properties are not adversely impacted upon by outdoor dining activities either visually, or by the conduct and nature of those activities.
- To ensure adequate and safe space is available for use of footpaths and or road reserves for general pedestrian circulation and to ensure pedestrian and traffic safety are not compromised by outdoor dining activities.
- To allow the placing and erection of suitable structures, displays, planter boxes and furniture that do not excessively separate or close off areas from the general streetscape or interfere with safe public and pedestrian access, or other business uses.
- To ensure that footpaths and or road reserves are maintained in a manner conducive to the maintenance of public health standards, public access and the attractiveness of the areas as a civic space.
- To ensure that only high quality, attractive furniture and structures of a standard deemed suitable by Council are used in the outdoor dining areas.
- To apply common or consistent requirements and procedures to all applications for the use of a footpath and or road reserve for purposes of outdoor dining ancillary to an existing or a new food business.
- To specifically detail Council's policy requirements with regards to applications for the use of footpaths and or road reserves for purposes of outdoor dining ancillary to an existing or a new food business.
- To enhance the Port Macquarie-Hastings' image in keeping with Council's Vision: "A sustainable high quality of life for all" and Council's Mission: "To provide regional leadership and meet the community needs in an equitable and inclusive way that enhances the area's environmental, social and economic qualities".

### 2. POLICY STATEMENT AND SCOPE

- a) This policy applies to Council staff making decisions on outdoor dining.
- b) All applications for Approval under section 125 of the *Roads Act 1993*, to occupy a footpath and or road reserve for purposes of outdoor dining ancillary to an existing or a new food business are to be handled in accordance with Port Macquarie-Hastings Council's Outdoor Dining Procedure.
- c) The Outdoor Dining Procedure will be reviewed at a minimum every 2 years in line with relevant legislation and industry standards.
- d) The Outdoor Dining Procedure will be amended accordingly and approved to the satisfaction of the relevant Director.

**3. RESPONSIBILITIES AND AUTHORITIES**

This policy applies to Council staff making decisions on outdoor dining.

**4. REFERENCES**

- Section 125 *Roads Act 1993*
- Section 68 of the *Local Government Act 1993*; and
- Port Macquarie-Hastings Council's Outdoor Dining Procedure.

**5. DEFINITIONS**

Not applicable.

**6. PROCESS OWNER**

Property and Leasing Coordinator

**7. AMENDMENTS**

Minor amendments authorised by the Executive Group 29/06/16.





## PARKS AND RESERVES USE POLICY

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<b>Responsible Officer</b>	Manager Parks & Recreation
<b>Contact Officer</b>	Parks Coordinators Manager Parks & Recreation <a href="mailto:hastings@pmhc.nsw.gov.au">hastings@pmhc.nsw.gov.au</a> Tel: 6581 8111
<b>Authorisation</b>	Name of authorising individual or Council. Date of authorisation.
<b>Effective Date</b>	List the date this policy comes into effect [DD/MM/YYYY]
<b>Modifications</b>	Record of all amendments and modifications to this policy, including dates that amendments were approved, and/or came into effect
<b>Superseded Documents</b>	Development of Reserves by adjoining owners
<b>Review</b>	Manager Parks & Recreation September 2010
<b>File Number</b>	All documents relating to the policy development, communication, implementation and review must be held on a PMHC registered file. Contact the Records Section.
<b>Associated Documents</b>	Tree Preservation Order Trees on Public Property Tree Preservation – Private Land

### 1. INTRODUCTION

This policy was developed to give direction to the community about permissible activities within council controlled parks and reserves.

### 2. POLICY OBJECTIVE

The objectives of this policy are to:

- Protect and preserve the flora, fauna and visual amenity of the park or reserve
- Prevent unauthorised encroachments and activities on parks and reserves
- Outline the application process for those activities that may be undertaken by landholders adjoining parks or reserves
- Provide appropriate action for non-compliance with this policy.

### 3. POLICY SCOPE

This policy applies to all land that is managed by Council either directly or as trustee for other agencies.

#### 4. DEFINITIONS

None.

#### 5. LEGAL & POLICY FRAMEWORK

Local Government Act 1993  
Crown Lands Act 1989

#### 6. POLICY STATEMENT

##### Encroachments

The construction of physical structures by or for the adjoining owner or tenant in the park or reserve will not be permitted.

The stockpiling or storage of any material or object by or for the adjoining owner or tenant in the park or reserve will not be permitted.

Tree planting and the establishment of gardens within parks and reserves is not permitted without the consent of Council.

Unapproved encroachments may result in removal of any structures, materials or objects at the landholder's cost, or direction may be given from Council for the items to be removed by the landholder at the landholder's expense.

##### Access

The use of a public reserve for permanent access to a property will not be permitted.

Any person wishing to gain access through a park or reserve for any activity on an adjacent private lot is required to apply, in writing, prior to the work commencing, for approval to do so. If approval is issued, written consent and instructions will be forwarded to the applicant.

A performance bond of \$2,000 must be lodged with the written request.

It will be a condition of any building approval granted where the work requires access by way of a park or reserve that the performance bond be required as a condition of any approval granted.

The Director of Infrastructure Services be authorised to expend all or part of the performance bond if damage has been caused to the reserve and cannot be reasonably repaired by the applicant in a period of four (4) weeks of the completion of the building.

##### Vegetation

The pruning or removal of trees and planting of trees in parks and reserves requires approval from Council. Please refer to the following associated policies:

- Trees on Public Land
- Tree Preservation Order

The clearing of grass will be permitted up to a maximum of five (5) metres from the property boundary, except in areas:

- classified as *SEPP 14 Coastal Wetlands*
- protected by *SEPP 26 Littoral Rainforest*

- classified as *Endangered Ecological Communities* under the *Threatened Species Conservation Act* or *Environment Protection and Biodiversity Conservation Act*
- zoned as 7(h) *Environmental Protection - Habitat*

Any greenwaste generated by these activities is to be left on the ground to decompose. Piles of greenwaste must not be created.

### **Fences**

Under the provisions of Section 25 of the Dividing Fences Act 1991, no liability is imposed on Council to contribute to the replacement or erection of any fence adjoining a park or reserve area.

### **Stormwater**

Approval is required to direct stormwater onto or through a park or reserve from an adjoining property.

## **7. IMPLEMENTATION**

Implementation is the responsibility of Council's Parks & Recreation section.

### **7.1 Roles and Responsibilities**

Applications for use	Administration Officer – Parks & Recreation
Enforcement	Parks Coordinators; Compliance Staff

### **7.2 Support and Advice**

Administration Officer – Parks & Recreation  
Manager Parks & Recreation  
Parks Coordinators

### **7.3 Communication**

Council will inform the community about changes to this policy through media releases.  
Parks & Recreation staff will inform relevant Council Officers about changes to this policy.

### **7.4 Procedures and Forms**

(Identifies any separate procedure, documents or forms that must be used in relation to this policy).  
This section is not mandatory.

### **7.5 Guidelines**

None

## **8. REVIEW**

Review by Manager Parks & Recreation September 2010.



Authorised by: Executive Group  
Authorised date: 14/08/2018  
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## Council Policy

### PORT MACQUARIE ENTERTAINMENT PRECINCT EVENT USE POLICY

#### 1. INTRODUCTION

The Port Macquarie Entertainment Precinct is the most heavily used and important area of public space in Port Macquarie. The precinct includes the Town Green and Lady Nelson Wharf, the Town Square, Clarence Street between Hay Street and Short Street, Short Street between Clarence Street and the foreshore, and Hay Street from the Glasshouse Forecourt to the Town Green (refer to map - Appendix 1).

The precinct is within the central business district and is often the focal point for many major and community events.

Council understands that events play a key role in building strong communities through:

- Providing opportunities for cultural enrichment, leisure, arts and sport
- Enhancing community identity and making the Port Macquarie - Hastings a better place to live
- Promoting economic vitality for host communities and building the profile of the area
- Fostering partnerships, co-operation and communication within the community
- Promoting social and cultural diversity
- Creating volunteer participation and skill development opportunities
- Improving levels of civic pride.

#### 2. POLICY STATEMENT AND SCOPE

The purpose of this policy is to:

- provide guidance to the community and other users on appropriate uses of the Port Macquarie Entertainment Precinct
- to provide fair and equitable use of the space by all sectors of the community
- generate activation of public spaces within the entertainment precinct

This Policy applies to commercial, community group or other not for profit event organisers who stage events within this defined entertainment precinct for the enjoyment of our local community and visitors to our region. Council recognises the need for safe and successful events and seeks to work collaboratively with groups and organisations to develop and provide a range of events for Port Macquarie - Hastings residents and visitors to our area.

This policy does not apply to applications for leasing of land within the entertainment precinct.

#### POLICY

Council will:

- provide a variety of event spaces within the entertainment precinct that aim to fulfil the community's social and recreational needs
- support best management practices for the council controlled spaces within the entertainment precinct while recognising community needs and council responsibilities
- ensure open space assets are preserved utilising a sustainable, holistic approach
- develop and maintain detailed procedures relating to the use of open space to guide and ensure consistency in day to day decision making about that use
- develop and implement a simpler approvals process to encourage activation of the entertainment precinct
- identify areas within the precinct that support lighter, quicker, cheaper event opportunities

- strive to create an appropriate balance between events and passive public use of the precinct
- seek to balance the need for activation using road infrastructure with the access needs of property owners, businesses and the community.
- seek to limit event impacts on infrastructure and turf quality within the Town Green by encouraging use of other suitable event venues within, and near to, the entertainment precinct. For example, event use of the Hay Street Forecourt, Town Square, Town Beach Reserve and Westport Park
- support ad hoc use of the entertainment precinct by commercial operators, providing this use does not restrict or limit broader community use of surrounding spaces

Council will not:

- support private functions within the entertainment precinct (e.g. weddings)
- support the sustained use of the entertainment precinct spaces as an extension of an existing business premises, where it is deemed this may compromise use by the broader community.

To ensure that events conducted in the entertainment precinct are safe, well run, held in suitable locations and do not unduly impact on residents, businesses or the environment, Council requires event organisers to complete a formal application. Applications will be assessed and where appropriate, organisers will be issued with formal approval to host the event. The approval will include conditions of consent with which the event organisers must comply with at all times. Please note that some events may also require formal approval from other agencies such as Roads & Maritime Service and NSW Police.

A recovery or restoration period may be required where damage to infrastructure results from events. The General Manager has discretion to change the event venue for events which are programmed during the recovery/restoration period.

The General Manager will be the delegate for the interpretation and implementation of the policy where uncertainty or unique circumstances exist.

### **3. RESPONSIBILITIES AND AUTHORITIES**

#### **3.1 Roles and Responsibilities**

The following Council officers are responsible for the implementation of this Policy:

- Parks Management Officer
- Recreation and Facilities Manager
- Administration staff (Recreation & Buildings, Transport & Stormwater Network)
- Roads Safety Officer/Traffic & Transport Engineers

The following Council officers are responsible for the adherence to this Policy:

- Group Manager Recreation & Buildings
- Group Manager Transport & Stormwater Network

#### **3.2 Support and Advice**

The following Council officers may provide support and advice on this Policy:

- Parks Management Officer
- Administration staff (Recreation & Buildings, Transport & Stormwater Network)
- Customer Services staff
- Roads Safety Officer/Traffic & Transport Engineers
- Major Events Manager
- Community Participation Manager

#### **3.3 Communication**

Policy will be communicated utilising the Port Macquarie-Hastings Making of Council Policy process.

### 3.4 Procedures and Forms

In staging an event within the Port Macquarie Entertainment Precinct, the following applications are required to be completed for event approval:

- 3.4.1 Port Macquarie-Hastings Council Application to Stage an Event (for events within a reserve).
- 3.4.2 Port Macquarie-Hastings Council Application for Use of Public Road (events within a road reserve).

### 3.5 Guidelines

The following guidelines will assist event organisers in planning for the staging of their event within the Port Macquarie Entertainment precinct:

- 3.5.1 RMS Guide to Traffic and Transport Management for Special Events
- 3.5.2 Port Macquarie-Hastings Council Event Organiser's Toolkit

## 4. REFERENCES

Local Government Act 1993  
Roads Act 1993  
Port Macquarie-Hastings Council Making of Council Policy  
Port Macquarie-Hastings Council Application to Stage an Event  
Port Macquarie-Hastings Council Event Organiser's Toolkit  
RMS Guide to Traffic and Transport Management for Special Events

## 5. DEFINITIONS

Event: Any organised activity that takes place wholly or partly on public land (including roads, footpaths, parks, council venues and sports grounds) that requires approval from Council and/or other government agencies.

## 6. PROCESS OWNER

The Group Manager Recreation & Buildings and Group Manager Transport & Stormwater Network are responsible for this Policy.

## 7. AMENDMENTS

N/A

**PORT MACQUARIE ENTERTAINMENT PRECINCT**  
**1:1,500**

**Appendix 1**  
**Port Macquarie Entertainment Precinct**

0 12.5 25 50 75 100  
Metres

**DISCLAIMERS**  
This map was produced by the participating information providers in accordance with the conditions available to Port Macquarie Hastings Council from the Department of Land & Water.  
The data was captured at a scale of 1:20,000 for land areas and 1:40,000 for water areas. It is not intended to be used for navigation or other purposes where a higher level of accuracy is required. It is not a substitute for a professional survey or other more detailed information. It is not to be used for any purpose other than that for which it was prepared. It is not to be used for any purpose other than that for which it was prepared. It is not to be used for any purpose other than that for which it was prepared.

# 3 Your Business and Industry

## What we are trying to achieve

A region that is a successful place that has vibrant, diversified and resilient regional economy that provides opportunities for people to live, learn, work, play and invest.

## What the result will be

We will have:

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

## How we will get there

- 3.1 Embrace business and a stronger economy
- 3.2 Create vibrant and desirable places
- 3.3 Embrace opportunity and attract investment to support the wealth and growth of the community
- 3.4 Partner for success with key stakeholders in business, industry, government, education and the community





# Port Macquarie-Hastings Economic Development Strategy 2022 - 32





## Acknowledgment of Country

### **Yii Birrbay Barray**

This is Birpai Country

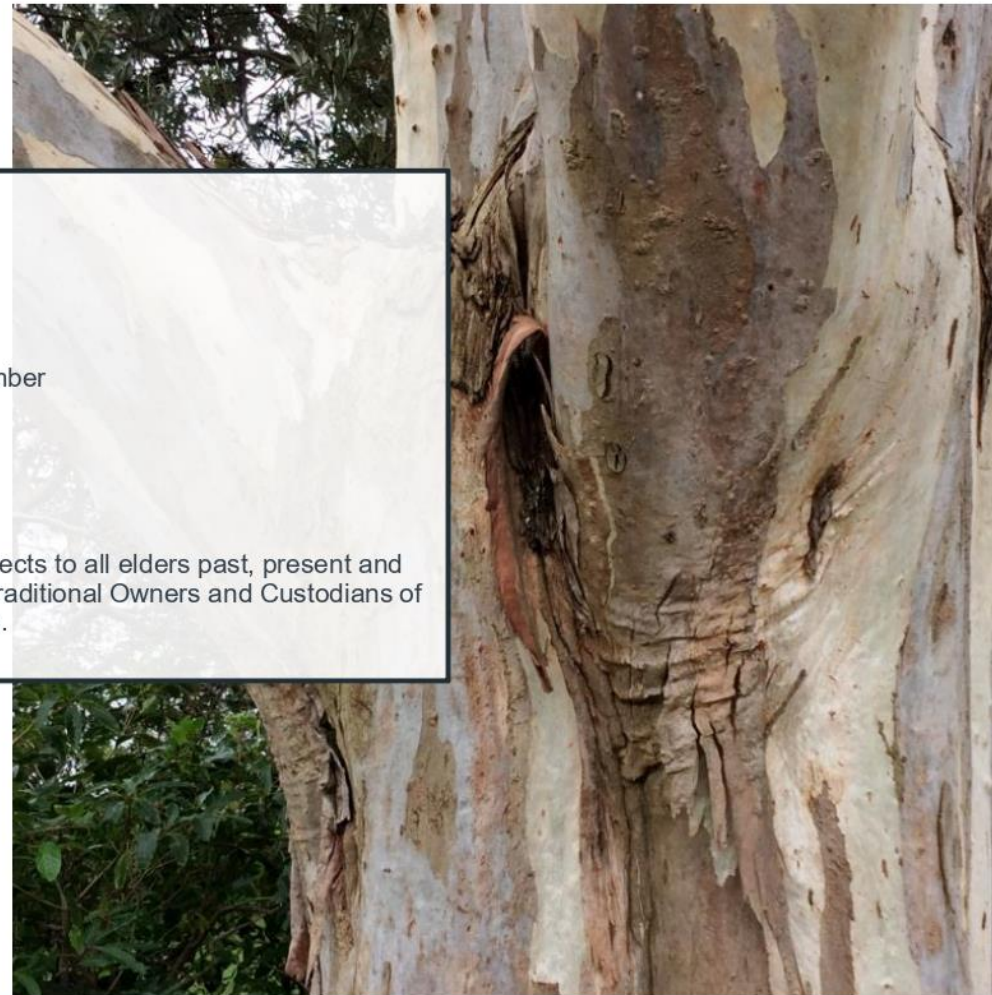
**Nyura yii-gu mara-la barray-gu, nyaa-gi, ngarra-gi**

You have come here, to the country to see, listen and remember

### **Gathay Nyiirun Wakulda**

Let's all go together as one

We acknowledge that we are on Birpai country and pay respects to all elders past, present and emerging. We acknowledge the ongoing connection to the Traditional Owners and Custodians of the lands and waters of the Port Macquarie-Hastings Region.



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## Port Macquarie-Hastings Economic Development Strategy

## A Vision of 2032: An Ambitious Economic Future

Strong sustainability principles, connection to our natural values and a resolve to protect our way of life have underpinned the success of our region, Port Macquarie-Hastings and its collective townships and rural areas.

Challenging the status quo to recognise that economic development can mean more than just growth, we now celebrate our network of smaller townships and the hinterland that all leverage the transformation of Port Macquarie and its CBD.

The Port Macquarie CBD has shifted to become an 18-hour place activated through civic participation and events, connections to education and libraries, and a nationally recognised safe, laid-back night-time economy. Our amazing climate, local food and wine, and a burgeoning small bar scene operate sustainably, supported by a strong central resident population.

The development of diverse, compact forms of housing within the Port Macquarie CBD now support both retired residents and a vibrant student population. Concurrently, settlement planning has reinforced established towns and villages and improved the level of services and activity in main streets. As a result, new businesses have established in Wauchope, Laurieton and Kendall and rekindling local economies that were once reliant on Port Macquarie. Smaller centres such as Kew, Bonny Hills and Lake Cathie have also improved the number of services available to residents.

As the national population responded to the uncertainty of COVID-19 our local culture of resilience has placed wellbeing and community at the centre of economic recovery. The very reasons that visitors love to holiday in Port Macquarie-Hastings has attracted new working-age residents that have supported sustained economic growth for existing local businesses. The liveability of the region allows the community and visitors to connect with nature, reset and surf, sail, paddle, hike, or cycle throughout our region.

The capital investment in the Health and Education Precinct has now unlocked strong links between the University, Hospital, and industry. Innovation, research and development have now emerged as key activities for the precinct in addition to nationally recognised health services and tertiary education offering.

The wisdom of experienced business professionals and leaders has been leveraged to support a transformative culture of mentoring. The benefit of linking the latent experienced human capital of our region's retired population with energized young business owners and professionals has unlocked local employment and significant productivity improvements. As a result, Small and Medium Enterprise growth is now unmatched across regional Australia.

Community led initiatives with a focus on a sustainable and carbon neutral way of life have resulted in new forms of economic activity. Local approaches and investment in active transport infrastructure has also seen a transport mode shift across Port Macquarie-Hastings. While we do rely on our vehicles and the improved arterial network, significant investment in electric car charging, a safe and accessible vehicle separated cycling network and more efficient high frequency inter regional bus services have all assisted in shifting many residents and workers to different modes of transport.

Pilot programs that support housing affordability have been important strategies to support increased workforce participation for communities at risk. The provision of safe and affordable housing is now increasing access to work for lower skilled workers, while fostering an inclusive education environment. Lifelong learning is commonplace and ingrained in our culture, extending across early years through the larger aged population.

Activating place through events and business led initiatives throughout Port Macquarie-Hastings has been critical in differentiating the unique locations and highlighting visitor experiences, main street economies and the liveability of our collection of towns and villages.

When we look back on the last 10 years of investment and economic activity it is the link between community and our enviable lifestyle that we are most proud. We have changed and expanded local opportunities for meaningful work. But we still love the way we can live.



## Introduction

Port Macquarie-Hastings is the dominant municipality in the broader Mid North Coast region.

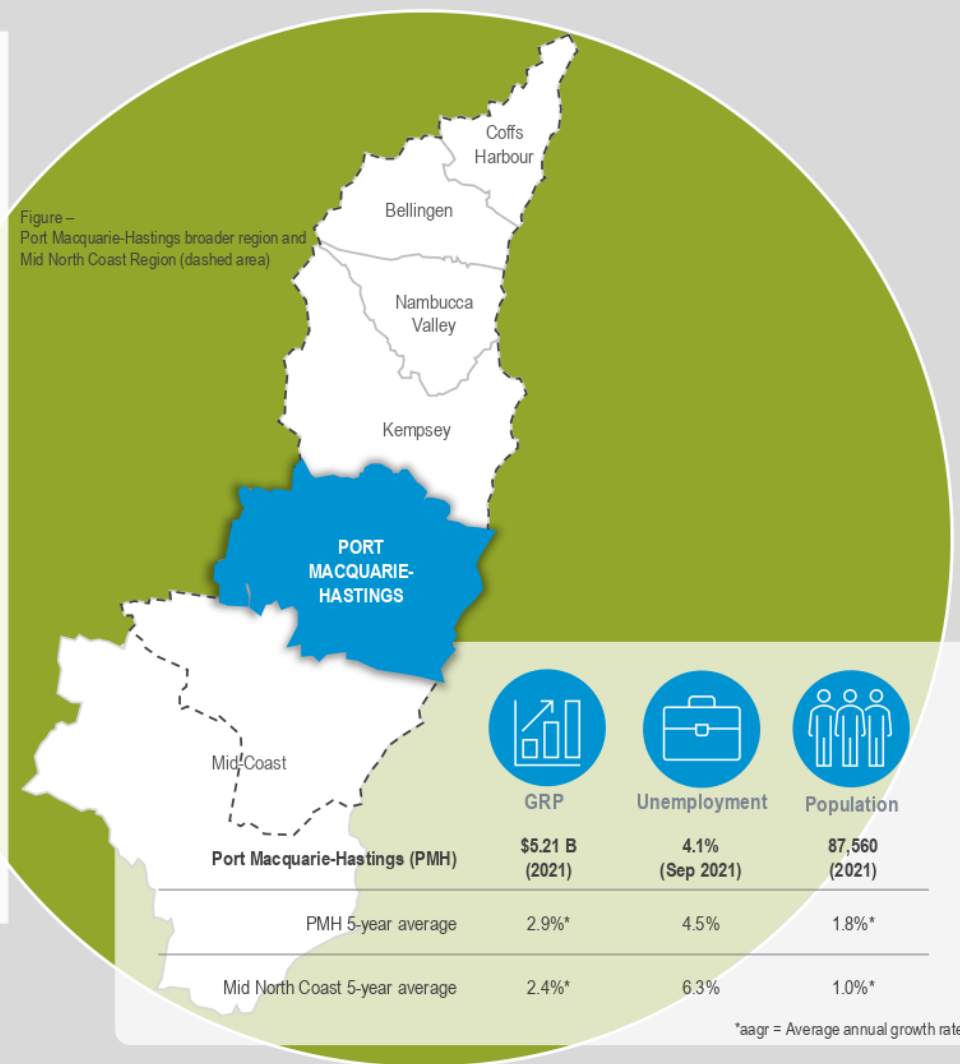
The local government area (LGA) contains significant landscapes that support environmental services for catchments, diverse ecosystems and iconic landscape features. The LGA is made up of a collection of villages and townships that occupy the hinterland, straddle the coast and the significant rivers within the region.

Home to 87,560 people, Port Macquarie-Hastings supports 29,368 jobs and has an annual economic output of \$9.953 billion. Port Macquarie-Hastings is a magnet for both visitors and a resident population as both cohorts are attracted by the highly liveable regional setting.

The following strategy outlines an approach to economic development which aims to increase the economic capacity of a local area and, in turn, improves the well-being of local communities. In this way, economic development is ultimately about progressing outcomes that benefit the local community.

Economic development is a co-responsibility between individuals, businesses, organisations and tiers of government. The Australian Government and New South Wales Government play significant roles in progressing economic development initiatives at broader regional and national scales. Local government plays an equally important role at the local level, undertaking a range of activities and initiatives in collaboration with local partners to promote the interests of the region.

However, businesses and non-government organisations are ultimately the ones that drive and deliver economic development through investment, service delivery, business growth, and local employment.







## Economic Development Framework



## Sustainability in Port Macquarie - Hastings

Sustainability is a process of ensuring the wise use and management of all resources whereby an acceptable balance is achieved across environmental, social and economic well-being considerations for current and future generations. Sustainability is a shared responsibility between government, business and the community with each party playing a critical role.

Port Macquarie - Hastings Council is currently developing a Sustainability Framework which sits at the highest level in Council's strategic planning to ensure that sustainability is considered in all Council strategies and plans.

Council in partnership with the community will strive for sustainable outcomes across the following four (4) Sustainability Pillars:

- **Environmental sustainability:** practices which protect, conserve, regenerate and enhance our natural, cultural and built heritage environment through active environmental stewardship and responsible natural resource management.
- **Social sustainability:** practices to support the capacity of current and future generations to create healthy and liveable communities. Socially sustainable communities are equitable, diverse, connected and provide a good quality of life.
- **Economic sustainability:** practices that support long-term economic opportunity and a healthy and thriving local economy.
- **Civic leadership and governance:** practices that support transparency, accountability, probity, management of effective services, equitable access to services, a commitment to working in partnership with our community, and capacity building within Council and the community. This also means that Council has the financial resources required to deliver services required by the community now and into the future.

Sustainability is a key theme that emerged through development of the economic development strategy (EDS) and is relevant to all areas of Council's strategies and policies.

In addition to Council's Sustainability Framework, the EDS aligns with the United Nations General Assembly's Sustainable Development Goals which are a global strategy and form a blueprint to create a sustainable future for everyone.

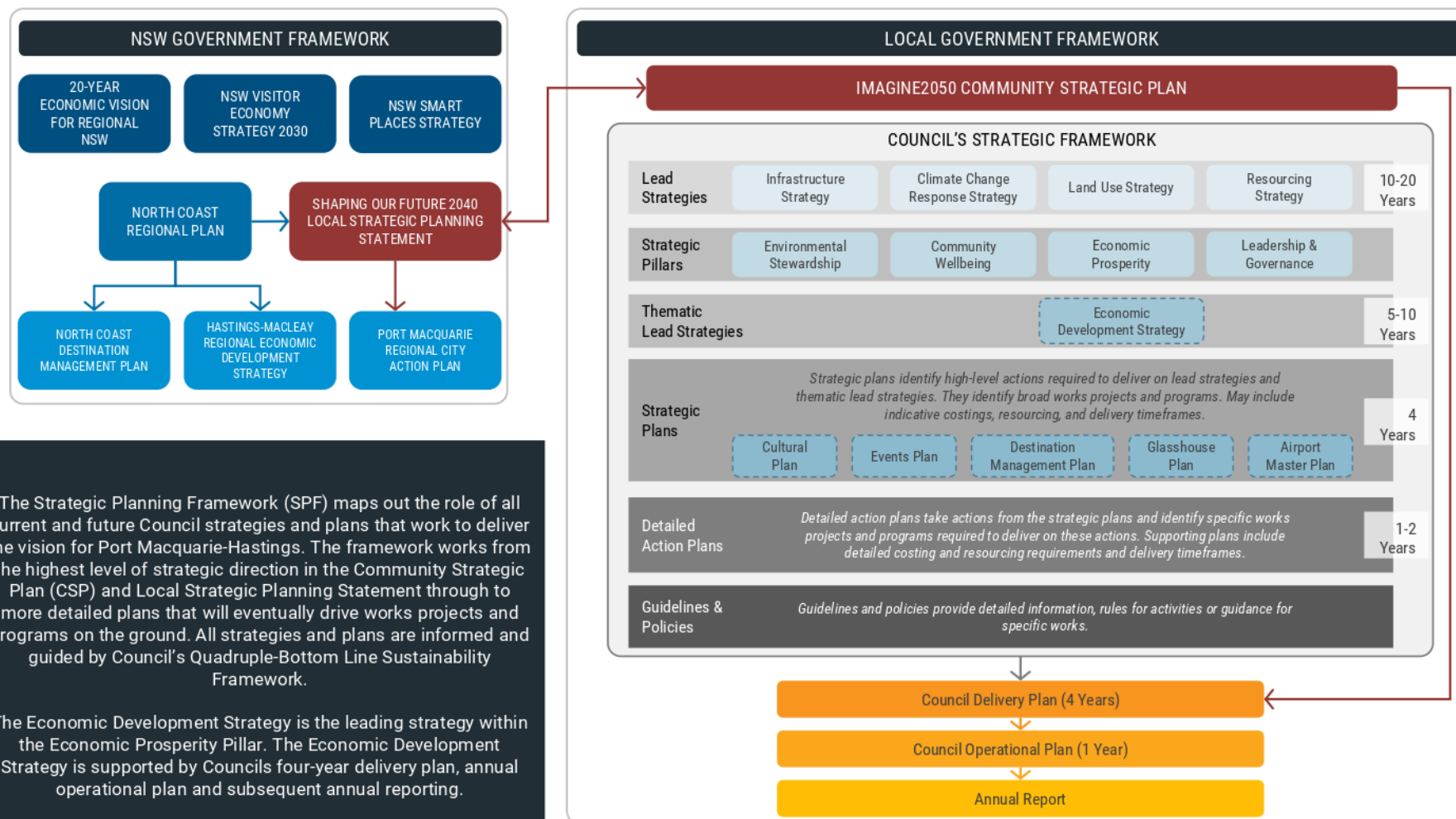
Goals 3, 4, 7, 8, 9, 10, 11, 12, 13, 16 and 17 are particularly relevant to this Strategy.

### United Nations Sustainable Development Goals





## Council's Integrated Planning and Reporting Framework



## Global forces & regional influences

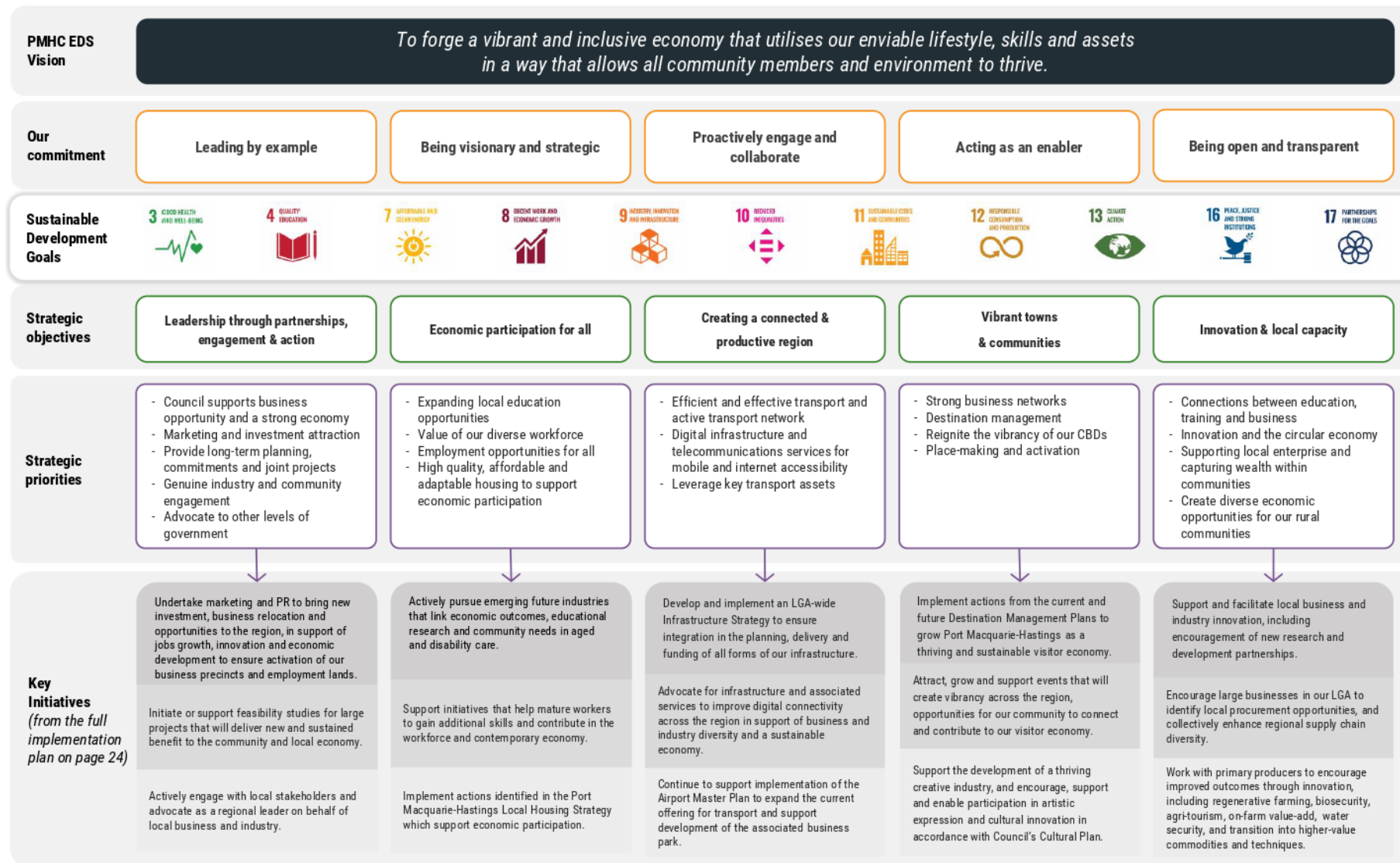
Economic development in Port Macquarie-Hastings is influenced by a broad range of global and regional factors. Global megatrends are experienced at a local level through an evolving lens of policy and strategy that is developed at the national, state and regional levels.





The Strategy





## Vision

The development of an economic vision that encapsulates the values, objectives and aspirations of the people of Port Macquarie-Hastings is critical to the preparation of a strategy. Engagement across multiple business representatives, government agencies and organisations, and community members has identified core themes that have informed the development of a vision.

The following vision presents a balanced yet aspirational outlook for economic development in the council area. The vision seeks to maintain and protect core values while recognising that change is inevitable. Ultimately, it aims to acknowledge that development which achieves sustainable goals, and is proactive and innovative is consistent with the values and aspirations of Port Macquarie-Hastings.

The economic vision for the Port Macquarie-Hastings Council is:

*To forge a vibrant and inclusive economy that utilises our enviable lifestyle, skills and assets  
in a way that allows all community members and our environment to thrive.*

## Council's commitment

Throughout the development of this strategy, business and community stakeholders identified critical obligations of Council. These obligations are described here as values which will guide the development, delivery and implementation of the Economic Development Strategy.

In stating these values, Council recognises its role as a leader in the community, but also encourages and requires ongoing input from, and collaboration with, the business community.

1

**Leading by example –**

Council will leverage our own organisation for employment, training initiatives, and investment in local business to business (B2B) procurement.

2

**Being visionary and strategic –**

Council recognises the need to set a long-term vision that is achieved through evidenced-based decision-making and providing consistent practical outcomes that support local community economic development. Council will articulate a clearly defined direction and make hard decisions to hold the course for the broader public good.

3

**Proactively engage and collaborate –**

Council will undertake meaningful engagement throughout project lifecycles and collaborate with stakeholders to enable optimal outcomes.

4

**Acting as an enabler–**

Council will coordinate investment attraction and local business growth through a mindset that is underpinned by facilitation, innovation and collaboration.

5

**Being open and transparent –**

Council will be transparent in relation to the processes and activities that are involved with procurement, budgeting, strategic planning and broader decision making.



## Economic objectives

Aligned with the vision are core economic objectives that seek to provide a clear direction for each of the strategic priorities established through background research, stakeholder engagement and strategy development. These include:



Leadership through partnerships, engagement & action

Economic participation for all

Creating a connected & productive region

Vibrant towns & communities

Innovation & local capacity

## Economic Priorities

The following section outlines the five priorities established through development of the Economic Development Strategy. Each section describes the logic for investment in these priorities as it relates to Port Macquarie-Hastings. These priorities apply to all sectors of the economy, from specific industries, through to interest groups and individual businesses.

How these priorities are proposed to be achieved is outlined through a range of initiatives within the implementation plan at page 24 of this document.

Council's Planning Framework, that integrates State Planning policy, as well as the principles established through the United Nations Sustainable Development Goals provide an important lens for investment and decision making.

Integrating principles of sustainability supports outcomes that target prosperity, well-being, and health within a location such as the Port Macquarie-Hastings Local Government Area. To simply achieve one objective such as economic growth at the cost of environmental protection does not achieve a sustainable outcome.

Ultimately, development and investment will strengthen efforts towards building an inclusive, sustainable and resilient future for people and the environment.

### LEADERSHIP

- Council supports business opportunities and a strong economy
- Marketing and investment attraction
- Provide long-term planning, commitments and joint projects
- Genuine industry and community engagement
- Advocate to other levels of government

### ECONOMIC PARTICIPATION

- Expanding local education opportunities
- Value of our diverse workforce.
- Employment opportunities for all
- Housing to support economic participation

### CONNECTIVITY

- Efficient and effective transport network
- Digital infrastructure and telecommunications services
- Leverage key transport assets

### VIBRANCY

- Strong business networks
- Destination management
- Reignite the vibrancy of our CBDs
- Placemaking and activation

### CAPACITY

- Connections between education, training and business
- Innovation and the circular economy
- Local enterprise & wealth capture
- Diverse economic opportunities for our rural communities



## Leadership through partnerships, engagement & action

### WHAT

Leaders are agents of change. Leadership in economic development involves identifying the people or organisations who exemplify best practices in a region, inspire a shared vision of increased prosperity, and enable others to act.

Economic leadership is primarily driven by the many passionate individuals and businesses in the private sector. Organisational leadership can also be driven by Council to embrace customer service, adopting an approach to 'build on an offer' with a view to exploring opportunity rather than focusing on limitations or constraints.

Strength in economic leadership often comes through partnerships, communication and networking to impact cultural change that can then provide consensus on strategic direction for a location. Local business networks, tourism and traders' associations, peak industry sector bodies and partnerships between business and government help galvanise support and target initiatives to match priorities of all sectors.

Critically, making hard calls and holding course on agreed strategic direction should be the focus for Council. This can be politically challenging, particularly in the face of short-term opposition. Decisions that strongly align to the objectives of a sustainable Port Macquarie-Hastings, and progress broader objectives around equity and opportunity, should be core to Council's business.

### Central themes:

- Identifying, enabling and celebrating business and community leaders.
- Recognising and building on Council's leadership role.



### WHY

While regions must be agile, inconsistent opportunistic economic development can pose a significant threat to the future of regions. A combined voice for leadership is important to ensure actions taken move the region in the desired direction. Local government is often best placed to provide leadership through coordination of partnerships and driving collective impact from and for multiple stakeholders.

Collaboration opportunities between levels of government, business and institutions such as universities are strongly aligned to regional innovation. The presence of engaged industry groups and a proactive tertiary education sector sees this type of collaboration as some of the core directions for the Port Macquarie Regional City Action Plan and is reflected in this strategy.

Strategies that foster economic development outcomes that 'grow from within' have been linked to greater local prosperity, higher levels of labour force engagement and greater success for small and medium businesses. Indeed, broader influences on the local economy such as climate and sustainability must be addressed through a clear shared direction that can mobilise community and business stakeholders. As a notable leader within PMH, Council has a clear role in leading through example and advocating for investment and economic outcomes aligned with community and organisational values.

## Economic participation for all

### WHAT

Economic participation refers to people's engagement in work or education. Involvement in these activities enables access to economic resources and supports positive social and health outcomes.

Typically, when economic conditions improve, more people will enter the labour force. When economic conditions decline, labour force participation will contract and educational participation will often increase as people avoid unemployment. However, changes in labour force participation is not equally distributed throughout the community with young people, females and older males typically the most responsive to changes in economic conditions. Similarly, access to education during all economic cycles is not equal with lower socio-economic groups often the most disadvantaged.

Natural disasters also impact on economic participation, particularly for casual employees. The impacts from storm events, fire, flooding and health related responses to COVID-19 have challenged business and industry in PMH. In turn, continuity of employment tenure and the profound impacts to vulnerable industries have been more exposed during the recent years of disruption.

### Central themes:

- Focusing on economic participation of the most affected cohorts in the community.
- Taking an approach of lifelong learning.
- Supporting the delivery of services that underpin economic participation.



### WHY

Increasing access to meaningful, ongoing and secure employment has a significant impact in regions like Port Macquarie-Hastings. Providing educational opportunities, ensuring access to quality childcare services, and supporting initiatives for workers entering and transitioning out of the workforce are all important aspects of improving economic participation.

The role of education in improving regional prosperity cannot be overstated. In 2015, a UNSW report from the Gonski Institute for Education determined that "if the human capital gap between urban and non-urban Australia was closed, Australia's GDP could be increased by 3.3%". The benefits to regions of increased levels of tertiary educational participation and industry engagement relate to lower levels of unemployment, increased diversity of the local economic base, higher wages (and in turn increased GDP), increased civic engagement and improved levels of personal health and wellbeing. Local provision of higher education has a range of benefits, from unlocking local talent, retaining skills, creating a more resilient and adaptable workforce, and fostering collaboration and entrepreneurship. Creating an environment that supports lifelong learning is not just favourable but essential. It is recognised that people will now typically work in a multitude of jobs across their working lives. The value of skills is also changing rapidly with the half-life of a skill dropping from 30 years to 6 years.

Accommodating a national university, PMH has a competitive advantage for supporting skill development. Presence of a university also acts as a major attractor for young people which can encourage graduates into local employment and stay within the region. Leveraging the experience of mature workers within PMH also presents a significant opportunity. Capitalising on the professional and life experience of mature workers to support nascent and emerging local businesses has proven to be a sound strategy across many locations. The capability of retired and semi-retired locals is made clear through organisations such as the Edmund Barton Centre which delivers mentoring services to support regional development outcomes.



## Creating a connected & productive region

### WHAT

Connectivity is ultimately about improving access. Access between locations for both people and freight, access to markets for businesses, and access to health care and education are all examples of connectivity that improve productivity within a region.

Connectivity relates to both physical and digital access. Physical connectivity is essentially the relationship between transport and land use. When the transport network and land use is planned in an integrated way, people and goods can efficiently and effectively get to the places they need to be.

The Port Macquarie Airport also provides PMH with a major asset that supports connectivity and productivity not available to many municipalities. Airports present an opportunity to consolidate economic activity to support transport, freight and logistics, commerce related enterprises, and tourism-based operators.

Digital connectivity is a fundamental aspect of contemporary society to enable business transactions, provide residents with access to services, and to disseminate and access information.

### Central themes:

- Establish a transport network that efficiently and effectively supports the movement of people and goods.
- Improve internet and mobile coverage across the municipality.
- Long-term planning and investment to leverage key transport assets.



### WHY

Population growth is increasing traffic congestion, putting increased pressure on services and utilities, driving house prices up and reducing affordability. Concurrently, population growth supports a vibrant construction sector (in PMH accounting for 16.3% of regional revenue and approximately 3,000 jobs), ensures the region is provided with services, and attracts investment. Balancing these often-competing dynamics is important for future liveability. The underlying natural landscape, high amenity values and recognised koala habitat were all key issues raised during preparation of this strategy which need to be preserved through well-planned and managed development.

The recent impact of flood and bushfire events have amplified the need for secure, future-proofed transport networks and digital connections. Increased frequency of extreme weather events caused by climate change, as well as the impacts of COVID-related travel restrictions highlight the importance of resilient transport and communication networks.

Leveraging existing transport assets can drive opportunities for the region. Airport services are a considerable generator of visitor activity and enable larger events and conferences which typically require an operating passenger air service to consider a location. Longer-term master planning for the Port Macquarie Airport to build on investments made to date, address access as well as consolidate 'non-airside' industry should be prioritized to best leverage this significant regional transport asset.

Australia's average internet speed is currently around 60-70Mbps. Some regional areas in Australia are investing in exceptionally high-speed capacity to drive competitive advantage. For example, businesses in the Bendigo region in Victoria can now access 100 gigabyte capacity internet, more than 1,000 times faster than Australia's average internet speed. Addressing mobile coverage blackspots and taking advantage of existing IoT networks will improve accessibility and productivity, particularly for rural areas.

## Vibrant towns & communities

### WHAT

PMH is a collection of rural communities, coastal towns and the regional city of Port Macquarie, each of which plays its own unique role in the local economy. The importance of place is significant for the future of small townships where key community values can underpin aspirations, private investment and local vibrancy.

Port Macquarie is the region's major centre, accommodating the majority of existing and future population, services, businesses and tourism activity. The recent Regional City Action Plan for Port Macquarie clearly outlines strong goals and objectives that align with the Economic Development Strategy.

With its hinterland location, Wauchope has strong connections with the surrounding productive rural areas and has a relatively strong manufacturing base. Proximity to the Pacific Highway and accommodating one of PMH's train stations makes the town an important point of entry to the region. Coastal towns of Laurieton, Bonny Hills and Lake Cathie offer outstanding lifestyle opportunities and also have a strong connection to the visitor economy.

Rural communities are important for local residents and play a critical role in supporting agricultural production, with potential to expand value-adding activities and provide alternative tourism initiatives.

### Central themes:

- Recognising and supporting the unique role of every township in PMH.
- Supporting and delivering place-based initiatives for towns and precincts.



### WHY

PMH is at a pivotal point in its history. Loved for its lifestyle and expansive natural environment, there are structural changes required to ensure a thriving future is achieved for the regional city and the network of existing townships.

While residential land demand is high, suitable development land is dispersed. There is a risk that new greenfield development which are limited in economic diversity will proceed at a cost to established townships with existing assets and services. Reinvigorating existing townships and building on established assets presents a significant opportunity to transform local main streets and employment precincts.

Public investment in developing 'complete streets' has been linked to corresponding private investment by business and property owners within the central trading areas of townships. High-quality urban form attracts businesses, workers, residents and visitors. For employment precincts, this has been strongly linked to innovation 'districts' that attract talent. Investment in infrastructure that can support work from home opportunities, and ultimately link to business creation or growth for local employment, is a significant opportunity within PMH.

Sustainable development objectives are central to this priority of achieving economic growth that builds prosperity for local communities through local employment, reduced work-related travel, and diversity of industry at a township scale. The Destination Management Plan is a key strategic plan that underpins vibrant towns and communities. Opportunities that recognise the linkage between townships and tourism product include activating nature-based tourism, packaging the Koala Hospital, expanding and linking tracks and trails between natural areas and townships, enhancing the role of the Glasshouse and other Council assets, linkage between restaurants, local produce and visitor experiences.



## Innovation & local capacity

### WHAT

The capacity for regions to position their economies - human, social, political and natural capital - around innovative industries and approaches will be increasingly important. The goal of such positioning is to build local capacity, improve resilience and increase community prosperity.

Opportunities to create meaningful local employment pathways underpin this priority. Linking new emerging industries that match community values around sustainability and the principles of doughnut economics established through the circular economy are examples where job creation and economic outcomes can match local aspirations of sustainability. A circular economy is about shifting the use of resources from extractive to restorative approaches. The use of 'waste' as supply stock, localised production of renewable energy, water security, and economic activities that renew natural systems underpins this thinking. Doughnut economics provides a framework for an economy that operates within environmental limits (an upper ceiling of earth's natural systems) and above a social foundation (a lower boundary where everyone's essential social and physiological needs are provided for).

Directly responding to Council's clear organisational objectives associated with climate change and sustainability, as well as the rejuvenation of local manufacturing and economic systems within PMH should be considered within a complete economic ecosystem. This approach links vocational education, identifies local industry opportunities and provides clear leadership for economic development that retains the important natural and balanced lifestyle amenity of the region.

### Central themes:

- Transitioning to a circular economy.
- Building local capacity to improve resilience and prosperity.
- Creating opportunities for local employment.



### WHY

Climate change is a major challenge, but also presents a significant opportunity to increase local prosperity while simultaneously improving environmental outcomes.

In 2018, the NSW Government released a Circular Economy Policy Statement, "Too Good to Waste". The policy outlines that current levels of resource use are no longer sustainable and provides guidance on the need to minimize the negative impacts of resource use to promote positive economic, social and environmental outcomes. Commitments by governments to de-carbonise and address the impacts of climate change through more sustainable practices are strongly aligned with actions within this priority that focus on the circular economy, localised energy systems, and innovation in food, agriculture and health.

The rapid advance in technology is also a source of opportunity and challenges due to the rapidity of change that is occurring in our social lives and workplaces. How regions respond to these changes may define their future economic success. Regional innovation and specialisation should leverage existing assets to develop new approaches, technology and thinking that have broader application and become an export that brings new wealth into the region.

Community and business engagement undertaken as part of the PMH Imagine2050 Community Strategic Plan and this EDS highlighted the need to focus on local enterprise that captures wealth within the community while addressing sustainability objectives. Supporting socially conscious and innovation led businesses may also address the hollowing out of younger people from the region as this cohort often see that working for a business that has a purpose as more important than simply higher wages.

## Measuring success of our economic objectives

The role of monitoring and evaluation of the economic development strategy is important to understand the performance and success of actions taken to achieve our economic objectives. Measurement of the 'Leadership' priority will primarily utilise qualitative assessments of satisfaction which will be obtained through annual surveys of the business community. All other objectives will apply a quantitative assessment of PMH's performance over time. Data sources used will be available for all local government areas in New South Wales, which will also allow performance to be benchmarked to other regions.

Economic Objective & Priorities	What we are trying to measure	Annual reporting on...	Census (5 year) reporting on...
<b><u>Leadership</u></b>			
<ul style="list-style-type: none"><li>– Council supports business opportunity and a strong economy</li><li>– Marketing and investment attraction</li><li>– Provide long-term planning, commitments and joint projects</li><li>– Genuine industry and community engagement</li><li>– Advocate to other levels of government</li><li>– Initiatives to support jobs growth</li></ul>	<ul style="list-style-type: none"><li>– Perceptions of and satisfaction with levels of leadership demonstrated by Council</li></ul>	Business satisfaction on specific leadership metrics	N/A
		Feedback from the annual PMHC business confidence survey	N/A
		PMHC customer satisfaction measures	N/A
		<b><u>Economic participation</u></b>	
<ul style="list-style-type: none"><li>– Expanding local tertiary opportunities</li><li>– Capture the value of an ageing experienced workforce</li><li>– Employment opportunities available to all</li><li>– Housing to support economic participation</li></ul>	<ul style="list-style-type: none"><li>– Education levels</li><li>– Workforce participation</li><li>– Affordable housing</li></ul>	Educational participation	School completion and qualifications
		Labour force participation rate and unemployment rate	Labour force status
		Rent to wage ratio	Proportion of households under mortgage and rental stress

Economic Objective & Strategic Priorities	What we are trying to measure	Annual reporting on...	Census (5 year) reporting on...
<b><u>Connectivity</u></b>			
<ul style="list-style-type: none"><li>– Efficient and effective transport network</li><li>– Digital infrastructure and telecommunications services</li><li>– Leverage key transport assets</li></ul>	<ul style="list-style-type: none"><li>– Transport connectivity</li><li>– Internet and mobile coverage</li></ul>	Potential area covered in 20-minute travel time from town centres by: – Car, Bike & Public transport	Proportion of people using active or public transport as their method of travel to work
		Density of community reported mobile blackspots	Dwelling access to the internet
<b><u>Vibrancy</u></b>			
<ul style="list-style-type: none"><li>– Strong networks of business and industry</li><li>– Destination management for a thriving visitor economy</li><li>– Revitalisation of the Port Macquarie CBD</li><li>– Placemaking &amp; township activation</li></ul>	<ul style="list-style-type: none"><li>– Business networks</li><li>– Tourism</li><li>– CBD activation</li></ul>	Concentration of business entries	N/A
		Value of tourism (as percentage of economy)	N/A
		Economic diversity	N/A
<b><u>Innovation and capacity</u></b>			
<ul style="list-style-type: none"><li>– Connections between education, training and business</li><li>– Innovation and the circular economy</li><li>– Local wealth capture</li><li>– Localised energy systems</li></ul>	<ul style="list-style-type: none"><li>– Innovation</li><li>– Local wealth</li><li>– Local energy systems</li></ul>	Innovation	N/A
		GRP per worker	N/A
		Solar installations	N/A
		Implementation of Council's Long Term Energy Strategy	N/A





Implementation Plan

## Implementation Plan

The implementation plan outlines a range of initiatives for strategic priorities, which in turn are connected to achieving the economic objectives and vision outlined in this strategy. While the implementation plan provides a summary of each initiative as well as general timing. Detailed costing, resourcing and more definitive timeframes for each initiative will be specified in relevant strategic plans and action plans.

As the EDS is a ten-year strategy, the implementation plan will also be reviewed and updated over the life of the Strategy to ensure initiatives are current, relevant, responsive to the changing economic environment and new opportunities.

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>LEADERSHIP THROUGH PARTNERSHIPS, ENGAGEMENT &amp; ACTION</b>				
Council supports business opportunities and a strong economy	Review Council policies and procedures to ensure improved customer experience and a solutions-focused approach that will support business opportunity and a strong economy.	Lead		Immediate & Ongoing
	Act as a leader in sustainability practice through implementation of Council's Sustainability Policy and support for community-led sustainability initiatives.	Lead		Short-term & Ongoing
	Provide a minimum number of employment opportunities through internships, work experience or other employment placement, within Council for young people.	Lead		Short-term & Ongoing
	Review and improve Council procurement processes/systems and actively encourage more local suppliers to do business with Council	Lead		Short-term & Ongoing
Marketing and investment attraction	Undertake marketing and PR to bring new investment, business relocation and opportunities to the region, in support of jobs growth, innovation and economic development to ensure activation of our business precincts and employment lands.	Lead & Support	Department of Regional NSW, Charles Sturt University	Immediate & Ongoing

## Implementation Plan

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>LEADERSHIP THROUGH PARTNERSHIPS, ENGAGEMENT &amp; ACTION cont.</b>				
Provide long-term planning, commitments and joint projects.	Initiate or support feasibility studies for large projects that will deliver new and sustained benefit to the community and local economy.	Lead & Support		Medium-term
Genuine industry and community engagement.	Establish regular, ongoing formal engagement with industry and community groups on matters relating to local economic development.	Lead		Short-term & Ongoing
Advocate to other levels of government.	Actively engage with local stakeholders and advocate as a regional leader on behalf of local business and industry.	Lead	Industry Groups, Business Networks, Other Levels of Government	Immediate & Ongoing
	Identify and secure grants that will support local economic development and related initiatives	Lead	Business networks	Immediate & Ongoing

## Implementation Plan

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>ECONOMIC PARTICIPATION FOR ALL</b>				
Expanding local education opportunities.	Actively pursue emerging future industries that link economic outcomes, educational research and community needs in aged and disability care.	Lead & Support	Charles Sturt University, Dept of Social Services, Dept of Education, RDA Mid North Coast	Short-term & Ongoing
	Support local industry to connect with local career paths with vocational training opportunities to ensure that the skills match the needs of our business and community needs.	Support	Local High School & Tertiary Education Providers, Mid Coast Connect	Immediate & Ongoing
Value of our diverse workforce.	Encourage community participation in mentor program/s with experienced workers providing guidance for new and expanding enterprises.	Facilitate	Edmund Barton Centre	Medium-term
	Support initiatives that help mature workers to gain additional skills and contribute in the workforce and contemporary economy.	Support	Local Vocational Education and Training providers, local business networks	Short-term & Ongoing
Employment opportunities for all.	Support initiatives that develop skills for our local workforce and drive increased capacity, from secondary/tertiary education and beyond.	Support	Local Vocational Education and Training & University providers, local business networks	Short-term & Ongoing
	Engage with the region's large organisations to encourage provision of entry-level positions to increase local retention of school and tertiary graduates.	Support	Industry Groups, Business Networks, Charles Sturt University	Medium-term & Ongoing
	Undertake research to identify the factors that contribute to inclusive growth in our LGA to inform economic and land-use planning actions.	Lead		Medium-term
High quality, affordable and adaptable housing to support economic participation.	Implement actions identified in the Port Macquarie-Hastings Local Housing Strategy which support economic participation.	Support		Medium-term



## Implementation Plan

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>CREATING A CONNECTED &amp; PRODUCTIVE REGION</b>				
Efficient and effective transport and active transport network.	Implement transport solutions identified within the Regional Integrated Transport Strategy and associated Plans (once adopted) that support the movement of people and freight within our region and to other regions in particular between key economic precincts and centres.	Lead & Support	Transport for NSW National Parks (Googik Track)	Medium-term
	Develop and implement an LGA-wide Infrastructure Strategy to ensure integration in the planning, delivery and funding of all forms of our infrastructure.	Lead	Other levels of government and relevant depts./agencies	Short-term & Ongoing
Digital infrastructure and telecommunications services for mobile and internet accessibility.	Advocate for infrastructure and associated services to improve digital connectivity across the region in support of business and industry diversity and a sustainable economy.	Lead	Other levels of government, NBN Co, service providers	Short-term & Ongoing
	Support implementation of Council's Smart Community Roadmap and support pilots, projects and partnerships, leveraging innovative thinking, digital technology, data and human expertise.	Lead & Support	RDA Mid North Coast, local stakeholders, community	Short-term & Ongoing
Leverage key transport assets.	Continue to support implementation of the Airport Master Plan to expand the current offering for transport and support development of the associated business park.	Lead	Airlines	Medium-term
	Explore and support innovative programs that improve intra-regional transport.	Support		Medium-term

## Implementation Plan

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>VIBRANT TOWNS &amp; COMMUNITIES</b>				
Strong business networks.	Facilitate information sharing between business groups/networks and encourage local business engagement.	Facilitate	Local Business Networks, Business NSW	Immediate & Ongoing
Destination management .	Implement actions from the current and future Destination Management Plans to grow Port Macquarie-Hastings as a thriving and sustainable visitor economy.	Lead	Greater Port Macquarie Tourism Association, Chambers of Commerce, Destination North Coast, Destination NSW	Immediate & Ongoing
	Attract, grow and support events that will create vibrancy across the region, opportunities for our community to connect and contribute to our visitor economy.	Lead & Support	Destination NSW, Create NSW, Greater Port Macquarie Tourism Association, Arts Mid North Coast	Immediate & Ongoing
Reignite the vibrancy of our CBDs.	Build on the Port Macquarie Town Centre Master Plan and 'City Heart' initiatives outlined in the <i>Port Macquarie Regional City Action Plan</i> .	Lead & Support	NSW Government	Medium-term & Ongoing
	Support urban design upgrades to key employment precincts to create higher levels of amenity that can attract new business and ensure long-term sustainability of our town centres (e.g. Laurieton Town Centre Master Plan, Wauchope Bain Park Master Plan, etc.).	Support	Chambers of Commerce	Immediate & Ongoing
	Facilitate greater diversity of housing and mixed-use developments in the Port Macquarie CBD.	Facilitate		Short-term & Ongoing
	Support investment, business and community activities that encourage an 18-hour place and growing the night-time economy.	Support	Hastings Liquor Accord, Greater Port Macquarie Tourism Association, Chambers of Commerce	Short-term & Ongoing

## Implementation Plan

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>VIBRANT TOWNS &amp; COMMUNITIES cont.</b>				
Place-making and activation.	Support a review of a roles within Council focused on Place Management to support the active management of key precincts that drive business collaboration and innovation.	Support		Medium-term
	Improve signage and support place-making initiatives within local towns and villages.	Lead	Community groups, Chambers of Commerce	Short-term
	Support regular audits of business and employment in our local centres to inform land-use planning and initiatives to support our local business centres.	Support		Short-term & Ongoing
	Support the development of a thriving creative industry; and encourage, support and enable participation in artistic expression and cultural innovation in accordance with Council's Cultural Plan.	Support	Arts Mid North Coast, Glasshouse, Charles Sturt University, TAFE, Create NSW	Immediate & Ongoing



## Implementation Plan

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>INNOVATION &amp; LOCAL CAPACITY</b>				
Connections between education, training and business.	Support and facilitate local business and industry innovation, including encouragement of new research and development partnerships.	Support	Charles Sturt University	Immediate & Ongoing
Innovation and the circular economy.	Support the establishment of a mechanism for business and industry to collaborate on circular economy opportunities.	Support		Medium-term & Ongoing
	Undertake a Circular Economy Feasibility study that identifies opportunities for local material flows to address supply chain gaps and return local economic benefits.	Lead		Medium-term
	Explore piloting infrastructure/construction sector led Circular Economy Project through research grant funding.	Lead /Support		Medium-term
	Support innovative projects and programs that aim to ensure basic natural resources of food, water and energy are secure and used in a sustainable manner.	Support		Short-term & Ongoing
	Target investment attraction and business engagement as a means to drive local innovation clusters (e.g. Health and Education Precinct, Food Product Manufacturing in Wauchope).	Lead	Charles Sturt University, Regional NSW	Short-term & Ongoing
Supporting local enterprise and capturing wealth within communities.	Encourage large businesses in our LGA to identify local procurement opportunities, and collectively enhance regional supply chain diversity.	Facilitate		Short-term & Ongoing
	Promote opportunities for innovative funding models to support business attraction and startups.	Facilitate		Short-term & Ongoing

## Implementation Plan

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>INNOVATION &amp; LOCAL CAPACITY cont.</b>				
Create diverse economic opportunities for our rural communities.	Work with primary producers to encourage improved outcomes through innovation, including regenerative farming, biosecurity, agri-tourism, on-farm value-add, water security, and transition into higher-value commodities and techniques.	Support		Short-term & Ongoing
	Support the review of planning controls and permissible uses in rural zones to facilitate land uses that will support and serve rural industries, and encourage tourism in the development of Council's Rural Land Strategy.	Support		Medium-term
	Facilitate opportunities for clean and green industries and look for support to incentivise adoption of sustainability initiatives and practices in workplaces.	Facilitate		Medium-term
	Explore opportunities for localised energy production and/or storage in accordance with Council's Long Term Energy Strategy (e.g. biomass energy production or micro grids within established precincts).	Lead		Medium-term
	Support local businesses to respond to the impacts of climate change, natural disasters and other threats.	Support		Short-term & Ongoing



Port Macquarie-Hastings Council  
Economic Development Strategy 2022 – 2032

FINAL  
031/03/2022

REMPAN: Nick Byrne | Chris Kelly

REMPAN





# Port Macquarie-Hastings Economic Development Strategy: Discussion Paper



## Port Macquarie-Hastings Council: Economic Development Strategy Discussion Paper

This project has been conducted by REMPLAN on behalf of the Port Macquarie-Hastings Council

March 2021

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All figures and data presented in this document are based on data sourced from the Australia Bureau of Statistics (ABS), government agencies and other sources where cited. Using ABS datasets, the regional economic modelling software REMPLAN, developed by REMPLAN has been applied to generate industrial economic data estimates. This document is provided in good faith with every effort made to provide accurate data and apply comprehensive knowledge. However, REMPLAN does not guarantee the accuracy of data nor the conclusions drawn from this information. A decision to pursue any suggestions mentioned in the report is wholly the responsibility of the party concerned. REMPLAN advises any party to conduct detailed feasibility studies and seek professional advice before proceeding with any action and accept no responsibility for the consequences of pursuing any of the findings or actions discussed in the document.



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Economic Development Strategy:  
Discussion Paper

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## Executive Summary

Economic Development Strategy:  
Discussion Paper

## Executive Summary

The current Port Macquarie-Hastings Economic Development Strategy (EDS) has a five-year horizon, from 2017 through to 2021. Council is now in the process of developing a new EDS to build on the progress made to date and to outline an updated framework to support the growth of the region over the next 10 years.

The past year has had a major impact on the progress that the local economy has made over recent years. While some sectors have rebounded from these shocks of bushfires and the COVID pandemic, others have still not returned to pre-bushfire levels of activity.

Based on a review of key documents, feedback from early engagement session and outcomes of community engagement undertaken through development of PMH's new Community Strategic Plan, eight emerging themes have been identified.

These themes are intended to frame discussion around key drivers of the economy, actions that could be developed, or issues that if addressed could unlock new opportunities.

Across these themes, several key directions have emerged (adjacent table). These directions are not the objectives of the final strategy, but are intended as a preliminary summary of some standout factors that could be a focus of an updated 2021-2031 EDS.

Key Direction	Description
Leadership	Supporting Business and Industry Networks
	Defining Succinct List for Key Priority Advocacy
Population	Accepting Many Young People will Leave and Focusing on Regional Returners
	Leveraging the Attractive Power of Tertiary Institutions
Social / community infrastructure	Capturing Value from an Ageing Population and Workforce
	Seriously Investing in Public and Active Transport
Regional Innovation	Pump Prime Investment into New Growth Areas
	Formally Establishing the Health & Knowledge Precinct
Transport investment	Investigating Innovative Modes of Aged and Disability Care
	Growing the Food Product Manufacturing Sector
Place in the world	Advocacy for Road Upgrades
	Expand the Role of the Airport and Associated Business Park
	Investigate a Coordinated Place Brand
	Place Making Initiatives to Improve Towns for Residents and Visitors
	Visitor Attraction that Aligns with Brand and Aspirations





## EDS Discussion Paper Introduction

# Introduction

Economic Development Strategy:  
Discussion Paper

## EDS Project Overview

Local economic development aims to increase the economic capacity of a local area which, in turn, aims to improve the well-being of local communities. An economic development strategy (EDS) provides a framework for the future growth and prosperity of a particular region.

The current Port Macquarie-Hastings EDS has a five-year horizon, from 2017 through to 2021. Council is now in the process of developing a new EDS to build on the progress made to date and outline an updated framework to support the growth of the region over the next 10 years.

Council is following a two staged approach to developing the next 10-year EDS for the Port Macquarie-Hastings. The staged approach includes Stage 1, the development of a background discussion paper as the basis for contextualising previous Economic Development Strategies, with a focus on the 2013-2020 period, and the implications for strategic development over the next 10 years. Stage 2 will involve the development of the strategy itself, applying the insights gained from the discussion paper and stakeholder feedback.

## Role & Scope of this Paper

This document covers Stage 1 of the EDS project and identifies a range of issues and opportunities that are relevant to the future of the PMH local government area and seeks to provide a strong evidence base for Council and the community to move forward in implementation of the final strategy. Key outcomes of this paper are to:

- Frame discussion and provide an evidence base around identified issues relating to economic development.
- Identify key regional assets, vulnerabilities and opportunities related to these issues to guide future direction for PMHC.
- Provide an audit and review of the outcomes from two previous EDS periods from 2013-2020.
- Articulate the economic changes over the prior strategy periods from 2013 to 2020.
- Demonstrate the impact that the bushfires and COVID-19 have had on the local economy.

2013  
Council establishes  
Economic Development Unit

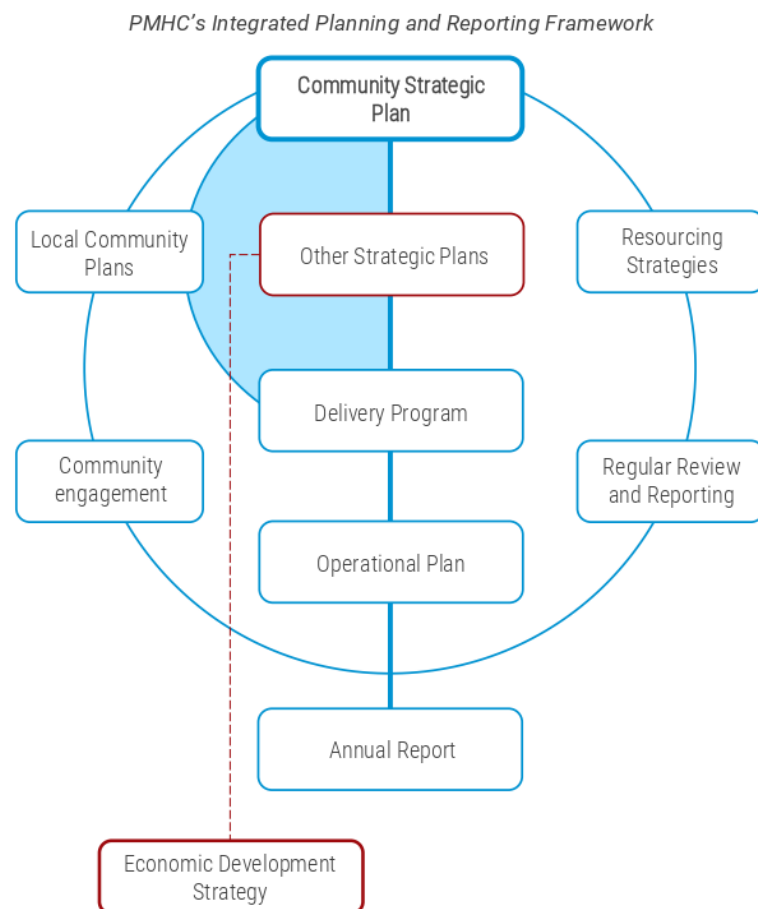
Economic  
Development  
Strategy  
2013-2017

Economic  
Development  
Strategy  
2017-2021

EDS 2021-2031  
Discussion  
Paper

Economic  
Development  
Strategy  
2021-2031

## Strategic Economic Context

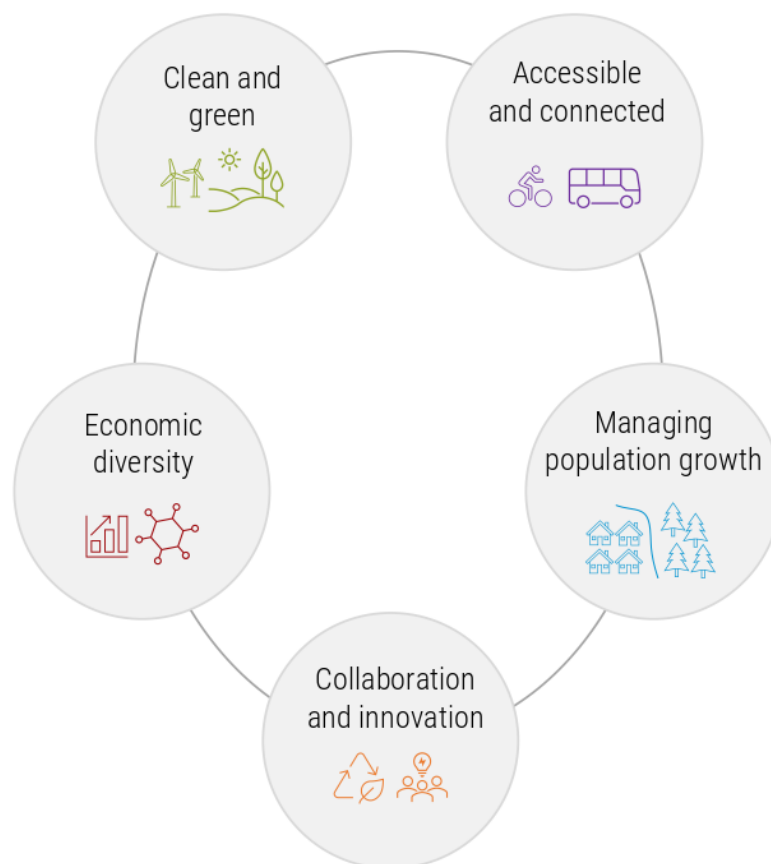
Economic Development Strategy:  
Discussion Paper**Alignment with Community Strategic Plan**

Council is currently preparing the new Community Strategic Plan (CSP), **Think 2050 Community Strategic Plan**. The CSP sits at the top of Council's strategic planning framework and provides long-term direction for the organisation to align its delivery of the community's policies, programs and services. The CSP integrates with key Council plans and policies and acts as a guide for other stakeholders (organisations, government agencies, business and individuals) in planning and delivering services for our area.

The CSP is the community's plan, prepared by Council on behalf of the entire community it represents. The plan reflects the aspirations and priorities of our community into the future. It sets a direction for everything we must do together as a council and a community to make that vision a reality.

The Economic Development Strategy (this project), is one of several key strategic plans that sit below the CSP. The Economic Development Strategy (EDS) builds upon the direction set by the CSP, particularly aspirations around economic and employment opportunities.

## Strategic Economic Context

Economic Development Strategy:  
Discussion Paper**Alignment with Community Strategic Plan**

Engagement undertaken through the development of the CSP has identified a range of factors related to economic development in PMH.

A strong focus of feedback was the theme of being 'green, sustainable and natural'. This underpinned many of the concerns about the future of the region, both for the climate and economy.

Other issues related to managing population growth. This needed to be undertaken in a manner that protected the environment and productive land, respected heritage and ensured access to services.

Directly related to economic development was the desire to diversify the economy to spread activity across more sectors, increase job security and provide opportunities for young people.

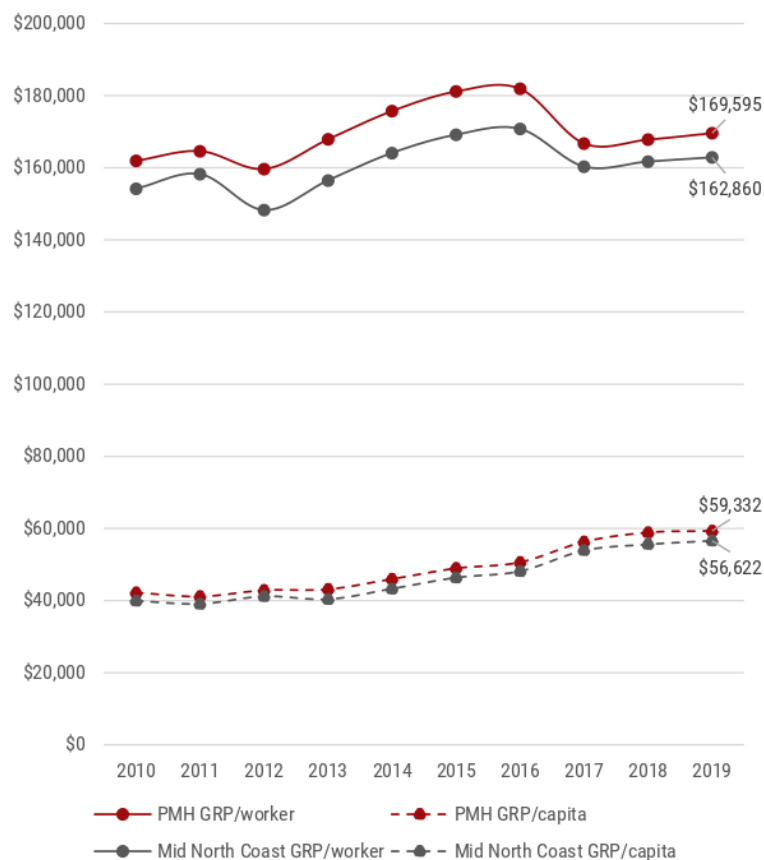
Accessibility was also raised as an issue. This relates to localized traffic congestion, but also broader issues of public transport provision and regional disconnectedness.



## Strategic Economic Context

Economic Development Strategy:  
Discussion Paper

Figure: Nominal GRP per worker and GRP per capita, 2010-2019



Source: REMPLAN 2020

## Historic Economic Performance

Port Macquarie-Hastings is the dominant municipality in the broader Mid North Coast region, accommodating around a third of all jobs and population, and also accounting for around a third of broader gross regional product (GRP).

The adjacent chart indicates how the economies of the two regions are aligned, with the fortunes of PMH reflected in the region more broadly. While there has historically been strong alignment, PMH has consistently outperformed the broader region in measures of GRP per worker and GRP per capita.

At an industry level, the electricity sector in PMH continues to be a major contributor to regional output, exports and value-added. However, the relative importance of the sector has been decreasing over recent years as population serving industries such as health care, construction, and property services experience sustained growth.

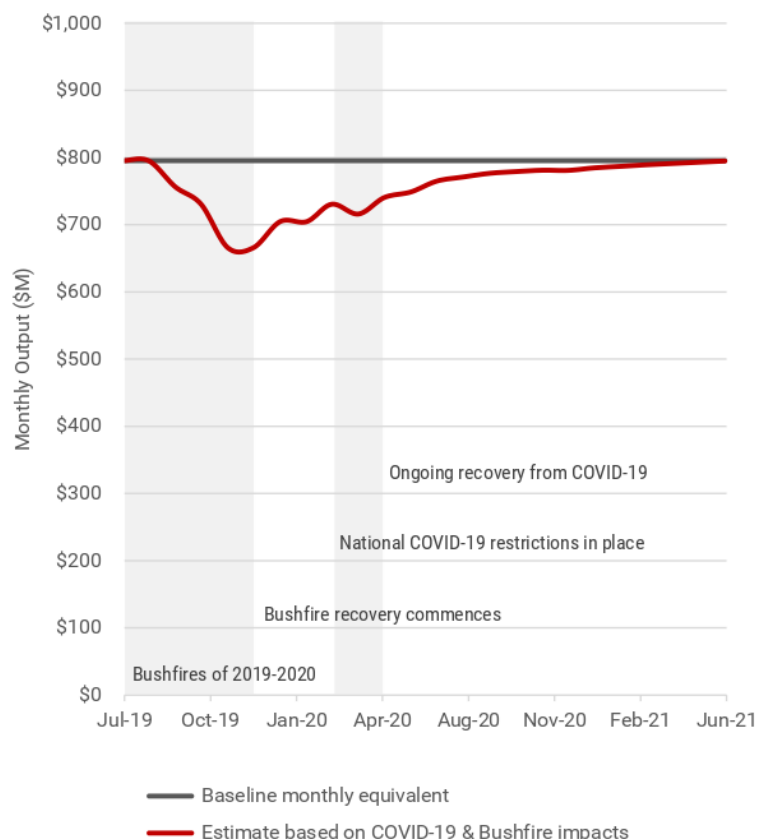
Similar patterns can be observed in employment. Retail trade has been, and remains, the largest employing sector in PMH. However, employment in the sector has remained stable while other sectors of the economy have experienced growth, effectively reducing the relative contribution of the sector in the local economy. Between 2010 and 2019 the share of employment in retail trade declined from 17% of all jobs to 13%.

Again, population serving sectors such as health care, construction and education have increased the total number and relative share of employment in PMH. Appendix A provides more detail on economic trends across a range of indicators.

## Strategic Economic Context

Economic Development Strategy:  
Discussion Paper

Figure: Impact on Output (Gross Revenue), monthly, \$millions



## Impact of 2020 Bushfires &amp; COVID-19

The year 2020 was likely one of the most difficult years for many communities across Australia. The bushfires of 2019/20 have been acknowledged as unprecedented in both their extent and their intensity. In addition to the social and environmental impacts of such natural disasters, there is also a real economic impact. The process of disasters, however, is often one of large reduction in economic activity (and associated loss of assets) during the disaster, followed by a quick recovery as activity rapidly increase in the rebuilding and recovery phase.

In 2020, this recovery phase was interrupted by another broader reaching, and currently ongoing, event of the COVID-19 pandemic. Restrictions on travel, social gatherings and workplaces both domestically and internationally have affected people in many ways. Economically, many businesses have thrived while others have been severely impacted, some to the point of having to close permanently.

Modelling prepared by REMPLAN estimates the economic impact of the bushfires and COVID-19 pandemic on the local PMH economy (see Appendix B for full report). The annual baseline value of economic output for PMH is estimated at \$9.545 billion. The monthly equivalent (assuming the same average output per month) is \$795.395 million. The adjacent figure presents the monthly equivalent of annual output (i.e. \$795 million) compared to estimated reduction in monthly output taking into effect the bushfires and COVID-19 pandemic, over the two-year period of July 2019 to June 2021.

At its lowest point (November and December 2019) output is estimated to have fallen by -16% compared to the baseline monthly output. By March 2020 the decrease in output is forecast to be -8% below baseline levels, however the following month (April 2020) the full effect of the COVID-19 social lockdown has resulted in output falling to -10% below baseline levels.



# Economic Development in Port Macquarie-Hastings

Economic Development Strategy:  
Discussion Paper

## Role & Responsibility of Council

Local government plays an important role in economic development, undertaking a range of activities and initiatives in collaboration with local partners to promote the interests of the region. While the EDS is a Council document, the underlying objective is to service and support the community and businesses of PMH and define Council's role in that process.

Ultimately, the role of local government is to assist in creating an environment where local businesses can grow and prosper. It is not the sole responsibility of local government to deliver sustained economic development to a region which is an outcome that can only be achieved through collaboration.

The current EDS succinctly articulates Council's role which is to "support, facilitate, advocate and undertake a range of economic development programs, initiatives and opportunities, but will not necessarily always be the party responsible for delivering a particular outcome; this will be delivered in conjunction with a range of other stakeholders."

### Advocacy

promotion of regional interests to other levels of government and decision makers.

### Facilitation

providing information, marketing or incentives, fostering partnerships, and establishing local regulation.

### Investigation

completing due diligence, feasibilities and de-risking for future investment.

### Planning

aligning vision to local and regional plans and undertaking land use planning.

### Service Provision

providing traditional or new services to support economic development.

# Economic Development in Port Macquarie-Hastings

Economic Development Strategy:  
Discussion Paper

## Historic Performance Audit

The current Port Macquarie-Hastings EDS has a five-year horizon, from 2017 through to 2021.

Strong established strategic objectives have guided a broad range of actions, implementation and initiatives led by the Economic Development Team.

These objectives are described below in the following key economic development outcomes:

### Embracing business and a stronger economy

- A council that recognises the importance of a strong economy and fosters a culture that is supportive of business and that ensures the economic development of the region is a central consideration in all its activities

### Providing the Foundations

- A Council that leads and takes responsibility for contributing to the liveability of the region through improved planning, infrastructure and services

### Creating Vibrant and Desirable Places

- A region where the townships, villages and business precincts are vibrant, connected, commercial, cultural, tourism, recreational and/or community hubs.

### Embracing Opportunity

- A region that embraces opportunities and attracts investment to create additional jobs and increase the wealth of the region and its residents

### Partnering for Success

- A Council which works alongside key stakeholders in business, government and the community with a focus on maximising economic return and an efficient and effective business environment.



#### Process Improvements:

- Strong focus on land use development process improvements

#### Council Investment

- Record levels of Council investment in infrastructure, a focus on local procurement policy and commercial activities on Council managed land



#### Strategy development and feasibility assessment

- Urban Growth Management Strategy
- Foreshore Master Plan
- Infrastructure Gap Analysis

#### Place-making

- Town centre master plan implementation, event strategies, main street improvements (Wauchope)



#### Investment Attraction

- Destination management, digital strategy, glasshouse strategic plan, place (brand) marketing

#### Partnerships

- Direct flights to Melbourne, Industry Action Plan, local business awards and food industry initiatives



# Economic Development in Port Macquarie-Hastings

Economic Development Strategy:  
Discussion Paper

## Economic Trajectory & Recent Impacts

The bushfires and the ongoing global pandemic are changing the way people live, work and recreate. While individual businesses will each have their own unique experiences from these events, at a broader industry level there are some sectors, such as construction, public administration and mining, that have largely avoided the negative impacts of these events.

The sectors that have experienced the greatest negative impacts are largely those with exposure to tourism and social gatherings, both through the bushfires and COVID-19. The exception to this is agriculture, which is estimated to have experienced the largest declines in revenue through the bushfires which compounded many drought related challenges (top figure adjacent). As with other industries, agriculture was also impacted in the initial COVID-19 lockdown period, however, the sector has been one of the more rapid to recover.

Comparisons of the two adjacent charts indicate the difference between employment and revenue impacts. While the bushfires did see a significant drop in revenue, this was not as severe for employment.

During the initial period of COVID-19 restrictions, accommodation & food services experienced the greatest impacts on both revenue and employment. The large employment declines in this sector are largely a result of the casualised nature of employment in the sector. Also notable in the bottom chart is the relatively slow recovery of arts & recreation services and rental, hiring & real estate which along with accommodation and food services, have a degree of exposure to tourism. (See Appendix B for detailed report and industry breakdown).

Figure: Greatest change in Gross Revenue - percent of baseline activity, PMH

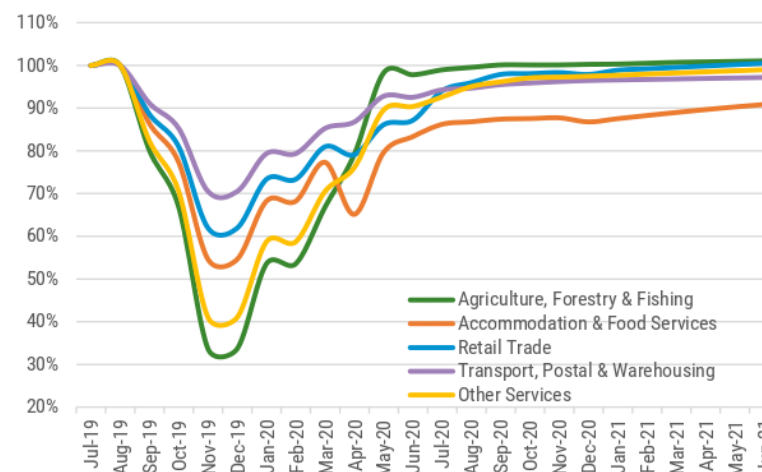
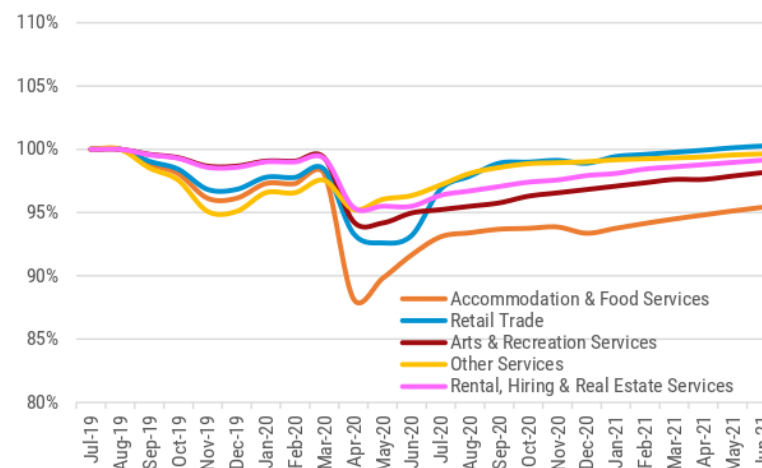


Figure: Greatest change in Employment - percent of baseline activity, PMH

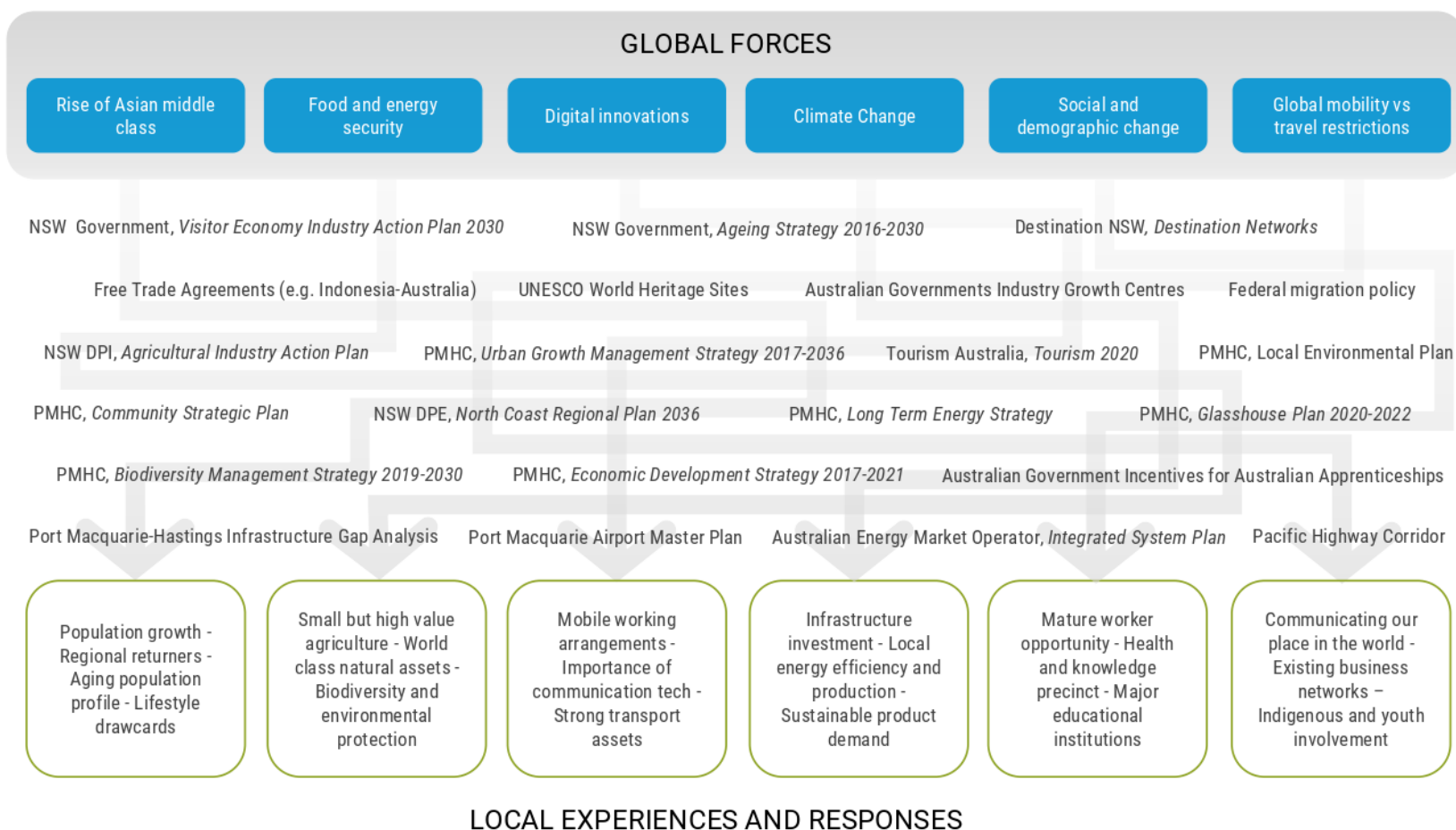


# Economic Development in Port Macquarie-Hastings

Economic Development Strategy:  
Discussion Paper

## Global forces & regional influences

Economic development in Port Macquarie-Hastings is influenced by a broad range of global and regional factors. Global megatrends are experienced at a local level through an evolving lens of policy and strategy that is developed at the national, state and regional levels.







# Emerging Issues and Ideas

Economic Development Strategy:  
Discussion Paper

## Key Themes

Based on a review of key documents, feedback from early engagement session and outcomes of community engagement undertaken through the CSP, eight emerging themes have been identified. These themes are intended to frame discussion around key drivers of the economy, actions that could be developed, or issues that if addressed could unlock new opportunities. Themes are not the objectives of the final strategy, but will inform an update to objectives, outcomes and actions for the 2021-2031 EDS.



Leadership



A collection of great towns



Population drivers



PMH's natural assets



Geographic accessibility



Innovation and entrepreneurship



PMH's place in the world



Local resilient communities



# Emerging Issues and Ideas

Economic Development Strategy:  
Discussion Paper

## Leadership

Leaders are agents of change. Leadership in economic development is about identifying the people or organisations who exemplify best practices in a region and are walking the walk, inspiring a shared vision of increasing prosperity for the region, and are enabling others to act.

There will not be one single leader or approach to leadership that suits all sectors of the economy or community. It is therefore important to identify and support leadership across the spectrum of interest groups. Some key leadership roles to consider will be:

**Council | Business and industry | Community Leaders | Indigenous community**

### Assets

- Established Economic Development Steering Group
- Bunyah and Birpai leaders
- Charles Sturt University and other higher education organisations
- Hospital and health
- Luminosity Youth Summit
- Tourism and events organisers
- Many strong local business networks and community organisations

Figure: Luminosity Youth Summit



### Issues

- Economic development is a whole of community business.
- Incremental opportunistic economic development can pose significant threat to the future of regions and places. A combined voice for leadership is important to ensure actions taken move the region in the desired direction.
- Making hard calls and holding course can be politically challenging.
- Strength in economic leadership often comes through partnerships, communication and networking to impact cultural change that can then drive a strategic direction for a location.
- Local Government is often best placed to provide leadership through coordination of partnerships and driving collective impact for multiple stakeholders.
- Strategies that foster economic development outcomes that 'grow from within' have been linked to greater local prosperity, higher levels of labour force engagement and greater success for small / medium businesses.

# Emerging Issues and Ideas

Economic Development Strategy:  
Discussion Paper

## Leadership

### Opportunities

- Sector based business networks can be auspiced and initiated by Council and have the potential to create their own momentum through strong networks, information sharing and alignment of issues.
- Strategies that recognise the role of the private sector in driving economic development, creating jobs and identifying local issues such as limitation in the ability to access skilled employees are important.
- Leadership is critical to strong, tireless and unashamed advocacy for Port Macquarie – Hastings. Transformative projects can take a decade or more from conception to realization. Leadership across government, private sector and non-government organisations is critical in demonstrating the importance of the investment for the region.
- Look to include potential, emerging and new leaders in existing leadership groups.
- Working with other levels of government to garner support for priorities identified by Council and the community.

### Things to consider

- What are the five key priority areas for advocacy and funding for the region? Who would partner to drive the consolidated message and bring investment to the region for these priority areas?
- Are there critical pieces of analysis, feasibility or preliminary investment that is required to unlock opportunities in priority areas? Who are the people / organisations that would partner to deliver this?
- Consider roles for key elements including: Governance | Partnership | Delivery
- What can be done to increase local capacity.

# Emerging Issues and Ideas

Economic Development Strategy:  
Discussion Paper

## Population drivers

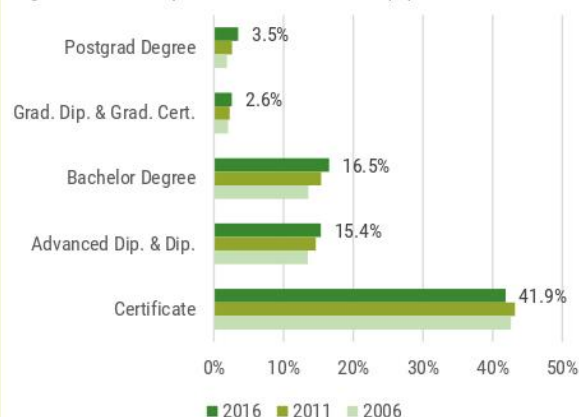
Population change is one of, if not the single major driver of PMH economy. A growing population increases demand (and opportunity) for certain types of services, such as health care, education and construction. However, an expanding resident population can also place pressure on infrastructure, particularly if a population is geographically dispersed or people are required to travel long distances to access work, study, shops or other essential services.

The structure and characteristics of a population are also important. Factors such as age, income, skills and education can all influence the types of opportunities and constraints that present themselves in relation to actions that support economic development.

### Assets

- A growing population supports a range of opportunities, such as an expanded demand for services through to distribution of costs associated with infrastructure provision.
- Increasingly educated population (chart below).
- Availability of residential land to the west and south of Port Macquarie (Wauchope, coastal towns and Camden Haven).

Figure: Non-school qualifications, PMH resident population



### Issues

- The proportion of population at retirement age & older (65+) is growing at a higher rate than the population overall (chart below). Population change in PMH is driven by internal migration. Internal migrants are typically older age cohorts, while overseas migrants are younger cohorts.
- Concentration of population and services in Port Macquarie and to a lesser extent Wauchope.
- Engagement through the CSP identified concerns that population growth needs to be supported by provision and access to services. Infrastructure is not keeping up with population growth.
- Balancing population growth with protection of local flora, fauna or productive employment land. Many areas in PMH are heavily constrained by important natural resource areas (image below. Larger image available in appendix).

Figure: Historic population age structure, PMH

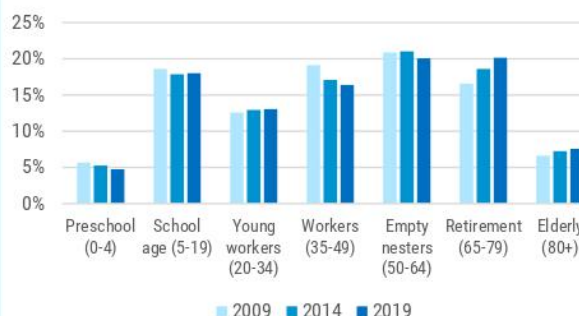


Figure: PMH residential growth areas and environmental constraints



## Emerging Issues and Ideas

Economic Development Strategy:  
Discussion Paper

## Population Drivers

## Opportunities

- Population growth increases demand for goods and services. The growing population serving industries (such as construction, health care, and education) are opportunities in themselves, but also import a significant value of goods and services into the region each year. Investigating opportunities to replace imports with local production can expand local economic base and increase economic diversity (chart below).
- People are living longer and working longer. Mature age workers have a broad range of skills and knowledge that can be leveraged within the workforce directly, or through support for younger workers.
- Concentrating population can increase efficiencies of infrastructure and service delivery.
- Attracting international migrants and students (once international border restrictions are eased) is an opportunity to bring younger population cohorts to the region.

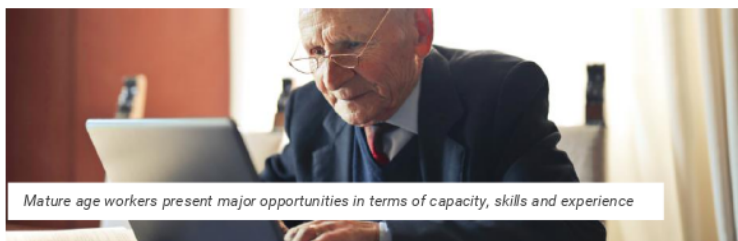
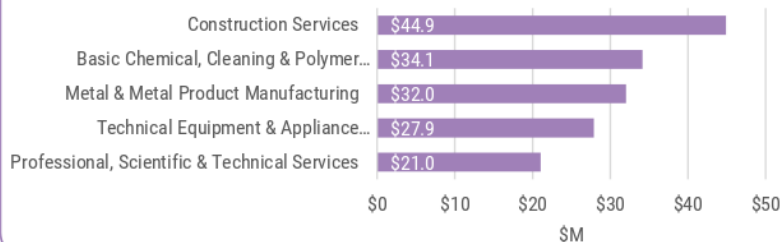


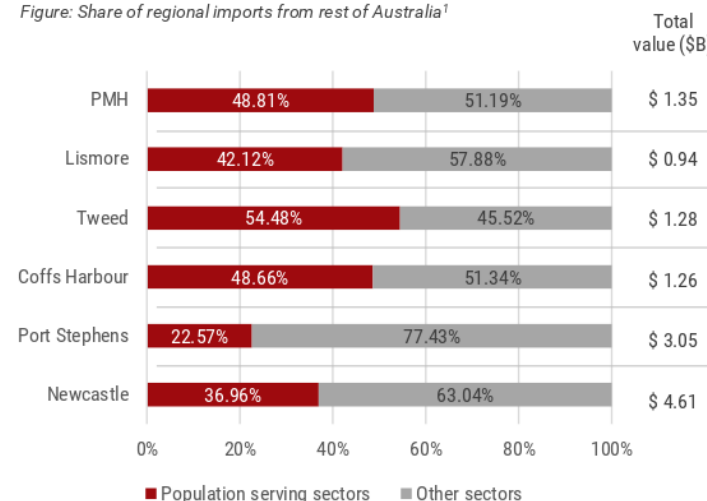
Figure: External sectors supplying goods and services to the local construction sector in PMH



<sup>1</sup>Population serving industries here include: Construction, construction services, property services, accommodation & food services, health care services, retail trade, education & training, residential care & social assistance services, sports, recreation and gambling, personal services, heritage, creative & performing arts.

## Things to consider

- Population serving industries (such as construction, and health care) account for almost half of all imports into PMH from other areas of Australia (figure below). As a large, and growing, section of the economy exploring ways to replace these imports with local production could present significant opportunities to expand the economy and strengthen local supply chains.
- What are the benefits of an aging workforce that can be leveraged to promote economic development? This could include access to experience, benefits of a loyal workforce that are less likely to leave positions, or options for mentorship. What would be required to unlock these benefits?
- What could be provided in growth areas to support these areas to become less dependent on Port Macquarie while also creating new opportunities for business and industry?

Figure: Share of regional imports from rest of Australia<sup>1</sup>



# Emerging Issues and Ideas

Economic Development Strategy:  
Discussion Paper

## Geographic Accessibility

Geographic accessibility relates to how people and goods get into PMH from outside the region, and the movement of people and goods within the region. Considerations can include the ease of tourists getting into the region as well as how easy it is to move around once here. It can include how residents travel to work or study, how well townships are connected, or where goods are moved.

Geographic accessibility is influenced by the links and nodes of transport networks (such as roads and destinations, or flight routes and airports), services that are provided along physical networks, and physical barriers that can inhibit accessibility. Land use is also a major contributing factor to accessibility and the need for different types of networks to be constructed.

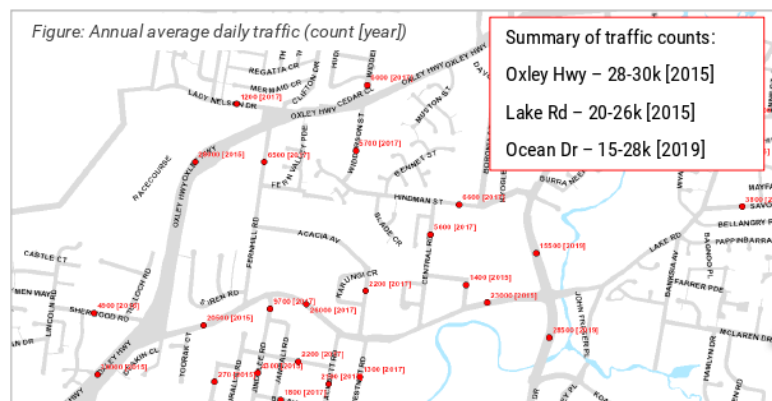
### Assets

- PMH is fortunate to have a range of passenger transport options. Strong road connections, commercial passenger flights and a regular passenger rail service.
- Rail: Passenger service (three northbound and three southbound daily)
- Airport: Regular routes to Sydney and Brisbane
- Road: New upgrades to Pacific Highway
- Water: Fortnightly sea freight service 'Island Trader' from the East Coast of Australia to Lord Howe Island

### Issues

- PMH is geographically distant from other major centres (map below right).
- The PMH transport network is heavily road-based (PSA, 2014)
- Inadequate public transport provision (CSP community feedback). Bus network has limited services and is focused on connecting residential areas with key destinations like CBD.
- Lack of connectivity between towns within PMH.
- Increasing congestion on roads around Port Macquarie's employment centres (map below left).

Figure: Annual average daily traffic (count [year])



Source: <https://maps.pmhc.nsw.gov.au/MapsPMHC/>

Existing high volumes of traffic in and around Oxley Hwy, Lake Road and Ocean Drive.

New housing development in the Thrumster region will continue to increase volumes if attractive alternatives to road based transport are not provided.



## Emerging Issues and Ideas

Economic Development Strategy:  
Discussion Paper

## Geographic Accessibility

## Opportunities

- Increasing active transport network to improve connectivity, diversify the transport network and remove load on roads.
- Rail freight – less than 10 trains per day, but all pass through as there is no siding so no capability to load/unload.
- Integrating land use and transport planning - Planning for commercial areas, community and essential services in planned and existing growth areas.
- Port Macquarie Airport has an established passenger service and land earmarked for a business park accommodating complementary enterprises. Following upgrades to the runway in 2013 and terminal in 2019, the existing airport has capacity to accommodate larger aircraft and an increase in passenger numbers.

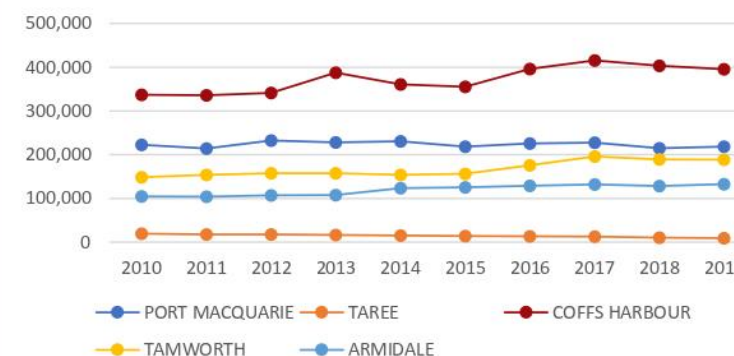
Figure: Port Macquarie Airport



## Things to consider

- Is accessibility best improved by building more transport infrastructure, or by locating people close to places they need to go? As stated in the *Port Macquarie-Hastings Infrastructure Gap Analysis 2014*:  
 “As with all cities, traffic congestion occurs during the AM and PM peak periods as commuters travel to and from work. While congestion in itself costs the local economy, it should not be the primary driver for transport infrastructure upgrades. Rather, funding should always be directed to upgrades that will enable local businesses and industries to have a competitive advantage in accessing supplies and markets.”
- Passenger numbers at the airport have been stable for the past 10 years while some surrounding airports have seen growing numbers (Figure below). Would it be desirable to increase air traffic? If so, what would be required to support this? Is it infrastructure, or marketing?
- PMH is largely self sufficient with employment. What opportunities would be created by improving connectivity with adjacent municipalities? How might this be done?

Figure: Annual passenger numbers at selected regional airports



Source: Bureau of Infrastructure, Transport and Regional Economics (2020)



# Emerging Issues and Ideas

Economic Development Strategy:  
Discussion Paper

## PMH's Place in the World

Establishing the identity of the Port Macquarie-Hastings in the broader global and regional context. How does PMH see itself? What things differentiate PMH from other similar coastal regions? How then does PMH position itself to deliver a clear consistent message to the world about who we are?

A place brand is more than a marketing tool for tourism. A well-defined and articulated place identity can be utilised by many businesses and industries to leverage the unique attributes of their region to gain competitive advantages.

### Assets

- PMH's most prominent and recognizable asset is its natural environment.
  - Mild climate is an attractor for residents and visitors.
  - Access to hinterland, beaches, rivers, and national parks.
- An established 'health and education precinct'.
- Cultural assets such as the Glasshouse.
- Australian World Heritage Area - Gondwana Rainforest (Werrikimbe National Park)
- Largest remaining coastal populations of koalas: Koala hospital and Billabong Zoo.

### Issues

- Disparate branding for tourism, businesses, talent and investment attraction can result in vague and confusing messaging to the outside world about a region, its assets and opportunities.
- The Port Macquarie-Hastings Destination Management Plan 2020 to 2024 identified the lack of a destination brand identity as a weakness for the region.
- Getting buy-in from a diverse range of stakeholders can be a challenge when establishing a consistent vision for a region. This can particularly be the case when there is one dominant locality, such as Port Macquarie, within a larger and diverse region.

Figure: Gondwana Rainforest World Heritage Area



Figure: Health & Education Precinct



Figure: Port Macquarie Glasshouse



## Emerging Issues and Ideas

Economic Development Strategy:  
Discussion Paper

## PMH's Place in the World

## Opportunities

- A strong brand can strengthen sense of place when there is alignment between residents, business, government and visitors.
- Branding can be used to set long term goals that can mitigate effects of sudden changes in policy.
- A place brand can be effectively leveraged by local businesses to add value to their product or service. In this way, a strategically developed regional brand is a powerful tool for establishing competitive advantage.
- Promoting high value 'quality' agriculture (horticulture and animal husbandry) which builds on Australia's international reputation for clean and natural products. A report by the CSIRO<sup>1</sup> identified eight key opportunities for Australian food and agribusiness, some of which could be captured by businesses in PMH (selection provided in chart below).

Opportunity	Value \$B	Description
Free-From & Natural	4.2	Markets include free-from gluten, lactose, allergens, dairy and meat products, as well as organic foods and beverages.
Fortified & Functional	9.7	Food and beverage products that contain added health ingredients and nutrients for intended nutritional benefits.
Alternative Proteins	6.6	Foods that are consumed as substitutes to meat as part of one's diet. Potential products include plant proteins and emerging opportunities such as insect-based ingredients.
Convenience Meals	5.3	Pre-prepared or frozen packaged meals sold by supermarkets, grocery stores and other home delivery ready meal services.
Agri-tourism	5.5	Experiences that allow visitors to experience regional Australia and the agribusiness value chain. This includes tours and cuisines at farms, wineries and farm-gates.

Source: Modified from Wynn, K. &amp; Sebastian, B, 2019.

## Things to consider

- Natural environment can be a strong marketing tool. Concepts of 'clean, natural, healthy, and ecologically responsible' can be applied in a range of sectors beyond tourism (such as food product manufacturing, construction, health, energy production, and agriculture).
- Who would be best to be involved in any branding exercise? Other than Council, who could be the champions?

What are others doing?*Margaret River rebranding (WA)*

*The Margaret River Region in Western Australia is an iconic food, wine and nature destination. For many years, marketing of the wider area was the responsibility of two separate tourism organisations. In 2015, these organisations united as the Margaret River Busselton Tourism Association. This regional partnership, formed under a less-than inspiring name, needed a story and brand to share. The result was 'Your Margaret River Region', a brand that was able to be owned and recreated by anyone and extends beyond the tourism sector alone.*

<sup>1</sup>Wynn, K., & Sebastian, B. (2019). Growth opportunities for Australian food and agribusiness – Economic analysis and market sizing. CSIRO Futures.

# Emerging Issues and Ideas

Economic Development Strategy:  
Discussion Paper

## A Collection of Great Towns

As the largest town in the municipality and the primary location for services and employment, Port Macquarie is a focus of local and regional strategies.

However, PMH is a collection of unique towns and villages. Each of these towns have their own strengths which can be leveraged to support economic development in the municipality more broadly.

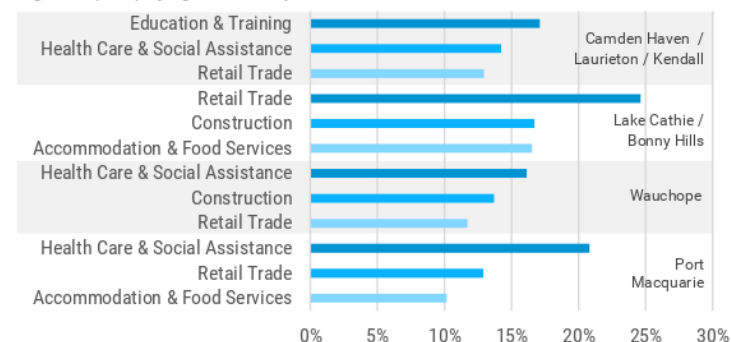
### Assets

- Port Macquarie is the municipality's major town, accommodating the majority of existing and future population, services, businesses and tourism activity. The State Government has signaled that regional cities such as Port Macquarie will be the primary growth centres in the region<sup>1</sup> and will therefore attract the majority of investment.
- Wauchope is PMH's largest township outside of Port Macquarie. With its hinterland location, Wauchope has strong connections with the surrounding productive rural areas and has a relatively strong manufacturing base. The town is an easily accessible to Port Macquarie and also has one of the train stations, making it a point of entry to the region.
- Coastal towns of Laurieton, Bonny Hills and Lake Cathie offer outstanding lifestyle opportunities (image below) which will support ongoing population growth, particularly in Bonny Hills and Lake Cathie.
- Kew, Kendall, Comboyne and many other smaller townships have strong connections to the natural surroundings and are important community hubs.

### Issues

- What do the towns of PMH have that is unique in the region? What can they offer that is better or not available in other towns along the north coast or in Newcastle?
- Port Macquarie will continue to be the primary attractor for new business, investment and marketing, and is a primary attractor for tourism. Smaller townships will not be able to compete with Port Macquarie for investment and attention, but will need to establish their position as a complement to Port Macquarie.
- There is some lack of economic diversity or differentiation between townships, particularly along the coast which are all focused on tourism and population servicing industries of construction, education, health care and retail (figure below).
- 'Decentralising' population to smaller villages also requires the extension and expansion of services and infrastructure.

Figure: Top employing industries by location



<sup>1</sup> NSW Government 2017, *North Coast Regional Plan 2036*



## Emerging Issues and Ideas

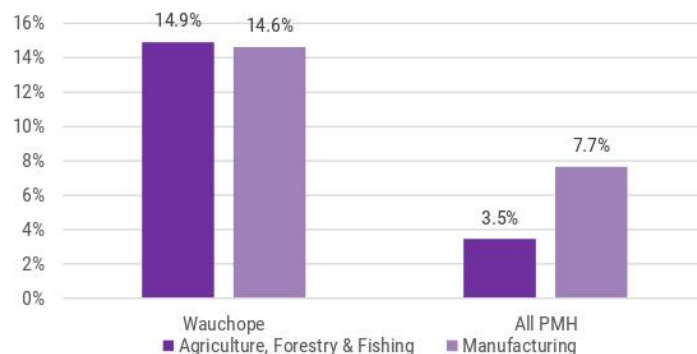
Economic Development Strategy:  
Discussion Paper

## A Collection of Great Towns

## Opportunities

- There is limited use of much of the hinterland area. Can these areas be activated through more productive agriculture, Agri-tourism, or other productive activities?
- Smaller townships could accommodate a proportion of new population. People moving to the region are often looking for an affordable 'village style' residential option.
- Develop Wauchope as a centre for food and beverage manufacturing, building on strong connections with rural hinterland and existing food product manufacturing base (Figure below). While some of the agricultural production relates to forestry, horticulture and cattle farming also play an important role in the region.

Figure: Relative contribution to output in selected sectors in Wauchope and PMH, 2019



Source: REMPLAN 2020

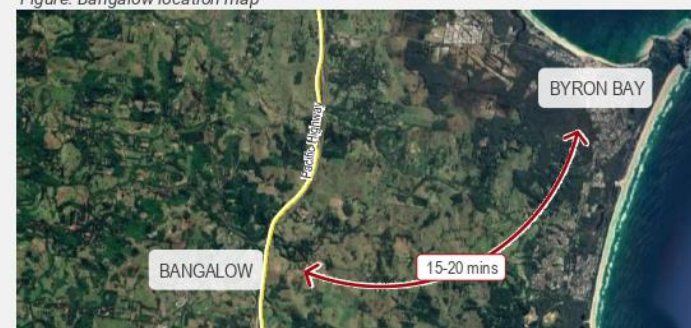
## Things to consider

- What are the common strengths of each town?
- What are the unique strengths that could be leveraged to benefit the whole municipality?
- Are there new or innovative activities or industries that could be established in smaller towns and villages?
- What is preventing population and industry growth in smaller towns and villages?

Case study - hinterland town complementing a tourist meccaHinterland town of Bangalow (NSW)

Bangalow is a small hinterland town about 15-20 minutes from the popular tourist town of Byron Bay. Once considered the poorer cousin, Bangalow is now a destination in its own right which maintains strong connections with its rural surrounds. The historical architecture of the federation buildings provide a unique character, distinct from its coastal counterpart. The surrounding fertile countryside produces macadamia nuts, fruits and vegetables, coffee, dairy and meat which a feature of local award winning cafes, restaurants and farmers markets.

Figure: Bangalow location map



# Emerging Issues and Ideas

Economic Development Strategy:  
Discussion Paper

## PMH's Natural Assets

PMH has a collection of high-quality natural assets that are recognised locally, at a state and national level. These assets provide important ecological services, underpin agricultural productivity, contribute to liveability for the local population, and also act as significant attractions for visitors to the region. While there is intrinsic value provided by natural areas, biodiverse and naturally beautiful areas also generate extrinsic economic activity as people want to live or visit these areas and by doing so support economic activity.

The Port Macquarie-Hastings Destination Management Plan identifies the region's natural assets as the foundation for tourism development in the municipality.

### Assets

- PMH's productive rural areas are an asset for the local economy. While the relative contribution of agriculture is smaller in PMH than other adjacent municipalities.
- The coastal drawcards of beaches and rivers and other coastal environs are a major attractor for residents moving to the region as well as visiting tourists. These areas host sporting and cultural events which support economic activity.
- National Parks (including the UNESCO World Heritage Site), State and Regional Parks, and reserves are attractors for visitors to the region.
- The substantial koala population and habitat are a cultural icon and also a major drawcard to the region.

### Issues

- Despite being a regional municipality, PMH has a relatively small area of agricultural land which may limit production capacity, particularly for broad acre activities.
- Conservation areas are largely individual and separate experiences with little connection linking them physically or as a packaged experience.
- The coastal region east of the Pacific Highway will likely be the region where development pressures are contested by environmental considerations. For example, the UGMS identifies where the urban growth boundary and priority biodiversity areas and high priority koala habitat interact (Image below).

Figure: Example area of urban growth and environmental value crossover



Source: Port Macquarie-Hastings UGMS, 2018

## Emerging Issues and Ideas

Economic Development Strategy:  
Discussion Paper

## PMH's Natural Assets

## Opportunities

- Focus on higher value agricultural production and value-adding manufacturing activities derived from agricultural production.
- Growing the existing 'Koala Tourism' offer and incorporating other regionally unique environmental assets, both fauna and flora. The NSW government estimates that Koala's support over 9,000 jobs across Australia and generate between \$1.1 to \$2.5 billion of tourism expenditure per year<sup>1</sup>.
- PMH includes a range of walking trails through national parks and around townships. While short walks are typically an activity that forms part of an existing stay, extended walks (of two or more days) are often destinations in their own right. Building on existing walking trails to create connections could create a new offer and new opportunities for businesses in the region.
- The Googik Heritage Track and Port Macquarie Coastal Walk both contribute to the region's active transport connections, similar areas across the region could be used as active transport links.

## Things to consider

- Walking trails are popular tourist attractions which generate economic activity as visitors stock up on supplies in local towns, or extend their stay before and after a walk (case study below). Are there existing trails that could be connected as a starting point to an extended walking experience?
- Could PMH build on its current assets around the local koala population and become the Koala Capital of Australia? What would need to be built, promoted or expanded?
- What opportunities are there for value-adding agricultural production, both on-farm or off-farm?
- What elements in our natural environment could support enhanced immersion in nature, while responding to community challenges?

Figure: On-trail podium camp sites on the GPT

What are others doing?*Grampians Peaks Trail (VIC)*

*The Grampians National Park is the fourth largest park in Victoria and protects a diverse ecosystem, stunning landscapes and highly significant indigenous cultural heritage.*

*Stage one of the Grampians Peak Trail (GPT), opened in 2015, offered 36 km 3-day trail experience. The full trail is due to be fully completed in 2021. By 2025, up to 34,000 walkers are expected to experience the trail, generating more than \$6 million of direct benefit to the region each year<sup>2</sup>.*

*The full trail offers a range of experiences, from self-guided walks, guided tours, day walks, short multi-day walks, up to the full 13-day experience. A range of on-trail and off-trail accommodation is to be provided, including tents, cabins and 5-star accommodation options. Products and services from private tour and accommodation providers will complete the offer.*

<https://www.visitgrampians.com.au/>

<sup>1</sup> NSW Government, 2019 [www.environment.nsw.gov.au]

<sup>2</sup> ParksVic, [www.parks.vic.gov.au]



# Emerging Issues and Ideas

Economic Development Strategy:  
Discussion Paper

## Innovation & entrepreneurship

Innovation and entrepreneurship are distinct but connected concepts. Innovation is about creating or carrying out new products, processes or devising new applications for existing products and processes. In simple terms it is the application of ideas in a novel and useful way. Not all innovations, however, are applied in a manner which reaches the greatest audience, and therefore not all innovations realise their full potential.

Entrepreneurship is a social process that extracts value from innovations with the typical, but not universal, aim of achieving a positive economic outcome. There is also typically a large element of risk associated with entrepreneurship. Due to this risk, entrepreneurial 'failures' are quite high but are nonetheless a critical element of the process of discovering the 'right' idea which allocates resources to a higher value activity.

The idea of innovation and entrepreneurship in this paper aims to explore who the innovative people or organisations are in PMH, what type of support existing or new innovators or entrepreneurs may need, and what sectors could be a focus for innovation to set PMH apart.

### Assets

- Charles Sturt University Innovation Hub (part of Stage 2b redevelopment)
- Newcastle University
- University of New South Wales Rural Clinical School
- Local Business Networks
- Edmond Barton Centre

Figure: Charles Sturt University Redevelopment

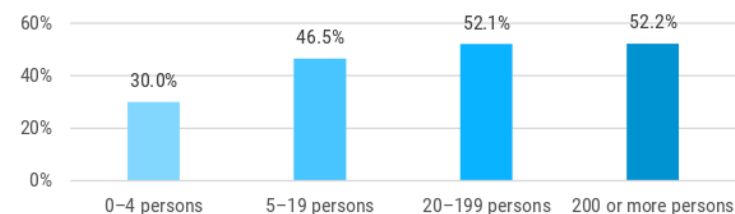


Source: news.csu.edu.au

### Issues

- Lack of a night-time economy (NTE), specifically in Port Macquarie. Establishing an NTE typically requires a critical mass of geographically proximate businesses to be consistently open during night-time trading hours. Consistency is important to establish new patterns of behaviour in customer's minds. Lack of patronage during early phases is a considerable risk and can be a deterrent for many businesses.
- The PMH economy is dominated by a few industries, however the major contributors are generally some of the least innovative sectors nationally.
- 58 percent of businesses in PMH are non-employing and 98 percent have less than 20 employees. Small businesses are typically less innovative than larger businesses. This is due to the lower access to resources (time, skilled labour, capital) for small businesses.

Figure: Proportion of innovating businesses by employment size, Australia 2018-19



Source: ABS 2020, Characteristics of Australian Businesses

## Emerging Issues and Ideas

Economic Development Strategy:  
Discussion Paper

## Innovation &amp; entrepreneurship

## Opportunities

- Understanding PMH's unique set of attributes (people, organisations, natural or built features, etc) that can be leveraged to establish an innovation precinct. The Health and Education precinct is one potential area, but there may be others focused on different industries or focus areas.
- Port Macquarie is a regional centre with a strong cluster of businesses and industry with supporting institutional organisations that promote research. The attractive environment of the region more broadly is a strong attractor for skilled talent if the work is available.
- The rapid economic success identifiable in globally renowned locations like Silicon Valley that have promoted the idea of Employment and Innovation Clusters (EIC's) (see table below for characteristics of EICs). EIC's are physical places and spaces that support forms of capital that best respond to the rapid and disruptive industrial change that is commonly referred to as Industry 4.0 or the 4th Industrial Revolution.

Asset category	Physical characteristic	Economic Benefit/s
<b>Economic</b>	<ul style="list-style-type: none"> <li>• Large employing businesses</li> <li>• Health &amp; Education Institutions</li> <li>• Government &amp; non-Government Organisations.</li> <li>• Business Confidence Survey</li> </ul>	<p>Demonstrable concentration of highly skilled, driven professionals that enables or has the potential to develop a culture and outcome focussed business environment centred around innovation.</p> <p>Innovative businesses reported significantly better outcomes across all measures, with higher sales and profitability, and a higher propensity to invest in increased staffing and capital expenditure.</p>
<b>Physical</b>	<ul style="list-style-type: none"> <li>• Public and privately buildings, Public spaces, streets, and infrastructure</li> </ul>	<p>High quality built environment where physical assets are designed and structured to promote increased levels of connectivity, collaboration, and innovation.</p>
<b>Networking</b>	<ul style="list-style-type: none"> <li>• Interaction and relationships between industries, professionals, local businesses and institutions</li> </ul>	<p>Sharing of ideas, information and ultimately development of economic activity where increased relationships promote or accelerate better ideas and outcomes.</p>

Source: Brookings Institute. adapted by RFMPI AN

## Things to consider

- What investment is missing from the Health & Education Precinct to unlock this site for increased levels of job creation and R&D opportunities?
- What support mechanisms are needed to help micro and small businesses in PMH grow into larger organisations? What are the mechanisms that are currently in place and working? Are there key elements missing for certain parts of the economy (industries or size of business)?
- Who would best lead a campaign to establish a night-time economy in Port Macquarie? How many and what types of businesses would be required? What is the major factor that is limiting its inception currently?
- Council's *Smart Community Roadmap 2020* provides a framework to support local business through innovation, economic diversification, and calculated smart technology deployment. Are there specific projects that align with this strategy?

What others are doing?*Townsville Tropical Intelligence & Health Precinct – TropiQ (QLD)*

*TropiQ is a partnership between James Cook University, Townsville Hospital and Health Service and Townsville City Council and is anchored by other major organisations such as the CSIRO and ACT Centre of Excellence.*

*Building on regional strengths and unique locational attributes, TropiQ creates an opportunity to position Townsville as a pre-eminent provider of research into tropical science, health and medicine.*



# Emerging Issues and Ideas

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## Local resilient communities

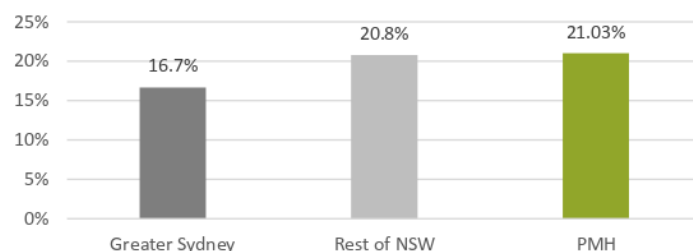
Communities around the world are responding and adjusting to the challenges thrown up by climate change, the recent COVID-19 pandemic and other “game changers”. Locally, PMH and other Australian regions are also dealing with the impact of bushfires and floods. In response to the more recent and acute challenges brought about by COVID-19 and the bushfires, Port Macquarie-Hastings Council has introduced a range of relief measures aimed at supporting the community (residents and businesses). Council’s COVID-19 Recovery Working Group also worked to identify a range of priority initiatives, projects and actions that collectively, would assist our community to move forward from the pandemic. Many of these and other Bushfire recovery projects have been funded by Council and other levels of government and are well underway.

The PMHC Community Inclusion Plan identifies community resilience to be about making a community better, in both good times and bad, for the benefit of all its residents, particularly the poor and vulnerable. A resilient community possesses the necessary resources to overcome vulnerabilities and adapt positively to change; has the ability to ‘bounce back’ after negative experiences and to cope in unknown circumstances; has the capacity to grow and learn from experience and transform itself to make it more sustainable in the future; and is one in which residents have a strong sense of wellbeing.

### Assets

- The community has expressed a strong desire to adopt sustainable practices and promote environmentally responsible activities.
- PMH has a relatively high rate of volunteerism (Figure below), an indicator of social capital. Volunteerism does however vary by age with 40-49 year-olds having the highest rates of volunteerism, followed by cohorts through 60-74 years old.
- PMH has had a relatively high takeup of rooftop solar (35.1% of dwellings and 53MW capacity<sup>1</sup>), relative to other region which assists with energy self-sufficiency. However, wind and solar resources to support commercial scale operations are not as high as other regions which may limit potential for the development of large-scale operations.

Figure: Rates of volunteerism, 2016



Source: ABS Census of Population and Housing 2016

### Issues

- The community has sustained significant impacts from bushfire and COVID.
- There has been a significant contraction in visitor economy activity since the start of the bushfires, following which travel was further affected by COVID-19. Employment in some local industries is highly reliant on visitation, such as accommodation & food services, and arts & recreation.
- With one in four workers employed on a casual basis, a high proportion of the local workforce is exposed to economic shocks, as the casual workforce is often the first to experience job loss in times of economic downturn. In particular:
  - Retail trade, which employs one in ten workers, and 39% of those workers are casual.
  - Accommodation & food services employs one in ten workers and almost half are casual.

<sup>1</sup> [www.pv-map.apvi.org.au](http://www.pv-map.apvi.org.au) [accessed 9 Feb 2021].

# Emerging Issues and Ideas

Economic Development Strategy:  
Discussion Paper

## Local resilient communities

### Opportunities

- There are a range of existing community networks (such as sporting clubs, interest groups, volunteer organisations, and the like) which already exist in PMH. Expanding and growing such networks is critical to not only improving community resilience but maintaining it.
- Beyond the clearly negative outcomes of the bushfire and COVID events, one of the positive outcomes of disasters is often a better connected and more cooperative community. Maintaining any new groups or networks that have been established in the face of these disasters is an opportunity to grow community resilience.
- The process of disasters is often one of large reduction in economic activity (and associated loss of assets) during the disaster, followed by a quick recovery as activity rapidly increases in the rebuilding and recovery phase. This can be an opportunity to create new processes, networks or infrastructure that was previously costly to undertake.

### Things to consider

- Resilience is both a characteristic and a process. If community connections, social interactions and economic ties are not nurtured and maintained, resilience often declines.
- Resilience is the capacity to adapt to rapid change and new circumstances. Resilience in the economic sense is a critical aspect of overall community resilience, ensuring employment is disrupted as little as possible. Keeping local and regional business and industry in operation after an event is critical in supporting healthy and resilient communities.
- Disaster recovery experts point to the need to not only respond to the crisis at hand but to understand and take stock of the situation and processes to most effectively and efficiently respond to future crisis through enhanced resilience. Disaster management at the regional level, particularly for disaster and crisis that is specific to the region will ultimately better position a region to respond to future issues.
- Economic development models that focus solely on growth at any cost are ineffective in creating inclusive outcomes across all communities.

### What others are doing?

#### *Research on Community Resilience in Birmingham (UK)*

*Research undertaken by a leading think tank in London<sup>1</sup> identified five key points to be considered by central and local government when developing plans around community resilience:*

#### 1. Do not ignore the quiet communities.

*When communities are able to make people aware of issues they are facing, those in authority were able to channel resources.*

#### 2. Develop localised micro funds to seed voluntary sector activity.

*Small amounts of investment can make a big difference and send important signals to communities. They can provide bolster for fragile community organisations and can prove important in building up new organisations and community resilience.*

#### 3. Invest in community leadership.

*Where the voluntary sector activity is absent or weak, activity can be kick started through neighbourhood managers to build up the capacity of community leaders.*

#### 4. Focus on places and people.

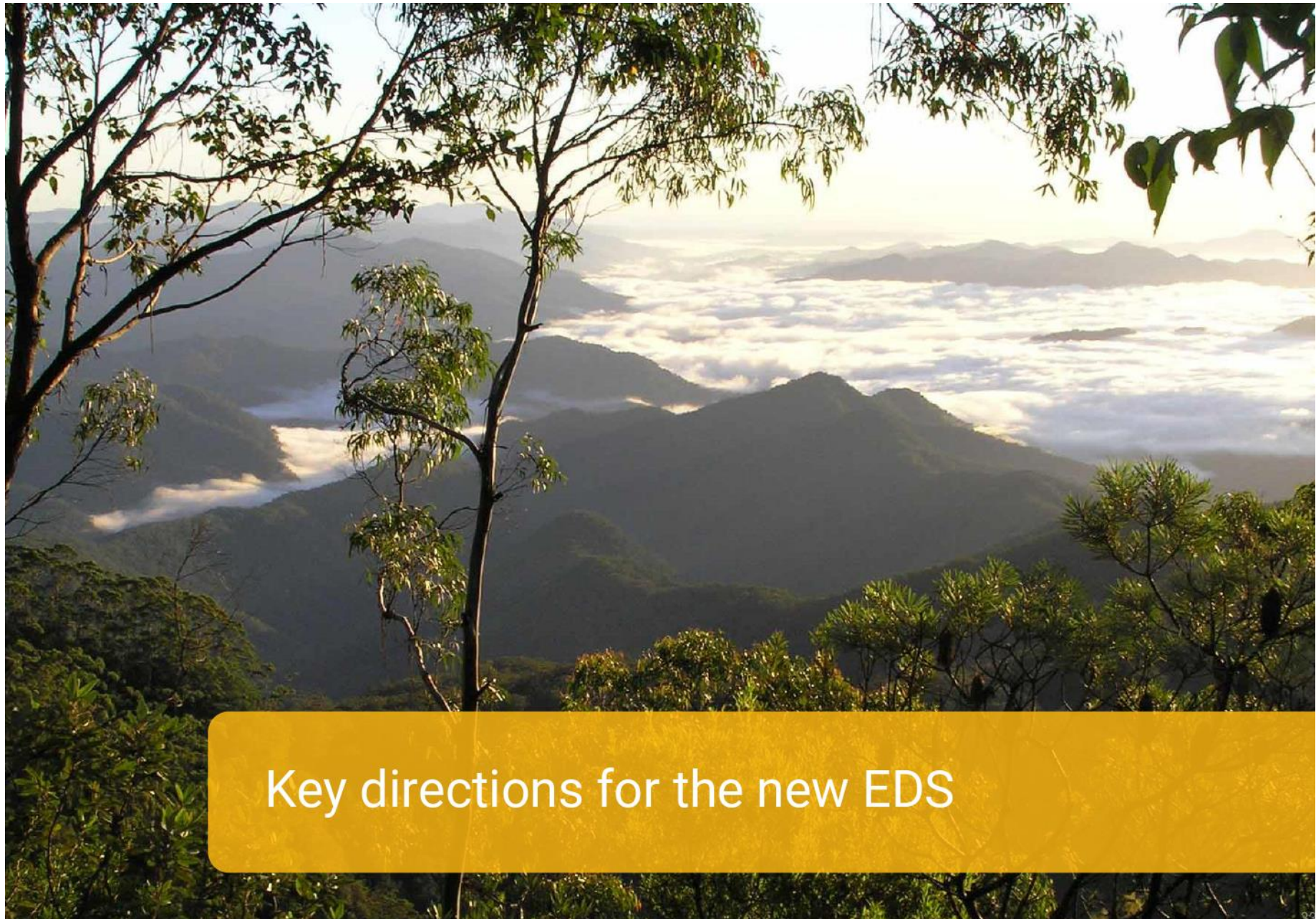
*Community resilience does require public spaces and physical infrastructure, but you need the people to run them. This means investing in both capital needs and human resources.*

#### 5. Strengthen public and voluntary sector partnerships.

*As cuts impact both public and voluntary sector services, it is more important than ever to forge new links and protect existing ones between the sectors. Strengthening community resilience can not be done in a traditional top down way, but neither can communities 'go it alone.' Public and third sector organisations continue to have a vital role.*

<sup>1</sup> The Young Foundation 2012, Adapting to Change: The Role of Community Resilience





Key directions for the new EDS

# Potential Key Directions

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## Potential Key Directions

Direction	Description
<b>Leadership</b>	<p><u>Business Networks –</u> The importance of business and networks of other interest groups are a key factor across a range of themes. Strong networks provide leadership, foster collaboration and innovation, and are a critical element in developing community resilience.</p> <p><u>Key priority advocacy –</u> Developing a succinct list of key priority advocacy activities is important for concentrating limited support and resources on those outcomes identified as most critical. There will always be a multitude of possible opportunities, projects or outcomes for which to advocate.</p>
<b>Population</b>	<p><u>Regional returners –</u> Population is a significant driver of the PMH economy. The region is experiencing the same phenomenon of the hollowing of young people and growth of an older cohort as almost all areas in regional Australia. Instead of fighting this tide, there are opportunities in accepting the outward migration of young people and to focus energies on attracting people back to the region after time away. Regional returners present a significant asset, bringing families, higher incomes, investment in housing and business, life experience, and workplace skills.</p> <p><u>CSU, UNSW and The University of Newcastle –</u> The presence of three of Australia's major universities in Port Macquarie presents a substantial opportunity. In addition to their educational and research roles, universities are an attractor for people from outside the region (both domestically and internationally), which can provide people a sense of what it is like to live and work/study in a regional centre.</p>
	<p><u>Ageing opportunities –</u> The ageing population should be seen as an important opportunity for growth and development. People in later years of life typically require more support services which directly correlates to employment opportunities. Extracting value from a mature workforce will be a key consideration for the local economy given the depth of experience present within this cohort of workers.</p>
<b>Social / community infrastructure</b>	<p><u>Public and active transport connections –</u> Establishing public and active transport connections in existing areas is important, and even more critical at the early stages for new growth areas. Examples internationally have demonstrated that establishing these before residents move to an area is critical to forming habits and behaviours of use. Supply of good public and active transport networks are also characteristics of innovation districts, they provide equitable means of access, and reduce costs of congestion.</p>
	<p><u>Pump Prime investment into new growth areas –</u> Thrumster and Bonny Hills / Lake Cathie are the main growth areas of PMH. While areas are zoned for commercial use and medium density residential development, land use regulation is still a relatively passive approach to achieving development outcomes. Consideration could be given to providing incentives or delivering some early development could be a more proactive approach in the early stages of development to provide high quality social, community and commercial infrastructure.</p>



## Key Directions

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Direction	Description
Regional Innovation	<p><u>Health &amp; Education Precinct –</u> The health and education precinct appears to be one of the major growth opportunities in PMH. The confluence of existing urban structure (proximity of health care facility and tertiary institutions), broader economic trends (growth of health care), regional demographic trends (aging population), and the co-location of several high-quality organisations presents a major opportunity for PMH. Determining what the point of difference (or key focus area) for the precinct will be an important step.</p>
	<p><u>New modes of delivery for aged and disability care –</u> Some of the factors outlined above extend to opportunities to explore innovative ways to deliver forms of aged and disability care. One example where this is planned in Australia is the Heathcote Dementia Village which is a facility that would integrate residential living, complementary health care and research centre into the one facility.</p>
	<p><u>Food Product Manufacturing (Wauchope) –</u> Growing a food product manufacturing sector represents an intersection of the natural assets of the region, the productive capacity of the surrounding agricultural land, tourism and other export opportunities, increasing community resilience through increasing local production, as well as diversifying the local economic base. While this can naturally occur throughout the municipality, the range of existing assets and infrastructure in Wauchope suggest this as a possible focus area for a local food manufacturing industry.</p>
Transport investment	<p><u>Advocacy for road upgrades –</u> The need to upgrade roads to allow the transport of people and goods is an important factor for an economy. Funding can be the main barrier to undertaking upgrades. Preparation of strong business cases and / or feasibility studies may assist in advocacy efforts.</p>
	<p><u>Role of the airport and associated business park –</u> The presence of an airport is a major asset for a regional centre, bringing opportunities that are not otherwise available. The role of the airport is important for the visitor economy, but also as a hub of new complementary economic activity.</p>
Place in the world	<p><u>Place branding –</u> Place branding is first and foremost an internal process of understanding your own unique attributes and position. Establishing a single cohesive umbrella brand for all sectors of the economy can be a difficult task, but provide a more cohesive vehicle for external communications and advocacy while also providing a common foundation for leadership.</p>
	<p><u>Place making –</u> Place making is about township improvements that create attractive and amenity-filled places. Place making initiatives build on the great collection of towns in PMH for both residents and visitors.</p>
	<p><u>Visitor attraction –</u> Tourism is one of the primary ways that places engage with people from outside their region. As such, tourism attraction is both an economic driver and a way to tell people from outside who you are and what you are about, ultimately informing people's views about what type of region you are.</p>



## Appendices

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## Appendix A – Historic Economic Performance

Figure: Output trend of top 5 industries in 2019, PMH

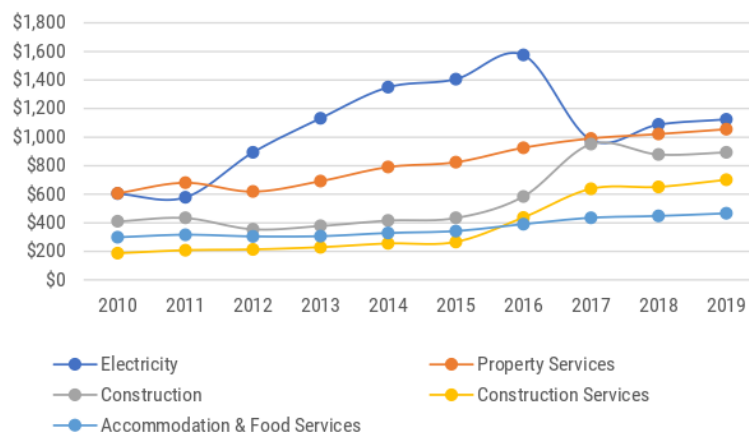
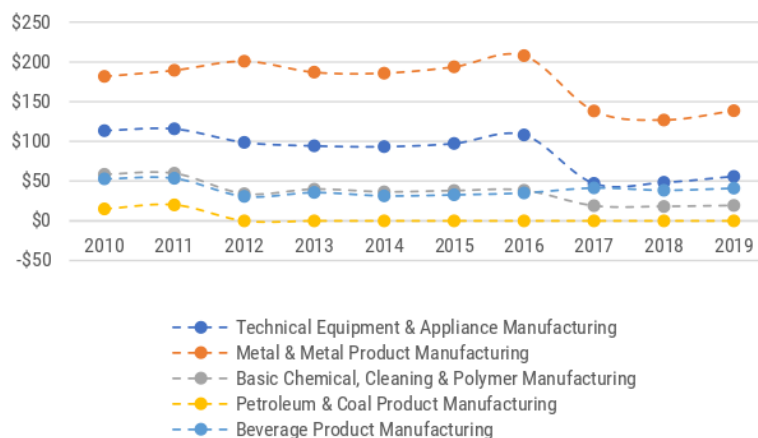


Figure: Trend of 5 industries experiencing largest decline in output between 2010 and 2019, PMH



## Output (revenue)

Output data represents the gross revenue generated by businesses/organisations in each of the industry sectors in a defined region. Gross revenue is also referred to as total sales or total income. As such, estimates of output provide an indication of the level of activity occurring in a region, an industry or organisation.

Electricity remains as the highest contributing sector to regional output. However, this has reduced notably from 2016 likely due to a reduction in the number of jobs in the region.

Both construction and construction services have experienced strong and sustained growth since 2015. This is not a result of any one sector, with all subsectors (including residential building construction, non-residential building, and civil engineering) having experienced growth over this time. Construction has increased from 3.2% of total regional output in 2010, to 7.3% in 2019. Construction services has seen similar gains.

Accommodation & food services is the fifth largest sector in terms of output and has experienced a gradual increase in value since 2010. However, the relative share of the sector has decreased from 5.2% to 4.9%.

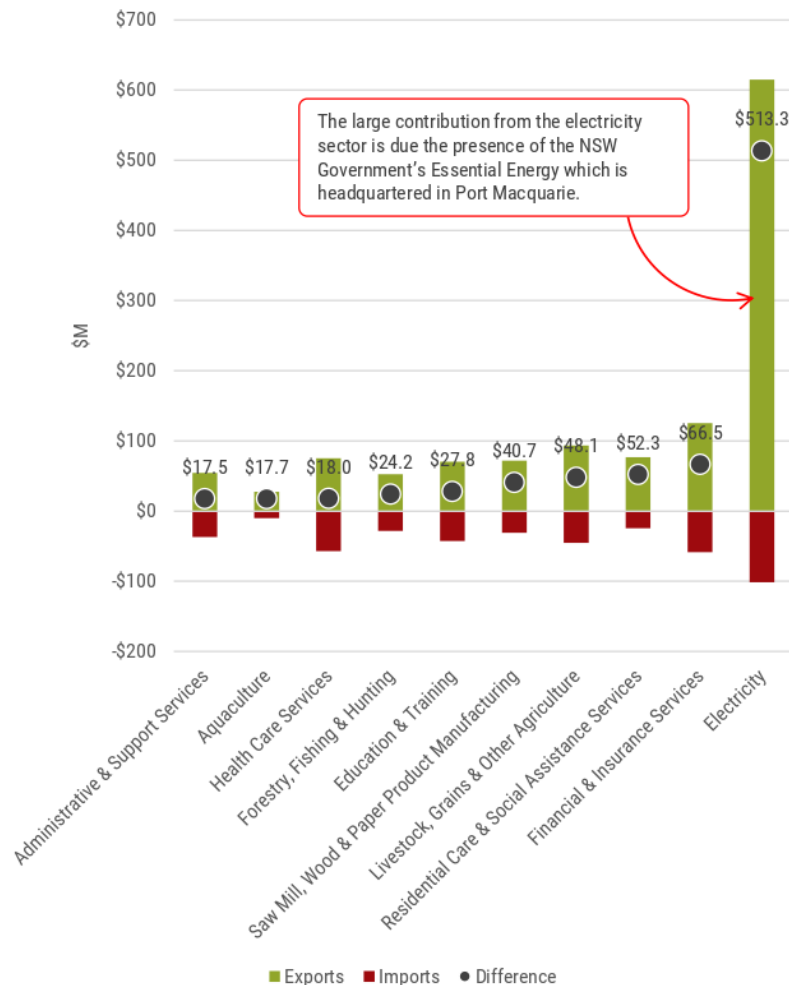
Sectors experiencing the largest declines are predominantly manufacturing subsectors. Technical equipment & appliance manufacturing has experienced a decrease of -\$58 million since 2010, followed by metal & metal product manufacturing which decreased annual output by -\$43 million down to \$139 million per annum.

The decline of the manufacturing sector is not unique to PMH and is common across the country. However, the loss of manufacturing not only impacts a region's productive capacity, but also has flow on effects of reducing the number and variety of professional services and smaller producers that support a manufacturing ecosystem.

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Figure: Output trend of top 5 industries in 2019



## Exports vs imports

Regional exports data represents the dollar value of goods and services exported outside of PMH that have been generated by businesses / organisations within the region. Another way of defining exports is as an inflow of money into the region. Conversely, regional imports data represents the dollar value of goods and services imported into the region. As such, imports are also viewed as an outflow of money from the region.

The electricity sector has consistently been the highest overall and net exporter in PMH, with a net export value more than seven times higher than the second highest net exporting sector. However, this is due to the presence of a single government organisation (Essential Energy) which is headquartered in Port Macquarie. Essential Energy is the NSW Government-owned company which owns, maintains and operates the majority of the State's electricity network. This single company makes significant positive impacts to the local economy but is not necessarily reflective of a diverse industry.

Agricultural activities are also represented as some of the highest net exporting sectors. This is primarily the forestry industry, and both livestock and horticulture, however aquaculture also achieves relatively high net exports due to its very low import value.



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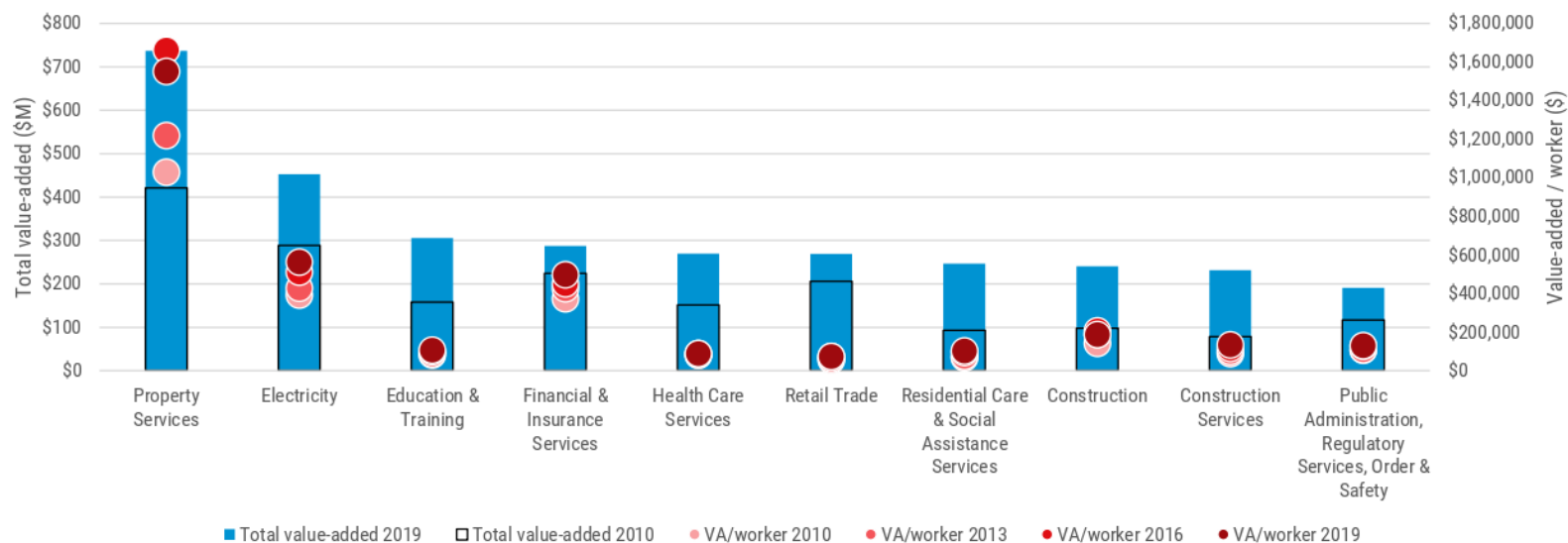
## Value-added

Value-added is a key economic metric which estimates the marginal economic value added by an industry. Unlike output, value added is a non-duplicative indicator as it excludes the costs of intermediate inputs. Therefore, it is one of the best indicators of industries' contribution to the wealth of a region. Value-added by industry sector is the major element in the calculation of Gross Regional Product / Gross State Product / Gross Domestic Product.

Property services is both the largest contributing sector to regional value-added and the highest per worker. However, the property services industry includes also includes 'ownership of dwellings' which includes both landlords and owner-occupiers, the latter incorporating imputation of rent which is not an actual transaction but is reflective of property (rental) prices in the region.

Several sectors have experienced large increases in the overall contribution to regional value-added including electricity, education & training, health care, and construction. However, with the exception of the electricity sector, these sectors have achieved growth in value-added due to employment increases rather than increasing worker productivity.

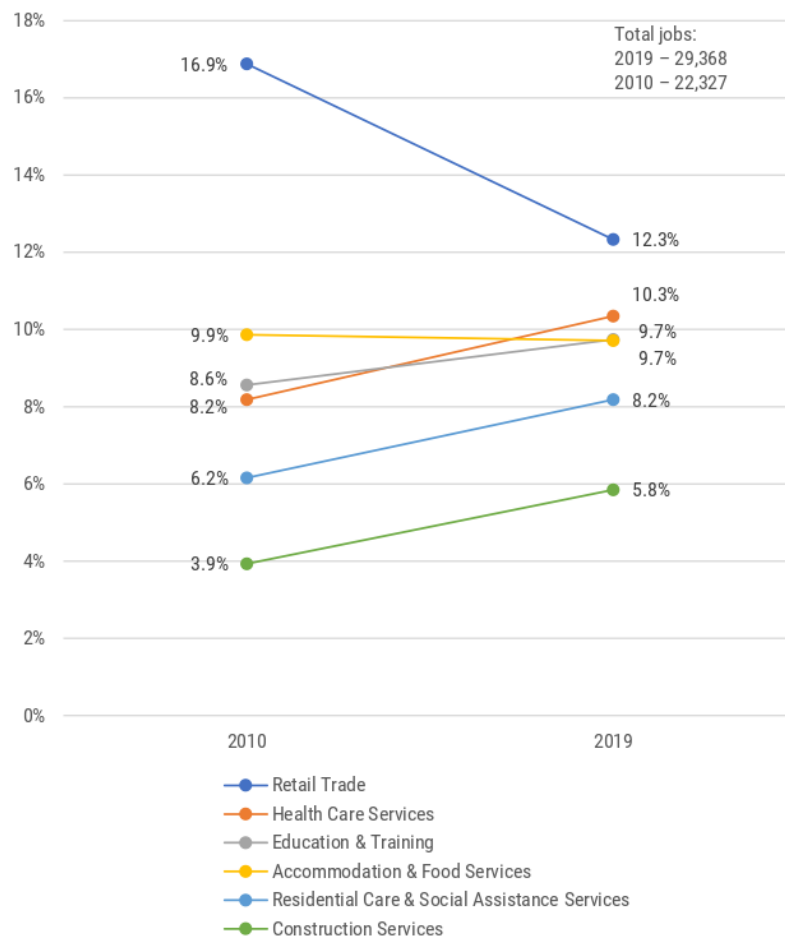
Figure: Top 10 industries contributing to value-added in 2019 – change from 2010 and change in value-added per worker.



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Figure: Top five sectors by employment in 2019 and change from 2010

**Employment**

Employment data represents the number of people employed by businesses within the defined region. Employment data presented in this report is destination of work data. That is, no inference is made as to where people in a defined region reside. This employment represents total numbers of employees without any conversions to full-time equivalence. Retail jobs for instance represent typical employment profiles for that sector, i.e. some full time, some part time and some casual.

As indicated in the adjacent chart, the retail trade sector has experienced a significant decline in share of employment in PMH, from 16.9% of employment in 2010 to 12.3% in 2019. This is the largest decline in share of all sectors. The next largest declines were in wholesale trade (-0.81%), financial & insurance services (-0.73%) and metal & metal product manufacturing (-0.58%).

By contrast, industries in health care, construction and education have seen the largest increases in employment.

The share of employment in accommodation & food services has remained relatively stable, indicating employment growth in the sector has increased consistently with overall employment growth in PMH.



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## Appendix B – Impacts of Bushfires and COVID-19

### 1. Bushfire Impact

The devastation due to the 2019/20 bushfires have resulted in a complex array of impacts inclusive of ecological, environmental, health (physical and mental) and wellbeing which will be on-going. The extreme nature of the disaster will mean the true extent of both economic and social impacts are yet to be fully understood.

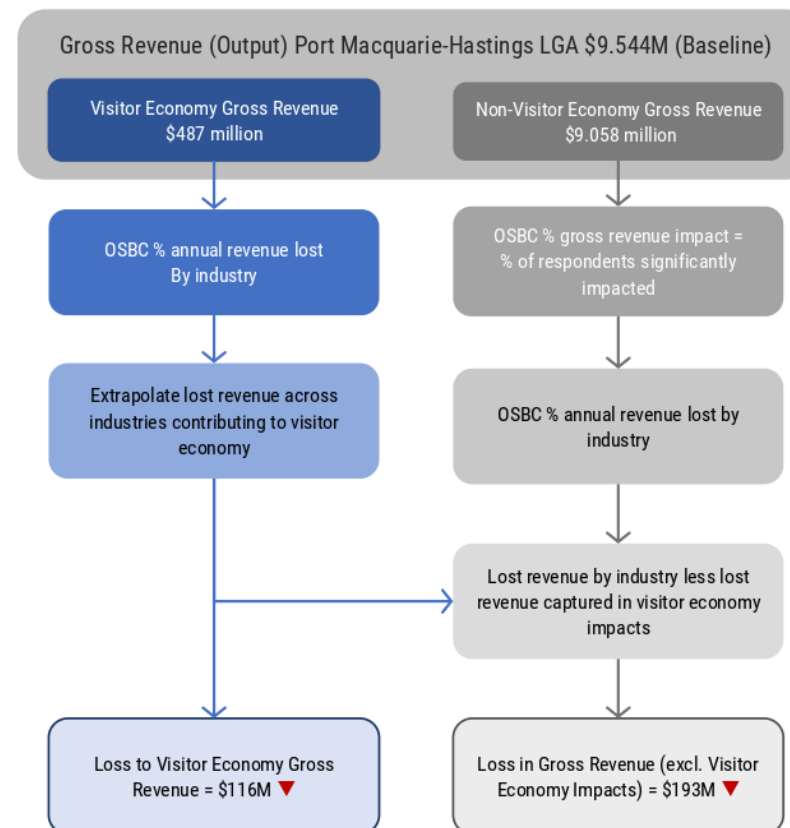
While acknowledging the complexity of impacts across New South Wales and the effects within the Port Macquarie-Hastings (PMH) community, the scope of the bushfire analysis remained limited in nature due to the focus on industry specific economic impacts.

#### 1.1 Methodology

The New South Wales Office of the Small Business Commissioner (OSBC) conducted a survey of small businesses in a bid to inform the bushfire recovery response. OSBC made available the outcomes of the survey to assist REMPLAN to understand the business impacts of the fires. The survey was conducted online from December 2019 to February 2020.

REMPAN has conducted economic impact modelling based on the 214 responses from businesses operating across the Mid-North Coast region which incorporates the LGAs of Bellingen, Coffs Harbour, Kempsey, Mid-Coast, Nambucca and Port Macquarie-Hastings (responses from PMH totalled 52).

The OSBC survey findings were utilised along with REMPLAN economic data for PMH (primarily output by industry and output attributable to the visitor economy), to determine an estimate of gross revenue (output) lost due to the bushfires. The figure adjacent illustrates the methodology adopted.



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## 1.2 Bushfire Impact Overview

The 2019/20 Bushfires is estimated to have reduced gross revenue in PMH by -\$308.218 million, in annual terms. Applying this fall in gross revenue to REMPLAN economic data for the defined region of Port Macquarie-Hastings (A), REMPLAN has determined the following impacts on the economy of the PMH, which are summarised in the adjacent table.

Gross Regional Product (GRP) is the total value of final goods and services produced in the region over the period of one year. GRP for the PMH is estimated to be \$5,060.017 million. The impact of the 2019/2020 Bushfires is estimated to have decreased annual GRP for the region by \$281.536 million (or -5.6%) to \$4,778.480 million.

The loss in gross revenue (output) of -\$308.218 million due to the bushfires is associated with a fall in employment of -1,663 jobs. The direct loss of revenue is estimated to result in a fall in demand for intermediate goods and services within PMH of -\$118.861 million and a further contraction in the workforce of -347 jobs. These supply-chain effects include multiple rounds of flow-on effects, as those sectors which generally service that demand are decreasing their own output and demand for local goods and services in response to the contraction in the local economy.

The direct and indirect (i.e. supply-chain) effects typically correspond to an impact on jobs in the economy. Corresponding to this fall in employment would be a decrease in the total of wages and salaries paid to employees. A proportion of these wages and salaries would typically be spent on consumption and a proportion of this consumption would typically be captured in PMH economy. The loss of consumption under this scenario is estimated at -\$116.314 million (in gross revenue). This consumption effect equates to a further loss of -413 jobs.

The direct and indirect (i.e. supply-chain) effects typically correspond to an impact on jobs in the economy. Corresponding to this fall in employment would be a decrease in the total of wages and salaries paid to employees. A proportion of these wages and salaries would typically be spent on consumption and a proportion of this consumption would typically be captured in PMH economy. The loss of consumption under this scenario is estimated at -\$116.314 million (in gross revenue). This consumption effect equates to a further loss of 413 jobs.

Total regional output, including all direct, flow-on supply-chain and consumption effects is estimated to decrease by up to -\$543.393 million in annual terms. This represents a Type 2 Output multiplier of 1.763, that is, for every direct dollar of output/turnover lost due to the bushfires, it is estimated that the PMH economy undergoes a further \$0.76 contraction in output once flow-on supply-chain and consumption effects are taken into consideration.

Total job losses are estimated at -2,423, inclusive of supply-chain and consumption effects, representing a Type 2 employment multiplier of 1.457. Therefore, for every two jobs directly lost due to the bushfires, it is estimated that an additional job is lost through flow on supply-chain and consumption effects.

Table: Summary of Estimated Economic Impact of Bushfires on Port-Macquarie Hastings

	Direct Effect	Supply-Chain Effect	Consumption Effect	Total	Type 2 Multiplier
<b>Output (\$M)</b>	-\$308.218	-\$118.861	-\$116.314	-\$543.393	1.763
<b>Employment (Jobs)</b>	-1,663	-347	-413	-2,423	1.457
<b>Value-Added (\$M)</b>	-\$160.356	-\$54.981	-\$66.199	-\$281.536	1.756

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## 1.3 Determining Monthly Impact of Bushfires

The loss of revenue estimated by survey respondents and the economic impacts outlined above are presented in annual terms, i.e. the effect over a 12 month period. To align the bushfire economic impacts to the following COVID-19 economic impacts, the annual bushfire impact was broken down into likely monthly impacts.

To estimate the impact in monthly terms REMPLAN has applied a weighting which concentrates a higher degree of economic impact in the months of November 2019, December 2019 and January 2020. The higher concentration of impact in these months has been applied to account for the intensity of bushfires across the State but also to account for the loss of tourism trade during what is traditionally a peak time for tourism activity for PMH.

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## 2. COVID-19 Impact

### 2.1 COVID-19 Impact Modelling Methodology

In determining the likely COVID-19 economic impacts, REMPLAN has taken into consideration the Federal and State governments' efforts to support business and retain jobs. The primary data sources for input to the REMPLAN COVID-19 economic impact model include: ABS 2016 Census, REMPLAN ABEIS Survey, ABS Weekly Payroll Jobs & Wages, O\*NET U.S Department of Labour and Grattan Institute.

Under the current COVID-19 environment there are non-standard and non-linear relationships between output, employment, wages and salaries and value-added. The REMPLAN ABEIS provides valuable insights into how businesses across industry sectors are being affected by the pandemic in terms of revenue and employment levels. The REMPLAN ABEIS Survey has been running since March 2020 .

In some industries, the negative implications for employment are broadly proportionate to the changes in revenue. In other sectors however, jobs have been retained despite reduced income. This is in part due to government assistance programs such as JobKeeper, however there are other factors at play such as businesses aiming to trade through the crisis despite lower revenues and profits. Some businesses have negotiated with staff to accept, on a temporary basis, lower wages and/or reduced hours. The ABS Weekly Payroll Jobs and Wages data has provided further guidance into these unusual ratios between revenue : jobs : wages.

The REMPLAN COVID-19 Impact Model captures and accounts for the unique economic and industry composition for each region across Australia.

Each industry in each region is also comprised of a unique composition of occupations. The U.S. Department of Labor's O\*NET data provides insights into the typical person-to-person proximity requirements across various occupations. REMPLAN compilation of O\*NET data using US Standard Occupational Classification System (US SOC) and Australia and New Zealand Standard Classification of Occupations (ANZSCO) correspondence combined with Australian federal and state governments' program of social lock down policies and their subsequent time frames for easing these restrictions are informing the forecast recovery trajectories for the respective industry sectors. On this basis, region-specific economic impacts of COVID-19 are estimated.

### 2.2 Determining Impact on Value-Added

Value-added represents the marginal economic value that is added by each industry sector. Value-added can be calculated by subtracting local expenditure and expenditure on regional imports from the output generated by an industry sector, or alternatively, by adding the wages & salaries paid to local employees, the gross operating surplus and taxes on products and production.

Under the current COVID-19 environment the relationships between industry sector output and the components of value-added are non-standard and non-linear. Applying insights from the ABEIS and the ABS Business Impacts of COVID-19 it is estimated that the negative impacts in terms of total value-added will represent a greater percentage decrease than for output.

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One of the sub-components of value-added is wages and salaries (income earned by workers). It is forecast that aggregate wages and salaries will decrease at a greater rate than employment forecasts would indicate. Reflecting reduced hours for many workers, as well as reduced rates of pay for some. This is factored into the forecast estimates for value-added by industry sector, as are the forecasts for many industry sectors that the percentage impacts for gross profits (gross operating surpluses) will be greater than a given percentage decrease in gross output (revenue). That is, a 20% decrease in revenue for some businesses may correspond to a 100% decrease in profits (income earned by businesses and organisations). Consequently, there are implications for net taxes (government income).

## 2.3 JobKeeper in Port Macquarie-Hastings

Government initiatives such as the JobKeeper program, which pay businesses to retain their staff over an initial six-month period (and beyond, albeit at a lower rate), is expected to have mitigated much of the impact on employment due to COVID-19. Businesses eligible for JobKeeper have experienced a decline in revenue of at least 30%. Higher levels of JobKeeper applications are a likely indicator of greater negative economic impacts from COVID-19.

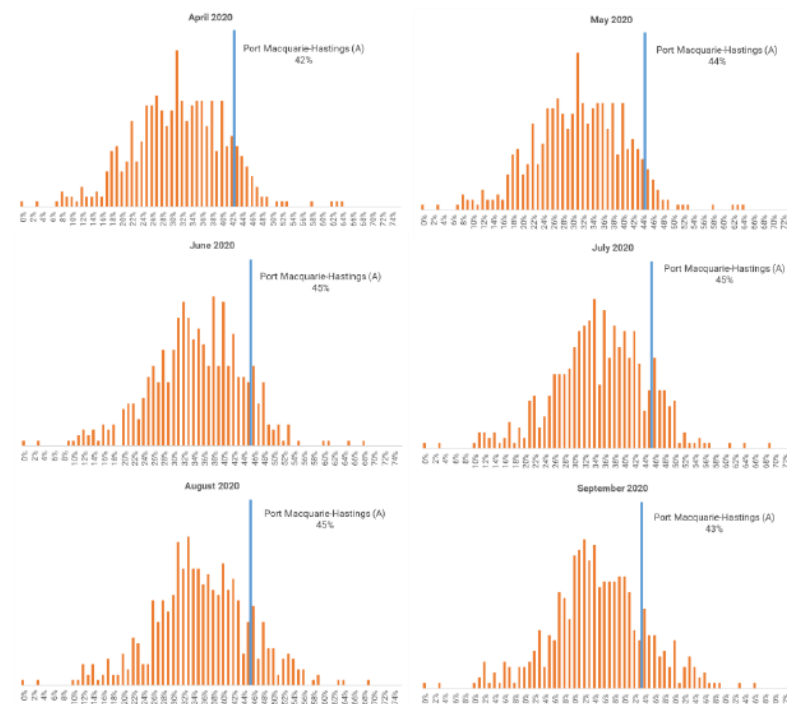
As at September 2020, it is estimated that 43% of PMH's businesses applied for JobKeeper support, lower than the rate for Coffs Harbour (46%), but higher than Mid-Coast LGA (37%).

As illustrated adjacent figure, the estimated proportion of businesses applying for JobKeeper has been in excess of 42% since April 2020.

The rate of JobKeeper application by businesses in PMH is relatively high when compared to other LGAs across Australia. Only 88 LGAs in Australia have fewer JobKeeper applications than PMH.

With two in five businesses on average applying for JobKeeper support since June 2020, and no change to this ratio it is likely this support will continue to be required at a similar rate over the short to medium term as COVID-19 impacts to usual business operations continue to be felt, particularly in regions with a higher than average reliance on visitor economy activity.

Figure: Rate of JobKeeper Application in Port Macquarie-Hastings compared to Australian LGAs, April to September 2020



Source: REMPLAN JobKeeper Explorer <https://remplan.com.au/public/jobkeeper> (Based on ABS Counts of Australian Businesses Cat. No. 8165.0 and Treasury's JobKeeper Postcode Data for September 2020)

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## 3. Bushfire and COVID-19 Economic Impact

The following presents REMPLAN's estimates of economic performance of PMH, in terms of gross revenue, employment and value-added over the period July 2019 to June 2021, incorporating estimated impacts of the bushfires and COVID-19.

### 3.1 Economic Impact Overview

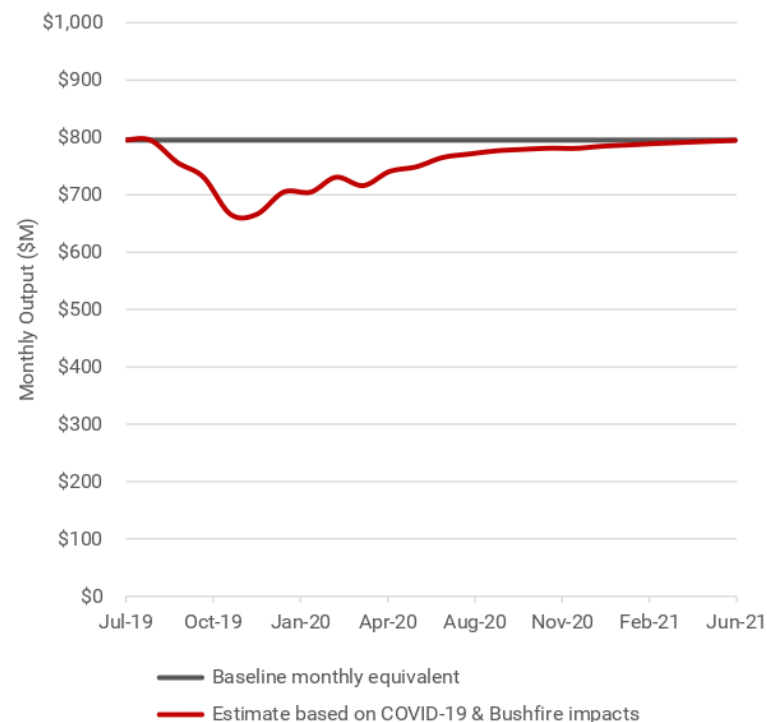
#### 3.1.1 Output (Gross Revenue)

Output data represents the gross revenue generated by businesses/organisations in each of the industry sectors in a defined region. Gross revenue is also referred to as total sales or total income.

The annual baseline value of economic output for PMH is estimated at \$9.545 billion. The monthly equivalent (assuming the same average output per month) is \$795.395 million. The adjacent figure presents the monthly equivalent of annual output (i.e. \$795 million) compared to the forecast monthly output taking into effect the bushfires and COVID-19 Pandemic, over the two year period of July 2019 to June 2021.

At its lowest point (November and December 2019) output is estimated to have fallen by -16% compared to the baseline monthly output. By March 2020 the decrease in output is forecast to be -8% below baseline levels, however the following month (April 2020) the full effect of the COVID-19 social lockdown has resulted in output falling to -10% below baseline levels. Following which current modelling projects a continued recovery with output returning to close to baseline by early 2021.

Figure: Impact on Output (Gross Revenue), monthly, \$millions





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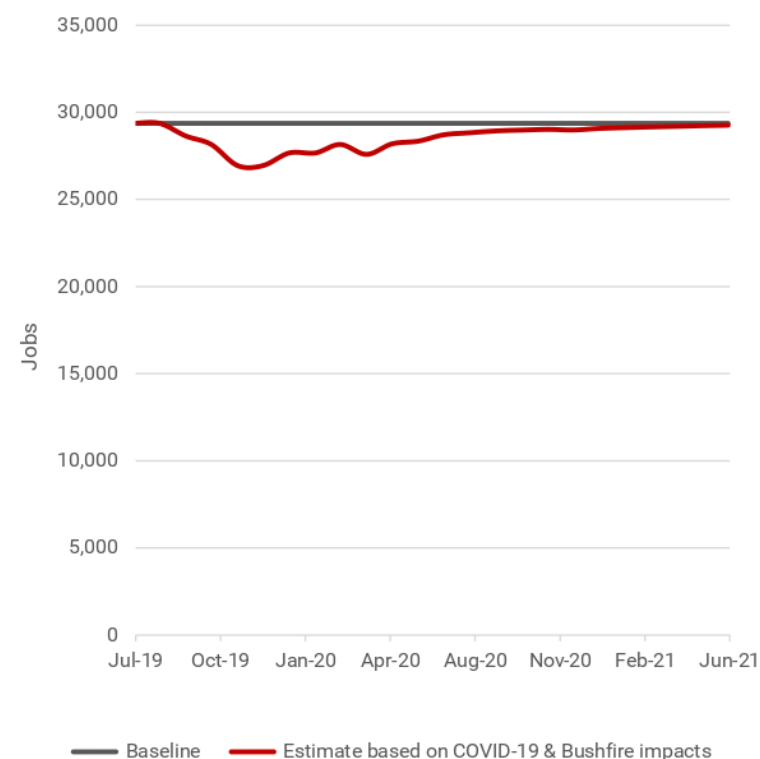
## 3.1.2 Employment (Jobs)

Employment data represents the number of people employed by businesses / organisations in each of the industry sectors in a defined region. Employment data presented in this report is based on location of work, i.e., no inference is made as to where workers reside.

Baseline (i.e. pre-bushfires and pre-COVID-19) employment in PMH is estimated to be 29,368 jobs. Modelling of the employment impacts due to the bushfires and the pandemic indicate the workforce reached a low point in November 2019 of 26,945 jobs (an estimated loss of 2,423 jobs or -8%). The anticipated economic recovery as visitors returned to the region faltered with the onset of COVID-19 as jobs fell to -6% below baseline levels by April 2020.

Based on REMPLAN's current understanding of vaccination roll-out and continued relaxing of restrictions, employment is expected to recover over the remainder of 2020 and 2021. The local workforce is forecast to have reached close to baseline employment of around 29,300 by the end of 2020.

Figure: Impact on Employment, jobs



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## 3.1.3 Value-Added (Contribution to Gross Regional Product)

Value-Added data represents the marginal economic value that is added by each industry sector in a defined region. Value-Added is the major element in the calculation of Gross Regional Product (GRP).

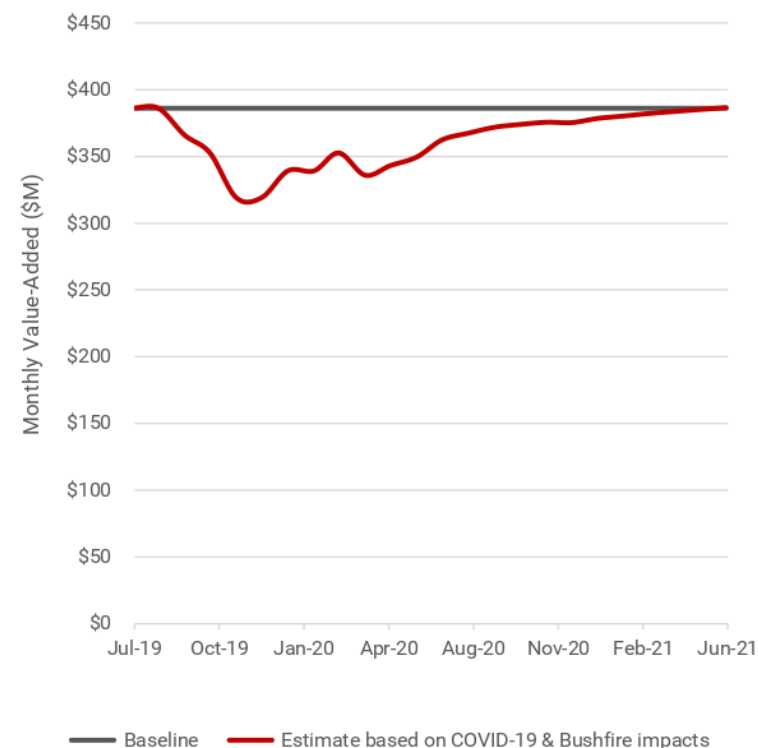
The annual baseline value of value-added for PMH is estimated at \$4.633 billion. The monthly equivalent (assuming the same average value-added per month) is \$386.086 million. The adjacent figure presents the monthly equivalent of annual value-added (i.e. \$386 million) compared to the forecast monthly value-added taking into effect the bushfires and COVID-19 Pandemic, over the two year period of July 2019 to June 2021.

By November 2019, monthly value-added is estimated to have fallen -17% due to reduced economic activity associated with the bushfires. The impact of COVID-19 was felt by March/April 2020 with the fall in monthly value-added estimated at -13%.

Value-added is the major element in the calculation of Gross Regional Product (GRP). GRP is the net measure of wealth generated by the region. GRP can be measured by using the incomes approach, where all incomes earned by individuals (wages and salaries), firms (gross operating surplus) and governments (taxes on products or services) are added. Alternatively, an expenditure approach can be taken where all forms of final expenditure, including consumption by households, consumption by governments, additions or increases to assets (minus disposals) and exports (minus imports), are added.

The consequent impact on the PMH's GRP is a 9% decrease over the year to June 2020, with the annual total GRP estimated at \$4.615 billion. The following year (July 2020 to June 2021) GRP is projected to fall 2% compared to the baseline, with annual GRP projected to be \$4.949 billion.

Figure: Impact on Value-Added, monthly, \$millions



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## 3.2 Impacts by Industry

### 3.2.1 Casual Workers

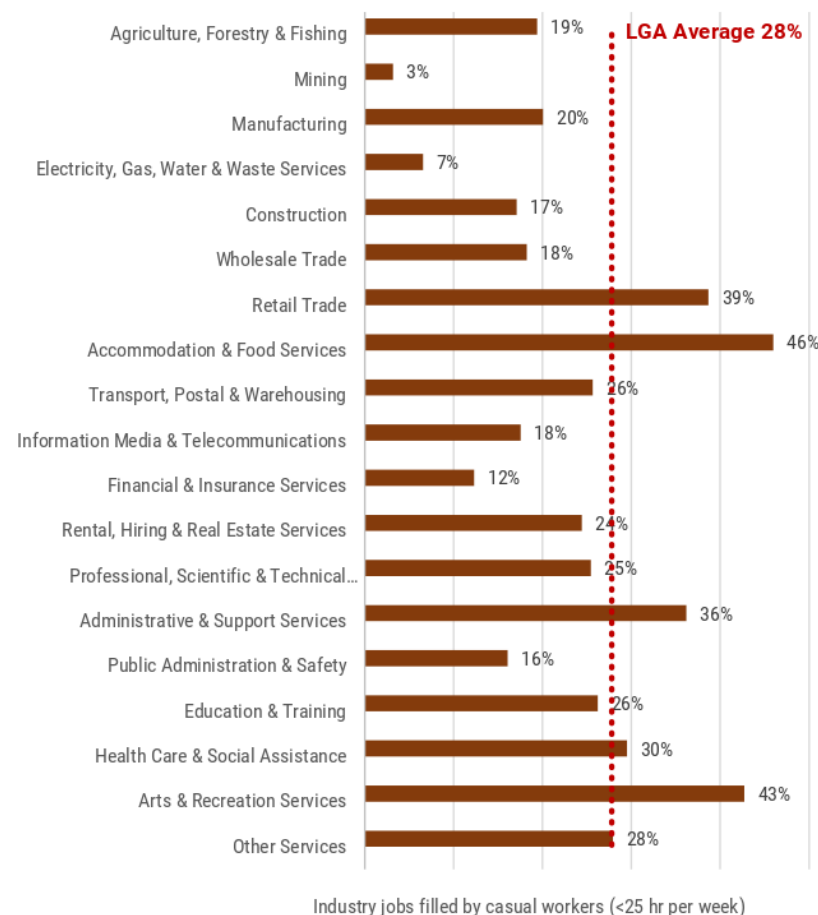
The casual workforce is often the first to experience job loss in times of economic downturn. On average 28% of workers in PMH are working casual hours, similar to Coffs Harbour and Mid-Coast (29%, 31% respectively), based on 2016 Census Place of Work data.

Industries with a higher than average rate of casual employment in PMH include:

- Retail Trade: Around one in ten workers (12%) work in Retail Trade, and 39% of those workers are casual.
- Accommodation and Food Services: Employs one in ten workers (10%) and almost half (46%) are casual workers.
- Administration and Support Services: Employs 4% of workers, 36% of which are casual
- Health Care and Social Assistance: Employs almost two in five (19%) workers, of which 30% work casual hours.
- Arts and Recreation Services: A small employer (1% of total jobs), however 43% of the workforce are casual.

'Retail Trade' and 'Accommodation and Food Services' employ a high proportion of workers on a casual basis. Not surprisingly, these industries were also the greatest impacted over the study period (see following section) and with the casual workforce likely to have undergone a significant contraction.

Figure: Casual Workforce in Port Macquarie-Hastings by Industry, 2016



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## 3.2.2 Industries with Greatest Change

### Overview

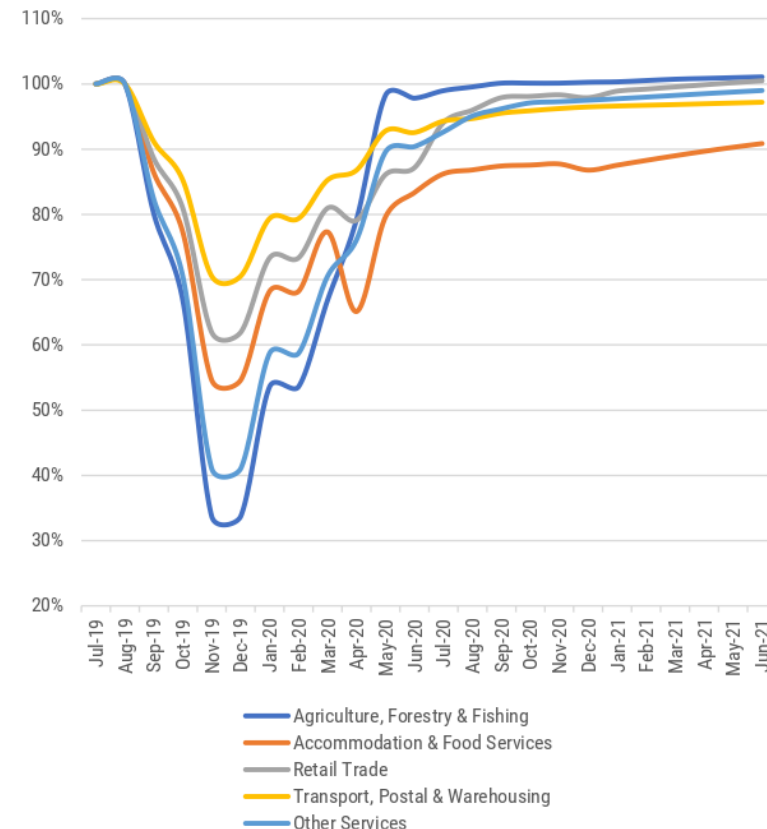
REMPAN analysis conducted on findings of the OSBC Bushfire Survey and REMPLAN's COVID-19 Impact Modelling has determined the following industries are likely to have experienced the greatest fall in gross revenue in PMH due to bushfires and COVID-19 between July 2019 and June 2021 (as a percent deviation from the pre-bushfire/pre-COVID baseline):

- Agriculture, Forestry & Fishing
- Accommodation & Food Services
- Retail Trade
- Transport, Postal & Warehousing
- Other Services (this includes repair, maintenance and personal services).

As illustrated in adjacent figure, the impact was likely to have been most severe when the bushfires peaked in late 2020. This disruption to what is traditionally a busy holiday period, on an economy heavily reliant on the visitor economy, had a direct effect on industries dependent on face to face interactions which were inhibited due to safety risks, smoke, road closures and a general fall in tourism activity.

The loss of visitation over the traditional busy period impacted some agricultural operators that rely on farm gate purchases from tourists. Agriculture was also greatly impacted by road closures, property damage and loss of, and lack of access to, feedstock. The bushfires only compounded the drought-related challenges agriculture was already facing.

Figure: Industries experiencing the greatest change in Gross Revenue - as percent of baseline activity



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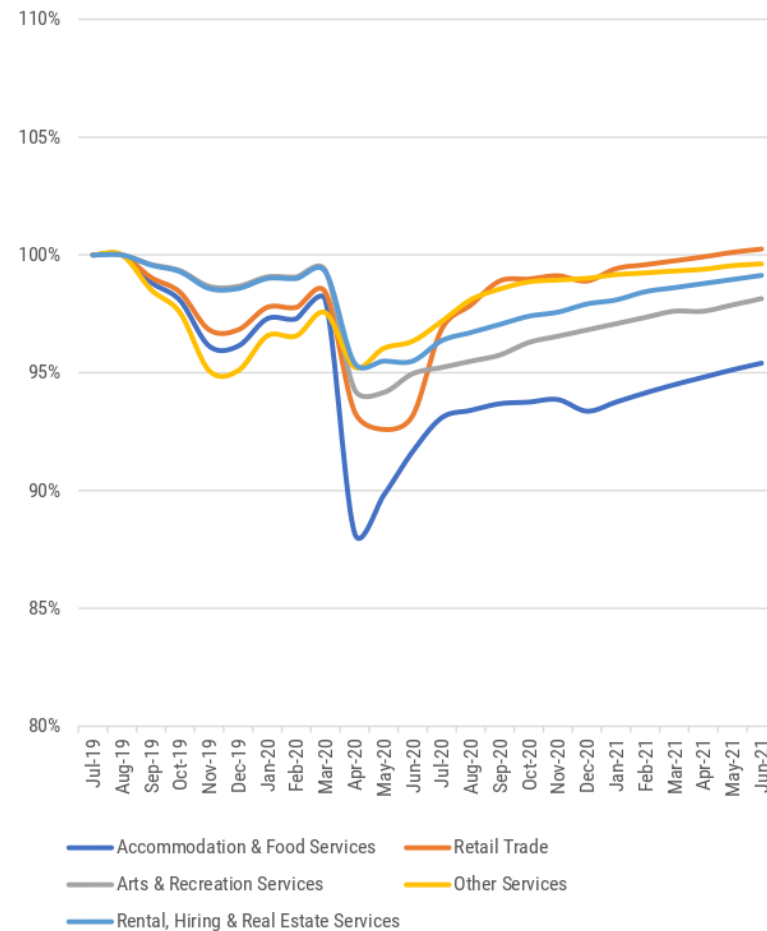
Industries determined to have undergone the greatest percent change in jobs numbers include:

- Accommodation & Food Services
- Retail Trade
- Arts & Recreation Services
- Other Services
- Rental, Hiring & Real Estate Services.

Casual workers are more exposed to economic shocks and jobs loss than other workers. As outlined in previous section, Accommodation & Food Services, Retail Trade, and Arts & Recreation Services employ a higher than average proportion of casual workers.

Almost half (46%) of Accommodation & Food Services workers are casual, it is highly likely a large number of casual workers within this industry lost work over the November, December 2019 period. However, modelling indicates the Accommodation & Food Services workforce underwent an even greater contraction at the height of the national lockdown period (March, April 2020).

Figure: Industries experiencing the greatest change in Employment - as percent of baseline activity



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## Visitor Economy

The role of tourism in PMH (9% of all jobs) is higher compared to the State (6%) and similar to Coffs Harbour and Mid-Coast (9%, 8% respectively). Employment in some local industries is highly reliant on visitation, such as Accommodation and Food Services (with 53% jobs supported by visitor activity), and Arts and Recreation (21% of jobs).

Prior to the bushfires, annual estimates of visitor numbers (1.6 million) and visitor expenditure (\$574.3 million) in PMH were at record levels. Following some contraction in 2014, numbers of, and expenditure by, visitors to the LGA were experiencing their highest growth rates in at least the past ten years (8% and 11% respectively).

There has been a significant contraction in visitor economy activity since the start of the bushfires, following which travel was further effected by COVID-19.

As a result of COVID-19 tourism industry lows were forecast for May and June (2020), with some gradual recovery over the latter half of 2020. Visitor economy activity is not forecast to return to pre-crisis levels for some time yet.

In relation to overseas visitation, this may not return to pre-crisis levels for many years. However, visitation to PMH is dominated by domestic visitors rather than international visitors. Therefore, the restrictions on international travel may not impact the region as much as it would for traditional international tourist destinations.

Figure: Annual change in Visitors and Expenditure, Port Macquarie-Hastings, 2010 to 2019



Source: TRA, unpublished data, 2020



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## ***Accommodation & Food Services***

This sector supports 9.7% of all jobs in the region (compared to 7.5% for New South Wales).

This sector is the largest component of the local visitor economy. As such, it has been heavily impacted by bushfires and COVID-19. It is important to note that the visitor economy contributes around 5.1% of total economic output for PMH (compared to 3.5% for the State).

In terms of the COVID-19 impact for Australia overall, CommBank Research indicated that in April 2020 food service spending dropped by 38% compared to April 2019. Data for May and June indicated there was significant recovery since April.

The latest ABS, Retail Trade statistics (Cat. 8501.0) show that while there has been strong recovery in terms of the change each month for cafes, restaurants and takeaways. Annually (year to June 2020) activity in the sector remains at a level more than 12% below year to June 2019.

## ***Retail Trade***

Retail trade is a broad sector that was significantly affected by the pandemic in a variety of ways. Shopping centres and retail outlets were heavily impacted and were amongst the most visible evidence of the pandemic's damage to the economy while online and home improvement stores performed well.

CommBank Research on household consumption indicated spending fell significantly in some areas in April. For example, compared to April 2019, spending on clothing and footwear had fallen 60%. The data for subsequent months indicates there has been some recovery since April.

Other retail data publications are further supporting the CommBank Research and demonstrate some recovery in retail. The latest Retail Trade data from the ABS (Cat. 8501.0) shows following April's significant contraction across all retail groups (with the exception of household goods) retail trade has improved on a month to month basis. However, in annual terms (i.e. to the year June 2020), the only retail group to have undergone an annual increase is food retailing.

PMH has a mix of food related and other store based retail (e.g. clothing and footwear) and impacts are forecast to be in-line with the experience of the broader retail trade sector. These impacts are relatively high and the ABEIS findings indicate that losses in revenue are resulting in proportionate job losses.

Despite the vulnerabilities of the sector during COVID, the sector is anticipated to make a recovery by mid-2021.

## ***Arts & Recreation Services***

This sector comprises museums, parks and gardens, creative and performing arts, and sports and Recreation Activities. All these activities have been directly affected by the social lockdown and social distancing policies. It is forecast that many of these activities will be the last to return to normal levels of activity as they typically involve the congregation of, and interaction between, many people.

There is also a considerable overlap with 'Arts & Recreation Services' and the visitor economy, with the visitor economy supporting one in four jobs in the industry.

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## ***Agriculture, Forestry & Fishing***

The bushfire compounded many drought related challenges already facing the agriculture industry. Agricultural respondents to the OBSC survey reported a high degree of disruption and fall in revenue, those respondents identified the following key challenges:

- Loss of pasture
- Loss of supply of feedstock
- Loss of demand (including loss of farm gate purchases by visitors)
- Smoke inhibiting working conditions
- Road closures
- Loss of employment opportunities
- Difficulty in meeting Government criteria for financial assistance

Agricultural respondents to the OBSC survey reported high rates of loss of revenue, compared to other industries. REMPLAN modelling indicates a severe disruption to flows of revenue in the agriculture sector over November and December 2019, following which there was some recovery prior to the onset of the effect of COVID-19.

Beef cattle farming is a key driver of agriculture in PMH. Some beef exports to China were disrupted as a result of COVID-19 early in 2020 as demand from the food service industry fell, however this was counteracted to some degree with supermarket sales relatively unaffected.

For PMH, the impacts of COVID-19 on Agriculture are expected to be relatively minor. The sector is likely to face some supply-chain, labour and investor confidence related constraints.

## ***Other Services***

Other Services supports 4.5% of the workforce of PMH. The industry sector includes repair, maintenance (eg car mechanics) and personal services (such as hair dressing).

Almost all survey respondents within this sector reported a significant impact to business operations due to the bushfires. This was primarily driven by a sharp fall in demand due to customers staying away because of the smoke, customers needing to stay in place to protect property and road closures.

The COVID-19 impact on automotive repairs was forecast to be significant due to a reduction in car use and increased frequency of people working from home.

For hair and beauty and other personal services that require relatively close personal contact, activity was severely constrained during the lockdown periods. Demand is likely to continue to rebound strongly throughout the remainder of the study period.

REMPAN modelling indicates a gradual recovery in the Other Services industry occurred from mid-2020, with revenue and employment expected to have recovered close to the pre-bushfire and pre-COVID baseline by the end of 2020.

## ***Transport, Postal & Warehousing***

The Transport, Postal & Warehousing sector contribute 3.3% of annual gross revenue in PMH. The sector includes road and rail transport, postal and courier services and transport support services (including airport operations and support services).

Some areas of logistics, such as parcel and other home delivery services are likely to experience increased demand. However overall, the impact for freight and logistics is likely to be subdued.

In PMH, for sub-sectors including scenic and sightseeing transport and other passenger related activity, the negative impacts are forecast to be more notable. .

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## ***Rental, Hiring & Real Estate Services***

Australia's housing market finished the year on a strong footing with CoreLogic's national home value index rising a further 1.0% in December; the third consecutive month-on-month rise following a -2.1% drop in dwelling values between April and September[2].

Hiring of equipment and other non-residential rental services is expected to track with the performance of other local sectors. By December 2021, the sector is expected to be close to recovery.

### ***3.2.3 Remaining Industries***

#### ***Mining***

A relatively small sector in the local economy, Non Metallic Mineral and Mon Ferrous Metal Ore Mining being the main activities. Over the study period the results from the OSBC and the ABEIS surveys indicate impacts on activity for this sector is forecast to be moderate.

#### ***Manufacturing***

Overseas exports are impacted, which has implications for several PMH manufacturing sub-sectors including 'Food Product Manufacturing' and 'Beverage Product Manufacturing'. These activities also have exposure to the visitor economy. Overall domestic demand is forecast to be initially moderate and there are likely to be supply-chain related challenges for local sectors such as Metal & Metal Product Manufacturing and Transport Equipment & Parts Manufacturing.

However, Australia has strengths in food and beverage product manufacturing which may be well placed to take advantage of import disruptions by local food and beverage manufacturing businesses. In the mid to long term, positive growth opportunities are anticipated.

## ***Electricity, Gas, Water & Waste Services***

Electricity, Gas, Water and Waste Services comprises units engaged in the provision of electricity; gas through mains systems; water; drainage; and sewage services. These utility services were affected by reduced consumption of services via the lockdown and slow-down of the economy, however with the easing of restrictions growth is anticipated.

#### ***Construction***

The construction sector is expected to face significant difficulties sourcing construction materials, primarily based in China, and other parts of Asia due to the outbreak of the Coronavirus. However, these supply chain shortages are not anticipated to be too delayed, with recovery expected by the second half of 2020[3]. This highlights opportunity to review existing supply chains with a focus on Australian suppliers.

The recently announced Government funding incentive for new residential and significant renovations projects are estimated to support activity and jobs, thereby mitigating some of the negative impacts over this period.

#### ***Wholesale Trade***

The performance of 'Wholesale Trade' is strongly influenced by demand from the above sectors, as well as from the other local industries that it supports. During the pandemic, wholesale trade is likely to be significantly affected however is likely to make a strong recover as demand for goods and services returns throughout the economic recovery.

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## **Information Media & Telecommunications**

Motion picture, sound recording, and publishing activities continue to be negatively impacted, while telecommunications and online activities are forecast to be more resilient.

There are however opportunities for film production, in the context of the challenging COVID related environment in the United States and Europe. Major Hollywood studios, Australian TV productions and streaming services Netflix and Stan have restarted production work after the peak of coronavirus shutdowns in the Queensland and NSW, with demand for actors and crew reaching across the country.

## **Financial & Insurance Services**

Based on the important role of financial institutions in the Australian economy, it is forecast that the performance of this sector will align with that of the broader economy. The ABEIS results indicate that this sector has been relatively resilient and is predicted to perform strongly in 2021.

Despite dropping to its lowest level in eight years in March 2020, the stock market rallied from April rescuing the Australian Stock Exchange from the worst of the pandemic while the Australia dollar fared better rising 9.7 per cent in 2020 against the US dollar[4].

## **Professional, Scientific & Technical Services**

The ABS conducted a survey of businesses in relation to changes due to COVID-19[5], the survey found that the Professional Services industry recorded the highest rate of business who had made changes to their workforce (36%). Of all businesses in this industry:

- 25% changed staff location (e.g. staff worked from home)
- 20% temporarily reduced staff work hours
- 20% placed staff on paid leave.

The Professional, Scientific & Technical Services sector in PMH is focused on servicing other local industries and households. It is amongst the three smallest industries in terms of generating revenue from regional exports. Therefore, the sector which comprises accountants, lawyers, IT support, engineers, architects and a myriad of other consultants is likely to experience impacts that are broadly in line with the overall PMH economy.

OSBC Bushfire Survey respondents from the sector primarily indicated a little or moderate impact on their operations due to the bushfires. However, those that reported a significant impact estimated annual revenue may fall by up to 18% in annual terms.

The ABEIS data indicates businesses in this sector have a relatively positive outlook for their businesses' viability under the current COVID-19 environment. The survey also indicates a pattern of businesses retaining jobs despite lower revenue levels.

Much of the impact on the sector as illustrated in Figure 3-8 below is due to flow-on supply chain and consumption effects of the bushfire, resulting in Professional, Scientific & Technical Services being one of the greater impacted industries.

## **Administrative & Support Services**

The Travel Agency and Tour Arrangement Services sub sector is likely to be considerably impacted by this crisis. Labour Supply Services and Employment Placement and Recruitment Services are typically more resilient in times of recession. During these times work still needs to be undertaken however many businesses are not confident to take on more staff. A common approach to managing these risks is to utilise temporary staff employed by recruitment and labour supply agencies. Even with the easing of restrictions the continued uncertainty around the interstate travel, the travel and tourism sector is expected to have a longer recovery path, impacting the Travel Agency and Tour Arrangement Services sub sector.

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## ***Public Administration & Safety***

In the context of already very low interest rates monetary policy options to address the COVID-19 crisis are limited. Governments are focusing more on other initiatives such as Payroll tax and PAYG tax refunds, and the JobKeeper program to try to bolster employment levels in the context of significant falls in economic activity.

In Australia, this sector supports 7.0% of total employment (5.0% in PMH) and over this period it is likely that the various levels of government will aim to retain jobs, suppliers were possible, and shorten payment timeframes for suppliers. These are the mechanisms that governments can apply directly to bolster business confidence and keep money flowing through the economy.

Fiscal policy initiatives such as road and infrastructure projects will also aim to support demand and economic activity.

For local government there may be some challenges in relation to reduced income from rates, parking fees and fines. The closure of recreation and community facilities over this period also presents challenges.

## ***Education & Training***

Most education jobs in PMH are in primary and secondary school, activity levels in school education are forecast to be relatively unaffected.

The Tech, Vocational & Tertiary Education sub-sector is a relatively important employer for the region, supporting 1.7% of all jobs (around 500). Charles Sturt University (operating since 2012) recently opened Stage 2a of its Port Macquarie campus, which brands itself as a unique Australian experience. In the face of challenges related to COVID-19 the University remains committed to meeting student needs and the provision of face to face and online learning options.

After a decade of exponential growth in international student enrolment, universities across Australia are exploring ways to maintain operations and delivery of educational outcomes. The loss of international students and interstate travel restrictions will have far reaching impacts for the university sector across Australia for year to come.

## ***Health Care & Social Assistance***

While the Health Care & Social Assistance bushfire survey respondents did not report damage to business premises, the primary impact was cancellation of bookings. In turn these bookings were being cancelled as clients remained to protect property, lack of access as roads were cut off, and a reluctance for clients wanting to expose themselves to the smoke.

While it was forecast that COVID-19 would result in a greater demand for hospital services, this has not occurred due to the success of containing the spread of COVID-19.

While there was a period of lower demand for general practice and allied health services as people delayed what they consider non-urgent matters to reduce their potential exposure to COVID-19 in the first few months, these services are experiencing an increase in demand since the easing of restrictions.

The Social Assistance and Residential Care Services sub-sector is likely to be relatively unaffected in terms of employment and activity levels.



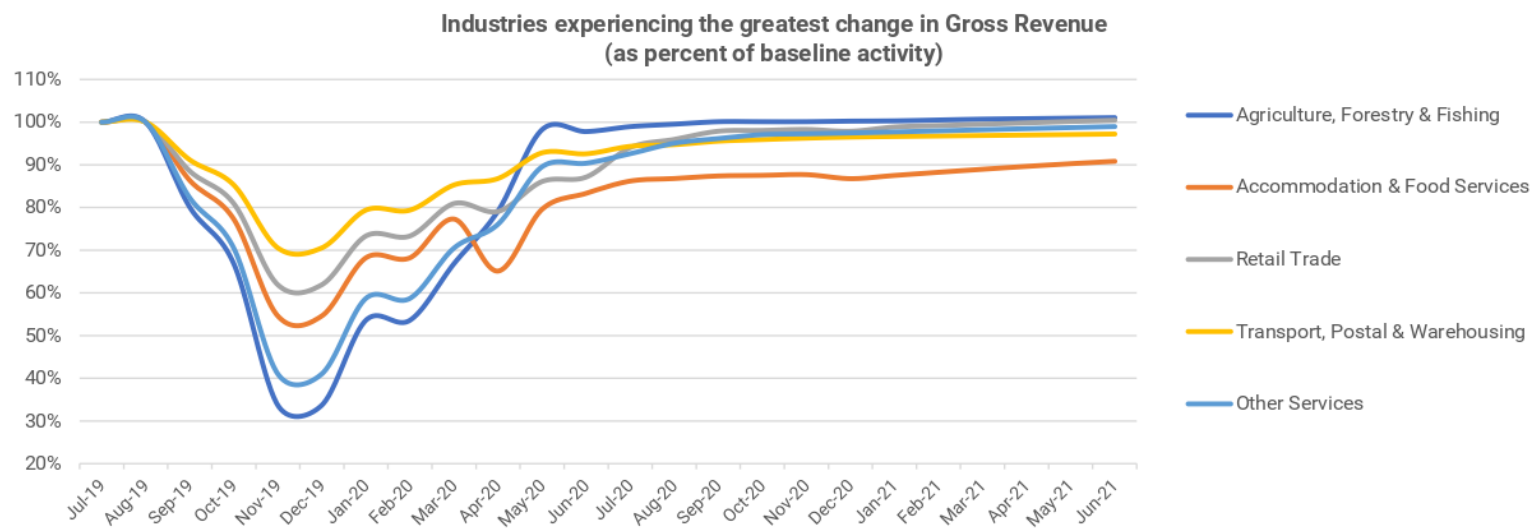
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## 3.2.4 Industry Impact (Gross Revenue and Employment)

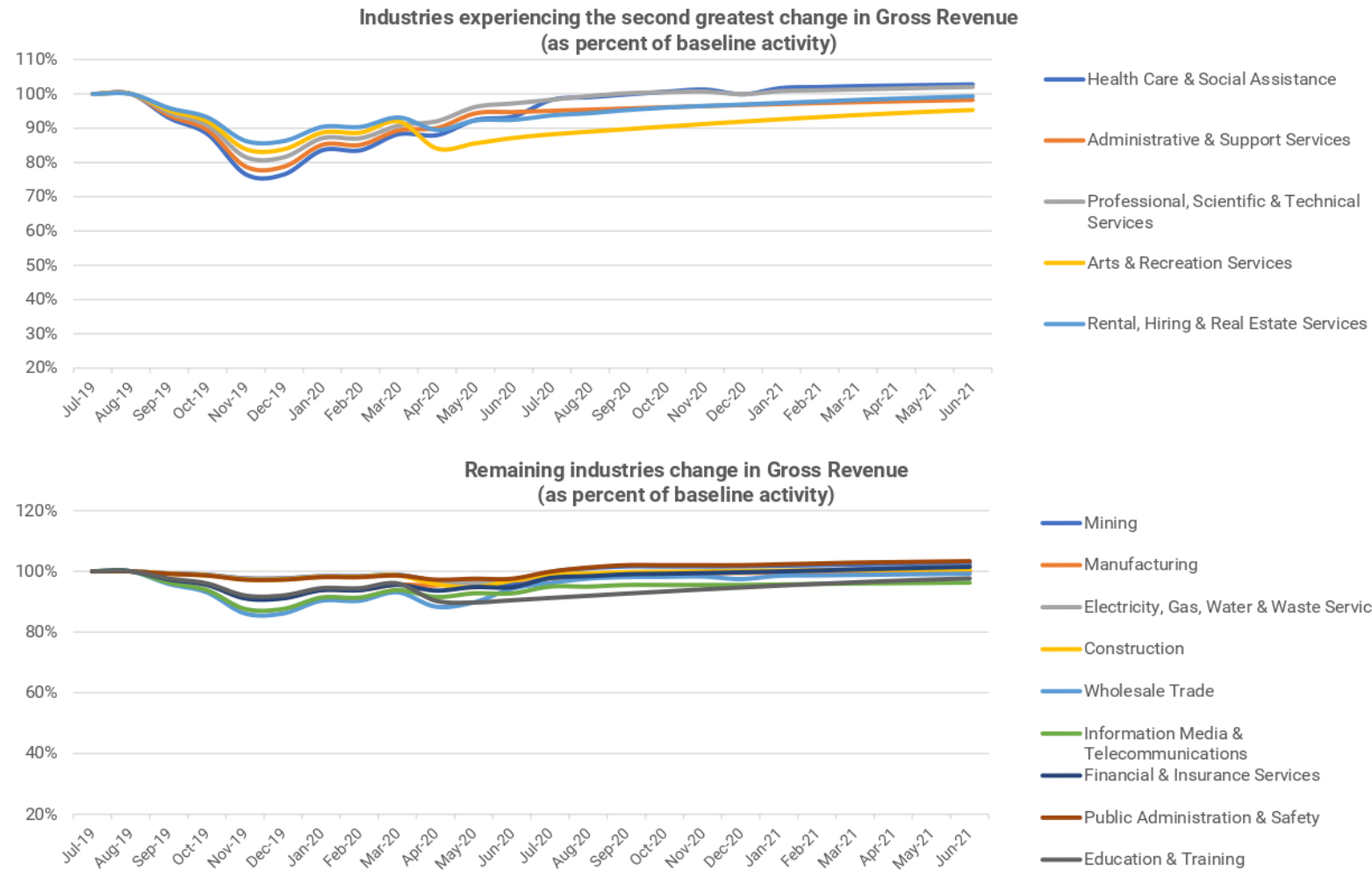
The change in gross revenue and employment by industry, within PMH, over the analysis period (July 2019 to June 2020) is illustrated in proceeding six figures.

The figures below reflect industry performance in relation to the pre-bushfire and pre-COVID baseline, in percentage terms with 100% reflective of returning to the baseline.

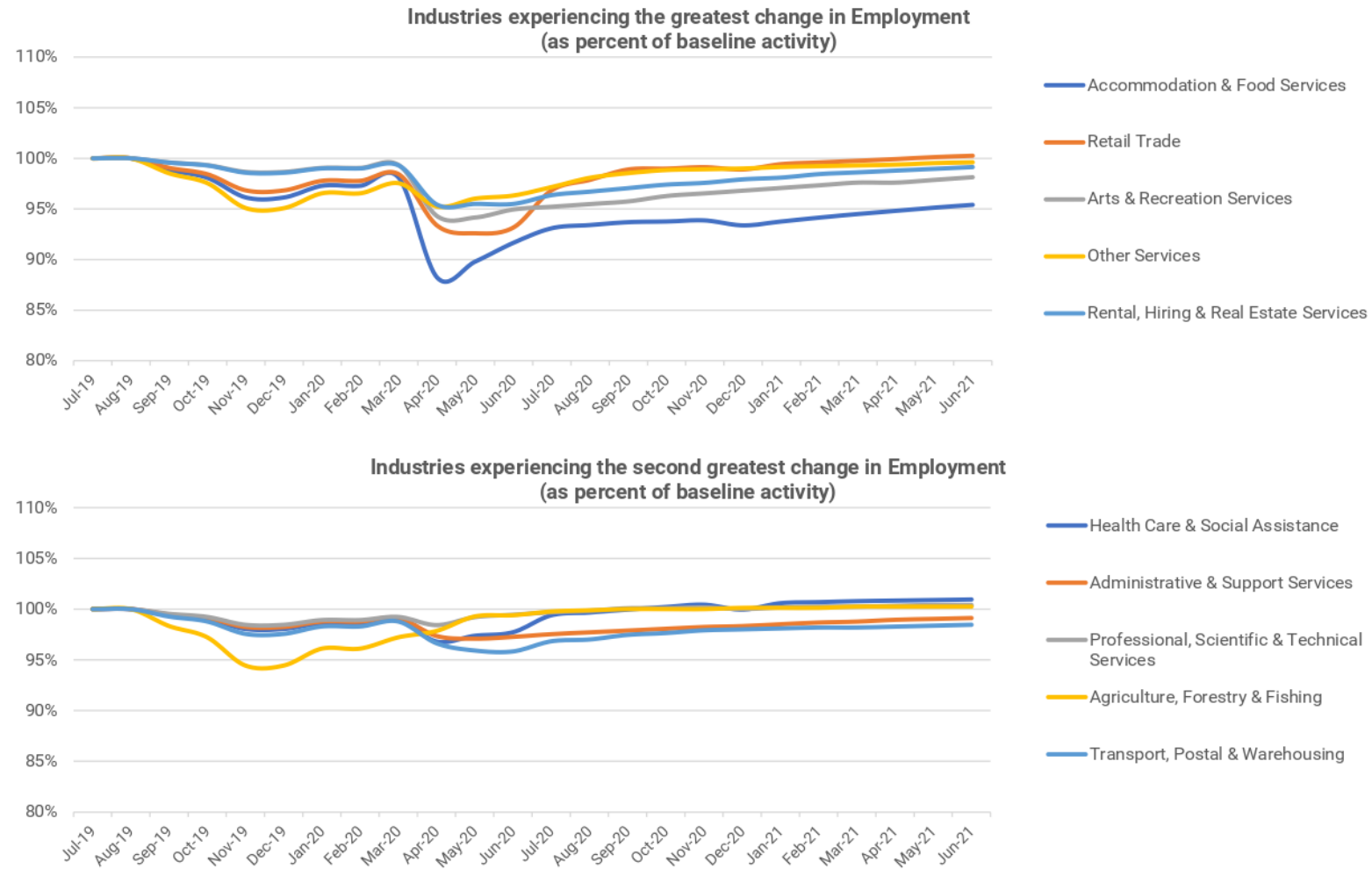




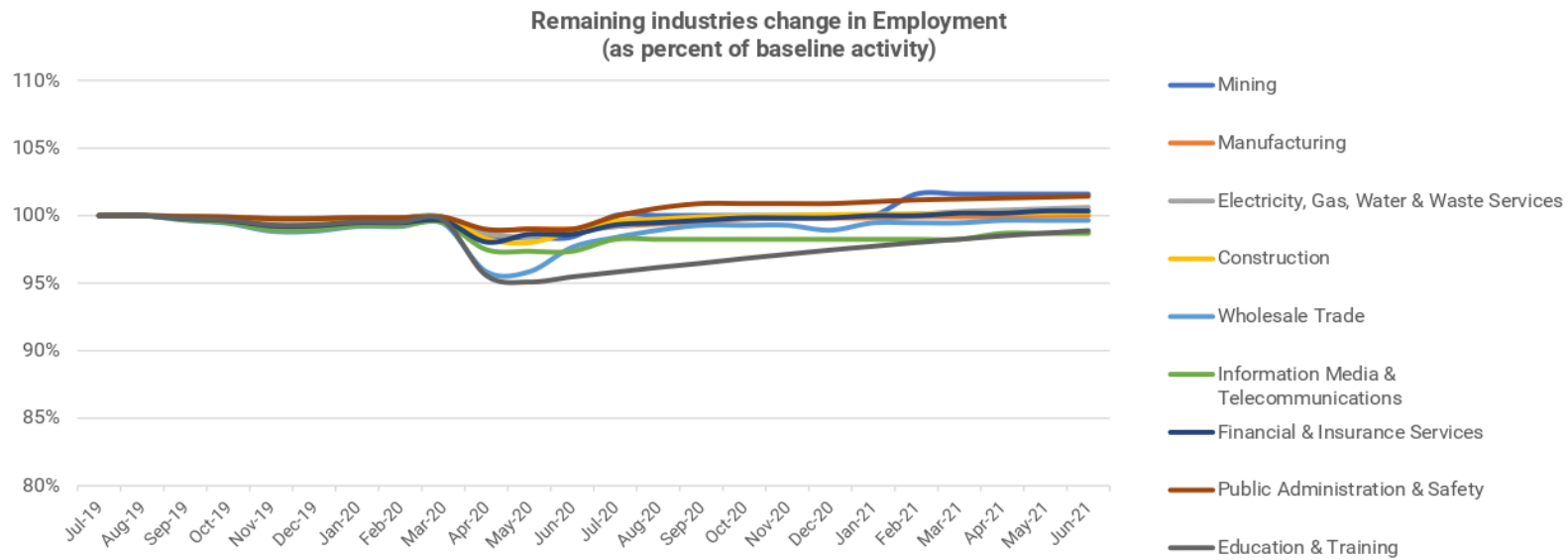
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## Appendix C – Population drivers

### Population growth

In 2019, Port Macquarie-Hastings had a population of 84,525, representing a growth rate of 1.8% (1,460 people) over the previous twelve months. This compares with a growth rate of 1.1% for the Mid North Coast RDA over the same period. Port Macquarie-Hastings accounts for around half of population growth in the Mid North Coast RDA region.

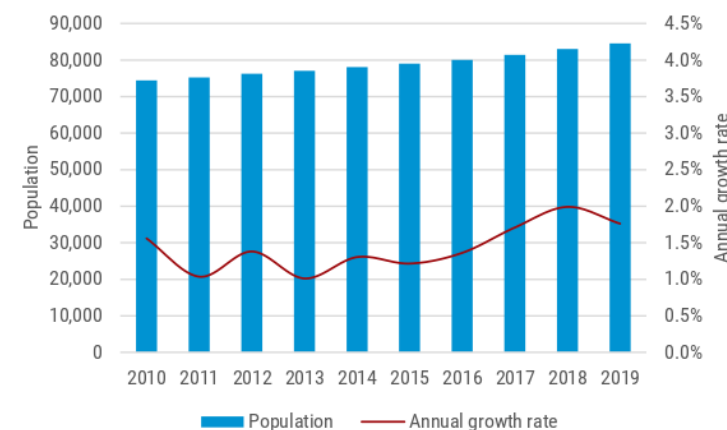
The fastest growing area in Port Macquarie-Hastings is Port Macquarie – West, which grew by 3.7% over 2018-19, or 692 persons. This area contains a number of residential development fronts, particularly around the locality of Thrumster. Port Macquarie – East, a more established part of the town, recorded a modest growth rate of 0.3%, the lowest of the SA2 regions.

### Age structure

The age structure of the population in Port Macquarie-Hastings is shown below. Between 2009 and 2019, most age cohorts recorded an increase in their population. This was particularly true of older age cohorts (55 years and over), but there were also increases in the number of children and teenagers (5-19 years), as well as young adults and people in their thirties (20-39 years).

The population of Port Macquarie-Hastings is ageing, as evidenced by increases in both the number and proportion of elderly people. In 2009, the proportion of the population aged 65 years and over was 23.2%, and this had increased to 27.7% by 2019. Between 2009 and 2019, the population aged 65 years and over increased by 37.7%, compared to 15.3% for the total population.

In 2019, the median age in Port Macquarie-Hastings was 48.3 years. Although this is far higher than the NSW figure, other LGAs on the Mid North Coast had a higher median age e.g. Mid-Coast (partially in MNC RDA 52.6 years), Nambucca 51.6 years.



Source: ABS, Regional Population by age and sex

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## Components of population change

Populations grow and change in two ways – through migration (within Australia and from overseas), and through natural change (births minus deaths). Port Macquarie-Hastings records more deaths than births, which means the only way the population can grow is if net migration is higher than the volume of natural change. This is certainly the case in Port Macquarie-Hastings where the volume of net internal migration accounts for the bulk of population change. In 2018-19, net internal migration was 1,418 persons, and further growth of 250 persons occurred as a result of net overseas migration. The drivers of population change have remained largely unchanged since 2016-17, as shown in the chart below.

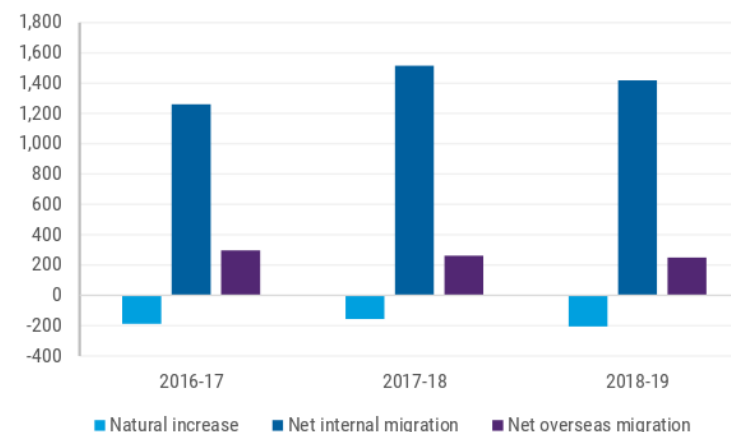
Migration data by age for the Mid North Coast SA4 region shows there are critical differences between the age structure of internal and overseas migrants. There were small, but positive gains in all age cohorts for net overseas migration, with the majority (70%) of people aged 15-44 years. This is consistent with the national pattern.

In contrast, Mid North Coast SA4 recorded a net loss of young people (-659) from the region in 2018-19. This pattern is reflected in many parts of regional Australia and has been consistent over time. Young people leave for employment and education opportunities, particularly in post-school years.

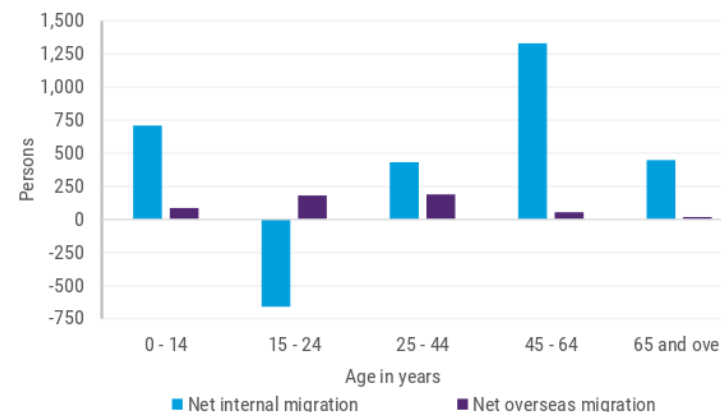
There were gains in all other age cohorts, particularly persons aged 45-64 years. This age cohort includes mature families and retirees, attracted to the region for its natural amenity and lifestyle.

In 2018-19, the Mid North Coast SA4 gained population primarily from Sydney and other parts of NSW, particularly New England and North West, and Hunter Valley (excluding Newcastle). There were minor losses of population to the Newcastle and Lake Macquarie SA2, and a larger loss to Queensland.

Components of population change, Port Macquarie 2016-17 to 2018-19



Net gain of internal and overseas migrants, by age, Mid North Coast SA4 - 2018-19



Source: ABS, Regional Population

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## Future population

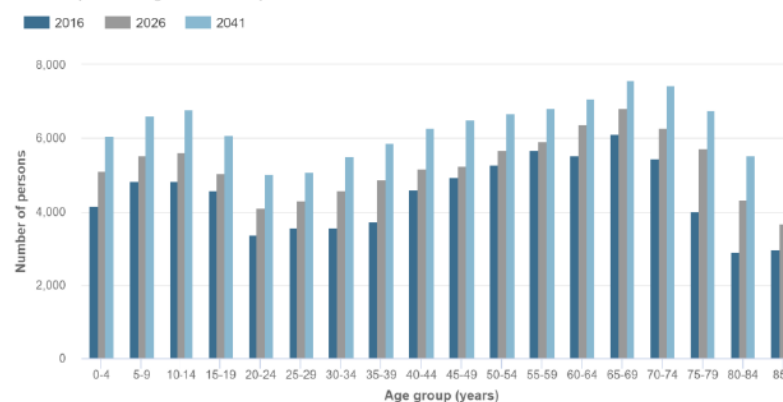
Population forecasts prepared by .id – the population experts indicate that Port Macquarie-Hastings will grow from 80,073 persons in 2016 to 112,484 in 2041. This represents total growth of 32,411 persons, or an annualised rate of 1.5%. This is slightly lower than the 1.8% recorded between 2018-19. The locality of Thrumster is forecast to record the most significant growth, increasing from 506 persons in 2016, to 12,868 in 2041.

The chart to the right shows the forecast age structure at 2016, 2026 and 2041. Port Macquarie-Hastings is assumed to attract a mix of families and retirees. The latter will contribute to the ageing of the population, although this cohort increasing includes the large baby boomer cohort as they move through the age spectrum. Persons aged 65 years and over will increase from 26.8% of the population in 2016, to 28.5% in 2041.

It is important to note that the .id forecasts do not consider potential impacts stemming from COVID-19 (<https://forecast.id.com.au/port-macquarie-hastings/forecast-covid19-impact>). In other words, these forecasts assume a “business as usual” scenario. However, the closure of the international border has effectively stopped overseas migration, which will impact on population growth in Port Macquarie-Hastings through lower in-migration and demand for housing. It is not possible to quantify any impacts to regional migration at local scales at this point in time, but the release of 2020 small area population estimates from the ABS in March 2021 will inform the evidence.

Forecast age structure - 5 year age groups

Port Macquarie-Hastings Council - Total persons



Source: .id, December 2019



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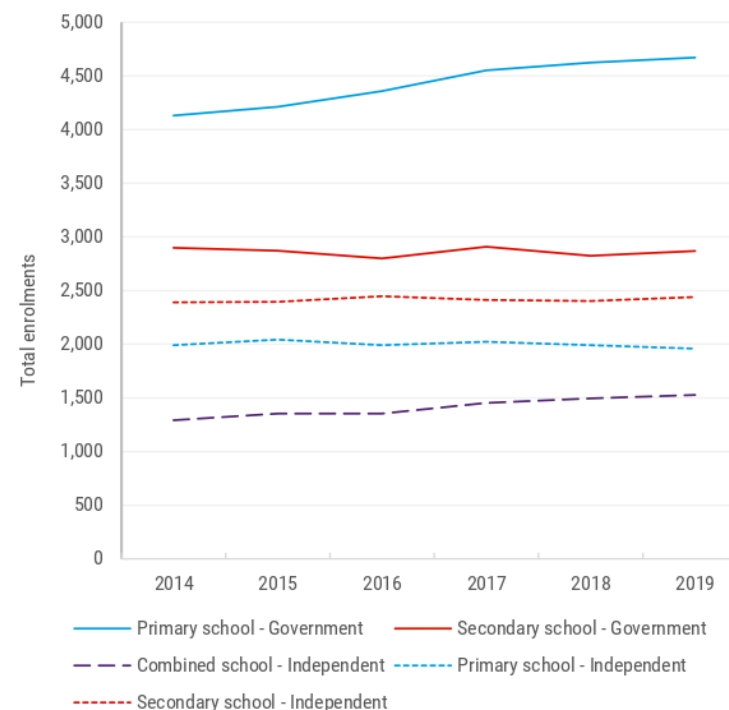
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## School enrolments

The number of children and teenagers creates demand for education services. In 2019, there were 13,501 students enrolled at schools located in Port Macquarie. This was an increase of almost 800 students on the 2014 figure of 12,705, and represents an annualised growth rate of 1.2%. At the same time, the annualised population growth rate was 1.4%, so the school population is growing at a slightly slower rate than the total population. The chart below shows the number of enrolments by school type in Port Macquarie-Hastings from 2014 to 2019.

There is some evidence of shifting enrolment preferences depending on school type. Between 2014 and 2019, enrolments at government primary schools increased by 13% (2.5% per annum), whereas enrolments at government secondary schools declined slightly (-1.1%, or -0.2% per annum). At the same time, enrolments at combined independent schools (primary and secondary) increased by 18% (3.4% per annum), but independent primary school enrolments declined by -1.7% and secondary enrolments increased by just 2.1%. Unfortunately there is no breakdown of enrolments by year level at the combined schools to provide insights into a potential shift away from government secondary schools.

Figure: Enrolments by school type, 2014-2019



Sources: NSW Dept of Education, and ACARA My School, <https://www.myschool.edu.au/>

Note that the chart does not include enrolments at special schools due to the small numbers involved (35 enrolments in 2019).

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## Building approvals

ABS residential building approvals have fluctuated in recent years, as the quarterly data in the chart below shows. Approvals reached a peak of 240 in the June 2017 quarter, and a low of 86 in the December 2019 quarter.

The number of building approvals reflects demand, as well as available land supply. The latter can include larger apartment developments which can inflate the number of overall approvals in one quarter.

## Building completions

ABS data indicates that during the period 2016-17 to 2019-20, there were more than 2,500 residential building completions in Port Macquarie-Hastings. Almost three-quarters of these were houses, and a further 20% were semi-detached, row or terrace houses, and townhouses. The remaining 6% were flats, units and apartments.

Around 43% of these completions were located in Port Macquarie – West SA2. This area contains a number of new estates, particularly around the locality of Thrumster. This area will continue to record significant growth as the Sovereign Hills Estate is further developed.

## Dwelling occupancy

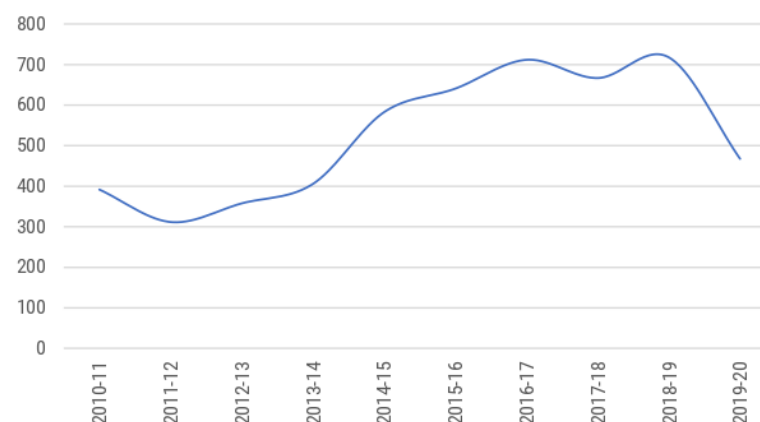
Although building approvals is a leading economic indicator of building activity and future population growth, in some areas there are a greater proportion of unoccupied dwellings. These typically include weekenders, holiday homes, and other vacant dwellings. In Port Macquarie-Hastings, they are more common along parts of the coast and in the sparsely population rural inland region. For instance, more than one-third of dwellings (35.3%) in Camden Head were unoccupied in 2016, compared to 9.8% in Port Macquarie. In other words, the construction of a new dwelling in Camden Head may not result in permanent occupation, compared to dwellings constructed in other parts of the LGA.

Figure: Residential building approvals by quarter, Port Macquarie - Hastings



Source: ABS 2021, Building Approvals, Australia

Figure: Residential building approvals by year, Port Macquarie - Hastings



Source: ABS 2020, Building Approvals, Australia

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## Field of study

While people will not always work in the field of their degree or qualification, understanding the field of study can be an indicator of the types of skills and experience of the resident population.

In PMH, an increasing proportion of residents have qualifications in management and health. Large increases have been observed in the field of society and culture (6.6% in 2006 to 9.7% in 2016) which includes aged care, childcare and welfare services.

By contrast, engineering fields have seen a notable contraction as has architecture and building.

## Qualifications

Between 2006 and 2016, the proportion of residents with post school qualifications has been increasing with degree level qualifications all experiencing increases. While this is consistent with many other regions in New South Wales, the growth in degree level qualifications in PMH is higher than the broader Mid North Coast region.

While the absolute number of certificate level qualifications has increased between 2006 and 2016 (from 12,000 to 16,000), the proportion of certificate level qualifications has remained relatively stable, declining slightly in 2016.

Figure: Top six fields of study, PMH resident population

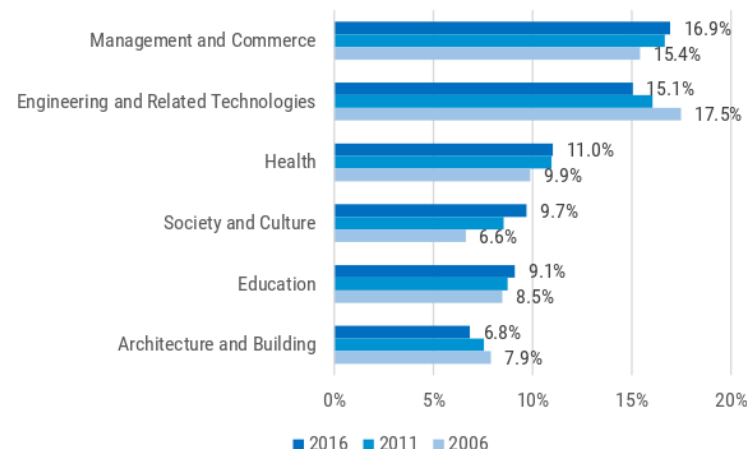
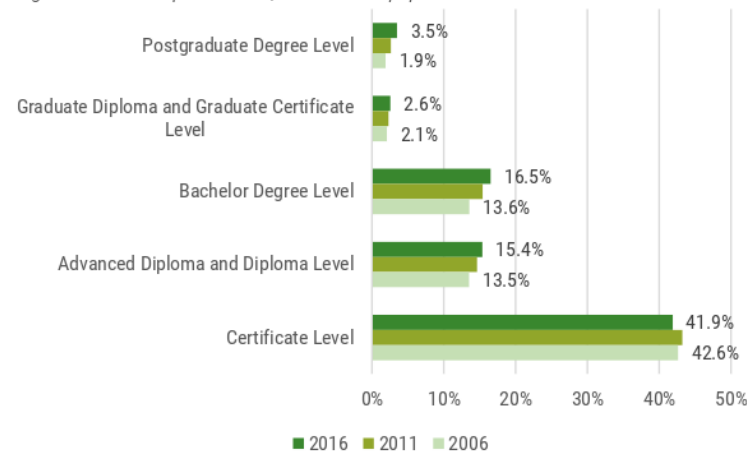


Figure: Non-school qualifications, PMH resident population



Source: ABS Census of Population and Housing (excludes inadequately described and not stated)

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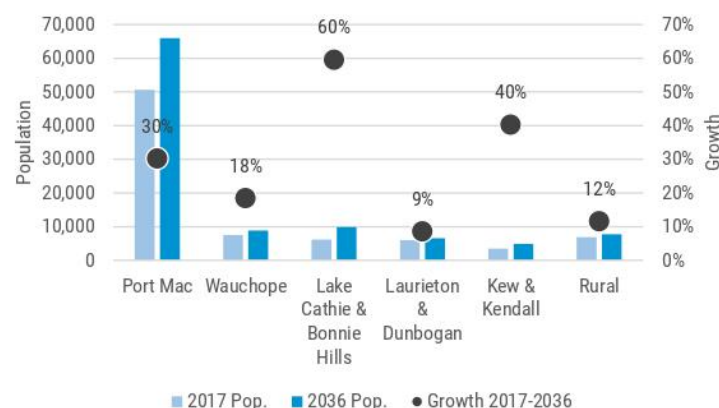
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## Residential land supply and constraints

While it is not the role of this paper to guide land use strategy, there are economic considerations that are influenced by the residential policy. For example, the dwelling supply estimates in the UGMS indicate the majority of housing will be provided in the Thrumster and Lake Innes areas.

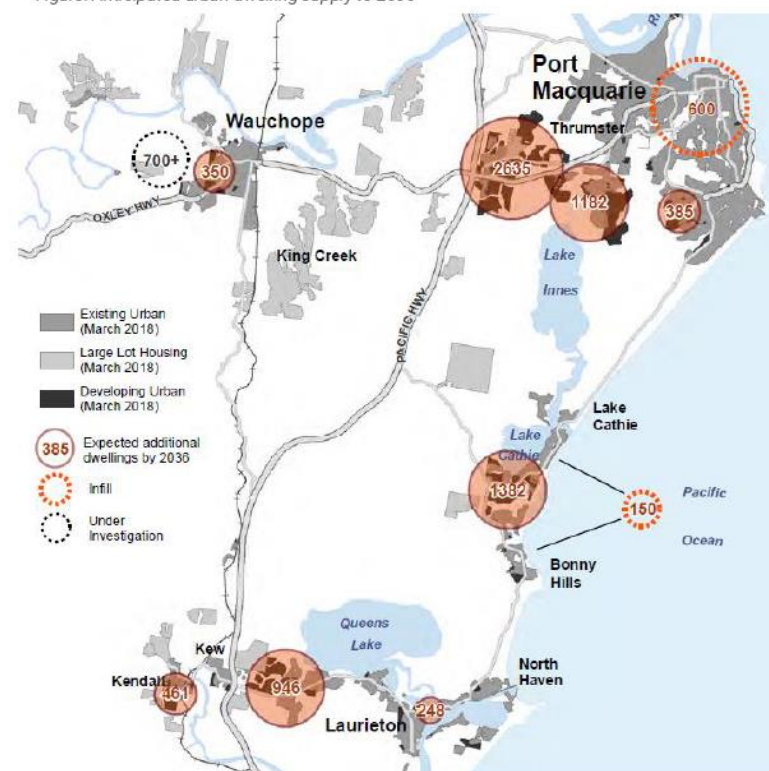
However, in terms of relative growth, Lake Cathie & Bonnie Hills will see the greatest increase, growing by 60% between 2017 and 2036 compared to 30% in Port Macquarie. This rate of growth raises consideration around the quantity and quality of local services in this area. New businesses and services will be required in such areas to support the growing population and assist to reduce reliance on Port Macquarie.

Figure: Population growth in key centres



Source: PMHC (2018) Urban Growth Management Strategy 2017-2036

Figure: Anticipated urban dwelling supply to 2036



Source: PMHC (2018) Urban Growth Management Strategy 2017-2036



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## Employment land in population growth locations

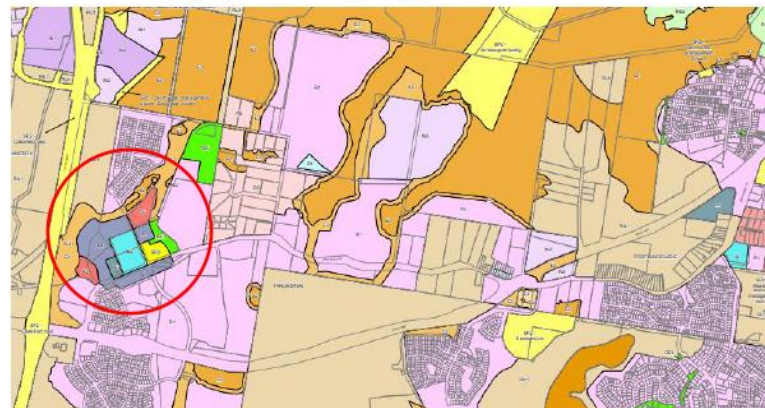
Thrumster and the Bonny Hills / Lake Cathie areas are the main areas of population growth in the municipality. There are substantial areas zoned for employment uses (i.e. commercial and industrial land) as well as areas to the west of Bonny Hills earmarked for investigation of potential light industrial activity.

These areas will serve to provide access to employment and services for residents of these growth areas (and beyond).

While these areas will naturally evolve and develop over time through market forces, there may be potential to 'pump prime' areas to help initiate development and stimulate activity before the critical mass of people enters these areas.

One example of this may be development incentives such as those initiated by Moreton Bay Council<sup>1</sup> (which included refunds of application fees and discounting of infrastructure charges), for specific uses in targeted areas.

Figure: Land use zoning map for Thrumster (excerpt)



Source: PMHC LEP 2011 Land Zoning Map (Sheet LZN\_013D)

Figure: Land use zoning map for Bonny Hills (excerpt)



Source: PMHC LEP 2011 Land Zoning Map (Sheet LZN\_013E)

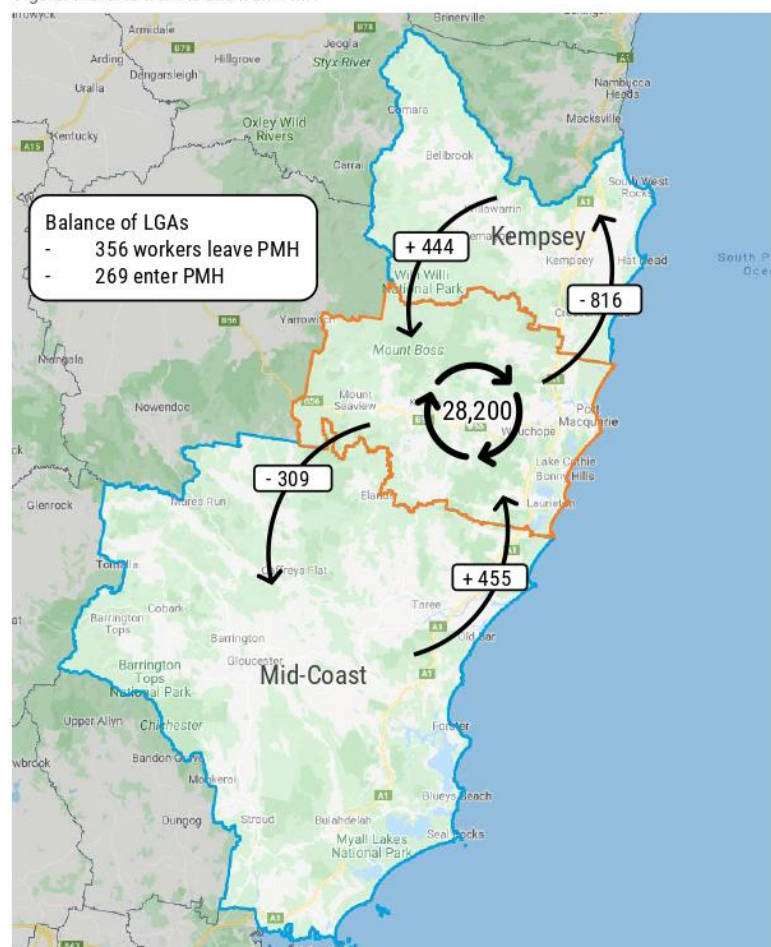
<sup>1</sup> Moreton Bay Council 2019, *Incetivising Infill Development Policy* [www.moretonbay.qld.gov.au]

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## Appendix D – Geographic accessibility

Figure: Travel to work to and from PMH



## Travel to work

Port Macquarie is highly self contained and self sufficient in terms of local employment. That is, there is a very high proportion of local jobs that are filled by local residents, and the majority of working residents also work locally. Compared to other regions, there is relatively little interaction between regions where workers will live in one municipality and work in another.

In PMH, there are around 28,200 people who live and work within the PMH local government area. This means around 95% of all working residents work within the municipality. By comparison, only 68% of working residents in Lake Macquarie work within Lake Macquarie and only 61% of working residents in Port Stephens works locally.

The largest inter-regional transaction of workers and residents is between Kempsey and Mid-Coast (Figure left). The movement of workers between these regions, PMH has a net loss of around 370 workers to Kempsey and a net gain of around 150 workers from Mid-Coast.

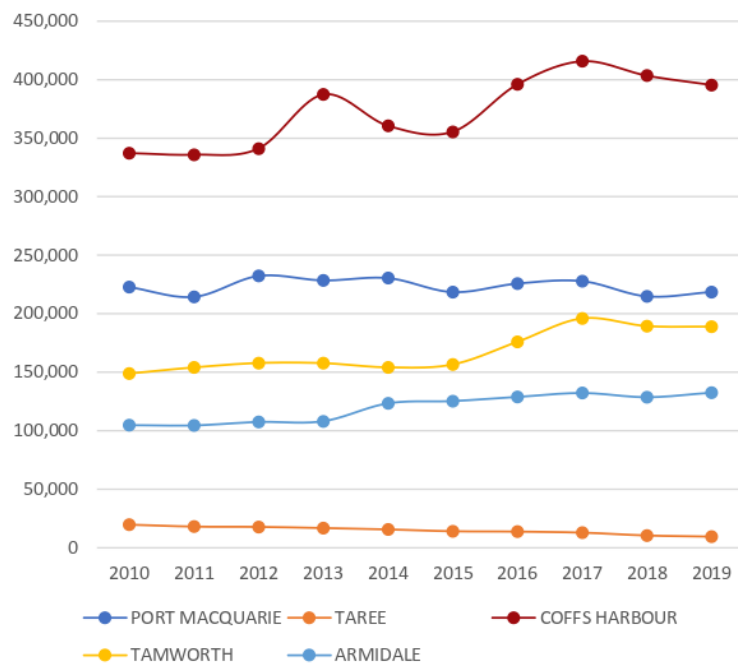
This indicates that inter-regional connections are less important for PMH than internal accessibility when considering the daily requirements of workers.



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Figure: Annual passenger numbers at selected regional airports



Source: Bureau of Infrastructure, Transport and Regional Economics (2020)

**Airport passenger numbers**

There are six airports offering passenger services within 200 kilometres of Port Macquarie. Newcastle is the largest of these airports with annual passenger numbers of 1.28 million in 2019.

Of the other regional airports, Coffs Harbour has seen the greatest increase in passenger numbers over the past five years. Tamworth and Armidale are both also experiencing positive trend in passenger numbers.

In contrast, Taree is experiencing an ongoing decline in passenger numbers and has actually decreased by -52% between 2010 and 2019.

Passenger numbers at Port Macquarie are on a gradual downward trend but have remained relatively stable. Airport services are a considerable generator of tourism and event activity. Larger events and conferences typically require an operating passenger air service to consider a location. An operating air service also increases accessibility and can be a driver of tourism.

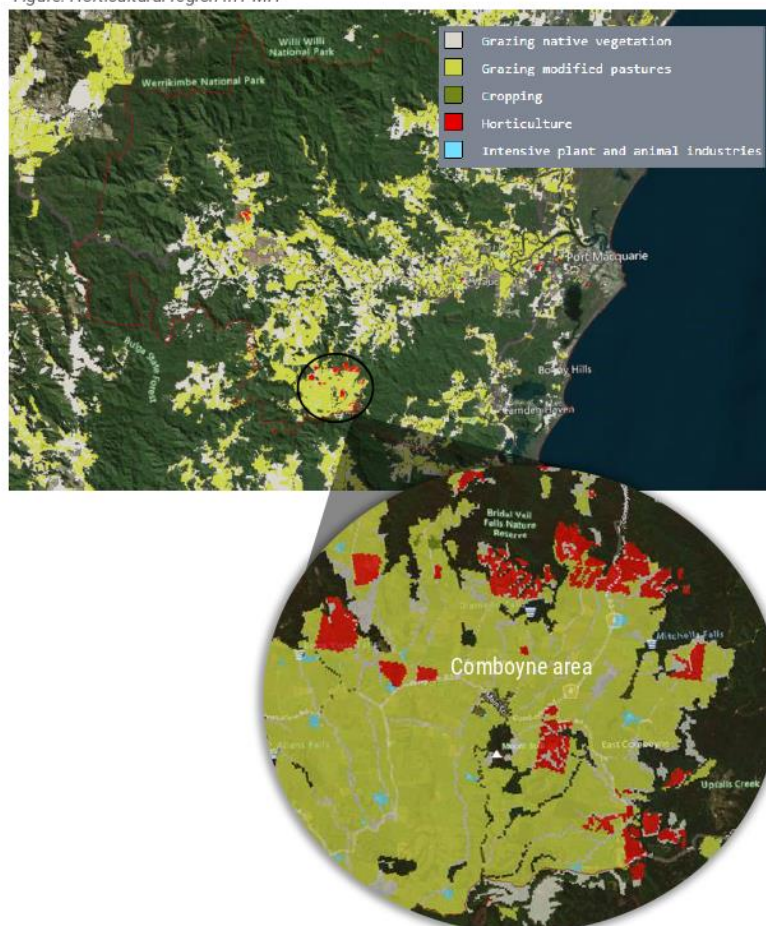
Advocating and engaging with airline operators, increasing remote workers post-COVID-19 and an increase in the number of routes could support growth in passenger numbers and provide new growth opportunities for the regional airport.

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## Appendix E – PMH's Natural Assets

Figure: Horticultural region in PMH



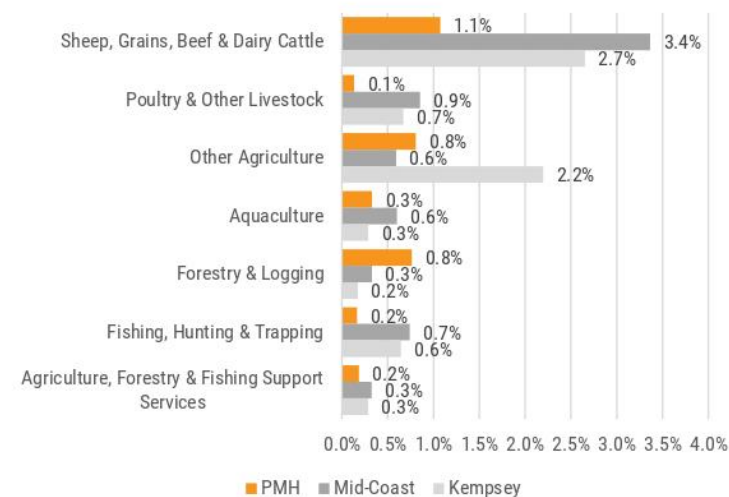
Source: ABARES 2019, Catchment Scale Land Use of Australia [www.nationalmap.gov.au]

## Rural productivity

The value of agriculture in PMH is relatively low compared to adjacent municipalities of Mid-Coast and Kempsey when considered as a share of total regional output. However, despite the low share the value of production is comparatively high (chart below). For example, horticultural activity in PMH (part of 'other agriculture') only constitutes 0.8% of total output in PMH, but the value is \$77.0 million. By comparison, horticulture constitutes 2.2% of total output in Kempsey but is valued at \$64.9 million.

Some forestry is located in Telegraph Point but also extends west of Wauchope out to Birdwood. Forestry is an important industry that also supports employment in timber product manufacturing sectors.

Figure: Agricultural industries share of total output, 2019



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Figure: Important farmland in the North Coast



Figure 9: North Coast Important Farmland



Source: NSW DPE, 2017, North Coast Regional Plan

**Rural productivity**

Land use in PMH is dominated by natural reserves such as state and national parks. As outlined above, pockets of productive agricultural land exist around Comboyne, north of Thrumster and along river valleys.

At a regional level, there are large areas of productive land in Kempsey which could be a source of primary inputs into value-adding activities in Port Macquarie or Wauchope.

Forestry and sawmill product manufacturing is an example of existing value-added activity in local supply chains. What other value-adding activities can be linked to existing agricultural production? The use of blemished produce, that would otherwise be discarded or is devalued, to make more valuable consumer products is one example that reduces waste and increases revenue.

For PMH, with smaller areas of productive agricultural land than surrounding regions, there may be opportunities to explore income generating activities that complement on-farm activity. This may include farm experiences, high intensity production or on-farm processing.

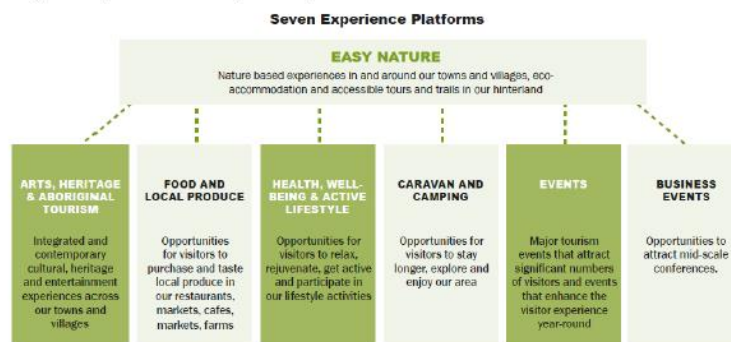
A changing climate and consumer demand for year-round access to fruit and vegetables may also present opportunities to expand into new crop production. For example, Costa Group purchased several avocado farms in PMH and a packing facility in Kempsey to fill a seasonal supply-gap. Exploring high value crops that thrive in the PMH climate could find seasonal advantages through new local production.



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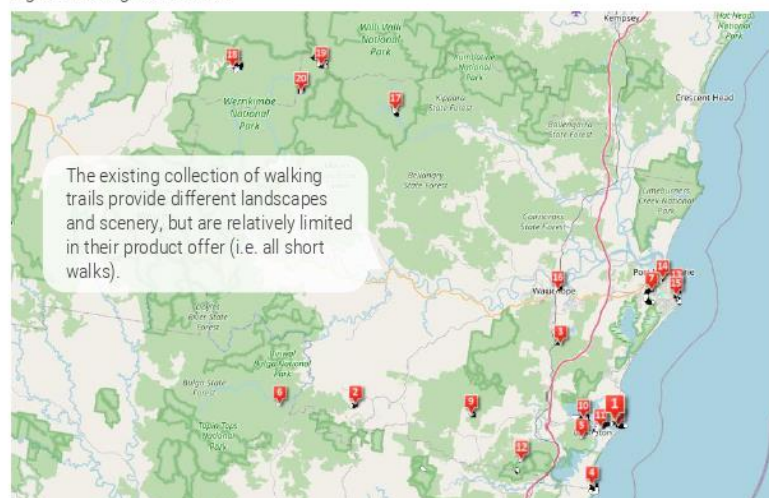
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Figure: Proposed tourism experience platforms in PMH



Source: PMH, Destination Management Plan 2020-2024

Figure: Walking trails in PMH



Source: [www.portmacquarieinfo.com.au](http://www.portmacquarieinfo.com.au)

## Nature-based tourism

There are many nature-based tourism opportunities in PMH. The Port Macquarie-Hastings *Destination Management Plan 2020-2024* identifies nature-based tourism as having the strongest growth potential as the foundational offering for visitor experiences (top figure adjacent).

Most bed nights, sites and visitation to the area is in the Port Macquarie-Hastings region. Support to investment in dispersed tourism and accommodation facilities has the potential to enhance total visitor numbers near nature-based attractions. Development of new caravan parks and camping facilities in hinterland areas has capacity to encourage increased family holiday stays, enhancing tourism.

Walking trails offer an opportunity to expand an existing offering and collection of assets into a more complete and cohesive attraction. The current collection of walking trails are disconnected and while they provide a range of landscapes and scenery, the product offer is homogenous. Single, short day walks are often undertaken as part of a stay in the region but are not necessarily a reason to visit in and of itself. Walking tourism requires a relatively low level of investment, is low impact, complements other tourism resources, and allows visitors of all ages an authentic way to experience a region<sup>1</sup>.

The region's natural asset base which includes beaches, rivers, productive agricultural land and natural hinterland provide a comprehensive and varied offering for nature-based tourism.

<sup>1</sup> World Tourism Organization 2019, *Walking Tourism: Promoting Regional Development*

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## Appendix F – Innovation and Entrepreneurship

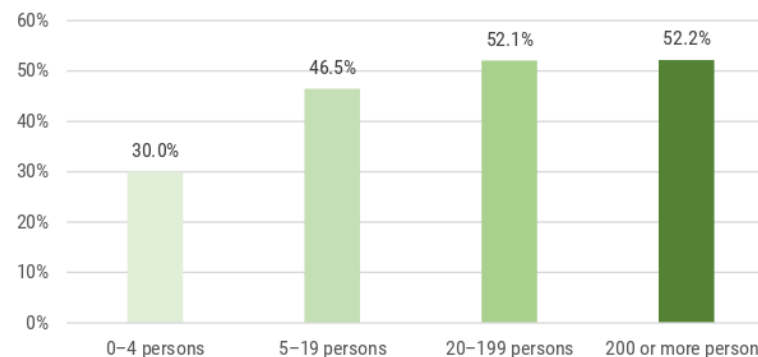
### Innovation in Australia

Innovation is about creating or carrying out new products, processes or devising new applications for existing products and processes. The Australian Bureau of Statistics (ABS) undertakes surveys of businesses to understand, amongst other things, the level of innovation in businesses operations.

Survey data from the ABS indicates that large organisations are more likely to innovate than smaller businesses (top figure adjacent). This has been consistent over time, as smaller businesses typically lack the resources (in time, capital, or labour) that are available to larger organisations. Across a range of metrics, larger businesses are generally more collaborative and more innovative.

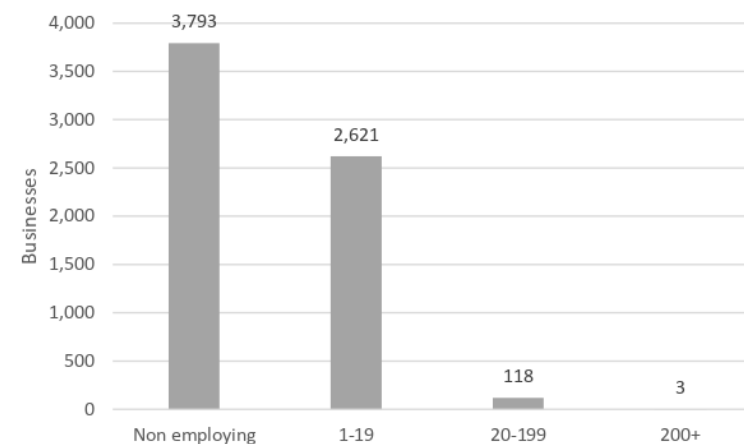
For PMH, this indicates there may be barriers to promoting innovation within the business community given the large share of small businesses and limited number of larger businesses (bottom figure adjacent).

Figure: Proportion of innovating businesses by employment size, Australia 2018-19



Source: ABS 2020, Characteristics of Australian Businesses

Figure: Business counts by employment size, PMH 2019



Source: ABS 2020, Counts of Australian Businesses, including Entries and Exits, June 2019

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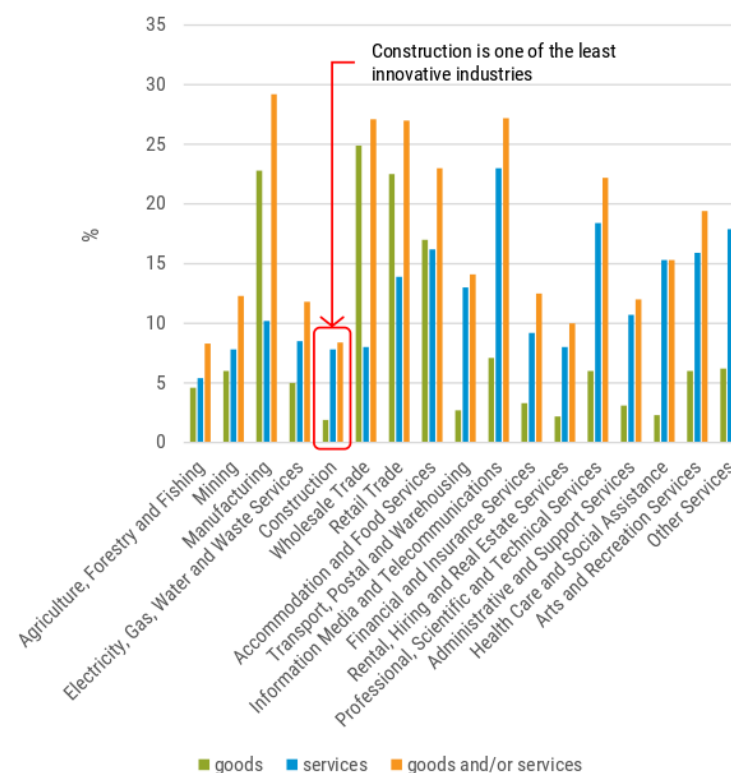
## Innovation in Australia

The largest revenue generating industries in PMH are some of the least innovative sectors in Australia. Construction, for example, is the region's largest sector, but is generally one of the least innovative industries in Australia. This is largely due to the sector being dominated by smaller operators as well as the highly fragmented nature of projects where there is little knowledge transfer between trades and little incentive, or capability, to absorb loss leaders due to the 'one-off' nature of construction contracts.

Sectors such as manufacturing, wholesale trade and retail trade are some of the most innovative in terms of goods and both goods and services. Unsurprisingly, service sectors have a high proportion of businesses applying innovative services in their operations.

In relation to barriers to collaborating for innovation, reasons of 'insufficient time' and 'insufficient funds' are the most common across businesses in all sectors.

Figure: Goods and service innovation by industry, Australia 2018-19



Source: ABS 2020, Characteristics of Australian Businesses



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## Innovation in Port Macquarie-Hastings

2020 was a difficult year for many businesses. Results of the latest annual Business Confidence Survey<sup>1</sup> suggested that local businesses had experienced sharp declines in trading conditions.

Despite this, many local businesses continued to innovate through new or improved products and services at a rate well above the national average. In addition to this, those business that did innovate saw a less substantial decline in activity (sales, profitability, etc) and were more confident than non-innovating businesses.

Responses from the survey indicated that businesses in education & training had the highest levels of innovation, which is likely to be supported by the COVID-enforced online delivery of teaching. Other highly innovative industries included arts & recreation, retail trade, manufacturing which is consistent with national results.

Figure: Proportion of innovating businesses in PMH, 2019-20



Figure: Net score performance of innovating and non-innovating businesses in PMH

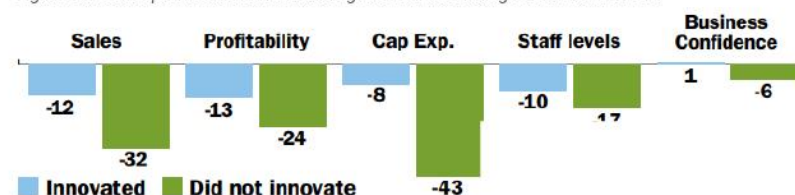


Figure: Percentage of businesses innovating by industry in PMH, 2019-20



Source for all charts: Port Macquarie-Hastings Business Confidence Survey 2020 (total 412 responses)

<sup>1</sup><https://www.pmhc.nsw.gov.au/Business/Doina-Business-Here/Business-Confidence-Survey>

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## Employment and Innovation Clusters (EICs)

EIC's are defined precincts or locations where distinct characteristics can be identified through economic, physical and networking assets that support culturally rich economic activity that benefits from collaboration, connectivity and ultimately innovation.

Importantly, the structural arrangement of EIC's ultimately have been recognised for their ability to commercialise knowledge and rapidly create local jobs, regional prosperity and in turn improved standards of living.

The ongoing success of university led innovation cities, such as Boston & Cambridge, is linked to investment in supporting policy, infrastructure and business structures to promote EIC's.

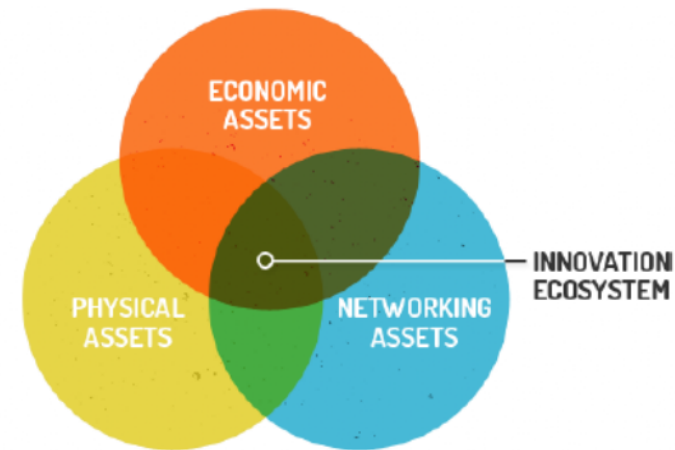
These locations combine the best in Employment & Innovation Cluster Assets that including: universities, medical centres, large commercial firms and often have a bias toward industry sectors where R&D driven companies benefit from world leading research and a cohort of university students who are driven to create start-ups, scale-ups.

There are several characteristics that are evident in successful precincts. Of these, the most critical appears to be the ability to foster a collaborative culture. This is sometimes discussed as the incidental and informal collaboration that occurs through the happenchance meeting of individuals or firms. More often, effective collaboration is an intentional activity that is cultivated through effective precinct management, governance structures, or more broad forms of collaboration which can include ongoing partnerships between government, industry and education providers.

The characteristics of successful precincts are:

- Collaboration
- Critical mass / clustering
- ICT infrastructure
- High-quality built environment

Figure: Assets of Innovation Precincts



Source: Katz & Wagner 2014

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## Appendix G – Community Resilience

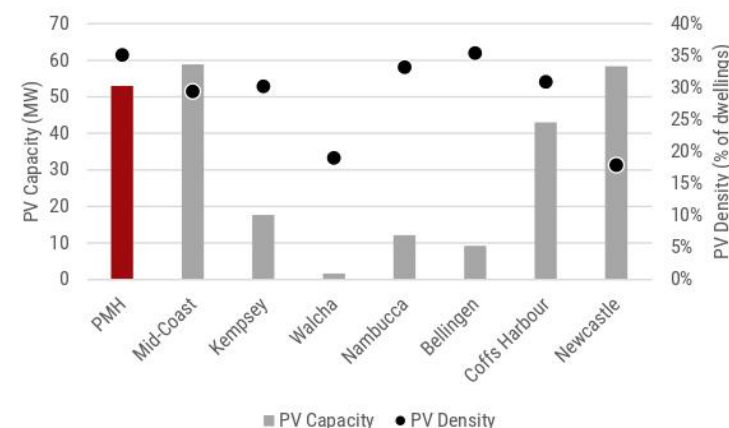
### Renewable energy

Across the region, PMH has a relatively high take-up of rooftop solar, both in terms of the proportion of dwellings with systems installed and total generation capacity. Around 35% of dwellings in PMH have a PV system installed, which is also higher than the State average which is 24.6%. While there are a range of factors that can influence the ability or propensity to install solar, the rate of household installations in PMH indicates a community that sees benefit in some form of energy self-sufficiency through localized electricity production.

Utility scale wind and solar projects are likely to be less of a focus for PMH compared to other areas. Although there are key high voltage power lines traversing the municipality, PMH has low wind speeds and relatively low horizontal solar exposure. Mapping by the NSW government suggests this is likely also to be the case for bioenergy and hydro<sup>1</sup>. (example of wind resources in bottom figure adjacent).

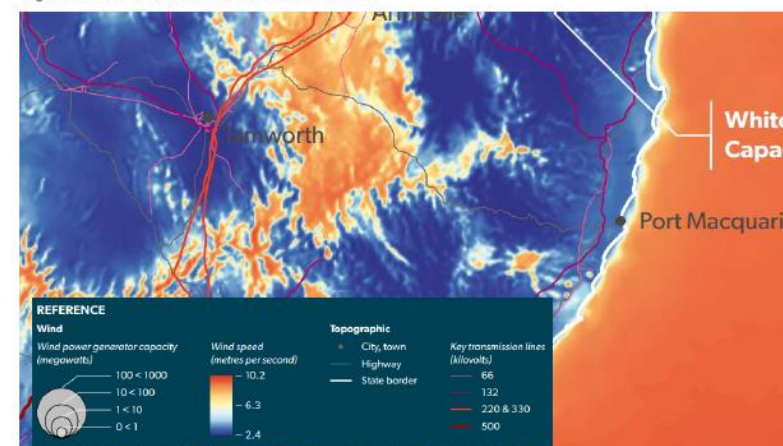
While the lower access to resources may be a deterrent for commercial operators, this does not mean that large renewable energy projects cannot be instigated and developed through community initiatives. The Hepburn Wind Farm (<https://www.hepburnwind.com.au/>) model is one example of a community led renewable energy initiative which may be explored if business and residents of PMH wish to take a more proactive approach to large scale renewable energy.

Figure: Photovoltaic installations by LGA,



Source: Australian PV Institute (APVI) Solar Map, funded by the Australian Renewable Energy Agency, accessed from [pv-map.apvi.org.au](http://pv-map.apvi.org.au) on 10 February 2021.

Figure: Wind Resources in PMH and surrounds



Source: Carter P.J. & Gammidge L.C. (compilers) 2019

<sup>1</sup> Carter P.J. & Gammidge L.C. (compilers) 2019. Renewable energy map of New South Wales (3rd edition). Geological Survey of New South Wales, Maitland.



# Port Macquarie-Hastings Supply Chain Gap Analysis

*Disclaimer*

*All figures and data presented in this document are based on data sourced from the regional economic modeling software 'REMPAN economy', and has been applied to generate industrial economic estimates. This document is provided in good faith with every effort made to provide accurate data and apply comprehensive knowledge. However, Port Macquarie Hastings Council does not guarantee the accuracy of data nor the conclusions drawn from this information.*



## Overview of Supply Chain Gap Analysis

Domestic imports to the Port Macquarie-Hastings region total an estimated \$1,462.489 million, outsourcing approximately 2,350 total jobs to other parts of Australia. The aim of this supply-chain gap analysis is to provide a demand-side analysis of those industries that outsource the largest number of jobs through domestic imports, understand the nature of the supply chain opportunities, and identify key industries where the outlier examples exist for skills development and attraction, and increased local business investment or external investment attraction.

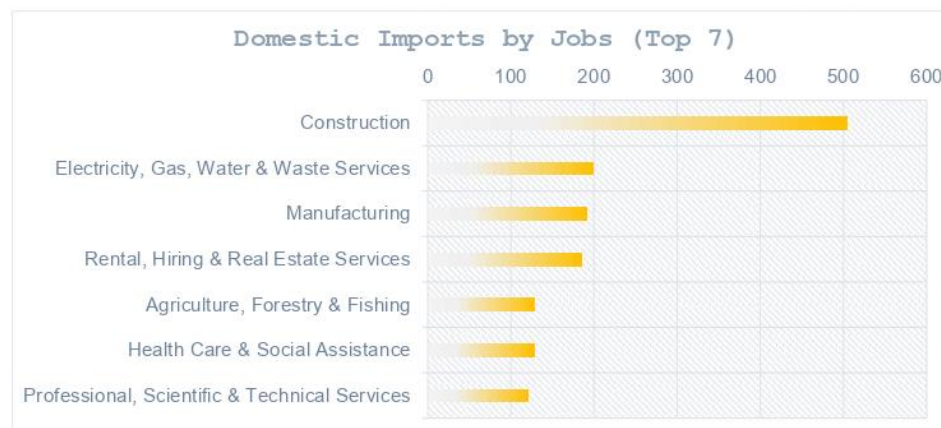
The report will achieve this by:

- Providing an overview of the seven industries that have the highest demand for domestic imports (by jobs);
- Note the relevance of each industry to the Port Macquarie-Hastings region's economic output;
- Detail the nature of imports for each of the seven industries; and,
- Provide an overview of the relevance of the largest industries (by domestic imports / supply) in the context of the broader economy.

## Domestic Imports by Jobs

The seven local industries with the highest level of domestic imports by jobs are:

- Construction (504 jobs)
- Electricity, Gas, Water & Waste Services (199)
- Manufacturing (192)
- Rental Hiring & Real Estate Services (185)
- Agriculture, Forestry & Fishing (129)
- Health Care & Social Assistance (129)
- Professional, Scientific & Technical Services (122)

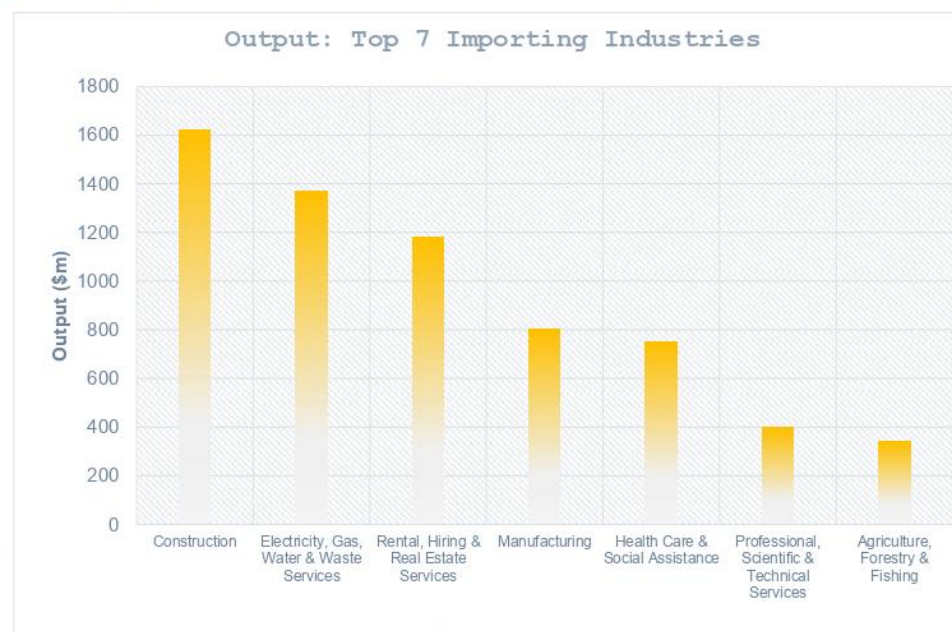




## Scale of Importing Industries by Output

The seven industries that have the highest domestic imports (by jobs created) are almost exclusively very significant industries in our regional economy, with the group representing \$6,468.127 million of the region's \$9,953.394 million economic output, over 64% of the economy. The breakdown of economic output by industry is:

- Construction \$1,620.542 million
- Electricity, Gas, Water & Waste Services \$1,369.236 million
- Rental Hiring & Real Estate Services \$1,181.933 million
- Manufacturing \$806.748 million
- Health Care & Social Assistance \$749.313 million
- Professional, Scientific & Technical Services \$399.932 million
- Agriculture, Forestry & Fishing \$340.423 million

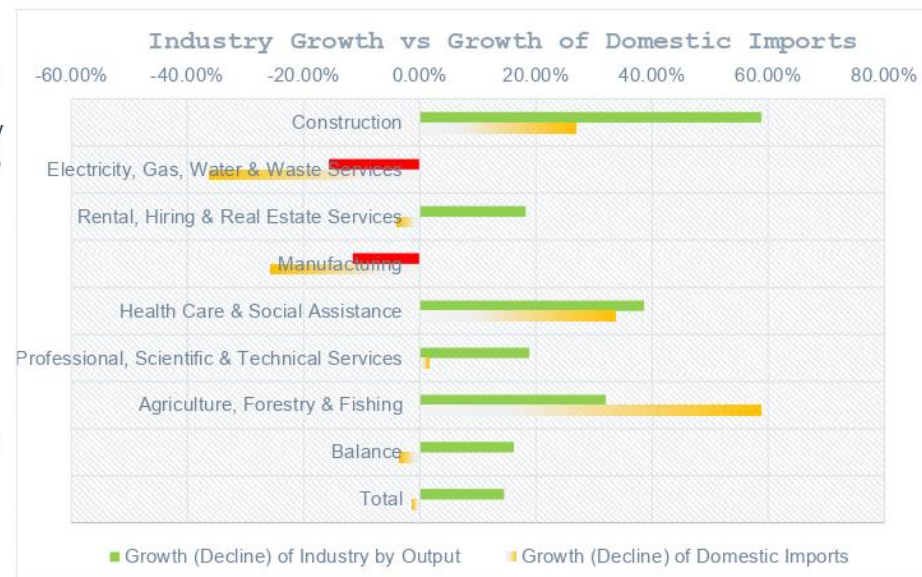


## Progress: Industry Growth vs Domestic Imports 2016-2021

The Port Macquarie-Hastings regional economy has grown from \$8,688.266 million output in 2016, to \$9,953.394 million output in 2021. Although this local economic growth has not been felt evenly across all industries, five of the seven largest industries by domestic imports have grown by more than 10% over that period, with the local construction sector growing nearly 60%.

Despite this rapid growth, domestic imports have not grown as rapidly over the same period, indicating our region has been successful at 'onshoring' supply chains from other regions to support our local growth industries, and in the case of industries that have declined, reducing dependence on external supply chains significantly over the same period.

Despite the success over the past five years, the region needs to continue to close supply chain gaps where possible to ensure economic growth is captured locally, and maximise the local economic development impact over the coming decade.

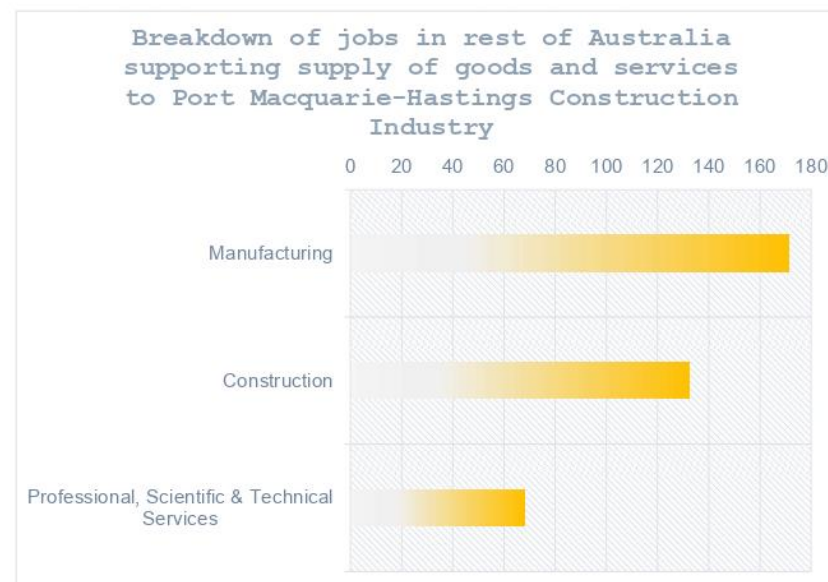


## Supply Chain: Construction

The local construction sector has grown from \$1,020.338m output in 2016, to \$1,620.542 in 2021, representing 58.82% growth over the period. During the same time, domestic imports increased by only 26.92%, demonstrating the scale of this industry, and targeted efforts to date, are supporting improved integration into local supply chains. When looking at opportunities for further integration, the top three industries that the Construction sector is importing from are:

- Manufacturing (171 jobs, 54 of which in Metal Products)
- Construction (133 jobs, 132 of which in Construction Services)
- Professional Scientific and Technical Services (68 jobs)

This indicates there continues to be a significant opportunity to encourage investment into local manufacturing of construction products, and support professional skills development and attraction in the Construction sector.



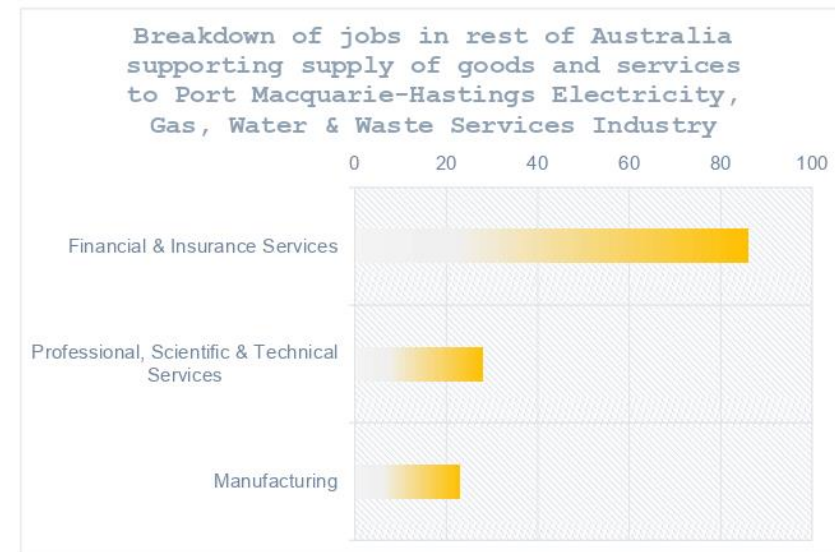


## Supply Chain: Electricity, Gas, Water & Waste Services

The Electricity, Gas, Water & Waste Services has reduced total output over the last five years by 15.62% from \$1,622.748 million to \$1,369.235 million. Over the same period, domestic imports have reduced much further – from \$311.57m to \$198.78m (or - 36.2%), indicating the rationalisation of some parts of this large local industry may be driving great local supply chain integration. When looking at opportunities for further integration, the top three industries that the Electricity, Gas, Water & Waste Services sector is importing from are:

- Financial & Insurance Services (86 jobs)
- Professional, Scientific & Technical Services (28 jobs)
- Manufacturing (23 jobs)

This indicates the opportunity for further local supply chain integration is likely in professional and technical skills development, supporting the case for continued effort to support growth of professional pathways via our local universities.

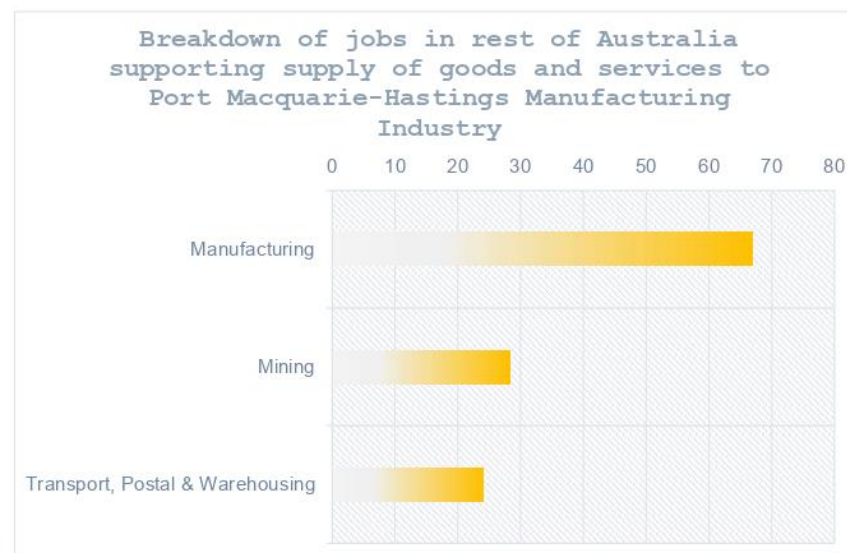


## Supply Chain: Manufacturing

The Manufacturing industry has reduced total output over the last five years by 11.5% from \$911.617 million to \$806,748 million. Over the same period, domestic imports have reduced from \$258.6m to \$192.19m (or -25.68%), indicating the local industry, despite shrinking in total output, is experiencing a period of strong local supply chain integration which is likely have strong flow-on effects across other local industries. When looking at opportunities for further integration, the top three industries that the Manufacturing sector is importing from are:

- Manufacturing (67 jobs)
- Mining (28 jobs)
- Transport, Postal & Warehousing (24 jobs)

This indicates the opportunity for further local supply chain integration is to encourage firms to consider vertical business expansion, or to engage in improved local procurement practices.

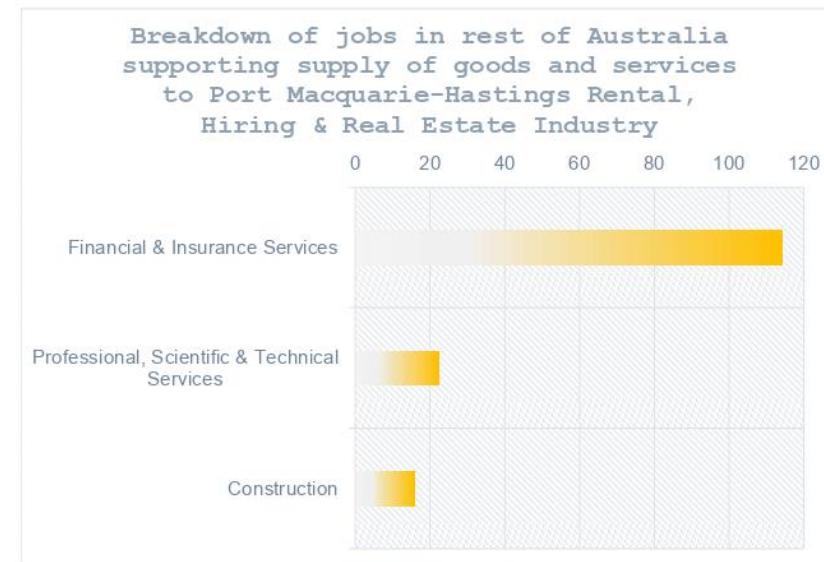


## Supply Chain: Rental, Hiring & Real Estate Services

The Rental, Hiring & Real Estate Services industry has increased total output over the last five years by 18.27% from \$999.315 million to \$1,181.933 million. Over the same period, domestic imports have reduced from \$192.7m to \$185.1m (or -3.94%), indicating the local industry is proving effective at reducing supply chain gaps where possible. The top three sectors that supply the Rental, Hiring & Real Estate Services Sector from outside our region are:

- Financial & Insurance Services (114 jobs)
- Professional, Scientific & Technical Services (23 Jobs)
- Construction (16 Jobs)

Given the region would offer a strong base for regional decentralisation of a major Financial and/or Insurance Services business, opportunities to support regional relocation of such businesses may support further reduction in domestic import of this sector.



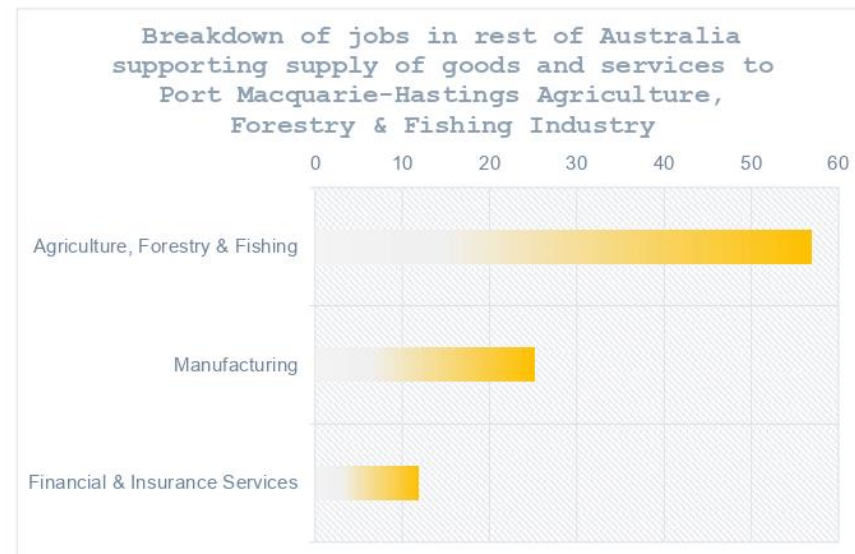


## Supply Chain: Agriculture, Forestry & Fishing

The Agriculture, Forestry & Fishing Industry has increased total output over the last five years by 32.03% from \$257,827.694 million to \$340.422 million. Over the same period, domestic imports have increased from \$81.29m to \$129.17m (or 58.9%) showing the local industry's reliance on domestic imports from external suppliers is increasing at a greater rate than output. The top three sectors that supply the Agriculture, Forestry & Fishing Sector from outside our region are:

- Agriculture, Forestry & Fishing (57 jobs, 42 in Support Services)
- Manufacturing (25 Jobs)
- Financial & Insurance Services (12 Jobs)

There may be some opportunity to 'onshore' some of the services that are acquired as domestic imports by this industry, albeit the scale and dislocated nature of this industry may reduce the chance of a significant turn-around over coming years. Key opportunities may be around active industry community-building efforts.

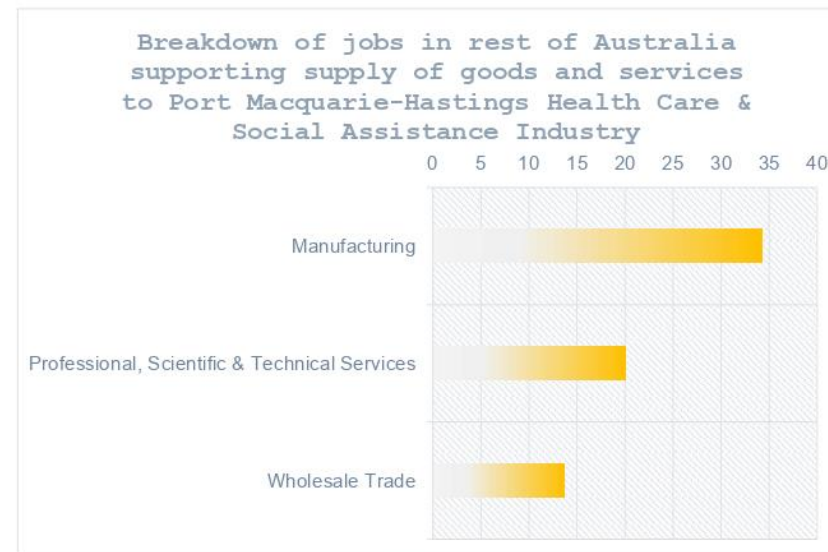


## Supply Chain: Health Care & Social Assistance

The Health Care & Social Assistance industry has increased total output over the last five years by 38.63% from \$540.520 million to \$749.313 million. Over the same period, domestic imports have increased from \$96.36m to \$128.97m (or 33.84%) showing the local industry's reliance on domestic imports from external suppliers is increasing, albeit at a slower rate than the increase in output over the same period. The top three sectors that supply the Health Care & Social Assistance Sector from outside our region are:

- Manufacturing (34 jobs)
- Professional, Scientific & Technical (20 jobs)
- Wholesale Trade (14 jobs)

Compared to the scale of this sector's total employment in the local region, and employment growth forecasts from the Labour Market Information Portal, the opportunity to enhance local employment outcomes through supply chain gap substitution appears to be limited in this industry.

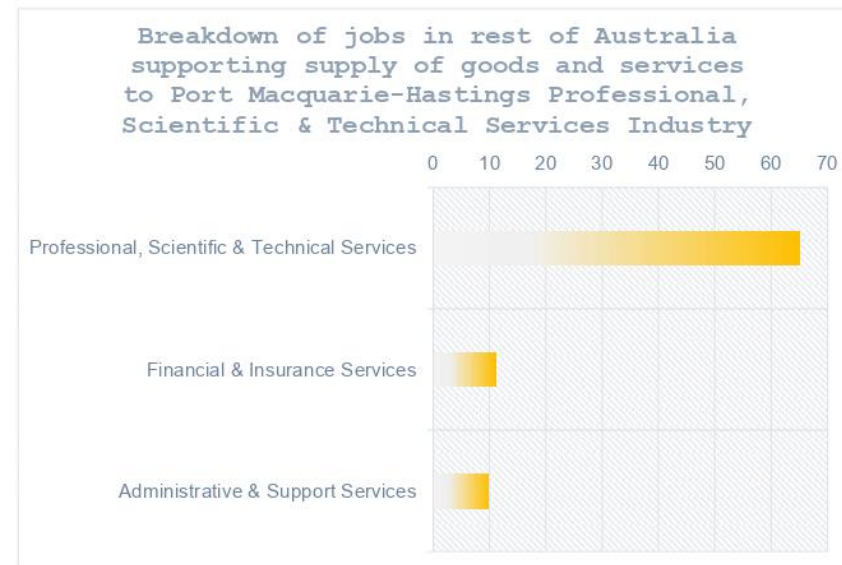


## Supply Chain: Professional, Scientific & Technical Services

The Professional, Scientific & Technical Services industry has increased total output over the last five years by 18.86% from \$336.471 million to \$399.931 million. Over the same period, domestic imports have increased from \$119.61m to \$121.61m (or 1.67%) showing the region is growing output much faster than the growth of domestic imports. Professional, Scientific & Technical Services primary imports from outside our region are:

- Professional, Scientific & Technical Services (65 jobs, 15 in Computer Systems Design)
- Financial & Insurance Services (11 Jobs)
- Administrative & Support Services (10 Jobs)

The primary opportunity apparent in this industry appears to be in skills development and attraction. This underlines the importance of the broad range of professional courses being developed and delivered via vocational and university training in the local region - including diverse offerings across Information Technology – will continue to drive improved outcomes for local industries.





**Table A: Domestic Imports – All Industries (\$m)**

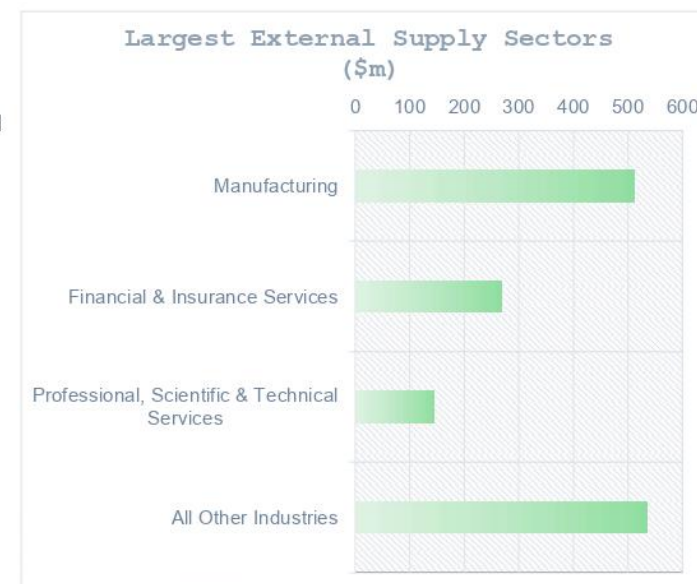
Port Macquarie - Hastings (A) Demand Sectors

Australia supplying to Port Macquarie - Hastings (A) \$M	Port Macquarie - Hastings (A) Demand Sectors																			Local Sales
	Agriculture, Forestry & Fishing	Mining	Manufacturing	Electricity, Gas, Water & Waste Services	Construction	Wholesale Trade	Retail Trade	Accommodation & Food Services	Transport, Postal & Warehousing	Information Media & Telecommunications	Financial & Insurance Services	Rental, Hiring & Real Estate Services	Professional, Scientific & Technical Services	Administrative & Support Services	Public Administration & Safety	Education & Training	Health Care & Social Assistance	Arts & Recreation Services	Other Services	
Agriculture, Forestry & Fishing	\$21.143	\$0.050	\$3.592	\$0.067	\$0.818	\$0.090	\$1.194	\$2.955	\$0.040	\$0.013	\$0.006	\$0.155	\$0.023	\$0.029	\$0.128	\$0.103	\$0.375	\$0.184	\$0.163	\$30.530
Mining	\$0.931	\$5.548	\$40.049	\$1.902	\$10.498	\$5.735	\$0.975	\$2.468	\$2.540	\$0.288	\$0.347	\$2.041	\$1.732	\$0.998	\$1.164	\$0.776	\$1.558	\$0.121	\$0.700	\$80.371
Manufacturing	\$44.410	\$4.799	\$63.015	\$28.579	\$153.897	\$9.635	\$14.422	\$37.886	\$35.856	\$6.480	\$2.111	\$4.928	\$6.148	\$4.097	\$5.925	\$12.122	\$39.703	\$7.309	\$31.648	\$512.972
Electricity, Gas, Water & Waste Services	\$1.516	\$0.533	\$4.719	\$16.714	\$2.506	\$0.714	\$2.819	\$4.023	\$0.695	\$0.510	\$0.400	\$3.229	\$1.316	\$0.650	\$4.940	\$1.273	\$2.191	\$0.281	\$0.523	\$51.551
Construction	\$0.812	\$0.285	\$1.077	\$6.635	\$54.991	\$0.537	\$0.450	\$0.806	\$0.752	\$0.194	\$0.208	\$6.630	\$0.842	\$0.302	\$1.705	\$0.277	\$0.533	\$0.045	\$0.284	\$77.366
Wholesale Trade	\$4.206	\$0.433	\$5.401	\$2.595	\$13.397	\$2.192	\$3.284	\$3.397	\$2.851	\$0.939	\$1.049	\$1.134	\$1.450	\$1.203	\$1.288	\$2.118	\$5.853	\$0.635	\$3.513	\$56.939
Retail Trade	\$0.069	\$0.010	\$0.121	\$0.070	\$0.349	\$0.067	\$0.163	\$0.100	\$0.130	\$0.016	\$0.022	\$0.033	\$0.032	\$0.033	\$0.027	\$0.044	\$0.179	\$0.015	\$0.079	\$1.552
Accommodation & Food Services	\$0.001	\$0.000	\$0.003	\$0.002	\$0.004	\$0.001	\$0.001	\$0.000	\$0.001	\$0.001	\$0.001	\$0.000	\$0.003	\$0.002	\$0.002	\$0.001	\$0.001	\$0.000	\$0.001	\$0.024
Transport, Postal & Warehousing	\$4.163	\$0.948	\$10.043	\$3.287	\$13.025	\$10.900	\$4.499	\$2.384	\$15.552	\$1.308	\$1.190	\$1.690	\$4.686	\$3.164	\$3.761	\$3.578	\$2.620	\$0.857	\$1.846	\$89.500
Information Media & Telecommunications	\$0.357	\$0.078	\$3.300	\$5.964	\$7.119	\$3.445	\$9.907	\$4.541	\$2.799	\$12.262	\$4.787	\$2.423	\$4.737	\$3.248	\$4.318	\$5.779	\$4.217	\$1.345	\$3.539	\$64.164
Financial & Insurance Services	\$8.213	\$1.044	\$4.291	\$55.416	\$17.405	\$3.653	\$6.309	\$8.715	\$5.501	\$1.312	\$25.148	\$91.007	\$8.191	\$3.652	\$10.983	\$5.830	\$8.830	\$0.535	\$1.980	\$268.015
Rental, Hiring & Real Estate Services	\$0.110	\$0.054	\$0.330	\$0.141	\$1.411	\$1.154	\$2.099	\$1.540	\$0.605	\$0.302	\$0.279	\$2.198	\$0.867	\$0.987	\$0.353	\$0.584	\$0.496	\$0.153	\$0.139	\$13.802
Professional, Scientific & Technical Services	\$2.331	\$0.538	\$7.424	\$8.923	\$21.409	\$4.531	\$8.381	\$1.766	\$4.980	\$4.507	\$17.615	\$7.114	\$20.926	\$6.304	\$11.630	\$5.408	\$6.447	\$1.819	\$3.641	\$145.672
Administrative & Support Services	\$0.837	\$0.111	\$1.621	\$2.253	\$2.994	\$0.771	\$1.390	\$3.138	\$1.788	\$0.396	\$3.116	\$1.373	\$3.881	\$2.296	\$1.607	\$2.062	\$4.261	\$0.908	\$1.144	\$35.947
Public Administration & Safety	\$0.005	\$0.029	\$0.230	\$0.226	\$0.480	\$0.085	\$0.141	\$0.054	\$0.127	\$0.034	\$0.227	\$0.238	\$0.394	\$0.162	\$0.282	\$0.224	\$0.271	\$0.070	\$0.203	\$3.483
Education & Training	\$0.005	\$0.007	\$0.075	\$0.310	\$0.079	\$0.015	\$0.023	\$0.017	\$0.037	\$0.010	\$0.278	\$0.044	\$0.144	\$0.110	\$0.096	\$0.555	\$0.159	\$0.083	\$0.121	\$2.169
Health Care & Social Assistance	\$0.016	\$0.001	\$0.080	\$0.011	\$0.012	\$0.006	\$0.015	\$0.023	\$0.034	\$0.008	\$0.763	\$0.013	\$0.014	\$0.049	\$0.114	\$0.156	\$1.633	\$0.009	\$0.027	\$2.981
Arts & Recreation Services	\$0.050	\$0.016	\$0.080	\$0.166	\$0.342	\$0.080	\$0.148	\$0.086	\$0.039	\$0.231	\$0.076	\$0.093	\$0.341	\$0.227	\$0.138	\$0.866	\$0.447	\$1.114	\$0.130	\$4.670
Other Services	\$0.001	\$0.005	\$0.026	\$0.041	\$0.354	\$0.004	\$0.016	\$0.005	\$0.010	\$0.001	\$0.013	\$0.008	\$0.043	\$0.019	\$0.022	\$0.053	\$0.120	\$0.014	\$0.025	\$0.781
Local Expenditure	\$89.177	\$14.489	\$145.476	\$135.301	\$301.082	\$43.614	\$56.235	\$73.285	\$74.338	\$28.812	\$57.635	\$124.350	\$55.770	\$27.534	\$48.481	\$41.810	\$79.896	\$15.498	\$49.705	\$1,462.489

**Table A: Supply Chain Gaps in Context of Broader Economy**

As can be seen in *Table A: Domestic Imports – All Industries* (see prior page), domestic import data (in \$million) indicates the Port Macquarie-Hastings region has significant reliance on a small number of key industries to supply goods across a broad cross-section of local industries, the largest three being Manufacturing (\$512m), Financial & Insurance Services (\$268m), and Professional, Scientific & Technical Services. Efforts to support the 'onshoring' of suppliers in these industries need to be prioritised at the strategic level, with appropriate avenues including:

- *Ensuring supply of suitable land and commercial premises;*
- *Supporting further skills development opportunities in our region, particularly focused on professional outcomes from tertiary qualifications; and*
- *Creating the right circumstances for the region to attract high-value candidates to these high-skill industries.*





# Port Macquarie-Hastings Economic Development Strategy 2022 - 32





## Acknowledgment of Country

**Yii Birrbay Barray**

This is Birpai Country

**Nyura yii-gu mara-la barray-gu, nyaa-gi, ngarra-gi**

You have come here, to the country to see, listen and remember

**Gathay Nyiirun Wakulda**

Let's all go together as one

We acknowledge that we are on Birpai country and pay respects to all elders past, present and emerging. We acknowledge the ongoing connection to the Traditional Owners and Custodians of the lands and waters of the Port Macquarie-Hastings Region.





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## Port Macquarie-Hastings Economic Development Strategy

## A Vision of 2032: An Ambitious Economic Future

Strong sustainability principles, connection to our natural values and a resolve to protect our way of life have underpinned the success of our region, Port Macquarie-Hastings and its collective townships and rural areas.

Challenging the status quo to recognise that economic development can mean more than just growth, we now celebrate our network of smaller townships and the hinterland that all leverage the transformation of Port Macquarie and its CBD.

The Port Macquarie CBD has shifted to become an 18-hour place activated through civic participation and events, connections to education and libraries, and a nationally recognised safe, laid-back night-time economy. Our amazing climate, local food and wine, and a burgeoning small bar scene operate sustainably, supported by a strong central resident population.

The development of diverse, compact forms of housing within the Port Macquarie CBD now support both retired residents and a vibrant student population. Concurrently, settlement planning has reinforced established towns and villages and improved the level of services and activity in main streets. As a result, new businesses have established in Wauchope, Laurieton and Kendall and rekindling local economies that were once reliant on Port Macquarie. Smaller centres such as Kew, Bonny Hills and Lake Cathie have also improved the number of services available to residents.

As the national population responded to the uncertainty of COVID-19 our local culture of resilience has placed wellbeing and community at the centre of economic recovery. The very reasons that visitors love to holiday in Port Macquarie-Hastings has attracted new working-age residents that have supported sustained economic growth for existing local businesses. The liveability of the region allows the community and visitors to connect with nature, reset and surf, sail, paddle, hike, or cycle throughout our region.

The capital investment in the Health and Education Precinct has now unlocked strong links between the University, Hospital, and industry. Innovation, research and development have now emerged as key activities for the precinct in addition to nationally recognised health services and tertiary education offering.

The wisdom of experienced business professionals and leaders has been leveraged to support a transformative culture of mentoring. The benefit of linking the latent experienced human capital of our region's retired population with energized young business owners and professionals has unlocked local employment and significant productivity improvements. As a result, Small and Medium Enterprise growth is now unmatched across regional Australia.

Community led initiatives with a focus on a sustainable and carbon neutral way of life have resulted in new forms of economic activity. Local approaches and investment in active transport infrastructure has also seen a transport mode shift across Port Macquarie-Hastings. While we do rely on our vehicles and the improved arterial network, significant investment in electric car charging, a safe and accessible vehicle separated cycling network and more efficient high frequency inter regional bus services have all assisted in shifting many residents and workers to different modes of transport.

Pilot programs that support housing affordability have been important strategies to support increased workforce participation for communities at risk. The provision of safe and affordable housing is now increasing access to work for lower skilled workers, while fostering an inclusive education environment. Lifelong learning is commonplace and ingrained in our culture, extending across early years through the larger aged population.

Activating place through events and business led initiatives throughout Port Macquarie-Hastings has been critical in differentiating the unique locations and highlighting visitor experiences, main street economies and the liveability of our collection of towns and villages.

When we look back on the last 10 years of investment and economic activity it is the link between community and our enviable lifestyle that we are most proud. We have changed and expanded local opportunities for meaningful work. But we still love the way we can live.



## Introduction

Port Macquarie-Hastings is the dominant municipality in the broader Mid North Coast region.

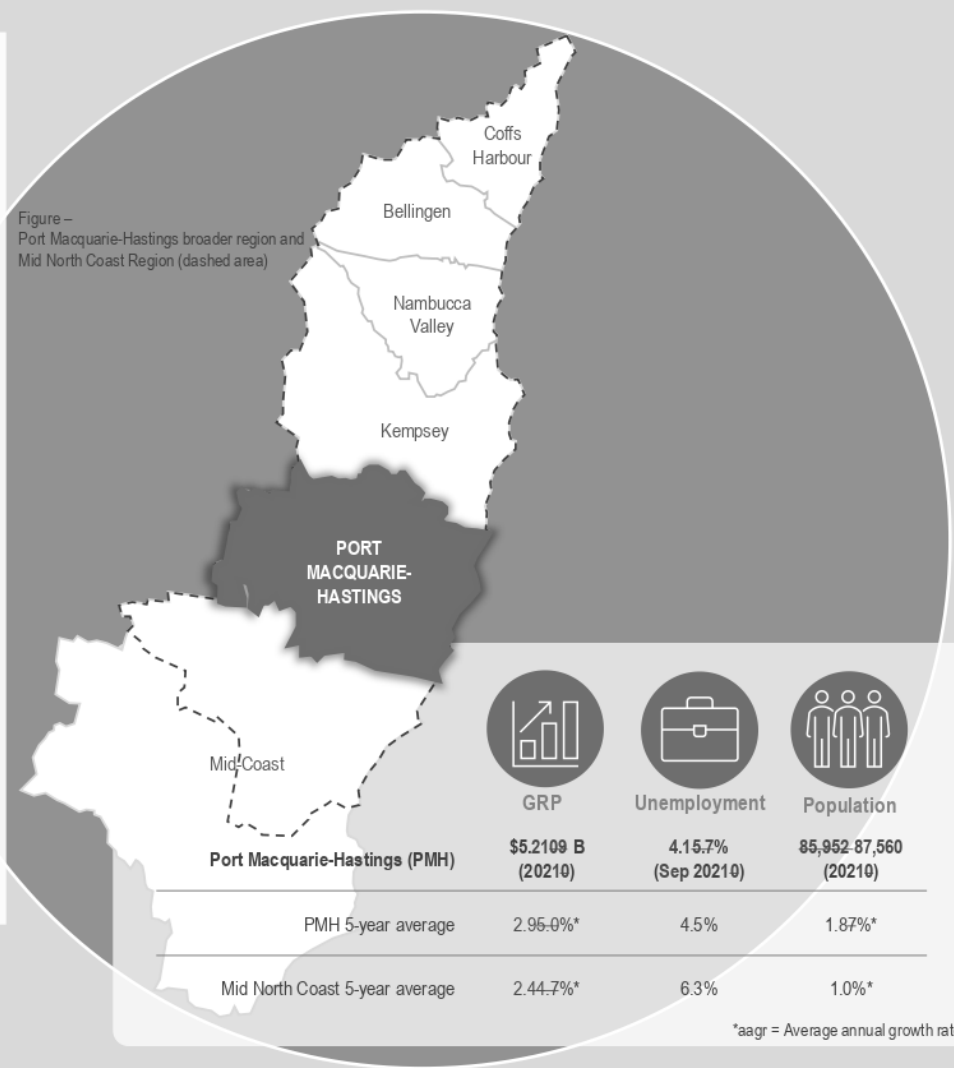
The local government area (LGA) contains significant landscapes that support environmental services for catchments, diverse ecosystems and iconic landscape features. The LGA is made up of a collection of villages and townships that occupy the hinterland, straddle the coast and the significant rivers within the region.

Home to 85,952<sup>87,560</sup> people, Port Macquarie-Hastings supports 29,368 jobs and has an annual economic output of \$9.953<sup>604</sup> billion. Port Macquarie-Hastings is a magnet for both visitors and a resident population as both cohorts are attracted by the highly liveable regional setting.

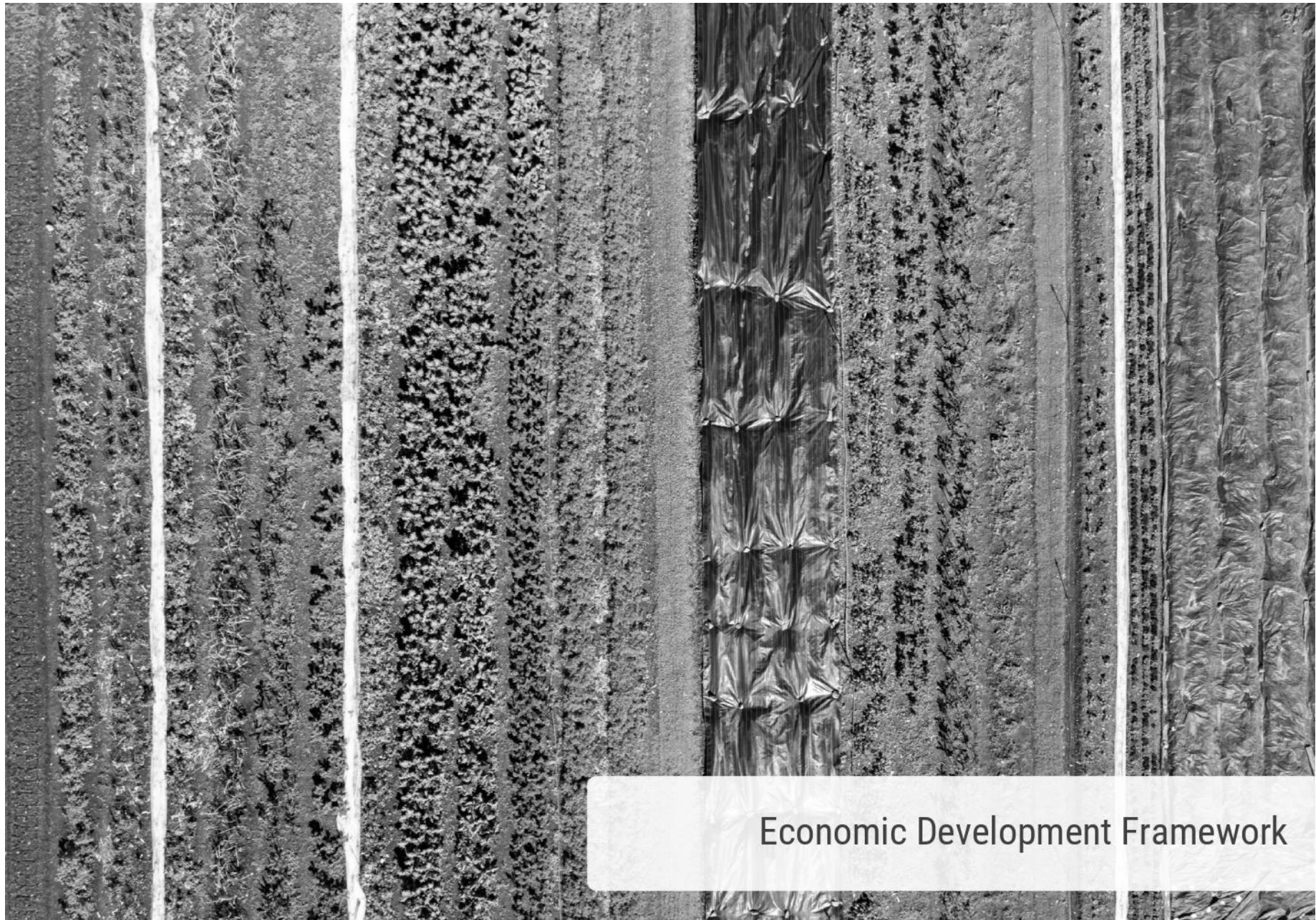
The following strategy outlines an approach to local economic development which aims to increase the economic capacity of a local area and, in turn, improves the well-being of local communities. In this way, economic development is ultimately about progressing outcomes that benefit the local community.

Economic development is a co-responsibility between individuals, businesses, organisations and tiers of government. The Australian Government and New South Wales Government play significant roles in progressing economic development initiatives at broader regional and national scales. Local government plays an equally important role at the local level, undertaking a range of activities and initiatives in collaboration with local partners to promote the interests of the region.

However, businesses and non-government organisations are ultimately the ones that drive and deliver economic development through investment, service delivery, business growth, and local employment.







Economic Development Framework



## Sustainability in Port Macquarie - Hastings

Sustainability is a process of ensuring the wise use and management of all resources whereby an acceptable balance is achieved across environmental, social and economic well-being considerations for current and future generations. Sustainability is a shared responsibility between government, business and the community with each party playing a critical role.

Port Macquarie - Hastings Council is currently developing a Sustainability Framework which sits at the highest level in Council's strategic planning to ensure that sustainability is considered in all Council strategies and plans.

Council in partnership with the community will strive for sustainable outcomes across the following four (4) Sustainability Pillars:

- **Environmentally sustainability:** practices which protect, conserve, regenerate and enhance our natural, cultural and built heritage environment through active environmental stewardship and responsible natural resource management.
- **Social sustainability:** practices to support the capacity of current and future generations to create healthy and liveable communities. Socially sustainable communities are equitable, diverse, connected and provide a good quality of life.
- **Economic sustainability:** practices that support long-term economic opportunity and a healthy and thriving local economy.
- **Civic leadership and governance:** practices that support transparency, accountability, probity, management of effective services, equitable access to services, a commitment to working in partnership with our community, and capacity building within Council and the community. This also means that Council has the financial resources required to deliver services required by the community now and into the future.

Sustainability is a key theme that emerged through development of the economic development strategy (EDS) and is relevant to all areas of Council's strategies and policies.

In addition to Council's Sustainability Framework, the ~~draft~~ EDS aligns with the United Nations General Assembly's Sustainable Development Goals which are a global strategy and form a blueprint to create a sustainable future for everyone.

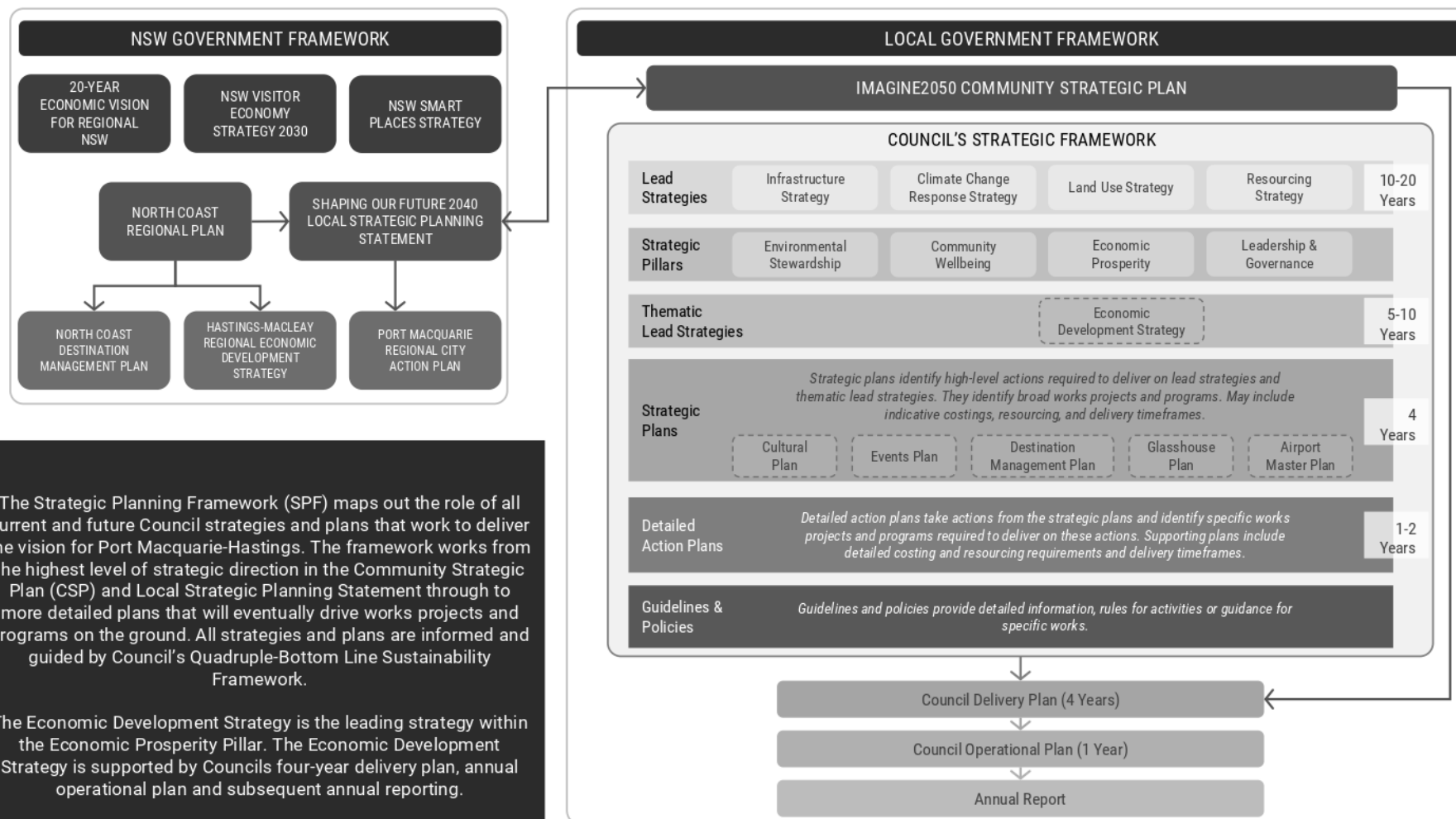
Goals 3, 4, 7, 8, 9, 10, 11, 12, 13, 16 and 17 are particularly relevant to this Strategy.

### United Nations Sustainable Development Goals





## Council's Integrated Planning and Reporting Framework



The Strategic Planning Framework (SPF) maps out the role of all current and future Council strategies and plans that work to deliver the vision for Port Macquarie-Hastings. The framework works from the highest level of strategic direction in the Community Strategic Plan (CSP) and Local Strategic Planning Statement through to more detailed plans that will eventually drive works projects and programs on the ground. All strategies and plans are informed and guided by Council's Quadruple-Bottom Line Sustainability Framework.

The Economic Development Strategy is the leading strategy within the Economic Prosperity Pillar. The Economic Development Strategy is supported by Council's four-year delivery plan, annual operational plan and subsequent annual reporting.

## Global forces & regional influences

Economic development in Port Macquarie-Hastings is influenced by a broad range of global and regional factors. Global megatrends are experienced at a local level through an evolving lens of policy and strategy that is developed at the national, state and regional levels.



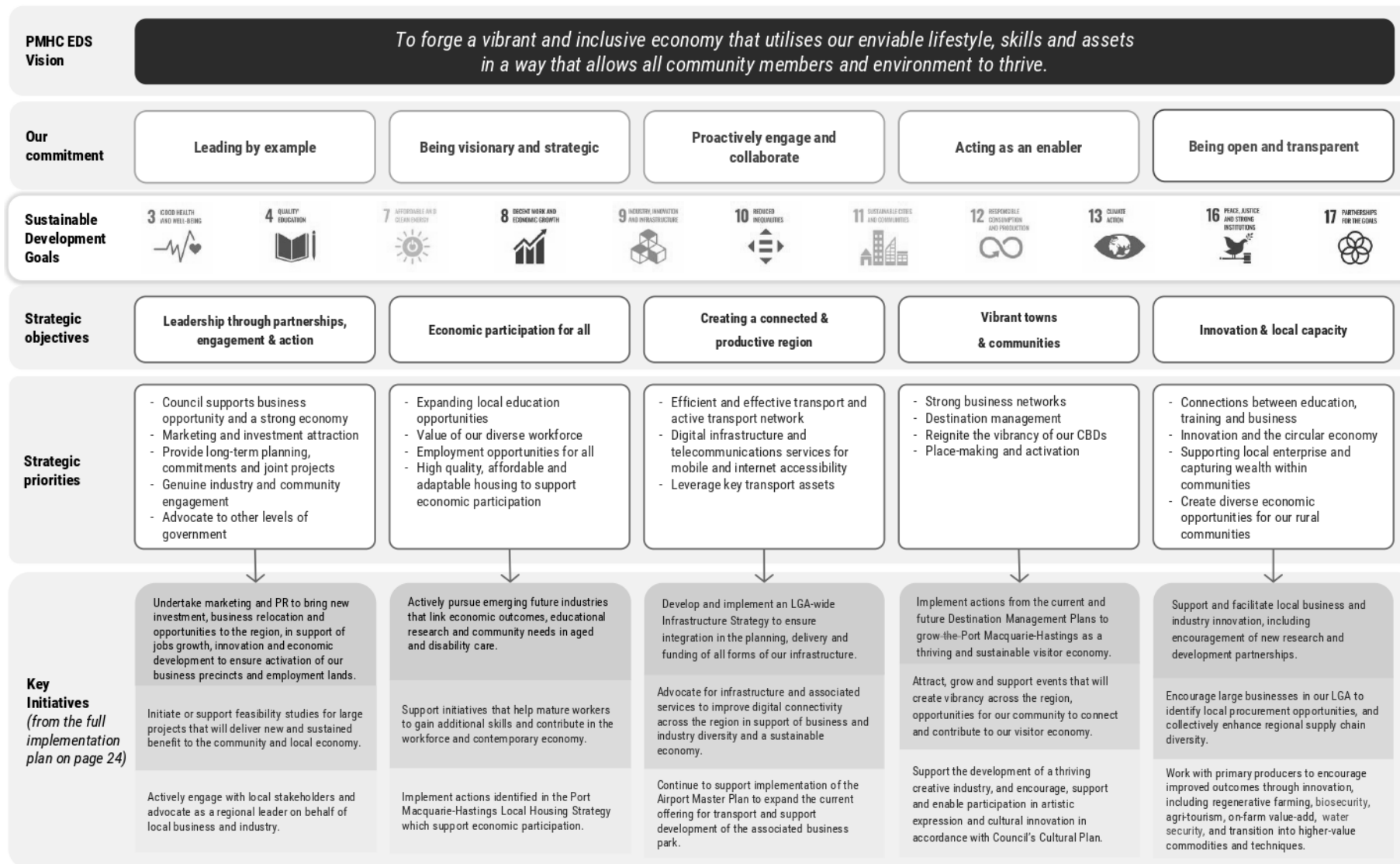


The Strategy

PORT MACQUARIE-HASTINGS  
COUNCIL

## Plan on a Page

Economic Development Strategy





## Vision

The development of an economic vision that encapsulates the values, objectives and aspirations of the people of Port Macquarie-Hastings is critical to the preparation of a strategy. Engagement across multiple business representatives, government agencies and organisations, and community members has identified core themes that have informed the development of a vision.

The following vision presents a balanced yet aspirational outlook for economic development in the council area. The vision seeks to maintain and protect core values while recognising that change is inevitable. Ultimately, it aims to acknowledge that development which achieves sustainable goals, and is proactive and innovative is consistent with the values and aspirations of Port Macquarie-Hastings.

The economic vision for the Port Macquarie-Hastings Council is:

*To forge a vibrant and inclusive economy that utilises our enviable lifestyle, skills and assets  
in a way that allows all community members and our environment to thrive.*



## Council's commitment

Throughout the development of this strategy, business and community stakeholders identified critical obligations of Council. These obligations are described here as values which will guide the development, delivery and implementation of the Economic Development Strategy.

In stating these values, Council recognises its role as a leader in the community, but also encourages and requires ongoing input from, and collaboration with, the business community.

1

**Leading by example –**

Council will leverage our own organisation for employment, training initiatives, and investment in local business to business (B2B) procurement.

2

**Being visionary and strategic –**

Council recognises the need to set a long-term vision that is achieved through evidenced-based decision-making and providing consistent practical outcomes that support local community economic development. Council will articulate a clearly defined direction and make hard decisions to hold the course for the broader public good.

3

**Proactively engage and collaborate –**

Council will undertake meaningful engagement throughout project lifecycles and collaborate with stakeholders to enable optimal outcomes.

4

**Acting as an enabler–**

Council will coordinate investment attraction and local business growth through a mindset that is underpinned by facilitation, innovation and collaboration.

5

**Being open and transparent –**

Council will be transparent in relation to the processes and activities that are involved with procurement, budgeting, strategic planning and broader decision making.





## Economic objectives

Aligned with the vision are core economic objectives that seek to provide a clear direction for each of the strategic priorities established through background research, stakeholder engagement and strategy development. These include:



Leadership through partnerships, engagement & action

Economic participation for all

Creating a connected & productive region

Vibrant towns & communities

Innovation & local capacity

## Economic Priorities

The following section outlines the five priorities established through development of the Economic Development Strategy. Each section describes the logic for investment in these priorities as it relates to Port Macquarie-Hastings. These priorities apply to all sectors of the economy, from specific industries, through to interest groups and individual businesses.

How these priorities are proposed to be achieved is outlined through a range of initiatives within the implementation plan at page 24 of this document.

Council's Planning Framework, that integrates State Planning policy, as well as the principles established through the United Nations Sustainable Development Goals provide an important lens for investment and decision making.

Integrating principles of sustainability supports outcomes that target prosperity, well-being, and health within a location such as the Port Macquarie-Hastings Local Government Area. To simply achieve one objective such as economic growth at the cost of environmental protection does not achieve a sustainable outcome.

Ultimately, development and investment will strengthen efforts towards building an inclusive, sustainable and resilient future for people and the environment.

### LEADERSHIP

Council supports business opportunities and a strong economy  
Marketing and investment attraction  
Provide long-term planning, commitments and joint projects  
Genuine industry and community engagement  
Advocate to other levels of government

### ECONOMIC PARTICIPATION

Expanding local education opportunities  
Value of our diverse workforce.  
Employment opportunities for all  
Housing to support economic participation

### CONNECTIVITY

Efficient and effective transport network  
Digital infrastructure and telecommunications services  
Leverage key transport assets

### VIBRANCY

Strong business networks  
Destination management  
Reignite the vibrancy of our CBDs  
Placemaking and activation

### CAPACITY

Connections between education, training and business  
Innovation and the circular economy  
Local enterprise & wealth capture  
Diverse economic opportunities for our rural communities

## Leadership through partnerships, engagement & action

### WHAT

Leaders are agents of change. Leadership in economic development involves identifying the people or organisations who exemplify best practices in a region, inspire a shared vision of increased prosperity, and enable others to act.

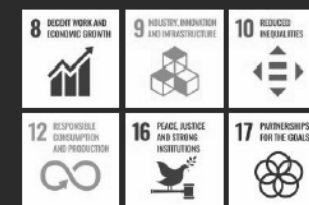
Economic leadership is primarily driven by the many passionate individuals and businesses in the private sector. Organisational leadership can also be driven by Council to embrace customer service, adopting an approach to 'build on an offer' with a view to exploring opportunity rather than focusing on limitations or constraints.

Strength in economic leadership often comes through partnerships, communication and networking to impact cultural change that can then provide consensus on strategic direction for a location. Local business networks, tourism and traders' associations, peak industry sector bodies and partnerships between business and government help galvanise support and target initiatives to match priorities of all sectors.

Critically, making hard calls and holding course on agreed strategic direction should be the focus for Council. This can be politically challenging, particularly in the face of short-term opposition. Decisions that strongly align to the objectives of a sustainable Port Macquarie-Hastings, and progress broader objectives around equity and opportunity, should be core to Council's business.

### Central themes:

- Identifying, enabling and celebrating business and community leaders.
- Recognising and building on Council's leadership role.



### WHY

While regions must be agile, inconsistent opportunistic economic development can pose a significant threat to the future of regions. A combined voice for leadership is important to ensure actions taken move the region in the desired direction. Local government is often best placed to provide leadership through coordination of partnerships and driving collective impact from and for multiple stakeholders.

Collaboration opportunities between levels of government, business and institutions such as universities are strongly aligned to regional innovation. The presence of engaged industry groups and a proactive tertiary education sector sees this type of collaboration as some of the core directions for the Port Macquarie Regional City Action Plan and is reflected in this strategy.

Strategies that foster economic development outcomes that 'grow from within' have been linked to greater local prosperity, higher levels of labour force engagement and greater success for small and medium businesses. Indeed, broader influences on the local economy such as climate and sustainability must be addressed through a clear shared direction that can mobilise community and business stakeholders. As the notable leader within PMH, Council has a clear role in leading through example and advocating for investment and economic outcomes aligned with community and organisational values.

## Economic participation for all

### WHAT

Economic participation refers to people's engagement in work or education. Involvement in these activities enables access to economic resources and supports positive social and health outcomes.

Typically, when economic conditions improve, more people will enter the labour force. When economic conditions decline, labour force participation will contract and educational participation will often increase as people avoid unemployment. However, changes in labour force participation is not equally distributed throughout the community with young people, females and older males typically the most responsive to changes in economic conditions. Similarly, access to education during all economic cycles is not equal with lower socio-economic groups often the most disadvantaged.

Natural disasters also impact on economic participation, particularly for casual employees. The impacts from storm events, fire, flooding and health related responses to COVID-19 have challenged business and industry in PMH. In turn, continuity of employment tenure and the profound impacts to vulnerable industries have been more exposed during the recent last two years of disruption.

### Central themes:

- Focusing on economic participation of the most affected cohorts in the community.
- Taking an approach of lifelong learning.
- Supporting the delivery of services that underpin economic participation.



### WHY

Increasing access to meaningful, ongoing and secure employment has a significant impact in regions like Port Macquarie-Hastings. Providing educational opportunities, ensuring access to quality childcare services, and supporting initiatives for workers entering and transitioning out of the workforce are all important aspects of improving economic participation.

The role of education in improving regional prosperity cannot be overstated. In 2015, a UNSW report from the Gonski Institute for Education determined that "if the human capital gap between urban and non-urban Australia was closed, Australia's GDP could be increased by 3.3%". The benefits to regions of increased levels of tertiary educational participation and industry engagement relate to lower levels of unemployment, increased diversity of the local economic base, higher wages (and in turn increased GDP), increased civic engagement and improved levels of personal health and wellbeing. Local provision of higher education has a range of benefits, from unlocking local talent, retaining skills, creating a more resilient and adaptable workforce, and fostering collaboration and entrepreneurship. Creating an environment that supports lifelong learning is not just favourable but essential. It is recognised that people will now typically work in a multitude of jobs across their working lives. The value of skills is also changing rapidly with the half-life of a skill dropping from 30 years to 6 years.

Accommodating a national university, PMH has a competitive advantage for supporting skill development. Presence of a university also acts as a major attractor for young people which can also encourage graduates into local employment and stay within the region. Leveraging the experience of mature workers within PMH also presents a significant opportunity. Capitalising on the professional and life experience of mature workers to support nascent and emerging local businesses has proven to be a sound strategy across many locations. The capability of retired and semi-retired locals is made clear through organisations such as the Edmund Barton Centre which delivers mentoring services to support local regional development outcomes.

## Creating a connected & productive region

### WHAT

Connectivity is ultimately about improving access. Access between locations for both people and freight, access to markets for businesses, and access to health care and education are all examples of connectivity that improve productivity within a region.

Connectivity relates to both physical and digital access. Physical connectivity is essentially the relationship between transport and land use. When the transport network and land use is planned in an integrated way, people and goods can efficiently and effectively get to the places they need to be.

The Port Macquarie Airport also provides PMH with a major asset that supports connectivity and productivity not available to many municipalities. Airports present an opportunity to consolidate economic activity to support transport, freight and logistics, commerce related enterprises, and tourism-based operators.

Digital connectivity is a fundamental aspect of contemporary society to enable business transactions, provide residents with access to services, and to disseminate and access information.

### Central themes:

- Establish a transport network that efficiently and effectively supports the movement of people and goods.
- Improve internet and mobile coverage across the municipality.
- Long-term planning and investment to leverage key transport assets.



### WHY

Population growth is increasing traffic congestion, putting increased pressure on services and utilities, driving house prices up and reducing affordability. Concurrently, population growth supports a vibrant construction sector (in PMH accountings for 16.3% of regional revenue and approximately 3,000 jobs), ensures the region is provided with services, and attracts investment. Balancing these often-competing dynamics is important for future liveability. The underlying natural landscape, high amenity values and recognised koala habitat were all key issues raised during preparation of this strategy which need to be preserved through well-planned and managed development.

The recent impact of flood and bushfire events have amplified the need for secure, future-proofed transport networks and digital connections. Increased frequency of extreme weather events caused by climate change, as well as the impacts of COVID-related travel restrictions highlight the importance of a resilient transport and communication networks.

Leveraging existing transport assets can drive opportunities for the region. Airport services are a considerable generator of visitor activity and enable larger events and conferences which typically require an operating passenger air service to consider a location. Longer-term master planning for the Port Macquarie Airport to build on investments made to date, address access as well as consolidate 'non-airside' industry should be prioritized to best leverage this significant regional transport asset.

Australia's average internet speed is currently around 60-70Mbps. Some regional areas in Australia are investing in exceptionally high-speed capacity to drive competitive advantage. For example, businesses in the Bendigo region in Victoria can now access 100 gigabyte capacity internet, more than 1,000 times faster than Australia's average internet speed. Addressing mobile coverage blackspots and taking advantage of existing IoT networks will improve accessibility and productivity, particularly for rural areas.



## Vibrant towns & communities

### WHAT

PMH is a collection of rural communities, coastal towns and the regional city of Port Macquarie, each of which plays its own unique role in the local economy. The importance of place is significant for the future of small townships where key community values can underpin aspirations, private investment and local vibrancy.

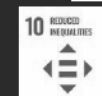
Port Macquarie is the region's major centre, accommodating the majority of existing and future population, services, businesses and tourism activity. The recent Regional City Action Plan for Port Macquarie clearly outlines strong goals and objectives that align with the Economic Development Strategy.

With its hinterland location, Wauchope has strong connections with the surrounding productive rural areas and has a relatively strong manufacturing base. Proximity to the Pacific Highway and accommodating one of PMH's train stations makes the town an important point of entry to the region. Coastal towns of Laurieton, Bonny Hills and Lake Cathie offer outstanding lifestyle opportunities and also have a strong connection to the visitor economy.

Rural communities are important for local residents and play a critical role in supporting agricultural production, with potential to expand value-adding activities and provide alternative tourism initiatives.

### Central themes:

- Recognising and supporting the unique role of every township in PMH.
- Supporting and delivering place-based initiatives for towns and precincts.



### WHY

PMH is at a pivotal point in its history. Loved for its lifestyle and expansive natural environment, there are structural changes required to ensure a thriving future is achieved for the regional city and the network of existing townships.

While residential land demand is high, suitable development land is dispersed. There is a risk that new greenfield development which are limited in economic diversity will proceed at a cost to established townships with existing assets and services. Reinvigorating existing townships and building on established assets presents a significant opportunity to transform local main streets and employment precincts.

Public investment in developing 'complete streets' has been linked to corresponding private investment by business and property owners within the central trading areas of townships. High-quality urban form attracts businesses, workers, residents and visitors. For employment precincts, this has been strongly linked to innovation 'districts' that attract talent. Investment in infrastructure that can support work from home opportunities, and ultimately link to business creation or growth for local employment, is a significant opportunity within PMH.

Sustainable development objectives are central to this priority of achieving economic growth that builds prosperity for local communities through local employment, reduced work-related travel, and diversity of industry at a township scale. The Destination Management Plan is a key strategic plan that underpins vibrant towns and communities. Opportunities that recognise the linkage between townships and tourism product include activating nature-based tourism, packaging the Koala Hospital, expanding and linking tracks and trails between natural areas and townships, enhancing the role of the Glasshouse and other Council assets, linkage between restaurants, local produce and visitor experiences.

## Innovation & local capacity

### WHAT

The capacity for regions to position their economies - human, social, political and natural capital - around innovative industries and approaches will be increasingly important. The goal of such positioning is to build local capacity, improve resilience and increase community prosperity.

Opportunities to create meaningful local employment pathways underpin this priority. Linking new emerging industries that match community values around sustainability and the principles of doughnut economics established through the circular economy are examples where job creation and economic outcomes can match local aspirations of sustainability. A circular economy is about shifting the use of resources from extractive to restorative approaches. The use of 'waste' as supply stock, localised production of renewable energy, water security, and economic activities that renew natural systems underpins this thinking. Doughnut economics provides a framework for an economy that operates within environmental limits (an upper ceiling of earth's natural systems) and above a social foundation (a lower boundary where everyone's essential social and physiological needs are provided for).

Directly responding to Council's clear organisational objectives associated with climate change and sustainability, as well as the rejuvenation of local manufacturing and economic systems within PMH should be considered within a complete economic ecosystem. This approach links vocational education, identifies local industry opportunities and provides clear leadership for economic development that retains the important natural and balanced lifestyle amenity of the region.

### Central themes:

- Transitioning to a circular economy.
- Building local capacity to improve resilience and prosperity.
- Creating opportunities for local employment.



### WHY

Port Macquarie-Hastings Council has recently declared a climate emergency. Climate change is a major challenge, but also presents a significant opportunity to increase local prosperity while simultaneously improving environmental outcomes.

In 2018, the NSW Government released a Circular Economy Policy Statement, "Too Good to Waste". The policy outlines that current levels of resource use are no longer sustainable and provides guidance on the need to minimize the negative impacts of resource use to promote positive economic, social and environmental outcomes. Commitments by governments to de-carbonise and address the impacts of climate change through more sustainable practices are strongly aligned with actions within this priority that focus on the circular economy, localised energy systems, and innovation in food, agriculture and health.

The rapid advance in technology is also a source of opportunity and challenges due to the rapidity of change that is occurring in our social lives and workplaces. How regions respond to these changes may define their future economic success. Regional innovation and specialisation should leverage existing assets to develop new approaches, technology and thinking that have broader application and become an export that brings new wealth into the region.

Community and business engagement undertaken as part of the PMH Imagine2050 Community Strategic Plan and this EDS highlighted the need to focus on local enterprise that captures wealth within the community while addressing sustainability objectives. Supporting socially conscious and innovation led businesses may also address the hollowing out of younger people from the region as this cohort often see that working for a business that has a purpose as more important than simply higher wages.

## Measuring success of our economic objectives

The role of monitoring and evaluation of the economic development strategy is important to understand the performance and success of actions taken to achieve our economic objectives. Measurement of the 'Leadership' priority will primarily utilise qualitative assessments of satisfaction which will be obtained through annual surveys of the business community. All other objectives will apply a quantitative assessment of PMH's performance over time. Data sources used will be available for all local government areas in New South Wales, which will also allow performance to be benchmarked to other regions.

Economic Objective & Priorities	What we are trying to measure	Annual reporting on...	Census (5 year) reporting on...
<b><u>Leadership</u></b>			
<ul style="list-style-type: none"><li>– Council supports business opportunity and a strong economy</li><li>– Marketing and investment attraction</li><li>– Provide long-term planning, commitments and joint projects</li><li>– Genuine industry and community engagement</li><li>– Advocate to other levels of government</li><li>– Initiatives to support jobs growth</li></ul>	<ul style="list-style-type: none"><li>– Perceptions of and satisfaction with levels of leadership demonstrated by Council</li></ul>	Business satisfaction on specific leadership metrics	N/A
		Feedback from the annual PMHC business confidence survey	N/A
		PMHC customer satisfaction measures	N/A
		<b><u>Economic participation</u></b>	
<ul style="list-style-type: none"><li>– Expanding local tertiary opportunities</li><li>– Capture the value of an ageing experienced workforce</li><li>– Employment opportunities available to all</li><li>– Housing to support economic participation</li></ul>	<ul style="list-style-type: none"><li>– Education levels</li><li>– Workforce participation</li><li>– Affordable housing</li></ul>	Educational participation	School completion and qualifications
		Labour force participation rate and unemployment rate	Labour force status
		Rent to wage ratio	Proportion of households under mortgage and rental stress



Economic Objective & Strategic Priorities	What we are trying to measure	Annual reporting on...	Census (5 year) reporting on...
<b><u>Connectivity</u></b>			
<ul style="list-style-type: none"><li>– Efficient and effective transport network</li><li>– Digital infrastructure and telecommunications services</li><li>– Leverage key transport assets</li></ul>	<ul style="list-style-type: none"><li>– Transport connectivity</li><li>– Internet and mobile coverage</li></ul>	Potential area covered in 20-minute travel time from town centres by: – Car, Bike & Public transport	Proportion of people using active or public transport as their method of travel to work
		Density of community reported mobile blackspots	Dwelling access to the internet
<b><u>Vibrancy</u></b>			
<ul style="list-style-type: none"><li>– Strong networks of business and industry</li><li>– Destination management for a thriving visitor economy</li><li>– Revitalisation of the Port Macquarie CBD</li><li>– Placemaking &amp; township activation</li></ul>	<ul style="list-style-type: none"><li>– Business networks</li><li>– Tourism</li><li>– CBD activation</li></ul>	Concentration of business entries	N/A
		Value of tourism (as percentage of economy)	N/A
		Economic diversity	N/A
		<b><u>Innovation and capacity</u></b>	
<ul style="list-style-type: none"><li>– Connections between education, training and business</li><li>– Innovation and the circular economy</li><li>– Local wealth capture</li><li>– Localised energy systems</li></ul>	<ul style="list-style-type: none"><li>– Innovation</li><li>– Local wealth</li><li>– Local energy systems</li></ul>	Innovation	N/A
		GRP per worker	N/A
		Solar installations	N/A
		Implementation of Council's Long Term Energy Strategy	N/A



## Implementation Plan

The implementation plan outlines a range of initiatives for strategic priorities, which in turn are connected to achieving the economic objectives and vision outlined in this strategy. While the implementation plan provides a summary of each initiative as well as general timing. Detailed costing, resourcing and more definitive timeframes for each initiative will be specified in relevant strategic plans and action plans.

As the EDS is a ten-year strategy, the implementation plan will also be reviewed and updated over the life of the Strategy to ensure initiatives are current, relevant, responsive to the changing economic environment and new opportunities.

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>LEADERSHIP THROUGH PARTNERSHIPS, ENGAGEMENT &amp; ACTION</b>				
Council supports business opportunities and a strong economy	Review Council policies and procedures to ensure improved customer experience and a solutions-focused approach that will support business opportunity and a strong economy.	Lead		Immediate & Ongoing
	Act as a leader in sustainability practice through implementation of Council's Sustainability Policy and support for community-led sustainability initiatives.	Lead		Short-term & Ongoing
	Provide a minimum number of employment opportunities through internships, work experience or other employment placement, within Council for young people.	Lead		Short-term & Ongoing
	Review and improve Council procurement processes/systems and actively encourage more local suppliers to do business with Council	Lead		Short-term & Ongoing
Marketing and investment attraction	Undertake marketing and PR to bring new investment, business relocation and opportunities to the region, in support of jobs growth, innovation and economic development to ensure activation of our business precincts and employment lands.	Lead & Support	Department of Regional NSW, Charles Sturt University	Immediate & Ongoing





## Implementation Plan

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>LEADERSHIP THROUGH PARTNERSHIPS, ENGAGEMENT &amp; ACTION cont.</b>				
Provide long-term planning, commitments and joint projects.	Initiate or support feasibility studies for large projects that will deliver new and sustained benefit to the community and local economy.	Lead & Support		Medium-term
Genuine industry and community engagement.	Establish regular, ongoing formal engagement with industry and community groups on matters relating to local economic development.	Lead		Short-term & Ongoing
Advocate to other levels of government.	Actively engage with local stakeholders and advocate as a regional leader on behalf of local business and industry.	Lead	Industry Groups, Business Networks, Other Levels of Government	Immediate & Ongoing
	Identify and secure grants that will support local economic development and related initiatives	Lead	Business networks	Immediate & Ongoing

## Implementation Plan

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>ECONOMIC PARTICIPATION FOR ALL</b>				
Expanding local education opportunities.	Actively pursue emerging future industries that link economic outcomes, educational research and community needs in aged and disability care.	Lead & Support	Charles Sturt University, Dept of Social Services, Dept of Education, RDA Mid North Coast	Short-term & Ongoing
	Support local industry to connect with local career paths with vocational training opportunities to ensure that the skills match the needs of our business and community needs.	Support	Local High School & Tertiary Education Providers, Mid Coast Connect	Immediate & Ongoing
Value of our diverse workforce.	Encourage community participation in mentor program/s with experienced workers providing guidance for new and expanding enterprises.	Facilitate	Edmund Barton Centre	Medium-term
	Support initiatives that help mature workers to gain additional skills and contribute in the workforce and contemporary economy.	Support	Local Vocational Education and Training providers, local business networks	Short-term & Ongoing
Employment opportunities for all.	Support initiatives that develop skills for our local workforce and drive increased capacity, from secondary/tertiary education and beyond.	Support	Local Vocational Education and Training & University providers, local business networks	Short-term & Ongoing
	Engage with the region's large organisations to encourage provision of entry-level positions to increase local retention of school and tertiary graduates.	Support	Industry Groups, Business Networks, Charles Sturt University	Medium-term & Ongoing
	Undertake research to identify the factors that contribute to inclusive growth in our LGA to inform economic and land-use planning actions.	Lead		Medium-term
High quality, affordable and adaptable housing to support economic participation.	Implement actions identified in the Port Macquarie-Hastings Local Housing Strategy which support economic participation.	Support		Medium-term



## Implementation Plan

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>CREATING A CONNECTED &amp; PRODUCTIVE REGION</b>				
Efficient and effective transport and active transport network.	Implement transport solutions identified within the Regional Integrated Transport Strategy and associated Plans (once adopted) that support the movement of people and freight within our region and to other regions in particular between key economic precincts and centres.	Lead & Support	Transport for NSW National Parks (Googik Track)	Medium-term
	Develop and implement an LGA-wide Infrastructure Strategy to ensure integration in the planning, delivery and funding of all forms of our infrastructure.	Lead	Other levels of government and relevant depts./agencies	Short-term & Ongoing
Digital infrastructure and telecommunications services for mobile and internet accessibility.	Advocate for infrastructure and associated services to improve digital connectivity across the region in support of business and industry diversity and a sustainable economy.	Lead	Other levels of government, NBN Co, service providers	Short-term & Ongoing
	Support implementation of Council's Smart Community Roadmap and support pilots, projects and partnerships, leveraging innovative thinking, digital technology, data and human expertise.	Lead & Support	RDA Mid North Coast, local stakeholders, community	Short-term & Ongoing
Leverage key transport assets.	Continue to support implementation of the Airport Master Plan to expand the current offering for transport and support development of the associated business park.	Lead	Airlines	Medium-term
	Explore and support innovative programs that improve intra-regional transport.	Support		Medium-term

## Implementation Plan

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>VIBRANT TOWNS &amp; COMMUNITIES</b>				
Strong business networks.	Facilitate information sharing between business groups/networks and encourage local business engagement.	Facilitate	Local Business Networks, Business NSW	Immediate & Ongoing
Destination management .	Implement actions from the current and future Destination Management Plans to grow the Port Macquarie-Hastings as a thriving and sustainable visitor economy.	Lead	Greater Port Macquarie Tourism Association, Chambers of Commerce, Destination North Coast, Destination NSW	Immediate & Ongoing
	Attract, grow and support events that will create vibrancy across the region, opportunities for our community to connect and contribute to our visitor economy.	Lead & Support	Destination NSW, Create NSW, Greater Port Macquarie Tourism Association, Arts Mid North Coast	Immediate & Ongoing
Reignite the vibrancy of our CBDs.	Build on the Port Macquarie Town Centre Master Plan and 'City Heart' initiatives outlined in the <i>Port Macquarie Regional City Action Plan</i> .	Lead & Support	NSW Government	Medium-term & Ongoing
	Support urban design upgrades to key employment precincts to create higher levels of amenity that can attract new business and ensure long-term sustainability of our town centres (e.g. Laurieton Town Centre Master Plan, Wauchope Bain Park Master Plan, etc.).	Support	Chambers of Commerce	Immediate & Ongoing
	Facilitate greater diversity of housing and mixed-use developments in the Port Macquarie CBD.	Facilitate		Short-term & Ongoing
	Support investment, business and community activities that encourage an 18-hour place and growing the night-time economy.	Support	Hastings Liquor Accord, Greater Port Macquarie Tourism Association, Chambers of Commerce	Short-term & Ongoing



## Implementation Plan

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>VIBRANT TOWNS &amp; COMMUNITIES cont.</b>				
Place-making and activation.	Support a review of a roles within Council focused on Place Management to support the active management of key precincts that drive business collaboration and innovation.	Support		Medium-term
	Improve signage and support place-making initiatives within local towns and villages.	Lead	Community groups, Chambers of Commerce	Short-term
	Support regular audits of business and employment in our local centres to inform land-use planning and initiatives to support our local business centres.	Support		Short-term & Ongoing
	Support the development of a thriving creative industry; and encourage, support and enable participation in artistic expression and cultural innovation in accordance with Council's Cultural Plan.	Support	Arts Mid North Coast, Glasshouse, Charles Sturt University, TAFE, Create NSW	Immediate & Ongoing

## Implementation Plan

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>INNOVATION &amp; LOCAL CAPACITY</b>				
Connections between education, training and business.	Support and facilitate local business and industry innovation, including encouragement of new research and development partnerships.	Support	Charles Sturt University	Immediate & Ongoing
Innovation and the circular economy.	Support the establishment of a mechanism for business and industry to collaborate on circular economy opportunities.	Support		Medium-term & Ongoing
	Undertake a Circular Economy Feasibility study that identifies opportunities for local material flows to address supply chain gaps and return local economic benefits.	Lead		Medium-term
	Explore piloting infrastructure/construction sector led Circular Economy Project through research grant funding.	Lead /Support		Medium-term
	Support innovative projects and programs that aim to ensure basic natural resources of food, water and energy are secure and used in a sustainable manner.	Support		Short-term & Ongoing
	Target investment attraction and business engagement as a means to drive local innovation clusters (e.g. Health and Education Precinct, Food Product Manufacturing in Wauchope).	Lead	Charles Sturt University, Regional NSW	Short-term & Ongoing
Supporting local enterprise and capturing wealth within communities.	Encourage large businesses in our LGA to identify local procurement opportunities, and collectively enhance regional supply chain diversity.	Facilitate		Short-term & Ongoing
	Promote opportunities for innovative funding models to support business attraction and startups.	Facilitate		Short-term & Ongoing





## Implementation Plan

Strategic Priority	Initiative	PMHC Role	Potential Partners	Timing
<b>INNOVATION &amp; LOCAL CAPACITY cont.</b>				
Create diverse economic opportunities for our rural communities.	Work with primary producers to encourage improved outcomes through innovation, including regenerative farming, biosecurity, agri-tourism, on-farm value-add, water security, and transition into higher-value commodities and techniques.	Support		Short-term & Ongoing
	Support the review of planning controls and permissible uses in rural zones to facilitate land uses that will support and serve rural industries, and encourage tourism in the development of Council's Rural Land Strategy.	Support		Medium-term
	Facilitate opportunities for clean and green industries and look for support to incentivise adoption of sustainability initiatives and practices in workplaces.	Facilitate		Medium-term
	Explore opportunities for localised energy production and/or storage in accordance with Council's Long Term Energy Strategy (e.g. biomass energy production or micro grids within established precincts).	Lead		Medium-term
	Support local businesses to respond to the impacts of climate change, natural disasters and other threats.	Support		Short-term & Ongoing



Port Macquarie-Hastings Council  
Economic Development Strategy 2022 – 2032

REMPAN: Nick Byrne | Chris Kelly

REMPAN

**Port Macquarie-Hastings Draft Economic Development Strategy (EDS)**

The response to issues outlined in the table below are firstly grouped by issue, then by name of the person making the submission. Where multiple submissions raised the same issue, this has only been addressed once, with the list of the submitters names who raise the issue being provided.

Following the responses to all common issues, any other issues raised by individual submissions are addressed.

Submission		Issue
1.	Kevin Williams, Arts Mid North Coast John Oxley	The Draft EDS lacks definitive timeframes and resourcing for identified initiatives.
	<b>Response/ Comment:</b>	Under Council's Strategic Framework, the EDS is a thematic lead strategy which is supported by a range of other plans and strategies. The EDS is not intended to provide detail on each initiative which is the role of other subordinate plans and strategies.  On page 24 of the Draft EDS, the implementation plan states that "Detailed costing, resourcing and more definitive timeframes for each initiative will be specified in relevant strategic plans and action plans." Implementation will also be subject to Council approval via the annual operational plan.
2.	Kevin Williams, Arts Mid North Coast	Matters that inform the Draft EDS (specifically the focus on sustainability and the UN Sustainable Development Goals) are more suited to longer-term plans. The Draft EDS is not consistent with other Council plans that have a corporate style and ease of use relating to their topic. The result is that the DRAFT EDS is out of step with other Council plans.
	<b>Response/ Comment:</b>	The Draft EDS outlines the role of sustainability across environmental, social and economic matters on page 7 of the document. This is underpinned by Council's own sustainability pillars. The connection with the UN Sustainable Development Goals (SDGs) is a way for Council to demonstrate and recognise its part in the global community. The EDS is a high-level, long-term strategy and it is considered appropriate that sustainability is one of its key underpinnings.  In relation to the presentation of the Draft EDS, the style and presentation can be redesigned and/or altered as required by Council for the final EDS publication.

3.	Kevin Williams, Arts Mid North Coast	<p>The Draft EDS should have more focus on the role, importance and opportunities of the creative economy.</p> <p>There also needs to be more recognition of the Cultural Economy Project.</p>
	<b>Response/ Comment</b>	<p>The Cultural Economy Project / Cultural Plan 2021-2025 has now been included on page 9.</p> <p>The Draft EDS is a strategy for the whole economy. While individual industries and opportunities are raised, no single industry sector has been called out above others.</p> <p>It is considered that the creative industry is adequately referenced and supported throughout the Draft EDS. "Support for a thriving creative industry" is one of the key initiatives of the Draft EDS as part of the 'Vibrant towns &amp; communities' strategic objective.</p> <p>The Cultural Economy Project, and the Cultural Plan 2021-2025, are important documents that are the next level of Council's strategic framework intended to implement objectives and initiatives of the EDS. All similarly relevant plans and strategies are not listed in the EDS.</p>
4.	Kevin Williams, Arts Mid North Coast	<p>The EDS should provide additional reference to the ageing population and the services and activities that this will require.</p> <p>There is an opportunity for Port Macquarie to develop creative ageing programs and employment, becoming a centre of excellence linking skills in arts, health, and tertiary education sectors.</p>
	<b>Response/ Comment</b>	<p>The ageing population was a key issue identified in the Issues and Opportunities paper. The Draft EDS includes actions relating to opportunities of a mature workforce under the 'Economic Participation for all' strategic priority. Other initiatives under the 'Vibrant towns &amp; communities' strategic objective aim to provide a range of activities and create more vibrant town centres that would benefit all residents, young and mature.</p> <p>Opportunities for partnerships between industries generally, and health and education specifically, are already included in the Draft EDS. Initiatives under the 'Innovation &amp; local capacity' aim to support collaboration between industry and education providers, while a specific initiative under the 'Economic participation for all' strategic objective aims to actively pursue opportunities that link economic outcomes, education and needs in aged and disability care.</p>

5.	Kevin Williams, Arts Mid North Coast Julie Ho	The EDS should acknowledge and reference the important role of volunteers.
	<b>Response/ Comment:</b>	The high rate of volunteerism in Port Macquarie-Hastings was identified in the Issues and Opportunities paper. There is no doubt that volunteers play an important role in supporting local organisations and in creating social capital. However, it is considered that the role of the EDS is to create and support employment opportunities, with the role of volunteering being part of various community plans (e.g. Community Inclusion Plan, and various Community Plans)
6.	Paul Coffre	A range of issues relating to the content of the Draft EDS including: <ul style="list-style-type: none"> <li>- Too much text in with no clear picture of what is being conveyed</li> <li>- General nature of the content which does not provide clear and precise strategies</li> <li>- The document contains spelling mistakes.</li> </ul>
	<b>Response/ Comment:</b>	Noted, the draft has been reviewed for spelling and sentence structure.  Relating to the general nature of the content, it is considered that the EDS must balance general guidance with specific actions. The EDS is a lead thematic strategy under Council's strategic framework. As such, this is a high-level document that provides guiding principles and a framework for subordinate plans and strategies. Being overly prescriptive in a lead strategy can limit the ability for adaptation and capturing opportunities. It is considered that the initiatives outlined in the Draft EDS provide an appropriate level of specificity and adaptability to allow Council to take appropriate actions over time to achieve the stated objectives.
7.	Paul Coffre	Council's role as a leader should also include: <ul style="list-style-type: none"> <li>- To 'listen' in depth</li> <li>- Transparency.</li> </ul>
	<b>Response/ Comment:</b>	Thank you, we have included reference to transparency in 'Council's commitment' on page 13.
8.	Paul Coffre	Agrees with the inclusion of the UN SDGs, but would like to see specific actions. Examples are provided by the

		submitter around generic and vague strategy relating to environmental sustainability.
	<b>Response/ Comment</b>	The Draft EDS does not aim to respond directly to the UN SDGs with specific actions. The Draft EDS does, however, relate SDGs to specific priorities. These priorities, in turn, have specific initiatives which may be considered by Council in assessing priority actions in its annual operational plan. Using environmental sustainability as an example, there are several relevant initiatives including opportunities in the circular economy, supporting business to adopt sustainability initiatives, and localised energy production.
9.	Paul Coffre	The Draft EDS has a lot of strategy directed at the tourism industry but not much regarding integration of the community at large.
	<b>Response/ Comment</b>	It is not considered that the Draft EDS is directed at tourism over other industries. Of 45 initiatives, only 4 explicitly refer to tourism or the visitor economy.  Nor is there a lack of strategy relating to community participation and integration within the Draft EDS. The objectives, priorities and initiatives cover a broad range of matters including place making, skill development, industry partnerships, and local capacity building. It is also considered that the notion of community integration is inherent in the EDS Vision which is:  <i>"To forge a vibrant and inclusive economy that utilises our enviable lifestyle, skills and assets in a way that allows all community members and environment to thrive."</i>
10.	Paul Coffre	Submitter questions the level of technical expertise in council and suggests that many mistakes have been made that ratepayers paid for.
	<b>Response/ Comment</b>	The comment is noted.
11.	John Oxley	Suggestion that access to finance would often be the main attraction for businesses to establish themselves in PMH and Council could play a role in facilitating this. An example of a partnership with specialist lenders that support not-for-profits and social enterprises.



	<b>Response/ Comment</b>	We have incorporated a new initiative under the 'Innovation & local capacity' priority to 'Investigate opportunities for innovative funding models to support business attraction and startup'.
12.	John Oxley	The Draft EDS mentions partnerships, but no mention of what Council could contribute to such partnerships.
	<b>Response/ Comment</b>	The EDS does not attempt to anticipate what Council could contribute to specific partnerships that are yet to be established. Any contribution by Council or other stakeholders in a partnership would be dependent on the specifics of that partnership.
13.	John Oxley	Submitter suggests that the strategy needs to be rewritten to focus on what Council can actually do. This comment seems suggest that the initiatives included in the Draft EDS will be too costly for Council to deliver, or not relevant to Council's role.
	<b>Response/ Comment</b>	It is considered that the implementation plan suggested has considered capacity and role of Council in developing the initiatives within the Draft EDS.  Each initiative in the implementation plan outline the role of PMHC. Of the 45 initiatives, 24 have PMHC as a lead role, the balance placing PMHC in support and facilitation roles.  While all initiatives will have some form of cost and resourcing implication, the level of resourcing and priority will be considered by Council in future annual operational plans.
14.	Julie Ho	There is no mention of TAFE in specific sections of the implementation plan, despite there being shortage of tradespeople and teachers.
	<b>Response/ Comment</b>	Sections of the implementation plan refer to 'vocational education and training' providers which includes TAFE and other providers.
15.	Julie Ho	There is no mention of workers and unions being part of the leadership and partnerships priority, or the role of residents in contributing to economic development through payment of rates, purchasing houses and discretionary spending.

	<b>Response/ Comment</b>	<p>It is recognised that workers provide the underpinnings of economic activity. However, businesses and other industry bodies are typically the decision makers in relation to investment and business activity. The focus of the EDS is on partnerships with decision-makers, which will continue to include residents, workers and unions whenever those partnerships will be impactful.</p> <p>Consumer spending by residents is also an important driver of economic activity. However, it is not the focus of the EDS. The contribution of rates and how local procurement can contribute to economic development is already incorporated in an initiative as part of the 'Leadership through partnerships, engagement &amp; action' priority.</p>
16.	Philip Lloyd	The Draft EDS contains little mention of the unique environment of the region.
	<b>Response/ Comment</b>	While the Draft EDS does not outline in detail the features and assets of the local environment, the importance of the region's unique environment is a key underpinning of the EDS. This is evidenced by the numerous references to the environment throughout the document (vision statement on page 4, introduction on page 5, sustainability on page 7, in the vision on page 12, the economic priorities on page 15, and throughout various initiatives). Just as the document does not provide an overview of every key industry or built asset, the EDS also does not include a section on the local environment.
17.	Philip Lloyd	Submitter is concerned about Council's fascination with developing its own business precinct near the airport when there is already an oversupply of such sites.
	<b>Response/ Comment</b>	The airport business park would provide a unique offer that is not available in the region currently. The business park is an identified project in key strategies such as the UGMS and the Regional City Action Plan.
18.	Michael Clarke	There is no mention of the rail link to the region which can be used for both passenger and freight.
	<b>Response/ Comment</b>	The railway link and local rail assets were discussed in the issues and opportunities paper. Subsequent engagement with stakeholders indicated that while the rail links are important, it is not a priority for this EDS in and of itself. The Draft EDS does, however, include a range of initiatives to improve the transport network within the municipality and the region. One key initiative is the implementation of the Regional Integrated Transport Strategy.

19.	Michael Clarke	The EDS should include an education program as part of community participation and leadership, with the aim of moving away from philosophy of personal entitlement towards shared responsibility. This could include a community survey asking business and individuals how they give back to the community.
	<b>Response/ Comment:</b>	There is merit in this suggestion, however the initiative is considered to sit more with relevant community planning and engagement. An annual Business Confidence Survey is already delivered by Council's Economic Development team, which aims to measure local business sentiment, this survey can include questions on a variety of topics related to the business community, and if required, could address civic participation.
20.	David Curry	As read the document does not provide enough protection for the environment.
	<b>Response/ Comment:</b>	It is considered that protection of the environment an integral and fundamental element of the Draft EDS. This is reiterated in various forms throughout the document and explicitly stated in the sustainability section on page 7.
21.	Donna Lloyd	The Draft EDS does not adequately address issues of water security. The strategy currently does not go far enough to promote innovation.
	<b>Response/ Comment:</b>	<p>We have included specific reference to water security as part of the 'Innovation &amp; local capacity' priority and related initiatives.</p> <p>Water security is considered a critical element of economic development. Including specific reference to water security in the EDS will</p> <p>It is considered that innovation has been appropriately incorporated into initiatives of the Draft EDS. While there is no individual initiative specifically focussed on innovation in water security, there are several initiatives included in the Draft EDS, particularly in the 'Innovation &amp; local capacity' priority, that could ultimately support innovative programs in water security.</p>
22.	Donna Lloyd	There is hardly any reference in the Draft EDS to Aboriginal culture and history and other historical accounts

	<b>Response/ Comment</b>	<p>ACTION: The Draft EDS is not designed to provide a historical account of the region, and has been developed at the strategic level to improve outcomes for <u>all</u> in our community. The EDS opens with acknowledgement of country, and key actions contained within the EDS will achieve improved outcomes for local aboriginal people.</p> <p>Specific efforts to address the needs of aboriginal people in the context of reconciliation and inclusion will be delivered under Council's Inclusion Plan and Reconciliation Action Plan.</p>
23.	Donna Lloyd	<p>The Draft EDS does not contain enough to address transport beyond reference to the Airport Master Plan and the Destination Management Plan.</p>
	<b>Response/ Comment</b>	<p>The Draft EDS does address issues relating to transport, in particular within the 'Creating a connected &amp; productive region' priority. It is not the role of the EDS to detail numerous transport-related initiatives. Detailed transport information be articulated in the Regional Integrated Transport Strategy and other such plans.</p>
24.	Donna Lloyd	<p>Within the 'Innovation &amp; local capacity' priority, the EDS should contain more on issues relating to:</p> <ul style="list-style-type: none"> <li>- Renewables</li> <li>- Biosecurity</li> <li>- Farm safety</li> <li>- Emergency / disaster planning</li> <li>- Staying connected</li> </ul>
	<b>Response/ Comment</b>	<p>The Draft EDS outlines significant opportunities under the 'innovation and local capacity' strategic priority, among others, to be addressing each of these issues. Examples of where Council is preparing to deliver on these priorities include:</p> <ul style="list-style-type: none"> <li>- Continued efforts to support disaster recovery and preparedness following the region's series of natural disasters;</li> <li>- Planned hosting of a regional Circular Economy Symposium in mid-2022; and</li> <li>- Agreement to partner with the University of Central Queensland to deliver an innovative farm safety project across the Hastings Macleay region.</li> </ul> <p>In relation to the comment on staying connected, which relates to telecommunications for rural and regional communities, the Draft EDS already contains specific initiatives to advocate for improved infrastructure and services across the region.</p>

**Attachment B:**History of allocations under the Major Events Marketing Grant (now Major Events Grant)

<b>Event Name</b>	<b>Year</b>	<b>Sponsorship Granted</b>	<b>Economic Impact</b>
Ekam Yoga Festival	2015	\$3,500	\$17,000
Big Band Blast	2015	\$5,000	\$309,000
3 Rivers Rowing Festival	2015	\$3,500	\$45,000
King of the Mountain Fun Run	2015	\$2,000	\$33,000
Sand Mudder	2015	\$2,000	\$22,000
Beatles Festival	2016	\$2,000	\$135,000
Bago Bluff Mountain Bike Marathon	2016	\$2,000	\$40,000
Port Macquarie Running Festival	2016	\$3,000	\$585,000
Suck it up Buttercup	2016	\$5,000	\$500,000
Ekam Yoga Festival	2016	\$5,000	\$20,000
3 Rivers Rowing Festival	2016	\$2,500	\$45,000
Big Band Blast	2016	\$5,000	\$309,000
Port Macquarie Beer & Cider festival	2016	\$5,000	\$360,000
ND Road Cycling Championships	2016	\$2,000	\$29,000
Luminosity Youth Summit	2016	\$4,000	\$20,000
Sand Mudder	2016	\$3,000	\$90,000
Beach to Brother Running Festival	2016	\$5,000	\$308,000
King of the Mountain Fun Run	2016	\$1,500	\$22,500
Suck it up Buttercup	2017	\$5,000	\$233,000
Port Macquarie Beatles Festival	2017	\$5,000	\$416,000
Port Macquarie Running Festival	2017	\$5,000	\$763,000
Slice of Haven	2017	\$5,000	\$647,000
Blues & BBQ Festival	2017	\$5,000	\$812,000
Ekam Yoga Festival	2017	\$2,500	\$44,000
Port Macquarie Beer & Cider Festival	2017	\$5,000	\$500,000
Beach to Brother Running Festival	2017	\$5,000	\$353,000
PMQ Mountain Bike Festival	2017	\$2,500	\$10,000
Suck it Up Buttercup	2018	\$5,000	\$267,000
Port Macquarie Running Festival	2018	\$5,000	\$1,021,000
Slice of Haven	2018	\$5,000	\$712,000
Hello Koalas Festival	2018	\$5,000	\$103,000
Elephant Trail Race	2018	\$5,000	\$407,000
Beach to Brother	2018	\$5,000	\$1,066,000
Wildwood Music Festival	2018	\$2,500	\$76,000
Digital Expo	2018	\$0-refunded	\$0
Fox Super Flow MTB Champs	2019	\$5,000	\$106,000

Regional Dementia Conference	2019	\$5,000	\$130,000
Laurieton Multisport Challenge	2019	\$5,000	\$15,000
Elephant Trail Race	2019	\$5,000	\$207,000
'A Gala Night at the Ballet'	2019	\$5,000	\$63,000
PMBA Bodyboard Teams Challenge	2019	\$5,000	\$154,448
<b>TOTAL (40)</b>		<b>\$163,500</b>	<b>\$10,994,948</b>

Event Name	Year	Sponsorship Granted since COVID19	Est. Economic Impact
Wauchope Twilight Tastings	2020	\$2,500 rolled to 21/22	<i>\$200,000 *Postponed</i>
Laurieton Multisport Challenge	2020	\$2,500 granted. \$875 retained by PMHC due to cancelation. New total \$1,625 granted.	<i>*Cancelled</i>
Cycling NSW Junior Tour	2020	\$2,500 rolled to 20/21	<i>\$149,000</i>
PMBA Body board Teams Challenge	2020	\$2,500 rolled to 20/21	<i>\$172,000</i>
Fox Super Flow MTB Champs	2020	\$5,000	<i>\$123,000</i>
Howling Moon Blues Festival	2020	\$5,000 rolled to 21/22	<i>\$823,700 *Postponed</i>
MotoFest Wauchope	2020	\$4,000	<i>Unknown as was a online event in 2020</i>
Surf n' Country/Beachside Country	2020	\$4,000 rolled to 21/22	<i>\$1,000,000 *Postponed</i>
Elephant Trail Race	2020	\$4,000 rolled to 20/21	<i>Declined Grant</i>
Gardenista	2020	\$4,000 granted. Yet to finalise acquittal	<i>*Cancelled twice.</i>
King of the Mountain	2020	\$2,000 rolled to 21/22	<i>\$286,000 *Postponed</i>
David 'Goose' Gosby Memorial	2020	\$2,000	<i>\$86,000</i>
Dark Alley Sessions	2021	\$5,000	<i>Digital Reach Event</i>
Flamin' Dragons Annual Regatta	2021	\$5,000 rolled to 21/22	<i>\$640,800 *Postponed – scheduled 2022</i>
Ride the Wave	2021	\$5,000	<i>\$1,331,000</i>
Vibez in the Vines	2021	\$5,000 rolled to 21/22	<i>\$137,300 *Postponed</i>
Festival of the Sun	2021	\$5,000	<i>\$2,000,000</i>
Dropknee Sessions	2021	\$2,500	<i>\$68,000</i>
David 'Goose' Gosby Memorial	2021	\$3,000 rolled to 21/22	<i>\$103,000 *Postponed to 2022</i>
MotoFest Wauchope	2021	\$5,000 rolled to 21/22	<i>\$1,000,000 *Postponed</i>
Winter Wonderland	2021	\$5,000 yet to finalise acquittal	<i>1,500,000</i>
Mi Casa Su Casa	2022	\$5,000	<i>\$229,000</i>
Ride The Wave	2022	\$5000	<i>\$774,000</i>
Festival of the Sun (FOTSUN)	2022	\$5000	<i>\$2,000,000</i>
Tortuga	2022	\$5000	<i>\$143,000</i>
Boots and Beach	2022	\$4000	<i>\$1,000,000</i>



Teams Challenge PMBA	2022	\$2500	<i>\$232,000</i>
Camden Haven Festival	2022	\$2500	<i>\$1,835,000</i>
<b>TOTAL (28)</b>		<b>\$114,500</b>	

\*Estimates are in *red* - Acquittal data for these events is due 60 days after event.

# 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

**PUBLIC EXHIBITION DATES****16 February to 16 March 2022**

# **Planning Proposal under section 3.33 of the EP&A Act**

***Port Macquarie-Hastings LEP 2011  
(Amendment No 61)***

## **Administrative Review**

Ccl ref: PP2021 – 2.1

DPI&amp;E ref: PP-2021-7457

Date: 16 February 2022



Planning Proposal under sec 3.33 of the EP&amp;A Act

Administrative Amendment

**Planning Proposal status (for this copy)**

Stage	Version Date (blank until achieved)
Reported to Council (section 3.33)	3 Nov 2021
Referred to Department under (sec 3.34 (1))	22 December 2021
Gateway Panel determination (sec 3.34 (2))	27 January 2022
Revisions required: Yes / No .	
Public Exhibition (Sch 1 cl 4)	
For Council review (sec 3.35 (1))	
Adopted by Council for submission to Minister's delegate (sec 3.36 (2))	

**Council reference:** PP2021 - 2.1  
(Amendment No will initially be blank) Port Macquarie-Hastings LEP 2011 (Amendment No 61)

**Department of Planning Industry &** PP-2021-7457

**Environment reference:**

Council Address	Contact Officer
Port Macquarie-Hastings Council PO Box 84 PORT MACQUARIE NSW 2444	Stephanie Baker Land Use Planner Email: stephanie.baker@pmhc.nsw.gov.au Phone: 6581 8056

**Adoption of the Planning Proposal****1. For initial Gateway determination**

The undersigned Council delegate endorsed this Planning Proposal on 21 December 2021:

Signed 

Name Carina Gregory

Position Manager Land Use Planning

**2. For section 3.36 finalisation**

This Planning Proposal was endorsed on ..... by Port Macquarie-Hastings Council, or the undersigned Council delegate (delete one):

Signed .....

Name .....

Position .....

Planning Proposal under sec 3.33 of the EP&amp;A Act

Administrative Amendment

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Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

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## Executive Summary

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This is a Planning Proposal prepared under section 3.33 of the *Environmental Planning and Assessment Act 1979*, the NSW Department of Planning, Industry and Environment's Local Plan Making Guideline (2021), and Port Macquarie-Hastings Council Planning Proposal Policy (2020).

The proposal is in relation to an amendment to *Port Macquarie-Hastings Local Environmental Plan 2011* (LEP 2011).

On 3 November 2021, Council considered a planning report on the proponent's Planning Proposal and resolved to proceed with its preparation (refer to **Appendix A**).

This proposal addresses six minor issues in the LEP 2011 map series and seeks to make refinements and adjustments to correct errors or anomalies that have been identified.

The changes apply to various properties, and affect multiple landowners, as detailed in **Part 2**.

The issues are:

- 1) Map tidy-ups for the Lot Size Map and Koala Habitat Map at Map Series 013G - Insert labels for the Macquarie, Sea Acres and Lake Innes Nature Reserves to align with standard mapping practice.
- 2) Lot 1 DP 1261690, Highway Service Centre - Amend the Additional Permitted Use Maps, LEP Clause 7.17 and Schedule 1 for "Item 12" - *Use of certain land at 1179 Oxley Highway, Sancrox* to update the legal description of the land on which the proposed highway service centre will be situated.
- 3) Lot 5 DP 21713, 46 Cooperabung Drive, Telegraph Point - Transport for NSW request to rezone site from SP2 Infrastructure zone to RU1 Primary Production zone.
- 4) Lot 66 DP 754406, Lots 7008, 7009, 7011 DP 1026600, 19 Bril Bril-Belangray Road, Rollands Plains - Rezone the Rollands Plains Showground from RU1 Primary Production zone to RE1 Public Recreation zone; and remove the Lot Size map from the subject lands.
- 5) Part of lots 3, 21 and 65 DP 286585 Provence Close, Sancrox - Amendment to the C2 Environmental Conservation zone and corresponding amendment to the Lot Size map.
- 6) Part of Lot 2 DP 1250767, Sovereign Drive, Thrumster - Rezone 431sqm of R1 General Residential zone to B1 Neighbourhood Centre zone to remove split zoning on the land and corresponding amendment to the Lot Size map.

Port Macquarie-Hastings Council is the applicant for this proposal.



Planning Proposal under sec 3.33 of the EP&A Act  
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Part 1 - Objectives or Intended Outcomes

## Planning Proposal

### Part 1 - Objectives or Intended Outcomes

To review and refine the Port Macquarie Hastings Local Environmental Plan 2011 (LEP 2011) to correct six errors and/or anomalies that have been identified in a number of maps (further details in Part 2). This will facilitate efficient operation of the LEP and the development application process.

### Part 2 - Explanation of Provisions

The intended outcomes are proposed to be achieved by making the following changes to the LEP 2011, Council's principle planning instrument. Details of the six amendments are as follows:

#### Mapping Corrections

##### *Issue 1. Map tidy-ups for the Lot Size Map and Koala Habitat Map at Map Series 013G*

In 2017, the NSW Department of Planning and Environment (now known as Department of Planning, Industry and Environment DPI&E) published *Standard Technical Requirements for Spatial Datasets and Maps* to guide Councils on the preparation and presentation of the maps contained within the planning instruments. 'These standard technical requirements have been determined by the Secretary of the Department of Planning and Environment under Section 158E(3) of the Environmental Planning and Assessment Act 1979' (DP&E 2017:5) and it is the responsibility of the Council to implement them.

It has been identified that the subject nature reserves have not been labelled on the Lot Size and Koala Habitat maps in map series 013G. The abovementioned technical requirements state that the cadastral layer for LEP maps should show, amongst other things, national parks and nature reserves (labelled). This is the intention of this administrative update.

#### Proposal:

Insert labels at the Koala Habitat and Lot Size maps for the Macquarie, Sea Acres and Lake Innes Nature Reserves to align with standard mapping practice, as described above and demonstrated in *Part 4 Mapping*.

##### *Issue 2. Highway Service Centre, Sancrox - Amendment to LEP map and Schedule 1*

In 2019, an LEP amendment was gazetted to allow development for the purpose of a highway service centre on No 1179 Oxley Highway, Sancrox (Lot 11 DP 1029846), located on the south-western corner of the Pacific and Oxley Highways. The amendment incorporated ancillary hotel or motel accommodation to permit overnight accommodation for heavy vehicle drivers.

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Administrative Amendment

Part 2 - Explanation of Provisions

The amendment allowed for the lot to be subdivided into two lots, with one lot to contain the highway service centre site and the other lot containing the existing dwelling house, facilitated through incorporating this property at Schedule 1 of the LEP, identification on the Additional Permitted Use (APU) mapping and enforcement of a planning agreement.

This land has now been subdivided to exclude the house site. The new legal description for the site of the proposed highway service centre is Lot 1, DP 1261690. Subsequently, Schedule 1 of the LEP needs to be updated to accurately reflect the legal description of the lot, and the APU map removed from the lot containing the existing dwelling house.

**Table 1** below provides details on the proposed LEP 2011 Schedule 1 updates

**Table 1 - Current and Proposed Wording for LEP 2011 - Schedule 1**

Schedule 1	Current wording	Proposed wording
Title	12 - Use of certain land at 1179 Oxley Highway, Sancrox	12 - Use of certain land at Lot 1, DP 1261690 Oxley Highway, Sancrox
Clause(1)	This clause applies to land at 1179 Oxley Highway, Sancrox, being Lot 11, DP 1029846, shown as "Item 12" on the Additional Permitted Uses Map.	This clause applies to Lot 1, DP 1261690, Oxley Highway, Sancrox shown as "Item 12" on the Additional Permitted Uses Map.

Clause 7.17 of the LEP (Development on land at 1179 Oxley Highway, Sancrox) will also require updating. These updates will include the new legal description for the site of the proposed highway service centre and carry across the current local provision which allows the subdivision of the highway service centre into smaller lots/ tenancies when it is constructed.

**Proposal:**

**Amendment to Schedule 1 "Item 12 - Use of certain land at 1179 Oxley Highway, Sancrox"** to update the legal description for the proposed highway service centre site, as described in Table 1 and Clause 7.17 description above; and to remove the APU map from the existing dwelling, and only apply it to the site of the proposed highway service centre, as illustrated in *Part 4 Mapping*.

***Issue 3. Cooperabung Drive, Telegraph Point - Rezone to Primary Production***

The landowner, Transport for New South Wales (TfNSW), has requested that Council review the zoning and associated development standards of Lot 5 DP 21713, Cooperabung Drive, Telegraph Point.

Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 2 - Explanation of Provisions

The land identified in **Table 2** is currently zoned SP2 Infrastructure (Classified Road). TfNSW has advised that this parcel consists of residue land, located outside of its dedicated road boundary and is not required for future road purposes. Therefore, the current SP2 zoning is not accurate.

TfNSW has requested a review of the SP2 zone with a view to rezone the land to be consistent with the surrounding land, which is RU1 Primary Production.

**Table 2 - Lot 5 DP 21713 Current and Proposed LEP Provisions**

	Current LEP 2011	Proposed LEP 2011
Zoning	SP2 Infrastructure	RU1 Primary Production
Floor Space Ratio	Nil	Nil
Height of Building	Nil	Nil
Lot Size	40ha	No change (40ha)

The LEP Practice Note, *Zoning for Infrastructure in LEPs*, outlines six principles that should be followed for zoning infrastructure.

Taking direction from the fifth principle, 'where surplus public land is currently zoned 'special use', the land should be rezoned as a compatible land use, (e.g. to a prescribed zone)', changing the zone on Lot 5 DP 21713 would be the recommended approach. The land is vacant and no changes are proposed to the minimum Lot Size applying to the land which is 40ha.

**Proposal:**

**Rezone Lot 5 DP 21713 from SP2 Infrastructure to RU1 Primary Production, as described in Table 2 above and illustrated in Part 4 Mapping.**

***Issue 4. 19 Bril Bril-Belangray Road, Rollands Plains - rezoning Rollands Plains Showground***

The Rollands Plains Showground is currently zoned RU1 Primary Production. The objectives of the RU1 Primary Production zone are:

- To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.
- To encourage diversity in primary industry enterprises and systems appropriate for the area.
- To minimise the fragmentation and alienation of resource lands.

Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 2 - Explanation of Provisions

- *To minimise conflict between land uses within this zone and land uses within adjoining uses.*

The current uses of the land do not fulfil the objectives of the zone. Furthermore, the minimum lot size for land in the RU1 Primary Production zone is 40ha. The combined total of the abovementioned properties is less than 20ha, meaning they do not meet the lot size requirements of the zone.

The Wauchope, Kendall and Comboyne showgrounds are all zoned RE2 Private Recreation as they are not classified as being either community or operational.

Rollands Plains Showground differs in that it is owned by the Crown and is administered by the *Crown Lands Management Act (2016)*. It comprises part Reserve 35451, gazetted 6 December 1902, for the purpose of Public Recreation. The Reserve is managed by Rollands Plains Recreation Reserve Land Manager. Subsequently, a RE1 Public Recreation zone is more appropriate and consistent with the public reserve purpose of the land. While the showground operates on this site, the property is left unlocked and includes a maintained walking track for public purposes. The DPI&E - Crown Lands has confirmed their support for this rezoning.

Amending the zone of Lots 66 DP 754406, Lots 7008, 7009, 7011 DP 1026600 to RE1 Public Recreation would better reflect the existing uses of the land. The RE1 Public Recreation zone has the following objectives:

- *To enable land to be used for public open space or recreational purposes.*
- *To provide a range of recreational settings and activities and compatible land uses.*
- *To protect and enhance the natural environment for recreational purposes.*

As identified above, the showground is more closely aligned with the RE1 Public Recreation objectives. Further, there are additional permitted uses associated with a RE1 Public Recreation zoning, such as camping grounds, which may allow for an added income generation opportunity on the land.

Currently there is no Height of Building (HOB) map applying to the subject site, however the Kendall and Comboyne showgrounds have applied an 8.5m height limit to the land. This proposal does not intend to change this. Given that the Rollands Plains showground is Crown Land with public reserve status, a HOB control would not have any impact. None of the other mentioned showgrounds have a minimum lot size, so it is proposed that the 40ha minimum lot size be removed from the subject site.

Refer to **Table 3** below for a comparison of LEP zoning provisions between the showgrounds.

**Table 3 - Comparison Table with Current and Proposed LEP Provisions**

	Wauchope Showground	Kendall Showground	Comboyne Showground and Tennis Courts	Rollands Plains Showground and Tennis	Rollands Plains Showground (Proposed)
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Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 2 - Explanation of Provisions

				Courts (Current)	
<b>Zoning</b>	RE2 Private Recreation	RE2 Private Recreation	RE2 Private Recreation	RU1 Primary Production	RE1 Public Recreation
<b>Floor Space Ratio</b>	Nil	Nil	Nil	Nil	Nil
<b>Height of Building</b>	14.5m maximum	8.5m maximum	8.5m maximum	Nil	Nil
<b>Lot Size</b>	Nil	Nil	Nil	40ha minimum	Nil

**Proposal:**

Amend the Land Zoning map on Lot 66 DP 754406, Lots 7008, 7009 and 7011 DP 1026600; and remove the Lot Size map from the subject lands, as described in Table 4 above and illustrated in Part 4 Mapping.

*Issue 5. Provence Close, Sancrox - Amendment to the C2 Environmental Conservation zone*

Council has received a request from Hopkins Consultants to review the extent of the C2 Environmental Conservation Zone at Provence Close in the Le Clos Verdun Estate, Sancrox.

Aerial imagery shows that there is an area on the western edge of the C2 Environmental Conservation zone that appears to be open grassland (refer to **Figure 1**), which is creating difficulties now that the first stages of this subdivision have been released and new land-owners are being faced with the problem an C2 zone boundary presents for new home-building.

Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 2 - Explanation of Provisions

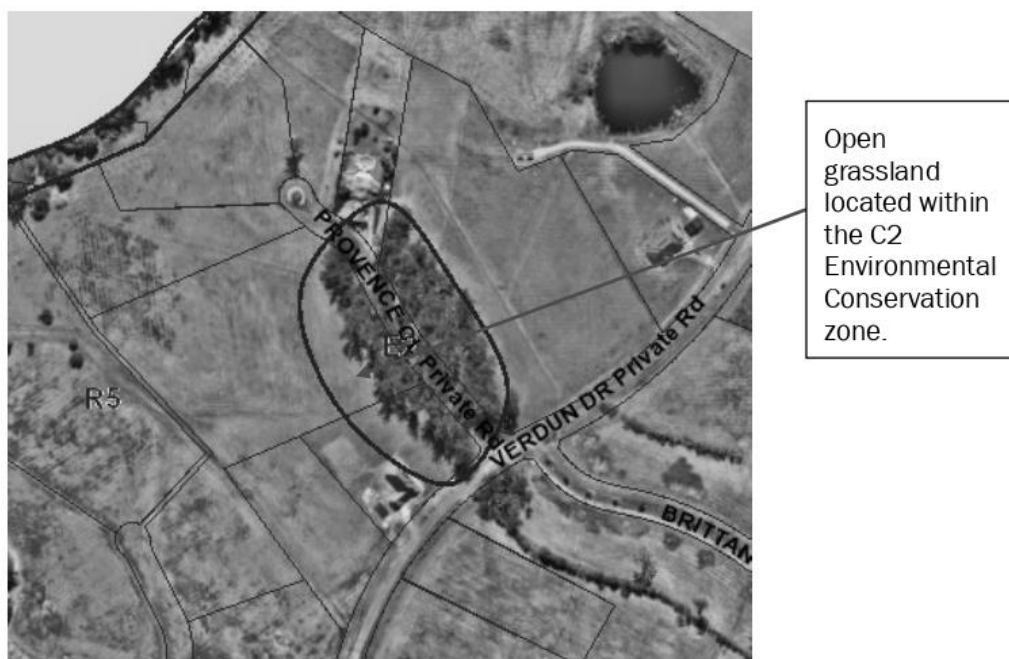


Figure.1 Subject site and zoning

This land was rezoned in 2007 and was supported by a number of studies, including an Ecological Study prepared by B Salter in February 2004, which includes Addendums, published in May 2004 and January 2008. These studies helped to inform the environmental sensitivities across the Estate. The subject C2 Environmental Conservation zone is classified as consisting a strip of large Blackbutt Trees along Provence Close. It is not identified as Core Koala Habitat. The 2008 Addendum report recommended that *'building sites, access driveways, bushfire buffers can and should be located to avoid the need for tree removal'* (B Salter, 2008:10).

In 2008 a Fauna and Flora Study was prepared by Keystone Ecological to assist with the preparation of the Vegetation Management Plan (VMP) for the Le Clos Verdun Estate. This study confirms the presence of four hollow bearing trees within this parcel, which are numbered and identified as (14) *Eucalyptus pilularis* Blackbutt, (15) *Eucalyptus microcorys* Tallowwood, (16) *Eucalyptus pilularis* Blackbutt, (17) *Eucalyptus pilularis* Blackbutt (refer to **Figure 2**). This study recommended that *'driveways and other structures on the central ridge are to avoid conflict with the tree protection zones of the hollow-bearing trees'* (E Ashby, 2008:49).



Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 2 - Explanation of Provisions

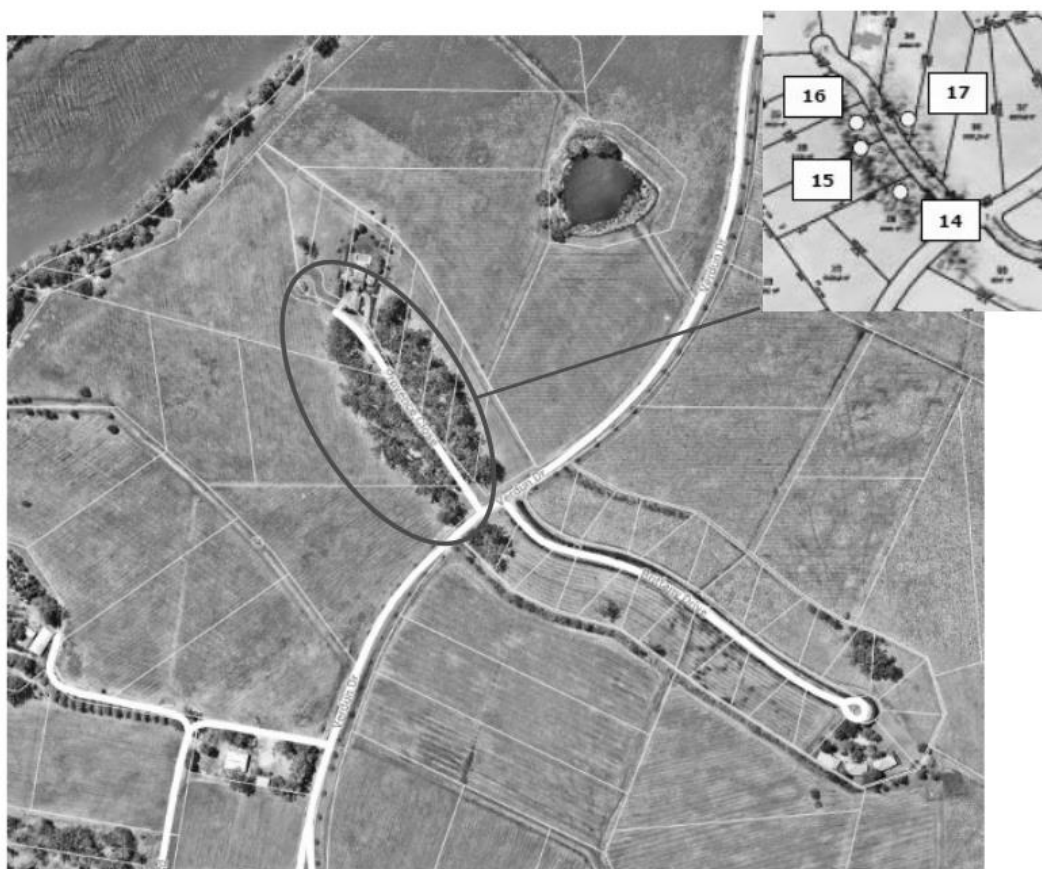


Figure.2 Subject site and location of hollow bearing trees

The approved VMP provides for the effective management of the fauna and flora in this estate and in relation to the subject C2 Environmental Conservation zoned land, states that it 'consists of established trees only and is isolated from any corridors linking it to any other Management Units. It has no understory or 'weed' growth, does not require any works in the form of revegetation or fencing and is subject to the following:

1. Collection of firewood will be prohibited through the Neighbourhood Management Statement.
2. It is to be monitored within the inspections and reporting to Council in accordance with this plan.
3. Driveways are to be located, or adapted, to minimise interference with existing tree protection zones.
4. No APZ around this Management Unit as this is not required in accordance with the Bushfire Risk Assessment by Mid-coast Environmental Services (page 22 of this VMP document).
5. No hollow-bearing trees are to be removed.
6. The Applicant will undertake sediment & erosion control during construction of driveways in this Management Unit.

Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 2 - Explanation of Provisions

7. *Ecological burns in this Management Unit are not required or desirable.*
8. *Understorey maintenance and clearing may be undertaken at the discretion of the land owner' (G.H. Milne Home, 2016:21).*

The C2 Environmental Conservation zone boundary inaccurately extends over cleared grassland and this proposal is to rationalise the western edge of the zone. The community does not contain any ground-level or middle-storey habitat elements, or any other floristic assemblage other than the remnant trees. The physical canopy extent, and thus drip-line of these trees thereby represents the extent of land with any floristic or habitat value in this location.

To ensure that the recommendations of the 2008 Salter Addendum Report and 2008 Ashby Report are not dismissed and the trees continue to receive appropriate ongoing protection, Tree Protection Zones (TPZ) in accordance with AS4970 and Council's Development Control Plan relating to TPZ's for Hollow Bearing Trees will be applied, as will the associated tree hazard zones (refer to **Figure 3** below). This will be in addition to the C2 Environmental Conservation zone extending 2m beyond the tree dripline of all associated trees.



Figure 3 illustrating 2m dripline, TPZ and THZ

#### Proposal:

Amend the Land Zoning map at Part of Lots 3, 21 and 65 DP 286585 to rezone part of the abovementioned C2 Environmental Conservation zoned land to R5 Large Lot Residential and update the Lot Size map to correspond with the zones, as described above and illustrated in *Part 4 Mapping*.

Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 2 - Explanation of Provisions

**Issue 6. Certain land at Sovereign Drive, Thrumster - Rezone from R1 General Residential to B1 Neighbourhood Centre Zone**

As a result of the modification to consent of DA2017.664, Lot 2 DP 1250767 has become dual zoned as B1 Neighbourhood Centre and R1 General Residential (refer to **Figure 4**).

Currently approximately 431m<sup>2</sup> of Lot 2 is zoned R1 General Residential, however it is considered that a residential use of that land (which is below the minimum lot size of 450m<sup>2</sup>) annexed between the future "commercial" use of Lot 2, and the adjoining approved Child Care Centre on Lot 1 DP 1250767, would not be a desirable urban planning outcome. The intention is to zone the residue R1 General Residential zoned land on this parcel to B1 Neighbourhood Centre, consistent with the zoning on the rest of the Lot.

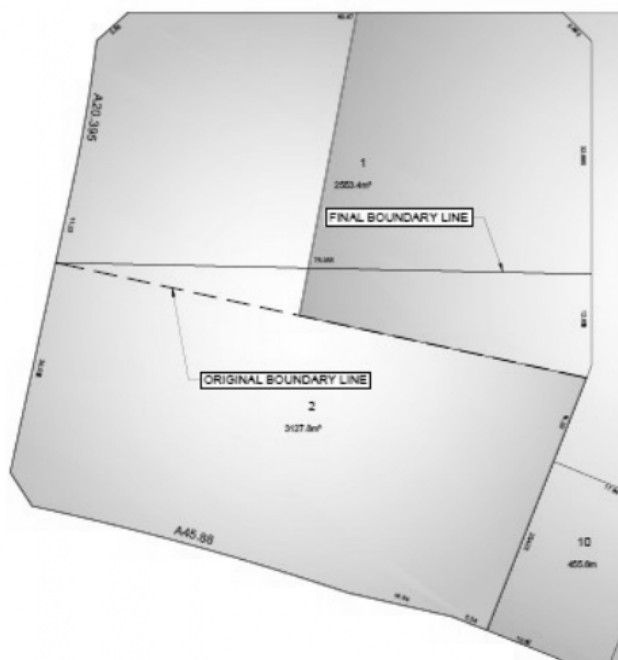


Figure 4. Modified plan (stamped)

**Proposal**

Amend the Land Zoning map at Part of Lot 2 DP 1250767 to rezone that part of the site zoned R1 General Residential to B1 Neighbourhood Centre Zone and remove the Lot Size map, consistent with the zoning on the rest of the property, as described above and illustrated in Part 4 Mapping.

Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 3 – Justification of strategic and site specific merit

### Part 3 – Justification of strategic and site specific merit

In accordance with the Department of Planning, Industry and Environment's *Local Environmental Plan Making Guideline*, this section provides a response to the following issues:

- Section A: Need for the Planning Proposal
- Section B: Relationship to strategic planning framework
- Section C: Environmental, social and economic impact, and
- Section D: State and Commonwealth interests

#### A - Need for the planning proposal.

##### 1. Is the planning proposal a result of an endorsed LSPS, strategic study or report?

As the Planning Proposal is to amend a number of small anomalies and errors in LEP 2011, it is not the result of a specific study.

##### 2. Is the planning proposal the best means of achieving the objectives or intended outcomes, or is there a better way?

The Planning Proposal is the only means to achieve the intended outcome as amendments to the LEP 2011 are required.

#### B - Relationship to strategic planning framework.

##### 3. Will the planning proposal give effect to the objectives and actions of the North Coast Regional Plan 2036?

The proposed amendments are administrative in nature and the Planning Proposal aims to ensure quality outcomes for the long term benefit of Port Macquarie Hastings residents through ensuring the accuracy and consistency of its planning controls. The correction of minor anomalies and inconsistencies in LEP 2011 are not inconsistent with the objectives and actions of the North Coast Regional Plan, specifically:

##### **Goal 1 - The most stunning environment in NSW**

##### Direction 2: Enhance biodiversity, coastal and aquatic habitats, and water catchments

*Action 1.1: Focus development to areas of least biodiversity sensitivity in the region and implement the "avoid, minimise, offset" hierarchy to biodiversity, including areas of high environmental significance.*

Part of the land at Bril Bril-Belangray Road, Rollands Plains (Issue 4) is identified in the NCRP as being 'potentially high in environmental values'. This proposal is to ensure that the land is zoned according to its existing use, being a showground. The map updates will not change the existing uses on the land and therefore won't impose an additional impact on any environmental values.

##### Direction 3: Manage natural hazards and climate change

*Action 3.1: Reduce the risk from natural hazards, including the projected effects of climate change, by identifying, avoiding and managing vulnerable areas and hazards.*

Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 3 – Justification of strategic and site specific merit

The land at Provence Close in Sancrox (Issue 5) is the coastal environment area, and the land at Sovereign Drive in Thrumster (Issue 6) is identified in the NCRP as being within the coastal strip.

This proposal is to address mapping anomalies for these two issues. The map updates will not change the likelihood or outcome of a development application on these properties.

**Goal 2 - A thriving, interconnected economy**

Direction 6: Develop successful centres of employment:

*Action 6.5 Promote and enable an appropriate mix of land uses and prevent the encroachment of sensitive uses on employment land through local planning controls.*

As identified, the proposal is to rezone a slither of R1 General Residential land at Sovereign Drive in Thrumster (Issue 6) to B1 Neighbourhood Centre. This residue residential land is wedged between two “commercial” lots, which is not a desirable outcome. The proposal to rezone this land to B1 Neighbourhood Centre is consistent with the surrounding land uses and will avoid any encroachment of sensitive uses on employment land.

Direction 8: Promote the growth of tourism

*Action 8.2: Facilitate tourism and visitor accommodation and supporting land uses in coastal and rural hinterland locations through local growth management strategies and local environmental plans.*

Rolland's Plains Showground (Issue 4) is currently zoned RU1 Primary Production although it is not used for agricultural purposes. As outlined above, part of the land is an official reserve (Reserve 35451), making a RE1 Public Recreation zone more accurate for its existing use. The land is managed by Rollands Plains Recreation Reserve Land Manager and is used as a showground. This use provides a recreational opportunity that generates income into the local economy by way of attracting people to the racing and associated activities on the subject site. Further, there are additional permitted uses associated with a RE1 Public Recreation zoning, such as camping grounds, which will attract tourists and may allow for an added income generation opportunity on the land.

**Urban Growth Area Maps**

As identified in **Figure 5**, the proposed Highway Service Centre, Sancrox (Issue 2) is mapped in the NCRP as being an Investigation Area for Employment Land (purple) and an Investigation Area for Urban Land (orange).

Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 3 – Justification of strategic and site specific merit

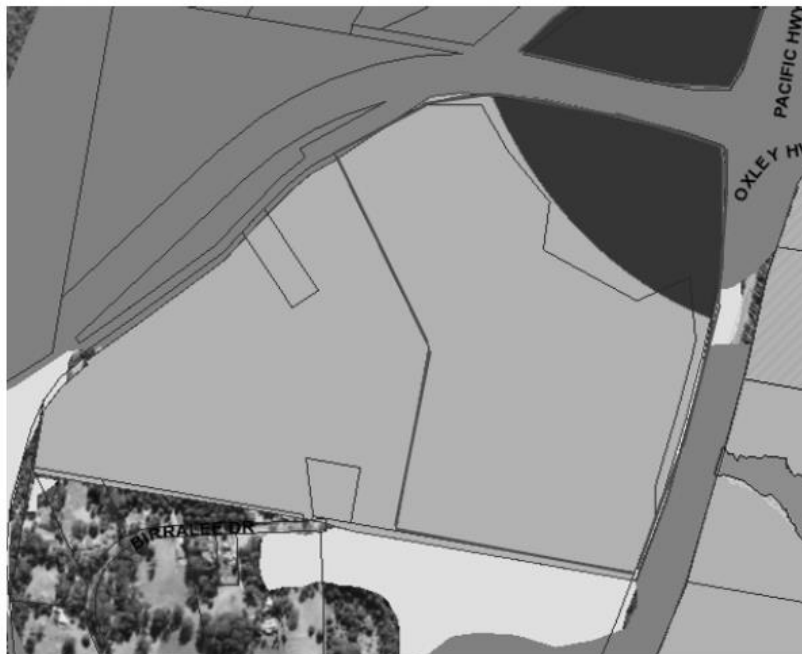


Figure 5. NCRP Urban Growth Area Maps

This mapping update facilitates the identified uses as the land has been subdivided to allow for a highway service centre on the employment land Lot and future residential on the urban land Lot.

**4. Will the planning proposal give effect to Council's endorsed local strategic planning statement, or another local strategic plan?**

The proposed amendments in the Planning Proposal are consistent with the intent behind Council's *Local Strategic Planning Statement (Shaping our Future 2040)*, the *Towards 2030 Community Strategic Plan* and the *Urban Growth Management Strategy 2017-2036*.

**5. Is the planning proposal consistent with applicable State Environmental Planning Policies?**

Table 4 considers the relevant SEPPs that apply to this Planning Proposal.

**Table 4 – Assessment of the Planning Proposal against relevant SEPPs**

State Environmental Planning Policies	Consistency
Coastal Management 2018	Promotes an integrated and co-ordinated approach to land use planning in the coastal zone in a manner consistent with the objects of the Coastal Management Act 2016  The land at <b>Issue 5</b> is subject to this SEPP and is mapped as



Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 3 – Justification of strategic and site specific merit

State Environmental Planning Policies	Consistency
	being in the Coastal Environment Area. The proposed change here is to addresses a mapping error and will not result in any change to the development potential of the land.
Primary Production and Rural Development 2009	<p>The aim of this policy is to facilitate the orderly economic use and development of lands for primary production and to avoid land use conflicts. The SEPP contains a number of 'Rural Planning Principles' that must be considered in preparing any Planning Proposals affecting rural land.</p> <p><b>Issues 2 and 4</b> are on rural zoned land, which have not been identified as regionally significant farmland and are considered to have limited agricultural value due to their existing uses.</p>
Infrastructure 2007	<p>One of the aims of this policy is to allow for the efficient development, redevelopment or disposal of surplus government owned land.</p> <p><b>Issue 3</b> proposes to rezone SP2 Infrastructure zoned land to RU1 Primary Production. This is at the request of Transport for New South Wales who have identified this parcel as being surplus to their requirements for future road purposes. This makes the current zoning inaccurate and will enable the above aim to be met.</p>

Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 3 – Justification of strategic and site specific merit

## 6. Is the planning proposal consistent with applicable Ministerial Directions (s.9.1 directions)?

Table 5 below considers the relevant s9.1 directions that apply to this Planning Proposal.

**Table 5 – Assessment of the Planning Proposal against s9.1 directions of relevance**

Section 9.1 Directions and Objectives	Consistency
<b>1 Employment and Resources</b>	
<b>1.1 Business and Industrial Zones</b> The objectives of this direction are to: <ul style="list-style-type: none"> <li>(a) Encourage employment growth in sustainable locations</li> <li>(b) Protect employment land in business and industrial zones, and</li> <li>(c) Support the viability of identified centres.</li> </ul>	<p><b>Issue 6</b> applies as the proposal will increase the B1 Neighbourhood Centre zone by approximately 431sqm, which is currently an unusually shaped slither of R1 General Residential zoned land wedged in-between two B1 Neighbourhood Centre zoned Lots.</p> <p>It is considered that this Planning Proposal is <u>consistent</u> with the Direction as this proposal will facilitate a constant zone across the site, which will enable appropriate employment growth and protect the employment land from sensitive uses.</p>
<b>1.2 Rural Zones</b> The objective of this direction is to protect the agricultural production value of rural land.	<p><b>Issue 2</b> RU1 Primary Production zoned land, which has an APU overlay permitting non-agricultural uses and future development of a highway service centre. The inconsistency with this Direction is allowed to occur if it is in accordance with the relevant Regional Plan. In this regard, the Planning Proposal is in accordance with the North Coast Regional Plan 2036, which identifies the site for a HSC.</p> <p><b>Issue 4</b> proposes to rezone the Rollands Plains showgrounds from RU1 Primary Production to RE1 Public Recreation. Although this makes the Direction applicable as an existing rural zone is affected, it is considered that the proposal is <u>consistent</u> with the Direction for the following reasons:</p> <ul style="list-style-type: none"> <li>1) Rezoning to a recreational zone is reflective of the existing uses on the land (a showground)</li> <li>2) No provisions to increase permissible density of the land are proposed</li> <li>3) The land is not being used for agricultural production.</li> </ul>
<b>1.5 Rural Lands</b> The objectives of this direction are to: <ul style="list-style-type: none"> <li>(a) protect the agricultural production value of rural land,</li> <li>(b) facilitate the orderly and economic development of rural lands for rural and related purposes.</li> </ul>	<p><b>Issues 2 and 4</b> are not identified as regionally significant farmland and are considered to have limited agricultural value. The inconsistency of the proposal with this Direction is considered to be of minor significance as both of these issues have existing, permissible non-agricultural land uses on the land.</p>
<b>2 Environment and Heritage</b>	
<b>2.1 Environmental Protection Zones</b> The aim of this direction is to protect and conserve environmentally sensitive areas.	<p><b>Issues 3 and 5</b> are identified in the UGMS as a High Value Environmental Areas and <b>Issue 4</b> is identified in the NCRP as 'potential high environmental values'. The proposed changes are addressing mapping anomalies and do not change the development potential of the land. The proposal is <u>consistent</u> with this Direction.</p>
<b>2.2 Coastal Management</b>	<p><b>Issue 5</b> relates to land subject to this Direction as the land is</p>

Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 3 – Justification of strategic and site specific merit

Section 9.1 Directions and Objectives	Consistency
The aim of this direction is to protect and manage coastal areas of NSW.	identified as being in the Coastal Environmental Area. The proposed changes are addressing mapping anomalies and do not change the development potential of the land. The proposal is <u>consistent</u> with this Direction.
<b>3 Housing, Infrastructure and Urban Development</b>	
<b>3.1 Residential Zones</b> The Direction seeks to encourage a variety of housing choice, make efficient use of infrastructure and minimise the impact of residential development on environmental and resource land.	<p><b>Issue 5</b> results in a minor increase in R5 Large Lot Residential due to rationalising the C2 Environmental Conservation zone. While this proposal reduces the C2 Environmental Conservation zoned land in the west, it is marginally increasing it in the north and around the HBT in the east, ensuring that the C2 Environmental Conservation zone is providing protection in the right places and not providing an imposition to future residential development where it is not necessary. Subsequently, it is considered that the proposal is <u>consistent</u> with the Direction.</p> <p><b>Issue 6</b> involves a loss of approximately 431sqm residentially zoned land on a dual zoned site, which occurred from a modification of consent. The modification created a subdivision with a small slither of R1 General Residential zoned land in an otherwise B1 Neighbourhood Centre zoned parcel.</p> <p>The proposal is <u>consistent</u> with the Direction as the existing R1 General Residential zoned land is below the minimum lot size for the zone, an irregular shape, and is wedged between two B1 Neighbourhood Centre zoned parcels, making it a poor location for residential development.</p>
<b>4 Hazard and Risk</b>	
<b>4.1 Acid Sulfate Soils</b> The Direction applies to land that has been identified as containing potential Acid Sulfate Soils (ASS).	<p><b>Issue 6</b> contains category 5 ASS. An ASS study has not been prepared.</p> <p>This inconsistency is considered to be of minor significance as the proposed administrative changes will not result in disturbance of the lands. Any future development of the site would need to address this matter as part of the Development Assessment process.</p>
<b>4.3 Flood Prone Land</b> This Direction seeks to ensure that development of flood prone land is consistent with the NSW Government's Flood Prone Land Policy.	<p><b>Issue 6</b> is partly mapped as being flood prone. However this proposal is not making any significant changes to development potential on the land.</p> <p>This inconsistency is considered to be of minor significance as the proposed administrative changes will not result in disturbance of the lands. Any future development of the site would need to address this matter as part of the Development Assessment process.</p>
<b>4.4 Planning for Bushfire Protection</b> This Direction seeks to discourage incompatible land uses in bushfire prone	<p><b>Issues 2, 3 and 5</b> are situated in bushfire prone areas. The proposals do not make any changes to development potential on the land. Therefore, it is considered that the proposal is <u>consistent</u> with this Direction.</p>

Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 3 – Justification of strategic and site specific merit

Section 9.1 Directions and Objectives	Consistency
areas and to encourage sound management of bushfire prone areas.	<p><b>Issue 6</b> is in the bushfire prone vegetation buffer. The additional 431sqm of B1 Neighbourhood Centre zone, which is being added to the existing B1 Neighbourhood Centre zone, results in a slight increase of development potential.</p> <p>Any future development of the site would need to address this matter as part of the Development Assessment process. Subsequently the inconsistency is considered to be of minor significance.</p> <p>The Direction requires that Council consult with the Commissioner of the NSW Rural Fire Service after a Gateway Determination has been issued.</p>
<b>5 Regional Planning</b>	
<b>5.10 Implementation of Regional Plans</b>	The Planning Proposal is <u>consistent</u> with this Direction.
<b>6 Local Plan Making</b>	
<b>6.1 Approval and Referral Requirements</b>	The Planning Proposal is <u>consistent</u> with this Direction.

### C - Environmental, social and economic impact.

**7. Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected as a result of the proposal?**

All of the changes are minor or administrative in nature. Therefore, it is not considered that this Planning Proposal will have an adverse impact on ecological communities or threatened species habitat.

**8. Are there any other likely environmental effects as a result of the planning proposal and how are they proposed to be managed?**

This proposal is administrative in nature and the changes are unlikely to result in detrimental environmental effects.

**9. How has the planning proposal adequately addressed any social and economic effects?**

The Planning Proposal is not anticipated to have any negative social or economic impacts. The aim of the Planning Proposal is to ensure that the LEP is accurate and consistent with Council's strategic policy direction.

The proposed rezoning of Rollands Plains Showground (Issue 4) will continue to encourage this venue as an economic generator within the Rollands Plains community. Further, it will provide additional options for income stream as camping is a use in the RE1 Public Recreation zone that is permitted with consent.

### D - State and Commonwealth interests.

**10. Is there adequate public infrastructure for the planning proposal?**

This Planning Proposal does not enable new development of a scale that would lead to unforeseen demands on public infrastructure.

*Planning Proposal under sec 3.33 of the EP&A Act*  
Administrative Amendment

Part 3 – Justification of strategic and site specific merit

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**11. What are the views of State and Commonwealth public authorities consulted in accordance with the gateway determination?**

The Department of Planning, Industry and Environment's Gateway Determination (**Appendix B**) requires that consultation on the Planning Proposal occur with the following State Government agencies:

- NSW Rural Fire Service (RFS)
- Department of Planning and Environment - Crown Lands

The above agencies are being consulted as part of this exhibition period; this section of the Planning Proposal will be updated once comments have been received. Any Agency feedback on the Planning Proposal will be reported to a future Council meeting and this section of the report shall be updated thereafter.

Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment


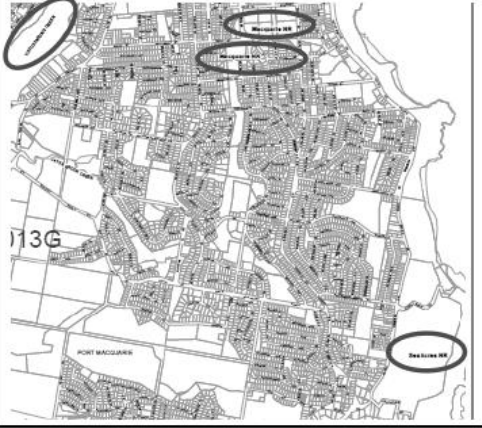

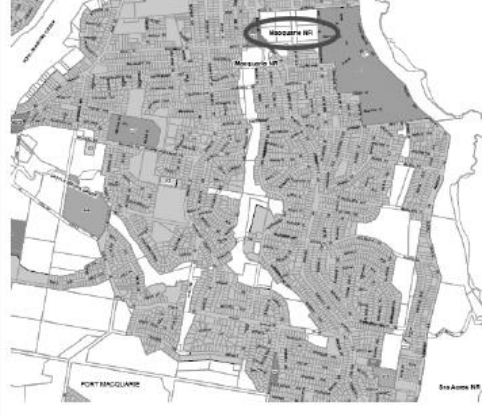
Part 4 – Mapping

## Part 4 – Mapping

### A - Affected land Current and Proposed

Proposed map amendments to the LEP 2011, as outlined in **Part 2** of this Planning Proposal are illustrated below. The site is shown in red outline.

*Issue 1. Map tidy-ups for the Lot Size Map and Koala Habitat Map at Map Series 013G*

Existing Koala Habitat Map (KHA_013G)	Proposed Koala Habitat Map (KHA_013G)
	
Existing Lot Size Map (LSZ_013G)	Proposed Lot Size Map (LSZ_013G)
	

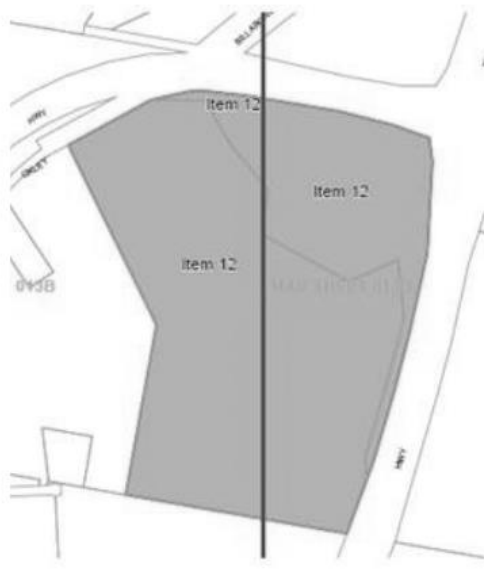


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Administrative Amendment

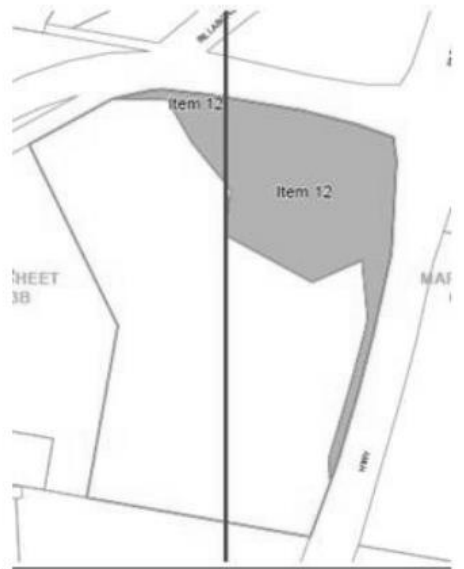
Part 4 – Mapping

*Issue 2. Highway Service Centre, Sancro - Amendment to LEP map and Schedule 1*

**Existing Additional Permitted Use Map (APU\_013B and APU\_013D)**

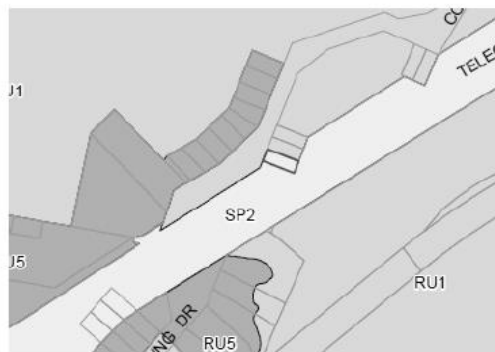


**Proposed Additional Permitted Use Map (APU\_013B and APU\_013D)**

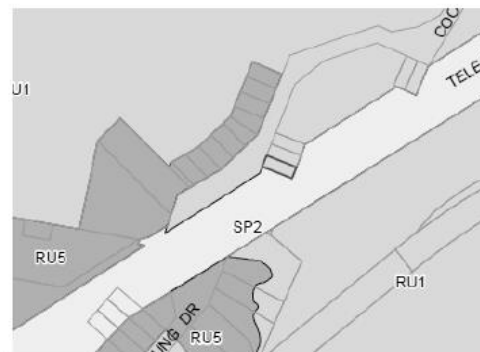


*Issue 3. Cooperabung Drive, Telegraph Point - Rezone to Primary Production*

**Existing Zoning Map (LZN\_012A)**



**Proposed Zoning Map (LZN\_012A)**

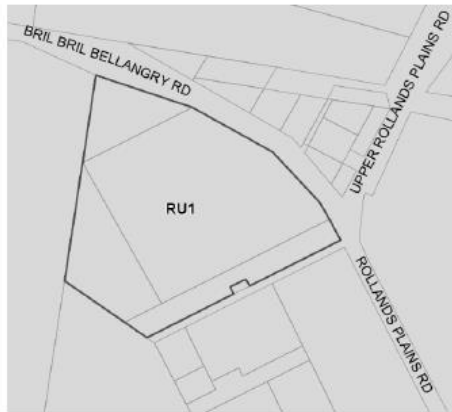


Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 4 – Mapping

**Issue 4. 19 Bril Bril-Belangray Road, Rollands Plains - rezoning Rollands Plains  
Showground**

**Existing Land Zone Map (LZN\_009)**



**Proposed Land Zone Map (LZN\_009)**



**Existing Lot Size Map (LSZ\_009)  
40ha minimum**



**Proposed Lot Size Map (LSZ\_009)**



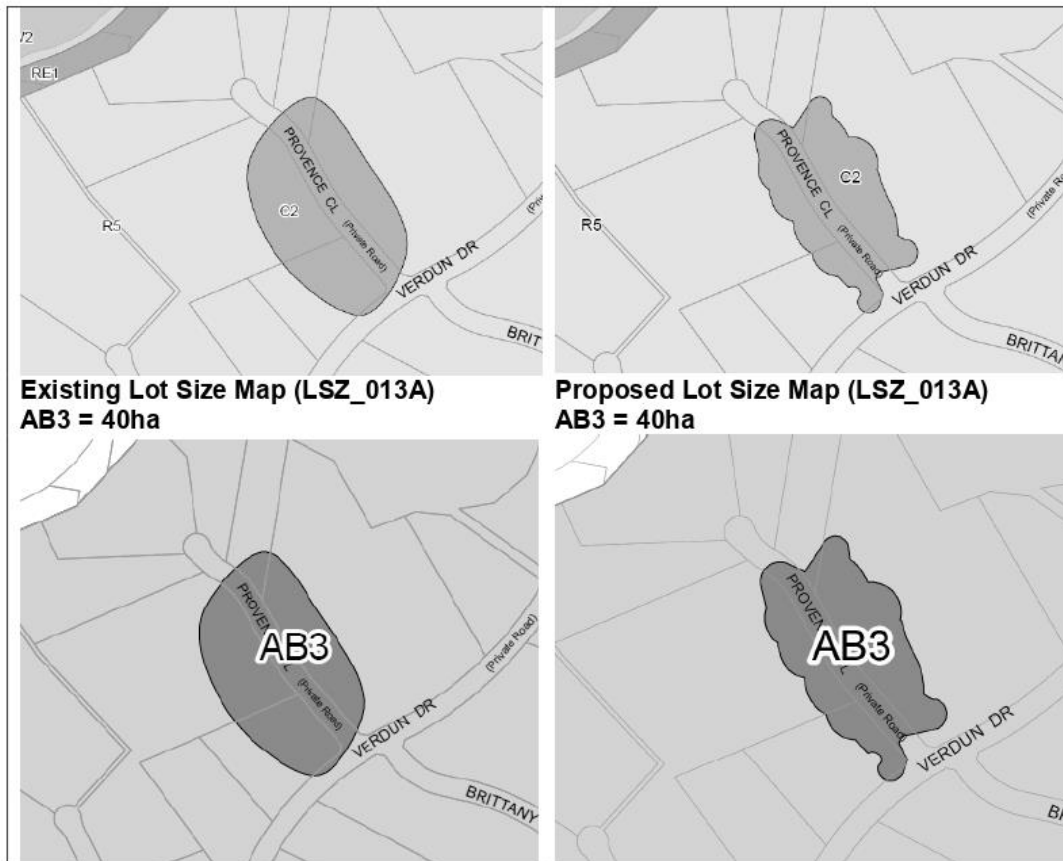
**Issue 5. Provence Close, Sancrox - Amendment to the C2 Environmental Conservation  
zone**

**Existing Land Zone Map (LZN\_013A)**

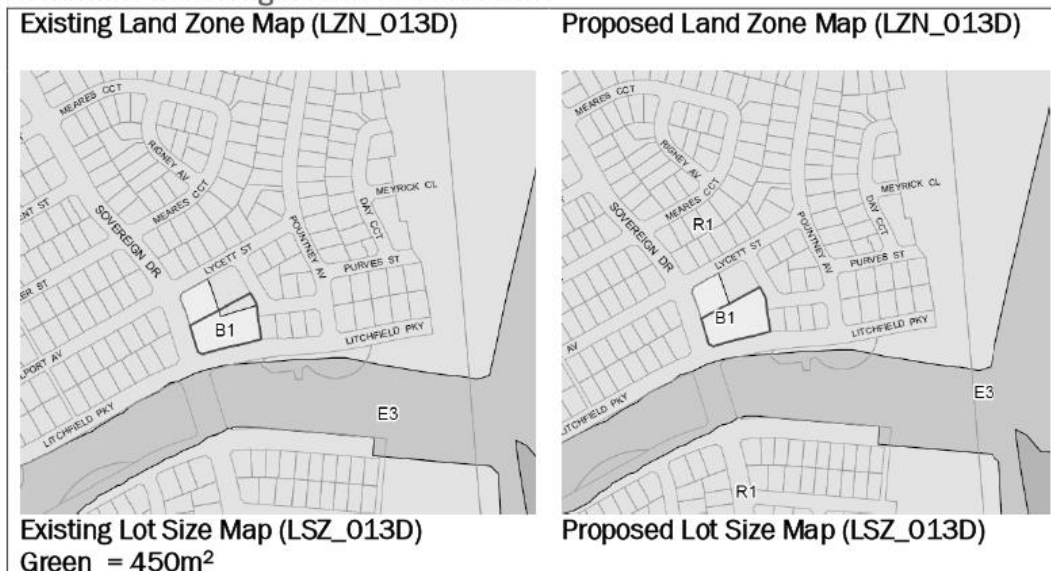
**Proposed Land Zone Map (LZN\_013A)**

Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 4 – Mapping



Issue 6. Certain land at Sovereign Drive, Thrumster - Rezone from R1 General Residential to B1 Neighbourhood Centre Zone



Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment



Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 5 – Community Consultation

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## Part 5 – Community Consultation

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The Gateway has categorised this Planning Proposal as '*basic*', as described in the *Local Environmental Plan Making Guidelines* (Department of Planning and Environment, 2021), and has specified that it be exhibited for at least 28 days.

A 30 day consultation period with NSW Rural Fire Service and Department of Planning and Environment – Crown Lands is also required by the Gateway.

Consultation in accordance with the Council's Public Consultation Policy is proposed for the site. The proposed consultation strategy in conjunction with the public exhibition for this proposal is:

- Notification on Council's website.
- Written notification to affected and adjoining landowners.
- Notification to NSW RFS and the Department of Planning and Environment - Crown Lands

The Planning Proposal is exhibited on the Council *haveyoursay* website (<https://haveyoursay.pmhc.nsw.gov.au/>)

The contact officer for this Proposal is Stephanie Baker (Strategic Land Use Planner).

Planning Proposal under sec 3.33 of the EP&A Act  
Administrative Amendment

Part 6 – Project Timeline

## Part 6 – Project Timeline

This project timeline is based on anticipated dates and timeframes, though there can be unexpected delays. It is assumed that Council will have authorisation to carry out certain plan-making functions. It is anticipated that authorisation will be exercised by Council's Director Community, Planning and Environment.

Action	Timeframe
Commencement date (date of Gateway determination)	Mid Jan 2022
Timeframe for government agency consultation	Feb 2022
Public exhibition period	Feb/Mar 2022
Consideration of submissions	Mar/April 2022
Timeframe for the consideration of a proposal post exhibition	April/May 2022
Submissions to the Department for Parliamentary Counsel Opinion	May 2022
Anticipated date Council will make the Plan (if authorised)	June 2022
Anticipated date Council will forward to the Department for notification	June/July 2022



*Planning Proposal under sec 3.33 of the EP&A Act*

Administrative Amendment  
Appendix A – Council Report and Minutes

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## **Appendix A – Council Report and Minutes**

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*Planning Proposal under sec 3.33 of the EP&A Act*

Administrative Amendment  
Appendix B - Gateway Determination

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## **Appendix B - Gateway Determination**

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## Le Clos Sancrox Planning Proposal - Summary of Submissions

Submission 1		Issue
1.	Ethos Urban on behalf of Hanson Construction Pty Ltd	<ul style="list-style-type: none"> <li>Primary issue - The Planning Proposal (PP) appears contradictory in the way it deals with potential land use conflict issues with the Sancrox Quarry.</li> <li>Request council undertake further assessment of the potential land use conflict between the Sancrox Quarry and the possible future urban growth areas in its finalisation of the PP.</li> <li>The finalised PP should ensure it accurately reflects the current role and function of the secondary north-south wildlife corridor of sub-regional significance.</li> <li>The finalised PP should ensure it accurately reflects that the Sancrox Quarry extractive materials resource is a scarce and valuable resource of regional significance.</li> </ul>
	<b>Response/ Comment:</b>	<p>Information regarding relevant Sancrox Quarry Expansion development constraints and the importance of this resource have included consideration of the Environmental Impact Statement and Response to Submissions Report in relation to this proposal, in addition to information provided by the Department of Regional NSW – Mining, Exploration and Geoscience, Geological Survey NSW as the best available information available at the time of the preparation of the PP.</p> <p>The biodiversity aspects of the proposal are being reassessed in consultation with the Department of Planning and Environment's Biodiversity Conservation Division.</p>
Submission 2		Issue
2.	Max Burt - 3 Sons Farm	<ul style="list-style-type: none"> <li>Provides various references to the Draft Structure Plan [Draft Fernbank Creek and Sancrox Villages Structure Plan and associated documents] and objects to this documentation.</li> <li>Discusses approvals, provisions and other information relating to Lot 1 DP1009991 and Lot 14 DP1073738.</li> <li>Discusses various legal matters relating to property.</li> <li>Discusses a proposed high speed rail corridor.</li> <li>Claims stakeholders and parties are misleading the public and the community by knowingly and recklessly concealing and failing to disclose essential facts in the proposed LEP amendment 59 - the current LEP Amendment Number 59 unjustly enriches the parties and stakeholders.</li> </ul>

		<ul style="list-style-type: none"> <li>• Suggests statutory theft of the land in question and some associated rights.</li> <li>• Proposed Le Clos Sancrox PP conflicts with PMHC DA 2018/131 subdivision - prevents vehicle access to Lots 2, 3 and 4 of DA2018/131.</li> <li>• The PP in its current form has ignored 3 Sons Farm latticework of easements over the Le Clos Sancrox Land and the stakeholders will receive unjust enrichment at 3 Sons Farm expense.</li> <li>• The PP misrepresents, by omission, important particulars of 3 Sons Farm land title. It also relies on an offsite environment and conservation offset over 3 Sons Farm land which would effectively sterilise it.</li> <li>• In principle no objection to housing development on the land in the PP.</li> </ul>
	<b>Response/ Comment:</b>	Noted. It can be further noted that Lot 1 DP1009991 and Lot 14 DP1073738 do not form part of the current PP and that responses in relation to various matters raised within this submission have previously been provided by Council to this stakeholder.
<b>Submission 3</b>		<b>Issue</b>
3.	Peter Casey	<ul style="list-style-type: none"> <li>• Concerns for the availability of affordable housing in Port Macquarie.</li> <li>• Port Macquarie needs more housing.</li> <li>• Ask that this proposal be approved as soon as responsibly possible and more land released to the market.</li> </ul>
	<b>Response/ Comment:</b>	Noted.
<b>Submission 4</b>		<b>Issue</b>
4.	Maureen Churnside	<ul style="list-style-type: none"> <li>• Behoves Port Macquarie-Hastings Council (PMHC) to publicly declare the owners of the land subject to the PP, thus ensuring transparency and propriety. To state in the document on public exhibition that the land owners for the PP are 'various' is not sufficient and must be open to further scrutiny</li> </ul>
	<b>Response/ Comment:</b>	The proponent (Land Dynamics Australia) and the lot owner's consortium (LCS Estates Pty Ltd) have been noted within the planning proposal report. Given the significant number of individual lot owners, each owner has not been listed.

Submission 5		Issue
5.	LCS Estates - Maurice Driscoll	<ul style="list-style-type: none"> <li>• The PP has our support.</li> <li>• Provides background in relation to the previous subdivision and use of the Le Clos Sancrox site.</li> <li>• Provides information in relation to a temporary moratorium in place over the Le Clos Sancrox site.</li> <li>• States that from each of a planning, equity, and morality perspective it is only appropriate that the PP and associated Voluntary Planning Agreement (VPA) should now be approved and finalised without further delay.</li> <li>• Discusses VPA and PP information in relation to the proposal and that the minority of 131 tasks appear to be beyond the scope for resolution within VPA parameters.</li> <li>• Questions process and information associated with structure planning work undertaken for the Sancrox area between 2011 and 2021.</li> <li>• Questions process and information associated with application for a Gateway determination associated with the PP.</li> <li>• Queries that should there genuinely be capacity issues [in relation to infrastructure and servicing], why have Council Staff not raised with relevant landholder group the prospect of short-term alternatives as a way of moving forward (e.g., an interim Septic system, a delayed village centre development, or a pathway through from Frogs Rd roundabout to Oxley Highway).</li> <li>• Discusses that the objectives of lot owners group were simple at the outset and reinforced in 2011 and 2018, being the basic need of Lot Owners was the removal of the Moratorium.</li> <li>• It is imperative that PMHC find a way to: <ul style="list-style-type: none"> <li>- Resolve the PP immediately.</li> <li>- Finalise the VPA negotiation prior to February 2022 and complete all formalities to enable a response to DPIE requirements re Gateway, or</li> <li>- Develop an interim VPA number based on Model assumptions at appropriate confidence levels with a final VPA amount to be determined once assumptions have proven valid, or</li> <li>- Find interim solutions to capacity issues e.g., for sewerage under capacity as an interim a septic system and delayed opening of the Sancrox Village Shopping complex; a road link from Frogs Rd to Thrumster central etc.</li> </ul> </li> <li>• Request is that PMHC staff take the necessary steps now and bring the matter of the PP and companion VPA to a conclusion in the immediate term.</li> </ul>

	<b>Response/ Comment:</b>	Noted. Additional assessment in relation to infrastructure and servicing is currently being undertaken in relation to this PP and VPA.
<b>Submission 6</b>		<b>Issue</b>
6.	Paul Menzies	<ul style="list-style-type: none"> <li>• Conduit and initiative of the Council in this PP is to be applauded.</li> <li>• Ultimate result of the PP will be splendid, will bring sorely needed facilities to the area, enable more people to live in the area while preserving the rural and forested setting.</li> </ul>
	<b>Response/ Comment:</b>	Noted.
<b>Submission 7</b>		<b>Issue</b>
7.	Barbara McAllister	<ul style="list-style-type: none"> <li>• Concerns for over-development changing the character of the area and turning it into another over developed city.</li> <li>• Leave Sancrox alone and work on something useful instead e.g. solving the traffic problems caused by over development.</li> </ul>
	<b>Response/ Comment:</b>	Noted. Additional traffic and transport assessment is currently being undertaken in relation to this PP.
<b>Submission 8</b>		<b>Issue</b>
8.	Biodiversity and Conservation Division of the Department of Planning and Environment	<ul style="list-style-type: none"> <li>• Areas of high environmental value (HEV) need to be identified and protected through the PP process.</li> <li>• If the proponent is considering biodiversity certification, consultation with the Department of Planning, Industry and Environment and PMHC should immediately occur before this PP progresses.</li> <li>• An ecological assessment is required to support the PP that considers Action 2.1 of the North Coast Regional Plan 2036 to ensure development is focused to areas of least biodiversity sensitivity in the region. This ecological assessment should follow the approach set out in Attachment 2 [of the submission].</li> <li>• Omission of threatened species recorded by the consultant in the planning area must be addressed - i.e. Koala and Green-thighed Frog.</li> </ul>



		<ul style="list-style-type: none"> <li>The PP does not provide an assessment of HEV as required under the NCRP. The assessment should demonstrate how HEV land containing Plant Community Types (PCT) will be retained and appropriately zoned.</li> <li>Attachment 1 - Provides detailed comments.</li> <li>Attachment 2 - Outlines BCDs preferred approach for assessing biodiversity in the PP.</li> </ul>
	<b>Response/ Comment:</b>	Noted. The proponent is updating the relevant PP documentation in response to this submission.
<b>Submission 9</b>		<b>Issue</b>
9.	Robert Gilligan	<ul style="list-style-type: none"> <li>Concerns about traffic from West of Port Macquarie - current infrastructure cannot handle the existing traffic problems and this situation will be made worse through further development.</li> </ul>
	<b>Response/ Comment:</b>	Noted. Additional traffic and transport assessment is currently being undertaken in relation to this PP.
<b>Submission 10</b>		<b>Issue</b>
10.	Dominic Gerard Coleman	<ul style="list-style-type: none"> <li>In agreement with the PP.</li> <li>Feels all necessary steps and possible areas of concern have been taken into consideration and Council should pass the PP.</li> </ul>
	<b>Response/ Comment:</b>	Noted.
<b>Submission 11</b>		<b>Issue</b>
11.	Graham Rush Easton	<ul style="list-style-type: none"> <li>Strongly support the Le Clos Sancrox PP.</li> <li>Important development for the future of Port Macquarie.</li> </ul>
	<b>Response/ Comment:</b>	Noted.
<b>Submission 12</b>		<b>Issue</b>

12.	Greg Kent	<ul style="list-style-type: none"> <li>Infrastructure concerns are a major issue for this development, particularly the roads plan.</li> <li>Concerns for road system coming from the west into Port Macquarie - bottlenecks.</li> </ul>
	<b>Response/ Comment:</b>	Noted. Additional traffic and transport assessment is currently being undertaken in relation to this PP.
<b>Submission 13</b>		<b>Issue</b>
13.	Kate Stewart	<ul style="list-style-type: none"> <li>Concerns in relation to the mental health impacts of overdevelopment, space has become limited, traffic increased and the gap between low and high income families has become wider.</li> <li>Sees the impact upon mental health and stress for those living in the area will increase.</li> <li>People that opt to purchase there have done so for the limited amount of neighbours, limited noise and quieter streets.</li> <li>Urge Council to leave the smaller village areas such as Sancrox to maintain a rural focus with limitations upon high density living.</li> </ul>
	<b>Response/ Comment:</b>	Noted.
<b>Submission 14</b>		<b>Issue</b>
14.	Jeremy Ellis	<ul style="list-style-type: none"> <li>Support of Councils new plans for Le Clos Sancrox.</li> </ul>
	<b>Response/ Comment:</b>	Noted.
<b>Submission 15</b>		<b>Issue</b>
15.	Marcus Ludriks	<ul style="list-style-type: none"> <li>Document is huge and would take a significant amount of time to read and absorb.</li> <li>Concerns for impact on wildlife and biodiversity, traffic particularly the intersection of Rawdon Island Road and the Oxley Highway.</li> <li>Wants the financial beneficiaries of the project publicly disclosed (individuals, not trusts or companies) and details of any political donations.</li> <li>How will existing residents benefit? What local amenities/infrastructure will be improved?</li> </ul>

		<ul style="list-style-type: none"> <li>• Would like to see mature trees and any removed to be genuinely offset.</li> <li>• Houses need to meet guidelines to reduce emissions to zero or near zero.</li> <li>• Public electric car charging points for the benefit of all Sancrox residents.</li> <li>• On site rainwater tanks for each property, solar on every house, no gas appliances, no wood burning heaters.</li> <li>• Concerns number of people will affect rural area.</li> </ul>
	<b>Response/ Comment:</b>	Noted. Additional traffic and transport and biodiversity assessment is currently being undertaken in relation to this PP. Infrastructure, public domain and environmental aspects associated with the proposal are currently being investigated for potential incorporation into a potential voluntary planning agreement and/or contributions framework. Existing sustainability and environmental health regulations for urban development would apply to the proposal. The proponent (Land Dynamics Australia) and the lot owners consortium (LCS Estates Pty Ltd) have been noted within the planning proposal report. Given the significant number of individual lot owners, each owner has not been listed.
<b>Submission 16</b>		<b>Issue</b>
16.	Transport for New South Wales (TfNSW)	<ul style="list-style-type: none"> <li>• The PP will significantly increase demand for private car travel in an out-of-town location and the resulting demand on the State road network has not been sufficiently considered. The supporting technical assessment provides limited detail of active transport connections to existing networks or consideration for accessibility to public transport services.</li> <li>• Scope and timing of any further land releases must be aligned with transport planning for the subject area.</li> <li>• The supporting Traffic Impact Assessment (TIA) focuses only on the subject site and has not demonstrated alignment with a wider road infrastructure plan for greater Sancrox or the current transport planning investigations of the State road network. As such TfNSW cannot support this site specific rezoning at this time.</li> <li>• Ideally the planning proposal should be deferred until further analysis has been completed and a robust infrastructure plan has been identified to support the timing of future development.</li> </ul>
	<b>Response/ Comment:</b>	Noted. Additional traffic and transport assessment is currently being undertaken in relation to this PP in consultation with TfNSW.
<b>Submission 17</b>		<b>Issue</b>

17.	Paul Gregory	<ul style="list-style-type: none"> <li>• Full support for the rezoning - enormous shortage of land in Port Macquarie and this proposal will provide some much needed land.</li> <li>• The proposal has addressed all environmental issues and provides plenty of green space for the community</li> <li>• Hope Council looks favourably on the proposal.</li> </ul>
	<b>Response/ Comment:</b>	Noted.
<b>Submission 18</b>		<b>Issue</b>
18.	Paula Costanzo	<ul style="list-style-type: none"> <li>• Concerns in relation to clear fell forestry west of the Pacific Highway.</li> <li>• Proposal appears to show no regard for Climate Change.</li> <li>• Council does not need to 'pump' any more taxpayer dollars into it [the proposal], in the form of proposals/studies etc.</li> <li>• Concerns for out of control land clearing in the Port Macquarie-Hastings Local Government Area.</li> <li>• Attached link to 1995 court case.</li> </ul>
	<b>Response/ Comment:</b>	Noted. Additional biodiversity assessment is currently being undertaken in relation to this PP in consultation with BCD.
<b>Submission 19</b>		<b>Issue</b>
19.	Roger Rumbel	<ul style="list-style-type: none"> <li>• Development has been a long time coming. Will provide location for homes with a rural aspect and is sorely needed for the growth development of the Port Macquarie-Hastings area.</li> <li>• Fully agree with this development going ahead and look forward to its completion in the immediate future.</li> </ul>
	<b>Response/ Comment:</b>	Noted.
<b>Submission 20</b>		<b>Issue</b>

20.	Andrew Best	<ul style="list-style-type: none"> <li>The proposal is too close in proximity to the approved Hanson Quarry - residential subdivision must not be contemplated until after a decision on the quarry is completed.</li> <li>Concerns regarding noise and amenity destroyed by the quarry.</li> <li>Land use in conflict with the industrial nature of the area.</li> <li>Concerns for traffic and domestic pets on nearby koala population.</li> <li>Consider R5 instead.</li> <li>In terms of Port Macquarie-Hastings Council infrastructure delivery and maintenance thereof, areas on the eastern side of the Pacific Highway, like Lake Innes, must be rezoned as a priority before Le Clos.</li> </ul>
	<b>Response/ Comment:</b>	Noted. The Sancrox Quarry, the associated quarry expansion proposal and nearby industrial land use has been considered as part of the PP. Additional infrastructure and biodiversity assessment is currently being undertaken in relation to this PP. The Sancrox location is identified as a higher priority investigation area than Lake Innes within Council's Urban Growth Management Strategy in consideration of land capability and suitability.
<b>Submission 21</b>		<b>Issue</b>
21.	Andrew Churnside	<ul style="list-style-type: none"> <li>The proposal is too close in proximity to the approved Hanson Quarry - residential subdivision must not be contemplated until after a decision on the quarry is completed.</li> <li>Concerns regarding noise and amenity destroyed by the quarry.</li> <li>Land use in conflict with the industrial nature of the area.</li> <li>Concerns for traffic and domestic pets on nearby koala population.</li> <li>Consider R5 instead.</li> <li>In terms of Port Macquarie-Hastings Council infrastructure delivery and maintenance thereof, areas on the eastern side of the Pacific Highway, like Lake Innes, must be rezoned as a priority before Le Clos.</li> <li>Object to the Le Clos Planning Proposal.</li> </ul>
	<b>Response/ Comment:</b>	Noted. The Sancrox Quarry, the associated quarry expansion proposal and nearby industrial land use has been considered as part of the PP. Additional infrastructure and biodiversity assessment is currently being undertaken in relation to this PP. The Sancrox location is identified as a higher priority investigation area than Lake Innes within Council's Urban Growth Management Strategy in consideration of land capability and suitability.
<b>Submission 22</b>		<b>Issue</b>

22.	Elizabeth Ford	<ul style="list-style-type: none"> <li>The proposal is too close in proximity to the approved Hanson Quarry - residential subdivision must not be contemplated until after a decision on the quarry is completed.</li> <li>Concerns regarding noise and amenity destroyed by the quarry.</li> <li>Land use in conflict with the industrial nature of the area.</li> <li>Concerns for traffic and domestic pets on nearby koala population.</li> <li>Consider R5 instead.</li> <li>In terms of Port Macquarie-Hastings Council infrastructure delivery and maintenance thereof, areas on the eastern side of the Pacific Highway, like Lake Innes, must be rezoned as a priority before Le Clos.</li> </ul>
	<b>Response/ Comment:</b>	Noted. The Sancrox Quarry, the associated quarry expansion proposal and nearby industrial land use has been considered as part of the PP. Additional infrastructure and biodiversity assessment is currently being undertaken in relation to this PP. The Sancrox location is identified as a higher priority investigation area than Lake Innes within Council's Urban Growth Management Strategy in consideration of land capability and suitability.
<b>Submission 23</b>		<b>Issue</b>
23.	Gary Churnside	<ul style="list-style-type: none"> <li>The proposal is too close in proximity to the approved Hanson Quarry - residential subdivision must not be contemplated until after a decision on the quarry is completed.</li> <li>Concerns regarding noise and amenity destroyed by the quarry.</li> <li>Land use in conflict with the industrial nature of the area.</li> <li>Concerns for traffic and domestic pets on nearby koala population.</li> <li>Consider R5 instead.</li> <li>In terms of Port Macquarie-Hastings Council infrastructure delivery and maintenance thereof, areas on the eastern side of the Pacific Highway, like Lake Innes, must be rezoned as a priority before Le Clos.</li> </ul>
	<b>Response/ Comment:</b>	Noted. The Sancrox Quarry, the associated quarry expansion proposal and nearby industrial land use has been considered as part of the PP. Additional infrastructure and biodiversity assessment is currently being undertaken in relation to this PP. The Sancrox location is identified as a higher priority investigation area than Lake Innes within Council's Urban Growth Management Strategy in consideration of land capability and suitability.



Submission 24		Issue
24.	J W Laurie	<ul style="list-style-type: none"> <li>• Pleased that Council is being so proactive in determining future residential and supporting uses for the area. Pleasing to note Council is proceeding so expeditiously.</li> <li>• Supports the development.</li> </ul>
	<b>Response/ Comment:</b>	Noted.
Submission 25		Issue
25.	K & R Glover	<ul style="list-style-type: none"> <li>• Totally in support of Council approving the proposal in order to facilitate orderly, well planned, much needed residential and support services growth through that corridor.</li> </ul>
	<b>Response/ Comment:</b>	Noted.
Submission 26		Issue
26.	Kellee Best	<ul style="list-style-type: none"> <li>• The proposal is too close in proximity to the approved Hanson Quarry - residential subdivision must not be contemplated until after a decision on the quarry is completed.</li> <li>• Concerns regarding noise and amenity destroyed by the quarry.</li> <li>• Land use in conflict with the industrial nature of the area.</li> <li>• Concerns for traffic and domestic pets on nearby koala population.</li> <li>• Consider R5 instead.</li> <li>• In terms of Port Macquarie-Hastings Council infrastructure delivery and maintenance thereof, areas on the eastern side of the Pacific Highway, like Lake Innes, must be rezoned as a priority before Le Clos.</li> <li>• Object to the Le Clos Planning Proposal.</li> </ul>
	<b>Response/ Comment:</b>	Noted. The Sancrox Quarry, the associated quarry expansion proposal and nearby industrial land use has been considered as part of the PP. Additional infrastructure and biodiversity assessment is currently being undertaken in relation to this PP. The Sancrox location is identified as a higher priority investigation area than Lake Innes within Council's Urban Growth Management Strategy in consideration of land capability and suitability.
Submission 27		Issue

27.	Les Mitchell	<ul style="list-style-type: none"> <li>Strongly endorse the proposals for the site for protecting potential koala habitat and consequently other native fauna including our native birds.</li> <li>It is important that no hollow-bearing trees are removed in the proposed environmental protection zones.</li> <li>Consider E2 zoning for most environmental protection zones to disable development of structures that can diminish its biodiversity values.</li> <li>Oppose the loss of existing native vegetation.</li> <li>Concerns for wildlife corridor - up to 60 lots proposed on existing native vegetation</li> <li>All environmental protection zones should have public road boundaries and not be directly adjacent to proposed residences.</li> <li>Appears report has failed to assess the impact of the road upgrade on the ecological values of the vegetated area that will be cleared for new intersection.</li> <li>Boarder traffic impacts of the new development on the transport corridors linking this development to Port Macquarie and Wauchope receive little attention.</li> <li>PP makes no mention of the provision of affordable housing.</li> </ul>
	<b>Response/ Comment:</b>	Noted. Additional traffic and transport and biodiversity assessment is currently being undertaken in relation to this PP. Affordable housing is intended to be addressed at an LGA level through complimentary Council strategic planning investigations.
<b>Submission 28</b>		<b>Issue</b>
28.	Maureen Churnside	<ul style="list-style-type: none"> <li>The proposal is too close in proximity to the approved Hanson Quarry - residential subdivision must not be contemplated until after a decision on the quarry is completed.</li> <li>Concerns regarding noise and amenity destroyed by the quarry.</li> <li>Land use in conflict with the industrial nature of the area.</li> <li>Concerns for traffic and domestic pets on nearby koala population.</li> <li>Consider R5 instead.</li> <li>In terms of Port Macquarie-Hastings Council infrastructure delivery and maintenance thereof, areas on the eastern side of the Pacific Highway, like Lake Innes, must be rezoned as a priority before Le Clos.</li> <li>Object to the Le Clos Planning Proposal.</li> </ul>

	<b>Response/ Comment:</b>	Noted. The Sancrox Quarry, the associated quarry expansion proposal and nearby industrial land use has been considered as part of the PP. Additional infrastructure and biodiversity assessment is currently being undertaken in relation to this PP. The Sancrox location is identified as a higher priority investigation area than Lake Innes within Council's Urban Growth Management Strategy in consideration of land capability and suitability.
<b>Submission 29</b>		<b>Issue</b>
29.	P A & J N Chapman	<ul style="list-style-type: none"> <li>• Supports the PP.</li> <li>• Concerns for length of the moratorium. Despite multiple investigations of the area and of the land, which otherwise is recognized as being relatively unconstrained, the "temporary" moratorium continues.</li> <li>• The bushfire issues were always resolvable and there are multiple and substantial examples demonstrating that septic system technology has advanced quite significantly over the 16 years since the imposition of the temporary moratorium. Yet even now the Lot Owners are denied an appropriate use of their land. Therefore, from each of a planning, equity, and morality perspective, it is only appropriate that the LCSPP should now be approved and finalised without further delay.</li> <li>• To join with the lot owners group and try to change our land from worthless to valuable, has come at great expense. Many of the lot owners are local 'Mum and Dads' like ourselves, who are just trying to create value out of their otherwise worthless land. Each year we are charged land and water rates, with no resolution in sight, so we are pleased that a Planning Proposal is before PMHC and implore the staff to support it.</li> </ul>
	<b>Response/ Comment:</b>	Noted.
<b>Submission 30</b>		<b>Issue</b>
30.	Robert Solomons	<ul style="list-style-type: none"> <li>• Full support.</li> <li>• The proposal is timely for the forward development of the area for natural development incorporating both existing and future needs of the expanding Port Macquarie community including its social and environmental components.</li> </ul>
	<b>Response/ Comment:</b>	Noted.
<b>Submission 31</b>		<b>Issue</b>

31.	Sue Proust on behalf of Hastings Birdwatchers	<ul style="list-style-type: none"> <li>It is imperative that native habitat is not continually impacted by the “death by a thousand cuts”. Yet this is exactly what continues to happen. Native habitat continues to be cleared, sometimes little bit by little bit. The net result is that our birds and other species decline year by year. The 2019 Black Summer Fires made this situation much worse, changing the status of some birds from of least concern to threatened.</li> <li>The retention of all existing tree cover, especially hollow-bearing trees, should be a prime goal in any development.</li> <li>Urge Council to zone most of the forest along the eastern and southern boundaries as E2 rather than E3. Lowering the protection will lead to poorer outcomes for birds and other biodiversity.</li> <li>Given the clear threat of climate change and biodiversity loss, local councils should not be proposing or approving developments that lead to the clearing of any more native vegetation.</li> </ul>
	<b>Response/Comment:</b>	Noted. Additional biodiversity assessment is currently being undertaken in relation to this PP.
<b>Submission 32</b>		<b>Issue</b>
32.	Sunniva Boulton	<ul style="list-style-type: none"> <li>Concerns primarily relating to the proposed vegetation clearing.</li> <li>Substantial areas of vegetation are to be cleared in order to create more housing lots. This clearing will significantly reduce the ecological value of the remaining vegetation by reducing its area (and hence the number and type of species able to use the habitat) and by exposing it to edge effects.</li> <li>The E4 zoned occupants will be able to clear vegetation under the 10/50 Clearing Scheme, which will further degrade habitat values.</li> <li>Offset planting will take 30-40 years to even begin to replace what has been cleared and has to be costed, managed and enforced.</li> <li>So much damage has been done (and continues to be done) to the integrity of the local ecosystems that now every patch of peri-urban and peri-coastal bushland is important for the survival of numerous species.</li> <li>The vegetation clearing proposed for Le Clos goes against Local Strategic Planning Statement Planning Priority 1 - retain native vegetation and maintain or enhance ecological functions in wildlife corridors and Planning Priority 2 - consider biodiversity offsetting only when all reasonable options to avoid or mitigate impacts have been exhausted and ensure that offsets deliver genuine restoration.</li> <li>Areas of E3 should be zoned as E2 and areas of bushland currently zoned residential should be zoned E2 or E3 used for recreation, for example, walking and cycling trails through the bush.</li> </ul>

	<b>Response/ Comment:</b>	Noted. Additional biodiversity assessment is currently being undertaken in relation to this PP.
<b>Submission 33</b>		<b>Issue</b>
33.	Tim L'Estrange	<ul style="list-style-type: none"> <li>Proposed rezoning should proceed immediately.</li> <li>In 2006 PMHC decided without consultation with me that it would impose a moratorium on building any homes on the 'Part A lots'. Whatever the reasons that may have existed at that time for the imposition of the moratorium, PMHC has now had some 16 years to determine how they wish to deal with their concerns. After such an inordinate time, the options now open are either to remove the moratorium or permit the proposed rezoning. To delay any further is both completely unacceptable and inequitable and most likely exposes PMHC, to a very significant potential liability from the owners who continue to be obstructed in dealing with their land by the moratorium.</li> <li>It is not transparent how the earlier contributions have been or should be applied in the calculations for the pending VPA.</li> <li>Paying rates on land but no water, sewer connections or garbage collection.</li> <li>The current proposal has been exhaustively examined and considerable expenditure incurred by lot owners. The State Government has been consulted and has provided Gateway approval.</li> </ul>
	<b>Response/ Comment:</b>	Noted. A draft VPA (or similar) has not yet been finalised in relation to this proposal. A VPA would require public exhibition in accordance with the provisions of the <i>Environmental Planning and Assessment Act 1979</i> prior to adoption.
<b>Submission 34</b>		<b>Issue</b>
34.	Terry Baldi	<ul style="list-style-type: none"> <li>Concerns not real lakeside recreation - only a detention basin and water course easement.</li> <li>No provision for playgrounds, BBQ etc</li> <li>Developer must provide true public recreation area outcomes.</li> </ul>
	<b>Response/ Comment:</b>	Noted. Public outcomes are currently being further considered as part of potential development contributions/VPA investigations.
<b>Submission 35</b>		<b>Issue</b>

35.	King and Campbell on behalf of Expressway Spares	<ul style="list-style-type: none"> <li>• Confirms the overall in principle support of the submitter for the Le Clos proposal.</li> <li>• Confirms the cost of the construction of the lead-in water supply and sewerage services that the Le Clos Sancrox Planning Proposal proposes to use as part of the future residential development of that land.</li> <li>• Confirms previous submissions that fair and equitable contributions towards lead in water supply and sewerage infrastructure from the Le Clos Sancrox Planning Proposal estate are required to be determined and applied as part of the completion of the rezoning process.</li> </ul>
	<b>Response/Comment:</b>	Noted. Potential infrastructure arrangements are currently being further considered as part of potential development contributions/VPA investigations.
<b>Submission 36</b>		<b>Issue</b>
36.	Rural Fire Service (RFS)	The NSW RFS has considered the information submitted and subsequently raise no concerns or issues in relation to bush fire.
	<b>Response/Comment:</b>	Noted.





Planning,  
Industry &  
Environment

PP-2021-2733 / IRF21/1562

Dr Clare Allen  
General Manager  
Port Macquarie-Hastings Council  
PO Box 84  
PORT MACQUARIE NSW 2444

Via email: [kieran.metcalf@pmhc.nsw.gov.au](mailto:kieran.metcalf@pmhc.nsw.gov.au)  
[council@pmhc.nsw.gov.au](mailto:council@pmhc.nsw.gov.au)

Dear Dr Allen

**Planning proposal PP-2021-2733 to amend Port Macquarie-Hastings Local Environmental Plan 2011**

I am writing in response to Council's request for a Gateway determination under section 3.34(1) of the *Environmental Planning and Assessment Act 1979* (the Act) in respect of the planning proposal to amend the Port Macquarie-Hastings LEP 2011 to rezone Lots 1-52 DP 776681, Sancrox (collectively known as Le Clos Sancrox) from RU1 to R1, R3, B2, E2, E3, E4 and RE1 and amend the applicable minimum lot size, floor space ratio and height of buildings provisions that apply.

As delegate of the Minister for Planning and Public Spaces, I have now determined that the planning proposal should proceed subject to the conditions in the enclosed Gateway determination.

I have also agreed, as delegate of the Secretary, the planning proposal's inconsistency with 9.1 Directions 1.1 Business and Industrial Zone, 1.2 Rural Zones, 1.5 Rural Lands, 2.1 Environment Protection Zones, 2.2 Coastal Management, 2.3 Heritage Conservation, 2.6 Remediation of Contaminated Land and 5.10 Implementation of Regional Plans are justified in accordance with the terms of the Direction. No further approval is required in relation to these Directions.

Council may still need to obtain the agreement of the Secretary to comply with the requirements of relevant section 9.1 Directions 1.3 Mining, Petroleum Production and Extractive Industries and 4.4 Planning for Bushfire Protection, Council should ensure this occurs prior to public exhibition / the plan being made.

It is noted that Council has requested to be authorised as the local plan-making authority. I have considered the nature of Council's planning proposal and have conditioned the Gateway for Council not to be authorised as the local plan-making authority.

The amending local environmental plan (LEP) is to be finalised within 12 months of the date of the Gateway determination. Council should aim to commence the exhibition of the planning proposal as soon as possible. Council's request for the Department of Planning, Industry and Environment to draft and finalise the LEP should be made eight weeks prior to the projected publication date.

The state government is committed to reducing the time taken to complete LEPs by tailoring the steps in the process to the complexity of the proposal, and by providing clear and publicly available justification for each plan at an early stage. In order to meet these commitments, the Minister may take action under section 3.32(2)(d) of the Act if the time frames outlined in this determination are not met.

I also take this opportunity to advise that the Department has received correspondence from an adjoining landowner raising concerns in relation to the structure plan. Due to these concerns, it is recommended that Council separate the the planning proposal from the structure plan.

Should you have any enquiries about this matter, I have arranged for Ms Gina Davis to assist you. Ms Davis can be contacted on 5778 1487.

Yours sincerely



13/5/2021

**Jeremy Gray**  
**Director, Northern Region**  
**Local and Regional Planning**

Encl: Gateway determination

**Gateway Determination**

***Planning proposal (Department Ref: PP-2021-2733): to amend Port Macquarie-Hastings LEP 2011 to rezone Lots 1-52 DP 776681, Sancrox (collectively known as Le Clos Sancrox) from RU1 to R1, R3, B2, E2, E3, E4 and RE1 and amend the applicable minimum lot size, floor space ratio and height of buildings provisions that apply.***

I, the Director, Northern Region at the Department of Planning, Industry and Environment, as delegate of the Minister for Planning and Public Spaces, have determined under section 3.34(2) of the *Environmental Planning and Assessment Act 1979* (the Act) that an amendment to the Port Macquarie-Hastings Council Local Environmental Plan (LEP) 2011 to rezone Lots 1-52 DP 776681, Sancrox (collectively known as Le Clos Sancrox) from RU1 to R1, R3, B2, E2, E3, E4 and RE1 and amend the applicable minimum lot size, floor space ratio and height of buildings provisions that apply, should proceed subject to the following conditions:

1. Prior to community consultation, the planning proposal is to be updated to:
  - (a) amend the property details on page 5 to reflect the correct DP number;
  - (b) detail in Part 1 the zones that the subject land will be rezoned to;
  - (c) provide greater detail in Part 2 how the objectives and intended outcomes in Part 1 will be achieved by listing the current and proposed zones, minimum lot size, floor space ratio and height of building provisions; and
  - (d) include in Part 3 (B) (4) a discussion on the consistency of the planning proposal with Council's Local Strategic Planning Statement.
2. Public exhibition is required under section 3.34(2)(c) and schedule 1 clause 4 of the Act as follows:
  - (a) the planning proposal must be made publicly available for a minimum of **28 days**; and
  - (b) the planning proposal authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in section 6.5.2 of *A guide to preparing local environmental plans* (Department of Planning and Environment, 2018).
3. Consultation is required with the following public authorities/organisations under section 3.34(2)(d) of the Act and/or to comply with the requirements of relevant section 9.1 Directions:
  - (a) NSW Department of Education
  - (b) Transport for NSW
  - (c) Mid North Coast Health
  - (d) NSW Police
  - (e) NSW Ambulance

- (f) NSW Fire and Rescue
- (g) NSW Department of Justice
- (h) Department of Planning, Industry and Environment - Biodiversity and Conservation Division
- (i) Department of Primary Industries - Agriculture
- (j) Essential Energy
- (k) Birpai Local Aboriginal Land Council
- (l) NSW Heritage
- (m) Department of Regional NSW - Mining, Exploration and Geoscience Division

Each public authority/organisation is to be provided with a copy of the planning proposal and any relevant supporting material and given at least 21 days to comment on the proposal.

4. A public hearing is not required to be held into the matter by any person or body under section 3.34(2)(e) of the Act. This does not discharge Council from any obligation it may otherwise have to conduct a public hearing (for example, in response to a submission or if reclassifying land).
5. The time frame for completing the LEP is to be **12 months** following the date of the Gateway determination.

Dated 13 day of May 2021.



**Jeremy Gray**  
**Director, Northern Region**  
**Local and Regional Planning Department**  
**of Planning, Industry and Environment**

**Delegate of the Minister for Planning and**  
**Public Spaces**

PP-2021-2733 (IRF 21/1562)

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3 December 2021

Refers to: PP2019-2.1

Mr Graham Burns  
Land Dynamics Australia  
To: [graham.burns@ldynamics.com.au](mailto:graham.burns@ldynamics.com.au)

Dear Mr Burns

**Re: Planning Proposal PP2019-2.1 - Le Clos, Sancrox**

I refer to the document titled 'Draft - Heads of Agreement - VPA - Le Clos Development' dated September 2021 and associated documents provided to Council by Land Dynamics Australia (LDA). In particular, for the purpose of this correspondence, I refer to the transport and water and sewer aspects associated with these documents.

Council's Transport and Water and Sewer Planning Teams have reviewed the above documentation in consideration of the Le Clos Sancrox Planning Proposal and have provided subsequent feedback as detailed within Appendix 1 and 2 of this correspondence.

Following your review of this information, Council Staff wish to extend an invitation to discuss this information further in order to work towards resolution of applicable matters.

It is also acknowledged that the NSW Government has provided feedback in relation to the Le Clos Sancrox Planning Proposal. The information within this correspondence should be considered in parallel with submissions and information provided by the NSW Government in relation to this proposal.

Should you require any additional information in relation to this correspondence, please do not hesitate to contact me on (02) 6581 8626.

Yours sincerely

**Melissa Watkins**  
Director  
Community, Planning and Environment

Enc.

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## **Attachment 1 - Sewer and Water**

It is noted that the Le Clos Sancrox proposal will increase loads on existing Council water and sewer networks, this has not been sufficiently considered as part of the proposed Planning Agreement (PA) and associated Planning Proposal documentation, nor do proposed infrastructure works provide system capacity for further development of the Fernbank Creek and Sancrox Planning Investigation Area. The supporting technical information provides inadequate detail to demonstrate that the following Council water and sewer development objectives as detailed in the Development Servicing Plan (DSP) will be achieved during the development of Le Clos Sancrox and the greater Fernbank Creek and Sancrox Planning Investigation Area:

- Equitable monetary contribution for the provision of water supply and sewerage infrastructure to meet the demands generated by the new development.
- Planning and allowing for the construction of water supply to the greater Fernbank Creek and Sancrox Planning Investigation Area which meets the required levels of service with regard to flows, pressure, water quality and quantity and the frequency of restrictions.
- Planning and allowing for the construction of sewerage service to the Fernbank Creek and Sancrox Planning Investigation Area which meets the required levels of service with regard to pump station capacity, collector main capacity and rising main capacity; and
- Specification of proposed works to meet increasing demands for the water and sewer networks (proposed and existing) generated by the proposed development.

As the Planning Proposal is ahead of the strategic servicing functions that would normally be carried out by Council after the adoption of the Draft Fernbank Creek and Sancrox Villages Structure Plan, LDA is required to provide a servicing strategy for the greater Fernbank Creek and Sancrox Planning Investigation Area (including appropriate calculation of ultimate loads, hydraulic modelling to determine required infrastructure, costings and cost distribution). The proposal will be assessed by Council against the above objectives to confirm the necessary water and sewer network augmentations (proposed and existing infrastructure) to ensure adequate capacity for the entirety of the Fernbank Creek and Sancrox Planning Investigation Area and plan for the equitable distribution of development costs.

Some issues to consider when developing a Fernbank Creek and Sancrox Planning Investigation Area Servicing Strategy:

1. Council require that LDA size all infrastructure required for the Le Clos Sancrox development to provide capacity for the ultimate development expected as part of the Fernbank Creek and Sancrox Planning Investigation. The strategy shall include appropriate quantification of ultimate loads, hydraulic modelling and costings for both Le Clos Sancrox and for the ultimate development scenario.
2. Council's existing water and sewer networks do not have capacity to accommodate Le Clos Sancrox or the greater Fernbank Creek and Sancrox Planning Investigation area.
3. Thrumster Sewerage Treatment Plant (STP) remains in the planning phase and Port Macquarie STP has no capacity. There are also capacity issues in the Thrumster and Port Macquarie sewerage networks which will be exacerbated by the proposed further development, these constraints are to be considered and adequately addressed as part of the servicing strategy.
4. Land that will be required for the reconstruction of the augmented THSPS05 is required to be dedicated to Council prior to/as part of the proposed PA. All capacity in the current pump station is 'owned' by neighbouring landholders who funded its construction as part of a previous PA. Any sewage load from Le Clos Sancrox or the Fernbank Creek and Sancrox Planning Investigation area into this pump station (THSPS05) will trigger the requirement to provide certainty that a much larger reconstructed THSPS05 can be delivered. Pump and Sewer Raising Main upgrades will require detailed staging plans and will be required to demonstrate how the land will be serviced in interim and ultimate development scenarios.

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Refers to: PP2019-2.1

5. Existing network upgrade/augmentation plans currently exist and are outlined in previous PAs. These plans will need to be reviewed and considered in the context of the broader upgrades required to support the Fernbank Creek and Sancrox Planning Investigation area.
6. Significant upgrades will be required to the Sancrox trunk watermain network.
7. Infrastructure works required to service the development are not considered to be contributions of wider Material Public Benefit (i.e. that meet a present requirement in addition to the proposal).

With respect to the specific data provided to Council to allow model-based checking of the LDA proposal, the data is required to be complete and similar in format to a WAX AutoCAD file, i.e. all blocks completed relating to invert level's (IL's), surface levels, diameters of pipework, levels relating to drop maintenance hole details etc.

Please provide the following information in AutoCAD files for development of the sewer model:

1. Surface level of SPS.
2. Incoming IL of the gravity into the new SPS.
3. Surveyed ground levels along length of the rising main.
4. Surveyed ground levels along gravity section of main.

In relation to the water model, Council now has adequate data to check the current water supply proposal, it is noted that AutoCAD files provided to date do not specify any watermain upgrades along Sancrox Road.

It can be noted that Council cannot progress PA or Planning Proposal discussions in relation to sewer and water servicing until all requirements discussed above have been adequately addressed.

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## Attachment 2 - Traffic and Transport

Staff have reviewed the Draft PA Heads of Agreement and the corresponding Traffic Impact Assessment (TIA) in relation to the Planning Proposal. It is noted the Draft PA and TIA are based on analysis of only the local area, and do not consider the wider impacts of the development to the broader Fernbank Creek and Sancrox Planning Investigation Area and the associated road network. In particular, Council considers an analysis of key corridors (such as Sancrox Road, Rawdon Island Road, Bushlands Drive, Frogs Road and Fernbank Creek Road) likely to be utilised by the development is required prior to progressing PA negotiations associated with the Le Clos Sancrox Planning Proposal. This is consistent with the expectations of Transport for NSW (TfNSW) with regard to impacts to the wider State road network (refer to separate submission from TfNSW in relation to the Le Clos Sancrox Planning Proposal).

Ordinarily Council would set the agenda and develop these plans once the Draft Fernbank Creek and Sancrox Villages Structure Plan has been adopted and prior to any development. However, as this Planning Proposal is proceeding ahead of sequence, it is the proponent's responsibility to undertake this work in absence of any detailed Council plans.

With regard to the proposed upgrades, Council considers the proposed half upgrade to Sancrox Road to be inadequate for its current status as a collector road, as well as future status as a sub-arterial road post development. The proposal undertakes to contribute towards public benefit, and partially upgrade Sancrox Road to ensure safety and public benefit for future users to the Sancrox locality identified within the Draft Fernbank Creek and Sancrox Villages Structure Plan. Any increased use via the development and subsequent upgrade to the road would need to be informed by an adequate concept design that considers:

- Improving the vertical and horizontal geometry,
- Addresses safety issues associated with turning movements and intersections; and
- Improves road drainage in areas where water currently overtops the road.

Alternatively, Council can develop the wider Thrumster-Sancrox traffic analysis prior to any concept design development. This would also inform any developer contributions plan for the area. The current timing of delivery of this work is expected to be 2-3 years.

In addition to the above, it is also noted that TfNSW have provided separate comment seeking analysis of the wider network and any impact to the State classified road network (Oxley Highway and Pacific Highway).

A list of clarifications in relation to this proposal are provided below:

### Traffic Impact Assessment

#### 1. Section 3.5 - Inclusion of Fernbank Creek Investigation area

The Fernbank Creek area was excluded on the basis that the Fernbank Creek traffic would be accessing the area from the east:

*Discussions were had on how much this area would impact the study area. However, it is felt the Fernbank Creek area would have minimal impacts on the proposed future traffic flows of Sancrox Road, Bushlands Drive and Rawdon Island Road.*

*The reason this is most of the traffic generated in the Fernbank Creek area would more than likely travel east via Fernbank Creek Road and Hastings River Drive. Any traffic flows to the north and south would likely via the Pacific Highway. Any possible trips to the west (possibly Wauchope) would more than likely be via the Pacific Highway to the Oxley Highway or via*

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Refers to: PP2019-2.1

*the Sancrox Interchange onto Bushlands Drive and the Oxley Highway. All trips would be considered to be internalised accessing the future Village Centre proposed as part of the Le Clos development.*

The traffic distribution heading east (see comment for 3.6.1 below) from the Le Clos development that may utilise Fernbank Creek Road as an access east doesn't appear to be considered in this, i.e. the impact of Le Clos Sancrox on the Fernbank Creek area.

What analysis was done on traffic generated from Le Clos Sancrox on the **wider** network, including the Fernbank Creek area? What proportion of vehicles will be utilising the surrounding road network including Rawdon Island Road, Bushlands Drive, Frogs Road, and then potentially Fernbank Creek Road/Hastings River Drive for access east, or the Pacific Highway (southbound) and Oxley Highway for access east?

2. Section 3.6.1

What was the basis for the Traffic Distribution used (and in particular, the basis of traffic travelling)? Was there any network analysis to determine this or was this based on judgement?

Works contribution (improvement) of Sancrox Road

1. The TIA notes the requirement to upgrade two of the road intersections along Sancrox Road (Intersections with Roads 01 and 02). The TIA notes in Section 4.3 that the intersection of Rawdon Island Road and Sancrox Road performs from a traffic capacity perspective. However, it should be noted, four way cross junctions are not ideal from a road safety point of view where there could be a number of turn movements crossing each other creating sight distance issues for through traffic. This is also noted again in Section 4.5.2.

It was also acknowledged during discussions that a Road Safety Audit was not undertaken.

How was it determined that the movements associated with traffic from the Le Clos Sancrox development are safe and the roundabout is not required? Also as the future upgrade was determined to be required in Section 4.5.2.

What component of that upgrade is being proposed in the contributions in lieu of contributed works? Refer to comment on regional contributions below.

2. Similar to comments for all other upgrades identified in Section 4.5, generally, how was the amount of the contribution to these upgrades determined whether part or full:
  - Sancrox Road and Riverbend Road Intersection.
  - Sancrox Road and Verdun Drive Intersection.
  - Sancrox Road and Bushlands Drive Intersection.

N.B. These discussions should be separate to the required upgrade (duplication) of Sancrox Road to Two Lanes-Two Way.

3. During discussions it was proposed by LDA that the upgrade works of Sancrox Road (upgrade to half-width) are expected to be undertaken as a condition of development consent of a future development application, irrespective of cost. Please provide evidence for the basis of this contribution as it pertains to offsetting contributions? As above, please provide evidence of any design work that has been undertaken to determine this cost. Council is concerned that the level



Refers to: PP2019-2.1

of works will be greater than expected and potential requests for future changes to the works, and/or requests to Council to contribute to this upgrade may be made, which was notionally to be wholly undertaken by the developer.

Council's position still remains for a full width upgrade of Sancrox Road and other associated upgrades.

4. Please provide a construction methodology of how the above works will be undertaken. Council is concerned that once the pavement is exposed that a rebuild will need to occur. Also, due to sub-standard vertical and horizontal geometry, it is highly unlikely that only half width can be upgraded and hence a full width upgrade required. A full alignment concept design is required to determine what the likely infrastructure requirements are.

As such, Council's requirement remains for the upgrade of Sancrox road to include full width pavement reconstruction for full length of frontage and to the intersection of Sancrox and Frogs Road, though Council will examine any impacts to the local road network from the wider traffic analysis.

5. Council is concerned that upgrade of the culverts has not adequately been considered beyond widening. As the current culverts may experience overtopping in rain events negating any benefit achieved through the contributed works. Has the design (and hence costing associated with offsets) considered any improvements to the culverts along Sancrox Road to achieve a satisfactory level of performance with regards to safety?

#### Contribution to other infrastructure upgrades

1. The TIA acknowledges the need for contributions to intersection upgrades along Sancrox Road and Rawdon Island Road based on other factors such as safety, yet the PA Heads of Agreement doesn't propose these upgrades. Given the acknowledgement of contributing approximately 9982 Daily trips and 1005 Peak Hour trips associated with Le Clos Sancrox (Table 3.2 of TIA). The TIA also calculates future traffic volumes along Sancrox Road in the order of 19,091 vehicles per day and 1909 vehicles per hour two-way (Section 4.4 of TIA).

Given the significant proportion of usage of the road by the Le Clos Sancrox Development based on the above, how is it proposed the development contributes to the future use? Also, do predicted future traffic volumes reflect the potential yield as detailed within the Draft Fernbank Creek and Sancrox Villages Structure Plan? (note that Figure 4.10 below does not appear accurately reflect potential development areas as identified within the draft structure plan).

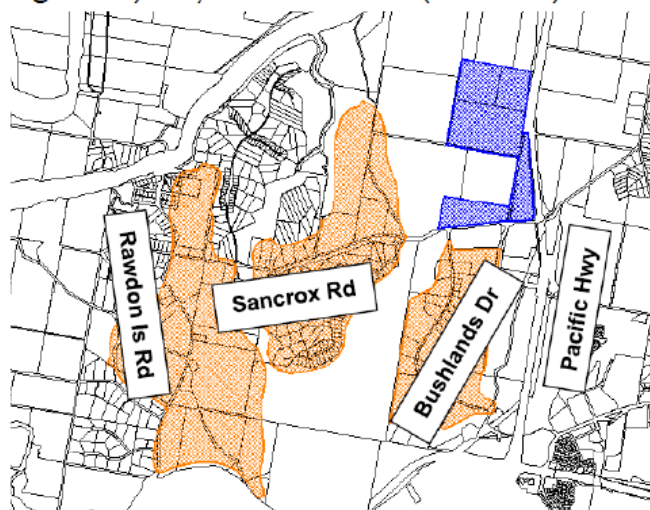
It is noted that the draft PA Heads of Agreement (dated September 2021) notes the development contributes approximately 25% of the upgrading and new work costs.

N.B. These discussions should be separate to the required upgrade (duplication) of Sancrox Road to Two Lanes-Two Way of which the development contributes approximately 63% of the capacity of the single lane road.



Refers to: PP2019-2.1

Figure 4.10 indicates the available land area that can be rezoned and developed as residential (orange hatch) and / or industrial land (blue hatch).



**Figure 4.10- LAND SUBJECT TO REZONING FOR FUTURE RESIDENTIAL & INDUSTRIAL DEVELOPMENT**

2. When determining Sight Distance was ok for analysed intersections (Section 1.4 of TIA), how was this determined? Was this measured in accordance with any guidelines or specifications or based on judgement?
3. Please confirm Figure 4.40 referred to in Section 4.6 of the TIA is actually referring to Fig 4.50 (typical cross section).

#### Land dedication

Please confirm all land required for future infrastructure upgrades to be contributed by the development.

#### Contribution to future road upgrade (duplication)?

1. The TIA/PA Heads of Agreement acknowledges the development contributes approximately 63% of the forecast midblock capacity of Sancrox Road. How is this contributed towards by the Le Clos Sancrox Development? Please confirm if part of the regional road contribution expected to be allocated toward this future upgrade? If so, what was the basis for this allocation?
2. Section 4.4 of the TIA notes this assessment will determine Sancrox Road (19091 vehicles per day, 1909 vehicles per hour two way) and Rawdon Island Road (15150 vehicles per day, 1515 vehicles per hour two way) at the end of the 30 year design horizon.

And later:

With regard to Sancrox Road being over the Austroads threshold it shall be noted the 30 year design horizon predicted traffic volumes are very conservative in this assessment.





Refers to: PP2019-2.1

Was this the projected end use for the Le Clos Sancrox development only (as discussed in Section 4.3) or inclusive of wider development (assumed wider use)? What sensitivity testing was done for this to test the conservative assumptions? Council does not consider conservative assumptions as adequate rationale to justify not requiring the upgrade, especially if the end use is at/or near capacity with less conservative assumptions.

**Regional roads contribution**

1. What was the basis for the calculation of this contribution?
2. Was the intent this was to fund only local roads (Council managed) in the wider region?
3. Was it the intent that this contribution also contributes to requirements for the state infrastructure?

**Shared Path Contribution**

What was the basis for the calculation of this contribution?

**Pedestrian and road network connection from Sancrox and Fernbank villages to the Thrumster village**

What were the calculations /assumptions used to determine the monetary contribution in relation to this item?





12 November 2021

File No: NTH21/00204/01  
Council Ref: PP-2021-2733

The General Manager  
Port Macquarie Hastings Council  
PO Box 84  
PORT MACQUARIE NSW 2444

Attention: Kieran Metcalf

Dear Sir / Madam,

**RE: Planning Proposal PP-2021-2733 – Rezoning of Land - Le Clos Sancrox  
Lot 1-52 DP 776681, Sancrox and Rawdon Island Road, Sancrox**

I refer to Council's referral to Transport for NSW via the NSW Planning Portal on 12 October 2021 requesting comment from Transport for NSW (TfNSW) in relation to the abovementioned Planning Proposal.

**Roles and Responsibilities**

Our key interests are the safety and efficiency of the transport network, the needs of our customers and the integration of land use and transport in accordance with *Future Transport Strategy 2056*.

Pacific Highway and Oxley Highway are classified (State) roads; Sancrox Road and Rawdon Island Road are public (local) roads. Port Macquarie Hastings Council is the Roads Authority for all public roads in the Local Government area pursuant to Section 7 of the *Roads Act 1993*. TfNSW is the Roads Authority for the Pacific Highway, which is a declared Freeway in this locality.

The Department's Gateway Determination of 13 May 2021 requires consultation with TfNSW in accordance with section 3.34(2)(d) of the *Environmental Planning and Assessment Act 1979* and/or to comply with the requirements of relevant Section 9.1 Directions.

**Transport for NSW Response**

TfNSW understands that the intention of the site-specific Planning Proposal is to rezone Lots 1-52 DP 776681, Sancrox (collectively known as Le Clos Sancrox) from RU1 to R1, R3, B2, E2, E3, E4 and RE1 and to amend provisions for minimum lot size, floor space ratio and height of buildings.

The subject land is in a rural locality, which is reliant on the State road network to access employment and services in Port Macquarie and Wauchope. The proposal has the potential to increase transport demands at the Pacific Highway and Oxley Highway interchange and along the Oxley Highway.

Council's Planning Proposal identifies that the subject area has been identified in the Urban Growth Management Strategy 2017-2036 as a 'long-term' growth area. The Greater Sancrox Structure

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**Transport for NSW**  
76 Victoria Street, Grafton, NSW 2460 | PO Box 576, Grafton NSW 2460  
W [transport.nsw.gov.au](https://transport.nsw.gov.au)

Plan completed in 2015 was informed by a Concept Road Layout Review & Traffic Modelling Final Report (1 May 2014). TfNSW response of 29 September 2021 to the recent Fernbank Creek and Sancrox Planning Investigation emphasised the need for any future development to be informed by updated traffic and transport assessment for the wider area, which demonstrates the impacts on the State road network. This advice encouraged early engagement with TfNSW to inform such investigations and discussion with Council highlighted the need for certainty of a supporting local road connection between Thrumster and Sancrox.

The Planning Proposal will significantly increase demand for private car travel in an out-of-town location and the resulting demand on the State road network has not be sufficiently considered. The supporting technical assessment provides limited detail of active transport connections to existing networks or consideration for accessibility to public transport services. Whilst the provision of paths or bus stops is mentioned, an assessment of demand for travel by alternate modes is absent. This proposal in isolation to certainty of wider releases in Greater Sancrox does not appear to be aligned with the principles of *Future Transport Strategy 2056* and its supporting *Regional NSW Services and Infrastructure Plan*.

TfNSW notes that planned urban growth in the wider Port Macquarie Hastings area is placing significant demands on the Oxley Highway between the Pacific Highway interchange and Port Macquarie. TfNSW is progressing planning and development of future options to address forecast demand and to support planned growth in the region. The scope and timing of any further land releases must be aligned with transport planning for the subject area.

The supporting Traffic Impact Assessment (TIA) focuses only on the subject site and has not demonstrated alignment with a wider road infrastructure plan for Greater Sancrox or the current transport planning investigations of the State road network. As such TfNSW cannot support this site specific rezoning at this time.

Ideally the planning proposal should be deferred until further analysis has been completed and a robust infrastructure plan has been identified to support the timing of future development. To enable this planning proposal to progress TfNSW would like to work with Council and the Proponent for the subject land to understand how this proposal interacts with broader Strategic planning in the Greater Sancrox area with a view to identifying impacts, mitigation measures and appropriate contributions to the transport network.

If you have any further enquiries regarding the above comments please do not hesitate to contact the undersigned on (02) 6640 1362 or via email at: [development.northern@transport.nsw.gov.au](mailto:development.northern@transport.nsw.gov.au)

Yours faithfully,



Matt Adams  
Team Leader, Development Services  
Community and Place | Region North  
Regional & Outer Metropolitan  
Transport for NSW



Our Ref: DOC21/892311  
Your Ref: PP2019-2-1 Referral Request Ref-887

Chief Executive Officer  
Port Macquarie-Hastings Council  
PO Box 84  
Port Macquarie NSW 2444

Attention: Ms Erin Creighton, Senior Strategic Planner

Dear Dr Allen

**RE: Planning Proposal Le Clos, Sancrox**

Thank you for your referral dated 12 October 2021 about the planning proposal for Le Clos Estate, Sancrox seeking comments from the Biodiversity and Conservation Division (BCD) of the Biodiversity, Conservation and Science Directorate in the Environment, Energy and Science Group of the Department of Planning, Industry and Environment. I appreciate the opportunity to provide input.

The BCD was formerly part of the Office of Environment and Heritage, but now forms part of a Group that has responsibilities relating to biodiversity (including threatened species and ecological communities, or their habitats), National Parks and Wildlife Service estate, climate change, sustainability, flooding, coastal and estuary matters.

We have reviewed the documents supplied and provide detailed comments in **Attachment 1** to this letter. **Attachment 2** outlines the BCD's preferred approach for assessing biodiversity in planning proposals, including the High Environmental Value (HEV) criteria discussed and the recommended identification methods at the property scale, and approaches to avoiding and minimising future impacts on HEV land. Areas of HEV need to be identified and protected through the planning proposal process.

It appears from the Constraints Advice prepared by JB Enviro that the proponent is considering biodiversity certification for the development. The benefits of biodiversity certification are that the biodiversity impacts are considered at the strategic planning stage and offset in accordance with the Biodiversity Assessment Method so that subsequent development does not require further assessment under the *Biodiversity Conservation Act 2016*.

This may have benefits for the proposal but, as we have previously advised, early engagement with the Port Macquarie Hastings Council and the Department (both Planning and Assessment and Environment, Energy and Science Groups) is strongly recommended. Further, public exhibition of a biodiversity certification proposal would ideally occur at the same time as the public exhibition of a planning proposal.

In summary, the BCD recommends that:

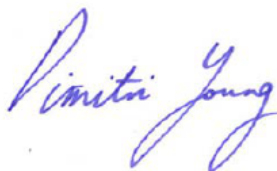
1. If the proponent is considering biodiversity certification as the Constraints Advice suggests, then consultation with the Department of Planning, Industry and Environment (both Planning

and Assessment and Environment, Energy and Science Groups) and the Port Macquarie-Hastings Council should immediately occur before this planning proposal progresses.

2. Pending the above consideration, an ecological assessment is required to support the planning proposal that considers Action 2.1 of the North Coast Regional Plan 2036 to ensure development is focused to areas of least biodiversity sensitivity in the region and the implementation of the 'avoid, minimise, offset' hierarchy to biodiversity, including areas of high environmental value (HEV).
3. The ecological assessment for the planning proposal should follow the approach set out in Attachment 2 and specifically address the HEV issues discussed in Attachment 1 to this letter to identify HEV land and demonstrate how this land will be protected by appropriate land use zones.
4. The omission of threatened species recorded by the consultant in the planning area, i.e. Koala and Green-thighed Frog, must be addressed.

If you have any questions about this advice, please do not hesitate to contact Ms Rachel Lonie, Senior Conservation Planning Officer, at [rachel.lonie@environment.nsw.gov.au](mailto:rachel.lonie@environment.nsw.gov.au) or 6650 7130.

Yours sincerely



19 November 2021

**DIMITRI YOUNG**  
**Senior Team Leader Planning, North East Branch**  
**Biodiversity and Conservation**

Enclosures:

Attachment 1: Detailed BCD Comments – Planning Proposal for Le Clos Estate, Sancroix

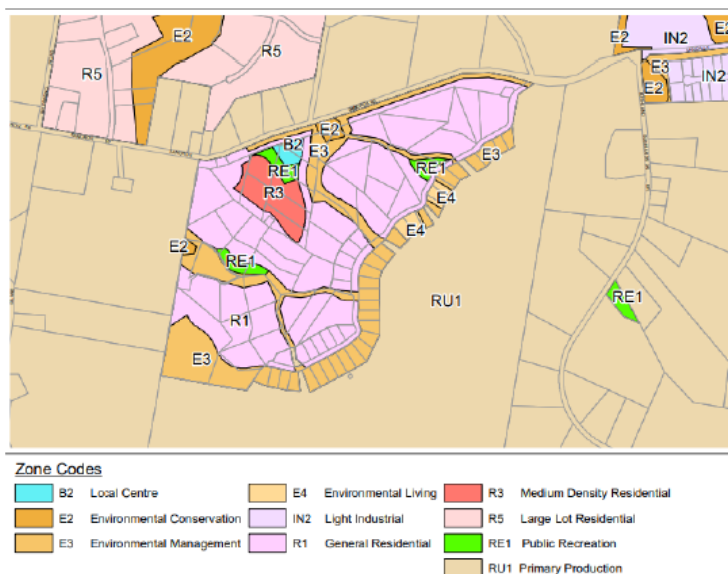
Attachment 2: HEV Criteria and Mapping Method

cc: Mr Kieran Metcalfe email at [kieran.metcalfe@pmhc.nsw.gov.au](mailto:kieran.metcalfe@pmhc.nsw.gov.au)



**ATTACHMENT 1: Detailed BCD Comments – Planning Proposal for Le Clos Estate, Sancro**

The planning proposal seeks to rezone land from RU1 Primary Production to R1 General Residential, R3 Medium Density Residential, RE1 Public Recreation, B2 Local Centre, E2 Environmental Conservation, E3 Environmental Management and E4 Environmental Living as shown in Figure 1 below. A document titled *Constraints advice for proposed rezoning and future residential development of Le Clos, Sancro* by JB Enviro (Rev 3 V1) (the Constraints Advice), dated 17 February 2021, has been provided in support of the planning proposal.



**Figure 1. Proposed zones**

### 1. Biodiversity certification

The Constraints Advice states that “*detailed information will be provided in the Biodiversity Certification Assessment Report (BCAR), which is to be prepared after approval of Planning Proposal for a final development concept for which bio-certification is to be sought*”.

As we advised in our letter to Ms Donna Clark of Land Dynamics Australia dated 19 November 2019, early engagement with our team was recommended should the proponent be considering biodiversity certification under the *Biodiversity Conservation Act 2016*. Ideally, a planning proposal would be exhibited at the same time as a Biodiversity Certification Assessment Report (BCAR). Consideration of the possibility of whether the proposal would be declared a strategic biodiversity certification proposal is also a critical step as such a declaration affects the offset options.

While it would be possible to publicly exhibit a BCAR after the planning proposal has been publicly exhibited and determined, this is not the preferred approach. Should the proponent be considering biodiversity certification as the Constraints Advice suggests, we strongly urge consultation with the Department of Planning, Industry and Environment (both Planning and Assessment and Environment, Energy and Science Groups) and the Port Macquarie Hasting Council occurs prior to this planning proposal progressing.

### 2. High environmental value (HEV) land

We advised in our letter to Land Dynamics Australia that the planning proposal should demonstrate consistency with Action 2.1 of the North Coast Regional Plan 2036 (the NCRP). The letter stated this requires development to be focused to areas of least biodiversity sensitivity in the region and the implementation of the ‘avoid, minimise, offset’ hierarchy to biodiversity, including areas of high environmental value (HEV). The letter stated that HEV land should be identified at the site scale, and the current land uses on such areas should not be intensified. Further, it stated that ideally such areas

## Attachment 1: Detailed BCD Comments – Planning Proposal for Le Clos Estate, Sancrox

should be better protected through an appropriate zone which has strong conservation objectives, limited land uses and an appropriate minimum lot size, so the land cannot be subdivided.

The planning proposal does not provide an assessment of HEV as required under the NCRP. **Attachment 2** to this letter outlines the Biodiversity and Conservation Division's (BCD's) preferred approach for assessing biodiversity in planning proposals, the HEV criteria discussed and the recommended identification methods at the property scale, and approaches to avoiding and minimising future impacts on HEV land. We provide the following comments on how an ecological assessment for the planning area should address the HEV criteria.

#### Over cleared vegetation, threatened ecological communities and coastal wetlands

The Constraints Advice identifies the vegetation communities in the planning area as:

- PCT 690 Blackbutt – Tallowwood dry grassy open forest
- PCT 1235 Swamp Oak swamp forest of the coastal lowlands
- PCT 1740 Tall Spike Rush freshwater wetland.

The HEV criteria includes over-cleared vegetation types, i.e. those that are cleared above 70%. Of the above PCTs, only PCT 1235 is above 70% cleared, so this part of the planning area is confirmed HEV land. The assessment should demonstrate how this HEV land containing this PCT will be retained and appropriately zoned.

The HEV criteria includes threatened ecological communities (TECs). All TECs within the study area should be listed and mapped. An assessment of the condition of the TEC may be appropriate and areas not in moderate-good condition or highly disturbed may be excluded from the mapping based on the consultant's advice.

The Constraints Advice maps areas of ground-truthed TECs and the council's TEC mapping (Figure 2 below). It appears that the upper western corner of the ecotonal River-flat Eucalypt Forest / Subtropical Floodplain Forest on Coastal Floodplains (mapped in orange and yellow) will be zoned R1 (circled in red). The assessment should consider whether this area is a TEC and therefore HEV land and if so, how it will be retained and appropriately zoned.

Figure 2: EECs on site

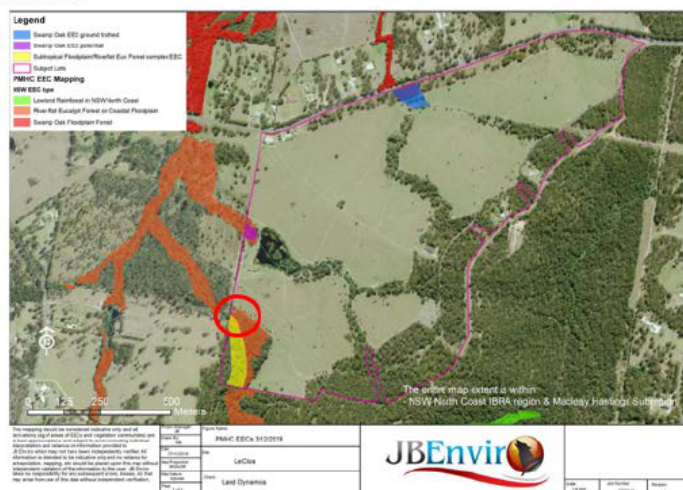


Figure 2. Threatened Ecological Communities

An area of Swamp Oak Forest TEC along Sancrox Road has been ground-truthed and is proposed to be zoned E2 with surrounding areas to be zoned E3. This is also a mapped Coastal Wetland as identified in the State Environmental Planning Policy (Coastal Management) 2018 (the Coastal Management SEPP). The HEV criteria includes a 100m buffer on Coastal Wetlands and Littoral

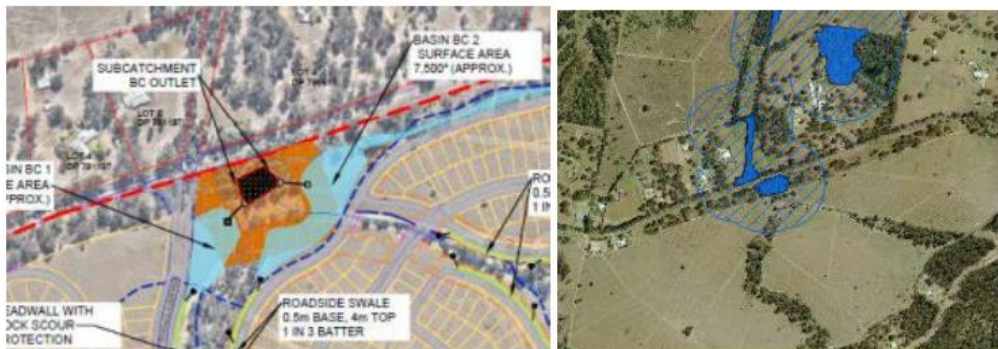


Rainforest areas as per the Coastal Management SEPP 2018. Therefore, both the ground-truthed TEC, which appears to encompass the mapped Coastal Wetland and a 100 m buffer should be retained and protected by an appropriate land use zone.

However, there is conflicting advice in the planning proposal documentation about the protection of this land. The Planning Proposal report dated December 2019 prepared by Land Dynamics Australia with reference to the mapped Coastal Wetland states:

*“Development is not precluded from the mapped area but rather is Designated Development at the Development Application stage. Given the location on Sancro Road, opposite an unformed road and as it is a low point on the site and will (sic) exceptional sight distance, this area cannot be avoided by development.”* (added underlining).

The Stormwater Management Plan also shows construction works in the TEC / Coastal Wetland for the stormwater basin itself and the basin outlet (see Figure 3 below). This would directly impact on the HEV land even though it is proposed to be zoned E2. There may also be impacts on the TEC from the changed water regime if the stormwater basin is situated in the vicinity.



**Figure 3. Detail from Stormwater Management Plan and extract from Coastal Wetland SEPP mapping showing wetland and proximity area.**

The assessment should demonstrate how the confirmed TECs and the mapped Coastal Wetland and the 100m buffer area will be retained and protected by appropriate land use zones. These areas should be zoned E2 Environmental Conservation and the future residential subdivision development should be redesigned to avoid impacts on these areas.

#### Key breeding habitat for threatened species

The Constraints Advice states that a comprehensive fauna survey was conducted from July to September 2019, in December to January 2019/2021 and in February 2021. It states the only detected threatened species was the Glossy Black-Cockatoo and Southern Myotis and a Powerful Owl was heard calling >1km from the site.

However, there are BioNet records for the Le Clos site recorded by Jason Berrigan dated 20/10/2019 for Koala and Green-thighed Frog (see Figure 4 below). These records are at odds with statements in the Constraints Advice prepared by Mr Berrigan such as *“only common frogs typical of modified rural habitats and their tadpoles were detected over all survey periods”* and *“spotlighting and call playback in the breeding seasons failed to detect any Koalas and therefore a KPOM was not required”*. The omissions of these records from consideration is serious and such discrepancies need to be addressed in a revised ecological assessment.





Figure 4. Threatened species BioNet records as recorded by Jason Berrigan dated 20/10/2019 for Le Clos site.

The Constraints Analysis states the site contains no potential breeding habitat for the Powerful Owl or Glossy-Black Cockatoo. However, the upper half of the eastern large lots were not surveyed as these were not part of the areas proposed to be zoned for future residential development. The assessment must consider key habitat for Glossy-Black Cockatoo and Powerful Owl over the entire planning area because if a nest tree were present for either of these threatened species, then a buffer radius of 200m and 100m respectively would be required to any future development and this should be considered in determining appropriate land use zones.

#### Core Koala Habitat

As noted above, Mr Berrigan submitted a BioNet record for a Koala on the site dated 2019. There are also Koala BioNet records to the north, south, east, and west of the planning area. The Constraints Advice states the site contains Potential Koala Habitat (e.g. Lot 48), but a combination of a SAT survey, spotlighting, and call playback in the breeding seasons, failed to detect any Koalas, despite adjacent land to the south and east being identified as Core Koala Habitat (low density Koala population). The Constraints Advice does not quantify the loss of koala habitat in hectares but states it is estimated 69 Tallowwoods, 226 Grey Gums and a smaller number of supplementary tree species such as White Stringybark will be removed. Further assessment should be undertaken to map the site Known koala habitat on the site and this HEV land should be protected by an appropriate land use zone.

#### Habitat for known populations of species-credit-species and SAIL entities (species-credit species and SAIL entities are identified in the Threatened Biodiversity Data Collection)

The ecological assessment should include a search for BioNet threatened species records on and within 5km of the planning area. It should document how field work is undertaken to identify populations of threatened species credit species and their habitat. Habitats for all known populations of species credit species should be mapped as HEV land. The Biodiversity Assessment Method and the Department's survey assessment guidelines should be referred to for suitable habitat assessment methodologies.

Attachment 1: Detailed BCD Comments – Planning Proposal for Le Clos Estate, Sancro

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We note that a significant number of hollow bearing trees will be in future development zones, so particular attention should be given to surveying threatened species that rely on this habitat. The ecological assessment should map habitat for the Green-thighed Frog as it was recorded on the site.

The Constraints Advice also states that no threatened flora was found and a seasonal survey for *Asperula asthenes* failed to detect any plants. It is not clear what method was employed for the threatened flora assessment and the ecological assessment should fully document this.

Assessment should involve targeted threatened flora searches of the entire planning area to determine whether *Rhodamnia rubescens* or *Rhodomyrtus psidioides* occur there. These are both Serious and Irreversible Impact (SAIL) entities that would need to be buffered from any future development and this should be considered in determining appropriate land use zones

Key habitat for migratory species

The ecological assessment should search BioNet for threatened migratory records on and within 5km of the land, undertake field work to identify habitats for threatened migratory species on the land and map all habitats of threatened migratory species on the land as HEV.

**ATTACHMENT 2****Attachment A - BCD NE Branch Steps for Assessing Biodiversity in Planning Proposals**Introduction

Planning Proposals should demonstrate consistency with the strategic planning framework including the relevant Regional Plan.

To achieve biodiversity goals, directions, and actions in the relevant Regional Plan for areas with High Environmental Value (HEV), Planning Proposals should identify areas of HEV at the property scale and the current land uses in such areas should not be intensified.

Areas of HEV should instead be better protected by Planning Proposals through an appropriate zone which has strong conservation objectives and limited land uses, an appropriate minimum lot size so the land cannot be subdivided, and future management through a Biodiversity and Vegetation Management Plan (BVMP). Also, the residual biodiversity impacts of planning proposals should be offset.

Planning Proposals should also secure the provision of these biodiversity offsets and the preparation and implementation of the BVMP.

Biodiversity assessment for Planning Proposals

Biodiversity assessment for Planning Proposals should be undertaken in accordance with the following seven steps:

**Step 1: Include the entire lot in the planning area**

The planning area should cover the entire cadastral lot unless only a part of the lot is identified in a growth management strategy, in which case the planning area could be limited to just that part of the lot.

**Step 2: Consider biodiversity certification**

The proponent should consider seeking biodiversity certification of the proposed future development land in the planning area as part of the Planning Proposal.

**Step 3: Identify HEV**

If biodiversity certification is not sought, then the Planning Proposal should identify and map areas of HEV in the planning area with desktop analysis and site investigations as set out in Attachment 1.

**Step 4: Avoid and minimise impacts on HEV**

The Planning Proposal should be designed to maximise avoiding land use intensification in HEV areas and should provide justification to demonstrate how the land use zones and minimum lot sizes (MLS) applied to HEV areas and to other parts of the planning area accord with the guidance in Attachment 2.

**Step 5: Protect HEV and SAI**

The Planning Proposal should use planning mechanisms (e.g. E zones, MLS to preclude subdivision) and a BVMP to protect HEV.

**Step 6: Calculate biodiversity credits for future development impacts**

The Planning Proposal should apply Stage 1 of the Biodiversity Assessment Method to calculate the biodiversity credits for parts of the planning area rezoned for land use intensification.

**Step 7: Secure biodiversity credits and VMP**

The Planning Proposal should include a planning agreement to secure:

- a. the provision of the biodiversity credits from Step 6 at the development application (DA) stage unless the Biodiversity Offsets Scheme (BOS) is triggered by that DA, and more biodiversity credits are required by the BOS for the DA; and
- b. preparation and implementation of the BVMP for the E zoned land.

**Attachment B - BCD NE Branch HEV Criteria and Identification Methods at the Property Scale**

High Environmental Value (HEV) Criteria and Components		Property Scale HEV Identification Method
Criterion 1. Sensitive Biodiversity Mapped on the Biodiversity Values Map		
1.1 Biodiversity Values Map		<ul style="list-style-type: none"> <li>a. Identify the parts of the land on the Biodiversity Values map which can be viewed at <a href="https://www.environment.nsw.gov.au/topics/animals-and-plants/biodiversity-offsets-scheme/about-the-biodiversity-offsets-scheme/when-does-bos-apply/biodiversity-values-map">https://www.environment.nsw.gov.au/topics/animals-and-plants/biodiversity-offsets-scheme/about-the-biodiversity-offsets-scheme/when-does-bos-apply/biodiversity-values-map</a>.</li> <li>b. Inspect those mapped areas on the land to verify accuracy and map as HEV where the map is accurate.</li> </ul>
Criterion 2. Native vegetation of high conservation value		
2.1 Over-cleared vegetation types		<ul style="list-style-type: none"> <li>a. Identify Plant Community Types (PCTs) on the land through field work.</li> <li>b. Register and visit the Vegetation Information System (VIS) database at <a href="mailto:vis@environment.nsw.gov.au">vis@environment.nsw.gov.au</a>.</li> <li>c. Use the VIS to determine whether the % cleared status of the PCTs identified through field work on the land is above 70%.</li> <li>d. Map all PCTs on the land with the % cleared above 70% as HEV.</li> </ul>
2.2 Vegetation in over-cleared landscapes (Mitchell landscapes)		<ul style="list-style-type: none"> <li>a. Identify over-cleared Mitchell landscapes by viewing map data from the SEED portal <a href="https://www.seed.nsw.gov.au/">https://www.seed.nsw.gov.au/</a> – selecting NSW (Mitchell Landscapes) – latest version, selecting Show on Seed Map and viewing the View Over Cleared Land Status.</li> <li>b. Map all native vegetation on the land as HEV if it is in an over-cleared Mitchell landscape.</li> </ul>
2.3 Threatened Ecological Communities - any vulnerable, endangered, or critically endangered ecological community listed under the BC Act, the FM Act 1994 or the EPBC Act and not mapped on the BV map		<ul style="list-style-type: none"> <li>a. Identify Plant Community Types (PCTs) on the land through field work.</li> <li>b. Register and visit the VIS database at <a href="mailto:vis@environment.nsw.gov.au">vis@environment.nsw.gov.au</a>.</li> <li>c. Use the VIS to determine whether the PCTs on the land have Threatened Ecological Community (TEC) Status.</li> <li>d. If not identified as a TEC from steps a – c above, then refer to the NSW <a href="#">Threatened Species Scientific Committee determinations</a> to consider whether the any of the PCTs accords with the determinations.</li> <li>e. Map all PCTs on the land that are TECs as HEV.</li> </ul>
2.4 100m buffer on Coastal Wetlands and Littoral Rainforest areas as per the Coastal Management SEPP 2018		<ul style="list-style-type: none"> <li>a. Locate the land on the SEPP Coastal Management SEPP maps available at <a href="https://webmap.environment.nsw.gov.au/PlanningHtml5Viewer/?viewer=SEPP_CoastalManagement">https://webmap.environment.nsw.gov.au/PlanningHtml5Viewer/?viewer=SEPP_CoastalManagement</a></li> <li>b. Map any parts of the land shown as proximity areas for Coastal Wetlands and Littoral Rainforest as HEV.</li> </ul>
Criterion 3. Threatened species		
3.1 Key habitat for threatened species (vulnerable, endangered, or critically endangered species listed under BC Act)	Key breeding habitats with known breeding occurrence	<ul style="list-style-type: none"> <li>a. Search BioNet for threatened species records on and within 5km of the land</li> <li>b. Undertake field work to identify potential breeding habitats on the land for threatened species.</li> <li>c. Either assume breeding occurrence and map identified breeding habitats on the land as HEV or undertake targeted surveys during the breeding season and map these habitats as HEV if breeding occurs there.</li> </ul>
	Core Koala Habitat	<ul style="list-style-type: none"> <li>a. Check council records for approved comprehensive or individual property Koala Plans of Management (KPoM).</li> <li>b. Identify areas of core koala habitat on the land mapped in any approved KPoM and map these areas as HEV.</li> <li>c. If there are no approved KPoMs, then undertake field work in accordance with the relevant State Environmental Planning Policy (SEPP) for koalas, e.g. SEPP (Koala Habitat Protection) 2020, to determine whether Core Koala Habitat is present on the land.</li> <li>d. Map any core koala habitat identified on the land through field work as HEV.</li> </ul>



High Environmental Value (HEV) Criteria and Components		Property Scale HEV Identification Method
	Habitat for known populations of species-credit-species and SAI entities (species-credit species and SAI entities are identified in the Threatened Biodiversity Data Collection)	a. Search BioNet for threatened species records on and within 5km of the land. b. Undertake field work to identify populations of threatened species credit species on the land and their habitats. c. Map all habitats of known populations of species credit species on the land as HEV.  The Biodiversity Assessment Method and the Department's survey assessment guidelines should be referred to for suitable habitat assessment methodologies.  If a recent Biodiversity Development Assessment Report has been prepared for the land, then this could be referred to in support of demonstrating how this criterion has been considered.
	Key habitats for migratory species	a. Search BioNet for threatened migratory species records on and within 5km of the land. b. Undertake field work to identify habitats of threatened migratory species on the land. c. Map all habitats of threatened migratory species on the land as HEV.
Criterion 4. Wetlands, rivers, estuaries & coastal features of high environmental value		
4.1 Nationally important wetlands	Note: Rivers and their riparian areas comprising HEV are included in the Biodiversity Values Map under HEV Criterion 1 as protected riparian land	a. Search the Directory of Important Wetlands in Australia for those occurring in NSW available at <a href="http://www.environment.gov.au/cgi-bin/wetlands/search.pl?smode=DOIW">http://www.environment.gov.au/cgi-bin/wetlands/search.pl?smode=DOIW</a> . b. Identify any nationally important wetlands listed in the directory that occur on the land and map these areas as HEV.
4.2 Vulnerable Estuaries and ICOLLS		a. Identify whether any vulnerable estuaries or ICOLLS occur on, or in the vicinity of, the land by reviewing the maps available at <a href="https://datasets.seed.nsw.gov.au/dataset/vulnerableestuariesandicolls">https://datasets.seed.nsw.gov.au/dataset/vulnerableestuariesandicolls</a> . b. Map any vulnerable estuaries or ICOLLS that occur on, or in the vicinity of, the land as HEV.
Criterion 5. Areas of geological significance		
5.1 Karst landscapes		a. Identify whether limestone outcrops or caves occur on the land. b. Consider any additional Karst landscapes that occur in the vicinity of the land, with reference to the NSW Government's <i>Guide to New South Wales Karst and Caves</i> available at <a href="https://www.environment.nsw.gov.au/-/media/OEH/Corporate-Site/Documents/Land-and-soil/nsw-karst-cave-guide-110455.pdf">https://www.environment.nsw.gov.au/-/media/OEH/Corporate-Site/Documents/Land-and-soil/nsw-karst-cave-guide-110455.pdf</a> and any other available karst mapping, such as karts maps associated with local environmental plans. c. Map any limestone outcrops or caves on the land and any other karst landscapes that occur in the vicinity of the land as HEV.
5.2 Sites of geological significance included in the State Heritage Register or Heritage Inventory		a. Identify whether the land contains, or is in the vicinity of, the sites of geological significance listed in Appendix A. b. Map any sites of geological significance that occur on, or in the vicinity of, the land as HEV.



**Appendix A: Sites of geological significance included in the State Heritage Register or Heritage Inventory**

Local Government Area	Name	Location
Canterbury Bankstown	Enfield Brickpits	7 Juno Parade, Greenacre
Cessnock	Bow Wow Creek Gorge	Sandy Creek Road, Mulbring
Eurobodalla	Myrtle Beach - Wasp Head Coastal Area	Durras
	Melville Point	Red Hill Road, Tomakin
Goulburn-Mulwaree	Badgerys Lookout View	Tallong
Kiama	Bombo Headland Quarry Geological Site	Princes Highway, Bombo
Port Stephens	Seaham Quarry	Torrence Street, Seaham
Shellharbour	Bass Point Area	Bass Point Tourist Road, Shellharbour
Warrumbungle	Narangarie Quarry Geological Site	Narangarie Road, Coolah
Uralla	The Captain Thunderbolt Sites – Thunderbolt's Rock	New England Highway, Uralla

**Attachment C - BCD NE Branch Guidance for Avoiding and Minimising Impacts on HEV Land**

Decisions about the location of land use intensification in Planning Proposals should be informed by knowledge of biodiversity values including High Environmental Values (HEV) recognising that this is an iterative process that should consider the guidance provided below.

Locating land use intensification to avoid and minimise impacts on native vegetation and habitat

1. Direct impacts on clearing of native vegetation and habitat can be avoided and minimised by:
  - (a) locating land use intensification in areas where there are no biodiversity values
  - (b) locating land use intensification in areas where the native vegetation or threatened species habitat is in the poorest condition (i.e. areas that have a lower vegetation integrity score)
  - (c) locating land use intensification in areas that avoid habitat for species that have a high biodiversity risk weighting or native vegetation that is a critically endangered ecological community (CEEC) or an endangered ecological community (EEC)
  - (d) locating land use intensification such that connectivity enabling movement of species and genetic material between areas of adjacent or nearby habitat is maintained.
2. In selecting locations for land use intensification, the following should be addressed, as they apply to the Planning Proposal:
  - (a) an analysis of alternative modes or technologies that would avoid or minimise impacts on biodiversity values and justification for selecting the proposed mode or technology
  - (b) an analysis of alternative routes that would avoid or minimise impacts on biodiversity values and justification for selecting the proposed route
  - (c) an analysis of alternative locations that would avoid or minimise impacts on biodiversity values and justification for selecting the proposed location
  - (d) an analysis of alternative sites within a property on which land use intensification is proposed that would avoid or minimise impacts on biodiversity values and justification for selecting the proposed site.
3. Justifications for decisions on the location of land use intensification should identify any other site constraints that the proponent has considered in determining the location and design of these areas, e.g. bushfire protection requirements including clearing for asset protection zones, flood planning levels, servicing constraints.
4. Actions taken to avoid and minimise impacts through locating areas for land use intensification must be documented and justified in the Planning Proposal.

Designing a planning proposal to avoid and minimise impacts on native vegetation and habitat

1. Planning Proposal design, including the potential location of future temporary and permanent ancillary construction and maintenance facilities, should avoid and minimise clearing of native vegetation and habitat by:
  - (a) reducing the clearing footprint of future development
  - (b) locating ancillary facilities in areas where there are no biodiversity values
  - (c) locating ancillary facilities in areas where the native vegetation or threatened species habitat is in the poorest condition (i.e. areas that have a lower vegetation integrity score)

- (d) locating ancillary facilities in areas that avoid habitat for species and vegetation in high threat status categories (e.g. an EEC or CEEC)
  - (e) providing structures to enable species and genetic material to move across barriers or hostile gaps
  - (f) making provision for the demarcation, ecological restoration, rehabilitation and/or ongoing maintenance of retained native vegetation habitat on the development site.
2. Efforts to avoid and minimise impacts through design must be documented and justified in the Planning Proposal.

#### Other Impacts on HEV

Some future development to be enabled by a Planning Proposal may have other impacts on HEV in addition to, or instead of, impacts from clearing vegetation and/or loss of habitat. For many of these impacts, HEV may be difficult to quantify, replace or offset, making avoiding and minimising impacts critical.

Other impacts on HEV can include:

- (a) impacts of future development on the habitat of threatened species or ecological communities associated with:
  - i. karst, caves, crevices, cliffs and other geological features of significance, or
  - ii. rocks, or
  - iii. human made structures, or
  - iv. non-native vegetation
- (b) impacts of future development on the connectivity of different areas of habitat of threatened species that facilitates the movement of those species across their range
- (c) impacts of future development on movement of threatened species that maintains their life cycle
- (d) impacts of future development on water quality, water bodies and hydrological processes that sustain threatened species and threatened ecological communities (including from subsidence or upsidence resulting from underground mining)
- (e) impacts of wind turbine strikes on protected animals
- (f) impacts of vehicle strikes on threatened species or on animals that are part of a Threatened Ecological Community.

#### Locating a planning proposal to avoid and minimise other impacts on HEV

1. Other impacts on HEV can be avoided and minimised by:
- (a) locating areas of land use intensification to avoid direct impacts on such habitat features
  - (b) locating areas of land use intensification to avoid and minimise future operations beneath such habitat features, e.g. locating future development away from geological features of significance or water dependent plant communities and their supporting aquifers
  - (c) locating areas of land use intensification to avoid severing or interfering with corridors connecting different areas of habitat, migratory flight paths to important habitat or local movement pathways

- (d) optimising the locations of land use intensification to minimise future interactions with threatened species and ecological communities, e.g. allowing for buffers around features that attract and support aerial species, such as forest edges, riparian corridors and wetlands, ridgetops and gullies
  - (e) locating areas of land use intensification to avoid direct impacts on water bodies.
2. In selecting areas of land use intensification, the following should be addressed, as they apply to the Planning Proposal:
- (a) an analysis of alternative modes or technologies that would avoid or minimise such impacts and justification for selecting the proposed mode or technology
  - (b) an analysis of alternative routes that would avoid or minimise such impacts and justification for selecting the proposed route
  - (c) an analysis of alternative locations that would avoid or minimise such impacts and justification for selecting the proposed location
  - (d) an analysis of alternative sites within a planning area that would avoid or minimise such impacts and justification for selecting the proposed site.
3. Justifications for decisions about areas of land use intensification should identify any other site constraints that the proponent has considered in determining the locations of such areas and design of the Planning Proposal, e.g. bushfire protection requirements including clearing for asset protection zones, flood planning levels, servicing constraints.
4. Efforts to avoid and minimise impacts through locating areas of land use intensification must be documented and justified in the Planning Proposal.

Designing a Planning Proposal to avoid and minimise other impacts on HEV

1. Other impacts on HEV can be avoided and minimised by:
- (a) engineering solutions, e.g. proven techniques to minimise fracturing of bedrock underlying features of geological significance, water dependent communities and their supporting aquifers, proven engineering solutions to restore connectivity and favoured movement pathways
  - (b) design of project elements to minimise interactions with threatened and protected species and ecological communities, e.g. designing turbines to dissuade perching and minimise the diameter of the rotor swept area, designing fencing to prevent animal entry to transport corridors
  - (c) design of the project to maintain environmental processes critical to the formation and persistence of habitat features not associated with native vegetation
  - (d) design of the project to maintain hydrological processes that sustain threatened species and TECs
  - (e) design of the project to avoid and minimise downstream impacts on rivers, wetlands and estuaries by control of the quality of water released from the site.
2. Efforts to avoid and minimise other impacts on HEV through design must be documented and justified in the Planning Proposal.

**Attachment 1: Chronology - PP 2017-11.1 Planning Proposal Request,  
The Chimneys, Homedale Road, Kew**

<b>Date</b>	<b>Summary</b>
<b>21 July 2017</b>	Letter from Geraldine Haigh (GEM Planning Projects) requesting consideration of a rezoning proposal for Lot 1 DP 1161722, Homedale Road, Kew
<b>16 August 2017</b>	Council resolution to investigate the subject request as part its annual Strategic Planning Program
<b>23 August 2017</b>	Council notification letter to GEM Planning Projects to advise of Council meeting outcome
<b>5 March 2018</b>	Letter from GEM Planning Projects providing a summary of progress in relation to the planning proposal and supporting documents. The letter provides a timeframe for likely submission of the PP, being April 2018
<b>21 March 2018</b>	Council update report on Site Specific LEP Amendments (Item 12.03) noting that a planning proposal and supporting documents for the subject lands is yet to be received
<b>18 December 2018</b>	<p><b>Planning proposal and supporting studies lodged</b> and Stage 1 fees paid</p> <p>Note: Proposal to support the rezoning of land for approximately 90 lots, including a request to include Council land in the rezoning to establish the 'Kew Parklands'</p> <p>This information included: Planning proposal, plan set, Chimneys interpretation option, Kew parklands concept, approved DA, approved landscape plan, servicing strategy, ecology report, bushfire report, traffic impact assessment.</p>
<b>14 March 2019</b>	Meeting between John Harvey (Jojeni Investments) and Council staff (Melissa Watkins and Liam Bulley) to discuss the Kew Parkland proposal
<b>17 March 2019</b>	Email sent by Director Watkins to John Harvey (Jojeni Investments) detailing meeting outcomes and agreeing that open space in the area is needed. The meeting outlined that the Kew Parklands proposal, which includes Council land, is not identified in Council's adopted Open Space Contributions Plan or the Operational Plan. The correspondence provided Mr Harvey with options for pursuing this matter further.
<b>9 April 2019</b>	Letter from Proponent to Council staff advocating that if the community cannot convince the Councillors to support Kew Parklands, the proposed Environmental zoning in the planning proposal will suffice. The letter requested a further meeting to discuss ecological outcomes and the desire to ' <i>strike a balance between preserving the highest quality riverfront bushland (E2) and allowing limited development on the balance (E3 buffer)</i> '

<b>Date</b>	<b>Summary</b>
<b>17 April 2019</b>	Council update report on Site Specific LEP Amendments (Item 12.08) noting that additional information has been received, and is under assessment and negotiation with proponent
<b>1 May 2019</b>	<b>Further information request.</b> Council letter to proponent providing comments for consideration and further discussion at the meeting.
<b>6 May 2019</b>	Meeting at the request of the proponent
<b>May/June 2019</b>	Onsite meetings between Council staff and proponent
<b>29 August 2019</b>	Meeting at the request of the proponent
<b>5 September 2019</b>	Email to proponent outlining the key items discussed at the meeting: <ol style="list-style-type: none"> <li>1. A revised zone footprint</li> <li>2. Council not supportive of further reductions in E2 zone along the river</li> <li>3. Further discussions needed to discuss buffers along the river</li> <li>4. No site has been indicated on the concept for the Chimneys reinterpretation. Considered important for the community if the PP proceeds to exhibition.</li> <li>5. Indicative development concept to be provided</li> <li>6. PP and supporting studies to be updated and integrated.</li> <li>7. Zones suggested for Nancy Bird Walton Drive road connection and potential jetty access tbc.</li> <li>8. Clarification of flooding information required</li> </ol>
<b>12 September 2019</b>	Update email from proponent
<b>11 December 2019</b>	Council update report on Site Specific LEP Amendments (Item 13.10) noting that lodgement of a revised Planning Proposal has been pending since May 2019
<b>17 June 2020</b>	Council update report on Site Specific LEP Amendments (Item 13.02) recommending that: <p><i>In relation to the Planning Proposal (PP2017-11.1) for The Chimneys, Homedale Road, Kew advise the Proponent that:</i></p> <ol style="list-style-type: none"> <li><i>a) A revised Planning Proposal and supporting information is to be submitted to Council by 21 August 2020, and</i></li> <li><i>b) If a revised Planning Proposal is not submitted to Council within the timeframe referred to in 3 a) above, the Planning Proposal as lodged, be reported to Council at its September 2020 Ordinary meeting with a recommendation that it not be supported.</i></li> </ol> <p>Recommendation resolved and Carried 7/0</p>
<b>22 June 2020</b>	<b>Revised planning proposal and supporting studies submitted</b> Note: Proposal to support the rezoning of land for approximately 90 lots



<b>Date</b>	<b>Summary</b>
	This information included: Planning proposal, plan set, ecology assessment, traffic impact assessment, bushfire study, Stage 1 contamination report, Bunyah record of contacts.
<b>26 August 2020</b>	<b>Further information request.</b> Letter to proponent providing comments and seeking further information on the planning proposal.
<b>20 October 2020</b>	Letter to Director Watkins requesting a meeting to discuss Council's information requirements as set out in letter of 26 August 2020
<b>9 December 2020</b>	Council update report on Site Specific LEP Amendments (Item 13.02) noting that additional information from the proponent has been pending since August 2020
<b>20 Dec 2020</b>	Letter from Proponent to Director Watkins outlining that it is still the preferred outcome to rezone the land and advising that infrastructure requirements must be balanced against marginal increased yield. Matters raised talked to the further info request submitted on 26 August 2020
<b>5 March 2021</b>	Email to proponent advising key outstanding issues not addressed in previous correspondence include: a second road access and sewer pumping station capacity
<b>June 2021</b>	Meeting between proponent and Director Watkins
<b>16 June 2021</b>	Letter from proponent providing a recap of the meeting and outlining actions.
<b>16 June 2021</b>	Council update report on Site Specific LEP Amendments (Item 12.06) noting that additional information from the proponent has been pending since August 2020
<b>18 June 2021</b>	Email to proponent outlining buffer requirements to the Camden Haven River but agreeing to consider a variation.
<b>3 August 2021</b>	Email to Proponent acknowledging 16 June 2021 correspondence and providing comments in relation to sewer pump station, second road access, environmental land, zone for vegetation and easement, bushfire, perimeter roads, flooding, contamination, aboriginal heritage, heritage interpretation (Chimneys).
<b>23 August 2021</b>	Email to proponent providing further consideration in terms of secondary access
<b>26 August 2021</b>	Letter from proponent addressing further information request
<b>7 October 2021</b>	Email to proponent confirming buffer requirements around HBT's
<b>8 October 2021</b>	Email to proponent in relation to HBT's

<b>Date</b>	<b>Summary</b>
<b>3 November 2021</b>	Council update report on Site Specific LEP Amendments (Item 12.06) noting that an updated planning proposal and supporting studies is pending by proponent
<b>10 December 2021</b>	<p><b>Revised planning proposal and supporting studies submitted</b></p> <p>Note: Proposal to support the rezoning of land for approximately 122 lots</p> <p>This information included: Planning proposal, plan set, existing DA consent, ecology report, hollow bearing tree survey, traffic impact assessment, bushfire report, site contamination, archaeology report</p>
<b>17 December 2021</b>	Email to proponent seeking clarification on two matters, being the pathway identified within the C2 zone on the landscaping plan and omission of a flood study
<b>3 February 2022</b>	Updated information lodged on the Planning Portal in relation to the above query and the new DPE guidelines for preparation of Planning Proposals
<b>31 March 2022</b>	Meeting between Council staff and the proponent to reiterate the longstanding outstanding issues and to advise of intent to report the Planning Proposal to Council for decision.
<b>4 April 2022</b>	<p>Written advice from the Proponent proposing further amendments to the December 2021 Planning Proposal to address some of the outstanding issues raised in assessment of the proposal, including provision of a neighbourhood park in the vicinity of the heritage site and additional C3 Environmental Management land in the east, which encompasses the EEC in that vicinity and incorporates two of the four HBTs identified in Councils DCP as requiring mandatory retention (however not extending sufficiently to comply with DCP requirements in ensuring the Tree Hazard Zone is also protected).</p> <p><b>Note:</b> The critical issue of infrastructure cannot be addressed at this stage and the updated information does not address all of the concerns raised in the Council report.</p>

PLANNING PROPOSAL  
Under section 3.33 of the EP & A Act

Draft Amendment to  
Port Macquarie Hastings Local Environmental Plan 2011  
(PP2017-11.1)

LOT 1 DP 1161722 HOMEDALE ROAD KEW

Amended December 2021



[www.gemplanningprojects.com.au](http://www.gemplanningprojects.com.au)

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### ATTACHMENTS

Appendix A:	Gateway Determination
Appendix B:	Draft Development Control Plan provisions
Appendix C:	State Agency Submissions
Attachment 1:	Approved 58 Lot community title development
Attachment 2:	Intended outcome/concept plans
Attachment 3:	Ecological Impact Assessment, preliminary BDAR & Hollow bearing tree assessment
Attachment 4:	Aboriginal Cultural Heritage reports, 2006 & 2021
Attachment 5:	Stage 1 Site Contamination Assessment certified
Attachment 6:	Bushfire Hazard Assessment Nov 2021
Attachment 7:	Traffic Impact Assessment Nov 2021
Attachment 8:	Transport NSW (RMS) consultation

### MAPPING

Current Zone map
Proposed Zone map
Current Minimum Lot Size
Proposed Minimum Lot Size
Current Maximum Height of Buildings
Proposed Maximum Height of Buildings
Current Maximum Floor Space Ratio
Proposed Maximum Floor Space Ratio



This planning proposal and impacts assessment has been undertaken with skill, care and diligence by the staff of GEM Planning Project Pty Ltd. This assessment is based on information provided by the client, third party sources and investigations by GEM Planning Projects Pty Ltd. Independent verification of the documents relied upon has not been undertaken.

GEM Planning Projects disclaims any responsibility to the client and others in respect of any matters outside the scope of this report.

This report has been prepared on behalf of and for the exclusive use of the client and is subject to and issued in accordance with the agreement between the client and GEM Planning Projects. GEM Planning Projects accepts no liability or responsibility of whatsoever nature in respect of any use of or reliance upon this report by any third party.



Geraldine Haigh  
GEM Planning Projects Pty Ltd

Date: .....December 2021..... Ref: River Run PP V8



River Run

## 1. EXECUTIVE SUMMARY

This planning proposal has been prepared in accordance with section 3.33 of the *Environmental Planning and Assessment Act 1979* and the Department of Planning and Environment's A guide to preparing planning proposals (2016).

The planning proposal explains the intended effects of a proposed amendment to the Port Macquarie Hastings Local Environmental Plan 2011 (PMHLEP) to rezone rural land adjacent Kew village for environmental and residential purposes.

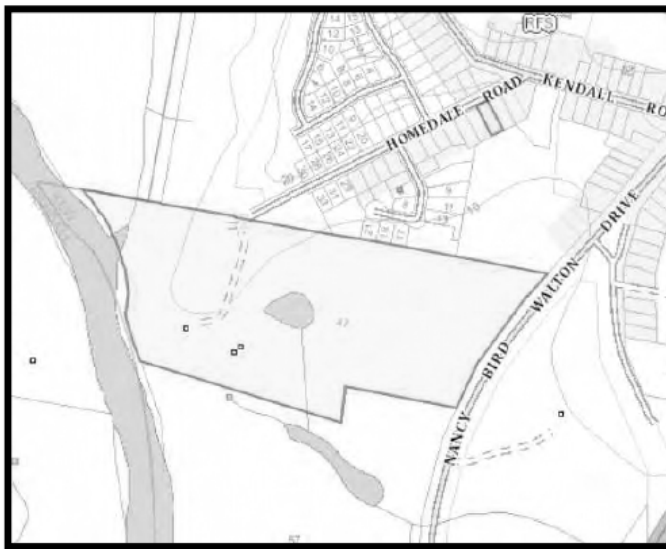


Figure 1 Locality Plan (Source: Six Maps)

The land comprises 14.18 ha and has a current development approval for a residential development of a 58-lot community title subdivision under the site specific *Additional Permitted Uses* provisions of Port Macquarie Hastings Local Environmental Plan 2011. A copy of the approved site layout for the community title development is attached.

The proposal would see removal of site-specific provisions over the whole site and application of the R1 General Residential zone over approximately 10.2 ha of the site.

The recent expansion of Kew village adjacent to the North of the site has seen extension of urban infrastructure to the boundary, removing the need for on site self-contained sewage and water supply systems as identified under the current *Additional Permitted Use* provisions.

The proposal includes the introduction of E2 Environmental Protection and E3 Environmental Management zones “book-ending” the proposed R1 General Residential land at the eastern and western ends of the development footprint. A series of plans demonstrating the site characteristics and the concept plan of the intended outcome are attached.





Specialist studies into the site characteristics were undertaken to determine appropriate zonings and inform the concept plan. Studies include ecological, bushfire, traffic and geotechnical investigations. The studies indicate that the proposal would have minimal environmental impact and make recommendations for future management and mitigation measures for future development of the site.

Figure 2 below demonstrates the increase in development footprint intended under the planning proposal, shown in black hatch. The proposal will result in protection of 3.6ha of native vegetation under E2 & E3 zone and result in the additional clearing of 0.55 ha of vegetation above that enabled under the 58-lot community title subdivision. The overall environmental management outcome is considered superior to the current situation which does not protect the riparian frontage nor other areas of undisturbed native vegetation.

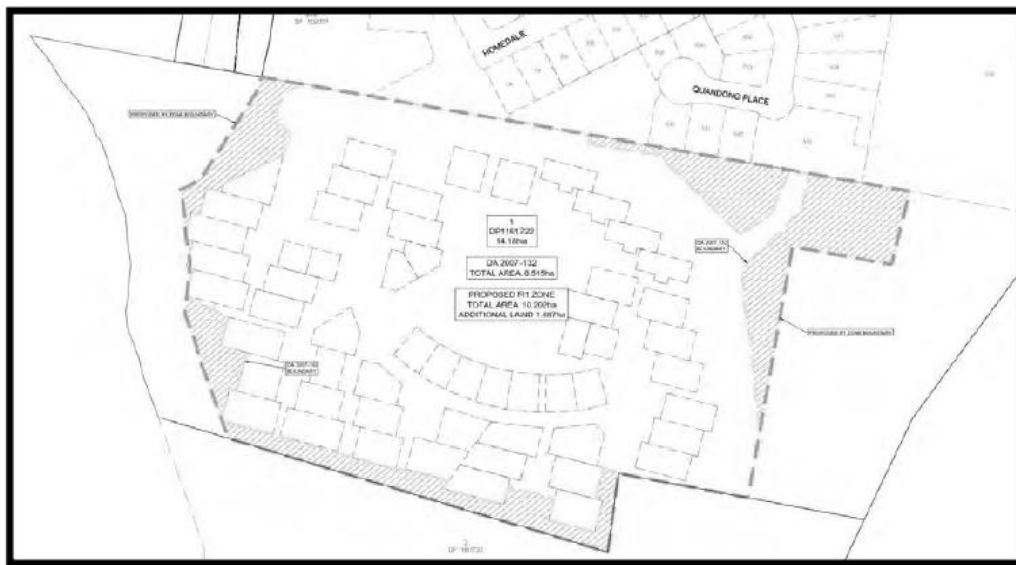


Figure 2 Additional development footprint



## 2. PLANNING PROPOSAL

### PART 1: Objectives or Intended Outcomes

This planning proposal aims to amend the Port Macquarie Hastings Local Environmental Plan 2011 to rezone rural land adjacent Kew village for environmental and residential purposes. The intended outcome would be a low-density residential estate, potentially under community title, designed to encouraged residents to enjoy contact with nature and live healthier lifestyles, adjacent protected vegetation areas at each end of the estate.

### PART 2: Explanation of Provisions

The planning proposal seeks to make changes to the Port Macquarie Hastings Local Environmental Plan 2011 (PMHLEP) by amending:

- Land Zoning Map from RU1 Primary Production to part R1 General Residential, part zone E2 Environmental Conservation and part zone E3 Environmental Management, as shown at Part 4.1;.
- Lot Size Map to permit minimum lot sizes of
  - 450 square metres on that part of the site proposed to be zoned R1 General Residential and
  - 2 ha on that part of the site proposed to be zoned E2 Environment Protection & E3 Environmental Management in the west of the site, as shown at Part 4.2;
- Height of Building Map to allow a maximum height of 8.5metres for future development on that part of the site proposed to be zoned R1 General Residential.
- Floor Space Ratio Map to allow a maximum floor space ratio of 0.65:1 for future development on that part of the site proposed to be zoned R1 General Residential.
- Schedule 1 Additional Permitted Uses (Clause 2.5) of PMHLEP to remove the site-specific provision titled "Use of certain land at Homedale Road, Kew".
- Additional Permitted Uses Map to omit the hatching pertaining to Lot 1, DP 1161722.

Land Use Zone table extracts from PMHC LEP 2011 applicable to this planning proposal include:

#### *Zone R1 General Residential*

##### *1 Objectives of zone*

- To provide for the housing needs of the community.
- To provide for a variety of housing types and densities.
- To enable other land uses that provide facilities or services to meet the day to day needs of residents.

##### *2 Permitted without consent*

Home occupations

##### *3 Permitted with consent*

Attached dwellings; Boarding houses; Building identification signs; Business identification signs; Centre-based child care facilities; Community facilities; Dwelling houses; Group homes; Home industries; Hostels; Multi dwelling housing; Neighbourhood shops; Oyster aquaculture; Places of public worship; Pond-based aquaculture; Residential flat buildings; Respite day care centres; Roads; Semi-detached dwellings; Seniors housing; Shop top housing; Tank-based aquaculture; Any other development not specified in item 2 or 4



*4 Prohibited*

Agriculture; Air transport facilities; Airstrips; Amusement centres; Animal boarding or training establishments; Backpackers' accommodation; Boat building and repair facilities; Charter and tourism boating facilities; Commercial premises; Correctional centres; Crematoria; Depots; Electricity generating works; Entertainment facilities; Extractive industries; Farm buildings; Farm stay accommodation; Forestry; Freight transport facilities; Function centres; Heavy industrial storage establishments; Helipads; Highway service centres; Home occupations (sex services); Industrial retail outlets; Industrial training facilities; Industries; Marinas; Mooring pens; Mortuaries; Open cut mining; Passenger transport facilities; Port facilities; Public administration buildings; Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Registered clubs; Research stations; Restricted premises; Rural industries; Rural workers' dwellings; Service stations; Sewerage systems; Sex services premises; Signage; Storage premises; Transport depots; Truck depots; Vehicle body repair workshops; Vehicle repair stations; Veterinary hospitals; Warehouse or distribution centres; Waste or resource management facilities; Water storage facilities; Water treatment facilities; Wharf or boating facilities; Wholesale supplies

*Zone E2 Environmental Conservation**1 Objectives of zone*

- To protect, manage and restore areas of high ecological, scientific, cultural or aesthetic values.
- To prevent development that could destroy, damage or otherwise have an adverse effect on those values.
- To protect coastal wetlands and littoral rainforests.
- To protect land affected by coastal processes and environmentally sensitive land.
- To prevent development that adversely affects, or would be adversely affected by, coastal processes.
- To enable development of public works and environmental facilities where such development would not have an overall detrimental impact on ecological, scientific, cultural or aesthetic values.

*2 Permitted without consent*

Nil

*3 Permitted with consent*

Environmental facilities; Environmental protection works; Oyster aquaculture; Recreation areas; Research stations; Roads

*4 Prohibited*

Business premises; Hotel or motel accommodation; Industries; Multi dwelling housing; Pond-based aquaculture; Recreation facilities (major); Residential flat buildings; Restricted premises; Retail premises; Seniors housing; Service stations; Tank-based aquaculture; Warehouse or distribution centres; Any other development not specified in item 2 or 3

*Zone E3 Environmental Management**1 Objectives of zone*

- To protect, manage and restore areas with special ecological, scientific, cultural or aesthetic values.
- To provide for a limited range of development that does not have an adverse effect on those values.



2        *Permitted without consent*

Home occupations

3        *Permitted with consent*

Community facilities; Dwelling houses; Emergency services facilities; Environmental facilities; Environmental protection works; Home-based childcare; Home businesses; Horticulture; Information and education facilities; Kiosks; Oyster aquaculture; Places of public worship; Pond-based aquaculture; Recreation areas; Research stations; Roads; Tank-based aquaculture; Water recreation structures

4        *Prohibited*

Industries; Multi dwelling housing; Residential flat buildings; Retail premises; Seniors housing; Service stations; Warehouse or distribution centres; Any other development not specified in item 2 or 3



## PART 3: Justification

In accordance with the Department of Planning and Environment's *A Guide to Preparing Planning Proposals* 2018, this part provides a response to the following issues:

- Section A: Need for the planning proposal
- Section B: Relationship to strategic planning framework
- Section C: Environmental, social and economic impact
- Section D: State and Commonwealth Interests.

## Section A: Need for the Planning Proposal

Q1: Is the planning proposal a result of an endorsed local strategic planning statement, strategic study or report.

Yes: Council's Local Strategic Planning Statement (LSPS) *Shaping Our Future 2040* was adopted on 30 September 2020. The role of *Shaping Our Future* is to:

- Identify and give effect to relevant directions located within the North Coast Regional Plan 2036.
- Links Council's strategies and plans to the implementation of the NSW Governments Strategic Plans.

*Shaping our Future* gives effect to the North Coast Regional Plan 2036. The land the subject of this planning proposal is identified for investigation in the North Coast Regional Plan (NCRP) 2036 as an Urban Investigation Area (UIA). A copy of the NCRP will be an attachment to the public exhibition material. The subject land is part of the Camden Haven district of the Port Macquarie Hastings Local Government Area and is identified in the regional priorities as a for delivering housing and job opportunities.

This planning proposal directly meets those priorities by delivering land for housing opportunities and direct employment through the construction phase and ongoing job generation for the building industry, home establishment and the supporting services.



Figure 3: NCRP 2036 Regional Priorities



*Shaping Our Future* links Council's Urban Growth Management Strategy (UGMS) to the implementation of the NCRP. The UGMS identifies the subject land within the Camden Haven Growth Area boundaries as shown Figure 4 below.

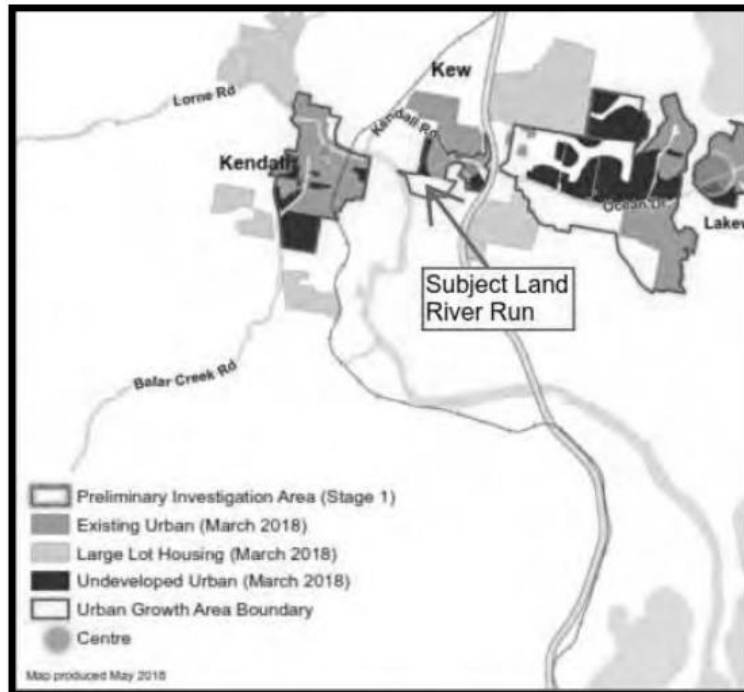


Figure 4: Extract PMHC Urban Growth Management Strategy 2017- 2036

This planning proposal is the direct result of Council's UGMS and commencement of it for this site is the result of a resolution of Port Macquarie Hastings Council at its meeting of 16 August 2018 to include the rezoning of site in the Strategic Planning program priorities.





Q2: Is the planning proposal the best means of achieving the objectives or intended outcomes?

The land is currently zoned RU1 Primary Production with a minimum lot size of 40 hectares and is subject to a site-specific planning provision permitting residential development under Schedule 1 of PMHLEP enabling a 66-lot community title development. There exists an approval for a 58-lot community title housing development which commenced under DA 2007-132. This development approval remains active and would be surrendered in conjunction with a resultant residential subdivision approval for the land, following rezoning.

Ministerial Direction 6.3 discourages site specific planning provisions and prefers land to be zoned to an existing zone already applying in the environmental planning instrument and requirements already contained in the principal environmental planning instrument relevant to the land use. The planning proposal would remove this site-specific planning provision and utilizes zones and provisions already contained in the PMHLEP 2011.

The aim of Council's UGMS is *"to achieve well-planned growth in the right places to create a more diverse and prosperous economy and maintain a healthy environment and great places to live"* (Vol 2:7).

The intended outcome for the land, being a combination of environmental protection and residential development is consistent with the aims of Council's UGMS for a healthy environment and great places to live.

The site-specific investigations carried out to date support the use of part of the land for urban development and part for environmental protection purposes. The planning proposal gives effect to the aims of the UGMS and is demonstrated in the concept plan as likely to protect approximately 1.92 ha of land under the E2 zone and 1.678 ha of land under the E3 zone, a total of 3.6 ha of long-term native vegetation protection.

The remaining area, 10.20 ha is proposed for residential usage, under the R1 General Residential zone. The planning proposal is the only means available to achieve the intended outcome.



## Section B: Relationship to Strategic Planning Framework

Q3: Will the planning proposal give effect to the objectives and actions of the North Coast Regional Plan 2036

Yes. The planning proposal presents an opportunity to meet the regionally focused goals of the NCRP:

*The most stunning environment in NSW  
A thriving, interconnected economy  
Vibrant and engaged communities  
Great housing choice and lifestyle options*

The principles of the NCRP strategy in relation to growth on the North Coast are expressed as follows:

*Principle 1: Direct Growth to Identified Urban Growth Areas  
Principle 2: Manage the Sensitive Coastal Strip  
Principle 3: Provide Great Places to Live and Work in A Unique Environment*

Principle 1. It proposes growth within the urban growth area boundary as shown in Figure 4 above.

Principle 2. Is considered met through the protection and enhancement of natural vegetation adjacent the Camden Haven River and EEC located at the East end of the land with a combination of E2 and E3 Environmental zones and Development Control Plan provisions.

Principle 3. Is considered met through the proposed mix of zones and its place within Kew village, a vibrant small local community.

Goal 1 – The most stunning environment in NSW

Direction 2: *Enhance biodiversity, coastal and aquatic habitats and water catchments.*

Action 2.1: Focus development to areas of least biodiversity sensitivity in the region and implement the “avoid, minimise, offset” hierarchy to biodiversity, including areas of high environmental value.”

The planning proposal will result in direct environmental protection of approximately 3.6 ha (30%) of the 12 ha property subject to this planning proposal. Areas identified as having high environmental value have been “avoided” and zoned E2 Environmental Conservation. The “avoid” areas provide inherent protection to the Camden Haven River and retains vegetation linking to public land to the north.

Areas on the fringe of the E2 zoned lands are further managed with the application of E3 Environmental Management zones and supported by PMHC DCP 2013 provisions.

The proposal results in the removal of 4 Koala food trees (KFT) which is subject to the offset planting requirements of the PMHC Development Control Plan 2013. The protected vegetation retains multiple hollow bearing trees (HBT) and hundreds of recruitment trees. Four (4) HBT identified as likely to be removed when development proceeds. The impacts of which, are proposed to be mitigated through the long-term protection of 30% of the site containing a



significant number of recruitment trees as well as appropriate nest box placements in protected areas. The Ecological Impact Assessment and additional hollow bearing tree investigations are attached.

*Direction 3: Manage natural hazards and climate change.*

*Action 3.1:* Reduce risk from natural hazards, including the project effects of climate change, by identifying, avoiding and managing vulnerable areas and hazards.

Consideration of the PfbP 2019 Bushfire Strategic Study Principles has demonstrated the site is appropriate for the proposed use. Future development is required to comply with Planning for Bushfire Protection 2019 and the concept plan has been assessed under the PfbP guidelines. Refer to the attached Bushfire Hazard Assessment.

Riparian areas and flood fringe areas containing EEC have been avoided and retained in the environmental zoned lands. The land to be zoned residential is located above Council's Flood Planning Level, with minor flood fringe land along the southern boundary (grassland) satisfactorily addressed in the concept plan.

*Goal 3 – Vibrant and engaged communities*

The NCRP 2036 articulates the importance of the design of the urban environment, including streetscapes, and recreation and community facilities, which can help build community health, social wellbeing, and cohesion. It goes on to state that providing housing, services and facilities that are within walking distance of each other, or easily accessible by public transport, can also help to deliver these outcomes. The planning proposal identifies preferred pedestrian linkages to Kew Village playground areas as well as linking to the existing footpath on Homedale Road towards the Golf Course and the town centre.

The intended outcome will enable future residents to experience the lifestyle and community associated with Kew village.

*Direction 16: Collaborate and partner with Aboriginal communities*

*Action 16.2:* Ensure Aboriginal communities are engaged throughout the preparation of local growth management strategies and local environmental plans.

*Direction 18: Respect and protect the North Coast's Aboriginal heritage.*

*Action 18.1:* Ensure Aboriginal objects and places are protected, managed and respected in accordance with legislative requirements and the wishes of local Aboriginal communities.

*Action 18.2:* Undertake Aboriginal cultural heritage assessments to inform the design of planning and development proposals so that impacts to Aboriginal cultural heritage are minimised and appropriate heritage management mechanisms are identified.

Birpai Local Aboriginal Land Council has undertaken two site inspections, in 2006 and 2021 for the subject land. No relics or sites of cultural significance were identified on either occasion.



Direction 21: Coordinate local infrastructure delivery

Action 21.1: Undertake detailed infrastructure service planning to support proposals for new major release areas.

Action 21.2: Maximise the cost-effective and efficient use of infrastructure by directing development towards existing infrastructure or promoting the co-location of new infrastructure.

The site is identified for urban release and can be serviced through extension of the existing road, sewerage and water supply infrastructure from Homedale Road.

Council's planned upgrade of the Kew Sewer Treatment plant is programmed for 2021/2022. The subject land would be serviced by the additional capacity designed in the Kew STP upgrade.

GOAL4 - Great housing choice and lifestyle options

Pursuing suitable housing densities in the right locations will create more housing choice and still protect the site's environmental values providing lifestyle and amenity benefits. This approach to housing delivery will be more sustainable as it will protect the environment and create stronger, better-connected communities.

Direction 22: Deliver greater housing supply

Action 22.1: Deliver an appropriate supply of residential land within local growth management strategies and local plans to meet the region's projected housing needs.

The planning proposal is consistent with Council's Urban Growth Management Strategy and in particular, the Camden Haven West release area.

Direction 23: Increase housing diversity and choice

Action 23.1: Encourage housing diversity by delivering 40 per cent of new housing in the form of dual occupancies, apartments, townhouses, villas or dwellings on lots less than 400 square metres, by 2036.

The planning proposal seeks to apply Council's existing R1 General Residential zone, the 450sqm minimum lot size mapping and 8.5m height of building mapping. The R1 zone allows a wide range of residential housing including attached dwellings, boarding houses, single dwellings, group homes, hostels, multi dwelling housing, residential flat buildings, semi-detached dwellings, seniors housing and shop top housing.

The objectives of the R1 zone to be applied are:

- To provide for the housing needs of the community.
- To provide for a variety of housing types and densities.
- To enable other land uses that provide facilities or services to meet the day to day needs of residents.

The planning proposal is consistent with Strategic Directions 22 & 23.



Q4 Will the planning proposal give effect to Council's endorsed local strategic planning statement, or another endorsed local strategy or strategic plan.

Yes. As described in Q1 above, the planning proposal is consistent with Council's Local Strategic Planning Statement 2020 (LSPS) titled *Shaping Our Future 2040*.

*Shaping Our Future* is Council's key strategic land-use planning strategy for the Port Macquarie Hastings LGA and provides direction to a range of other land-use planning strategies including the *North Coast Regional Plan 2036* (NCRP) and Council's *Urban Growth Management Strategy 2017 – 2036*. (UGMS) The LSPS also links Council's Community Strategic Plan called *Towards 2030 Community Strategic Plan*.

The LSPS includes 19 Planning Priorities across the themes of:

- Our Environment,
- Places,
- Connections,
- Economy and
- Enabled by Infrastructure.

### Local Strategic Planning Statement

Planning Priorities relevant to the subject site and/or its proposed land use:

#### *Environment*

*Priority 1 – Protect, conserve and enhance our biodiversity areas of high environmental value and our scenic and cultural landscapes while cultivating sustainable growth and development.*

This planning proposal introduces protections to existing vegetation and the riparian zone along the Camden Haven River frontage (western boundary) of the subject land by application of E2 Environmental Conservation and E3 Environmental Management zones.

The planning proposal provides for protection of an area of EEC at the eastern end of the subject land with the application of E2 Environmental Conservation zone and extends the E Environmental Management zone across the residual vegetated land through to Nancy Bird Walton Drive.

The subject land is currently zoned RU1 Primary Production and carries a consent for a 58-lot community title residential development without any specific controls or protections on these areas. The planning proposal is considered a superior outcome for the protection of the environmental values of the site.

#### *Priority 2 – Manage Growth Sustainably.*

The site is identified as an Urban Investigation Area in the NCRP 2036 and within the Camden Haven West Urban Growth Area for residential purposes. The selection of Urban Investigation Areas by Council has been predicated on principles of sustainable growth.



*Priority 3-Increase our community's resilience to the impacts and risks of natural hazards and environmental change.*

The land to be zoned residential is located above Council's Flood Planning Level, with minor flood fringe land along the southern boundary (grassland) satisfactorily addressed in the concept plan.

*Priority 4 - Protect and improve the health of our waterways and aquatic habitats.*

The Planning Proposal introduces environmental protection zones to vegetation adjacent the river front (Camden Haven River), where no such protections are in place currently.

*Priority 5 - Sustainably and efficiently manage our energy, water, waste and natural resources*

The planning proposal will enable the preferred outcome of providing future residents access to Council's sewer and water services unlike the site-specific additional use consent that requires onsite sewer treatment and water supply.

*Our Places*

*Priority 6 - Use a place-based approach to shape the development of our sites, streetscapes, precincts, towns and centres.*

The intended outcome for the site is a neighbourhood precinct book ended by environmental lands and river outlook, conducive to walking and connecting with nature. The subject location is suitable for expansion of Kew village and is proximate to the village centre, the Golf Course and the iKew Playground.

*Priority 7 - Provide for a diversity of housing in the right locations.*

The proposed R1 General Residential zone make provision for a range of housing types as discussed above.

*Priority 8 - Create vibrant public places and spaces that inspire social interaction and support community wellbeing.*

The intended outcome for the site is a neighbourhood precinct conducive to walking and cycling past natural spaces and with easy access to the village centre and recreational facilities.

*Priority 9 - Preserve and enhance the distinctive character, size and scale of our towns, villages and rural communities*

The proposal protects 30% of the site in E2 and E3 environmental zones that will bookend the residential development and provide a setting that is consistent with, and enhances the existing low density, nature-orientated Kew community.





*Priority 10 - Protect, respect and embrace our natural, built and cultural heritage (including our Aboriginal cultural heritage)*

The proposed retains and protects riparian areas adjacent the Camden Haven River and environmentally endangered communities in the eastern portion of the site in the environmental zoned lands.

*Priority 12 - Develop a network of safe, accessible and sustainable local transport options linking key local destinations.*

The intended outcome proposes a looping road network with footpaths and low speed traffic environment. A low impact gravel path in the east linking north to Kew facilities and playground is also intended. The traffic assessment addresses transport options and regional cycle ways links.

*Our Economy*

*Priority 13 - Build the capacity of Port Macquarie as a regional city and develop the vitality of other economic centres and employment lands*

Kew experienced a severe economic decline after it was bypassed by the Pacific Motorway upgrade in 2010. The subsequent development of the adjoining Links Residential Estate played a major role in bringing new residents to Kew and revitalising local business. The Planning Proposal will contribute to the continued revitalisation of Kew by providing accommodation for new residents in close proximity to the Kew business centre.

*Priority 16 - Plan for a future economy which is diverse, resilient and inclusive*

The proposal will provide additional households needed to support the local Kew business community to assist in the building of a resilient local economy that can accommodate a range of small businesses across various industry sectors.

Urban Growth Management Strategy 2017 - 2036

The Urban Growth Management Strategy 2017 (UGMS) is the local response to the NCRP 2036 and is integrated with Council's *Towards 2030 Community Strategic Plan*.

The land is identified in the UGMS as the Camden Haven West Investigation area. The timing of the planning proposal is consistent with the UGMS expectations.

Towards 2030 Community Strategic Plan

The Proposal for the subject site satisfies key elements of the Community Strategic Plan for the *natural and built environment* (Section 4):

- *Sustainable and environmentally sensitive development outcomes that consider the impact on the natural environment*
- *Accessible and protected waterways, foreshores, beaches and bushlands*



The proposal avoids and protects riparian vegetation along the western river frontage of the site which will connect with E2 zoned land to the north. It will also protect EEC vegetation and forested areas in the eastern part of the site that connects to similar vegetation on Council owned land to the north to create and enhance a habitat corridor adjacent to the Kew business centre.

Q5: Is the planning proposal consistent with applicable State Environmental Planning Policies?

Table 1 below considers the relevant SEPPS that apply to this Planning Proposal. Key matters to arise include:

**Table 1: State Environmental Planning Policies**

No.	State Environmental Planning Policy	Aims of Policy	Consistency
55	Remediation of Land	The object of this Policy is to provide for a State-wide planning approach to the remediation of contaminated land. The policy states that land must not be developed if it is unsuitable for a proposed use because it is contamination.	<b>Consistent.</b> The site is not registered on Council's contaminated lands register.  A Stage 1 soils assessment has been prepared by Regional Geotechnical Solutions and no issues were identified for the future use of the site. A copy of the certified assessment is attached. The assessment found that:
	Coastal Management 2018	The aim of this Policy is to promote an integrated and co-ordinated approach to land use planning in the coastal zone  For land in proximity to mapped wetlands or littoral rainforest the provisions of the SEPP would apply at development application stage to consider the biophysical, hydrological or ecological integrity of the adjacent coastal wetland or the quantity and quality of surface and ground water flows to and from the adjacent coastal wetland or littoral rainforest.	<b>Consistent</b> A small area of the site, at the western river frontage is mapped as land under this SEPP.  S 5.4 of the ecological assessment, attached examines the area of mapped Coastal Wetland in the northwest corner of the site and states:  <i>While riparian vegetation fronting the creek may be classed as a wetland, adjoining vegetation upslope from here comprises Moist Sclerophyll Forest on free draining soils and is not a wetland. ... The elevation increases up to 13m at the proposed boundary of the R1 zone and no waterbodies or aquatic vegetation is present.</i>  The proposed E2 & E3 zones encompasses the mapped wetland area.  Areas of the site mapped as being "in proximity" to coastal wetlands being 100m wide overlays on land proposed for the R1 General Residential zone.  The proposal includes DCP provisions to protect the wetland vegetation and rehabilitate and



			<p>improve the ecological value of the vegetation in the proposed E2 &amp; E3 zones.</p> <p>Council WSUD principles for stormwater management and water quality are applied to subdivisions and will protect these areas through the detailed design and subdivision construction phases.</p>
	Exempt and Complying Development Codes 2008	This Policy seeks to provide streamlined assessment process for development that complies with specified development standards.	<p><b>Consistent.</b></p> <p>The Planning Proposal does not seek to amend the application of the Codes SEPP on the subject land.</p> <p>Noting that the SEPP Coastal Management proximity buffer precludes the use of the exempt &amp; complying development codes in the buffer areas.</p>
	Housing for Seniors or People with a Disability 2004	This Policy aims to encourage the provision of housing that will increase the supply and diversity of residences that meet the needs of seniors or people with a disability, make efficient use of existing infrastructure and services, and be of good design.	<p><b>Consistent.</b></p> <p>Future Development of the residential zoned land may include applications under this SEPP.</p> <p>The planning proposal does not alter the application of Seniors Housing SEPP for land zoned R1 General Residential.</p>
	Infrastructure 2007	The aim of this policy is to facilitate the effective delivery of infrastructure across the State	<p><b>Consistent.</b></p> <p>Division 17 of the Infrastructure SEPP addresses traffic generating developments. The intended outcome concept provided indicates approximately 122 lots. Below the referral threshold for subdivision in Schedule 3 of the SEPP.</p> <p>The Traffic Impact assessment for this proposal on Homedale Road intersection with Kendall Road, takes into account the potential future development of Lot 202 adjacent to the north, as well as the existing estates. The TIA is attached and discussed in further detail below.</p> <p>Consultation with North Region office of TfNSW has not identified any regional infrastructure requirements associated with this proposal.</p>
	SEPP (Primary Production and Rural Development) 2019	The aims of this Policy are as follows— (a) to facilitate the orderly economic use and development of lands for primary production, (b) to reduce land use conflict and sterilisation of rural land, (c) to identify State significant agricultural land,	<p><b>Consistent.</b></p> <p>The planning proposal is seeking to change land zoned for a rural purpose to a residential purpose.</p> <p>The land is identified in the PMHC Urban Growth Management Strategy and the North Coast 2036 Regional Plan for urban investigation purposes.</p> <p>The land was recognised as future urban with the 2008 Farmland Mapping project and whilst currently zoned Rural has a long-standing site-</p>



		<p>(d) to simplify the regulatory process for smaller-scale low risk artificial waterbodies, and routine maintenance,</p> <p>(e) to encourage sustainable agriculture,</p> <p>(f) to require consideration of the effects of all proposed development in the State on oyster aquaculture,</p> <p>(g) to identify aquaculture that is to be treated as designated development</p>	<p>specific enabling clause for community title residential development. Removal of this clause and inclusion in appropriate residential and environmental protection zones is considered a better outcome.</p> <p>It would result in the orderly and economic use of the land identified in those strategies.</p>
	SEPP (Koala Habitat Protection) 2020 and 2021	<p>This Policy aims to encourage the conservation and management of areas of natural vegetation that provide habitat for koalas to support a permanent free-living population over their present range and reverse the current trend of koala population decline.</p>	<p><b>Consistent</b></p> <p>Two dedicated Koala surveys were conducted across the site using the Spot Assessment Technique (SAT). As well as targeted call playback, passive infrared cameras and spotlight surveys. The ecological investigations found no evidence of Koalas. Previous field surveys in 2018 also did not find evidence of Koalas.</p> <p>The proposal will protect a total 3.6ha of native vegetation, at the western riverfront end and at the eastern bushland end fronting Nancy Bird Walton Drive.</p> <p>The proposal would result in the removal of 4 Koala Food trees which is mitigated by the protection of nearly 4 ha of mature native vegetation long term. Currently the site has a current approval for a 58-lot community title residential development with no protections on this vegetation.</p> <p>This proposal is considered a better outcome for long term protection of the site's ecological values.</p>



Q6: Is the planning proposal consistent with applicable Ministerial Directions (s.9.1directions)?

Assessment of the planning proposal against the s9.1 Ministerial Directions is provided in Table 2: below.

**Table 2: Ministerial Directives**

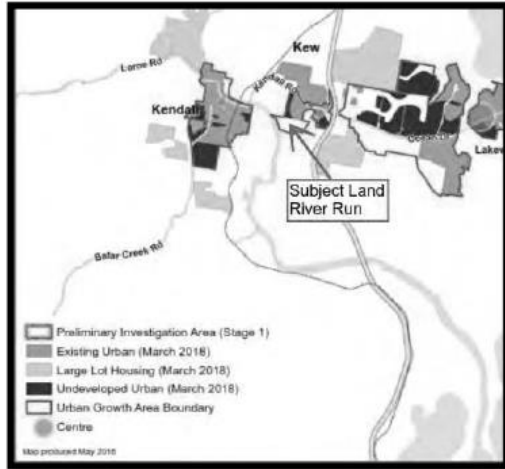
Directive	Summary	Complies or Justification
<b>1.2 Rural Zones</b> Issued 1 July 2009	To protect the agricultural production value of rural land.	<p><b>Justified</b></p> <p>The Proposal is inconsistent with this Direction as it would result in rezoning of land currently zoned RU1 Rural Primary Production to E2 &amp; E3 Environmental zones and the R1 General Residential zone.</p> <p>However, the inconsistency is justified because the land is identified in the PMHC Urban Growth Management Strategy and the North Coast 2036 Regional Plan for urban investigation purposes and has an existing site-specific use for a 58-lot community title residential development.</p> <p>The land was long term been recognised as future urban including in the 2008 Farmland Mapping project and whilst currently zoned Rural, it has a long-standing site-specific enabling clause for community title residential development.</p> <p>Removal of this clause and inclusion in appropriate residential and environmental protection zones is considered a better outcome. It would result in the orderly and economic use of the land identified in those strategies.</p>
<b>1.5 Rural Lands</b> Issued 1 July 2009	To protect the agricultural production value of rural land and facilitate the orderly and economic development of rural land.	<p><b>Justified</b></p> <p>The SEPP Rural Lands 2008 has been replaced by SEPP (Primary Production and Rural Development) 2019. Discussion of the Proposal in relation to SEPP (Primary Production and Rural Development) 2019 is provided in Table 1 above.</p> <p>This inconsistency is considered justified as described above in Directive 1.2.</p>
<b>2.1 Environment Protection Zones</b>	To protect and conserve environmentally sensitive areas.	<p><b>Consistent.</b></p> <p>The planning proposal protects approximately 3.6 ha of land by rezoning to E2 Environmental Conservation and E3 Environmental Management. These areas are to be managed and enhanced through the application of a vegetation management plan in the conditions of consent of a subsequent development approval.</p>
<b>2.2 Coastal Management</b>	To protect and manage coastal areas of NSW	<p><b>Consistent</b></p> <p>The planning proposal does not alter or remove the Coastal SEPP provisions. Part of the land proposed to be rezoned is mapped within the 100m coastal wetlands buffer.</p>



		The proposal includes the majority of this buffer in E2 & E3 zones. Environmental management principles addressing water quality and run off are applied through existing DCP 2013 and Council Engineering specifications for subdivisions.
2.3 Heritage conservation	To conserve items, area, objects and places of environmental heritage and indigenous heritage significance.	<p><b>Consistent</b></p> <p><u>Aboriginal Cultural Heritage</u></p> <p>Cultural Heritage due diligence was undertaken in 2006 by Birpai LALC. That site has been re-assessed in November 2021. Both inspection reports are attached to this proposal. The reports have not raised any issues with the proposed areas for residential zoning. The area to be zoned E2 &amp; E3 would be undisturbed.</p> <p><u>Local Heritage Item</u></p> <p>The subject land is mapped under PMHLEP 2011 as containing a local heritage item described as “The Chimneys – remains of mill workers cottages”.</p> <p>The planning proposal retains this mapping and the application of Clause 5.10 for any future development application.</p>
3.1 Residential Zones	To encourage variety and choice of housing, make efficient use of existing infrastructure and services, minimise impact on environment and resource lands.	<p><b>Consistent</b></p> <p>The proposed R1 General Residential zoning has the potential to be developed for a variety of residential housing types. The proposal will supporting future options for a variety of housing choices, make more efficient use of existing infrastructure and services and has avoided land of high environmental values.</p> <p>The proposal is consistent with the PMHC Growth Management Strategy and the North Coast 2036 Regional Plan.</p>
4.1 Acid Sulphate Soils	To avoid significant adverse environmental impacts	<p><b>Consistent</b></p> <p>The planning proposal applies to land that has some areas mapped as Class 5 potential ASS and the intended future use as general residential is such that it would not result in a “significant adverse environmental impact”. The standard instrument provisions for addressing Acid Sulphate Soils would apply under Port Macquarie LEP 2011.</p>
4.3 Flood prone land	To ensure development of flood prone land is consistent with NSW Govt policy and commensurate with the flood hazard.	<p><b>Justified</b></p> <p>The planning proposal has included all of the land mapped as flood prone, including climate change allowance, on the site within the E3 and E2 zoned areas, other than a marginal flood fringe area along the southern boundary which has been addressed in the concept plans.</p> <p>The flood fringe constraints shown in the attached plans demonstrate how this area of very minor impact can be safely and reasonably included in the proposal.</p>





4.4 Planning for Bushfire Protection	To protect life, property, and the environment from bushfire hazards and to encourage sound management of bush fire prone areas	<p>Consistent</p> <p>The Proposal has been considered under Table 4.2.1 Strategic Fire Principles (PfBP 2019) following direct consultation with the RFS. A bushfire hazard assessment addressing the Strategic Fire Principles and doing an assessment of the intended outcome/concept plan is attached.</p>
5.10 Implementation of Regional Plans	To give legal effect to the vision, land use strategy, goals, directions and actions contained in Regional Plan	<p>Consistent</p> <p>The planning proposal is consistent with the North Coast 2036 Regional Plan and is within the mapped urban growth area boundaries.</p>  <p>The map shows the Subject Land River Run area, which is within the mapped urban growth area boundaries. The map includes labels for Lorne Rd, Kendal, Kew, Balar Creek Rd, and Lake. A legend indicates the following zones: Preliminary Investigation Area (Stage 1), Existing Urban (March 2018), Large Lot Housing (March 2018), Undeveloped Urban (March 2018), Urban Growth Area Boundary, and Centre. The map was produced in May 2018.</p>
6.1 Approval and Referral Requirements	To ensure the LEP provisions encourage efficient and appropriate assessment	<p>Consistent.</p> <p>The planning proposal does not introduce any additional consultation or concurrence requirements.</p>



**Section C: Environmental, Social and Economic Impact**

Q7: Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats will be adversely affected as a result of the proposal?

No. The ecological assessment has identified areas of vegetation on site to be avoided and protected with the application of E2 Environmental Protection and E3 Environmental Management zones. The proposed E2/E3 zones will provide significantly more protection than the current RU1 Primary Production zone and the current development consent for a 58-lot residential estate under community title. The current development consent does not include any limitations on usage of the vegetated areas.

The development concept has been specifically designed with consideration for the EECs on eastern end of the site. These areas of sensitive habitat are to be protected within an E2 Environmental Conservation zone and non-EEC/fringe vegetation is to be retained under the E3 Environmental Management zone all the way through to Nancy Bird Walton Drive.

Mature vegetation growing along the Camden Haven River frontage at the west of the site is to be protected via E2 Environmental Conservation zoning, buffered by an E3 Environmental Management zone. This will see effective protection of this vegetation which contains hollow-bearing trees and riparian areas, including mapped coastal wetland in the northwest.

The mapped area of Coastal Wetland (SEPP Coastal Management 2018) and corresponding Biodiversity Values mapping affecting the northwest corner of the site have been assessed in detail. The ecological assessment identified that while riparian vegetation fronting the creek may be classified as wetland, adjoining vegetation upslope from there comprises Moist Sclerophyll Forest on free draining soils and is not a wetland.

The elevation increases up to 13m (AHD) at the proposed boundary of the R1 zone and no waterbodies or aquatic vegetation is present. The mapped area within the proposed R1 zone represents tree shadow and overhanging trees. There would therefore be no impact on the mapped area within the R1 zone. (Source: BA 2020)

The ecological impact assessment concluded that the site is not considered to be Core Koala Habitat and noted that no scats or evidence of Koala activity were observed during field surveys, nor during previous site assessments in 2006 by a different ecologist. It was concluded that the site would not qualify as Core Koala Habitat under the provisions of the SEPP Koala Habitat Protection 2020

Survey of hollow bearing trees on the site identified 22 HBTS and 100s of potential recruitment trees within the proposed E2 & E3 zone areas.



Figure 16: Biodiversity values mapping in northwest corner of the subject site



Figure 5 Biodiversity Values mapping

The total additional vegetation likely to be impacted by a future development is calculated as 0.55ha more than the current community title development approval. This area includes 4 Koala Food Tree Species and 4 hollow bearing trees. If a subsequent development application requires removal of these 8 trees, they are to be mitigated in the proposed E2 areas of the site with replacement plantings and appropriate nest boxes.

As a result of this planning proposal 3.6 ha of the property will be conserved, representing 30% of the site. An appropriate Vegetation Management Plan (VMP) would be required as part of any future development approval for development of the site.

Q8. Are there any other likely environmental effects as a result of the planning proposal and how are they proposed to be managed?

#### Traffic

The intended outcome of the planning proposal relies upon the extension of Homedale Road, a collector road, from the adjacent residential subdivision known as The Links Estate. The proposal also includes a second egress via Lot 202 onto Kendall Road. Assessment of the potential traffic impacts of the proposal is attached to this planning proposal.

The traffic modelling has assessed a ten (10) year future at 3% growth rate, and includes potential traffic from all surrounding zoned land, developed and undeveloped at the time of assessment. The modelling demonstrates that the intersection of Kendall Road/Homedale Road would continue to operate at a Level of Service A during both the AM & PM peaks.



The traffic impact assessment specifically considered whether a second egress was necessary in response to comments from Council's Transport Engineer. The revised planning proposal has responded to ecological, stormwater and flooding considerations and investigated at length whether a second egress could be established out to Nancy Bird Walton Drive. Two alignments were examined both of which impact vegetation and a watercourse, with preliminary long sections along both alignments indicating very significant road construction costs and environmental impacts. The traffic assessment determined

*On the matter of a potential second road access to service the proposed development, it is clearly evident from the traffic assessment presented above which accounts for not only all permissible development in the immediate area but 10 years of traffic growth, a second road connection is not required. It is noted that this proposal forms the last potential land development which would have access to Homedale Road.*

*There is no justification on traffic or capacity grounds that would warrant construction of a secondary road access to the subject site. (Source: Positive Traffic, Oct 2021)*

Notwithstanding the findings of the traffic impact assessment and given the currently approved community development only has a single road access via Homedale Road, Council's Traffic Engineering staff have insisted on the need for a second road access for the proposed rezoning. The Applicant has agreed to provide a proposed second egress through Lot 202 onto Kendall Road (also owned by the Applicant) to secure the support of Council.

Consultation with TfNSW Northern Region has occurred and copy of correspondence is attached to this planning proposal. Contacts with TfNSW North Region occurred 17 March 2021 and 10 November 2021. Matters discussed were the potential for a second road egress from the site to Nancy Bird Walton Drive, the proposed second egress onto Kendall Road and the long-term capacity of the left hand turn at the existing intersection Homedale Road/Kendall Road.

Q9. Has the planning proposal adequately addressed any social and economic effects?

#### Aboriginal Cultural Heritage

Investigation of the site by Birpai Local Aboriginal Land Council sites officer occurred in November 2021. Their report on that site inspection is annexed to this planning proposal. No sites or relics have been identified and no issues pertaining to cultural heritage significance have been raised and standard conditions to be applied with any future development application have been provided.

#### Local Heritage – The Chimneys

The subject land is mapped under PMHLEP 2011 as containing a local heritage item described as "The Chimneys – remains of mill workers cottages".

The planning proposal retains this mapping and the application of Clause 5.10 for any future development application.

There is in place a development consent to demolish the derelict and unsafe structures together with an interpretative heritage strategy. The retained bricks from the demolished structures have been stacked and stored on site for future use under a interpretative heritage strategy.



Economic benefit

Economic benefit is anticipated both in the short term, during construction of the subdivision and subsequent home construction. Longer term, with respect to the local economy and social vibrancy, the residents of the future dwellings are likely to utilise the service station, cafes, hotel, shops and golf course within Kew as well as children attending the local primary school and Camden Haven High School (< 2 km to the east).



## Section D: State and Commonwealth Interests

Q10. Is there adequate public infrastructure for the planning proposal?

Yes.

**Water & Sewer**

Reticulated water and sewage service networks currently extend to the north boundary of the site. Water supply capacity to cater for future development of the land is adequate. Sewerage reticulation for the site, connects to the Kew Kendall Sewerage Treatment Works site. The Kew Treatment Works upgrade is identified in Council's operation works program for 2021/2022. Upon completion of this upgrade there will be capacity for any future development of the site. An indicative services strategy has been prepared for the concept subdivision plan and is provided in the attachments.

Extension of Homedale Road to the property is demonstrated in the concept plans and subsequent residential development of the site with full urban services, including water and sewer is the intended outcome.

**Traffic**

As outlined above the traffic impact assessment has addressed the capacity of the existing collector road (Homedale Road) and the existing intersection with Kendall Road and is proven satisfactory.

Notwithstanding the recommendations of the TIA, Council has insisted upon a second egress option be detailed for future development of the subject site. Initially that access was to be directly to Nancy Bird Walton Drive with substantial adverse ecological and construction costs. An alternate second egress via the adjoining Lot 202 to the north has been proposed.

Consultation with Northern Region office, of Transport for NSW regarding their views on a second egress was undertaken in March and November 2021. Consistent with the TIA findings that a second egress is not justified, TfNSW suggested a further upgrade of the Kendall Road and Homedale Road intersections that would benefit both new and existing development should be investigated in lieu of the second egress. TfNSW advised as follows:

*"... This will need to identify the type of treatments that will be required for right and left-turning traffic and how it will impact on the existing overtaking lane. This could require a higher order treatment for right-turning vehicles.*

*It is suggested that the cost of construction should be compared with any improvements that might be identified to the Kendall and Homedale Rd intersection that would benefit all the subdivision. 1723/2021" C Sisson, TfNSW*

The concept plans attached propose a second egress as required by Council through Lot 202 adjacent the site north to Kendall Road. Lot 202 is in the same ownership as Lot 1, the subject site and arrangements for reciprocal arrangements between the two properties can be secured.

Consultation in November 2021, with TfNSW (M Adams, Nov 2021) sought clarification as to whether there is room in the Kendall Road reserve to widen and /or lengthen the left-hand turn lane, should it be required in the future. The traffic impact assessment has revisited this question and advised that the projected volumes are unlikely to require expansion of the left turn lane and





introduction of the second access onto Kendall Road will slightly lessen the anticipated left turn movements in at Homedale Road.

Q11. What are the views of state and Commonwealth public authorities consulted in accordance with the Gateway determination?

This section is completed following consultation with the State and Commonwealth authorities should the Director General determine to proceed with the Planning Proposal and identifies which authorities are to be consulted with.

Prelodgement consultation with Transport for NSW, North Region office has been undertaken. Formal consultation is to occur after the issue of the Gateway determination.



## Part 4: Mapping

Proposed map amendments to the PMHLEP 2011 as outlined in Part 2 of this planning proposal are shown below.

## Part 4.1: Zones

## Current Land Zone



## Proposed Land Zone



## Part 4.2: Minimum Lot Size

## Current Minimum Lot Size

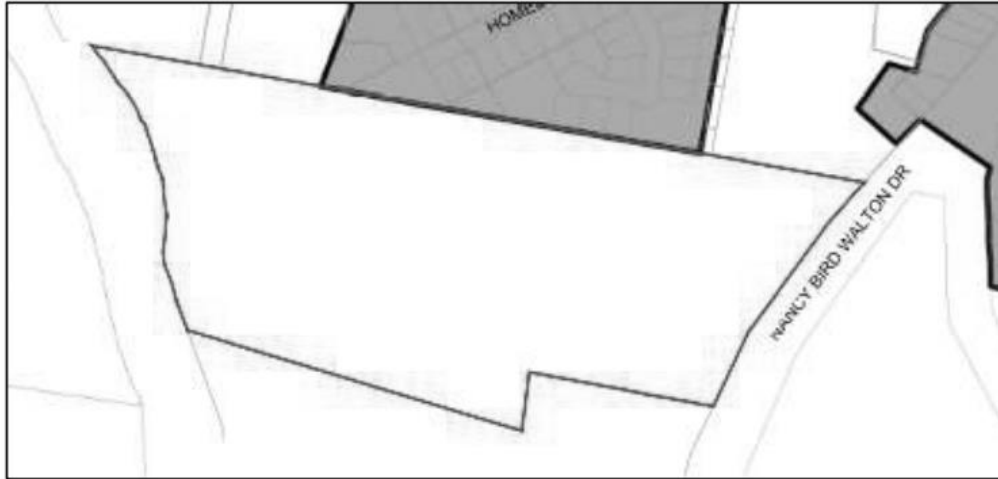


## Proposed Minimum Lot Size



## Part 4.3: Height of Building

## Current Height of Buildings

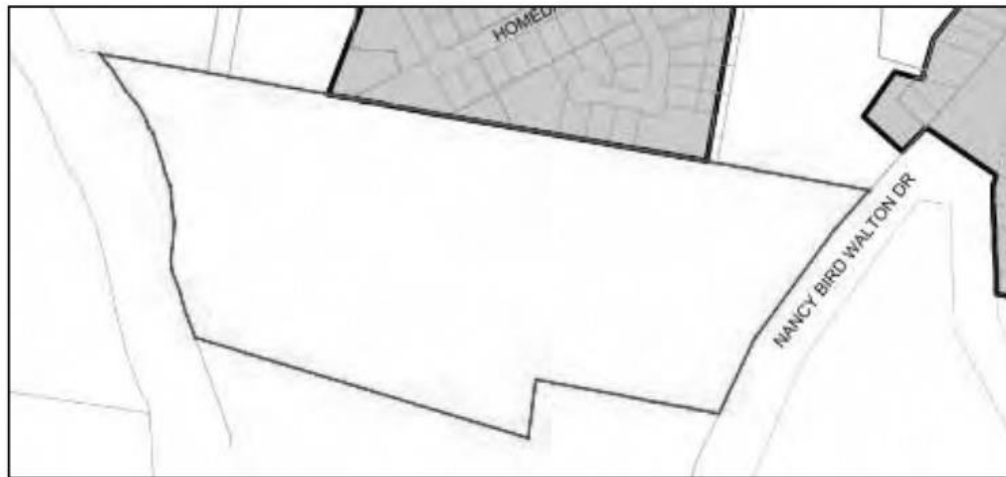


## Proposed Height of Buildings



## Part 4.4: Floor Space Ratio

## Current Floor Space Ratio



## Proposed Floor Space Ratio



## PART 5: Community Consultation

The Gateway determination will specify that the planning proposal is exhibited for at least 28 days with a minimum of 21 days provided for consultation with state agencies.

It is proposed that exhibition will include:

### Advertisement via Council On-Line Public Notices

Due to COVID-19 public notices, including notice of planning proposals are published on Council's *Community Now* webpage at <https://www.pmhc.nsw.gov.au/About-US/News-Hub/PublicNotices>.

### Consultation with affected owners and adjoining landowners

A letter will be sent to the landowner and adjoining landowners as part of the public exhibition. Opportunities for one-on-one consultations to discuss the proposals will also be available upon request. Those people who have made a written submission as part of the public exhibition will be contacted as the planning proposal progresses.

### Consultation with State Agencies

Consultation with the following agencies is anticipated under any Gateway determination:

- TfNSW (formerly RMS)
- NSW Rural Fire Service
- Biodiversity Conservation Division of DPIE.
- Department of Primary Industries
- NSW Office of Water (Dol)

### Displays at the Council head quarters

The planning proposal will be available for display at the Port Macquarie Hastings Council offices in Port Macquarie, Wauchope and Laurieton.

### Exhibition on the Council web site

The planning proposal will be exhibited on the Council *have your say* website.  
<https://haveyoursay.pmhc.nsw.gov.au/>.

### Direct contact

The contact officer for this planning proposal is Stephanie Baker.





## Part 6: Project Timeline

The project timeline is based on anticipated dates and timeframes, though there can be unexpected delays. In accordance with the gateway determination, Council has authorization to carry out certain plan-making functions. This authorization will be exercised by Council's General Manager or the Director of Development & Environment.

LEP Amendment Steps	Estimated Project Timing
Report to Council to support planning proposal to DPIE	
Submit Planning Proposal to DPIE	
Commencement (Date of Gateway Determination)	
Timeframe for completion of required technical information	
Public exhibition of Planning Proposal & government authority consultation	
Timeframe for consideration of submissions	
Public submission report and draft LEP amendment to Council for resolution to continue with the planning proposal	
Submission to DPIE and seek Parliamentary Counsel opinion	
Anticipated date Council will make the Plan	
Anticipated date Council will forward to DPIE for notification	

## Attachments

Appendix A: Gateway Determination  
 Appendix B: Draft Development Control Plan provisions  
 Appendix C: State Agency Submissions

Attachment 1: Approved 58 Lot community title development  
 Attachment 2: Intended outcome/concept plans  
 Attachment 3: Ecological Impact Assessment, preliminary BDAR & Hollow bearing tree assessment  
 Attachment 4: Aboriginal Cultural Heritage reports, 2006 & 2021  
 Attachment 5: Stage 1 Site Contamination Assessment certified  
 Attachment 6: Bushfire Hazard Assessment Nov 2021  
 Attachment 7: Traffic Impact Assessment Nov 2021  
 Attachment 8: Transport NSW (RMS) consultation

Yours faithfully



Geraldine Haigh  
 Director & Senior Planner  
 GEM Planning Projects





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ABN 11 236 901 601

14 May 2008

King & Campbell Pty Ltd  
PO Box 243  
PORT MACQUARIE NSW 2444RECEIVED  
15 MAY 2008

BY: .....

PORT MACQUARIE  
HASTINGSOur ref: 2007/132  
PN: 16982

Dear Sir/Madam

**Notice to applicant of determination of a development application under Section 81(1) (a) of the Environmental Planning and Assessment Act 1979 and Section 99 of the Local Government Act 1993**

<b>Subject Development</b>	Two (2) Lot Torrens Title Subdivision and Fifty-Eight (58) Lot Community Title Subdivision for a Sustainable Residential Community
<b>Property Description</b>	LOT: 1 DP: 564615, Homedale Road KEW
<b>Applicant</b>	King & Campbell Pty Ltd
<b>Owner</b>	I W Bailey

Notice is hereby given of the determination by the consent authority of your development application by granting of consent subject to the conditions detailed on the schedule attached to this notice.

**Approvals under the Local Government Act, 1993**

Local Government Act 1993 approvals granted under Section 78A of the Environmental Planning & Assessment Act 1979 are as follows:

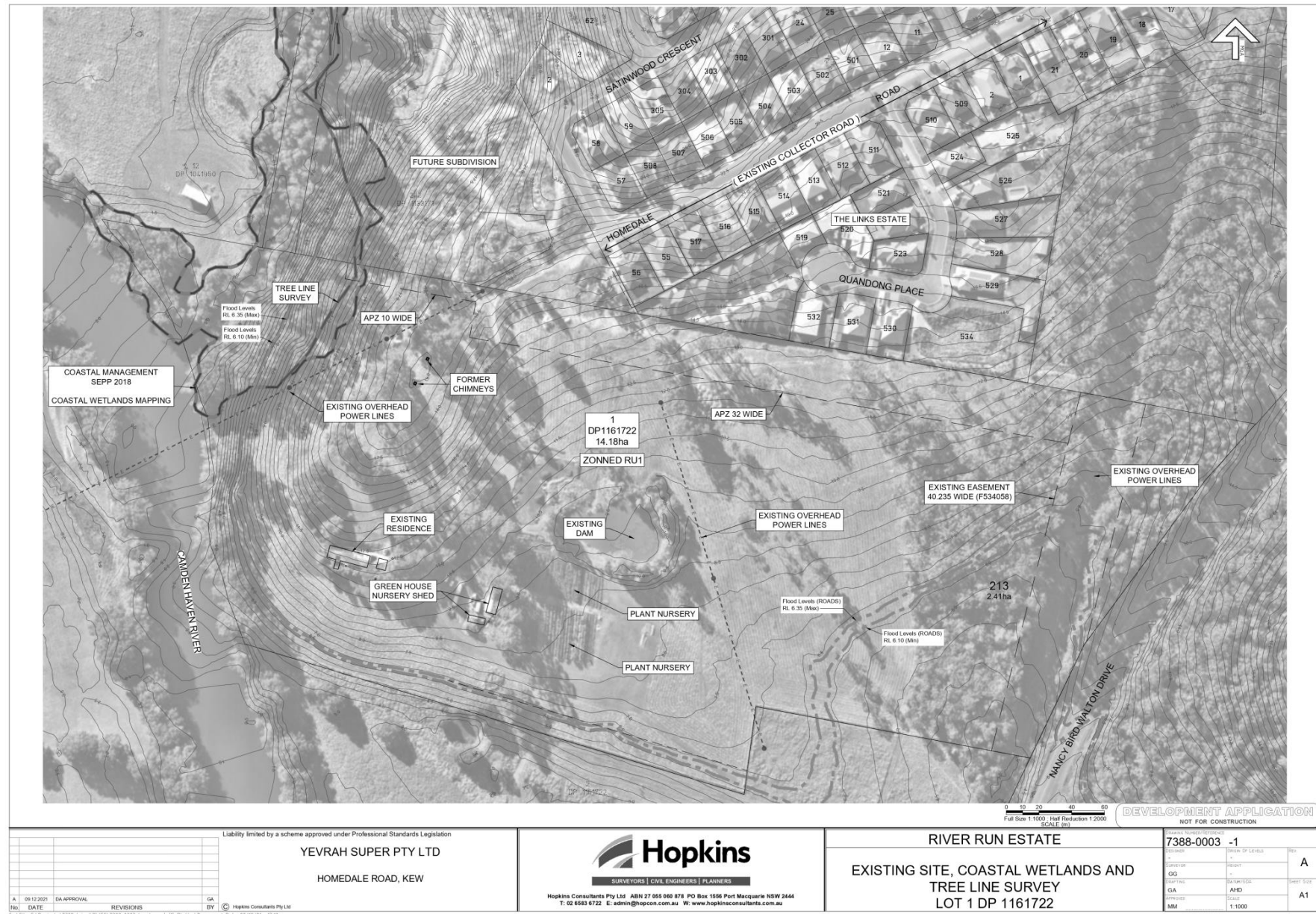
nil

**Notes to this consent**

1. The date of determination is 9 May 2008.
2. The date from which this consent operates is 9 May 2008 and will lapse unless building, engineering or construction work or a use related to this consent is physically commenced within five (5) years of this date.
3. The period for which this consent can operate may be limited by conditions of this consent.

Yours faithfully

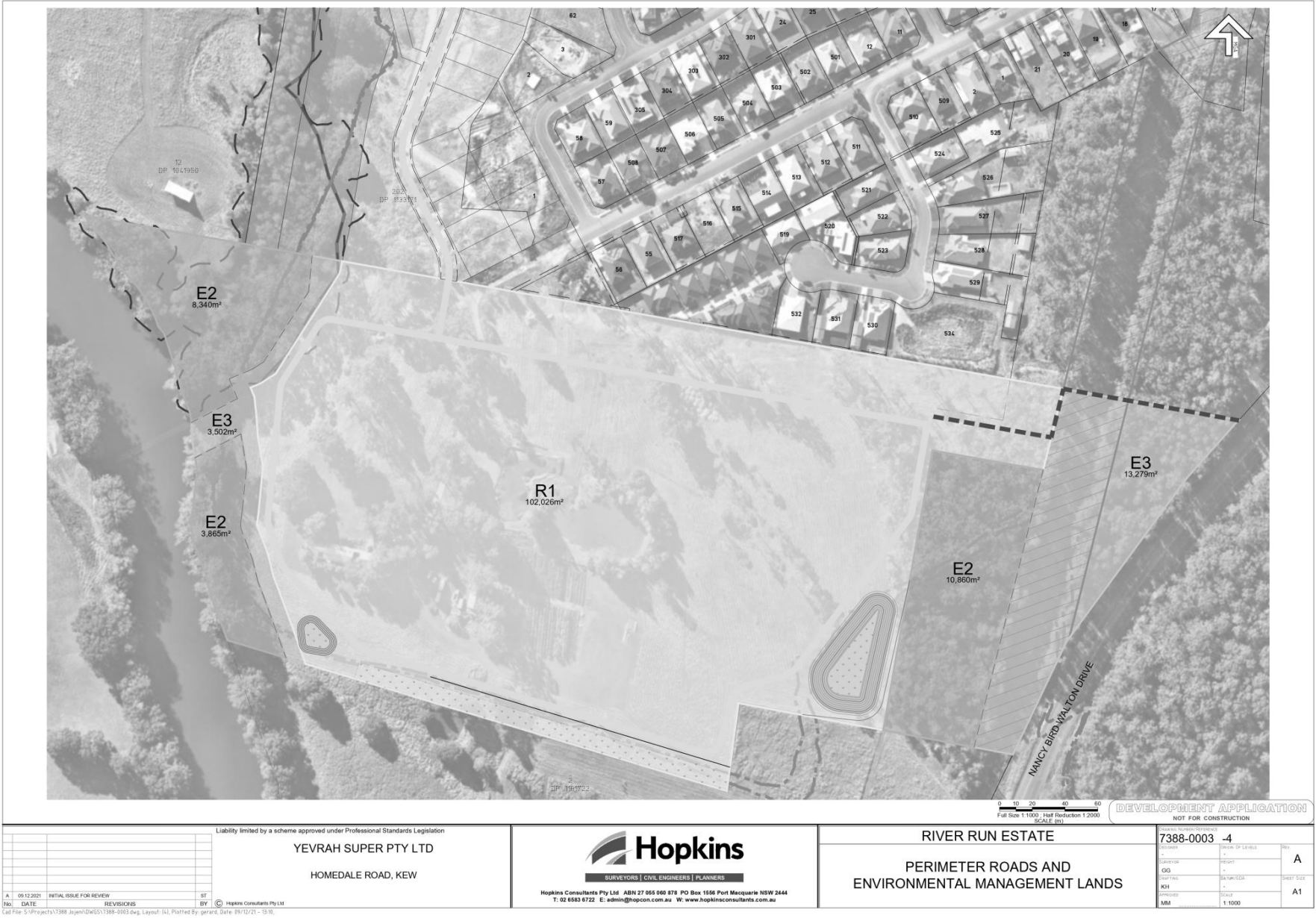
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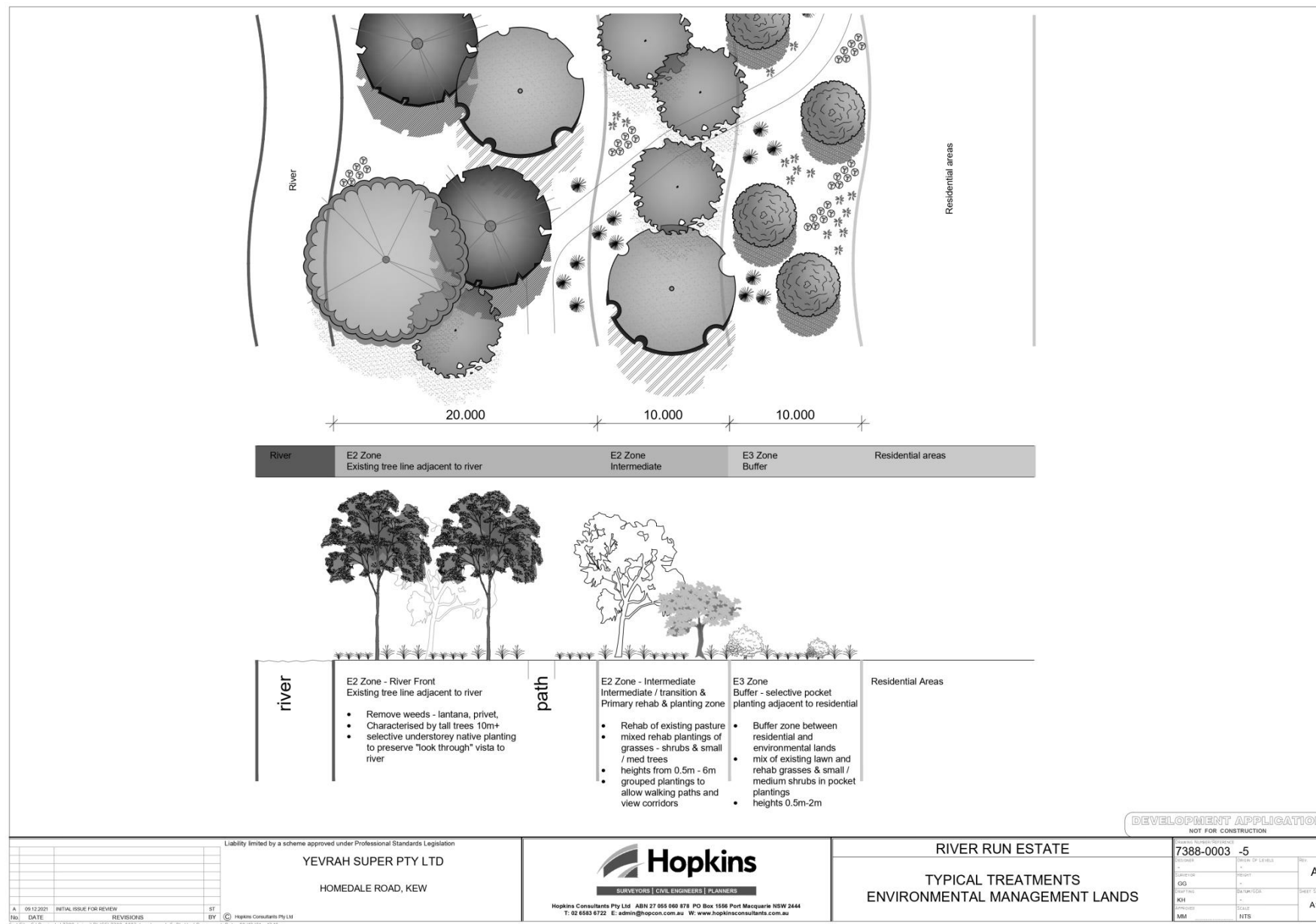


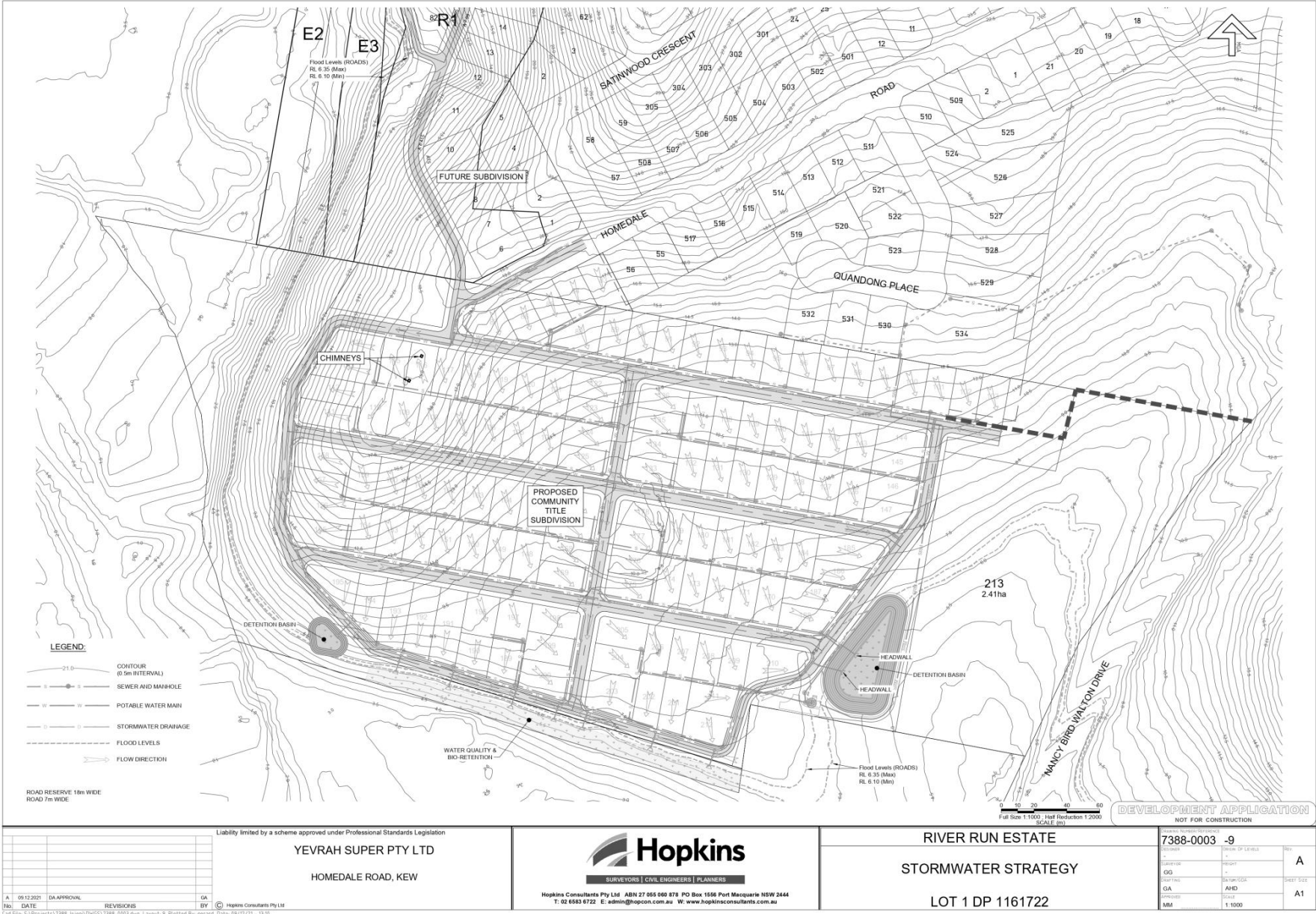


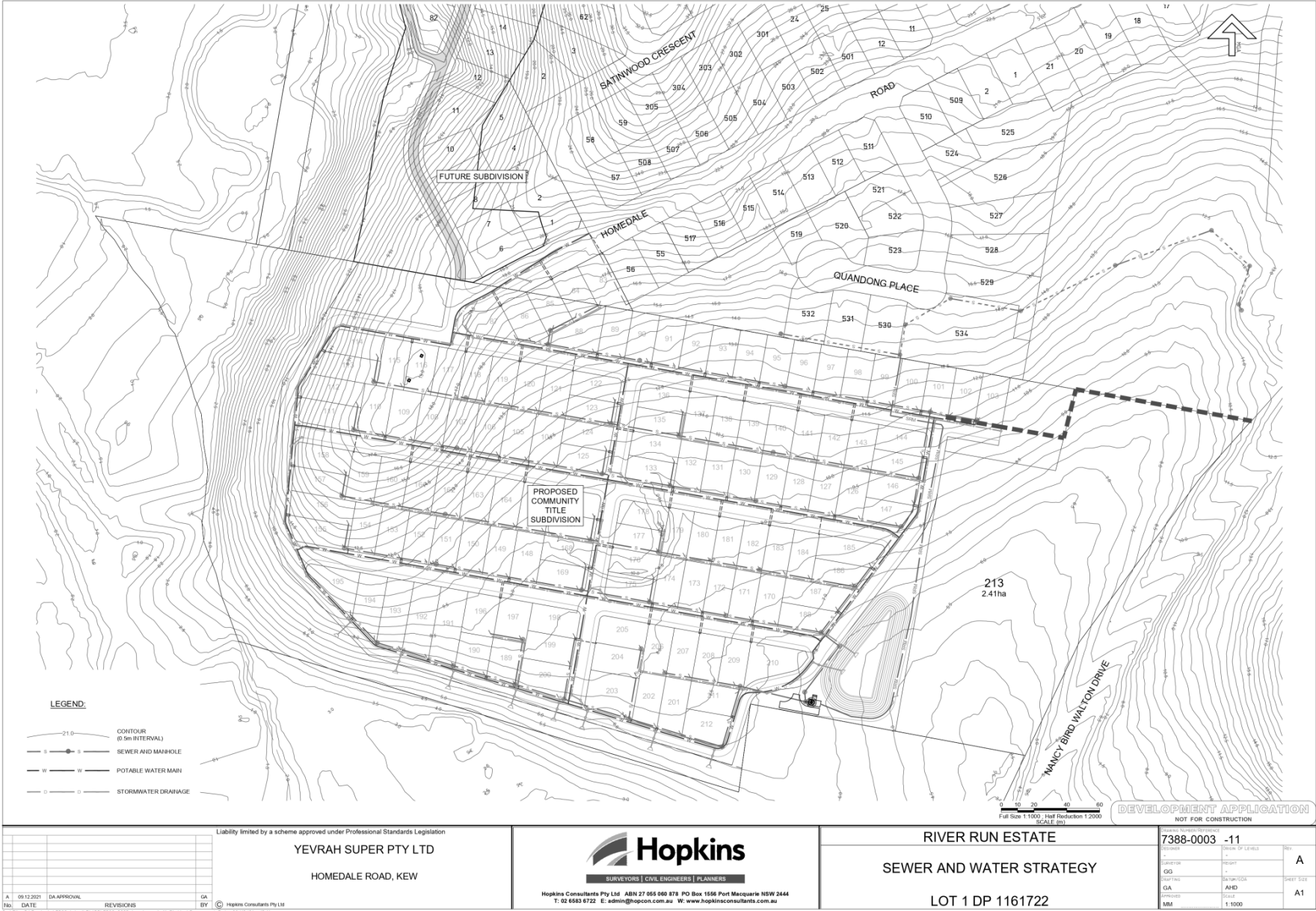


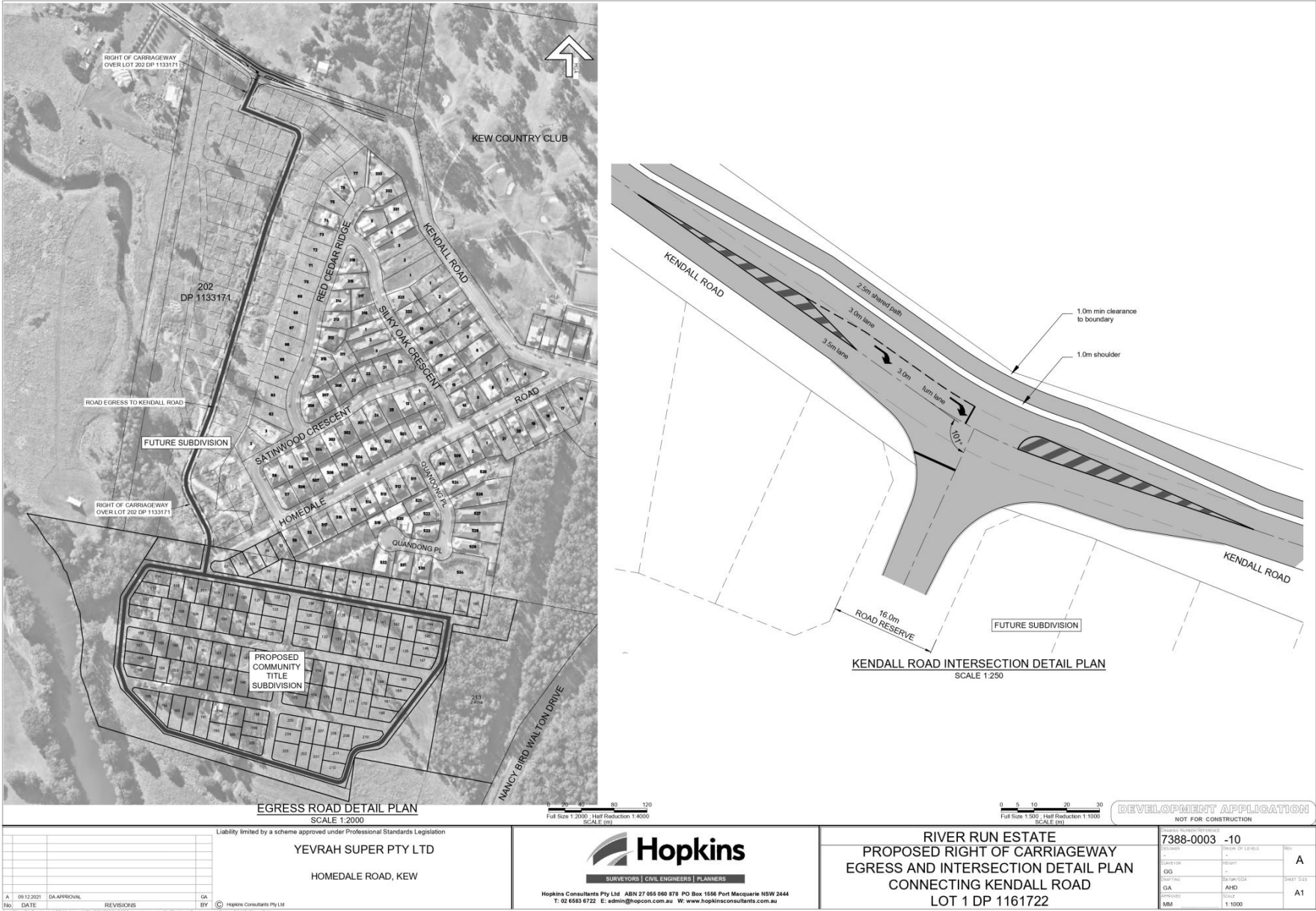


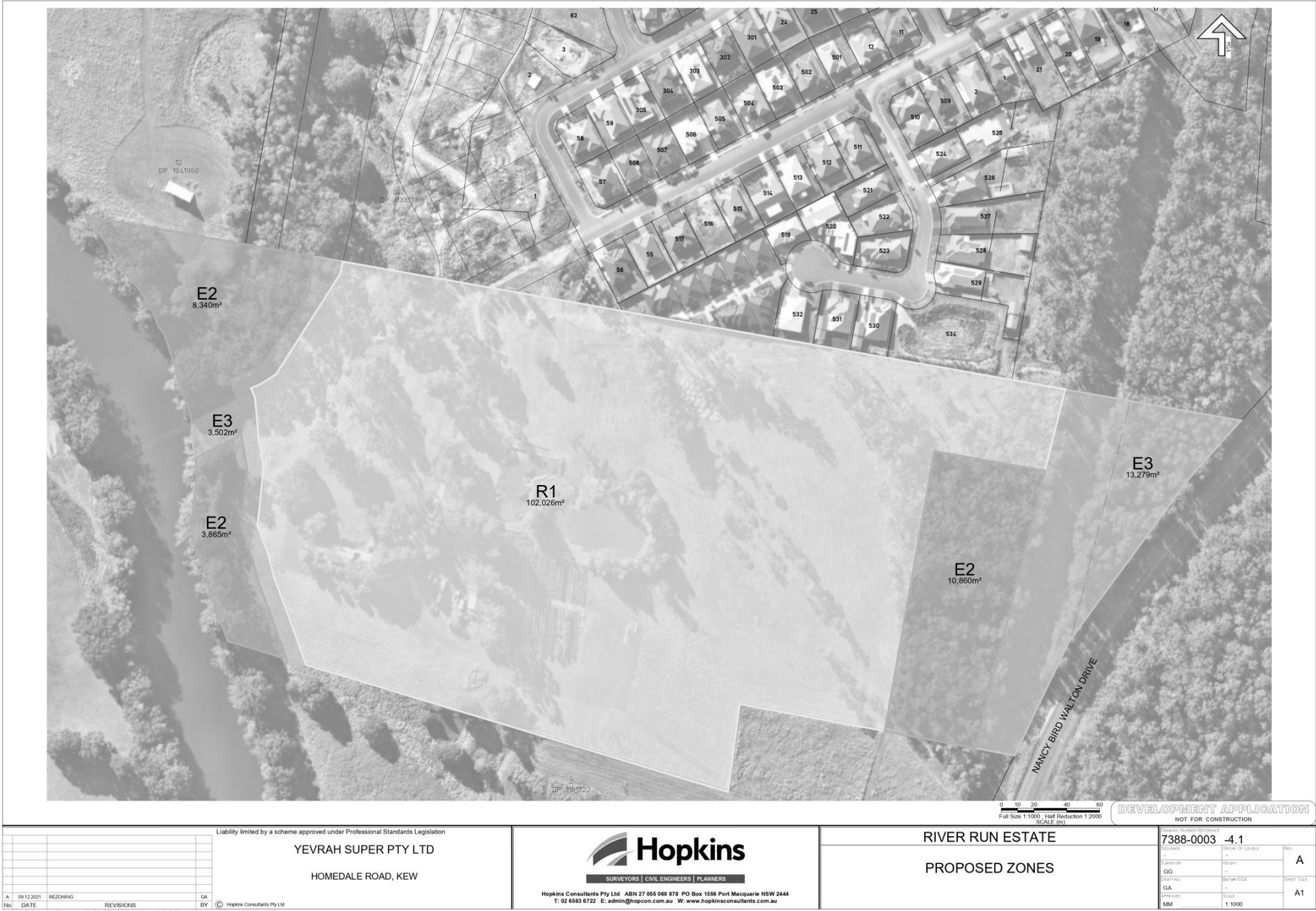






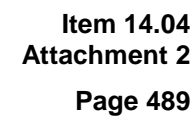


















# Ecological Assessment:

## **Project:**

Rezoning of Lot 1 DP 1161722, Homedale  
Road, Kew

## **Client:**

Jojeni Investments and Yevrah Super

April 2020



## Document Status

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## 1.0 Background Information

### 1.1. Location and Description of the Subject Site

The subject site is a 14.18ha rural zoned land parcel located at 47 Homedale Road, Kew and is formally described as Lot 1 DP 1161722. The subject site location is shown in Figure 1.

At present, the site contains a single dwelling and plant nursery and is otherwise vacant. It also has a historic item known as 'The Chimneys' in the northwest. These are believed to date back from a 20<sup>th</sup> century mill house. Most of the site has been cleared historically for cattle grazing and is likely to have been heavily logged. The subject site adjoins rural and residential properties to the north, cleared rural land to the south, Camden Haven River to the west and Nancy Bird Walton Drive to the east.

The site has an existing approval for a sustainable residential development of 58 Lots (DA 2007-132). The footprint of this development covers 8.2ha and extends over much of the previously cleared and modified land on the subject site. Some vegetation removal activities associated with the approved DA have been recently undertaken on the site.

### 1.2. Rezoning Proposal

The site currently has an existing approval for a sustainable residential development of 58 Lots with a development footprint of 8.2ha (Figure 2). This area of approved development, which largely comprises cleared land, has been excluded from the impact footprint of the proposed rezoning as the DA allows for this area to be cleared and fully developed. As such, the proposed rezoning will only have an additional incremental impact (affecting 0.55ha of native vegetation) which has been assessed in this report.

The adjoining Links Estate to the north also has a 20m wide Asset Protection Zone (APZ) in the north of the subject site which has largely been established. This is shown in Figure 2.

The proposal is to rezone part of Lot 1 to R1 General Residential to allow residential subdivision over an area of 10.2ha. Part of the remaining subject site (approximately 2.6ha) is proposed to be rezoned to E2 and E3 (the conservation/offset site) with the remaining land to remain as rural. Vegetation growing along the Camden Haven River in the west of the site, which covers 0.4ha, will be protected through E2 and E3 zoning and larger Lot sizes and does not form part of the future development clearing footprint.

Proposed development layout plans are provided in Figure 3.

### 1.3. Key Definitions

The **subject site** is defined as Lot 1 DP 1161722 and is 14.18ha in area. The **development site** comprises the portion of Lot 1 outside of the existing DA approval that will be impacted by the residential rezoning. This covers 1.6ha and is illustrated in Figure 2.



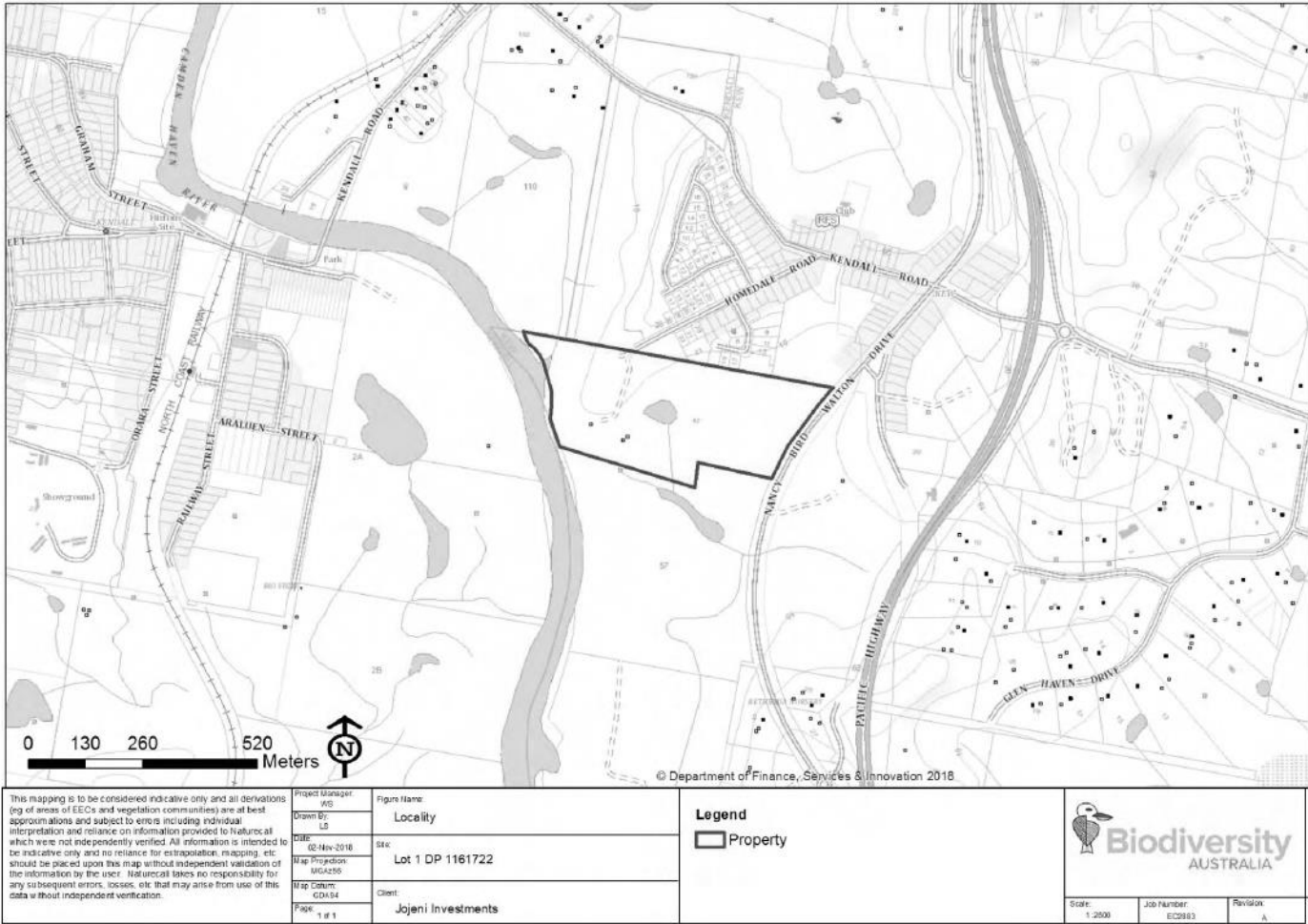
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The **locality** is land within a 10km radius of the subject site, and places the subject site in a landscape context from an ecological point of view.



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Figure 1: Location of the subject site





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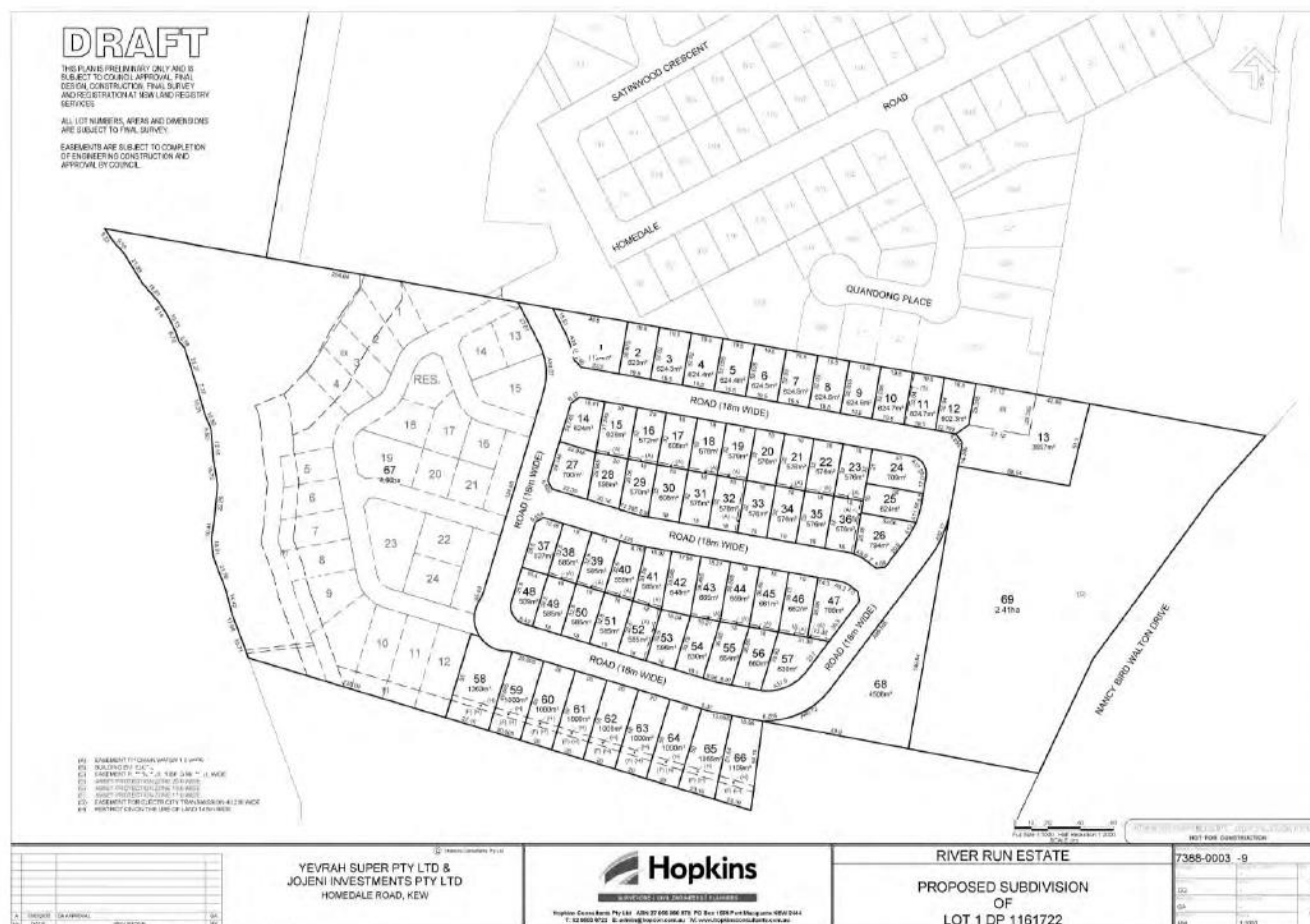
Figure 2: Proposed development layout





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Figure 3: Proposed subdivision layout







## 1.4. Soils, Topography and Geology

The eastern and southern fringes of the subject site lies on a floodplain and is largely flat with an elevation of 5m above sea level. In the west of the site, elevation rises from 5m along the river edge up to 15m eastward towards Homedale Road.

The site fronts the Camden Haven River which forms the western boundary. A tributary to the river runs through the northwest corner of the site. The only other waterbody is a farm dam located in the centre of the site. The western and southern edges of the site are mapped at risk of inundation during 1:100 year ARI floods.

Soils over the elevated parts of the site comprise free draining sandy clay loams. Low lying areas contain heavier clays with a thick organic layer and have impeded drainage. Narrow bands of silty estuarine clays and muds occur along the river edge in the west and northwest.

Quaternary geology mapping (see Figure 4) shows that the western edge of the site lies on an alluvial floodplain. A second alluvial formation comprising a high-level terrace also covers most of the southwestern portion of the site. This unit consists of fluvial sand, silt and clay and is a relic floodplain formation no longer subject to active alluvial processes (Troedson and Hashimoto 2008).

## 1.5. Disturbance History

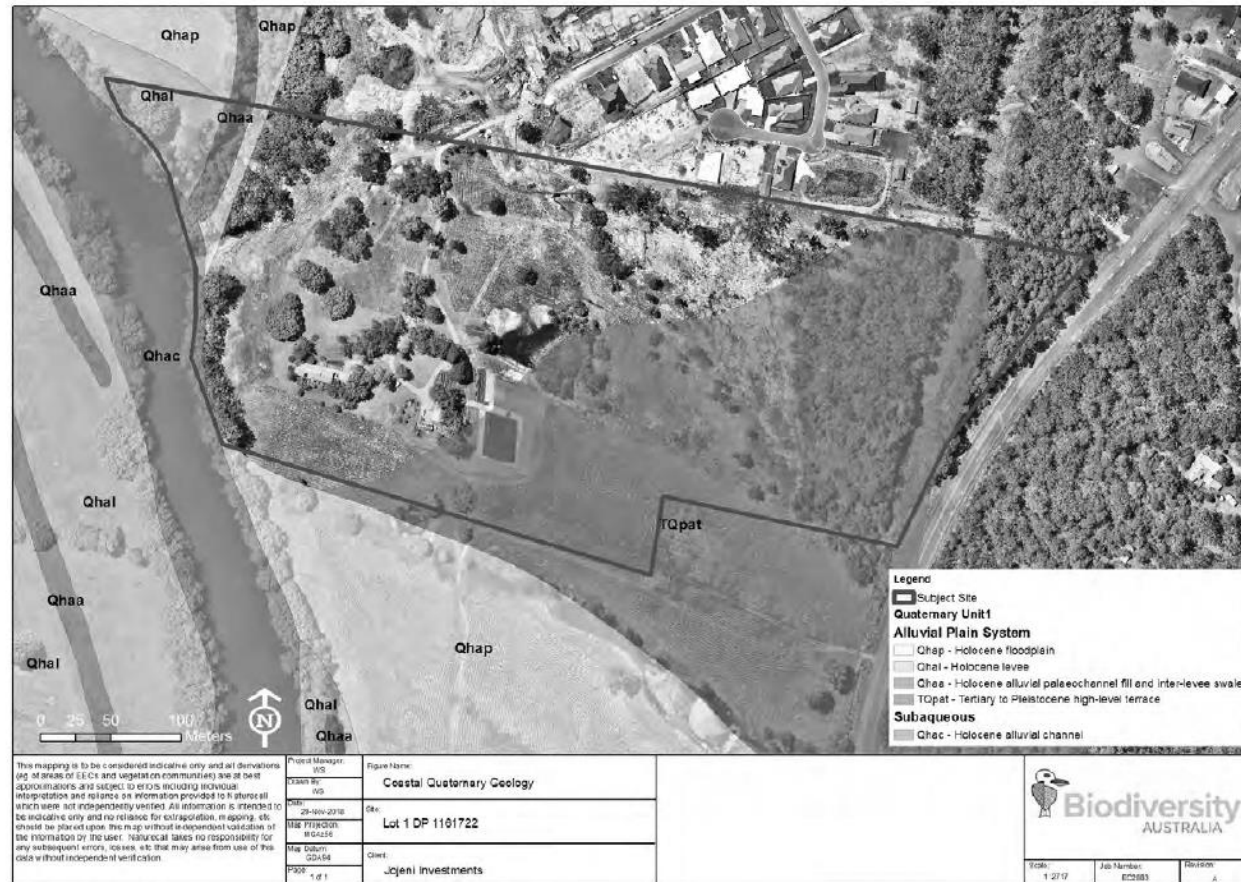
Most of the site is likely to have been logged and selectively cleared in the past. The south of the site has been used for cattle grazing for some time in association with adjoining land to the south. Regular slashing has prevented regeneration over other areas of the site, while other areas have regenerated over time.

Weed invasion on the site is most prevalent in the riparian vegetation along the Camden Haven River in the northwest, and in the pasture grassland in the south of the site. Camphor Laurel and Small-leaved Privet were the dominant weeds in the riparian vegetation with common pasture weeds including Paspalum, Setaria, Lambs Tongue, Fireweed, and White Clover being the dominant species in the grassland.



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Figure 4: Coastal Quaternary Geology





## 1.6. Summary of Previous Ecological Surveys

### 1.6.1. Darkheart 2006

Darkheart Eco-Consultancy (2006) conducted ecological investigations as part of the existing approval for a sustainable eco-development. The scope of work for the investigations were to undertake flora and fauna surveys, targeted threatened species surveys, ecological impact assessment and Koala Habitat Assessments. The survey and assessment was undertaken over Lot 1 (the subject site) and the adjoining Lot to the south (Lot 2 DP 1161722).

#### 1.6.1.1. Survey Methods

Field surveys were conducted from the 18<sup>th</sup> July to the 4<sup>th</sup> August 2006. The survey identified and mapped vegetation communities and endangered ecological communities (EEC) by random meander, plot-based surveys and opportunistic sightings.

Fauna survey methods involved the following:

Table 1: Fauna survey methods employed

Survey Method	Details	Number deployed / conducted	Time deployed / conducted
Elliot Traps	Ground	50	4 nights
	Arboreal	30	
Pitfall traps		10	4 nights
Wire cage traps		8	4 nights
Hair tubes	Ground	10	10 nights
	Arboreal	40	
Spotlighting		4	4 nights
Anabat Units		1	42 hrs
Call Playback		4	4 nights
Habitat searches		opportunistic	variable

#### 1.6.1.2. Results

Six vegetation communities were identified on the subject site and two EEC's were recorded comprising *Swamp Sclerophyll Forest on Coastal Floodplains* and *River-Flat Eucalypt Forest on Coastal Floodplains*. The vegetation map produced by these surveys is provide in Figure 5.

A low diversity of fauna was recorded in the study area. The Bush Rat, Swamp Rat, Sugar Glider and Common Eastern Froglet formed the predominant species identified. The only threatened fauna species recorded was the Little Bent-wing Bat. No threatened flora species were detected during the surveys. The Koala was not found on the site at the time of survey despite targeted searches.



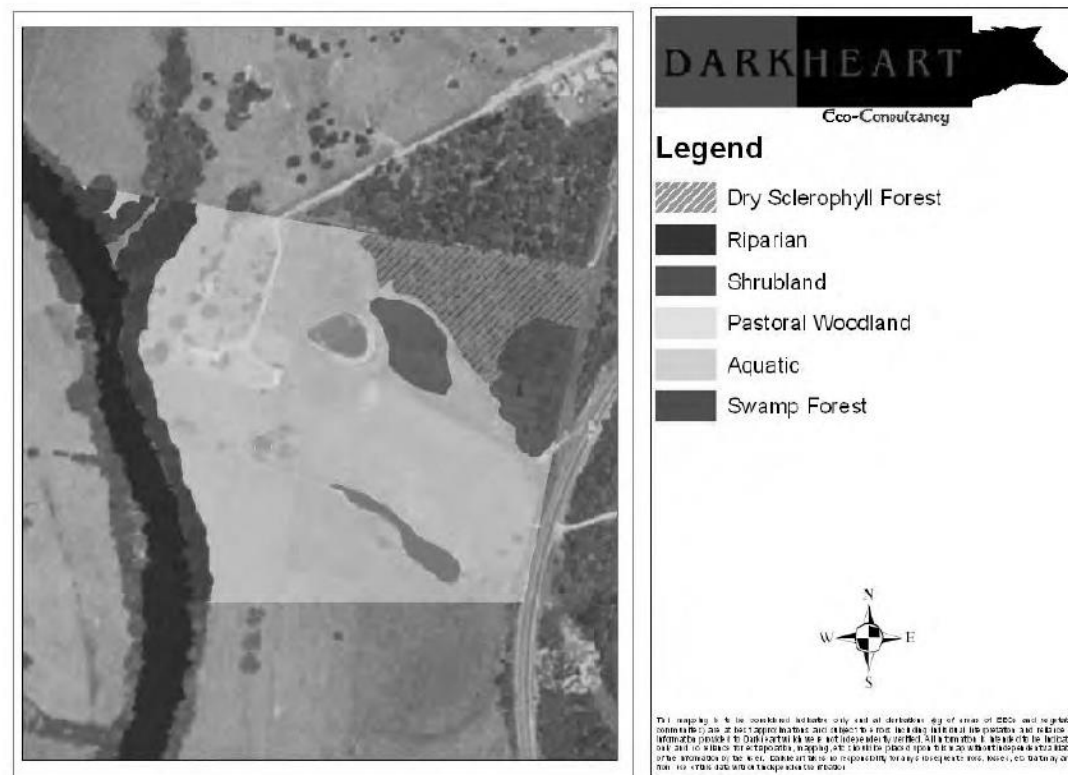
It was predicted that some threatened fauna species had the potential to occur on the subject site. These comprised:

- Australasian Bittern (*Botaurus poiciloptilus*)
- Barking Owl (*Ninox connivens*)
- Black Bittern (*Ixobrychus flavicollis*)
- Black-necked Stork (*Ephippiorhynchus asiaticus*)
- Eastern Bent-wing Bat (*Miniopterus schreibersii oceanensis*)
- Eastern Free-tail Bat (*Mormopterus norfolkensis*)
- Eastern Osprey (*Pandion cristatus*)
- Greater Broad-nosed Bat (*Scoteanax rueppellii*)
- Grey-headed Flying Fox (*Pteropus poliocephalus*)
- Little Bent-wing Bat (*Miniopterus australis*)
- Masked Owl (*Tyto novaehollandiae*)
- Powerful Owl (*Ninox strenua*)
- Southern Myotis (*Myotis macropus*)
- Yellow-bellied Sheath-tail Bat (*Saccolaimus flaviventris*)



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Figure 5: Darkheart (2006) vegetation mapping



*This mapping is to be considered indicative only and all derivations (eg. of areas of EECs and vegetation communities) are at best approximations and subject to errors including individual interpretation and reliance on information provided to Darkheart that were not independently verified. All information is intended to be indicative only and no reliance for extrapolation, mapping, etc should be placed upon this map without independent validation of the information by the user. Darkheart takes no responsibility for any subsequent errors, losses, etc that may arise from use of this data without independent verification*



## 2.0 Statutory Framework

The following key statutory provisions apply in considering the ecological constraints of the subject site for development.

### 2.1. Commonwealth

#### 2.1.1. Environment Protection and Biodiversity Conservation Act 1999

The *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) is Australia's central piece of environmental legislation. It provides the legal framework to manage and protect, nationally important flora, fauna, ecological communities and heritage places (DotE 2015).

The objectives of the EPBC Act are to:

- Provide streamlined national environmental assessment and approvals process;
- Provide for the protection of the environment, especially matters of national environmental significance;
- Control international movement of plants and animals;
- Promote ecologically sustainable development through the conservation and ecologically sustainable use of natural resources;
- Recognise the role of the Indigenous people in the conservation and ecologically sustainable use of Australia's biodiversity; and
- Promote the use of indigenous people's knowledge of biodiversity with the involvement of, and in cooperation with, the owners of the knowledge.

### 2.2. New South Wales

#### 2.2.1. Environmental Planning and Assessment Act 1979

The *Environmental Planning and Assessment Act 1979* (E&PA Act) established a system of environmental planning and assessment in NSW, and is accompanied by a range of Environmental Planning Instruments (EPIs) which include:

- 1) State Environmental Planning Policies (SEPP),
- 2) Regional Environmental Plans (REP), and
- 3) Local Environmental Plans (LEP)

Consideration of the relevant EPIs is provided as follows.

##### 2.2.1.1. Koala Habitat Protection SEPP 2019

The Koala Habitat Protection SEPP came into force in 2019 and replaced SEPP 44 – Koala Habitat Protection.



The SEPP aims to “encourage the conservation and management of areas of natural vegetation that provide habitat for koalas to support a permanent free-living population over their present range and reverse the current trend of koala population decline”.

The new SEPP includes statewide mapping which shows habitats that are most likely to support Koalas and aims to assist Councils in preparing LGA wide Koala Plans of Management. It also maps land that triggers assessment of Koala habitat.

The list of preferred Koala food trees has been broadened after extensive research over recent years. Proponents are no longer required to prepare individual Koala Plans of Management and instead need to comply with the Koala Habitat Protection Guideline.

#### **2.2.1.2. State Environmental Planning Policy (Coastal Management) 2018**

*State Environmental Planning Policy (Coastal Management) 2018* (the Coastal SEPP) came into force on 3 April 2018. It was established as an integrated and co-ordinated approach to land-use planning in coastal zones. It repeals the *State Environmental Planning Policy No 14 – Coastal Wetlands*, *State Environmental Planning Policy No 26 – Littoral Rainforests* and the *State Environmental Planning Policy No 71 – Coastal Protection*.

The SEPP aims to be consistent with the objects of the *Coastal Management Act 2016*. It achieves this by:

- 1) Managing development in the coastal zone and protecting the environmental assets of the coast.
- 2) Establishing a framework for land use planning to aid decision-making in the coastal zone.
- 3) Mapping the 4 coastal management areas that comprise the NSW coastal zone.

#### **2.2.2. Biodiversity Conservation Act and Regulation**

The Biodiversity Conservation Act 2016 (BC Act) was passed by the NSW Parliament on 17<sup>th</sup> November 2016 and commenced on 25<sup>th</sup> August 2017. This piece of legislation replaced the *Threatened Species Conservation Act 1995*, *The Nature Conservation Trust Act 2001* and parts of the *National Parks and Wildlife Act 1974*.

The supporting Biodiversity Conservation Regulation was enacted on 25<sup>th</sup> August 2017.

##### **2.2.2.1. Part 4 Approval Pathways**

Upon application of a Development Assessment (DA), the development will be assessed under the Part 4 approval pathway. Part 4 developments under the EP&A Act (other than State Significant Development) will be assessed through the following process:

- For developments in which the impact exceeds the clearing threshold (Table 1) or impact biodiversity values on the NSW Biodiversity Values Map, a Biodiversity Development Assessment Report (BDAR) will be required. This assesses the impact using the Biodiversity Assessment Method (BAM) and determines the offset obligations required. Offsets can be





met through several options including:

- Purchase and retirement of biodiversity credits from the open market
  - Establish a biodiversity stewardship site and create credits via managing the land for conservation in perpetuity
  - Pay an amount of money into the newly established Biodiversity Conservation Trust who will source credits on behalf of the proponent. The fee includes the market price of the credits, administration fees and a risk premium.
- Developments which fall below the clearing threshold must be assessed under the new 5 part test of significance (replacing the current 7 part test). If the test determines that a significant impact is likely, a BDAR will be required. There is no offset obligation for Part 4 developments which fall below the threshold and/or are unlikely to have a significant impact on threatened species and ecological communities.

Table 2: Clearing thresholds

Minimum Lot size of land	Area of clearing
Less than 1 hectare	0.25 hectare or more
Less than 40 hectares but not less than 1 hectare	0.5 hectare or more
Less than 1,000 hectares but not less than 40 hectares	1 hectare or more
1,000 hectares or more	2 hectares or more

#### 2.2.2.2. Serious and Irreversible Impacts on Biodiversity

Part 4 developments will be refused approval should they be deemed to result in 'serious and irreversible impacts' on biodiversity (SAII). This is defined in the regulations as follows:

*"An impact is to be regarded as serious and irreversible if it is likely to contribute significantly to the risk of a threatened species or ecological community becoming extinct because:*

- (a) it will cause a further decline of the species or ecological community that is currently observed, estimated, inferred or reasonably suspected to be in a rapid rate of decline, or*
- (b) it will further reduce the population size of the species or ecological community that is currently observed, estimated, inferred or reasonably suspected to have a very small population size, or*
- (c) it is an impact on the habitat of the species or ecological community that is currently observed, estimated, inferred or reasonably suspected to have a very limited geographic distribution, or*
- (d) the impacted species or ecological community is unlikely to respond to measures to improve its habitat and vegetation integrity and therefore its members are not replaceable."*



## 2.3. Local Government

The proposed works will be assessed under Part 4 of the *Environmental Planning & Assessment Act 1979* (EP&A Act). This requires consideration of the local Development Control Plan (DCP) provisions. The subject site values and requirements of the DCP are provided below.

### 2.3.1. Port Macquarie Hastings Council Development Control Plan 2013

Under the Port Macquarie-Hastings Council (PMHC) Local Environmental Plan (PMHC LEP) 2011, Council has prepared and implemented the PMHC Development Control Plan (PMHC DCP) 2013.

The PMHC DCP has a specific provisions for HBTs and KFTs, as well as provisions for EECs and riparian zones which require buffers on land >1ha.

#### 2.3.1.1. Koala Food Trees

The PMHC DCP states that the removal of Koala browse tree species is to be offset by replacement plantings at a ratio of 2:1 on the subject site or at a secure offsite location agreed to by Council.

#### 2.3.1.2. Hollow-bearing Trees

The PMHC DCP requires each HBT to be assessed by an ecologist using the PMHC HBT assessment protocol. Based on the scores, the following provisions apply:

- Score <8: Tree may be considered for removal subject to compensatory measures.
- Score 8-12: Tree may be considered for removal if management measures are 'impractical to allow retention' (determined by an arborist) subject to compensatory measures.
- Score >12: Tree must be retained within an exclusion zone/buffer (minimum 1.25 X the tree height, measured horizontally), or located with an area protected as environmental land.

#### 2.3.1.3. Endangered Ecological Communities (EEC)

Under the PMHC DCP, EEC's are required to have a vegetated buffer of the following minimum width:

- Coastal floodplain EECs – 35m
- Freshwater wetland on coastal floodplain EECs – 100m
- All other EECs – 50m

#### 2.3.1.4. Watercourses

The PMHC DCP classifies the minimum width of the fully vegetated buffer, required for each order of stream. They are as follows:

- 1<sup>st</sup> order stream that flow intermittently – 10m



- 1<sup>st</sup> order stream that flows permanently – 30m
- 2<sup>nd</sup> order stream – 40m
- 3<sup>rd</sup> order stream – 50m
- 4<sup>th</sup> order stream – 65m

### 3.0 Methods

#### 3.1. Desktop Study and Literature Review

A desktop study was carried out prior to the field survey to gather relevant information and data. The following databases and Geographic Information System (GIS) layers were searched/obtained:

- Department of Environment and Energy Protected Matters Search Tool (DEE 2018);
- Office of Environment and Heritage NSW Atlas of Wildlife (OEH 2018a);
- Port Macquarie LGA Vegetation Communities and EECs digital data layer (Biolink 2013);
- Port Macquarie LGA Koala Habitat digital data layer (Biolink 2013);
- NSW Biodiversity Value Map (OEH 2018); and
- Coastal Quaternary Geology – North and South Coast of NSW digital data layer (Troedson & Hashimoto 2008).

The following reports were also reviewed:

- Darkheart (2006) Commonwealth EPBC Act 1999, NSW Threatened Species Act 1995, NSW SEPP 44 – Koala Habitat Assessments of Proposed Residential Village on Lot 1 DP 564615, Homedale Road Kew.

#### 3.2. Flora Survey (BAM Methodology)

Vegetation Integrity survey plots were undertaken on the development site as per the BAM methodology (OEH 2018). This consisted of a 20x20m plot in which floristic composition and structural attributes are collected, and a 20x50m plot which collected ecosystem function attributes.

Eight vegetation plots were undertaken. Location of the vegetation plots was selected based on existing vegetation mapping and analysis of satellite imagery, and aimed to sample a representative coverage of the site vegetation. The location of these plots are shown in Figure 6.

The following information was collected at each of the vegetation plots:

- Observer, location and date;
- Plot dimensions and orientation;
- Photographic record of vegetation;
- Vegetation Class and Plant Community Type (PCT);
- Physical features and disturbance history;
- Full flora list;



- 
- Growth form, cover and abundance of each species;
  - Exotic and High Threat Exotic (HTE) plant cover
  - Number of large trees;
  - Recruitment;
  - Presence of hollow-bearing trees;
  - Length of logs; and
  - Litter cover.

The field data collected was tallied and input into the BAM calculator to determine a vegetation integrity score for the vegetation zones.

### 3.2.1. Vegetation Classification and Mapping

The vegetation communities were described from data collected during the vegetation plots and random meander transect studies. The vegetation classification is based on the NSW Plant Community Type (PCT) Classification and LGA wide vegetation community classification (Biolink 2013). Identification of possible Threatened Ecological Communities (TECs) was based on the data collected by the survey and review of the relevant listings on the OEH website ([www.environment.nsw.gov.au](http://www.environment.nsw.gov.au)) and Department of Environment – MNES SPRAT website (DotE 2016a).

Flora species were identified to species or subspecies level and nomenclature conforms to that currently recognised by the Royal Botanic Gardens and follows Harden and PlantNET for changes since Harden.

Desktop mapping was undertaken in ArcGIS 10.2.2 (ESRI 2014) using the data collected in the field and high resolution satellite imagery (NSW Land and Property Information 2015).

### 3.2.2. Threatened Flora Species Searches

Searches for candidate threatened flora species were carried out over the survey period.

The subject site was searched over 4 hours during two separate survey sessions in October and November 2018, and incidentally during other survey activities. Survey methods consisted of undertaking random meanders throughout all habitats on the subject site, with targeted searches of potential habitat for locally and regionally recorded threatened species.



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Figure 6: Location of vegetation plots





### 3.2.3. Potential Occurrence Assessment

Potential occurrence assessment of threatened flora species is provided in Section 4.2.4. This section assesses all considered threatened species listed under the TSCA 1995 and EPBCA 1999 for their potential to occur on subject site based on the following factors (DEC 2004, Forest Fauna Surveys 1997, DECC 2007):

- Presence/absence of suitable habitat;
- Condition and disturbance history of habitat;
- Local and regional records;
- Location of subject site within known distribution of the species; and
- Connectivity with habitat where species is known to occur.

### 3.3. Credit Assessment

Vegetation data obtained was entered into the BAM calculator in order to determine the species and ecosystem credits applicable to the subject site. Species credit species are threatened species or species in which elements of their habitat cannot be confidently predicted by vegetation surrogates and landscape features. Ecosystem species are threatened species which can be reliably predicted to occur by vegetation surrogates and landscape features.

The BAM calculator produces a list of species and ecosystem credit species based on a number of attributes including bioregion and subregion, patch size and the vegetation and habitat data collected in the field.

### 3.4. Fauna Survey

The fauna surveys were undertaken by a Principal Ecologist and Ecologist under Biodiversity Australia's scientific license and animal research authority from the 2<sup>nd</sup> October until the 26<sup>th</sup> October 2018.

In consideration of the threatened species recorded in the locality (OEH 2018a), available habitats on the site, and OEH requirements; the following survey methods were employed:

- 1) Qualitative and quantitative habitat assessment.
- 2) Physical searches of habitat e.g. leaf litter, etc.
- 3) Opportunistic sightings, scratches and scats.
- 4) Diurnal reptile and bird survey.
- 5) Koala Spot Assessment Technique (SAT) surveys.
- 6) Spotlighting over 4 nights.
- 7) Call playback and detection over 4 nights.
- 8) Arboreal and ground mounted PIR cameras.
- 9) Anabat surveys.



A detailed description of the fauna survey methods utilised is provided as follows.

### 3.4.1. Habitat Evaluation

The subject site was surveyed to determine the available potential habitats, and the support value of these habitats for threatened species. Habitats were defined according to parameters such as:

- 1) Structural and floristic characteristics of the vegetation e.g. understorey type and development, crown depth, groundcover density, etc.
- 2) Degree and extent of disturbance e.g. fire, logging, weed invasion, modification to structure and diversity, etc.
- 3) Soil type and suitability e.g. for digging and burrowing.
- 4) Presence of water in any form e.g. dams, creeks, drainage lines, soaks.
- 5) Size and abundance of hollows and fallen timber.
- 6) Availability of shelter e.g. rocks, logs, hollows, undergrowth.
- 7) Wildlife corridors, refuges and proximate habitat types.
- 8) Presence of mistletoe, nectar, gum, seed, sap, etc. sources.

### 3.4.2. Secondary Evidence/Habitat Searches

Physical habitat searches involved lifting up of any timber, rocks and debris, and inspection of dense vegetation and leaf litter for frogs and reptiles; inspection of trees for Koalas and claw markings; binocular inspection of trees for potential hollows; searches for nests; and searches for scats, owl regurgitation pellets, tracks and scratches.

Searches for fruit chewed by Glossy Black Cockatoos were also carried out under all Allocasuarinas on the development site.

### 3.4.3. Diurnal Bird Survey

This involved passive surveys (eg listening for bird calls) and active observation/binocular searches while walking around the entire subject site; and opportunistically during other activities. Bird surveys were undertaken primarily within two hours of dawn or dusk to coincide with periods of peak activity.

A total of two hours was spent on bird surveys over the course of the surveys.

### 3.4.4. Koala Spot Assessment Technique (SAT) Survey

Two dedicated Koala surveys using the Spot Assessment Technique (SAT) were conducted across the subject site as shown in Figure 7.

The SAT surveys consisted of checking the ground and leaf litter in a 2m radius around 30 trees tree for a period of two minutes per tree or until a scat was found. This technique is recognised as a very efficient method of detecting Koala presence, and in some instances, is a method used to identify areas of major Koala activity/significance e.g. Core Koala Habitat (Phillips and Callahan 1995; Jurskis and Potter 1997).





#### 3.4.5. Spotlight Survey

Spotlighting was conducted for two hours per night over four nights. The procedure involved walking with a hand held 1100 lumen LED spotlight over the subject site, targeting the trunks and branches of canopy trees and understorey, and periodically scanning the ground.

Weather conditions during the survey were fine and clear and wind was generally placid. The moon phase ranged from a new moon to a full moon over the course of these surveys.

#### 3.4.6. Call Playback

The Koala, Squirrel Glider, Yellow-bellied Glider, Barking Owl, Powerful Owl and Masked Owl were the main target species for the call playback survey, and calls of these species were broadcast prior to and after spotlighting surveys.

Calls were played through a portable MP3 player via a 55W PA system from multiple separate locations at a sound level approximating natural intensities for the target species. The general methodology involved an initial period of listening and spotlighting; followed by playback of the calls simulating a natural pattern.

Playback was utilised over four nights. The location of call playback surveys is shown in Figure 7.

#### 3.4.7. Passive Infrared Camera Stations

Eight Stealthcam STC-G34 infra-red cameras were deployed on the subject site for a period of 10 days.

Four were mounted on trees at a height of approximately four metres facing a hair tube on a platform to target arboreal species, specifically the Squirrel Glider, Yellow-bellied Glider and Brush-tailed Phascogale. The remaining four were placed on trees at approximately 0.5m facing a hair tube placed on the ground. The hair tubes were baited with a mixture of oats, peanut butter and honey.

The location of the PIR cameras is shown in Figure 7.

#### 3.4.8. Microbat Call Detection and Analysis

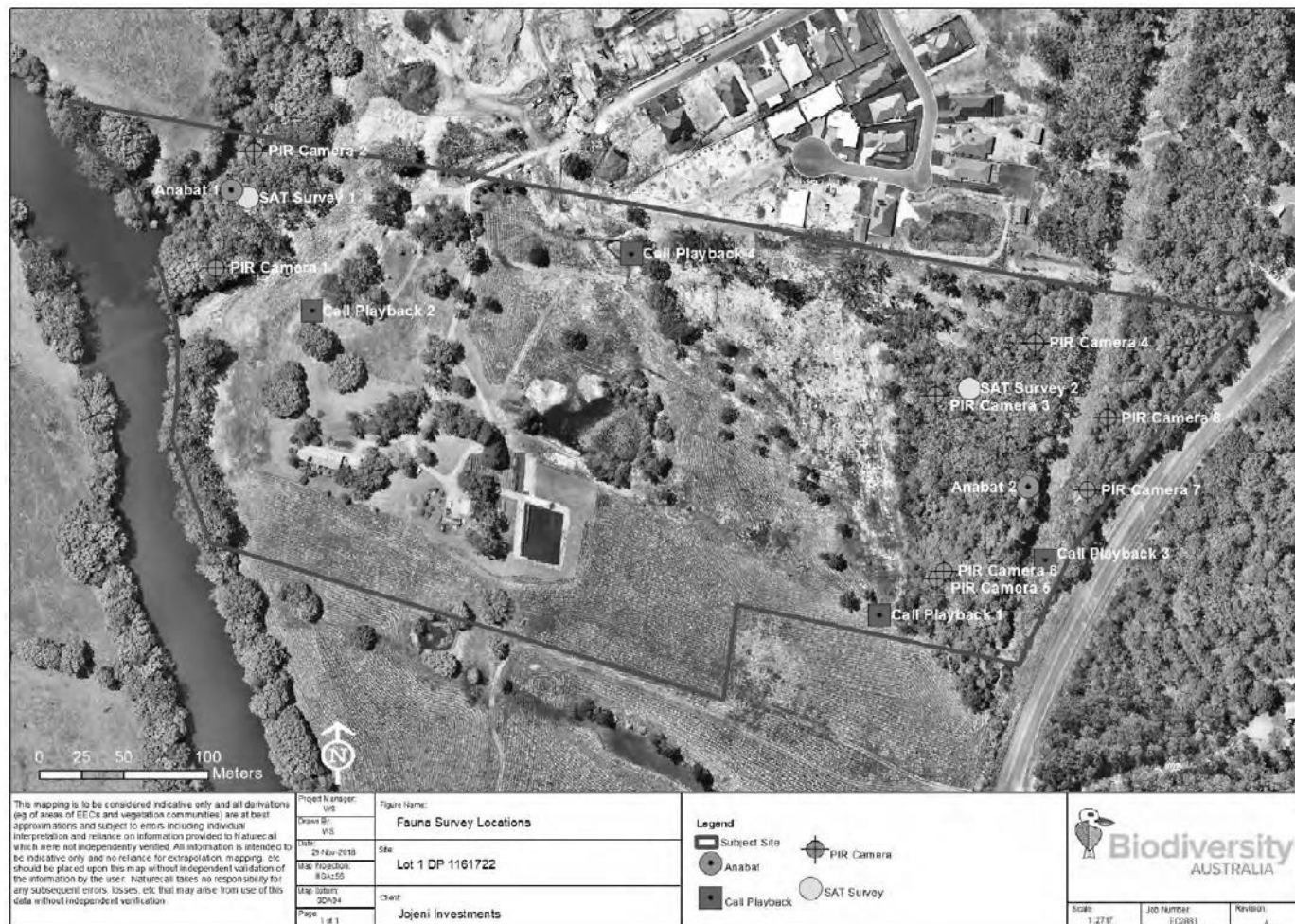
Microchiropteran bat call detection was undertaken using two Anabat Express units (Titley Scientific) for seven nights and set along the edges of the forests communities within the subject site (Figure 7).

The recordings were forwarded to Dr Anna McConville of Echo Ecology, a bat call identification consultant, for identification of the bat species.

#### 3.4.9. Hollow-bearing Tree and Koala Food Tree Survey

All hollow-bearing trees (HBTs) and preferred Koala Food Trees (KFTs) within the development site were recorded and GPS located. The trees were given an identifier number and flagged with orange tape.

Figure 7: Locations of fauna surveys conducted





### 3.4.10. Limitations

Fauna detectability is limited by seasonal, behavioural or lifecycle characteristics of each species, and even by habitat variations (e.g. flowering periods), which can occur within a year, between years, decades, etc. (DEC 2004).

The fauna survey period fell in early spring which is a period of increasing activity for arboreal mammals, Microchiropteran bats, frogs and birds (DEC 2004). The limited rainfall in the months preceding the survey limited the potential for frog detection for species known to breed at this time of year.

The survey timing coincided with the recommended survey period for all of the target fauna species except for the breeding season of the Square-tailed Kite, Grey-headed Flying-fox and Little Bentwing-bat. We believe the timing of the survey for these species is however acceptable, as the Square-tailed Kite has been recorded breeding from July to February (OEH 2018b) and the detection of all of these species as foraging individuals is still likely to occur in the area outside of breeding season. For all species there was no suitable breeding habitat detected on the subject site.

To counter any limitations, qualitative and quantitative habitat evaluation was used as well as a standard ecological field survey to assess the subject site's significance to threatened species.

The survey timing fell inside the recommended survey period for all target threatened flora species aside from the Slender Marsdenia for which the survey period is from December to February. The survey was undertaken in early November and the proceeding warm weather conditions are likely to have triggered flowering events which allow this species to be easily detected. Further, this consultant has recorded Slender Marsdenia flowering in early November at Lake Innes Drive to the north in 2016.



## 4.0 Results

### 4.1. Desktop Search Results

#### 4.1.1. Locally Recorded Threatened Species

The following table lists the threatened flora and fauna species identified in database and literature searches.

Table 3: Locally recorded threatened species

Common Name	Scientific Name	BC Act	EPBC Act	Source
<b>Flora</b>				
North Brother Wattle	<i>Acacia courtii</i>	V	V	OEH Bionet
Dwarf Heath Casuarina	<i>Allocasuarina defungens</i>	E	E	OEH Bionet
Netted Bottle Brush	<i>Callistemon linearifolius</i>	V	-	OEH Bionet
White-flowered Wax Plant	<i>Cynanchum elegans</i>	E	E	OEH Bionet
Spider orchid	<i>Dendrobium melaleucaphilum</i>	E	-	OEH Bionet
-	<i>Dracophyllum macranthum</i>	V	-	OEH Bionet
Caley's Grevillea	<i>Grevillea caleyi</i>	E	E	OEH Bionet
Big Nellie Hakea	<i>Hakea archaeoides</i>	V	V	OEH Bionet
Tree Guinea Flower	<i>Hibbertia hexandra</i>	E	-	OEH Bionet
Macadamia Nut	<i>Macadamia integrifolia</i>	-	V	OEH Bionet
Slender Marsdenia	<i>Marsdenia longiloba</i>	E	V	OEH Bionet, Naturecall 2016a
Grove's Paperbark	<i>Melaleuca groveana</i>	V	-	OEH Bionet
Red-flowered King of the Fairies	<i>Oberonia titania</i>	V	-	OEH Bionet
<b>Fauna</b>				
<b>Mammals</b>				
Eastern Pygmy-possum	<i>Cercartetus nanus</i>	V	-	OEH Bionet
Spotted-Tailed Quoll	<i>Dasyurus maculatus</i>	V	E	OEH Bionet
Golden-tipped Bat	<i>Kerivoula papuensis</i>	V	-	OEH Bionet
Little Bent-wing Bat	<i>Miniopterus australis</i>	V	-	OEH Bionet
Eastern Bent-wing Bat	<i>Miniopterus schreibersii oceanensis</i>	V	-	OEH Bionet
Eastern Free-tail Bat	<i>Mormopterus norfolkensis</i>	V	-	OEH Bionet
Southern Myotis	<i>Myotis macropus</i>	V	-	OEH Bionet



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Greater Glider	<i>Petauroides volans</i>	E	V	OEH Bionet
Yellow-bellied Glider	<i>Petaurus australis</i>	V	-	OEH Bionet, Naturecall 2016b
Squirrel Glider	<i>Petaurus norfolcensis</i>	V	-	OEH Bionet
Brush-tailed Phascogale	<i>Phascogale tapoatafa</i>	V	-	OEH Bionet
Koala	<i>Phascolarctos cinereus</i>	V	V	OEH Bionet
Common Planigale	<i>Planigale maculata</i>	V	-	OEH Bionet
Eastern Chestnut Mouse	<i>Pseudomys gracilicaudatus</i>	V	-	OEH Bionet
Grey-headed Flying Fox	<i>Pteropus poliocephalus</i>	V	V	OEH Bionet
Yellow-bellied Sheath-tail-bat	<i>Saccolaimus flaviventris</i>	V	-	OEH Bionet, Biodiversity Australia 2018
Greater Broad-nosed Bat	<i>Scoteanax rueppellii</i>	V	-	OEH Bionet
Common Blossom Bat	<i>Syconycteris australis</i>	V	-	OEH Bionet
Eastern Cave Bat	<i>Vespadelus troughtoni</i>	V	-	OEH Bionet
<b>Birds</b>				
Dusky Woodswallow	<i>Artamus cyanopterus cyanopterus</i>	V	-	OEH Bionet
Australasian Bittern	<i>Botaurus poiciloptilus</i>	E	E	OEH Bionet
Gang-gang Cockatoo	<i>Callocephalon fimbriatum</i>	V	-	OEH Bionet
Glossy Black Cockatoo	<i>Calyptorhynchus lathami</i>	V	E	OEH Bionet, Naturecall 2017a
Varied Sittella	<i>Daphoenositta chrysoptera</i>	V	-	OEH Bionet, Naturecall 2017a
Black Necked Stork	<i>Ephippiorhynchus asiaticus</i>	E	-	OEH Bionet
Little Lorikeet	<i>Glossopsitta pusilla</i>	V	-	OEH Bionet, Naturecall 2017b
Sooty Oystercatcher	<i>Haematopus fuliginosus</i>	V	-	OEH Bionet
Pied Oystercatcher	<i>Haematopus longirostris</i>	E	-	OEH Bionet
Little Eagle	<i>Hieraaetus morphnoides</i>	V	-	OEH Bionet
Swift Parrot	<i>Lathamus discolor</i>	E	CE	OEH Bionet
Square-tailed Kite	<i>Lophoictinia isura</i>	V	-	OEH Bionet, Naturecall 2017b
Black-chinned Honeyeater	<i>Melithreptus gularis gularis</i>	V	-	OEH Bionet
Barking Owl	<i>Ninox connivens</i>	V	-	OEH Bionet
Powerful Owl	<i>Ninox strenua</i>	V	-	OEH Bionet, Naturecall 2017c
Eastern Curlew	<i>Numenius madagascariensis</i>	-	CE	OEH Bionet
Olive Whistler	<i>Pachycephala olivacea</i>	V	-	OEH Bionet
Flame Robin	<i>Petroica phoenicea</i>	V	-	OEH Bionet



Wompoo Fruit-Dove	<i>Ptilinopus magnificus</i>	V	-	OEH Bionet
Masked Owl	<i>Tyto novaehollandiae</i>	V	-	OEH Bionet, Naturecall 2017c
Sooty Owl	<i>Tyto tenebrosa</i>	V	-	OEH Bionet
<b>Reptiles</b>				
Stephens' Banded Snake	<i>Hoplocephalus stephensii</i>	V	-	OEH Bionet
<b>Amphibians</b>				
Wallum Froglet	<i>Crinia tinnula</i>	V	-	OEH Bionet
Green & Golden Bell Frog	<i>Litoria aurea</i>	E	V	OEH Bionet
Green Thighed Frog	<i>Litoria brevipalmata</i>	V	-	OEH Bionet
Stuttering Frog	<i>Mixophyes balbus</i>	E	V	OEH Bionet
Giant Barred Frog	<i>Mixophyes iterates</i>	-	E	OEH Bionet
Key: CE- Critically Endangered; E- Endangered; V- Vulnerable; M- Migratory				

## 4.2. Flora Survey Results

### 4.2.1. Plant Community Types and Description

The vegetation survey identified six vegetation communities over the subject site. These comprised dry sclerophyll forest, swamp forest, riparian forest, moist sclerophyll forest, pastoral woodland and exotic grassland.

In general, the site vegetation is similar to that described in the Darkheart (2006) report. The main change is the removal and thinning of areas of dry sclerophyll forest and shrubland in the east of the site as part of the existing DA approval and the approved APZ of the adjoining Links Estate to the north.

Descriptions of each of the site vegetation communities is provided below. Photos following the descriptions illustrate the vegetation. A general vegetation map is provided in Figure 7 and vegetation zone map categorising vegetation in NSW Plant Community Types (PCTs) is provided in Figure 8. A site flora species list for the subject site is provided in Appendix 1.

#### 4.2.1.1. Dry Sclerophyll Forest

Table 4: Dry sclerophyll forest description

<b>Vegetation Community</b>	Red Mahogany - White Stringybark Dry Sclerophyll Open Forest
<b>NSW Plant Community Type (PCT)</b>	Red Mahogany open forest of the coastal lowlands
<b>Vegetation Class</b>	Northern Hinterland Wet Sclerophyll Forests
<b>Mapped PMHC Community</b>	Swamp Mahogany Forest
<b>EEC Status</b>	Not an EEC
<b>Vegetation Zone</b>	1 (intact area ), 2 (thinned area) and 3 (cleared area)



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Number of Plots	2
Percent cleared	30%
Location and area	Occurs in the northeast of the subject site and includes both an intact community and one that has been thinned and underscrubbed. Total area is approximately 2ha
Condition	Intact areas of this community are in good condition with little weed cover and high species diversity. Areas subject to recent thinning and underscrubbing have lower diversity and no understorey or shrub layer present.
Composition and Structure	<p><b><u>Canopy:</u></b> The canopy is dominated by White Stringybark (<i>E. globoidea</i>), Red Mahogany (<i>Eucalyptus resinifera</i>), and occasional Tallowwood (<i>Eucalyptus microcorys</i>) and Red Bloodwood (<i>Corymbia gummifera</i>). Height ranged from 17-25m.</p> <p><b><u>Understorey/Shrub layers:</u></b> The intact areas of this community featured a well developed understorey and shrub layer. Dominant species were Turpentine (<i>Syncarpia glomulifera</i>), Forest Oak (<i>Allocasuarina littoralis</i>), Seiber's Paperbark (<i>Melaleuca sieberi</i>) and Tantoon (<i>Leptospermum polygalifolium</i>).</p> <p>This layer is generally 2-8m high and provides a dense cover in some places.</p> <p><b><u>Groundcover:</u></b> The groundcover was typically comprised of grasses and sedges such as Kangaroo Grass (<i>Themeda triandra</i>), Lomandra (<i>Lomandra longifolia</i>), Saw Sedge (<i>Gahnia clarkei</i>) and Bordered Panic (<i>Entolasia marginata</i>).</p> <p><b><u>Climbers and Scramblers:</u></b> Several climbers were observed in this community, the most common being False Sarsaparilla (<i>Smilax glycyphylla</i>) and Monkey Rope (<i>Parsonsia straminea</i>).</p>



Photo 1: Dry Sclerophyll forest vegetation within the site



Photo 2: Dry Sclerophyll forest vegetation within the site





## 4.2.1.2. Swamp Forest

Table 5: Swamp Forest description

<b>Vegetation Community</b>	Swamp Mahogany - Paperbark Swamp Forest
<b>NSW Plant Community Type (PCT)</b>	Swamp Mahogany - Broad-leaved Paperbark - Saw Sedge - Yellow Marsh Flower swamp forest
<b>Vegetation Class</b>	Coastal Swamp Forests
<b>Mapped PMHC Community</b>	Flax-leaved Paperbark - Mixed Eucalypt Coastal Floodplain Wetlands Forest Complex
<b>EEC Status</b>	Swamp Sclerophyll Forest on Coastal Floodplains of the NSW North Coast, Sydney Basin and South East Corner Bioregions
<b>Vegetation Zone</b>	NA (Not in development site)
<b>Number of Plots</b>	2
<b>Percent cleared</b>	Not assessed
<b>Location and area</b>	Occurs in the southeast of the subject site and includes both an intact community and one that has been thinned and underscrubbed. Total area is approximately 1.2ha
<b>Condition</b>	Intact areas of this community are in good condition with little weed cover and high species diversity. Areas subject to recent thinning and underscrubbing have lower diversity and no understorey or shrub layer present.
<b>Composition and Structure</b>	<p><b><u>Canopy:</u></b> The canopy is dominated by various paperbark species comprising Sieber's Paperbark, Flax-leaved Paperbark (<i>Melaleuca linariifolia</i>) and Prickly Paperbark (<i>Melaleuca styphelioides</i>) with occasional Swamp Mahogany (<i>Eucalyptus robusta</i>). Height ranges from 15-23m.</p> <p><b><u>Understorey/Shrub layers:</u></b> The intact areas of this community featured an open understorey and shrub layer. Dominant species were canopy juveniles, Sandpaper Fig (<i>Ficus coronata</i>) and Cheese Tree (<i>Glochidion ferdinandii</i>). Occasional Camphor Laurel (<i>Cinnamomum camphora</i>) and Small-leaved Privet (<i>Ligustrum sinense</i>) were also present.</p> <p>The understorey layer ranges from 8-15m in height and the shrub layer is approximately 1-4m in height.</p> <p><b><u>Groundcover:</u></b> The groundcover was typically comprised of sedges such as Tassel Sedge (<i>Carex fascicularis</i>), Tall Sedge (<i>Carex appressa</i>), Lomandra (<i>Lomandra longifolia</i>) and Saw Sedge (<i>Gahnia clarkei</i>).</p> <p><b><u>Climbers and Scramblers:</u></b> Monkey Rope (<i>Parsonsia straminea</i>) was a common feature in the community.</p>

Photo 3: Swamp forest vegetation within the eastern proposed conservation area



Photo 4: Swamp forest vegetation within the subject site





## 4.2.1.3. Riparian Forest

Table 6: Riparian forest description

Vegetation Community	Swamp Oak Riparian Forest
NSW Plant Community Type (PCT)	Swamp Oak swamp forest of the coastal lowlands
Vegetation Class	Coastal Floodplain Wetlands
Mapped PMHC Community	Swamp Oak - Mixed Eucalypt Coastal Floodplain Wetland Forest Complex
EEC Status	Swamp Oak Floodplain Forest
Vegetation Zone	NA (not in development site)
Number of Plots	0
Percent cleared	Not assessed
Location and area	A thin band of this community occurs along the unnamed tributary to the river in the northwest of the site. Area is approximately 0.27ha
Condition	This community is in reasonably good condition with few weed species present. Edge effects are evident in some areas.
Composition and Structure	<p><b><u>Canopy:</u></b> The canopy is dominated Swamp Oak (<i>Casuarina glauca</i>). Occasional Camphor Laurel and Small-leaved Privet are also present. Height ranges from 15-20m.</p> <p><b><u>Understorey/Shrub layers:</u></b> Understorey vegetation is rarely present in this community. Occasional Wattles are present (<i>Acacia spp.</i>) along with juvenile Swamp Oak and Grey Myrtle (<i>Backhousia myrtifolia</i>).</p> <p><b><u>Groundcover:</u></b> A sparse cover of grasses and sedges is present along with occasional Crinum Lily (<i>Crinum pedunculatum</i>).</p> <p><b><u>Climbers and Scramblers:</u></b> Absent.</p>

Photo 5: Riparian forest vegetation within the far west of the subject site



#### 4.2.1.4. Moist Sclerophyll Forest

Table 7: Moist sclerophyll forest description

<b>Vegetation Community</b>	Flooded Gum - Tallowwood Moist Sclerophyll Forest
<b>NSW Plant Community Type (PCT)</b>	Tallowwood open forest of the coastal ranges of the NSW North Coast
<b>Vegetation Class</b>	Northern Hinterland Wet Sclerophyll Forests
<b>Mapped PMHC Community</b>	Swamp Oak - Mixed Eucalypt Coastal Floodplain Wetland Forest Complex
<b>EEC Status</b>	Areas of this community falling on alluvial formations would qualify as Subtropical Coastal Floodplain Forest EEC
<b>Vegetation Zone</b>	NA (not in development site)
<b>Number of Plots</b>	0
<b>Percent cleared</b>	15%
<b>Location and area</b>	Occurs in the northwest of the subject site along the Camden Haven River. Area on site totals approximately 0.7ha.
<b>Condition</b>	Generally in poor condition due to historical clearing, edge effects and high weed invasion.
<b>Composition and Structure</b>	<b>Canopy:</b> The canopy is dominated by Flooded Gum ( <i>Eucalyptus grandis</i> ) and Tallowwood ( <i>Eucalyptus microcorys</i> ) with occasional Red Bloodwood, Broad-leaved White Mahogany ( <i>Eucalyptus umbra</i> ) and Turpentine. Camphor Laurel is



also common throughout. Height ranged from 15-28m.

**Understorey/Shrub layers:** The understorey was largely dominated by Small-leaved Privet, Large-leaved Privet and Camphor laurel, however a number of native species were scattered throughout. These included Rough-fruit Pittosporum (*Pittosporum revolutum*), Hard Quandong (*Eleocarpus obovatus*), Red Ash (*Alphitonia excelsa*) and Wild Quince (*Alectryon subscinereus*).

The understorey tree layer is generally 12-15m high. A lower shrub layer ranging from 1-3m in height is also present.

**Groundcover:** The groundcover was generally sparse throughout. Species recorded in this layer include Bordered Panic, Lomandra, Harsh Ground Fern (*Hypolepis muelleri*) and Tall Sedge.

**Climbers and Scramblers:** Occasional climbers were present and included Wombat Berry (*Eustrephus latifolius*) and Lawyer Vine (*Smilax australis*).

Photo 6: Moist sclerophyll forest within the proposed western conservation area





Photo 7: Moist sclerophyll forest within the subject site along the Camden Haven River



#### 4.2.1.5. Pastoral Woodland and Ornamental Plantings

Table 8: Pastoral Woodland description

<b>Vegetation Community</b>	Pastoral Woodland and Ornamental Plantings
<b>NSW Plant Community Type (PCT)</b>	Various
<b>Vegetation Class</b>	NA
<b>Mapped PMHC Community</b>	Not mapped
<b>EEC Status</b>	Not an EEC
<b>Vegetation Zone</b>	NA (not in development site)
<b>Number of Plots</b>	1
<b>Percent cleared</b>	NA
<b>Location and area</b>	Occurs over the western and central portions of the site and around the dwelling and nursery. Area totals 1.3ha
<b>Condition</b>	Generally in poor condition due to historical clearing, edge effects and high weed invasion. Low native species diversity.
<b>Composition and Structure</b>	<b>Canopy:</b> The canopy comprises a range of species, both native and exotic. Dominant species are Flooded Gum, Tallowwood, Camphor Laurel and River Oak ( <i>Casuarina cunninghamiana</i> ). Young Swamp Mahogany occur in this community



in the central and eastern parts of the site. Height ranges from 17-25m.

**Understorey/Shrub layers:** Absent

**Groundcover:** Groundcover largely comprises exotic grasses such as Quaking Grass (*Briza minor*), Annual Ryegrass (*Lolium rigidum*), Kikuyu (*Pennisetum clandestinum*), Couch (*Cynodon dactylon*) and Common Paspalum (*Paspalum dilatatum*). Native species present include Hedgehog Grass (*Echinopogon caespitosus*), Blueberry Flax-lily (*Dianella caerulea*) and Blady Grass (*Imperata cylindrica*)

**Climbers and Scramblers:** Absent

Photo 8: Pastoral woodland within the site



#### 4.2.1.6. Derived Grassland Communities

Table 9: Grassland community description

<b>Vegetation Community</b>	Pasture/Exotic/Native Grassland
<b>NSW Plant Community Type (PCT)</b>	No matching PCT
<b>Vegetation Class</b>	NA
<b>Mapped PMHC Community</b>	Not mapped
<b>EEC Status</b>	Not an EEC



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Vegetation Zone	NA (does not constitute native vegetation)
Number of Plots	3
Percent cleared	NA
Location and area	Occurs over the southern and central parts of the site.
Condition	Poor condition – few native species present and generally high weed cover.
Composition and Structure	<p><b><u>Canopy:</u></b> Absent aside from a few scattered regrowth trees.</p> <p><b><u>Understorey/Shrub layers:</u></b> Absent</p> <p><b><u>Groundcover:</u></b> Pasture grassland in the south of the site is dominated by Common Paspalum, Couch, White Clover (<i>Trifolium repens</i>) and Lambs Tongue (<i>Plantago lanceolata</i>). Areas of slashed exotic grassland around the dwelling and in the north are dominated by a range of exotic grasses with a few native species also present. Some areas in the east of the site have been recently cleared and feature a ground layer dominated by native species. These include Kangaroo Grass (<i>Themeda triandra</i>), <i>Pappalidum distans</i>, <i>Ptilothrix deusta</i>, <i>Cyperus spp.</i>, Grass Lily (<i>Murdannia graminea</i>) and <i>Baumea juncea</i>.</p> <p><b><u>Climbers and Scramblers:</u></b> Absent</p>

Photo 9: Derived exotic grassland within the site



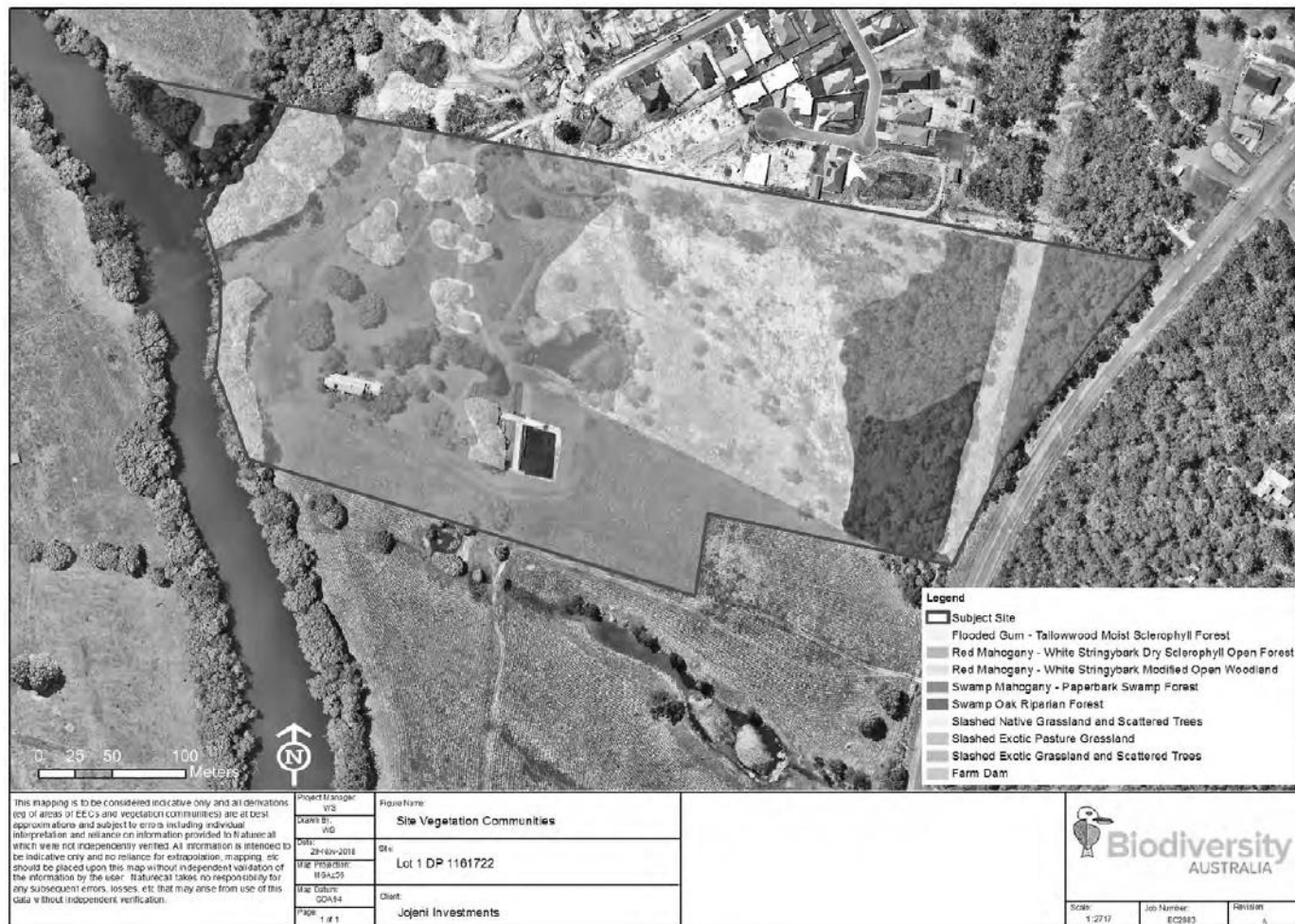
Photo 10: Derived grassland within the site





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Figure 8: Vegetation community map of the subject site





#### 4.2.2. Recorded Threatened Flora

Intensive searches over the subject site during the field survey in October and November 2018 did not detect any threatened plants.

#### 4.2.3. Endangered Ecological Communities

As described in Section 1.4, parts of the subject site fall on alluvial floodplain formations. These areas satisfy the geomorphological criteria for floodplain EECs. Floristically, three of the site's vegetation communities which fall on alluvial formations would qualify as EECs listed under the BC Act 2016.

Swamp Oak Riparian Forest along the Camden Haven River in northwest of the site qualifies as the EEC *Swamp Oak Forest on Coastal Floodplains*. This community would also qualify as the federally listed Threatened Ecological Community *Coastal Swamp oak Forest of South-east Queensland and New South Wales*. This EEC covers an area of 0.27ha and is contained within the proposed conservation area.

Areas of Moist Sclerophyll Forest in the northwest which fall on the floodplain formation associated with the Camden Haven River would qualify as the EEC *Subtropical Coastal Floodplain Forest*. This EEC covers an area of 0.24ha and is entirely contained within the northwest parkland conservation area.

The Swamp Sclerophyll Forest Community in the southeast of the site would qualify as the EEC *Swamp Sclerophyll Forest on Coastal Floodplains*. This EEC covers an area of 0.7ha and is contained within the eastern conservation area.

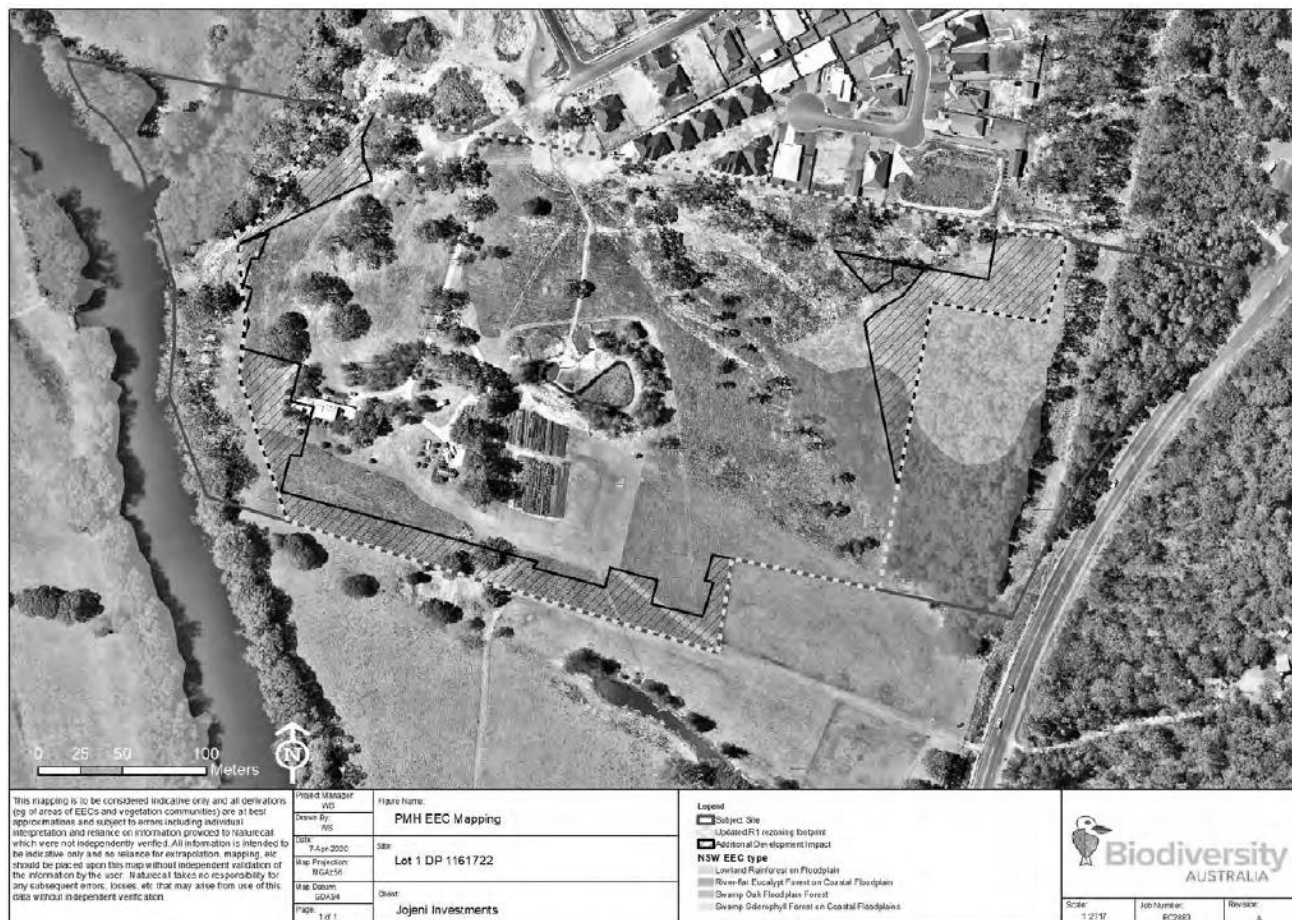
Part of the Dry Sclerophyll Forest community in the northeast of the site falls on a high-level terrace alluvial formation, however the vegetation survey found that this community is not a floristic match for any EEC. It has some elements of Subtropical Coastal Floodplain Forest EEC, however the ID guidelines for this EEC state that it is dominated by Forest Red Gum, Grey Gum and Pink Bloodwood. These species were not present in the community which was dominated by White Stringybark, Turpentine and Red Mahogany.

The EEC's on site were in good condition, aside from the Subtropical Coastal Floodplain Forest in the northwest which was heavily infested with Privet and Camphor Laurel. The Port Macquarie-Hastings Council mapped EEC's are displayed in Figure 9 with the ground-truthed EECs identified on the site displayed in Figure 10.



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Figure 9: PMHC EEC mapping







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Figure 10: Ground-truthed EEC mapping







#### 4.2.4. Vegetation Integrity Assessment

One Plant Community Types has been mapped over the development site. These has been split into three vegetation zones based on condition. The table below provides the vegetation integrity score for each zone which has been derived from the BAM field plots undertaken. Figure 11 shows the location of the vegetation zone and PCTs.

The remaining areas of the development impact area in the south and west of the subject site were not assessed as they did not contain native vegetation.



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Table 10: Vegetation integrity scores for each zone

Vegetation Zone	Condition Class	Plant Community Type	Patch Size Category	Area Impacted	Vegetation Integrity Score			
					Composition	Structure	Function	Total
1	Good	Red Mahogany open forest of the coastal lowlands	> 100 ha	0.38ha	71.6	49.2	55.2	57.9
2	Moderate	Red Mahogany open forest of the coastal lowlands	> 100 ha	0.13ha	26.3	26.3	43.5	31.1
3	Poor	Red Mahogany open forest of the coastal lowlands	> 100 ha	0.04ha	39.0	32	14.9	26.5



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Figure 11: Vegetation zones in the development area





## 4.3. Fauna Survey Results

### 4.3.1. Habitat Evaluation, Corridors and Linkages

The following table summarises the habitat evaluation results and comments on regional/local corridors and habitat linkages.

Table 11: Summary of the subject site habitat values

Habitat Attribute/Type	Site/Study Area	Potential Values to Threatened Species Occurrence
Groundcover	<p>The majority of the subject site is dominated by slashed pasture grasses and weeds which offers no significant cover, and no significant seeds for granivores.</p> <p>Some dense cover in parts of the riparian vegetation and swamp forest in the outer edges of the subject site.</p>	<p>Forested areas containing native groundcover may provide cover for common species such as native and exotic rodents, frogs and reptiles.</p> <p>No significant source of seeds for granivorous woodland birds.</p>
Leaf litter	Vegetated patches contain some leaf litter, especially around canopy trees.	No significance for any threatened species.
Logs and debris	A few small logs and stumps occur in the west of the subject site, however these are generally low value.	No specific value to any threatened species for refuge.
Rocky Outcrops	No surface rocks or outcrops present on the subject site.	Poor habitat for reptiles aside from common snakes and skinks.
Hollows	<p>A number of hollow-bearing trees occur in the vegetation in the east of the subject site and the riparian vegetation in the west. Three of these fall within the development impact site. Hollows ranged from small to medium sized cavities in the limbs and trunks. Most trees have multiple hollows and comprise of White Stringybark, Sydney Blue Gum or Tallowwood.</p> <p>Given the level of clearing in adjacent land, these hollows would be an important nesting/denning/roosting resource for fauna.</p>	<p>Hollows range in size to potentially suit small to medium hollow-obligate species such as microbats, lorikeets, possums and gliders. Several hollows observed appeared to be active, having worn edges and trunk scratches.</p> <p>Some hollow-bearing trees in the west of the site fronting the river contained larger hollows, however there were generally poorly formed limb hollows or basal hollows and would have limited potential to support breeding of forest owls.</p> <p>No very large hollows &gt;20cm diameter with potential to support forest owls or Glossy Black Cockatoo nesting were observed in the development site.</p>
Nectar Sources	A mix of seasonal flowering eucalypt species present on the subject site which would provide a year-round nectar source.	Small potential nectar source for the Grey-headed Flying Fox and Little Lorikeet.



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Habitat Attribute/Type	Site/Study Area	Potential Values to Threatened Species Occurrence
Sap and gum sources	Occasional Pink and Red Bloodwoods occurred over the subject site. This is a preferred sap source for the Squirrel Glider. Other eucalypt species on the subject site are less preferred.	Vegetation in the study area contains a small potential sap resource for the threatened Squirrel Glider.
Primary preferred Koala browse trees	The subject site contains Tallowwood and Swamp Mahogany which are preferred Koala food trees.	The subject site contains a potential foraging resource for Koalas. Scat searches, spotlighting and call playback were undertaken within the subject site however no evidence of Koalas were found.
Allocasuarinas	The subject site contains scattered Forest Oak trees which are preferred foraging species for the Glossy Black Cockatoo.	The subject site contains some foraging resources for Glossy Black-cockatoo. No evidence of feeding (chewed cones) was observed during the survey.
Aquatic/wetland habitats	<p>The Camden Haven River runs along the western boundary of the subject site. From this, a first order stream runs through the north-west corner of the subject site.</p> <p>A small dam in the centre of the subject site provides some temporary aquatic habitat also, however this is of low value due to its limited extent and is infested with Plague Minnow.</p> <p>There are no wetlands present on the subject site, however a small wetland area occurs on the adjoining Lot 2 to the south.</p>	<p>The Camden Haven River to the west of the subject site offers habitat for a range of species which rely on aquatic habitats, such as the White-bellied Sea-Eagle, Eastern Osprey and Southern Myotis.</p> <p>The limited aquatic habitat on the site itself is unlikely to support any threatened species.</p>
Fruiting species	<p>Only a few native fruiting species occur such as Geebung, Pittosporum, Wild Quince and Cheese tree.</p> <p>Camphor Laurel and Privet are very common over the site, and these species offer significant fruit resources.</p>	The subject site contains an abundance of fruiting resources due to dominance of exotic fruiting trees in some areas. The site has potential to attract threatened frugivorous birds such as the Wompoo Fruit Dove.
Caves, cliffs, overhangs, culverts, bridges, unused buildings	Absent	NA
Terrestrial prey Arboreal Prey	The habitats present on the subject site evidently support a range of prey species such as passerine birds, arboreal and ground dwelling mammals and amphibians.	Good range of prey species for raptors and owls, however prey would be limited in abundance given small extent of the subject site habitat.
Corridors	The subject site does not fall within an OEH mapped corridor.	N/A



Habitat Attribute/Type	Site/Study Area	Potential Values to Threatened Species Occurrence
Habitat Linkages	<p>Vegetation on the subject site adjoins two small areas of vegetation to the north with a large residential area dividing these. Vegetation fringing the Camden Haven River also extends offsite to the north and south.</p> <p>No habitat linkage exists south of the subject site. Vegetation is separated by the Camden Haven River in the west and a major road reserve to the east of the subject site.</p>	<p>The vegetation within the subject site has linkages to small areas of adjacent habitat, however is isolated from any significant extent of vegetation. The modified lands, river and highway surrounding the site are likely to be a major barrier to small terrestrial species and arboreal fauna.</p> <p>Highly mobile species (e.g. birds and bats) would be able to move freely through the subject site.</p>
Key Habitat	The subject site is not mapped as Key Habitat by OEH.	N/A

#### 4.3.2. Observed/Detected Fauna

The fauna survey mainly detected common medium sized woodland birds within the subject site. These included species such as Rainbow Lorikeet, Little Wattlebird, Eastern Whipbird and Australian Magpie. Some were observed on the subject site while others were seen flying over or heard calling from adjacent habitats. No birds' nests were recorded at the time of survey.

Eighteen mammal species were recorded within the subject site. The PIR cameras detected eight of these including a Northern Brown Bandicoot and the Common Brushtail Possum. The Anabat units recorded eight Microbat species including two which are threatened under the BC Act.

Targeted surveys detected five threatened species within the subject site. These consisted of the Little Bentwing Bat, Yellow-bellied Sheath-tail-bat Masked Owl and Powerful Owl are which are listed as Vulnerable under the *BC Act 2016*. The Grey-headed Flying Fox was also present on the subject site which is listed as Vulnerable under the *BC Act 2016* and the *EPBC Act 1999*. These species are further discussed in Section 4.3.3 below.

The following table shows the full fauna list recorded by this survey in the subject site. See Photos 11-15 following.



Table 12: Fauna species recorded on the subject site

Group	Common name	Scientific name	Detection Method
Aves	Little Wattlebird	<i>Anthochaera chrysoptera</i>	Cam
	Cattle Egret	<i>Ardea ibis</i>	Vis
	Shining Bronze-cuckoo	<i>Chalcites lucidus</i>	Vis
	White-headed Pigeon	<i>Columba leucomela</i>	HC, Vis
	Black-faced Cuckoo-shrike	<i>Coracina novaehollandiae</i>	Vis
	Torresian Crow	<i>Corvus orru</i>	Cam, HC, Vis
	Brown Quail	<i>Coturnix ypsilophora</i>	Cam
	Australian Magpie	<i>Cracticus tibicen</i>	Vis
	Laughing Kookaburra	<i>Dacelo novaeguineae</i>	HC, Vis
	Eastern Yellow-robin	<i>Eopsaltria australis</i>	Vis
	Dollarbird	<i>Eurystomus orientalis</i>	Vis
	Peaceful Dove	<i>Geopelia placida</i>	Vis
	White-throated Gerygone	<i>Gerygone olivacea</i>	Vis
	Magpie Lark	<i>Grallina cyanoleuca</i>	Vis
	Welcome Swallow	<i>Hirundo neoxena</i>	Vis
	Yellow-faced Honeyeater	<i>Lichenostomus chrysops</i>	Vis
	Lewin's Honeyeater	<i>Meliphaga lewinii</i>	Cam, Vis
	Leaden Flycatcher	<i>Myiagra rubecula</i>	Vis
	Scarlet Honeyeater	<i>Myzomela sanguinolenta</i>	Vis
	Southern Boobook	<i>Ninox novaeseelandiae</i>	HC, Vis
	<b>Powerful Owl</b>	<b><i>Ninox strenua</i></b>	HC
	Golden Whistler	<i>Pachycephala pectoralis</i>	Vis
	Rose Robin	<i>Petroica rosea</i>	Vis
	Little Black Cormorant	<i>Phalacrocorax sulcirostris</i>	Vis
	White-cheeked Honeyeater	<i>Phylidonyris niger</i>	HC, Vis
	Eastern Whipbird	<i>Psophodes olivaceus</i>	Cam, HC
	Grey Fantail	<i>Rhipidura albiscapa</i>	Vis
	Willie Wagtail	<i>Rhipidura leucophrys</i>	Vis
	Channel-billed cuckoo	<i>Scythrops novaehollandiae</i>	HC, Vis
	Sacred Kingfisher	<i>Todiramphus sanctus</i>	Vis





Group	Common name	Scientific name	Detection Method
	Rainbow Lorikeet	<i>Trichoglossus moluccanus</i>	HC, Vis
	<b>Masked Owl</b>	<b><i>Tyto novaehollandiae</i></b>	HC, Vis
	Silveryeye	<i>Zosterops lateralis</i>	Vis
<b>Mammals</b>	Domestic Cattle	-	Cam, Vis
	White-striped Free-tailed Bat	<i>Austronomus australis</i>	Ana
	Gould's Wattled Bat	<i>Chalinolobus gouldii</i>	Ana
	Chocolate Wattled Bat	<i>Chalinolobus morio</i>	Ana
	Northern Brown Bandicoot	<i>Isodon macrourus</i>	Cam
	Eastern Grey Kangaroo	<i>Macropus giganteus</i>	Cam, Vis
	Red-necked Wallaby	<i>Macropus rufogriseus</i>	Cam, Vis
	<b>Little Bent-wing Bat</b>	<b><i>Miniopterus australis</i></b>	Ana
	Ride's Free-tailed Bat	<i>Mormopterus ridei</i>	Ana
	<b>Grey-headed Flying Fox</b>	<b><i>Pteropus poliocephalus</i></b>	Vis
	Bush Rat	<i>Rattus fuscipes</i>	Cam
	Black Rat	<i>Rattus rattus</i>	Cam
	Eastern Horseshoe Bat	<i>Rhinolophus megaphyllus</i>	Ana
	Feral Deer	<i>Rusa sp.*</i>	Tr
	<b>Yellow-bellied Sheath-tail-bat</b>	<b><i>Saccolaimus flaviventris</i></b>	Ana
	Common Brushtail Possum	<i>Trichosurus vulpecula</i>	Cam, Vis
	Eastern Forest Bat	<i>Vespadelus pumilus</i>	Ana
	Swamp Wallaby	<i>Wallabia bicolor</i>	Cam
	Microbat sp.	-	Vis
<b>Reptiles</b>	Lace Monitor	<i>Varanus varius</i>	Cam, Vis
<b>Amphibians</b>	Common Eastern Froglet	<i>Crinia signifera</i>	HC
Observation Key: Ana – Anabat; Cam – Camera; HC – heard calling; Sc – Scats; Tr – Tracks; Vis – Visual Bold: Vulnerable under BC Act and/or EPBC Act			

Photo 11: Brushtail Possum



Photo 12: Northern Brown Bandicoot



Photo 13: Swamp Wallaby



Photo 14: Bush Rat



Photo 15: Red-necked Wallaby



#### 4.3.3. Recorded Threatened Species

The field survey detected five threatened species, the Little Bentwing Bat (*Miniopterus australis*), the Yellow-bellied Sheathtail Bat (*Saccolaimus flaviventris*), the Grey-headed Flying Fox (*Pteropus poliocephalus*), the Masked Owl (*Tyto novaehollandiae*) and the Powerful Owl (*Ninox strenua*) (see Figure 11). All of these are listed as Vulnerable under the BC Act with the Grey-headed Flying Fox also listed as Vulnerable under the EPBC Act.

The Little Bentwing Bat and the Yellow-bellied Sheathtail Bat were recorded on the subject site via Microchiropteran bat call detection. Numerous passes of the Little Bentwing Bat were recorded on each night of Anabat deployment, whereas the Yellow-bellied Sheathtail Bat was recorded on a single night. The Little Bent-wing Bat is known to roost in caves, tunnels, mines and stormwater drains (Van Dyck *et al*, 2013; Van Dyck and Straham, 2008). With none of these habitat features present within the subject site, it is likely that this species was recorded utilising the subject site to forage. This species was also recorded within the subject site in 2006 (Darkheart 2006, OEH Bionet 2018a).

The Yellow-bellied Sheathtail Bat recorded may utilise the subject site as foraging and potentially roosting habitat, however the hollow-bearing trees on site would be subject to high competition with common birds and mammals. Yellow-bellied Sheathtail Bats are usually a solitary species and are rarely recorded due to their high-flying, high-speed disposition (Van Dyck and Straham, 2008).

The targeted fauna survey detected the Grey-headed Flying Fox within the subject site. This individual was seen foraging within the subject site. The site vegetation is unlikely to be suitable as a roost for this species, and no roosting camps were detected during the survey, hence they would only use the subject site for foraging as a small part of their range.



The Masked Owl was observed during two nights of call playback and spotlighting surveys. This species was recorded perching in trees in the subject site as well as responding to call playback surveys. The Masked Owl is known to roost and breed in large tree hollows. Some hollow-bearing trees in the west of the site fronting the river contained large hollows, however there were generally poorly formed limb hollows or basal hollows and would have low potential to support breeding of forest owls. They are known to have a large home-range of around 500 to 1000 hectares and the vegetation on the subject site is likely to provide a part of this foraging range (OEH 2018).

In addition to the Masked Owl, the Powerful Owl was also recorded responding to a call playback survey. This species was heard calling from within the subject site in response to the audio broadcast during the survey. This species typically inhabits wet eucalypt forests or dry forests with a good population of prey (Menkhorst *et al*, 2017). As evident by the number of possums recorded via the PIR cameras surveys, the vegetation in and adjoining the subject site would contain sufficient prey numbers to support part of the home range of this species.



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Figure 12: Location of recorded threatened species





## 4.4. Predicted Species Occurrence Assessment

Following field survey data and landscape data input, the BAM calculator has generated a list of threatened species which are predicted to occur on the site.

### 4.4.1. Ecosystem Credit Species

Ecosystem credit species are threatened species which can be reliably predicted to occur by vegetation surrogates and landscape features. Targeted survey is not required for these species.

Some species which have specialised breeding requirements have dual credit classes to account for differences in foraging and breeding habitat. For example, Glossy Black Cockatoo foraging habitat can be reliably predicted through vegetation associations, however breeding habitat is specialised and requires hollow-bearing trees with hollows greater than 15 centimetres diameter and greater than five metres above the ground (OEH 2018a).

The BAM calculator produces a list of ecosystem credit species based on a number of attributes including Bioregion and subregion, patch size and the vegetation and habitat data collected in the field.

### 4.4.2. List of Species Derived

The threatened species derived from the BAM calculator are presented in Table 13. Any additional species determined likely to be present by Bio Aus. were also added to the list and entered as an additional species in the BAM calculator.

These species have been predicted to occur based on the vegetation and habitat types present and are classed with ecosystem credits.

Table 13: Ecosystem credit species predicted to occur

Common Name	Scientific Name	Listing Status		Sensitivity to Gain
		BC Act	EPBC Act	
Dusky Woodswallow	<i>Artamus cyanopterus</i>	V	-	Moderate
Glossy Black Cockatoo (foraging)	<i>Calyptorhynchus lathami</i>	V	-	High
Hoary Wattled Bat	<i>Chalinolobus nigrogriseus</i>	V	-	High
Brown Treecreeper (eastern subspecies)	<i>Climacteris picumnus victoriae</i>	V	-	High
Barred Cuckoo-shrike	<i>Coracina lineata</i>	V	-	Moderate
Varied Sittella	<i>Daphoenositta chrysoptera</i>	V	-	Moderate
Spotted-Tailed Quoll	<i>Dasyurus maculatus</i>	V	E	High
Little Lorikeet	<i>Glossopsitta pusilla</i>	V	-	High
Square-tailed Kite (foraging)	<i>Lophoictinia isura</i>	V	-	Moderate





Common Name	Scientific Name	Listing Status		Sensitivity to Gain
		BC Act	EPBC Act	
Eastern Coastal Free-tailed Bat	<i>Micronomus norfolkensis</i>	V	-	High
Little Bent-wing Bat (foraging)	<i>Miniopterus australis</i>	V	-	Very High
Large Bent-wing Bat (foraging)	<i>Miniopterus orianae oceanensis</i>	V	-	Very High
Barking Owl (foraging)	<i>Ninox connivens</i>	V	-	High
Powerful Owl (foraging)	<i>Ninox strenua</i>	V	-	High
Eastern Osprey (foraging)	<i>Pandion cristatus</i>	V	-	Moderate
Koala (foraging)	<i>Phascolarctos cinereus</i>	V	V	High
Grey-headed Flying Fox (foraging)	<i>Pteropus poliocephalus</i>	V	V	High
Yellow-bellied Sheath-tail Bat	<i>Saccolaimus flaviventris</i>	V	-	High
Masked Owl (foraging)	<i>Tyto novaehollandiae</i>	V	-	High
Listing Key: Critically Endangered (CE), Endangered (E), Vulnerable (V).				

#### 4.4.3. Species Credit Species

Species credit species are threatened species or elements of their habitat that cannot be confidently predicted by vegetation surrogates and landscape features. Targeted survey is required for these species if the development site contains suitable habitat and is within the predicted range of the species.

#### 4.4.4. List of Species Derived

The following table lists the candidate threatened species (species credits) that have been derived from the BAM calculator. Any additional species determined likely to be present by Bio Aus. were also added to the list and entered as an additional species in the BAM calculator. An assessment has been undertaken to determine if the habitat and geographic requirements are met on the development site, and if targeted survey is required.

The species with suitable habitat/geographic requirements on the site requiring targeted survey are provided in Table 14 along with the survey timing for each species (from the OEH Threatened Species profile database) in which targeted surveys should be undertaken. Targeted survey has been undertaken for these species using the survey methods described in Section 4.3.

Species that have been excluded from the candidate species list are provided in Table 16 along with the assessment of habitat and geographic requirements which were not met. Targeted survey is not required for these species.



Table 14: List of candidate species credit species

Common Name	Scientific Name	Listing Status		SAIL Species?	Survey Timing
		BC Act	EPB C Act		
Flora					
Tree Guinea Flower	<i>Hibbertia hexandra</i>	E	-	Yes	Year round
Slender Marsdenia	<i>Marsdenia longiloba</i>	E	V	Yes	Nov-Feb
Milky Silkpod	<i>Parsonsia dorrigoensis</i>	V	E	Yes	Year round
Rainforest Cassia	<i>Senna acclinis</i>	E	-	Yes	Year round
Biconvex Paperbark	<i>Melaleuca biconvexa</i>	V	V	No	Year round
Fauna					
Square-tailed Kite	<i>Lophoictinia isura</i>	V	-	No	Sep-Jan
Green-thighed Frog	<i>Litoria brevipalmata</i>	V	-	No	Oct-Mar
Southern Myotis	<i>Myotis macropus</i>	V	-	No	Oct-Mar
Eastern Osprey (breeding)	<i>Pandion cristatus</i>	V	M	No	Apr-Nov
Squirrel Glider	<i>Petaurus norfolcensis</i>	V	-	No	Year round
Brush-tailed Phascogale	<i>Phascogale tapoatafa</i>	V	-	No	Year round
Koala (breeding)	<i>Phascolarctos cinereus</i>	V	V	No	Year round
Listing Key: Critically Endangered (CE), Endangered (E), Vulnerable (V).					



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Table 15: List of species credit species excluded

Species	Listing Status		Habitat/Geographic constraints
	BC Act	EPBC Act	
Flora			
Rusty Plum <i>Niemeyera whitei</i>	V	-	BAM Habitat constraints – NA  Additional constraints:  The site is not within the recorded distribution of this species and it is unlikely to occur.
Red-flowered King of the Fairies <i>Oberania titania</i>	V	-	BAM Habitat constraints – NA  Additional constraints:  <i>Habitat degraded:</i> The habitat within the footprint is not considered to be suitable for this species and it has largely been degraded through historical landuses.
Fauna			
Glossy Black Cockatoo (breeding) <i>Calyptorhynchus lathami</i>	V	-	<u>BAM Habitat constraints (breeding)</u> – Living or dead tree with hollows greater than 15 cm diameter and greater than 5 m above ground.  BAM constraints not met:  <i>Breeding Habitat</i> - Although hollow trees occur within the development site, this species is constrained by the lack of hollows greater than 15cm diameter.
Bush Stone-curlew <i>Burhinus grallarius</i>	E	-	<u>BAM Habitat constraints</u> – Fallen/standing dead timber including logs.  BAM constraints not met:  <i>Habitat</i> – There were limited ground logs and fallen timber on the site. The site vegetation structure is also unlikely to be suitable for this species.
Eastern Pygmy Possum <i>Cercatetus nanus</i>	V	-	<u>BAM Habitat constraints</u> – N/A  Additional constraints:  <i>Habitat</i> – The site vegetation is unlikely to be suitable for this species due to the lack of flowering Banksias and other flowering understorey species, in addition to the disturbance history and high level of fragmentation in the area.



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Species	Listing Status		Habitat/Geographic constraints
	BC Act	EPBC Act	
Pale-headed Snake <i>Hoplocaphalus bitorquatus</i>	V	-	<u>BAM Habitat constraints – N/A</u>  Additional constraints:  <i>Habitat</i> – The site vegetation is unlikely to be suitable for this species due to the high level of fragmentation and disturbance history. No preferred shelter habitat was noted on the site and it was not identified during surveys.
Little Bent-wing Bat (breeding) <i>Miniopterus australis</i>	V	-	<u>BAM Habitat constraints (breeding)</u> – Cave, tunnel, mine, culvert or other structure known or suspected to be used for breeding including species records in BioNet with microhabitat code '1C – in cave'; observation type code 'E nest-roost'; with numbers of individuals >500; or from the scientific literature.  BAM constraints not met:  <i>Breeding Habitat</i> - This species is known to occur in well-timbered areas in a variety of vegetation communities. Breeding habitat comprises caves and tunnels within these communities. No caves or tunnels occur within the development footprint hence breeding habitat does not occur.
Large Bent-wing Bat (breeding) <i>Miniopterus orianae oceanensis</i>	V	-	<u>BAM Habitat constraints (breeding)</u> - Cave, tunnel, mine, culvert or other structure known or suspected to be used for breeding including species records in BioNet with microhabitat code '1C – in cave'; observation type code 'E nest-roost'; with numbers of individuals >500; or from the scientific literature  BAM constraints not met:  <i>Breeding Habitat</i> - No caves, mines, tunnels or culverts occur within the development footprint hence breeding habitat does not occur.
Giant Barred Frog <i>Mixophyes iterates</i>	E	E	<u>BAM Habitat constraints</u> – Land within 50m of semi permanent and permanent drainages  BAM constraints not met:  <i>Habitat</i> – The vegetation impacted in the east of the site is not located within 50m of a watercourse and does not contain suitable habitat for this species.
Barking Owl (breeding) <i>Ninox connivens</i>	V	-	<u>BAM Habitat constraints (breeding)</u> – Living or dead trees with hollows greater than 20 cm diameter and greater than 4m above the ground.  BAM constraints not met:



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Species	Listing Status		Habitat/Geographic constraints
	BC Act	EPBC Act	
			<i>Breeding Habitat</i> - Although hollow trees occur within the subject site, this species is constrained by the lack of hollows greater than 20 cm diameter.
Masked Owl (breeding) <i>Tyto novaehollandiae</i>	V	-	<u><i>BAM Habitat constraints (breeding)</i></u> – Living or dead trees with hollows greater than 20cm diameter. BAM constraints not met: <i>Breeding Habitat</i> - No large hollows occur on the development footprint.
Powerful Owl (breeding) <i>Ninox strenua</i>	V	-	<u><i>BAM Habitat constraints (breeding)</i></u> – Living or dead trees with hollow greater than 20cm diameter. BAM constraints not met: <i>Breeding Habitat</i> - Although hollow trees occur within the development site, this species is constrained by the lack of hollows greater than 20 cm diameter.
Common Planigale <i>Planigale maculata</i>	E	-	BAM Habitat constraints – NA Additional constraints: <i>Habitat degraded</i> - This species is found in areas where there is dense groundcover and in close proximity to water. Hollow logs, rocks and crevices are required for shelter diurnally. Although some groundcover occurs within the development site, this is regularly slashed and coarse woody debris removed. No hollow logs or suitable rocks and crevices were identified within the development footprint. As such, the site is considered to be too degraded and to contain suitable habitat.
Grey-headed Flying Fox (breeding) <i>Pteropus poliocephalus</i>	V	V	BAM Habitat constraints (breeding) – Breeding camps. BAM constraints not met: <i>Breeding Habitat</i> - No breeding camps are located within the development site or within the locality. The nearest known breeding camp is located near Kendall.
Red-backed Button Quail <i>Turnix maculosis</i>	V	-	BAM Habitat constraints – NA Additional constraints: <i>Habitat degraded</i> – The site habitat is fragmented and considered to be unsuitable for this species. No local records and the site is also located outside its usual distribution.



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Species	Listing Status		Habitat/Geographic constraints
	BC Act	EPBC Act	
Eastern Cave Bat Vespadelus trougtoni	V	-	<p><i>BAM Habitat constraints</i> – Within two kilometres of rocky areas containing caves, overhangs, escarpments, outcrops, crevices or boulder piles, or within two kilometres of old mines, tunnels, old buildings or sheds.</p> <p>BAM constraints not met:</p> <p><i>Habitat</i> - An on-ground assessment and aerial imagery assessments have determined that none of the required habitat features for this species occurs within 2 km of the subject site.</p>



## 4.5. Credit Assessment Results

### 4.5.1. Ecosystem Credit Species

Ecosystem credit species are threatened species which can be reliably predicted to occur by vegetation surrogates and landscape features. Targeted survey is not required for these species.

The list of ecosystem species predicted to occur is shown in Section 4.4.1.

### 4.5.2. Species Credit Species

Species credit species are threatened species or species in which elements of their habitat cannot be confidently predicted by vegetation surrogates and landscape features. Targeted survey is required for these species if the subject site contains suitable habitat and is within the predicted range of the species.

The list of species credit species generated by the BAM calculator is provided in Section 4.4.4. Justifications for species occurrence is provided in the species occurrence Table (Table 16).

Targeted survey has been undertaken for those species that have potential to occur and there is suitable habitat on site as per the methods detailed in Section 3.3 and 3.4.

Four threatened fauna species which have dual credit classes were recorded during the field survey. These were the Masked Owl, Powerful Owl, Little Bent-wing Bat and Grey-headed Flying Fox. For these species, the site only contains foraging habitat which falls under ecosystem credits.

The following table shows the species credit species detected on site and whether the suitable species credit habitat components are present on site.

Table 16: Habitat components for species credit species recorded

Common Name	Credit Class	Biodiversity Risk Weighting	Habitat components (breeding)	Present on site?	Credits required?
Grey-headed Flying Fox ( <i>Pteropus poliocephalus</i> )	Ecosystem/species (breeding)	2.00	Breeding camps	No evidence of a Flying Fox breeding camp was found on the site. This would be unlikely to occur due to the limited area of suitable habitat (e.g. rainforest, riparian forest) present.	No
Little Bentwing-bat ( <i>Miniopterus australis</i> )	Ecosystem/species (breeding)	3.00	Caves, tunnels, mines, culverts	None of these potential breeding structures are known to be present on the development site	No
Masked Owl ( <i>Tyto novaehollandiae</i> )	Ecosystem/species (breeding)	2.00	Living or dead trees with hollow greater than	No hollow-bearing trees with suitable hollows >20cm diameter occur within the development site. No evidence of breeding activity, such as	No





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			20cm diameter	observing a male and female owl together, was noted during the survey	
Powerful Owl ( <i>Ninox strenua</i> )	Ecosystem/species (breeding)	2.00	Living or dead trees with hollow greater than 20cm diameter	As for Masked Owl	No

As shown in the above table, the habitat components required for these species to breed are not present on the site. As such, credits for breeding habitat for these species are not required. The foraging habitat for these species impacted by the development will be offset through ecosystem credits.



## 5.0 Constraints Overview

The identified constraints to future development on the subject site are described and categorised below.

### 5.1. Threatened Species

The following threatened species were recorded in the subject site:

Table 17: Threatened and migratory species recorded

Group	Common Name	Species	TSCA Status	EPBCA Status
Fauna	Powerful Owl	<i>Ninox strenua</i>	Vulnerable	-
	Masked Owl	<i>Tyto novaehollandiae</i>	Vulnerable	-
	Little Bent-wing Bat	<i>Miniopterus australis</i>	Vulnerable	-
	Grey-headed Flying Fox	<i>Pteropus poliocephalus</i>	Vulnerable	Vulnerable
	Yellow-bellied Sheath-tail-bat	<i>Saccolaimus flaviventris</i>	Vulnerable	-

As seen in Figure 12, the majority of these species were recorded in vegetation to be retained. The Little Bent-wing Bat was recorded in the far west of the subject site amongst the riparian vegetation as well as in the swamp forest in the east of the subject site. Both areas are proposed to be reserved as conservation areas. The Yellow-bellied Sheath-tail Bat and Grey-headed Flying Fox were also recorded in this swamp forest in the east of the subject site.

Sightings of the Masked Owl and Powerful Owl were inside the development footprint however both of these species have a large home range and would utilise the entire subject site and adjacent land to forage. No breeding habitat for these species occurs on the study site.

A number of recommendations are provided in Section 6.2 which aim to reduce potential impacts of the proposed development on these species.

### 5.2. EPBC Act

Under the EPBC Act, actions that are likely to have a significant impact on Matters of National Environmental Significance (MNES) require approval from the Commonwealth Minister of the Environment. There are 9 MNES protected under the EPBC Act 1999:

- 1) **World heritage properties:** The subject site is not listed as a World Heritage area nor does the proposal affect any such area.
- 2) **National heritage places:** The subject site is not listed as a National Heritage Place nor does the proposal affect any such area.
- 3) **Ramsar wetlands of international significance:** A Ramsar wetland does not occur on the subject site nor does the proposal affect a Ramsar Wetland.



- 4) **EPBCA listed threatened species and communities:** The TEC, Coastal Swamp Oak Forests, was identified on the subject site. This community however falls within the proposed conservation area and would not be impacted by future development. The Grey-headed Flying Fox was also recorded on the subject site during the survey. While the proposal will have some negative impacts, this species are unlikely to be significantly impacted by the proposal. The Koala is considered a low potential occurrence as a transient. An impact assessment and Koala referral assessment would be required to assess the significance of the proposal on this species.
- 5) **Migratory species protected under international agreements:** No Migratory species is likely to be significantly affected by the proposal.
- 6) **The Commonwealth marine environment (CME):** The subject site is not within the CME nor does it affect a CME.
- 7) **The Great Barrier Reef Marine Park:** The proposal does not affect the Great Barrier Reef Marine Park.
- 8) **Nuclear actions:** The proposal is not a nuclear action.
- 9) **A water resource in relation to coal seam gas development and large coal mining development:** The proposal is not a mining development.

The proposal would therefore not require referral to Department of Environment and Energy for approval under the EPBCA 1999.

### 5.3. Koala Habitat Protection SEPP

The subject site is mapped on the land application area for the Koala Habitat SEPP as shown in Figure 13. The Koala survey and assessment procedure of the SEPP will therefore apply to the future development proposal. A per the 'Draft Koala Habitat Protection Guideline', a Koala Assessment Report will need to be prepared. This will need to demonstrate avoidance and minimisation that has been considered in relation to impacts on Koala habitat and address the relevant Criteria listed in the Guideline.

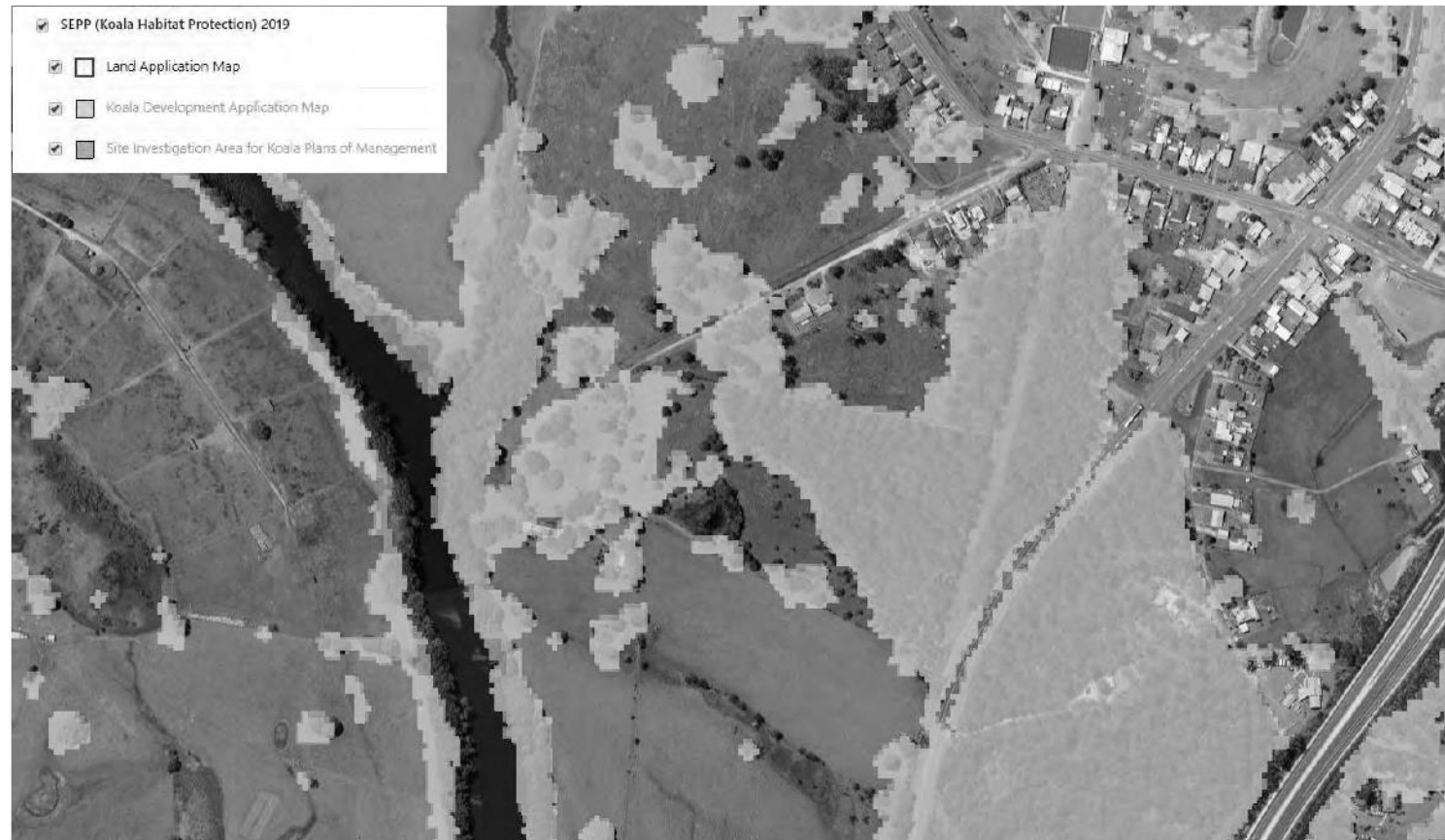
As detailed previously, no scats or other evidence of the Koala was found in the subject site at the time of survey, despite targeted searches. The Koala was not recorded on the site during the previous field surveys in 2006.

Local records of the Koala are relatively uncommon in the Kew area (Bionet 2018). The nearest Koala record to the site is 250m to the north from 2015. Other nearby records are outdated and separated from the site by major barriers. Given this and that no Koalas were detected on the subject site during the survey, the subject site would not qualify as Core Koala Habitat. The same conclusion was reached in the Darkheart 2006 assessment.



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Figure 13: Koala habitat mapping – land application map





## 5.4. Coastal Management SEPP 2018

A mapped Coastal Management SEPP wetland falls within the subject site boundary as seen in Figure 14. The north-western corner of the subject site falls within a 'proximity area for coastal wetlands' and a mapped 'coastal wetlands' area. This mapped coastal wetland area almost wholly falls within the proposed conservation offset area and would not be directly impacted by future development. The mapped wetland boundary slightly extends into the proposed R1 zone, and 0.05ha is located within the R1 zone.

The mapped area of Coastal Wetland is however considered to be inaccurate. While riparian vegetation fronting the creek may be classed as a wetland, adjoining vegetation upslope from here comprises Moist Sclerophyll forest on free draining soils and is not a wetland (see vegetation description in Section 4.2.1.4). The elevation increases up to 13m at the proposed boundary of the R1 zone and no waterbodies or aquatic vegetation is present. The mapped area within the R1 zone also represents tree shadow and overhanging trees. There would therefore be no impact on the mapped area within the R1 zone.

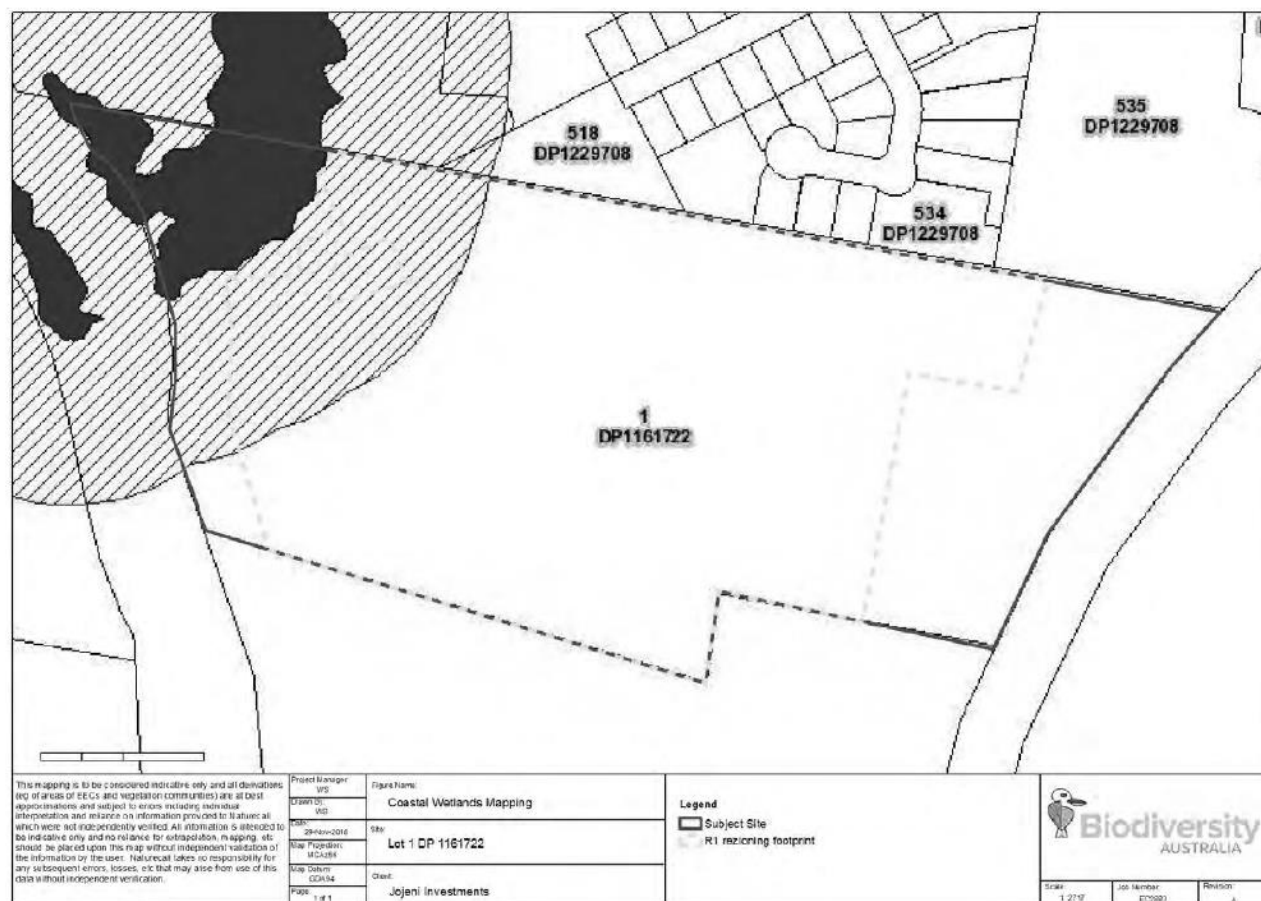
A submission to the Department of Planning will be made with a recommendation to amend this mapping and remove areas that are obviously not coastal wetlands.

Given that development will occur adjacent to riparian areas and swamp forest, future development on the subject site should consider Water Sensitive Urban Design (WSUD) principles to avoid hydrological changes/impacts to these areas of sensitive and high conservation value vegetation.



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Figure 14: Coastal Management SEPP wetland in the west of the subject site (solid blue polygon)





## 5.5. Biodiversity Conservation Act 2016

### 5.5.1. Biodiversity Offset Scheme Entry

Upon application of a Development Assessment (DA), the development will be assessed under the Part 4 approval pathway. For developments in which the impact exceeds the clearing threshold (Table 2) or impact biodiversity values on the NSW Biodiversity Values Map, a Biodiversity Development Assessment Report (BDAR) will be required. This assesses the impact using the Biodiversity Assessment Method (BAM) and determines the offset obligations required

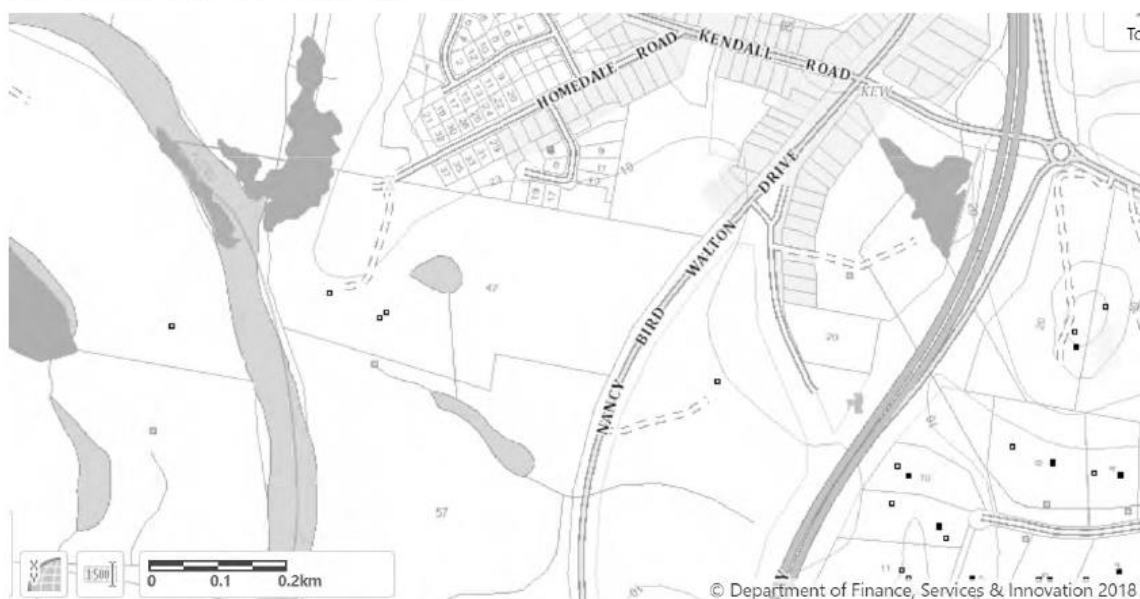
#### 5.5.1.1. Biodiversity Values Map and Clearing Threshold

The subject site is currently located on land with a minimum Lot size of 40 ha, hence the 1 ha threshold applies. After rezoning to residential which as a 400m<sup>2</sup> minimum Lot size, the clearing threshold to trigger BAM assessment would be 0.25ha.

The future development (outside approved chimneys development) will affect approximately 0.55ha of native vegetation which includes native dominated derived grassland. This level of vegetation removal would trigger the need for a BAM assessment and BDAR.

The biodiversity values map has shown that the northwest corner of the site is mapped (Figure 15 & 16). The mapped area is almost wholly contained in the proposed E2 conservation area, however approximately 0.05 ha of the mapped area falls within the proposed residential zone. This mapped area within the proposed R2 zone is considered a mapping error as it has mapped tree shadow and bare ground. Some tree canopies are also mapped, however these are overhanging the R1 zone. This area will be subject to a building setback and no development or clearing will occur in the mapped area.

Figure 15: Extract of Biodiversity Value map

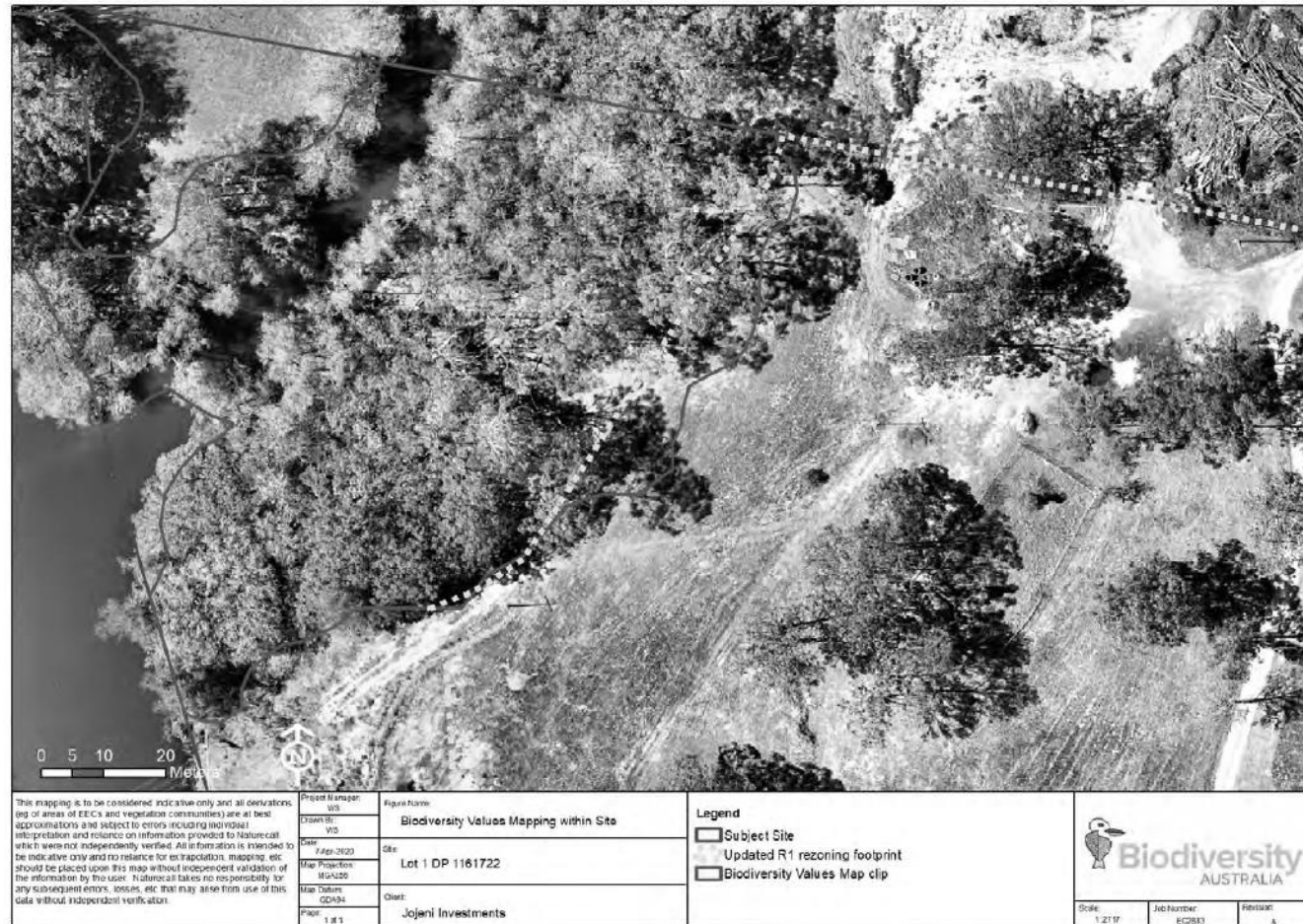






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Figure 16: Biodiversity values mapping in northwest corner of the subject site





#### **5.5.1.2. Requirements under the Act**

As per the concept development plan, a BDAR will be required upon application of a DA. This report has provided assessment of the concept development proposal under the Biodiversity Assessment Method and details of offset obligations required. The credit requirements for the development as per the current concept plans are detailed in Section 7.

### **5.6. PMHC Development Control Plan 2013**

Under the PMHC Development Control Plan (DCP), the Koala food trees, hollow-bearing trees, EECs and riparian zones have been considered.

#### **5.6.1. Koala Food Trees**

The PMHC DCP states that the removal of Koala browse tree species is to be offset by replacement plantings at a minimum ratio of 2:1 on the subject site or at a secure offsite location agreed to by Council.

These offset provisions apply as four Koala food trees (Swamp Mahogany) fall in the development site and would require removal under this proposal. Offset Koala food trees (same as the species being removed) would need to be planted in designated offset areas approved by Council.

Figure 17: Location of Koala Food Trees (KFTs) within the subject site





### 5.6.2. Hollow-bearing Trees

The survey recorded twelve hollow-bearing trees within the subject site which is assessed in the following table.

The colour coding is as follows:

- Yellow: Low constraint (<8) - can be considered for removal subject to compensatory measures.
- Orange: Medium constraint (8-12) – retention preferred, with other higher level compensatory measures required if removed.
- Red: High constraint (>12) – mandatory retention

The following table details the habitat trees identified on the subject site with Figure 18 displaying their locations.

Table 18: Hollow-bearing tree assessment

Tree Species	Tree No.	Alive/Dead		Trunk DBH (cm)		No. Hollows		Hollow Size (mm)		Habitat Proximity		Longevity		Total Score
Tallowwood	H1	Alive	3	>80	3	2-4	1.5	>50	2	>30	0	High	3	12.5
White Stringybark	H2	Alive	3	<60	0	2-4	1.5	>100	3	>30	0	Med	1.5	9
Tallowwood	H3	Alive	3	<60	0	0-1	1	>50	2	>30	0	High	3	9
Sydney Blue Gum	H4	Alive	3	60-80	1.5	2-4	1.5	>50	2	>30	0	Med	1.5	9.5
Sydney Blue Gum	H5	Alive	3	60-80	1.5	2-4	1.5	>100	3	>30	0	High	3	12
Sydney Blue Gum	H6	Alive	3	60-80	1.5	2-4	1.5	>50	2	>30	0	High	3	11
Red Bloodwood	H7	Alive	3	>80	3	2-4	1.5	<50	1	>30	0	High	3	11.5
Sydney Blue Gum	H8	Alive	3	60-80	1.5	0-1	1	>100	3	>30	0	Low	0	8.5
White Stringybark	H9	Alive	3	<60	0	0-1	1	<50	1	<30	2	High	3	10
White Stringybark	H10	Alive	3	>80	3	2-4	1.5	>100	3	<30	2	Med	1.5	14
White Stringybark	H11	Alive	3	>80	3	2-4	1.5	>50	2	<30	2	High	3	14.5



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White Stringybark	H12	Alive	3	60-80	1.5	0-1	1	>50	2	<30	2	High	3	12.5
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Four hollow-bearing trees on the subject site returned a high constraint score requiring mandatory retention.

Only two hollow-bearing trees fall within the east of the development footprint, with the remainder occurring along the riverbank in the west of the site. Options will be considered for retention of all hollow-bearing trees within the development site.



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Figure 18: Location of Hollow-bearing Trees (HBTs)





### 5.6.3. Endangered Ecological Communities

As detailed in Section 4.2.3, three vegetated communities on the study site qualify as EECs under the PMHC DCP. The Swamp Oak Riparian Forest along the Camden Haven River in northwest of the site qualifies as the EEC *Swamp Oak Forest on Coastal Floodplains*, the areas of Moist Sclerophyll Forest in the north-west which fall on the floodplain formation associated with the Camden Haven River, qualify as the EEC *Subtropical Coastal Floodplain Forest* and the Swamp Sclerophyll Forest Community in the south-east of the site qualifies as the EEC *Swamp Sclerophyll Forest on Coastal Floodplains*.

Under the PMHC DCP, each of these EECs require a 35 m fully vegetated buffer. Variation from provisions of the DCP is proposed based on the significant areas of land offered for protection in E2 /E3 zones.

### 5.6.4. Riparian Zones

A first order stream passes through the north-west of the subject site. Under the PMHC DCP, this would require a 30 m vegetated buffer. In addition to this the Camden Haven River to the west of the subject site would require a 65 m vegetated buffer. These buffers can largely be achieved due to the setbacks from the river. Vegetation planting will occur within the buffer to the Camden Haven River to enhance the riparian habitat and reduce edge effects.

The proposed development layout provides deep lots along the river frontage, and dwelling envelopes would be greater than 40m from the river. Areas within 40m of the river would be protected by E2 and E3 zoning.





## 6.0 Avoidance and Minimisation

### 6.1. Impact Avoidance

#### 6.1.1. General

The rezoning proposal has minimised vegetation removal and indirect impacts over the subject site through the following measures:

- Retaining mature open forest in the east and west of the subject site as offset conservation areas.
- Retention of all of the EEC on site in conservation areas
- Retention of significant hollow-bearing trees in the west of the site
- Retention and protection of riparian vegetation and swamp forests

#### 6.1.2. Areas of Outstanding Biodiversity Value

There are no Areas of Outstanding Biodiversity Value listed in the subject site or surrounds.

#### 6.1.3. Serious and Irreversible Impacts

Section 6.5 of the *Biodiversity Conservation Act 2016* requires developments to consider Serious and Irreversible Impacts on threatened species and ecological communities which meet the following criteria:

- are in a rapid rate of decline;
- have a very small population size;
- have a very limited geographic distribution; and
- are unlikely to respond to measures to improve habitat.

These criteria have been applied to all threatened species and ecological communities listed under the BC Act. Entities that meet the criteria under one or more principles are identified as 'potential' SAI species/communities in the guidance document *Guide to assist decision-maker to determine a serious and irreversible impact* (OEH 2017).

Review of this document has determined that none of the species or communities recorded on the subject site are listed as potential SAI entities.



## 6.2. Measures to Minimise Impacts

Future development of the subject site would be subject to a number of mitigation measures and environmental controls to reduce the overall impact of the development on biodiversity and ensure potential offsite impacts are minimised.

These mitigation measures are described below.

### 6.2.1. Protection of Significant Habitats

The current rezoning proposal will see retention and protection of existing vegetation and threatened species habitat on the site. The development concept has been specifically designed with consideration for the EECs on site with these areas of sensitive habitat proposed to be conserved and protected with E2 and E3 zoning. It is proposed that approximately 4 ha of the property will be conserved forming approximately 25% of the site.

An appropriate Vegetation Management Plan (VMP) will be prepared in order to rehabilitate and protect these areas.

Mature vegetation growing along the river in the west of the site area is also to be protected via E2 zoning. This will see effective protection of this vegetation which contains a number of hollow-bearing trees.

### 6.2.2. General Clearing Measures

The area to be cleared should be clearly marked prior to clearing in order to prevent inadvertent clearance beyond what is required and has been assessed.

Site induction is to specify that no clearing is to occur beyond the marked area, and vehicles are only to be parked in designated areas. Clearing and earthworks is to avoid damage to root zones of any retained trees and no materials or fill are to be placed under retained trees or within adjacent vegetation.

### 6.2.3. Pre-clearing Survey and Clearing Supervision

The following ameliorative measures should be carried out during clearing works on the subject site.

1. The clearing extent is to be inspected for Koalas and other fauna by a qualified ecologist immediately prior to commencement of any vegetation removal involving machinery and/or tree-felling. This is to occur each morning if clearing spans over multiple days/weeks.
2. If a Koala is present in an area subject to vegetation removal/modification, works must be suspended until the Koala moves along on its own volition. If the Koala is located in a position that a 50m buffer may be established, works may proceed outside this buffer.
3. The ecologist is to remain on subject site to supervise tree removal to retrieve any fauna detected during works and manage any fauna interactions.

### 6.2.4. HBT Removal Protocol

Where practicably possible, all hollow-bearing trees are to be considered for retention.



Where deemed impractical for retention, hollow-bearing trees to be removed are to be felled in a manner that will minimise the risk of injury/mortality of denning/roosting fauna within the limitation of Work Health and Safety (WHS) Guidelines. This is suggested to be achieved by the following general procedure:

- The hollow-bearing trees are to be gently bumped several times prior to removal to encourage any fauna present to vacate.
- A qualified ecologist is to be present during felling and sectioning of the hollow-bearing tree (at the proponent's cost) in case of animal injury. Hollows are to be inspected for fauna once the tree is deposited. All uninjured animals are to be released in the retained habitat on the subject site.
- If the hollow is determined to be occupied and fauna do not require assistance (e.g. roosting bats), the entrance is to be blocked and the log placed in a shaded and protected area on the edge of the subject site. The obstacle is to be removed just prior to dusk to allow passive escape of the fauna within. The log may then be removed if required.

Upon completion of this exercise, a brief written report (with photos) detailing the above is to be submitted to Council within 14 days of the removal of the hollow-bearing trees.

#### 6.2.5. Weed Control

Disturbance of the subject site's soils has potential to encourage weed invasion. Hence, it is recommended that:

- Disturbance of vegetation and soils on the subject site should be limited to the areas of the proposed work and should not extend into adjacent vegetation;
- All plant used for clearing and construction works is certified as weed free;
- Appropriate collection and disposal of all weed material removed via clearing;
- Any recent weed invasions within the development area should be removed, and
- Ongoing weed control in the development area.

#### 6.2.6. Stormwater Management

Standard soil and sedimentation control measures will be required by Council in the construction stage of the proposal to ensure that habitats on the subject site and in the study area, as well as subsequent wetlands/aquatic habitats nearby are not substantially affected by the proposed development.

Stormwater management systems need to be adequately designed and effectively established to prevent the risk of any substantial impacts (e.g. erosion and sedimentation) on EECs retained on subject site. Any stormwater runoff which enters any EEC must be of suitable quality and not introduce an excessive sediment or nutrient load and cause eutrophication.

#### 6.2.7. Replacement Nest Boxes



Nest boxes are to be installed and maintained in order to offset the loss of any hollow-bearing trees. These are to be constructed of ACQ treated timber and mounted by an ecologist prior to clearing of the subject site's hollow-bearing trees. A brief report detailing the following is to be provided to Council within 14 days of mounting:

- GPS coordinates of the nest boxes (with nest boxes numbered consecutively).
- Host tree species, trunk DBH, and height.
- Mounting height and aspect of each nest box.

The nest box type and numbers to be installed are to be determined upon application of a Development Application.

#### 6.2.8. Offset Tree Planting

A number of Koala food trees are likely to be removed as a result of the future development. It is proposed to offset these trees through plantings at a 2:1 ratio.

An area for the tree plantings is to be determined by the client and agreed upon by Council. These plantings are to be managed under a Vegetation Management Plan.

#### 6.2.9. Reserve Management

A Vegetation Management Plan (VMP) should be prepared to manage conservation activities in the proposed conservation reserves. This would detail actions to be undertaken, resources, personnel and timing.

### 6.3. Impacts Unable to be Avoided

#### 6.3.1. Vegetation and Habitat Removal

There will be some vegetation removal associated with the rezoning proposal which comprises approximately 0.38ha of intact dry sclerophyll forest, 0.13ha of moderate condition dry sclerophyll forest which has been thinned and 0.04ha of poor condition dry sclerophyll forest which has no canopy or understorey trees present however still contains native shrub and groundcover species. The remaining vegetation within the development footprint comprises exotic grassland, weeds and ornamental plantings.

Associated with vegetation loss, is the potential removal of up to two hollow-bearing trees in the east of the site. These would be proposed to be offset via replacement nesting boxes. Up to four preferred Koala food fall within the additional rezoning impact area and may also require removal for the future development.

This vegetation and habitat removal is required to establish the proposed residential area and the impact of this action would be assessed as part of a subsequent DA once the rezoning has occurred. The vegetation affected may provide foraging habitat for a number of fauna species. This includes a nectar source for birds and flying foxes.



Vegetation removal is likely to be long-term and in line with the lifespan of the overall use of the proposed residential area. No further vegetation loss will be required through the operational phase of the development.

The loss of this vegetation is proposed to be offset through creation of offset conservation areas on site which would be subject to vegetation rehabilitation measures. Credit assessment of the offset areas would be undertaken as part of subsequent ecological assessments at the DA stage. If there is a credit shortfall, additional biodiversity credits would need to be purchased.

### 6.3.2. Edge Effects

Vegetation removal in the east of the site would potentially increase edge effects on adjoining intact vegetation. In general however, edge effects have already manifested in the study area due to the current land use and fragmentation. This was evident along the edge of vegetated areas where exotic grasses and herbs have colonised areas with higher light penetration.

### 6.3.3. Noise

Currently, noise is derived from traffic on Nancy Bird Walton Drive and the Pacific Highway and from the nearby residential areas, hence fauna are likely to have some tolerance to anthropogenic noise. During the development's establishment, noise would be highest during construction, but limited to day time hence would only impact diurnal birds and mammals.

Post-development, noise will be typical of a residential development i.e. peaks in morning and afternoon, with generally low levels at night.

### 6.3.4. Eutrophication and Pollution

Eutrophication and pollution of waterbodies can occur at both the construction and establishment phases and from exudates and residues on bitumen roads which contaminate soil and water.

Contaminants and nutrients can escape via improper storage of petrochemicals and other chemicals, refuelling areas, runoff from car washing and cement wash-downs, and use of fertilisers and herbicides on gardens.

Establishment of a subdivision on the site would potentially see increased stormwater volumes discharged off-site. If uncontrolled or inadequately treated, this could lead to water quality impacts of nearby aquatic areas. Addition of nutrients and sediment could also lead to floristic and habitat changes.

Stormwater should be managed to ensure contaminated runoff is directed away from sensitive aquatic habitat, and treated sufficiently before draining off-site.

### 6.3.5. Hydrological Regime Changes

Alterations to topography, vegetative cover, etc., can increase water shedding rates, concentrate runoff, and affect flood peaks. Soil compaction and construction of hard surfaces can also influence these factors, plus reduce infiltration, which can adversely affect plant growth, aquifer recharge and



wetland regimes. *Alteration to the natural flow regimes of rivers, streams, floodplains & wetlands* is listed as Key Threatening Process under the NSW BC Act.

The proposed subdivision could potentially impact the aquatic communities in the west of the subject site. The extent of buffering vegetation, level topography and adequate design of features e.g. roads and storm water drains on the subject site should however largely ameliorate against such impacts.

#### 6.3.6. Weed Invasion

Lawns are likely to be maintained over most if not all of the area of each Lot in a future subdivision. Given that many of the cleared areas of the subject site consist of exotic pasture species, and bushland areas also contain a high level of weeds, no new weeds are expected to escape to nearby bushland from lawns.

It is possible that some plants introduced as garden ornamentals may escape and become weeds and future residents may also dump garden clippings in the proposed reserve if sufficient separation is not provided. The potential for new weeds to establish here is however considered low.

Conversely, any planted fruit trees or flowering trees/shrubs may attract flying foxes, provide structures for microbats to forage around and/or provide habitat for passerine birds and/or insect prey.



## 7.0 Credit Assessment

A credit assessment has been undertaken to determine the number and type of ecosystem and species credits that would be required to offset the impact of clearing for a subsequent residential subdivision. An updated credits assessment would be required at the DA stage as part of an ecological assessment to assess any changes and accurately inform offset obligations.

### 7.1. Ecosystem Credits Required

The following Ecosystem credit types and numbers were generated from the BAM calculator. The credit summary report is provided in Appendix 5.

Table 19: Ecosystem credits

Zone	PCT ID/Condition	PCT Name	Area (ha)	Biodiversity Risk Weighting	Credit Requirement
1	1092_Good	Red Mahogany open forest	0.38	1.5	8
2	1092_Moderate	Red Mahogany open forest	0.13	1.5	2
3	1092_Poor	Red Mahogany open forest	0.04	1.5	1
Total			<b>0.55</b>		<b>11</b>

### 7.2. Species Credits Required

As previously discussed, there is no species credit requirement.





## 8.0 Conclusion

This ecological survey and assessment has been undertaken to assess the impacts associated with the residential rezoning of Lot 1 DP 1161722, Homedale Road Kew. The subject site contains both a development area and offset conservation area which were subject to targeted flora and fauna surveys in October-November 2018. Previous flora and fauna surveys were also carried out in 2006 as part of a previous development proposal over the site.

Flora surveys did not detect any threatened species over the site. Six vegetation communities were identified within the study site with three of these qualifying as EECs under the BC Act 2016. The EEC *Swamp Oak Forest on Coastal Floodplains* which borders the first order stream in the north-west of the subject site, also qualifies as the federally listed Threatened Ecological Community *Coastal Swamp oak Forest of South-east Queensland and New South Wales*. This community, along with the *Subtropical Coastal Floodplain Forest* and *Swamp Sclerophyll Forest on Coastal Floodplains* are proposed to be rehabilitated and protected under the current rezoning proposal.

Fauna surveys detected five threatened fauna species on and near the subject site comprising the Little Bentwing Bat (*Miniopterus australis*), the Yellow-bellied Sheathtail Bat (*Saccolaimus flaviventris*), the Grey-headed Flying Fox (*Pteropus poliocephalus*), the Masked Owl (*Tyto novaehollandiae*) and the Powerful Owl (*Ninox strenua*). No evidence of the Koala was found on the site at the time of the survey or during the previous 2006 survey.

As the proposed development associated with this rezoning has been designed with consideration for the sensitive habitat on site, direct impacts on flora and fauna will be limited. Direct impacts would involve minor vegetation and habitat removal which includes hollow-bearing trees and Koala food trees. The highest quality habitat on the site would however be retained which serves to offset the impacts of clearing. A number of secondary impacts may however occur if not mitigated and include predation of fauna species, weed invasion, and edge effects.

Mitigation measures have been proposed to reduce the potential impacts of the proposed development and informed development design has proposed the conservation of approximately 25% of the subject site as offset conservation areas. This will serve as a means to rehabilitate and protect the sensitive habitat on the site and is strongly supported by the local community.

Overall, it is considered that the proposed rezoning would be unlikely to result in any significant impact on flora and fauna provided key threats can be managed. Creation of on-site offset conservation areas have positive environmental outcomes and see significant habitats for a number of threatened species afforded permanent protection.



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## Appendix 1: Subject Site Flora Species List

Table 20: Full flora species list

Common Name	Scientific Name	Plot 1	Plot 2	Plot 3	Plot 4	Plot 5	Plot 6	Plot 7	Plot 8	RM
Canopy Trees										
Swamp Oak	<i>Casuarina glauca</i>									X
Red Bloodwood	<i>Corymbia gummifera</i>	X								
Pink Bloodwood	<i>Corymbia intermedia</i>						X			
White Stringybark	<i>Eucalyptus globoidea</i>	X	X							X
Flooded Gum	<i>Eucalyptus grandis</i>						X			
Tallowood	<i>Eucalyptus microcorys</i>		X				X			X
Red Mahogany	<i>Eucalyptus resinifera</i>	X	X							X
Swamp Mahogany	<i>Eucalyptus robusta</i>				X					X
Ironbark	<i>Eucalyptus siderophloia</i>						X			
Broad-leaved White Mahogany	<i>Eucalyptus umbra</i>									X
Understory trees and shrubs										
Two-veined Hickory	<i>Acacia binervata</i>									X
Fringed Wattle	<i>Acacia fimbriata</i>									X
Sydney Golden Wattle	<i>Acacia longifolia</i>	X	X							X
Red-stemmed Wattle	<i>Acacia myrtifolia</i>									X
Lilly Pilly	<i>Acmena smithii</i>						X			X
Native Quince	<i>Alectryon subcinereus</i>									X
Black She-oak	<i>Allocasuarina littoralis</i>	X	X		X					X
Red Ash	<i>Alphitonia excelsa</i>						X			X
Grey Myrtle	<i>Backhousia myrtifolia</i>									X
Fem-leaved Banksia	<i>Banksia oblongifolia</i>		X							
Hairpin Banksia	<i>Banksia spinulosa</i>		X							
Flame Tree	<i>Brachychiton acerifolius</i>									X
Coffee Bush	<i>Breynia oblongifolia</i>				X		X			X
Willow Bottlebrush	<i>Callistemon salignus</i>									X
Camphor Laurel**	<i>Cinnamomum camphora**</i>				X		X			X
Lolly Bush	<i>Clerodendrum floribundum</i>									X
Black Plum	<i>Diospyros australis</i>									X
Large-leaf Hop-bush	<i>Dodonaea triquetra</i>		X							X
Hard Quandong	<i>Eleocarpus obovatus</i>									X
Wallum Heath	<i>Epacris pulchella</i>		X							
Sandpaper Fig	<i>Ficus coronata</i>									X
Cheese Tree	<i>Glochidion ferdinandi</i>									X
Willow-leaved Hakea	<i>Hakea salicifolia</i>		X							
Foam Bark Tree	<i>Jagera pseudorhus</i>									X
Tantoon	<i>Leptospermum polygalifolium</i>	X	X	X	X					X
Prickly Beard-heath	<i>Leucopogon juniperinus</i>									X
-	<i>Leucopogon lanceolatus</i>		X							
Large-leaved Privet**	<i>Ligustrum lucidum**</i>									X



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Small-leaved Privet**	<i>Ligustrum sinense**</i>								X
Small-leaved Privet**	<i>Ligustrum sinense**</i>					X			
Crinkle Bush	<i>Lomatia silaifolia</i>		X						
Flax-leaved Paperbark	<i>Melaleuca linariifolia</i>	X	X						X
-	<i>Melaleuca sieberi</i>	X							X
Prickly-leaved Tea Tree	<i>Melaleuca styphelioides</i>								X
Thyme Honey-myrtle	<i>Melaleuca thymifolia</i>				X				X
Muttonwood	<i>Myrsine variabilis</i>								X
Large Mock-olive	<i>Notelaea longifolia</i>		X						X
Mickey Mouse Plant**	<i>Ochna serrulata**</i>								X
Rice Flower	<i>Ozothamnus diosmifolius</i>		X						X
Slender Rice Flower	<i>Pimelea linifolia</i>			X					
Wild Yellow Jasmine	<i>Pittosporum revolutum</i>								X
Elderberry Panax	<i>Polyscias sambucifolia</i>								X
-	<i>Pultenaea sp.</i>		X						
Hairy Bush-pea	<i>Pultenaea villosa</i>				X				X
-	<i>Sannantha angusta</i>		X	X					X
Senna**	<i>Senna pendula**</i>	X				X			
Wild Tobacco Bush*	<i>Solanum mauritianum*</i>								X
Turpentine	<i>Syncarpia glomulifera</i>		X						
Native Peach	<i>Trema tomentosa</i>								X
Purpletop**	<i>Verbena bonariensis**</i>					X			
Ferns and fern allies									
Rough Maidenhair Fern	<i>Adiantum hispidulum</i>								X
Rainbow Fern	<i>Calochlaena dubia</i>								X
Harsh Ground Fern	<i>Hypolepis muelleri</i>								X
Screw Fern	<i>Lindsaea linearis</i>		X						
Common Bracken	<i>Pteridium esculentum</i>		X	X					X
Grasses									
Whisky Grass**	<i>Andropogon virginicus**</i>								X
Shivery Grass*	<i>Briza minor*</i>			X		X	X		
Kikuyu Grass**	<i>Cenchrus clandestinus**</i>						X		
Couch	<i>Cynodon dactylon</i>					X	X		
Tufted Hedgehog-grass	<i>Echinopogon caespitosus</i>						X		
Bordered Panic	<i>Entolasia marginata</i>	X							
Blady Grass	<i>Imperata cylindrica</i>		X				X		
Blown Grass	<i>Lachnagrostis filiformis</i>								X
Wimmera Ryegrass*	<i>Lolium rigidum*</i>						X		
Weeping Grass	<i>Microlaena stipoides</i>			X					
Two-colour Panic	<i>Panicum simile</i>				X				
-	<i>Paspalidium distans</i>				X				
Paspalum**	<i>Paspalum dilatatum**</i>				X	X	X		
Onion Grass**	<i>Romulea rosea**</i>						X		
Buffalo Grass**	<i>Stenotaphrum secundatum**</i>			X					
Kangaroo Grass	<i>Themeda triandra</i>		X	X	X				X
Groundcovers									
Crofton Weed**	<i>Ageratina adenophora**</i>								X



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Billygoat weed*	<i>Ageratum houstonianum*</i>									X
Cobbler's Pegs**	<i>Bidens pilosa**</i>						X			
Indian Pennywort	<i>Centella asiatica</i>					X				
Flaxleaf Fleabane*	<i>Conyza bonariensis*</i>					X				
Swamp Lily	<i>Crinum pedunculatum</i>									X
-	<i>Dampiera stricta</i>		X		X					X
Blue Flax Lily	<i>Dianella caerulea</i>						X			
Kidney Weed	<i>Dichondra repens</i>						X			
-	<i>Drosera spatulata</i>				X					
Native Geranium	<i>Geranium solanderi</i>									X
-	<i>Gonocarpus micranthus</i>				X					
-	<i>Gonocarpus sp.</i>		X	X						
Raspwort	<i>Gonocarpus teucrioides</i>				X					
-	<i>Goodenia bellidifolia</i>									X
-	<i>Goodenia sp.</i>		X							
Flatweed*	<i>Hypochaeris radicata*</i>					X	X			
Whiteroot	<i>Lobelia purpurascens</i>									
Scarlet Pimpernel*	<i>Lysimachia arvensis*</i>			X						
Grass Lily	<i>Murdannia graminea</i>				X					
-	<i>Oxalis perennans</i>					X				
Lamb's Tongue*	<i>Plantago lanceolata*</i>			X		X	X			
Whiteroot	<i>Pratia purpurascens</i>		X							
Pastel Flower	<i>Pseuderanthemum variabile</i>		X							
Fireweed**	<i>Senecio madagascariensis**</i>			X		X	X			
Paddy's Lucerne*	<i>Sida rhombifolia*</i>						X			
White Clover*	<i>Trifolium repens*</i>			X			X			
Ivy-leaved Violet	<i>Viola hederacea</i>			X						
Fleabane	<i>Conyza bonariensis</i>			X						
Sedges, rushes and aquatics										
-	<i>Baumea juncea</i>				X					X
Tall Sedge	<i>Carex appressa</i>									X
-	<i>Caustis recurvata</i>				X					
Slender Flat-sedge	<i>Cyperus gracilis</i>			X						
-	<i>Cyperus sp.</i>				X					
Knobby Club-rush	<i>Ficinia nodosa</i>				X					X
Tall Saw-sedge	<i>Gahnia clarkei</i>	X								X
-	<i>Lepidosperma sp.</i>		X							
Spiny-headed Mat-rush	<i>Lomandra longifolia</i>	X	X	X	X					X
-	<i>Ptilothrix deusta</i>				X					X
Vines and Epiphytes										
Mistletoe	<i>Amyema congene</i>				X					
Hairy Apple Berry	<i>Billardiera scandens</i>		X							
Wombat Berry	<i>Eustrephus latifolius</i>									X
Scrambling Lily	<i>Geitonoplesium cymosum</i>	X					X			
-	<i>Glycine clandestina</i>									X
-	<i>Glycine sp.</i>		X							



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Dusky Coral Pea	<i>Kennedia rubicunda</i>									X
Lantana**	<i>Lantana camara**</i>						X			
Common Silkpod	<i>Parsonsia straminea</i>	X	X							
Lawyer Vine	<i>Smilax australis</i>									X
Sweet Sarsaparilla	<i>Smilax glycyphylla</i>	X	X							X
Snake Vine	<i>Stephania japonica</i>						X			
Bindweed	<i>Convolvulus erubescens</i>			X						

Key: RM = detected via random meander; \* denotes exotic species; \*\* denotes high threat exotic species



## Appendix 2: Koala SAT Field Data

Table 21: Koala Scat Assessment Data - Site 1

Tree #	Common Name	Scientific Name	Height (m)	DBH (cm)	# of Koala Scats	Comments
1	Flooded Gum	<i>Eucalyptus grandis</i>	25	120	0	-
2	Camphor Laurel	<i>Cinnamomum camphora</i>	17	25	0	-
3	Camphor Laurel	<i>Cinnamomum camphora</i>	17	25	0	-
4	Camphor Laurel	<i>Cinnamomum camphora</i>	16	21	0	-
5	Camphor Laurel	<i>Cinnamomum camphora</i>	15	10	0	-
6	Camphor Laurel	<i>Cinnamomum camphora</i>	14	10	0	-
7	Camphor Laurel	<i>Cinnamomum camphora</i>	20	42	0	-
8	Camphor Laurel	<i>Cinnamomum camphora</i>	19	30	0	-
9	Camphor Laurel	<i>Cinnamomum camphora</i>	16	21	0	-
10	Camphor Laurel	<i>Cinnamomum camphora</i>	16	15	0	-
11	Camphor Laurel	<i>Cinnamomum camphora</i>	19	98	0	-
12	Camphor Laurel	<i>Cinnamomum camphora</i>	16	16	0	-
13	Camphor Laurel	<i>Cinnamomum camphora</i>	16	16	0	-
14	Camphor Laurel	<i>Cinnamomum camphora</i>	16	15	0	-
15	Camphor Laurel	<i>Cinnamomum camphora</i>	17	22	0	-
16	Camphor Laurel	<i>Cinnamomum camphora</i>	17	23	0	-
17	Flooded Gum	<i>Eucalyptus grandis</i>	23	71	0	-
18	Tallowwood	<i>Eucalyptus microcorys</i>	19	22	0	-
19	Flooded Gum	<i>Eucalyptus grandis</i>	24	43	0	-
20	Tallowwood	<i>Eucalyptus microcorys</i>	23	54	0	-
21	Tallowwood	<i>Eucalyptus microcorys</i>	17	23	0	-
22	Swamp Oak	<i>Casuarina glauca</i>	18	38	0	-
23	Camphor Laurel	<i>Cinnamomum camphora</i>	18	32	0	-
24	Camphor Laurel	<i>Cinnamomum camphora</i>	18	45	0	-
25	Camphor Laurel	<i>Cinnamomum camphora</i>	17	20	0	-
26	Camphor Laurel	<i>Cinnamomum camphora</i>	16	20	0	-
27	Camphor Laurel	<i>Cinnamomum camphora</i>	15	15	0	-
28	Flooded Gum	<i>Eucalyptus grandis</i>	20	43	0	-
29	Flooded Gum	<i>Eucalyptus grandis</i>	21	43	0	-
30	Flooded Gum	<i>Eucalyptus grandis</i>	22	45	0	-

Table 22: Koala Scat Assessment Data - Site 2

Tree #	Common Name	Scientific Name	Height (m)	DBH (cm)	# of Koala Scats	Comments
1	White Stringybark	<i>Eucalyptus globoidea</i>	20	45	0	-
2	Turpentine	<i>Syncarpia glomulifera</i>	17	38	0	-
3	Swamp Mahogany	<i>Eucalyptus robusta</i>	15	10	0	-
4	White Stringybark	<i>Eucalyptus globoidea</i>	20	40	0	-
5	White Stringybark	<i>Eucalyptus globoidea</i>	15	10	0	-
6	White Stringybark	<i>Eucalyptus globoidea</i>	19	43	0	-
7	White Stringybark	<i>Eucalyptus globoidea</i>	18	32	0	-
8	Turpentine	<i>Syncarpia glomulifera</i>	16	29	0	-
9	White Stringybark	<i>Eucalyptus globoidea</i>	20	41	0	-
10	White Stringybark	<i>Eucalyptus globoidea</i>	19	50	0	-
11	White Stringybark	<i>Eucalyptus globoidea</i>	17	42	0	-
12	Turpentine	<i>Syncarpia glomulifera</i>	16	22	0	-
13	Turpentine	<i>Syncarpia glomulifera</i>	14	22	0	-
14	Pink Bloodwood	<i>Corymbia intermedia</i>	17	43	0	-
15	Oak sp.	-	10	10	0	-
16	Turpentine	<i>Syncarpia glomulifera</i>	12	30	0	-
17	White Stringybark	<i>Eucalyptus globoidea</i>	15	25	0	-
18	Turpentine	<i>Syncarpia glomulifera</i>	14	30	0	-
19	Turpentine	<i>Syncarpia glomulifera</i>	14	31	0	-
20	Forest Oak	<i>Allocasuarina torulosa</i>	9	10	0	-
21	Forest oak	<i>Allocasuarina torulosa</i>	10	10	0	-
22	White Stringybark	<i>Eucalyptus globoidea</i>	23	55	0	-
23	Turpentine	<i>Syncarpia glomulifera</i>	15	28	0	-
24	Turpentine	<i>Syncarpia glomulifera</i>	17	28	0	-
25	White Stringybark	<i>Eucalyptus globoidea</i>	15	18	0	-
26	White Stringybark	<i>Eucalyptus globoidea</i>	17	17	0	-
27	Pink Bloodwood	<i>Corymbia intermedia</i>	18	26	0	-
28	Camphor Laurel	<i>Cinnamomum camphora</i>	16	15	0	-
29	Camphor Laurel	<i>Cinnamomum camphora</i>	16	15	0	-
30	Tallowwood	<i>Eucalyptus microcorys</i>	15	10	0	-



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## Appendix 3: Anabat Analysis Report



**ECHO**  
ECOLOGY AND  
SURVEYING

## **Bat Call Identification**

**Kew, NSW**

**Prepared for**  
Biodiversity Australia  
Level 1, Suite 3, 64 Clarence St  
Port Macquarie, NSW, 2444

**Job Reference BC\_NAT19 - October 2018**

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Bat Call Analysis  
Kew, NSW

This report has been prepared to document the analysis of digital ultrasonic bat echolocation calls received from a third party. The data was not collected by the author and as such no responsibility is taken for the quality of data collection or for the suitability of its subsequent use.

This report was authored by

A handwritten signature in black ink, appearing to read 'Anna McConville'.

**Dr Anna McConville**

PhD, B.Env.Sc.

Job Reference: BC\_NAT19  
30 October 2018



Bat Call Analysis  
Kew, NSW

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Bat Call Analysis  
Kew, NSW

## 1.0 INTRODUCTION

This report has been commissioned by Biodiversity Australia to analyse bat echolocation call data (Anabat, Titley Electronics) collected from Kew, NSW. Data was provided electronically to the author. This report documents the methods involved in analysing bat call data and the results obtained only.

## 2.0 METHODS

The identification of bat echolocation calls recorded during surveys was undertaken using AnalookW (Chris Corben, Version 4.2n) software. The calls were recorded using Data Division Ratio 8. The identification of calls was undertaken with reference to Pennay et al. (2004) and through the comparison of recorded reference calls from north-eastern NSW. Reference calls were obtained from the NSW database and from the authors personal collection.

Each call sequence ('pass') was assigned to one of five categories, according to the confidence with which an identification could be made, being:

- Definite - Pass identified to species level and could not be confused with another species
- Probable - Pass identified to species level and there is a low chance of confusion with another species
- Possible - Pass identified to species level but short duration or poor quality of the pass increases the chance of confusion with another species
- Species group - Pass could not be identified to species level and could belong to one of two or more species. Occurs more frequently when passes are short or of poor quality
- Unknown - Either background 'noise' files or passes by bats which are too short and/or of poor quality to confidently identify.

Call sequences that were less than three pulses in length were not analysed and were assigned to 'Unknown' and only search phase calls were analysed. Furthermore, some species are difficult to differentiate using bat call analysis due to overlapping call frequencies and similar shape of plotted calls and in these cases calls were assigned to species groups.





Bat Call Analysis  
Kew, NSW

The total number of passes (call sequences) per unit per night was tallied to give an index of activity.

It should be noted that the activity levels recorded at different sites may not be readily able to be compared. Activity levels should not be compared among species as different species have different detectability due to factors such as call loudness, foraging strategy and call identifying features. Activity comparisons among sites are dependent on many variables which need to be carefully controlled during data collection and statistically analysed. Influential variables include wind, rain, temperature, duration of recording, season, detector and microphone sensitivity, detector placement, weather protection devices etc.

Nomenclature follows the Australian Chiroptera taxonomic list described by Reardon et al. (2015).

## 2.1 Characteristics Used to Differentiate Species

*Miniopterus australis* was differentiated from *Vespadelus pumilus*, by characteristic frequency or the presence of a down-sweeping tail on pulses. Call sequences which had a majority of pulses containing an up-sweeping tail were assigned to *Vespadelus pumilus*.

*Chalinolobus morio* calls were differentiated from those of *Vespadelus* sp. by the presence of a down-sweeping tail on the majority of pulses. We do not confidently identify *Vespadelus troughtoni* from bat calls in this region as it overlaps in frequency with both *Vespadelus pumilus* and *Vespadelus vulturnus* and we find it difficult to distinguish based on call characteristics.

Calls from *Mormopterus* spp. were differentiated by the presence of mainly flat pulses. *Mormopterus ridei* was differentiated from *Mormopterus norfolkensis* in long call sequences with little pulse alternation.

*Chalinolobus gouldii* was differentiated from other species by the presence of curved, alternating call pulses.

*Scotorepens orion*, *Scoteanax rueppellii* and *Falsistrellus tasmaniensis* were unable to be differentiated from one another. Similarly, *Scotorepens orion*, *Falsistrellus tasmaniensis* and *Chalinolobus nigrogriseus* were unable to be differentiated from one another. *Chalinolobus nigrogriseus* also overlaps with *Scotorepens* sp. 1 in the region and is difficult to distinguish.

*Myotis macropus*, *Nyctophilus geoffroyi* and *Nyctophilus gouldi* were unable to be differentiated.



Bat Call Analysis  
Kew, NSW

*Rhinolophus megaphyllus*, *Saccolaimus flaviventris* and *Austronomus australis* were differentiated from other bat species on the basis of characteristic frequency.

*Phoniscus papuensis* (Golden-tipped Bat) has a very quiet call that is not often recorded on bat detectors.

### 3.0 RESULTS

A total of 1,567 call sequences were recorded, of which 448 call sequences were able to be analysed (ie were not 'noise' files or bat calls of short length). Of the bat calls, 114 call sequences (25 %) were able to be confidently identified (those classified as either definite or probable identifications) to species level (Table 3-1). Species recorded confidently within the site include:

• <i>Austronomus australis</i>	(White-striped Free-tailed Bat)
• <i>Chalinolobus gouldii</i>	(Gould's Wattled Bat)
• <i>Chalinolobus morio</i>	(Chocolate Wattled Bat)
• <i>Miniopterus australis</i>	(Little Bent-winged Bat)
• <i>Mormopterus ridei</i>	(Ride's Free-tailed Bat)
• <i>Rhinolophus megaphyllus</i>	(Eastern Horseshoe Bat)
• <i>Saccolaimus flaviventris</i>	(Yellow-bellied Sheath-tailed Bat)
• <i>Vespadelus pumilus</i>	(Eastern Forest Bat)

Additionally, the following bat species potentially occurred within the site, but could not be confidently identified (those calls classified as possible or as a species group):

• <i>Chalinolobus nigrogriseus</i>	(Hoary Wattled Bat)
• <i>Falsistrellus tasmaniensis</i>	(Eastern Falsistrelle)
• <i>Miniopterus orianae oceanensis</i>	(Eastern Bent-winged Bat)
• <i>Mormopterus norfolkensis</i>	(Eastern coastal Free-tailed Bat)
• <i>Myotis macropus</i>	(Large-footed Myotis)
• <i>Nyctophilus geoffroyi</i>	(Lesser long-eared bat)
• <i>Nyctophilus gouldi</i>	(Gould's long-eared bat)
• <i>Scoteanax rueppellii</i>	(Greater Broad-nosed Bat)
• <i>Scotorepens</i> sp.	(Parnaby's Broad-nosed Bat)
• <i>Scotorepens orion</i>	(Eastern Broad-nosed Bat)
• <i>Vespadelus darlingtoni</i>	(Large Forest Bat)
• <i>Vespadelus regulus</i>	(Southern Forest Bat)
• <i>Vespadelus troughtoni</i>	(Eastern cave bat)
• <i>Vespadelus vulturnus</i>	(Little Forest Bat)



Bat Call Analysis  
Kew, NSW

It should be noted that additional bat species may be present within the site but were not recorded by the detectors (or are difficult to identify by bat call) and habitat assessment should be used in conjunction with these results to determine the likelihood of occurrence of other bat species.

Table 3-1 below summarises the results of the bat call analysis.



Bat Call Analysis  
Kew, NSW

**Table 3-1: Results of bat call analysis (number of passes per site per night)**

IDENTIFICATION	Anabat 1 1/10/2018	Anabat 1 2/10/2018	Anabat 1 3/10/2018	Anabat 1 4/10/2018	Anabat 1 5/10/2018	Anabat 1 6/10/2018	Anabat 1 7/10/2018	Anabat 1 8/10/2018
<b>DEFINITE</b>								
<i>Austronomus australis</i>	-	-	-	-	-	-	-	-
<i>Chalinolobus gouldii</i>	-	-	-	-	-	-	-	-
<i>Chalinolobus morio</i>	-	1	-	-	-	-	-	-
<i>Miniopterus australis</i>	-	2	-	-	-	-	-	-
<i>Mormopterus ridei</i>	-	-	-	-	-	-	-	-
<i>Rhinolophus megaphyllus</i>	-	-	-	-	-	10	-	-
<i>Vespadelus pumilus</i>	-	12	-	-	-	-	-	-
<b>PROBABLE</b>								
<i>Chalinolobus gouldii</i>	-	-	-	-	-	-	-	-
<i>Chalinolobus morio</i>	-	1	-	-	-	-	-	-
<i>Miniopterus australis</i>	-	2	3	1	1	1	1	-
<i>Mormopterus ridei</i>	-	-	-	-	-	-	-	-

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IDENTIFICATION	Anabat 1 1/10/2018	Anabat 1 2/10/2018	Anabat 1 3/10/2018	Anabat 1 4/10/2018	Anabat 1 5/10/2018	Anabat 1 6/10/2018	Anabat 1 7/10/2018	Anabat 1 8/10/2018
<i>Rhinolophus megaphyllus</i>	-	-	-	-	-	1	-	-
<i>Saccolaimus flaviventris</i>	-	-	-	-	-	-	-	-
<i>Vespadelus pumilus</i>	-	5	-	-	-	-	-	-
<b>SPECIES GROUPS</b>								
<i>Chalinolobus gouldii</i> / <i>Mormopterus norfolkensis</i> / <i>Mormopterus ridei</i>	-	1	-	-	-	-	-	-
<i>Chalinolobus gouldii</i> / <i>Mormopterus ridei</i>	-	-	-	-	-	-	-	-
<i>Chalinolobus gouldii</i> / <i>Scoteanax rueppellii</i>	-	-	-	-	-	-	-	-
<i>Chalinolobus morio</i> / <i>Vespadelus pumilus</i> / <i>Vespadelus vulturus</i> / <i>Vespadelus troughtoni</i>	-	10	-	1	-	-	1	-
<i>Chalinolobus nigrogriseus</i> / <i>Falsistrellus tasmaniensis</i> / <i>Scotorepens orion</i>	-	-	-	-	-	-	-	-
<i>Chalinolobus nigrogriseus</i> / <i>Falsistrellus tasmaniensis</i> / <i>Scotorepens orion</i> / <i>Scotorepens species</i>	-	-	-	-	-	-	-	-
<i>Chalinolobus nigrogriseus</i> / <i>Falsistrellus tasmaniensis</i> / <i>Scotorepens species</i>	-	-	-	-	-	-	2	-
<i>Falsistrellus tasmaniensis</i> / <i>Scotorepens orion</i>	-	1	1	1	-	-	-	-
<i>Falsistrellus tasmaniensis</i> / <i>Scotorepens orion</i> / <i>Scoteanax rueppellii</i>	-	1	-	-	-	-	-	-
<i>Miniopterus australis</i> / <i>Vespadelus pumilus</i>	-	116	22	25	7	9	21	6

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Bat Call Analysis  
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IDENTIFICATION	Anabat 1 1/10/2018	Anabat 1 2/10/2018	Anabat 1 3/10/2018	Anabat 1 4/10/2018	Anabat 1 5/10/2018	Anabat 1 6/10/2018	Anabat 1 7/10/2018	Anabat 1 8/10/2018
<i>Miniopterus orianae oceanensis</i> / <i>Vespadelus darlingtoni</i> / <i>Vespadelus regulus</i>	-	-	-	-	-	-	-	-
<i>Myotis macropus</i> / <i>Nyctophilus geoffroyi</i> / <i>Nyctophilus gouldi</i>	-	1	-	-	-	-	-	-
<i>Vespadelus darlingtoni</i> / <i>Vespadelus regulus</i>	-	-	-	1	-	-	-	-
<i>Vespadelus pumilus</i> / <i>Vespadelus vulturnus</i> / <i>Vespadelus troughtoni</i>	-	-	-	-	-	-	-	-
UNKNOWN								
'Noise' files	1	6	-	-	-	-	-	-
Unknown	-	16	63	85	10	236	36	61
<b>TOTAL</b>	<b>1</b>	<b>175</b>	<b>89</b>	<b>114</b>	<b>18</b>	<b>257</b>	<b>61</b>	<b>67</b>

IDENTIFICATION	Anabat 2 2/10/2018	Anabat 2 3/10/2018	Anabat 2 4/10/2018	Anabat 2 5/10/2018	Anabat 2 6/10/2018	Anabat 2 7/10/2018	Anabat 2 8/10/2018
DEFINITE							
<i>Austronomus australis</i>	1	-	-	-	1	-	-
<i>Chalinolobus gouldii</i>	-	-	-	-	-	-	1

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IDENTIFICATION	Anabat 2 2/10/2018	Anabat 2 3/10/2018	Anabat 2 4/10/2018	Anabat 2 5/10/2018	Anabat 2 6/10/2018	Anabat 2 7/10/2018	Anabat 2 8/10/2018
<i>Chalinolobus morio</i>	-	1	-	2	3	-	1
<i>Miniopterus australis</i>	1	-	2	-	5	2	5
<i>Mormopterus ridei</i>	1	-	2	-	-	-	1
<i>Rhinolophus megaphyllus</i>	-	-	1	-	2	-	-
<i>Vespadelus pumilus</i>	-	1	-	1	-	-	-
<b>PROBABLE</b>							
<i>Chalinolobus gouldii</i>	-	5	6	2	1	4	5
<i>Chalinolobus morio</i>	-	-	1	-	1	-	-
<i>Miniopterus australis</i>	-	-	-	1	4	1	-
<i>Mormopterus ridei</i>	-	-	-	1	-	-	5
<i>Rhinolophus megaphyllus</i>	-	-	-	-	-	-	-
<i>Saccolaimus flaviventris</i>	-	-	-	1	-	-	-
<i>Vespadelus pumilus</i>	-	-	-	-	-	1	-

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IDENTIFICATION	Anabat 2 2/10/2018	Anabat 2 3/10/2018	Anabat 2 4/10/2018	Anabat 2 5/10/2018	Anabat 2 6/10/2018	Anabat 2 7/10/2018	Anabat 2 8/10/2018
<b>SPECIES GROUPS</b>							
<i>Chalinolobus gouldii</i> / <i>Mormopterus norfolkensis</i> / <i>Mormopterus ridei</i>	-	-	-	-	-	-	-
<i>Chalinolobus gouldii</i> / <i>Mormopterus ridei</i>	1	2	-	4	-	8	11
<i>Chalinolobus gouldii</i> / <i>Scoteanax rueppellii</i>	-	1	-	-	-	-	-
<i>Chalinolobus morio</i> / <i>Vespadelus pumilus</i> / <i>Vespadelus vultumus</i> / <i>Vespadelus troughtoni</i>	1	2	2	5	9	2	-
<i>Chalinolobus nigrogriseus</i> / <i>Falsistrellus tasmaniensis</i> / <i>Scotorepens orion</i>	-	-	2	-	-	-	-
<i>Chalinolobus nigrogriseus</i> / <i>Falsistrellus tasmaniensis</i> / <i>Scotorepens orion</i> / <i>Scotorepens species</i>	-	1	-	1	1	-	-
<i>Chalinolobus nigrogriseus</i> / <i>Falsistrellus tasmaniensis</i> / <i>Scotorepens species</i>	-	-	3	3	1	-	-
<i>Falsistrellus tasmaniensis</i> / <i>Scotorepens orion</i>	-	-	1	-	-	-	-
<i>Falsistrellus tasmaniensis</i> / <i>Scotorepens orion</i> / <i>Scoteanax rueppellii</i>	-	-	-	-	-	-	-
<i>Miniopterus australis</i> / <i>Vespadelus pumilus</i>	-	7	4	8	3	2	3
<i>Miniopterus orianae oceanensis</i> / <i>Vespadelus darlingtoni</i> / <i>Vespadelus regulus</i>	-	-	1	-	1	2	2
<i>Myotis macropus</i> / <i>Nyctophilus geoffroyi</i> / <i>Nyctophilus gouldi</i>	-	1	1	1	1	2	-
<i>Vespadelus darlingtoni</i> / <i>Vespadelus regulus</i>	-	-	-	-	-	-	-

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IDENTIFICATION	Anabat 2 2/10/2018	Anabat 2 3/10/2018	Anabat 2 4/10/2018	Anabat 2 5/10/2018	Anabat 2 6/10/2018	Anabat 2 7/10/2018	Anabat 2 8/10/2018
<i>Vespadelus pumilus</i> / <i>Vespadelus vulturnus</i> / <i>Vespadelus troughtoni</i>	-	-	1	-	6	-	-
UNKNOWN							
'Noise' files	8	274	22	225	5	9	15
Unknown	-	2	8	4	13	12	8
<b>TOTAL</b>	13	297	57	259	57	45	57

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## 4.0 SAMPLE CALLS

A sample of the calls actually identified from the site for each species is given below.

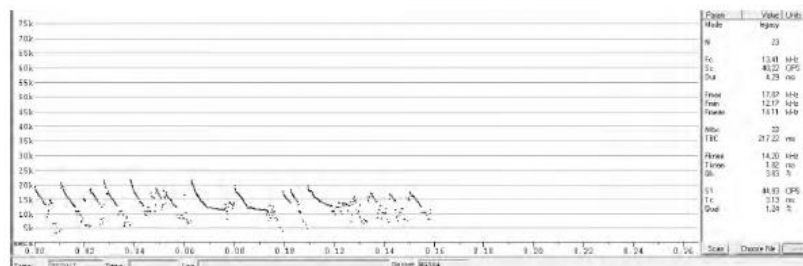


Figure 4-1: *Austronomus australis* definite call

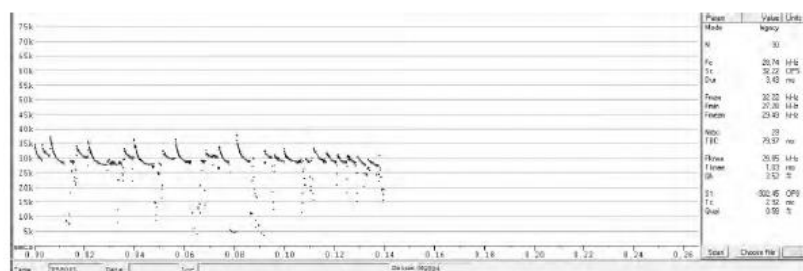


Figure 4-2: *Chalinolobus gouldii* definite call

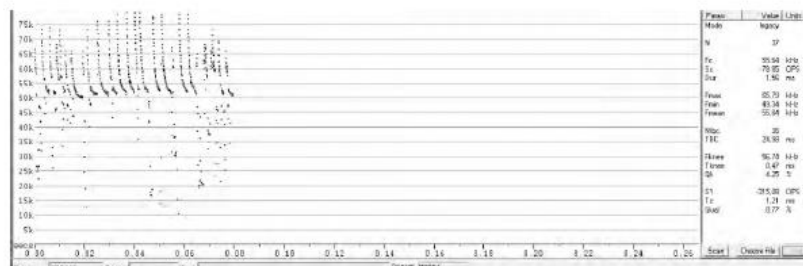


Figure 4-3: *Chalinolobus morio* definite call

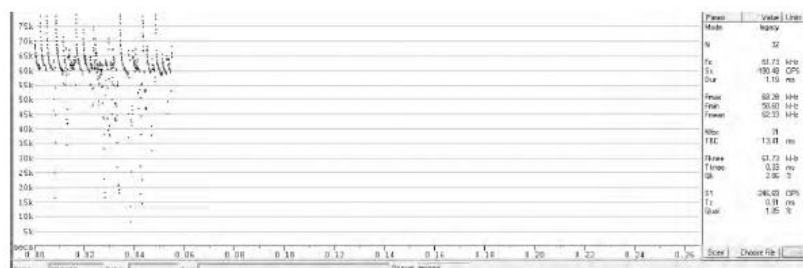


Figure 4-4: *Miniopterus australis* definite call

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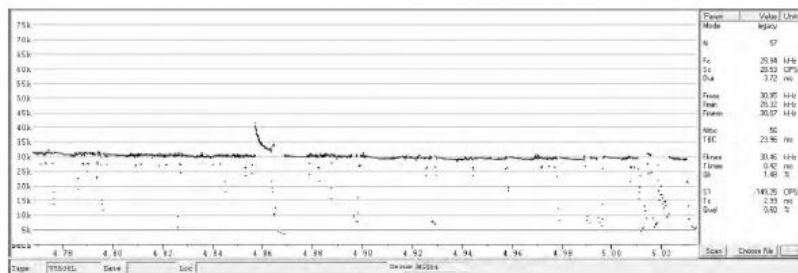


Figure 4-5: *Mormopterus ridei* definite call

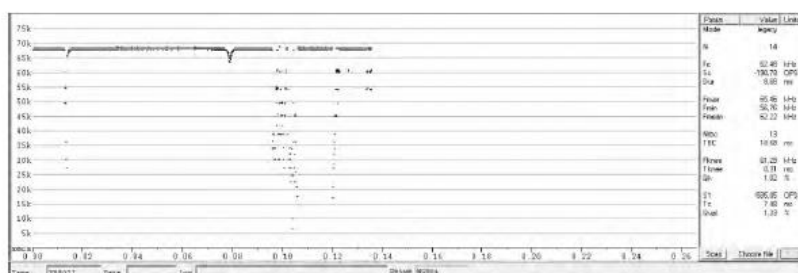


Figure 4-6: *Rhinolophus megaphyllus* definite call

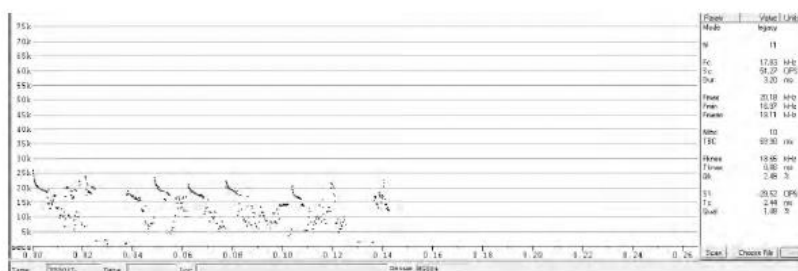


Figure 4-7: *Saccolaimus flaviventris* probable call

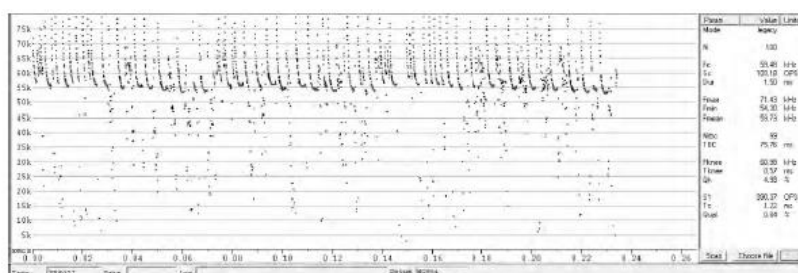


Figure 4-8: *Vespadelus pumilus* definite call

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## Appendix 4: Vegetation Zone Report



## BAM Vegetation Zones Report

### Proposal Details

Assessment Id	Assessment name	BAM data last updated *
00013096/BAAS17107/18/00013558	Homedale Road V2	26/11/2019
Assessor Name	Report Created	BAM Data version *
Will Steggall	07/04/2020	22
Assessor Number	Assessment Type	BAM Case Status
BAAS17107	Part 4 Developments (General)	Open
* Disclaimer: BAM data last updated may indicate either complete or partial update of the BAM calculator database. BAM calculator database may not be completely aligned with Bionet.		Date Finalised
		To be finalised

### Vegetation Zones

#	Name	PCT	Condition	Area	Minimum number of plots	Management zones
1	1092_Good	1092-Red Mahogany open forest of the coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion	Good	0.38	1	

Assessment Id	Proposal Name
00013096/BAAS17107/18/00013558	Homedale Road V2

Page 1 of 2





## BAM Vegetation Zones Report

2	1092_Moderate	1092-Red Mahogany open forest of the coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion	Moderate	0.13	1	
3	1092_Poor	1092-Red Mahogany open forest of the coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion	Poor	0.04	1	

Assessment Id

00013096/BAAS17107/18/00013558

Proposal Name

Homedale Road V2

Page 2 of 2



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## Appendix 5: Credit Summary Report



## BAM Credit Summary Report

### Proposal Details

Assessment Id	Proposal Name	BAM data last updated *
00013096/BAAS17107/18/00013558	Homedale Road V2	26/11/2019
Assessor Name	Report Created	BAM Data version *
Will Steggall	07/04/2020	22
Assessor Number	BAM Case Status	Date Finalised
BAAS17107	Open	To be finalised
Assessment Revision	Assessment Type	
0	Part 4 Developments (General)	

\* Disclaimer: BAM data last updated may indicate either complete or partial update of the BAM calculator database. BAM calculator database may not be completely aligned with Bionet.

### Ecosystem credits for plant communities types (PCT), ecological communities & threatened species habitat

Zone	Vegetation zone name	Vegetation integrity loss / gain	Area (ha)	Constant	Species sensitivity to gain class (for BRW)	Biodiversity risk weighting	Potential SAI	Ecosystem credits
<b>Red Mahogany open forest of the coastal lowlands of the NSW North Coast Bioregion and northern Sydney Basin Bioregion</b>								
1	1092_Good	57.9	0.4	0.25	High Sensitivity to Potential Gain	1.50		8
2	1092_Moderate	31.1	0.1	0.25	High Sensitivity to Potential Gain	1.50		2

Assessment Id	Proposal Name	Page 1 of 2
00013096/BAAS17107/18/00013558	Homedale Road V2	



## BAM Credit Summary Report

3	1092_Poor	26.5	0.0	0.25	High Sensitivity to Potential Gain	1.50		1
							<b>Subtotal</b>	<b>11</b>
							<b>Total</b>	<b>11</b>

### Species credits for threatened species

Vegetation zone name	Habitat condition (HC)	Area (ha) / individual (HL)	Constant	Biodiversity risk weighting	Potential SAIL	Species credits
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Assessment Id  
00013096/BAAS17107/18/00013558

Proposal Name  
Homedale Road V2

Page 2 of 2



22/11/2021

Jojeni  
C/- GEM Planning  
Attn: Geraldine Haigh  
geraldine@gemplanningprojects.com.au

Dear Geraldine,

## Updated Hollow-bearing Tree Survey at River Run Estate, Kew

As requested, we provide the results of an updated hollow-bearing tree survey across the property described as Lot 1 DP 111722, Homedale Road, Kew.

### 1. BACKGROUND INFORMATION

The property is in the process of being rezoned from rural to residential and environmental management/conservation land. Biodiversity Australia prepared an Ecological Report in 2019. This included a survey which recorded 12 hollow-bearing trees within the proposed residential zone and E2/E3 zone along the riverfront. Following a recent site inspection, Council have identified further hollow-bearing trees in the proposed residential zone and the status of some previously mapped hollow-bearing trees is unclear.

This report provides the results of an updated hollow-bearing tree survey which confirmed the status of previously mapped hollow trees, identified hollow-bearing trees in proposed E2 and E3 zones that were not previously surveyed and identified the additional trees in the residential zone that Council reported.

### 2. SURVEY METHODS

Hollow-bearing trees have been previously mapped over the proposed residential zone and riverfront area in 2019. An updated hollow-bearing tree survey was undertaken over the entire property on 5<sup>th</sup> November 2021. Any new hollow-bearing trees identified were GPS located, assessed as per the PMHC HBT protocol and inspected for signs of fauna use. All hollow-bearing trees on site were tagged with yellow tags and numbered.



### 3. RESULTS

The survey identified 11 of the 12 previously mapped HBTs. HBT no. 11 was not located. There was no evidence of a tree being removed in the vicinity of the GPS point and it is likely that there was a GPS mapping error when it was recorded.

Ten new hollow-bearing trees were recorded. Eight were recorded in the Eastern area proposed to be zoned E2 and two were recorded in the residential zone to the north of trees 9 and 10. The details of these are provided in the table below and Figure 1 shows the location.

Table 1: Hollow-bearing tree data

Tree No.	Tree Species	Height	DBH	Small Hollows	Medium Hollows	Large Hollows	Comments	HBT Score
<b>Previously mapped HBTs</b>								
1	Tallowwood	26	144	3	1			12.5
2	White mahogany	16	58	1		2		9
3	Tallowwood	20	46		1			9
4	Sydney blue gum	21	108	2	1			9.5
5	Sydney blue gum	20	74	2		1	Scratch marks on trunk	12
6	Sydney blue gum	22	104	2	2		Scratch marks on trunk	11
7	Red bloodwood	21	90	3				11.5
8	Sydney blue gum	16	62			1	Trunk chimney	8.5
9	White stringybark	21	75	1t				10
10	White stringybark	24	93		2	2	Still present	14
11	White stringybark	24	84	1	1		Not located	14.5





Tree No.	Tree Species	Height	DBH	Small Hollows	Medium Hollows	Large Hollows	Comments	HBT Score
12	White stringybark	20	78		1		Hollow down low	12.5
<b>New HBTs</b>								
13	White Stringybark	23	83		1b		Sign of fauna use, worn edges	11
14	White Stringybark	23	65	1b	1b		Signs of fauna use	11
15	White Stringybark	22	34			1t	Worn edges	12
16	White Stringybark	18	30		2t			12.5
17	White Stringybark	22	39			1t	Large trunk scar	12
18	White Stringybark	22	61			1t	Trunk scar. Signs of fauna use	13.5
19	Red Mahogany	23	47	1t			European bee hive in hollow	10
20	White Stringybark	20	35,43,65		1t, 1b			15.5
21	White Stringybark	24	99,43	2b	2b		At least 1 active hollow	15.5
22	White Stringybark	20	46		1t			11







Data Sources: Wolfpeak 2021, Imagery

## Legend

- Property Boundary
- R1 rezoning footprint
- New HBTs
- Existing HBTs
- HBT Not located

**wolfpeak** | environment  
heritage

0 20 40 80 120 160 200  
Meters

GDA2020 MGA Zone 56 1:2,902 @ A4

Figure 1 | Hollow-bearing Trees

River Run Estate, Kew



### 3.1 Assessment

The updated HBT survey found eight hollow-bearing trees in the proposed E2 zone in the east of the property. These trees contained hollows ranging from small to large sizes and could potentially provide nesting/denning habitat for a range of hollow-obligate species. The trees occur within a forested area and have connectivity to surrounding bushland, meaning they are accessible to arboreal species such as the Squirrel Glider and Brushtailed Phascogale. These new trees located add to the eight hollow-bearing trees previously identified in the proposed E2 zones. Collectively, these trees provide a substantial nesting/denning resource for hollow-obligate species that will be protected via rezoning to environmental land.

In addition to the hollow-bearing trees present, the proposed E2 and E3 zones contain in excess of 100 recruitment trees (mature trees which do not yet contain hollows). These trees will become more impotent for fauna over time and will eventually form hollows which will create further nesting resources for a range of fauna species.

There were three HBTs previously mapped in the proposed residential zone, however only two of these were located. An additional two HBTs were located in the residential zone to the north of trees 9 and 10. These contained small to medium hollows which showed signs of fauna use. Due to their position in the proposed residential area, it is not practical to retain them with the required buffer and the proponent is proposing to remove these four trees (HBTs 9,10,13,14). Trees 9,13 and 14 score in the medium category of the HBT protocol with tree 10 scoring in the high category.

### 3.2 Offset Requirements

As per the PMHC DCP, the removal of hollow-bearing trees is subject to offsets consisting of nesting boxes (one box per observed hollow) and recruitment trees. It is recommended that the following nest boxes are installed on mature trees within the E2 zones:

- Three microbat boxes
- Two small glider boxes
- Two parrot/lorikeet boxes
- One owl box

These are to be constructed of ACQ treated timber and mounted by an ecologist prior to clearing of the subject site's hollow-bearing tree. They are to be mounted on retained mature trees within the proposed E2 zones at an appropriate height and orientation to suit the target species.

### 3.3 Hollow-bearing tree Removal

Hollow-bearing trees to be removed are to be felled in a manner that will minimise the risk of injury/mortality of denning/roosting fauna. This is suggested to be achieved by the following general procedure:

- The hollow-bearing tree is to be gently bumped several times prior to removal to encourage any fauna present to vacate. They are then to be removed via 'soft felling' methods with machinery or gradual cut-down by an arborist to minimise injury to fauna.
- A qualified ecologist is to be present during felling and sectioning of the hollow-bearing tree (at the proponent's cost) in case of animal injury. Hollows are to be inspected for fauna





once the tree is deposited. All uninjured animals are to be released in the retained habitat on the subject site.

- If the hollow is determined to be occupied and fauna do not require assistance (e.g. roosting bats), the entrance is to be blocked and the log placed in a shaded and protected area on the edge of the subject site. The obstacle is to be removed just prior to dusk to allow passive escape of the fauna within. The log may then be removed if required.

#### 4. CONCLUSION

This report has provided the results of a hollow-bearing tree survey at Homedale Road Kew. The survey confirmed the presence of previously mapped HBTs, identified new HBTs in the proposed residential zone reported by Council and mapped new HBTs in the proposed Environmental Zones. The Environmental Zones proposed have been increased since the Biodiversity Australia Ecological Report was prepared in 2019 and will protect 28% of the site as conservation areas.

Future subdivision on the property would seek to remove four hollow-bearing trees within the proposed residential zone. These will be offset with recruitment trees and nesting boxes. Creation of environmental zones in the property will see the protection of many hollow-bearing trees which will provide nesting and denning resources for hollow-obligate species in the study area. More than one hundred recruitment trees also occur in these areas which will create further hollow resources over time. This survey and assessment supports the conclusions of the Biodiversity Australia Ecological Report prepared for the rezoning which stated that the proposed clearing in the development zone was more than adequately offset by proposed E2 & E3 zones and associated rehabilitation.

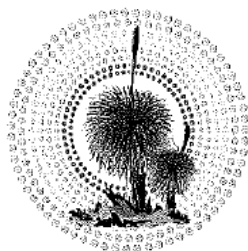
Should you have any queries or require further information please do not hesitate to contact me on 0477611677 or at [wsteggall@wolfpeak.com.au](mailto:wsteggall@wolfpeak.com.au).

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Will Steggall'.

Will Steggall  
Senior Ecologist





## Birpai Local Aboriginal Land Council

30 November 2021

Ms Geraldine Haigh  
GEM Planning Projects

To Whom It May Concern,

**REVIEW OF ARCHAEOLOGICAL SURVEY JULY 2006 – LOT 1 DP 1161722 (FORMERLY 1 DP 564615)**

Thank you for submitting the Archaeological Survey, dated 10 July 2006, undertaken by Lindsay Moran for comment by the Birpai Local Aboriginal Land Council (LALC).

You are advised that the report has been reviewed by our Sites Officer, Jason Holten. Given the age of the survey and the limited information contained within, the land in question has had a further site inspection by Jason Holten.

Based on the above, the Birpai LALC has no objections on cultural grounds to the development proceeding and we are satisfied that the original Survey, including its recommendations can still be used.

Please contact me at the Land Council on 6585 9066 if you wish to discuss any of the above.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'David Carroll'.

David Carroll  
Chief Executive Officer  
Birpai LALC

## Bulkara Enterprises

P.O.Box 433  
Wauchope NSW 2446  
Phones 6587 7170 65861241

Mr Ian Bailey  
Kew NSW

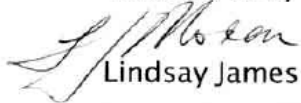
10<sup>th</sup> July 2006

Dear Ian,

Please find enclosed copy of report sent to Hastings Council re the  
archaeological survey, and the invoice for payment of said survey.

Regards,

Yours in unity



Lindsay James Moran

Senior Sites Officer

Mingaletta Development Corp

Birpai LALC

## Bulkara Enterprises

P.O.Box 433  
Wauchope NSW 2446  
Phones 6587 7170 65861241

Attention Mr Anthony Deutschman

10<sup>th</sup> July 2006

### Archaeological Survey

An archaeological survey was undertaken on Lot 1 DP 564615 at Kew

The entire property was traversed on foot and no artifact material was uncovered.

Therefore the Birpai LALC and Mingaletta Development Corporation have no objections on cultural grounds to the development proceeding.

However it is requested that Section 90 (1) of the National Parks and Wildlife Act be adhered to if, during the undertaking of the development and artifacts are uncovered, that all work CEASE immediately until consultation is undertaken with appropriate bodies.

Yours in unity



Lindsay J Moran  
Senior Sites Officer  
Birpai LALC/Mingaletta Development Corp.

**Yevrah Super Pty Ltd & Jojeni Investments Pty Ltd**

**Stage 1 Site Contamination Assessment**

**Proposed Residential Rezoning**

**Lot 1 DP1161722, No. 47 Homedale Road, Kew**

Report No. RGS20834.1-AB\_Rev1

25 September 2020







Manning-Great Lakes  
Port Macquarie  
Coffs Harbour

RGS20834.1-AB\_Rev1

25 September 2020

Yevrah Super Pty Ltd & Jojeni Investments Pty Ltd  
c-/ Gem Planning Projects  
PO Box 2068  
PORT MACQUARIE NSW 2444

**Attention: Geraldine Haigh**

Dear Geraldine,

**RE: Proposed Residential Rezoning – Lot 1 DP1161722, No. 47 Homedale Road, Kew  
Stage 1 Site Contamination Assessment**

As requested, Regional Geotechnical Solutions Pty Ltd (RGS) has undertaken a Stage 1 Site Contamination Assessment for the proposed residential rezoning of Lot 1, DP1161722, No. 47 Homedale Road, Kew.

The assessment included identification of areas of environmental concern based on site observations and past land use, and a limited amount of sampling in the identified areas. The sampling results revealed lead concentrations exceeding guidelines for residential land use in two locations. Some uncontrolled filling from unknown sources and areas where previous structures were located was also identified.

A Stage 2 Contamination assessment is therefore recommended and the preparation of a Remedial Action Plan may then be required for the treatment of any identified contamination. However, the findings of this assessment indicate that it is likely that the site can be remediated to a standard appropriate for residential development from a site contamination perspective provided the recommendations and advice of this report are adopted.

The work presented herein was reviewed by Dr David Tully CEnvP SC. A copy of Dr Tully's letter pertaining to the review is appended to the report.

Regional Geotechnical Solutions Pty Ltd  
ABN 51141848820

1/12 Jindalee Road  
Port Macquarie NSW 2444  
Ph. (02) 6553 5641

Email [tim.morris@regionalgeotech.com.au](mailto:tim.morris@regionalgeotech.com.au)  
Web: [www.regionalgeotech.com.au](http://www.regionalgeotech.com.au)



Manning-Great Lakes  
Port Macquarie  
Coffs Harbour

If you have any questions regarding this project, please contact the undersigned.

For and on behalf of **Regional Geotechnical Solutions Pty Ltd**

Prepared by

A handwritten signature in dark ink, appearing to read 'Tim Morris'.

**Tim Morris**

Associate Engineering Geologist

Reviewed by

A handwritten signature in dark ink, appearing to read 'Andrew Hills'.

**Andrew Hills**

Senior Environmental Engineer



Manning-Great Lakes

Port Macquarie

Coffs Harbour

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Figure 1 Investigation Location Plan

Figure 2 Historical Aerial Photograph

**Appendices**

Appendix A Site History Documentation



Appendix B      Laboratory Test Result Sheets  
Appendix C      Letter from Dr David Tully CEnvP SC

Manning-Great Lakes  
Port Macquarie  
Coffs Harbour



## 1 INTRODUCTION

As requested, Regional Geotechnical Solutions Pty Ltd (RGS) has undertaken a Stage 1 Site Contamination Assessment for the proposed residential rezoning of Lot 1, DP1161722, No. 47 Homedale Road, Kew. The site location is shown on Plate 1.

Lot 1 is approximately 14ha in area and is located on the eastern bank of the Camden Haven River. It includes areas of land cleared for grazing and other areas of natural vegetation. The property is occupied by a dwelling and associated shed and a large metal roofed farm shed that at the time of the sit walkover (February 2020) was being used as a wholesale nursery.

The purpose of the work described herein was to assess the suitability of the site for residential land use with respect to the presence of site contamination resulting from past land use and activities, as well as providing discussions and recommendations regarding.

- Identification of Areas of Concern and Chemicals of Concern;
- Undertake limited targeted sampling and analysis at the selected Areas of Concern to allow some preliminary analysis of the presence of contamination;
- Evaluation of test results against industry accepted criteria for the intended land use;
- Conclusions regarding the presence of contamination at the site and its potential impacts on the proposed residential land use; and
- The requirement for remediation, further investigation, or ongoing management of site contamination.

The work was commissioned by Geraldine Haigh on behalf of Yevrah Super Pty Ltd & Jojeni Investments Pty Ltd and was undertaken in accordance with proposal number RGS20834.1-AA dated 6 June 2019.

## 2 GUIDELINES AND ASSESSMENT CRITERIA

The assessment was aimed at fulfilling the requirements of a Stage 1 Contaminated Site Assessment in accordance with NSW EPA *Guidelines for Consultants Reporting on Contaminated Sites (2011)* which were current at the time of this assessment (February 2020).

To evaluate results and for guidance on assessment requirements, the assessment adopted the guidelines provided in the *National Environment Protection (Assessment of Site Contamination) Measure (NEPM 2013)*. The NEPM document provides a range of guidelines for assessment of contaminants for various land use scenarios. The proposed land use is residential and as such comparison with the NEPM guideline values for Residential A land use was considered appropriate. In accordance with the NEPM guideline the following criteria were adopted for this assessment:

- Health Investigation Levels (HILs) for Residential A land use were used to assess the potential human health impact of heavy metals and polycyclic aromatic hydrocarbons (PAHs);
- Health Screening Levels (HSLs) for coarse textured (sand) or fine textured (silt and clay) soils on a Residential site were adopted as appropriate for the soils encountered to assess the potential human health impact of petroleum hydrocarbons and benzene, toluene, ethylbenzene and xylenes (BTEX) compounds;
- Ecological Investigation Levels (EILs) for Residential land use were used for evaluation of the potential ecological / environmental impact of heavy metals and PAHs; and
- Ecological Screening Levels (ESLs) for coarse textured (sand) soils or fine textured (silt and clay) soils on a Residential land use site were adopted as appropriate for the soils



encountered, to assess the potential ecological / environmental impact of petroleum hydrocarbons and BTEX compounds.

The EILs are associated with selected metals and organic compounds. The EILs are site specific and are determined by calculating an Ambient Background Concentration (ABC) and an Added Contaminant Limit (ACL) for the site, which are added together to get the EIL.

In accordance with NEPM 2013, exceedance of the criteria does not necessarily deem that remediation is required, but is a trigger for further assessment of the extent of contamination and associated risks. The adopted criteria are presented in the results summary table in Appendix B.

### 3 METHODOLOGY

In accordance with the relevant sections of the *National Environmental Protection (Assessment of Site Contamination) Measure 1999 (Amended 2013)*, the assessment involved the following process:

- A brief study of site history, with the aim of identifying past activities on or near the site that might have the potential to cause contamination;
- Review of available recent and historical aerial photography for the last 50 years;
- A search of NSW EPA records, or contaminated land notifications on the site;
- Government records of groundwater bores in the area;
- Land title search of the respective lots available from the Land Titles Office;
- Using the above information, characterise the site into Areas of Environmental Concern, in which the potential for contamination has been identified, and nominate Chemicals of Concern that might be associated with those activities;
- Undertake targeted sampling and analysis at the selected Areas of Concern to allow some preliminary analysis of the presence of contamination;
- Analyse samples for a suite of potential contaminants associated with the past activities; and
- Evaluate the results against industry accepted criteria for the proposed landuse.

### 4 SITE SETTING AND HISTORY

#### 4.1 Site Description

The site is located on the eastern bank of the Camden Haven River to the south of Homedale Road in an area of gently to moderately undulating topography where it is situated on the middle to lower slopes of a low hill as shown in Figure 1.

A satellite image that shows the location of the site and the site setting is reproduced below.



**Plate 1:** Satellite image dated 2012 obtained from Department of Property Information that illustrates the site location and setting. The approximate boundaries of Lot 1 DP116722 are outlined in red.

#### 4.2 Historical Aerial Photography

Aerial photographs of the site were purchased from the NSW Spatial Services and reviewed to assist in identifying past land uses that may contribute to site contamination. The results of the review are summarised in Table 1.





Table 1- Aerial Photograph Summary

Year	Site (Lot 1 DP116722)	Surrounding Land
1969	<p>The western two thirds of the site are mostly cleared for grazing. The eastern third is mostly forested apart from a cleared power easement running parallel to the Highway.</p> <p>Homedale Road enters the site from the north. Three structures are located on the road near the northern boundary (location of old chimneys that are still present). The road continues to the south to the centre of the lot where there is a large structure, possibly a timber mill. To the east of the structure there appears to be an open hard stand area.</p> <p>Two small shed structures are present in the field to the south of the large structure. A possible structure is located to the west of the main building on the river flat.</p>	<p>Cleared farmland is located to the south and north with pockets of thick vegetation. The Camden Haven River forms the western boundary and Nancy Bird Walton Drive, (former Pacific Highway), forms the eastern boundary.</p>
1997	<p>All previous buildings have been demolished except for a small shed with a metal roof in the south east of the site. The access road has been realigned to the east and leads to a large dwelling with metal roof is visible in the centre of the lot. A metal shed is located to the east of the dwelling adjacent to the old shed and rows of plants are visible between the structures. A large dam is located to the north east of the shed.</p>	<p>A dam is located along the southern boundary. Some vegetation has been cleared to the north.</p>
2005 (Google Earth)	No significant change.	No significant change.
2019 (Google Earth)	<p>Rows of pot plants are visible on the eastern side of the metal nursery shed. Chimneys are still visible in the north of the site. Building materials are stockpiled near the northern boundary adjacent to the access road.</p>	<p>A residential subdivision is under construction to the north of the site and several dwellings have been constructed on the north eastern site boundary.</p>

#### 4.3 NSW EPA Records

A check with the NSW EPA website ([www.epa.nsw.gov.au](http://www.epa.nsw.gov.au)) revealed that no notices have been issued on the site under the Contaminated Land Management Act (1997).



#### 4.4 Land Title Search

A list of past registered proprietors and lessors of the site was obtained from the Land Titles Office. A summary of the title details is included in Appendix A.

The title history search revealed the following:

- 1893 -1893: Laurence Stenland, grantee;
- 1893 – 1897: Justin Mc Sweeney, railway contractor;
- 1897 – 1901: Australasian Timber Company Limited;
- 1901 – 1904: Allen Taylor, timer merchant & shipowner, Robert Murray McCheyne Anderson, timber merchant;
- 1904 – 1907: Donald Stewart, cattle dealer;
- 1907 – 1954: Farquhar Wallace, school teacher;
- 1954 – 1954: Farquhar Wallace, retired farmer;
- 1954 – 1959: Eric Gordon Wallace, farmer Vera Mary Stephen, married woman, Annie Jean Wallace, spinster;
- 1959 – 1978: Eric Gordon Wallace, farmer Annie Jean Wallace, spinster;
- 1978 – 2014: Ian William Bailey, architect;
- 2014 – 2017: Beverley Anne Georgeson; and
- 2017 – to date: Yevrah Super Pty Ltd and Jojeni Investments Pty Ltd.

#### 4.5 Lot Zoning

Reference to the Port Macquarie Hastings Council Local Environment Plan (LEP) indicates the lot is currently zoned RU1 – Primary Production.

#### 4.6 Geology

The site is situated in an area underlain by the Mingaletta Formation which includes lithic sandstone, siltstone, mudstone, tuff and limestone.

The Port Macquarie 1:100,000 Coastal Quaternary Geology Sheet indicates an alluvial Tertiary to Pleistocene high-level terrace is present in the south eastern corner of the lot on the river flats which can include silt, clay, gravel and fluvial sand.

#### 4.7 Groundwater

A groundwater bore search on the Water NSW website indicates that there are no licensed groundwater bores within 500m of the site boundary. The nearest licensed bore is located approximately 700m to the east.



The monitoring well located 700m to the east of the site was a private test bore. The observed profile comprised clay to 8.2m overlying weathered rock.

Regional groundwater flow direction typically follows topographic slopes, which for this site would be towards the south west to the Camden Haven River.

#### 4.8 Site Observations

Fieldwork was undertaken on 27 February 2020. Observations made during the site visit are summarised below:

- Stormwater from Homedale Road discharges into a drainage line that enters the site from the northern boundary and flows into a large dam near the centre of the lot. The dam comprises a fill embankment up to 2m in height along the southern boundary. A stockpile of clay is located to the south of the dam;
- Stockpiles of soil and miscellaneous building materials that included concrete blocks and plastic pipes are located near the northern site boundary to the west of Homedale Road;
- Two large metal boilers and two old brick chimneys are located on the ridge in the north;
- A gravel driveway connects Homedale Road to the existing metal shed and dwelling;
- A metal shed on a concrete slab is located to the south west of the dam. The shed contained nursery and farm equipment including mowers, fuel cans and tools;
- An old farm shed on concrete slab is located to the south of the metal shed. The old shed has partially collapsed and had timber and fibre cement sheeting and a metal roof. Nursery supplies and building materials were present in the shed;
- Rows of pot plants on an area of hardstand approximately 50m x 50m are located to the east of the metal shed;
- A residential dwelling of timber construction with a metal roof is located to the west of the metal shed;
- Miscellaneous building materials that included bricks, timber, pavers and roofing sheets are stockpiled to the north of the metal shed;
- Cleared power easement located in east of lot with power lines and timber poles; and
- Vegetation comprised pasture grasses with scattered trees.

Typical site photographs are presented below.



*Looking east at metal shed where nursery equipment stored, located to the south west of large dam.*



*Old shed that had partially collapsed. Wall on western side was of corrugated fibre cement construction.*



*Two metal boilers and two brick chimneys present at inferred location of previous cottages.*



*Building materials on surface, to north of nursery shed.*



*Existing timber dwelling.*



*Building materials stored on pallets at site entrance near Homedale Road.*



#### 4.9 Historical Information

Reference to a historical tourist board at Herons Creek indicates that a historical timber getting tramway known as the "Turpentine Tramway" once operated between Logans Crossing and a timber saw mill located on Homedale Road. The mill was built by a Justin McSweeney who established the Federal Timber Company and it operated from 1897 to 1901. Justin Mc Sweeney was the proprietor of the site from 1893 to 1897 (refer Section 4.4).

#### 4.10 Site History Summary

Based on available data the chronological development of the site was undertaken as summarised below:

- The site was purchased by Justin McSweeney in 1893. The historical tourist board notes he built a timber mill on the site at that time. The site was then owned by timber milling interests from 1897 to 1904;
- Aerial photographs indicate several buildings in the north west of the lot in 1969 where the two brick chimneys are present. The buildings are believed to be six cottages that were part of a small timber mill community known as Struggletown;
- The 1969 aerial photograph indicates several structures were present on the site as shown in Figure 2 including a large structure that may be the remnants of the historical mill. It was located slightly to the north of the existing dwelling. Most of the structures present in 1969 were subsequently demolished, with the exception of one small shed near the large metal shed that is of part fibre cement construction;
- The single storey dwelling of timber construction and the large metal shed in the centre of the site were constructed prior to 1997;
- A nursery was present on the site prior to 1997 and is still operational. Pot plants are being produced and are stored to the east of the main shed; and
- The property was brought in 2017 by Yevrah Super Pty Ltd and Jojeni Investments Pty Ltd.

### 5 SITE CONTAMINATION ASSESSMENT

#### 5.1 Conceptual Site Model

Based on the site observations and knowledge obtained about site activities as outlined above, potential Areas of Concern and Chemicals of Concern were identified for the assessment as outlined in Table 2.



Table 2: Conceptual Site Model

Area of Concern	Mode of Potential Contamination	Chemicals of Concern	Targeted Sampling Location
AEC1: Soils in vicinity of Existing Sheds/Nursery	Potential spillage of chemicals from containers including cleaning fluids/ fuel/oils, herbicide/ pesticide	Heavy Metals, TPH, BTEX, PAH, OC/OPP	TP1, TP2, TP3, TP4, TP7, TP8
AEC2: Fill Stockpiles	Imported fill of unknown origin	Heavy Metals, TPH, BTEX, PAH, OC/OPP, asbestos	TP5, TP6, TP13, TP14
AEC3: Gravel hardstand	Leakage of fuels/oils from parked vehicles or potential spillages from herbicide/ pesticide	Heavy Metals, TPH, BTEX, PAH, OC/OPP	TP3, TP9
AEC4: Soils in vicinity of previous structures that have been demolished.	Building waste, lead based paint, asbestos or ash, sawmill waste burn pits	Heavy Metals, TPH, BTEX, PAH, OC/OPP, asbestos	TP10, TP11, TP12
<i>Heavy Metals - Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel and Zinc</i> <i>BTEX - Benzene, Toluene, Ethylbenzene and Xylene</i> <i>TPH - Total Petroleum Hydrocarbons</i> <i>PAH - Polycyclic Aromatic Hydrocarbons</i> <i>OC/OPP - Organochlorine and Organophosphorus Pesticides</i>			

The risk of groundwater contamination at the site was considered low as the potential sources of contamination were typically of surface origin. An assessment of groundwater was therefore not undertaken as part of this preliminary contamination assessment. Assessment of soil vapours were not undertaken as it is also beyond the scope of this preliminary contamination assessment.

## 5.2 Plausible Exposure Pathways

The presence of measurable concentrations of chemical substances does not automatically imply that the site will cause harm. In order for this to be the case an exposure route must be present allowing a source to adversely affect a receptor.

Based on the site observations and knowledge obtained about site activities as outlined above, potential exposure routes linking chemicals of concern with identified receptors to form plausible exposure routes are summarised in Table 3.



Table 3: Plausible Exposure Pathways

Area of Concern	Chemicals of Concern	Exposure Route	Receptors	Comment
AEC1: Soils in vicinity of Existing Sheds/Nursery	Heavy Metals, TPH, BTEX, PAH, OC/OPP	Inhalation, dermal contact, ingestion	Site workers during excavations for services etc and site users	Possible risk considering age of existing structures and operation nursery present
AEC2: Fill Stockpiles	Heavy Metals, TPH, BTEX, PAH, OC/OPP, asbestos	Inhalation, dermal contact, ingestion	Site workers during excavations for services etc and site users	Fill of unknown origin
AEC3: Gravel hardstand	Heavy Metals, TPH, BTEX, PAH, OC/OPP	Inhalation, dermal contact, ingestion	Site workers during excavations for services etc and site users	Gravel hardstand may be of recent origin
AEC4: Soils in vicinity of previous structures that have been demolished.	Heavy Metals, TPH, BTEX, PAH, OC/OPP, asbestos	Inhalation, dermal contact, ingestion	Site workers during excavations for services etc and site users	Possible risk from historical site developments

### 5.3 Field Work

Field work for the assessment was undertaken on 27 February 2020. Fieldwork included:

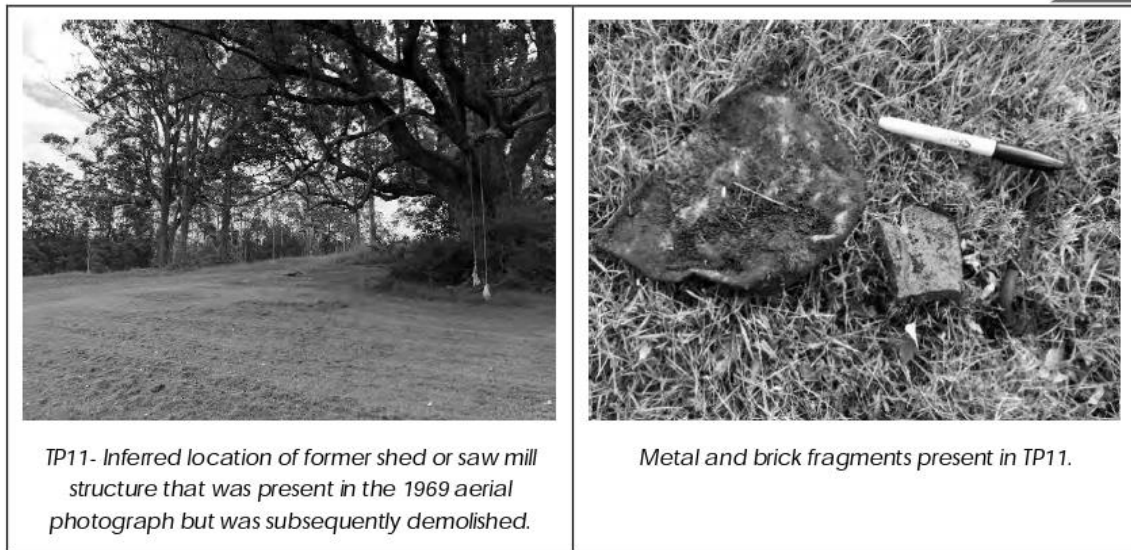
- Site walkover to assess visible surface conditions and identify any evidence of contamination, or past activities that may cause contamination;
- 14 shallow test pits undertaken by hand tools, logged and sampled by an Engineering Geologist; and
- Test pit locations were based on professional judgement with consideration of the site history and visible site features.

The locations of the test pits are shown on Figure 1. They were obtained on site by measurement relative to existing site features.

Soil samples were taken from selected depths using disposable gloves and hand tools which were decontaminated between sampling points using Decon90 detergent and deionised water. The samples were collected in acid-rinsed 250mL glass jars and placed in an ice-chilled cooler box.

Test holes encountered topsoil overlying residual clays. Topsoil and clay fill were encountered at TP5, TP6, TP11, TP12 and TP13. Mixed building waste including metal and bricks fragments were present to 0.3m depth at TP11.





#### 5.4 Laboratory Testing

Samples were transported under chain-of-custody conditions to a NATA accredited specialist chemical testing laboratory, to be tested for the following suite of contaminants:

- Polycyclic Aromatic Hydrocarbons (PAH)
- Total Petroleum Hydrocarbons (TPH)
- Benzene, Toluene, Ethyl-benzene, Xylenes (BTEX)
- Organochlorine Pesticides (OC/OPs)
- Heavy metals (arsenic, cadmium, chromium, cobalt, copper, lead, mercury, and zinc)
- Presence of asbestos
- Cation Exchange Capacity (CEC), pH and EC (Background soil properties)

The results are presented in Appendix C. Summary table of the results comparing them to the adopted guidelines is also presented in Appendix C. Chain of custody sheets are presented with the results in Appendix B.

#### 5.5 Quality Control

Samples were obtained using industry accepted protocols for sample treatment, preservation, and equipment decontamination. A duplicate of sample TP10 (0.1 – 0.2m) was submitted to the laboratory for analysis as TP10B (0.1 – 0.2m). Results of the duplicate analysis indicated heavy metal concentrations correlated well between the samples.

The Relative Percent Differences (RPDs) were calculated for the duplicate sample and presented in the results summary table in Appendix B. The RPDs were within the control limit of 30% and indicated generally good correlation between the primary and duplicate samples.



In addition to the field QC procedures, the laboratory conducted internal quality control testing including surrogates, blanks, and laboratory duplicate samples. The results are presented with the laboratory test results in Appendix B.

On the basis of the results of the field and laboratory quality control procedures and testing the data is considered to reasonably represent the concentrations of contaminants in the soils at the sample locations at the time of sampling and the results can be adopted for this assessment.

## 5.6 Analysis Results

An appraisal of the laboratory test results presented in Appendix C is provided below with reference to the adopted soil investigation and screening levels discussed in Section 2.

- EILs are site specific and are determined by calculating an Ambient Background Concentration (ABC) and an Added Contaminant Limit (ACL) for the site. ABC values taken from TP10 to the north west of dwelling. EILs are presented in the Summary Table in Appendix B and further summarised in Table 3:

**Table 3: EILs Summary (With Reference to NEPM, Schedule B1)**

Analyte	ABC - TP10 (mg/kg)	EIL – Aged Residential Landuse (mg/kg)
Copper	<5	45
Arsenic	<5	100
Lead	12	1100
Nickel	<2	7
Chromium (III)	<2	410
Zinc	16	170

- Nickel, zinc and copper concentrations in several samples exceeded the calculated EILs;
- Concentrations of lead were detected in most samples and exceeded the adopted HIL in two samples (TP8, 0 – 0.05m & TP11, 0 – 0.1m);
- TP11 is located in the inferred position of the possible shed or sawmill structure (= AEC 4) that was present in the 1969 aerial photograph but was subsequently demolished;
- TP8 is located near the old shed (= AEC1) that is of part fibre cement sheeting construction and was present in the 1969 aerial photograph;
- Concentrations of the remaining heavy metals were below adopted health investigation criteria;
- Concentrations of hydrocarbon contaminants were below the laboratory limit of reporting;



- Concentrations of herbicide/pesticide contaminants were below the laboratory limit of reporting; and
- Asbestos was not detected in the one soil sample and one fibro sample submitted.

## 6 ASSESSMENT AND CONCLUSIONS REGARDING SITE CONTAMINATION

### 6.1 Assessment

The site contained a number of Areas of Concern and there are some areas that will require a Stage 2 Contamination assessment and localised remediation prior to residential development as detailed in Section 6.2.

The following recommendations are also made:

- Prior to site demolition works of existing structures, a hazardous material inspection should be undertaken to determine if hazardous materials including asbestos are present so that potentially hazardous materials can be removed appropriately during demolition and site development works;
- Containers of various chemicals (oils, solvents and the like) present within the sheds should be disposed of in accordance with Council and NSW EPA requirements prior to demolition works;
- Domestic and miscellaneous waste that is present across the site (AEC2) should be collected and disposed of in accordance with Council and NSW EPA requirements. Where stockpiles of waste materials are present a surface walkover inspection of the exposed soils should be undertaken once the stockpiles are removed to confirm potential contamination has been removed;
- Site soils in several locations, notably in vicinity of existing sheds/nursery (AEC1) and previous structures that have been demolished (AEC4) (samples TP2 0 – 0.1m, TP8 0 – 0.5m, TP11 0 – 0.1m and TP12 0 – 0.1m) exceeded heavy metal EILs and plant growth may therefore be restricted in these areas. However, it is noted that recent residential developments typically result in the majority of the lots being covered by building or hard surfaces such as driveways and there is limited area available for vegetation growth; and
- Stockpiles of material present on site will require Excavated Natural Material Exemption (ENM) (2014) testing if they are to be removed off site.

### 6.2 Recommended Stage 2 Contamination Assessment

A Stage 2 Contamination assessment is recommended for the following Areas of Concern identified within the site:

- AEC 1A – Soils around the old shed contained lead concentrations that exceeded the adopted HIL for residential land use. A grid of four samples, 5m from the original TP8 location is recommended to delineate the potential extent of contaminants. It is possible that the lead concentrations present are associated with lead based paint used on the old shed walls. Visual inspection of soils in this vicinity should be undertaken to identify possible sources of lead impacts including paint flecks or ash/cinders;
- AEC 4A - Soil where mixed fill was encountered at TP11 contained lead concentrations that exceeded the adopted HIL for residential land use. A series of test pits is recommended on a 5m grid around TP11 and an assessment undertaken of the exposed profile for the



presence of contaminants and unsuitable material that contains building waste. Test pits should be stepped out to define the limit of building waste present. It is possible that the lead concentrations present are associated with lead based paint used in an old building that was demolished in this vicinity;

- AEC4 - Aerial photographs indicate several structures were present in 1969 and were subsequently demolished prior to 1997. One sample (TP12 0 – 0.1m) obtained from the previous cottages (AEC4C) revealed a concentration of lead which was elevated but slightly below the HIL. As such there is potential for unidentified heavy metal contamination in the upper soil profile. It is recommended that a series of test pits on a 10m grid around TP12 and the two other possible shed structures identified in the 1969 aerial photograph (AEC 4B and 4D) be undertaken and assessment of the exposed profile for the presence of contaminants including heavy metals, and unsuitable material that contains building waste. These locations are shown on Figure 1;
- As the source of lead and other heavy metal impacts is unknown at this stage the analytical suite should include the full range of metals included in Table 1A(1) and Tables 1B(1) to 1B(5) of Schedule B1 of the NEPM; and
- Conduct a site walkover assessment of the power easement located in the eastern part of the site adjacent to the highway to identify any additional potential AEC's if the easement will be located within any potential residential building lots. This area was not included in the site walkover during the Stage 1 SCA.

### 6.3 Remedial Action Plan (RAP)

The Stage 2 Contamination Assessment is required to assist preparation of a Remedial Action Plan (RAP). The RAP will outline the methodology required for necessary remedial works including the localised removal of soils impacted by lead.

For the isolated hot spots that have been delineated by further assessment, remediation will typically comprise these areas to be identified and delineated on site and are then excavated to a depth of approximately 0.2m below ground surface to remove the contamination. The excavations should then be validated by a suitably qualified person to ensure that all contaminated material has been removed from the area. Waste classification of the excavated materials will be required prior to disposal in accordance with NSW EPA requirements.

The NSW EPA (2020) *Guidelines for Consultants Reporting on Contaminated Land* provides requirements that are to be considered in the preparation of RAPs which should address the following:

- Remediation goals;
- Discussion of the extent of remediation required;
- Discussion of possible remediation options;
- Rationale for selecting the preferred remedial option;
- Proposed validation testing;
- Contingency plans for unexpected findings; and
- Health, Safety, Security and Environmental (HSSE) requirements



A Validation Report will be required following the remedial works, summarising the results of the soil remediation and validation of the site. The report should be prepared in accordance with relevant sections of the NSW EPA (2020) *Guidelines for Consultants Reporting on Contaminated Land*.

#### 6.4 Summary

Based on the results obtained in this investigation the site would be considered suitable for the proposed residential land use with regard to the presence of soil contamination provided the recommendations and advice of this report are adopted, including the Stage 2 Site Contamination Assessment, and demolition and site preparation works are conducted in accordance with appropriate site management protocols and legislative requirements.

### 7 LIMITATIONS

The findings presented in the report and used as the basis for recommendations presented herein were obtained using normal, industry accepted environmental design practises and standards. To our knowledge, they represent a reasonable interpretation of the general condition of the site. Under no circumstances, however, can it be considered that these findings represent the actual state of the site at all points.

If site conditions encountered during construction vary from those discussed in this report, or, if potentially contaminated soils that contain foreign materials, or, soils with strong odours are encountered during future works then Regional Geotechnical Solutions Pty Ltd should be contacted for further advice.

This report alone should not be used by contractors as the basis for preparation of tender documents or project estimates. Contractors using this report as a basis for preparation of tender documents should avail themselves of all relevant background information regarding the site before deciding on selection of construction materials and equipment.

If you have any questions regarding this project, or require any additional consultations, please contact the undersigned.

For and on behalf of

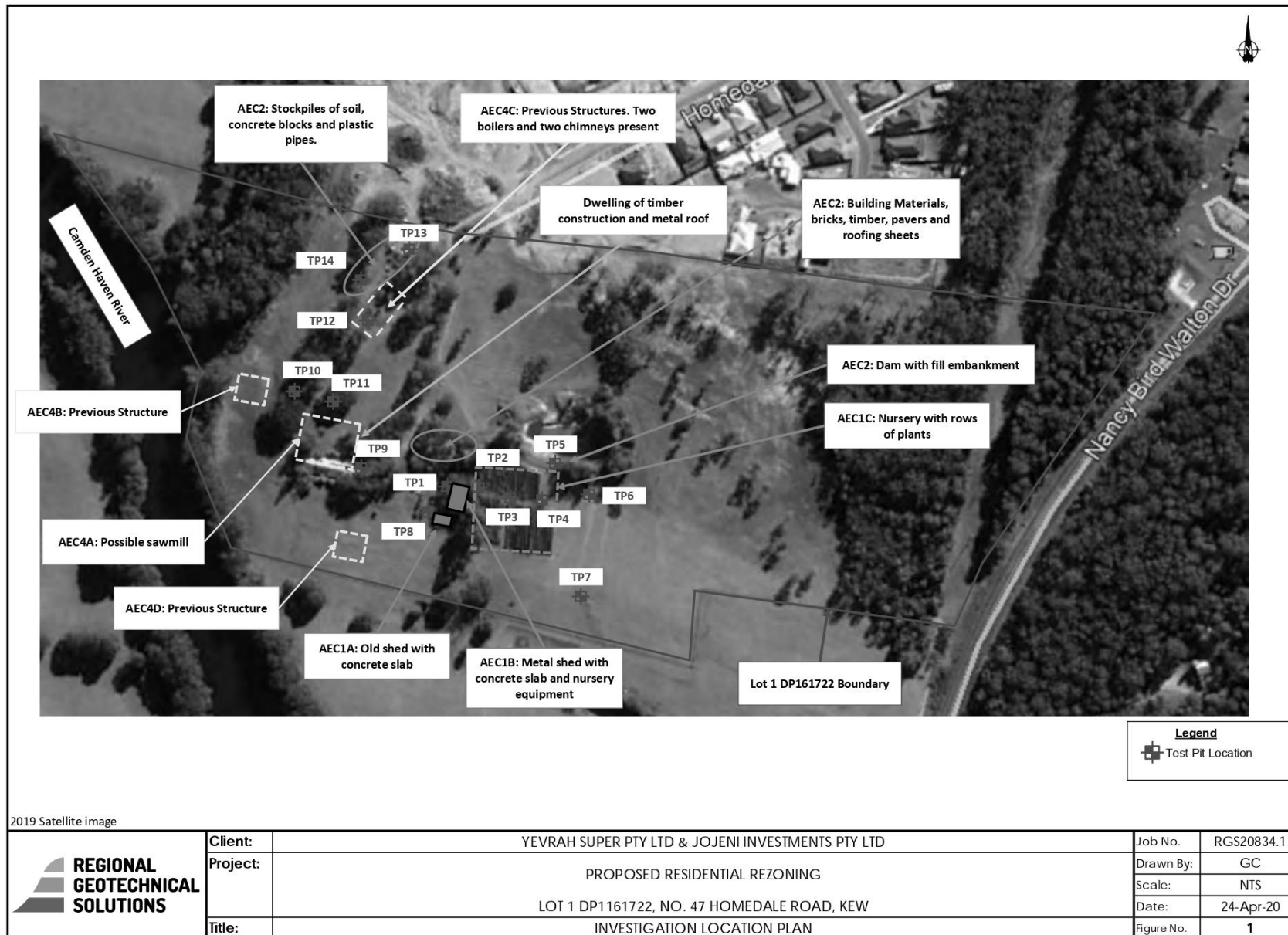
Regional Geotechnical Solutions Pty Ltd

**Tim Morris**

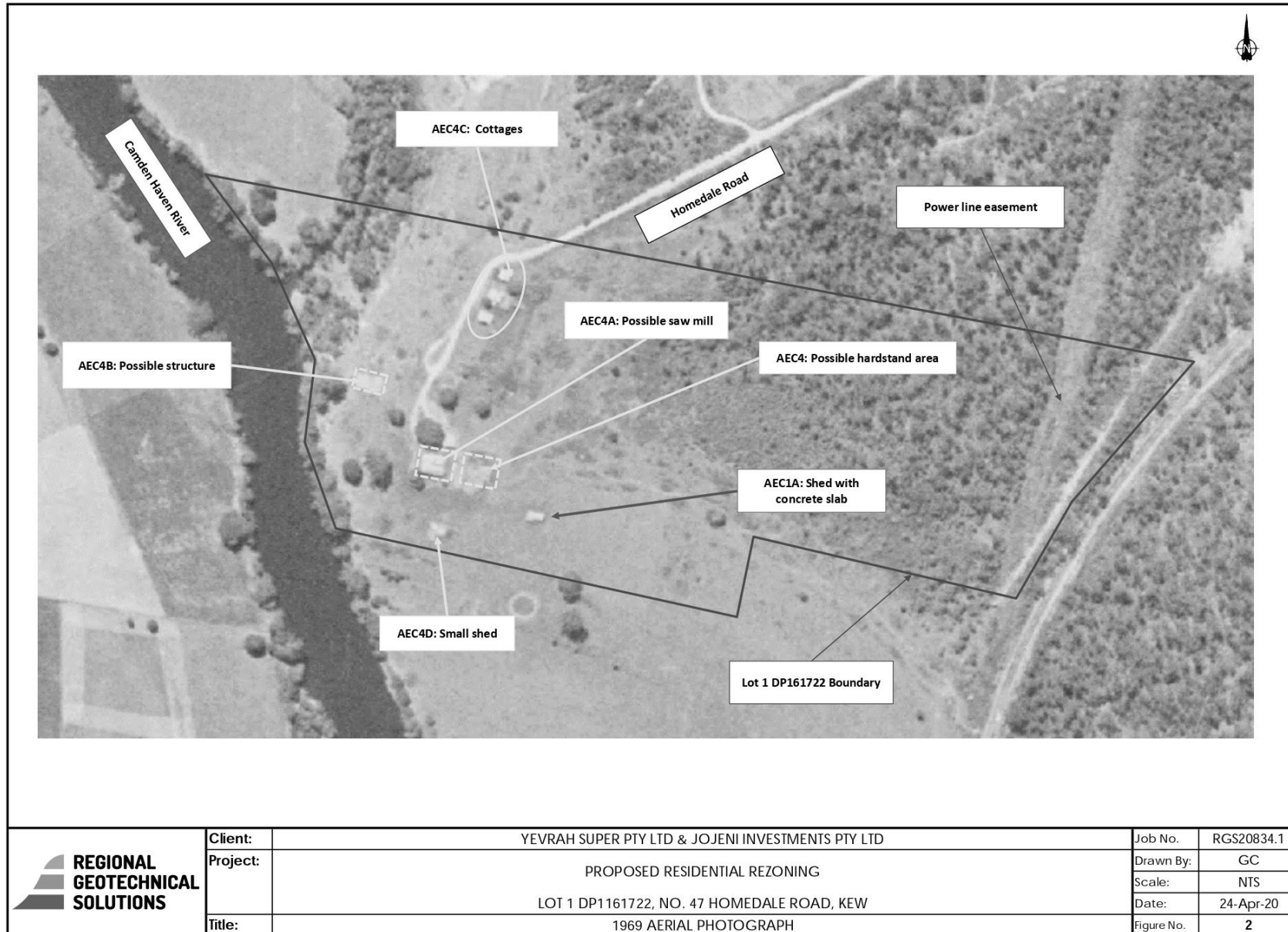
Associate Engineering Geologist



## Figures









## **Appendix A**

### **Site History Documentation**

**ADVANCE LEGAL SEARCHERS PTY LIMITED**

(ACN 147 943 842)  
ABN 82 147 943 842

18/36 Osborne Road,  
Manly NSW 2095

Telephone: +612 9977 6713  
Mobile: 0412 169 809  
Email: search@alsearchers.com.au

12<sup>th</sup> March 2020

**REGIONAL GEOTECHNICAL SOLUTIONS PTY LTD**

1/12 Jindalee Road  
**PORT MACQUARIE NSW 2444**

**Attention: Grant Colliar**

**RE: 47 Homedale Road,  
Kew  
RGS20834.1**

:

**Current Search**

Folio Identifier 1/1161722 (title attached)  
DP 1161722 (plan attached)  
Dated 11<sup>th</sup> March 2020  
Registered Proprietor:  
**YEVRAH SUPER PTY LTD  
JOJENI INVESTMENTS PTY LTD**

**Title Tree**  
**Lot 1 DP 1161722**

Folio Identifier 1/1161722

Folio Identifier 1/564615

Certificate of Title Volume 12341 Folio 46

Certificate of Title Volume 6858 Folio 201

Certificate of Title Volume 1097 Folio 207

\*\*\*\*

**Summary of proprietor(s)  
Lot 1 DP 1161722**


<b>Year</b>	<b>Proprietor(s)</b>
	<b>(Lot 1 DP 1161722)</b>
2017 – todate	Yevrah Super Pty Ltd Jojeni Investments Pty Ltd
2014 – 2017	Beverley Anne Georgeson
2011 – 2014	Ian William Bailey, architect
	<b>(Lot 1 DP 564615)</b>
1988 – 2011	Ian William Bailey, architect
	<b>(Lot 1 DP 564615 – CTVol 12341 Fol 46)</b>
1978 – 1988	Ian William Bailey, architect
1974 – 1978	Eric Gordon Wallace, farmer Annie Jean Wallace, spinster
	<b>(Portions 18, 21 &amp; 106 Parish Camden Haven – Area 113 Acres – CTVol 6858 Fol 201)</b>
1959 – 1974	Eric Gordon Wallace, farmer Annie Jean Wallace, spinster
1954 – 1959	Eric Gordon Wallace, farmer Vera Mary Stephen, married woman Annie Jean Wallace, spinster
1954 – 1954	Farquhar Wallace, retired farmer
	<b>(Portions 21 &amp; 106 Parish Camden Haven – Area 80 Acres – CTVol 1097 Fol 207)</b>
1907 – 1954	Farquhar Wallace, school teacher
1904 – 1907	Donald Stewart, cattle dealer
1901 – 1904	Allen Taylor, timer merchant & shipowner Robert Murray McCheyne Anderson, timber merchant
1897 – 1901	Australasian Timber Company Limited
1893 – 1897	Justin Mc Sweeney, railway contractor
1893 – 1893	Laurence Stenland, grantee

\*\*\*\*



## **Appendix B**

### **Laboratory Test Result Sheets**

Comparison of Contamination Analysis Results with Adopted Investigation Levels (Results in mg/kg) National Environment Protection (Assessment of Site Contamination) Measure (NEPM 2013)																							
 REGIONAL GEOTECHNICAL SOLUTIONS		Client: Yewrah Super Pty Ltd & Jojeni Investments Pty Ltd Job No. RGS20834.1 Project: Proposed Residential Rezoning Location: No. 47 Homedale Road Kew																					
SAMPLE	DEPTH (m)	Material	Asbestos Presence	TOTAL RECOVERABLE HYDROCARBONS					PAH		DDT+DDE	Aldrin	PCB	BTEX		Heavy Metals							
				C6-C10	C10-C16	C16-C34	C34-C40	TOTAL	Total	b-a-p (TEQ)	Pesticides	Pesticides		Sum	Naphthalene	As	Cd	Cr (Total)#	Cu	Pb	Ni	Zn	Hg
TP2	0 - 0.1	TOPSOIL	--	<10	<50	<100	<100	<50	<0.5	<0.5	<0.05	<0.05	<0.1	<0.2	<1	<5	<1	4	5	10	<2	180	<0.1
TP3	0 - 0.1	FILL	--	--	--	--	--	--	--	--	--	--	--	--	--	5	<1	11	10	<5	5	42	<0.1
TP4	0 - 0.1	FILL	--	<10	<50	<100	<100	<50	<0.5	<0.5	<0.05	<0.05	<0.1	<0.2	<1	<5	<1	4	7	<5	2	24	<0.1
TP5	0 - 0.5	FILL	--	--	--	--	--	--	--	--	--	--	--	--	--	<5	<1	5	<5	10	<2	<5	<0.1
TP7	0 - 0.1	TOPSOIL	--	--	--	--	--	--	--	--	--	--	--	--	--	<5	<1	8	<5	8	<2	10	<0.1
TP8	0 - 0.5	FILL	NO	--	--	--	--	--	--	--	--	--	--	--	--	6	<1	8	8	354	2	460	<0.1
TP10	0 - 0.1	TOPSOIL	--	--	--	--	--	--	--	--	--	--	--	--	--	<5	<1	<2	<5	12	<2	16	<0.1
TP11	0 - 0.1	FILL	--	<10	<50	<100	<100	<50	<0.5	<0.5	<0.05	<0.05	<0.1	<0.2	<1	33	4	18	68	542	37	1740	<0.1
TP12	0 - 0.1	FILL	--	<10	<50	<100	<100	<50	<0.5	<0.5	<0.05	<0.05	<0.1	<0.2	<1	11	4	5	39	274	3	1290	<0.1
TP14	0 - 0.1	FILL	--	--	--	--	--	--	--	--	--	--	--	--	--	<5	<1	4	13	21	<2	63	<0.1
TP10B (duplicate of TP10 0 - 0.1) RPD %	0 - 0.1	TOPSOIL	--	--	--	--	--	--	--	--	--	--	--	--	--	<5	<1	<2	<5	15	<2	20	<0.1
As-01	--	Fibro	No																2			2	
<b>CRITERIA (NEPM 2013)</b>																							
Health Investigation Level (HIL)*:				45	110				300	3	240	6				100	20	100##	600	300	400	7400	40
Health Screening Level (HSL)**:				180	120	300	2800																
Ecological Screening Level (ESL)***:																							
Ecological Investigation Level (EIL)@:															170	100		570	35	1100	4	110	

**CRITERIA:**

\* Health Based Investigation Levels for Residential A (NEPM 2013)

\*\* Health Screening Level (F2) for residential land use and coarse grained soil (sand), 0 - 1m depth

\*\*\* Ecological Screening Level for residential land use

@ Ecological Investigation Level - aged (&gt;2 years) for residential land use

# Total Chromium (CRIII + CRVI)

Denotes concentration exceeds health based guideline for Residential A site

Denotes concentration exceeds ecological guideline for Residential A site

Denotes concentration exceeds health and ecological based guideline for Residential A site





## CERTIFICATE OF ANALYSIS

Work Order	: <b>ES2007166</b>	Page	: 1 of 14
Client	: <b>REGIONAL GEOTECHNICAL SOLUTION</b>	Laboratory	: Environmental Division Sydney
Contact	: MR TIM MORRIS	Contact	: Customer Services ES
Address	: 44 BENT STREET WINGHAM NSW, AUSTRALIA 2429	Address	: 277-289 Woodpark Road Smithfield NSW Australia 2164
Telephone	: +61 02 6553 5641	Telephone	: +61-2-8784 8555
Project	: Rezoning	Date Samples Received	: 02-Mar-2020 09:50
Order number	: ---	Date Analysis Commenced	: 03-Mar-2020
C-O-C number	: ---	Issue Date	: 10-Mar-2020 16:04
Sampler	: ---		
Site	: ---		
Quote number	: EN/222		
No. of samples received	: 12		
No. of samples analysed	: 12		



This report supersedes any previous report(s) with this reference. Results apply to the sample(s) as submitted. This document shall not be reproduced, except in full.

This Certificate of Analysis contains the following information:

- General Comments
- Analytical Results
- Descriptive Results
- Surrogate Control Limits

**Additional information pertinent to this report will be found in the following separate attachments: Quality Control Report, QA/QC Compliance Assessment to assist with Quality Review and Sample Receipt Notification.**

### *Signatories*

This document has been electronically signed by the authorized signatories below. Electronic signing is carried out in compliance with procedures specified in 21 CFR Part 11.

<i>Signatories</i>	<i>Position</i>	<i>Accreditation Category</i>
Alana Smylie	Asbestos Identifier	Newcastle - Asbestos, Mayfield West, NSW
Alex Rossi	Organic Chemist	Sydney Organics, Smithfield, NSW
Ankit Joshi	Inorganic Chemist	Sydney Inorganics, Smithfield, NSW
Celine Conceicao	Senior Spectroscopist	Sydney Inorganics, Smithfield, NSW
Dian Dao		Sydney Inorganics, Smithfield, NSW
Edwandy Fadjar	Organic Coordinator	Sydney Organics, Smithfield, NSW
Ivan Taylor	Analyst	Sydney Inorganics, Smithfield, NSW

RIGHT SOLUTIONS | RIGHT PARTNER

Page : 2 Of 14  
 Work Order : ES2007166  
 Client : REGIONAL GEOTECHNICAL SOLUTION  
 Project : Rezoning



### General Comments

The analytical procedures used by the Environmental Division have been developed from established internationally recognized procedures such as those published by the USEPA, APHA, AS and NEPM. In house developed procedures are employed in the absence of documented standards or by client request.

Where moisture determination has been performed, results are reported on a dry weight basis.

Where a reported less than (<) result is higher than the LOR, this may be due to primary sample extract/digestate dilution and/or insufficient sample for analysis.

Where the LOR of a reported result differs from standard LOR, this may be due to high moisture content, insufficient sample (reduced weight employed) or matrix interference.

When sampling time information is not provided by the client, sampling dates are shown without a time component. In these instances, the time component has been assumed by the laboratory for processing purposes.

Where a result is required to meet compliance limits the associated uncertainty must be considered. Refer to the ALS Contact for details.

Key : CAS Number = CAS registry number from database maintained by Chemical Abstracts Services. The Chemical Abstracts Service is a division of the American Chemical Society.  
 LOR = Limit of reporting  
 ^ = This result is computed from individual analyte detections at or above the level of reporting  
 ø = ALS is not NATA accredited for these tests.  
 ~ = Indicates an estimated value.

- ALS is not NATA accredited for the analysis of Exchangeable Cations on Alkaline Soils when performed under ALS Method ED006.
- Benzo(a)pyrene Toxicity Equivalent Quotient (TEQ) per the NEPM (2013) is the sum total of the concentration of the eight carcinogenic PAHs multiplied by their Toxicity Equivalence Factor (TEF) relative to Benzo(a)pyrene. TEF values are provided in brackets as follows: Benz(a)anthracene (0.1), Chrysene (0.01), Benzo(b+j) & Benzo(k)fluoranthene (0.1), Benzo(a)pyrene (1.0), Indeno(1.2.3.cd)pyrene (0.1), Dibenz(a,h)anthracene (1.0), Benzo(g,h,i)perylene (0.01). Less than LOR results for 'TEQ Zero' are treated as zero, for 'TEQ 1/2LOR' are treated as half the reported LOR, and for 'TEQ LOR' are treated as being equal to the reported LOR. Note: TEQ 1/2LOR and TEQ LOR will calculate as 0.6mg/Kg and 1.2mg/Kg respectively for samples with non-detects for all of the eight TEQ PAHs.
- EA200: Asbestos Identification Samples were analysed by Polarised Light Microscopy including dispersion staining.
- **EA200 Legend**
  - EA200 'Am' Amosite (brown asbestos)
  - EA200 'Cr' Crocidolite (blue asbestos)
  - EA200 'Ch' Chrysotile (white asbestos)
  - EA200: 'UMF' Unknown Mineral Fibres. "-" indicates fibres detected may or may not be asbestos fibres. Confirmation by alternative techniques is recommended.
  - EA200 'Trace' - Asbestos fibres ("Free Fibres") detected by trace analysis per AS4964. The result can be interpreted that the sample contains detectable 'respirable' asbestos fibres
  - EA200: For samples larger than 30g, the <2mm fraction may be sub-sampled prior to trace analysis as outlined in ISO23909:2008(E) Sect 6.3.2-2
  - ED007 and ED008: When Exchangeable Al is reported from these methods, it should be noted that Rayment & Lyons (2011) suggests Exchange Acidity by 1M KCl - Method 15G1 (ED005) is a more suitable method for the determination of exchange acidity (H+ + Al3+).
  - EA200: 'Yes' - Asbestos detected by polarised light microscopy including dispersion staining.
  - EA200: 'No' - No asbestos found, at the reporting limit of 0.1g/kg, by polarised light microscopy including dispersion staining. Asbestos material was detected and positively identified at concentrations estimated to be below 0.1g/kg.
  - EA200: 'No' - No asbestos found at the reporting limit 0.1g/kg, by polarised light microscopy including dispersion staining.
  - EA200: N/A - Not Applicable

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**Analytical Results**

Sub-Matrix: SOIL (Matrix: SOIL)				Client sample ID	TP2 0-0.1	TP3 0-0.1	TP4 0-0.1	TP5 0-0.05	TP7 0-0.1
Client sampling date / time					[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]
Compound	CAS Number	LOR	Unit		ES2007166-001	ES2007166-002	ES2007166-003	ES2007166-004	ES2007166-005
					Result	Result	Result	Result	Result
<b>EA055: Moisture Content (Dried @ 105-110°C)</b>									
Moisture Content	----	1.0	%		35.3	9.7	42.4	18.3	40.3
<b>EG005(ED093)T: Total Metals by ICP-AES</b>									
Arsenic	7440-38-2	5	mg/kg		<5	5	<5	<5	<5
Cadmium	7440-43-9	1	mg/kg		<1	<1	<1	<1	<1
Chromium	7440-47-3	2	mg/kg		4	11	4	5	8
Copper	7440-50-8	5	mg/kg		5	10	7	<5	<5
Lead	7439-92-1	5	mg/kg		10	<5	<5	10	8
Nickel	7440-02-0	2	mg/kg		<2	5	2	<2	<2
Zinc	7440-66-6	5	mg/kg		180	42	24	<5	10
<b>EG035T: Total Recoverable Mercury by FIMS</b>									
Mercury	7439-97-6	0.1	mg/kg		<0.1	<0.1	<0.1	<0.1	<0.1
<b>EP066: Polychlorinated Biphenyls (PCB)</b>									
Total Polychlorinated biphenyls	----	0.1	mg/kg		<0.1	----	<0.1	----	----
<b>EP068A: Organochlorine Pesticides (OC)</b>									
alpha-BHC	319-84-6	0.05	mg/kg		<0.05	----	<0.05	----	----
Hexachlorobenzene (HCB)	118-74-1	0.05	mg/kg		<0.05	----	<0.05	----	----
beta-BHC	319-85-7	0.05	mg/kg		<0.05	----	<0.05	----	----
gamma-BHC	58-89-9	0.05	mg/kg		<0.05	----	<0.05	----	----
delta-BHC	319-86-8	0.05	mg/kg		<0.05	----	<0.05	----	----
Heptachlor	76-44-8	0.05	mg/kg		<0.05	----	<0.05	----	----
Aldrin	309-00-2	0.05	mg/kg		<0.05	----	<0.05	----	----
Heptachlor epoxide	1024-57-3	0.05	mg/kg		<0.05	----	<0.05	----	----
<sup>^</sup> Total Chlordane (sum)	----	0.05	mg/kg		<0.05	----	<0.05	----	----
trans-Chlordane	5103-74-2	0.05	mg/kg		<0.05	----	<0.05	----	----
alpha-Endosulfan	959-98-8	0.05	mg/kg		<0.05	----	<0.05	----	----
cis-Chlordane	5103-71-9	0.05	mg/kg		<0.05	----	<0.05	----	----
Dieldrin	60-57-1	0.05	mg/kg		<0.05	----	<0.05	----	----
4,4'-DDE	72-55-9	0.05	mg/kg		<0.05	----	<0.05	----	----
Endrin	72-20-8	0.05	mg/kg		<0.05	----	<0.05	----	----
beta-Endosulfan	33213-65-9	0.05	mg/kg		<0.05	----	<0.05	----	----
<sup>^</sup> Endosulfan (sum)	115-29-7	0.05	mg/kg		<0.05	----	<0.05	----	----
4,4'-DDD	72-54-8	0.05	mg/kg		<0.05	----	<0.05	----	----
Endrin aldehyde	7421-93-4	0.05	mg/kg		<0.05	----	<0.05	----	----
Endosulfan sulfate	1031-07-8	0.05	mg/kg		<0.05	----	<0.05	----	----

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**Analytical Results**

Sub-Matrix: SOIL (Matrix: SOIL)				Client sample ID	TP2 0-0.1	TP3 0-0.1	TP4 0-0.1	TP5 0-0.05	TP7 0-0.1
Client sampling date / time					[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]
Compound	CAS Number	LOR	Unit		ES2007166-001	ES2007166-002	ES2007166-003	ES2007166-004	ES2007166-005
					Result	Result	Result	Result	Result
<b>EP068A: Organochlorine Pesticides (OC) - Continued</b>									
4,4'-DDT	50-29-3	0.2	mg/kg		<0.2	----	<0.2	----	----
Endrin ketone	53494-70-5	0.05	mg/kg		<0.05	----	<0.05	----	----
Methoxychlor	72-43-5	0.2	mg/kg		<0.2	----	<0.2	----	----
^ Sum of Aldrin + Dieldrin	309-00-2/60-57-1	0.05	mg/kg		<0.05	----	<0.05	----	----
^ Sum of DDD + DDE + DDT	72-54-8/72-55-9/50-2	0.05	mg/kg		<0.05	----	<0.05	----	----
<b>EP068B: Organophosphorus Pesticides (OP)</b>									
Dichlorvos	62-73-7	0.05	mg/kg		<0.05	----	<0.05	----	----
Demeton-S-methyl	919-86-8	0.05	mg/kg		<0.05	----	<0.05	----	----
Monocrotophos	6923-22-4	0.2	mg/kg		<0.2	----	<0.2	----	----
Dimethoate	60-51-5	0.05	mg/kg		<0.05	----	<0.05	----	----
Diazinon	333-41-5	0.05	mg/kg		<0.05	----	<0.05	----	----
Chlorpyrifos-methyl	5598-13-0	0.05	mg/kg		<0.05	----	<0.05	----	----
Parathion-methyl	298-00-0	0.2	mg/kg		<0.2	----	<0.2	----	----
Malathion	121-75-5	0.05	mg/kg		<0.05	----	<0.05	----	----
Fenthion	55-38-9	0.05	mg/kg		<0.05	----	<0.05	----	----
Chlorpyrifos	2921-88-2	0.05	mg/kg		<0.05	----	<0.05	----	----
Parathion	56-38-2	0.2	mg/kg		<0.2	----	<0.2	----	----
Pirimphos-ethyl	23505-41-1	0.05	mg/kg		<0.05	----	<0.05	----	----
Chlorfenvinphos	470-90-6	0.05	mg/kg		<0.05	----	<0.05	----	----
Bromophos-ethyl	4824-78-6	0.05	mg/kg		<0.05	----	<0.05	----	----
Fenamiphos	22224-92-6	0.05	mg/kg		<0.05	----	<0.05	----	----
Prothiofos	34643-46-4	0.05	mg/kg		<0.05	----	<0.05	----	----
Ethion	563-12-2	0.05	mg/kg		<0.05	----	<0.05	----	----
Carbophenothion	786-19-6	0.05	mg/kg		<0.05	----	<0.05	----	----
Azinphos Methyl	86-50-0	0.05	mg/kg		<0.05	----	<0.05	----	----
<b>EP075(SIM)B: Polynuclear Aromatic Hydrocarbons</b>									
Naphthalene	91-20-3	0.5	mg/kg		<0.5	----	<0.5	----	----
Acenaphthylene	208-96-8	0.5	mg/kg		<0.5	----	<0.5	----	----
Acenaphthene	83-32-9	0.5	mg/kg		<0.5	----	<0.5	----	----
Fluorene	86-73-7	0.5	mg/kg		<0.5	----	<0.5	----	----
Phenanthrene	85-01-8	0.5	mg/kg		<0.5	----	<0.5	----	----
Anthracene	120-12-7	0.5	mg/kg		<0.5	----	<0.5	----	----
Fluoranthene	206-44-0	0.5	mg/kg		<0.5	----	<0.5	----	----
Pyrene	129-00-0	0.5	mg/kg		<0.5	----	<0.5	----	----

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**Analytical Results**

Sub-Matrix: SOIL (Matrix: SOIL)				Client sample ID	TP2 0-0.1	TP3 0-0.1	TP4 0-0.1	TP5 0-0.05	TP7 0-0.1
Client sampling date / time					[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]
Compound	CAS Number	LOR	Unit		ES2007166-001	ES2007166-002	ES2007166-003	ES2007166-004	ES2007166-005
					Result	Result	Result	Result	Result
<b>EP075(SIM)B: Polynuclear Aromatic Hydrocarbons - Continued</b>									
Benz(a)anthracene	56-55-3	0.5	mg/kg		<0.5	----	<0.5	----	----
Chrysene	218-01-9	0.5	mg/kg		<0.5	----	<0.5	----	----
Benzo(b+j)fluoranthene	205-99-2 205-82-3	0.5	mg/kg		<0.5	----	<0.5	----	----
Benzo(k)fluoranthene	207-08-9	0.5	mg/kg		<0.5	----	<0.5	----	----
Benzo(a)pyrene	50-32-8	0.5	mg/kg		<0.5	----	<0.5	----	----
Indeno(1,2,3.cd)pyrene	193-39-5	0.5	mg/kg		<0.5	----	<0.5	----	----
Dibenz(a,h)anthracene	53-70-3	0.5	mg/kg		<0.5	----	<0.5	----	----
Benzo(g,h,i)perylene	191-24-2	0.5	mg/kg		<0.5	----	<0.5	----	----
^ Sum of polycyclic aromatic hydrocarbons	----	0.5	mg/kg		<0.5	----	<0.5	----	----
^ Benzo(a)pyrene TEQ (zero)	----	0.5	mg/kg		<0.5	----	<0.5	----	----
^ Benzo(a)pyrene TEQ (half LOR)	----	0.5	mg/kg		0.6	----	0.6	----	----
^ Benzo(a)pyrene TEQ (LOR)	----	0.5	mg/kg		1.2	----	1.2	----	----
<b>EP080/071: Total Petroleum Hydrocarbons</b>									
C6 - C9 Fraction	----	10	mg/kg		<10	----	<10	----	----
C10 - C14 Fraction	----	50	mg/kg		<50	----	<50	----	----
C15 - C28 Fraction	----	100	mg/kg		<100	----	<100	----	----
C29 - C36 Fraction	----	100	mg/kg		<100	----	<100	----	----
^ C10 - C36 Fraction (sum)	----	50	mg/kg		<50	----	<50	----	----
<b>EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions</b>									
C6 - C10 Fraction	C6_C10	10	mg/kg		<10	----	<10	----	----
^ C6 - C10 Fraction minus BTEX (F1)	C6_C10-BTEX	10	mg/kg		<10	----	<10	----	----
>C10 - C16 Fraction	----	50	mg/kg		<50	----	<50	----	----
>C16 - C34 Fraction	----	100	mg/kg		<100	----	<100	----	----
>C34 - C40 Fraction	----	100	mg/kg		<100	----	<100	----	----
^ >C10 - C40 Fraction (sum)	----	50	mg/kg		<50	----	<50	----	----
^ >C10 - C16 Fraction minus Naphthalene (F2)	----	50	mg/kg		<50	----	<50	----	----
<b>EP080: BTEXN</b>									
Benzene	71-43-2	0.2	mg/kg		<0.2	----	<0.2	----	----
Toluene	108-88-3	0.5	mg/kg		<0.5	----	<0.5	----	----
Ethylbenzene	100-41-4	0.5	mg/kg		<0.5	----	<0.5	----	----
meta- & para-Xylene	108-38-3 106-42-3	0.5	mg/kg		<0.5	----	<0.5	----	----
ortho-Xylene	95-47-6	0.5	mg/kg		<0.5	----	<0.5	----	----

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**Analytical Results**

Sub-Matrix: SOIL (Matrix: SOIL)				Client sample ID	TP2 0-0.1	TP3 0-0.1	TP4 0-0.1	TP5 0-0.05	TP7 0-0.1
Client sampling date / time					[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]
Compound	CAS Number	LOR	Unit		ES2007166-001	ES2007166-002	ES2007166-003	ES2007166-004	ES2007166-005
					Result	Result	Result	Result	Result
<b>EP080: BTEXN - Continued</b>									
^ Sum of BTEX	----	0.2	mg/kg		<0.2	----	<0.2	----	----
^ Total Xylenes	----	0.5	mg/kg		<0.5	----	<0.5	----	----
Naphthalene	91-20-3	1	mg/kg		<1	----	<1	----	----
<b>EP066S: PCB Surrogate</b>									
Decachlorobiphenyl	2051-24-3	0.1	%		103	----	109	----	----
<b>EP068S: Organochlorine Pesticide Surrogate</b>									
Dibromo-DDE	21655-73-2	0.05	%		117	----	114	----	----
<b>EP068T: Organophosphorus Pesticide Surrogate</b>									
DEF	78-48-8	0.05	%		94.9	----	88.4	----	----
<b>EP075(SIM)S: Phenolic Compound Surrogates</b>									
Phenol-d6	13127-88-3	0.5	%		65.3	----	68.8	----	----
2-Chlorophenol-D4	93951-73-6	0.5	%		80.4	----	83.6	----	----
2,4,6-Tribromophenol	118-79-6	0.5	%		68.3	----	81.1	----	----
<b>EP075(SIM)T: PAH Surrogates</b>									
2-Fluorobiphenyl	321-60-8	0.5	%		98.1	----	102	----	----
Anthracene-d10	1719-06-8	0.5	%		92.7	----	97.2	----	----
4-Terphenyl-d14	1718-51-0	0.5	%		93.2	----	96.5	----	----
<b>EP080S: TPH(V)/BTEX Surrogates</b>									
1,2-Dichloroethane-D4	17060-07-0	0.2	%		90.4	----	83.3	----	----
Toluene-D8	2037-26-5	0.2	%		102	----	84.2	----	----
4-Bromofluorobenzene	460-00-4	0.2	%		90.6	----	79.6	----	----

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**Analytical Results**

Sub-Matrix: SOIL (Matrix: SOIL)				Client sample ID	TP8 0-0.05	TP10 0-0.1	TP10B 0-0.1	TP11 0-0.1	TP12 0-0.1
Client sampling date / time					[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]
Compound	CAS Number	LOR	Unit		ES2007166-006	ES2007166-007	ES2007166-008	ES2007166-009	ES2007166-010
				Result	Result	Result	Result	Result	Result
<b>EA002: pH 1:5 (Soils)</b>									
pH Value	----	0.1	pH Unit	----	7.7	----	----	----	----
<b>EA055: Moisture Content (Dried @ 105-110°C)</b>									
Moisture Content	----	1.0	%	23.6	29.5	34.8	45.2	23.0	
<b>EA200: AS 4964 - 2004 Identification of Asbestos in Soils</b>									
Asbestos Detected	1332-21-4	0.1	g/kg	No	----	----	----	----	----
Asbestos (Trace)	1332-21-4	5	Fibres	No	----	----	----	----	----
Asbestos Type	1332-21-4	-	--	-	----	----	----	----	----
Sample weight (dry)	----	0.01	g	21.0	----	----	----	----	----
APPROVED IDENTIFIER:	----	-	--	A. SMYLIIE	----	----	----	----	----
Synthetic Mineral Fibre	----	0.1	g/kg	No	----	----	----	----	----
Organic Fibre	----	0.1	g/kg	No	----	----	----	----	----
<b>ED006: Exchangeable Cations on Alkaline Soils</b>									
Exchangeable Calcium	----	0.2	meq/100g	----	0.6	----	----	----	----
Exchangeable Magnesium	----	0.2	meq/100g	----	0.5	----	----	----	----
Exchangeable Potassium	----	0.2	meq/100g	----	0.4	----	----	----	----
Exchangeable Sodium	----	0.2	meq/100g	----	<0.2	----	----	----	----
Cation Exchange Capacity	----	0.2	meq/100g	----	1.6	----	----	----	----
Exchangeable Sodium Percent	----	0.2	%	----	<0.2	----	----	----	----
<b>EG005(ED093)T: Total Metals by ICP-AES</b>									
Arsenic	7440-38-2	5	mg/kg	6	<5	<5	<5	33	11
Cadmium	7440-43-9	1	mg/kg	<1	<1	<1	<1	4	4
Chromium	7440-47-3	2	mg/kg	8	<2	<2	<2	18	5
Copper	7440-50-8	5	mg/kg	8	<5	<5	<5	68	39
Lead	7439-92-1	5	mg/kg	354	12	15	542	274	
Nickel	7440-02-0	2	mg/kg	2	<2	<2	<2	37	3
Zinc	7440-66-6	5	mg/kg	460	16	20	1740	1290	
<b>EG035T: Total Recoverable Mercury by FIMS</b>									
Mercury	7439-97-6	0.1	mg/kg	<0.1	<0.1	<0.1	<0.1	0.2	0.2
<b>EP066: Polychlorinated Biphenyls (PCB)</b>									
Total Polychlorinated biphenyls	----	0.1	mg/kg	----	----	----	----	<0.1	<0.1
<b>EP068A: Organochlorine Pesticides (OC)</b>									
alpha-BHC	319-84-6	0.05	mg/kg	----	----	----	----	<0.05	<0.05
Hexachlorobenzene (HCB)	118-74-1	0.05	mg/kg	----	----	----	----	<0.05	<0.05
beta-BHC	319-85-7	0.05	mg/kg	----	----	----	----	<0.05	<0.05



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**Analytical Results**

Sub-Matrix: SOIL (Matrix: SOIL)				Client sample ID	TP8 0-0.05	TP10 0-0.1	TP10B 0-0.1	TP11 0-0.1	TP12 0-0.1
Client sampling date / time					[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]
Compound	CAS Number	LOR	Unit		ES2007166-006	ES2007166-007	ES2007166-008	ES2007166-009	ES2007166-010
					Result	Result	Result	Result	Result
<b>EP068A: Organochlorine Pesticides (OC) - Continued</b>									
gamma-BHC	58-89-9	0.05	mg/kg		----	----	----	<0.05	<0.05
delta-BHC	319-86-8	0.05	mg/kg		----	----	----	<0.05	<0.05
Heptachlor	76-44-8	0.05	mg/kg		----	----	----	<0.05	<0.05
Aldrin	309-00-2	0.05	mg/kg		----	----	----	<0.05	<0.05
Heptachlor epoxide	1024-57-3	0.05	mg/kg		----	----	----	<0.05	<0.05
<sup>^</sup> Total Chlordane (sum)	----	0.05	mg/kg		----	----	----	<0.05	<0.05
trans-Chlordane	5103-74-2	0.05	mg/kg		----	----	----	<0.05	<0.05
alpha-Endosulfan	959-98-8	0.05	mg/kg		----	----	----	<0.05	<0.05
cis-Chlordane	5103-71-9	0.05	mg/kg		----	----	----	<0.05	<0.05
Dieldrin	60-57-1	0.05	mg/kg		----	----	----	<0.05	<0.05
4,4'-DDE	72-55-9	0.05	mg/kg		----	----	----	<0.05	<0.05
Endrin	72-20-8	0.05	mg/kg		----	----	----	<0.05	<0.05
beta-Endosulfan	33213-65-9	0.05	mg/kg		----	----	----	<0.05	<0.05
<sup>^</sup> Endosulfan (sum)	115-29-7	0.05	mg/kg		----	----	----	<0.05	<0.05
4,4'-DDD	72-54-8	0.05	mg/kg		----	----	----	<0.05	<0.05
Endrin aldehyde	7421-93-4	0.05	mg/kg		----	----	----	<0.05	<0.05
Endosulfan sulfate	1031-07-8	0.05	mg/kg		----	----	----	<0.05	<0.05
4,4'-DDT	50-29-3	0.2	mg/kg		----	----	----	<0.2	<0.2
Endrin ketone	53494-70-5	0.05	mg/kg		----	----	----	<0.05	<0.05
Methoxychlor	72-43-5	0.2	mg/kg		----	----	----	<0.2	<0.2
<sup>^</sup> Sum of Aldrin + Dieldrin	309-00-2/60-57-1	0.05	mg/kg		----	----	----	<0.05	<0.05
<sup>^</sup> Sum of DDD + DDE + DDT	72-54-8/72-55-9/50-29-3	0.05	mg/kg		----	----	----	<0.05	<0.05
<b>EP068B: Organophosphorus Pesticides (OP)</b>									
Dichlorvos	62-73-7	0.05	mg/kg		----	----	----	<0.05	<0.05
Demeton-S-methyl	919-86-8	0.05	mg/kg		----	----	----	<0.05	<0.05
Monocrotophos	6923-22-4	0.2	mg/kg		----	----	----	<0.2	<0.2
Dimethoate	60-51-5	0.05	mg/kg		----	----	----	<0.05	<0.05
Diazinon	333-41-5	0.05	mg/kg		----	----	----	<0.05	<0.05
Chlorpyrifos-methyl	5598-13-0	0.05	mg/kg		----	----	----	<0.05	<0.05
Parathion-methyl	298-00-0	0.2	mg/kg		----	----	----	<0.2	<0.2
Malathion	121-75-5	0.05	mg/kg		----	----	----	<0.05	<0.05
Fenthion	55-38-9	0.05	mg/kg		----	----	----	<0.05	<0.05
Chlorpyrifos	2921-88-2	0.05	mg/kg		----	----	----	<0.05	<0.05
Parathion	56-38-2	0.2	mg/kg		----	----	----	<0.2	<0.2

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 Project : Rezoning

**Analytical Results**

Sub-Matrix: SOIL (Matrix: SOIL)				Client sample ID	TP8 0-0.05	TP10 0-0.1	TP10B 0-0.1	TP11 0-0.1	TP12 0-0.1
Client sampling date / time					[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]
Compound	CAS Number	LOR	Unit		ES2007166-006	ES2007166-007	ES2007166-008	ES2007166-009	ES2007166-010
					Result	Result	Result	Result	Result
<b>EP068B: Organophosphorus Pesticides (OP) - Continued</b>									
Pirimphos-ethyl	23505-41-1	0.05	mg/kg		----	----	----	<0.05	<0.05
Chlorfenvinphos	470-90-6	0.05	mg/kg		----	----	----	<0.05	<0.05
Bromophos-ethyl	4824-78-6	0.05	mg/kg		----	----	----	<0.05	<0.05
Fenamiphos	22224-92-6	0.05	mg/kg		----	----	----	<0.05	<0.05
Prothiofos	34643-46-4	0.05	mg/kg		----	----	----	<0.05	<0.05
Ethion	563-12-2	0.05	mg/kg		----	----	----	<0.05	<0.05
Carbophenothion	786-19-6	0.05	mg/kg		----	----	----	<0.05	<0.05
Azinphos Methyl	86-50-0	0.05	mg/kg		----	----	----	<0.05	<0.05
<b>EP075(SIM)B: Polynuclear Aromatic Hydrocarbons</b>									
Naphthalene	91-20-3	0.5	mg/kg		----	----	----	<0.5	<0.5
Acenaphthylene	208-96-8	0.5	mg/kg		----	----	----	<0.5	<0.5
Acenaphthene	83-32-9	0.5	mg/kg		----	----	----	<0.5	<0.5
Fluorene	86-73-7	0.5	mg/kg		----	----	----	<0.5	<0.5
Phenanthrene	85-01-8	0.5	mg/kg		----	----	----	<0.5	<0.5
Anthracene	120-12-7	0.5	mg/kg		----	----	----	<0.5	<0.5
Fluoranthene	206-44-0	0.5	mg/kg		----	----	----	<0.5	<0.5
Pyrene	129-00-0	0.5	mg/kg		----	----	----	<0.5	<0.5
Benz(a)anthracene	56-55-3	0.5	mg/kg		----	----	----	<0.5	<0.5
Chrysene	218-01-9	0.5	mg/kg		----	----	----	<0.5	<0.5
Benzo(b+j)fluoranthene	205-99-2 205-82-3	0.5	mg/kg		----	----	----	<0.5	<0.5
Benzo(k)fluoranthene	207-08-9	0.5	mg/kg		----	----	----	<0.5	<0.5
Benzo(a)pyrene	50-32-8	0.5	mg/kg		----	----	----	<0.5	<0.5
Indeno(1,2,3,cd)pyrene	193-39-5	0.5	mg/kg		----	----	----	<0.5	<0.5
Dibenz(a,h)anthracene	53-70-3	0.5	mg/kg		----	----	----	<0.5	<0.5
Benzo(g,h,i)perylene	191-24-2	0.5	mg/kg		----	----	----	<0.5	<0.5
^ Sum of polycyclic aromatic hydrocarbons	----	0.5	mg/kg		----	----	----	<0.5	<0.5
^ Benzo(a)pyrene TEQ (zero)	----	0.5	mg/kg		----	----	----	<0.5	<0.5
^ Benzo(a)pyrene TEQ (half LOR)	----	0.5	mg/kg		----	----	----	0.6	0.6
^ Benzo(a)pyrene TEQ (LOR)	----	0.5	mg/kg		----	----	----	1.2	1.2
<b>EP080/071: Total Petroleum Hydrocarbons</b>									
C6 - C9 Fraction	----	10	mg/kg		----	----	----	<10	<10
C10 - C14 Fraction	----	50	mg/kg		----	----	----	<50	<50
C15 - C28 Fraction	----	100	mg/kg		----	----	----	<100	<100
C29 - C36 Fraction	----	100	mg/kg		----	----	----	<100	<100

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**Analytical Results**

Sub-Matrix: SOIL (Matrix: SOIL)				Client sample ID	TP8 0-0.05	TP10 0-0.1	TP10B 0-0.1	TP11 0-0.1	TP12 0-0.1
Client sampling date / time					[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]
Compound	CAS Number	LOR	Unit		ES2007166-006	ES2007166-007	ES2007166-008	ES2007166-009	ES2007166-010
					Result	Result	Result	Result	Result
<b>EP080/071: Total Petroleum Hydrocarbons - Continued</b>									
^ C10 - C36 Fraction (sum)	----	50	mg/kg		----	----	----	<50	<50
<b>EP080/071: Total Recoverable Hydrocarbons - NEPM 2013 Fractions</b>									
C6 - C10 Fraction	C6_C10	10	mg/kg		----	----	----	<10	<10
^ C6 - C10 Fraction minus BTEX (F1)	C6_C10-BTEX	10	mg/kg		----	----	----	<10	<10
>C10 - C16 Fraction	----	50	mg/kg		----	----	----	<50	<50
>C16 - C34 Fraction	----	100	mg/kg		----	----	----	<100	<100
>C34 - C40 Fraction	----	100	mg/kg		----	----	----	<100	<100
^ >C10 - C40 Fraction (sum)	----	50	mg/kg		----	----	----	<50	<50
^ >C10 - C16 Fraction minus Naphthalene (F2)	----	50	mg/kg		----	----	----	<50	<50
<b>EP080: BTEXN</b>									
Benzene	71-43-2	0.2	mg/kg		----	----	----	<0.2	<0.2
Toluene	108-88-3	0.5	mg/kg		----	----	----	<0.5	<0.5
Ethylbenzene	100-41-4	0.5	mg/kg		----	----	----	<0.5	<0.5
meta- & para-Xylene	108-38-3 106-42-3	0.5	mg/kg		----	----	----	<0.5	<0.5
ortho-Xylene	95-47-6	0.5	mg/kg		----	----	----	<0.5	<0.5
^ Sum of BTEX	----	0.2	mg/kg		----	----	----	<0.2	<0.2
^ Total Xylenes	----	0.5	mg/kg		----	----	----	<0.5	<0.5
Naphthalene	91-20-3	1	mg/kg		----	----	----	<1	<1
<b>EP066S: PCB Surrogate</b>									
Decachlorobiphenyl	2051-24-3	0.1	%		----	----	----	113	128
<b>EP068S: Organochlorine Pesticide Surrogate</b>									
Dibromo-DDE	21655-73-2	0.05	%		----	----	----	104	101
<b>EP068T: Organophosphorus Pesticide Surrogate</b>									
DEF	78-48-8	0.05	%		----	----	----	86.5	86.0
<b>EP075(SIM)S: Phenolic Compound Surrogates</b>									
Phenol-d6	13127-88-3	0.5	%		----	----	----	65.4	65.5
2-Chlorophenol-D4	93951-73-6	0.5	%		----	----	----	82.9	80.4
2,4,6-Tribromophenol	118-79-6	0.5	%		----	----	----	75.5	66.7
<b>EP075(SIM)T: PAH Surrogates</b>									
2-Fluorobiphenyl	321-60-8	0.5	%		----	----	----	100	99.7
Anthracene-d10	1719-06-8	0.5	%		----	----	----	94.2	91.6
4-Terphenyl-d14	1718-51-0	0.5	%		----	----	----	97.8	100

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**Analytical Results**

Sub-Matrix: SOIL  
 (Matrix: SOIL)

Client sample ID

				TP8 0-0.05	TP10 0-0.1	TP10B 0-0.1	TP11 0-0.1	TP12 0-0.1
Client sampling date / time				[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]	[02-Mar-2020]
Compound	CAS Number	LOR	Unit	ES2007166-006	ES2007166-007	ES2007166-008	ES2007166-009	ES2007166-010
				Result	Result	Result	Result	Result
<b>EP080S: TPH(V)/BTEX Surrogates</b>								
1,2-Dichloroethane-D4	17060-07-0	0.2	%	----	----	----	76.7	89.7
Toluene-D8	2037-26-5	0.2	%	----	----	----	83.3	92.2
4-Bromofluorobenzene	460-00-4	0.2	%	----	----	----	75.6	84.5

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**Analytical Results**

Sub-Matrix: **SOIL**  
 (Matrix: **SOIL**)

Client sample ID				TP14 0-0.1	---	---	---	---
Client sampling date / time				[02-Mar-2020]	---	---	---	---
Compound	CAS Number	LOR	Unit	ES2007166-011	-----	-----	-----	-----
Result				---	---	---	---	---
<b>EA055: Moisture Content (Dried @ 105-110°C)</b>								
Moisture Content	---	1.0	%	23.9	---	---	---	---
<b>EG005(ED093)T: Total Metals by ICP-AES</b>								
Arsenic	7440-38-2	5	mg/kg	<5	---	---	---	---
Cadmium	7440-43-9	1	mg/kg	<1	---	---	---	---
Chromium	7440-47-3	2	mg/kg	4	---	---	---	---
Copper	7440-50-8	5	mg/kg	13	---	---	---	---
Lead	7439-92-1	5	mg/kg	21	---	---	---	---
Nickel	7440-02-0	2	mg/kg	<2	---	---	---	---
Zinc	7440-66-6	5	mg/kg	63	---	---	---	---
<b>EG035T: Total Recoverable Mercury by FIMS</b>								
Mercury	7439-97-6	0.1	mg/kg	<0.1	---	---	---	---

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**Analytical Results**

Sub-Matrix: **SOLID**  
 (Matrix: **SOLID**)

Client sample ID				As-01	---	---	---	---
Client sampling date / time				[02-Mar-2020]	---	---	---	---
Compound	CAS Number	LOR	Unit	ES2007166-012	-----	-----	-----	-----
Result				---	---	---	---	---
<b>EA200: AS 4964 - 2004 Identification of Asbestos in bulk samples</b>								
Asbestos Detected	1332-21-4	0.1	g/kg	No	----	----	----	----
Asbestos Type	1332-21-4	-	--	-	----	----	----	----
Asbestos (Trace)	1332-21-4	5	Fibres	N/A	----	----	----	----
Sample weight (dry)	----	0.01	g	73.1	----	----	----	----
Synthetic Mineral Fibre	----	0.1	g/kg	No	----	----	----	----
Organic Fibre	----	0.1	g/kg	No	----	----	----	----
APPROVED IDENTIFIER:	----	-	--	A. SMYLLIE	----	----	----	----

**Analytical Results****Descriptive Results**

Sub-Matrix: **SOIL**

Method: Compound	Client sample ID - Client sampling date / time	Analytical Results
<b>EA200: AS 4964 - 2004 Identification of Asbestos in Soils</b>		
EA200: Description	TP8 0-0.05 - [02-Mar-2020]	Mid brown soil.

Sub-Matrix: **SOLID**

Method: Compound	Client sample ID - Client sampling date / time	Analytical Results
<b>EA200: AS 4964 - 2004 Identification of Asbestos in bulk samples</b>		
EA200: Description	As-01 - [02-Mar-2020]	One piece of cement.

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### Surrogate Control Limits

Sub-Matrix: SOIL		Recovery Limits (%)	
Compound	CAS Number	Low	High
<b>EP066S: PCB Surrogate</b>			
Decachlorobiphenyl	2051-24-3	39	149
<b>EP068S: Organochlorine Pesticide Surrogate</b>			
Dibromo-DDE	21655-73-2	49	147
<b>EP068T: Organophosphorus Pesticide Surrogate</b>			
DEF	78-48-8	35	143
<b>EP075(SIM)S: Phenolic Compound Surrogates</b>			
Phenol-d6	13127-88-3	63	123
2-Chlorophenol-D4	93951-73-6	66	122
2,4,6-Tribromophenol	118-79-6	40	138
<b>EP075(SIM)T: PAH Surrogates</b>			
2-Fluorobiphenyl	321-60-8	70	122
Anthracene-d10	1719-06-8	66	128
4-Terphenyl-d14	1718-51-0	65	129
<b>EP080S: TPH(V)/BTEX Surrogates</b>			
1,2-Dichloroethane-D4	17060-07-0	73	133
Toluene-D8	2037-26-5	74	132
4-Bromofluorobenzene	460-00-4	72	130





## **Appendix C**

### **Letter from Dr David Tully CEnvP SC**

## Contaminated Land Solutions

30 September 2020

Ref: 0108.L01

Regional Geotechnical Solutions Pty Ltd  
1/12 Jindalee Road  
Port Macquarie  
NSW 2444

For the attention of Tim Morris

Dear Tim,

**RE: Report Review Stage 1 Site Contamination Assessment - Proposed Residential Rezoning for part of Lot 1, DP1161722, No. 47 Homedale Road, Kew NSW**

I, Dr David Tully of Contaminated Land Solutions Pty Ltd, am a Certified Environmental Practitioner Site Contamination Specialist (General Certified Environmental Practitioner certification no. 1138 and Site Contamination Specialist certification no. SC40084).

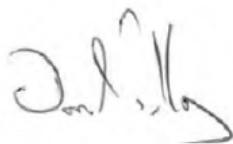
I confirm I have reviewed the Regional Geotechnical Solutions report entitled "Stage 1 Site Contamination Assessment - Proposed Residential Rezoning for part of Lot 1, DP1161722, No. 47 Homedale Road, Kew NSW" (Ref: RGS20834.1-AB), dated 25 September 2020 and a copy of which I have retained.

I can confirm that on the basis of the information contained within the report, I support the conclusions and recommendations provided therein.

Should the client, regulator or local authority have any queries regarding the report review, I can be contacted by e-mail via [david.tully@contaminatedlandsolutions.com.au](mailto:david.tully@contaminatedlandsolutions.com.au). Specific queries regarding the content of the report should be addressed to Tim Morris at Regional Geotechnical Solutions.

For and on behalf of

Contaminated Land Solutions Pty Ltd



Dr David Tully CEnvP SC  
Director  
Contaminated Land Solutions Pty Ltd



Contaminated Land Solutions Pty Ltd  
10 Heath Road  
Crafrers West SA 5152  
0410 012 292

[david.tully@contaminatedlandsolutions.com.au](mailto:david.tully@contaminatedlandsolutions.com.au)

Midcoast  
Building and  
Environmental

**BUSH FIRE  
ASSESSMENT  
REPORT**

**River Run Estate**

**Proposed Rezoning**

**Lot 1 DP 1161722  
Homedale Road  
Kew**

**Yevrah Super Pty Ltd**

**April 2020  
Amended November 2021**

## 1.0 INTRODUCTION

A Bush Fire Assessment Report has been carried out for the proposed rezoning of Lot 1 DP 1161722 Homedale Road, Kew - River Run Estate.

The original report was completed by this company in December 2018. We have since completed previous reports for the rezoning of the subject lots to the north and attended a Fire Design Brief Meeting (FDBM) with the Rural Fire Service (RFS) in 2018, with respect to the perimeter road layout for the rezoning.

A further report on the subject lot was completed in April 2020 as part of a layout change and in consideration and adoption of Planning for Bush Fire Protection, 2019 (PBP, 2019) and AS 3959 (2018).

This report considers a further layout change after discussions with Council and a Community Title development is now proposed for the site, based on a site assessment carried out in October 2021.

The development application for the subdivision would be an integrated development and has a requirement for a Bushfire Safety Authority under Section 100B of the *Rural Fires Act 1997*.

### NOTE

The report has been prepared with all reasonable skill, care and diligence.

The information contained in this report has been gathered from field survey, experience and has been completed in consideration of the following legislation.

1. Rural Fires Act 1997.
2. Environmental Planning and Assessment Act 1979 No 203.
3. Building Code of Australia (2019).
4. Council Local Environment Plans and Development Control Plans where applicable.
5. NSW Rural Fire Services, Planning for Bushfire Protection, 2019. (PBP, 2019).
6. AS 3959-2018 Construction of Buildings in Bushfire Prone Areas.

The report recognizes the fact that no property and lives can be guaranteed to survive a bushfire attack.

The report examines ways the risk of bushfire attack can be reduced where the rezoning site falls within the scope of the legislation.

The report is confidential and the writer accepts no responsibility of whatsoever nature, to third parties who use this report or part thereof is made known.

Any such party relies on this report at their own risk.

### 1.1 Objectives

The objectives of this report are to:

- Ensure that the proposed rezoning meets the aims and objectives of NSW Rural Fire Services, *Planning for Bushfire Protection*, 2019 and has measures sufficient to minimize the impact of bushfires; and
- Reduce the risk to property and the community from bushfire; and
- Comply where applicable with AS3959 – 2018.

## 1.2 Legislative Framework

In NSW, the bushfire protection provisions of the BCA are applied to Class 1, 2, 3, Class 4 parts of buildings, some Class 10 and Class 9 buildings that are Special Fire Protection Purposes (SFPPs).

The BCA references AS3959 – 2018 as the deemed-to-satisfy (DTS) solution for construction requirements in bushfire prone areas for NSW.

All development on bushfire prone land in NSW should comply with the bushfire protection measures identified within PBP, 2019.

## 1.3 Location

The site is located at Lot 1 DP 1161722 Homedale Road, Kew.

Locality – Kew

Local Government Area – Port Macquarie Hastings Council

Closest Rural Fire Service – Kew

Closest Fire Control Centre – Port Macquarie

**Figure 1 – Topographic Map**



**Figure 2 – Aerial View**



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**Figure 3: Close up Aerial of Lot 1**

#### 1.4 Development Proposal and History

The subject site is approximately 14.2 hectares in size.

It is proposed to subdivide the subject site into residential lots and a rezoning layout can be seen in **Appendix 1**.

### 2.0 BUSH FIRE ASSESSMENT

#### 2.1 Assessment Methodology

Several factors need to be considered in determining the bushfire hazard.

These factors are slope, vegetation type, and distance from hazard, access/egress and fire weather. Each of these factors has been reviewed in determining the bushfire protection measures.

The assessment of slope and vegetation being carried out in accordance with NSW Rural Fire Service, *Planning for Bushfire Protection*, 2019.

#### 2.2 Slope Assessment

Slope is a major factor to consider when assessing the bushfire risk.

The slopes were measured using a Suunto PM-5/360 PC Clinometer.

The hazard vegetation on adjacent land was identified and the slopes within the vegetation measured.

**Table 1 – Hazard Vegetation Slopes for Rezoning**

Hazard Aspect	Slope	Upslope/Downslope or Flat
North	0°	Upslope
Northwest	15-20°	Downslope
South	0-5°	Downslope
East	0-5°	Downslope
West	10-15° 0-5°	Downslope Downslope

The 15 -20° downslopes relate to the hazard vegetation to the north western corner of the lot.

Investigation, with respect to length of fire run of these lots, can be seen further in the report.

To the west a 10-15° downslope has been adopted, there are very short and steeper downslopes present in the hazard and these slopes are not considered to affect the parameters of a bushfire.

### **2.3 Vegetation Assessment**

The vegetation on and surrounding the subject site was assessed over a distance of 140m.

The vegetation formations were classified using the system adopted as per Keith (2004) and considering the fuel loads as documented in Planning for Bush Fire Protection, 2019.

#### **2.3.1 Vegetation on the Subject Lot**

The subject lot is a mixture of riparian vegetation in the western area of the lot, grassland that is currently managed by grazing in the middle section of the lot and the forest vegetation in the eastern part.

#### **2.3.2 Vegetation on the adjoining lots**

To the north is the Links Estate that is also currently being rezoned for a residential development.

To the west there is remnant forest in the northwest that extends to a creek. Beyond the creek is land currently used for grazing and a riparian area along the western edge of the Camden Haven River.

The land is bounded to the east by Nancy Bird Walton Drive and beyond the road to the east is an area of forest vegetation which then extends into a managed area.

To the south the land is grassland.

**Table 2 – Hazard Vegetation**

<b>Hazard Aspect</b>	<b>Vegetation</b>
North	Grassland
Northwest	Rainforest
South	Grassland
East	Forest Rainforest (Detention Basin)
West	Rainforest Grassland (Detention Basin)



Rezoning – Bush Fire Assessment Report  
Lot 1 Homedale Road Kew – River Run Estate

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**Photo 1 - Vegetation to the northwest before the creek**



**Photos 2 and 3 - Grassland managed by grazing on the north western side of the creek**



**Photo 3**



**Photo 4 – Riparian vegetation to the west (Note the short steep downslope to the river)**



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**Photos 5 - Grassland Hazard to the south**



**Photo 6 – Existing Detention Basin to the northeast**



**Photo 7 – Grassland before the forest hazard in the north eastern part of the lot**



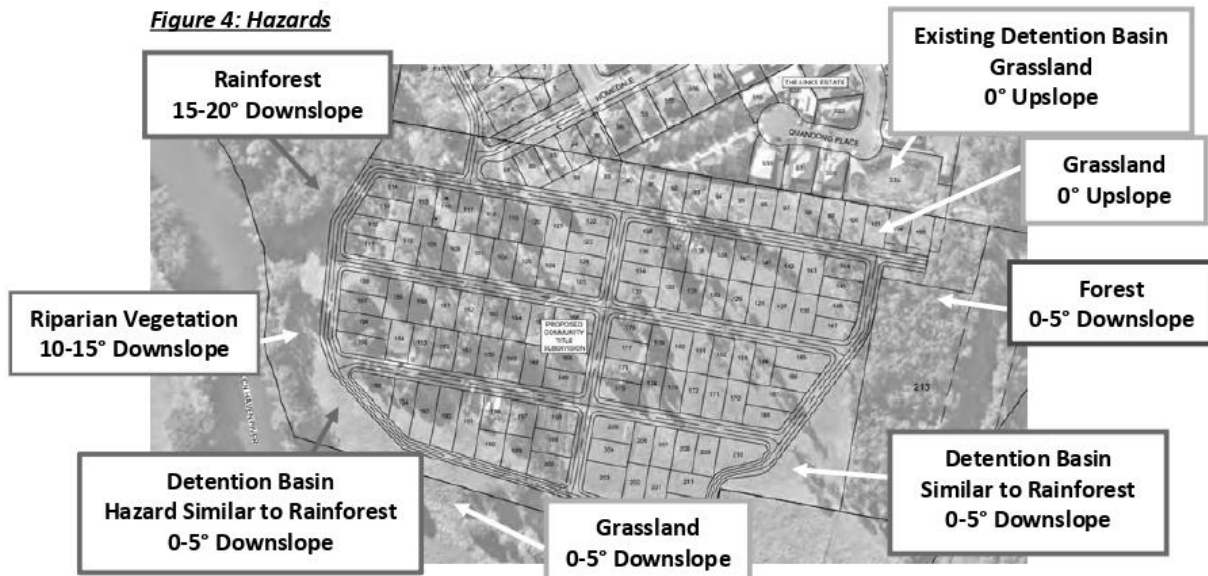
**2.4 Hazard**

The determining hazards are located to the north, south, east and west.

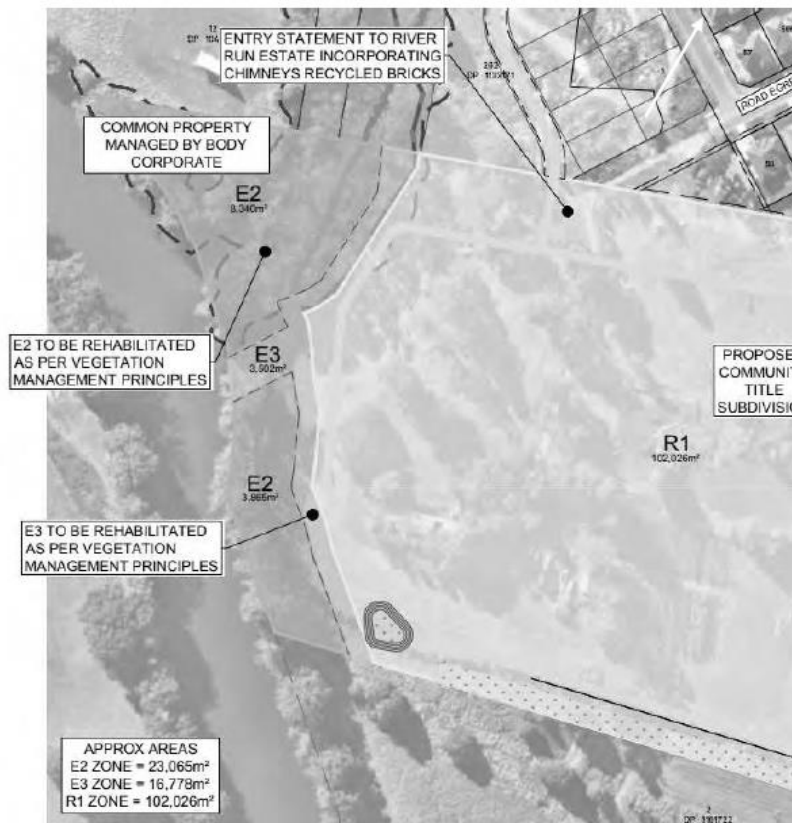
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Lot 1 Homedale Road Kew – River Run Estate

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**Figure 4: Hazards**



**Figures 5 and 6 - Proposed Zonings**



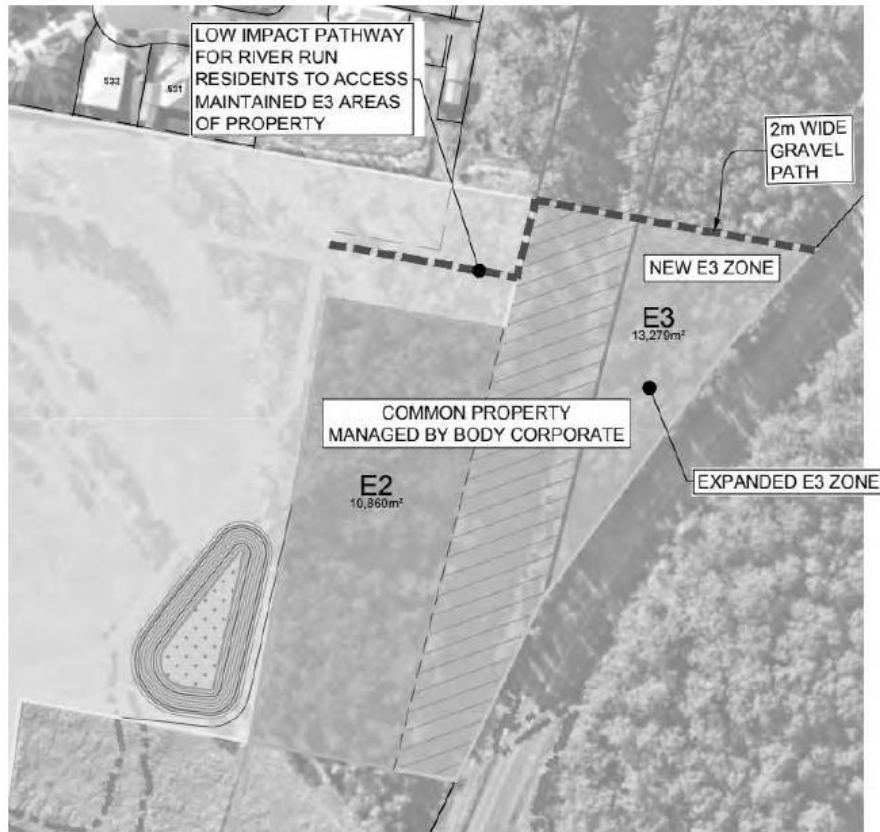
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**Figure 6**



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Lot 1 Homedale Road Kew – River Run Estate

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**Figure 7 - An investigation into the north western and western slope revealed**



**Table 3 – Summary of Hazard Characteristics for Rezoning**

Hazard Aspect	Hazard	Slope
North	Grassland	0° Upslope
Northwest	Rainforest	15-20° Downslope
South	Grassland	0-5° Downslope
East	Forest Rainforest (Detention Basin)	0-5° Downslope 0-5° Downslope
West	Rainforest Grassland (Detention Basin)	10-15° Downslope 0-5° Downslope

With respect to the hazards the following:

- 1) To the northwest, the hazard relates specifically to Lots 111, 112, 113 and 114.
- 2) The report considers that Lots 111, 112, 113 and 114 will be subject to a hazard that is similar to a rainforest hazard. There is a short steep slope in the forest vegetation to the creek and **Photos 2 and 3** show the creek and the vegetation on the north western side of the creek.

The report considers the hazard will be on the development side of the creek and therefore there will be less than 50m of direct run of fire as can be seen in **Figure 7** and **Photos 2 and 3**. **Figure 5** is less than one (1) hectare of direct run of fire to Lots 111, 112, 113 and 114.

- 3) There are three (3) detention basins that have been considered as hazards and have been determined in regards to size, type of vegetation and proximity to the different hazards.

The Subdivision Engineer has advised that both proposed basins will be planted with grasses:

- a. A detention basin has been positioned in the south western area of the R1. For the purposes of the report this detention basin has been considered as similar to a rainforest hazard.
  - b. A detention basin has been positioned in the south eastern area of R1. For the purposes of the report this detention basin has been considered as similar to a rainforest hazard.
  - c. An existing detention basin is positioned to the northeast. For the purposes of the report this detention basin has been considered as similar to a grassland hazard, see **Photo 5**.
- 4) With respect to the western hazard the riparian vegetation between the rear boundary of the lots and the river is approximately 40m wide so in accordance with A1.11 of PBP, 2019 can be considered similar to a rainforest hazard. A 10-15° downslope has been adopted in this although there are areas of very short steeper slopes.
  - 5) The report assumes that all the land zoned as R1 will be managed as Inner Protection Area (IPA).

## 2.5 Fire Danger Index

The fire weather for the site is assumed on the worst-case scenario. In accordance with NSW Rural Fire Services, the fire weather for the site is based upon the 1:50 year fire weather scenario and has a Fire Danger Index (FDI) of 80.

## 3.0 BUSHFIRE THREAT REDUCTION MEASURES

### 3.1 NSW Rural Fire Services, *Planning for Bushfire Protection*, 2019

The following provisions of PBP 2019 have been identified:

#### 3.1.1 Defendable Space/Asset Protection Zone (APZ)

To ensure that the aims and objectives of NSW Rural Fire Services, PBP, 2019, a defendable space between the asset and the hazard should be provided.

The defensible space provides for, minimal separation for safe firefighting, reduced radiant heat, reduced influence of convection driven winds, reduced ember viability and dispersal of smoke.

The proposed development is not considered to be subject to the Special Fire Protection Purpose requirements which are applicable to schools etc, (the proposed development is not a SFPP).

It is recommended that the defensible space for the proposed development be based upon the minimum requirements for Asset Protection Zones as set out in NSW Rural Fire Services, *Planning for Bushfire Protection*, 2019.

**Table 4 - APZ Requirements (PBP 2019) for the Proposed Lots**

Hazard Aspect	Vegetation Type	Slope	IPA	OPA	Total APZ Required (IPA + OPA)
North West	Rainforest	15 -20° Downslope	25m	-	25m
South	Grassland	0-5° Downslope	11m	-	11m
East	Forest	0-5° Downslope	15m	10m	25m
	Rainforest	0-5° Downslope	12m	-	12m
West	Rainforest	10-15° Downslope	20m	-	20m
	Grassland	0-5° Downslope	11m	-	11m

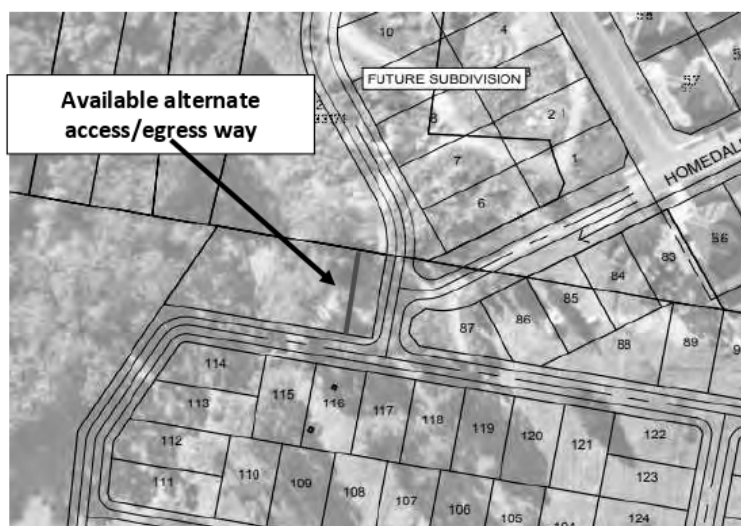
See **Appendix 2** for the likely Asset Protection Contour Lines (i.e. BAL-29 contour lines).

### 3.1.2 Operational Access and Egress

A perimeter road is now proposed for the development and a second access proposed, provided to Kendal Road and this road will also service a further subdivision to the north of the lot.

The current road design provides a “pinch point” at the access into the Community Title area. It is recommended that allowance be made for a second access/egress at the this point to allow for any blocking at the intersection and positioned on the Community Facilities land.

**Figure 8 – Access/Egress into Community Title area**





Performance criteria	Acceptable Solution	Comment
<p><b>ACCESS</b></p> <p>The intent may be achieved where:</p>		
<p>Firefighting vehicles are provided with safe, all weather access to structures</p>	<ul style="list-style-type: none"> <li>Property access roads are two wheel drive, all weather roads.</li> <li>Perimeter roads are provided for residential subdivisions of three or more allotments.</li> <li>Subdivision of three or more allotments have more than one access in and out of the development.</li> <li>Traffic management devices are constructed to not prohibit access by emergency services vehicles.</li> <li>Maximum grades for sealed roads do not exceed 15° and an average grade of not more than 10 ° or other gradient specified by road design standards, whichever is the lesser gradient.</li> <li>All roads are through roads.</li> <li>Dead end roads are not recommended, but if avoidable, are not more than 200 metres in length, incorporate a minimum 12 metres outer radius turning circle and are clearly sign posted as a dead end.</li> <li>Where kerb and guttering are provided on perimeter roads, roll top kerbing should be used to the hazard side of the road.</li> <li>Where access/egress can only be achieved through forest, woodland and heath vegetation , secondary access shall be provided to an alternate point on the existing public road system.</li> <li>One way only public access roads are no less than 3.5 metres wide and have designated parking bays with hydrants located outside of these areas to ensure accessibility to reticulated water for fire suppression.</li> </ul>	<p>To comply</p> <p>See Report</p> <p>Second access provided by community title development</p> <p>To comply</p> <p>To comply</p> <p>Will comply</p> <p>Will comply</p> <p>To comply</p> <p>N/A</p> <p>To comply</p>
<p>The capacity of access roads is adequate for firefighting vehicles</p> <p>There is appropriate access to water supply</p>	<ul style="list-style-type: none"> <li>The capacity of perimeter and non-perimeter road surfaces and any bridges/causeways is sufficient to carry fully loaded firefighting vehicles (up to 23tonnes) bridges/causeways are to clearly indicate load rating.</li> <li>Hydrants are located outside of parking reserves and road carriageways to ensure accessibility to reticulated water for fire suppression.</li> <li>Hydrants are provided in accordance with the relevant clauses of AS2419.1:2005 – Fire Hydrant Installations Systems design, installation and commissioning; and</li> <li>There is suitable access for a Category 1 fire appliance to within 4 metres of the static water supply where no reticulated supply is available.</li> </ul>	<p>To comply</p>

P E R I M E T R E  R O A D S	Access roads are designed to allow safe access and egress for firefighting vehicles while residents are evacuating	<ul style="list-style-type: none"> <li>• Are two-way sealed roads;</li> <li>• Minimum 8 metre carriageway width kerb to kerb;</li> <li>• Parking is provided outside of the carriageway width;</li> <li>• Hydrants are located clear of parking areas;</li> <li>• Are through roads and these are linked to the internal road system at an interval of no greater than 500 metres;</li> <li>• Curves of roads have a minimum inner radius of 6 metres;</li> <li>• The maximum grade road is 15° and average grade is 10°;</li> <li>• The road crossfall does not exceed 3°;</li> <li>• A minimum vertical clearance of 4 metres to any overhanging obstructions, including tree branches, is provided.</li> </ul>	To comply
N O N - P E R I M E T E R	Access roads are designed to allow safe access and egress for firefighting vehicles while residents are evacuating	<ul style="list-style-type: none"> <li>• Minimum 5.5 metres width kerb to kerb;</li> <li>• Parking is provided outside of the carriageway width;</li> <li>• Hydrants are located clear of parking areas;</li> <li>• Roads are through roads and these are linked to the internal road system at an interval of no greater than 500 metres;</li> <li>• Curves of roads have a minimum inner radius of 6 metres;</li> <li>• The road crossfall does not exceed 3°;</li> <li>• A minimum vertical clearance distance of 4 metres to any overhanging obstructions, including tree branches is provided.</li> </ul>	To comply

**3.1.3 Services - Water, Gas and Electricity**

As set out in NSW Rural Fire Services, *Planning for Bushfire Protection*, 2019, developments in bushfire prone areas must maintain a water supply for firefighting purposes.

Electricity supply is available and will be connected to the subject site. It is assumed the power lines will be underground.

Reticulated water supply is available and will be connected to the site and therefore a hydrant system is to be provided.

Bottled gas supplies are to be installed and maintained in accordance AS 1596. Metal piping is to be used. All fixed gas cylinders are to be kept clear of all flammable materials to a distance of 10m and shielded on the hazard side of the installation.

If gas cylinders need to be located close to the building, the release valves are to be directed away from the building and at least 2 metres away from any combustible material so they do not act as a catalyst to combustion. Connections to and from gas cylinders are metal.

**Table 6**

Table 5.3c			
	Performance Criteria	Acceptable Solutions	Comment
W A T E R       S U P P L I E S	<b>The intent may be achieved where:</b>		
	Inadequate water supplies are provided for firefighting purposes	<ul style="list-style-type: none"> <li>Reticulated water supply is to be provided to the development where available.</li> <li>A static water and hydrant supply is provided for non-reticulated developments or where reticulated water supply cannot be guaranteed.</li> <li>Static water supplies shall comply with Table 5.3d of the NSW Planning for Bushfire Protection 2019.</li> </ul>	To comply  Reticulated water available N/A
	Water supplies are located at regular intervals. The water supply is accessible and reliable for firefighting operations	<ul style="list-style-type: none"> <li>Fire hydrant, spacing, design and sizing complies with the relevant clauses of the Australian Standard AS 2419.1 – 2005.</li> <li>Hydrants are not located within any road carriageway.</li> <li>Reticulated water supply to urban subdivisions uses a ring main system for areas with perimeter road.</li> </ul>	To comply
	Flows and pressures are appropriate	<ul style="list-style-type: none"> <li>Fire hydrant flows and pressures comply with the relevant clauses of AS 2419.1:2005.</li> </ul>	To comply
	The integrity of the water supply is maintained	<ul style="list-style-type: none"> <li>All above ground water service pipes are metal, including and up to any taps.</li> <li>Above ground water storage tanks shall be of concrete or metal.</li> </ul>	To comply
E L E C T R I C I T Y	<p>Location of electricity services limits the possibility of ignition of surrounding bushland or the fabric of buildings</p> <p>Regular inspection of lines is undertaken to ensure they are not fouled by branches</p>	<ul style="list-style-type: none"> <li>Where practical, electrical transmission lines are underground.</li> <li>Where overhead electrical transmission lines are proposed:               <ol style="list-style-type: none"> <li>Lines are installed with short pole spacing (30 metres) unless crossing gullies, gorges or riparian areas; and</li> <li>No part of a tree is closer to a power line than the distance set out in ISSC3 "Guideline for Managing Vegetation near Power Lines.</li> </ol> </li> </ul>	To comply

G A S S E R V I C E S	Location and design of gas services will not lead to ignition of surrounding bushland or the fabric of buildings	<ul style="list-style-type: none"> <li>• Reticulated or bottle gas is installed and maintained in accordance with AS 1596:2014 – The storage and handling of LP Gas, the requirements of relevant authorities and metal piping is to be used.</li> <li>• All fixed gas cylinders are kept clear of all flammable materials to a distance of 10 metres and shielded on the hazard side of the installation.</li> <li>• Connections to and from gas cylinders are metal.</li> <li>• Polymer-sheathed flexible gas supply lines are not used.</li> <li>• Above ground gas service pipes are metal, including and up to any outlets.</li> </ul>	To comply
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### 3.1.4 Landscaping

Landscaping is a major cause of fire spreading to buildings, and therefore any landscaping proposed in conjunction with the proposed development will need consideration when planning, to produce gardens that do not contribute to the spread of a bushfire.

When planning any future landscaping surrounding any proposed building or rezoning, consideration should be given to the following:

- The choice of vegetation – consideration should be given to the flammability of the plant and the relation of their location to their flammability and ongoing maintenance to remove flammable fuels.
- Trees as windbreaks/firebreaks – Trees in the landscaping can be used as windbreaks and also firebreaks by trapping embers and flying debris.
- Vegetation management – Maintain a garden that does not contribute to the spread of bushfire.
- Maintenance of property – Maintenance of the property is an important factor in the prevention of losses from bushfire.

Appendix 4 of NSW Rural Fire Services, *Planning for Bushfire Protection*, 2019, contains standards that are applicable to the provision and maintenance of Asset Protection Zones.

For a complete guide to APZs and landscaping, download the NSW RFS document *Standards for Asset Protection Zones* at the NSW RFS Website [www.rfs.nsw.gov.au](http://www.rfs.nsw.gov.au).

## 3.2 Construction of Buildings

### 3.2.1 General

The relevant Bushfire Attack Level and Construction Requirements have been determined in accordance with PBP, 2019 and AS 3959 (2018).

**3.2.2 AS3959 – 2018, PBP 2019, Construction of Buildings in Bushfire Prone Areas**

The following construction requirements in accordance with AS 3959 – 2019 Construction of Buildings in Bushfire Prone Areas and PBP 2019 is required for the bushfire attack categories.

**Table 7**

<b>Bushfire Attack Level (BAL)</b>
BAL - LOW No construction requirements under AS 3959-2018
BAL - 12.5
BAL - 19
BAL - 29
BAL - 40
BAL - FZ

**Appendix 2** that shows the BAL-29 contour lines.

**4.0 RECOMMENDATIONS**

The following recommendations are considered to be integral to this bush fire risk assessment:

1. An Asset Protection Zones as detailed in Section 3.1.1 of this report are to be provided. The minimum Asset Protection Zones are detailed as BAL 29 in the contour plan
2. Access and Egress is to be provided as detailed in Section 3.1.2 of this report is to be provided.
3. Services as detailed in Section 3.1.3 of this report is to be provided.
4. Adopt landscaping principles in accordance with Section 3.1.4 of the NSW Rural Fire Services, PBP, 2019.
5. Dwellings are constructed in consideration of the BAL Contour Lines.

**5.0 STRATEGIC PLANNING**

Table 4.2.1 of Planning for Bush Fire Protection, 2019 nominated issues with respect to the Strategic Planning considerations, see **Table 8**.

**Table 8**

<b>Issue</b>	<b>Detail</b>	<b>Assessment Considerations</b>
<b>Bushfire Landscape Assessment</b>	A bushfire landscape assessment considers the likelihood of a bushfire, its potential severity and intensity and the potential impact on life and property in the context of the broader surrounding landscape	<ol style="list-style-type: none"> <li>a) The bushfire hazards in the surrounding area includes: <ul style="list-style-type: none"> <li>• Vegetation</li> <li>• Topography</li> <li>• Weather</li> </ul> </li> <li>b) The potential fire behaviour that might be generated based on the above;</li> <li>c) Any history of bushfire in the area,</li> <li>d) Potential fire runs into the site and the intensity of such fire runs.</li> </ol>

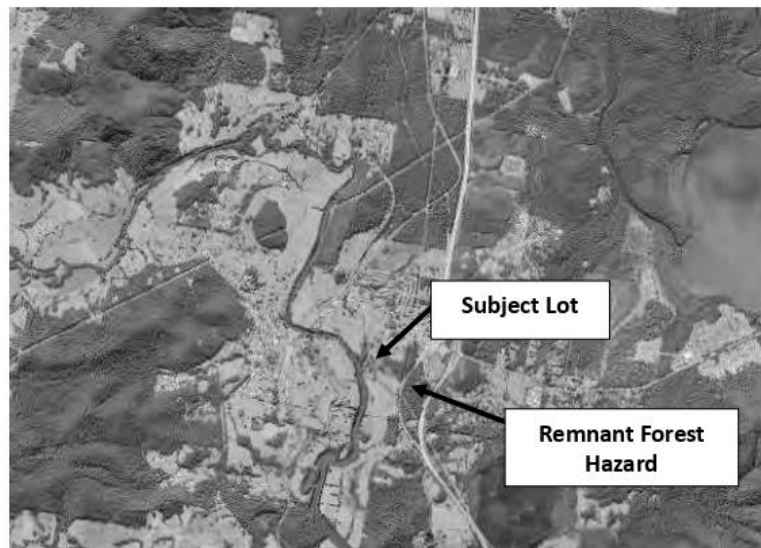
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<b>Land Use Assessment</b>	The land use assessment will identify the most appropriate locations within the masterplan area or site layout for the proposed land uses	<ul style="list-style-type: none"> <li>a) The risk profile of different areas of the development based on the above landscape study;</li> <li>b) The proposed land use zones and the resultant permitted land uses;</li> <li>c) The most appropriate siting of different land uses based on risk profiles within the site (i.e not locating development on ridge tops, SFPP development to be located in lower risk areas of the site); and</li> <li>d) The impact of the siting of these uses on APZ provision.</li> </ul>
<b>Access and Egress</b>	A study of the existing and proposed road networks both within and external to the masterplan area or site layout	<ul style="list-style-type: none"> <li>a) The capacity for the proposed road network to deal with evacuating residents and responding emergency services, based on the existing and proposed community profile;</li> <li>b) The location of key access routes and direction of travel; and</li> <li>c) The potential for development to be isolated in the event of a bushfire.</li> </ul>
<b>Emergency Service</b>	An assessment of the future impact of new development on emergency services provision	<ul style="list-style-type: none"> <li>a) Consideration of the increase in demand for emergency services responding to a bushfire emergency (including the need for new stations/bridges); and</li> <li>b) Impact on the ability of emergency services to carry out fire suppression in a bushfire emergency.</li> </ul>
<b>Infrastructure</b>	An assessment of the issues associated with infrastructure provision	<ul style="list-style-type: none"> <li>a) The ability of the reticulated water system to deal with major bushfire events (particularly in terms of water pressure); and</li> <li>b) life safety issues associated with fire and proximity to high voltage power lines, natural gas supply lines etc.</li> </ul>
<b>Adjoining Land</b>	The impact of new development on adjoining landowners and their ability to undertake bushfire management	<ul style="list-style-type: none"> <li>a) Consideration of the implications of a change in land use on adjoining land including; <ul style="list-style-type: none"> <li>• The ability of adjoining and nearby land to carry a bushfire; and</li> <li>• Consideration of increased pressure on adjoining landowners to introduce or increase Bushfire Planning Methods through the implementation of Bushfire Management Plans as a result of the changes in land use.</li> </ul> </li> </ul>

With respect to **Table 8**:

- a. **Bush Fire Landscape Assessment.** The adjoining land with the exception of remnant forest to the east is generally grazing country. The Kendal State Forest is located approximately 1.5 kilometres to the west. There is also the Middle Brother National Park to the south (approx. 3.2kms) and the Kew State Forest to the north (approx. 3.6kms), the remnant forest to the east does provide the closest hazard to the development. There is a grassland or development buffer between the development site and the other main hazards. To the south is flood plain grazing land that has a history of grazing.

**Figure 9****Figure 10**



- b. **Land Use Assessment.** The adjoining hazards to the northwest, west and south have been identified as similar hazards to rainforest or grassland hazards. There is a remnant forest hazard to the east. There are no Special Fire Protection Purpose uses identified in the proposal and a detailed assessment of all the hazards can be seen in the report.
- c. **Access and Egress.** A Traffic Study is currently being undertaken with respect to the site. Preliminary discussions have been undertaken with the Traffic Consultant and the report recommends a secondary access into the site. The second access to Kendall Road has been proposed which is through existing grassland vegetation and it is noted that any access to the east would be through the remnant forest vegetation.
- d. **Emergency Services.** It is assumed that the rezoning would be considered by the Area's Emergency Management Committee; the RFS Station is within one (1) kilometre from the site.
- e. **Infrastructure.** The Consultant Planner advises that initial discussions with Council have not indicated infrastructure issues.
- f. **Adjoining Land.** The adjoining land to the north is primarily residential and to the south is grassland managed by cattle grazing. Beyond the riparian and remnant vegetation to the west is also grassland managed by cattle grazing and it is not considered, this rezoning will have bushfire implications to the neighbouring properties.

## 6.0 CLAUSE 44 CONSIDERATIONS

**Table 9**

Environmental/Heritage Feature	Comment
Riparian Corridor	Not considered in this report
SEPP 14 – Coastal Wetland	Not considered in this report
SEPP 26 – Littoral	Not considered in this report
SEPP 44 – Koala Habitat	Not considered in this report
Areas of geological interest	Not considered in this report
Environment protection zones	Not considered in this report
Land slip	Not considered in this report
Flood prone land	Not considered in this report
National Park Estate or other reserves	Not considered in this report
Threatened Species, populations, endangered ecological communities and critical habitat	Not considered in this report
Aboriginal Heritage	Not considered in this report

## 7.0 CONCLUSION

It is suggested that with the implementation of this report and its recommendations, that the bushfire risk is manageable and will be consistent with the acceptable bushfire protection measure solutions, provided for in Section 4.3.5 of NSW Rural Fire Services, PBP, 2019.

This report is however contingent upon the following assumptions and limitations:

### Assumptions

1. For a satisfactory level of bushfire safety to be achieved, regular inspection and testing of proposed measures, building elements and methods of construction, specifically nominated in this report, is essential and is assumed in the conclusion of this assessment.
2. There are no re-vegetation plans in respect to hazard vegetation and therefore the assumed fuel loading will not alter.
3. The vegetation characteristics of the subject site and surrounding land remains unchanged from that observed at the time of inspection.

### Limitations

1. The data, methodologies, calculations and conclusions documented within this report specifically relate to the proposed rezoning and must not be used for any other purpose.
2. A reassessment will be required to verify consistency with this assessment if there are any alterations and/or additions, or changes to the risk reduction strategy contained in this report.

Regards



Tim Mecham  
Midcoast Building and Environmental

### 8.0 REFERENCES

NSW Rural Fire Services, *Planning for Bushfire Protection*, 2019  
AS 3959-2018 *Construction of Buildings in Bushfire Prone Areas*  
Keith David 2004, Ocean *Shores to Desert Dunes, The Native Vegetation of New South Wales and the ACT*, Department of Environment and Conservation  
NSW State Government (1997) Rural Fires Act 1997  
NSW Rural Fire Service – *Guideline for Bushfire Prone Land Mapping 2002*

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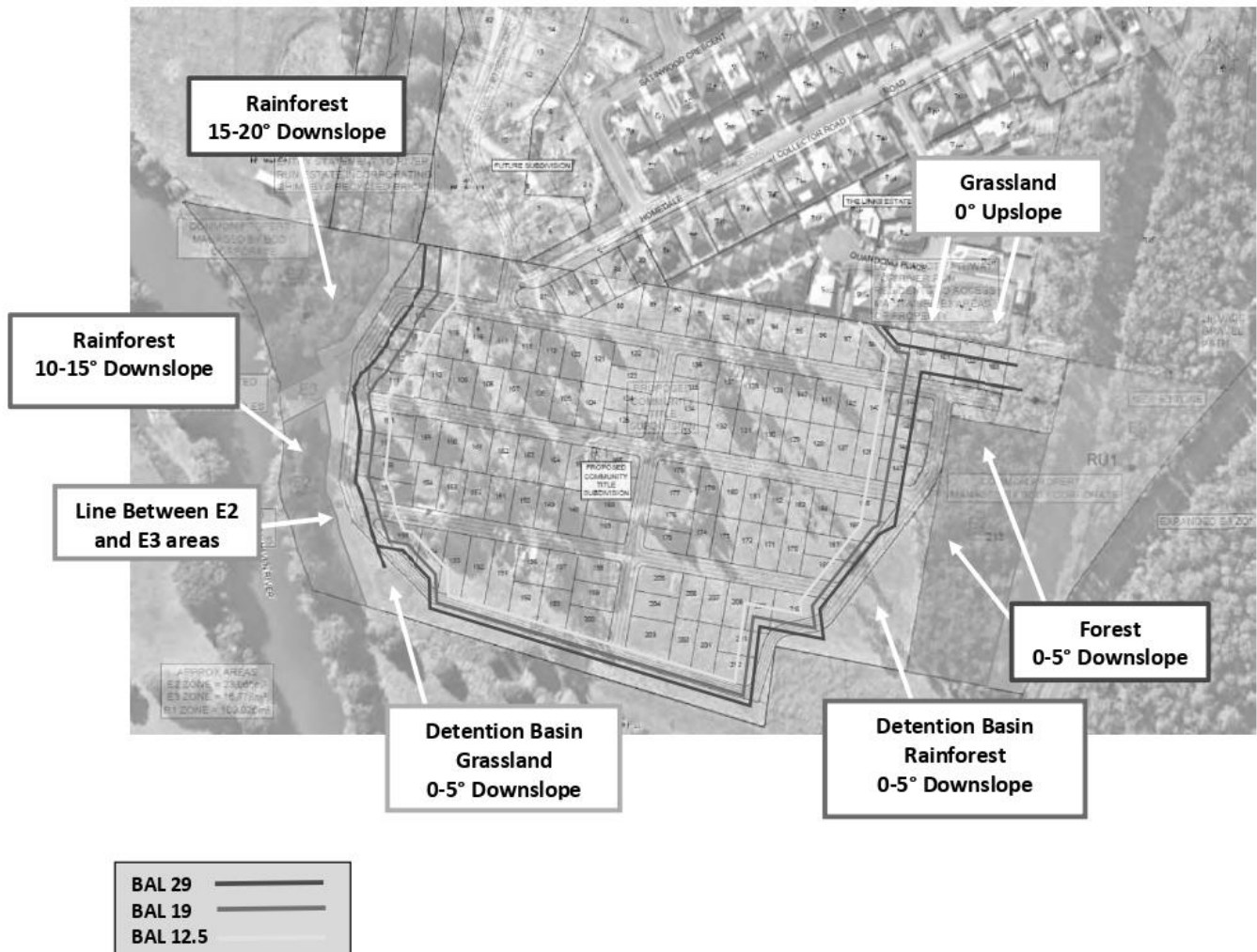
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## APPENDIX 2: BAL Contour Lines





Proposed Residential Development – Lot 1 DP 1161722  
River Run Estate, Kew

**Traffic and Parking Assessment Report**

Prepared for: Yevrah Super Pty Ltd

October 2021

Report No: PT18075r01\_Final\_V10



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## 1. Introduction

This report has been prepared on behalf of Yevrah Super Pty Ltd to present findings of a traffic and parking assessment of the proposed residential sub division of the site known as 42 Homedale Road being Lot 1 DP 1161722 'River Run Estate', Kew.

The study has assessed existing traffic conditions, parking demands, access arrangements, future traffic conditions, service vehicle provision and design compliance.

The remainder of the report is set out as follows:

- Section 2 describes the existing traffic and parking conditions;
- Section 3 summarises the background of the development site;
- Section 4 summarises the proposed development;
- Section 5 reviews the potential traffic impacts of the proposal;
- Section 6 provides a road design compliance assessment; and
- Section 7 presents the conclusions

## 2. Existing Development / Conditions

The following presents a summary of existing site and traffic conditions.

### 2.1 Site Location

The site is located at the southern end of Homedale Road in Kew and is located adjacent to approved land sub divisions (known as the Links Estate). At the time of preparing this report a number of dwellings in the adjoining Links Residential Estate between this development site and Homedale Road had been constructed and were occupied. The location of the development site is shown in Figure 1.

Figure 1 - Site Location



Source: Google maps

The existing site includes a single detached dwelling. The site also includes a nursery garden development. However, the development site has been subject to a previous approval for a 58-lot residential sub division which would achieve a total of 66 residential dwellings. This is discussed further in Section 3.4 of this report.

### 2.2 Classification Criteria

It is usual to classify roads according to a road hierarchy in order to determine their functional role within the road network. Changes to traffic flows on the roads can then be assessed within the context of the road hierarchy. Roads are classified according to the role they fulfil and the volume of traffic they should appropriately carry. The RTA has set down the following guidelines for the functional classification of roads.

- Arterial Road – typically a main road carrying over 15,000 vehicles per day and fulfilling a role as a major inter-regional link (over 1,500 vehicles per hour)
- Sub-arterial Road – defined as secondary inter-regional links, typically carrying volumes between 5,000 and 20,000 vehicles per day (500 to 2,000 vehicles per hour)
- Collector Road – provides a link between local roads and regional roads, typically carrying between 2,000 and 10,000 vehicles per day (250 to 1,000 vehicles per hour). At volumes greater than 5,000 vehicles per day, residential amenity begins to decline noticeably.
- Local Road – provides access to individual allotments, carrying low volumes, typically less than 2,000 vehicles per day (250 vehicles per hour).

### 2.3 Existing Road Network

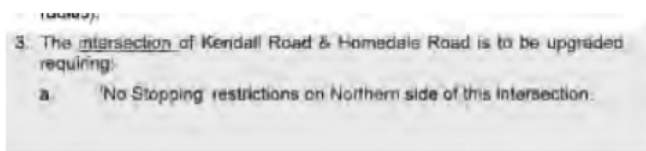
Kendall Road – forms part of the regional road network in the area providing a crossing over the Camden Haven River in the west and a direct link to the Pacific Highway in the east. In the vicinity of Homedale Road, the road includes a single travel lane in each direction and parallel parking lanes on both sides of the street. The intersection of Kendall Road / Homedale Road is a priority-controlled intersection. The street includes a posted speed limit of 50km/hr.

Homedale Road – is a north-south Collector Road linking Kendall Road in the north with adjacent residential properties. The street includes a carriageway width of approximately 9.0m with a single travel lane in each direction and unrestricted parallel parking available on either side of the street. It is noted that Homedale Road has been recently constructed to a 'Collector Road status' in terms of width of the street as required by previous development applications for adjacent residential subdivisions. The street includes a posted speed limit of 50km/hr.

Nancy Bird Walton Drive – runs north-south and parallel to the Pacific Highway. This road provides the northbound on and off ramp access to Kendall Road, Kew from the Pacific Highway. The intersection of Nancy Bird Walton Drive / Kendall Road is a traffic signal-controlled intersection with pedestrian phasing across Kendall Road. That is, the signals provide an existing safe pedestrian crossing facility some 230m east of the Kendall Road / Homedale Road intersection linking the north and southern sides of Kendall Road for pedestrians.

### 2.4 Existing Intersection Arrangements

As stated above, the intersection of Kendall Road / Homedale Road is a priority-controlled intersection. This intersection was subject to a recent upgrade as part of the approval for the adjacent subdivision to this development to provide an intersection which complies with Austroads in terms of layout and safety. Condition 17(3) of the approval stated the following:



- b. Channelised intersection with right turn shelters to comply with AUSTRROADS PT.5 – Intersection at Grade (refer Fig 4.5.12 – RTA, Road Design Guide).
- c. Standard 'No Stopping' restrictions to address sight lines at intersection.
- d. Appropriate intersection Design plans showing a detailed intersection layout are to be submitted to Council for approval, prior to issuing of a Construction Certificate.
- e. Intersection lighting to the requirements of AS 1158

As confirmed in the aerial photograph below, all works as per the condition of consent at the intersection have been undertaken.

Figure 2 – Existing Intersection Arrangements at Kendall Road / Homedale Road



The intersection includes a protected right turn bay for eastbound traffic in Kendall Road.

## 2.5 Existing Traffic Flows

To gauge traffic flows on the surrounding road network, an intersection count at Kendall Road / Homedale Road was undertaken during the morning and afternoon peak periods on a weekday (March 2018). Copies of the intersection count can be found in **Appendix A** of this report.

The peak flows by direction in each street at each intersection are summarised below.



Table 1 – March 2018 Weekday Peak Period Volumes in vicinity of site (veh/hr)

Road	Location	AM		PM	
		NB/EB	SB/WB	NB/EB	SB/WB
Kendall Rd	West of Homedale Rd	250	142	162	181
Kendall Rd	East of Homedale Rd	269	157	176	196
Homedale Rd	South of Kendall Rd	24	20	26	26

From Table 1 it can be seen that existing flows on surrounding roads are in generally in line with their classification. Of further note the existing traffic flows in Homedale Road are significantly lower than that which would be expected for a Collector Road. Thus, there is significant spare mid-block capacity in this street to accommodate future development.

Of further note at the time of the intersection surveys in March 2018, Homedale Road served a total of 55 dwellings complete or near complete as shown below in Figure 3.

Figure 3 – 55 Dwellings Served by Homedale Road in March 2018



As the traffic recorded in Homedale Road also included construction vehicles travelling to / from the area, it is observed noted that the peak hour traffic generation of the 55 dwellings is somewhat less than the Transport for NSW Technical Direction TDT-04a/2013 recommended rate of 0.99 peak hour trips per dwelling.

To allow for potential growth in traffic volumes, a 2% per annum growth rate was applied to Kendall Road with a 1% per annum growth rate applied to Homedale Road as it forms a cul-de-sac serving a small number of residential properties. Thus, the estimated 2021 traffic volumes are presented below.

Table 2 – Estimated 2021 Weekday Peak Period Volumes in vicinity of site (veh/hr)

Road	Location	AM		PM	
		NB/EB	SB/WB	NB/EB	SB/WB
Kendall Rd	West of Homedale Rd	265	151	172	192
Kendall Rd	East of Homedale Rd	285	167	187	208
Homedale Rd	South of Kendall Rd	25	21	27	27

From Table 2 it is noted that the forecast 2021 volumes were still generally in line with the classification of each road surveyed. Further, it is noted that the forecast 2021 traffic volumes in Homedale Road are significantly less than the environmental capacity of the road and thus the road has substantial spare capacity to accommodate additional traffic.

## 2.6 Existing Intersection Operating Conditions

All intersections surveyed have been analysed using the Sidra Intersection analysis program. Sidra Intersection determines the average delay that vehicles encounter, the degree of saturation of the intersection, and the level of service. The degree of saturation is the ratio of the arrival rate of vehicles to the capacity of the approach. Sidra Intersection provides analysis of the operating conditions which can be compared to the performance criteria set out in Table 3.

Table 3 – Level of Service Criteria

Level of Service	Average Delay per Vehicle (secs/veh)	Signals & Roundabouts	Give Way & Stop Signs
A	less than 14	Good operation	Good operation
B	15 to 28	Good with acceptable delays & spare capacity	Acceptable delays & Spare capacity
C	29 to 42	Satisfactory	Satisfactory, but accident study required
D	43 to 56	Operating near capacity	Near capacity & accident study required
E	57 to 70	At capacity; at signals, incidents will cause excessive delays Roundabouts require other control mode	At capacity, requires other control mode
F	> 70	Extra capacity required	Extreme delay, traffic signals or other major treatment required

Adapted from RTA Guide to Traffic Generating Developments, 2002.

For roundabouts and priority intersections, the reported average delay is for the individual movement with the highest average delay per vehicle. At signalised intersections, the reported average delay is over all movements.

The existing weekday intersection operating conditions are presented in Table 4. Average delay is expressed in seconds per vehicle.

Table 4 – Existing Weekday AM / PM Intersection Operating Conditions

Intersection	Control	Morning Peak		Evening Peak	
		Av Delay	LOS	Av Delay	LOS
Kendall Rd / Homedale Rd	Priority	8.2	A	7.7	A

Avg Delay (sec/veh) is over all movements at signals, and for worst movement at priority and roundabouts

From Table 4 it is noted that the intersection of Kendall Road / Homedale Road currently operates at a satisfactory level of service during both the AM and PM peak periods on a weekday with spare capacity. Copies of the SIDRA outputs are provided in Appendix B of this report.

## 2.7 Public Transport - Buses

The centre of the development site is located some 730m from two (2) existing bus stops in Kendall Road. The walking distance to each bus stop is shown below.

Figure 4 – Development Site Proximity to Existing Bus Stops



The bus stops provide access to the following bus services and centres served by these bus routes is provided below:

Table 5 - Bus Routes Operating Past Development Site

Route No.	Operator	Description
334K	Busways	Port Macquarie to Kendall / Laurieton

From Table 5 it can be seen that the site is located within a reasonable walking distance to bus services which provide direct access to the major employment / retail centre of the area namely Port Macquarie City Centre.

### 3. Background Report Review

As stated above, the proposed development is located within an area previously subject to reporting for its release to provide a residential subdivision. The following presents a summary of those investigations.

#### 3.1 Planning Proposal Report – Port Macquarie / Hastings Council February 2017

This report prepared by Port Macquarie / Hastings Council was in support of a proposed amendment to the Port Macquarie-Hastings Local Environmental Plan 2011 (PMHLEP) to rezone rural land on the western edge of Kew for residential and environmental purposes. The report specifically investigated the rezoning of Lot 202 Homedale Road to change from an existing zoning of RU1 to R1 to permit a subdivision for housing.

The report analysed the potential impacts having regard to the Mid North Coast Regional Strategy (MNCRS) 2006 criteria for assessing new land subdivision proposals.

On traffic and access matters the report noted the following as shown in Table 6:

Table 6 - Port Macquarie / Hastings Council MNCRS Criteria Assessment of Proposal

MNCRS Sustainability Criteria Response to Sustainability Criteria	MNCRS Sustainability Criteria Response to Sustainability Criteria
<p>2. Access</p> <p>Accessible transport options for efficient and sustainable travel between homes, jobs, services and recreation to be existing or provided.</p>	<p>Due to its size and inland location, Kew village is largely car dependant. An existing bus route provides access to Laurieton and Port Macquarie; however, this service is infrequent.</p> <p>In regional areas services are often underutilised and difficult to maintain on a cost basis. The planning proposal would provide an opportunity for increased population and therefore patronage to help support public transport services in the area.</p> <p>The Pacific Highway is approximately 1 km to the east of the site and the Kendall Railway Station is approximately 2 km to the west. Rail services are available between Sydney and Brisbane on a daily basis with passenger stops at Kendall. Air transport services are available via Port Macquarie to Sydney, Brisbane and Melbourne.</p> <p>The expected increase in traffic movements is considered acceptable and unlikely to create any adverse impacts to the efficiency of the existing transport network.</p>

From the analysis of Council above in Table 6 it is noted that the proposal would assist in the viability of existing bus services and that the proposal would not create *any adverse impacts of the efficiency of the existing transport network*.

### 3.2 Kendall Road Traffic Surveys – February 2016

To provide an indication of historical traffic flows in the vicinity of the development site for comparison with current traffic conditions, tube count data was provided by Port Macquarie / Hastings Council. A copy of this tube count data is provided in **Appendix C** of this report.

The count data did not provide volumes by direction in Kendall Road but combined two-way volumes. A summary of the counts is provided below.

Site: MR538 Kendall Road

Direction: Combined [Back to Site Summary Page](#)

Day Date	Monday 15/02/2016	Tuesday 16/02/2016	Wednesday 17/02/2016	Thursday 11/02/2016	Friday 12/02/2016	Saturday 13/02/2016	Sunday 14/02/2016	7 days		Weekday		Weekend	
								Total	Average	Total	Average	Total	Average
AM Peak	09:00	10:00	10:00	06:00	07:00	09:00	11:00	N/A	09:00	N/A	06:00	N/A	09:00
PM Peak	16:00	16:00	12:00	16:00	16:00	19:00	17:00	N/A	16:00	N/A	12:00	N/A	16:00
00:00	8	6	4	5	3	15	6	49	7	26	5	23	12
01:00	2	5	4	3	2	7	4	27	4	16	3	11	6
02:00	1	0	3	4	2	4	4	16	3	10	2	6	4
03:00	5	5	1	4	10	5	7	39	6	26	5	13	7
04:00	20	16	27	28	25	8	6	132	19	118	24	14	7
05:00	62	64	69	63	71	21	11	361	52	329	66	32	16
06:00	175	147	171	183	159	62	35	932	133	835	157	97	49
07:00	209	252	231	202	215	131	74	1314	188	1109	222	205	103
08:00	353	379	360	376	380	200	191	2239	320	1848	370	391	195
09:00	296	343	243	274	299	254	245	1954	279	1455	291	499	250
10:00	240	300	220	293	256	266	265	1662	266	1311	262	551	276
11:00	249	242	279	273	301	334	263	1941	277	1344	269	587	299
12:00	249	230	246	270	265	289	271	1620	260	1260	252	560	280
13:00	251	250	250	252	238	249	225	1715	245	1241	249	474	237
14:00	305	289	290	289	260	219	239	1891	270	1433	287	458	229
15:00	387	359	373	379	389	195	222	2304	329	1887	377	417	209
16:00	305	290	317	330	305	219	227	1993	285	1547	309	446	223
17:00	288	289	317	298	292	172	186	1842	263	1454	297	358	179
18:00	197	204	213	221	196	137	137	1305	186	1031	206	274	137
19:00	135	96	85	137	104	67	119	763	109	557	111	206	103
20:00	60	63	95	60	100	64	74	556	79	398	60	158	79
21:00	36	73	52	50	73	45	27	356	51	284	57	72	36
22:00	13	23	26	24	44	38	17	185	26	130	26	55	28
23:00	7	13	13	11	25	22	7	98	14	60	14	29	15
Total	3853	3941	3889	4029	4036	3064	2884	26996	3671	19748	3950	5948	2980
% Heavy	10.33%	10.18%	9.98%	8.79%	8.52%	6.49%	5.89%	8.77%		9.55%		6.20%	

The counts confirmed the AM and PM peak hours to be 8:00am to 9:00am and 3:00pm to 4:00pm which mirrors the peak hours noted in the 2018 counts.

A comparison of the two way flows west of Homedale Road recorded in 2018 with the flows above is provided below.

Table 7 – 2016 vs 2018 Kendall Road Two Way Peak Hour Flows Comparison

Time Period	Location	2016 Two-Way Flow*	2018 Two-Way Flow	% Difference
8:00am – 9:00am	Kendall Rd West of Homedale Rd	370	392	+6%
3:00pm – 4:00pm	Kendall Rd West of Homedale Rd	377	343	-7%

\*Weekday avg.

From Table 7 it can be seen that AM peak hour flows have increased by some 6%. However, PM peak hour flows have decreased by 7%.

### 3.3 Lot 202 Homedale Road Traffic Impact Assessment Report – Positive Traffic Pty Ltd April 2018

A residential subdivision adjacent to this development site was subject to a development application (rezoning) in 2018 which included the preparation of a Traffic Impact Assessment (TIA) report in support of the application. The location of the subject site is shown below:

Figure 5 – Lot 202 Homedale Road Site Location



Source: Google maps

The report assessed existing / future intersection operating conditions at Homedale Road / Kendall Road as with the application subject to this report **sole access** to the site would be via this intersection. It is noted that the current proposal for the site known as River Run subject to this traffic assessment would introduce an entry / exit road to directly serve the future subdivision of Lot 202 Homedale Road along with providing a secondary vehicle access for the proposed development.

The modelling assessed a ten (10) year future intersection operating conditions and found the following future intersection operating conditions.

Table 8 – Future Weekday AM / PM Intersection Operating Conditions

Intersection	Control	Morning Peak		Evening Peak	
		Av Delay	LOS	Av Delay	LOS
Existing + Development					
Kendall Rd / Homedale Rd	Priority	8.8	A	10.2	A
10yr Future year (+3% per annum)					
Kendall Rd / Homedale Rd	Priority	10.4	A	10.2	A

Avg Delay (sec/veh) is over all movements at signals, and for worst movement at priority and roundabouts

From Table 4 it is noted that following **full** development of the subdivision at Lot 202 Homedale Road, the intersection of Homedale Road / Kendall Road would function at a good level of service with spare capacity.

### 3.4 Previous Approved Development Application

As stated above, the subject site has been previously approved (date of determination 9 May 2008) for provision of a 58-lot residential subdivision which would achieve a total of 66 dwellings. A copy of the development approval is provided in **Appendix D** of this report.

The approved arrangement of the subdivision is presented below in Figure 6:

Figure 6 – Previous Approval Subdivision Arrangement



Of note, the development application approval for the subject development site did *not* require any traffic or pedestrian infrastructure within the public road network as part of the approval. Thus, the current proposal which includes a second road connection to Kendall Road is an improvement to both intersection capacity and available routes of travel. No extension of footpaths in Homedale Road were imposed as part of the approval nor any intersection / public transport upgrades or changes.

### 3.5 Kendall to Laurieton Regional Bike Path

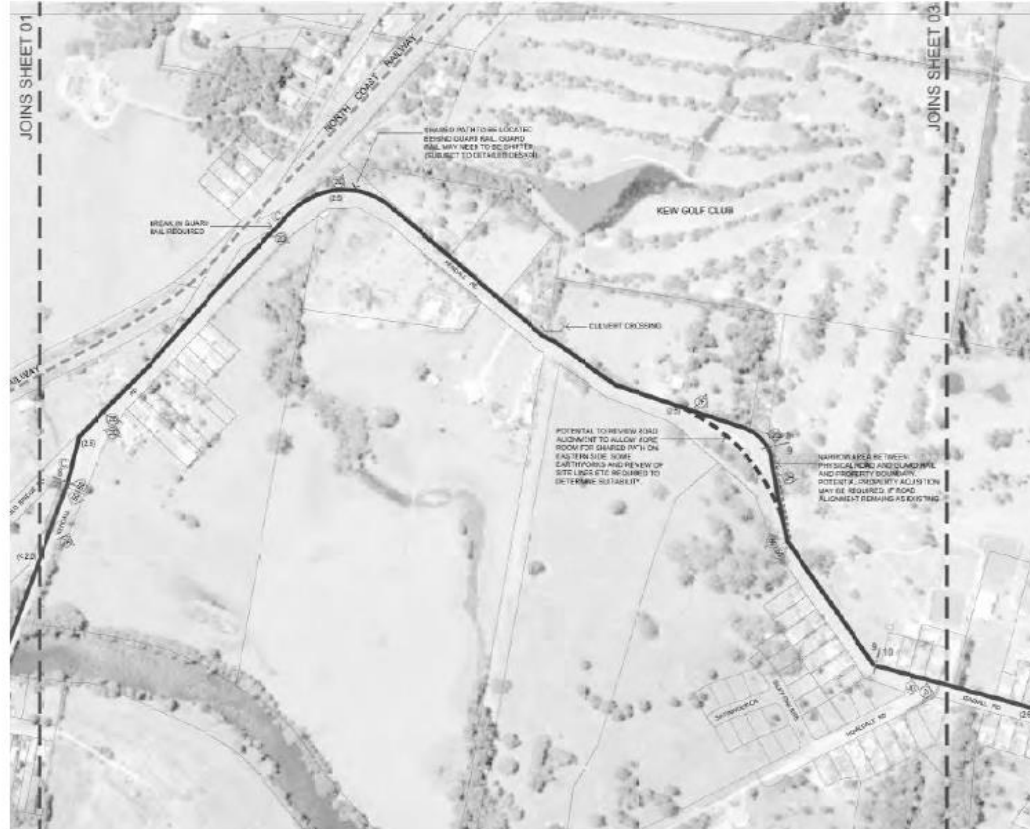
As advised by Hastings Council, Council has identified in its future planning a shared pedestrian / cycle pathway which links Kendall in the west with Laurieton in the east.



At the time of preparing this report, an existing shared pathway was available along the northern side of Kendall Road between Homedale Road and Nancy Bird Walton Drive. In the future the pathway is proposed to extend to the west to the town of Kendall linking to an existing shared pedestrian / cycle path in this centre.

The existing / proposed pathways of the Kendall to Laurieton Regional Bike Path is shown below:

**Figure 7 – Existing Proposed Shared Pedestrian / Cycling Path Kendall to Laurieton**





#### 4. The Proposed Development

The key components of the proposed development and associated public works are described below.

- Construction of approximately **122** residential lots within a concept community title development.
- Four-way single lane roundabout intersection connection with Homedale Road which connects opposite to the road connection to the recently approved residential subdivision at Lot 202 Homedale Road.
- Internal road network to service residential lots and road connection to Homedale Road.
- Secondary road connection to Kendall Road which will provide second exit access for this development and in the future serve an adjacent residential subdivision (Lot 202) subject to a future development application.
- Footpath network of proposal would connect to existing footpath in Homedale Road to provide all weather access to existing bus stops in Kendall Road.

Plans of the proposed development can be found in **Appendix E** of this report.



## 5. Potential Traffic Impacts

### 5.1 Introduction

The following presents an assessment of the potential traffic impacts of the proposal using the Roads and Traffic Authority Guide to Traffic Generating Developments standard approach.

### 5.2 Development Traffic Generation

The RMS Technical Direction TDT-2013/04a provides an update to the RTA Guide to Traffic Generating Developments for peak hour traffic generation rates for low density housing. These are as follows (max rate for regional areas):

- 0.90 trips per dwelling in the AM peak
- 0.85 trips per dwelling in the PM peak

Therefore, the proposed development of **122** residential lots has the potential to generate 110 and 104 peak hour trips and the AM and PM peak hours respectively two-way. 80% of the generated trips would be outbound in the AM peak with 20% inbound. The reverse would occur in the PM peak. As stated above, the traffic generation estimate of the proposal is considered conservative given the recorded traffic generation of dwellings constructed in March 2018 served by Homedale Road generated less traffic than the above suggested peak hour rates.

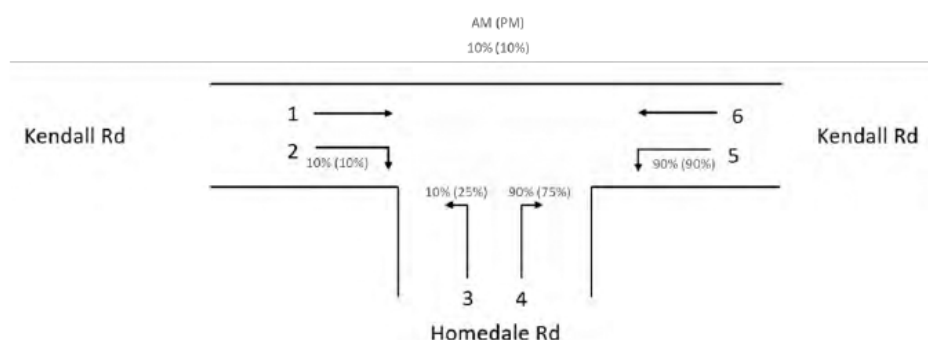
### 5.3 Trip Distribution / Future Traffic Flows

The traffic generated by the proposal has been added to the surrounding road network.

Whilst traffic volumes in Kendall Road were generally 50/50 between eastbound and westbound movements, the adopted trip distribution into / out of Kendall Road has mirrored existing distribution of trips into and out of the side street.

The adopted distribution of newly generated trips of the proposal into and out of Homedale Road is shown below:

Figure 9 – Adopted AM / PM Trip Distribution of Proposal



As stated above, this proposal would introduce a *second* road connection through the site at No.202 Homedale Road (rezoning previously approved) which in turn would provide a more convenient vehicle access to / from Kendall Road for this future development site. Thus, it is not expected traffic generated by the future site at Lot 202 Homedale Road would use Homedale Road to access Kendall Road to a great degree.

However, to ensure a conservative estimate of future traffic conditions, **all** traffic from the subject proposal (River Run) and the future subdivision of Lot 202 Homedale Road has been assumed to solely use the existing intersection of Kendall Road / Homedale Road.

Applying the above distribution, the future peak flows by direction in each street at each intersection are summarised below in Table 9. As stated above the future flows provided below include the traffic generated by the development at Lot 202 Homedale Road, Kew.

Table 9 – Future Weekday Peak Period Volumes in vicinity of site (veh/hr)

Road	Location	AM		PM	
		NB/EB	SB/WB	NB/EB	SB/WB
Kendall Rd	West of Homedale Rd	268	163	183	199
Kendall Rd	East of Homedale Rd	396	195	209	312
Homedale Rd	South of Kendall Rd	148	52	34	142

From Table 9 it can be seen that future traffic flows remain within their current expected maximum for each classification of surrounding streets.

Thus, as confirmed above whilst a second access road would be made available, it is not required on capacity grounds as if all traffic of all potential dwellings solely used Homedale Road, the future traffic flows would remain below the environmental capacity of the street.

#### 5.4 Future Intersection Operation

The future traffic flows on the surrounding road network have been assessed in SIDRA. The resulting future intersection operation is presented below. As a sensitivity test a 3% growth rate has been applied to all future traffic flows on all legs of the intersection of Kendall Road / Homedale Road to take into account potential background growth in traffic till 2028.

Further, the traffic generated by the development at Lot 202 Homedale Road, Kew has been included in both the future intersection assessment and the 10-year future assessment.

Table 10 – Future Weekday AM / PM Intersection Operating Conditions

		Morning Peak		Evening Peak	
Intersection	Control	Av Delay	LOS	Av Delay	LOS
Existing + Development					
Kendall Rd / Homedale Rd	Priority	8.8	A	10.2	A
10yr Future year (+3% per annum)					
Kendall Rd / Homedale Rd	Priority	10.4	A	10.2	A

Avg Delay (sec/veh) is over all movements at signals, and for worst movement at priority and roundabouts

From Table 10 it is noted that the intersection of Kendall Road / Homedale Road would continue to operate at a good level of service during both the AM and PM peak periods. This includes in the scenario of a 10yr future condition assessment assuming 3% growth per annum of all future traffic movements at the intersection.

Further, this includes the assumption that all traffic generated by all potential development in the peninsula precinct (Lot 202 Homedale Road & River Run developments) would only use the intersection of Homedale Road / Kendall Road. This reinforces the fact that a second access road is not required on intersection capacity grounds.

It is further noted that the above assumed 3% growth per annum rate has been applied to traffic in Homedale Road and thus a very conservative estimate of future intersection / traffic volume conditions. That is, as the development proposal includes the limit of available development in the location it is unlikely that traffic volumes within the access roads of the development would increase at a rate of 3% per annum given the traffic generation of the full development of the proposal has been accounted for in the modelling of future intersection operating conditions.

It is concluded that both *full* development of the subject site and the development at Lot 202 Homedale Road can be fully accommodated by the existing priority-controlled intersection of Homedale Road / Kendall Road well into the future without need for upgrade. That is, the approved upgrades which have been completed at the intersection provides sufficient capacity for future satisfactory intersection operating conditions.

Further, the second road connection to Kendall Road whilst not required on capacity grounds to accommodate the development proposal will provide an alternative route of travel to / from the development, a second fire evacuation route and even greater intersection capacity to accommodate the proposal.

Therefore, the potential traffic impacts of the proposal are considered satisfactory.

## 6. Access and Design Compliance Assessment

### 6.1 Road Network

The Port Macquarie / Hastings Development Design Specification – Geometric Road Design provides recommended road / footpath widths for different road types. In the case of the proposed development, all streets proposed are 'local' streets. The specification requires the following:

- 7.0m wide carriageway
- 4.0m wide verges
- Road reservation width of 15.0 to 16.0m

As all streets proposed as part of the subdivision include a 18.0m wide road reservation and minimum carriageway widths of 7.0m, the proposed design exceeds the minimum requirements of the engineering specification and is considered satisfactory.

### 6.2 Pedestrians / Cyclists

The frontage of this development with Homedale Road is minimal. It is noted that a footpath along the western side of Homedale Road has been constructed as part of the adjacent subdivision. It is understood that this pathway would be extended south in the future upon completion of the subdivision.

It is expected that approval of this subdivision should include works to extend the existing footpath on the western side of Homedale Road to the sub division entry. It is recommended that this should form a condition of consent.

As per the Hastings Council subdivision standards, it is expected a condition of consent for a footpath on one side of all streets within the sub division would be imposed on any future development applications. This in turn would provide an all-weather path from the subdivision to the existing pathway in Homedale Road to Kendall Road.

Overall, upon completion of both subdivisions, residents of this development would be provided with a connected all weather path system to / from Kendall Road.

No on-road or off-road facilities are proposed within Homedale Road as part of Hastings Council 2014 Bike Plan. The proposal would not preclude any new cycle facilities in Homedale Road to link with the existing / future Kendall to Laurieton shared pedestrian / cycle path.

### 6.3 Public Transport

As stated above, the centroid of this subdivision proposal would be approximately 730m walking distance to existing eastbound / westbound bus stops in Kendall Road. The relocation of bus stops or services closer to this proposed subdivision is beyond the scope of this report and is a matter for Transport for NSW / bus operators to consider during the course of occupation of this sub division.

Overall, the placement and / or relocation of bus stops in Kendall Road needs to consider existing users and available crossing facilities (such as the traffic signals at Kendall Road / Nancy Bird Walton Drive intersection).

Of note, at all times bus operators are seeking new opportunities for increased patronage of which this subdivision would provide.

However, it should be noted that the existing Homedale Road construction to Collector Road standard and the proposed 17m wide local road reserves internal to the site, supported by looped road pattern would enable bus services internal to the site should they be warranted in the future. There is capacity within the road reserves and road network to accommodate bus movements and install bus stops as necessary





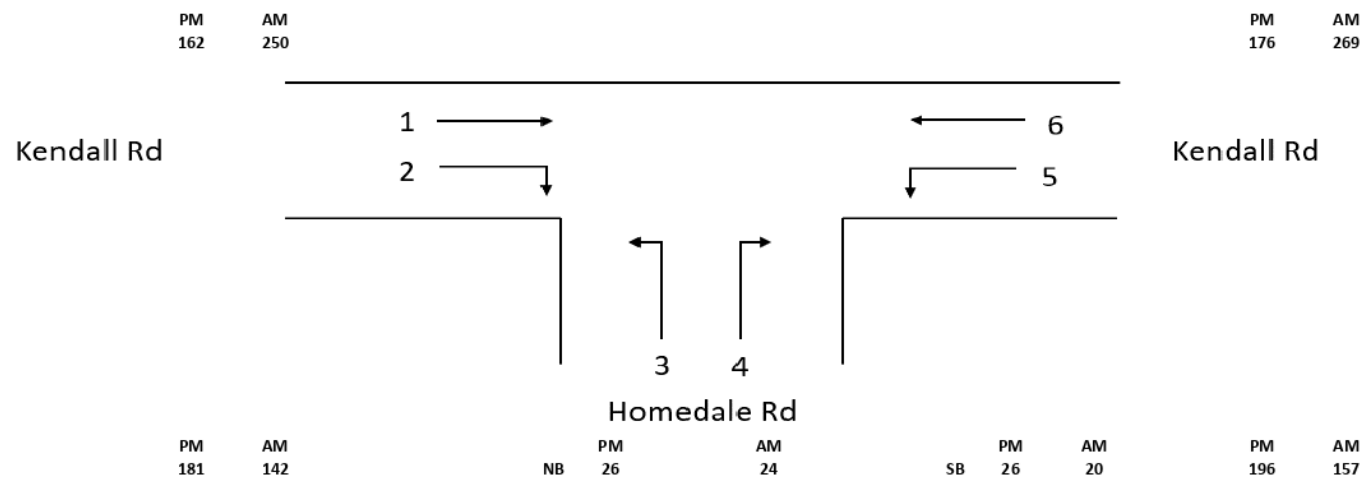
## 7. Conclusions

This report has reviewed the potential traffic impacts of the proposed approximate 122 lots in a community title development at the site known as River Run, Kew. The findings of this review are presented below:

1. The traffic impacts of the development would be minimal.
2. The existing intersection of Kendall Road / Homedale Road has recently been subjected to an upgrade in accordance with the requirements of Austroads.
3. The intersection of Kendall Road / Homedale Road would continue to operate at levels of service to that which currently occurs and 10 years into the future.
4. The intersection of Kendall Road / Homedale Road in its current form can cater for both the traffic impacts of this proposal and that which would be generated by the development at Lot 202 Homedale Road, Kew.
5. The design of the internal road network exceeds the minimum requirements of Council's Engineering Specifications and is considered satisfactory.

Overall the traffic impacts of the proposal are considered acceptable.

8. Appendix A – 2018 Intersection Count



## Peak Hour 8:00am - 9:00am

Time	1	2	Movement		5	6
7:00am - 7:15am	27	0	3	4	2	11
7:15am - 7:30am	34	0	0	4	0	16
7:30am - 7:45am	42	1	0	5	2	15
7:45am - 8:00am	48	0	0	8	0	29
8:00am - 8:15am	62	0	0	6	4	23
8:15am - 8:30am	53	0	3	5	6	22
8:30am - 8:45am	59	2	0	5	4	51
8:45am - 9:00am	74	0	0	5	4	43
<b>Total</b>	<b>399</b>	<b>3</b>	<b>3</b>	<b>39</b>	<b>22</b>	<b>210</b>

## Peak Hour 3:00pm - 4:00pm

Time	1	2	Movement		5	6
3:00pm - 3:15pm	56	2	3	4	3	40
3:15pm - 3:30pm	41	1	0	4	7	37
3:30pm - 3:45pm	36	0	4	4	6	47
3:45pm - 4:00pm	25	0	2	5	7	49
4:00pm - 4:15pm	33	1	1	7	5	47
4:15pm - 4:30pm	31	1	0	1	5	63
4:30pm - 4:45pm	26	1	1	1	1	61
4:45pm - 5:00pm	22	0	0	1	4	48
5:00pm - 5:15pm	26	0	1	4	3	37
5:15pm - 5:30pm	17	0	1	1	3	51
5:30pm - 5:45pm	19	2	0	2	7	33
5:45pm - 6:00pm	19	0	0	1	4	29
<b>Total</b>	<b>295</b>	<b>6</b>	<b>10</b>	<b>31</b>	<b>52</b>	<b>502</b>

9. Appendix B – SIDRA Outputs

Positive Traffic Pty Ltd

October 2021 |||

## MOVEMENT SUMMARY

▽ Site: 101 [Kendall\_Homedale\_PM\_Fut\_Combined + 10yrs  
(Site Folder: General)]

New Site  
Site Category: (None)  
Give-Way (Two-Way)  
Design Life Analysis (Practical Capacity): Results for 10 years

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h	HV ] %	[ Total veh/h	HV ] %				[ Veh. veh	Dist ] m				
South: Homedale Rd														
1	L2	20	2.0	26	2.0	0.140	6.3	LOS A	0.5	3.8	0.49	0.73	0.49	50.9
3	R2	54	2.0	69	2.0	0.140	10.2	LOS A	0.5	3.8	0.49	0.73	0.49	50.4
Approach		74	2.0	95	2.0	0.140	9.1	LOS A	0.5	3.8	0.49	0.73	0.49	50.5
East: Kendall Rd														
4	L2	197	2.0	253	2.0	0.253	5.6	LOS A	0.0	0.0	0.00	0.31	0.00	55.5
5	T1	173	2.0	222	2.0	0.253	0.1	LOS A	0.0	0.0	0.00	0.31	0.00	57.1
Approach		370	2.0	475	2.0	0.253	3.0	NA	0.0	0.0	0.00	0.31	0.00	56.3
West: Kendall Rd														
11	T1	158	2.0	203	2.0	0.106	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	60.0
12	R2	22	2.0	28	2.0	0.026	7.3	LOS A	0.1	0.8	0.49	0.65	0.49	51.7
Approach		180	2.0	231	2.0	0.106	0.9	NA	0.1	0.8	0.06	0.08	0.06	58.8
All Vehicles		624	2.0	801	2.0	0.253	3.1	NA	0.5	3.8	0.08	0.30	0.08	56.2

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

Vehicle movement LOS values are based on average delay per movement.

Minor Road Approach LOS values are based on average delay for all vehicle movements.

NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: SIDRA Standard.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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## INTERSECTION SUMMARY

▼ Site: 101 [Kendall\_Homedale\_AM\_Ex (Site Folder: General)]

New Site  
 Site Category: (None)  
 Give-Way (Two-Way)

Intersection Performance - Hourly Values		
Performance Measure	Vehicles	Persons
Travel Speed (Average)	59.1 km/h	59.1 km/h
Travel Distance (Total)	458.4 veh-km/h	550.0 pers-km/h
Travel Time (Total)	7.8 veh-h/h	9.3 pers-h/h
Desired Speed (Program)	60.0 km/h	
Speed Efficiency	0.98	
Travel Time Index	9.82	
Congestion Coefficient	1.02	
Demand Flows (Total)	454 veh/h	544 pers/h
Percent Heavy Vehicles (Demand)	2.0 %	
Degree of Saturation	0.136	
Practical Spare Capacity	622.6 %	
Effective Intersection Capacity	3345 veh/h	
Control Delay (Total)	0.09 veh-h/h	0.11 pers-h/h
Control Delay (Average)	0.7 sec	0.7 sec
Control Delay (Worst Lane)	7.9 sec	
Control Delay (Worst Movement)	8.2 sec	8.2 sec
Geometric Delay (Average)	0.6 sec	
Stop-Line Delay (Average)	0.2 sec	
Idling Time (Average)	0.0 sec	
Intersection Level of Service (LOS)	NA	
95% Back of Queue - Vehicles (Worst Lane)	0.1 veh	
95% Back of Queue - Distance (Worst Lane)	0.9 m	
Ave. Queue Storage Ratio (Worst Lane)	0.00	
Total Effective Stops	29 veh/h	35 pers/h
Effective Stop Rate	0.06	0.06
Proportion Queued	0.02	0.02
Performance Index	8.1	8.1
Cost (Total)	291.96 \$/h	291.96 \$/h
Fuel Consumption (Total)	29.4 L/h	
Carbon Dioxide (Total)	69.4 kg/h	
Hydrocarbons (Total)	0.005 kg/h	
Carbon Monoxide (Total)	0.086 kg/h	
NOx (Total)	0.061 kg/h	

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

NA: Intersection LOS for Vehicles is Not Applicable for two-way sign control since the average intersection delay is not a good LOS measure due to zero delays associated with major road movements.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: SIDRA Standard.

Site Model Variability Index (Iterations 3 to N): 0.0 %

Number of Iterations: 3 (Maximum: 10)

Largest change in Lane Degrees of Saturation for the last three Flow-Capacity Iterations: 58.3% 16.2% 0.0%

Intersection Performance - Annual Values		
Performance Measure	Vehicles	Persons
Demand Flows (Total)	217,768 veh/y	261,322 pers/y
Delay	44 veh-h/y	53 pers-h/y
Effective Stops	13,803 veh/y	16,563 pers/y
Travel Distance	220,011 veh-km/y	264,013 pers-km/y
Travel Time	3,726 veh-h/y	4,471 pers-h/y
Cost	140,142 \$/y	140,142 \$/y
Fuel Consumption	14,091 L/y	
Carbon Dioxide	33,334 kg/y	
Hydrocarbons	2 kg/y	
Carbon Monoxide	41 kg/y	
NOx	29 kg/y	

## MOVEMENT SUMMARY

▼ Site: 101 [Kendall\_Homedale\_AM\_Ex (Site Folder: General)]

New Site  
Site Category: (None)  
Give-Way (Two-Way)

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h ]	[ HV % ]	[ Total veh/h ]	[ HV % ]				[ Veh. veh ]	[ Dist m ]				
South: Homedale Rd														
1	L2	3	2.0	3	2.0	0.033	6.0	LOS A	0.1	0.9	0.42	0.65	0.42	51.7
3	R2	21	2.0	22	2.0	0.033	8.2	LOS A	0.1	0.9	0.42	0.65	0.42	51.2
Approach		24	2.0	25	2.0	0.033	7.9	LOS A	0.1	0.9	0.42	0.65	0.42	51.3
East: Kendall Rd														
4	L2	18	2.0	19	2.0	0.086	5.6	LOS A	0.0	0.0	0.00	0.07	0.00	57.6
5	T1	139	2.0	146	2.0	0.086	0.0	LOS A	0.0	0.0	0.00	0.07	0.00	59.3
Approach		157	2.0	165	2.0	0.086	0.7	NA	0.0	0.0	0.00	0.07	0.00	59.1
West: Kendall Rd														
11	T1	248	2.0	261	2.0	0.136	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	59.9
12	R2	2	2.0	2	2.0	0.001	5.9	LOS A	0.0	0.0	0.27	0.53	0.27	52.3
Approach		250	2.0	263	2.0	0.136	0.1	NA	0.0	0.0	0.00	0.00	0.00	59.9
All Vehicles		431	2.0	454	2.0	0.136	0.7	NA	0.1	0.9	0.02	0.06	0.02	59.1

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

Vehicle movement LOS values are based on average delay per movement.

Minor Road Approach LOS values are based on average delay for all vehicle movements.

NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: SIDRA Standard.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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## INTERSECTION SUMMARY

▼ Site: 101 [Kendall\_Homedale\_AM\_Fut\_Combined (Site Folder: General)]

New Site  
Site Category: (None)  
Give-Way (Two-Way)

Intersection Performance - Hourly Values		
Performance Measure	Vehicles	Persons
Travel Speed (Average)	56.8 km/h	56.8 km/h
Travel Distance (Total)	622.4 veh-km/h	746.8 pers-km/h
Travel Time (Total)	11.0 veh-h/h	13.2 pers-h/h
Desired Speed (Program)	60.0 km/h	
Speed Efficiency	0.95	
Travel Time Index	9.40	
Congestion Coefficient	1.06	
Demand Flows (Total)	616 veh/h	739 pers/h
Percent Heavy Vehicles (Demand)	2.0 %	
Degree of Saturation	0.210	
Practical Spare Capacity	281.4 %	
Effective Intersection Capacity	2936 veh/h	
Control Delay (Total)	0.46 veh-h/h	0.55 pers-h/h
Control Delay (Average)	2.7 sec	2.7 sec
Control Delay (Worst Lane)	8.6 sec	
Control Delay (Worst Movement)	8.8 sec	8.8 sec
Geometric Delay (Average)	1.9 sec	
Stop-Line Delay (Average)	0.8 sec	
Idling Time (Average)	0.3 sec	
Intersection Level of Service (LOS)	NA	
95% Back of Queue - Vehicles (Worst Lane)	0.9 veh	
95% Back of Queue - Distance (Worst Lane)	6.1 m	
Ave. Queue Storage Ratio (Worst Lane)	0.00	
Total Effective Stops	145 veh/h	174 pers/h
Effective Stop Rate	0.24	0.24
Proportion Queued	0.12	0.12
Performance Index	13.0	13.0
Cost (Total)	417.65 \$/h	417.65 \$/h
Fuel Consumption (Total)	44.2 L/h	
Carbon Dioxide (Total)	104.4 kg/h	
Hydrocarbons (Total)	0.008 kg/h	
Carbon Monoxide (Total)	0.126 kg/h	
NOx (Total)	0.101 kg/h	

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

NA: Intersection LOS for Vehicles is Not Applicable for two-way sign control since the average intersection delay is not a good LOS measure due to zero delays associated with major road movements.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: SIDRA Standard.

Site Model Variability Index (Iterations 3 to N): 0.2 %

Number of Iterations: 3 (Maximum: 10)

Largest change in Lane Degrees of Saturation for the last three Flow-Capacity Iterations: 59.7% 18.6% 0.2%

Intersection Performance - Annual Values		
Performance Measure	Vehicles	Persons
Demand Flows (Total)	295,579 veh/y	354,695 pers/y
Delay	218 veh-h/y	262 pers-h/y
Effective Stops	69,717 veh/y	83,660 pers/y
Travel Distance	298,736 veh-km/y	358,483 pers-km/y
Travel Time	5,262 veh-h/y	6,315 pers-h/y
Cost	200,472 \$/y	200,472 \$/y
Fuel Consumption	21,201 L/y	
Carbon Dioxide	50,133 kg/y	
Hydrocarbons	4 kg/y	
Carbon Monoxide	60 kg/y	



## MOVEMENT SUMMARY

▼ Site: 101 [Kendall\_Homedale\_AM\_Fut\_Combined (Site Folder: General)]

New Site  
Site Category: (None)  
Give-Way (Two-Way)

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h ]	[ HV % ]	[ Total veh/h ]	[ HV % ]				[ Veh. veh ]	[ Dist m ]				
South: Homedale Rd														
1	L2	15	2.0	16	2.0	0.210	6.1	LOS A	0.9	6.1	0.49	0.73	0.49	51.3
3	R2	132	2.0	139	2.0	0.210	8.8	LOS A	0.9	6.1	0.49	0.73	0.49	50.8
Approach		147	2.0	155	2.0	0.210	8.6	LOS A	0.9	6.1	0.49	0.73	0.49	50.8
East: Kendall Rd														
4	L2	46	2.0	48	2.0	0.102	5.6	LOS A	0.0	0.0	0.00	0.15	0.00	57.0
5	T1	139	2.0	146	2.0	0.102	0.0	LOS A	0.0	0.0	0.00	0.15	0.00	58.6
Approach		185	2.0	195	2.0	0.102	1.4	NA	0.0	0.0	0.00	0.15	0.00	58.2
West: Kendall Rd														
11	T1	248	2.0	261	2.0	0.136	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	59.9
12	R2	5	2.0	5	2.0	0.004	6.0	LOS A	0.0	0.1	0.29	0.54	0.29	52.2
Approach		253	2.0	266	2.0	0.136	0.2	NA	0.0	0.1	0.01	0.01	0.01	59.8
All Vehicles		585	2.0	616	2.0	0.210	2.7	NA	0.9	6.1	0.12	0.24	0.12	56.8

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

Vehicle movement LOS values are based on average delay per movement.

Minor Road Approach LOS values are based on average delay for all vehicle movements.

NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: SIDRA Standard.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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## INTERSECTION SUMMARY

▼ Site: 101 [Kendall\_Homedale\_AM\_Fut\_Combined + 10yrs  
(Site Folder: General)]

New Site  
Site Category: (None)  
Give-Way (Two-Way)  
Design Life Analysis (Final Year): Results for 10 years

Intersection Performance - Hourly Values		
Performance Measure	Vehicles	Persons
Travel Speed (Average)	56.4 km/h	56.4 km/h
Travel Distance (Total)	758.7 veh-km/h	910.4 pers-km/h
Travel Time (Total)	13.4 veh-h/h	16.1 pers-h/h
Desired Speed (Program)	60.0 km/h	
Speed Efficiency	0.94	
Travel Time Index	9.34	
Congestion Coefficient	1.06	
Demand Flows (Total)	751 veh/h	901 pers/h
Percent Heavy Vehicles (Demand)	2.0 %	
Degree of Saturation	0.291	
Practical Spare Capacity	175.2 %	
Effective Intersection Capacity	2582 veh/h	
Control Delay (Total)	0.63 veh-h/h	0.76 pers-h/h
Control Delay (Average)	3.0 sec	3.0 sec
Control Delay (Worst Lane)	10.0 sec	
Control Delay (Worst Movement)	10.4 sec	10.4 sec
Geometric Delay (Average)	1.9 sec	
Stop-Line Delay (Average)	1.2 sec	
Idling Time (Average)	0.5 sec	
Intersection Level of Service (LOS)	NA	
95% Back of Queue - Vehicles (Worst Lane)	1.3 veh	
95% Back of Queue - Distance (Worst Lane)	9.4 m	
Ave. Queue Storage Ratio (Worst Lane)	0.01	
Total Effective Stops	193 veh/h	232 pers/h
Effective Stop Rate	0.26	0.26
Proportion Queued	0.14	0.14
Performance Index	16.5	16.5
Cost (Total)	511.78 \$/h	511.78 \$/h
Fuel Consumption (Total)	54.0 L/h	
Carbon Dioxide (Total)	127.7 kg/h	
Hydrocarbons (Total)	0.010 kg/h	
Carbon Monoxide (Total)	0.154 kg/h	
NOx (Total)	0.124 kg/h	

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

NA: Intersection LOS for Vehicles is Not Applicable for two-way sign control since the average intersection delay is not a good LOS measure due to zero delays associated with major road movements.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: SIDRA Standard.

Site Model Variability Index (Iterations 3 to N): 0.3 %

Number of Iterations: 3 (Maximum: 10)

Largest change in Lane Degrees of Saturation for the last three Flow-Capacity Iterations: 64.6% 22.0% 0.3%

Intersection Performance - Annual Values		
Performance Measure	Vehicles	Persons
Demand Flows (Total)	360,309 veh/y	432,371 pers/y
Delay	304 veh-h/y	364 pers-h/y
Effective Stops	92,822 veh/y	111,386 pers/y
Travel Distance	364,158 veh-km/y	436,989 pers-km/y
Travel Time	6,452 veh-h/y	7,743 pers-h/y
Cost	245,653 \$/y	245,653 \$/y
Fuel Consumption	25,913 L/y	
Carbon Dioxide	61,274 kg/y	
Hydrocarbons	5 kg/y	

## MOVEMENT SUMMARY

▽ Site: 101 [Kendall\_Homedale\_AM\_Fut\_Combined + 10yrs  
(Site Folder: General)]

New Site  
Site Category: (None)  
Give-Way (Two-Way)  
Design Life Analysis (Final Year): Results for 10 years

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h	HV ] %	[ Total veh/h	HV ] %				[ Veh. veh	Dist ] m				
South: Homedale Rd														
1	L2	15	2.0	19	2.0	0.291	6.5	LOS A	1.3	9.4	0.56	0.82	0.62	50.2
3	R2	132	2.0	169	2.0	0.291	10.4	LOS A	1.3	9.4	0.56	0.82	0.62	49.8
Approach		147	2.0	189	2.0	0.291	10.0	LOS A	1.3	9.4	0.56	0.82	0.62	49.8
East: Kendall Rd														
4	L2	46	2.0	59	2.0	0.125	5.6	LOS A	0.0	0.0	0.00	0.15	0.00	57.0
5	T1	139	2.0	178	2.0	0.125	0.0	LOS A	0.0	0.0	0.00	0.15	0.00	58.6
Approach		185	2.0	237	2.0	0.125	1.4	NA	0.0	0.0	0.00	0.15	0.00	58.2
West: Kendall Rd														
11	T1	248	2.0	318	2.0	0.166	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	59.9
12	R2	5	2.0	6	2.0	0.004	6.2	LOS A	0.0	0.1	0.33	0.55	0.33	52.1
Approach		253	2.0	325	2.0	0.166	0.2	NA	0.0	0.1	0.01	0.01	0.01	59.7
All Vehicles		585	2.0	751	2.0	0.291	3.0	NA	1.3	9.4	0.14	0.26	0.16	56.4

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

Vehicle movement LOS values are based on average delay per movement.

Minor Road Approach LOS values are based on average delay for all vehicle movements.

NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: SIDRA Standard.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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## INTERSECTION SUMMARY

▼ Site: 101 [Kendall\_Homedale\_PM\_Ex (Site Folder: General)]

New Site

Site Category: (None)

Give-Way (Two-Way)

Design Life Analysis (Practical Capacity): Results for 10 years

Intersection Performance - Hourly Values		
Performance Measure	Vehicles	Persons
Travel Speed (Average)	57.5 km/h	57.5 km/h
Travel Distance (Total)	622.9 veh-km/h	747.4 pers-km/h
Travel Time (Total)	10.8 veh-h/h	13.0 pers-h/h
Desired Speed (Program)	60.0 km/h	
Speed Efficiency	0.96	
Travel Time Index	9.53	
Congestion Coefficient	1.04	
Demand Flows (Total)	616 veh/h	739 pers/h
Percent Heavy Vehicles (Demand)	2.0 %	
Degree of Saturation	0.180	
Practical Spare Capacity	443.0 %	
Effective Intersection Capacity	3412 veh/h	
Control Delay (Total)	0.35 veh-h/h	0.42 pers-h/h
Control Delay (Average)	2.0 sec	2.0 sec
Control Delay (Worst Lane)	8.2 sec	
Control Delay (Worst Movement)	9.0 sec	9.0 sec
Geometric Delay (Average)	1.7 sec	
Stop-Line Delay (Average)	0.3 sec	
Idling Time (Average)	0.1 sec	
Intersection Level of Service (LOS)	NA	
95% Back of Queue - Vehicles (Worst Lane)	0.3 veh	
95% Back of Queue - Distance (Worst Lane)	2.1 m	
Ave. Queue Storage Ratio (Worst Lane)	0.00	
Total Effective Stops	118 veh/h	142 pers/h
Effective Stop Rate	0.19	0.19
Proportion Queued	0.05	0.05
Performance Index	11.9	11.9
Cost (Total)	412.57 \$/h	412.57 \$/h
Fuel Consumption (Total)	43.5 L/h	
Carbon Dioxide (Total)	102.8 kg/h	
Hydrocarbons (Total)	0.008 kg/h	
Carbon Monoxide (Total)	0.124 kg/h	
NOx (Total)	0.098 kg/h	

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

NA: Intersection LOS for Vehicles is Not Applicable for two-way sign control since the average intersection delay is not a good LOS measure due to zero delays associated with major road movements.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: SIDRA Standard.

Site Model Variability Index (Iterations 3 to N): 1.1 %

Number of Iterations: 4 (Maximum: 10)

Largest change in Lane Degrees of Saturation for the last three Flow-Capacity Iterations: 30.1% 1.4% 0.7%

Intersection Performance - Annual Values		
Performance Measure	Vehicles	Persons
Demand Flows (Total)	295,638 veh/y	354,766 pers/y
Delay	167 veh-h/y	201 pers-h/y
Effective Stops	56,740 veh/y	68,088 pers/y
Travel Distance	298,977 veh-km/y	358,772 pers-km/y
Travel Time	5,204 veh-h/y	6,245 pers-h/y
Cost	198,035 \$/y	198,035 \$/y
Fuel Consumption	20,856 L/y	
Carbon Dioxide	49,320 kg/y	
Hydrocarbons	4 kg/y	
Carbon Monoxide	60 kg/y	

## MOVEMENT SUMMARY

▼ Site: 101 [Kendall\_Homedale\_PM\_Ex (Site Folder: General)]

New Site

Site Category: (None)

Give-Way (Two-Way)

Design Life Analysis (Practical Capacity): Results for 10 years

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h ]	[ HV % ]	[ Total veh/h ]	[ HV % ]				[ Veh. veh ]	[ Dist m ]				
South: Homedale Rd														
1	L2	13	2.0	17	2.0	0.076	6.3	LOS A	0.3	2.1	0.45	0.68	0.45	51.5
3	R2	32	2.0	41	2.0	0.076	9.0	LOS A	0.3	2.1	0.45	0.68	0.45	51.0
Approach		45	2.0	58	2.0	0.076	8.2	LOS A	0.3	2.1	0.45	0.68	0.45	51.1
East: Kendall Rd														
4	L2	93	2.0	119	2.0	0.180	5.6	LOS A	0.0	0.0	0.00	0.21	0.00	56.4
5	T1	173	2.0	222	2.0	0.180	0.0	LOS A	0.0	0.0	0.00	0.21	0.00	58.1
Approach		266	2.0	341	2.0	0.180	2.0	NA	0.0	0.0	0.00	0.21	0.00	57.5
West: Kendall Rd														
11	T1	158	2.0	203	2.0	0.106	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	60.0
12	R2	11	2.0	14	2.0	0.011	6.6	LOS A	0.0	0.3	0.40	0.58	0.40	51.9
Approach		169	2.0	217	2.0	0.106	0.5	NA	0.0	0.3	0.03	0.04	0.03	59.4
All Vehicles		480	2.0	616	2.0	0.180	2.0	NA	0.3	2.1	0.05	0.19	0.05	57.5

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

Vehicle movement LOS values are based on average delay per movement.

Minor Road Approach LOS values are based on average delay for all vehicle movements.

NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: SIDRA Standard.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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Project: Z:\2018 Projects\PT18075 - River Run Kew\SIDRA\PT18075.sip9

## INTERSECTION SUMMARY

▼ Site: 101 [Kendall\_Homedale\_PM\_Fut\_Combined (Site Folder: General)]

New Site  
Site Category: (None)  
Give-Way (Two-Way)  
Design Life Analysis (Practical Capacity): Results for 10 years

Intersection Performance - Hourly Values		
Performance Measure	Vehicles	Persons
Travel Speed (Average)	56.2 km/h	56.2 km/h
Travel Distance (Total)	810.3 veh-km/h	972.4 pers-km/h
Travel Time (Total)	14.4 veh-h/h	17.3 pers-h/h
Desired Speed (Program)	60.0 km/h	
Speed Efficiency	0.94	
Travel Time Index	9.30	
Congestion Coefficient	1.07	
Demand Flows (Total)	801 veh/h	961 pers/h
Percent Heavy Vehicles (Demand)	2.0 %	
Degree of Saturation	0.253	
Practical Spare Capacity	286.8 %	
Effective Intersection Capacity	3160 veh/h	
Control Delay (Total)	0.70 veh-h/h	0.84 pers-h/h
Control Delay (Average)	3.1 sec	3.1 sec
Control Delay (Worst Lane)	9.1 sec	
Control Delay (Worst Movement)	10.2 sec	10.2 sec
Geometric Delay (Average)	2.6 sec	
Stop-Line Delay (Average)	0.5 sec	
Idling Time (Average)	0.2 sec	
Intersection Level of Service (LOS)	NA	
95% Back of Queue - Vehicles (Worst Lane)	0.5 veh	
95% Back of Queue - Distance (Worst Lane)	3.8 m	
Ave. Queue Storage Ratio (Worst Lane)	0.00	
Total Effective Stops	237 veh/h	284 pers/h
Effective Stop Rate	0.30	0.30
Proportion Queued	0.08	0.08
Performance Index	16.5	16.5
Cost (Total)	553.17 \$/h	553.17 \$/h
Fuel Consumption (Total)	60.1 L/h	
Carbon Dioxide (Total)	142.0 kg/h	
Hydrocarbons (Total)	0.011 kg/h	
Carbon Monoxide (Total)	0.169 kg/h	
NOx (Total)	0.144 kg/h	

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

NA: Intersection LOS for Vehicles is Not Applicable for two-way sign control since the average intersection delay is not a good LOS measure due to zero delays associated with major road movements.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: SIDRA Standard.

Site Model Variability Index (Iterations 3 to N): 2.3 %

Number of Iterations: 5 (Maximum: 10)

Largest change in Lane Degrees of Saturation for the last three Flow-Capacity Iterations: 4.1% 2.0% 1.0%

Intersection Performance - Annual Values		
Performance Measure	Vehicles	Persons
Demand Flows (Total)	384,330 veh/y	461,196 pers/y
Delay	335 veh-h/y	402 pers-h/y
Effective Stops	113,707 veh/y	136,448 pers/y
Travel Distance	388,953 veh-km/y	466,744 pers-km/y
Travel Time	6,921 veh-h/y	8,305 pers-h/y
Cost	265,522 \$/y	265,522 \$/y
Fuel Consumption	28,835 L/y	
Carbon Dioxide	68,174 kg/y	
Hydrocarbons	5 kg/y	

## MOVEMENT SUMMARY

▼ Site: 101 [Kendall\_Homedale\_PM\_Fut\_Combined (Site Folder: General)]

New Site  
Site Category: (None)  
Give-Way (Two-Way)  
Design Life Analysis (Practical Capacity): Results for 10 years

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[ Total veh/h	HV ] %	[ Total veh/h	HV ] %				[ Veh. veh	Dist ] m				
South: Homedale Rd														
1	L2	20	2.0	26	2.0	0.140	6.3	LOS A	0.5	3.8	0.49	0.73	0.49	50.9
3	R2	54	2.0	69	2.0	0.140	10.2	LOS A	0.5	3.8	0.49	0.73	0.49	50.4
Approach		74	2.0	95	2.0	0.140	9.1	LOS A	0.5	3.8	0.49	0.73	0.49	50.5
East: Kendall Rd														
4	L2	197	2.0	253	2.0	0.253	5.6	LOS A	0.0	0.0	0.00	0.31	0.00	55.5
5	T1	173	2.0	222	2.0	0.253	0.1	LOS A	0.0	0.0	0.00	0.31	0.00	57.1
Approach		370	2.0	475	2.0	0.253	3.0	NA	0.0	0.0	0.00	0.31	0.00	56.3
West: Kendall Rd														
11	T1	158	2.0	203	2.0	0.106	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	60.0
12	R2	22	2.0	28	2.0	0.026	7.3	LOS A	0.1	0.8	0.49	0.65	0.49	51.7
Approach		180	2.0	231	2.0	0.106	0.9	NA	0.1	0.8	0.06	0.08	0.06	58.8
All Vehicles		624	2.0	801	2.0	0.253	3.1	NA	0.5	3.8	0.08	0.30	0.08	56.2

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

Vehicle movement LOS values are based on average delay per movement.

Minor Road Approach LOS values are based on average delay for all vehicle movements.

NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: SIDRA Standard.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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Organisation: POSITIVE TRAFFIC PTY LTD | Licence: PLUS / 1PC | Processed: Thursday, 9 December 2021 8:36:14 PM  
Project: Z:\2018 Projects\PT18075 - River Run Kew\SIDRA\PT18075.sip9

## INTERSECTION SUMMARY

▼ Site: 101 [Kendall\_Homedale\_PM\_Fut\_Combined + 10yrs  
(Site Folder: General)]

New Site  
Site Category: (None)  
Give-Way (Two-Way)  
Design Life Analysis (Practical Capacity): Results for 10 years

Intersection Performance - Hourly Values		
Performance Measure	Vehicles	Persons
Travel Speed (Average)	56.2 km/h	56.2 km/h
Travel Distance (Total)	810.3 veh-km/h	972.4 pers-km/h
Travel Time (Total)	14.4 veh-h/h	17.3 pers-h/h
Desired Speed (Program)	60.0 km/h	
Speed Efficiency	0.94	
Travel Time Index	9.30	
Congestion Coefficient	1.07	
Demand Flows (Total)	801 veh/h	961 pers/h
Percent Heavy Vehicles (Demand)	2.0 %	
Degree of Saturation	0.253	
Practical Spare Capacity	286.8 %	
Effective Intersection Capacity	3160 veh/h	
Control Delay (Total)	0.70 veh-h/h	0.84 pers-h/h
Control Delay (Average)	3.1 sec	3.1 sec
Control Delay (Worst Lane)	9.1 sec	
Control Delay (Worst Movement)	10.2 sec	10.2 sec
Geometric Delay (Average)	2.6 sec	
Stop-Line Delay (Average)	0.5 sec	
Idling Time (Average)	0.2 sec	
Intersection Level of Service (LOS)	NA	
95% Back of Queue - Vehicles (Worst Lane)	0.5 veh	
95% Back of Queue - Distance (Worst Lane)	3.8 m	
Ave. Queue Storage Ratio (Worst Lane)	0.00	
Total Effective Stops	237 veh/h	284 pers/h
Effective Stop Rate	0.30	0.30
Proportion Queued	0.08	0.08
Performance Index	16.5	16.5
Cost (Total)	553.17 \$/h	553.17 \$/h
Fuel Consumption (Total)	60.1 L/h	
Carbon Dioxide (Total)	142.0 kg/h	
Hydrocarbons (Total)	0.011 kg/h	
Carbon Monoxide (Total)	0.169 kg/h	
NOx (Total)	0.144 kg/h	

Site Level of Service (LOS) Method: Delay (RTA NSW). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

NA: Intersection LOS for Vehicles is Not Applicable for two-way sign control since the average intersection delay is not a good LOS measure due to zero delays associated with major road movements.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: SIDRA Standard.

Site Model Variability Index (Iterations 3 to N): 2.3 %

Number of Iterations: 5 (Maximum: 10)

Largest change in Lane Degrees of Saturation for the last three Flow-Capacity Iterations: 4.1% 2.0% 1.0%

Intersection Performance - Annual Values		
Performance Measure	Vehicles	Persons
Demand Flows (Total)	384,330 veh/y	461,196 pers/y
Delay	335 veh-h/y	402 pers-h/y
Effective Stops	113,707 veh/y	136,448 pers/y
Travel Distance	388,953 veh-km/y	466,744 pers-km/y
Travel Time	6,921 veh-h/y	8,305 pers-h/y
Cost	265,522 \$/y	265,522 \$/y
Fuel Consumption	28,835 L/y	
Carbon Dioxide	68,174 kg/y	
Hydrocarbons	5 kg/y	



## 10. Appendix C - 2016 Tube Counts

Positive Traffic Pty Ltd

October 2021 |||

## AUTOMATIC COUNTER SUMMARY AND DATA SHEET

**TRANS TRAFFIC SURVEY**

trafficsurvey.com.au

T. 1300 883 936 - F. 1300 882 932 - E. traffic@trafficsurvey.com.au - W. www.trafficsurvey.com.au

**AUTOMATIC COUNT SUMMARY**

<b>Street Name :</b>	MR538 Kendall Road	<b>Location :</b>	East of Dunwoodie St (No 105)
<b>Suburb :</b>	Kew	<b>Start Date :</b>	00:00 Thu 11/February/2016
<b>Metrocount ID</b>	DV62T6S7	<b>Finish Date :</b>	00:00 Thu 18/February/2016
<b>Site ID Number :</b>	192	<b>Speed Zone :</b>	60 km/h
<b>Prepared By :</b>	Vo Son Binh	<b>Email:</b>	binh@trafficsurvey.com.au

GPS information		Lat	31° 37' 41.48 North	<b>Direction of Travel</b>		
		Long	152° 42' 54.34 East			
<b>Traffic Volume :</b> (Vehicles/Day)		Weekdays Average		<b>Combined</b>	<b>Westbound</b>	<b>Eastbound</b>
		7 Day Average		3,951	1,973	1,978
				3,668	1,835	1,833
<b>Weekday</b>	<b>AM</b>	06:00		370	138	232
<b>Peak hour start</b>	<b>PM</b>	12:00		377	202	176
<b>Speeds :</b> (Km/Hr)		85th Percentile		59.9	59.5	60.3
		Average		47.3	47.4	47.2
<b>Classification % :</b>	Light Vehicles up to 5.5m			91.2%	91.4%	91.1%

**Location**

**GPS Information** [Load Google Map \(internet required\)](#)  
(Latitude, Longitude: -31.628188, + 152.715095)



[Speed Data](#)   [Speed Graph](#)   [Speed Bin](#)  
[Volume Data](#)   [Volume Graph](#)   [Classification](#)



**QUALITY ASSURED COMPANY BY AS/NZS ISO 9001:2008**  
**OH&S SYSTEM CERTIFIED TO AS/NZS ISO 4801:2001**  
**ENVIRONMENT MANAGEMENT SYSTEM CERTIFIED TO AS/NZS ISO14001:2004**

## AUTOMATIC COUNTER SUMMARY AND DATA SHEET

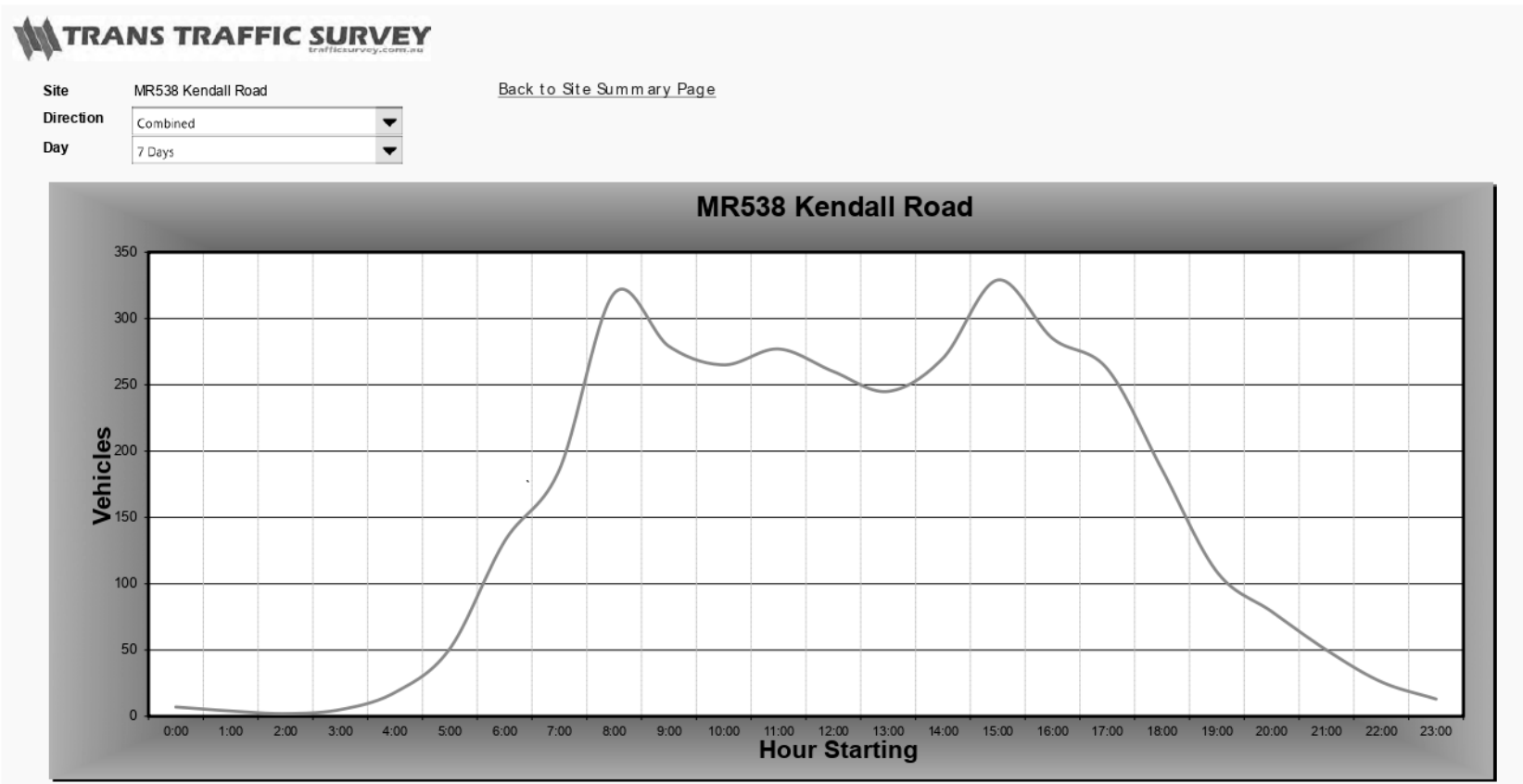


Site MR538 Kendall Road

Direction [Back to Site Summary Page](#)

Day Date	Monday 15/02/2016	Tuesday 16/02/2016	Wednesday 17/02/2016	Thursday 11/02/2016	Friday 12/02/2016	Saturday 13/02/2016	Sunday 14/02/2016	7 days		Weekday		Weekend	
AM Peak	09:00	10:00	10:00	06:00	07:00	09:00	11:00	Total	Average	Total	Average	Total	Average
PM Peak	15:00	16:00	12:00	16:00	16:00	19:00	17:00	N/A	09:00	N/A	06:00	N/A	09:00
								N/A	16:00	N/A	12:00	N/A	16:00
00:00	8	6	4	5	3	15	8	49	7	26	5	23	12
01:00	2	5	4	3	2	7	4	27	4	16	3	11	6
02:00	1	0	3	4	2	4	4	18	3	10	2	8	4
03:00	5	6	1	4	10	6	7	39	6	26	5	13	7
04:00	20	18	27	28	25	8	6	132	19	118	24	14	7
05:00	62	64	69	63	71	21	11	361	52	329	66	32	16
06:00	175	147	171	183	159	62	35	932	133	835	167	97	49
07:00	209	252	231	202	215	131	74	1314	188	1109	222	205	103
08:00	353	379	360	376	380	200	191	2239	320	1848	370	391	196
09:00	296	343	243	274	299	254	245	1954	279	1455	291	499	250
10:00	240	300	220	293	258	266	285	1862	266	1311	262	551	276
11:00	249	242	279	273	301	334	263	1941	277	1344	269	597	299
12:00	249	230	246	270	265	289	271	1820	260	1260	252	560	280
13:00	251	250	250	252	238	249	225	1715	245	1241	248	474	237
14:00	305	289	290	269	280	219	239	1891	270	1433	287	458	229
15:00	387	359	373	379	389	195	222	2304	329	1887	377	417	209
16:00	305	290	317	330	305	219	227	1993	285	1547	309	446	223
17:00	288	289	317	298	292	172	186	1842	263	1484	297	358	179
18:00	197	204	213	221	196	137	137	1305	186	1031	206	274	137
19:00	135	96	85	137	104	87	119	763	109	557	111	206	103
20:00	60	63	95	80	100	84	74	556	79	398	80	158	79
21:00	36	73	52	50	73	45	27	356	51	284	57	72	36
22:00	13	23	26	24	44	38	17	185	26	130	26	55	28
23:00	7	13	13	11	25	22	7	98	14	69	14	29	15
Total	3853	3941	3889	4029	4036	3064	2884	25696	3671	19748	3950	5948	2980
% Heavy	10.33%	10.18%	9.98%	8.79%	8.52%	6.49%	5.89%	8.77%		9.55%		6.20%	

## AUTOMATIC COUNTER SUMMARY AND DATA SHEET



## AUTOMATIC COUNTER SUMMARY AND DATA SHEET



Site MR538 Kendall Road

Direction Combined

Day 7 Days

[Back to Site Summary Page](#)

Hour Start	Vehicles Classifications												
	SV	SVT	TB2	TB3	T4	ART3	ART4	ART5	ART6	BD	DRT	TRT	UC
	1	2	3	4	5	6	7	8	9	10	11	12	13
12:00 AM	7	0	0	0	0	0	0	0	0	0	0	0	0
01:00 AM	4	0	0	0	0	0	0	0	0	0	0	0	0
02:00 AM	2	0	0	0	0	0	0	0	0	0	0	0	0
03:00 AM	4	0	0	1	0	0	0	0	0	0	0	0	0
04:00 AM	16	0	1	1	0	0	0	0	0	0	0	0	0
05:00 AM	43	1	5	0	0	1	0	0	1	0	0	0	0
06:00 AM	111	3	15	2	0	0	0	0	1	0	0	0	0
07:00 AM	158	4	22	1	0	1	0	0	0	0	0	0	0
08:00 AM	286	7	21	2	0	1	1	0	1	0	0	0	0
09:00 AM	244	7	21	3	1	1	1	0	1	0	0	0	0
10:00 AM	237	6	16	3	0	1	0	0	2	0	0	0	0
11:00 AM	245	9	18	3	0	1	1	0	0	0	0	0	0
12:00 PM	232	5	16	3	0	2	1	0	1	0	0	0	0
01:00 PM	215	7	16	2	0	1	1	1	1	1	0	0	0
02:00 PM	237	7	20	3	0	1	1	0	1	0	0	0	0
03:00 PM	293	7	24	3	0	1	1	0	0	0	0	0	0
04:00 PM	254	6	20	2	0	1	1	0	1	0	0	0	0
05:00 PM	243	4	14	1	0	0	0	0	0	0	0	0	0
06:00 PM	172	2	12	0	0	0	0	0	0	0	0	0	0
07:00 PM	103	2	4	0	0	0	0	0	0	0	0	0	0
08:00 PM	76	1	2	0	0	0	0	0	0	0	0	0	0
09:00 PM	49	0	1	0	0	0	0	0	0	0	0	0	0
10:00 PM	25	0	1	0	0	0	0	0	0	0	0	0	0
11:00 PM	13	0	0	0	0	0	0	0	0	0	0	0	0
Summary	3269	78	249	30	1	12	8	1	10	1	0	0	0

## AUTOMATIC COUNTER SUMMARY AND DATA SHEET



Site MR538 Kendall Road

Direction Combined

[Back to Site Summary Page](#)

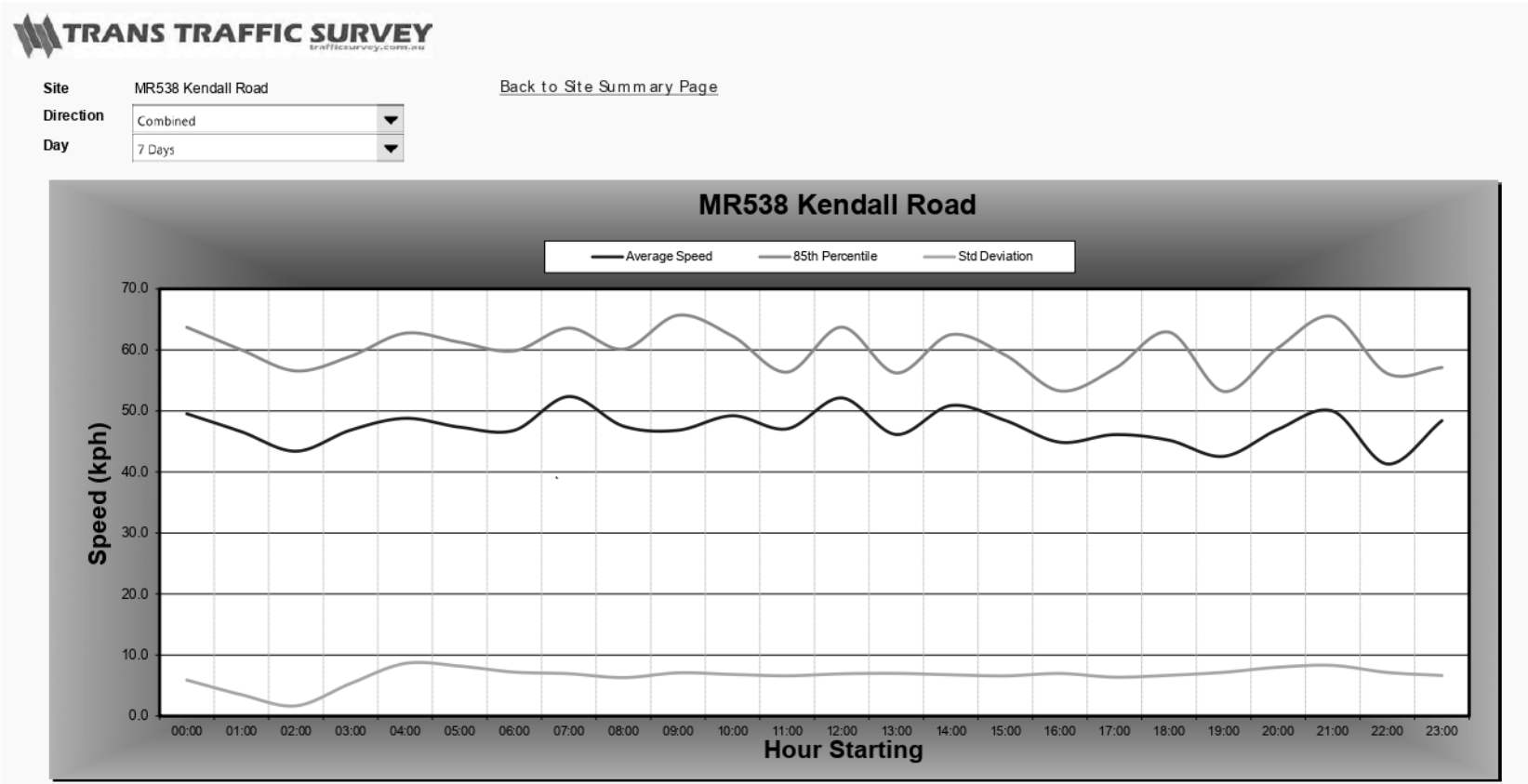
Day 7 Days

AM Peak 8:00 AM

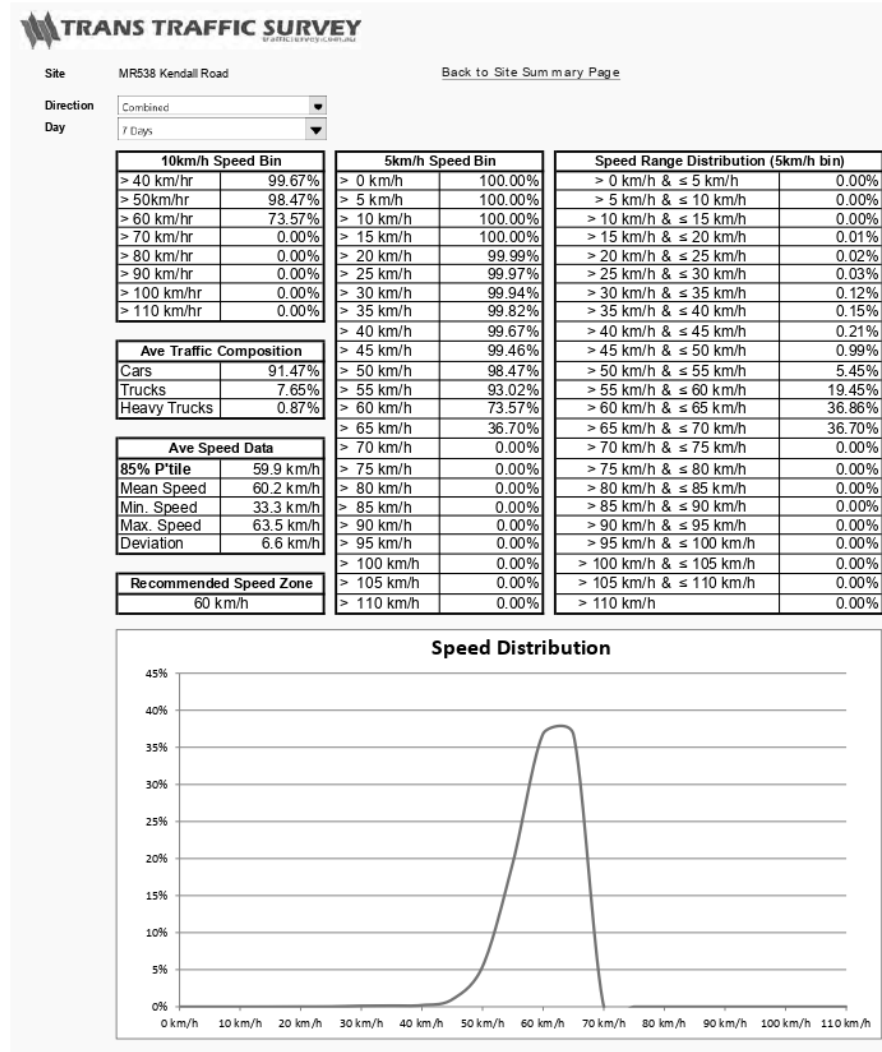
PM Peak 3:00 PM

Hour Start	Vehicle Classification Summary					Hour Total
	Light Vehicles (1-2)	Small Trucks (3)	Medium Trucks (4-5)	Large Trucks (6-12)	Unclassified (13)	
0:00	7	0	0	0	0	7
1:00	4	0	0	0	0	4
2:00	2	0	0	0	0	2
3:00	4	0	1	0	0	5
4:00	16	1	1	0	0	18
5:00	44	5	0	2	0	51
6:00	114	15	2	1	0	132
7:00	162	22	1	1	0	186
8:00	293	21	2	3	0	319
9:00	251	21	4	3	0	279
10:00	243	16	3	3	0	265
11:00	254	18	3	2	0	277
12:00	237	16	3	4	0	260
13:00	222	16	2	5	0	245
14:00	244	20	3	3	0	270
15:00	300	24	3	2	0	329
16:00	260	20	2	3	0	285
17:00	247	14	1	0	0	262
18:00	174	12	0	0	0	186
19:00	105	4	0	0	0	109
20:00	77	2	0	0	0	79
21:00	49	1	0	0	0	50
22:00	25	1	0	0	0	26
23:00	13	0	0	0	0	13
Summary	3347	249	31	32	0	3659

## AUTOMATIC COUNTER SUMMARY AND DATA SHEET



## AUTOMATIC COUNTER SUMMARY AND DATA SHEET





## 11. Appendix D – Previous Development Approval

Positive Traffic Pty Ltd

October 2021 |||



PORT MACQUARIE-  
HASTINGS COUNCILPO Box 84  
Port Macquarie  
NSW Australia 2444  
DX 7415council@pmhc.nsw.gov.au  
www.pmhc.nsw.gov.au

ABN 11 236 901 601

14 May 2008

King & Campbell Pty Ltd  
PO Box 243  
PORT MACQUARIE NSW 2444RECEIVED  
15 MAY 2008

BY: .....

PORT MACQUARIE  
HASTINGSOur ref: 2007/132  
PN: 16982

Dear Sir/Madam

**Notice to applicant of determination of a development application under Section 81(1) (a) of the Environmental Planning and Assessment Act 1979 and Section 99 of the Local Government Act 1993**

<b>Subject Development</b>	Two (2) Lot Torrens Title Subdivision and Fifty-Eight (58) Lot Community Title Subdivision for a Sustainable Residential Community
<b>Property Description</b>	LOT: 1 DP: 564615, Homedale Road KEW
<b>Applicant</b>	King & Campbell Pty Ltd
<b>Owner</b>	I W Bailey

Notice is hereby given of the determination by the consent authority of your development application by granting of consent subject to the conditions detailed on the schedule attached to this notice.

**Approvals under the Local Government Act, 1993**

Local Government Act 1993 approvals granted under Section 78A of the Environmental Planning & Assessment Act 1979 are as follows:

nil

**Notes to this consent**

1. The date of determination is 9 May 2008.
2. The date from which this consent operates is 9 May 2008 and will lapse unless building, engineering or construction work or a use related to this consent is physically commenced within five (5) years of this date.
3. The period for which this consent can operate may be limited by conditions of this consent.

Yours faithfully

Graham Pothuis  
Manager Development AssessmentPORT MACQUARIE OFFICE  
Corner Lord & Burrawan Streets  
Telephone (02) 6581 8111  
Facsimile (02) 6581 8123WAUCHOPE OFFICE  
High Street  
Telephone (02) 6589 6500LAURIE TON OFFICE  
9 Laurie Street  
Telephone (02) 6559 9958

**SCHEDULE OF CONDITIONS ATTACHED TO THIS CONSENT**

The conditions of consent referred to in the Notice of Determination for DA No 2007/132 are as follows:

**A – GENERAL MATTERS**

- (1) (DA001) The development shall be carried out in accordance with the details submitted to Council and the approved plans stamped and returned with this consent.
- (2) (DA002) No work shall commence until a Construction Certificate has been issued and the applicant has notified Council of:
  - a. the appointment of a Principal Certifying Authority; and
  - b. the date on which work will commence.

Such notice shall include details of the Principal Certifying Authority and must be submitted to Council at least two (2) days before work commences.

- (3) (DA006) Approval pursuant to Section 68 of the Local Government Act, 1993 to carry out water supply, stormwater and sewerage works within the development site required by the development consent is to be obtained from Port Macquarie-Hastings Council. A copy of the approval is to be submitted with the application for Construction Certificate.
- (4) (DA007) Approval pursuant to Section 138 of the Roads Act, 1993 to carry out works required by the Development Consent on or within public road is to be obtained from Port Macquarie-Hastings Council. The application for this engineering approval must be made on the prescribed form with payment of fees pursuant to Section 223 of the Roads Act 1993 in accordance with Council's Schedule of Fees and Charges. The application is to include detailed design plans prepared by a practising Chartered Professional Civil/Structural Engineer. A copy of the approval is to be submitted with the application for Construction Certificate. Under the provisions of the Local Government Act 1993 and/or the Roads Act 1993, if the activity is staged, the activity or the specified part or aspect of the activity, or any thing associated with the activity or the carrying out of the activity, may be the subject of a further approval.

Such works include, but not be limited to:

- Civil works
  - Traffic management
  - Work zone areas
  - Hoardings
- (5) (DA016) The general terms of approval from the Department of Natural Resources and NSW Rural Fire Service are set out in the schedule attached to this consent and form part of the consent conditions for this approval.

- (6) (DA086) The minimum floor level of non-habitable areas is to be not less than RL5.50m AHD pursuant to Council's policy on the development of flood prone land. (Refer to Camden Haven Policy No. F3).
- (7) (DA092) All electrical meter boxes shall be placed at a level which is above the 1:100 year flood level. The positioning of meter boxes shall comply with the requirements of Country Energy. For the purpose of this approval, the 1 in 100 year flood level may be assumed to be RL 5.50m AHD.
- (8) (DA099) The proponent shall provide electricity and telecommunication services in accordance with the requirements of the relevant authority.
- (9) (DA196) Detailed annual reporting is required, as proposed, for potable and non-potable water consumption as well as waste-water monitoring figures for each dwelling. The Water Supply Manager will provide input for the Management Plan requirements in regard to water quality analysis and operational reporting as well as receive annual and intermediate reports on the scheme. The data is to be provided without any usage restrictions on Council.
- (10) (DA197) Lodgement with Council (Infrastructure Division) of a security cash deposit or bank guarantee (refundable) in favour of Port Macquarie-Hastings Council and payment of a bond administrative fee (non refundable) in accordance with Council's Schedule of Fees and Charges prior to the issue of the Section 138 approval certificate to guarantee the satisfactory completion of major infrastructure works associated with developments (roadworks/drainage). The bond shall be \$100,000 or the estimated cost of the construction of Homedale Road and associated public works plus 30% whichever is the greater.  
  
Such bond is to be for limited period of two (2) years and cash securities only will be for bonds less than \$5,000. Any cost of repairing damage caused to Council's infrastructure is to be met in full by the applicant/developer. Should Council have to call up the bond and the repair costs exceed the bond amount, a separate invoice will be issued.
- (11) (DA198) All recommendations and ameliorative measures detailed in summary section of the report prepared by Darkheart Eco-Consultancy dated August 2006, submitted with the DA, shall be adopted.

**B – PRIOR TO ISSUE OF A CONSTRUCTION CERTIFICATE**

- (1) (DB002) Submission to the Principal Certifying Authority prior to the issue of a Construction Certificate detailed design plans for the following public infrastructure works associated with the developments:
1. Road works to the existing Homedale Road is to be constructed in accordance with:
    - a. AUSPEC Design Specification D1, Port Macquarie-Hastings Council current version, and Council-approved plans SP-KEW-009 by Murray Dalton & Associates Pty Ltd..
  2. New roads (extension of Homedale Road) within the subdivision in accordance with AUSPEC Design Specifications – Port Macquarie-Hastings Council current version.
  3. Earthworks, including filling of the land for flood protection in accordance with
    - a. AUSPEC Design Specification D6, Port Macquarie-Hastings Council current version.
  4. Stormwater systems in accordance with
    - a. AUSPEC Design Specifications D5 & D7, Port Macquarie-Hastings Council current version.
  5. Erosion & Sedimentation controls in accordance with AUSPEC D7, Port Macquarie-Hastings Council current version.
  6. Location of all existing utility services including:
    - a. Conduits for electricity supply and communication services.
    - b. Water supply
    - c. Sewerage
    - d. Stormwater
  7. Traffic management control plan in accordance with AS 1742.3 – 2002 and RTA "Traffic Control at Worksites Manual.

An application and checking fee in accordance with Council's Management Plan shall be payable upon submission of engineering design plans.

The plans are to be certified by a Chartered Professional Engineer or a registered Consultancy.

- (2) (DB003) Road network within the subdivision is to be categorised with carriageway width as follows:

Road Width (Metres)
Collector
9.0 metres including a 13 metre diameter turning head for a single unit bus.

- (3) (DB045) Payment to Council, prior to the issue of the Construction Certificate of the Section 94 contributions set out in the "Notice of Payment – Developer Charges" schedule attached to this consent. The contributions are levied, pursuant to the Environmental Planning and Assessment Act

1979 as amended, and in accordance with the provisions of the following plans:

- Hastings S94 Administration Building Contributions Plan
- Hastings Administration Levy Contributions Plan
- Hastings S94 Major Roads Contributions Plan
- Hastings S94 Open Space Contributions Plan
- Community Cultural and Emergency Services Contributions Plan 2005

The plans may be viewed during office hours at the Council Chambers located on the corner of Burrawan and Lord Streets, Port Macquarie, 9 Laurie Street, Laurieton, and High Street, Wauchope.

The attached "Notice of Payment" is valid for the period specified on the Notice only. The contribution amounts shown on the Notice are subject to adjustment in accordance with CPI increases adjusted quarterly and the provisions of the relevant plans. Payments can only be made using a current "Notice of Payment" form. Where a new Notice of Payment form is required, an application in writing together with the current Notice of Payment application fee is to be submitted to Council.

#### **C – PRIOR TO ANY WORK COMMENCING ON SITE**

- (1) (DC006) Erosion and sediment controls in accordance with the approved management plan shall be in place prior to the commencement of any works or soil disturbance on the site.

#### **D – DURING WORK**

- (1) (DD002) Development works on public property or works to be accepted by Council as an infrastructure asset are not to proceed past the following hold points without inspection and approval by Council. Notice of required inspection must be given 24 hours prior to inspection, by contacting Council's Customer Service Centre on (02) 6581 8111. You must quote your construction certificate number and property description to ensure your inspection is confirmed:
  - a. at completion of installation of erosion control measures
  - b. at completion of installation of traffic management works
  - c. at the commencement of earthworks;
  - d. when the sub-grade is exposed and prior to placing of pavement materials;
  - e. when trenches are open, stormwater/water/sewer pipes and conduits jointed and prior to backfilling;
  - f. at the completion of each pavement (sub base/base) layer;
  - g. before pouring of kerb and gutter;
  - h. on completion of road gravelling or pavement;
  - i. prior to sealing and laying of pavement surface course.

All works at each hold point shall be certified as compliant in accordance with the requirements of AUSPEC Specifications for Provision of Public Infrastructure and any other Council approval, prior to proceeding to the next hold point.

Council will undertake random audits of work sites to verify compliance of public works as required.

- (2) (DD005) The slope of the cut/fill batter shall not exceed 1:4. The batter shall be stabilised with plantings and maintained in a neat state. The batter to any stormwater control device shall not exceed 1:8 unless provided with adequate safety fencing in accordance with Council's adopted AUSPEC Design and Construction Guidelines.
- (3) (DD006) The capacity and effectiveness of erosion and sediment control measures shall be maintained at all times in accordance with the approved management plan until such time as the site is made stable by permanent vegetation cover or hard surface.
- (4) (DD028) Building equipment and/or materials shall be contained wholly within the site and shall not be stored or operated on the footpath or roadway, unless specific written approval has been obtained from Council beforehand.
- (5) (DD029) The property access shall be constructed to a minimum level equal to the centreline level of the public road serving the property.
- (6) (DD047) Stockpiles of topsoil, sand, aggregates, spoil or other material shall be stored clear of any natural drainage path, constructed drainage systems, easement, water bodies, or road surface and located wholly within the site with measures in place to prevent erosion or movement of sediments in accordance with the approved management plan. All spillage of materials, as a result of delivery or handling, must be removed as soon as practicable and placed into suitable receptacles for reclamation or disposal in a manner that does not cause pollution of the environment.

#### **E – PRIOR TO THE ISSUE OF SUBDIVISION CERTIFICATE**

- (1) (DE035) The proponent shall place allotment number identification at the front boundary corners to indicate the side boundaries and/or access shafts prior to release of the Subdivision Certificate.
- (2) (DE037) All public roads are to be constructed in accordance with approved construction plans and Council's current AUSPEC Specifications and dedicated up to the boundaries of all adjoining properties where shown on the approved plan.
- (3) (DE038) Prior to the issuing of the Occupation Certificate provision to the Principal Certifying Authority of documentation from Port Macquarie-Hastings Council being the local roads authority certifying that all matters required by the approval issued pursuant to Section 138 of the Roads Act have been satisfactorily completed.
- (4) (DE065) Landscaped areas being completed in accordance with the approved landscaping plan prior to issue of the Subdivision Certificate.



- (5) (DE071) Provision of street lighting to all new roads and compliance with the requirements of the electricity authority regarding provision of electricity to serve the development. Evidence by way of letter from the electricity authority, indicating compliance with this condition shall be submitted prior to the issue of the Subdivision Certificate.
- Any proposal to erect non-standard or prestige street lighting is to be referred to Council together with details of the difference in annual charges over a twenty five (25) year period in accordance with Policy R5 – Street Lighting on Public Roads.
- (6) (DE072) Any necessary alterations to, or relocations of, public utility services to be carried out at no cost to Council and in accordance with the requirements of the relevant authority including the provision of easements over existing and proposed public infrastructure. Any alterations to or relocation of street lighting to be approved in writing from Port Macquarie-Hastings Council.
- (7) (DE073) Ancillary works shall be undertaken at no cost to Council to make the engineering works required by this Consent effective to the satisfaction of Director of Council's Infrastructure Division. Such works shall include, but are not limited to the following:
- a. The relocation of underground services where required by civil works being carried out.
  - b. The relocation of above ground power and telephone services
  - c. The relocation of street lighting
  - d. The matching of new infrastructure into existing or future design infrastructure
- (8) (DE076) Prior to the issue of a Subdivision Certificate, written advice is to be submitted from the electricity authority confirming that its requirements for the provision of electricity services (including street lighting where required) have been satisfied and/or from the telecommunications authority confirming that its requirements for the provision of telecommunication services (including fibre optic cabling where required) have been satisfied.
- (9) (DE080) Lodgement of a security deposit with Council upon practical completion of the subdivision works equivalent to 10% of all engineering works required on public property as assessed by the Director of Infrastructure. The security deposit shall be held for a minimum maintenance period of three (3) months following issue of subdivision certificate, prior to formal acceptance of the work by Council.
- (10) (DE086) The proponent shall submit an application for a Subdivision Certificate for Council certification. Such application shall be accompanied by payment of all relevant fees in accordance with Council's Management Plan, and original plan of subdivision together with 7 copies with associated 88B instruments, where necessary.
- (11) (DE087) The plan of subdivision and Section 88B instrument shall establish the following restrictive covenants; with the Council having the benefit of these covenants and having sole authority to release vary or modify these

covenants. Wherever possible the extent of the land affected by these covenants shall be defined by bearings and distances shown on the plan of subdivision.

a. Prohibiting direct vehicular access to and from The Pacific Highway

Details are to be submitted to Council prior to issue of the Subdivision Certificate.

- (12) (DE095) Submission of a compliance certificate accompanying Works as Executed plans with detail included as required by Council's current AUSPEC Specifications. The information is to be submitted in electronic format in accordance with Council's "CADCHECK" requirements detailing all infrastructure for Council to bring in to account its assets under the provisions of AAS27. This information is to be approved by Council prior to issue of the Subdivision Certificate.
- (13) (DE096) All subdivision works must be in accordance with Development Code DCP 17 and approved by Council prior to the issue of a Subdivision Certificate.
- (14) (DE195) Creation of a Right of Carriageway 10 wide over Lot 1 in favour of Lot 2 for access and services from Homedale Road. This Right of Carriageway can be relinquished when access directly to the Pacific Highway is available on completion of the Kew bypass.

#### F – ADVICE

- (1) (DG195) Further details should be provided to Council with the application under section 68 of the Local Government Act 1993 to achieve the desired outcomes as described in the Patterson Britton and Partners Water Management Concept report supplied to Council with the DA.

Specifically, details in relation to:

- The type of package treatment plant (make/model/manufacture),
  - Reuse calculations verses land application volumes,
  - Designation of areas suitable for effluent application,
  - Appropriate water balance and nutrient balance calculations for the effluent application areas (including correct crop factors for appropriate vegetation),
  - Method of application of effluent (ensuring adequate separation between effluent application discharge points and sensitive environs),
  - Vegetation plan (ensuring proposed vegetation is tolerant of effluent),
  - Fail safe procedures that may be implemented to ensure the integrity of the package treatment plant is protected (eg storm events, power interruptions etc.).
- (2) (DA195) Should there be any intention by the landowner/s or applicant to change the development from being serviced by an independent potable water supply to be connected to a water main service connection a rezoning will be required to be approved by Council and the Department of Planning. Subject to rezoning it may be possible to supply either a limited size trickle water supply through a water service from Homedale Road or alternatively a full water supply and fire service (subject to modelling), with a lengthy

alternative water main connection to the existing reticulation in the Pacific Highway. Headworks charges as well as any water main extension, connection, access and usage charges would then be payable.

The conditions referred to in this schedule are imposed in conformity with the relevant provisions of the Environmental Planning and Assessment Act and Regulations, the Local Government Act and Regulations, The Building Code of Australia and with Council's Codes and Policies, LEP's, DCP's or any other ancillary Act or Regulation in force at the time of the date of determination and are aimed at protecting the natural environment, preserving our heritage and providing a safe and health built environment.

#### **Rights of Appeal**

If you are dissatisfied with this decision a request for a review of the determination may be made to Council, under the provisions of Section 82A of the Environmental Planning and Assessment Act 1979, within 12 months after the date on which you have received this notice.

If you are dissatisfied with this decision, Section 97 of the Environmental Planning and Assessment Act 1979 gives you the right of appeal to the Land and Environment Court within 12 months after the date on which you have received this notice.

Yours faithfully



Graham Pathuis  
Manager Development Assessment

## NOTICE OF PAYMENT - DEVELOPER CHARGERS

DA No - 10.2007. 0132 .1 Stage No 1

Applicants Name: King & Campbell Pty Ltd  
 Property Address: Lot 1 DP 564615, Homedale Road, Kew  
 Lot & Dp: Lot(s):1,DP(s):564615  
 Development: 2 lot torrens subdivision & 58 lot community title subdivision



Water and Sewerage Headworks Levies are levied under S64 of the LGA Act & S306 of the Water Management Act 2000.  
 Other contributions are levied under Section 94 of the Environmental Planning and Assessment Act and Council's S94 Contribution Plans.

Levy Area	Ledger No	Cashier Code	D&E Code	Units	Cost	Amount Payable	Date Paid
1 N/A							
2 N/A							
3 Since 1.7.04 - Major Roads - Camden Haven - Per ET	1.10410.7055.730	654	RC	58	\$6,585.00 Per ET	\$381,930.00	
4 Since 1.7.04 - Open Space - Camden Haven - Per ET	1.10400.7055.732	705	OSCH	58	\$4,959.00 Per ET	\$287,622.00	
5 Commenced 3 April 2006 - Com, Cul and Em Services CP - Camden Haven	1.10350.7420.734	616	CCM CH	58	\$3,468.00 Per ET	\$201,144.00	
6 Com 1.3.07 - Administration Building - All areas	1.10350.7481.734	731	AB	58	\$709.00 Per ET	\$41,122.00	
7 N/A							
8 N/A							
9 N/A							
10 N/A							
11 N/A							
12 Bushfire Additional	1.10350.7286.734	660	CCM BF	58	\$394.00 Per ET	\$22,852.00	
13 N/A							
14 N/A							
15 Admin General Levy - Applicable to Consents approved after 11/2/03	1.10320.7163.670	672	Admin Gen	2.2% S94 Contribution		\$20,562.70	
16 Admin Water Levy - Applicable to Consents approved after 11/2/03	1.11330.7421.670	673	Admin Wat	Contribution Not Applicable			
17							
Total Amount Payable						\$956,232.70	

**IMPORTANT - THE CHARGES SHOWN ABOVE ARE VALID FOR PAYMENT FOR A PERIOD OF 90 DAYS AFTER THE ISSUE OF THIS NOTICE. AFTER THIS PERIOD THE CHARGE WILL NEED TO BE RECALCULATED. A FEE WILL BE APPLICABLE FOR THE PREPARATION OF A NEW NOTICE OF PAYMENT**

DATE CHARGES ARE VALID TO - 7 August 2008

Consent Date: 9-May-08 Cashier Receipt No .....

Date of Issue of this Notice - 9-May-08 Issue No 1 Total Paid .....

Prepared By - Patrick Galbraith-Robertson Date .....

Date Processed into DE Database ..... Init .....

A COPY OF THIS ADVICE MUST BE PRESENTED WHEN MAKING PAYMENT.



No.	AMENDMENTS	DATE	CHKD	No.	AMENDMENTS	DATE	CHKD
USE FIGURED DIMENSIONS IN PREFERENCE TO SCALE				ALL DIMENSIONS TO BE VERIFIED AND CHECKED ON SITE			



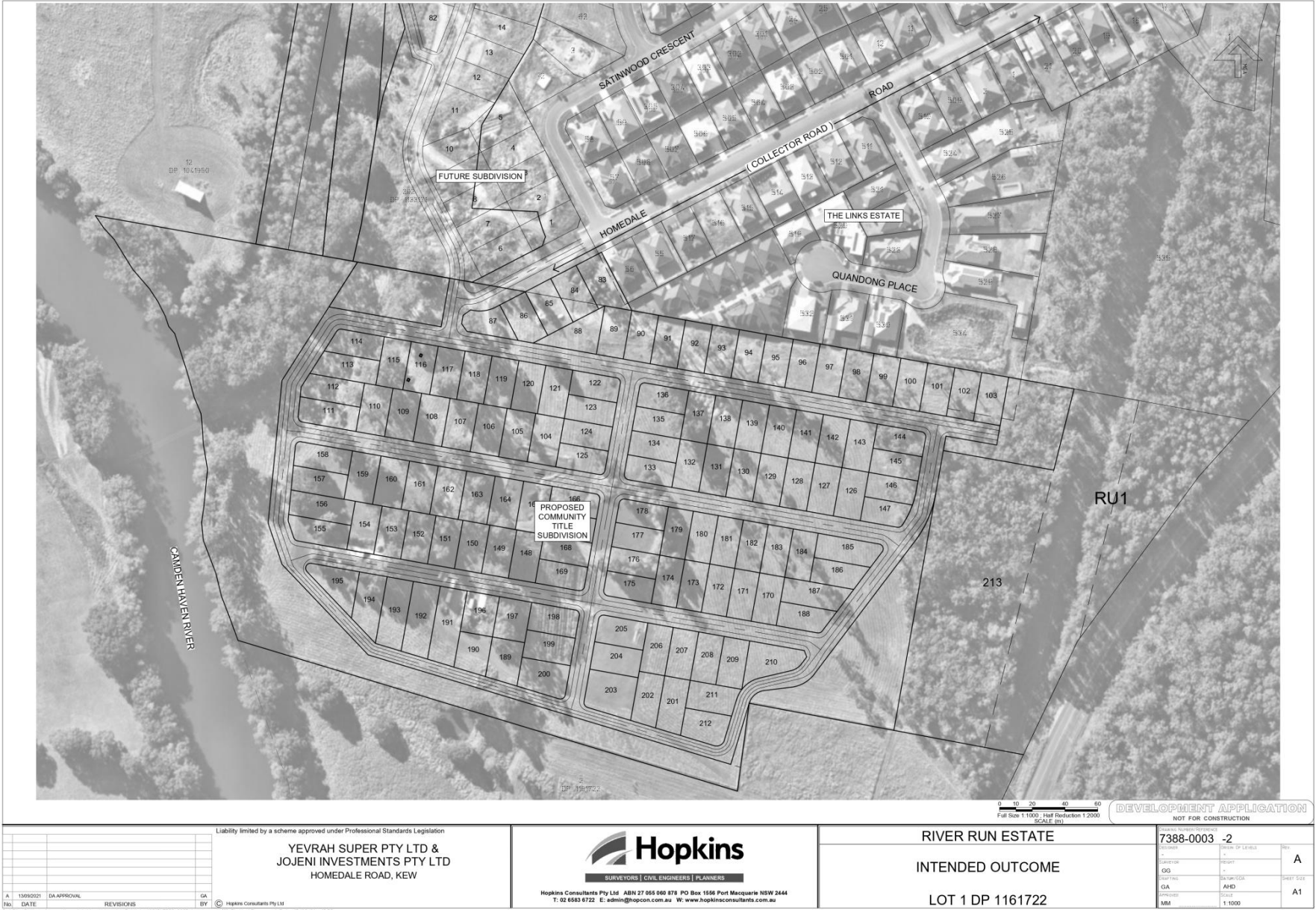
IAN BAILLY AND ASSOCIATES PTY LTD  
ARCHITECTS  
ACN 002 561 286  
P.O. BOX 55 KENDALL NSW 2439  
PH: (065) 59 4233 FAX: (065) 59 4567

PROJECT	LOT 1 DP 564615, HOMEDALE ROAD, KEW SUSTAINABLE RESIDENTIAL COMMUNITY	SCALE	1:500 @ A1	JOB No.	14733
DATE	26.04.07	DRAWN	DAT	DATE	26.04.07
TITLE	LANDSCAPE PRINCIPLES PLAN	CHKD	DAT	No. IN SET	1

## 12. Appendix E - Plans of Proposed Development

Positive Traffic Pty Ltd


October 2021 |||



**Attachment 3: Planning Proposal PP2017 - 11.1 - SEPPs compliance table**

State Environmental Planning Policies	Consistency
SEPP (Biodiversity and Conservation) 2021	<p>Chapter 3 - Koala Habitat Protection</p> <p>This SEPP aims to encourage the conservation and management of areas of natural vegetation that provide habitat for koalas to support a permanent free-living population over their present range and reverses the current trend of koala population decline:-</p> <ul style="list-style-type: none"> <li>a) <i>By requiring the preparation of plans of management before development consent can be granted in relation to areas of core koala habitat, and</i></li> <li>b) <i>By encouraging the identification of areas of core koala habitat, and</i></li> <li>c) <i>By encouraging the inclusion of areas of core koala habitat in environment protection zones.</i></li> </ul> <p>The proposal is supported by two Ecological Reports prepared by Biodiversity Australia in 2018 and updated in 2021 to respond to new legislative requirements. A Hollow Bearing Tree Survey (2021) also supports the proposal.</p> <p>Koala scats were sighted and mapped by staff. Therefore, with the information provided it is not possible to determine the extent of Koala habitat on site or whether a Koala Plan of Management is required. The proposal would need:</p> <ol style="list-style-type: none"> <li>1. An adequate Spot Assessment Technique survey and use of detection dogs within potential koala habitat using Schedule 2 Koala use trees rather than camphor laurel which is actually a weed species is required. Such survey should utilise both Tallowwood and Swamp Mahogany tree species and should be undertaken within each Plant Community Types (PCT) where those species are found. Noting koala scats were logged and mapped along the river of both mature and juvenile koala suggesting the site is used by breeding females and could be considered core koala habitat. Current SAT survey (two sites) submitted is inadequate.</li> <li>2. Current BAM (2020) and new plot data to reflect the floristics for all PCTs found on site including all potential koala habitat, Coastal Wetlands and Endangered Ecological Communities, as the current Biodiversity Assessment Method plot locations are considered inadequate.</li> </ol> <p>The planning proposal is <i>inconsistent</i> with this SEPP.</p>
SEPP (Resilience and Hazards) 2021	Chapter 2 - Coastal Management



State Environmental Planning Policies	Consistency
	<p>The aim of this part of the Policy is to manage development in the coastal zone and protect the environmental assets of the coast.</p> <p>The subject land is affected by coastal wetlands, proximity to coastal wetlands and coastal environment and use areas.</p> <p>The proposed rezoning of the land in the west offers protection to the area mapped as coastal wetlands. However, the environmental protection does not extend to the proximity or environmental use areas.</p> <p>An ecological report by Biodiversity Australia support this planning proposal. S 5.4 of the ecological assessment, examines the area of mapped Coastal Wetland and states:</p> <p><i>"While riparian vegetation fronting the creek may be classed as a wetland, adjoining vegetation upslope from here comprises Moist Sclerophyll Forest on free draining soils and is not a wetland. ... The elevation increases up to 13m at the proposed boundary of the R1 zone and no waterbodies or aquatic vegetation is present"</i>.</p> <p>It is noted that the ecological report does not provide data or BAM plots that validate this position</p> <p>The proposed C2 &amp; C3 zones encompass the wetland area but not the proximity areas. The proposal would require DCP provisions to mitigate this inconsistency. These would protect the wetland vegetation and rehabilitate and improve the ecological value of the vegetation in the proposed C2 and C3 zones. No such provisions were provided to support the proposal.</p> <p>Details and justification of why SEPP Resilience and Hazards 2021 mapping of Coastal Wetlands has not been buffered in accordance with the PMHC DCP to address the <u><i>inconsistency</i></u> should be provided.</p> 

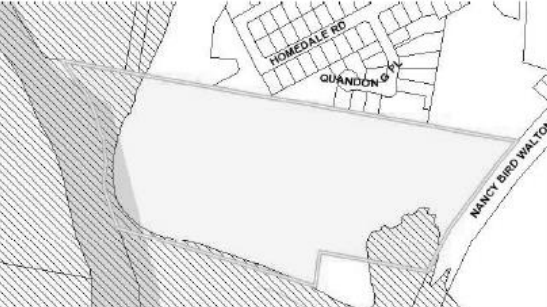

State Environmental Planning Policies	Consistency
	<p><i>Chapter 4 - Remediation</i>            Clause 4.7 - Contamination and remediation to be considered in determining development application.</p> <p>This policy specifies that the consent authority must not consent to the carrying out of any development unless it has considered whether the land on which the development is proposed is contaminated and/or is required to be remediated for its intended use.</p> <p>The site is not mapped as being subject to potential contamination from past land uses. However a preliminary Phase 1 Geotechnical and Contamination Assessment has been provided to support the Planning Proposal, which confirms that any works can be undertaken as part of any future development application.</p> <p>The planning proposal is <u>consistent</u> with this section of the SEPP</p>
SEPP (Transport and Infrastructure) 2021	<p><i>Division 17 - Roads and Traffic</i>            Schedule 3 - Traffic Generating Development is relevant to this proposal to determine whether the proposal would need to be referred to Transport for NSW.</p> <p>The intended outcome concept plan provided to support the Planning Proposal indicates approximately 122 lots. The threshold for referral of residential development to TfNSW is for 300 lots. Even so, discussions with TfNSW (which have been summarised in this report), have not identified any regional infrastructure requirements associated with this proposal.</p> <p>It is noted Kendall Road (MR538) is part of NSW Classified Road network as a regional road. Beyond that, Lorne Road is currently being proposed by TfNSW to be reclassified from a local (arterial) to a regional road, recognising the importance of this link to the Kew, Lorne and Comboyne areas and surrounds.</p> <p>The status of this road has also been highlighted in recent times with the intermittent closure of Comboyne Road, also a regional road, necessitating that traffic to utilise Lorne and Kendall Roads. This highlights the significance of the proposed accesses to the subject site, off Kendall Road, and demonstrates why an 'option' for a future access via Nancy Bird Walton Drive may be required in the future, which would reduce the impact of this proposal to the surrounding classified road network.</p> <p>The planning proposal is considered <u>inconsistent</u> with this section of the SEPP.</p>


State Environmental Planning Policies	Consistency
SEPP (Primary Production) 2021	<p>The SEPP identifies seven (7) aims that need to be considered when assessing any proposed rezoning and/or development of rural land.</p> <p>While the land is currently zoned rural, it is identified in Council's Urban Growth Management Strategy (UGMS) and the NCRP for future investigation; and it has an approved Development Application for a low density residential community.</p> <p>Land to the south is partially identified as being Important Farmland and while there is no specific buffer between this proposal and the neighbouring site, the southern lots will have water quality and bio-retention pits along their boundary to capture any pollution from urban run-off in the downstream river catchment.</p> <p>The planning proposal is consistent with this SEPP.</p>



**Attachment 4: PP2017 - 11.1 Planning Proposal - Section 9.1 Directions compliance table**

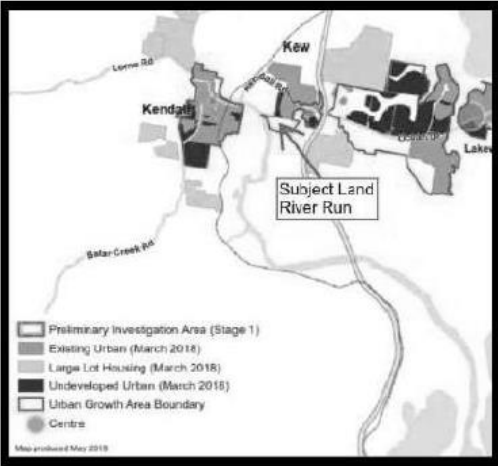
Section 9.1 Directions and Objectives	Consistency
<b>1 Employment and Resources</b>	
<b>1.1 Implementation of Regional Plans</b> The objective of this direction is to give legal effect to the vision, land use strategy, goals, directions and actions contained in Regional Plans.	<p>The proposal is not the result of the endorsed local strategic planning statement for Port Macquarie-Hastings - Shaping Our Future 2040.</p> <p>It does, however, propose development of an identified urban investigation area, included and mapped in the NCRP 2036 and Port Macquarie-Hastings UGMS 2017 - 2036.</p> <p>The proposal is <u>consistent</u> with this Direction.</p>
<b>3.1 Conservation Zones</b> The objective of this direction is to protect and conserve environmentally sensitive areas.	<p>The proposal includes C2 Environmental Conservation and C3 Environmental Management land in the east and along the western boundary. This protects and conserves much of the environmentally sensitive area.</p> <p>However, there are four Hollow Bearing Trees in the west of the site, which require mandatory protection in accordance with Council's Development Control Plan (DCP). This <u>inconsistency</u> has not been justified.</p> <p>Three Endangered Ecological Communities are mapped across the site: Swamp Oak Floodplain Forest (NW corner), Swamp Sclerophyll Forest on Coastal Floodplains (North) and River-flat Eucalypt Forest on Coastal Floodplain (South). Of note, Swamp Sclerophyll Forest on Coastal Floodplains is listed as Endangered under the EPBC Act 1999. Council's DCP 2013 requires buffers around EEC, some of which are not demonstrated in the proposal.</p> <p>Therefore this <u>inconsistency</u> has not been justified.</p>
<b>3.2 Heritage Conservation</b> The objective of this direction is to conserve items, areas, objects and places of environmental heritage significance and indigenous heritage significance.	<p>Birpai Local Aboriginal Land Council has undertaken two site inspections, in 2006 and 2021 for the subject land. No relics or sites of cultural significance were identified on either occasion.</p> <p>LEP Schedule 5 Heritage Item 1161 <i>Chimneys (remains of mill workers' cottages)</i> once inhabited the site. A condition of consent when they were demolished required a public reserve be provided to allow for heritage interpretation of this item.</p> <p>The proposal subject to this report does not provide any details in relation to Heritage Conservation.</p> <p>The proposal is <u>inconsistent</u> with this Direction.</p>

Section 9.1 Directions and Objectives	Consistency
<p><b>4.1 Flooding</b></p> <p>The objectives of this direction are to:</p> <ul style="list-style-type: none"> <li>(a) ensure that development of flood prone land is consistent with the NSW Government's Flood Prone Land Policy and the principles of the Floodplain Development Manual 2005, and</li> <li>(b) ensure that the provisions of an LEP that apply to flood prone land are commensurate with flood behaviour and includes consideration of the potential flood impacts both on and off the subject land.</li> </ul>	<p>The subject site has been identified as being located within the 1 in 100 year flood mapping.</p> <p>Any future development on the subject site will need to be compliant with Council's planning controls, with filling/building to the required flood planning level plus associated freeboard.</p> <p>This would address the <u>inconsistency</u> with the Direction.</p> 
<p><b>4.2 Coastal Management</b></p> <p>The objective of this direction is to protect and manage coastal areas of NSW.</p>	<p>The proposal is <u>inconsistent</u> with this Direction.</p> <p>Refer to SEPP (Resilience and Hazards) 2021 for details.</p>
<p><b>4.3 Planning for Bushfire Protection</b></p> <p>The objectives of this direction are to:</p> <ul style="list-style-type: none"> <li>a) protect life, property and the environment from bush fire hazards, by discouraging the establishment of incompatible land uses in bush fire prone areas, and</li> <li>b) encourage sound management of bush fire prone areas.</li> </ul>	<p>The subject site includes vegetation 'Category 1' and 'Vegetation buffer' under the NSW Rural Fire Service bushfire prone land maps.</p> <p>Council will be required to consult with the Commissioner of the NSW Rural Fire Service, if supported at Gateway.</p> <p>The Planning for Bushfire Protection (PBP) guidelines require developments with three or more lots to provide a secondary access. Council staff would need to seek advice from NSW RFS as to the suitability of the proposed access points.</p> <p>The proposal is <u>inconsistent</u> with this Direction.</p> 

Section 9.1 Directions and Objectives	Consistency
<p><b>4.4 Remediation of Contaminated Land</b></p> <p>The objective of this direction is to reduce the risk of harm to human health and the environment by ensuring that contamination and remediation are considered by planning proposal authorities.</p>	<p>The site is not registered on Council's contaminated lands register. A Stage 1 soils assessment prepared by Regional Geotechnical Solutions supports the proposal and no issues were identified for the future use of the site.</p> <p>The report recommendations can be achieved at a future Development Application stage.</p> <p>The proposal is <u>consistent</u> with this Direction.</p>
<p><b>4.5 Acid Sulfate Soils</b></p> <p>The objective of this direction is to avoid significant adverse environmental impacts from the use of land that has a probability of containing acid sulfate soils.</p>	<p>A small area in the southwest of the site contains Class 2 ASS and an ASS study has not been prepared.</p> <p>This <u>inconsistency</u> is considered to be of minor significance as the affected area corresponds with flood prone land and riparian buffer which is proposed to be contained in an C2 Environmental Conservation zone, which will not be disturbed as a result of future development</p> 
<p><b>5.1 Integrating Land Use and Transport</b></p> <p>The objective of this direction is to ensure that urban structures, building forms, land use locations, development designs, subdivision and street layouts achieve the following planning objectives:</p> <ul style="list-style-type: none"> <li>a) improving access to housing, jobs and services by walking, cycling and public transport, and</li> <li>b) increasing the choice of available transport and reducing dependence on cars, and</li> <li>c) reducing travel demand including the number of trips generated by development and the distances travelled, especially by car, and</li> </ul>	<p>The proposal is supported by a Traffic Impact Assessment (TIA), which assesses pedestrian access to bus stops and overall traffic movements as acceptable.</p> <p>However, the rationale for justifying the sufficiency of the existing path network in the TIA is not apparent. The TIA states that there are two bus stops within 730m from the centre of the site, making them within a reasonable walking distance.</p> <p>This is inconsistent with section 4.6 of the state government's adopted Guide for Traffic Generating Development (2002) (Guide), which states that '<i>at least 90% of dwellings are to be within 400 metres safe walking distance from an existing or potential bus route, and not more than 500 metres from the nearest stop or potential stop</i>'.</p> <p>Furthermore, sections 3.5 and 4 of the TIA confirms the existence of a shared pathway along the northern side of Kendall Road between Homedale Road and Nancy Bird Walton Drive, suggesting that this will provide the necessary all weather access to</p>

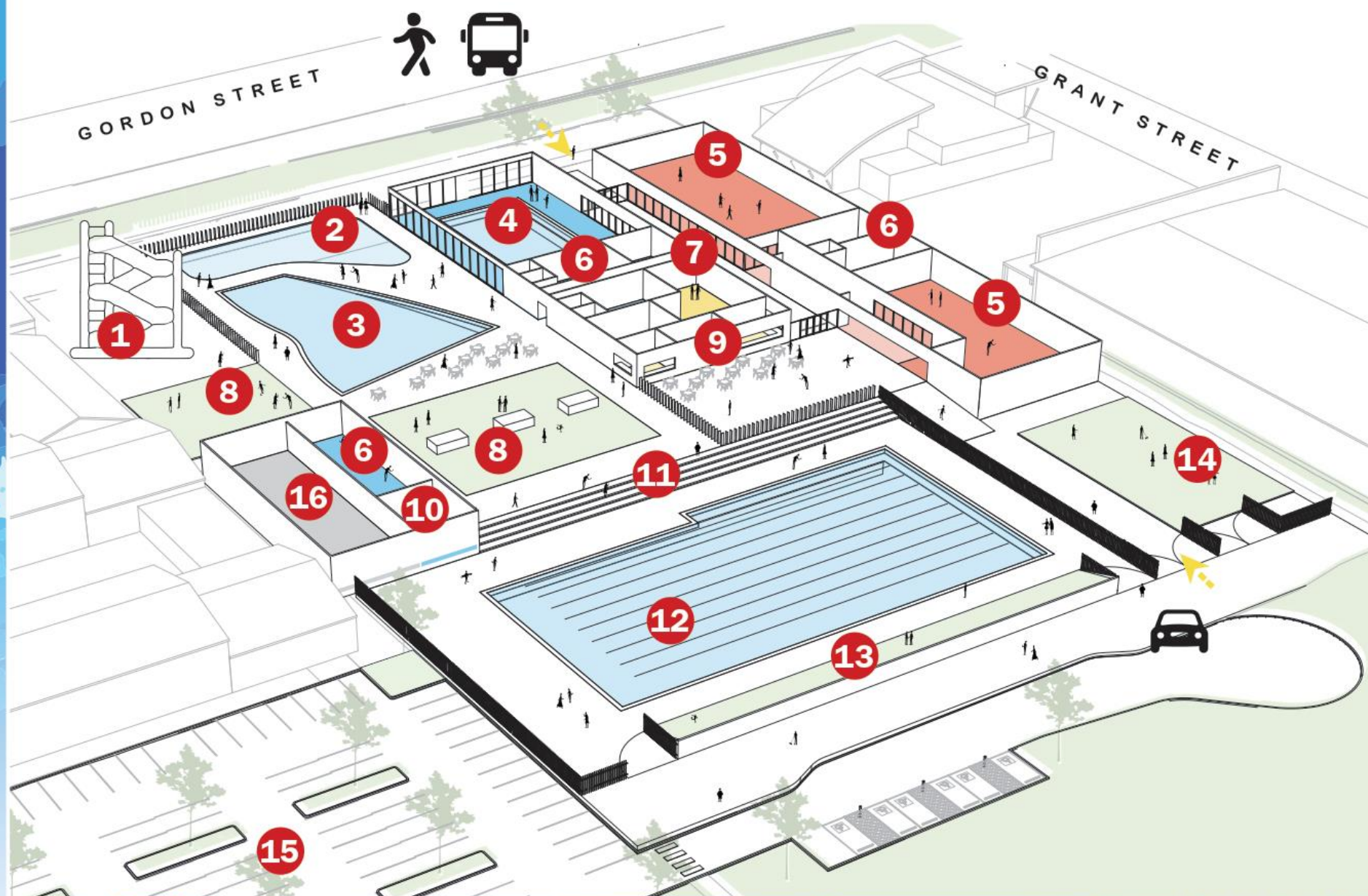
Section 9.1 Directions and Objectives	Consistency
<ul style="list-style-type: none"> <li>d) supporting the efficient and viable operation of public transport services, and</li> <li>e) providing for the efficient movement of freight.</li> </ul>	<p>the existing bus stops on Kendall Road. However, this does not consider that to access the northern side of Kendall Road requires crossing in the immediate vicinity of the Homedale Road and Kendall Road intersection and it is not reasonable to expect public transport users (typically children, elderly, mobility impaired) to traverse Kendall Road once, then again at the crossing near Nancy Bird Walton Drive, via a circuitous route to safely access the closest bus stop.</p> <p>An <u>inconsistency</u> in the required walking distances prescribed in the Guide may be considered acceptable if a footpath along the southern side of Kendall Road into town is provided at no cost to Council and the community (approximately 150m of unpathed area).</p>
<p><b>6.1 Residential Zones</b> The objectives of this direction are to:</p> <ul style="list-style-type: none"> <li>a) encourage a variety and choice of housing types to provide for existing and future housing needs,</li> <li>b) make efficient use of existing infrastructure and services and ensure that new housing has appropriate access to infrastructure and services, and</li> <li>c) minimise the impact of residential development on the environment and resource lands.</li> </ul>	<p>This rezoning will facilitate additional housing, if finalised.</p> <p>There is no available capacity at the Kew/Kendall Sewage Treatment Plan to service future development on the land. The proponent has been consistently advised of the unavailability of adequate servicing infrastructure.</p> <p>The proposal does not meet the objectives of the direction.</p> <p>The proposal is <u>inconsistent</u> with this Direction.</p>
<p><b>6.2 Caravan Parks and Manufactured Home Estates</b> The objectives of this direction are to:</p> <ul style="list-style-type: none"> <li>a) provide for a variety of housing types, and</li> <li>b) provide opportunities for caravan parks and manufactured home estates.</li> </ul>	<p>A change of zoning to R1 General Residential will permit future development for caravan parks and manufactured housing.</p>
<p><b>9.1 Rural Zones</b> The objective of this direction is to protect the agricultural production value of rural land.</p>	<p>The land has Development Approval for a non-reticulated 66-lot eco community-title subdivision. As a result, the area was included in the urban growth area in the North Coast Regional Plan 2036 and Council's Urban Growth Management Strategy 2036. The land is not considered to have ongoing agricultural production value.</p> <p>The proposal is <u>consistent</u> with this direction.</p>



Section 9.1 Directions and Objectives	Consistency
	
<p><b>9.2 Rural Lands</b></p> <p>The objectives of this direction are to:</p> <ul style="list-style-type: none"> <li>a) protect the agricultural production value of rural land,</li> <li>b) facilitate the orderly and economic use and development of rural lands for rural and related purposes,</li> <li>c) assist in the proper management, development and protection of rural lands to promote the social, economic and environmental welfare of the State,</li> <li>d) minimise the potential for land fragmentation and land use conflict in rural areas, particularly between residential and other rural land uses,</li> <li>e) encourage sustainable land use practices and ensure the ongoing viability of agriculture on rural land,</li> <li>f) support the delivery of the actions outlined in the NSW Right to Farm Policy.</li> </ul>	<p>The proposal is <u>consistent</u> with this direction in that it proposes to rezone land identified in the UGMS and NCRP.</p> <p>The proposal is <u>inconsistent</u> with (c) and (d) of the direction as the biodiversity values have not been assessed to sufficiently meet the requirements of the <i>Biodiversity Conservation Act 2016</i>, nor have the physical constraints of the site been sufficiently avoided.</p>



# Port Macquarie Aquatic Facility Concept Design



## Legend

- |   |   |
|---|---|
| 1. Outdoor tower with 2 waterslides (8+ yrs)                                  | 8. Grassed outdoor recreation area  |
| 2. Covered outdoor splash pad (0-12 yrs)                                      | 9. Café with covered dry and wet area seating and public service window                             |
| 3. Heated covered outdoor leisure pool (0-12 yrs)                             | 10. Club/function room  |
| 4. Accessible heated indoor program pool with moveable floor (10m x 20m)      | 11. Covered spectator seating   |
| 5. Program rooms for fitness and wellbeing                                    | 12. Accessible heated outdoor pool with 10 swim lanes, swim wall and shaded shallow end (50m x 25m) |
| 6. Change rooms/amenities (mix of male, female, accessible, group and family) | 13. Flexible space for event seating  |
| 7. Pool entry and concierge   | 14. Flexible event expansion zone   |
|   | 15. Car park  |
|   | 16. Plant room  |



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

 PORT MACQUARIE-HASTINGS  
COUNCIL

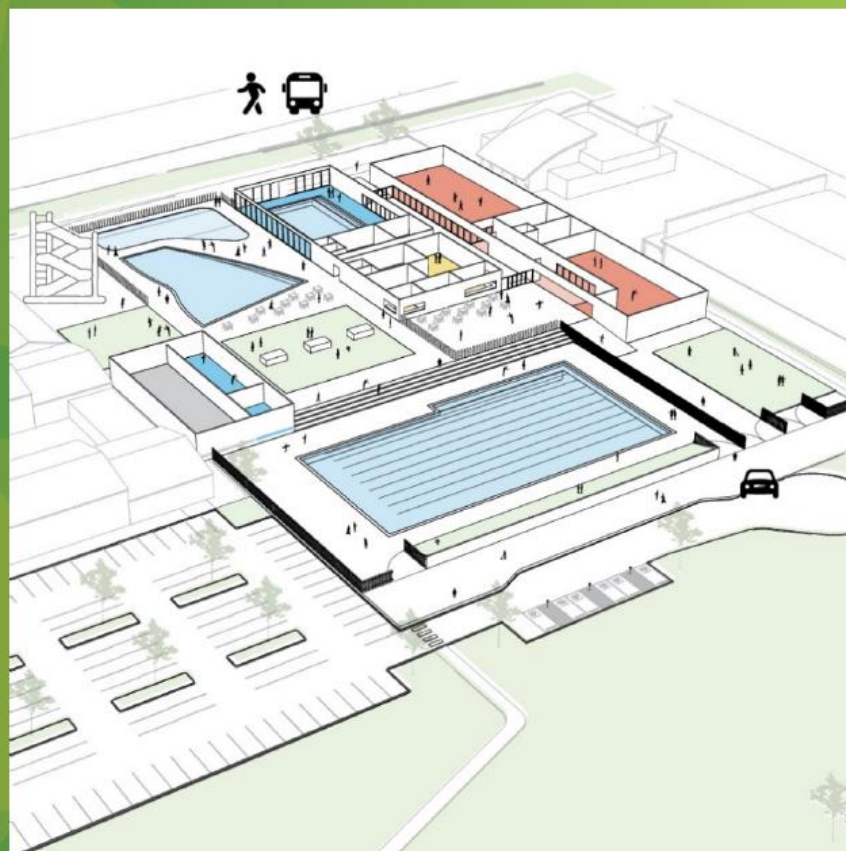




PORT MACQUARIE-HASTINGS  
COUNCIL

# Port Macquarie Aquatic Facility Public Exhibition Report

July 2021





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## 1. INTRODUCTION

At the 19 May Ordinary Council Meeting, Council resolved to place the preferred design option for the Port Macquarie Aquatic Facility (PMAF) on public exhibition from 24 May until 20 June 2021.

During this time, the community and targeted stakeholders were invited to have their say on elements of the concept design through a series of engagement activities.

This report provides a summary and detailed insights into the feedback received during the public exhibition period. Feedback has been categorised into common themes and responded to by theme. De-identified, verbatim feedback is appended.

## 2. CONTEXT

The new Port Macquarie Aquatic Facility (PMAF), to be located at Macquarie Park, Port Macquarie, is being design to meet the future needs of our fast-growing community and focuses on being inclusive, accessible, and financially and environmentally sustainable. The current Port Macquarie Memorial Olympic Pool, built in 1966, is nearing the end of its serviceable life. The pool can no longer continue to cater for our rapidly increasing community demands and will need to be replaced in the near future.

Earlier this year, we engaged CO-OP Studio to undertake a demand analysis, business case, options assessment, concept design, and development application for the new aquatic facility. The demand analysis was undertaken to determine current and future pool usage. Future use forecasted annual visitation numbers to 2031 for pool and fitness use, learn to swim enrolments, and overall membership numbers. After this period, it is projected that usage numbers are likely to plateau and will remain relatively constant for future years. This projection takes into consideration the ongoing

Through the demand analysis and options assessment, a preferred option for the aquatic facility was identified and a concept design generated. The preferred option performed highest against a range of criteria that included affordability, increased participation, best practice, and finding a local solution. Options were also measured against:

- Demand, need and initial stakeholder feedback
- Capital costs
- Operational efficiency – layout and management
- Maximising climate opportunities
- Use of contemporary technology and identifying future proofing opportunities
- Focusing on a unique and localised solution.

While meeting community demand, the preferred option aims to deliver an accessible, affordable, environmentally sustainable and inclusive aquatic facility for our community now and into the future.

The concept design includes:

- Outdoor 50 metre pool (50m x 25m – 10 lanes x 2.5m) with swim wall, shade and ramp access
- Indoor heated program pool (20m x 10m) with moveable floor and ramp access
- Outdoor (sheltered) water play for 0-12 years (800sqm)
- Outdoor slides for 8+ years
- Concierge/administration area
- Internal, undercover walkway linking Gordon Street entry to car park entry
- Café with undercover and outdoor seating
- Spectator seating (shaded)
- Program spaces (fitness, wellbeing)



- Outdoor recreation areas for mixed use
- Indoor aquatic expansion area
- Club room/marshalling area/group change room
- Zones for major event seating/marshalling
- Change rooms/amenities (female, male, accessible, group and family)
- Open-air car parking on site.

### 3. STAKEHOLDERS

Since 2017, Council has been working closely with the Port Macquarie Aquatic Centre Committee which is made up of representatives from Port Macquarie Triathlon Club, squads, Port Macquarie Swimming Club, Swimming North Coast, regular swimmers, disability advocates, and education.

Other stakeholders include:

- BlueFit (Current pool operators)
- Swimming NSW
- Economic Development Steering Group (EDSG)
- Chambers of Commerce
- Royal Lifesaving NSW
- Swimming coaches
- Birpai Local Aboriginal Land Council
- Department of Health
- Clubs using the current pool (Port Macquarie Swim School, Port Macquarie Triathlon Club, Port Macquarie Swimming Club)
- Large employers and potential future users (Essential Energy/Tafe/CSU/MNC District Local Health)
- Hastings Valley Netball Association, Port Macquarie Football Club, Port Macquarie Army Cadets.

### 4. ENGAGEMENT ACTIVITIES

A range of engagement activities were delivered during the public exhibition period to ensure that the community and targeted stakeholders had the opportunity to learn about the concept design, ask questions and provide feedback. Activities and attendance/engagement figures are shown below.

Date	Activity	Attendance / Response
29 May	Pop-up stand Port Macquarie Olympic Memorial Pool	15
1 June	Pop-up stand Settlement City	65
2 June	Pop-up stand Port Macquarie Olympic Memorial Pool	25
9 June	Economic Development Steering Group (EDSG) presentation and Mentimeter	10
9 June	Stakeholder workshop (presentation/Q&A /values based Mentimeter survey)	26

10 June	Community workshop (presentation/Q&A /values based Mentimeter survey)	19
17 June	Post Council Meeting divisional debrief (presentation/ values based Mentimeter survey) S&G: 32 / Corp Perf: 41 / D+E: 55 / Infra: 35	163
17 June	Have Your Say survey	209
17 June	Written submissions	26
18 June	K-6 drawing competition	109
18 June	Pool-sona fun survey aimed at high school students	27
To 18 June	Dotocracy look and feel board	148

The community and stakeholders were made aware of the public exhibition period through a range of direct and indirect means, including:

- Letters to key stakeholders, businesses, and local residents and property owners
- Social and traditional media campaign
- Acrylic display boxes and feedback forms in the library and at the pool.
- Drawing competition for primary school students.
- Interactive social media survey aimed at high school students.
- Information boards installed at Macquarie Park, the Olympic Pool, the Library and other strategic sites.
- Hard copies of the concept design and feedback forms were available from the pool our Customer Service Centres in Port Macquarie, Laurieton and Wauchope; and, submissions were accepted digitally and in hard copy.

### Values based Mentimeter

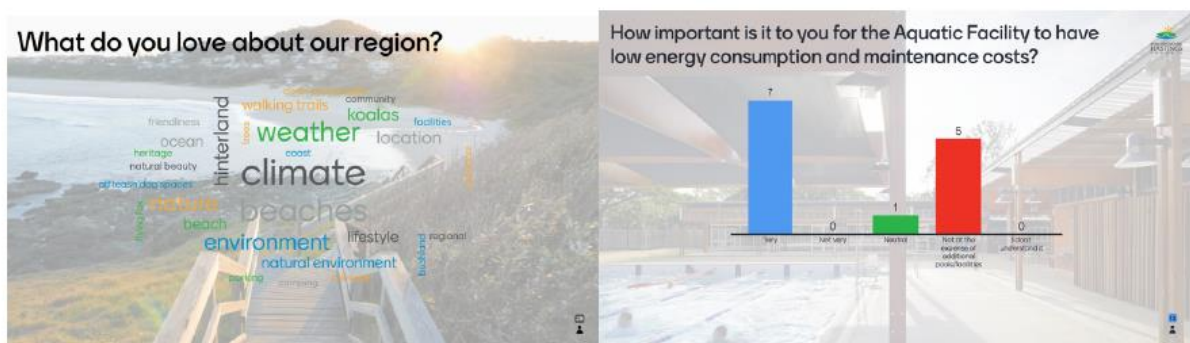
As part of the community and stakeholder workshops and the monthly divisional meetings, a values-based Mentimeter survey was completed. The intent of this survey was to understand community views on the new facility and, in particular, environmentally sustainable design. It aimed to help participants think more broadly about where they live and what they love about Port Macquarie and how the facility might enrich the community. A total of 144 people participated in the Mentimeter from both the workshops and divisional meetings. Some totals may not add up to this as questions are not compulsory for participants.

The questions and some responses are shown below.

Question	Response
What do you love about our region?	Climate, environment, beaches, community, lifestyle, location.
What do you love about our current pool?	25m pool, location, outdoors, grassed areas, affordable, heated.
Generally, do you prefer to swim indoors or outdoors?	Indoors = 35 Outdoors = 98



When indoors, do you prefer natural ventilation or air-conditioning?	Natural = 117 Air-conditioned = 20
What transport options are important to you?	Personal transport (car, motorbike etc.) was the highest prioritised, closely followed by active transport (walking, bike riding) and then public transport.
How important is environmentally sustainable design to you in relation to the aquatic facility?	Very = 108 Not very = 8 Neutral = 21 I don't understand it = 2
What inclusions will assist in making the facility environmentally sustainable?	Solar, rainwater tanks, orientation, recycled water, renewable energy.
How important to you is it for the aquatic facility to have low energy consumption and maintenance costs?	Very = 70 Not very = 6 Neutral = 12 Not at the expense of additional pools/facilities = 41 I don't understand it = 0
How could higher operational/maintenance costs be offset?	Integrated membership options, parking fees, community events, attracting state/national events, Council run, user pays, solar power, sponsorship, volunteers.
Prioritise the follow statements. The facility should...	The highest prioritised included the facility being primarily focused on lap swimming, squads and learn to swim and community fitness focused followed by a carnival/competition destination and destination attraction. The least prioritised was that the facility should be rehabilitation focused.



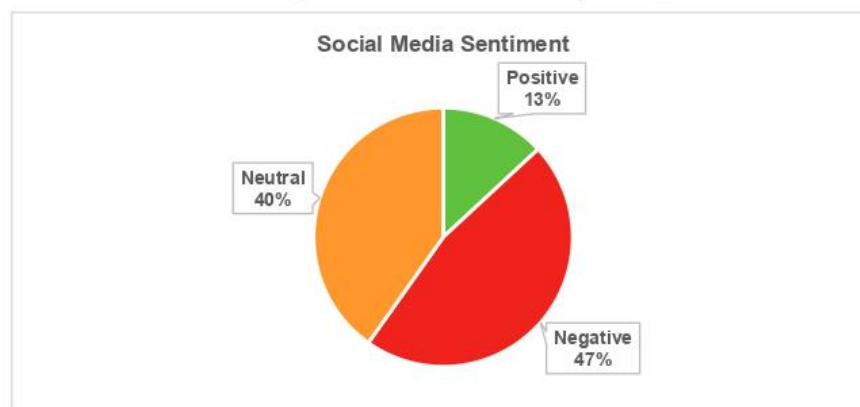




## 5. CORPORATE COMMUNICATION

Communication activities for the Port Macquarie Aquatic Facility involved a series of social (Facebook and Instagram) and traditional media campaigns to promote the Have Your Say survey and engagement activities, and to provide information to the community regarding the project. Social media commentary has been analysed to understand community sentiment surrounding the project. Each comment has been tagged to be either 'positive', 'negative', or 'neutral'. A total of 416 comments were received across all of the social media posts and community sentiment can be seen in the chart below. The main topics raised include:

- The lack of a 25-metre pool (preferably indoor)
- Desire for diving and water polo facilities
- The need to accommodate for everyone in the community (lap swimmers, recreational swimmers, learn to swim, squads, hydrotherapy etc.).
- Desire to see the research reports behind the concept design.



## 6. DATA THEMES AND ANALYSIS

To assist with analysis, qualitative data (feedback supplied in free text and written submissions both within the survey and independently) has been categorised under the commonly recurring themes listed below.

Theming data gives a good overview of feedback and sentiment and is not considered a vote because it relates to the number of times a theme is mentioned across feedback and duplicates are included. For and against themes have been included for clarity around this sentiment.

Themed data is considered in the context of other themes. For example, the theme “against a 20m indoor pool” doesn’t necessarily mean that this feature is not wanted, in context, it may mean that the respondent would prefer a 25m indoor pool in addition to a 20m program pool.

All submissions are reviewed and considered by the project team - please refer to Section 8 for responses and comment on key themes.

Crèche	Indoor Water Play Area
Program room - commercial lease	Improve circulation / access
Program room - fitness/wellness group activities	Meet future demand
Program room - community use/hire	Less focus on squads / Learn to Swim
Program room - training courses	More focus on squads / Learn to Swim
Against program rooms	Longer Opening Hours / Year-round use
Physiotherapy / Hydrotherapy / Rehabilitation	Aquatic facility only
Specific accessibility requirements	Facility operation / management
Fully Indoor Facility	Noise Management
BBQ / Sheltered seating	Chlorine free
Dive Pool / Diving Boards / Water Polo	School carnival interference
Enclosed / Larger Grandstand	School carnival / squads accommodation
Lockers	For 20m indoor pool
Tourist Destination / Waterpark	For/Against 20m indoor pool
More car parking / bike parking	For 25m indoor pool (indoor / outdoor
Child Safety	For 50m indoor pool
Aboriginal Art / Public Art	Against 25m outdoor pool
Environmentally sustainable design	Against 50m outdoor pool
Sauna / Steam Room / Spa	Regional Competition

## 7. SUBMISSIONS

### 7.1. Submission sources and supporting information

The majority of submissions were made through the Have Your Say survey, which was available online and in hard copy. Written/email feedback made up the remainder. Have Your Say is our primary online engagement tool for sharing information and collecting feedback. Supporting documents are shown in the table below - in total 1076 documents were viewed or downloaded. These documents were also available in hard copy at our customer service centres, libraries and the Port Macquarie Memorial Olympic Pool. Data below reflects online views and downloads only.

Engagement Tool	Downloads / views
Aquatic Facility Concept Design	586

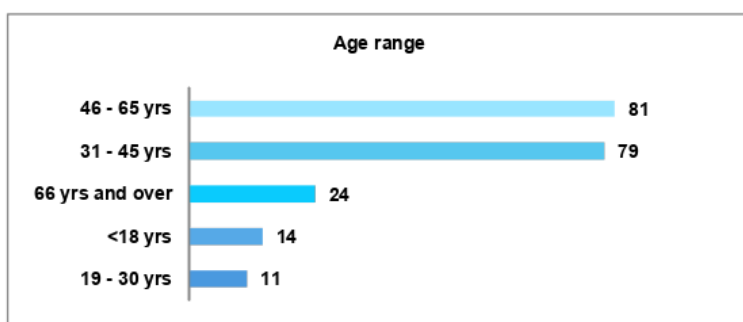
Aquatic Facility Information Brochure	271
Aquatic Facility Site Selection Community Engagement Report	79
Port Macquarie Aquatics Strategy	83
Aquatic Facility - 20m, 25m and 50m Pool Factsheet	47
Aquatic Facility Colouring Competition	10

## 7.2. Survey responses

During the public exhibition period, a total of 209 surveys were completed. Responses to survey questions are shown below. Not all questions were answered and, in some instances, multiple responses were allowed so data will not always add up to 100%. Where free text comments were submitted, data themes have been applied. Verbatim comments are included in Appendices by theme.

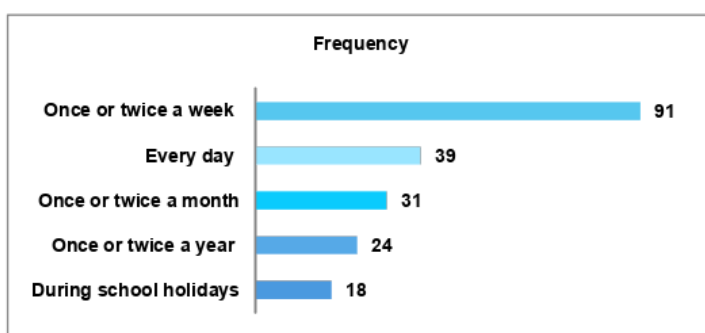
### Demographic overview

Over 75% of survey respondents were between the ages of 31 - 65 with the majority (85%) living in Port Macquarie (2444 postcode area).



### Frequency of use

Of the respondents, 62% were frequent pool users - attending once or twice a week (44%) or on a daily basis (18%). Those who use the pool less frequently during school holidays or once or twice a month made up 24% of respondents with the remainder (11%) using the pool once or twice a year.



### Type of use

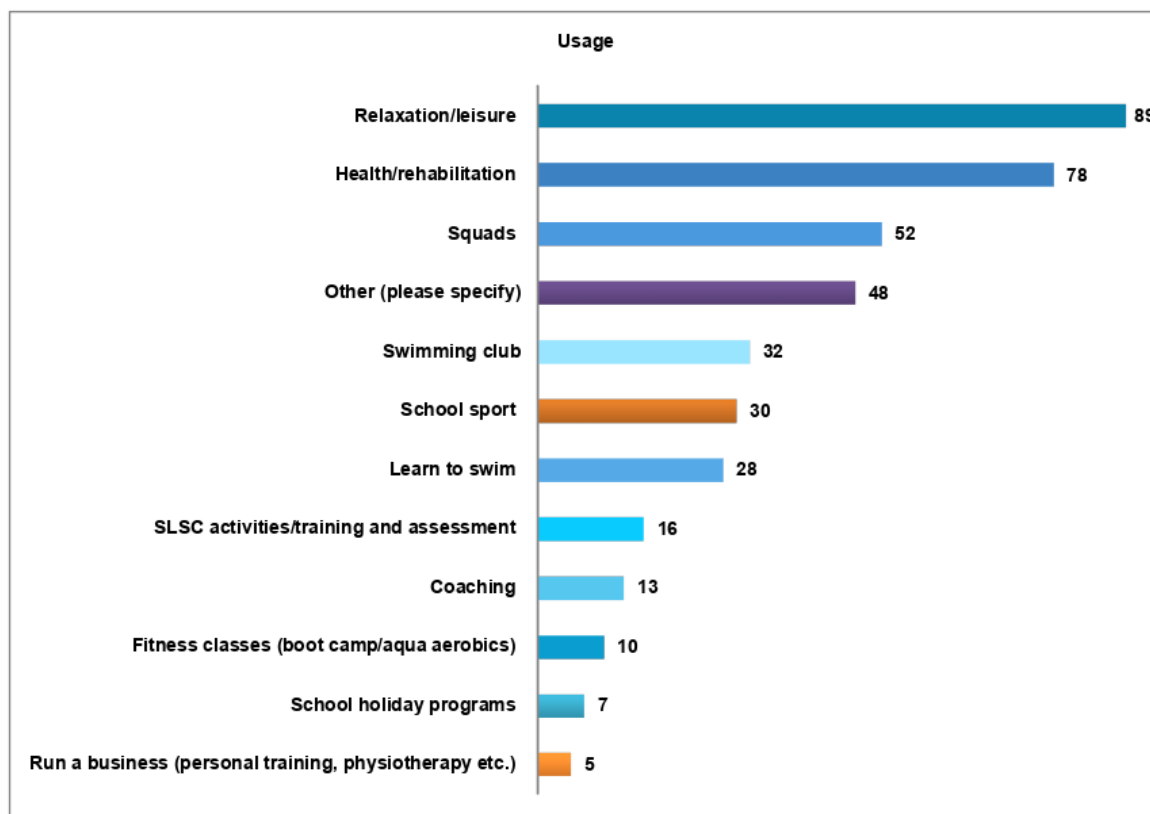
Respondents use the pool primarily for relaxation and leisure (42%), and health and rehabilitation (37%); with both groups using the pool for general fitness, lap swimming and training. Squads, coaching, and swim club made up a combined 46% while learn to swim and school sport accounted for 28%.

Other types of pool usage listed by respondents included:



- Diving (at Wauchope Pool)
- Lap swimming
- Training
- Fitness (solo)
- Home schooling groups
- Taking toddlers / kids

Verbatim feedback for current usage are included in Appendix (A).



### Water play and Waterslides

Responses to water play and waterslide image options are shown below. Approximately 10% of respondents either made no selection or were against the inclusion of these elements citing cost, aesthetic, and a preference for other elements such as diving facilities and additional pools. For those in favour, a call was made for an accessible and inclusive play-space for a range of ages and abilities that was low cost with minimal gadgetry.

Verbatim feedback for water play and slides are included in Appendix (B).





Water play selections - survey



Water play selections Dotocracy board



Waterslide selections - survey

## Waterslides



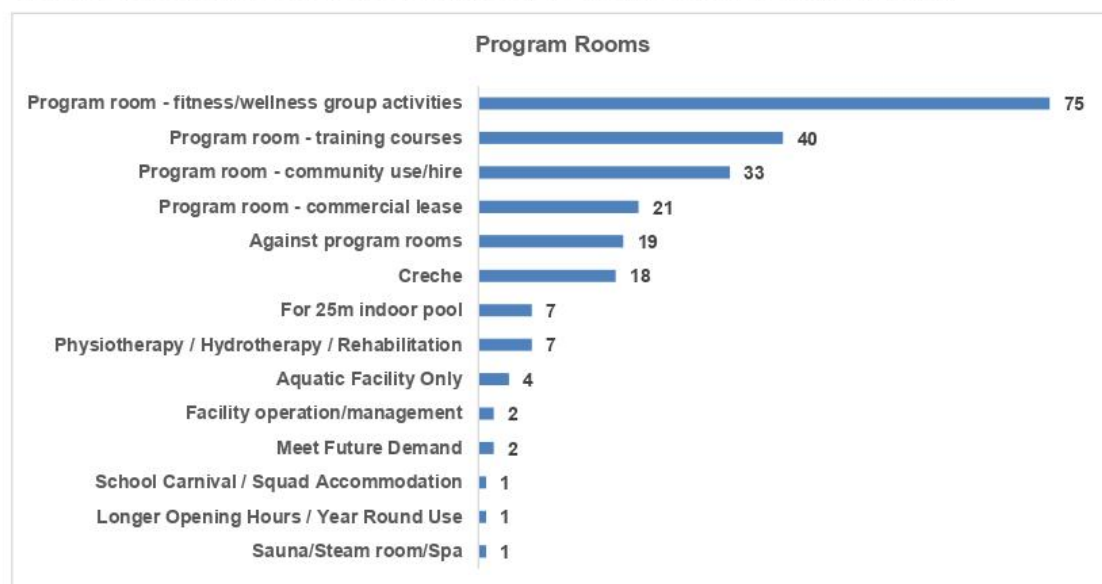
Waterslide selections - Dotocracy board

## Program Rooms

*Program rooms could be used for group fitness and wellbeing activities; club meetings/training. They can also provide commercial lease opportunities. What do you think these spaces should be used for?*

A range of feedback was received with differing views on the inclusion of programs rooms and how they could be used. Those who thought the feature unnecessary felt that these services could be accommodated elsewhere in the community and that the focus should be on aquatic, pool based services only. Others saw the benefit of broader community use and the space being used for wellness based fitness activities.

Themes are shown below and verbatim responses are included in Appendix (C).



Themed responses for program room usage

## Gym

*Do you think a gym should be included in this facility? (Note, this would be a membership-based gym.)*

A relatively even response was given to the question regarding the inclusion of a gym in the facility. With 54% (112 respondents) in favour and 46% (97 respondents) disagreeing with this inclusion.

Some saw the benefit of centralising fitness activities and providing commercial opportunities, while others considered this an unnecessary addition that was well serviced elsewhere in the community.

Suggestions around the operating model sought to ensure that this was an inclusive option that provided for a range of users.

Gym comments are included under Program Room verbatim comments in Appendix (C).

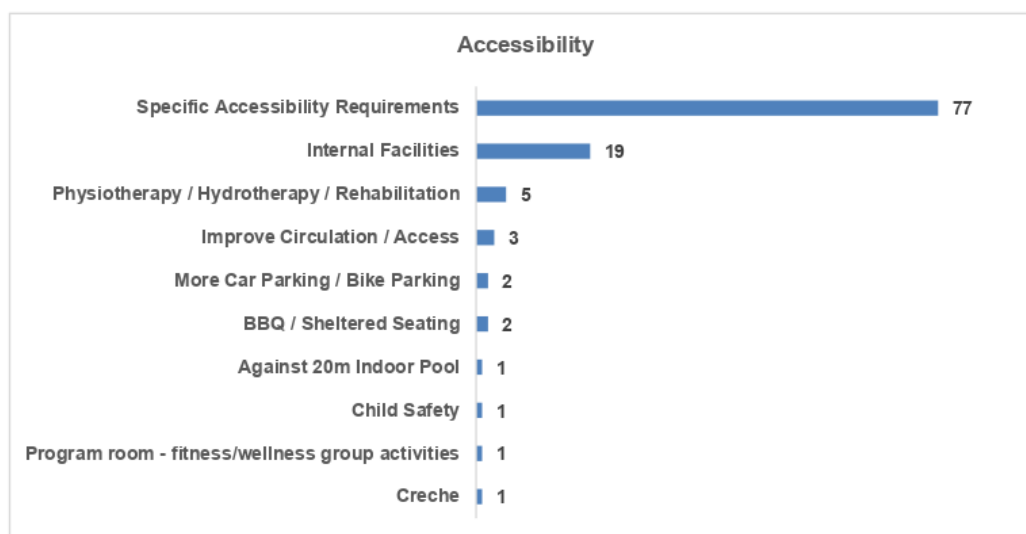
### Accessibility

*The facility will be compliant with the Disability and Discrimination Act (DDA). Can you identify any specific accessibility elements that you think should be included in the design?*

In addition to DDA compliance, respondents identified a need for hoists and adult change tables in change rooms, sensory/anti-sensory spaces and an exemplary approach to accessible design. Five respondents identified a need for a hydrotherapy pool in this section.

Specific accessibility requirements were the second highest themed response overall, with many identifying the inclusion of ramps into swimming areas, a feature included in the concept design.

Verbatim comments are included in Appendix (D).



Themed responses for accessibility elements

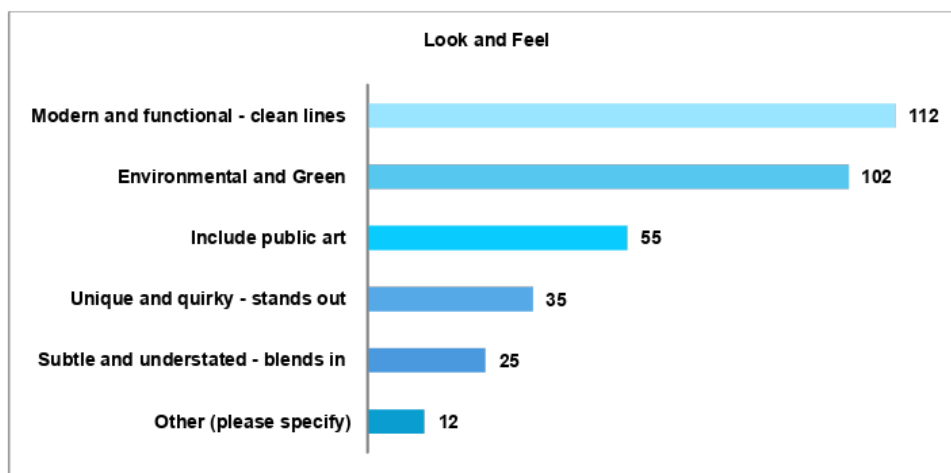
### Look and Feel

Respondents were asked about their preference for the look and feel of the facility.

Environmental and green and modern and functional aesthetic were the most popular among respondents. The inclusion of public art was also of interest. Multiple responses were available for this survey question; the graph below represents individual mentions of each option. Free text comments favoured a focus on functionality, affordability, calm and happy colours, and lots of green areas and plants.

Verbatim comments are included in Appendix (E).





### Layout / circulation

The concept design aims to provide a mix of facilities that are inclusive, respond to a broad range of user needs, and encourage community participation in an active lifestyle. Respondents were asked if there were any elements of the layout or pedestrian circulation that they would change and how?

Respondents largely commented on the omission of a 25m indoor pool (42 mentions) with the lack of diving facilities also noted along with improved access for a range of activities including those living with a disability to carnival/event bump in, marshalling and seating.

Verbatim comments are included in Appendix (F).

### Other feedback

Respondents were invited to provide free text comment on the concept design - 164 responses were recorded across a range of features.

Over 35% of these comments related to the inclusion of a 25m pool, either indoor or outdoor with another 14% against the 20m program pool (it could be assumed that the preference is for a 25m pool in lieu of or as well as the program pool). A strong voice supporting the inclusion of diving facilities came through in this section along with a call for year-round use and the provision of a facility that meets future demand.

## 7.3. Written Submissions

Twenty-six written submissions were received from regular pool users, community members and representative groups. A selection of submissions has been summarised below along with themed responses for these submissions. Note that all submissions have been reviewed by Council's Project Manager for this project and CO-OP Studio, the facility architects.

The focus of written submissions are generally more detailed and specific than that which the survey allows. Where possible, written submissions have been included in the themed data. Examples across the written submissions are listed below.

- Data transparency - request for Demand Analysis that informed the concept design.
- Disparity between previous reports/aquatic strategy outcomes for inclusions and the current concept design.
- Meeting future demand - concerns that the concept design does not provide for future demand and the growth of the region.
- Residents and property owners in surrounding streets concerns over the impact of noise, operating hours, lighting and car parking.





- Local businesses and community services concern over parking, noise, traffic congestion and pedestrian safety.
- Representation from Diving NSW for the inclusion of facilities that support the growing diving fraternity in the region.
- Representation from Destination Sydney Surrounds North questioning concept design compliance with Swimming Australia's facility requirements for regional competition
- Historical society representation around the War Memorial status of the pool, and the historic and community significance of the tile wall.

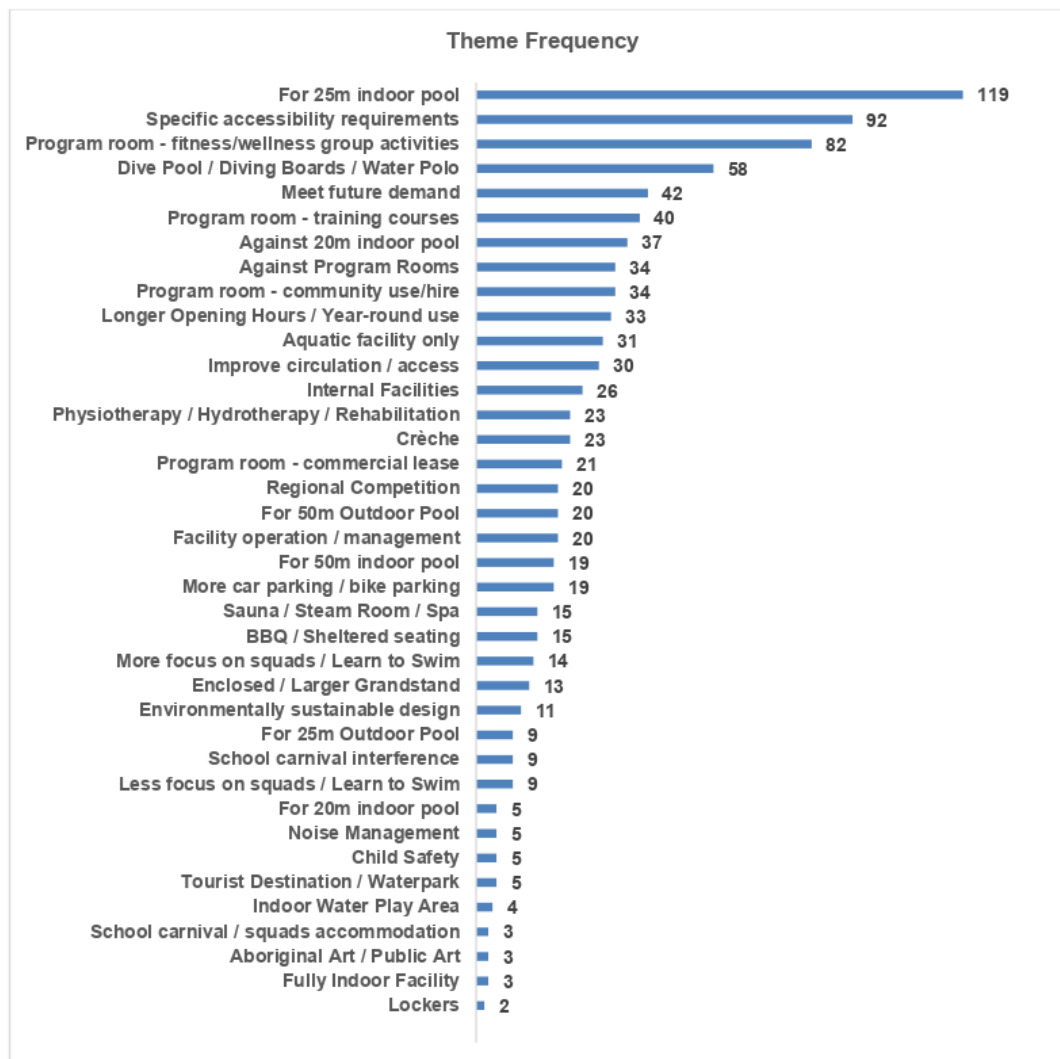
## 8. THEMATIC RESPONSES

Part of the public exhibition process includes reviewing, acknowledging and responding to submissions. In instances such as this, where recurring issues are raised, responses are given across themes. Responses are also supplied for feedback not covered by identified themes. Not all themes require a response.

Theme	Feedback insights	PMHC Response
<b>25m pool</b>	<p>Many responses called for the inclusion of a 25m pool in the design.</p> <p>A preference for a 25m indoor pool to enable year round swimming.</p> <p>There was a lack of belief that the swim wall would be effective.</p> <p>A belief that there was only a minimal net gain in lanes and pool area and that this would not meet current or future demand.</p>	<p>To be considered.</p> <p>The design caters for users of the 25m pool through the swim wall included in the 50m pool, allowing increased flexibility in pool sizes and quantities.</p>
<b>Accessibility</b>	<p>Many responses identified the inclusion of accessibility features as a priority for the design.</p>	<p>The design is DDA compliant featuring multiple accessibility features.</p> <p>Suggestions made including sensory/anti-sensory spaces, hoists, and adult change tables will be considered.</p>
<b>Hydrotherapy / sauna / spa</b>	<p>A call for rehabilitative hydrotherapy pool; sauna and spa.</p>	<p>There is a potential lack of understanding between aqua and hydro therapy.</p> <p>Hydrotherapy for rehabilitation purposes is a specialised service and is provided for through medical / health specific services in PMQ.</p> <p>The indoor 20m program pool is suitable for aqua-therapy such as aqua-aerobics and other programs.</p>



<b>Diving equipment</b>	Respondents noted the lack of diving facilities included and the necessity of these for the growing diving community. This included written submission from Diving NSW.	The intent of not included diving facilities was to retain Wauchope Swimming Pool as the diving hub for the community, rather than bringing all facilities to Port.  To be considered.
<b>Future demand</b>	Respondents shared concerns that the current design would not cater for the future demand and the growth of the region.	A demand analysis was undertaken to determine community use of the current pool facilities and to forecast annual visitation numbers to 2031 for pool and fitness use, learn to swim and overall membership numbers. After this period, numbers are likely to plateau and remain constant for future years.  As a result, the current plan is designed to cater for the future demand of the region.
<b>Against 20m indoor pool</b>	Some responses noted that the indoor 20m pool was not ideal and did not cater for lap swimming.	The indoor 20m pool is not designed to cater for lap swimming. It is designed to be a heated program pool for learn to swim, older adult exercise and hydrotherapy activities. The 50m pool (which accommodates 25m with the swim wall) is designed to cater for lap swimming needs.
<b>Against program rooms</b>	Some respondents were against the inclusion of program rooms as a whole. The feeling was that these services could be accommodated for elsewhere in the community and the aquatic centre should focus on pool-based services only.	The intent behind the inclusion of the program rooms was to create a one-stop facility for all exercise and recreational needs. The inclusion of program rooms may also contribute to the financial viability of the centre depending of their use.



## 9. SUBMISSIONS SUMMARY

Approximately 950 pieces of feedback were received from over 230 submissions on the concept design for the Port Macquarie Aquatic Facility. Overall, the community is excited and supportive of a new aquatic facility and want to ensure that it meets future demand as well as community needs and expectations.

Overall, many respondents mentioned the inclusion of a 25m pool, particularly with reference to lap swimming and meeting competition requirements.

The need for specific accessibility requirements beyond the DDA compliance inclusions was frequently mentioned. Suggestions included the addition of adult change tables, hoists, sensory and anti-sensory spaces and overall consideration of accessible design.

The community and stakeholders identified the following concerns, which, while captured in the data across various themes, are expressed below:

- Transparency of data (request for the demand analysis and modelling that informed the concept design).
- Disparity of Otium report findings and current concept design.



- Concern that the concept design will not meet future demand or does not meet the needs of specific users groups.
- Lack of understanding or distrust in the efficacy of new technology (such as swim walls and moveable floor).
- Concern that regional level competition will be compromised if a 25m pool is not included.
- Concern that the heritage significance of the existing pool will be lost during the process of designing and building a new facility.
- Concern over noise and light impacts to local residents and businesses
- Concern that parking and traffic congestion will increase, impacting pool users, businesses, residents and the broader community.

Based on the data themes listed above, the most common free text responses were:

- The inclusion of a 25m pool
- Specific accessibility requirements
- Program room usage - fitness, wellness and group activities
- The inclusion of diving/water polo facilities
- Designed to meet future demand



## 10. APPENDIX (A) CURRENT USAGE VERBATIM FEEDBACK

CURRENT USAGE - VERBATIM FEEDBACK	
Other pool uses	Home schooling group
	Fitness - not class based.
	Training
	Diving - and compete in competitions for school and our diving club. We currently have to travel to Wauchope pool and use the sub-standard facilities out there.
	Diving
	Training for Ironman
	Diving
	Diving
	Swim training
	Wauchope pool diving training twice weekly for 6 months
	Would like to use for diving
	Taking the kids (toddlers); Doing my own lap swimming
	Just going for a regular swim
	Swimming laps for triathlon training
	Diving Wauchope pool
	Triathlon Training
	Fitness. I swim laps.
	fitness / swimming laps
	Fitness training, lap swimming
	Lap swimming
	Comp swimming
	Solo exercise
	Training for swim fitness
	Training for Triathlon races
	lap swimming - a core activity for my health and fitness
	Swimming laps
	lap swimming for health reasons
	Diving
	Training with private squads
	lap swimming
	Love swimming. Everyday for 20 years
	I work here too.
	Lap swimming
	Getting myself fit
	None selected on paper form
	Laps for fitness
	Swim laps
	St Joseph's Regional College Swimming Carnival
	Laps - Exercise purpose
	LAP SWIMMING FOR HEALTH IN 25 METRE POOL
	Personal fitness
	swim laps for exercise



## 11. APPENDIX (B) WATER PLAY AND SLIDES VERBATIM FEEDBACK

WATER PLAY AND SLIDES - VERBATIM FEEDBACK	
Waterplay	Diving boards and play areas for all age groups and abilities. Including flat access for wheelchair and varied ability use.
	Diving boards
	0.5m Diving board
	Honestly rather than gimmicky buckets and splash pads, please put in a decent size indoor pool that people can do laps in and swim for recreation in winter and out of the sun in summer. This will improve fitness in the community.
	Diving boards for North Coast Diving to train & hold competitions
	A diving pool would be awesome.
	Please ensure the indoor pool is 25m. Turning around every 20m makes no sense
	These are just a side show to an aquatic centre, any area that children that lack confidence in the water can have fun is appropriate. It concerns me that so much of this survey is involved with this type of activity concerns me.
	none
	Please ensure it is disability friendly - flat area, no steps, some railing, some water features that don't need to be climbed on to access. A ramp to water slides
	diving board & platform
	Minimal
	Of no interest
	A water play area is a waste of resources. We already have an Aqua Park
	the most energy-efficient, and the simplest, minimalist gadgetry
	Not interested in this
	None selected on paper form
	None selected on paper form
	none selected on paper form
	none selected on paper form
	none selected on paper form
	none selected on paper form
	None selected on paper form
	Children will be rapped, Parents / Grandparents not so
	None selected on paper form
	None selected on paper form
	None selected
	None selected
	None selected
	NONE - SAVE THE BUDGET . WE DON'T NEED A WALLY WORLD. THE COST OF STAFF SUPERVISION WILL BE EXCESSIVE FOR THE COMPLEX MANAGERS - AND IT WILL NOT BE USED BY THE TARGET MARKET FOR 6 MONTHS OF THE YEAR.
	Indoor
	None.
	More useable pool space for lessons and fitness, not wasted area for kids to get wet without swimming.
	Think families should decide this
	None selected on form





Waterslides	Diving boards
	Something that has an option for big kids as well as an option for little kids
	Open slides
	The cheapest. It is like the theme parks, the kids only want to ride it when it is new and different after a very short time the kids of Port Macquarie will become bored with it and the demand will drop off significantly. It will not be a significant enough attraction to draw tourists to the town.
	I don't see any sense in water slides, and all those examples are extremely ugly
	No slides replace with diving facilities that can be used for competitions.
	Not of interest
	These are not needed . We need more pool training facilities.
	I'm against the water slide component of the design altogether. It's too dominant, intrusive, grandiose, expensive, just for cheap thrills, has no health or sporting benefits, belongs in a fun park, not in a community facility with mixed usage by all sorts of patrons, who may value a more under-stated aesthetic.
	I don't think slides are so important.
	Try looking at Big Banana Water park for their flexible slide options (ie blow up air slides) - but please be clear about the purpose - it is an Olympic pool primarily, not a tourist attraction.
	Not interested in this
	These are all too big and ugly
	None
	None. This is not a wise inclusion.
	None selected on paper form
	None selected on paper form
	none selected on paper form
	none selected on paper form
	none selected on paper form
	none selected on paper form
	None selected on paper form
	None selected on paper form
	None selected on paper form
	None selected
	None selected
	None selected
	NONE - SAVE THE BUDGET . WE DON'T NEED A WALLY WORLD. THE COST OF STAFF SUPERVISION WILL BE EXCESSIVE FOR THE COMPLEX MANAGERS - AND IT WILL NOT BE USED BY THE TARGET MARKET FOR 6 MONTHS OF THE YEAR.
	Water slides age and look dreadful. Include diving boards for both leisure and sport.
	Diving pool instead of waterslides
	The slides will look "pissweak" compared to proper water parks. Why not put in a high diving platform, or a water polo pool?
	Think families should decide this
	None selected on form



## 12. APPENDIX (C) PROGRAM ROOMS/GYM VERBATIM FEEDBACK

PROGRAM ROOMS - THEMED VERBATIM FEEDBACK	
Usage	Keep them for community related sporting / wellness activities
	Exercise classes like yoga / Kids clubs / Mums and bubs groups / Kids parties
	yoga, pilates, strength training
	Community access for fitness and well being activities
	Yoga : Zumba
	Cafes , bars at night , fundraising event hire spaces
	Gyms - we need something like the mingara set up in the central coast - having all exercise in one space
	Fitness groups primarily, secondarily as community spaces- play group etc. Functions like dancing with the stars, community events. PCYC like kids discos
	Yoga classes, bootcamps and fitness/circuit classes.
	Group fitness, leased to community
	Some activities that are included in the entry price, classes or group activities
	Health and well being as first priority accessible, never for profit at the cost of the community access. Or build enough spaces to ensure both.
	Gym equipment for squad training groups, yoga classes
	Group fitness and training eg austswim courses, resus courses, time keeping courses. Also a kitchenette in the space so that groups can self cater or prepare food if carnivals are taking place.
	yoga
	group fitness, eg yoga. Or children's parties.
	Yoga / Courses such as Austswim, CPR, Lifeguard courses
	Group fitness and wellbeing activities, club meetings/training.
	Group fitness mainly
	A public gym, yoga classes
	A gym connected to membership programs
	Well being activities including a mental health focus.
	First aid classes, yoga & meditation, and teaching.
	I think the gym is a good suggestion however it should not be a membership based gym. The town is overflowing with these facilities. Have classes run on a per session cost and the gym facilities should be available for pool admission. The pool at Maroochydore on the sunshine coast is a great example, it has a series of resistance fitness stations available to pool users and they are very effective and well utilised.
	Group fitness classes
	Yoga
	Training & fitness
	Dedicated gym classes
	accessible to all groups with a health and fitness space , but also provision for swim shop/ potential physio or personal training company that could also run PT sessions in the space.
	Group training, swim club meetings
	yoga, pilates, physio, massage, health based lectures or seminars
	All those activities mentioned above are okay, and should be associated with the fitness, health and well-being. I would not favour permanent commercial leases, but rather maintain their community usage by an assortment of groups. And allow commercial operations, e.g. fitness coaches, to hire their space under some sort of room usage rate arrangement.
	Fitness classes
	They should be used for fitness classes, like spin bike classes, Pilates, yoga
	CPR Courses, Pool safety classes for primary school kids, squad meetings, wellbeing classes such as yoga and tai chi.
	Group fitness and wellbeing activities, they could also be used for training courses be it scuba diving, SLSC etc
	Gym - yoga - rehabilitation classes in conjunction with swimming
	Fitness, wellbeing, sports group meetings
	They should be available for hire for mixed use - e.g kids party, hosting a fitness class, performing arts, club meetings
	A gym is essential and the space should be used for exercise classes for the gym
	group fitness activities should be groups as an indoor / outdoor activity area. Not just an indoor area. That will just turn into a Fitness first gym. We have plenty of these in town already
	Cafe, swim merch, gym
	Fitness and well-being activities such as Yoga/Pilates. Club meetings and training. SLSC clubs could use them for pool based training and assessments.





	Group fitness
	Pilates & yoga
	yoga/gym/meditation
	Gym areas, yoga/meditation.
	Gym or party space
	I think that these rooms should be used for group fitness, well being activities, club meetings/training.
	Basketball
	fitness
	Pilates, meditation. Council could use for Health/Fitness talks. Environmental updates, etc.
	group fit classes
	1x No.5. Gym / Other No.5 Club / Function Room
	Swim teacher training, yoga/pilates
	Group fitness and wellbeing
	Yes, wellbeing activities
	venue hire; yoga; community groups; events
	Club meetings, group fitness eg. yoga or exercise classes, well-being activities like meditation, mental health wellbeing
	Fitness classes run by sub-contractors eg yoga, Pilates, exercise classes for the elderly
For or against program rooms	Yes great idea will bring in some extra income for the pool
	Not a good idea at the facility. If Council is not running, waste of time putting this in.
	Don't think they're really needed. We already have facilities that can be rented out in Port Macquarie. The space would be better served for the extension of proposed 20m pool to an enclosed 25m pool
	I don't think these are necessary. Plenty others in Port Mac
	There are too many spaces. One near the plant room and 2 large rooms. The pool primarily should be a pool rather than run as a gym or fitness centre. Port Macquarie has enough gyms already. Remove one of these spaces to reduce costs, leaving a large and smaller one.
	This is a waste of space.
	I do not think that there is a need for yet another gym in Port Macquarie. Consider the impact it will have on existing businesses.
	Keep to a minimum so you can maximise the space for outdoor facilities which should be your bread and butter and the main attraction to the site. Leave leasing meeting room space to other sites which have more space to accommodate.
	Not that fussed. I think we have enough of these spaces in Port already.
	Not included at the pool. Port Macquarie has plenty of facilities for club meetings and more than enough gyms
	I think the program rooms space could be utilised for a 25 metre indoor pool for squad training all year round.
	Not a good idea at the facility. If Council is not running, waste of time putting this in.
	Port Macquarie has enough gyms.
	A 25m indoor pool instead. This should be an aquatic centre budget first.
	I think you need to get the basics right first. The pool is inadequate and needs to cater to the future needs of the community, these rooms can be added later.
	I am not sure if these facilities are integral to the concept of an aquatic facility. My preference is that the available space and budget be focused on maximising aquatic facilities which are adequate for the next 50-60 years.
	DELETE FROM THE CONCEPT PLAN - PORT HAS MORE THAN ENOUGH "FITNESS CENTRES / GYMS"
	THINK OF THE RATEPAYERS LIMITED RESOURCES BEFORE GRAND SPENDING ON ANOTHER GLASSHOUSE DEBACLE WITH COST OVER-RUNS
	I prefer the addition of a 25m pool in lieu of these rooms
	This should be about the POOL. This is the biggest cost commitment and the biggest reason for people to attend the facility, especially on a regular basis. Programs rooms are secondary and I don't think it really matter what they're to be used for.
	could not care
	Why do we need these - focus on pool facilities



Physiotherapy / hydrotherapy /	For local physiotherapists to use with adults and children with disabilities. There are currently no where for people to access hydrotherapy.
	Commercial lease to occupational therapists, physios, and aquatic exercise classes
	rehabilitation, physio, personal training, group fitness, yoga studio, gym.
	birthday party rooms for hire
	- physio, chiro, massage
	- partnership Education sessions (health focus subjects at primary, secondary, tertiary level running off-site lessons and swim programs
Creche / kids activities	- crèche
	Classes, rehab
	Repurposing some of this space for more indoor pool facilities would be optimal. I think some smaller spaces for OT or physio therapy review on site may be of benefit and could also be used for some smaller meetings. I don't think large meeting spaces are a priority.
	I think we should ensure there is fair and equitable allocation of the heated area to children and older citizens. Scheduling must include allocation of space for rehab as there are inadequate resources locally. (gentle exercise for older people)
	Creche Physio
	A crèche is essential to allow parents/caters of young children to be able to exercise easily.
For 25m pool	Kids activities like sprockets
	Crèche for parents who want a quick swim or do squad
	Kids, Seniors and Parents' Group meeting spaces. Aquamoves in Shepparton (VIC) where we moved from also has a crèche within its facilities which gets really well utilised.
	birthday party rooms for hire
	- physio, chiro, massage
	- partnership Education sessions (health focus subjects at primary, secondary, tertiary level running off-site lessons and swim programs
	- crèche
	1- Gym (machines)
	2- Creche
	3- Fitness room for aerobic exercise (step, boot camp, combat, etc.)
	Don't think they're really needed. We already have facilities that can be rented out in Port Macquarie. The space would be better served for the extension of proposed 20m pool to an enclosed 25m pool
	Add 5m to the indoor swimming pool, to make it 25m indoor pool
	An indoor 25m pool.
	I think the program rooms space could be utilised for a 25 metre indoor pool for squad training all year round.
	A 25m indoor pool instead. This should be an aquatic centre budget first.
	I prefer the addition of a 25m pool in lieu of these rooms
	This should be about the POOL. This is the biggest cost commitment and the biggest reason for people to attend the facility, especially on a regular basis. Programs rooms are secondary and I don't think it really matter what they're to be used for.



Aquatic facility only	There are too many spaces. One near the plant room and 2 large rooms. The pool primarily should be a pool rather than run as a gym or fitness centre. Port Macquarie has enough gyms already. Remove one of these spaces to reduce costs, leaving a large and smaller one.
	Keep to a minimum so you can maximise the space for outdoor facilities which should be your bread and butter and the main attraction to the site. Leave leasing meeting room space to other sites which have more space to accommodate.
	I am not sure if these facilities are integral to the concept of an aquatic facility. My preference is that the available space and budget be focused on maximising aquatic facilities which are adequate for the next 50-60 years.
	There should only be a gym designed for the swimming club and an exercise room. We have enough gyms in port macquarie and halls to provide fitness spaces. The space on pool grounds should be focused on swimming.
	They can be used for a range of different activities including, school swimming carnivals, sponsorship for local sports team and resting rooms for representative athletes.
Future demand	I think you need to get the basics right first. The pool is inadequate and needs to cater to the future needs of the community, these rooms can be added later.
	I am not sure if these facilities are integral to the concept of an aquatic facility. My preference is that the available space and budget be focused on maximising aquatic facilities which are adequate for the next 50-60 years.
Sauna / steam room / spa	It would be lovely to have a wet sauna- dry sauna - spa



**13. APPENDIX (D) ACCESSIBILITY VERBATIM FEEDBACK**

<b>ACCESSIBILITY - VERBATIM FEEDBACK</b>	
<b>Specialised access requirements</b>	Shade areas you need to supply many areas of sitting an shade
	wheelchair access to the pool
	Ramps - hydrotherapy pool
	Chair, ramp, easy access play equit
	Good pool access such as a ramp like Wauchope pool in a 25m pool . A 20m pool is a big mistake! It is not useful for training squad.
	Parking ability for people disabled and general public
	Ramp with railing in all pools. Railing in all 4 sides in hydro pool.
	Not a disability, however a huge benefit to include Sensory based features. This could be simple features and textures. Access ramps to all aquatic areas is a must.
	KEEP IT SIMPLE STUPID
	Absolutely should be a ramp , similar to Wauchope pool for entry / exit to pool
	Wheelchair access, etc...
	Ramp access to pools to ensure ease of access and reducing need for harness equipment.
	wheelchair access to the pool
	It needs to be more than compliant, it needs to set an example of exemplary design to accommodate the many disabled individuals of our community. Easy access ramp & low stairs to a HEATED pool. Outdoor heated pools with easy access. Handles around the inner edge for holding on, small formed seats on the walls for frail guests to sit in the waters. A hoist for non ambulatory guests. Toilet facilities with automatic doors. We should be the facility other locations look at and admire then emulate in their designs.
	Accessible bathrooms, including appropriate change facilities, Hoist in the change facilities to be able to move from the change space into the pool. Ceiling hoist into the pool. Hydrotherapy pool, currently the indoor pool will be to a maximum 32 degrees, to be a hydrotherapy pool it is normally warmer than that. There is no suitable easily accessible hydrotherapy facilities in our region to support our disability community. I think this is a great waste of a new resource if you don't include a proper hydro pool.
	Ramps into pool for wheelchair access
	Permanent ramp access
	Pool entry for children in wheelchairs so they can be included in the water play
	Wide elevators, having a disability only pool , council could offer free life guard / swimming / relaxation session to those who need it - book and plan through the council website
	Walk-in access to all pools
	Multiple accessible change rooms, and family change. Ramps into pools etc
	Wheelchair access into pools.
	Sensory area
	A wide ramp into the pool. All inclusive play areas with water spouts that are not too strong.
	Access into pools play areas etc that can be self accessed by people with disabilities Good pathways and links between areas
	Wheelchair ramp for pool and water plan area
	Ramps - hydrotherapy pool
	ramp access into the pool
	change rooms & compliant to pool also disability exercise machines inside & outside
	Ramps into all pools (i.e. Walk-in entry)
	Aquatic chairs
	Chair lifts



Wheelchair access to all pools
Ramp access to indoor pool. Disability friendly change room plus an Adult change table and lift. Provision of a water friendly wheelchair for those who may need it. Sufficient disabled parking spaces in carpark, including spaces to take longer vehicles and those with rear lifts for their users.
Easy access via ramp for knee replacement patients and wheelchair users. Access to toilets and showers for
Access ramp into the pool
Accessible water slides.
hoist in and out of pools / - ramps in and out of the pools / - accessible change rooms (more than 1) that includes hot showers, hoist and electronic bed for changing
Ramp access into all pools + underwater viewing window
ensure its assessable to all - be able to have some walk in aspects of the pools to enable those who want to do laps and are capable, but not able to use the steep ladders.
Easy access in and out of pool using ramps (not crane)
Special toileting facilities, wheel chair access ramps
Just lifters for the pool for customers that use a wheel chair.
Chair, ramp, easy access play equipment
A ramp so the wheelchairs can go down it
Good pool access such as a ramp like Wauchope pool in a 25m pool . A 20m pool is a big mistake! It is not useful for training squad.
a quiet pool for disabled, ASD, nervous people and kids where there is no rush or stress or judgement
Wheelchair access into the pool
Walkways wide enough for wheelchairs and prams to pass each other, disability specific shower area with grab rails and emergency call button, adult change table, quite room for people with autism who may find the venue too loud or crowded and need a safe space to calm.
Area where kids that "Run" have a space that they can swim and play with water (Closed in). Water area that people with wheelchairs can move around in and play.
Easier access ramps to all the pools and surrounding areas
Pool access for people with disability, by means of a lift that can be removed when required
Ramp into pool, lights in floor of pool to guide visually impaired along lane
All abilities area on the splash pad, disabled areas at the outdoor pool grandstand, change rooms, showers, and amenities within close proximity to all pools, dedicated or preferential seating system for café
Ramp access to pool.
Wheelchair access to everywhere
wheelchair accessible showers
A ramp / ramp into the pool / transport service for wheelchairs
Wheelchair lifts to access platforms where water is being heavily loaded on top of kids.
A disabled slide, smaller and less complex but equipped with railing and speed reduction.
A wheelchair ramp into a shallow pool specifically made for disabled people.
ramps in and out of water / accessible toilets / disability parking / disabled gym equipment / seating and rest areas
Ramps in water and out, easy access amenities , if there is a gym then accessible gym equipment, seating & rest areas
Maybe some sort of shallow pool or area for certain disabled people who are unable to swim. Other than that, everything I can think of is already there.
Wheelchair access and access to those who have limited mobility inc those who do not require a wheelchair.
Ramp access to pools
Ramp access to all pools, hydrotherapy pool for rehabilitation, accessible play areas in waterpark





	ramp
	Definitely the pool needs steps with hand rails so easier access for those with spinal problems, etc. Like Ramsay Health Rehab Pool.
	Ramp with railing in all pools. Railing in all 4 sides in hydro pool.
	Ramps into all pools with rails.
	Ramp accessible pools, showering and change facilities, easy entry into facility, close parking for disabled customers
	ramps into the pools, accessible changeroom facilities
	An access ramp into the main pool
	All access splash zone and pool
	Not a disability, however a huge benefit to include Sensory based features. This could be simple features and textures. Access ramps to all aquatic areas is a must.
	Ramp into the pools
	a pool under cover, with a ramp and bars along the sides for stability
	Absolutely should be a ramp, similar to Wauchope pool for entry / exit to pool
	Wheelchair access ramp
	Easy access to the pools for disabled and elderly people. Not only for the indoor pool but the outdoor pool as well.
	Wheelchair entry into the pools
	Wheelchair access
	Indoor accessible swimming pool/water play space / Wheel chair lift into pool
	Disability change facilities / Ramp and hoist facilities to access pools and play areas
	Ramp access into the pools
	Accessible change facilities / Accessible access to the pool - ramp and pool hoist on indoor and outdoor pools



## 14. APPENDIX (E) LOOK AND FEEL VERBATIM FEEDBACK

LOOK AND FEEL - VERBATIM FEEDBACK	
Look and feel	Just as long as we can swim. Spend less on the fancy stuff and make sure it is fit for purpose and allows us to swim all year round both indoor and outdoor
	Internal spaces could be modern, functional and calmer, greener style spaces and the bright and quirky could be outside in the splash park, slide and outdoor pool area.
	quirky and public art tend not to stand the test of time, so keep it modest and avoid making an inappropriate statement (like Crescent Head Surf Club, for example, which is not fit for purpose)>
	sustainable, not cheap and tacky, not bright colours, neutral tones like beiges and whites, lots of plants and grass.
	sustainable; not bright, blocky colours; neutral tones/greys, whites, blacks, lots of plants
	Fun and engaging, modern but happy colours
	Needs to be functional
	None selected on paper form
	We use facilities in Shepparton / Melbourne Reservoir and they provide for all ages.
	None selected on paper form
	None selected
SOMETHING CAN BE BUILT WITHIN BUDGET - NO BLOWOUTS FROM THE PROJECTED 50M TO 120M	



## 15. APPENDIX (F) LAYOUT AND CIRCULATION VERBATIM FEEDBACK

LAYOUT AND CIRCULATION - VERBATIM FEEDBACK	
Pools: 25m pool / 50m pool / program pool / waterplay	The indoor pool needs to minimum 25m. (No one uses 20m pools) - consideration for a full sized 50m indoor pool also important if it can be factored in. Port Macquarie has a large triathlon community (home to Ironman Australia) and as such should provide for the vast numbers of athletes who train here on a daily basis. 2x50m pools would be better than a 50m and 20m pool. The indoor 50m can be set up to split into 2x25m pools so accommodate school classes, hydrotherapy, etc...
	Larger indoor pool (25m)
	I feel the indoor pool should be 25m. Why 20? Also I realise with the extra 3 lanes in the outdoor pool (currently only 7) is good & will create more capacity. Will it be big enough in 5 Years / 10 years time with the growth of Port Macquarie being factored in? If you are going to spend all this money why not just go 50 m indoor & outdoor? Squads, learn to swim, fitness use & recreational users are only on the increase in port
	Indoor pool should be at least 25m, so that if the 50m needs to be closed for whatever reason there is still room for lap swimming / training.
	10 lane Olympic pool not necessary, 8 lanes sufficient for Olympic standard
	Indoor 25 metre pool for aqua aerobics, physio etc
	No grass in the centre of the facility unless it is astroturfing, spend forever cleaning and turns to mud/dirt during periods of high traffic.
	Needs indoor 25m pool (not 20), opens up to higher patronage year round as well as being able to attract short course as well as long course championships. 50m pool should be able to re orient to 25m lanes (ie perpendicular swap) to more easily accommodate higher variety/speed swimmers and activities.
	Caters for kids but not elderly. Large indoor pool is needed
	Make indoor pool to 25m to be able to hold short course events, also kids swimming training.
	Make the 20m indoor pool 25m (25m between touch pads)
	The indoor pool needs to be a minimum of 25m long with at least 8 lanes or 50m pool which can be split into 2 x 25m pools (this would be good for warm up/cool down pool for competition events). I do like the idea of the moveable floor so that the indoor pool can be a multipurpose pool. There are limited uses for a 20m pool so please reconsider this part of the design having consideration for minimum standards for FINA certification for any future competition events (e.g. Water Polo has normal Field of Play of 30.60m x 20.00m for men and 25.60m x 20.00m for women).
	The outdoor 50m pool and associated fixtures (including lane ropes, lighting, temperature, lane numbering, starting platform, salinity of water etc.) should be built to FINA specifications in order for Port Macquarie to host regional/state swimming competitions. The spectator seating needs to be better defined in the plans as I am unsure how people access the 50m pool.
	Definitely a 25m indoor pool not a 29m pool. Water aerobics should not take up swimming lanes but have their own area which maybe the 25 m pool.
	I am disappointed to see a 20 m pool in the concept design as this is not a progressive upgrade to the current 25 m and 50 m pool. I hope this oversight will be amended in the designs and a 25 m pool will be designed instead to accommodate for our growing population and swimming community.
	There is a need for a 25 m indoor pool. For when it is colder and at night. this was part of the concept brief but is now missing. This is vitally important to improve what is there allowing swimming on cooler months and also out of the sun if you don't want to get Sun burnt swimming in summer. This can be done through compromising on other spaces. This is more important than meeting rooms.
	Make the program pool a 25m instead of a 20m.
	The grandstand cover should be similar to the current cover as it is suitable to all climates and weather events.
	I believe the whole layout and design looks great, but I really think there should be a 25m, 8 to 10 lane Indoor competition pool. This pool will still be able to cater for all programs, swim classes etc but also cater for lap swimmers, squads, and swimming lessons over the winter months. A 25 metre competition would be 1 of only a only a couple that could hold a major swimming short course carnivals. There is currently just 1 in Forster and 1 in Lismore in our north coast swimming area, which is Forster to the QLD border. So in summary a slightly bigger indoor pool would have so many more benefits then a 20 metre pool.
	An indoor lap pool is important. 25 meters minimum, if not 50m. Minimum of 6 lanes for lap swimming. This should be in addition to the 10 lane 50m outdoor pool.





	The indoor pool needs to be at least 25m not 20m.
	What about an outdoor 25m pool?
	I would strongly suggest the 20m pool be smmededed to a 25m 10 lane indoor pool with diving blocks for use all year round
	Both a 50m and a 25m pool are needed.
	Indoor 25m pool.
	I would change the 20 metre pool to 25 metres. It is absolutely ridiculous that it would be 20 metres, it should be able to be used by every one not just learn to swim students.
	I would put the cafe in area 14 and make the indoor pool larger so that it can be used for lap swimming while carnivals are on. On a much grander scale, I would move the netball courts out to behind the indoor stadium, move the 50m pool down to that area and include a 25m pool as well. I understand that is expensive, however would have such a positive impact on parking issues in the area, and allow more parking for netball carnivals at the stadium. I would also incorporate the club room into one of the number 5 spaces to allow space for a disabled specific amenity (shower and toilet).
	Yes. I feel we need to have a 50 and 25 meter pool. You will essentially stop the young guys who train in the morning being able to use the 25 meter pool and they will have to train in the 50 meter pool. Leaving less lanes for public training or for hire and coaching. Like Can Too. It's not good enough to spend all that money and give us less swimming lanes availability.
	At a bear minimum we need as a priority - 1) 50M pool. 2) 25M pool. Then add extras after this. Not supplying a 25M pool is ridiculous. We currently have a 25 and 50m pool and you want to build a \$50 million dollar facility they has less pool training facilities than we currently have.
	I believe the new facility should be bigger than the old one. It needs to have -50m outdoor heated pool for all year usage, a kids pool, a hydrotherapy pool, a learn to swim pool and a 25m indoor pool that can be used for lap swimming, aqua aerobics, rehabilitation and learn to swim or whatever. I would like to see something similar to Wagga Wagga's facilities.
	Port Macquarie needs an indoor lap pool. The 20 meter is not big enough for indoor lap swimming. Minimum of 25 meters required.
	I don't feel that the current design concept includes a broad range of user needs. We have an opportunity here for Port Macquarie to stand out from the rest and provide our community with huge opportunities.
	In regards to swimming, we need to show the competitive swimming community that we are able to provide state of the art facilities to be able to attract more swimmers to the area for meets. We currently host the first major carnival of the season every year bringing hundreds of people to the area, if we could provide Olympic standard facilities these events could bring in so many more visitors to our area and more often. At the very least we should be able to offer a full sized Olympic swimming pool with Olympic stands depths as well as a separate pool for warm up. These should be able to be used exclusively during carnivals while still being able to have other areas open to the public for recreational use. Port Macquarie swimming club has produced Olympic level athletes in the past and the up and coming athletes have definite potential. If we could provide our own athletes with state of the art training facilities all year round we could keep these athletes in our home town rather than see them leaving to train in Sydney or Brisbane to have access to much needed facilities.
	It is vital that this design provide YEAR ROUND access. A 25m indoor pool (at the very least) is essential for squad swimming as well as fitness lap swimming. Ideally a 50m indoor pool would be better suited to the needs of our community and how we use the facility.
	We also have the opportunity to give our community access to new facilities that we cannot currently offer at the existing site. There is a growing demand for sports such as diving and water polo. Again providing for this extended range of water sports is an attraction to hosting more events that bring in more tourists.
	Inclusions I feel are essential in the design of the aquatic centre are - 50m indoor pool (25m at the very least) - 10 lane, 50m outdoor competition pool that meets Olympic standards. - diving boards with at least twin boards for synchronised diving opportunities - completely separate swimming areas for competition, learn to swim and fitness swimming - water polo facilities Port Maquarie WILL NOT get this chance again. This is it! Please, please! Listen to the needs of our community and GET THIS RIGHT! Consider our future and what this facility could mean for OUR community.



	<p>I think the 10 lane outdoor 50m pool is excellent. I think the plan for a second indoor pool must be a 25m pool</p> <p>I would definitely include a 25 metre pool that could be used for swim meets and as a warm up/down pool.</p> <p>Maybe the 20M pool should be 25M (short course length)</p> <p>I have never heard of a 20m pool. It needs to be 25m. This is a facility for the future. Don't be short sighted and build a inferior aquatic centre. Port Macquarie has already out grown most road infrastructure don't let this happen to the pool we have waited long enough!!</p> <p>THE CONCEPT DESIGN LACKS ONE IMPORTANT AND USEFUL FEATURE - A DEDICATED AND SEPARATE 25 METRE HEATED POOL . FORGET ALL THE OTHER QUIRKY POOLS</p> <p>Need a functioning indoor 25m pool. We currently have that and it is not included in this design. Community consultation and growth trajectory supports it.</p> <p>The indoor pool should be 25m so that carnivals can be held in winter.</p> <p>25 meter indoor pool / grandstand for 50 meter pool</p> <p>Desperately needs a 25m pool. And facilities to hold major events.</p> <p>No however the 20m pool needs to change</p> <p>The indoor facility needs to offer a wider range of uses. It is a waste of time building a 20m pool to only be used for lessons and hydro when there are families who would use an indoor pool for lap swimming plus water play etc on a rainy cold day.</p> <p>I cannot believe that council doesn't want input into the pools. The indoor pool at 20m, cannot be used for competition swimming. What a waste when the only other 25m. Pool suitable for short course swimming on the North Coast is at Forster. I also hope that the length of the 50m. pool will be slightly longer as required to accommodate timing touch pads at both ends.</p> <p>There is a lot of space allocated to "water park" facilities. Reduce this space to accommodate a 50m indoor pool.</p> <p>The 50m pool should be an indoor one. More users can then remain active in bushfire burnoffs in May or bushfire events. Smoke lingers for many weeks. Also, warmer indoor temperature in colder months mean frailer elderly disabled or younger children can use the facility.</p> <p>The water play area should be inside. There are plenty of opportunities for outdoor water play in summer. An indoor heated water play area like they have at Wagga Wagga would be great and provide a winter/rainy day activity, which Port is severely lacking.</p>
Dive Pool/Diving Boards/Water Polo	<p>Water polo pool</p> <p>I strongly believe that a dive pool and diving boards need to be included in the design. This would double as an area for water polo as well as learn to dive areas - so would be multi-functional. You are catering for the very young families with the water play area - but not for the older kids, and not nurturing the talents of potentially future Olympians by not providing sporting facilities.</p> <p>Include diving boards</p> <p>Add diving boards. We have a diving school which could utilise the facility &amp; competitions state &amp; national could be held which would bring income to Port.</p> <p>Springboard and platform diving is really growing in the area, and I'm really disappointed that the planning hasn't included a diving pool. I am the head coach of Diving North Coast with over 30 active members (and growing) and 4 qualified coaches.</p> <p>This year we hosted the NSW country diving championships in Wauchope, which was attended by 12 clubs (including 3 Sydney clubs), and diving would bring so much revenue to our local community.</p> <p>Including a diving pool makes so much sense, and it would be a draw card that would create so much capital in the area.</p>





	kids playground and kid pool, diving boards
	this area needs a diving facility as we have none in Taree and there are many children that would use the facility
	Main pool area must include at least 2 diving boards
	Waterpolo and Diving Pool. We are a regional hub and should have state of the art facilities. We have a uni and some great schools. We can be an incredible waterpolo community.
	The design is for a new aquatic centre but is limited to the aquatic sports of swimming and learn to swim. The design should accommodate a wider range of aquatic sports such as diving and water polo. Ideally we would like to see an individual dive pool which would also cater for water polo. This would include 2 x 1m boards, 2 x 3m boards and a 5 m tower plus a spa. However, another suitable accommodation would be increasing the depth of the current design 50m pool and having 2x1m boards and 2 x 3m boards (plus 5m tower if room permits). Diving North Coast currently run from Wauchope pool and is a thriving and growing club. When the initial survey regarding the new aquatic centre was done approx 5 years ago, Diving North Coast was a very small club. However, it now has a waiting list and the facilities are unable to accommodate getting children off the waiting list and into classes. The club has some talented divers who currently have to travel to Newcastle and Sydney to train for competitions. Wauchope pool is only open from October to May and diving competes all year round. It is difficult for our club to be competitive when we are at a distinct disadvantage of being unable to access training facilities for about 5 months of the year. Having 2 x 1m and 2 x 3m boards plus a platform would attract State events which would bring tourism to the Port Macquarie area (Diving NSW have offered their support in this regard). A new diving facility would also allow us to attract world class coaches. The current Wauchope facility does not allow our athletes to train in synchronised diving because we do not have 2 boards of the same height. We would like the new facility to allow our divers to train all year round, provide access to more children and adults who wish to join the diving club and allow our divers to train in synchronised diving.
	Needs to have diving board options both for leisure and also training for those doing diving as a sport. Our children and their friends always say that Port Macquarie Pool needs diving boards. This would be more inclusive and add to the range of water sports/skills in offer for our community and Diving boards would give our young population an exciting water sport option and increase use of the pool facilities.
	Diving boards
	I believe it needs to be inclusive of all aquatic sports both existing in the Hastings region (diving) as well as potential (water polo).
	The pool should provide facilities for more water sports, such as diving with double diving boards , a waterpolo pool, synchronised swimming facilities .



	<p>The design for the new aquatic centre is limited to the aquatic sports of swimming and learn to swim. The design should accommodate a wider range of aquatic sports such as diving and water polo. I would like to see an individual dive pool which would also cater for water polo. This would include 2 x 1m boards, 2 x 3m boards and a 5 m tower plus a spa.</p> <p>However, another suitable accommodation would be increasing the depth of the current design 50m pool and having 2x1m boards and 2 x 3m boards (plus 5m tower if room permits).</p> <p>Diving North Coast Club currently run from Wauchope pool and is a thriving and growing club. When the initial survey regarding the new aquatic centre was done approx 5 years ago, Diving North Coast was a very small club. However, it now has a waiting list and the facilities are unable to accommodate getting children off the waiting list and into classes.</p> <p>The club has some talented divers who currently have to travel to Newcastle and Sydney to train for competitions.</p> <p>Wauchope pool is only open from October to May and diving competes all year round. It is difficult for our club to be competitive when we are at a distinct disadvantage of being unable to access training facilities for about 5 months of the year.</p> <p>Having 2 x 1m and 2 x 3m boards plus a platform would attract State events which would bring tourism to the Port Macquarie area (Diving NSW have offered their support in this regard).</p> <p>A new diving facility would also allow us to attract world class coaches. The current Wauchope facility does not allow our athletes to train in synchronised diving because we do not have 2 boards of the same height.</p> <p>A new diving facility would allow more participants, better training facilities and attract tourism to the area through state events.</p> <p>Add dive pool with diving facilities (dive tower) &amp; water polo facilities</p> <p>I would really like to see a deep water aspect to the outdoor pool to provide diving and water polo usage.</p> <p>The design only caters for swimming and learn to swim. I would like it to cater for a wider range of aquatic sports. Please include facilities for diving. Either a separate diving pool (could also be used for water polo) or</p> <p>Diving boards</p>
<p>Physiotherapy / Hydrotherapy / Rehabilitation</p>	<p>include local therapists in the design to ensure it suits people with disabilities</p> <p>A pool specifically for hydrotherapy as there are none currently operating in Port Macquarie</p> <p>Get rid of the Hydro pool area. This is not what the community asked for at all. If the town needs more Hydro pools for rehab, build them in other areas of town.</p>





Improve Circulation / Access	Site isn't big enough for what everything we want.
	Large pools that kids can swim freely in and not be fenced into tiny areas to me is most important.
	There needs to be adult seating with a back facing all children's play areas with for breastfeeding mothers.
	Adequate shade in kids play areas. Trees and shelters to sit under in grassed areas. The set up of the family pool in Kendal pool is terrific, with flow for children getting in and out of the water created by the ramp and step configuration. This results in much more variety of active play than the square pool in Wauchope. Toilets should be easily accessible from the kids areas. Would be good to have a clock visible easily from all pools
	Consider visibility to the deep pools and how easy it is for kids to run between pools. As a parent of you toddlers I would like more obstacles between the children's area and the deep pools. Consider the amount of picnic areas/ party areas.
	Everything seems cluttered in one space. Move the outdoor pool 10 meters away from the main Building.
	Move the main entrance to a better location and closer to the road and car park.
	More curves between facilities....looks like it's been designed by a subdivision planner/surveyor!!!
	Safe entry and easily located exit points
	The main entrance is on Gordon St but the car park where the majority of visitors will come from is at the back. Seems like the layout is back to front for the reception, etc. There will need to be some sort of cashless entry to prevent the need for extra staff.
	Pool entry is further from the car park than the Gordon Street entrance - wouldn't it make more sense to have it roughly equidistant from both sides? And it seems like too many rooms/spaces are clustered around the indoor pool, with lots of traffic funnelled through there.
	Entry and reception closer to car park instead of Gordon Street.
	Yes, I'm sorry I know you have done your level best but it needs to be redesigned- ask the users to help build the design brief. Pedestrian access on this design isn't good at all, access, swim lanes, spectator space - to name a few...it's identity is confused.
	It's an Olympic pool facility first and foremost, not a tourist attraction- I understand the commercial need for the inclusion of a waterpark but it's overrunning the thinking here.
	If you build this design it would be no good for pool users - it might suit tourists but then they don't live here do they? Please keep trying, but do engage the right people. Ask Cheryl, the swim Coach, the kids that do squad (yes, at 5am every morning except WED, even in Winter! My kids included), ask the learn to swim parents, the swim club committee, ask schools who use it for carnivals, club users like water polo, and of course the current staff. You will get the very best design if you engage the right groups.
	Dual-windows at the cafe/kiosk so that there is dedicated service for both wet and dry seating areas. Perhaps an app so people can sit at their table and order so there's less chaotic movement in and around the vicinity. Separate access into the gym area so there's not congestion points in the main centre area. Perhaps spillover area near the netball courts tuck shop for school groups, and shuttle bus groups to meet and wait rather than crowding the entrance. Possible outdoor seating like picnic tables with cover?
	The car park is in a poor location based on Munster street access point. The concierge in the centre of the facility is also an interesting location for those people that simply train in the outdoor pool unless of course there are membership card access facilities installed.
	The entryway to the pool seems odd to have to walk into a hallway to access the pool, an entry from the street and carpark. A designated medical area or sick bay would be nice too.
	The entrance to the pool seems to be in the middle and it would probably be easier for it to be closer to the street/carpark.
	Designated medical area.



	Car park closer to main doors
	Open the cafe to community user who are not pool users; ease of access for drop off / unloading zone / clear sight lines to change room entry.
	Adequate parking without having to walk around a block, to the entrance. Covered sitting space near 50m pool for spectators to use on competitive meet days
	it is unclear where the pedestrian flow will be. it looks to me that the entrance from the carpark should be more central to the facility rather than having to go past the 50m pool which is likely to be the busiest area. Looks like a long walk for mums with small kids to get from the carpark to little kids area, through all the other areas.
	I am also concerned that on Saturdays the carpark will be used by people attending the netball courts as there
	I'm a lap swimmer, 2 or 3 times a week. Currently I'm away from Port, so I'm unable to attend pop-ups, exhibitions etc regarding the new Aquatic Facility proposals.
	I've looked via my phone at the concept drawing and floor plan, and am finding it a bit hard to interpret.
	As a lap swimmer, all I want to do is
	1. Have quick access to reception from the carpark without having to walk halfway round the world
	2. From reception, have quick access to the 50 mtr pool
	3. Swim in a lane wide enough that John you-know-who doesn't hit me with his gangly arms when passing in the opposite direction.
	4. Have undercover seating and/or tables in close proximity to the pool, where I can safely leave my swimbag
	5. Have change facilities nearby for those wet or freezing winter mornings when a southerly is blowing, and it's simply too cold or wet to towel off outside, before heading home for a hot shower.
	I look forward to seeing a final design which addresses each of the above concerns, none of which I consider unreasonable.





<b>Future demand</b>	<p>Port Macquarie has already out grown most road infrastructure don't let this happen to the pool we have waited long enough!!</p> <p>Reduce the focus on other activities (gym and other commercial uses) and maximise the primary focus of the facility (aquatic centre). Do we need more gym space in Port Macquarie?? Make sure that the pools not only meet current needs but also reflect the demands of the next 50-60 years.</p> <p>As long as a look to the next 25 years minimum has been fully explored and taken into account, with our rapidly expanding town we need to get this right from the start. 🙏🙏</p> <p>The Port Macquarie population is forecast to grow by nearly 30% in the next twenty years (Profile.id, 2021) therefore the new pool needs to meet the needs of the growing population. The current pool does not effectively meet the needs in terms of volume of lanes required for squad and recreational swimmers to swim laps. Before 8am there are squads swimming in the 50m and 25m pools which make it impossible for an individual lap swimmer to swim before work. Of an afternoon there are learn to swim in the 25m pool and squads in the 50m only allowing a couple of lanes for the individual lap swimmer. The swim school can not currently accommodate the demand for swimming lessons.</p> <p>The new concept design removes the current 25m pool which is used for learn to swim and recreation and only adds two lanes to the 50m pool effectively reducing overall availability of lanes for swimming. I understand the wall in the middle of the pool then allows for 20 x 25m lanes which is what will end up happening all the time due to high demand for squads etc. This will then disadvantage our competitive swimmers as they will not be able to train in a 50m pool. I used to be a regular user of Warringah Aquatic Centre and it was rare to get a day when the wall was not down due to demand, which is what will happen in Port Macquarie as the population grows. It was would be interesting to see a usage map of the squads based on current bookings in 50m and 25m to see how little free space will be available at peak periods.</p> <p>I would recommend Port Macquarie Hastings Council have a look at Bathurst Aquatic Centre which has an outdoor 50m pool, indoor 25m pool and a separate therapy pool - this is more in line with what Port Macquarie needs. A therapy pool needs to be heated to a temperature that then would make it unusable for lap swimmers (too hot) and swimming laps in a 20m pool is more frustrating than beneficial.</p> <p>The proposed design does not seem to consider population growth and there seems to have been little engagement of the general public. If you are building a pool to last Port Macquarie for the next 50 years, it needs to have more lanes than the current pool which the proposed design does not have.</p>
<b>Squads / Learn to swim</b>	<p>With only one small pool and 50 m pool it limits options for teaching. Many children can not stand in the 50 m and the impacts the way the swim school is structured and taught</p> <p>If possible, provide greater separation of lap swimmers from Classes such as aquarobics. The classes usually coincide with busy lap-swimming times and it can get congested, both in the swimming pool and in the showers.</p> <p>As mentioned - several separate shower/change rooms for single parents with young children. It can be difficult to know when it is appropriate to have young boys in the female changeroom and vice-versa.</p>
<b>BBQs / sheltered seating / creche</b>	<p>I would change but you need to have many shade areas its what the pool is lacking</p> <p>Wauchope has bbqs which are a great feature could you add these into the grass areas so we could do picnics</p> <p>We are a growing community with lots of children (and lots of families come to visit us as well) - it would be wonderful to have a place where families could gather around water play activities on grassed and shaded areas, with gas bbq's. Our children need fun activities, this facility has the opportunity to provide a wonderful fun gathering place for families and tourists that is revenue generating and a highlight to visit. I'm thinking a small scale waterpark like wet and wild for big and little children - we definitely need more than 1 water slide - otherwise it will fail to deliver as an exciting and fun place to go (due to wait times and lack of facility). If this facility is about recreation, it would be wonderful to make it a tourist destination as well as a community facility.</p> <p><u>Shaded paths.</u></p> <p>There isn't enough green space. Also missing sheltered tables and chairs for families near the slides/rec pools. Parents need to supervise their kids and they need shade, seating/space to lay a blanket or towels.</p> <p><u>BBQ facilities would be nice</u></p> <p>Main concern is sufficient and appropriate parking - while you can't plan exclusively for large events, there is very little additional parking nearby, particularly on a weekday (unless the current pool will become a carpark?). Also ensuring there is sufficient seating around the splashpad/waterslide area, and wherever swimming lessons would be held</p> <p><u>A crèche area please.</u></p> <p><u>Creche or child minding</u></p>





Parking / Noise / lighting	Noise Pollution for local residents is already an issue with the netball courts regularly making excessive noise. How will this facility ensure and improve this? Munster Street is already busy, how will this be resolved?
	I feel the noise impact from the outdoor 50m pool, particularly during school carnival season could produce excessive and disturbing noise for long periods of time for possibly five weeks. The residents of Gray Street must already endure the noise disturbance of the netball competition throughout the day on Saturdays and Wednesday nights during netball season. I am very concerned that we may now face the prospect of more noise over longer durations.
	Traffic congestion will be an issue for a complex of this size. Visitation will put traffic pressure on local roads, particularly the Munster Street roundabout.
	Parking for the centre will be disruptive for residents along Gray Street. I would strongly oppose any plan to expand the car parking spaces further to what is shown on the current plans.
	I strongly encourage having stop lights that run for a longer time to encourage users to leave their cars behind and walk more.
	Allow for enough car spaces near by- nothing worse than something new just looking like a car space from the outside - use the spaces around - we need a public car park off site - allow disability cars and buses to park there - encourage bus use from town
	Multi level car park
	Having bike paths and access up to the aquatic centre.
	car park
	wave pool
	Main concern is sufficient and appropriate parking - while you can't plan exclusively for large events, there is very little additional parking nearby, particularly on a weekday (unless the current pool will become a carpark?). Also ensuring there is sufficient seating around the splashpad/waterslide area, and wherever swimming lessons would be held
	I am concerned about the limited parking available at the proposed site, especially when netball competitions are being conducted. The second parking issue is with the library where there is not enough parking now, let alone when a new pool opens. This is a problematic issue which can only escalate!
	Adequate parking without having to walk around a block, to the entrance. Covered sitting space near 50m pool for spectators to use on competitive meet days
	it is unclear where the pedestrian flow will be. it looks to me that the entrance from the carpark should be more central to the facility rather than having to go past the 50m pool which is likely to be the busiest area. Looks like a long walk for mums with small kids to get from the carpark to little kids area, through all the other areas.
	I am also concerned that on Saturdays the carpark will be used by people attending the netball courts as there is little to no parking available for netball on Saturdays
	I think you should look at putting in high quality lighting so the outdoor pool can be used at night time. This was done at the Miami aquatic centre in the gold coast and it was excellent to be able to swim after work.

USE

Option A

- Regional overlay to Swimming Australia standard
- Indoor 25m pool with spectator seating



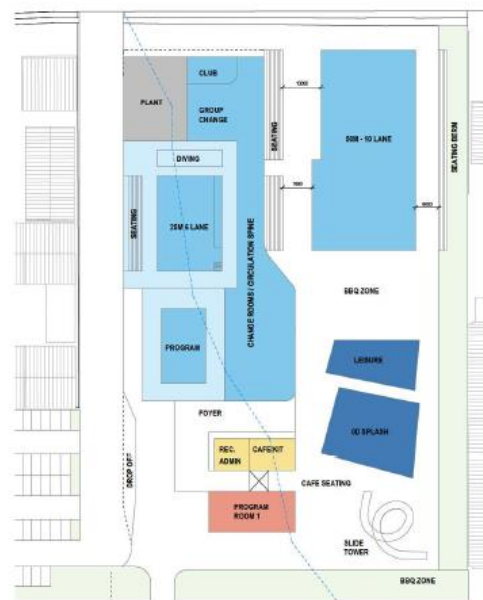
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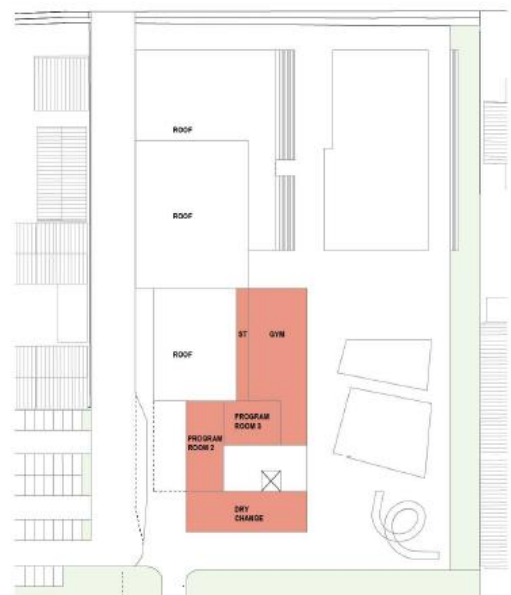
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Option B

- Regional overlay to Swimming Australia standard
- Indoor 25m pool with spectator seating
- FINA compliant diving facilities to 25m pool



Ground

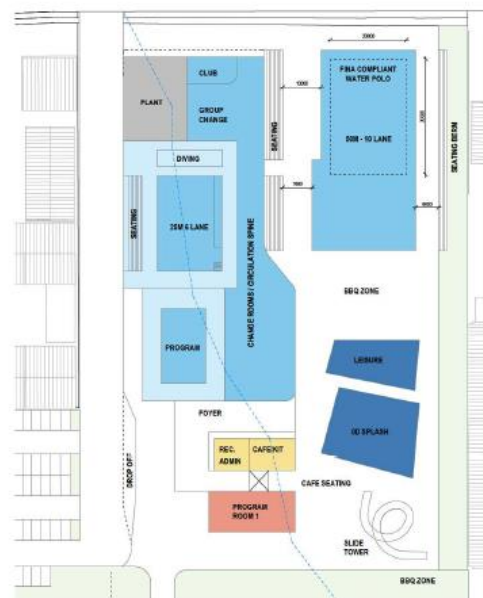


Level 1

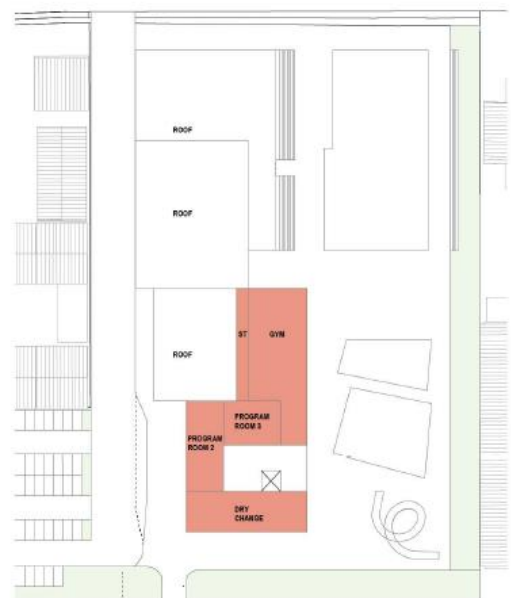
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Option C

- Regional overlay to Swimming Australia standard
- Indoor 25m pool with spectator seating
- FINA compliant diving facilities to 25m pool
- FINA compliant waterpolo facilities to 50m pool



Ground



Level 1

USE

Option D - Detailed Interpretation [previous option 3]

- Increased operational capacity
- Increased simultaneous use offerings
- Outdoor landscape area replaced by indoor space
- Greatest environmental impact
- Inward facing facility turning back on environment and climate

Functional Area	Specification
Indoor Program Pool	<ul style="list-style-type: none"><li>- 16m x 20m</li><li>- Heated to 30-32 degrees</li><li>- 25m x 12m wwp (*spa)</li><li>- Heated to 32 degrees</li></ul>
Outdoor (Sheltered) Waterplay	<ul style="list-style-type: none"><li>- Circa 800m<sup>2</sup></li><li>- Zero depth to 800mm</li><li>- Potential to be heated up to 30 degrees</li></ul>
Outdoor 50m Pool	<ul style="list-style-type: none"><li>- 50m x 20m pool</li><li>- (10 lanes x 2.5m)</li><li>- Swim wall</li><li>- Depth 1.1m to 1.8m</li><li>- Heated to circa 27 degrees</li></ul>
Indoor Aquatic Area	<ul style="list-style-type: none"><li>- 25m pool – 8 lane lap pool</li><li>- 23m x 23m splash pad</li></ul>
Gym	<ul style="list-style-type: none"><li>- 700m<sup>2</sup></li></ul>
Program Rooms	<ul style="list-style-type: none"><li>- 1 x 250m<sup>2</sup></li><li>- 2 x 100m<sup>2</sup></li></ul>
Outdoor Slides	<ul style="list-style-type: none"><li>- Tower base with 2 slides</li><li>- Additional slides x 2</li></ul>

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# BRIEFING: PROJECT DEVELOPMENT

PORT MACQUARIE AQUATIC CENTRE  
PORT MACQUARIE, NSW

C.STUDIO (NSW) Pty Ltd

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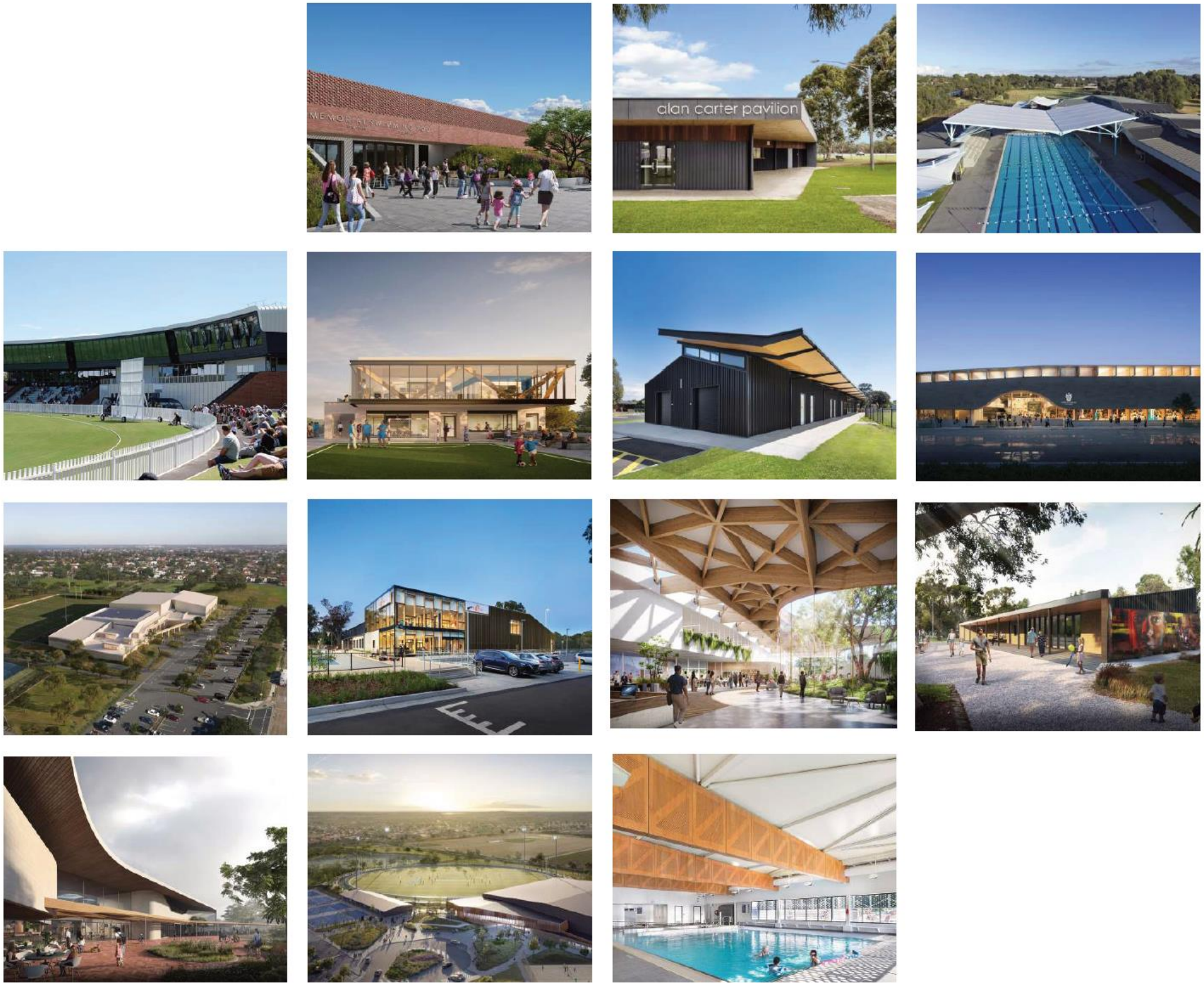
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"We view architecture as a pathway to opportunity and connection."

"To us, productive partnerships come through deep listening and dialogue, and shared vision."







CO-OP | Port Macquarie Aquatic Centre

Project Development - Feb 2022 | 3

NOV 2020: Engagement & Briefing > Onboarding of consultants and project briefing, including initial site/brief investigations

JAN 2021: Project Objectives > Working with council to determine suitable operational and inclusion requirements

MAR 2021: Options Assessment > Developing three inclusion options based on preliminary feedback and data

JUN 2021: Community Consultation > Council approving one preferred option to be presented to the community

DEC 2021: Revised Project Objectives > Council requesting changes to project objectives to reflect community feedback

**FEB 2022: Revised Options Assessment >** Determining revised operational and inclusion requirements

*2022: Business Case > Assessing endorsed options and their financial sustainability*

*2022: Schematic Design > Developing an approved option with council to a design resolution suitable for lodging a DA*

*2022: Development Application [DA] > Lodgement of a Development Application for the project*

# PREVIOUS PROJECT OBJECTIVES

- Context Appreciation
- Environment
- Use



## Brief: A responsive building of Port Macquarie



### Context

**Local Appreciation** – appreciation of heritage and place.

**Bespoke Offering** – uses tailored for the community.

**Community Value** – a utilitarian approach – waste not/want not.

### Environment

**Siting & Orientation** – taking advantage of solar and shading opportunities.

**Unique Climate** – utilising the comfortable weather in any season.

**Sustainable Integration** – reduction in power and water usage.

### Use

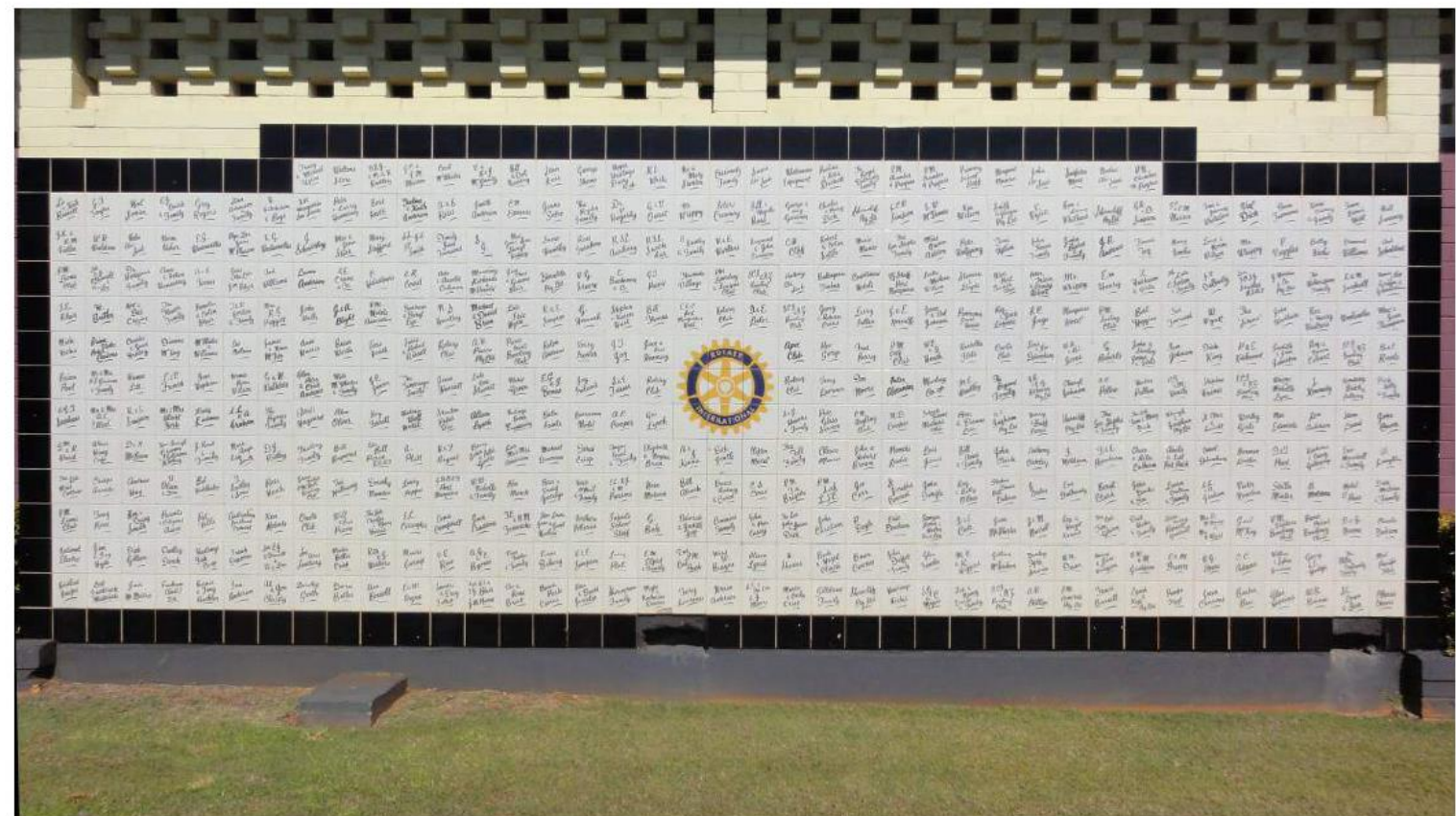
**Flexible Spaces** – adaptable envelopes that can be reconfigured.

**Multiple Usage** – providing for a variety of stakeholders.

**Future needs** – designing for a whole building life cycle.

## CONTEXT

- Local community driven
- Max utilisation of local assets
- Sense of self reliance







# 1. Deliver on key principles

**Capital cost affordability for the community.**

**Operational costs.**

**Consideration to climate.**

**Provision of outdoor space.**

**Maximise broad community benefit.**

**Accommodate regional events.**



## 2. Provide services for a range of user groups

Leisure / recreational (e.g. families).

Sport and fitness (e.g. swim club and competitions).

General health and wellbeing (e.g. older adults).

Therapy (e.g. gentle exercise and rehabilitation).

Education (e.g. learn to swim).







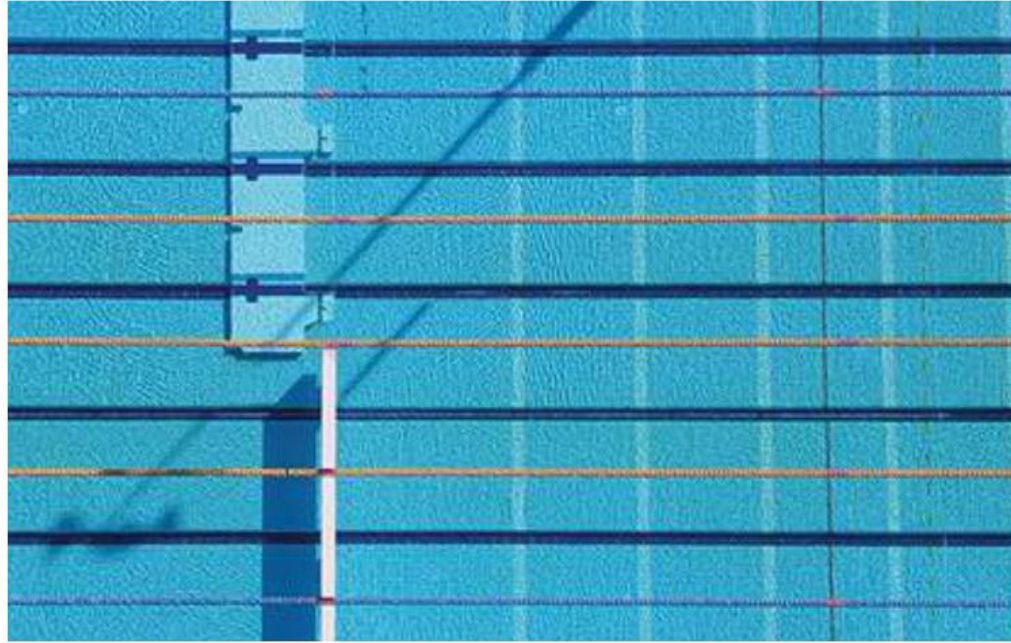
### 3. Demand & Costing

#### ActiveXchange Analysis

#### Review of operational scenarios

- Proposed facility is aligned to projected visitation.
- Current market research suggests that previous facility proposal is approx. 2x greater in size than projected demand.
- Further enhancement of a future facility would require additional cost, with increased funding timeframes and visitation costs.





## 4. Local design solution

**Analysis against existing water space.**

**Contextual awareness of Port Macquarie and the community.**

**Input from experienced operators, reference group and others.**

**Flexibility of outdoor 50m pool (pool temperature all year round, swim wall, depth for summer use).**

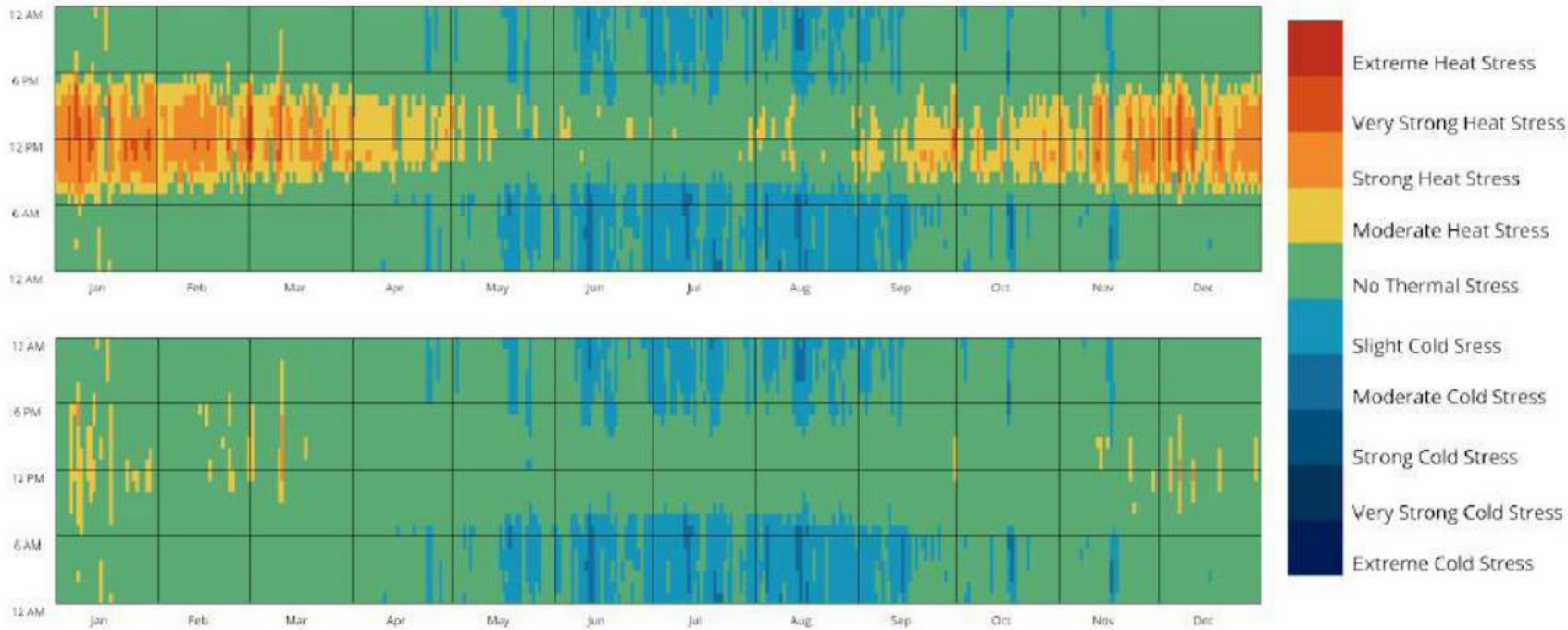
**Indoor movable floor for all year round community programs (e.g. older adults programs).**



Environment: Utilising Port Macquarie’s unique climate

- Shaded spaces are comfortable all year round in Port Macquarie

UTCI: Unshaded and Shaded





## ENVIRONMENT

## Enclosure Opportunities

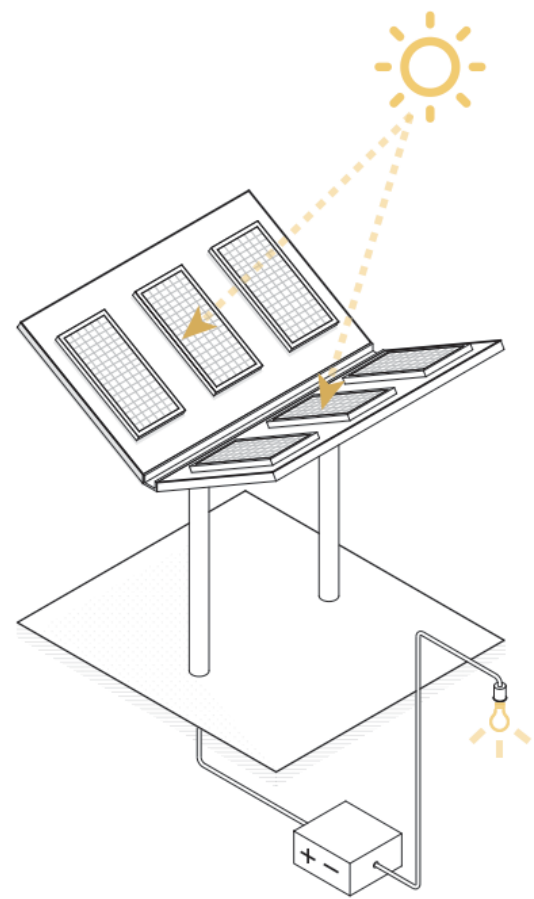
- Maximising the outdoors
- Opportunities for future change
- Protection when required



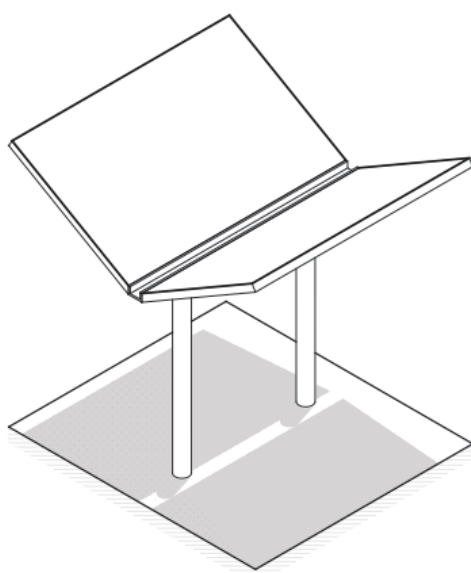
ENVIRONMENT

Enclosure Opportunities

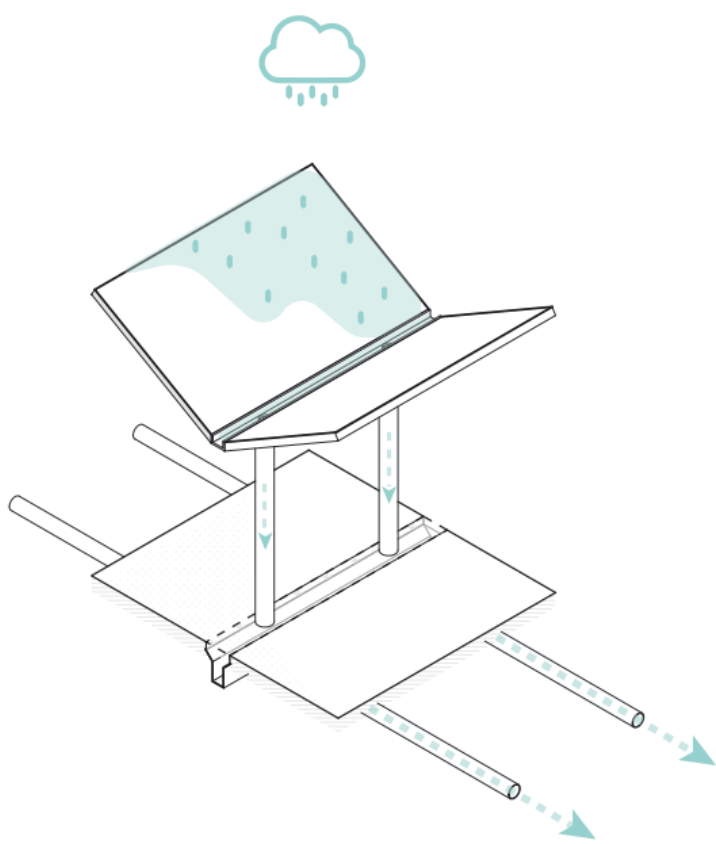
Energy Production



Weather Protection



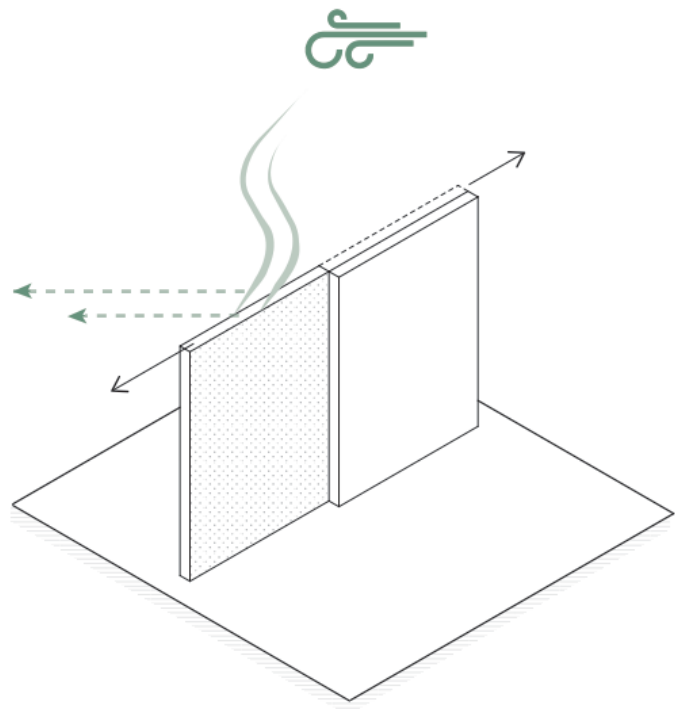
Rain Collection



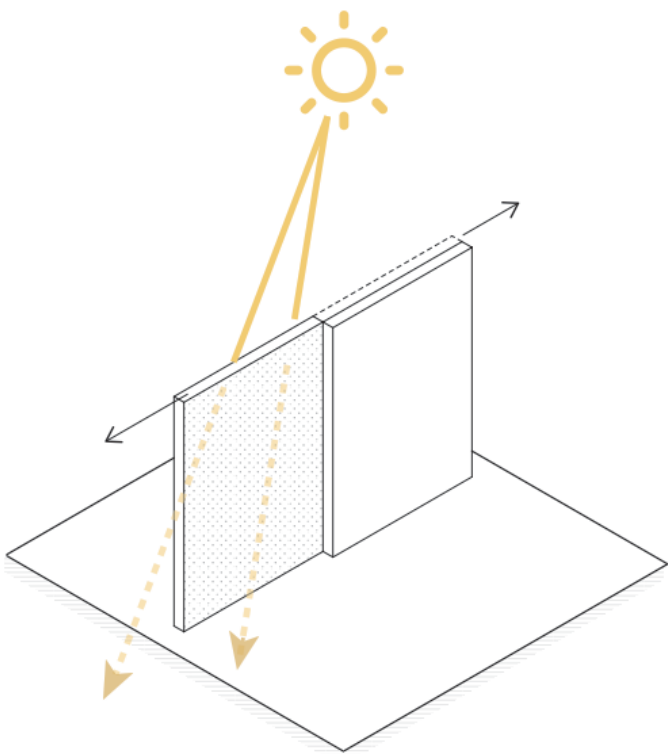
ENVIRONMENT

Enclosure Opportunities

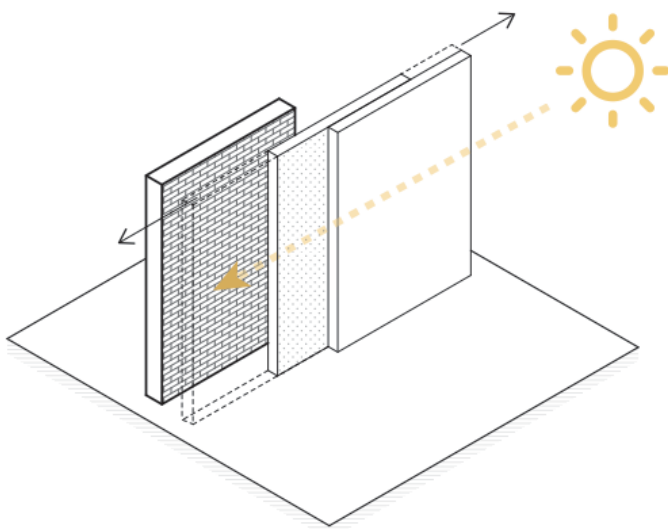
Protection - Wind



Glare - Visibility



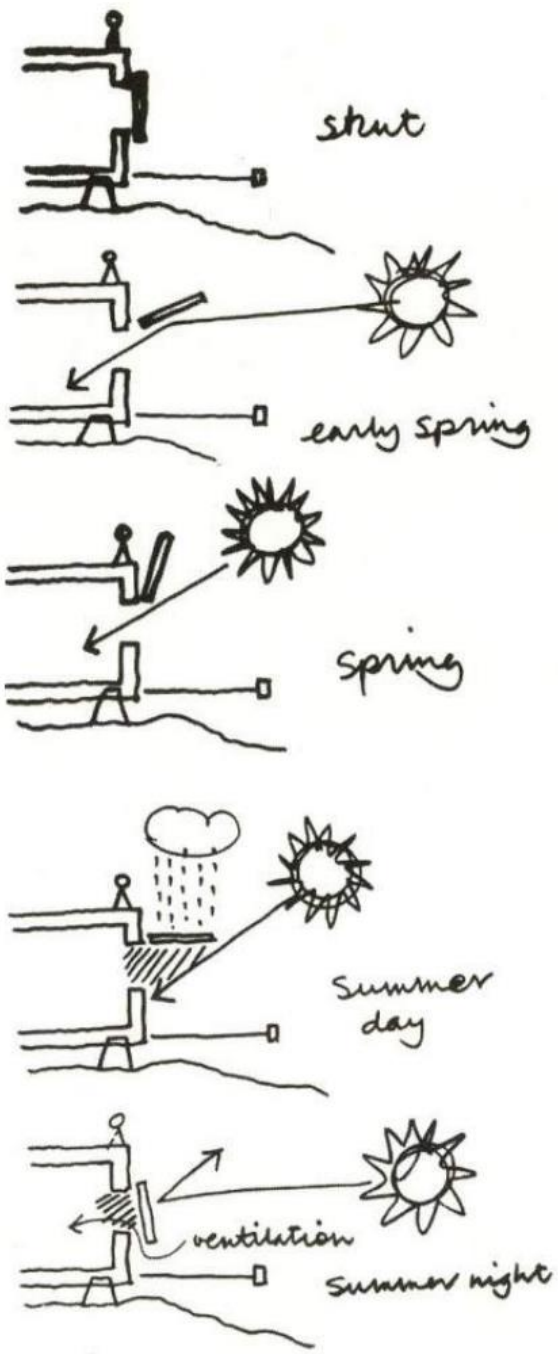
Warmth - Thermal Mass





ENVIRONMENT

User Driven ESD Principles



Power  
and  
Energy

- 1. Using of external areas for climate control
- 2. High Efficiency All-Electric Systems
- 3. On-site Electricity & Generation



Systems  
and  
Future

- 1. Modern Pool & Ventilations Systems
- 2. Rain/grey water reuse infrastructure
- 3. Resilient & Future Proofed Approach



Nature  
&  
Wellbeing

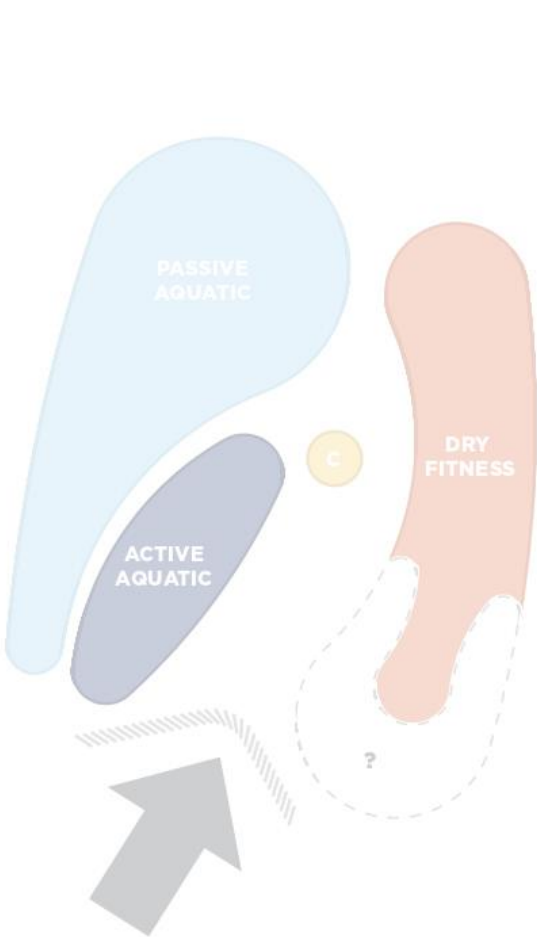
- 1. Thermal Comfort and Wellbeing
- 2. Incorporation of Nature & Biophilic Design
- 3. Adequate protection from the elements





ENVIRONMENT

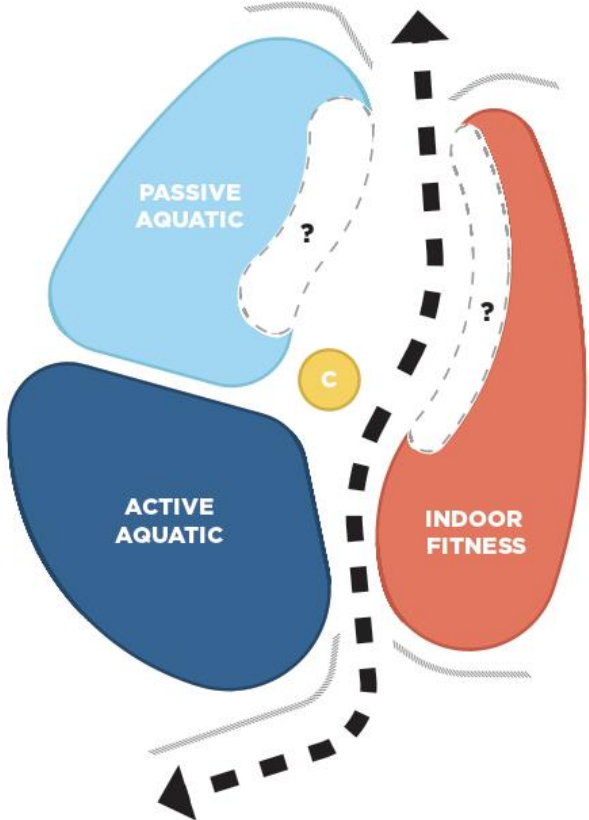
Public Facing Opportunities



Single Point of Access



Dual Point of Access



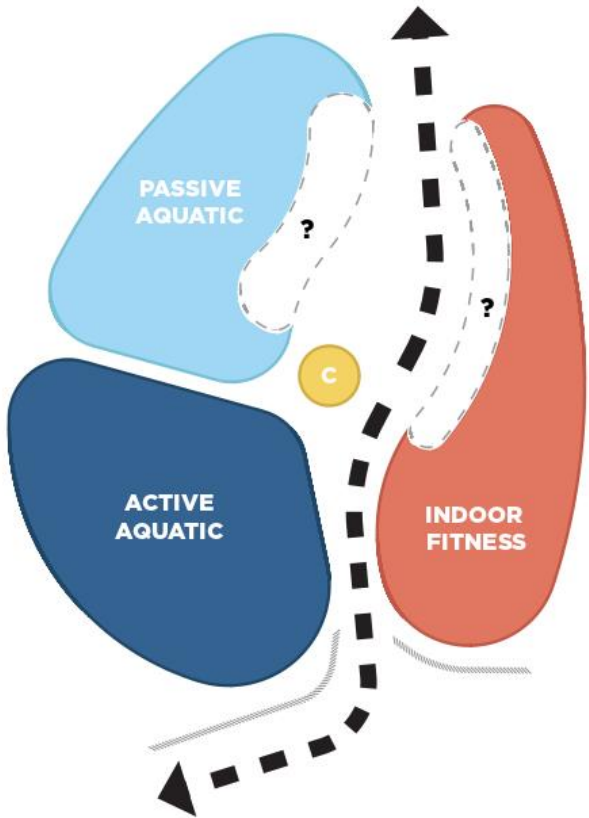
Hybrid Point of Access

ENVIRONMENT

Public Facing Opportunities



CO-OP | Port Macquarie Aquatic Centre



Hybrid Point  
of Access

USE

Previous Option 1 - Community Demand

- Maximising covered space over internal area
- Allowance for future water body if required
- Slide & outdoor play attractors
- Increased outdoor landscape with lightest environmental impact

Functional Area	Specification
Indoor Program Pool	<div><div>• 10m x 20m</div><div>• Heated to 30-32 degrees</div></div>
Outdoor (Sheltered) Waterplay	<div><div>• Circa 800m<sup>2</sup></div><div>• Zero depth to 750mm</div><div>• Potential to be heated to 30 degrees</div></div>
Outdoor 50m Pool	<div><div>• 50m x 25m pool</div><div><div>◦ (10 lanes x 2.5m)</div></div><div>• Swim wall</div><div>• Depth 1.1m to 1.8m</div><div>• Heated to circa 27 degrees</div></div>
Indoor Aquatic Expansion Area	<div><div>• Spatial allowance for future expansion</div></div>
Gym	<div><div>• 600m<sup>2</sup></div><div><div>◦ + support areas</div></div></div>
Program Rooms	<div><div>• 1 x 250m<sup>2</sup></div><div>• 1 x 100m<sup>2</sup></div></div>
Outdoor Slides	<div><div>• Tower base with 2 slides</div></div>



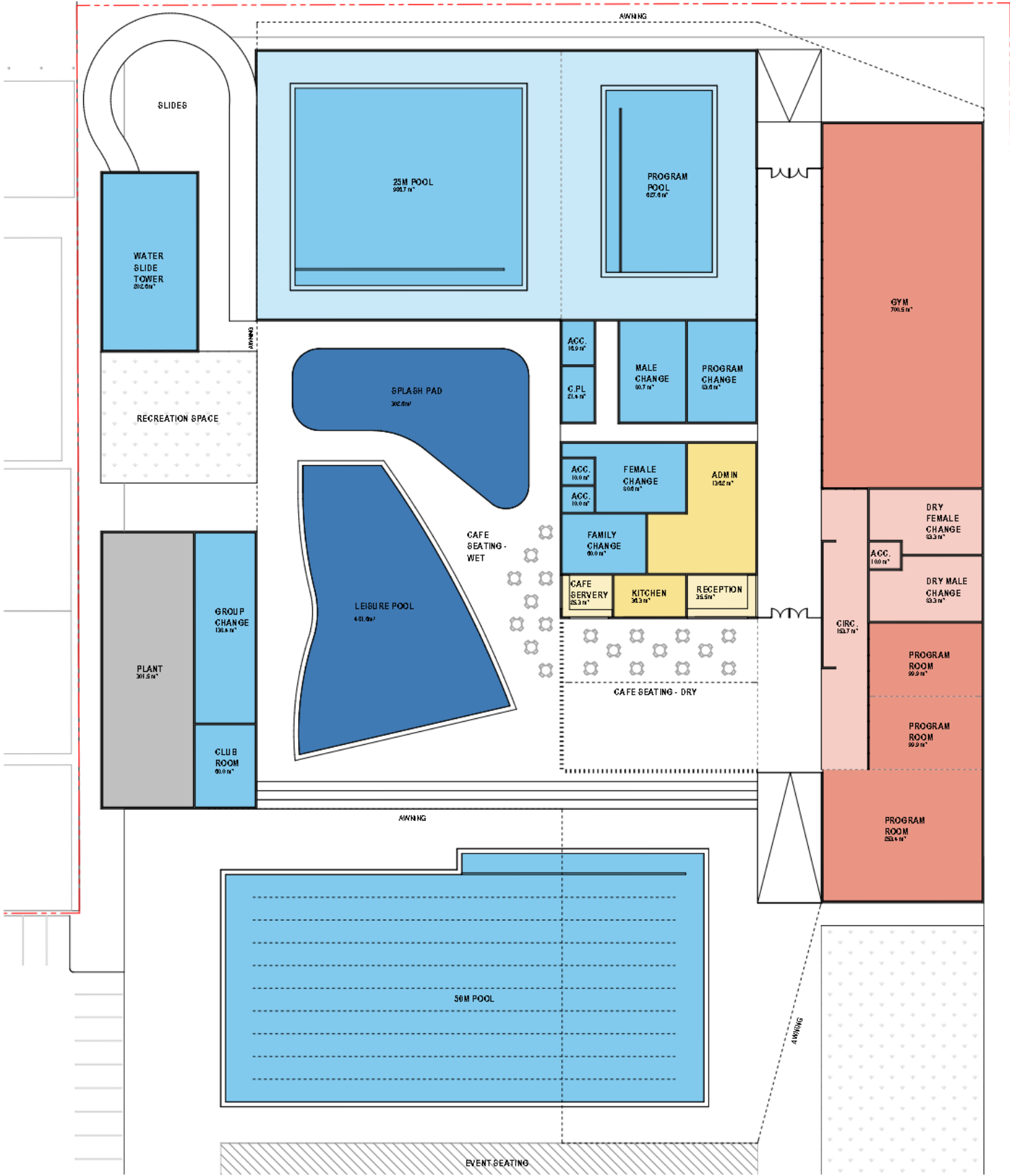


USE

Previous Option 2 - Expanded Offer

- Increased indoor/outdoor variation
- Increased dry fitness provision
- Reduced outdoor landscape area
- Pool hall as ‘street wall’ to Gordon St

Functional Area	Specification
Indoor Program Pool	<ul style="list-style-type: none"><li>• 10m x 20m</li><li>• Heated to 30-32 degrees</li></ul>
Outdoor (Sheltered) Waterplay	<ul style="list-style-type: none"><li>• Circa 800m<sup>2</sup></li><li>• Zero depth to 800mm</li><li>• Potential to be heated up to 30 degrees</li></ul>
Outdoor 50m Pool	<ul style="list-style-type: none"><li>• 50m x 25m pool<ul style="list-style-type: none"><li>◦ (10 lanes x 2.5m)</li></ul></li><li>• Swim wall</li><li>• Depth 1.1m to 1.8m</li><li>• Heated to circa 27 degrees</li></ul>
Indoor Aquatic Area	<ul style="list-style-type: none"><li>• 25m pool – 6 lane lap pool</li></ul>
Gym	<ul style="list-style-type: none"><li>• 700m<sup>2</sup></li></ul>
Program Rooms	<ul style="list-style-type: none"><li>• 1 x 250m<sup>2</sup></li><li>• 2 x 100m<sup>2</sup></li></ul>
Outdoor Slides	<ul style="list-style-type: none"><li>• Tower base with 2 slides</li><li>• Additional slides x 2</li></ul>

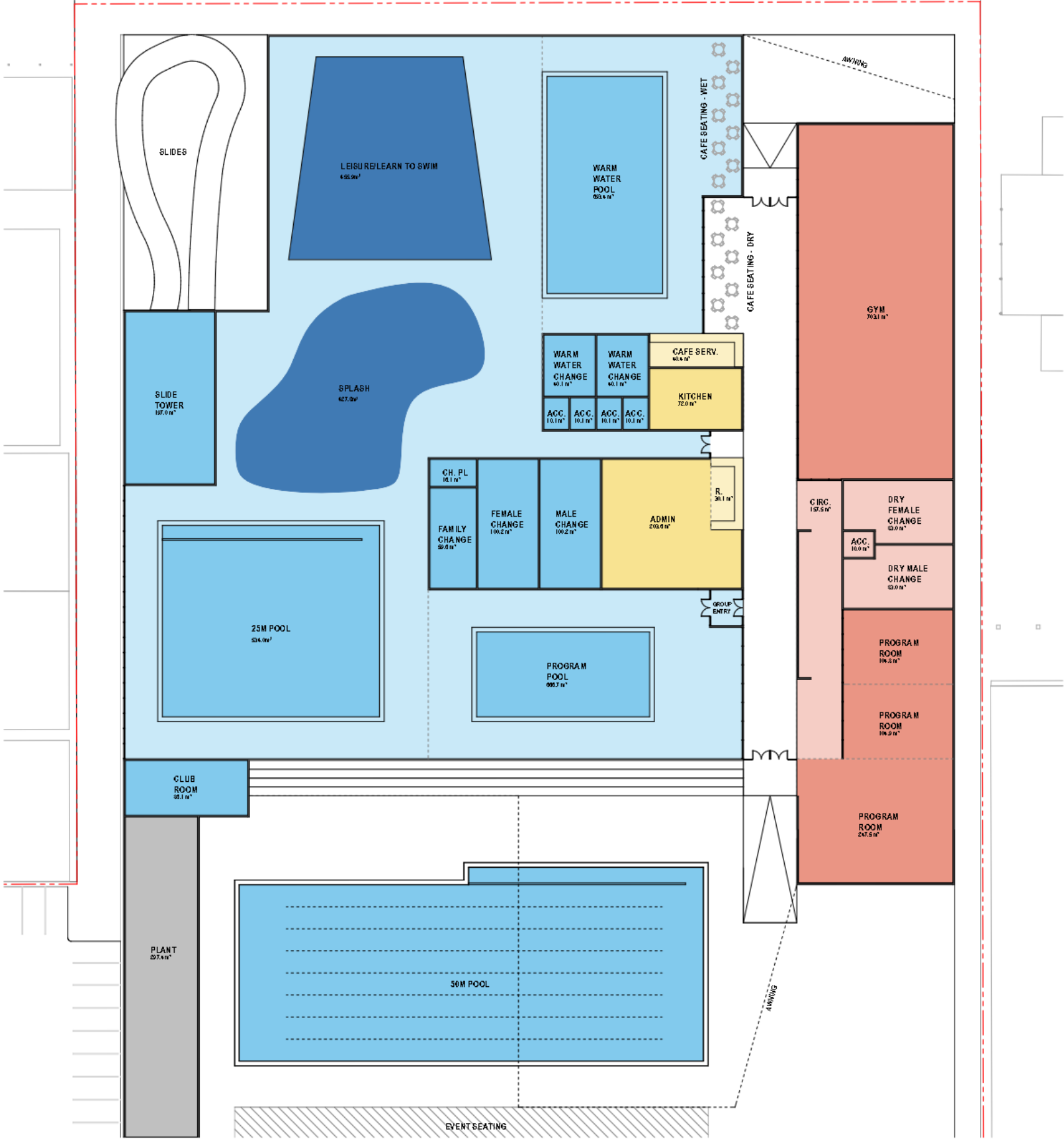


USE

Previous Option 3 - Detailed Interpretation

- Increased operational capacity
- Increased simultaneous use offerings
- Outdoor landscape area replaced by indoor space
- Greatest environmental impact
- Inward facing facility turning back on environment and climate

Functional Area	Specification
Indoor Program Pool	<ul style="list-style-type: none"><li>• 10m x 20m</li><li>• Heated to 30-32 degrees</li><li>• 25m x 12m wwp (+spa)</li><li>• Heated to 32 degrees</li></ul>
Outdoor (Sheltered) Waterplay	<ul style="list-style-type: none"><li>• Circa 800m<sup>2</sup></li><li>• Zero depth to 800mm</li><li>• Potential to be heated up to 30 degrees</li></ul>
Outdoor 50m Pool	<ul style="list-style-type: none"><li>• 50m x 20m pool<ul style="list-style-type: none"><li>◦ (10 lanes x 2.5m)</li></ul></li><li>• Swim wall</li><li>• Depth 1.1m to 1.8m</li><li>• Heated to circa 27 degrees</li></ul>
Indoor Aquatic Area	<ul style="list-style-type: none"><li>• 25m pool – 8 lane lap pool</li><li>• 23m x 23m splash pad</li></ul>
Gym	<ul style="list-style-type: none"><li>• 700m<sup>2</sup></li></ul>
Program Rooms	<ul style="list-style-type: none"><li>• 1 x 250m<sup>2</sup></li><li>• 2 x 100m<sup>2</sup></li></ul>
Outdoor Slides	<ul style="list-style-type: none"><li>• Tower base with 2 slides</li><li>• Additional slides x 2</li></ul>



# REVISED PROJECT OBJECTIVES

- **Community Consultation**
- **Context Appreciation**
- **Environment**
- **Use**

COMMUNITY CONSULTATION

Priorities

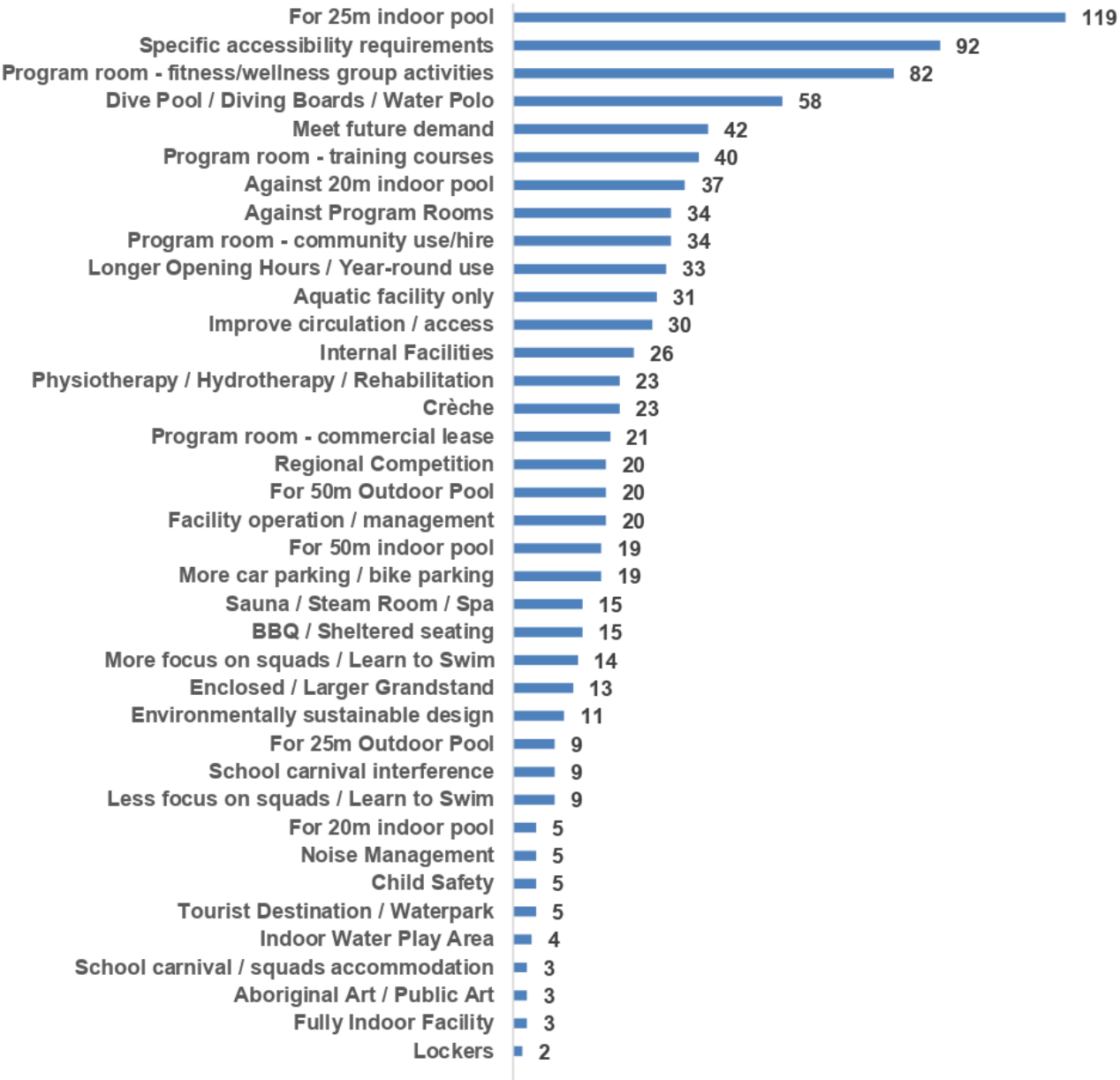
SUBMISSIONS SUMMARY

Approximately 950 pieces of feedback were received from over 230 submissions on the concept design for the Port Macquarie Aquatic Facility. Overall, the community is excited and supportive of a new aquatic facility and want to ensure that it meets future demand as well as community needs and expectations.

Overall, many respondents mentioned the inclusion of a 25m pool, particularly with reference to lap swimming and meeting competition requirements.

The need for specific accessibility requirements beyond the DDA compliance inclusions was frequently mentioned. Suggestions included the addition of adult change tables, hoists, sensory and anti-sensory spaces and overall consideration of accessible design.

The community and stakeholders identified the following concerns, which, while captured in the data across various themes, are expressed below:





## COMMUNITY CONSULTATION

## Revised Project Objectives

PMHC has set out some objectives and success factors for the project. These are based on the Aquatic Facilities Strategy report and have been refined with the project steering group and community reference group. These have been summarised to the follow key points:

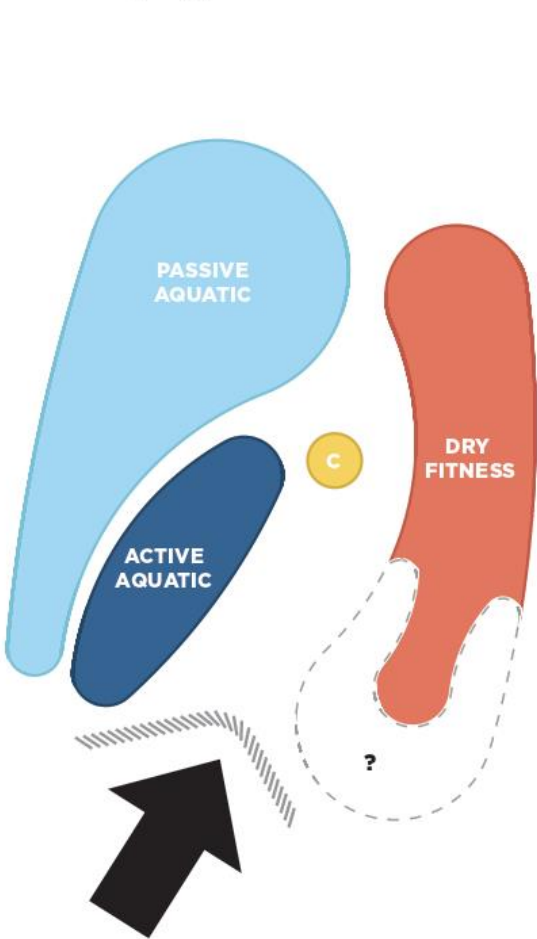
- Affordable to develop and value for money
- Improved financial performance
- Greater participation (i.e. diverse, affordable, accessible and inclusive)
- Environmentally sustainable outcomes
- Local Custom solution and industry best practice

The assessment criteria was developed as shown below by expanding on key success factors:

- Affordable to develop
  - Capital cost
  - Asset cost
- Value for money
  - Return on investment (visitation and use)
  - Improved financial performance
- Greater participation
  - Diverse, affordable, accessible and inclusive
  - Demand, need and stakeholder feedback
  - Regional competition capability
- Local Custom solution
  - Unique and customised local solution
  - Open space
  - Future proof
  - Maximise climate opportunities
- Industry best practice
  - Contemporary technology
  - Operational efficiency
  - Environmentally sustainable outcomes

ENVIRONMENT

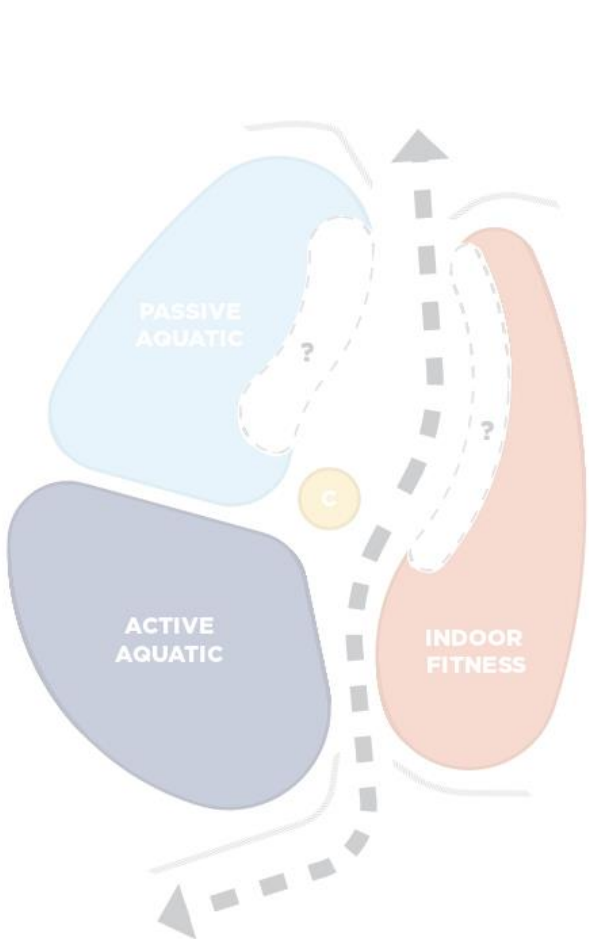
Public Facing Opportunities



Single Point of Access



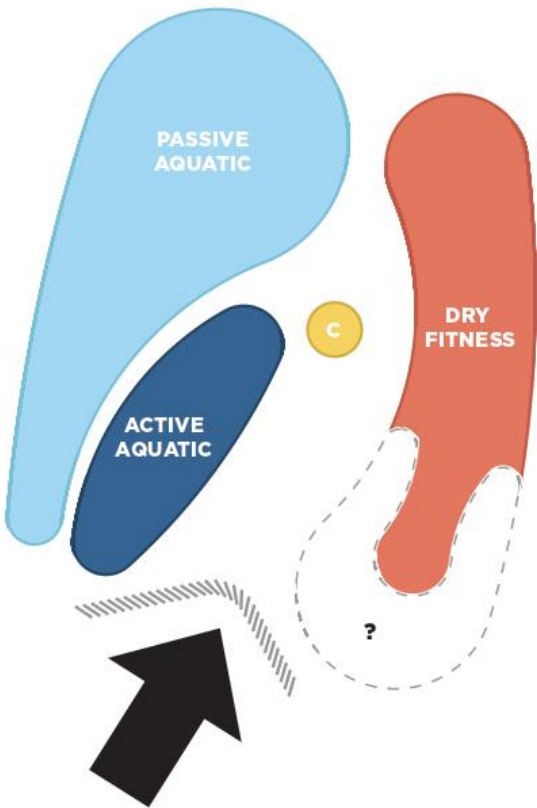
Dual Point of Access



Hybrid Point of Access

ENVIRONMENT

Public Facing Opportunities



Single Point of  
Access



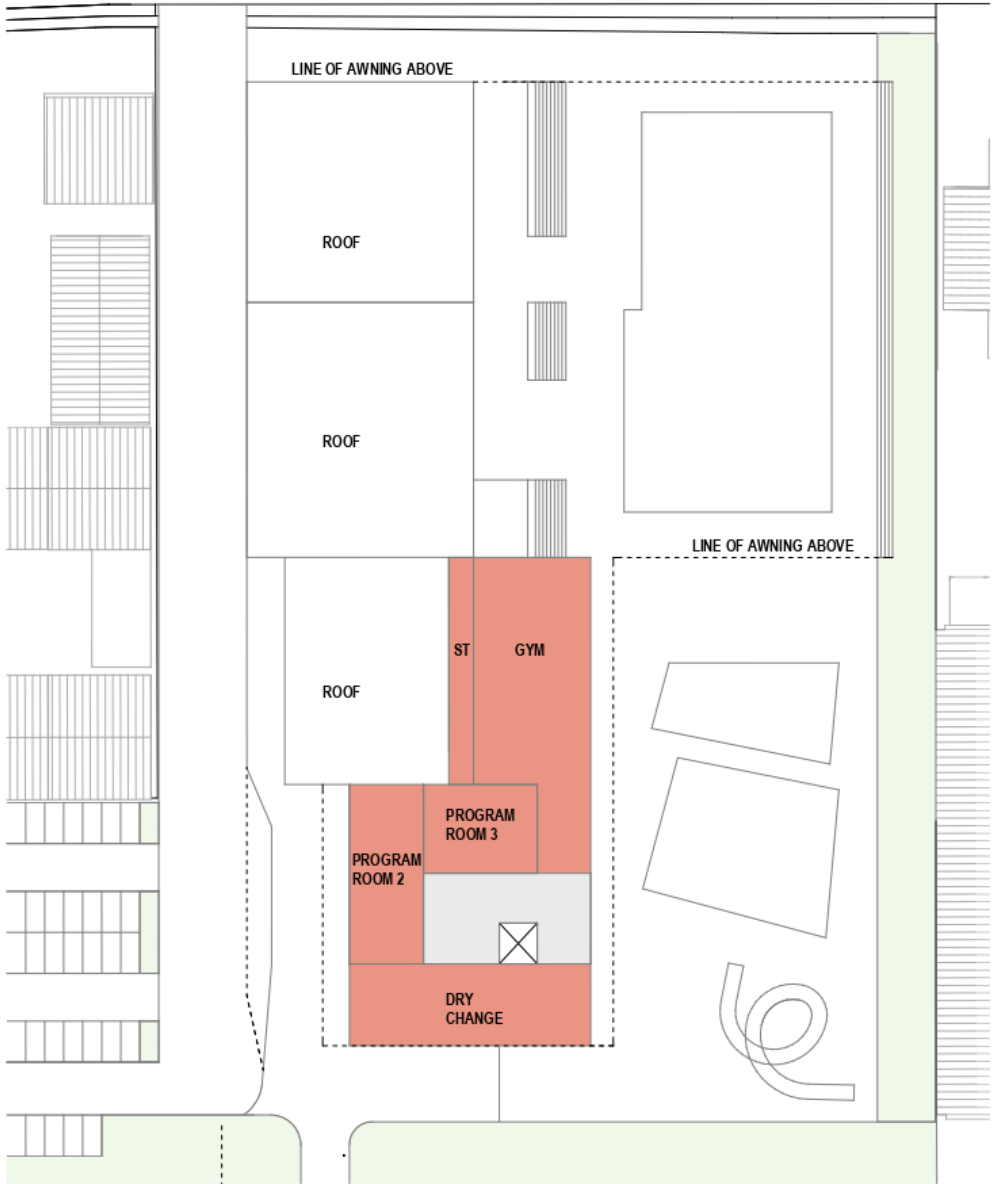
USE

Option A

- Regional overlay to Swimming Australia standard
- Indoor 25m pool with spectator seating



Ground



Level 1

USE

Option B

- Regional overlay to Swimming Australia standard
- Indoor 25m pool with spectator seating
- FINA compliant diving facilities to 25m pool



Ground



Level 1



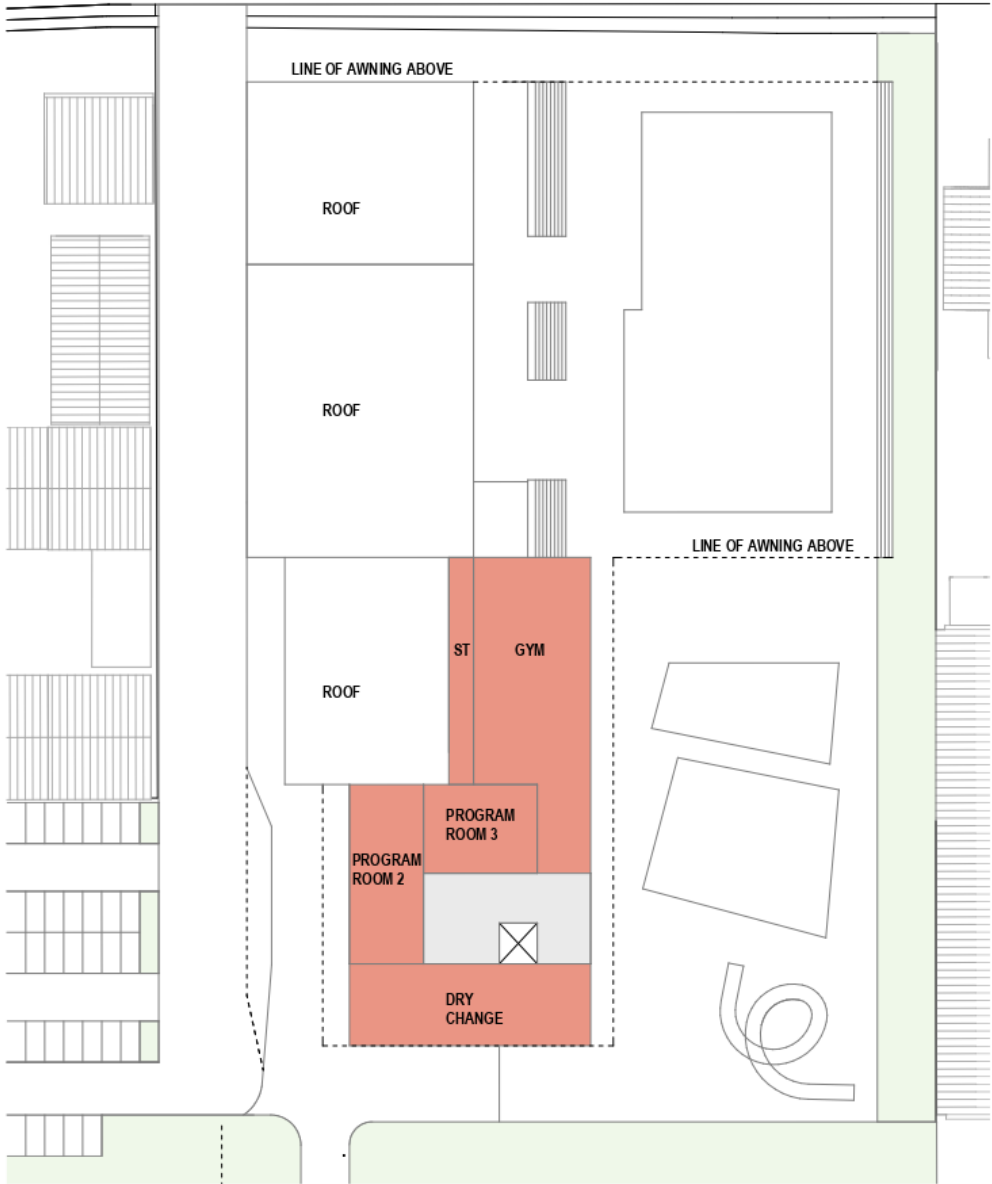
USE

Option C

- Regional overlay to Swimming Australia standard
- Indoor 25m pool with spectator seating
- FINA compliant diving facilities to 25m pool
- FINA compliant waterpolo facilities to 50m pool



Ground



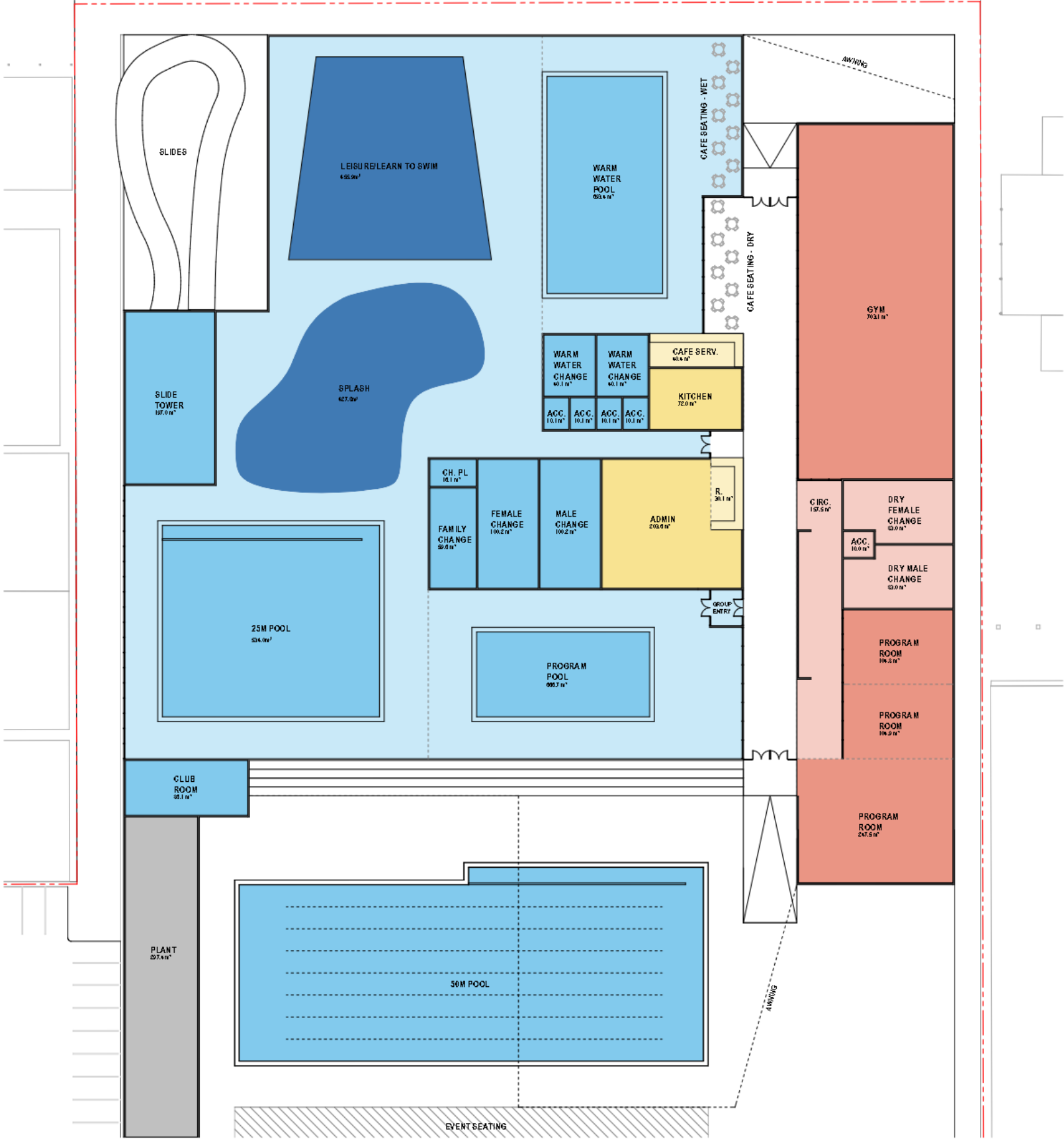
Level 1

USE

Option D - Detailed Interpretation [previous option 3]

- Increased operational capacity
- Increased simultaneous use offerings
- Outdoor landscape area replaced by indoor space
- Greatest environmental impact
- Inward facing facility turning back on environment and climate

Functional Area	Specification
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Outdoor Slides	<ul style="list-style-type: none"><li>• Tower base with 2 slides</li><li>• Additional slides x 2</li></ul>





# NEXT STEPS

- Seek endorsement from Council to proceed with the business case assessment of the revised concept options
- Prepare updated presentation to Council once Business Case is completed to seek endorsement of preferred concept option to be developed for Development Application



**CO-OP**

# your say

# have

haveyoursay.pmhc.nsw.gov.au

## Illaroo Road Revetment Wall - Community Values Survey

We would like to gain a deeper understanding of the community's values so that as we move forward, our consideration of coastal hazard management solutions for Illaroo Road is better informed by what the community values.

To do this, we are asking you to please take five minutes and read each of the values below and prioritise them from 1- 8; 1 being the most important and 8 being the least important to you. These values were identified based on the recent community feedback.

While all of these values are critical and may be difficult to rank, understanding your priorities will help us focus our efforts for the second stage when we present coastal hazard management options for your consideration.

The outcome of this work will help to deliver better outcomes for the community.

Thank you in advance for taking a few moments to help us better align with your values.

### RANK YOUR COMMUNITY VALUES

Please label each of the following values from 1-8 in your priority order (1 being the most important and 8 being the least)

	<b>PROPERTY VALUE</b> - Coastal management should enhance or protect land value within the coastal erosion zone.
	<b>BEACH AMENITY</b> - The perception of beach users of a location's elements that provide a positive, enjoyable experience. Attractiveness of the beach environment.
	<b>RECREATIONAL FACILITIES</b> - Shared pathways, seating, lighting to enhance the community's recreational use of the area.
	<b>AESTHETICS</b> - Coastal management solutions should be visually attractive and not negatively impact on the visual appearance of the surrounding environment.
	<b>BEACH ACCESS</b> - Access to the beach, via foot or vehicle, should be maintained.
	<b>PROTECTION OF PROPERTY</b> - Ensure no damage, loss of private or public property or land from coastal erosion.
	<b>MINIMISE ENVIRONMENTAL IMPACT</b> - Minimise any potential negative environmental impact, end effects (erosion in front of or at either end of the wall).
	<b>LOW COST COASTAL MANAGEMENT OPTIONS</b> - Minimise financial cost to public and private asset holders.

### OTHER VALUES

If you believe there are other values that should be included, comment below:

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PORT MACQUARIE-HASTINGS  
COUNCIL

PAGE 1

# have your say

## YOUR DETAILS

Name	
Email Address	

To help us better understand your responses, please select the category that best describes you (you can select multiple options).

<input type="checkbox"/>	<b>Property owner - resident</b> Address: <hr/>
<input type="checkbox"/>	<b>Property owner - residing outside LGA</b> Lake Cathie Address: <hr/>
<input type="checkbox"/>	<b>Resident - tenant</b> Address: <hr/>
<input type="checkbox"/>	<b>Local business</b> Business address: <hr/>
<input type="checkbox"/>	<b>Community Group</b> , e.g. Revive Lake Cathie, Progress Association, Saving Lake Cathie Name of Community Group: <hr/>
<input type="checkbox"/>	<b>Key stakeholder</b> , e.g. government agency, Council committee member Name of Stakeholder: <hr/>

## OTHER COMMENTS

Do you have any further comments?

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Thank you for taking the time to complete this important survey.

Please drop the completed form into any Council Office/Library, Email to [council@pmhc.nsw.gov.au](mailto:council@pmhc.nsw.gov.au) or Post to: CEO Port Macquarie-Hastings Council, PO Box 84, Port Macquarie NSW 2444

haveyoursay.pmhc.nsw.gov.au

