

ORDINARY COUNCIL

Thursday 21 July 2022

Ordinary Council Meeting

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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



Monthly Investment Report

June 2022

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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 30/06/2022	1m (actual)	1m (% p.a.)	FYTD (actual)	FYTD (% p.a.)
AusBond Bank Bill Index	0.05%	0.61%	0.10%	0.10%
Council's Portfolio[^]	0.13%	1.60%	1.57%	1.57%
Outperformance	0.08%	0.99%	1.47%	1.47%

[^]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

The COVID-19 pandemic 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 3rd November 2020 to 0.10%, consistent with most global central banks resetting their official rates to emergency levels. As global markets transitioned to the recovery phase, supply chain issues has resulted in surging inflationary pressures. Longer-term bond yields have risen significantly in recent months as central banks reverse their easing policy measures (i.e. quantitative easing), whilst also moving to undertake aggressive hikes to mitigate surging inflation. Importantly though when interpreting the stance of monetary policy, it is not just about the cash rate, but how broader financial conditions are influencing the economic outlook, **with markets now factoring the possibility of a recession in 2024-2025 as official rates move higher. The RBA increased the official cash rate by another 50bp to 0.85% in early June 2022 and flagged further rate rises over coming months.**

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 ~90% of Council's total investment, and cash (~5% of the total investment portfolio). The biggest risk that PMHC has faced over the medium-longer term has not been 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.

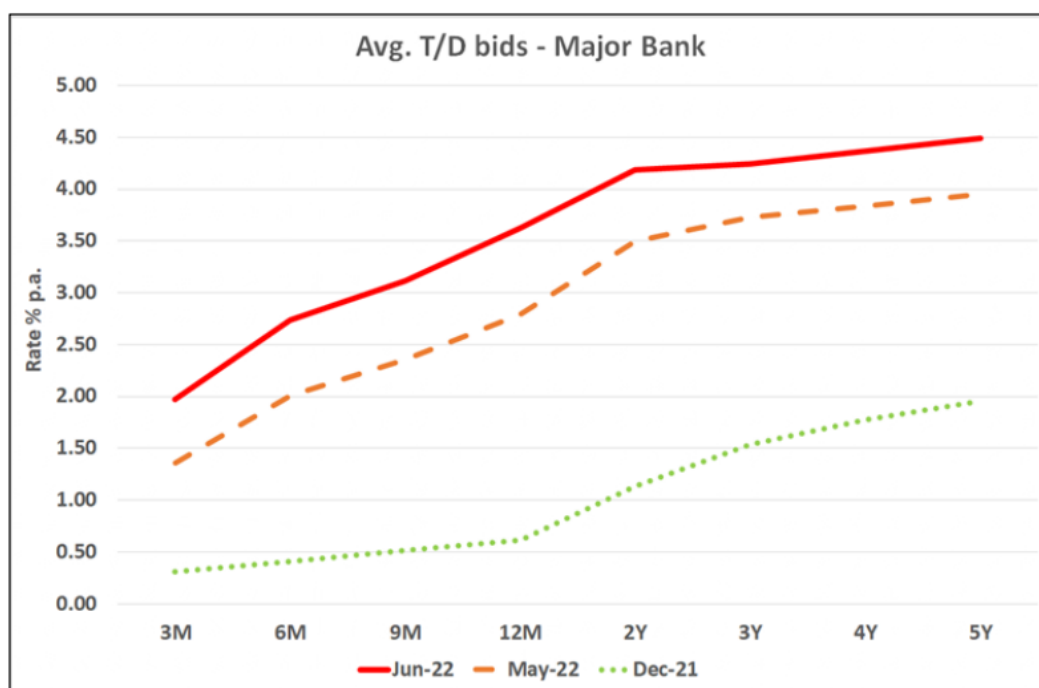
Council's term deposit portfolio was yielding 1.71% p.a. as at 30/06/2022, with a weighted average duration of around 689 days or ~1.89 years. We note the current interest rates in the term deposit market:

- The highest deposit rate from any rated ADI in the market is now ~5.07% p.a. for 5 years;
- The highest deposit rates amongst the "AA-" rated ADIs (major banks) is now yielding between 3.70%-4.65% p.a. (depending on terms between 12m – 5 years);



- The highest deposit rates amongst the “A” rated ADIs was yielding between 4.00%-5.07% p.a. (depending on terms between 12m – 5 years);
- The highest deposit rates amongst the “BBB” rated ADIs was yielding between 4.00%-4.85% p.a. (depending on terms between 12m – 5 years).

With markets factoring in additional rate hikes over coming months, this has seen a significant shift in longer-term deposit rates, particularly over the past 6 months:



Source: Imperium Markets

‘New’ investments above 3½% p.a. now appears likely if Council can continue to place the majority of its surplus funds for terms of 12 months to 2 years.



Council's Portfolio

Asset Allocation

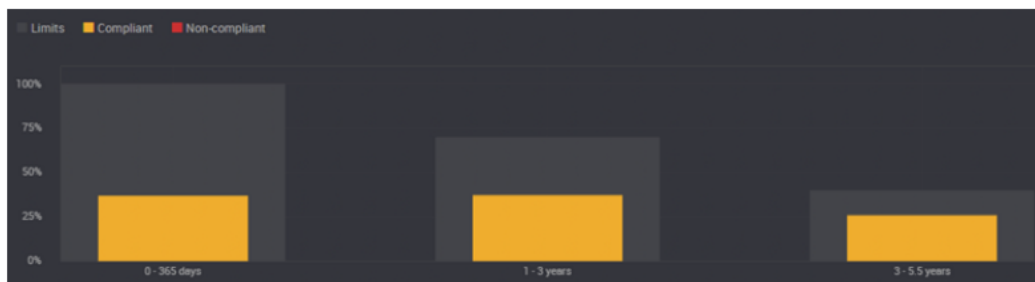
The portfolio is predominately directed to fixed term deposits (89.66%). The remainder of the portfolio is directed to fixed bonds with the Northern Territory Treasury Corporation (4.79%), the overnight cash account with Westpac (4.83%) and the single FRN with Bendigo-Adelaide (0.72%).

Senior FRNs are now becoming more attractive as spreads have widened in recent months – new issuances should now be considered again on a case by case scenario. In the interim, fixed deposits for 12 months to 3 years appear quite appealing following the spike in medium-to longer-term yields in recent months. With recessionary fears being priced in coming years, those investors that can allocate longer-term surplus funds may take an insurance policy by investing across 3-5 year fixed deposits and locking in rates between 4%-5% p.a.



Term to Maturity

All maturity limits (minimum and maximum) comply with the Investment Policy. Short-Medium Term (1-3 years) assets account for around 36% of the total investment portfolio, with capacity of around \$143m 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 (refer to respective sections below).



Compliant	Horizon	Invested (\$)	Invested (%)	Min. Limit (%)	Max. Limit (%)	Available (\$)
✓	0 - 365 days	\$163,689,861	39.19%	0%	100%	\$253,999,213
✓	1 - 3 years	\$148,999,213	35.67%	0%	70%	\$143,383,139
✓	3 - 5.5 years	\$105,000,000	25.14%	0%	40%	\$62,075,629
✓	5.5 - 10 years	\$0	0.00%	0%	10%	\$41,768,907
		\$417,689,073	100.00%			

Counterparty

As at the end of June, Council did not have an overweight position to any single ADI. Overall, the portfolio is mainly diversified across the investment grade credit spectrum (rated BBB- or higher), with a single exposure to one Unrated ADI (Coastline), to support the local credit union.

Compliant	Issuer	Rating	Invested (\$)	Invested (%)	Max. Limit (%)	Available (\$)
✓	NAB	AA-	\$74,000,000	17.72%	30.00%	\$51,306,722
✓	North. Territory	AA-	\$20,000,000	4.79%	30.00%	\$105,306,722
✓	Westpac	AA-	\$87,189,861	20.87%	30.00%	\$38,116,861
✓	Rabobank	A+	\$3,000,000	0.72%	20.00%	\$80,537,815
✓	ICBC Sydney	A	\$68,000,000	16.28%	20.00%	\$15,537,815
✓	ING Bank	A	\$52,500,000	12.57%	20.00%	\$31,037,815
✓	Aust. Military	BBB+	\$3,000,000	0.72%	10.00%	\$38,768,907
✓	Australian Unity	BBB+	\$6,000,000	1.44%	10.00%	\$35,768,907
✓	BOQ	BBB+	\$38,000,000	9.10%	10.00%	\$3,768,907
✓	Bendigo- Adelaide	BBB+	\$2,999,213	0.72%	10.00%	\$38,769,695
✓	AMP Bank	BBB	\$10,000,000	2.39%	10.00%	\$31,768,907
✓	Auswide Bank	BBB	\$10,000,000	2.39%	10.00%	\$31,768,907
✓	MyState Bank	BBB	\$23,000,000	5.51%	10.00%	\$18,768,907
✓	P&N Bank	BBB	\$19,000,000	4.55%	10.00%	\$22,768,907
✓	Coastline CU	Unrated	\$1,000,000	0.24%	5.00%	\$19,884,454
			\$417,689,073	100.00%		

Effective March 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.

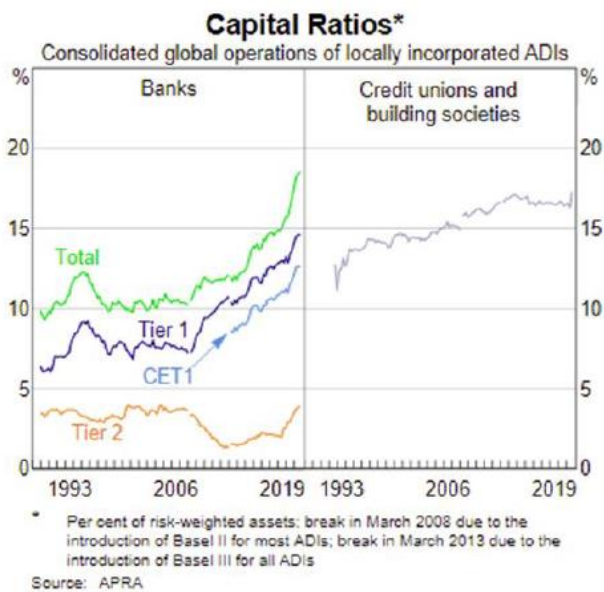
We remain supportive of the regional and unrated ADI sector (and have been even throughout the GFC period). They continue to remain solid, incorporate strong balance sheets, while exhibiting high levels of capital – typically, much higher compared to the higher rated ADIs. Some unrated ADIs have up to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

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. The lower rated entities are generally deemed to be the more 'ethical' ADIs compared to the higher rated ADIs.

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 and the pandemic period. **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 30/06/2022 (\$417.69m), we can roughly estimate that ~67% 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	AA-	Yes
Rabobank	A+	No
ICBC, Sydney	A	No
ING Bank Australia	A	Yes
Australian Military	BBB+	No
Australian Unity	BBB+	No
BoQ	BBB+	Yes
Bendigo-Adelaide	BBB+	No
AMP	BBB	Yes
Auswide	BBB	No
MyState Bank	BBB	No
P&N Bank	BBB	No
Coastline CU	Unrated	No

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

Funding Fossil Fuel	Amount	Invested %	Wgt. Avg. Yield % p.a.
Yes	\$281,689,861	67%	1.59%
No	\$135,999,213	33%	1.70%
Total / Wgt. Avg.	\$417,689,073	100%	1.63%



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 via their Term Funding Facility (TFF) since mid-2020¹, allowing the ADIs to borrow as low as 0.10% p.a. fixed for 3 years, 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 close to 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.

¹ 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 (~\$34m remaining as at the reporting date). From a ratings perspective, the “BBB” rated banks now generally dominate the number of ADIs issuing deposits within the investment grade space. There has been further signs of appetite developing in the wholesale deposit market as additional lower rated (“BBB” and unrated) ADIs have come to market to raise ‘new’ money.

Over the coming year, we may start to see a more ‘normalised’ environment where the lower rated banks start to offer higher rates compared to the higher rated banks as the competition for deposits grow. 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 i.e. the more ‘ethical’ banks.

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	\$181,189,861	43.38%	100%	\$236,499,213
✓	A Category	\$123,500,000	29.57%	60%	\$127,113,444
✓	BBB Category	\$111,999,213	26.81%	35%	\$34,191,963
✓	Unrated ADIs	\$1,000,000	0.24%	5%	\$19,884,454
		\$417,689,073	100.00%		



Performance

Council's performance for the period ending 30 June 2022 is summarised as follows:

Performance (Actual)	1 month	3 months	6 months	FYTD	1 year	2 years	3 years
Official Cash Rate	0.07%	0.11%	0.13%	0.18%	0.18%	0.17%	0.33%
AusBond Bank Bill Index	0.05%	0.07%	0.08%	0.10%	0.10%	0.08%	0.33%
Council's T/D Portfolio	0.13%	0.38%	0.76%	1.58%	1.58%	1.82%	2.11%
Council's FRN Portfolio	0.18%	0.55%	1.09%	2.21%	2.21%	1.62%	-
Council's Bond Portfolio	0.10%	0.30%	0.59%	-	-	-	-
Council's Portfolio[^]	0.13%	0.38%	0.75%	1.57%	1.57%	1.81%	2.10%
Outperformance	0.08%	0.31%	0.67%	1.47%	1.47%	1.73%	1.77%

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

Performance (% p.a.)	1 month	3 months	6 months	FYTD	1 year	2 years	3 years
Official Cash Rate	0.85%	0.43%	0.27%	0.18%	0.18%	0.17%	0.33%
AusBond Bank Bill Index	0.61%	0.28%	0.17%	0.10%	0.10%	0.08%	0.33%
Council's T/D Portfolio	1.62%	1.54%	1.53%	1.58%	1.58%	1.82%	2.11%
Council's FRN Portfolio	2.21%	2.21%	2.21%	2.21%	2.21%	1.62%	-
Council's Bond Portfolio	1.20%	1.20%	1.20%	-	-	-	-
Council's Portfolio[^]	1.60%	1.53%	1.52%	1.57%	1.57%	1.81%	2.10%
Outperformance	0.99%	1.25%	1.35%	1.47%	1.47%	1.73%	1.77%

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

For the month of June 2022, the total portfolio (excluding cash) provided a solid return of +0.13% (actual) or +1.60% p.a. (annualised), easily outperforming the benchmark AusBond Bank Bill Index return of +0.05% (actual) or +0.61% p.a. (annualised). Over the financial year, the portfolio returned a very strong +1.57% p.a., outperforming bank bills by 1.47% p.a.

The strong performance has been anchored by the deposits that were originally placed for terms greater than 2 years in the challenging low rate environment.

We are pleased that PMHC remains amongst the best performing Councils in the state of NSW where deposits are concerned, earning on average, more than \$3,100,000 in additional interest income compared to its peers (refer to our April 2022 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. Council has reaped the benefits during the pandemic period and continues to be well positioned going forward.



Council's Term Deposit Portfolio & Recommendation

As at the end of June 2022, Council's deposit portfolio was yielding 1.71% p.a. (up 18bp from the end of the previous month), with a weighted average duration of ~1.89 years. Where possible, we recommend Council maintains this weighted average duration. With an upward sloping deposit curve, investors are rewarded if they can continue to maintain a longer average duration.

At the time of writing, we see value in:

ADI	LT Credit Rating	Term	T/D Rate
ICBC, Sydney	A	3 years	4.71% p.a.
BoQ/ME Bank	BBB+	3 years	4.55% p.a.
ICBC, Sydney	A	2 years	4.48% p.a.
ING	A	2 years	4.45% p.a.
MyState	BBB	2 years	4.40% p.a.
P&N Bank	BBB	2 years	4.25% p.a.
CBA	AA-	2 years	4.19% p.a.
Westpac	AA-	2 years	4.16% p.a.

The above deposits are suitable for investors looking to maintain diversification and lock-in a premium compared to purely investing short-term. 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	A	12 months	4.00% p.a.
Macquarie	A+	12 months	3.92% p.a.
CBA	AA-	12 months	3.85% p.a.
Westpac	AA-	12 months	3.81% p.a.
BoQ/ME Bank	BBB+	12 months	3.80% p.a.
Bendigo	BBB+	12 months	3.75% p.a.
NAB	AA-	12 months	3.70% p.a.

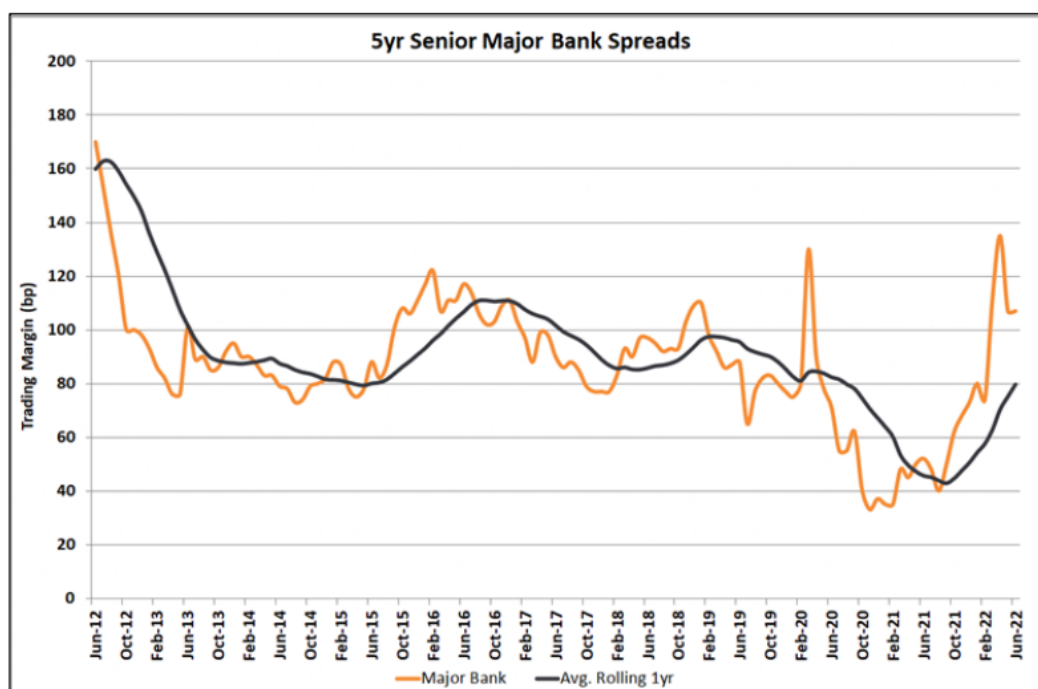
For those investors that do not require high levels of liquidity and can stagger their investments longer-term, they will be rewarded over coming years if they roll for an average min. term of 18 months to 2 years (this is where we current value), yielding, on average, up to ½%-1% p.a. higher compared to those investors that entirely invest in short-dated deposits.



Senior FRNs & Recommendations

Over June, amongst the senior major bank FRNs, physical credit securities remained relatively flat at the long-end of the curve despite the selloff in the credit indices. Major bank senior securities are now looking fairly attractive again in a rising rate environment (5 year margins around the +105-110bp level):

6



Source: IBS Capital

Amongst the "A" and "BBB" rated sector, the securities also remained relatively flat at the long-end of the curve. There was very little new issuance during the month, with only BoQ (BBB+) being an exception, tapping their May 2025 Covered FRN rated AAA at +105bp.

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)	30/06/2022	31/05/2022
"AA" rated – 5yrs	+107bp	+107bp
"AA" rated – 3yrs	+90bp	+90bp
"A" rated – 5yrs	+125bp	+125bp
"A" rated – 3yrs	+100bp	+100bp
"BBB" rated – 3yrs	+110bp	+115bp

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 mid-2023 for the "A" rated ADIs; and
- Within 6-9 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 30/06/2022, the security was marked around +96.0bp (from +88.0bp at the end of the previous month) or a capital price ~\$99.97 or unrealised capital loss of ~\$800. 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%	2.46 yrs	Annually
14/09/2021	15/12/2025	\$5,000,000	1.10%	3.46 yrs	Annually
2/09/2021	15/12/2026	\$5,000,000	1.40%	4.46 yrs	Annually
7/09/2021	15/12/2026	\$5,000,000	1.40%	4.46 yrs	Annually
Totals / Wgt. Avg.		\$20,000,000	1.20%	3.71 yrs	

[^]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 the RBA's forward guidance on official interest rates (no foreseeable rate rise during the middle of the pandemic).

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 Fixed Bonds – ADIs (Secondary Market)

As global inflationary pressures have escalated, 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
AU3CB0255776	ING	AAA	Covered	07/09/2023	1.19	3.00%	3.93%
AU3CB0258465	Westpac	AA-	Senior	16/11/2023	1.38	3.25%	3.93%
AU3CB0265403	Suncorp	AA-	Senior	30/07/2024	2.08	1.85%	4.41%
AU3CB0265593	Macquarie	A+	Senior	07/08/2024	2.11	1.75%	4.49%
AU3CB0265718	ING	AAA	Covered	20/08/2024	2.14	1.45%	4.47%
AU3CB0266179	ANZ	AA-	Senior	29/08/2024	2.17	1.55%	4.31%
AU3CB0266377	Bendigo	BBB+	Senior	06/09/2024	2.19	1.70%	4.49%
AU3CB0268027	BoQ	BBB+	Senior	30/10/2024	2.34	2.00%	4.60%
AU3CB0269710	ANZ	AA-	Senior	16/01/2025	2.55	1.65%	4.41%
AU3CB0269892	NAB	AA-	Senior	21/01/2025	2.56	1.65%	4.41%
AU3CB0270387	Macquarie	A+	Senior	12/02/2025	2.62	1.70%	4.69%
AU3CB0287415	Westpac	AA-	Senior	17/03/2025	2.71	2.70%	4.51%
AU3CB0280030	BoQ	BBB+	Senior	06/05/2026	3.85	1.40%	5.09%
AU3CB0282358	ING	AAA	Covered	19/08/2026	4.14	1.10%	4.57%
AU3CB0284149	BoQ	BBB+	Senior	27/10/2026	4.33	2.10%	5.14%
AU3CB0286037	Westpac	AA-	Senior	25/01/2027	4.57	2.40%	4.77%



Economic Commentary

International Market

Risk assets plummeted in June as recessionary fears escalated given the surge in bond yields and the need for central banks to increase their hawkishness to control inflation.

In the US, the S&P 500 Index plunged -8.39%, while the NASDAQ fell -8.71%. Europe's main indices were also sold off, led by Germany's DAX (-11.15%), France's CAC (-8.44%) and UK's FTSE (-5.76%).

The US Federal Reserve increased rates by 75bp in June, the largest rate increase since 1994, taking the Fed funds target range to 1.50%-1.75%. This decision was instigated by their latest headline inflation reading being +1.0% m/m (against +0.7% expected), taking the annual rate to +8.6% y/y, its highest since 1981. The new Funds Rate projections show the median dot for end-2022 lifted from 1.75-2.00% to 3.25-3.50%.

US Fed Chair Powell said the Fed has an unconditional commitment to restoring price stability, commenting *"my colleagues and I are acutely focused on returning inflation to our 2% objective"* and that they would raise rates *"expeditiously"*. He also commented that the path to achieving a soft landing is getting narrower.

The US unemployment rate remained unchanged at 3.6%, with gains filled from returning participation. Hourly earnings growth steady at +0.3% m/m.

The Bank of England (BoE) hiked rates by 25bp for its fifth back-to back rise, taking Bank Rate to 1.25%.

UK CPI came in no-worse than expected, lifting to an annual rate of +9.1% from +9.0%. Leading the +0.7% monthly rise was a +1.5% jump in food prices.

ECB President Lagarde said inflation is too high and that the ECB must act but went no further than to reiterate that rates will rise by 25bp in July.

Canada's latest CPI read came in well above expectations, headline CPI up to +7.7% in May from +6.8% and +7.3% expected.

The MSCI World ex-Aus Index fell -8.69% for the month of June:

Index	1m	3m	1yr	3yr	5yr	10yr
S&P 500 Index	-8.39%	-16.45%	-11.92%	+8.77%	+9.33%	+10.76%
MSCI World ex-AUS	-8.69%	-16.56%	-15.60%	+5.49%	+5.98%	+7.70%
S&P ASX 200 Accum. Index	-8.77%	-11.90%	-6.47%	+3.34%	+6.83%	+9.29%

Source: S&P, MSCI



Domestic Market

The RBA modestly surprised the market in its meeting in June, with its 50bp hike to the Official Cash Rate, moving it to 0.85%. It cited inflation was higher than they expected just a month ago, with pressure coming not just from global forces but also domestic influences, including higher gas and electricity prices as well as (more tellingly) tight labour markets and therefore an implied expectation that wages are in process of rising more sharply.

RBA Governor Lowe expected inflation will peak at a “*very high*” 7% late this year, from an earlier forecast of 6%. Dr Lowe also commented that it was “*reasonable*” to expect the cash rate to eventually reach 2.5%, in line with the midpoint of the inflation target, but he admitted it was “*unclear*” how high rates would go and how quickly.

The Board is still seen raising rates 50bp in July and August and reinstated the upgraded forecast for inflation to peak around 7% in Q4 this year (from 6% in May). Lowe emphasised that inflation did not need to return to target immediately, but also noted that the RBA needed to “*chart a credible path back to an inflation rate of 2 to 3%*”.

The unemployment rate remain unchanged at 3.9% in May, with employment surging +60.6k. The participation rate moved up 0.3% to 66.7%, a new record high.

The trade surplus increased \$0.8bn to \$10.5bn in April (consensus \$9.0bn). The increase was driven by a 1% rise in exports and a 0.7% fall in imports.

APRA finalised revisions to its prudential framework, as contained within APS 220. The final revisions are effectively as set out under the draft proposals published in November 2021. The new macroprudential policy sets out more quantitative measures including the requirement for ADIs to apply residential mortgage serviceability buffers (a loan interest buffer of at least 3.0% applied, unless determined otherwise by APRA).

The Australian dollar fell -4.15%, finishing the month at US68.89 cents (from US71.87 cents the previous month).

Credit Market

The global credit indices widened significantly over the month in the ‘risk-off’ environment. They are back to their levels experienced during the start of the pandemic (Q1 2020):

Index	June 2022	May 2022
CDX North American 5yr CDS	101bp	79bp
iTraxx Europe 5yr CDS	119bp	84bp
iTraxx Australia 5yr CDS	130bp	95bp

Source: Markit



Fixed Interest Review

Benchmark Index Returns

Index	June 2022	May 2022
Bloomberg AusBond Bank Bill Index (0+YR)	+0.05%	+0.03%
Bloomberg AusBond Composite Bond Index (0+YR)	-1.48%	-0.89%
Bloomberg AusBond Credit FRN Index (0+YR)	+0.05%	-0.08%
Bloomberg AusBond Credit Index (0+YR)	-1.34%	-0.58%
Bloomberg AusBond Treasury Index (0+YR)	-1.32%	-1.00%
Bloomberg AusBond Inflation Gov't Index (0+YR)	-2.23%	-2.28%

Source: Bloomberg

Other Key Rates

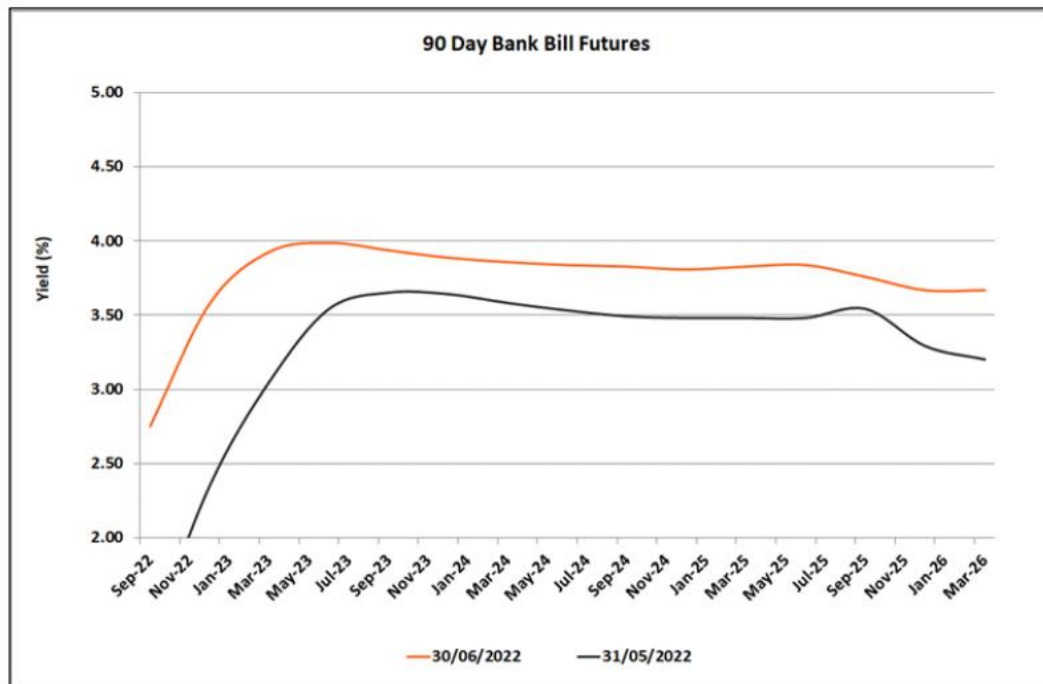
Index	June 2022	May 2022
RBA Official Cash Rate	0.85%	0.35%
90 Day (3 month) BBSW Rate	1.81%	1.18%
3yr Australian Government Bonds	3.16%	2.86%
10yr Australian Government Bonds	3.66%	3.35%
US Fed Funds Rate	1.50%-1.75%	0.75%-1.00%
10yr US Treasury Bonds	2.98%	2.85%

Source: RBA, AFMA, US Department of Treasury



90 Day Bill Futures

Over June, bill futures rose sharply at the short-end of the curve after the RBA hiked rates by 50bp and flagged further rate rises in the immediate future. The market continues to factor in the possibility of a recession over the next few years, highlighted by the drop in the futures pricing in 2024-2025:



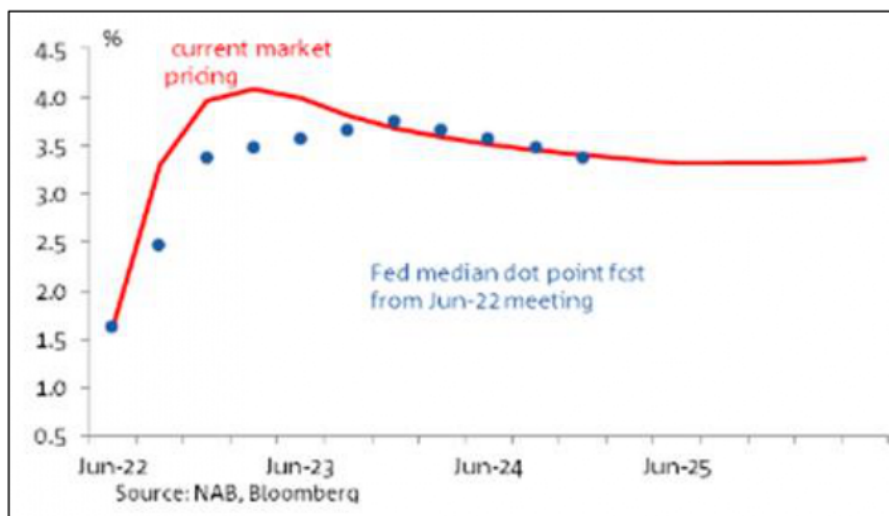
Source: ASX



Fixed Interest Outlook

US Fed Chair Powell reiterated their commitment to raising rates “expeditiously” (75bp of tightening on 27th July largely priced in), while acknowledging the path to achieving a soft landing is becoming narrower.

The current US Fed dot plots is now pointing to 325bp of tightening in 2022, up from 175bp. The median projection for the funds rate is 3.375% by end 2022 (up from 1.875%), 3.75% by end 2023 (up from 2.625%) and 3.375% by end 2024 (up from 2.625%).

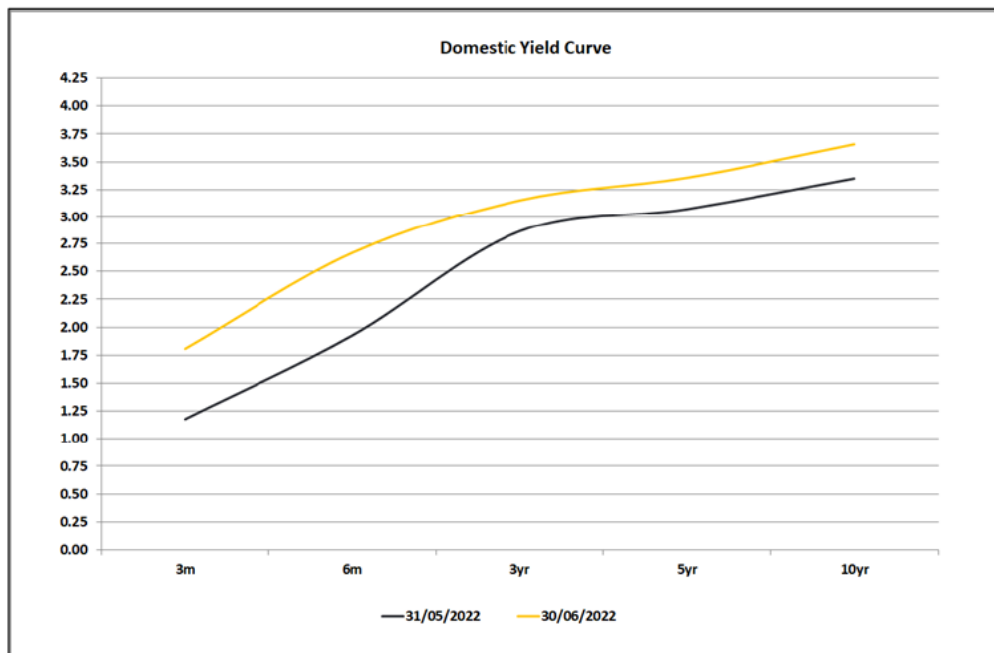


Domestically, after the RBA lifted rates by 50bp in June, they have clearly pivoted along with several other global central banks undertaking the same strategy, commenting “*given the current inflation pressures in the economy, and the still very low level of interest rates, the Board decided to move by 50bp [in June]. The Board expects to take further steps in the process of normalising monetary conditions in Australia over the months ahead*”.

The combination reinforced the view that the previous level of extraordinary monetary support was no longer necessary, while a further deterioration in the inflation outlook compared to even the previous month (on higher energy and electricity prices), meant a quicker move was required.

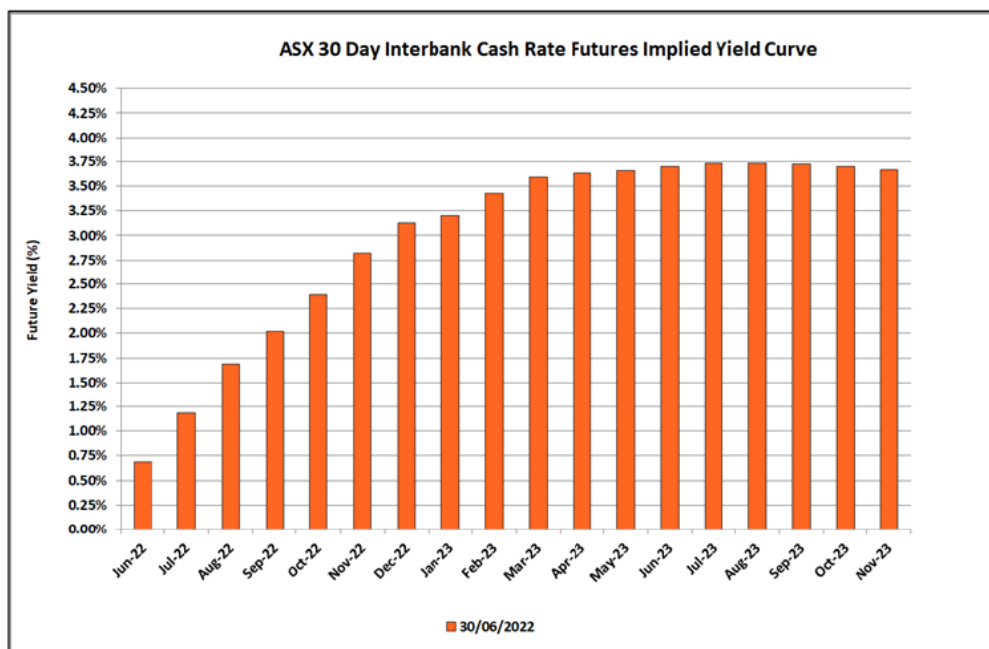
The RBA will continue to adjust rates in the months ahead. Inflation pressures remain strong and core inflation remains significantly higher than expected. With economic activity and the labour market remaining relatively strong for now, it is possible that the RBA will raise rates towards 1.60%-1.85% within the next two months (a further 75-100bp of tightening), with further 25bp moves expected later in the year to deliver a cash rate to at least around 2½-3% by the end of 2022.

The domestic bond market continues to suggest a prolonged low period of interest rates on a historical basis (10-year government bond yields still under 4%). Over the month, yields rose around 30bp at the long-end of the curve:



Source: AFMA, ASX, RBA

Markets are currently pricing in around twelve additional rate rises over the next two years (up to 3¾%), although if the recessionary fears come to fruition, the RBA is likely required to monitor its 'terminal rate':



Source: ASX



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Investment Report

01/06/2022 to 30/06/2022



Portfolio Valuation as at 30/06/2022

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
NAB	AA-	TD	GENERAL	Annual	02/08/2018	02/08/2022	3.2200	4,000,000.00	117,155.07	10,586.30
NAB	AA-	TD	GENERAL	Annual	16/08/2018	16/08/2022	3.0500	4,000,000.00	106,624.66	10,027.40
Westpac	AA-	TD	LOCAL BRANCH	Annual	23/08/2021	23/08/2022	0.2500	20,000.00	42.74	4.11
ICBC Sydney Branch	A	TD	GENERAL	Annual	28/08/2019	29/08/2022	1.6400	5,000,000.00	68,520.55	6,739.73
Auswide Bank	BBB	TD	GENERAL	At Maturity	06/09/2019	06/09/2022	1.8000	3,000,000.00	152,235.62	4,438.36
Westpac	AA-	TD	LOCAL BRANCH	Annual	13/09/2017	13/09/2022	3.4100	3,000,000.00	81,559.73	8,408.22
Rabobank Australia Branch	A+	TD	GENERAL	Annual	13/09/2017	13/09/2022	3.3800	3,000,000.00	80,842.19	8,334.25
MyState Bank	BBB	TD	GENERAL	Annual	29/09/2020	29/09/2022	0.8500	5,000,000.00	32,020.55	3,493.15
Westpac	AA-	TD	GENERAL	Quarterly	29/09/2020	29/09/2022	0.7200	5,000,000.00	197.26	197.26
Auswide Bank	BBB	TD	GENERAL	Annual	30/09/2019	30/09/2022	1.7500	4,000,000.00	52,547.95	5,753.42
ICBC Sydney Branch	A	TD	GENERAL	Annual	23/10/2019	24/10/2022	1.7000	3,000,000.00	34,791.78	4,191.78
ICBC Sydney Branch	A	TD	GENERAL	Annual	31/10/2019	31/10/2022	1.7300	5,000,000.00	58,061.64	7,109.59
AMP Bank	BBB	TD	GENERAL	At Maturity	09/11/2021	09/11/2022	1.0000	2,000,000.00	12,821.92	1,643.84
Coastline Credit Union	Unrated	TD	GENERAL	At Maturity	03/03/2022	05/12/2022	0.8500	1,000,000.00	2,794.52	698.63
ING Direct	A	TD	GENERAL	At Maturity	27/06/2022	14/12/2022	3.1400	5,000,000.00	1,720.55	1,720.55
Australian Unity Bank	BBB+	TD	GENERAL	At Maturity	27/04/2022	27/01/2023	2.0000	6,000,000.00	21,369.86	9,863.01
Members Equity Bank	BBB+	TD	GENERAL	Annual	22/02/2022	22/02/2023	0.9000	5,000,000.00	15,904.11	3,698.63
ING Direct	A	TD	GENERAL	Annual	27/02/2020	27/02/2023	1.6000	2,500,000.00	13,479.45	3,287.67



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
Members Equity Bank	BBB+	TD	GENERAL	Annual	28/02/2022	28/02/2023	0.9000	5,000,000.00	15,164.38	3,698.63
ING Direct	A	TD	GENERAL	At Maturity	17/03/2022	17/03/2023	1.2500	4,000,000.00	14,520.55	4,109.59
ING Direct	A	TD	GENERAL	At Maturity	17/03/2022	17/03/2023	1.2500	3,000,000.00	10,890.41	3,082.19
ING Direct	A	TD	GENERAL	At Maturity	17/03/2022	17/03/2023	1.2500	5,000,000.00	18,150.68	5,136.99
ING Direct	A	TD	GENERAL	At Maturity	29/03/2022	29/03/2023	1.6000	4,000,000.00	16,482.19	5,260.27
ING Direct	A	TD	GENERAL	At Maturity	29/03/2022	29/03/2023	1.6000	4,000,000.00	16,482.19	5,260.27
ING Direct	A	TD	GENERAL	At Maturity	27/04/2022	20/04/2023	2.4500	6,000,000.00	26,178.08	12,082.19
ING Direct	A	TD	GENERAL	At Maturity	27/04/2022	27/04/2023	2.4500	6,000,000.00	26,178.08	12,082.19
ING Direct	A	TD	GENERAL	At Maturity	24/05/2022	24/05/2023	3.1500	5,000,000.00	16,397.26	12,945.21
BOQ	BBB+	TD	GENERAL	Annual	28/05/2019	29/05/2023	2.5500	4,000,000.00	8,942.47	8,383.56
BOQ	BBB+	TD	GENERAL	At Maturity	02/06/2022	02/06/2023	3.3100	5,000,000.00	13,149.32	13,149.32
BOQ	BBB+	TD	GENERAL	At Maturity	02/06/2022	02/06/2023	3.3100	5,000,000.00	13,149.32	13,149.32
Westpac	AA-	TD	GENERAL	At Maturity	15/06/2022	15/06/2023	4.0400	5,000,000.00	8,854.79	8,854.79
Westpac	AA-	TD	GENERAL	At Maturity	15/06/2022	15/06/2023	4.0400	5,000,000.00	8,854.79	8,854.79
BOQ	BBB+	TD	GENERAL	Annual	19/06/2020	19/06/2023	1.3500	2,000,000.00	813.70	813.70
ING Direct	A	TD	GENERAL	At Maturity	27/06/2022	27/06/2023	3.9500	5,000,000.00	2,164.38	2,164.38
BOQ	BBB+	TD	GENERAL	Annual	27/06/2019	27/06/2023	2.2000	5,000,000.00	1,205.48	1,205.48
AMP Bank	BBB	TD	GENERAL	Annual	28/07/2021	28/07/2023	0.7500	2,000,000.00	13,890.41	1,232.88
Westpac	AA-	TD	GENERAL	Quarterly	11/08/2021	11/08/2023	0.5600	5,000,000.00	3,912.33	2,301.37
MyState Bank	BBB	TD	GENERAL	Annual	14/09/2020	14/09/2023	0.9000	4,000,000.00	28,602.74	2,958.90



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	28,602.74	2,958.90
AMP Bank	BBB	TD	GENERAL	Annual	12/10/2021	12/10/2023	0.8000	3,000,000.00	17,227.40	1,972.60
ICBC Sydney Branch	A	TD	GENERAL	Annual	27/11/2019	27/11/2023	1.7600	6,000,000.00	61,913.42	8,679.45
Westpac	AA-	TD	GENERAL	Quarterly	02/12/2021	04/12/2023	1.1900	3,000,000.00	2,836.44	2,836.44
ICBC Sydney Branch	A	TD	GENERAL	Annual	16/12/2019	18/12/2023	1.8100	4,000,000.00	39,076.16	5,950.68
Westpac	AA-	TD	GENERAL	Quarterly	02/02/2022	02/02/2024	1.4500	2,500,000.00	5,958.90	2,979.45
Westpac	AA-	TD	GENERAL	Annual	08/02/2022	08/02/2024	1.5500	4,000,000.00	24,290.41	5,095.89
MyState Bank	BBB	TD	GENERAL	Annual	28/02/2022	28/02/2024	1.8000	5,000,000.00	30,328.77	7,397.26
P&N Bank	BBB	TD	GENERAL	Annual	02/03/2022	04/03/2024	1.7000	4,000,000.00	22,542.47	5,589.04
Auswide Bank	BBB	TD	GENERAL	At Maturity	02/03/2020	04/03/2024	1.7500	3,000,000.00	122,404.11	4,315.07
NAB	AA-	TD	GENERAL	Annual	04/04/2022	04/04/2024	2.6000	4,000,000.00	25,073.97	8,547.95
BOQ	BBB+	TD	GENERAL	Annual	18/06/2020	18/06/2024	1.4500	3,000,000.00	1,310.96	1,310.96
ING Direct	A	TD	GENERAL	Annual	23/06/2020	24/06/2024	1.2500	3,000,000.00	821.92	821.92
BOQ	BBB+	TD	GENERAL	Annual	11/08/2021	12/08/2024	0.7900	2,000,000.00	14,025.21	1,298.63
Westpac	AA-	TD	GENERAL	Quarterly	11/08/2021	12/08/2024	0.7700	3,000,000.00	3,227.67	1,898.63
Australian Military Bank	BBB+	TD	GENERAL	Annual	19/08/2021	19/08/2024	0.7200	3,000,000.00	18,700.27	1,775.34
Westpac	AA-	TD	GENERAL	Quarterly	17/08/2021	19/08/2024	0.7200	2,000,000.00	1,775.34	1,183.56
Bendigo and Adelaide	BBB+	FRN	GENERAL	Quarterly	06/09/2019	06/09/2024	2.2117	2,999,212.67	4,544.59	4,544.59
BOQ	BBB+	TD	GENERAL	Annual	27/09/2019	27/09/2024	2.0000	2,000,000.00	30,356.16	3,287.67
AMP Bank	BBB	TD	GENERAL	Annual	12/10/2021	11/10/2024	1.0000	3,000,000.00	21,534.25	2,465.75



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
NAB	AA-	TD	GENERAL	Annual	16/10/2020	16/10/2024	0.8000	5,000,000.00	28,054.79	3,287.67
ICBC Sydney Branch	A	TD	GENERAL	Annual	03/11/2021	04/11/2024	1.6500	3,000,000.00	32,547.95	4,068.49
Westpac	AA-	TD	GENERAL	Quarterly	09/11/2021	11/11/2024	1.4500	1,000,000.00	2,105.48	1,191.78
Westpac	AA-	TD	GENERAL	Quarterly	16/11/2021	18/11/2024	1.6000	4,000,000.00	8,065.75	5,260.27
NAB	AA-	TD	GENERAL	Annual	18/11/2020	18/11/2024	0.7000	5,000,000.00	21,575.34	2,876.71
Westpac	AA-	TD	GENERAL	Quarterly	29/11/2021	29/11/2024	1.6000	5,000,000.00	7,013.70	6,575.34
Westpac	AA-	TD	GENERAL	Quarterly	02/12/2021	02/12/2024	1.6200	2,000,000.00	2,574.25	2,574.25
ICBC Sydney Branch	A	TD	GENERAL	Annual	09/12/2021	09/12/2024	1.9200	5,000,000.00	53,654.79	7,890.41
Northern Territory Treasury	AA-	BOND	GENERAL	Semi-Annual	07/09/2021	16/12/2024	0.9000	5,000,000.00	1,972.60	1,972.60
NAB	AA-	TD	GENERAL	Annual	29/01/2021	29/01/2025	0.7200	4,000,000.00	11,914.52	2,367.12
Westpac	AA-	TD	GENERAL	Quarterly	02/02/2022	03/02/2025	1.8200	2,500,000.00	7,479.45	3,739.73
P&N Bank	BBB	TD	GENERAL	Annual	15/02/2022	17/02/2025	2.3700	5,000,000.00	44,153.42	9,739.73
P&N Bank	BBB	TD	GENERAL	Annual	22/02/2022	24/02/2025	2.0500	2,000,000.00	14,490.41	3,369.86
MyState Bank	BBB	TD	GENERAL	Annual	28/02/2022	28/02/2025	2.2500	5,000,000.00	37,910.96	9,246.58
ICBC Sydney Branch	A	TD	GENERAL	Annual	02/03/2022	03/03/2025	2.3000	4,000,000.00	30,498.63	7,561.64
NAB	AA-	TD	GENERAL	Annual	02/03/2021	03/03/2025	0.9500	4,000,000.00	12,597.26	3,123.29
P&N Bank	BBB	TD	GENERAL	Annual	15/03/2022	17/03/2025	2.4600	3,000,000.00	21,836.71	6,065.75
P&N Bank	BBB	TD	GENERAL	Annual	28/03/2022	28/03/2025	2.9000	5,000,000.00	37,739.73	11,917.81
ICBC Sydney Branch	A	TD	GENERAL	Annual	18/06/2020	18/06/2025	1.7500	2,000,000.00	1,054.79	1,054.79
NAB	AA-	TD	GENERAL	Annual	26/07/2021	28/07/2025	1.0000	5,000,000.00	46,575.34	4,109.59



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
ICBC Sydney Branch	A	TD	GENERAL	Annual	02/09/2021	02/09/2025	1.2000	5,000,000.00	49,643.84	4,931.51
ICBC Sydney Branch	A	TD	GENERAL	Annual	16/10/2020	16/10/2025	1.2000	5,000,000.00	42,082.19	4,931.51
ICBC Sydney Branch	A	TD	GENERAL	Annual	17/11/2020	17/11/2025	1.3000	6,500,000.00	52,320.55	6,945.21
NAB	AA-	TD	GENERAL	Annual	17/11/2020	17/11/2025	0.8500	3,500,000.00	18,420.55	2,445.21
ICBC Sydney Branch	A	TD	GENERAL	Annual	03/12/2020	03/12/2025	1.2000	5,000,000.00	34,520.55	4,931.51
ICBC Sydney Branch	A	TD	GENERAL	Annual	07/12/2020	08/12/2025	1.2000	5,000,000.00	33,863.01	4,931.51
NAB	AA-	TD	GENERAL	Annual	07/12/2020	08/12/2025	0.9000	5,000,000.00	25,397.26	3,698.63
Northern Territory Treasury	AA-	BOND	GENERAL	Semi-Annual	14/09/2021	15/12/2025	1.1000	5,000,000.00	2,410.96	2,410.96
NAB	AA-	TD	GENERAL	Annual	29/01/2021	29/01/2026	0.9100	4,000,000.00	15,058.63	2,991.78
NAB	AA-	TD	GENERAL	Annual	02/03/2021	02/03/2026	1.2100	4,000,000.00	16,044.93	3,978.08
Westpac	AA-	TD	GENERAL	Quarterly	09/03/2021	09/03/2026	1.2500	5,000,000.00	3,767.12	3,767.12
NAB	AA-	TD	GENERAL	Annual	16/03/2021	16/03/2026	1.2500	5,000,000.00	18,321.92	5,136.99
NAB	AA-	TD	GENERAL	Annual	26/05/2021	26/05/2026	1.2500	5,000,000.00	6,164.38	5,136.99
ICBC Sydney Branch	A	TD	GENERAL	Annual	02/06/2021	02/06/2026	1.4000	2,500,000.00	2,780.82	2,780.82
NAB	AA-	TD	GENERAL	Annual	02/06/2021	02/06/2026	1.3000	2,500,000.00	2,582.19	2,582.19
Westpac	AA-	TD	GENERAL	Quarterly	23/06/2021	23/06/2026	1.3200	5,000,000.00	1,446.58	1,446.58
Westpac	AA-	TD	GENERAL	Quarterly	23/06/2021	23/06/2026	1.3200	5,000,000.00	1,446.58	1,446.58
NAB	AA-	TD	GENERAL	Annual	26/07/2021	27/07/2026	1.2000	5,000,000.00	55,890.41	4,931.51
ICBC Sydney Branch	A	TD	GENERAL	Annual	28/07/2021	28/07/2026	1.3200	2,000,000.00	24,447.12	2,169.86
NAB	AA-	TD	GENERAL	Annual	23/09/2021	23/09/2026	1.2000	5,000,000.00	46,191.78	4,931.51



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
Northern Territory Treasury	AA-	BOND	GENERAL	Semi-Annual	07/09/2021	15/12/2026	1.4000	5,000,000.00	3,068.49	3,068.49
Northern Territory Treasury	AA-	BOND	GENERAL	Semi-Annual	02/09/2021	15/12/2026	1.4000	5,000,000.00	3,068.49	3,068.49
Westpac	AA-	CASH	GENERAL	Monthly	30/06/2022	30/06/2022	0.3500	20,169,860.53	5,797.84	5,797.84
TOTALS								417,689,073.20	2,481,776.95	478,285.99



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File Number: D2021/334816

Council Policy INVESTMENT POLICY

1. INTRODUCTION

The Investment Policy establishes the framework within which Council's cash and investment portfolio will be managed, monitored and reported on. This policy has been established in compliance with section 625 of the Local Government Act 1993 and provides guidance for the investment of Council's funds, with consideration given to the following primary objectives:

- Preservation of capital. Preservation of capital is the principal objective of the investment portfolio. Investments are to be placed in a manner that seeks to safeguard Council's cash and investments portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters;
- Maximise investment returns within Council's risk appetite as outlined within this policy. Investments are expected to achieve a market average rate of return in line with Council's risk tolerance;
- Manage Council's cash resources to ensure sufficient liquidity to meet Council's business objectives over the short, medium and long term.

The policy reinforces Council's ongoing commitment to maintain a conservative risk and return portfolio, an important component of its ongoing prudent financial management practices.

2. POLICY STATEMENT AND SCOPE

2.1 Funds for Investment

Investment are maintained to meet specified business needs, including:

- strategic purposes consistent with Council's long term strategic plan;
- holding short-term investments for working capital requirements;
- holding investments that are necessary to carry out Council operations consistent with annual long-term plans.

2.2 Legislative Authority for Investments

All investments are to be made in accordance with:

- Australian Accounting Standards;
- NSW Office of Local Government Investment Circulars;
- NSW Office of Local Government Investment Policy Guidelines;
- Local Government (General) Regulation 2005 - Clause 212;
- Local Government Act 1993 (particularly section 625);
- NSW Local Government Code of Accounting Practice & Financial Reporting;
- Minister's Investment Order (gazetted);
- The Trustee Amended (Discretionary Investments) Act 1997 – Sections 14A(2), 14C(1) & (2).

2.3 Investment Governance

The following internal control practices are in place to ensure adequate governance and allow transparent

and clear performance measurement for the management of Council's cash and investment portfolio:

- financial planning and cash flow management;
- delegated authorities and investment approval;
- measurement of investment performance;
- performance benchmarks;
- reporting and review;
- audit oversight.

2.4 Delegation of Authority

Authority for the implementation of the Investment Policy is delegated by Council to the General Manager in accordance with the *Local Government Act 1993*.

The General Manager (GM) has delegated the day-to-day management of Council's investment portfolio, including authority to invest surplus funds as follows:

- Director Corporate Performance (DCP);
- Group Manager Financial Services (GMFS);
- Other senior financial officers who have the requisite skills to undertake investment functions (as per the Delegations Register).

Officers with delegated authority are required to acknowledge they have received a copy of this policy and understand their obligations in this role.

2.5 Prudent Person Standard

The investment portfolio will be managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies, officers are to manage Council's investment portfolio to safeguard the portfolio in accordance with the spirit of this Investment Policy, and not for speculative purposes.

2.6 Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. Any potential conflicts of interest should be appropriately disclosed in accordance with Council's Code of Conduct.

Independent advisors are also to declare that they have no actual or perceived conflicts of interest and receive no inducements in relation to Council's investments.

2.7 Approved Investments

Current investment regulations require Councils to invest with either the NSW Treasury Corporation (NSW TCorp) or Approved Deposit-taking Institutions (ADI) such as Australian banks or branches of foreign owned banks, credit unions and/or building societies as it acknowledges the additional assurance that arises from their regulation by the Australian Prudential Regulation Authority (APRA).

Investments are limited to those allowed by any current Ministerial Investment Order that has been issued by the NSW Minister for Local Government.

2.8 Prohibited Investments

In accordance with any current Ministerial Investment Order, this investment policy prohibits but is not limited to any investment carried out for speculative purposes, including:

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Standalone securities issued that have underlying futures, options, forward contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest) of an investment.

2.9 Investment Advisor

In managing its investments Council may engage the services of an independent investment advisor, licensed by the Australian Securities and Investment Commission for the purpose of achieving the aims of this policy. Independence includes receiving no commissions or other benefits in relation to the investments being recommended or reviewed, except as fully rebated to Council, promptly.

The independent advisor will review and assess the market value of the investment portfolio on a monthly basis.

Council's investment advisor is required to provide written confirmation that they do not have any actual or potential conflicts of interest in relation to the investments they are recommending or reviewing, including that they are not receiving any commissions or other benefits from the product providers in relation to the investments being recommended or reviewed.

2.10 Mandatory Investment Criteria

2.10.1 Scope

Investments must comply with the legislative authorities as described in the **Legislative Authority for Investments** paragraph of this policy.

2.10.2 Currency

Investments must be denominated in Australian Dollars.

2.10.3 Ownership

Investments must be held in Port Macquarie Hastings Council name.

2.10.4 Term / Maturity

The term to maturity of investments may not exceed the periods shown below:

Investment	Maximum term
Fixed Rate Term Deposits	5 years
Floating Rate Notes (FRNs)	5.5 years
Other Investments	10 years

2.10.5 Risk Management Framework

Council's risk profile in relation to investing surplus funds is to be relatively prudent, conservative and risk averse. The profile will be achieved by effectively managing within the investment portfolio:

- the diversity of the investments;
- the creditworthiness of the investments.

Diversity is achieved by placing limits on the maximum exposure Council may have to individual funds or financial institutions and individual credit rating bands.

Creditworthiness of investments is primarily determined using industry standard credit ratings.

Investments are to comply with three key risk management criteria:

- **Overall Portfolio Credit Framework:** limit overall credit exposure of the portfolio;
- **Institutional Credit Framework:** limit exposure to individual institutions based on their rating;
- **Term to Maturity Framework:** limits based on maturity of securities.

Overall Portfolio Credit Framework

To control the credit quality of the entire portfolio, the following credit framework limits the percentage of the total portfolio exposed to particular credit rating categories.

Credit rating agencies apply short-term ratings to investments with 12 months or less to maturity and long-term ratings to those with greater than 12 months to maturity.

Short-term credit rating	Long-term credit rating	Overall portfolio exposure (as a % of Total Portfolio)
A-1+	AAA	100%
A-1	AA	100%
A-2	A	60%
A-3	BBB	35%
Unrated	Unrated	5%
NSW Treasury Corp Deposits and TCorpIM Funds (allowable under the Ministerial Order)		20%

- Credit ratings apply to both products and institutions. This policy requires the rating applicable to the institution responsible for the product (e.g. guarantor) to be taken as the relevant rating given this represents the underlying risk to Council.
- Credit risk investment parameters are based on credit rating bands as published by the credit rating agencies (e.g. S&P, Moody's, Fitch). If an investment is rated by more than one ratings agency, the credit rating to be used will be based on the order of S&P, Moody's and then Fitch. In the event of disagreement between agencies as to the rating band ("split ratings") Council shall use the higher in assessing compliance with portfolio policy limits, but for conservatism shall apply the lower in assessing new purchases.
- Where the principal amount and accrued interest of any investment with a financial institution are directly guaranteed by the Australian Federal Government for full repayment, the exposure of the total portfolio to credit ratings lower than AAA may be exceeded, provided that the excess amount comprises only guaranteed investments. As a result, investments directly guaranteed by the Australian Federal Government may comprise the total investment portfolio. Management should ensure that any excess of investments over the parameters specified in the table above that is comprised of Australian Federal Government guaranteed investments can be managed back to within the specified parameter levels prior to the expiration of any such guarantee.

Institutional Credit Framework

Council's exposure to an individual institution will be restricted by their credit rating so that single entity exposure is limited.

Where Council has short-term and long-term holdings with the same institution, the limit associated to the institution's short-term rating will be used.

Short-term credit rating	Long-term credit rating	Individual institution exposure (as a % of Total Portfolio)
A-1+	AAA	40%
A-1	AA	30%
A-2	A	20%
A-3	BBB	10%
Unrated	Unrated	5%
NSW Treasury Corp Deposits and TCorpIM Funds (allowable under the Ministerial Order)		20%

- Credit ratings apply to both products and institutions. This policy requires the rating applicable to the institution responsible for the product (e.g. guarantor) to be taken as the relevant rating given this represents the underlying risk to Council.
- Credit risk investment parameters are based on credit rating bands as published by the credit rating agencies (e.g. S&P, Moody's, Fitch). If an investment is rated by more than one ratings agency, the credit rating to be used will be based on the order of S&P, Moody's and then Fitch. In the event of disagreement between agencies as to the rating band ("split ratings") Council shall use the higher in assessing compliance with portfolio policy limits, but for conservatism shall apply the lower in assessing new purchases.

- Where the principal amount and accrued interest of any investment with a financial institution are directly guaranteed by the Australian Federal Government for full repayment, the exposure to individual institutions may exceed the stated limits provided that the excess amount comprises only guaranteed investments.

Term to Maturity Framework

The term to maturity framework specifies the maximum amounts or percentages of Council's total investment portfolio that can be held within the various investment maturity bands.

Maximum thresholds are set to control the proportion of the total portfolio that can be invested into longer term investments to ensure that Council has adequate access to short and medium term liquidity to satisfy its business objectives. The maximum thresholds reduce as the maturity horizon extends further into the future.

	< 1 Year	1 to 3 Years	3 to 5.5 Years	> 5.5 Years
Maximum % of Total Portfolio	100%	70%	40%	10%

Minimum thresholds are set to ensure that there will always be an adequate amount of liquidity available for ongoing working capital purposes. Remaining funds are invested across the various investment horizons, seeking the best relative value at the time of investment.

	< 1 Year
Minimum % of Total Portfolio	40%

2.10.6 Breaches of Criteria

This policy imposes limits and thresholds in relation to the acquisition and holding of investments. However, situations may occur where inadvertent breaches of these limitations or thresholds arise, other than from the acquisition of investments. For example:

- amendments to regulatory directives or legislation;
- changes in the total value or amount of Council's investment portfolio which consequently changes any of the threshold limits so that they no longer meet the portfolio liquidity parameters.

If the credit ratings of any of Council's investments are downgraded to an extent that they no longer fall within the investment policy limits, they will be divested as soon as practicable having regard to potential losses resulting from early redemption and subject to minimising any loss of capital that may arise from compliance with this provision.

Then limitations or thresholds are breached due to amendments to regulatory directives or legislation, the investment portfolio must be managed in accordance with the respective amendments. Where the amendments enable retention and grandfathering of existing investments, Council may continue to actively manage those investments within the portfolio in accordance with all other regulations and policies applicable to such investments. This includes a strategy of holding or divesting such investments in accordance with regular investment considerations.

Where limitations or thresholds are breached due to a change in the overall size of the total investment portfolio, the following process will apply:

- an immediate freeze is imposed on the acquisition of new investments in the relevant category until the portfolio can be effectively managed back to accord with the requirements of this policy;

- the relevant category of investments must be managed back in accord with the policy limits within a period that takes into account any adversity created by market liquidity, current valuations of these investments and the risks of default.

The immediate forced sale of the investments in breach of the limits or thresholds will not be required.

2.11 Investments in Financial Institutions which Support the Fossil Fuel Industry

Subject to consideration of the Risk Management Guidelines in this policy, preference is to be given to financial institutions that publicly state that they do not invest in or finance the fossil fuel industry if:

- the investment is compliant with Council's Investment Policy; and
- the investment rate of interest is equivalent to or more favourable to Council relative to other similar investments that may be on offer to Council at the time of the investment.

2.12 Measurement of Investment Performance

Investment performance includes both interest returns and any change in the underlying capital value of the investments.

Interim fluctuations of capital value are excluded from the monthly measurement of investment performance on the basis that:

- investments are mainly acquired with the intention of holding them through to maturity, although some liquid assets may be sold prior to maturity should it be to the benefit of Council;
- cash liquidity requirements are structured and managed to ensure that Council is not in a financial position that will require a forced sale of these assets.

Notwithstanding the above, changes in capital value are important and the monthly investment report will therefore provide Council with indicative market valuations of each investment. In the event that the capital value of any investment becomes impaired, or a capital gain or loss is actually realised (through disposal), the gain or loss of value will be recognised within that month's financial accounts.

Investment performance will be measured monthly against the chosen benchmarks in relation to both current month and 12-month rolling returns.

The GMFS will approve the use of independently determined benchmarks. Where Council changes independently determined benchmarks, monthly reports for the month of change and the next five months thereafter shall contain reporting of investment returns against benchmark for both the following:

- the benchmark that is being replaced; and
- the new benchmark, backdated on a twelve-month basis.

Council currently uses two performance benchmarks:

- Bloomberg AusBond Bank Bill Index (formerly known as UBSA Bank Bill Index) – the Bank Bill Index represents the performance of a notional rolling parcel of bills averaging 45 days and is the widely used benchmark for local councils and other institutional cash investments;
- 30-day Bank Bill Rate – provides a fair indicator of the risk free rate of return so that Council can understand the return that has been earned from diversifying its investment portfolio and accepting conservative levels of risk.

2.13 Reporting and Review

Council will maintain a separate record of money it has invested under section 625 of the *Local Government Act 1993*, in accordance with the criteria defined by the *Local Government Code of Accounting Practice and Financial Reporting*.

All investments are to be appropriately recorded in Council's financial records and reconciled at least on a monthly basis.

Pursuant to the *Local Government (General) Regulation 2005* (clause 212), the GMFS will provide a monthly report to Council on investments. The monthly report to Council will detail the investment portfolio in terms of performance and rate of return on the overall portfolio for the period and will detail the purchase price, face value, current (market) value, credit rating and coupon / yield for each individual investment.

For audit purposes, the GMFS will obtain certificates from the banks or fund managers confirming the amounts of investment held on Council's behalf at 30 June each year.

The Investment Policy will be reviewed at least once a year or as required in the event of legislative changes.

3. REFERENCES

Laws and standards	<ul style="list-style-type: none"> • Australian Accounting Standards • NSW Office of Local Government – Local Government Code of Accounting Practice & Financial Reporting • NSW Office of Local Government Investment Circulars • Office of Local Government Investment Policy Guidelines • Local Government (General) Regulation 2005 • Local Government Act 1993 • Minister's Investment Order (gazetted) • The Trustee Amended (Discretionary Investments) Act 1997 – Sections 14A(2), 14C(1) & (2)
Policies and procedures	<ul style="list-style-type: none"> • Code of Conduct • Disciplinary Policy & Procedures • Fraud & Corruption Internal Reporting Policy • Investment Strategy

4. DEFINITIONS

Term	Meaning
Total investments	<p>Total investments comprise:</p> <ul style="list-style-type: none"> • call accounts • term deposits • floating rate notes • bonds with an active secondary market with government (including NSW T-Corp) and Authorised Deposit-taking Institutions (ADIs). <p>Investments also include grandfathered structured investments with other institutions as defined.</p>
Active investments	<p>Active investments are a part of total investments and comprise:</p> <ul style="list-style-type: none"> • call accounts • term deposits • floating rate notes • bonds with an active secondary market

Term	Meaning
Grandfathered investments	<p>Grandfathered investments are a part of total investments and comprise:</p> <ul style="list-style-type: none"> investments where new investment activity is prohibited by regulation other investments over which new investment activity is temporarily prohibited due to unintentional breaches of investment thresholds and limitations that arise due to changes in the level of unrelated investments within the portfolio, (the prohibition only remains as long as the breaches remain in place).
Impairment	The impairment of an investment represents the amount of the original cost of the investment that is not expected to be recovered at the investment's maturity date due to current adverse economic or investment conditions that impact on the investment's financial performance.
Approved Deposit-taking Institution (ADI)	An institution that is authorised under the <i>Banking Act 1959</i> to accept term deposits and conduct banking activities in accordance with that Act and under the prudential supervision of the Australian Prudential Regulation Authority (APRA).
Active secondary market	A market where investors purchase securities or assets from other investors, rather than from issuing companies themselves on an arms length (independent) basis.
Benchmark rates	<p>Benchmark rates comprise:</p> <ul style="list-style-type: none"> Bloomberg AusBond Bank Bill Index - The Australian Bloomberg (formally UBSA) Bank Bill index is constructed as a benchmark to represent the performance of a passively managed short-term money market portfolio. It comprises thirteen Bank Bills of equal face value, each with a maturity seven days apart. The average term to maturity is approximately 45 days. A Bank Bill is a non-interest bearing security issued by a bank whereby the bank takes on an obligation to pay an investor a fixed amount (face value) at a fixed future date. It is sold to an investor at a discount to the face value. Bank Bills are short-term money market investments with maturities usually between 30 days and 180 days. 30 Day Bank Bill Index - The Bank Bill Index is designed to measure the performance of the Australian short-term money market and consists of 13 weekly maturities out to varying dates. Interest rates applied to these maturities are interpolated from cash and Bank Bill Swap (BBSW) rates. BBSW rates are administered by the Australian Stock Exchange (ASX).
Call funds	Call funds are closely linked with investments but do not constitute investments. Call funds are used to meet immediate operational cash needs and may be retained in Council cheque accounts and call accounts at an ADI. Call funds must be accessible immediately or up to a maximum of 24 hours notice within normal ADI operating hours.

5. PROCESS OWNER

Group Manager Financial Services

6. AMENDMENTS

Changes that have been made since the last version (ORD 20/02/2019) include:

- Portfolio exposure: changed BBB rating to 35% (from 30%) and Unrated rating to 5% (from 10%)
- Maturity: changed 1 to 3 years from 60% to 70%
- Maturity: changed >5.5 years from 20% to 10%
- Addition of section on 'Environmentally and Socially Responsible investments'



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

Council Policy INVESTMENT POLICY

1. INTRODUCTION

The Investment Policy establishes the framework within which Council's cash and investment portfolio will be managed, monitored and reported on. This policy has been established in compliance with section 625 of the Local Government Act 1993 and provides guidance for the investment of Council's funds, with consideration given to the following primary objectives:

- Preservation of capital. Preservation of capital is the principal objective of the investment portfolio. Investments are to be placed in a manner that seeks to safeguard Council's cash and investments portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters;
- Maximise investment returns within Council's risk appetite as outlined within this policy. Investments are expected to achieve a market average rate of return in line with Council's risk tolerance;
- Manage Council's cash resources to ensure sufficient liquidity to meet Council's business objectives over the short, medium and long term.

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Investment are maintained to meet specified business needs, including:

- strategic purposes consistent with Council's long term strategic plan;
- holding short-term investments for working capital requirements;
- holding investments that are necessary to carry out Council operations consistent with annual long-term plans.

2.2 Legislative Authority for Investments

All investments are to be made in accordance with:

- Australian Accounting Standards;
- NSW Office of Local Government Investment Circulars;
- NSW Office of Local Government Investment Policy Guidelines;
- Local Government (General) Regulation 2021 - Clause 212;
- Local Government Act 1993 (particularly section 625);
- NSW Local Government Code of Accounting Practice & Financial Reporting;
- Minister's Investment Order (gazetted);
- The Trustee Amended (Discretionary Investments) Act 1997 – Sections 14A(2), 14C(1) & (2).

2.3 Investment Governance

The following internal control practices are in place to ensure adequate governance and allow transparent

and clear performance measurement for the management of Council's cash and investment portfolio:

- financial planning and cash flow management;
- delegated authorities and investment approval;
- measurement of investment performance;
- performance benchmarks;
- reporting and review;
- audit oversight.

2.4 Delegation of Authority

Authority for the implementation of the Investment Policy is delegated by Council to the Chief Executive Officer (CEO) in accordance with the *Local Government Act 1993*.

The CEO has delegated the day-to-day management of Council's investment portfolio, including authority to invest surplus funds as follows:

- Director Business & Performance (DBP) ;
- Group Manager Financial Services (GMFS);
- Other senior financial officers who have the requisite skills to undertake investment functions (as per the Delegations Register).

Officers with delegated authority are required to acknowledge they have received a copy of this policy and understand their obligations in this role.

2.5 Prudent Person Standard

The investment portfolio will be managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies, officers are to manage Council's investment portfolio to safeguard the portfolio in accordance with the spirit of this Investment Policy, and not for speculative purposes.

2.6 Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. Any potential conflicts of interest should be appropriately disclosed in accordance with Council's Code of Conduct.

Independent advisors are also to declare that they have no actual or perceived conflicts of interest and receive no inducements in relation to Council's investments.

2.7 Approved Investments

Current investment regulations require Councils to invest with either the NSW Treasury Corporation (NSW TCorp) or Approved Deposit-taking Institutions (ADI) such as Australian banks or branches of foreign owned banks, credit unions and/or building societies as it acknowledges the additional assurance that arises from their regulation by the Australian Prudential Regulation Authority (APRA).

Investments are limited to those allowed by any current Ministerial Investment Order that has been issued by the NSW Minister for Local Government.

2.8 Prohibited Investments

In accordance with any current Ministerial Investment Order, this investment policy prohibits but is not limited to any investment carried out for speculative purposes, including:

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Standalone securities issued that have underlying futures, options, forward contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest) of an investment.

2.9 Investment Advisor

In managing its investments Council may engage the services of an independent investment advisor, licensed by the Australian Securities and Investment Commission for the purpose of achieving the aims of this policy. Independence includes receiving no commissions or other benefits in relation to the investments being recommended or reviewed, except as fully rebated to Council, promptly.

The independent advisor will review and assess the market value of the investment portfolio on a monthly basis.

Council's investment advisor is required to provide written confirmation that they do not have any actual or potential conflicts of interest in relation to the investments they are recommending or reviewing, including that they are not receiving any commissions or other benefits from the product providers in relation to the investments being recommended or reviewed.

2.10 Mandatory Investment Criteria

2.10.1 Scope

Investments must comply with the legislative authorities as described in the **Legislative Authority for Investments** paragraph of this policy.

2.10.2 Currency

Investments must be denominated in Australian Dollars.

2.10.3 Ownership

Investments must be held in Port Macquarie Hastings Council name.

2.10.4 Term / Maturity

The term to maturity of investments may not exceed the periods shown below:

Investment	Maximum term
Fixed Rate Term Deposits	5 years
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2.10.5 Risk Management Framework

Council's risk profile in relation to investing surplus funds is to be relatively prudent, conservative and risk averse. The profile will be achieved by effectively managing within the investment portfolio:

- the diversity of the investments;
- the creditworthiness of the investments.

Diversity is achieved by placing limits on the maximum exposure Council may have to individual funds or financial institutions and individual credit rating bands.

Creditworthiness of investments is primarily determined using industry standard credit ratings.

Investments are to comply with three key risk management criteria:

- **Overall Portfolio Credit Framework:** limit overall credit exposure of the portfolio;
- **Institutional Credit Framework:** limit exposure to individual institutions based on their rating;
- **Term to Maturity Framework:** limits based on maturity of securities.

Overall Portfolio Credit Framework

To control the credit quality of the entire portfolio, the following credit framework limits the percentage of the total portfolio exposed to particular credit rating categories.

Credit rating agencies apply short-term ratings to investments with 12 months or less to maturity and long-term ratings to those with greater than 12 months to maturity.

Short-term credit rating	Long-term credit rating	Overall portfolio exposure (as a % of Total Portfolio)
A-1+	AAA	100%
A-1	AA	100%
A-2	A	60%
A-3	BBB	35%
Unrated	Unrated	5%
NSW Treasury Corp Deposits and TCorpIM Funds (allowable under the Ministerial Order)		20%

- Credit ratings apply to both products and institutions. This policy requires the rating applicable to the institution responsible for the product (e.g. guarantor) to be taken as the relevant rating given this represents the underlying risk to Council.
- Credit risk investment parameters are based on credit rating bands as published by the credit rating agencies (e.g. S&P, Moody's, Fitch). If an investment is rated by more than one ratings agency, the credit rating to be used will be based on the order of S&P, Moody's and then Fitch. In the event of disagreement between agencies as to the rating band ("split ratings") Council shall use the higher in assessing compliance with portfolio policy limits, but for conservatism shall apply the lower in assessing new purchases.
- Where the principal amount and accrued interest of any investment with a financial institution are directly guaranteed by the Australian Federal Government for full repayment, the exposure of the total portfolio to credit ratings lower than AAA may be exceeded, provided that the excess amount comprises only guaranteed investments. As a result, investments directly guaranteed by the Australian Federal Government may comprise the total investment portfolio. Management should ensure that any excess of investments over the parameters specified in the table above that is comprised of Australian Federal Government guaranteed investments can be managed back to within the specified parameter levels prior to the expiration of any such guarantee.

Institutional Credit Framework

Council's exposure to an individual institution will be restricted by their credit rating so that single entity exposure is limited.

Where Council has short-term and long-term holdings with the same institution, the limit associated to the institution's short-term rating will be used.

Short-term credit rating	Long-term credit rating	Individual institution exposure (as a % of Total Portfolio)
A-1+	AAA	40%
A-1	AA	30%
A-2	A	20%
A-3	BBB	10%
Unrated	Unrated	5%
NSW Treasury Corp Deposits and TCorpIM Funds (allowable under the Ministerial Order)		20%

- Credit ratings apply to both products and institutions. This policy requires the rating applicable to the institution responsible for the product (e.g. guarantor) to be taken as the relevant rating given this represents the underlying risk to Council.
- Credit risk investment parameters are based on credit rating bands as published by the credit rating agencies (e.g. S&P, Moody's, Fitch). If an investment is rated by more than one ratings agency, the credit rating to be used will be based on the order of S&P, Moody's and then Fitch. In the event of disagreement between agencies as to the rating band ("split ratings") Council shall use the higher in assessing compliance with portfolio policy limits, but for conservatism shall apply the lower in assessing new purchases.

- Where the principal amount and accrued interest of any investment with a financial institution are directly guaranteed by the Australian Federal Government for full repayment, the exposure to individual institutions may exceed the stated limits provided that the excess amount comprises only guaranteed investments.

Term to Maturity Framework

The term to maturity framework specifies the maximum amounts or percentages of Council's total investment portfolio that can be held within the various investment maturity bands.

Maximum thresholds are set to control the proportion of the total portfolio that can be invested into longer term investments to ensure that Council has adequate access to short and medium term liquidity to satisfy its business objectives. The maximum thresholds reduce as the maturity horizon extends further into the future.

	< 1 Year	1 to 3 Years	3 to 5.5 Years	> 5.5 Years
Maximum % of Total Portfolio	100%	70%	40%	10%

Minimum thresholds are set to ensure that there will always be an adequate amount of liquidity available for ongoing working capital purposes. Remaining funds are invested across the various investment horizons, seeking the best relative value at the time of investment.

	< 1 Year
Minimum % of Total Portfolio	40%

2.10.6 Breaches of Criteria

This policy imposes limits and thresholds in relation to the acquisition and holding of investments. However, situations may occur where inadvertent breaches of these limitations or thresholds arise, other than from the acquisition of investments. For example:

- amendments to regulatory directives or legislation;
- changes in the total value or amount of Council's investment portfolio which consequently changes any of the threshold limits so that they no longer meet the portfolio liquidity parameters.

If the credit ratings of any of Council's investments are downgraded to an extent that they no longer fall within the investment policy limits, they will be divested as soon as practicable having regard to potential losses resulting from early redemption and subject to minimising any loss of capital that may arise from compliance with this provision.

Then limitations or thresholds are breached due to amendments to regulatory directives or legislation, the investment portfolio must be managed in accordance with the respective amendments. Where the amendments enable retention and grandfathering of existing investments, Council may continue to actively manage those investments within the portfolio in accordance with all other regulations and policies applicable to such investments. This includes a strategy of holding or divesting such investments in accordance with regular investment considerations.

Where limitations or thresholds are breached due to a change in the overall size of the total investment portfolio, the following process will apply:

- an immediate freeze is imposed on the acquisition of new investments in the relevant category until the portfolio can be effectively managed back to accord with the requirements of this policy;

- the relevant category of investments must be managed back in accord with the policy limits within a period that takes into account any adversity created by market liquidity, current valuations of these investments and the risks of default.

The immediate forced sale of the investments in breach of the limits or thresholds will not be required.

2.11 Investments in Financial Institutions which Support the Fossil Fuel Industry

Subject to consideration of the Risk Management Guidelines in this policy, preference is to be given to financial institutions that publicly state that they do not invest in or finance the fossil fuel industry if:

- the investment is compliant with Council's Investment Policy; and
- the investment rate of interest is equivalent to or more favourable to Council relative to other similar investments that may be on offer to Council at the time of the investment.

2.12 Measurement of Investment Performance

Investment performance includes both interest returns and any change in the underlying capital value of the investments.

Interim fluctuations of capital value are excluded from the monthly measurement of investment performance on the basis that:

- investments are mainly acquired with the intention of holding them through to maturity, although some liquid assets may be sold prior to maturity should it be to the benefit of Council;
- cash liquidity requirements are structured and managed to ensure that Council is not in a financial position that will require a forced sale of these assets.

Notwithstanding the above, changes in capital value are important and the monthly investment report will therefore provide Council with indicative market valuations of each investment. In the event that the capital value of any investment becomes impaired, or a capital gain or loss is actually realised (through disposal), the gain or loss of value will be recognised within that month's financial accounts.

Investment performance will be measured monthly against the chosen benchmarks in relation to both current month and 12-month rolling returns.

The GMFS will approve the use of independently determined benchmarks. Where Council changes independently determined benchmarks, monthly reports for the month of change and the next five months thereafter shall contain reporting of investment returns against benchmark for both the following:

- the benchmark that is being replaced; and
- the new benchmark, backdated on a twelve-month basis.

Council currently uses two performance benchmarks:

- Bloomberg AusBond Bank Bill Index (formerly known as UBSA Bank Bill Index) – the Bank Bill Index represents the performance of a notional rolling parcel of bills averaging 45 days and is the widely used benchmark for local councils and other institutional cash investments;
- 30-day Bank Bill Rate – provides a fair indicator of the risk free rate of return so that Council can understand the return that has been earned from diversifying its investment portfolio and accepting conservative levels of risk.

2.13 Reporting and Review

Council will maintain a separate record of money it has invested under section 625 of the *Local Government Act 1993*, in accordance with the criteria defined by the *Local Government Code of Accounting Practice and Financial Reporting*.

All investments are to be appropriately recorded in Council's financial records and reconciled at least on a monthly basis.

Pursuant to the *Local Government (General) Regulation 2005* (clause 212), the GMFS will provide a monthly report to Council on investments. The monthly report to Council will detail the investment portfolio in terms of performance and rate of return on the overall portfolio for the period and will detail the purchase price, face value, current (market) value, credit rating and coupon / yield for each individual investment.

For audit purposes, the GMFS will obtain certificates from the banks or fund managers confirming the amounts of investment held on Council's behalf at 30 June each year.

The Investment Policy will be reviewed at least once a year or as required in the event of legislative changes.

3. REFERENCES

Laws and standards	<ul style="list-style-type: none"> • Australian Accounting Standards • NSW Office of Local Government – Local Government Code of Accounting Practice & Financial Reporting • NSW Office of Local Government Investment Circulars • Office of Local Government Investment Policy Guidelines • Local Government (General) Regulation 2021 • Local Government Act 1993 • Minister's Investment Order (gazetted) • The Trustee Amended (Discretionary Investments) Act 1997 – Sections 14A(2), 14C(1) & (2)
Policies and procedures	<ul style="list-style-type: none"> • Code of Conduct • Disciplinary Policy & Procedures • Fraud & Corruption Internal Reporting Policy • Investment Strategy

4. DEFINITIONS

Term	Meaning
Total investments	<p>Total investments comprise:</p> <ul style="list-style-type: none"> • call accounts • term deposits • floating rate notes • bonds with an active secondary market with government (including NSW T-Corp) and Authorised Deposit-taking Institutions (ADIs). <p>Investments also include grandfathered structured investments with other institutions as defined.</p>
Active investments	<p>Active investments are a part of total investments and comprise:</p> <ul style="list-style-type: none"> • call accounts • term deposits • floating rate notes • bonds with an active secondary market

Term	Meaning
Grandfathered investments	<p>Grandfathered investments are a part of total investments and comprise:</p> <ul style="list-style-type: none"> investments where new investment activity is prohibited by regulation other investments over which new investment activity is temporarily prohibited due to unintentional breaches of investment thresholds and limitations that arise due to changes in the level of unrelated investments within the portfolio, (the prohibition only remains as long as the breaches remain in place).
Impairment	The impairment of an investment represents the amount of the original cost of the investment that is not expected to be recovered at the investment's maturity date due to current adverse economic or investment conditions that impact on the investment's financial performance.
Approved Deposit-taking Institution (ADI)	An institution that is authorised under the <i>Banking Act 1959</i> to accept term deposits and conduct banking activities in accordance with that Act and under the prudential supervision of the Australian Prudential Regulation Authority (APRA).
Active secondary market	A market where investors purchase securities or assets from other investors, rather than from issuing companies themselves on an arms length (independent) basis.
Benchmark rates	<p>Benchmark rates comprise:</p> <ul style="list-style-type: none"> Bloomberg AusBond Bank Bill Index - The Australian Bloomberg (formally UBSA) Bank Bill index is constructed as a benchmark to represent the performance of a passively managed short-term money market portfolio. It comprises thirteen Bank Bills of equal face value, each with a maturity seven days apart. The average term to maturity is approximately 45 days. A Bank Bill is a non-interest bearing security issued by a bank whereby the bank takes on an obligation to pay an investor a fixed amount (face value) at a fixed future date. It is sold to an investor at a discount to the face value. Bank Bills are short-term money market investments with maturities usually between 30 days and 180 days. 30 Day Bank Bill Index - The Bank Bill Index is designed to measure the performance of the Australian short-term money market and consists of 13 weekly maturities out to varying dates. Interest rates applied to these maturities are interpolated from cash and Bank Bill Swap (BBSW) rates. BBSW rates are administered by the Australian Stock Exchange (ASX).
Call funds	Call funds are closely linked with investments but do not constitute investments. Call funds are used to meet immediate operational cash needs and may be retained in Council cheque accounts and call accounts at an ADI. Call funds must be accessible immediately or up to a maximum of 24 hours notice within normal ADI operating hours.

5. PROCESS OWNER

Group Manager Financial Services

6. AMENDMENTS

Changes that have been made since the last version (ORD 13/10/2021) include:

- Changes to titles
- Update of legislative references



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 fourteen 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 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 or Memorandum of Understanding, 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 volunteer opportunities are advertised on Councils website and periodically through Councils social media accounts
- 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 21st 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

DRAFT

ENGAGEMENT SUMMARY

Draft Volunteer Policy Public Exhibition, June 2022

Background

We actively engage the services of community volunteers both directly through Council projects, and indirectly through partnerships with community organisations. Volunteers are integral to building a strong community and make a valuable contribution to community life both socially and economically.

Our Volunteer Policy outlines how we will: -

- Provide the opportunity for our community to participate in Council programs or services as volunteers
- Establish a procedure for how Council engages with volunteers and community organisations
- Establish a consistent approach to recruiting, training and managing volunteers
- Ensure the health, safety and wellbeing of volunteers is protected in the workplace.

The Volunteer Policy was reviewed and the following minor amendments were made:

- 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 volunteers to provide greater clarity regards to the selection, engagement and management of Council's Volunteers

The draft Volunteer Policy was reported to the April 2022 Ordinary Council meeting where it was resolved to place it on public exhibition for a period of 28 days.

Engagement approach

The engagement approach was Involve, with any submissions received to be considered.

ENGAGEMENT SUMMARY

Engagement activities



Have Your Say

The draft Volunteer Policy was placed on Have Your Say for public comment from Friday 3 June 2022 until Friday 1 July 2022.

The community was invited to have their say via an online survey, they were also provided the option to attached images and/or documents to support their views.



Have Your Say enews

The draft Volunteer Policy was listed in the June 2022 Have Your Say Newsletter.

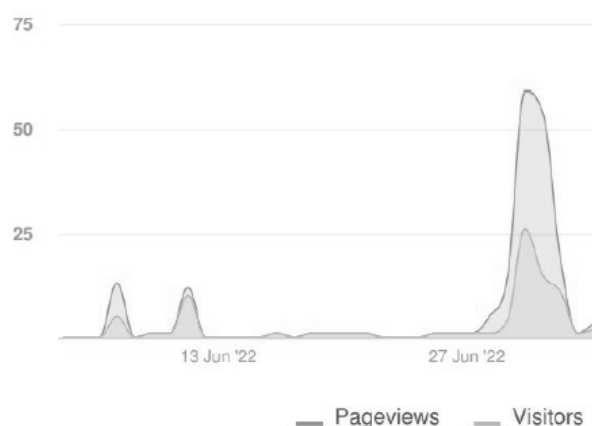
This newsletter was sent to 4,047 subscribers and was opened by 1,710 recipients (43.06%). 50 people clicked through to the Have Your Say website from the draft Volunteer Policy specifically.

Have Your Say

The following graph summarises the user activity for the exhibition period.

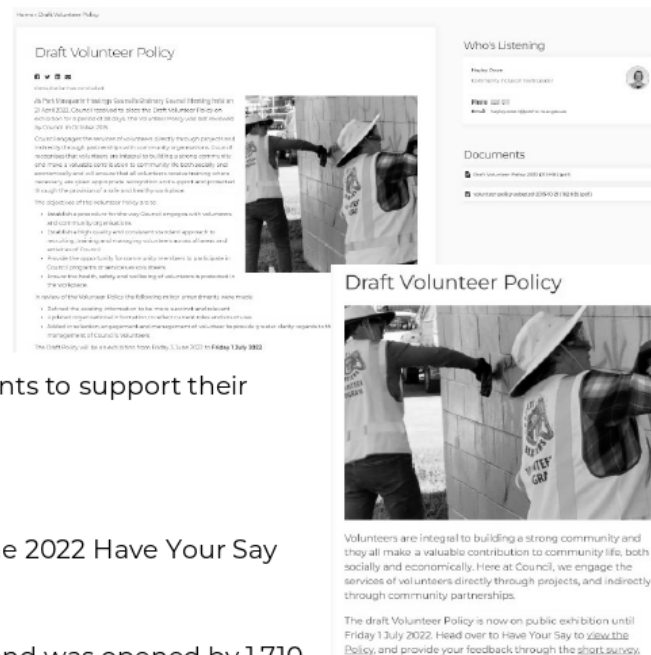
The draft Volunteer Policy 2022 was downloaded 24 times.

Visitors Summary



Highlights

TOTAL VISITS	88	MAX VISITORS PER DAY	26
NEW REGISTRATIONS	0		
ENGAGED VISITORS	3	INFORMED VISITORS	26
		AWARE VISITORS	82



ENGAGEMENT SUMMARY

Results/Conclusion

During the public exhibition period, three submissions have been received. Of these submissions, two are from community members and one from a Port Macquarie volunteer community group. From the three submissions received, the following questions have been raised:

- Does this mean each individual should register as a volunteer with PMHC?
- What are the benefits for volunteers who do this?
- Is it meant for short term volunteering for events, e.g. Iron Man volunteers?
- What would it mean for volunteer organisations that have annual memberships, and have their own Public Liability Insurance? Some are quite large, e.g. Port Macquarie Landcare has more than 100 members.
- What if volunteer organisations have employees (even short-term ones as part of their project?)
- Are they treated differently?
- Who selects and inducts a volunteer?
- How does the Volunteer Centre fit in?
- Do volunteer organisations have to use its services?
- What is the process for volunteers who may have work obligations through Centrelink?
- Would PMHC be responsible?

The following points provide a summary of the responses received through Have Your Say:

- Volunteers should not be used to defray the costs of profitable events.
- Port Macquarie-Hastings Council should be investing in long term volunteering.
- The Volunteer Policy does not adequately address how Council can assist in recruiting volunteers for community organisations.
- Section 2.3 b of the Volunteer Policy is neither realistic nor practical in relation to community organisations in requiring volunteers to be approved and inducted by Council before undertaking any volunteering duties.
- More emphasis is required in this policy regarding Council assistance for community organisations working to improve the amenity and conservation value of Council owned natural areas.
- Appears to be over managed and seems a lot of work to be a Volunteer, giving your time and effort for free.

Next Steps

The draft Volunteer Policy will be presented to the July 2022 Council Meeting with a staff recommendation for adoption.

ENGAGEMENT SUMMARY

Appendix

Submissions (redacted)

Q1 Please provide feedback on the Draft Volunteer Policy below

Screen Name Redacted
6/29/2022 05:23 PM

i read the Draft Volunteer Policy and the PMHC's Code of Conduct, Work Health & Safety, Volunteer Handbook, looks to be over managed to me, seems a lot of work to be a Volunteer, giving your time and effort for free.

Screen Name Redacted
6/30/2022 05:07 PM

I am writing as President of Port Macquarie Landcare Group Inc, a volunteer organisation working to restore and regenerate Council owned bushland. Our group has over 120 members and we undertake working bees on a number of Council bushland reserves in Port Macquarie. Our work is supported by Council's Natural Resources Management (NRM) Unit and the Landcare Nursery, also run by volunteers from our organisation. I consider that the Volunteer Policy does not adequately address how Council can assist in recruiting volunteers for community organisations such as ours. Our volunteers are aging and we don't have the time and resources to undertake a major recruiting process. An objective in the volunteer policy should be to assist community organisations that are working to improve Council assets, to recruit volunteers. Also section 2.3 b of the Volunteer Policy is neither realistic nor practical in relation to community organisations, in requiring volunteers to be approved and inducted by Council before undertaking any volunteering duties. The project manager(s) for our various bushland sites liaise closely with Council's NRM team and we are required to operate according to Council's O.H&S policies and procedures, protocols and practices for bush regeneration and plans of management for Council's reserves. We then brief our volunteers on requirements such as safe working practices and risk assessments. Please give more emphasis in this policy to Council assistance for community organisations working to improve the amenity and conservation value of Council owned natural areas. Thanking you Yours sincerely Les Mitchell President Port Macquarie Landcare Group Inc

Screen Name Redacted
6/30/2022 06:01 PM

There is a big opportunity to invest in volunteering in our LGA, to engage our many mature residents who have energy and skills. Volunteering can integrate newcomers into our community and can impart new work skills to help people find work. People volunteer to support their community and to help others. So the commodification of volunteers is a disappointing trend. Short-term events or projects may suit some volunteers, but does it mean someone misses out on paid work? The aim should be for the community as a whole to benefit and be seen to benefit, not only businesses. Volunteers should not be used to defray the costs of profitable events. Local

ENGAGEMENT SUMMARY

government is best placed to build a diverse sustainable economy, especially in this time of disruption and the threat of climate change. PMHC should invest in long-term volunteering, the organisations that make it possible, and their projects. Examples are volunteers in Kooloonbung, Mrs York's Garden, Landcare. These people protect the natural assets that our area thrives on, supporting tourism, holidays and services - from universities to restaurants. Re 2b. 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 Does this mean each individual should register as a volunteer with PMHC? What are the benefits for volunteers who do this? Is it meant for short term volunteering for events, e.g. Iron Man volunteers? What would it mean for volunteer organisations that have annual memberships, and have their own Public Liability Insurance? Some are quite large, e.g. Port Macquarie Landcare has more than 100 members. What if volunteer organisations have employees (even short-term ones as part of their project?) Are they treated differently? Who selects and inducts a volunteer? How does the Volunteer Centre fit in? Do volunteer organisations have to use its services? What is the process for volunteers who may have work obligations through Centrelink? Would PMHC be responsible?

Optional question (3 response(s), 0 skipped)

Question type: Essay Question

Port Macquarie-Hastings Council

Code of Conduct

July 2022

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PART 1 INTRODUCTION

The Model Code of Conduct sets the minimum standards of conduct for council officials. It is prescribed by regulation to assist council officials to:

- understand and comply with the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- act in a way that enhances public confidence in local government.

Section 440 of the LGA requires every council and joint organisation to adopt a code of conduct that incorporates the provisions of the Model Code of Conduct. A council's adopted code of conduct may also include provisions that supplement the Model Code of Conduct and that extend its application to persons that are not "council officials" for the purposes of the Model Code of Conduct (eg volunteers, contractors and members of wholly advisory committees).

A council's or joint organisation's adopted code of conduct has no effect to the extent that it is inconsistent with the Model Code of Conduct. However, a council's or joint organisation's adopted code of conduct may prescribe requirements that are more onerous than those prescribed in the Model Code of Conduct.

Councillors, administrators, members of staff of councils, delegates of councils, (including members of council committees that are delegates of a council) and any other person a council's adopted code of conduct applies to, must comply with the applicable provisions of their council's code of conduct. It is the personal responsibility of council officials to comply with the standards in the code and to regularly review their personal circumstances and conduct with this in mind.

Failure by a Councillor to comply with the standards of conduct prescribed under this code constitutes misconduct for the purposes of the LGA. The LGA provides for a range of penalties that may be imposed on Councillors for misconduct, including suspension or disqualification from civic office. A Councillor who has been suspended on three or more occasions for misconduct is automatically disqualified from holding civic office for five years. Failure by a member of staff to comply with a council's code of conduct may give rise to disciplinary action.

Note: References in the Model Code of Conduct to councils are also to be taken as references to county councils and joint organisations.

Note: In adopting the Model Code of Conduct, joint organisations should adapt it to substitute the terms "board" for "council", "chairperson" for "Mayor", "voting representative" for "Councillor" and "executive officer" for "Chief Executive Officer".

Note: In adopting the Model Code of Conduct, county councils should adapt it to substitute the term "chairperson" for "Mayor" and "member" for "Councillor".

PART 2 DEFINITIONS

In this code the following terms have the following meanings:

administrator	an administrator of a council appointed under the LGA other than an administrator appointed under section 66
committee	see the definition of “council committee”
complaint	a code of conduct complaint made for the purposes of clauses 4.1 and 4.2 of the Procedures.
conduct	includes acts and omissions
council	includes county councils and joint organisations
council committee	a committee established by a council comprising of Councillors, staff or other persons that the council has delegated functions to and the council’s audit, risk and improvement committee
council committee member	a person other than a Councillor or member of staff of a council who is a member of a council committee other than a wholly advisory committee, and a person other than a Councillor who is a member of the council’s audit, risk and improvement committee
council official	includes Councillors, members of staff of a council, administrators, council committee members, delegates of council and, for the purposes of clause 4.16, council advisers
Councillor	any person elected or appointed to civic office, including the Mayor and includes members and chairpersons of county councils and voting representatives of the boards of joint organisations and chairpersons of joint organisations
delegate of council	a person (other than a Councillor or member of staff of a council) or body, and the individual members of that body, to whom a function of the council is delegated
designated person	a person referred to in clause 4.8
election campaign	includes council, state and federal election campaigns
environmental planning instrument	has the same meaning as it has in the <i>Environmental Planning and Assessment Act 1979</i>

Chief Executive Officer	includes general manager when referring to the Procedures or the Local Government Act or Regulations or the executive officer of a joint organisation
joint organisation	a joint organisation established under section 400O of the LGA
LGA	<i>Local Government Act 1993</i>
local planning panel	a local planning panel constituted under the <i>Environmental Planning and Assessment Act 1979</i>
Mayor	includes the chairperson of a county council or a joint organisation
members of staff of a council	includes members of staff of county councils and joint organisations
the Office	Office of Local Government
personal information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion
the Procedures	the <i>Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW</i> prescribed under the Regulation
the Regulation	the <i>Local Government (General) Regulation 2005</i>
voting representative	a voting representative of the board of a joint organisation
wholly advisory committee	a council committee that the council has not delegated any functions to

PART 3 GENERAL CONDUCT OBLIGATIONSGeneral conduct

- 3.1 You must not conduct yourself in a manner that:
- a) is likely to bring the council or other council officials into disrepute
 - b) is contrary to statutory requirements or the council's administrative requirements or policies
 - c) is improper or unethical
 - d) is an abuse of power
 - e) causes, comprises or involves intimidation or verbal abuse
 - f) involves the misuse of your position to obtain a private benefit
 - g) constitutes harassment or bullying behaviour under this code, or is unlawfully discriminatory.
- 3.2 You must act lawfully and honestly, and exercise a reasonable degree of care and diligence in carrying out your functions under the LGA or any other Act. (*section 439*).

3.3 You must treat others with respect at all times.

Fairness and equity

- 3.4 You must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner.
- 3.5 You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.
- 3.6 An act or omission in good faith, whether or not it involves error, will not constitute a breach of clauses **3.4 or 3.5**.

Harassment and discrimination

- 3.7 You must not harass or unlawfully discriminate against others, or support others who harass or unlawfully discriminate against others, on the grounds of age, disability, race (including colour, national or ethnic origin or immigrant status), sex, pregnancy, marital or relationship status, family responsibilities or breastfeeding, sexual orientation, gender identity or intersex status or political, religious or other affiliation.
- 3.8 For the purposes of this code, "harassment" is any form of behaviour towards a person that:
- a) is not wanted by the person
 - b) offends, humiliates or intimidates the person, and
 - c) creates a hostile environment.

Bullying

3.9 You must not engage in bullying behaviour towards others.

3.10 For the purposes of this code, "bullying behaviour" is any behaviour in which:

- a) a person or a group of people repeatedly behaves unreasonably towards another person or a group of persons, and
- b) the behaviour creates a risk to health and safety.

3.11 Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:

- a) aggressive, threatening or intimidating conduct
- b) belittling or humiliating comments
- c) spreading malicious rumours
- d) teasing, practical jokes or 'initiation ceremonies'
- e) exclusion from work-related events
- f) unreasonable work expectations, including too much or too little work, or work below or beyond a worker's skill level
- g) displaying offensive material
- h) pressure to behave in an inappropriate manner.

3.12 Reasonable management action carried out in a reasonable manner does not constitute bullying behaviour for the purposes of this code. Examples of reasonable management action may include, but are not limited to:

- a) performance management processes
- b) disciplinary action for misconduct
- c) informing a worker about unsatisfactory work performance or inappropriate work behaviour
- d) directing a worker to perform duties in keeping with their job
- e) maintaining reasonable workplace goals and standards
- f) legitimately exercising a regulatory function
- g) legitimately implementing a council policy or administrative processes.

Work health and safety

3.13 All council officials, including Councillors, owe statutory duties under the *Work Health and Safety Act 2011* (WHS Act). You must comply with your duties under the WHS Act and your responsibilities under any policies or procedures adopted by the council to ensure workplace health and safety. Specifically, you must:

- a) take reasonable care for your own health and safety
- b) take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons
- c) comply, so far as you are reasonably able, with any reasonable instruction that is given to ensure compliance with the WHS Act and any policies or procedures adopted by the council to ensure workplace health and safety
- d) cooperate with any reasonable policy or procedure of the council relating to workplace health or safety that has been notified to council staff
- e) report accidents, incidents, near misses, to the Chief Executive Officer or such other staff member nominated by the Chief Executive Officer, and take part in any incident investigations

- f) so far as is reasonably practicable, consult, co-operate and coordinate with all others who have a duty under the WHS Act in relation to the same matter.

Land use planning, development assessment and other regulatory functions

- 3.14 You must ensure that land use planning, development assessment and other regulatory decisions are properly made, and that all parties are dealt with fairly. You must avoid any occasion for suspicion of improper conduct in the exercise of land use planning, development assessment and other regulatory functions.
- 3.15 In exercising land use planning, development assessment and other regulatory functions, you must ensure that no action, statement or communication between yourself and others conveys any suggestion of willingness to improperly provide concessions or preferential or unduly unfavourable treatment.

Binding caucus votes

- 3.16 You must not participate in binding caucus votes in relation to matters to be considered at a council or committee meeting.
- 3.17 For the purposes of clause 3.16, a binding caucus vote is a process whereby a group of Councillors are compelled by a threat of disciplinary or other adverse action to comply with a predetermined position on a matter before the council or committee, irrespective of the personal views of individual members of the group on the merits of the matter before the council or committee.
- 3.18 Clause 3.16 does not prohibit Councillors from discussing a matter before the council or committee prior to considering the matter in question at a council or committee meeting, or from voluntarily holding a shared view with other Councillors on the merits of a matter.
- 3.19 Clause 3.16 does not apply to a decision to elect the Mayor or deputy Mayor, or to nominate a person to be a member of a council committee or a representative of the council on an external body.

Obligations in relation to meetings

- 3.20 You must comply with rulings by the chair at council and committee meetings or other proceedings of the council unless a motion dissenting from the ruling is passed.
- 3.21 You must not engage in bullying behaviour (as defined under this Part) towards the chair, other council officials or any members of the public present during council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions).
- 3.22 You must not engage in conduct that disrupts council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions), or that would otherwise be inconsistent with the orderly conduct of meetings.

3.23 If you are a Councillor, you must not engage in any acts of disorder or other conduct that is intended to prevent the proper or effective functioning of the council, or of a committee of the council. Without limiting this clause, you must not:

- a) leave a meeting of the council or a committee for the purposes of depriving the meeting of a quorum, or
- b) submit a rescission motion with respect to a decision for the purposes of voting against it to prevent another Councillor from submitting a rescission motion with respect to the same decision, or
- c) deliberately seek to impede the consideration of business at a meeting.

PART 4 PECUNIARY INTERESTSWhat is a pecuniary interest?

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

What interests do not have to be disclosed?

- 4.6 You do not have to disclose the following interests for the purposes of this Part:
- (a) your interest as an elector
 - (b) your interest as a ratepayer or person liable to pay a charge
 - (c) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is

offered to the public generally, or to a section of the public that includes persons who are not subject to this code

- (d) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to your relative by the council in the same manner and subject to the same conditions as apply to persons who are not subject to this code
- (e) an interest you have as a member of a club or other organisation or association, unless the interest is as the holder of an office in the club or organisation (whether remunerated or not)
- (f) if you are a council committee member, an interest you have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if you have been appointed to represent the organisation or group on the council committee
- (g) an interest you have relating to a contract, proposed contract or other matter, if the interest arises only because of a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company
- (h) an interest you have arising from the proposed making by the council of an agreement between the council and a corporation, association or partnership, being a corporation, association or partnership that has more than 25 members, if the interest arises because your relative is a shareholder (but not a director) of the corporation, or is a member (but not a member of the committee) of the association, or is a partner of the partnership
- (i) an interest you have arising from the making by the council of a contract or agreement with your relative for, or in relation to, any of the following, but only if the proposed contract or agreement is similar in terms and conditions to such contracts and agreements as have been made, or as are proposed to be made, by the council in respect of similar matters with other residents of the area:
 - i) the performance by the council at the expense of your relative of any work or service in connection with roads or sanitation
 - ii) security for damage to footpaths or roads
 - iii) any other service to be rendered, or act to be done, by the council by or under any Act conferring functions on the council, or by or under any contract
- (j) an interest relating to the payment of fees to Councillors (including the Mayor and deputy Mayor)
- (k) an interest relating to the payment of expenses and the provision of facilities to Councillors (including the Mayor and deputy Mayor) in accordance with a policy under section 252 of the LGA,
- (l) an interest relating to an election to the office of Mayor arising from the fact that a fee for the following 12 months has been determined for the office of Mayor
- (m) an interest of a person arising from the passing for payment of a regular account for the wages or salary of an employee who is a relative of the person

- (n) an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a Councillor or a council committee member
- (o) an interest arising from the appointment of a Councillor to a body as a representative or delegate of the council, whether or not a fee or other recompense is payable to the representative or delegate.

4.7 For the purposes of clause 4.6, "relative" has the same meaning as in clause 4.4, but includes your spouse or de facto partner.

What disclosures must be made by a designated person?

4.8 Designated persons include:

- (a) the Chief Executive Officer
- (b) other senior staff of the council for the purposes of section 332 of the LGA
- (c) a person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest
- (d) a person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council's functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.

4.9 A designated person:

- (a) must prepare and submit written returns of interests in accordance with clauses 4.21, and
- (b) must disclose pecuniary interests in accordance with clause 4.10.

4.10 A designated person must disclose in writing to the Chief Executive Officer (or if the person is the Chief Executive Officer, to the council) the nature of any pecuniary interest the person has in any council matter with which the person is dealing as soon as practicable after becoming aware of the interest.

4.11 Clause 4.10 does not require a designated person who is a member of staff of the council to disclose a pecuniary interest if the interest relates only to the person's salary as a member of staff, or to their other conditions of employment.

4.12 The Chief Executive Officer must, on receiving a disclosure from a designated person, deal with the matter to which the disclosure relates or refer it to another person to deal with.

- 4.13 A disclosure by the Chief Executive Officer must, as soon as practicable after the disclosure is made, be laid on the table at a meeting of the council and the council must deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council staff other than designated persons?

- 4.14 A member of staff of council, other than a designated person, must disclose in writing to their manager or the Chief Executive Officer the nature of any pecuniary interest they have in a matter they are dealing with as soon as practicable after becoming aware of the interest.
- 4.15 The staff member's manager or the Chief Executive Officer must, on receiving a disclosure under clause 4.14, deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council advisers?

- 4.16 A person who, at the request or with the consent of the council or a council committee, gives advice on any matter at any meeting of the council or committee, must disclose the nature of any pecuniary interest the person has in the matter to the meeting at the time the advice is given. The person is not required to disclose the person's interest as an adviser.
- 4.17 A person does not breach clause 4.16 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.

What disclosures must be made by a council committee member?

- 4.18 A council committee member must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29.
- 4.19 For the purposes of clause 4.18, a "council committee member" includes a member of staff of council who is a member of the committee.

What disclosures must be made by a Councillor?

- 4.20 A Councillor:
- (a) must prepare and submit written returns of interests in accordance with clause 4.21, and
 - (b) must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29 where it is applicable.

Disclosure of interests in written returns

- 4.21 A Councillor or designated person must make and lodge with the Chief Executive Officer a return in the form set out in schedule 2 to this code, disclosing the Councillor's or designated person's interests as specified in schedule 1 to this code within 3 months after:
- (a) becoming a Councillor or designated person, and
 - (b) 30 June of each year, and
 - (c) the Councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

- 4.22 A person need not make and lodge a return under clause 4.21, paragraphs (a) and (b) if:
- (a) they made and lodged a return under that clause in the preceding 3 months, or
 - (b) they have ceased to be a Councillor or designated person in the preceding 3 months.
- 4.23 A person must not make and lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.
- 4.24 The Chief Executive Officer must keep a register of returns required to be made and lodged with the Chief Executive Officer.
- 4.25 Returns required to be lodged with the Chief Executive Officer under clause 4.21(a) and (b) must be tabled at the first meeting of the council after the last day the return is required to be lodged.
- 4.26 Returns required to be lodged with the Chief Executive Officer under clause 4.21(c) must be tabled at the next council meeting after the return is lodged.
- 4.27 Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

Disclosure of pecuniary interests at meetings

- 4.28 A Councillor or a council committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.
- 4.29 The Councillor or council committee member must not be present at, or in sight of, the meeting of the council or committee:
- (a) at any time during which the matter is being considered or discussed by the council or committee, or
 - (b) at any time during which the council or committee is voting on any question in relation to the matter.
- 4.30 In the case of a meeting of a board of a joint organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.28 and 4.29 where they participate in the meeting by telephone or other electronic means.
- 4.31 A disclosure made at a meeting of a council or council committee must be recorded in the minutes of the meeting.
- 4.32 A general notice may be given to the Chief Executive Officer in writing by a Councillor or a council committee member to the effect that the Councillor or

council committee member, or the Councillor's or council committee member's spouse, de facto partner or relative, is:

- (a) a member of, or in the employment of, a specified company or other body, or
- (b) a partner of, or in the employment of, a specified person.

Such a notice is, unless and until the notice is withdrawn or until the end of the term of the council in which it is given (whichever is the sooner), sufficient disclosure of the Councillor's or council committee member's interest in a matter relating to the specified company, body or person that may be the subject of consideration by the council or council committee after the date of the notice.

- 4.33 A Councillor or a council committee member is not prevented from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the Councillor or council committee member has an interest in the matter of a kind referred to in clause 4.6.
- 4.34 A person does not breach clauses 4.28 or 4.29 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.
- 4.35 Despite clause 4.29, a Councillor who has a pecuniary interest in a matter may participate in a decision to delegate consideration of the matter in question to another body or person.
- 4.36 Clause 4.29 does not apply to a Councillor who has a pecuniary interest in a matter that is being considered at a meeting if:
 - (a) the matter is a proposal relating to:
 - (i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or
 - (ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and
 - (b) the pecuniary interest arises only because of an interest of the Councillor in the Councillor's principal place of residence or an interest of another person (whose interests are relevant under clause 4.3) in that person's principal place of residence, and
 - (c) the Councillor made a special disclosure under clause 4.37 in relation to the interest before the commencement of the meeting.
- 4.37 A special disclosure of a pecuniary interest made for the purposes of clause 4.36(c) must:
 - (a) be in the form set out in schedule 3 of this code and contain the information required by that form, and
 - (b) be laid on the table at a meeting of the council as soon as practicable after the disclosure is made, and the information contained in the special disclosure is to be recorded in the minutes of the meeting.

- 4.38 The Minister for Local Government may, conditionally or unconditionally, allow a Councillor or a council committee member who has a pecuniary interest in a matter with which the council is concerned to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:
- (a) that the number of Councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
 - (b) that it is in the interests of the electors for the area to do so.
- 4.39 A Councillor or a council committee member with a pecuniary interest in a matter who is permitted to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter under clause 4.38, must still disclose the interest they have in the matter in accordance with clause 4.28.

PART 5 NON-PECUNIARY CONFLICTS OF INTERESTWhat is a non-pecuniary conflict of interest?

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

Managing non-pecuniary conflicts of interest

- 5.6 Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the Chief Executive Officer, such a disclosure is to be made to the staff member's manager. In the case of the Chief Executive Officer, such a disclosure is to be made to the Mayor.
- 5.7 If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.
- 5.8 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.
- 5.9 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:
 - a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly

close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the council official's extended family that the council official has a close personal relationship with, or another person living in the same household

- b) other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
- c) an affiliation between the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.
- d) membership, as the council's representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter
- e) a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
- f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.

5.10 Significant non-pecuniary conflicts of interest must be managed in one of two ways:

- a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
- b) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29.

5.11 If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.

5.12 If you are a member of staff of council other than the Chief Executive Officer, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of your manager. In the case of the Chief Executive Officer, the decision on which option should

be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of the Mayor.

- 5.13 Despite clause 5.10(b), a Councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.
- 5.14 Council committee members are not required to declare and manage a non-pecuniary conflict of interest in accordance with the requirements of this Part where it arises from an interest they have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if they have been appointed to represent the organisation or group on the council committee.

Political donations

- 5.15 Councillors should be aware that matters before council or committee meetings involving their political donors may also give rise to a non-pecuniary conflict of interest.
- 5.16 Where you are a Councillor and have received or knowingly benefitted from a reportable political donation:
- a) made by a major political donor in the previous four years, and
 - b) the major political donor has a matter before council,
- you must declare a non-pecuniary conflict of interest in the matter, disclose the nature of the interest, and manage the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29. A disclosure made under this clause must be recorded in the minutes of the meeting.
- 5.17 For the purposes of this Part:
- a) a “reportable political donation” has the same meaning as it has in section 6 of the *Electoral Funding Act 2018*
 - b) “major political donor” has the same meaning as it has in the *Electoral Funding Act 2018*.
- 5.18 Councillors should note that political donations that are not a “reportable political donation”, or political donations to a registered political party or group by which a Councillor is endorsed, may still give rise to a non-pecuniary conflict of interest. Councillors should determine whether or not such conflicts are significant for the purposes of clause 5.9 and take the appropriate action to manage them.
- 5.19 Despite clause 5.16, a Councillor who has received or knowingly benefitted from a reportable political donation of the kind referred to in that clause, may participate in a decision to delegate consideration of the matter in question to another body or person.

Loss of quorum as a result of compliance with this Part

- 5.20 A Councillor who would otherwise be precluded from participating in the consideration of a matter under this Part because they have a non-pecuniary

conflict of interest in the matter is permitted to participate in consideration of the matter if:

- a) the matter is a proposal relating to:
 - i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or
 - ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and
- b) the non-pecuniary conflict of interest arises only because of an interest that a person has in that person's principal place of residence, and
- c) the Councillor discloses the interest they have in the matter that would otherwise have precluded their participation in consideration of the matter under this Part in accordance with clause 5.6.

5.21 The Minister for Local Government may, conditionally or unconditionally, allow a Councillor or a council committee member who is precluded under this Part from participating in the consideration of a matter to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:

- a) that the number of Councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
- b) that it is in the interests of the electors for the area to do so.

5.22 Where the Minister exempts a Councillor or committee member from complying with a requirement under this Part under clause 5.21, the Councillor or committee member must still disclose any interests they have in the matter the exemption applies to, in accordance with clause 5.6.

Other business or employment

5.23 The Chief Executive Officer must not engage, for remuneration, in private employment, contract work or other business outside the service of the council without the approval of the council.

5.24 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council or that might conflict with the staff member's council duties unless they have notified the Chief Executive Officer in writing of the employment, work or business and the Chief Executive Officer has given their written approval for the staff member to engage in the employment, work or business.

5.25 The Chief Executive Officer may at any time prohibit a member of staff from engaging, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council, or that might conflict with the staff member's council duties.

- 5.26 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council if prohibited from doing so.
- 5.27 Members of staff must ensure that any outside employment, work or business they engage in will not:
- a) conflict with their official duties
 - b) involve using confidential information or council resources obtained through their work with the council including where private use is permitted
 - c) require them to work while on council duty
 - d) discredit or disadvantage the council
 - e) pose, due to fatigue, a risk to their health or safety, or to the health and safety of their co-workers.

Personal dealings with council

- 5.28 You may have reason to deal with your council in your personal capacity (for example, as a ratepayer, recipient of a council service or applicant for a development consent granted by council). You must not expect or request preferential treatment in relation to any matter in which you have a private interest because of your position. You must avoid any action that could lead members of the public to believe that you are seeking preferential treatment.
- 5.29 You must undertake any personal dealings you have with the council in a manner that is consistent with the way other members of the community deal with the council. You must also ensure that you disclose and appropriately manage any conflict of interest you may have in any matter in accordance with the requirements of this code.

PART 6 PERSONAL BENEFIT

- 6.1 For the purposes of this Part, a gift or a benefit is something offered to or received by a council official or someone personally associated with them for their personal use and enjoyment.
- 6.2 A reference to a gift or benefit in this Part does not include:
- a) items with a value of \$10 or less
 - b) a political donation for the purposes of the *Electoral Funding Act 2018*
 - c) a gift provided to the council as part of a cultural exchange or sister-city relationship that is not converted for the personal use or enjoyment of any individual council official or someone personally associated with them
 - d) a benefit or facility provided by the council to an employee or Councillor
 - e) attendance by a council official at a work-related event or function for the purposes of performing their official duties, or
 - f) free or subsidised meals, beverages or refreshments provided to council officials in conjunction with the performance of their official duties such as, but not limited to:
 - i) the discussion of official business
 - ii) work-related events such as council-sponsored or community events, training, education sessions or workshops
 - iii) conferences
 - iv) council functions or events
 - v) social functions organised by groups, such as council committees and community organisations.

Gifts and benefits

- 6.3 You must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from you or from the council, through the provision of gifts, benefits or hospitality of any kind to you or someone personally associated with you.
- 6.4 A gift or benefit is deemed to have been accepted by you for the purposes of this Part, where it is received by you or someone personally associated with you.

How are offers of gifts and benefits to be dealt with?

- 6.5 You must not:
- a) seek or accept a bribe or other improper inducement
 - b) seek gifts or benefits of any kind
 - c) accept any gift or benefit that may create a sense of obligation on your part, or may be perceived to be intended or likely to influence you in carrying out your public duty
 - d) subject to clause 6.7, accept any gift or benefit of more than token value as defined by clause 6.9

- e) accept an offer of cash or a cash-like gift as defined by clause 6.13, regardless of the amount
 - f) participate in competitions for prizes where eligibility is based on the council being in or entering into a customer–supplier relationship with the competition organiser
 - g) personally benefit from reward points programs when purchasing on behalf of the council.
- 6.6 Where you receive a gift or benefit of any value other than one referred to in clause 6.2, you must disclose this promptly to your manager or the Chief Executive Officer in writing. The recipient, manager, or Chief Executive Officer must ensure that, at a minimum, the following details are recorded in the council's gift register:
- a) the nature of the gift or benefit
 - b) the estimated monetary value of the gift or benefit
 - c) the name of the person who provided the gift or benefit, and
 - d) the date on which the gift or benefit was received.
- 6.7 Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the council, unless the nature of the gift or benefit makes this impractical.

Gifts and benefits of token value

- 6.8 You may accept gifts and benefits of token value. Gifts and benefits of token value are one or more gifts or benefits received from a person or organisation over a 12-month period that, when aggregated, do not exceed a value of \$50. They include, but are not limited to:
- a) invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed \$50
 - b) gifts of alcohol that do not exceed a value of \$50
 - c) ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like
 - d) prizes or awards that do not exceed \$50 in value.

Gifts and benefits of more than token value

- 6.9 Gifts or benefits that exceed \$50 in value are gifts or benefits of more than token value for the purposes of clause 6.5(d) and, subject to clause 6.7, must not be accepted.
- 6.10 Gifts and benefits of more than token value include, but are not limited to, tickets to major sporting events (such as international matches or matches in national sporting codes) with a ticket value that exceeds \$50, corporate hospitality at a corporate facility at major sporting events, free or discounted products or services for personal use provided on terms that are not available to the general public or a broad class of persons, the use of holiday homes, artworks, free or discounted travel.
- 6.11 Where you have accepted a gift or benefit of token value from a person or organisation, you must not accept a further gift or benefit from the same person or organisation or another person associated with that person or organisation within a single 12-month period where the value of the gift, added to the value of

earlier gifts received from the same person or organisation, or a person associated with that person or organisation, during the same 12-month period would exceed \$50 in value.

- 6.12 For the purposes of this Part, the value of a gift or benefit is the monetary value of the gift or benefit inclusive of GST.

"Cash-like gifts"

- 6.13 For the purposes of clause 6.5(e), "cash-like gifts" include, but are not limited to, gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internet credit, lottery tickets, memberships or entitlements to discounts that are not available to the general public or a broad class of persons.

Improper and undue influence

- 6.14 You must not use your position to influence other council officials in the performance of their official functions to obtain a private benefit for yourself or for somebody else. A Councillor will not be in breach of this clause where they seek to influence other council officials through the proper exercise of their role as prescribed under the LGA.
- 6.15 You must not take advantage (or seek to take advantage) of your status or position with council, or of functions you perform for council, in order to obtain a private benefit for yourself or for any other person or body.

PART 7 RELATIONSHIPS BETWEEN COUNCIL OFFICIALSObligations of Councillors and administrators

7.1 Each council is a body politic. The Councillors or administrator/s are the governing body of the council. Under section 223 of the LGA, the role of the governing body of the council includes the development and endorsement of the strategic plans, programs, strategies and policies of the council, including those relating to workforce policy, and to keep the performance of the council under review.

7.2 Councillors or administrators must not:

- a) direct council staff other than by giving appropriate direction to the Chief Executive Officer by way of council or committee resolution, or by the Mayor or administrator exercising their functions under section 226 of the LGA
- b) in any public or private forum, direct or influence, or attempt to direct or influence, any other member of the staff of the council or a delegate of the council in the exercise of the functions of the staff member or delegate
- c) contact a member of the staff of the council on council-related business unless in accordance with the policy and procedures governing the interaction of Councillors and council staff that have been authorised by the council and the Chief Executive Officer
- d) contact or issue instructions to any of the council's contractors, including the council's legal advisers, unless by the Mayor or administrator exercising their functions under section 226 of the LGA.

7.3 Despite clause 7.2, Councillors may contact the council's external auditor or the chair of the council's audit risk and improvement committee to provide information reasonably necessary for the external auditor or the audit, risk and improvement committee to effectively perform their functions.

Obligations of staff

7.4 Under section 335 of the LGA, the role of the Chief Executive Officer includes conducting the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council, implementing without undue delay, lawful decisions of the council and ensuring that the Mayor and other Councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their official functions.

7.5 Members of staff of council must:

- a) give their attention to the business of the council while on duty
- b) ensure that their work is carried out ethically, efficiently, economically and effectively
- c) carry out reasonable and lawful directions given by any person having authority to give such directions
- d) give effect to the lawful decisions, policies and procedures of the council, whether or not the staff member agrees with or approves of them

- e) ensure that any participation in political activities outside the service of the council does not interfere with the performance of their official duties.

Inappropriate interactions

7.6 You must not engage in any of the following inappropriate interactions:

- a) Councillors and administrators approaching staff and staff organisations to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
- b) council staff approaching Councillors and administrators to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
- c) subject to clause 8.6, council staff refusing to give information that is available to other Councillors to a particular Councillor
- d) Councillors and administrators who have lodged an application with the council, discussing the matter with council staff in staff-only areas of the council
- e) Councillors and administrators approaching members of local planning panels or discussing any application that is either before the panel or that will come before the panel at some future time, except during a panel meeting where the application forms part of the agenda and the Councillor or administrator has a right to be heard by the panel at the meeting
- f) Councillors and administrators being overbearing or threatening to council staff
- g) council staff being overbearing or threatening to Councillors or administrators
- h) Councillors and administrators making personal attacks on council staff or engaging in conduct towards staff that would be contrary to the general conduct provisions in Part 3 of this code in public forums including social media
- i) Councillors and administrators directing or pressuring council staff in the performance of their work, or recommendations they should make
- j) council staff providing ad hoc advice to Councillors and administrators without recording or documenting the interaction as they would if the advice was provided to a member of the community
- k) council staff meeting with applicants or objectors alone AND outside office hours to discuss planning applications or proposals
- l) Councillors attending on-site inspection meetings with lawyers and/or consultants engaged by the council associated with current or proposed legal proceedings unless permitted to do so by the council's Chief Executive Officer or, in the case of the Mayor or administrator, unless they are exercising their functions under section 226 of the LGA.

PART 8 ACCESS TO INFORMATION AND COUNCIL RESOURCESCouncillor and administrator access to information

- 8.1 The Chief Executive Officer is responsible for ensuring that Councillors and administrators can access information necessary for the performance of their official functions. The Chief Executive Officer and public officer are also responsible for ensuring that members of the public can access publicly available council information under the *Government Information (Public Access) Act 2009* (the GIPA Act).
- 8.2 The Chief Executive Officer must provide Councillors and administrators with the information necessary to effectively discharge their official functions.
- 8.3 Members of staff of council must provide full and timely information to Councillors and administrators sufficient to enable them to exercise their official functions and in accordance with council procedures.
- 8.4 Members of staff of council who provide any information to a particular Councillor in the performance of their official functions must also make it available to any other Councillor who requests it and in accordance with council procedures.
- 8.5 Councillors and administrators who have a private interest only in council information have the same rights of access as any member of the public.
- 8.6 Despite clause 8.4, Councillors and administrators who are precluded from participating in the consideration of a matter under this code because they have a conflict of interest in the matter, are not entitled to request access to council information in relation to the matter unless the information is otherwise available to members of the public, or the council has determined to make the information available under the GIPA Act.

Councillors and administrators to properly examine and consider information

- 8.7 Councillors and administrators must ensure that they comply with their duty under section 439 of the LGA to act honestly and exercise a reasonable degree of care and diligence by properly examining and considering all the information provided to them relating to matters that they are required to make a decision on.

Refusal of access to information

- 8.8 Where the Chief Executive Officer or public officer determine to refuse access to information requested by a Councillor or administrator, they must act reasonably. In reaching this decision they must take into account whether or not the information requested is necessary for the Councillor or administrator to perform their official functions (see clause 8.2) and whether they have disclosed a conflict of interest in the matter the information relates to that would preclude their participation in consideration of the matter (see clause 8.6). The Chief Executive Officer or public officer must state the reasons for the decision if access is refused.

Use of certain council information

8.9 In regard to information obtained in your capacity as a council official, you must:

- a) subject to clause 8.14, only access council information needed for council business
- b) not use that council information for private purposes
- c) not seek or obtain, either directly or indirectly, any financial benefit or other improper advantage for yourself, or any other person or body, from any information to which you have access by virtue of your office or position with council
- d) only release council information in accordance with established council policies and procedures and in compliance with relevant legislation.

Use and security of confidential information

8.10 You must maintain the integrity and security of confidential information in your possession, or for which you are responsible.

8.11 In addition to your general obligations relating to the use of council information, you must:

- a) only access confidential information that you have been authorised to access and only do so for the purposes of exercising your official functions
- b) protect confidential information
- c) only release confidential information if you have authority to do so
- d) only use confidential information for the purpose for which it is intended to be used
- e) not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person
- f) not use confidential information with the intention to cause harm or detriment to the council or any other person or body
- g) not disclose any confidential information discussed during a confidential session of a council or committee meeting or any other confidential forum (such as, but not limited to, workshops or briefing sessions).

Personal information

8.12 When dealing with personal information you must comply with:

- a) the *Privacy and Personal Information Protection Act 1998*
- b) the *Health Records and Information Privacy Act 2002*
- c) the Information Protection Principles and Health Privacy Principles
- d) the council's privacy management plan
- e) the Privacy Code of Practice for Local Government

Use of council resources

8.13 You must use council resources ethically, effectively, efficiently and carefully in exercising your official functions, and must not use them for private purposes, except when supplied as part of a contract of employment (but not for private business purposes), unless this use is lawfully authorised and proper payment is made where appropriate.

- 8.14 Union delegates and consultative committee members may have reasonable access to council resources and information for the purposes of carrying out their industrial responsibilities, including but not limited to:
- a) the representation of members with respect to disciplinary matters
 - b) the representation of employees with respect to grievances and disputes
 - c) functions associated with the role of the local consultative committee.
- 8.15 You must be scrupulous in your use of council property, including intellectual property, official services, facilities, technology and electronic devices and must not permit their misuse by any other person or body.
- 8.16 You must avoid any action or situation that could create the appearance that council property, official services or public facilities are being improperly used for your benefit or the benefit of any other person or body.
- 8.17 You must not use council resources (including council staff), property or facilities for the purpose of assisting your election campaign or the election campaigns of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.
- 8.18 You must not use the council letterhead, council crests, council email or social media or other information that could give the appearance it is official council material:
- a) for the purpose of assisting your election campaign or the election campaign of others, or
 - b) for other non-official purposes.
- 8.19 You must not convert any property of the council to your own use unless properly authorised.

Internet access

- 8.20 You must not use council's computer resources or mobile or other devices to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature, or that could otherwise lead to criminal penalty or civil liability and/or damage the council's reputation.

Council record keeping

- 8.21 You must comply with the requirements of the *State Records Act 1998* and the council's records management policy.
- 8.22 All information created, sent and received in your official capacity is a council record and must be managed in accordance with the requirements of the *State Records Act 1998* and the council's approved records management policies and practices.
- 8.23 All information stored in either soft or hard copy on council supplied resources (including technology devices and email accounts) is deemed to be related to the business of the council and will be treated as council records, regardless of

whether the original intention was to create the information for personal purposes.

- 8.24 You must not destroy, alter, or dispose of council information or records, unless authorised to do so. If you need to alter or dispose of council information or records, you must do so in consultation with the council's records manager and comply with the requirements of the *State Records Act 1998*.

Councillor access to council buildings

- 8.25 Councillors and administrators are entitled to have access to the council chamber, committee room, Mayor's office (subject to availability), Councillors' rooms, and public areas of council's buildings during normal business hours and for meetings. Councillors and administrators needing access to these facilities at other times must obtain authority from the Chief Executive Officer.
- 8.26 Councillors and administrators must not enter staff-only areas of council buildings without the approval of the Chief Executive Officer (or their delegate) or as provided for in the procedures governing the interaction of Councillors and council staff.
- 8.27 Councillors and administrators must ensure that when they are within a staff only area they refrain from conduct that could be perceived to improperly influence council staff decisions.

PART 9 MAINTAINING THE INTEGRITY OF THIS CODEComplaints made for an improper purpose

- 9.1 You must not make or threaten to make a complaint or cause a complaint to be made alleging a breach of this code for an improper purpose.
- 9.2 For the purposes of clause 9.1, a complaint is made for an improper purpose where it is trivial, frivolous, vexatious or not made in good faith, or where it otherwise lacks merit and has been made substantially for one or more of the following purposes:
- a) to bully, intimidate or harass another council official
 - b) to damage another council official's reputation
 - c) to obtain a political advantage
 - d) to influence a council official in the exercise of their official functions or to prevent or disrupt the exercise of those functions
 - e) to influence the council in the exercise of its functions or to prevent or disrupt the exercise of those functions
 - f) to avoid disciplinary action under the Procedures
 - g) to take reprisal action against a person for making a complaint alleging a breach of this code
 - h) to take reprisal action against a person for exercising a function prescribed under the Procedures
 - i) to prevent or disrupt the effective administration of this code under the Procedures.

Detrimental action

- 9.3 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made alleging a breach of this code.
- 9.4 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for any function they have exercised under the Procedures.
- 9.5 For the purposes of clauses 9.3 and 9.4, a detrimental action is an action causing, comprising or involving any of the following:
- a) injury, damage or loss
 - b) intimidation or harassment
 - c) discrimination, disadvantage or adverse treatment in relation to employment
 - d) dismissal from, or prejudice in, employment
 - e) disciplinary proceedings.

Compliance with requirements under the Procedures

- 9.6 You must not engage in conduct that is calculated to impede or disrupt the consideration of a matter under the Procedures.
- 9.7 You must comply with a reasonable and lawful request made by a person exercising a function under the Procedures. A failure to make a written or oral

submission invited under the Procedures will not constitute a breach of this clause.

- 9.8 You must comply with a practice ruling made by the Office under the Procedures.

Disclosure of information about the consideration of a matter under the Procedures

- 9.9 All allegations of breaches of this code must be dealt with under and in accordance with the Procedures.

- 9.10 You must not allege breaches of this code other than by way of a complaint made or initiated under the Procedures.

- 9.11 You must not make allegations about, or disclose information about, suspected breaches of this code at council, committee or other meetings, whether open to the public or not, or in any other forum, whether public or not.

- 9.12 You must not disclose information about a complaint you have made alleging a breach of this code or any other matter being considered under the Procedures except for the purposes of seeking legal advice, unless the disclosure is otherwise permitted under the Procedures.

- 9.13 Nothing under this Part prevents a person from making a public interest disclosure to an appropriate public authority or investigative authority under the *Public Interest Disclosures Act 1994*.

Complaints alleging a breach of this Part

- 9.14 Complaints alleging a breach of this Part by a Councillor, the Chief Executive Officer or an administrator are to be managed by the Office. This clause does not prevent the Office from referring an alleged breach of this Part back to the council for consideration in accordance with the Procedures.

- 9.15 Complaints alleging a breach of this Part by other council officials are to be managed by the Chief Executive Officer in accordance with the Procedures.

**SCHEDULE 1: DISCLOSURES OF INTERESTS AND OTHER MATTERS IN
WRITTEN RETURNS SUBMITTED UNDER CLAUSE 4.21**Part 1: PreliminaryDefinitions

1. For the purposes of the schedules to this code, the following definitions apply:

address means:

- a) in relation to a person other than a corporation, the last residential or business address of the person known to the Councillor or designated person disclosing the address, or
- b) in relation to a corporation, the address of the registered office of the corporation in New South Wales or, if there is no such office, the address of the principal office of the corporation in the place where it is registered, or
- c) in relation to any real property, the street address of the property.

de facto partner has the same meaning as defined in section 21C of the *Interpretation Act 1987*.

disposition of property means a conveyance, transfer, assignment, settlement, delivery, payment or other alienation of property, including the following:

- a) the allotment of shares in a company
- b) the creation of a trust in respect of property
- c) the grant or creation of a lease, mortgage, charge, easement, licence, power, partnership or interest in respect of property
- d) the release, discharge, surrender, forfeiture or abandonment, at law or in equity, of a debt, contract or chose in action, or of an interest in respect of property
- e) the exercise by a person of a general power of appointment over property in favour of another person
- f) a transaction entered into by a person who intends by the transaction to diminish, directly or indirectly, the value of the person's own property and to increase the value of the property of another person.

gift means a disposition of property made otherwise than by will (whether or not by instrument in writing) without consideration, or with inadequate consideration, in money or money's worth passing from the person to whom the disposition was made to the person who made the disposition, but does not include a financial or other contribution to travel.

interest means:

- a) in relation to property, an estate, interest, right or power, at law or in equity, in or over the property, or

- b) in relation to a corporation, a relevant interest (within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth) in securities issued or made available by the corporation.

listed company means a company that is listed within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth.

occupation includes trade, profession and vocation.

professional or business association means an incorporated or unincorporated body or organisation having as one of its objects or activities the promotion of the economic interests of its members in any occupation.

property includes money.

return date means:

- a) in the case of a return made under clause 4.21(a), the date on which a person became a Councillor or designated person
- b) in the case of a return made under clause 4.21(b), 30 June of the year in which the return is made
- c) in the case of a return made under clause 4.21(c), the date on which the Councillor or designated person became aware of the interest to be disclosed.

relative includes any of the following:

- a) a person's spouse or de facto partner
- b) a person's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- c) a person's spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- d) the spouse or de facto partner of a person referred to in paragraphs (b) and (c).

travel includes accommodation incidental to a journey.

Matters relating to the interests that must be included in returns

- 2. *Interests etc. outside New South Wales:* A reference in this schedule or in schedule 2 to a disclosure concerning a corporation or other thing includes any reference to a disclosure concerning a corporation registered, or other thing arising or received, outside New South Wales.
- 3. *References to interests in real property:* A reference in this schedule or in schedule 2 to real property in which a Councillor or designated person has an interest includes a reference to any real property situated in Australia in which the Councillor or designated person has an interest.
- 4. *Gifts, loans etc. from related corporations:* For the purposes of this schedule and schedule 2, gifts or contributions to travel given, loans made, or goods

or services supplied, to a Councillor or designated person by two or more corporations that are related to each other for the purposes of section 50 of the *Corporations Act 2001* of the Commonwealth are all given, made or supplied by a single corporation.

Part 2: Pecuniary interests to be disclosed in returnsReal property

5. A person making a return under clause 4.21 of this code must disclose:
 - a) the street address of each parcel of real property in which they had an interest on the return date, and
 - b) the street address of each parcel of real property in which they had an interest in the period since 30 June of the previous financial year, and
 - c) the nature of the interest.
6. An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
 - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
 - b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to their duties as the holder of a position required to make a return.
7. An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a Councillor or designated person.
8. For the purposes of clause 5 of this schedule, "interest" includes an option to purchase.

Gifts

9. A person making a return under clause 4.21 of this code must disclose:
 - a) a description of each gift received in the period since 30 June of the previous financial year, and
 - b) the name and address of the donor of each of the gifts.
10. A gift need not be included in a return if:
 - a) it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
 - b) it was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
 - c) the donor was a relative of the donee, or
 - d) subject to paragraph (a), it was received prior to the person becoming a Councillor or designated person.
11. For the purposes of clause 10 of this schedule, the amount of a gift other than money is an amount equal to the value of the property given.

Contributions to travel

12. A person making a return under clause 4.21 of this code must disclose:
 - a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person in the period since 30 June of the previous financial year, and
 - b) the dates on which the travel was undertaken, and

- c) the names of the states and territories, and of the overseas countries, in which the travel was undertaken.
13. A financial or other contribution to any travel need not be disclosed under this clause if it:
- a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or council vehicles), or
 - b) was made by a relative of the traveller, or
 - c) was made in the ordinary course of an occupation of the traveller that is not related to their functions as the holder of a position requiring the making of a return, or
 - d) did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12-month period or less, or
 - e) was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
 - f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales, or to enable the traveller to represent the party within Australia, or
 - g) subject to paragraph (d) it was received prior to the person becoming a Councillor or designated person.
14. For the purposes of clause 13 of this schedule, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.

Interests and positions in corporations

15. A person making a return under clause 4.21 of this code must disclose:
- a) the name and address of each corporation in which they had an interest or held a position (whether remunerated or not) on the return date, and
 - b) the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
 - c) the nature of the interest, or the position held, in each of the corporations, and
 - d) a description of the principal objects (if any) of each of the corporations, except in the case of a listed company.
16. An interest in, or a position held in, a corporation need not be disclosed if the corporation is:
- a) formed for the purpose of providing recreation or amusement, or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
 - b) required to apply its profits or other income in promoting its objects, and
 - c) prohibited from paying any dividend to its members.
17. An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.

18. An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a Councillor or designated person.

Interests as a property developer or a close associate of a property developer

19. A person making a return under clause 4.21 of this code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.

20. For the purposes of clause 19 of this schedule:

close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the *Electoral Funding Act 2018*.

property developer has the same meaning as it has in Division 7 of Part 3 of the *Electoral Funding Act 2018*.

Positions in trade unions and professional or business associations

21. A person making a return under clause 4.21 of the code must disclose:
- a) the name of each trade union, and of each professional or business association, in which they held any position (whether remunerated or not) on the return date, and
 - b) the name of each trade union, and of each professional or business association, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
 - c) a description of the position held in each of the unions and associations.
22. A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a Councillor or designated person.

Dispositions of real property

23. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to re-acquire the property.
24. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
25. A disposition of real property need not be disclosed if it was made prior to a person becoming a Councillor or designated person.

Sources of income

26. A person making a return under clause 4.21 of this code must disclose:

- a) each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on the following 30 June, and
- b) each source of income received by the person in the period since 30 June of the previous financial year.

27. A reference in clause 26 of this schedule to each source of income received, or reasonably expected to be received, by a person is a reference to:

- a) in relation to income from an occupation of the person:
 - (i) a description of the occupation, and
 - (ii) if the person is employed or the holder of an office, the name and address of their employer, or a description of the office, and
 - (iii) if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
- b) in relation to income from a trust, the name and address of the settlor and the trustee, or
- c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which, the income was, or is reasonably expected to be, received.

28. The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.

29. The source of any income received by the person that they ceased to receive prior to becoming a Councillor or designated person need not be disclosed.

30. A fee paid to a Councillor or to the Mayor or deputy Mayor under sections 248 or 249 of the LGA need not be disclosed.

Debts

31. A person making a return under clause 4.21 of this code must disclose the name and address of each person to whom the person was liable to pay any debt:

- a) on the return date, and
- b) at any time in the period since 30 June of the previous financial year.

32. A liability to pay a debt must be disclosed by a person in a return made under clause 4.21 whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time in the period since 30 June of the previous financial year, as the case may be.

33. A liability to pay a debt need not be disclosed by a person in a return if:

- a) the amount to be paid did not exceed \$500 on the return date or in the period since 30 June of the previous financial year, as the case may be, unless:

- (i) the debt was one of two or more debts that the person was liable to pay to one person on the return date, or at any time in the period since 30 June of the previous financial year, as the case may be, and
- (ii) the amounts to be paid exceeded, in the aggregate, \$500, or
- b) the person was liable to pay the debt to a relative, or
- c) in the case of a debt arising from a loan of money the person was liable to pay the debt to an authorised deposit-taking institution or other person whose ordinary business includes the lending of money, and the loan was made in the ordinary course of business of the lender, or
- d) in the case of a debt arising from the supply of goods or services:
 - (i) the goods or services were supplied in the period of 12 months immediately preceding the return date, or were supplied in the period since 30 June of the previous financial year, as the case may be, or
 - (ii) the goods or services were supplied in the ordinary course of any occupation of the person that is not related to their duties as the holder of a position required to make a return, or
- e) subject to paragraph (a), the debt was discharged prior to the person becoming a Councillor or designated person.

Discretionary disclosures

34. A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.

**SCHEDULE 2: FORM OF WRITTEN RETURN OF INTERESTS SUBMITTED
UNDER CLAUSE 4.21**'Disclosures by Councillors and designated persons' return

1. The pecuniary interests and other matters to be disclosed in this return are prescribed by Schedule 1 of the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct).
2. If this is the first return you have been required to lodge with the Chief Executive Officer after becoming a Councillor or designated person, do not complete Parts C, D and I of the return. All other parts of the return should be completed with appropriate information based on your circumstances at the return date, that is, the date on which you became a Councillor or designated person.
3. If you have previously lodged a return with the Chief Executive Officer and you are completing this return for the purposes of disclosing a new interest that was not disclosed in the last return you lodged with the Chief Executive Officer, you must complete all parts of the return with appropriate information for the period from 30 June of the previous financial year or the date on which you became a Councillor or designated person, (whichever is the later date), to the return date which is the date you became aware of the new interest to be disclosed in your updated return.
4. If you have previously lodged a return with the Chief Executive Officer and are submitting a new return for the new financial year, you must complete all parts of the return with appropriate information for the 12-month period commencing on 30 June of the previous year to 30 June this year.
5. This form must be completed using block letters or typed.
6. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.
7. If there are no pecuniary interests or other matters of the kind required to be disclosed under a heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.

Important information

This information is being collected for the purpose of complying with clause 4.21 of the Model Code of Conduct.

You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular (see clause 4.23 of the Model Code of Conduct). Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the council, the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

The information collected on this form will be kept by the Chief Executive Officer in a register of returns. The Chief Executive Officer is required to table all returns at a council meeting.

Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

You have an obligation to keep the information contained in this return up to date. If you become aware of a new interest that must be disclosed in this return, or an interest that you have previously failed to disclose, you must submit an updated return within three months of becoming aware of the previously undisclosed interest.

Disclosure of pecuniary interests and other matters by [full name of Councillor or designated person]

as at [return date]

in respect of the period from [date] to [date]

[Councillor's or designated person's signature]
[date]

A. Real Property

Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest

B. Sources of income

1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from an occupation at any time since 30 June

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from a trust since 30 June

Name and address of settlor	Name and address of trustee

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

C. Gifts

Description of each gift I received at any time since 30 June	Name and address of donor
---	---------------------------

D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
---	--------------------------------------	---

E. Interests and positions in corporations

Name and address of each corporation in which I had an interest (if interest or held a position at the return date/at any time since 30 June)	Nature of any	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
---	---------------	----------------------------------	---

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)

G. Positions in trade unions and professional or business associations

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position
---	-------------------------

H. Debts

Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June

I. Dispositions of property

1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time

2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

J. Discretionary disclosures

SCHEDULE 3: FORM OF SPECIAL DISCLOSURE OF PECUNIARY INTEREST SUBMITTED UNDER CLAUSE 4.37

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

Important information

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

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

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

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

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

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

Special disclosure of pecuniary interests by *[full name of Councillor]*

in the matter of *[insert name of environmental planning instrument]*

which is to be considered at a meeting of the *[name of council or council committee (as the case requires)]*

to be held on the day of 20 .

Pecuniary interest	
Address of the affected principal place of residence of the Councillor or an associated person, company or body (the identified land)	
Relationship of identified land to the Councillor <i>[Tick or cross one box.]</i>	<input type="checkbox"/> The Councillor has an interest in the land (e.g. is the owner or has another interest arising out of a mortgage, lease, trust, option or contract, or otherwise). <input type="checkbox"/> An associated person of the Councillor has an interest in the land. <input type="checkbox"/> An associated company or body of the Councillor has an interest in the land.
Matter giving rise to pecuniary interest ¹	
Nature of the land that is subject to a change in zone/planning control by the proposed LEP (the subject land) ² <i>[Tick or cross one box]</i>	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control <i>[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]</i>	

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

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

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Proposed change of zone/planning control <i>[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]</i>	
Effect of proposed change of zone/planning control on Councillor or associated person <i>[Insert one of the following: "Appreciable financial gain" or "Appreciable financial loss"]</i>	

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

Councillor's signature

Date

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

Procedures for the
Administration of

The Model Code of Conduct

for Local Councils in NSW

2020



**PROCEDURES FOR THE ADMINISTRATION OF THE MODEL CODE OF
CONDUCT FOR LOCAL COUNCILS IN NSW**

2020

ACCESS TO SERVICES

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OFFICE HOURS

Monday to Friday

9.00am to 5.00pm

(Special arrangements may be made if
these hours are unsuitable)

All offices are wheelchair accessible.

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Produced by the Department of Planning, Industry and Environment

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Part 1: Introduction

These procedures ("the Model Code Procedures") are prescribed for the administration of the *Model Code of Conduct for Local Councils in NSW* ("the Model Code of Conduct").

The Model Code of Conduct is made under section 440 of the *Local Government Act 1993* ("the LGA") and the *Local Government (General) Regulation 2005* ("the Regulation"). Section 440 of the LGA requires every council (including county councils) and joint organisation to adopt a code of conduct that incorporates the provisions of the Model Code of Conduct.

The Model Code Procedures are made under section 440AA of the LGA and the Regulation. Section 440AA of the LGA requires every council (including county councils) and joint organisation to adopt procedures for the administration of their code of conduct that incorporate the provisions of the Model Code Procedures.

In adopting procedures for the administration of their adopted codes of conduct, councils and joint organisations may supplement the Model Code Procedures. However, provisions that are not consistent with those prescribed under the Model Code Procedures will have no effect.

Note: References in these procedures to councils are also to be taken as references to county councils and joint organisations.

Note: In adopting the Model Code Procedures, joint organisations should adapt them to substitute the terms "board" for "council", "chairperson" for "mayor", "voting representative" for "councillor" and "executive officer" for "general manager".

Note: In adopting the Model Code Procedures, county councils should adapt them to substitute the term "chairperson" for "mayor" and "member" for "councillor".

Note: Parts 6, 7, 8 and 11 of these procedures apply only to the management of code of conduct complaints about councillors (including the mayor) or the general manager.

Part 2: Definitions

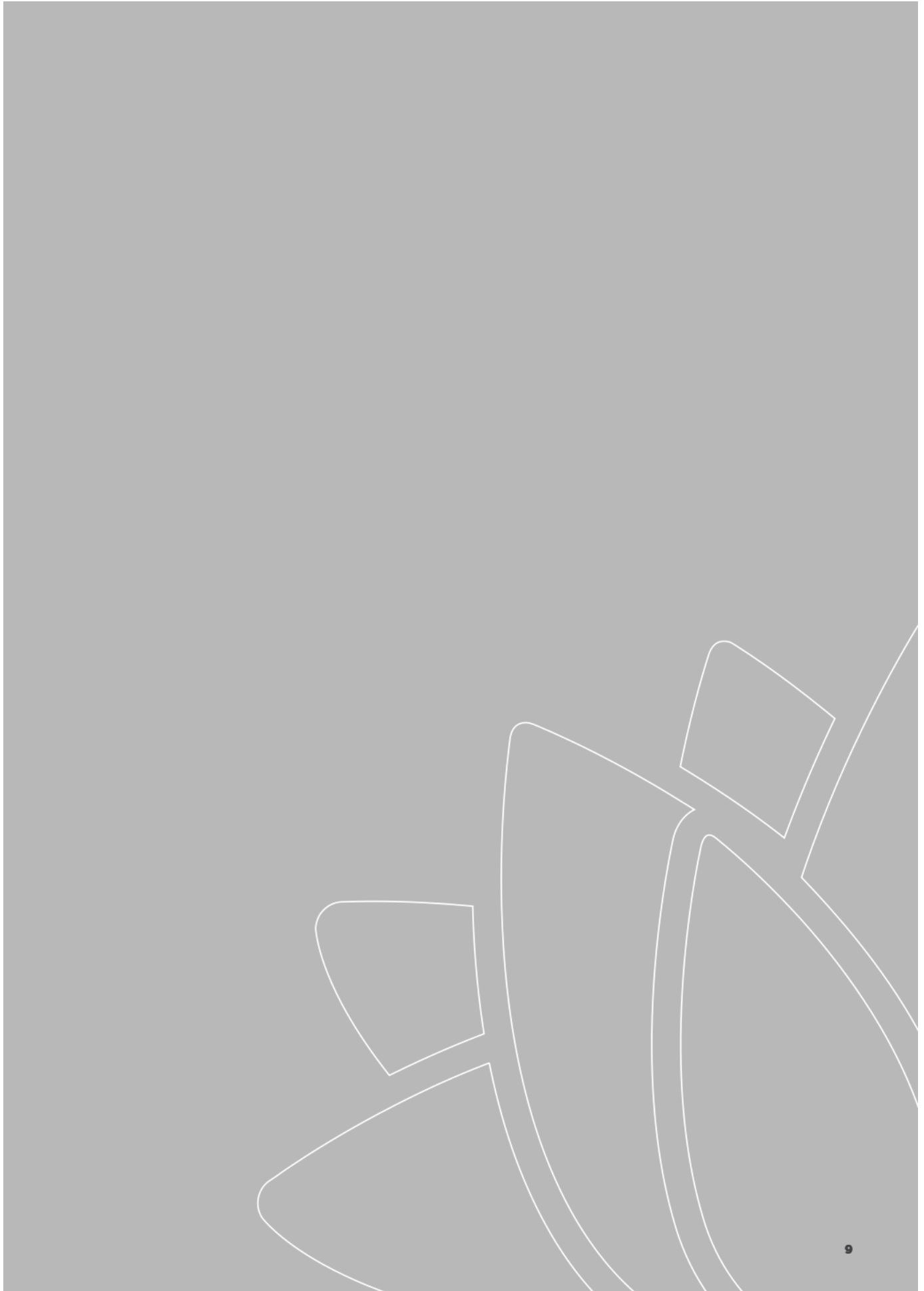
Definitions

In these procedures the following terms have the following meanings:

administrator	an administrator of a council appointed under the LGA other than an administrator appointed under section 66
code of conduct	a code of conduct adopted under section 440 of the LGA
code of conduct complaint	a complaint that is a code of conduct complaint for the purposes of clauses 4.1 and 4.2 of these procedures
complainant	a person who makes a code of conduct complaint
complainant councillor	a councillor who makes a code of conduct complaint
complaints coordinator	a person appointed by the general manager under these procedures as a complaints coordinator
conduct reviewer	a person appointed under these procedures to review allegations of breaches of the code of conduct by councillors or the general manager
council	includes county councils and joint organisations
council committee	a committee established by a council comprising of councillors, staff or other persons that the council has delegated functions to and the council's audit, risk and improvement committee
council committee member	a person other than a councillor or member of staff of a council who is a member of a council committee other than a wholly advisory committee, and a person other than a councillor who is a member of the council's audit, risk and improvement committee
councillor	any person elected or appointed to civic office, including the mayor, and includes members and chairpersons of county councils and voting representatives of the boards of joint organisations and chairpersons of joint organisations
council official	any councillor, member of staff of council, administrator, council committee member, delegate of council and, for the purposes of clause 4.16 of the Model Code of Conduct, council adviser
delegate of council	a person (other than a councillor or member of staff of a council) or body, and the individual members of that body, to whom a function of the council is delegated
external agency	a state government agency such as, but not limited to, the Office, the ICAC, the NSW Ombudsman or the police
general manager	includes the executive officer of a joint organisation

Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW

ICAC	the Independent Commission Against Corruption
joint organisation	a joint organisation established under section 4000 of the LGA
LGA	the <i>Local Government Act 1993</i>
mayor	includes the chairperson of a county council or a joint organisation
members of staff of a council	includes members of staff of county councils and joint organisations
the Office	the Office of Local Government
investigator	a conduct reviewer
the Regulation	the <i>Local Government (General) Regulation 2005</i>
respondent	a person whose conduct is the subject of investigation by a conduct reviewer under these procedures
wholly advisory committee	a council committee that the council has not delegated any functions to



Part 3:

Administrative Framework

The establishment of a panel of conduct reviewers

- 3.1 The council must establish a panel of conduct reviewers.
- 3.2 The council may enter into an arrangement with one or more other councils to share a panel of conduct reviewers including through a joint organisation or another regional body associated with the councils.
- 3.3 The panel of conduct reviewers is to be established following a public expression of interest process.
- 3.4 An expression of interest for members of the council's panel of conduct reviewers must, at a minimum, be advertised locally and in the Sydney metropolitan area.
- 3.5 To be eligible to be a conduct reviewer, a person must, at a minimum, meet the following requirements:
 - a) an understanding of local government, and
 - b) knowledge of investigative processes including but not limited to procedural fairness requirements and the requirements of the *Public Interest Disclosures Act 1994*, and
 - c) knowledge and experience of one or more of the following:
 - i) investigations
 - ii) law
 - iii) public administration
 - iv) public sector ethics
 - v) alternative dispute resolution, and
 - d) meet the eligibility requirements for membership of a panel of conduct reviewers under clause 3.6.
- 3.6 A person is not eligible to be a conduct reviewer if they are:
 - a) a councillor, or
 - b) a nominee for election as a councillor, or
 - c) an administrator, or
 - d) an employee of a council, or
 - e) a member of the Commonwealth Parliament or any State Parliament or Territory Assembly, or
 - f) a nominee for election as a member of the Commonwealth Parliament or any State Parliament or Territory Assembly, or
 - g) a person who has a conviction for an indictable offence that is not an expired conviction.
- 3.7 A person is not precluded from being a member of the council's panel of conduct reviewers if they are a member of another council's panel of conduct reviewers.
- 3.8 An incorporated or other entity may be appointed to a council's panel of conduct reviewers where the council is satisfied that all the persons who will be undertaking the functions of a conduct reviewer on behalf of the entity meet the selection and eligibility criteria prescribed under this Part.
- 3.9 A panel of conduct reviewers established under this Part is to have a term of up to four years.
- 3.10 The council may terminate the panel of conduct reviewers at any time. Where a panel of conduct reviewers has been terminated, conduct reviewers who were members of the panel may continue to deal with any matter referred to them under these procedures prior to the termination of the panel until they have finalised their consideration of the matter.

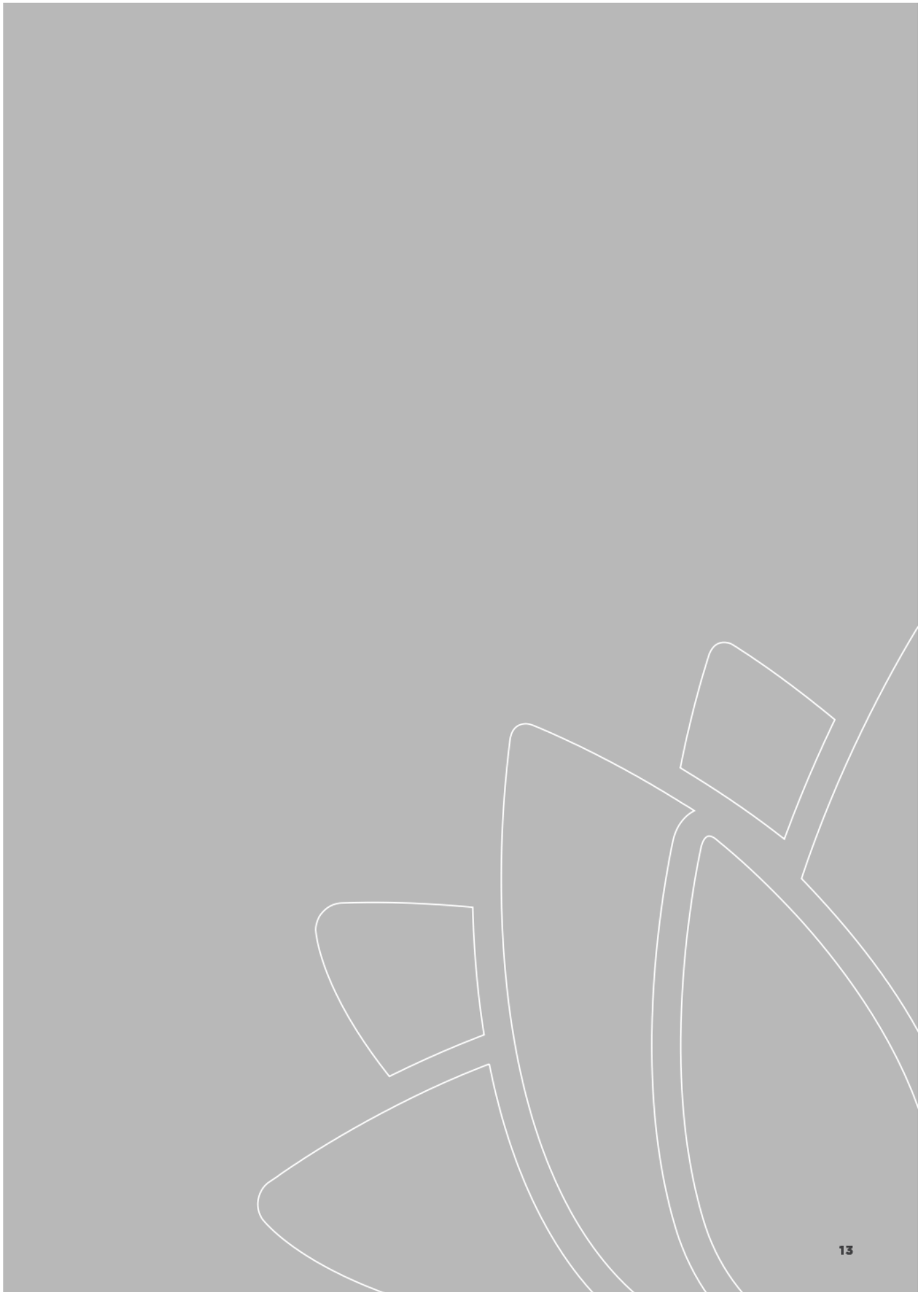
- 3.11 When the term of the panel of conduct reviewers concludes or is terminated, the council must establish a new panel of conduct reviewers in accordance with the requirements of this Part.
- 3.12 A person who was a member of a previous panel of conduct reviewers established by the council may be a member of subsequent panels of conduct reviewers established by the council if they continue to meet the selection and eligibility criteria for membership of the panel.

The appointment of an internal ombudsman to a panel of conduct reviewers

- 3.13 Despite clause 3.6(d), an employee of a council who is the nominated internal ombudsman of one or more councils may be appointed to a council's panel of conduct reviewers with the Office's consent.
- 3.14 To be appointed to a council's panel of conduct reviewers, an internal ombudsman must meet the qualification requirements for conduct reviewers prescribed under clause 3.5 as modified by the operation of clause 3.13.
- 3.15 An internal ombudsman appointed to a council's panel of conduct reviewers may also exercise the functions of the council's complaints coordinator. For the purposes of clause 6.1, an internal ombudsman who is a council's complaints coordinator and has been appointed to the council's panel of conduct reviewers, may either undertake a preliminary assessment and investigation of a matter referred to them under clauses 5.26 or 5.33 or refer the matter to another conduct reviewer in accordance with clause 6.2.
- 3.16 Clause 6.4(c) does not apply to an internal ombudsman appointed to a council's panel of conduct reviewers.

The appointment of complaints coordinators

- 3.17 The general manager must appoint a member of staff of the council or another person (such as, but not limited to, a member of staff of another council or a member of staff of a joint organisation or other regional body associated with the council), to act as a complaints coordinator. Where the complaints coordinator is a member of staff of the council, the complaints coordinator should be a senior and suitably qualified member of staff.
- 3.18 The general manager may appoint other members of staff of the council or other persons (such as, but not limited to, members of staff of another council or members of staff of a joint organisation or other regional body associated with the council), to act as alternates to the complaints coordinator.
- 3.19 The general manager must not undertake the role of complaints coordinator.
- 3.20 The person appointed as complaints coordinator or alternate complaints coordinator must also be a nominated disclosures coordinator appointed for the purpose of receiving and managing reports of wrongdoing under the *Public Interest Disclosures Act 1994*.
- 3.21 The role of the complaints coordinator is to:
- coordinate the management of complaints made under the council's code of conduct
 - liaise with and provide administrative support to a conduct reviewer
 - liaise with the Office, and
 - arrange the annual reporting of code of conduct complaints statistics.



Part 4:

How May Code of Conduct Complaints be Made?

What is a code of conduct complaint?

- 4.1 For the purpose of these procedures, a code of conduct complaint is a complaint that shows or tends to show conduct on the part of a council official in connection with their role as a council official or the exercise of their functions as a council official that would constitute a breach of the standards of conduct prescribed under the council's code of conduct if proven.
- 4.2 The following are not "code of conduct complaints" for the purposes of these procedures:
- a) complaints about the standard or level of service provided by the council or a council official
 - b) complaints that relate solely to the merits of a decision made by the council or a council official or the exercise of a discretion by the council or a council official
 - c) complaints about the policies or procedures of the council
 - d) complaints about the conduct of a council official arising from the exercise of their functions in good faith, whether or not involving error, that would not otherwise constitute a breach of the standards of conduct prescribed under the council's code of conduct.
- 4.3 Only code of conduct complaints are to be dealt with under these procedures. Complaints that do not satisfy the definition of a code of conduct complaint are to be dealt with under the council's routine complaints management processes.

When must a code of conduct complaint be made?

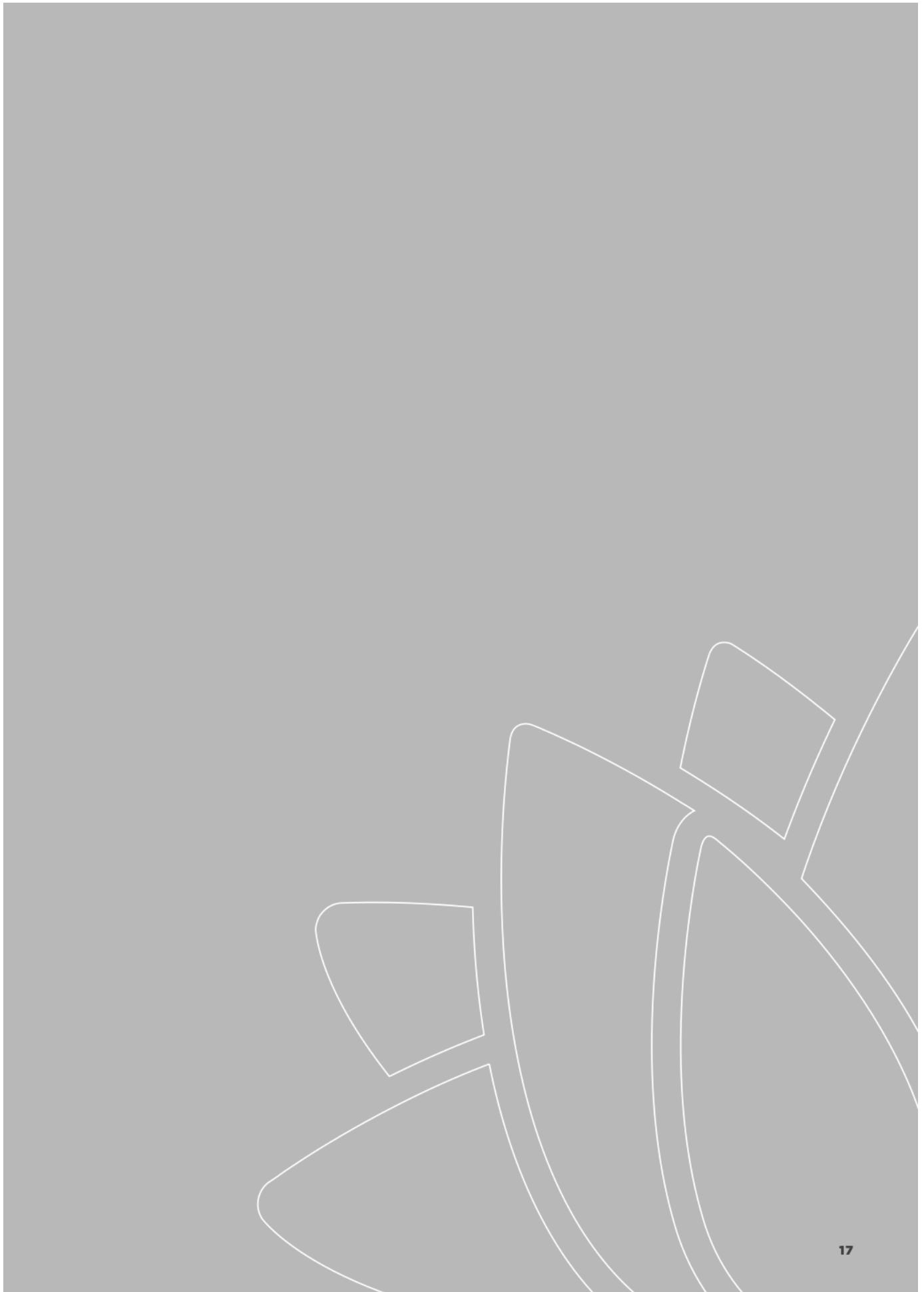
- 4.4 A code of conduct complaint must be made within 3 months of the alleged conduct occurring or within 3 months of the complainant becoming aware of the alleged conduct.
- 4.5 A complaint made after 3 months may only be accepted if the general manager or their delegate, or, in the case of a complaint about the general manager, the mayor or their delegate, is satisfied that the allegations are serious and compelling grounds exist for the matter to be dealt with under the code of conduct.

How may a code of conduct complaint about a council official other than the general manager be made?

- 4.6 All code of conduct complaints other than those relating to the general manager are to be made to the general manager in writing. This clause does not operate to prevent a person from making a complaint to an external agency.
- 4.7 Where a code of conduct complaint about a council official other than the general manager cannot be made in writing, the complaint must be confirmed with the complainant in writing as soon as possible after the receipt of the complaint.
- 4.8 In making a code of conduct complaint about a council official other than the general manager, the complainant may nominate whether they want the complaint to be resolved by mediation or by other alternative means.
- 4.9 The general manager or their delegate, or, where the complaint is referred to a conduct reviewer, the conduct reviewer, must consider the complainant's preferences in deciding how to deal with the complaint.
- 4.10 Notwithstanding clauses 4.6 and 4.7, where the general manager becomes aware of a possible breach of the council's code of conduct, they may initiate the process for the consideration of the matter under these procedures without a written complaint.

How may a code of conduct complaint about the general manager be made?

- 4.11 Code of conduct complaints about the general manager are to be made to the mayor in writing. This clause does not operate to prevent a person from making a complaint about the general manager to an external agency.
- 4.12 Where a code of conduct complaint about the general manager cannot be made in writing, the complaint must be confirmed with the complainant in writing as soon as possible after the receipt of the complaint.
- 4.13 In making a code of conduct complaint about the general manager, the complainant may nominate whether they want the complaint to be resolved by mediation or by other alternative means.
- 4.14 The mayor or their delegate, or, where the complaint is referred to a conduct reviewer, the conduct reviewer, must consider the complainant's preferences in deciding how to deal with the complaint.
- 4.15 Notwithstanding clauses 4.11 and 4.12, where the mayor becomes aware of a possible breach of the council's code of conduct by the general manager, they may initiate the process for the consideration of the matter under these procedures without a written complaint.



Part 5:

How are Code of Conduct Complaints to be Managed?

How are Code of Conduct Complaints to be Managed?

Delegation by general managers and mayors of their functions under this Part

- 5.1 A general manager or mayor may delegate their functions under this Part to a member of staff of the council or to a person or persons external to the council other than an external agency. References in this Part to the general manager or mayor are also to be taken to be references to their delegates.

- d) relates to a matter the substance of which has previously been considered and addressed by the council and does not warrant further action, or
- e) is not made in a way that would allow the alleged conduct and any alleged breaches of the council's code of conduct to be readily identified.

Consideration of complaints by general managers and mayors

- 5.2 In exercising their functions under this Part, general managers and mayors may consider the complaint assessment criteria prescribed under clause 6.31.

How are code of conduct complaints about staff (other than the general manager) to be dealt with?

- 5.4 The general manager is responsible for the management of code of conduct complaints about members of staff of council (other than complaints alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct) and for determining the outcome of such complaints.

What complaints may be declined at the outset?

- 5.3 Without limiting any other provision in these procedures, the general manager or, in the case of a complaint about the general manager, the mayor, may decline to deal with a complaint under these procedures where they are satisfied that the complaint:

- a) is not a code of conduct complaint, or
- b) subject to clause 4.5, is not made within 3 months of the alleged conduct occurring or the complainant becoming aware of the alleged conduct, or
- c) is trivial, frivolous, vexatious or not made in good faith, or

- 5.5 The general manager must refer code of conduct complaints about members of staff of council alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct to the Office.
- 5.6 The general manager may decide to take no action in relation to a code of conduct complaint about a member of staff of council other than one requiring referral to the Office under clause 5.5 where they consider that no action is warranted in relation to the complaint.
- 5.7 Where the general manager decides to take no action in relation to a code of conduct complaint about a member of staff of council, the general manager must give the complainant reasons in writing for their decision and this shall finalise the consideration of the matter under these procedures.

Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW

- 5.8 Code of conduct complaints about members of staff of council must be managed in accordance with the relevant industrial instrument or employment contract and make provision for procedural fairness including the right of an employee to be represented by their union.
- 5.9 Sanctions for breaches of the code of conduct by staff depend on the severity, scale and importance of the breach and must be determined in accordance with any relevant industrial instruments or contracts.

How are code of conduct complaints about delegates of council, council advisers and council committee members to be dealt with?

- 5.10 The general manager is responsible for the management of code of conduct complaints about delegates of council and council committee members (other than complaints alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct) and for determining the outcome of such complaints.
- 5.11 The general manager must refer code of conduct complaints about council advisers, delegates of council and council committee members alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct to the Office.
- 5.12 The general manager may decide to take no action in relation to a code of conduct complaint about a delegate of council or a council committee member other than one requiring referral to the Office under clause 5.11 where they consider that no action is warranted in relation to the complaint.

- 5.13 Where the general manager decides to take no action in relation to a code of conduct complaint about a delegate of council or a council committee member, the general manager must give the complainant reasons in writing for their decision and this shall finalise the consideration of the matter under these procedures.
- 5.14 Where the general manager considers it to be practicable and appropriate to do so, the general manager may seek to resolve code of conduct complaints about delegates of council or council committee members, by alternative means such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour. The resolution of a code of conduct complaint under this clause is not to be taken as a determination that there has been a breach of the council's code of conduct.
- 5.15 Where the general manager resolves a code of conduct complaint under clause 5.14 to the general manager's satisfaction, the general manager must notify the complainant in writing of the steps taken to resolve the complaint and this shall finalise the consideration of the matter under these procedures.
- 5.16 Sanctions for breaches of the code of conduct by delegates of council and/or council committee members depend on the severity, scale and importance of the breach and may include one or more of the following:
- a) censure
 - b) requiring the person to apologise to any person or organisation adversely affected by the breach in such a time and form specified by the general manager
 - c) prosecution for any breach of the law

How are Code of Conduct Complaints to be Managed?

- d) removing or restricting the person's delegation
- e) removing the person from membership of the relevant council committee.

5.17 Prior to imposing a sanction against a delegate of council or a council committee member under clause 5.16, the general manager or any person making enquiries on behalf of the general manager must comply with the requirements of procedural fairness. In particular:

- a) the substance of the allegation (including the relevant provision/s of the council's code of conduct that the alleged conduct is in breach of) must be put to the person who is the subject of the allegation, and
- b) the person must be given an opportunity to respond to the allegation, and
- c) the general manager must consider the person's response in deciding whether to impose a sanction under clause 5.16.

How are code of conduct complaints about administrators to be dealt with?

5.18 The general manager must refer all code of conduct complaints about administrators to the Office for its consideration.

5.19 The general manager must notify the complainant of the referral of their complaint in writing.

How are code of conduct complaints about councillors to be dealt with?

5.20 The general manager must refer the following code of conduct complaints about councillors to the Office:

- a) complaints alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct
- b) complaints alleging a failure to comply with a requirement under the code of conduct to disclose and appropriately manage conflicts of interest arising from political donations (see section 328B of the LGA)
- c) complaints alleging a breach of the provisions relating to the maintenance of the integrity of the code of conduct contained in Part 9 of the code of conduct
- d) complaints that are the subject of a special complaints management arrangement with the Office under clause 5.49.

5.21 Where the general manager refers a complaint to the Office under clause 5.20, the general manager must notify the complainant of the referral in writing.

5.22 The general manager may decide to take no action in relation to a code of conduct complaint about a councillor, other than one requiring referral to the Office under clause 5.20, where they consider that no action is warranted in relation to the complaint.

- 5.23 Where the general manager decides to take no action in relation to a code of conduct complaint about a councillor, the general manager must give the complainant reasons in writing for their decision within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.
- 5.24 Where the general manager considers it to be practicable and appropriate to do so, the general manager may seek to resolve code of conduct complaints about councillors, other than those requiring referral to the Office under clause 5.20, by alternative means such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour. The resolution of a code of conduct complaint under this clause is not to be taken as a determination that there has been a breach of the council's code of conduct.
- 5.25 Where the general manager resolves a code of conduct complaint under clause 5.24 to the general manager's satisfaction, the general manager must notify the complainant in writing of the steps taken to resolve the complaint within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.
- 5.26 The general manager must refer all code of conduct complaints about councillors, other than those referred to the Office under clause 5.20 or finalised under clause 5.23 or resolved under clause 5.24, to the complaints coordinator.

How are code of conduct complaints about the general manager to be dealt with?

- 5.27 The mayor must refer the following code of conduct complaints about the general manager to the Office:
- a) complaints alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct
 - b) complaints alleging a breach of the provisions relating to the maintenance of the integrity of the code of conduct contained in Part 9 of the code of conduct
 - c) complaints that are the subject of a special complaints management arrangement with the Office under clause 5.49.
- 5.28 Where the mayor refers a complaint to the Office under clause 5.27, the mayor must notify the complainant of the referral in writing.
- 5.29 The mayor may decide to take no action in relation to a code of conduct complaint about the general manager, other than one requiring referral to the Office under clause 5.27, where they consider that no action is warranted in relation to the complaint.
- 5.30 Where the mayor decides to take no action in relation to a code of conduct complaint about the general manager, the mayor must give the complainant reasons in writing for their decision within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.

How are Code of Conduct Complaints to be Managed?

- 5.31 Where the mayor considers it to be practicable and appropriate to do so, the mayor may seek to resolve code of conduct complaints about the general manager, other than those requiring referral to the Office under clause 5.27, by alternative means such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour. The resolution of a code of conduct complaint under this clause is not to be taken as a determination that there has been a breach of the council's code of conduct.
- 5.32 Where the mayor resolves a code of conduct complaint under clause 5.31 to the mayor's satisfaction, the mayor must notify the complainant in writing of the steps taken to resolve the complaint within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.
- 5.33 The mayor must refer all code of conduct complaints about the general manager, other than those referred to the Office under clause 5.27 or finalised under clause 5.30 or resolved under clause 5.31, to the complaints coordinator.

How are complaints about both the general manager and the mayor to be dealt with?

- 5.34 Where the general manager or mayor receives a code of conduct complaint that alleges a breach of the code of conduct by both the general manager and the mayor, the general manager or mayor must either:
- delegate their functions under this part with respect to the complaint to a member of staff of the council other than the general manager where the allegation is not serious, or to a person external to the council, or
 - refer the matter to the complaints coordinator under clause 5.26 and clause 5.33.

Referral of code of conduct complaints to external agencies

- 5.35 The general manager, mayor or a conduct reviewer may, at any time, refer a code of conduct complaint to an external agency for its consideration, where they consider such a referral is warranted.
- 5.36 The general manager, mayor or a conduct reviewer must report to the ICAC any matter that they suspect on reasonable grounds concerns or may concern corrupt conduct.
- 5.37 Where the general manager, mayor or conduct reviewer refers a complaint to an external agency under clause 5.35, they must notify the complainant of the referral in writing unless they form the view, on the advice of the relevant agency, that it would not be appropriate for them to do so.

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5.38 Referral of a matter to an external agency shall finalise consideration of the matter under these procedures unless the council is subsequently advised otherwise by the referral agency.

Disclosure of the identity of complainants

5.39 In dealing with matters under these procedures, information that identifies or tends to identify complainants is not to be disclosed unless:

- a) the complainant consents in writing to the disclosure, or
- b) it is generally known that the complainant has made the complaint as a result of the complainant having voluntarily identified themselves as the person who made the complaint, or
- c) it is essential, having regard to procedural fairness requirements, that the identifying information be disclosed, or
- d) a conduct reviewer is of the opinion that disclosure of the information is necessary to investigate the matter effectively, or
- e) it is otherwise in the public interest to do so.

5.40 Clause 5.39 does not apply to code of conduct complaints made by councillors about other councillors or the general manager.

5.41 Where a councillor makes a code of conduct complaint about another councillor or the general manager, and the complainant councillor considers that compelling grounds exist that would warrant information that identifies or tends to identify them as the complainant not to be disclosed, they may request in writing that such information not be disclosed.

5.42 A request made by a complainant councillor under clause 5.41 must be made at the time they make a code of conduct complaint and must state the grounds upon which the request is made.

5.43 The general manager or mayor, and where the matter is referred to a conduct reviewer, the conduct reviewer, must consider a request made under clause 5.41 before disclosing information that identifies or tends to identify the complainant councillor, but they are not obliged to comply with the request.

5.44 Where a complainant councillor makes a request under clause 5.41, the general manager or mayor or, where the matter is referred to a conduct reviewer, the conduct reviewer, shall notify the councillor in writing of their intention to disclose information that identifies or tends to identify them prior to disclosing the information.

Code of conduct complaints made as public interest disclosures

5.45 These procedures do not override the provisions of the *Public Interest Disclosures Act 1994*. Code of conduct complaints that are made as public interest disclosures under that Act are to be managed in accordance with the requirements of that Act, the council's internal reporting policy, and any guidelines issued by the NSW Ombudsman that relate to the management of public interest disclosures.

5.46 Where a councillor makes a code of conduct complaint about another councillor or the general manager as a public interest disclosure, before the matter may be dealt with under these procedures, the complainant councillor must consent in writing to the disclosure of their identity as the complainant.

How are Code of Conduct Complaints to be Managed?

5.47 Where a complainant councillor declines to consent to the disclosure of their identity as the complainant under clause 5.46, the general manager or the mayor must refer the complaint to the Office for consideration. Such a referral must be made under section 26 of the *Public Interest Disclosures Act 1994*.

Special complaints management arrangements

5.48 The general manager may request in writing that the Office enter into a special complaints management arrangement with the council in relation to code of conduct complaints made by or about a person or persons.

5.49 Where the Office receives a request under clause 5.48, it may agree to enter into a special complaints management arrangement if it is satisfied that the number or nature of code of conduct complaints made by or about a person or persons has:

- a) imposed an undue and disproportionate cost burden on the council's administration of its code of conduct, or
- b) impeded or disrupted the effective administration by the council of its code of conduct, or
- c) impeded or disrupted the effective functioning of the council.

5.50 A special complaints management arrangement must be in writing and must specify the following:

- a) the code of conduct complaints the arrangement relates to, and
- b) the period that the arrangement will be in force.

5.51 The Office may, by notice in writing, amend or terminate a special complaints management arrangement at any time.

5.52 While a special complaints management arrangement is in force, an officer of the Office (the assessing OLG officer) must undertake the preliminary assessment of the code of conduct complaints specified in the arrangement in accordance with the requirements of Part 6 of these procedures.

5.53 Where, following a preliminary assessment, the assessing OLG officer determines that a code of conduct complaint warrants investigation by a conduct reviewer, the assessing OLG officer shall notify the complaints coordinator in writing of their determination and the reasons for their determination. The complaints coordinator must comply with the recommendation of the assessing OLG officer.

5.54 Prior to the expiry of a special complaints management arrangement, the Office may, at the request of the general manager, review the arrangement to determine whether it should be renewed or amended.

5.55 A special complaints management arrangement shall expire on the date specified in the arrangement unless renewed under clause 5.54.

Part 6:

Preliminary Assessment of Code of Conduct Complaints About Councillors or the General Manager by Conduct Reviewers

**Preliminary Assessment of Code of Conduct Complaints About
Councillors or the General Manager by Conduct Reviewers**

Referral of code of conduct complaints about councillors or the general manager to conduct reviewers

- 6.1 The complaints coordinator must refer all code of conduct complaints about councillors or the general manager that have not been referred to an external agency or declined or resolved by the general manager, mayor or their delegate and that have been referred to them under clauses 5.26 or 5.33, to a conduct reviewer within 21 days of receipt of the complaint by the general manager or the mayor.
- 6.2 For the purposes of clause 6.1, the complaints coordinator will refer a complaint to a conduct reviewer selected from:
- a) a panel of conduct reviewers established by the council, or
 - b) a panel of conduct reviewers established by an organisation approved by the Office.
- 6.3 In selecting a suitable conduct reviewer, the complaints coordinator may have regard to the qualifications and experience of members of the panel of conduct reviewers. Where the conduct reviewer is an incorporated or other entity, the complaints coordinator must also ensure that the person assigned to receive the referral on behalf of the entity meets the selection and eligibility criteria for conduct reviewers prescribed under Part 3 of these procedures.
- 6.4 A conduct reviewer must not accept the referral of a code of conduct complaint where:
- a) they have a conflict of interest in relation to the matter referred to them, or
 - b) a reasonable apprehension of bias arises in relation to their consideration of the matter, or
 - c) they or their employer has entered into one or more contracts with the council (other than contracts relating to the exercise of their functions as a conduct reviewer) in the 2 years preceding the referral, and they or their employer have received or expect to receive payments under the contract or contracts of a value that, when aggregated, exceeds \$100,000, or
 - d) at the time of the referral, they or their employer are the council's legal service provider or are a member of a panel of legal service providers appointed by the council.
- 6.5 For the purposes of clause 6.4(a), a conduct reviewer will have a conflict of interest in a matter where a reasonable and informed person would perceive that they could be influenced by a private interest when carrying out their public duty (see clause 5.2 of the Model Code of Conduct).
- 6.6 For the purposes of clause 6.4(b), a reasonable apprehension of bias arises where a fair-minded observer might reasonably apprehend that the conduct reviewer might not bring an impartial and unprejudiced mind to the matter referred to the conduct reviewer.

- 6.7 Where the complaints coordinator refers a matter to a conduct reviewer, they will provide the conduct reviewer with a copy of the code of conduct complaint and any other information relevant to the matter held by the council, including any information about previous proven breaches and any information that would indicate that the alleged conduct forms part of an ongoing pattern of behaviour.
- 6.8 The complaints coordinator must notify the complainant in writing that the matter has been referred to a conduct reviewer, and advise which conduct reviewer the matter has been referred to.
- 6.9 Conduct reviewers must comply with these procedures in their consideration of matters that have been referred to them and exercise their functions in a diligent and timely manner.
- 6.10 The complaints coordinator may at any time terminate the referral of a matter to a conduct reviewer and refer the matter to another conduct reviewer where the complaints coordinator is satisfied that the conduct reviewer has failed to:
- a) comply with these procedures in their consideration of the matter, or
 - b) comply with a lawful and reasonable request by the complaints coordinator, or
 - c) exercise their functions in a timely or satisfactory manner.
- 6.11 Where the complaints coordinator terminates a referral to a conduct reviewer under clause 6.10, they must notify the complainant and any other affected person in writing of their decision and the reasons for it and advise them which conduct reviewer the matter has been referred to instead.

Preliminary assessment of code of conduct complaints about councillors or the general manager by a conduct reviewer

- 6.12 The conduct reviewer is to undertake a preliminary assessment of a complaint referred to them by the complaints coordinator for the purposes of determining how the complaint is to be managed.
- 6.13 The conduct reviewer may determine to do one or more of the following in relation to a complaint referred to them by the complaints coordinator:
- a) to take no action
 - b) to resolve the complaint by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour
 - c) to refer the matter back to the general manager or, in the case of a complaint about the general manager, the mayor, for resolution by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour
 - d) to refer the matter to an external agency
 - e) to investigate the matter.
- 6.14 In determining how to deal with a matter under clause 6.13, the conduct reviewer must have regard to the complaint assessment criteria prescribed under clause 6.31.

**Preliminary Assessment of Code of Conduct Complaints About
Councillors or the General Manager by Conduct Reviewers**

- 6.15 The conduct reviewer may make such enquiries the conduct reviewer considers to be reasonably necessary to determine what options to exercise under clause 6.13.
- 6.16 The conduct reviewer may request the complaints coordinator to provide such additional information the conduct reviewer considers to be reasonably necessary to determine what options to exercise in relation to the matter under clause 6.13. The complaints coordinator will, as far as is reasonably practicable, supply any information requested by the conduct reviewer.
- 6.17 The conduct reviewer must refer to the Office any complaints referred to them that should have been referred to the Office under clauses 5.20 and 5.27.
- 6.18 The conduct reviewer must determine to take no action on a complaint that is not a code of conduct complaint for the purposes of these procedures.
- 6.19 The resolution of a code of conduct complaint under clause 6.13, paragraphs (b) or (c) is not to be taken as a determination that there has been a breach of the council's code of conduct.
- 6.20 Where the conduct reviewer completes their preliminary assessment of a complaint by determining to exercise an option under clause 6.13, paragraphs (a), (b) or (c), they must provide the complainant with written notice of their determination and provide reasons for it, and this will finalise consideration of the matter under these procedures.
- 6.21 Where the conduct reviewer refers a complaint to an external agency, they must notify the complainant of the referral in writing unless they form the view, on the advice of the relevant agency, that it would not be appropriate for them to do so.
- 6.22 The conduct reviewer may only determine to investigate a matter where they are satisfied as to the following:
- a) that the complaint is a code of conduct complaint for the purposes of these procedures, and
 - b) that the alleged conduct is sufficiently serious to warrant the formal censure of a councillor under section 440G of the LGA or disciplinary action against the general manager under their contract of employment if it were to be proven, and
 - c) that the matter is one that could not or should not be resolved by alternative means.
- 6.23 In determining whether a matter is sufficiently serious to warrant formal censure of a councillor under section 440G of the LGA or disciplinary action against the general manager under their contract of employment, the conduct reviewer is to consider the following:
- a) the harm or cost that the alleged conduct has caused to any affected individuals and/or the council
 - b) the likely impact of the alleged conduct on the reputation of the council and public confidence in it
 - c) whether the alleged conduct was deliberate or undertaken with reckless intent or negligence
 - d) any previous proven breaches by the person whose alleged conduct is the subject of the complaint and/or whether the alleged conduct forms part of an ongoing pattern of behaviour.
- 6.24 The conduct reviewer must complete their preliminary assessment of the complaint within 28 days of referral of the matter to them by the complaints coordinator and notify the complaints coordinator in writing of the outcome of their assessment.
- 6.25 The conduct reviewer is not obliged to give prior notice to or to consult with any person before making a determination in relation to their preliminary assessment of a complaint, except as may be specifically required under these procedures.

Referral back to the general manager or mayor for resolution

- 6.26 Where the conduct reviewer determines to refer a matter back to the general manager or to the mayor to be resolved by alternative and appropriate means, they must write to the general manager or, in the case of a complaint about the general manager, to the mayor, recommending the means by which the complaint may be resolved.
- 6.27 The conduct reviewer must consult with the general manager or mayor prior to referring a matter back to them under clause 6.13(c).
- 6.28 The general manager or mayor may decline to accept the conduct reviewer's recommendation. In such cases, the conduct reviewer may determine to deal with the complaint by other means under clause 6.13.
- 6.29 Where the conduct reviewer refers a matter back to the general manager or mayor under clause 6.13(c), the general manager or, in the case of a complaint about the general manager, the mayor, is responsible for implementing or overseeing the implementation of the conduct reviewer's recommendation.
- 6.30 Where the conduct reviewer refers a matter back to the general manager or mayor under clause 6.13(c), the general manager, or, in the case of a complaint about the general manager, the mayor, must advise the complainant in writing of the steps taken to implement the conduct reviewer's recommendation once these steps have been completed.

Complaints assessment criteria

- 6.31 In undertaking the preliminary assessment of a complaint, the conduct reviewer must have regard to the following considerations:
- a) whether the complaint is a code of conduct complaint for the purpose of these procedures
 - b) whether the complaint has been made in a timely manner in accordance with clause 4.4, and if not, whether the allegations are sufficiently serious for compelling grounds to exist for the matter to be dealt with under the council's code of conduct
 - c) whether the complaint is trivial, frivolous, vexatious or not made in good faith
 - d) whether the complaint discloses prima facie evidence of conduct that, if proven, would constitute a breach of the code of conduct
 - e) whether the complaint raises issues that would be more appropriately dealt with by an external agency
 - f) whether there is or was an alternative and satisfactory means of redress available in relation to the conduct complained of
 - g) whether the complaint is one that can be resolved by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour

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- h) whether the issue/s giving rise to the complaint have previously been addressed or resolved
- i) any previous proven breaches of the council's code of conduct
- j) whether the conduct complained of forms part of an ongoing pattern of behaviour
- k) whether there were mitigating circumstances giving rise to the conduct complained of
- l) the seriousness of the alleged conduct (having regard to the criteria specified in clause 6.23)
- m) the significance of the conduct or the impact of the conduct for the council
- n) how much time has passed since the alleged conduct occurred
- o) such other considerations that the conduct reviewer considers may be relevant to the assessment of the complaint.

Part 7:

Investigations of Code of Conduct Complaints About Councillors or the General Manager

What matters may a conduct reviewer investigate?

- 7.1 A conduct reviewer (hereafter referred to as an “investigator”) may investigate a code of conduct complaint that has been referred to them by the complaints coordinator and any matters related to or arising from that complaint.
- 7.2 Where an investigator identifies further separate possible breaches of the code of conduct that are not related to or do not arise from the code of conduct complaint that has been referred to them, they are to report the matters separately in writing to the general manager, or, in the case of alleged conduct on the part of the general manager, to the mayor.
- 7.3 The general manager or the mayor or their delegate is to deal with a matter reported to them by an investigator under clause 7.2 as if it were a new code of conduct complaint in accordance with these procedures.

How are investigations to be commenced?

- 7.4 The investigator must at the outset of their investigation provide a written notice of investigation to the respondent. The notice of investigation must:
 - a) disclose the substance of the allegations against the respondent, and
 - b) advise of the relevant provisions of the code of conduct that apply to the alleged conduct, and
 - c) advise of the process to be followed in investigating the matter, and

- d) advise the respondent of the requirement to maintain confidentiality, and
 - e) invite the respondent to make a written submission in relation to the matter within a period of not less than 14 days specified by the investigator in the notice, and
 - f) provide the respondent the opportunity to address the investigator on the matter within such reasonable time specified in the notice.
- 7.5 The respondent may, within 7 days of receipt of the notice of investigation, request in writing that the investigator provide them with such further information they consider necessary to assist them to identify the substance of the allegation against them. An investigator will only be obliged to provide such information that the investigator considers reasonably necessary for the respondent to identify the substance of the allegation against them.
 - 7.6 An investigator may at any time prior to issuing a draft report, issue an amended notice of investigation to the respondent in relation to the matter referred to them.
 - 7.7 Where an investigator issues an amended notice of investigation, they must provide the respondent with a further opportunity to make a written submission in response to the amended notice of investigation within a period of not less than 14 days specified by the investigator in the amended notice.
 - 7.8 The investigator must also, at the outset of their investigation, provide written notice of the investigation to the complainant, the complaints coordinator and the general manager, or in the case of a complaint about the general manager, to the complainant, the complaints coordinator and the mayor. The notice must:

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- a) advise them of the matter the investigator is investigating, and
 - b) in the case of the notice to the complainant, advise them of the requirement to maintain confidentiality, and
 - c) invite the complainant to make a written submission in relation to the matter within a period of not less than 14 days specified by the investigator in the notice.
- 7.13 Where the respondent accepts the opportunity to address the investigator in person, they may have a support person or legal adviser in attendance. The support person or legal adviser will act in an advisory or support role to the respondent only. They must not speak on behalf of the respondent or otherwise interfere with or disrupt proceedings.
 - 7.14 The investigator must consider all written and oral submissions made to them in relation to the matter.

Written and oral submissions

- 7.9 Where the respondent or the complainant fails to make a written submission in relation to the matter within the period specified by the investigator in their notice of investigation or amended notice of investigation, the investigator may proceed to prepare their draft report without receiving such submissions.
- 7.10 The investigator may accept written submissions received outside the period specified in the notice of investigation or amended notice of investigation.
- 7.11 Prior to preparing a draft report, the investigator must give the respondent an opportunity to address the investigator on the matter being investigated. The respondent may do so in person or by telephone or other electronic means.
- 7.12 Where the respondent fails to accept the opportunity to address the investigator within the period specified by the investigator in the notice of investigation, the investigator may proceed to prepare a draft report without hearing from the respondent.

How are investigations to be conducted?

- 7.15 Investigations are to be undertaken without undue delay.
- 7.16 Investigations are to be undertaken in the absence of the public and in confidence.
- 7.17 Investigators must make any such enquiries that may be reasonably necessary to establish the facts of the matter.
- 7.18 Investigators may seek such advice or expert guidance that may be reasonably necessary to assist them with their investigation or the conduct of their investigation.
- 7.19 An investigator may request that the complaints coordinator provide such further information that the investigator considers may be reasonably necessary for them to establish the facts of the matter. The complaints coordinator will, as far as is reasonably practicable, provide the information requested by the investigator.

Referral or resolution of a matter after the commencement of an investigation

7.20 At any time after an investigator has issued a notice of investigation and before they have issued their final report, an investigator may determine to:

- a) resolve the matter by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour, or
- b) refer the matter to the general manager, or, in the case of a complaint about the general manager, to the mayor, for resolution by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour, or
- c) refer the matter to an external agency.

7.21 Where an investigator determines to exercise any of the options under clause 7.20 after the commencement of an investigation, they must do so in accordance with the requirements of Part 6 of these procedures relating to the exercise of these options at the preliminary assessment stage.

7.22 The resolution of a code of conduct complaint under clause 7.20, paragraphs (a) or (b) is not to be taken as a determination that there has been a breach of the council's code of conduct.

7.23 Where an investigator determines to exercise any of the options under clause 7.20 after the commencement of an investigation, they may by written notice to the respondent, the complainant, the complaints coordinator and the general manager, or in the case of a complaint about the general manager, to the respondent, the complainant, the complaints coordinator and the mayor, discontinue their investigation of the matter.

7.24 Where the investigator discontinues their investigation of a matter under clause 7.23, this shall finalise the consideration of the matter under these procedures.

7.25 An investigator is not obliged to give prior notice to or to consult with any person before making a determination to exercise any of the options under clause 7.20 or to discontinue their investigation except as may be specifically required under these procedures.

Draft investigation reports

7.26 When an investigator has completed their enquiries and considered any written or oral submissions made to them in relation to a matter, they must prepare a draft of their proposed report.

7.27 The investigator must provide their draft report to the respondent and invite them to make a written submission in relation to it within a period of not less than 14 days specified by the investigator.

7.28 Where the investigator proposes to make adverse comment about any other person (an affected person) in their report, they must also provide the affected person with relevant extracts of their draft report containing such comment and invite the affected person to make a written submission in relation to it within a period of not less than 14 days specified by the investigator.

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- 7.29 The investigator must consider written submissions received in relation to the draft report prior to finalising their report in relation to the matter.
- 7.30 The investigator may, after consideration of all written submissions received in relation to their draft report, make further enquiries into the matter. If, as a result of making further enquiries, the investigator makes any material change to their proposed report that makes new adverse comment about the respondent or an affected person, they must provide the respondent or affected person as the case may be with a further opportunity to make a written submission in relation to the new adverse comment.
- 7.31 Where the respondent or an affected person fails to make a written submission in relation to the draft report within the period specified by the investigator, the investigator may proceed to prepare and issue their final report without receiving such submissions.
- 7.32 The investigator may accept written submissions in relation to the draft report received outside the period specified by the investigator at any time prior to issuing their final report.
- 7.35 The investigator's final report must:
- a) make findings of fact in relation to the matter investigated, and,
 - b) make a determination that the conduct investigated either,
 - i) constitutes a breach of the code of conduct, or
 - ii) does not constitute a breach of the code of conduct, and
 - c) provide reasons for the determination.
- 7.36 At a minimum, the investigator's final report must contain the following information:
- a) a description of the allegations against the respondent
 - b) the relevant provisions of the code of conduct that apply to the alleged conduct investigated
 - c) a statement of reasons as to why the matter warranted investigation (having regard to the criteria specified in clause 6.23)
 - d) a statement of reasons as to why the matter was one that could not or should not be resolved by alternative means
 - e) a description of any attempts made to resolve the matter by use of alternative means
 - f) the steps taken to investigate the matter
 - g) the facts of the matter
 - h) the investigator's findings in relation to the facts of the matter and the reasons for those findings
 - i) the investigator's determination and the reasons for that determination
 - j) any recommendations.

Final investigation reports

- 7.33 Where an investigator issues a notice of investigation, they must prepare a final report in relation to the matter unless the investigation is discontinued under clause 7.23.
- 7.34 An investigator must not prepare a final report in relation to the matter at any time before they have finalised their consideration of the matter in accordance with the requirements of these procedures.

Investigations of Code of Conduct Complaints About Councillors or the General Manager

- 7.37 Where the investigator determines that the conduct investigated constitutes a breach of the code of conduct, the investigator may recommend:
- a) in the case of a breach by the general manager, that disciplinary action be taken under the general manager's contract of employment for the breach, or
 - b) in the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the LGA, or
 - c) in the case of a breach by a councillor, that the council resolves as follows:
 - i) that the councillor be formally censured for the breach under section 440G of the LGA, and
 - ii) that the matter be referred to the Office for further action under the misconduct provisions of the LGA.
- 7.38 Where the investigator proposes to make a recommendation under clause 7.37(c), the investigator must first consult with the Office on their proposed findings, determination and recommendation prior to finalising their report, and must take any comments by the Office into consideration when finalising their report.
- 7.39 Where the investigator has determined that there has been a breach of the code of conduct, the investigator may, in addition to making a recommendation under clause 7.37, recommend that the council revise any of its policies, practices or procedures.
- 7.40 Where the investigator determines that the conduct investigated does not constitute a breach of the code of conduct, the investigator may recommend:
- a) that the council revise any of its policies, practices or procedures
 - b) that a person or persons undertake any training or other education.
- 7.41 The investigator must provide a copy of their report to the complaints coordinator and the respondent.
- 7.42 At the time the investigator provides a copy of their report to the complaints coordinator and the respondent, the investigator must provide the complainant with a written statement containing the following information:
- a) the investigator's findings in relation to the facts of the matter and the reasons for those findings
 - b) the investigator's determination and the reasons for that determination
 - c) any recommendations, and
 - d) such other additional information that the investigator considers may be relevant.
- 7.43 Where the investigator has determined that there has not been a breach of the code of conduct, the complaints coordinator must provide a copy of the investigator's report to the general manager or, where the report relates to the general manager's conduct, to the mayor, and this will finalise consideration of the matter under these procedures.
- 7.44 Where the investigator has determined that there has been a breach of the code of conduct and makes a recommendation under clause 7.37, the complaints coordinator must, where practicable, arrange for the investigator's report to be reported to the next ordinary council meeting for the council's consideration, unless the meeting is to be held within the 4 weeks prior to an ordinary local government election, in which case the report must be reported to the first ordinary council meeting following the election.

7.45 Where it is apparent to the complaints coordinator that the council will not be able to form a quorum to consider the investigator's report, the complaints coordinator must refer the investigator's report to the Office for its consideration instead of reporting it to the council under clause 7.44.

Consideration of the final investigation report by council

7.46 The role of the council in relation to a final investigation report is to impose a sanction if the investigator has determined that there has been a breach of the code of conduct and has made a recommendation in their final report under clause 7.37.

7.47 The council is to close its meeting to the public to consider the final investigation report in cases where it is permitted to do so under section 10A of the LGA.

7.48 Where the complainant is a councillor, they must absent themselves from the meeting and take no part in any discussion or voting on the matter. The complainant councillor may absent themselves without making any disclosure of interest in relation to the matter unless otherwise required to do so under the code of conduct.

7.49 Prior to imposing a sanction, the council must provide the respondent with an opportunity to make a submission to the council. A submission may be made orally or in writing. The respondent is to confine their submission to addressing the investigator's recommendation.

7.50 Once the respondent has made their submission they must absent themselves from the meeting and, where they are a councillor, take no part in any discussion or voting on the matter.

7.51 The council must not invite submissions from other persons for the purpose of seeking to rehear evidence previously considered by the investigator.

7.52 Prior to imposing a sanction, the council may by resolution:

- a) request that the investigator make additional enquiries and/or provide additional information to it in a supplementary report, or
- b) seek an opinion from the Office in relation to the report.

7.53 The council may, by resolution, defer further consideration of the matter pending the receipt of a supplementary report from the investigator or an opinion from the Office.

7.54 The investigator may make additional enquiries for the purpose of preparing a supplementary report.

7.55 Where the investigator prepares a supplementary report, they must provide copies to the complaints coordinator who shall provide a copy each to the council and the respondent.

7.56 The investigator is not obliged to notify or consult with any person prior to submitting the supplementary report to the complaints coordinator.

7.57 The council is only required to provide the respondent a further opportunity to make an oral or written submission on a supplementary report if the supplementary report contains new information that is adverse to them.

Investigations of Code of Conduct Complaints About Councillors or the General Manager

- 7.58 A council may by resolution impose one of the following sanctions on a respondent:
- a) in the case of a breach by the general manager, that disciplinary action be taken under the general manager's contract of employment for the breach, or
 - b) in the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the LGA, or
 - c) in the case of a breach by a councillor:
 - i) that the councillor be formally censured for the breach under section 440G of the LGA, and
 - ii) that the matter be referred to the Office for further action under the misconduct provisions of the LGA.
- 7.59 Where the council censures a councillor under section 440G of the LGA, the council must specify in the censure resolution the grounds on which it is satisfied that the councillor should be censured by disclosing in the resolution, the investigator's findings and determination and/or such other grounds that the council considers may be relevant or appropriate.
- 7.60 The council is not obliged to adopt the investigator's recommendation. Where the council proposes not to adopt the investigator's recommendation, the council must resolve not to adopt the recommendation and state in its resolution the reasons for its decision.
- 7.61 Where the council resolves not to adopt the investigator's recommendation, the complaints coordinator must notify the Office of the council's decision and the reasons for it.

Part 8:

Oversight and Rights of Review

The Office's powers of review

- 8.1 The Office may, at any time, whether or not in response to a request, review the consideration of a matter under a council's code of conduct where it is concerned that a person has failed to comply with a requirement prescribed under these procedures or has misinterpreted or misapplied the standards of conduct prescribed under the code of conduct in their consideration of a matter.
- 8.2 The Office may direct any person, including the council, to defer taking further action in relation to a matter under consideration under the council's code of conduct pending the completion of its review. Any person the subject of a direction must comply with the direction.
- 8.3 Where the Office undertakes a review of a matter under clause 8.1, it will notify the complaints coordinator and any other affected persons, of the outcome of the review.

Complaints about conduct reviewers

- 8.4 The general manager or their delegate must refer code of conduct complaints about conduct reviewers to the Office for its consideration.
- 8.5 The general manager must notify the complainant of the referral of their complaint about the conduct reviewer in writing.
- 8.6 The general manager must implement any recommendation made by the Office as a result of its consideration of a complaint about a conduct reviewer.

Practice rulings

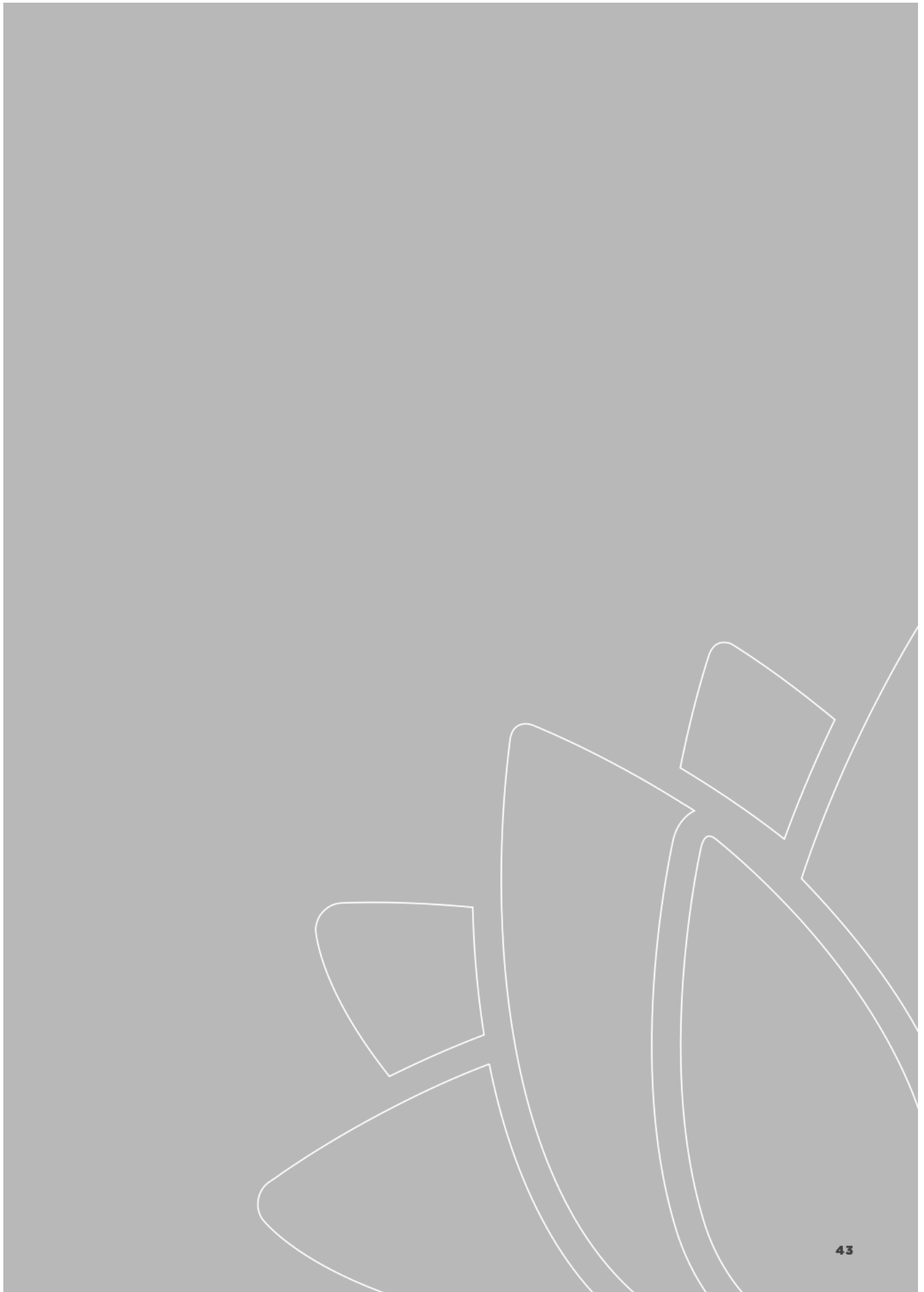
- 8.7 Where a respondent and an investigator are in dispute over a requirement under these procedures, either person may make a request in writing to the Office to make a ruling on a question of procedure (a practice ruling).
- 8.8 Where the Office receives a request in writing for a practice ruling, the Office may provide notice in writing of its ruling and the reasons for it to the person who requested it and to the investigator, where that person is different.
- 8.9 Where the Office makes a practice ruling, all parties must comply with it.
- 8.10 The Office may decline to make a practice ruling. Where the Office declines to make a practice ruling, it will provide notice in writing of its decision and the reasons for it to the person who requested it and to the investigator, where that person is different.

Review of decisions to impose sanctions

- 8.11 A person who is the subject of a sanction imposed under Part 7 of these procedures other than one imposed under clause 7.58, paragraph (c), may, within 28 days of the sanction being imposed, seek a review of the investigator's determination and recommendation by the Office.
- 8.12 A review under clause 8.11 may be sought on the following grounds:
 - a) that the investigator has failed to comply with a requirement under these procedures, or
 - b) that the investigator has misinterpreted or misapplied the standards of conduct prescribed under the code of conduct, or
 - c) that in imposing its sanction, the council has failed to comply with a requirement under these procedures.

Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW

- 8.13 A request for a review made under clause 8.11 must be made in writing and must specify the grounds upon which the person believes the investigator or the council has erred.
- 8.14 The Office may decline to conduct a review, in cases where the grounds upon which the review is sought are not sufficiently specified.
- 8.15 The Office may undertake a review of a matter without receiving a request under clause 8.11.
- 8.16 The Office will undertake a review of the matter on the papers. However, the Office may request that the complaints coordinator provide such further information that the Office considers reasonably necessary for it to review the matter. The complaints coordinator must, as far as is reasonably practicable, provide the information requested by the Office.
- 8.17 Where a person requests a review under clause 8.11, the Office may direct the council to defer any action to implement a sanction. The council must comply with a direction to defer action by the Office.
- 8.18 The Office must notify the person who requested the review and the complaints coordinator of the outcome of the Office's review in writing and the reasons for its decision. In doing so, the Office may comment on any other matters the Office considers to be relevant.
- 8.19 Where the Office considers that the investigator or the council has erred, the Office may recommend that a decision to impose a sanction under these procedures be reviewed. Where the Office recommends that the decision to impose a sanction be reviewed:
- a) the complaints coordinator must, where practicable, arrange for the Office's determination to be tabled at the next ordinary council meeting unless the meeting is to be held within the 4 weeks prior to an ordinary local government election, in which case it must be tabled at the first ordinary council meeting following the election, and
 - b) the council must:
 - i) review its decision to impose the sanction, and
 - ii) consider the Office's recommendation in doing so, and
 - iii) resolve to either rescind or reaffirm its previous resolution in relation to the matter.
- 8.20 Where, having reviewed its previous decision in relation to a matter under clause 8.19(b), the council resolves to reaffirm its previous decision, the council must state in its resolution its reasons for doing so.



Part 9:

Procedural Irregularities

Procedural Irregularities

- 9.1 A failure to comply with these procedures does not, on its own, constitute a breach of the code of conduct, except as may be otherwise specifically provided under the code of conduct.
- 9.2 A failure to comply with these procedures will not render a decision made in relation to a matter invalid where:
- a) the non-compliance is isolated and/or minor in nature, or
 - b) reasonable steps are taken to correct the non-compliance, or
 - c) reasonable steps are taken to address the consequences of the non-compliance.

Part 10:

Practice Directions

Practice Directions

- 10.1 The Office may at any time issue a practice direction in relation to the application of these procedures.
- 10.2 The Office will issue practice directions in writing, by circular to all councils.
- 10.3 All persons performing a function prescribed under these procedures must consider the Office's practice directions when performing the function.

Part 11:

Reporting Statistics on Code of Conduct Complaints About Councillors and the General Manager

Reporting Statistics on Code of Conduct Complaints About Councillors and the General Manager

- 11.1 The complaints coordinator must arrange for the following statistics to be reported to the council within 3 months of the end of September of each year:
- a) the total number of code of conduct complaints made about councillors and the general manager under the code of conduct in the year to September (the reporting period)
 - b) the number of code of conduct complaints referred to a conduct reviewer during the reporting period
 - c) the number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage during the reporting period and the outcome of those complaints
 - d) the number of code of conduct complaints investigated by a conduct reviewer during the reporting period
 - e) without identifying particular matters, the outcome of investigations completed under these procedures during the reporting period
 - f) the number of matters reviewed by the Office during the reporting period and, without identifying particular matters, the outcome of the reviews, and
 - g) the total cost of dealing with code of conduct complaints made about councillors and the general manager during the reporting period, including staff costs.
- 11.2 The council is to provide the Office with a report containing the statistics referred to in clause 11.1 within 3 months of the end of September of each year.

Part 12:

Confidentiality

- 12.1 Information about code of conduct complaints and the management and investigation of code of conduct complaints is to be treated as confidential and is not to be publicly disclosed except as may be otherwise specifically required or permitted under these procedures.
- 12.2 Where a complainant publicly discloses information on one or more occasions about a code of conduct complaint they have made or purported to make, the general manager or their delegate may, with the consent of the Office, determine that the complainant is to receive no further information about their complaint and any future code of conduct complaint they make or purport to make.
- 12.3 Prior to seeking the Office's consent under clause 12.2, the general manager or their delegate must give the complainant written notice of their intention to seek the Office's consent, invite them to make a written submission within a period of not less than 14 days specified by the general manager or their delegate, and consider any submission made by them.
- 12.4 In giving its consent under clause 12.2, the Office must consider any submission made by the complainant to the general manager or their delegate.
- 12.5 The general manager or their delegate must give written notice of a determination made under clause 12.2 to:
- a) the complainant
 - b) the complaints coordinator
 - c) the Office, and
 - d) any other person the general manager or their delegate considers should be notified of the determination.
- 12.6 Any requirement under these procedures that a complainant is to be provided with information about a code of conduct complaint that they have made or purported to make, will not apply to a complainant the subject of a determination made by the general manager or their delegate under clause 12.2.
- 12.7 Clause 12.6 does not override any entitlement a person may have to access to council information under the *Government Information (Public Access) Act 2009* or to receive information under the *Public Interest Disclosures Act 1994* in relation to a complaint they have made.



INSTRUMENT OF DELEGATION TO GENERAL MANAGER

PORT MACQUARIE-HASTINGS COUNCIL

On 21 July 2022 Port Macquarie-Hastings Council ("**Council**") resolved that:

1. All previous delegations of Functions the subject of this Instrument be revoked.
2. The person who holds the role of General Manager of Council in the position of Chief Executive Officer ("**General Manager**" or "**Chief Executive Officer**"), being at the date of this instrument, Dr Clare Molly Allen, be delegated authority under section 377 of the LG Act to exercise and/or perform on behalf of Council the Council's Functions under all Legislation in force and as amended from time to time:
 - (a) **Subject to** any condition or limitation on a Function specified in **Schedule 1**; and
 - (b) **Excluding** those Functions:
 - (i) that are expressly prohibited from delegation as listed under Section 377 of the LG Act;
 - (ii) which are expressly required by legislation to be exercised by a resolution of Council.
3. The General Manager be sub-delegated authority to exercise and/ or perform on behalf of Council the Functions delegated to Council under, and in accordance with, any instrument of delegation to the Council set out in **Schedule 2**, **excluding** those functions which pursuant to the terms of delegation to the Council may not be sub-delegated.
4. The General Manager be delegated any Function which is taken to be conferred or imposed on the Council pursuant to section 381(1) of the LG Act.
5. In the absence of the Chief Executive Officer that a person appointed by resolution to act as Chief Executive Officer assume all functions, delegations and sub-delegations of the Chief Executive Officer for the period only of the absence of the Chief Executive Officer unless otherwise resolved by Council.
6. The delegations in this Instrument are subject to, and are to be exercised in accordance with, the requirements of the relevant legislation, and any resolution or policy or procedure or budget adopted from time to time by the Council.
7. The delegations in this Instrument are effective from the date of the resolution of the Council referred to below and remain in force until amended or revoked by a resolution of the Council.
8. In this delegation:

"**Functions**" means powers, authorities, duties and functions and anything ancillary or related to the exercise or performance thereof.

"**General Manager**" means "Chief Executive Officer" and vice versa

"**Legislation**" includes legislation enacted by the parliaments of New South Wales and of the Commonwealth of Australia;

"**LG Act**" means the *Local Government Act 1993* as amended.

INSTRUMENT OF DELEGATION TO GENERAL MANAGER

Schedule 1: Limitations

N/A

Schedule 2: Instruments of Delegation to Council

Delegator	Regarding	Date of Instrument
NSW Food Authority	Category B Enforcement Agency - functions as specified in the <i>Food Act 2003</i> .	Friday 22 December 2017
Roads and Maritime Services (RMS)	Roads and Maritime Services delegations- Section 50- The RMS delegates to councils constituted under the <i>Local Government Act 1993</i> listed in schedule 1 and 2 respectively ("delegates") the functions of RMS set out in Schedule 3 ("the functions") subject to the limitations set out in Schedule 4 and authorises delegates to sub-delegate the functions to the persons in Schedule 5 ("sub-delegates") subject to the limitations in Schedule 4.	Monday, 31 October 2011
NSW- Fair Trading	Exercise the functions of the Plumbing Regulator specified in Section 19 of the <i>Plumbing and Drainage Act 2011</i> other than items in S19(c) that are listed in the "Instrument of delegation"	Dated 8 November 2021 Commenced: Tuesday, 1 January 2013

Pursuant to a Resolution of the Council at its meeting of 21 July 2022

Peta Pinson
Mayor
Date: July 2022

INSTRUMENT OF DELEGATION TO GENERAL MANAGER**General Manager's acknowledgement of Delegations of Authority**

I, Dr Clare Molly Allen, currently employed by the Council in the role of General Manager and position of Chief Executive Officer do hereby acknowledge that I have read and understood the Instrument of Delegation, delegated to me by Council pursuant to a Resolution of the Council at its meeting of 21 July 2022 and that I will perform my duties within the boundaries of these delegations and in accordance with my position description. I acknowledge these delegations are effective unless revoked only while I remain in this position.

.....
Dr Clare Molly Allen
Chief Executive Officer
Date: July 2022

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

Bonny Hills Reserves Master Plan

DRAFT



REVISION HISTORY				
ISSUE		DATE	AUTHOR	APPROVED
0	DRAFT MASTER PLAN	13 Oct. 2020	Craig Luff	Liam Bulley
1	DRAFT MASTER PLAN	19 Nov. 2020	Craig Luff	Liam Bulley
2	DRAFT MASTER PLAN	3 June 2022	Kylie Johnson	Lucilla Marshall

Bonny Hills Reserves Master Plan
INTRODUCTION
Draft - Revision 2
P3/11

Acknowledgement of Country

The Bonny Hills Community acknowledges the Birpai people as the traditional custodians of the land. We pay our respects to Elders both past and present and extend that respect to all other Aboriginal and Torres Strait Islander people.

The community also acknowledges that the Bonny Hills area is represented by the Bunyah Local Aboriginal Land Council.

"Conserve our surrounding natural environment and wildlife; maintain our village character; promote safe roads; ensure clean water; and sustain our community's quality of lifestyle by ensuring well-planned and environmentally sensitive development"

- The Vision for Bonny Hills: Bonny Hills Community Plan, August 2019

About the Master Plan

In 2012 Council developed and adopted the Bonny Hills Reserves Master Plan to provide a clear, long term strategic vision for Council and community groups to deliver. The master plan was developed in collaboration with Bonny Hills Progress Association and involved comprehensive community engagement to ensure that the community's vision for these spaces was understood and captured as key actions. The master plan focused on the following four reserves within Bonny Hills:

- Community Hall Reserve
- Rainbow Beach Reserve
- Spoonneys Bay
- Bartletts Beach Reserve

To date, key achievements include:

- Provision of accessible public amenities within Community Hall Reserve
- Relocation of public amenities within Rainbow Beach Reserve to increase public space
- Provision of barbeque and picnic facilities at Bartlett's Beach Reserve
- Installation of erosion control structures at Rainbow Beach Reserve
- Bushland regeneration works along the coastal fringe at Rainbow Beach Reserve
- Working with Crown Lands to coordinate the Coastal Walk alignment through Reflections Caravan Park.

The review and update of the Bonny Hills Reserves Master Plan is the result of a prioritised action from the Bonny Hills Community Plan, adopted by Council in October 2019. The Bonny Hills Community Plan is a community-led blueprint, which highlights what is special or unique about the area and reflects the

aspirations, strengths and the vision that the community has for its future. It identifies key priorities and actions to achieve the community's vision - the responsibility for which will be shared between the community and Council.

The scope for the master plan has since been expanded to accommodate three additional reserves within Bonny Hills, following discussions with the Bonny Hills Progress Association in early 2020. The master plan now addresses the following reserves:

- Community Hall Reserve
- Rainbow Beach Reserve
- Spoonneys Bay
- Bartletts Beach Reserve
- Shelly Beach Reserve
- Rainbow Beach Estate Reserve
- Reservoir Reserve

This Master Plan includes footpaths as indicated in Council's *Pedestrian Access Mobility Plan - May 2015* (PAMP), and the "Rainbow Beach Estate" development as approved under DA2016/465 for context. The plan will address pedestrian access requirements within the nominated reserves (pedestrian access requirements along roads is outside the scope of this master plan and are to be considered as part of future reviews of the PAMP).

In addition, the Master Plan provides a strategic direction for the allocation of Council funds into the future, as well as enabling increased opportunities to attract grant funding.

Design Principles

In addition to the community's vision for the space, design principles provide a reference point and a commitment to achieving a design that is socially, environmentally and economically responsible. The following principles underpin the design of reserves in Bonny Hills:

- Value and respect cultural knowledge with Aboriginal people co-leading design and development of all NSW infrastructure projects
- Ensure Country is cared for appropriately and sensitive sites are protected by Aboriginal people having access to their homelands to continue their cultural practices
- Safe spaces. Parks including their embellishments should be located and designed to provide a safe and user friendly environment.
- Accessible and equitable. Port Macquarie-Hastings Council (Council) is committed to creating and maintaining equitable access to

it's reserves for the community.

- Cost effective. Maintenance costs and whole of life cycle asset costs for Parks represent a significant part of the Council's budget. These costs are ultimately passed onto the community through rates.
- Maintain village atmosphere of Bonny Hills area
- Relevant to community needs and expectations. Reserves should reflect the natural environment and local community values and needs while also considering Crime Prevention Through Environmental Design (CPTED) principles.
- Socially and environmentally sustainable. Council is committed to progressing the concept of Ecologically Sustainable Development (ESD) to ensure enhanced individual and community wellbeing, welfare, equity within and between generations, to ensure the protection of biological diversity and maintain essential ecological processes.
- Lifestyle flexibility. Reserves must be designed to be flexible and adaptable to the changing demographics of the area.
- Protect and enhance natural and heritage features and values. This includes, but is not limited to ensuring that communities can access and enjoy these features, and that they remain intact for future generations, that biosecurity risks are minimised through planting appropriate native species only and that planting is undertaken in strategic locations to minimise erosion issues.
- Innovative. It is important that the design is innovative in its regard to form and function and response to existing environment and surrounds.
- Purpose built. An individual design response is required for each setting, site and community.

Contact

For more information on the project please contact Council's Community Engagement team via email engagement@pmhc.nsw.gov.au or by calling (02) 6581 8111



Photo credit: Matt Cramer





Rainbow Beach Estate Reserve



Rainbow Beach Reserve



Community Hall Reserve

Bonny Hills Reserves Master Plan
CONTEXT

Draft - Revision 2
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Spooneys Bay Reserve



Bartletts Beach Reserve



Reservoir Reserve

Bonny Hills Reserves Master Plan
CONTEXT

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**NOTES**

Design to be developed for Rainbow Beach Reserve with the following considerations:

- Weed removal / regeneration of native species along foreshore
- Address lack of parking in reserve.
- Access for WBHSLSC to be improved and address conflict with parking including service/emergency vehicle manoeuvre & laydown area
- Pedestrian movement through reserve to be reviewed
- Beach access upgraded (current location)
- Service / emergency vehicle manoeuvre & laydown area
- Beach access and viewing platform improved and shall incorporate disabled access and showers
- Provide community gathering space(s) and opportunity to hold markets and events
- Upgrade playground incorporating exercise equipment, shade, shelters and seating etc.
- Provide more seating, bbq and shelters in wider reserve
- Existing toilets to be expanded to include additional toilet, baby change table, internal shower and change area
- Wayfinding signage at decision making points
- Incorporation of public art
- Address coastal erosion issues and site drainage

 Footpath (Proposed)

Draft - Revision 2
P8/11











Bonny Hills Reserves Master Plan Public Exhibition Report

July 2021 - June 2022



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1. INTRODUCTION

1.1. Overview

At the 9 December 2020 Ordinary Council Meeting, Councillors resolved to place the draft Bonny Hills Reserves Master Plan (Rev 1) (the Master Plan) on public exhibition for an extended, two-month period from 10 December 2020 to 11 February 2021. Submissions made during this time are reported here and have informed the updated Draft Master Plan (Revision 2).

The reporting timeline has been significantly delayed due to Council resources across both the Community Engagement and (then) Property, Recreation and Building teams being redirected to flood response duties following the close of consultation. Other contributing factors include the time taken to collate, theme and analyse the large amount of feedback received and heavy workload across a range of projects.

The current proposal is to seek adoption of the updated Draft Master Plan (Revision 2) at the 18 August 2022 Council Meeting.

Background

A review and update of the 2012 Bonny Hills Reserves Master Plan is the result of a prioritised action in the Bonny Hills Community Plan, adopted by Council in October 2019. Since that time we have undertaken extensive consultation with the community and core stakeholder groups, with their feedback informing more recent updates to the Master Plan and reported in the Bonny Hills Reserves Master Plan Community Engagement Report November 2020 (available on our website haveyoursay.pmhc.nsw.gov.au/bonny-hills-reserves-master-plan).

The Master Plan aims to reflect the present day vision of the community in the context of a growing coastal village. It encompasses the following seven reserves (three more than originally included in 2012):

- Rainbow Beach Estate Reserve*
- Rainbow Beach Reserve
- Community Hall Reserve
- Spoonneys Bay
- Bartletts Beach Reserve
- Shelly Beach Reserve*
- Reservoir Reserve*

*additional reserves included in the updated Master Plan

1.2. Timeline

Date	Activity
2012	– Master Plan developed based on community consultation – Adopted by Council
Oct 2019	– Bonny Hills Community Plan adopted by Council
Apr 2020	– Draft Master Plan revised to include three additional reserves – Community consultation
Oct 2020	– Interactive online community workshop – Draft Master Plan (Revision 0)
Nov 2020	– Community Engagement Report – Draft Master Plan revised (Rev 1) – Community consultation
Dec 2020	– Councillors resolve to place Master Plan on Public Exhibition – Have Your Say survey



Jan 2021	- Pop up at Rainbow Beach Reserve
Feb 2021	- Public Exhibition closes
Jul 2021	- Draft Public Exhibition Report and feedback shared with CCAT
Sep 2021	- CCAT Master Plan subcommittee formed
Nov 2021	- CCAT review and feedback on Draft Master Plan
Jun 2022	- Draft Master Plan (Revision 3)
Jul 2022	- Community informed of revised Master Plan and intention to seek adoption of Master Plan at August Council meeting.

Table showing overview of Master Plan revisions, completed and planned community engagement activities.

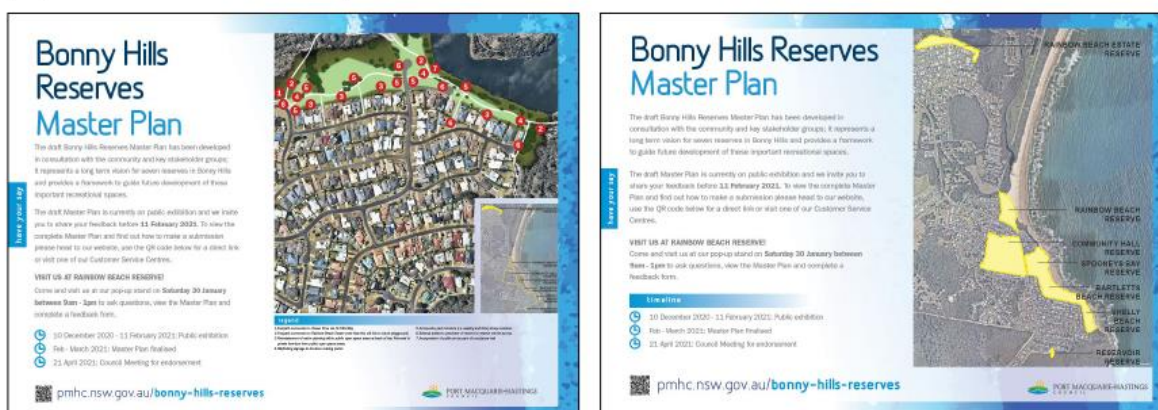
2. PUBLIC EXHIBITION ENGAGEMENT

2.1. Engagement Activities

The following methods were used to inform the community and key stakeholders of the public exhibition period:

- Direct email to those who had previously submitted feedback
- Letters to stakeholders, residents and property owners in direct proximity to relevant reserves
- Signage placed in reserves
- Social and other media campaign
- Public notice on Council's website
- Liaison with the Bonny Hills Community-Council Action Team (CCAT) and the Bonny Hills Progress Association

Hard copies of the Master Plan and feedback forms were available from our Customer Service Centres in Laurieton, Port Macquarie and Wauchope; and, submissions were accepted digitally and in hard copy. A pop-up session was held at Rainbow Beach Reserve on Saturday 30 January from 9am to 1pm where community members had the opportunity to view the Master Plan, speak to project team members, ask questions and submit feedback.



AO signage and poster used to promote public exhibition



Signage in reserves and community pop-up at Rainbow Beach Reserve

3. SUBMISSION SOURCES AND FEEDBACK THEMES

3.1. Submission sources and demographic

Over of 480 pieces of feedback were received from approximately 180 submissions during the public exhibition period across various platforms.

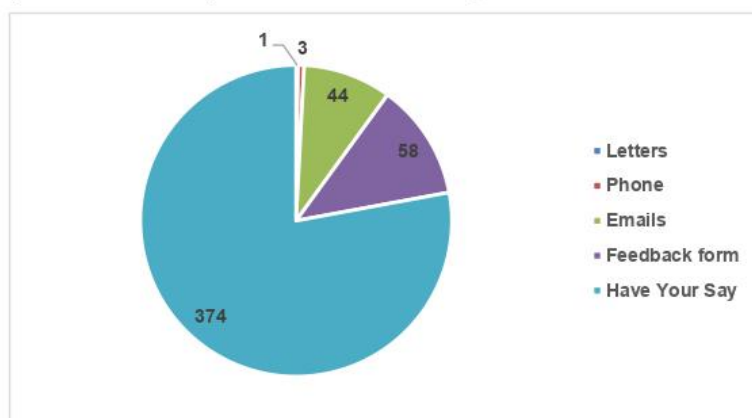


Chart showing pieces of feedback by source

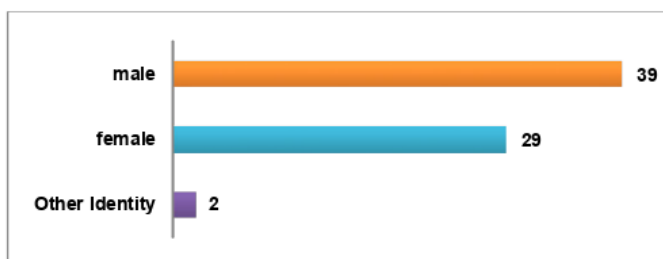
Social Media

Across six posts between 16 December 2020 and 6 February 2021 the following data was recorded. (Collective figures have been recorded for Facebook and Instagram post on 29 December). Social media comments are not included as submissions, posts are used as a tool for promoting action (submitting formal feedback) and as a way to gauge community sentiment. Only a few comments were recorded for these posts, with the sentiment being to do nothing / use the funds elsewhere / retain village atmosphere.

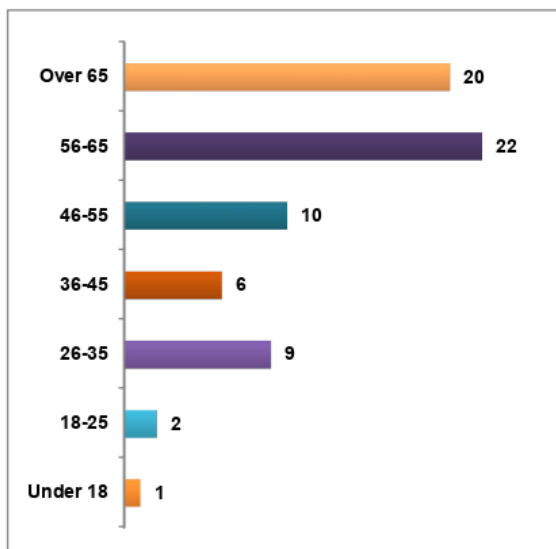
Post date	16 Dec	29 Dec	7 Jan	29 Jan	6 Feb	Total
Engagement (any action someone makes on post)	10	17	17	8	5	58
Reach (number of unique views)	2.1k	551	3.4k	1.5k	1.9k	9.4k
Impressions (total number of views)	2.1k	617	3.5k	1.6k	1.9k	10k

Demographic

Demographic data was collected from those who made online submissions via the Have Your Say platform. Graphs below represent those and voluntarily completed these questions from 78 respondents.



Gender



Age range



Postcode

3.2. Feedback themes

Feedback has been categorised under the following commonly recurring themes with indications of those for or against relevant themes - this is consistent with the themes used in previous reporting. For the Public Exhibition period, feedback also fell under more general 'for or against' certain aspects of the Master Plan, in particular to the options for Rainbow Beach Reserve. In this report, feedback includes this weighting.

- No change
- Protect or regenerate natural environment / native species / water quality
- Off leash dog area / Extend dog friendly area
- Seating / shelters
- Garbage bins



- Drainage / footpath flooding / stormwater
- New/updated amenities
- Improved footpaths / steps / infrastructure
- Maintenance: vegetation
- Maintenance: infrastructure
- Exercise equipment
- CCTV / sensor lighting / lighting
- Pedestrian / cycle links / connectivity
- Retain village atmosphere
- Restrict hard surfaces / concrete
- Improve road access / car park
- Bush fire safe
- Community Garden
- Stop / limit cars on beach
- Barriers to stop cars parking on vegetation
- Children's playground / shade / new or improved
- Artwork / mural
- Formalise boat trailer parking
- BBQ
- Water refill / Dog bags
- Paragliders (better management of)

4. SUBMISSIONS - OVERVIEW, DATA AND THEMATIC RESPONSES

4.1. Submissions Overview

The Bonny Hills community is highly engaged and passionate about the future of reserves in their coastal village.

The resounding response throughout engagement sessions has been a strong desire to protect the natural environment and retain the village character. Responses during the Public Exhibition period have been more focused, with key issues emerging across the reserves; examples include:

- The treatment of vegetation at the rear of residential blocks in Rainbow Beach Estate Reserve
- The over-development of car parking and loss of green space at Rainbow Beach Reserve
- The conflict between pedestrians, dog walkers and cars on Spoonneys Bay Reserve
- Vandalism, rubbish and antisocial behaviour at Reservoir Reserve
- Potential loss of views and on-street parking between Bartletts Beach and Shelly Beach Reserves
- The need to address the clash between reserve users and service station/corner shop customers at the entrance to Community Hall Reserve; along with protecting the natural environment and updating the Tennis Club.

These issues are expanded below for each reserve with responding updates to the Draft Master Plan included. Consideration and responses to submissions (on a themed basis) is detailed in *Appendix 11: Response to feedback by theme*.



Rainbow Beach Estate Reserve

The proposed changes to Rainbow Beach Estate Reserve included in the Master Plan (Revision 1) focused on:

- Pedestrian connectivity and wayfinding;
- Incorporating seating and bins;
- Installing bollards to reduce vehicles entering the reserve; and,
- Reinstating native planting at the back of residential lots, including the removal of private furniture.

Of the 50 pieces of feedback received the majority were from residents who voiced concerns about the reinstatement of natural planting at the back of residential lots.

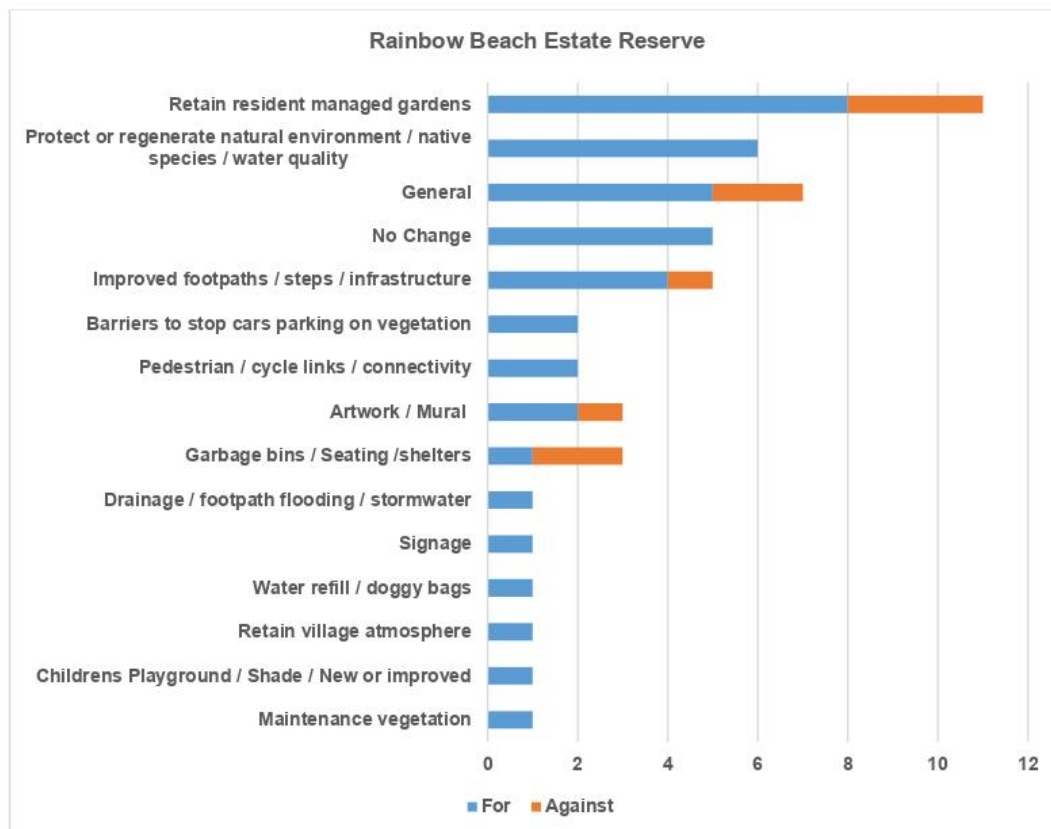
Residents cited their commitment and pride in maintaining these areas and the contrast to areas maintained by Council, which fell short of their expectations in terms of weed reduction, pruning and mowing.

There were, conversely, voices from community members (who were not residents but who enjoy the reserve) who called for a cessation of the encroachment of private property onto public land.

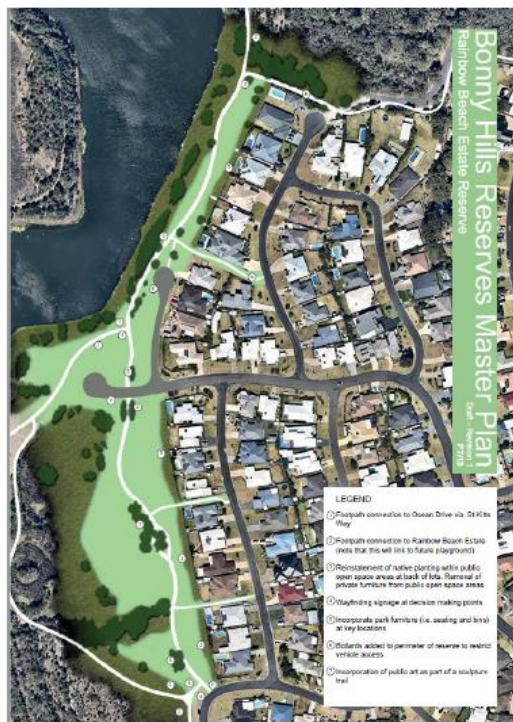
A call to protect or regenerate the natural environment (including native species and water quality) also ranked highly, with no one against this item.

Varied responses to the overall design, the inclusion of artwork, additional footpaths, garbage bins and seating were submitted with some wanting to leave the reserve as natural as possible and others seeking amenity.

A call to address ongoing maintenance of vegetation, poor drainage in certain parts of the estate, along with future-proofing connecting pathways (e.g. footpaths on Ocean Drive and pathways to Rainbow Beach) were also mentioned.



Graph showing themed responses to for Rainbow Beach Estate Reserve



Revision 1



Revision 2

**Master Plan (Revision 2) Updates:**

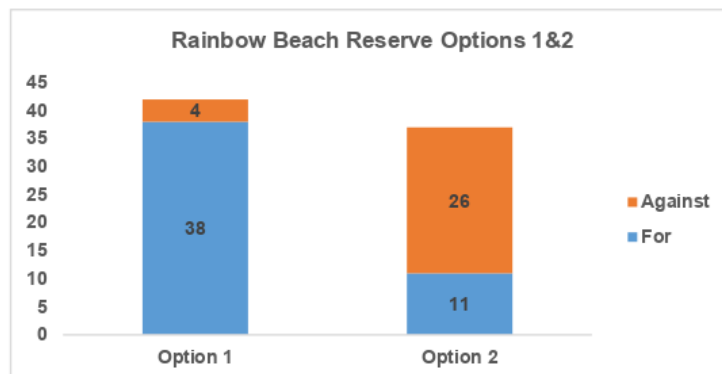
- Differentiated footpath built by developer from formal footpath
- Remove pinpoint 3 “Reinstatement of native planting within public open space areas at back of lots. Removal of private furniture from public open space areas.”
- Added additional pinpoint 5 for bollards at Seafarers Close

Consideration and responses to submission themes is included in *Appendix 11: Response to feedback by theme*.

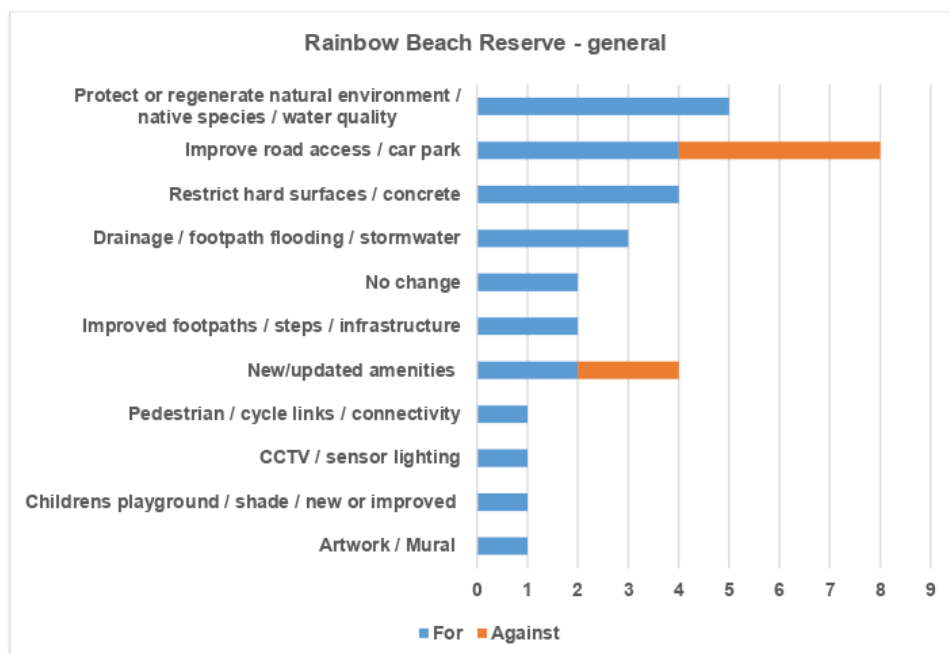
Verbatim feedback can be found in *Appendix 2: Rainbow Beach Estate Verbatim Feedback*

4.2. Rainbow Beach Reserve - General

Rainbow Beach Reserve, given the extent of proposals across two options and the popularity of the reserve, unsurprisingly drew the most attention. When presented with two options, one significantly more developed (Opt 2) than the other (Opt 1), respondents tended towards Option 1. This is shown in the graph below, with further detail for both Options following.



General feedback for Rainbow Beach Reserve shows a collective desire to protect the natural environment, with a focus on retaining open green space, managing coastal erosion, protecting local wildlife and, in particular, addressing water quality of creeks and the ocean.



Verbatim feedback is located in *Appendix 3: Rainbow Beach Reserve Verbatim Feedback*.

4.3. Rainbow Beach Reserve Option 1 (Rev 1)

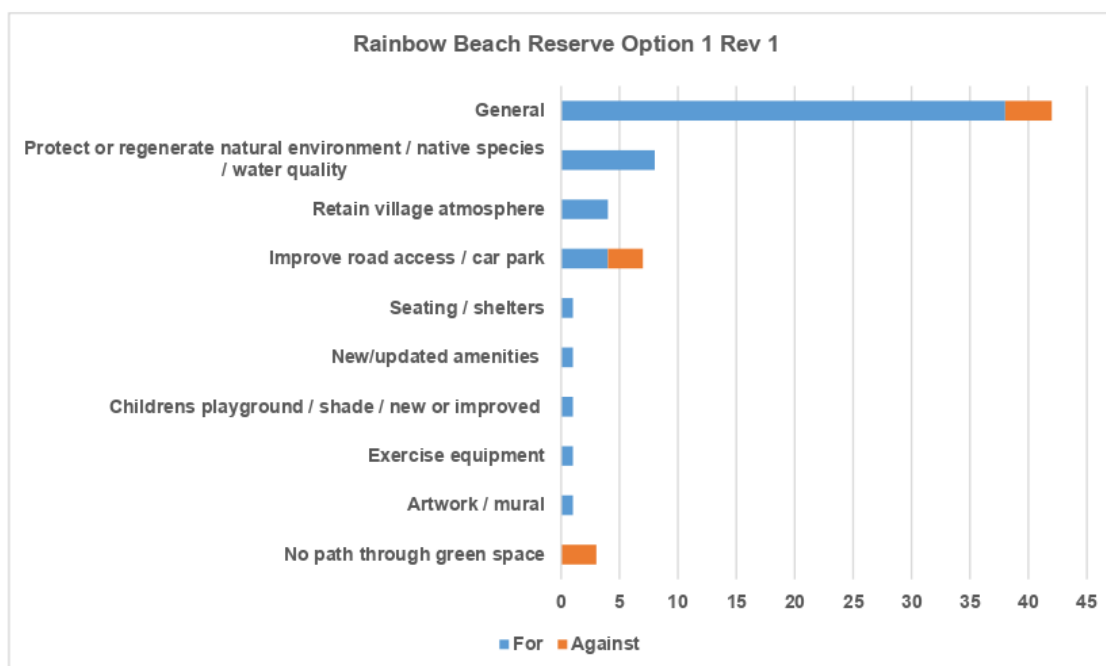
Rainbow Beach Reserve Option 1 provides a more conservative design response to parking and pedestrian connectivity through the site. Design elements include:

- Footpath connectivity and wayfinding signage from rainbow Beach Estate Reserve to the north through the site;
- Coastal erosion stabilisation and new tree planting; and,
- New and formalised car parking (increasing to 100 spaces)

This option does not resolve current access issues experienced by the WBHSLSC caused by vehicles parking in front of emergency and general access points for the club.

The majority of feedback was a preference for this option, when compared with Option 2. It should be noted that this doesn't mean an overall vote for this option - respondents identified pros and cons of each option, alternate options and a 'do nothing' approach.

The graph below doesn't effectively show the overwhelming call to retain the village character of this reserve; this sentiment was captured in the general preference for this lesser developed option. Broader sentiment is that the reserve should be about people and the community, not cars. Respondents identified the risk of loss of greenspace from coastal erosion coupled with hard surface encroachment from the west.



Verbatim feedback is located in *Appendix 4: Rainbow Beach Reserve Option 1 Verbatim Feedback*.

4.4. Rainbow Beach Reserve Option 2 (Rev 1)

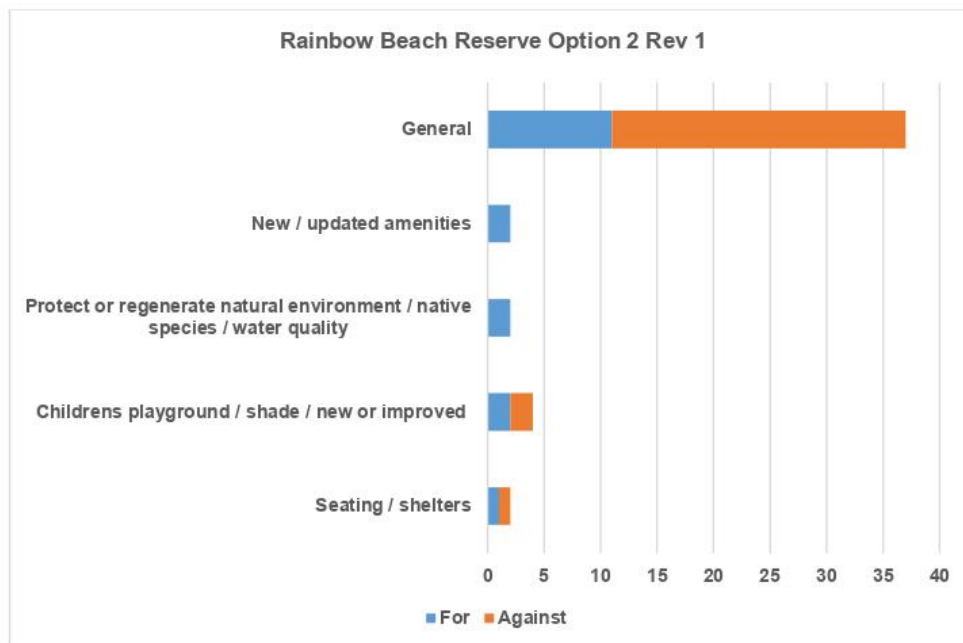
Option 2 formalises a number of spaces within Rainbow Beach Reserve and seeks to address the challenges that the WBHSLSC has experienced with access over the years (which has, at times, inhibited their ability to access the surf club garage/storage and deliver timely emergency services). Key elements that this option provides for includes:

- 122 car parking spaces away from the beach front, allowing emergency access and turning room at the front of the WBSLSC.
- Terraced seating and umbrellas at the foreshore - with coastal erosion resistant structure.
- Amphitheatre and shaded playground (moved further east to accommodate addition car parking).

While a majority (26) of respondents were opposed to this option, there was also support for a more structured design (11). Those opposed cited the loss of green space and village character, over-development, cost and extent of excavation required and endangerment of flora and fauna in that area. A fear that hard surfaces would compound issues with stormwater runoff and water quality already identified in this area.

Those in support of this option see a safer environment at the foreshore with the relocation of the car park as well as a resolution to the issues experienced by the WBHSLSC.

The following graph, while showing a small number of themed responses should be viewed in the following context: those who were against (and many of those in favour) of this option were strongly supportive of not over-developing the site, retaining the village atmosphere, and protecting the natural environment, waterways and the over-all natural character of the reserve.



Revision 1 (Option 1)



Revision 1 (Option 2)



Revision 2

Master Plan (Revision 2) Updates:

- Master Plan layout removed replaced with actions (p8 / Rev 2)
- “Option 1” of Rainbow Beach Reserve page (p8) removed
- “Option 2 Sections” of Rainbow Beach Reserve page (10) removed
- Design components (pinpoints and other details) removed.
- Legend changed to actions to inform future design
- Proposed shared pathway added (Federal Government’s Local Roads and Community Infrastructure Program)

Verbatim feedback is located in **Appendix 5: Rainbow Beach Reserve Option 2 Verbatim Feedback.**

Bonny Hills Community Hall Reserve

For this reserve, the Master Plan allows for formalised parking in three locations, including the tennis club. Additional inclusions are:

- Improved pedestrian links and signage throughout the reserve and across Ocean Drive;
- Weed and bushfire management;
- Installation of perimeter bollards to restrict vehicles entering the reserve;
- Playground upgrade, BBQs and seating; and,
- Community garden and public art.



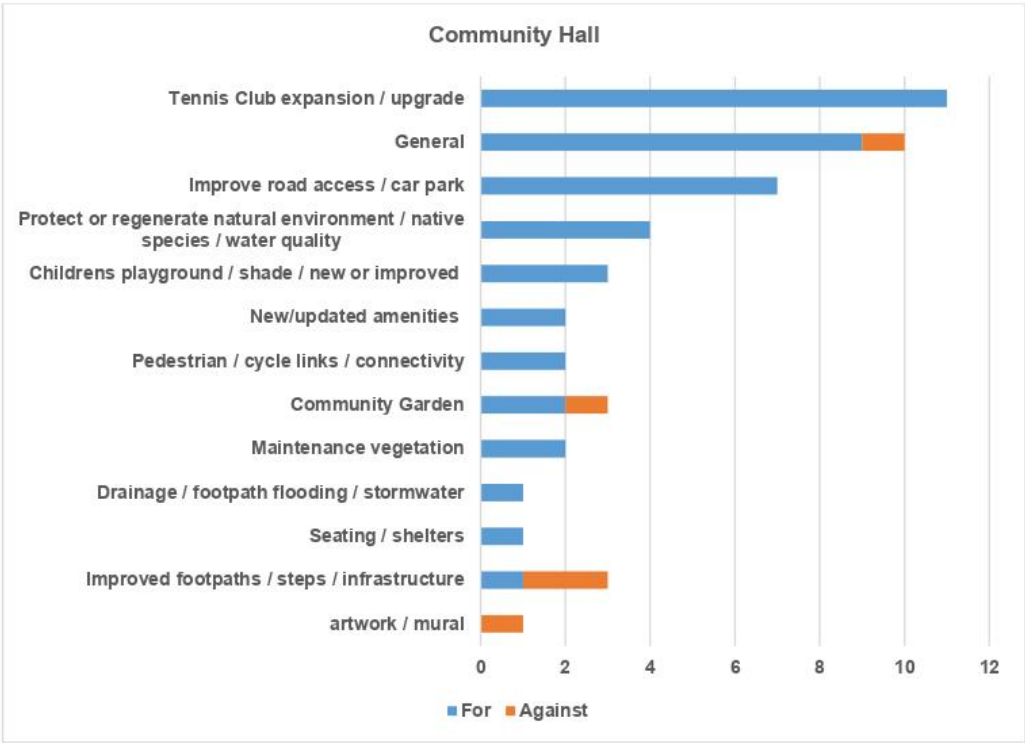
While there was broad, general support for the proposed upgrades, some issues were identified as not having been adequately addressed, such as the conflict between reserve users (including those attending the Community Hall, playground, skate-park, and other areas) and traffic congestion surrounding the service station/corner shop/residences and those turning onto Ocean Drive. The installation of bollards will effectively narrow the road, exacerbating this conflict.

A call to upgrade facilities in the Community Hall was made, along with submissions from the Bonny Hills Tennis Club and community members asking that inclusion, upgrade and expansion of the courts be accommodated.

Some objections and clarifications as to the inclusion of a footpath and formalised car parking on Short Street were raised; in particular:

- Narrow street width;
- Increased traffic in quiet residential street (to access community garden); and,
- Expense and logistics of formalising footpath along the reserve; and,

An overall call for ongoing weed management and maintenance was made with a focus on protecting the native flora and fauna and maintaining the natural character of this reserve. Those we were against improving infrastructure / pathways were in favour of well-kept trails but not in the form of concrete/hard surfaces.



Revision 1

Revision 2

**Master Plan (Revision 2) Updates:**

- Added “with lighting” to item 2 in legend
- Additional formalised parking on entry adjacent to tennis/Bball courts moved to opposite side of road and extended from Graham St entry to toilet block
- Existing parking near Community hall and playground extended and formalised with lighting and line markings (pinpoint 2)
- Bollards added to west side of entrance and east side of new parking spaces (pinpoint 9)
- Proposed shared pathway added (Federal Government’s Local Roads and Community Infrastructure Program)
- Tennis Club car park formalised with lighting
- Added proposed footpath from Tennis Club to Binbilla Drive
- Added proposed footpath from Kiah Place to reserve (existing informal access point)
- Proposed shared pathway added (Federal Government’s Local Roads and Community Infrastructure Program)

Verbatim feedback is located in *Appendix 4: Community Hall Reserve Verbatim Feedback*.

4.5. Spooneys Bay Reserve

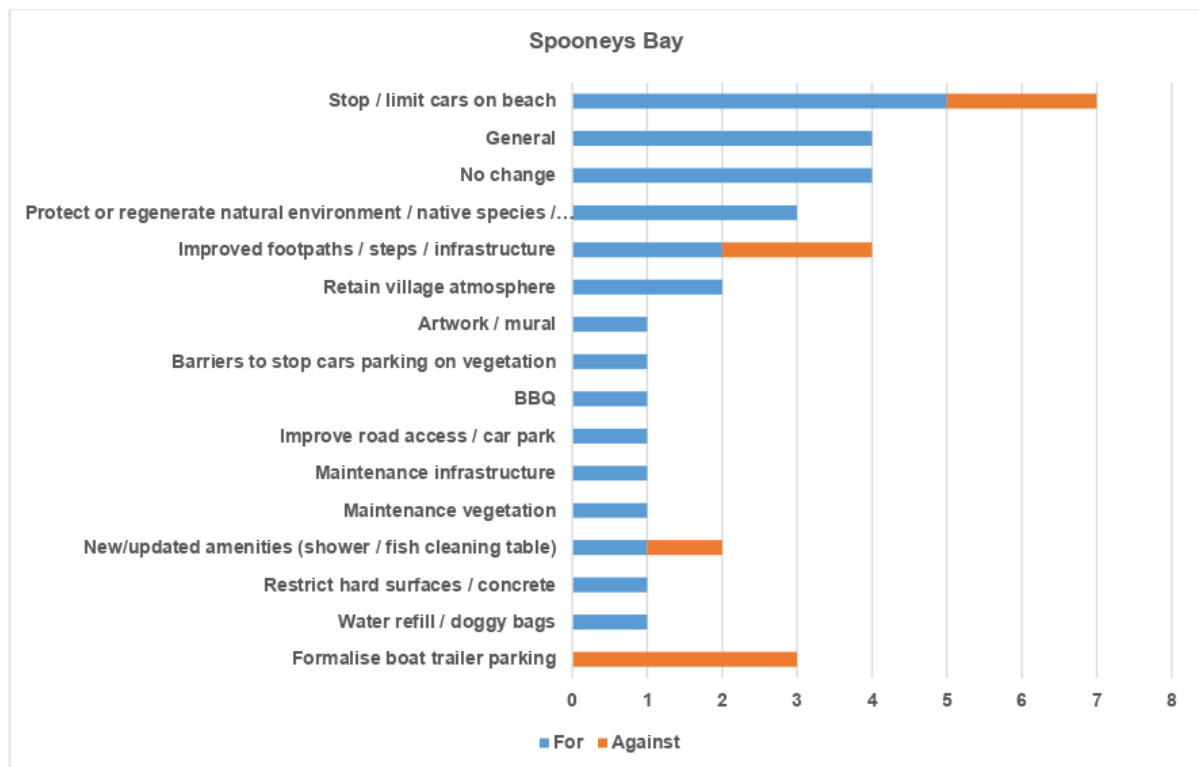
Spooneys Bay is a well-used reserve that plays host to a diverse range of uses including boat launching, dog walking, surf access, beach driving and pedestrian activity.

The mix of feedback is representative of the diverse uses of this reserve and beach. Some respondents called for no changes or additions to this natural area other than regular maintenance and bin collection.

Those launching boats spoke to the difficulty that would arise should beach parking be removed, and were not in support of formalised trailer parking.

Calls to remove cars (or to limit to those launching vessels) from the beach were also made in the interest of pedestrian safety along this relatively small section of beach.





Verbatim feedback is located in *Appendix 6: Spoons Bay Reserve Verbatim Feedback*.

4.6. Bartletts Beach Reserve

The proposal for Bartletts Beach Reserve includes:

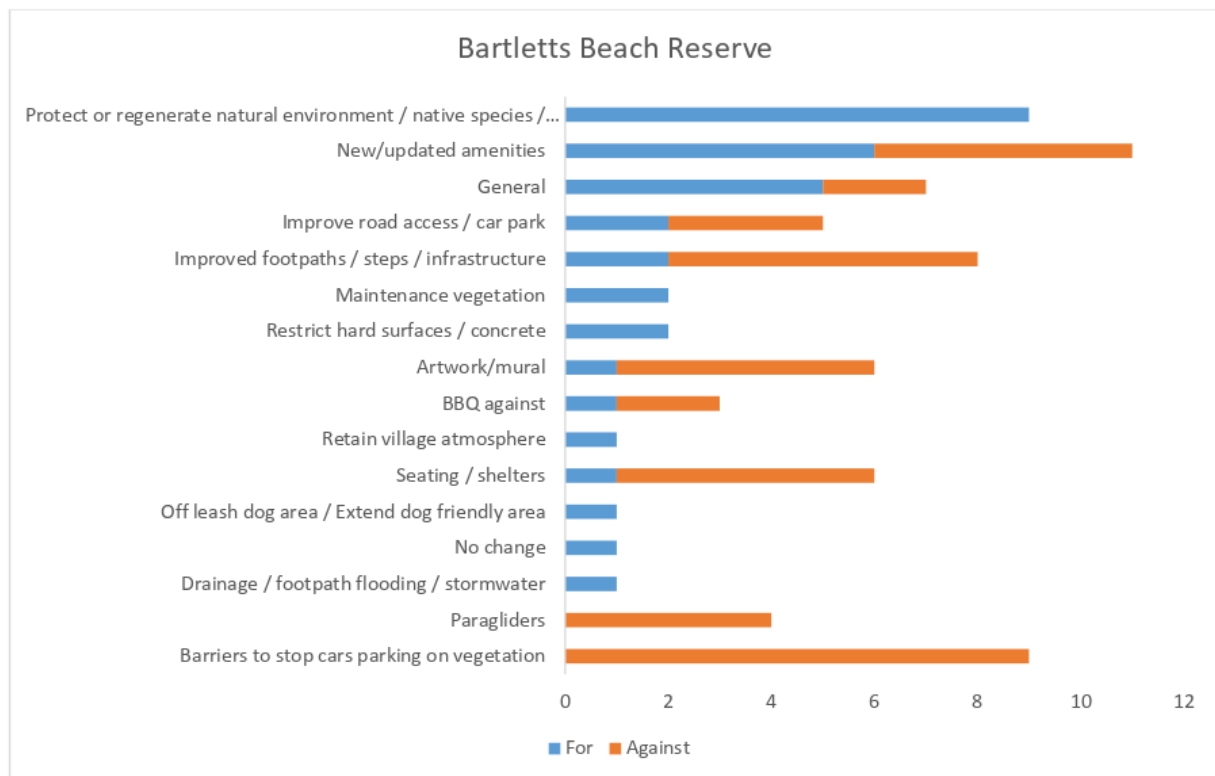
- Formalised car parking and footpath re-alignment;
- Toilet block relocation and upgrade;
- Retention of paragliding set up/launch area;
- Revegetation of natural drainage lines;
- Barriers to restrict cars parking on the edge of the reserve (along Honeysuckle Road); and, Footpaths, signage and public art/sculpture trail.

There was a strong voice from respondents, including residents on Honeysuckle Road to not over-develop the Nana Klumpp stretch of reserve along the headland towards Shelly Beach (this is reflected in the data for both Bartletts and Shelly Beach Reserves).

Respondents were strongly against the installation of bollards on Jordon Avenue and Honeysuckle Road, with long term residents citing very few incidents of cars driving on the reserve and increased road safety and driveway access issues (for long vehicles and caravans).

Calls for the cessation of paragliding activities on this reserve were also made, with respondents citing a previous petition to this effect.

Protecting the natural environment, controlling coastal erosion, retaining green space, keeping trails informal but safe and retaining clear views to the ocean were included in the feedback for this reserve.



Verbatim feedback is located in *Appendix 7: Bartletts Beach Reserve Verbatim Feedback*.

4.7. Shelly Beach Reserve

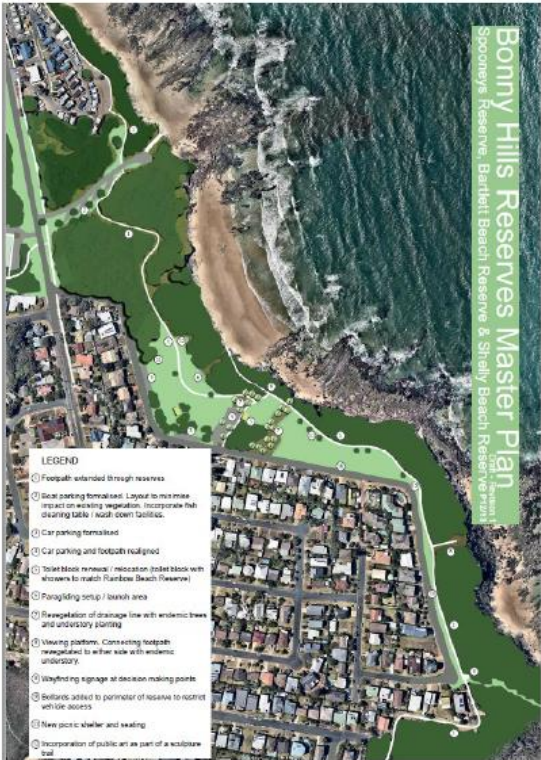
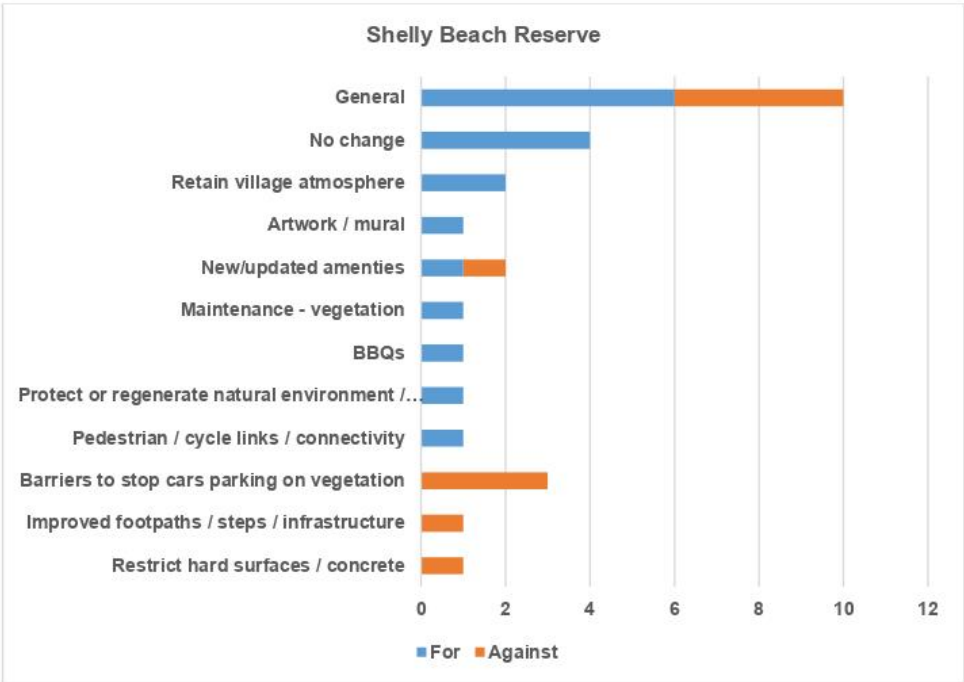
Shelly Beach Reserve remains relatively untouched in the Master Plan, with the following inclusions:

- Footpath and wayfinding signage extended along the edge of the reserve;
- Viewing platform with connecting walkway; and,
- Bollards to restrict vehicle access.

Feedback was similar and an extension to that for Bartletts Beach Reserve with respect to a strong voice against the installation of perimeter bollards. Submissions from residents, including a measured drawing showing the potential blocking of two-way traffic.

The area close to the tight bend at the south of Honeysuckle Road is an informal parking area for those accessing Shelly Beach or the Grants Head walking trail. This would also be the case if the viewing platform is installed.

The over-arching feedback for this reserve is to retain the natural, informal character along this stretch of coastline.



Revision 1



Revision 2

**Master Plan (Revision 2) Updates:**

- Modified footpaths to separate trail hardened and informal trails
- Gravel access road retained / boat trailer parking removed
- Amenities block to minimise visual impact and use robust materials
- Remove formalised car and boat parking
- Remove viewing platform
- Remove bollards
- Remove picnic shelter
- Add swales for water redirection
- Added trail hardening access to Shelly Beach

Verbatim feedback is located in *Appendix 9: Shelly Beach Reserve Verbatim Feedback*.

4.8. Reservoir Reserve

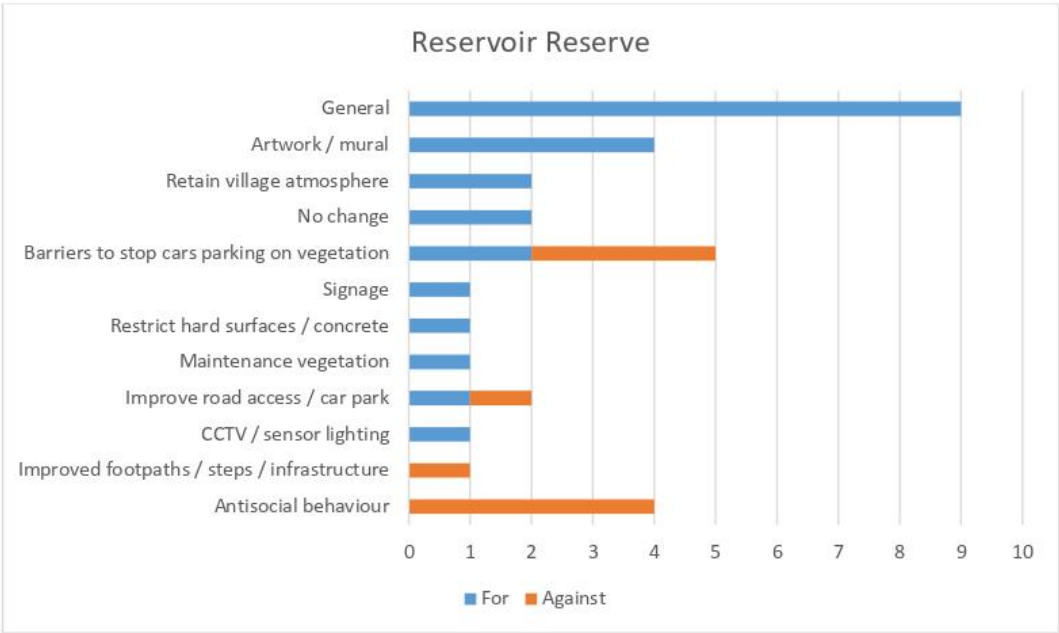
Feedback from surrounding residents about the current use and condition of this reserve is around rubbish, antisocial behaviour, traffic speed and the destruction of vegetation. The Master Plan seeks to address some of these issues through the provision of:

- Formalised car parking and bollards to restrict vehicle access to the reserve;
- Removal of rubbish and redundant infrastructure;
- Mural to reservoir;
- Viewing platform and seating;
- Regeneration of endemic species; and,
- Footpath connection and wayfinding signage.

Respondents were broadly in favour of these inclusions, making suggestions to improve some of the antisocial behaviour through the inclusion of lighting, CCTV and bins. Fears that improving the reserve would attract this behaviour were also voiced.

Ocean Drive residents, who have in the past used the reserve for access purposes (due to the grade of their driveways) requested that this access be maintained or managed in consultation with Council.

This reserve is locally known as Grants Headland, supported by a nearby plaque referring to the area by this name. A request to rename the reserve to suit has been made.



**Master Plan (Revision 2) Updates:**

- Change item 4 from “Gated maintenance access” to “Asset Protection Zone. Council to monitor for illegal vehicle access and if problematic investigate options for restricting access”. Item 4 pin point moved west and crosshatch identifies zone area.
- Remove item 8 - “Bollards added to perimeter of reserve to restrict vehicle access”
- Remove pin point 7 at Easterly end of footpath (pin point near Viewing platform to remain)

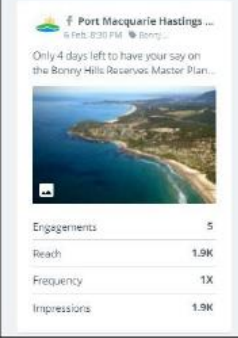
Verbatim feedback is located in *Appendix 10: Reservoir Reserve Verbatim Feedback*.

4.9. Next Steps

The updated Draft Bonny Hills Reserves Master Plan (Revision 2) will be shared with the community and key stakeholders prior to being included in the 18 August 2022 Ordinary Council Meeting with a recommendation for adoption.

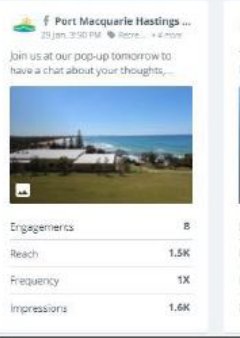
Once adopted, Council can identify funding opportunities.

APPENDIX (1) SOCIAL MEDIA POSTS



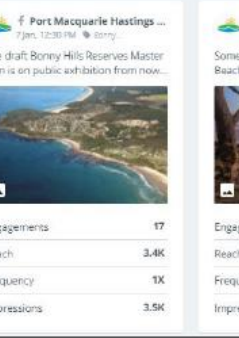
Only 4 days left to have your say on the Bonny Hills Reserves Master Plan...

Engagements	5
Reach	1.9K
Frequency	1X
Impressions	1.9K




Join us at our pop-up tomorrow to have a chat about your thoughts...

Engagements	8
Reach	1.5K
Frequency	1X
Impressions	1.6K




The draft Bonny Hills Reserves Master Plan is on public exhibition from now...

Engagements	17
Reach	3.4K
Frequency	1X
Impressions	3.5K




Some stunning views at Rainbow Beach... The Draft Bonny Hills...

Engagements	15
Reach	265
Frequency	1.1X
Impressions	297




Keen to see the latest Bonny Hills Reserves Master Plan? We've be...

Engagements	10
Reach	2.1K
Frequency	1X
Impressions	2.1K

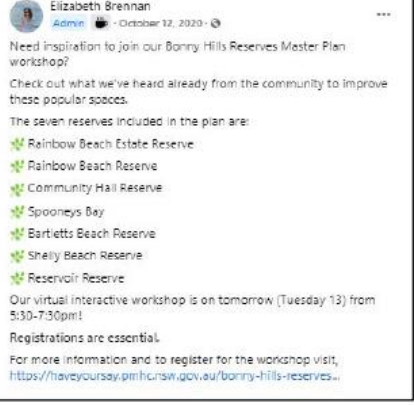


Don't forget to Have Your Say! The Draft Bonny Hills Reserves Master Plan is on Public Exhibition until Thursday 11 February. Come and visit us at Rainbow Beach Reserve on Saturday 30 Jan from 10am-1pm at our pop-up. You'll be able to chat with our landscape architect, pick up a copy of the Master Plan and complete a feedback form. Find out more info and share your thoughts on line.

Bonny Hills Reserves Master Plan
Pop-up Saturday 30 Jan at Rainbow Beach Reserve, 10am-1pm



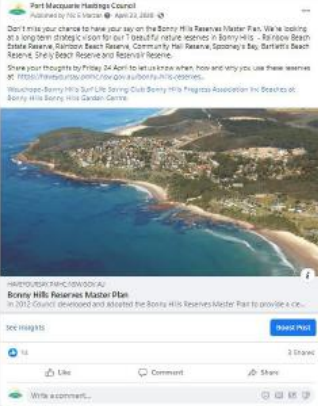
Have Your Say! Draft Bonny Hills Reserves Master Plan



Need inspiration to join our Bonny Hills Reserves Master Plan workshop? Check out what we've heard already from the community to improve these popular spaces. The seven reserves included in the plan are:


- 🌿 Rainbow Beach Estate Reserve
- 🌿 Rainbow Beach Reserve
- 🌿 Community Hall Reserve
- 🌿 Spoonneys Bay
- 🌿 Bartlett's Beach Reserve
- 🌿 Shelly Beach Reserve
- 🌿 Reservoir Reserve

Our virtual interactive workshop is on tomorrow (Tuesday 13) from 5:30-7:30pm! Registrations are essential. For more information and to register for the workshop visit, <https://haveyoursay.pmhc.nsw.gov.au/bonny-hills-reserves>

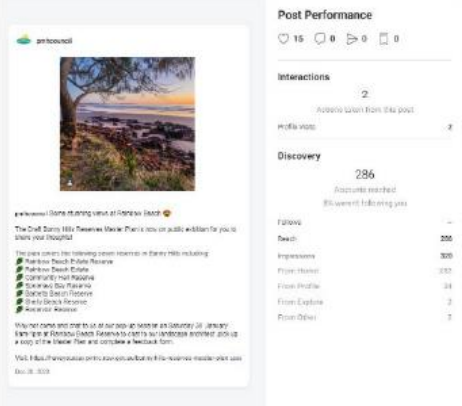


Don't miss your chance to have your say on the Bonny Hills Reserves Master Plan. We're looking at a long-term strategic vision for our beautiful nature reserves in Bonny Hills - Rainbow Beach Estate Reserve, Rainbow Beach Reserve, Community Hall Reserve, Spoonneys Bay, Bartlett's Beach Reserve, Shelly Beach Reserve and Reservoir Reserve. Share your thoughts by Friday 14 April to let us know when, how and why you use these reserves. If you're interested in joining our public consultation workshop, please email info@pmhc.nsw.gov.au or call 02 6551 1000.

Bonny Hills Reserves Master Plan
In 2021 Council developed and adopted the Bonny Hills Reserves Master Plan to provide a clear vision for the future of our reserves.

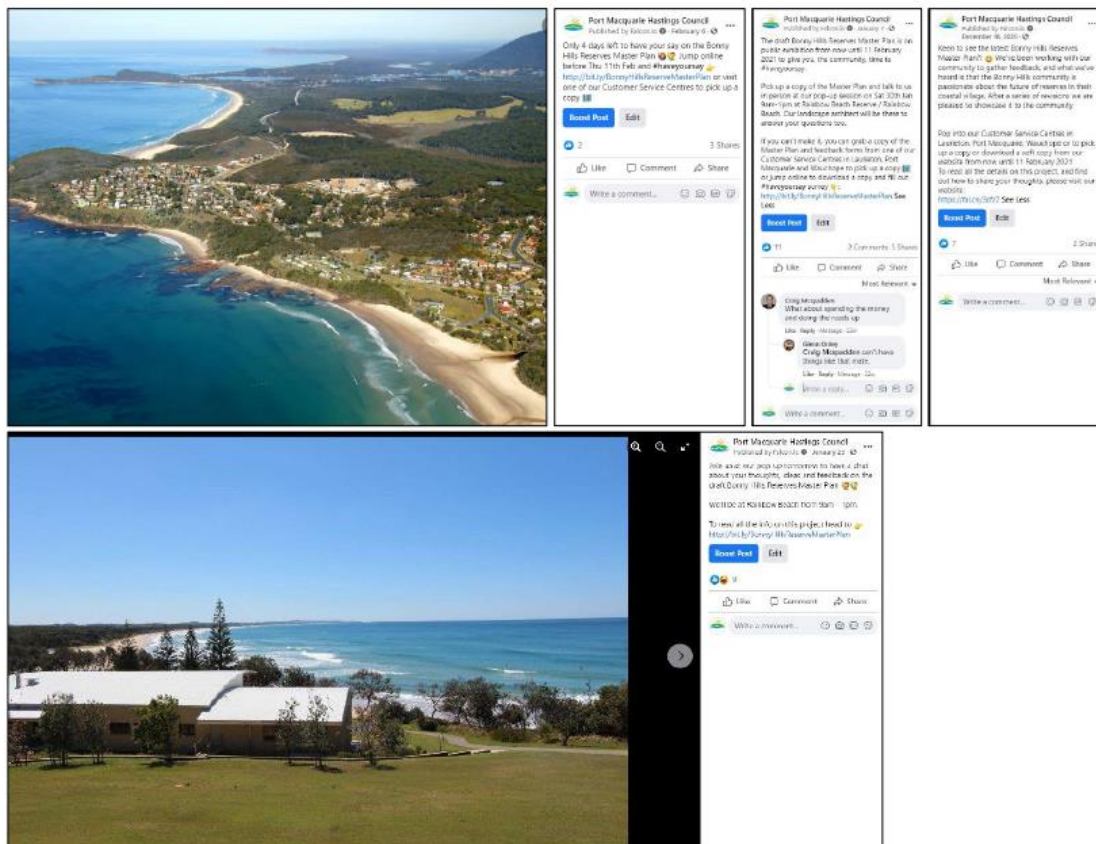


You've already told us what you love about our local reserves including why and how we could enhance them... now it's time to tell us what you think about the Bonny Hills Reserves Master Plan. Join our virtual consultation workshop on Thursday 10 October from 5pm - 7pm. To see what you can do for a day, have your say on the future of these reserves. 🌿 Rainbow Beach Estate Reserve 🌿 Rainbow Beach Reserve 🌿 Community Hall Reserve 🌿 Spoonneys Bay 🌿 Bartlett's Beach Reserve 🌿 Shelly Beach Reserve 🌿 Reservoir Reserve. Share your thoughts on line. You can also have your say at our pop-up at Rainbow Beach Reserve on Saturday 30 Jan from 10am-1pm. Find out more info and share your thoughts on line. <https://haveyoursay.pmhc.nsw.gov.au/bonny-hills-reserves>



Some stunning views at Rainbow Beach... The Draft Bonny Hills Reserves Master Plan is on public exhibition for you to share your thoughts. The plan covers the following seven reserves in Bonny Hills including: Rainbow Beach Estate Reserve, Rainbow Beach Reserve, Community Hall Reserve, Spoonneys Bay Reserve, Bartlett's Beach Reserve, Shelly Beach Reserve, Reservoir Reserve. You can have your say at our pop-up at Rainbow Beach Reserve on Saturday 30 Jan from 10am-1pm. Find out more info and share your thoughts on line. <https://haveyoursay.pmhc.nsw.gov.au/bonny-hills-reserves>

Post Performance	
Interactions	2
Discover	236
Engagements	205
Reach	205
Frequency	1.1X
Impressions	297

PORT MACQUARIE-HASTINGS
COUNCIL

5. APPENDIX (2) RAINBOW BEACH ESTATE VERBATIM FEEDBACK

Theme	Reserve	For / Against	Feedback
Artwork / mural	Rainbow Beach Estate Reserve	for	Item 7: Proposed change is a good suggestion. Incorporation of public art as part of a sculpture trail.
Artwork / mural	Rainbow Beach Estate Reserve	For	I note - with some excitement - that "community art " is seen as an important part of the Bonny Hills Reserves Master Plan. May I suggest that this is - as much as is possible - devoted to memorials to (and designed by) the Birpai original residents of
Artwork / mural	Rainbow Beach estate Reserve	Against	Public Art is not needed, this is a waste of funding and who is producing the art, Locals or overseas???
Barriers to stop cars parking	Rainbow Beach estate	For	This plan looks ok, but if you plan to improve the area to attract people and put in bollards to restrict car access you may need
Barriers to stop cars parking on vegetation	Rainbow Beach estate Reserve	For	Item 6. Bollards are a good suggestion as there have been instances of people driving in the grassed areas erratically.
Childrens Playground / Shade / New or improved	Rainbow Beach estate Reserve	For	The turning bay at dead-end of street (Rainbow Beach Drive) is used for car parking for families with children when walking/riding/skateboarding the existing footpaths. This area needs to include 'shaded playground' at grassed area now because the intended future playground at the newer estate to the North will be too far away.
Drainage / footpath flooding / stormwater	Rainbow Beach Estate Reserve	For	Also, we have noticed that the issue of drainage along the path in the reserve has not been addressed, after it was raised in the on-line Zoom meeting. After rain the path is flooded and unusable in many places.
Garbage bins / Seating /shelters	Rainbow Beach Estate Reserve	Against	<p>On another point I certainly do not see this reserve as a picnic / park area, if bins and seating are placed here it will bring vandalism and unwanted people drinking and socialising in the area this is certainly not a good look and we definitely do not want our children exposed to this, placing large yellow and red bins don't just become an eyesore but become a place that smells and where people will dump their excess household rubbish, obviously no one in the council lives in this area as I can definitely say that they would not like to look at & smell bins on a daily basis or look at 6ft high grass as I believe that this is what they would end up looking at if the council were to take this over, this is definitely not what we see now.</p> <p>It is so disappointing to see that the council would go and remove what is well maintained by owners who are happy to do so and not use the money in other well needed areas.</p> <p>I ask that you please re consider the planning of this and listens to everyone's reasons seriously.</p>



Theme	Reserve	For / Against	Feedback
Garbage bins / Seating /shelters	Rainbow Beach Estate Reserve	For	Thank you for providing the opportunity for feedback. I am very supportive of the inclusion of garbage bins and seating as detailed in the proposed plan.
Garbage bins / Seating /shelters	Rainbow Beach estate Reserve	For	Re furniture...it would be good if Council could greatly increase the amount of furniture in the reserve and discuss with residents on some Council furniture being included in their respective plantings.
Garbage bins / Seating /shelters	Rainbow Beach Estate Reserve	Against	Whilst the suggestion of Seating and Garbage Bins seems reasonable, the existing footpath is just 500m and is a walking thoroughfare and inclusion of 6 x seats/bins is excessive. Bins will attract unwanted household waste and vermin, will be unsightly and smelly and as Council have noted with their limited resourcing, how often will they be emptied? As the path is primarily used for exercise and dog walkers, there is no use for seating. Similarly to item 3, I hope the council has more important local issues that money can be allocated to.
General	Rainbow Beach Estate Reserve	For	Looks good
General	Rainbow Beach Estate Reserve	For	i like all points mentioned
General	Rainbow Beach Estate Reserve	Against	All aspects on master plan map supported here
General	Rainbow Beach estate Reserve	For	It's a good idea
General	Rainbow Beach estate Reserve	For	I think it looks good.
General	Rainbow Beach estate Reserve	Against	As feedback, we attended the Council pop-up meeting at the Bonny Hills Surf Club on 30th January and came away from the meeting with mixed messages. On one hand we have been asked to voice any concerns, and yet on the other hand we feel
General	Rainbow Beach estate Reserve	For	All good with the proposed plan
Improved footpaths / steps / infrastructure	Rainbow Beach Estate Reserve	For	It is really exciting to see this pathway being extended. The current pathway is the perfect place to teach children to ride a bike but is too short for a decent ride.



Theme	Reserve	For / Against	Feedback
Improved footpaths / steps / infrastructure	Rainbow Beach Estate Reserve	For	It is really exciting to see this pathway being extended. The current pathway is the perfect place to teach children to ride a bike but is too short for a decent ride.
Improved footpaths / steps / infrastructure	Rainbow Beach Estate Reserve	For	I feel that this would improve the area as there is no impact on current residents and would allow for walkers, riders etc to move around between areas and not need to go via main roads.
Improved footpaths / steps / infrastructure	Rainbow Beach estate Reserve	For	Great use of footpaths here.
Improved footpaths / steps / infrastructure	Rainbow Beach estate Reserve	Against	We don't need more pathways, we need less over development and replanting of all the tree council and developers have destroyed in all the recent new estates.
Improved footpaths / steps / infrastructure	Rainbow Beach estate Reserve	For	Connected pathways would be good
Maintenance: vegetation	Rainbow Beach Estate Reserve	For	- With all this attention being paid to all reserves between Lake Cathie and Bonny Hills, take this opportunity to remove Lantana on Beach Reserves and reserves along Ocean Drive.
No change	Rainbow Beach Estate Reserve	For	I recommend that no changes be made to the Rainbow Beach Estate Reserve.
No change	Rainbow Beach Estate	For	I feel this should stay as it is
No change	Rainbow Beach estate Reserve	For	This is a locals perspective. I'm 25, I was born in Bonny Hills and my mum was born in Wauchope, my grand parents too. Please leave it the way it is. The reserve is fine and beautiful just the way it is. We jog this track most mornings and love it's natural beauty. This is Bonny hills, a gorgeous little country town, we don't want a big city feel with concrete paths all over the town. Bush paths are essential!
No change	Rainbow Beach Estate Reserve	For	I believe that the rainbow beach Estate is perfectly fine how it is now. I really enjoy the natural surroundings untouched, the path number (2) which will in the near future connect lake cathie and bonny hills may not only congest the natural environment but also increase the influx of waste and unwanted attraction.
No change	Rainbow Beach estate Reserve	For	Unnecessary and not asked for. It is fine as it is.
Pedestrian / cycle links / connectivity	Rainbow Beach Estate Reserve	For	A footbridge leading from one of the paths behind the houses to the beach would be very well received. Instead of following the path all the way down to Rainbow beach from behind the estate, could there be a bridge over the creek and a walking track made near the sewerage treatment plant to access the beach? Kind regards, T. Hughes



Theme	Reserve	For / Against	Feedback
Pedestrian / cycle links / connectivity	Rainbow Beach Estate Reserve	For	Item 1. Footpath connection to Ocean Drive via St Kitts Way Whilst a continuation of the footpath to Ocean Drive via St Kitts is a good suggestion, as with many of the current pathways in Bonny Hills, as a pedestrian once you reach Ocean Drive, there is no footpath on Ocean Drive to use safely beyond the end of the proposed pathway.
Protect or regenerate natural environment / native species / water quality	Rainbow Beach Estate Reserve	For	No changes. Any changes to the reserve may endanger the existing bird and wildlife and therefore I recommend no changes.
Protect or regenerate natural environment / native species / water quality	Rainbow Beach Estate Reserve	For	I like the plan, please ensure an open space and no direct (new estate based vehicular traffic) always remains between Bonny Hills and new Cathie developments.
Protect or regenerate natural environment / native species / water quality	Rainbow Beach Estate Reserve	For	Planting native flora to active native birds would be great.
Protect or regenerate natural environment / native species / water quality	Rainbow Beach Estate Reserve	For	Use plenty of grassy and trees areas.
Protect or regenerate natural environment / native species / water quality	Rainbow Beach estate Reserve	For	Great use of footpaths here. I'd like to see native vegetation, trees etc. Those which would replicate the habitat that existed along that particular landscape prior to the development. This would also cater for the local fauna and wellbeing of people.
Protect or regenerate natural environment / native species / water quality	Rainbow Beach estate Reserve	For	None of the plan provided to the community is very clear, with a lot of generalization or glossing over of the details. Council says that it wants to protect the environment but all i'm seeing it an over use of money and concrete and not enough
Question	Rainbow Beach estate Reserve	Against	WHY WAS THERE ONLY 1 CHANCE TO ENGAGE WITH COUNCIL IN PERSON AS RAINBOW BEACH, WHY NOT EVERY SECOND WEEKEND OR SIMILAR?
Question	Rainbow Beach estate Reserve	Against	How much is this project going to cost and how will it be funded?
Question	Rainbow Beach estate Reserve	Against	What trees are going to be planted?
Question	Rainbow Beach estate Reserve	Against	Who is going to carry out the project?
Question	Rainbow Beach estate Reserve	Against	Why didn't we receive a letter box drop with the plan?



Theme	Reserve	For / Against	Feedback
Question	Rainbow Beach estate Reserve	Against	How much longer is it going to take council to edge all the proposed pathways? they have been very slack in recent months with the mowing and edging.
Question	Rainbow Beach estate Reserve	Against	Why has council not built a bicycle path between Port Macquarie and North haven instead, seeing this an Ironman Area????
Retain resident managed gardens	Rainbow Beach Estate Reserve	For	<p>As a resident directly affected by the proposed reinstatement of native planting we strongly disagree with this suggestion, along with our neighbours. The majority of the gardens along the back boundary of the houses adjoining the reserve are well kept by the residents and are an attraction to walkers visiting the area. In contrast, the gardens adjoining the lake maintained by the council are overgrown, rarely maintained and a potential source of noxious weeds and snakes. Whilst on many occasions we have been told that the council does their best with limited resources, the fact is the area will never be maintained as professionally as the local residents who take pride in their outlook. A suggestion that these gardens be bulldozed and replaced with a council garden is absurd. In our boundary garden for instance, we have incorporated washed pebbles, garden edging and have laid weed mat to discourage unwanted foliage. We would be more than happy to collaborate with the Council and remove any unwanted plants and replace with suggested natives without the total destruction of the existing garden.</p> <p>In summary to bulldoze existing gardens maintained by the residents and replace with a "canned module of 2 gardens", maintained by the council in the future can surely not meet one of the Master Plan Design Principle of being "Cost Effective" and could only be seen as an example of council financial mismanagement.</p> <p>We also note that as a member of the Bonny Hills Progress Association, in our opinion the association does not accurately represent the wishes of residents of Bonny Hills affected by the changes.</p>
Retain resident managed gardens	Rainbow Beach Estate Reserve	For	<p>It has been brought to our attention that the council will be undertaking extensive works behind our property, this is very upsetting seeing we maintain and better this area, (receiving many compliments at how good it looks) we understand that this isn't our responsibility, however we see this area as an extension of our backyard and take pride in this, we have a beautiful outlook which we pay for through our higher rate notices and the paid Premium for this land when we purchased it, if this area is to be taken over by council we certainly won't be looking at the same view or value of our home that we see now, an example of how good the council are at maintaining this area is that some years ago we contacted Liam Bully to have the garden edging replaced as it was dangerous & a trip hazard, still to this day we have never seen or heard from anyone at the council therefore we replaced this with concreted in pavers as we could soon see someone falling and hurting themselves especially children who ride around here everyday, so that to us shows that there is no ongoing maintenance being done, further down from our home there is a property that doesn't do there own maintenance and you can certainly tell the difference between self maintenance and council maintenance, so please consider that the home owners are happy to keeping looking after each of there areas and money being saved by the council through not having to keep up with maintenance.</p> <p>On another point I certainly do not see this reserve as a picnic / park area, if bins and seating are placed here it will bring vandalism and unwanted people drinking and socialising in the area this is certainly not a good look and we definitely do not want our children exposed to this, placing large yellow and red bins don't just become an eyesore but become a place that smells and where people will dump their excess household rubbish, obviously no one in the council lives in this area as I can definitely say that they would not like to look at & smell bins on a daily basis or look at 6ft high grass as I believe that this is what they would end up looking at if the council were to take this over, this is definitely not what we see now.</p> <p>It is so disappointing to see that the council would go and remove what is well maintained by owners who are happy to do so and not use the money in other well needed areas.</p> <p>I ask that you please re consider the planning of this and listens to everyone's reasons seriously.</p>



Retain resident managed gardens	Rainbow Beach Estate Reserve	For	<p>1. Obviously I am a concerned resident who has spent much time, money and energy in retaining the ambience that everyone can enjoy when they walk their dogs, ride with their children, kids ride their bikes with surf boards across their backs, skate along the footpath. Mums, Dad's and Grandads to sit on the grass to take the little ones to look at the ducks, It is for everyone to enjoy, not just me because I live in this beautiful place. I have never considered that the land belonged to me, I am just the custodian for future generations.</p> <p>2. 14 years ago when we bought the land there was nothing here. On the other side of the lake the cattle and the kangaroos grazed, nothing stays the same, I realise that. However before St Vincent's (the developer) handed over the maintenance of the land to PMHC, this public land attached to Magellan Place was planted with native grasses, calistamons, and westringias. Unfortunately PMHC did not look after any of the native plantings nor did they attempt to mow the reserve. When I contacted the council in 2007 to request the reserve to be mown, I was advised that they did not have the resources to look after it and had expected the residents to attend to the care!</p> <p>3. Unfortunately when this land was developed the drainage was inadequate and consequently many of the original natives died because of wet roots.</p> <p>4.. I do not have any furniture etc on this public land. As for rubbish it has never been a problem in this area, I would not like to have garbage bins along the reserve, thus creating a problem with rubbish being dumped ie. prawn shells, oyster shells etc. in holiday time. I know that the council cannot be everywhere all the time.</p>
Retain resident managed gardens	Rainbow Beach Estate Reserve	For	<p>However, if it is Councils intent to remove the individual plantings at the back of residents properties (which appear to be well maintained) and replant at Councils expense, I think this is a poor use of Council funding. At present the majority of residents have created garden areas next to their rear boundary fence on Council land. These gardens are currently maintained at the residents expense. The residents also mow and maintain the grass areas adjoining these gardens. If Council intends to remove these gardens and replant with natives, who is going to maintain this replant to the same level as the current gardens. Council does not currently maintain this area to a satisfactory standard, so how does it propose to do this with increased vegetation management? I think that the money that would be required to remove and then replant would be better put to additional mowing of the grass areas and fixing the pathways, which flood every time it rains.</p>
Retain resident managed gardens	Rainbow Beach Estate Reserve	Against	<p>Good design especially in the area of taking back that land some homeowner are claiming as their own and stopping those who cut and poison the vegetation to suit their needs. Only criticism is poor maintenance by Council. Mowing was only done on a couple of occasions in 2020.</p>
Retain resident managed gardens	Rainbow Beach estate Reserve	Against	<p>Stop encroachment from private property and formalize suitable native buffer behind houses.</p>
Retain resident managed gardens	Rainbow Beach estate Reserve	Against	<p>Assume this is Lake Reserve where locals have build gardens on council lands for their own use while discouraging others from enjoying the public space. I applaud Council enforcing a removal of these private gardens & would endorse any building pf public facilities so that the area can be enjoyed by many</p>
Retain resident managed gardens	Rainbow Beach estate Reserve	For	<p>Re planting...if native species are used and well tended then I would agree to the planting by residents</p>



Retain resident managed gardens	Rainbow Beach Estate Reserve	For	<p>Dear Mayor,</p> <p>I'm am writing to seek your support for us and our neighbours regarding the proposed treatment to the area at the back of our homes. We note the Bonny Hills Reserves Master Plan proposed treatment of land at the rear of our residences in Magellan Place Bonny Hills (backing onto Rainbow Beach Reserve Estate) will have an impact on all of us who live here. I have asked questions and raised concerns with Alex Gray when the plan was shared with locals and have emailed councillors, I now wish to raise with you the issue that concerns the residents of this small area. I know my neighbours all intended making known their opposition to the works as well.</p> <p>We have strong concerns and greatly object to the proposed removal of our landscaped and cared for spaces at the back of our homes (our own time and expense) which were marked out and sectioned off by the developer many years ago and provide the required 5 metre privacy space, we are deeply concerned and object to council's plan to plant bushes right on our fence line which will remove our establishes areas and greatly impact our view of the lake (one of the main reasons we purchased our home here).</p> <p>We understand council's desire to protect and enhance the natural environment, be assured not only do we take pride in our space we also care for and maintain it and the land towards the lake, which unfortunately council has not done in the past leaving it to overgrow with weeds and long grass attracting snakes.</p> <p>I was told in speaking with neighbours that "someone in the council years ago agreed that the locals could look after the area at the lake front of our homes as council was not maintaining it." The residents did so, and have been caring for it ever since.</p> <p>We request that before making the changes firm that someone from council meet with us (the rate paying residents impacted) and discuss further the proposed changes to land and privacy behind our homes.</p> <p>Please let me know if you can support us or what other steps we might take to speak with council about our objections. We look forward to hearing from you soon.</p>
Retain resident managed gardens	Rainbow Beach Estate Reserve	For	<p>You will have received direct feedback from residents near this Reserve.</p> <p>We agree with the proposed actions but suggest that it may be less confronting to allow neighbours' furniture to remain in the encroaching gardens at the rear of their properties if well tended, while ensuring that all plantings are native species and installing additional park furniture at appropriate locations for use by the general public.</p>
Retain resident managed gardens	Rainbow Beach estate Reserve	For	Re planting...if native species are used and well tended then I would agree to the planting by residents
Retain village atmosphere	Rainbow Beach estate Reserve	For	I strongly disagree with the proposed master plan. This is a quaint coastal village, and to keep its attractive charm we must not over develop the area.
Signage	Rainbow Beach Estate	for	Item 4 : Proposed changes is a good suggestion.
Water refill / doggy bags	Rainbow Beach Estate Reserve	For	Bins, doggy bag dispensers and signage to encourage dog owners to pick up their dog poo are needed. This is a real problem at the moment.

6. APPENDIX (3) RAINBOW BEACH RESERVE VERBATIM FEEDBACK

Theme	Reserve	For / Against	Feedback
Artwork / mural	Rainbow Beach Reserve	For	I note - with some excitement - that "community art" is seen as an important part of the Bonny Hills Reserves Master Plan. May I suggest that this is - as much as is possible - devoted to memorials to (and designed by) the Birpai original residents of the area. The Bonny Hills district has few special attributes other than its unique Indigenous history. These artworks should be as prominent and unique to the district as the Koalas are to the Port Macquarie district.
CCTV / sensor lighting / lighting	Rainbow Beach Reserve	For	Put cameras up to protect toilet block, picnic facilities, damage to trees from late night parties • Large fines for those who do block Surf Club access - the Surf Club could do with the donations
Childrens playground / shade / new or improved	Rainbow Beach Reserve	For	Provision of SHADE facilities for all the playgrounds is necessary with the long hot summers.
Drainage / footpath flooding / stormwater	Rainbow Beach Reserve	For	Both options (1) and (2) reap no benefit to the environmental concerns of the sewerage overflow north of big vinegar along the beach and the mere suggestion of these 'master plans' should be frowned upon. Bonny hills is a beautiful community of pure beauty how it is. The surrounding nature that
Drainage / footpath flooding / stormwater	Rainbow Beach Reserve	For	Hexagonal timber bench seating around Norfolk Island Pines and storm water drain down through front of reserve terminating as an absorption trench causing beach erosion between platform and stairs to north. Better storm water engineering playground floods and washes out soft fall mulch regularly.
Drainage / footpath flooding / stormwater	Rainbow Beach Reserve	For	I believe that many residents will also be questioning the cost and inconvenience of destroying the existing layout of the reserve and rebuilding as proposed in Option 2. The locals have far more pressing concerns within the local area that they would rather have the council spend money on. These include the erosion to the beach at Bonny Hills from runoff that has never been addressed as well as the problem with sewerage overflowing onto the beach during extreme wet weather. This was the case over the recent Christmas holidays when the beach was closed for a number of days after many locals and holiday makers became extremely ill from the raw sewerage spilling into the surf. This raw sewerage spillage is a far more important issue for the Council to address, and fund, as a new larger carpark will not be a requirement if these spillages continues as people won't be going to the beach.
General	Rainbow Beach Reserve	For	Also, there will be a need for similar facilities (Surf Club and reserve area) for the Catarina and other developments in area 14 (north Rainbow Beach)



General	Rainbow Beach Reserve		<p>The main assets here are BEACH, SURF CLUB and OPEN SPACES.</p> <p>Recent weather events (Dec. Jan. 2020/2021) have highlighted the fragility of these and the need to continually maintain ,improve and protect all 3. This must come before consideration for car parking with hard surfaces which are probably unaffordable and only impact more runoff onto the main surfing beach.</p> <p>RAINBOW BEACH</p> <p>If there is not a pristine beach why are Council having such grand plans for reserves?</p> <p>This beach was absolutely devastated by many factors which are not being monitored to acceptable standards. The following were observed:</p>
General	Rainbow Beach Reserve	Against	<p>On a side note why wasnt there a letter drop to all the locals regarding this proposed master plan - the signs posted at each reserve doesnt go into the detail of what actually is proposed.</p> <p>I find this is very unfair to local residents who may not of had a chance to have their say.</p>
General	Rainbow Beach Reserve	Against	<p>I would prefer to see MY rate money spent on getting some of the basic infrastructure sorted out for example</p> <p>1) Fixing the most dangerous intersection of the east coast of Australia at the Ghost Rd/ Pacific Highway and while it may be a state or federal issue use</p>
General	Rainbow Beach Reserve	Against	<p>Perhaps the local councillors should also try driving from Lake Cathie into Port Macquarie, on any given weekday morning, and see the bumper to bumper traffic that starts back at the Port Macquarie Golf Course and then most of the way into Port Macquarie. This is the carpark issue that needs to be</p>
Improve road access / car park	Rainbow Beach Reserve	For	<p>Any additions for facilities and car parking for the main beach at Bonny Hills would be a great improvement.</p>
Improve road access / car park	Rainbow Beach Reserve	For	<p>Maybe parking along entrance road (where bollards are) both side angle parking</p>
Improve road access / car park	Rainbow Beach Reserve	For	<p>On a busy day the parking can be problematic, but only ever on those busy days in peak holiday seasons.</p> <p>I encourage you to monitor how many people park there throughout the year and to see how backwards it would be to invest in something that only ever gets used a couple times a year.</p>
Improve road access / car park	Rainbow Beach Reserve	Against	<p>And as for the added 100 parking spots.... why? in winter the beach is a quiet spot and i think the council can find many more important things to invest its money into... such as the treatment plant.</p>
Improve road access / car park	Rainbow Beach Reserve	For	<p>Extra parking is desperately needed</p>
Improve road access / car park	Rainbow Beach Reserve	Against	<p>My concerns include, the look becoming too formalised and structured, reduced green space, and the surf club needs access to side of building to access equipment. Our need for excess parking at this point is not warranted. Although more parking would be bonus for those occasional days it is on</p>
Improve road access / car park	Rainbow Beach Reserve	Against	<p>Under no circumstances should any of the existing Reserve for-shore recreational area be "eroded" by building car parking. This space is a precious commodity now & into the future. People need to realise that the days of parking at the seashore are gone & that are public recreation areas not car parks for lazy people. I'm happy with the street parking being better & more formerly organised with overflow areas designated for peak times.</p>



Improve road access / car park	Rainbow Beach Reserve	Against	<p>Proposing a carpark that will run parallel to the existing road and will look like a twin runway, will not only destroy nearly a third of the existing green space at the reserve but will also create a visual eyesore that will haunt the Port Macquarie Council for many years, regardless of who is in power. Other issues that need to be considered is the massive heat load that will be generated by a large black bitumen carpark, especially so close to the existing bitumen road.</p> <p>The water run off that will be created by this large stretch of bitumen will add to the existing erosion of the beach. This is a serious problem already and cannot be added to.</p> <p>This reserve is currently used by surfers and families alike and currently there is defined demarcation between where the surfers park to view and get ready to surf and where families congregate to have picnics, kick balls on the open grass area or watch their children in the playground. The local surfers are the group that use the beach the most and all year round and will not thank the council for putting the carpark at the back of the reserve and putting the children's playground closer to the beach which is not used as often. Parents of older children and teenagers are also concerned that they will no longer be able to sit in their parked cars in the colder weather to keep watch on their children when they are surfing. THIS IS HOW THE LOCAL COMMUNITY USE THE BEACH.</p> <p>I understand there is a concern that there isn't enough parking during the summer school holidays or hot weekends. However, this is really only a concern for two months of the year and the other ten months of the year the existing carpark is sufficiently large enough to cope with the demand, or often empty. It does not matter which beach you go to, whether it is in a sleepy little coastal town like Bonny Hills with limited parking or a large city beach in Sydney or the Gold Coast with hundreds of parking spots, on a hot day in the middle of summer, especially during school holidays, there will never ever be enough parking to accommodate all the beach goers. Guess what? People understand this will be the case and accept that they may not get parking in the beach carpark and that they will need to park in the nearby streets. Residents who live near the beach also understand, that beachgoers are going to park in front of their houses on hot days and one of the trade offs when living close to a beach.</p>
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Theme	Reserve	For / Against	Feedback
Improved footpaths / steps / infrastructure	Rainbow Beach Reserve	For	<p>I was just having a closer look at the Bonny Hills Master plan and wanted to provide some feedback, but had trouble logging in.</p> <p>As a Mum of 2 young girls I am all for the playground and new paths. I'd like some clarification on how far the paths go, where they start and end? I've found that the paths that exist so far in Bonny hills are seemingly adhoc.. stopping and starting and not leading or connecting anywhere. It mentions a path connecting the beach to rainbow beach estate reserve but does not show clearly how far this path will go. Will it continue alongside Beach Road all the way to Bonny Hills Vet and Ocean Drive? Because that would be ideal!!</p> <p>Also there is a fabulous path that begins at Kendall crescent and ends at the Big 4 caravan park. However when pushing a pram or kids riding bikes, it's a hard slog through the sand to get to the beach/playground. It would be great (and so much safer) if this could extend all the way to the beach front. In addition, a safe path from the tavern to the Top Shop along Ocean Drive would be utilized by many residents! Including my aging parents who walk along this road daily.</p> <p>Thank you for hearing from residents like myself and taking on board our opinions.</p>
Improved footpaths / steps / infrastructure	Rainbow Beach Reserve	For	<p>Aim to keep, or better still, add to the green space which was increased after the removal of the old toilet block.</p> <p>Via the reserve we need access to the clubhouse and the café for disabled patrons etc. All other parking could be moved to areas outside the bollards and properly marked.</p>
New/updated amenities	Rainbow Beach Reserve	Against	<p>In your design principals you list: Accessibility and equity.....council is committed to creating and maintaining equitable access for the community. The relatively new toilet block at Rainow beach does not have facilities for disabled folks who need assistance to shower and change with dignity in private as existed in the old toilet/shower building. This is discrimination. Restore dignified private shower change rooms to Rainbow Beach.</p>
New/updated amenities	Rainbow Beach Reserve	For	<p>Any additions for facilities and car parking for the main beach at Bonny Hills would be a great improvement.</p>
New/updated amenities	Rainbow Beach Reserve	for	<p>My main concern is the lack of toilets available to the public. Currently the existing toilets are not suitable for current park and beach users let alone your future master plan proposals.</p>
New/updated amenities	Rainbow Beach Reserve Option 2	For	<p>The proposed Draft option 2 sounds great although i must add...</p> <p>-Also a small thing that could easily be done is to add a baby/toddler change table to the existing toilets-this could easily be put on a wall in the disabled toilets! This will save people from using to using the picnic tables as a changing area!</p>
New/updated amenities	Rainbow Beach Reserve	Against	<p>An Amphitheatre!!! Really!!! What a serious waste of space and money!!!! How often would an Amphitheatre be used by the community - possibly two or three times a year?? How has Covid been factored into the Amphitheatre equation and the fact that the PMHC are promoting a "two antlers apart" slogan which means a third of the proposed seating at the Amphitheatre will be empty to ensure Covid safe distancing is practised.</p>
No change	Rainbow Beach Reserve	For	<p>There is no more pathing recruiter in bonny hills. It is already functioning perfectly.</p>
No change	Rainbow Beach Reserve	For	<p>I strongly feel that the existing car park should be left where it is... I don't think our little seaside community needs an amphitheatre. I use the beach often with my family and it would be inconvenient for people with young children and also for elderly people if the car park was further away. Please leave it where it is!</p>



Pedestrian / cycle links / connectivity	Rainbow beach Reserve	For	<ul style="list-style-type: none"> • Yes extend the footpath so connects north to south. Bike path from Port Macquarie to North Haven alongside Ocean Road and running under the power lines. It is dangerous for bike riders and drivers alike to have bikes on very narrow sections of the road.
Protect or regenerate natural environment / native species / water quality	Rainbow Beach Reserve	For	<p>At the rate that these reserves are being destroyed will there be any pint to these proposed improvements? This issue of increased runoff from Saltwater Creek needs to be urgently addressed. It is destroying the reserve. Signs, warning of blue-green algae and raw sewerage sent many people to cleaner beaches this year. The beach was closed for this reason for 3 days.</p>
Protect or regenerate natural environment / native species / water quality	Rainbow beach Reserve	For	<ul style="list-style-type: none"> • Do you realise you have bitou bush, tobacco plants along the foreshore. Landcare can't do everything • Yes to more planting • There is a she oak about to be lost where the storm water drain is tearing up the beach at first step of steps north of the platform deck • There is also another large she oak in danger of little vinegar since the increase in flow down there from overflow • There are she oaks about to be lost at big vinegar due to overflow from sewerage causing extensive erosion. • She oaks are food for our black cockatoo population. • There has been extensive loss of vegetation on the dune foreshore. Yes in part due to sea but also due to water leaching through the sand dune from sewerage • There is extensive loss of tress behind the dunes again due to sewerage leaks. • The sewerage works aren't coping with what's already here let alone all proposed new development! • Protect the trees that are already here.
Protect or regenerate natural environment / native species / water quality	Rainbow Beach Reserve	For	<p>Erosion problems on the beach and associated poor quality stormwater/sewage incursions are of heightened concern to residents given recent events. No doubt sea level rise and storm events are part of the mix causing erosion but attempts at improving stormwater management since the last MasterPlan in 2012 have not been successful – the problem has just been moved 40 meters along the beach from the Lifeguard tower. A remedy for this is needed urgently.</p> <p>The use of sandbags to mitigate storm surge has been noted as successful and the idea of extending these along the beach in front of the surf club is applauded.</p> <ul style="list-style-type: none"> • Aged vegetation – mainly old man Banksias – has been dying off for some years now and urgently needs systematic replacement, along with extending plantings along the dune to the south of the existing plantings, using native species.
Protect or regenerate natural environment / native species / water quality	Rainbow Beach Reserve	For	<p>If there is not a pristine beach why are Council having such grand plans for reserves?</p> <p>This beach was absolutely devastated by many factors which are not being monitored to acceptable standards. The following were observed:</p> <ol style="list-style-type: none"> 1. The issue of excess discharge from the sewerage treatment plant being released into Duchess Creek. This should never happen if this is a "state of the art" facility as we are led to believe by Council and the EPA. This was a serious weather event but we must be prepared for more of these in the future as well as far more development in the area. Suitable infrastructure must be considered first. 2. The 1.5 metre high gouging of the main surfing area by the main drain from the reserve. This drain was moved several years ago but not far enough to at least connect with Saltwater Creek. This brings me to the point of Council plans to increase parking on the reserve with more hard surfaces and hence more runoff. 3. There has been continued seepage through the Coffee rock for at least 1 km. north on Rainbow Beach for weeks after the downpour. These discharges from the filtration trench are causing damage to our sand dune vegetation, beach and maybe ocean. 4. The drains in Beach St. were massively overflowing and these run into Saltwater Creek. Surely this indicates that drainage from estates is insufficient. Both Saltwater and Duchess Creeks were pristine waterways supporting much native flora and fauna before too much development with insufficient infrastructure. Please consider ALL new estates and where/how developers and council are considering stormwater runoff. Please never allow mass development along Beach St. and Saltwater Creek where the water table is high! 5. Sandbagging along the foreshore of RB has been very effective but needs to be extended both north and south as we face the effects of climate change and lose more of the embankment.



Theme	Reserve	For / Against	Feedback
Protect or regenerate natural environment / native species / water quality	Rainbow Beach Reserve	For	I strongly disagree to the proposed master plan. Bonny Hills is a coastal village and its charm lies in its natural beauty and small unpaved reserves. No need to overcomplicate and take away from the natural beauty by adding a sculpture trail - this is very tacky as it's been there done that. I say NO to the added car parking this isn't a city beach this is a small village beach, by doing this you will ruin the area and what attracts people to the area. We need more natural green reserves full of native flora for the native fauna to have a place to live. Especially with the new disgusting housing estates that are going up between Bonny Hills and Lake Cathie. I don't see any allowances for big gums and bush land for habitat plus the open plains of grass for the kangaroos. No Amphitheatre.
Question	Rainbow Beach Reserve	Against	Both options being considered by council are poor as they both will bring too many people to the area, endanger locals, turn this quaint area into the next Bondi and ruin the area for the locals who have to live with it all year round. This will encourage holiday makers to come to the area all year round and use the carpark as a free caravan park, who show no respect for the area, leaving their rubbish behind and taking away from the serenity of the area for the locals.
Question	Rainbow Beach Reserve	Against	Why is an amphitheatre being considered when COVID is still around, is Council trying to endanger the locals when these holiday makers bring it from Sydney????
Question	Rainbow Beach Reserve	Against	Why is council trying to fix something that isn't broken? The current carpark and use of the lawn during peak times works really well. Where is the runoff from the new carparks going to go? How is council going to manage the weed problem, with toxic chemicals? What trees are going to be planted? Doesn't more concrete make the area hot?
Question	Rainbow Beach Reserve		I believe the questions that should be addressed is why the Council didn't address their concerns for more parking before they approved all the new building sites in the Bonny Hills/Lake Cathie corridor. There are more than 1000 new homes being constructed on these sites and it is ludicrous to think that extending the existing Bonny Hills carpark by an additional 40 to 50 car spaces is going to accommodate the 2000 to 3000 additional cars that will be added to the local residential area.
Restrict hard surfaces / concrete	Rainbow Beach Reserve	For	• Thought needs to be given to minimising the use of hard surfaces for roads and pathways throughout the Reserve for the reasons outlined above.
Restrict hard surfaces / concrete	Rainbow Beach Reserve	For	I personally enjoy the patch of grass next to the boat ramp. It's a small patch yes, but it invites friends, neighbours and strangers to all sit and share the views TOGETHER as a community. With all the added pathways and concrete walls it only limits that, keep rainbow beach concrete free.
Restrict hard surfaces / concrete	Rainbow Beach Reserve	For	This is where the council have got this Bonny Hills reserve masterplan totally wrong and are only considering the impact of when the beach is at full capacity and not the other ten months of the year and what it means to the local residents to have to look at, and use a beach reserve, that has been turned from a lovely, natural green space into a tar and cement monstrosity. Bonny Hills is not like other nearby areas such as Lake Cathie with their large lake, lakeside reserve areas and beach or North Haven with its beach, mountain backdrop and beautiful river and surrounding reserves. Bonny Hills has very limited community greenspace and only has the small unattractive reserve/carpark at the top of Bartlett's Beach and the reserve at Bonny Hills Beach. The Council need to understand that they need to maintain the greenspace at Bonny Hills and not reduce or destroy it by constructing the large carpark in Option two.



Retain village atmosphere	Rainbow Beach Reserve	For	Big NO to the proposed plans! This is a locals perspective. I'm 25, I was born in Bonny Hills and my mum was born in Wauchope, my grand parents too. Please leave it the way it is.
Retain village atmosphere	Rainbow Beach Reserve	For	I think that Council need to recognise that Bonny Hills is not Bondi and this proposed design may work in a large built up beach area, however Bonny Hills
	Rainbow Beach Reserve		<p>Key issues raised for this Reserve – by far the most heavily used by Bonny Hills residents and visitors alike – are as follows:</p> <ul style="list-style-type: none"> • Installation of a car parking area behind the Surf Club (Option 2) – an area currently not used – appears to have general (but not unanimous) approval, but only on the proviso that there is no impervious surface and that storm water coming off this area does not add to the problems already being experienced on Rainbow Beach (see below) with stormwater cutting into the dune and beach in large rain events. • The open space recently reclaimed by removing the old concrete toilet block in the northern section of the Reserve is highly valued by the community and must be preserved. So it is not surprising that eroding this open space by extending the car park further to the West along Beach Street has been widely criticised. <p>2 The area to be reclaimed from parking and designated for an amphitheater is not going to be a suitable 'offset' for this large open space. The option of formalising the strip used as a carpark along Beach St, as suggested in the 2012 Plan, is worth including.</p> <ul style="list-style-type: none"> • Erosion problems on the beach and associated poor quality stormwater/sewage incursions are of heightened concern to residents given recent events. No doubt sea level rise and storm events are part of the mix causing erosion but attempts at improving stormwater management since the last MasterPlan in 2012 have not been successful – the problem has just been moved 40 meters along the beach from the Lifeguard tower. A remedy for this is needed urgently. <p>The use of sandbags to mitigate storm surge has been noted as successful and the idea of extending these along the beach in front of the surf club is applauded.</p> <ul style="list-style-type: none"> • Aged vegetation – mainly old man Banksias – has been dying off for some years now and urgently needs systematic replacement, along with extending plantings along the dune to the south of the existing plantings, using native species. • Thought needs to be given to minimising the use of hard surfaces for roads and pathways throughout the Reserve for the reasons outlined above.
	Rainbow Beach Reserve		<p>1. It would be a shame to have to remove the children's playground, when it has not that long ago been upgraded and improved</p> <p>2. By increasing the parking area along the street fronting the reserve and moving the children's playground closer to the beach that would lessen the amount of public land that is enjoyed by many families for picnics, children's parties, weddings etc Whilst everyone takes the utmost care where children are concerned there could be a safety issue regarding children, pets and their families with the traffic. As conditions regarding the beach, it is slowly being eroded away by existing tides, weather etc. It would be pointless to take any more land from the reserve.</p> <p>3. Why not create a new parking area adjacent to the Surf Club and Bonny Hills Cafe (previously The Fat Fish)?</p> <p>4. Is there a necessity for an amphitheatre so close to the existing homes adjacent to the reserve?</p>

7. APPENDIX (4) RAINBOW BEACH RESERVE OPTION 1 VERBATIM FEEDBACK

Theme	Reserve	For / Against	Feedback
Artwork / mural	Rainbow Beach Reserve Option 1	For	Could a water tank to supply water for the showers be taken into consideration? Water tank can also be used as a space for local school kids to work collaboratively with local artists on creating a mural around themes which are important to the community i.e. preservation of village feel/life, preservation of natural habitat etc., the desire to have children grow in an environment which promotes connection to other and nature.
Childrens playground / shade / new or improved	Rainbow Beach Reserve Option 1	For	Shade over the play equipment is needed however. I have small kids and on a hot day the play equipment is rendered useless. In option 2 Number 5, resisting coastal erosion is good, but shade umbrellas is silly and tacky.
Drainage / footpath flooding / stormwater	Rainbow Beach Reserve Option 1	For	My only other concern is the number and location of current stormwater outlets. If these could be consolidated and directed to the one outlet into Little Vinegar Creek this would help to maintain the aesthetics of the beach during rainfall runoff periods. Thank you.
Exercise Equipment	Rainbow Beach Reserve Option 1	For	As a suggestion, it may be possible to locate exercise equipment along the footpath at regular intervals such as is the case on the Gold Coast rather than having it all in one location. This would also prevent congregation of people in the one spot.
General	Rainbow Beach Reserve Option 1	For	While it is conservative, I think this is the best option. Could electric gates be used in times of emergency?
General	Rainbow Beach Reserve Option 1	For	Option 1 is as far as they should go.
General	Rainbow Beach Reserve Option 1	Against	Rainbow Beach carpark. I don't agree with either, keep existing carpark open. Put extra car parking up behind Surf Club. No new car parks where play park exists. No more decks etc. where sand meets land
General	Rainbow Beach Reserve Option 1	Against	• Joni Mitchell protested in the 1960's against this sort of thing ☹️ Fortunately nothing has changed "Don't is always seems to go - you don't know what you've got 'til it's gone. They paved paradise and put up a parking lot"
General	Rainbow Beach Reserve Option 1	For	Hi there , thanks for coming out to Big beach today, you guys were terrific at explaining the options that are being considered . I and my friends hope that option 1 would be the selection to carry out , as I believe option 2 is too much and rather gold coasty for our beach village here in Bonnys . Being a local born and bred , I love our village the way it is . I think that there needs to be improvements and the option 1 lends itself for a good outcome. Also I'd just like to add that the plovers that have been living at Rainbow beach reserve for years would not be happy with a big cement car park behind the surf club as that's where they lay their eggs and nest on the ground. I thank you again and hope that council see's the sensible and most proper thing by electing to Go with OPTION 1 for our future.



Theme	Reserve	For / Against	Feedback
General	Rainbow Beach Reserve Option 1	For	<p>I wish to comment on plans for Rainbow Beach Reserve. I would much prefer Option 1. The parkland should be left as it currently is (with a few minor changes).</p> <p>Option 2 is beyond all the previous desires of local residents to keep Bonny Hills with a "village like atmosphere. Taking some very much used public parkland and turning it into a car park is outrageous. This would prove very dangerous for children in the park as well as other problems. Other alternatives for parking are available. As it is now parking is only at a premium when special events are on. Why did Council approve the surf club and the associated businesses (cafe, flat and the surf club auditorium businesses) when parking was not provided?? Any increase in parking should be confined to the vacant land close to these amenities. Why did Council approve many new subdivisions without providing accesses to Rainbow Beach (apart from only one that I know of)? This would alleviate traffic at the Bonny Hills section. Coastal funding would be more beneficially spent in removing the earthworks leading to the bridge on the northern side of Lake Cathie which will enable the lake to return to its natural state and be much safer swimming, again taking the pressure off Bonny Hills. Please, please do not destroy our beautiful area with overdevelopment of the park. Hoping you consider our reasons.</p>
General	Rainbow Beach Reserve Option 1	For	<p>Rainbow Beach Reserve.</p> <p>Option 1 - Would keep the area natural which is in keeping with our village atmosphere. The suggested improvements are a good idea.</p> <p>Option 2 - This is more of a commercial development, which is better suited to a larger town and not in keeping with a village like ours.</p>
General	Rainbow Beach Reserve Option 1	For	I consider Option 1 the option option as it is more in keeping with the natural environment and less intrusive.
General	Rainbow Beach Reserve Option 1	For	We wish to support "Option 1" for the Rainbow Beach Reserve ongoing Masterplan. Option 1 builds on and improves the current amenity of the Reserve without too many negative impacts.
General	Rainbow Beach Reserve Option 1	For	Thanks for the opportunity to provide feedback, and for the work done to date. With respect to Rainbow Beach, I would like to express my support (with a few changes/ suggestions) for option 1. Option 1 is preferred as it retain the village atmosphere and community interaction.
General	Rainbow Beach Reserve Option 1	For	<p>I would suggest that the current carpark width be increased even by half a metre moving the bollards westbound as it does not currently allow for larger vehicles/ vehicles with surfcraft / surf skis on roofs etc to reverse adequately. Additionally, extra car parking could be achieved by adding a formal layer of carparking to the west of the existing bollards (in the current grassed area where cars park informally and not on a hard surface)</p> <p>Option 1 also appears to make better use of roadside parking, without wasting green space opposite the houses.</p> <p>I would also suggest that shading be achieved through planting / preservation of the coastal trees rather than shade umbrellas.</p> <p>The stabilisation of embankment and preservation of trees along the bank is seen as critical and I hope that this can be undertaken sooner rather later.</p>
General	Rainbow Beach Reserve Option 1	For	Option 1 is preferred as Option 2 appears to significantly impact upon the reserve
General	Rainbow Beach Reserve Option 1	For	<p>Option 1 - is preferred.</p> <p>Concerns with option 1 - the footpath legend No3- will have an impact on how we use the large portion of the reserve, many families play cricket or soccer or other games in this space. The path section should be removed and the path link can remain that goes through the playground section and rejoin legend 3 at large carpark located at single shower.</p>



Theme	Reserve	For / Against	Feedback
General	Rainbow Beach Reserve Option 1	For	The charm of this local beach is that it doesn't feel like a concrete jungle like Bondi Beach or for that matter Flynn's Beach at PMQ. We believe Option 1 is a good compromise in formalising the parking yet maintaining the current aesthetics.
General	Rainbow Beach Reserve Option 1	For	As a resident of Bonny Hills for 15 years and an active user of this reserve, and patrolling member of WBHSLC, I believe in trying to maintain the current look and makeup of the reserve and carparks as much as possible. For me and my family, maintaining as much green space and native trees as possible is a key outcome of any changes to this area. So I highly recommend Option 1 over Option 2 for this reserve. One change I would recommend is maintaining the existing concrete access driveway to the Western end of the Surf Club for vehicle and rescue equipment access, this would be for club activities only.
General	Rainbow Beach Reserve Option 1	For	Option 1 is the best option. Keep off road parking access of Beach St. add more car park areas than shown in option 1. Still leaving the reserve for families and activities with plenty of picnic tables and facilities. Maintain village feel. Option 2 very commercial not so people friendly.
General	Rainbow Beach Reserve Option 1	For	I feel option 1 is much more suited to safety and our communities needs. moving to option 2 would mean I can no longer supervise my children in my car when they are surfing, especially if it is a wet or windy day in the middle of winter. Parking is only an issue if we have large events or lots of community sports on at one time. this is less than 10 times a year. A lot of money would be wasted on something which is not necessary. I am involved in both surf life saving and two surf competitions and the way things are at the moment is working perfectly for us. if people can park where they are now we have a lot more of the community watching and ensuring our surfers are safe and we also have less crime as more people are around.
General	Rainbow Beach Reserve Option 1	For	After looking at option 1 and option 2 of councils proposed plan for Rainbow Beach reserve, I believe that option 1 is the better plan, which is more in keeping with the natural environment of Rainbow Beach
General	Rainbow Beach Reserve Option 1	For	I vote for Option 1 - I believe we should be retaining as much natural beauty of the beach as is. It will be too late once the reserve hill is cut up and concrete layered to change in later years if option 2 is used. Surf Club access has never been a problem - there is ample space to access the Surf Club Building. They operate approximately 6 months of the year. The community uses this reserve/beach all year round.
General	Rainbow Beach Reserve Option 1	For	Both options presented by the council appear to be fanciful, given the councils ongoing inability to maintain the existing open and reserve areas in the municipality at an acceptable level. Therefore the future options will exacerbate the already non working situation. Option 1 would be my choice should a vote be required.
General	Rainbow Beach Reserve Option 1	For	Plan 1 is preferred. It caters for more parking in areas that do not encroach on the existing recreational area adjacent to Duchess creek. Break up the parking areas as in Plan 1 to soften the landscape and prevent traffic movement along another 'road'. The other features of the plan look sensible and enhance the natural beauty and amenity of the reserve.
General	Rainbow Beach Reserve Option 1	For	I vote for Option 1. Please leave our reserves in their natural state. * I like to formalisation of car parking along Beach Street adjacent to the park and picnic areas. * The only thing I don't like is the new concrete, car parking, pad added below the residence that just sold. The community uses this area during events such as the carols in the park.

Theme	Reserve	For / Against	Feedback
General	Rainbow Beach Reserve Option 1	For	Thanks for taking our feedback onboard. My preferred option is option 1. It retains a village feel and is less commercialised and retains more green space for free play. Games such as cricket and frisbee are often played here. Additionally, parking near the beach provides access for elderly and disabled.
General	Rainbow Beach Reserve Option 1	For	Definitely option 1. Option 2 looks like a massive waste of money that could be better used in the community. Removing nice natural grassed areas to put concrete terraces in would not be complementary to the natural beauty of the area. Increasing the car park and adding areas for gatherings and not increasing the size of the toilet block? Where does all the waste water and storm water go? We have a sewerage problem already! What issue is there with access to a recently built surf club, they have keep clear areas and the ability to create more. Some aspects of option 2 look good, like the amphitheater and shaded playgrounds but that's about it. Definitely option 1.
General	Rainbow Beach Reserve Option 1	For	Prefer Option 1. Better for current local users and helps maintain village.
General	Rainbow Beach Reserve Option 1	For	Option 1 is a good option 2 is bad
General	Rainbow Beach Reserve Option 1	For	I like option 1 better. The changes proposed in option 2 are too much. In all the years spent down at the beach I haven't heard locals complaining about the current set up except access to SLSC being blocked by parked cars. The car park already has overflow when needed and works well unless there has been heavy rain. I'm not convinced with the new car park in option 2. Option 1 looks more low key.
General	Rainbow Beach Reserve Option 1	For	Much prefer Option 1 as resembles the current layout. Aspects of Option 2 are great though - shaded play area for example. Footpaths need to be re considered - esp those that are running straight through the grass area. What is the purpose of having footpaths cut through these areas? The grass areas are currently used by families and large groups of friends to play sport. Regeneration of native vegetation will benefit long term, as will work to prevent
General	Rainbow Beach Reserve Option 1	For	There have been two options suggested for the upgrade of the Rainbow Beach Reserve. Our preference is for Option 1. This will upgrade the parking situation and address coastal erosion with limited impact on the natural beauty of the area. The footpath connection to Rainbow Beach Estate Reserve and through this reserve is a good idea. Option 2 is a massive over-development for the beach front area and an excessive waste of council funds.
General	Rainbow Beach Reserve Option 1	For	Rainbow Option 1 – This is my preferred option. I like the footpath extension but would like to see this on the perimeter of the reserve rather than straight through the middle.
general	Rainbow Beach Reserve Option 1	For	Option 1 is preferred. It leaves things much the same as they are with some worthwhile improvements, while retaining the village atmosphere. This aligns with the majority of sentiments expressed in the Community Engagement Report.
General	Rainbow Beach Reserve	For	Option 1 - Would keep the area natural which is in keeping with our village atmosphere. The suggested improvements are a good idea.
General	Rainbow Beach Reserve Option 1	For	Option 1 is a far more appealing Masterplan for the Rainbow Beach Reserve. I feel that Option 2 veers well away from maintaining the village character described in the "Vision for Bonny Hills". As a community member of Bonny Hills I understand and agree with the need for improved accessibility to all areas with the incorporation of footpaths and ramps throughout the reserve for access to the beach.

Theme	Reserve	For / Against	Feedback
General	Rainbow Beach Reserve Option 1	For	Please keep green open space and maintain the vantage point where people can see the beautiful ocean vista from the road of Rainbow Beach and up the coast by not planting out this area with trees that will block the view. There are many elderly and disabled people in our community who are taken for drives by carers and this is their ONLY opportunity to see the ocean. Therefore I would be opposed to the proposal in Option two to plant this area out and would rather Option 1.
General	Rainbow Beach Reserve Option 1	for	I have had a look at the 2 options put forward for the progression of Bonny Hills growth as a village and I am disappointed with most of the ideas put forward. If I have to choose I choose option 1. Why can't Bonny Hills remain unique with natural bush pathways, hillsides and grassy areas instead of tar carparks, concrete and pathways? I thought conservation and preservation was the ideal outcome everyone is trying to achieve this day and age. Obviously progression is inevitable, and out of our control to a great extent but for now lets prolong the disturbance of the natural land and beauty that surrounds us.
General	Rainbow Beach Reserve Option 1	For	Option 1 preferred. The second option is far too much built area at the beach. Too much excavation and doesn't fit with locals desire to keep the natural beauty of the area. I never want to see permanent umbrellas at the beach. All signage should be discrete. There are additional trees marked on the plan. They should be kept to a minimum and the grassed areas kept open for gathering, impromptu games and views of the beach.
General	Rainbow Beach Reserve Option 1	For	Option 1 Noted this design is only minimal change to existing reserve as compared to Option 2. There is a traffic safety hazard when entering/exiting the intended new top carpark from 'access' road, this entry too close to intersection with Beach Street. Smaller carpark on 'access' road will block this road when cars backing out and swinging to exit along this sloping road. Extra 'on street' parking at upper Beach Street not "practical" this verge being narrow and near bend. Stabilisation of embankment needs to continue further Northwards to allow for erosion due to scouring of Saltwater Creek banks during heavy rains runoff onto beach. Include 'trail hardening to beach access' to North of Saltwater Creek ((as per Option 2)).
General	Rainbow Beach Reserve Option 1	For	Option 1 - As I have elderly parents who have limited mobility option 2 will effectively stop them enjoying the beach. At the moment they can park close to the viewing platform and shuffle across to watch their grandkids in the surf. Pushing the carpark further up the hill would put the viewing platform out of their reach and they would not be the only people in that position. In my opinion option 2 would be too expensive and not what the community needs at this point in time.
General	Rainbow Beach Reserve Option 1	For	My preference is for option # 1 * But I do not support # 3 Footpath extended though reserve.
General	Rainbow Beach Reserve Option 1	For	My preference is for option # 1 * Re car parking...I would encourage Council to investigate developing parking along Beach street and opposite the "Big 4 Park" on part of the rural land
General	Rainbow Beach Reserve option 1	Against	I have grave concerns regarding the proposed changes, in the Bonny Hills Master Plan, to Bonny Hills Beach Reserve. Neither of the two options proposed are acceptable.

8. APPENDIX (5) RAINBOW BEACH RESERVE OPTION 2 VERBATIM FEEDBACK

Theme	Reserve	For / Against	Feedback
Childrens playground / shade / new or improved	Rainbow Beach Reserve Option 2	For	The proposed Draft option 2 sounds great although i must add... - Fencing off (restricted access) of the playground and toilet block to the road is need, especially along the stretch near the toilet block, kids & toddlers are constantly running from toilets or playground onto the road as it is very close & this is dangerous! Some kind of horizontal fence that restricts kids from running onto the road along this busy area is a MUST! Reserve -The idea of some shade over the playground is fantastic and overdue, as well as continuing the pathways around the area to connect up existing footpaths, pram and disabled access is a must!
Childrens playground / shade / new or improved	Rainbow Beach Reserve Option 2	For	The current park is outdated and in need of replacing.
Childrens playground / shade / new or improved	Rainbow Beach Reserve Option 2	Against	the addition of extra playground/ exercise equipment also reduces the current amount of flat / level grassed area and will reduce space for free play such as frisbee, cricket or kicking a soccer ball which are frequent activities in the area currently. -the proposed siting of seating (understanding it is a masterplan) appears to be provide little in the way of barbeque seats close to the ocean as is currently the case.
Childrens playground / shade / new or improved	Rainbow Beach Reserve Option 2	Against	Option 2 seems to waste green space. Expansion of the kids playground is unnecessary- it is rarely used. An amphitheater as per option 2 would also be rarely used. Please retain trees and green space. The old toilet block was demolished to free up green space- the amphitheater option with beach umbrellas seems at odds with this.
General	Rainbow Beach Reserve Option 2	against	While some of the changes are good, my concerns are: 1. The grassed area will be significantly reduced. 2. There is little flat land suitable for cricket and touch footy etc. This will be reduced. The grassy areas are big attraction of this beach especially around the BBQ's. The car parking option in 1 was better. 3. All car parking areas should have more environmentally friendly surfaces in order to reduce runoff. They should be able to be mocked. I disagree with car parking behind the Surf Club. There are many new surfaces that could be used. 4. I do not think we need a permanent amphitheatre. One the few occasions in the year it would used, a pop - up stage could be used. Infrastructure for this could be provided 5. The terraced seating with umbrellas does not fit comfortably with the Bonny's grassy slope image 6. Why spend more money to move the great playground just to provide parking for the fairly limited period during the year. I like the idea of adding exercise equipment
General	Rainbow Beach Reserve Option 2	Against	Costly excavation works regarding section A Costly retaining walls and drainage
General	Rainbow Beach Reserve	Against	Option 2 is okay for Bondi but not for here

Theme	Reserve	For / Against	Feedback
General	Rainbow Beach Reserve Option 2	For	As a long term local resident and user of the Rainbow Beach and the Bonny Hills reserve, Option 2 is the option. It maximises the area to create a larger more community friendly green zone. The relocation of parking behind the clubhouse is a great benefit and sensible option. However, a community garden is not required in this area, the parkland should be maximised and more shade shelters provided [PMHC Note - there is no community garden proposed in this location or in this reserve at all] • Childs playground is great • Amenities block is great
General	Rainbow Beach Reserve Option 2	Against	My concern with option 2 include the risks associated with large drop involved in cutting into hill. The current gradual grass incline/decline is an attractive feature - reminiscent of many of the headlands around the east coast.
General	Rainbow Beach Reserve Option 2	against	Neither plan is acceptable. What is already here works but needs protection.
General	Rainbow Beach Reserve Option 2	Against	Option 2 is far too much unnecessary development. The inclusion of so much hard carpark surface replaces the green natural area. The large grass area plus playground area would be reduced if that becomes a carpark. That section of the carpark could be eliminated. A person needing a wheelchair access will no longer have a view of the beach if the carpark is removed.
General	Rainbow Beach Reserve Option 2	For	Option 2 is my preference, as it appears to be more family orientated, arguable more visually attractive which makes it more appealing to visitors. Also more comfortable for locals with more seating to enjoy the scenery.
General	Rainbow Beach Reserve Option 2	For	Option 2 is the better choice from multiple perspectives • The carpark provides need expansion upon the current facilities and is better from a public safety perspective. The region is expanding and will continue to do so. • The increase of useable community space next to the beach/in front of the Surf Club will be great for the community and community events/engagement. • Amphitheatre will be great • Better EMS access will improve community safety. • Including terraced seating and modernising in this way will cater to the future • Better disabled access is a huge boost for all the community • Moving carpark behind Surf Club is a must.
General	Rainbow Beach Reserve	For	Just go with Option 2 - it covers a great deal and looks like a good option. Number 2.



Theme	Reserve	For / Against	Feedback
General	Rainbow Beach reserve Option 2	For	<p>Hi, I would like to congratulate Council on listening to some of the feedback provided and taking these views into account with the revised 'option 2'. I also congratulate you on your direct consultation with the leadership of Wauchope Bonny Hills Surf Club, which as the largest and longest established organisation in Bonny Hills and primary stakeholder at Rainbow beach should always be directly consulted when such changes are being considered. I really like the concept of 'revised option 2' now that surf club and emergency access issues appear to have been resolved.</p> <p>I believe this option is by far the most visually attractive and will create an open, green, community space flowing down to the beach without a row of ugly parking running in front. I believe this design to also be far safer for the entire community, particularly children.</p> <p>Over time this open, green space running down to the water will become an iconic and truly valuable asset to the people of Bonny Hills. I congratulate Council on this revised design.</p> <p>I would therefore urge Council to proceed with 'option 2' as I believe it to be the best design and in the long term interests of Bonny Hills.</p> <p>The only issues that I would add are the following:</p> <ol style="list-style-type: none"> 1. Personally, I do not believe so many car parking spots are required (maybe I'm just yearning for my formative years with uncrowded waves and not a parking issue ever). I would like to see the strip of parking behind the surf club reduced to one side only. Unfortunately 'Beautiful Bonnys' is being loved to death. 2. As per my previous feedback, significant work is required to protect the beach front from erosion. Once again I congratulate Council (as I did at the time) on the 'sandbagging work' done approx. 4 years ago however further work is required over a greater length of the beach. 3. Again as per my previous feedback something significant needs to be done with Little Vinegar. Unfortunately the stench that this creek is now spewing out following heavy downpours suggests to me all is not well. As per my written feedback to Council on Boxing Day 3 or 4 years ago, following a huge deluge the creek spewed such foul smelling substance into the ocean it was unbearable. My 80 year old (at the time) father who lives within tennis ball throwing distance of the beach, immediately went into his yard believing a sewerage pipe had broken. Council Lifeguards closed the beach for a couple of days because of water quality'. Something is not right and it needs to be addressed. <p>In summary I would like to thank Council for what seems like a genuine consultative process and a willingness to listen to significant long term stakeholders. I will be keen to see what final plans are put in place following this process.</p> <p>Having personally had an intimate involvement with Bonny Hills for in excess of 50 years, I am immensely proud of the physical beauty and caring community of Bonny Hills.</p> <p>I am happy to provide further input or be contacted if you would like to further discuss</p>
General	Rainbow Beach Reserve	Against	Option 2 is not good for our small reserve, too much emphasis on car accommodation also this area is a bird nesting area.
General	Rainbow Beach Reserve Option 2	For	I believe option 2 makes the best sense and is the safest approach for that area. Can become quite busy and I think this is much more user friendly
General	Rainbow Beach Reserve Option 2	Against	<p>Op. Option 2 is entirely unsuitable and interferes substantially with the "amenity" of the entire area, virtually turning it in to a giant car park! Whilst no-one "owns" a view, Option 2 will impact and degrade the outlook view and aspect of many residences along Rodley Street, Beach Street and Ocean Drive, certainly impacting their desirability as residences and possibly even effecting their "ratable" values. The purchase of our land many years ago and subsequent building of our home was greatly influenced by location and aspect, disregard for residents in similar situations would not be in Council or Community Interest. As residents of 35 years in Rodley Street with a "pleasant" aspect, we for one would be applying for a revision of "ratable" value were our current view be changed to a view over a carpark! Impact on property "around" the reserve must be considered when deciding on the path forward.</p>

Theme	Reserve	For / Against	Feedback
General	Rainbow Beach Reserve	For	we are very much in favour of Option 2
General	Rainbow Beach Reserve	For	Option 2 is a far better option than option 1. The option 2 design is a better use of space and improves the usability of the waterfront. It will give the
General	Rainbow Beach Reserve Option 2	For	I like option 2...even though it would probably be more expensive. It would be better for long term view of public use as the region grows. It would be good to have trees and grass area where road / parking is now. Also be better manoeuvring essential vehicles into slsc and cafe area. Good to see the
General	Rainbow Beach Reserve Option 2	Against	To me, option 2 feels somewhat contrived and at odds with the views expressed in the council endorsed community plan to retain a village feel. I have the following concerns with option 2 : - the parking set back from the road opposite the houses appears to under utilise a significant portion of green space alongside the road (this green space should be a priority). The grassed area would not be large enough for any activity, but reduces the balance of the grassed area. - the terracing and beach umbrellas do not fit with a village feel
General	Rainbow Beach Reserve Option 2	Against	- the parking set back from the road opposite the houses appears to under utilise a significant portion of green space alongside the road (this green space should be a priority). The grassed area would not be large enough for any activity, but reduces the balance of the grassed area. - the parking appears as though it will require significant terracing and again not be in keeping with a village feel -one of the main attractions and social interactions for the community currently at Bonny Hills / Rainbow Beach is to park beside the surf and to prepare for the surf beside the vehicles. This involves having a chat and interaction with the rest of the community. Relocating the car park will adversely impact this village social interaction.
General	Rainbow Beach Reserve	For	Option 2 (with parking behind the surf club) would be amazing - much safer for children running around
General	Rainbow Beach Reserve Option 2	Against	Option 2 is tragic and definitely a NO GO. This is not the goldcoast, please dont turn our home into this.
General	Rainbow Beach Reserve Option 2	Against	Option 2, in my opinion looks too orderly and formalised, out of step with why many residents moved to Bonny Hills, it would significantly detract from its character. Any major increase in retaining or pavements will only detract from it's beauty and create a hot and uncomfortable environment.
General	Rainbow Beach Reserve	Against	Maintain village feel. Option 2 very commercial not so people friendly.
General	Rainbow Beach Reserve Option 2	Against	Hi there , I am 30 year plus resident of Bonnys and have a property opposite Rainbow reserve.I am a daily user of the beach.I would like to reject option 2 for a variety of reasons ,this option appears to to decrease the public space significantly . The grassed area in the front of the surf club to be terraced (no 5)this area is used and has been used for a lifetime for familys to lay and relax in a non formal way. WHY do we have to formalise everything to such an extent?
General	Rainbow Beach Reserve Option 2	Against	Plan 2 parking proposal is horrendous and visually ugly creating a long bank of vehicles along the length of the reserve. This type of large parking strip is unappealing and would create an urbanised feel which is unwanted. Residents of Beach street and the main road would look out on a parking lot so unless you severely reduce their rates it's a definite negative for them.



Theme	Reserve	For / Against	Feedback
General	Rainbow Beach Reserve Option 2	Against	Whoever was responsible for authorising option 2 to progress to the community consultation process, should be dismissed/terminated for professional incompetence. The obvious additional costs to ratepayers, should council pursue option 2 are manifestly disproportionate to any perceivable benefits that option 2 may arguably bring to the local community. Indeed to describe option 2 as anything other than belligerent stupidity and buffoonery in my opinion would be difficult to justify. In fact I am astounded that council appears to have learnt little, if anything at all since it's last significant infrastructure project (the Glasshouse) where council's wilful and wanton disregard for the prudence and accountability of how ratepayers funds were expended and which ultimately lead to the council being sacked and placed in administration by the NSW govt. Pull your heads in. It is an unjustifiable extravagance (waste of money) to demolish existing works (the staircase, pathways and existing footings in front of the Surfclub) in order to build your dream vision of what Rainbow Beach should look like.
General	Rainbow Beach Reserve Option 2	Against	I have lots of feedback to offer on Option 2 . * This option only creates 22 extra car parks but involves digging up and destroying a huge area of natural reserve. * Our family are surfers. We like to drive down to the beach to check the surf from our cars. This can not be achieved from car parks so far back from the water. * I have 2 young boys that surf. I like to park in front of the surf club. This way we have easy access to the car while they are getting ready to go out. If the weather is windy, wet or cold, I can sit in the car and still supervise them while they are surfing. Sometimes us mum's of surfing kids is at the beach for hours and hours in bad weather. If the car park was behind the surf club I wouldn't even be able to see the water. * My family, friends and the community enjoy sitting on the grassy hill in front of the surf club. For generations we have done this. My parents even have pictures of me as a little girl waxing dads surfboard on this grass. We gather here every weekend on towels and picnic rugs, sometimes for the entire day. It would be sad to see this area dug up and structured to accommodate 6 picnic tables. The area in front of this hill is ever changing. Sometimes there is lots of sand and sometimes it looks eroded. If this is being developed to prevent erosion then perhaps some low lying sand bagging would be a better solution. * We already hold successful events in the reserve. We don't need a formal amphitheatre! * Bonny Hills is beautiful in it's natural state. I'd much rather leave a nice light footprint then turn our reserves into heavily developed areas. It doesn't make sense to chop up car parks and dispose them only to turn around and dig up another grassy area to lay more concrete and tar. Us locals like it just how it is. We're not Port Macquarie, we're not a city, we're Bonny Hills, previously named 'Green Hills'. We're the land of sunshine, waves and a happy community.
General	Rainbow Beach Reserve Option 2	Against	* I am against the car park being blocked off for surf club use. The surf club is only in operation for a part of the year. There is adequate car park for surf club members to dispatch rescue craft. Rubber duckies, jet skis and their ATV's have plenty of space. The problem surf club have with this area is manoeuvring their large surf boats in and out of their sheds. These are not life saving or emergency response craft. They are a sporting hobby. If anything these boats are a hazard to swimmers and surfers. Particularly when the team loses control of the boat.
General	Rainbow Beach Reserve Option 2	Against	Option 2 seems to waste green space. Expansion of the kids playground is unnecessary- it is rarely used. An amphitheater as per option 2 would also be rarely used. Please retain trees and green space. The old toilet block was demolished to free up green space- the amphitheater option with beach umbrellas seems at odds with this.

Theme	Reserve	For / Against	Feedback
General	Rainbow Beach Reserve Option 2	Against	Rainbow Beach Option 2 – This is NOT a suitable option for our community. Option 2 represents drastic overdevelopment and excessive unnecessary change. This option does not align with the clear Bonny Hills Community Plan 2019 goal of maintaining a village character. The reserve should be kept the way it currently is. This overdeveloped option does not maintain the natural environment and reduces easy access to the beach by setting back the car park. Mothers with small children or elderly would be required to walk across a large reserve just to see the ocean. The cost and expense of cutting into the hill to construct the car park would be excessive. This option also replaces a large amount of grassed area with asphalt which would significantly increase the ambient temperature of the reserves.
General	Rainbow Beach Reserve Option 2	Against	Rainbow Beach Option 2 – This is NOT a suitable option for our community. Option 2 represents drastic overdevelopment and excessive unnecessary change. This option does not align with the clear Bonny Hills Community Plan 2019 goal of maintaining a village character. The inclusion of power outlets for markets is also not in accordance with Goal 1: maintaining a village character. Markets are for larger, developed tourist town such as Port Macquarie or Laurieton. Bonny Hills is a village! There is no main street or CBD. The addition of markets creates added demand for unnecessary parking and larger
General	Rainbow Beach Reserve Option 2	Against	Option 2 on the other hand completely changes the character and appearance of the area. The extensive car park cut into the hill below Ocean Drive is an eyesore with its 10m embankment and obtrusive sealed area, providing for 122 car spaces - only 22 more than Option 1. It is not worth all the expense, intrusion and change to the amenity of the area. With the inclusion of an amphitheatre and sound stage as well, Rainbow Beach is transformed from a recreational village beach area to one you would
General	Rainbow Beach Reserve Option 2	Against	Totally object to option 2. The only time we need the additional parking space is during the school holidays. Rodley street will become a thoroughfare to access the beach carpark.
General	Rainbow Beach Reserve Option 2	Against	I disagree with option 2 of the Rainbow Beach plan. I think it is too intrusive of the reserve and destroys the small village feel. I am sure it is also the most expensive. My choice is option 1.
General	Rainbow Beach Reserve Option 2	Against	Option 2 This complex design is more suited to a 'greenfield' site than to an existing park. Construction/implementation would need to involve extensive disruption to the operation of the entire reserve affecting all those attending the beach itself, SLSC and restaurant. The existing large grassed area, currently used for picnic on grass and for ball games, has been 'partitioned' into several smaller areas. The removal of the existing conveniently positioned 'beachside' carpark is a major negative for the every-day beach / surf users. Moving of existing roadside car parking to now be into existing grassed area of reserve; increases number of available car parks at the expense of reducing the flat grassed area. The intended roadside 'nature strip' along Beach Street is now sterilized from the actual reserve proper by this increased size full length carpark being a 'barrier'. Addition of the new carpark into the hillside, although involving much cutting in, makes better use of existing(unavailable) sloped area down from Ocean Drive. Section views A and B noted; especially the stepped retaining walls below Ocean Drive and the inclusion of (concrete?) seawalls along the beach.



Theme	Reserve	For / Against	Feedback
General	Rainbow Beach Reserve Option 2	Against	OPTION TWO Option 2 is probably the most disturbing design that could have possibly been proposed and also suggest that whoever designed this is out of touch with the local residential community and indulged their large ego.
New/updated amenities	Rainbow Beach Reserve Option 2	For	Option 2 supported as a long term solution to parking and increased amenities across grassed areas
New/updated amenities	Rainbow Beach Reserve Option 2	For	The proposed Draft option 2 sounds great although i must add... -Also a small thing that could easily be done is to add a baby/toddler change table to the existing toilets-this could easily be put on a wall in the disabled toilets! This will save people from using to using the picnic tables as a changing area!
Protect or regenerate natural environment / native species / water quality	Rainbow Beach Reserve Option 2	For	Option 2 seems to waste green space. Expansion of the kids playground is unnecessary- it is rarely used. An amphitheater as per option 2 would also be rarely used. Please retain trees and green space. The old toilet block was demolished to free up green space- the amphitheater option with beach umbrellas seems at odds with this.
Protect or regenerate natural environment / native species / water quality	Rainbow Beach Reserve Option 2	For	Option 2 on the other hand completely changes the character and appearance of the area. The extensive car park cut into the hill below Ocean Drive is an eyesore with its 10m embankment and obtrusive sealed area, providing for 122 car spaces - only 22 more than Option 1. It is not worth all the expense, intrusion and change to the amenity of the area. With the inclusion of an amphitheatre and sound stage as well, Rainbow Beach is transformed from a recreational village beach area to one you would expect in a country town and creates a site ripe for commercialisation, bringing with it unwanted consequences. The need for area lighting and CCTV (mentioned in the feedback) are testament to this view. Some of the inclusions in Option 2 are worthwhile however, such as <input type="checkbox"/> Weed removal (should also be included in Option 1) <input type="checkbox"/> Footpath extension <input type="checkbox"/> Terraced seating <input type="checkbox"/> Viewing decks and relocated lifeguard tower <input type="checkbox"/> Shaded playground, additional seating and BBQ shelters.
Question	Rainbow Beach Reserve Option 2	Against	*Has anyone suggested purchasing part of the now koala free goat paddock opposite the bottom c\van park for parking..!
Retain village atmosphere	Rainbow Beach Reserve Option 2	Against	Option 2 - This is more of a commercial development, which is better suited to a larger town and not in keeping with a village like ours.
Seating / shelters	Rainbow Beach Reserve Option 2	Against	Terraced seating is another example of overdevelopment. The existing natural hill is already sufficient and the proposed inclusion of beach umbrellas is not in touch with community needs or expectations. This style of shade is more reflective of Byron Bay or Noosa. A developed amphitheater is also not necessary. The existing hill is already a natural amphitheater and can/has been used to support a stage structure over the Christmas holiday period. In my opinion, Option 2 reflects an overdeveloped proposal that does not meet the expectations, and goes beyond the needs of the community to such a degree that the very fabric of this inclusive community would lose its character.

Seating / shelters	Rainbow Beach Reserve Option 2	For	<p>Option 2 on the other hand completely changes the character and appearance of the area.</p> <p>The extensive car park cut into the hill below Ocean Drive is an eyesore with its 10m embankment and obtrusive sealed area, providing for 122 car spaces - only 22 more than Option 1. It is not worth all the expense, intrusion and change to the amenity of the area.</p> <p>With the inclusion of an amphitheatre and sound stage as well, Rainbow Beach is transformed from a recreational village beach area to one you would expect in a country town and creates a site ripe for commercialisation, bringing with it unwanted consequences. The need for area lighting and CCTV (mentioned in the feedback) are testament to this view.</p> <p>Some of the inclusions in Option 2 are worthwhile however, such as</p> <ul style="list-style-type: none"> ☑ Weed removal (should also be included in Option 1) ☑ Footpath extension ☑ Terraced seating ☑ Viewing decks and relocated lifeguard tower ☑ Shaded playground, additional seating and BBQ shelters.
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9. APPENDIX (6) SPOONEYS BAY RESERVE VERBATIM FEEDBACK

Theme	Reserve	For / Against	Feedback
Artwork / mural	Spooneys Bay Reserve	For	I note - with some excitement - that "community art " is seen as an important part of the Bonny Hills Reserves Master Plan. May I suggest that this is - as much as is possible - devoted to memorials to (and designed by) the Birpai original residents of the area. The Bonny Hills district has few special attributes other than its unique Indigenous history. These artworks should be as prominent and unique to the district as the Koalas are to the Port Macquarie district.
Barriers to stop cars parking on vegetation	Spooneys Bay Reserve	for	* Spooneys Bay reserve: install Bollards along the entrance road all the way up to the boat ramp... this will help stop destructive use of vehicles on grassed areas.
BBQ	Spooneys Bay Reserve		More bbq and picnic areas
Formalise boat trailer parking	Spooneys Bay Reserve	Against	Boat parking is not required or maybe one spot if any as there is very little use of the boat ramp.
Formalise boat trailer parking	Spooneys Bay Reserve	Against	Maybe 2 boat parking not 4.
Formalise boat trailer parking	Spooneys Bay Reserve	Against	Formalised boat parking is not necessary for this reserve. The proposed parking is positioned too far from the vessel launching location, which poses a safety risk as the channel is a very dynamic and volatile space. Parking on the beach MUST remain the preferred option to ensure direct line of sight to vessels while parking trailers. It would take approximately 3-4mins without appropriate view of your vessel while trying to park your trailer in the proposed location. This increases the risk of vessels drifting near swimmers, surfers and fisherman. Whilst boat wash down and fish cleaning table facilities in isolation would be a welcome addition, a location closer to the boat ramp proper would be more functional and reduce impact on the western end of the reserve.
General	Spooneys Bay Reserve	For	i like all these suggestions
General	Spooneys Bay Reserve	For	I like the plan
General	Spooneys Bay Reserve	For	Good
General	Spooneys Bay Reserve	For	All sounds good
Improve road access / car park	Spooneys Bay Reserve	For	Access improvements needed
Improved footpaths / steps / infrastructure	Spooneys Bay Reserve	For	Really excited to see this pathway formalised. We walk this track several times a week. I'd prefer to see interpretive signage rather than public art or at least public art that connects with/tells the story of our environment, history and culture. It would be interesting to incorporate smart technologies such as a counter to get an idea of how many people walk this track each day. It would be even more amazing to extend this pathway into the headland for those who enjoy long coastal walks or runs.
Improved footpaths / steps / infrastructure	Spooneys Bay Reserve	For	I do feel the path from the caravan park down to the boat ramp does need some maintenance to ensure safety for walkers
Improved footpaths / steps / infrastructure	Spooneys Bay Reserve	Against	Why is there a footpath being added through a beautiful secluded part of Spooneys bay reserve?
Improved footpaths / steps / infrastructure	Spooneys Bay Reserve	Against	I'd like to retain the natural bush path that connects Spoonies and Bartletts Reserve.



Theme	Reserve	For / Against	Feedback
Maintenance: infrastructure	Spooneys Bay Reserve	For	Clean area up but leave the same. Upgrade boat ramp
Maintenance: vegetation	Spooneys Bay Reserve	For	Add another Legend Item "Noxious weed management" at bush land locations along footpaths ie Legend Item 1
New/updated amenities	Spooneys Bay Reserve	Against	<p>With respect to the planned works for the boat ramp car park and fish cleaning tables I would like to comment.</p> <p>When launching and retrieving boats off the beach you need experience. I have been launching small aluminium boats there single handed for about forty years and my father before me. When you drop the boat off you have to be quick as you need to get back after parking the vehicle so the boat doesn't wash into the rocks. By moving the car park further away or stopping parking on the beach at low tide you would create more risk to the boater.</p> <p>With regards to the fish cleaning tables being proposed, I am personally against this. They are not required and are smelly, requiring regular cleaning, and would be out of character for Spooney's.</p> <p>Spooney's bay is named after my great uncle Samuel (Spooney) Suters and our extended family from Klummps headland were taught how to navigate the bay safely in calm weather conditions.</p> <p>The more people that will use Spooney's when upgraded will make for more accidents there. I have seen numerous capsizes over the years as visitors don't know the reef.</p> <p>Please don't spoil it's history and character by over building or upgrades that aren't necessary.</p>
New/updated amenities	Spooneys Bay Reserve	For	I would love a shower here
No change	Spooneys Bay Reserve	For	Spooneys bay much like all of the back beaches in bonny hills are the reason why I keep coming back, and recommending it to others. You get a sense like no other place in the area you've gone from small beach town with the option of a short bush walk to total serenity. It remains wild and we need more places like it.
No change	Spooneys Bay Reserve	For	this should remain as it is.
No change	Spooneys Bay Reserve	For	<p>spooney's is untouched and loved by many.</p> <p>more cars equals more potential waste making its way into the ocean.</p> <p>We should be encouraging healthier forms of transportation rather than automobile. Many of us can do that now with the beautiful use of nature bush paths not concrete ones.</p>
No change	Spooneys Bay Reserve	For	Why is there a Need to do anything to this area except service the bins more regularly.
Protect or regenerate natural environment / native species	Spooneys Bay Reserve	For	Removal of weeds and regeneration of native flora is wonderful!
Protect or regenerate natural environment / native species	Spooneys Bay Reserve	For	Besides the concrete paths all looks great.
Protect or regenerate natural environment / native species	Spooneys Bay Reserve	For	Leave the bush tracks alone! They are beautiful!
Protect or regenerate natural environment / native species	Spooneys Bay Reserve	For	I would like to see the bush path remain natural between Spoonies and Bartletts reserve.
Question	Spooneys Bay Reserve		Will the chemical used in the Community Hall reserve to manage weeds run off into Spoonies Bay?
Restrict hard surfaces / concrete	Spooneys Bay Reserve	For	Legend 2 - stop mowing the existing verge and start to promote endemic veg recruitment. Please do not seal or asphalt the road. Spoonies has limited users of the boat ramp and does not need more formalised car parking. Please ask landscaping division to stop mowing under Melaleucas and increasing manicured areas. Again please stop STRIPPING AWAY the areas natural beauty.



Theme	Reserve	For / Against	Feedback
Retain village atmosphere	Spooneys Bay Reserve	For	Care and maintenance of what currently exists. Adding too much to these areas will take away from its naturally rustic character. Is #2 necessary? Is there
Retain village atmosphere	Spooneys Bay Reserve	For	I strongly disagree with the proposed master plan. Spooneys is a small nook beach, its charm lies in its gravel road and the big trees that grow. NO to the
Stop / limit cars on beach	Spooneys Bay Reserve	For	All motor vehicles with the exception of those launching and retrieving boats should be banned from Spooneys beach. I was very disappointed to see
Stop / limit cars on beach	Spooneys Bay Reserve	For	Vehicles on beach restricted to boat launching.
Stop / limit cars on beach	Spooneys Bay Reserve	Against	In favor of cars being able to access the beach
Stop / limit cars on beach	Spooneys Bay Reserve	For	4wd access to spooneys banned Dog beach not 4wd beach Dogs rule at spooneys
Stop / limit cars on beach	Spooneys Bay Reserve	For	Keep the Motor Vehicles off the Beach & fix up the car park for the future
Stop / limit cars on beach	Spooneys Bay Reserve	for	1. Spooneys Bay beach: Restricting cars on the beach would be a good first step, only cars that are launching and retrieving boats should be allowed on the beach.
Stop / limit cars on beach	Spooneys Bay Reserve	Against	I am not apposed to cars on the beach at Spoonies.
Water refill / doggy bags	Spooneys Bay Reserve	For	Again, dog poo is a big problem throughout this reserve. Any strategy to target this problem behaviour is much appreciated.

10. APPENDIX (7) BARTLETTS BEACH RESERVE VERBATIM FEEDBACK

Theme	Reserve	For / Against	Feedback
Artwork / mural	Bartletts Beach Reserve	For	I note - with some excitement - that "community art" is seen as an important part of the Bonny Hills Reserves Master Plan. May I suggest that this is - as much as is possible - devoted to memorials to (and designed by) the Birpai original residents of the area. The Bonny Hills district has few special attributes other than its unique Indigenous history. These artworks should be as prominent and unique to the district as the Koalas are to the Port Macquarie district.
Artwork / mural	Bartletts Beach Reserve	Against	4. Public art on the corner of Jordan and Honeysuckle will do nothing to enhance reserve. There is little space for such an addition, assuming a largish
Artwork / mural	Bartletts Beach Reserve	Against	I cannot see the point of public art in this area.
Artwork / mural	Bartletts Beach Reserve	Against	We don't want a tacky sculpture trail, leave Nanna Klumps as it is. What is the goal behind all the Art and Sculpture trails, what value will this really impart to the community? Why is the toilets going to be changed to a highly flammable one as shown by the one at Rainbow Beach burning down? How
Artwork / mural	Bartletts Beach Reserve	Against	I strongly disagree with the proposed master plan. No paved pathways this will ruin our reserves. No sculpture trail = tacky. No to way finding signs there
Artwork / mural	Bartletts Beach Reserve	Against	No sculptures on the headland. The natural landscapes and vistas are beautiful and should not be cluttered with 'someone's' idea of art. That is not the
Barriers to stop cars parking on vegetation	Bartletts Beach Reserve	Against	2. Bollards (10) will prevent short term parking on verge / parking by residents
Barriers to stop cars parking on vegetation	Bartletts Beach Reserve	Against	Parking controlled by bollards This is a concern. Having lived on the corner of Jordan Ave and Honeysuckle Road for more than 20 years I can't ever remember cars driving over the reserves-except relatives of Nana Klumpp attending to the plaque there in her honour-These folks will still need access.
Barriers to stop cars parking on vegetation	Bartletts Beach Reserve	Against	Bollards along Jordan Avenue east of Hill Street are not necessary. Yes, cars do park with 2 wheels on the grass, but only to allow two traffic lanes to pass safely. Many cars do pull up to enjoy the views and look at the surfing conditions, but never then drive down the slope onto the park itself.
Barriers to stop cars parking on vegetation	Bartletts Beach Reserve	Against	Legend 10 - placement of bollard would cause a traffic hazard as Jordan Avenue is already narrow if vehicles are parked on either side of the tarred section
Barriers to stop cars parking on vegetation	Bartletts Beach Reserve	Against	I am against bollards along Jordan Avenue at Nanna Klump Reserve as I feel this will create traffic flow problem if cars park outside these bollards it will be difficult with 2 way traffic.
Barriers to stop cars parking	Bartletts Beach Reserve	Against	As for the bollards @ no. 10 what's the point. In the near 40 years I have lived in the area I have seen 1 car drive down into that area. They drove a frail
Barriers to stop cars parking on vegetation	Bartletts Beach Reserve	Against	After viewing the Council plans for Development of the area I would like to submit my opinions and my opposition to some of the developments. Firstly my objection to bollards being erected along Jordan & Honeysuckle Avenue. I consider these streets to be light traffic thoroughfares and have
Barriers to stop cars parking	Bartletts Beach Reserve	Against	2. Bollards along Jordan Ave are unnecessary, present a safety hazard and are a blight on the landscape.
Barriers to stop cars parking	Bartletts Beach Reserve	Against	Bollards along Jordan Ave will be unsafe and really are unnecessary, creating problems where at the moment there are none. They would also spoil the
BBQ	Bartletts Beach Reserve	Against	Please put no 11 behind trees to preserve view and give more privacy for people using the BBQ area
BBQ	Bartletts Beach Reserve	Against	Nanna Klump BBQ - drainage channel from sw



Theme	Reserve	For / Against	Feedback
BBQ	Bartletts Beach Reserve	For	More bbq and picnic areas
Drainage / footpath flooding / stormwater	Bartletts Beach Reserve		A solution needs to be found to the two Storm water drainage pipes into the reserve, they are gouging out the cliff face at Bartletts .
General	Bartletts Beach Reserve	For	Good Plan
General	Bartletts Beach Reserve	For	I like the plan
General	Bartletts Beach Reserve		mmmm.. I have mixed emotions, I don't like the path through the reserve towards spoonys. I like the ideas of a fish cleaning station, the toilet block,
General	Bartletts Beach Reserve	For	All aspects supported
General	Bartletts Beach Reserve	Against	There has been shattered glass in the carpark for a month, council knows about it since they mowed there two weeks ago or so. How about sorting this danger out instead of wasting money on pathways we don't need.
General	Bartletts Beach Reserve	Against	Best beach in Australia and best kept secret shhhh!! Note not life guard patrolled submerged rocks = Council liability?
General	Bartletts Beach Reserve	For	All sounds good
Improve road access / car park	Bartletts Beach Reserve	against	One concern is the expansion of car parking which over develops this quiet beach area.
Improve road access / car park	Bartletts Beach Reserve	For	Legend 3 - additional car parking necessary
Improve road access / car park	Bartletts Beach Reserve	For	Access improvements needed
Improve road access / car park	Bartletts Beach Reserve	Against	We are happy with the current parking arrangements. Even in the peak of summer we visited this beach everyday. There were no issues with parking. Why do we need to chop up the car park and re locate it? Parking on Jordan Avenue adjacent to the Hill Street intersection is a bad idea. This will cause further congestion to this already narrow part of road. I
Improve road access / car park	Bartletts Beach Reserve	Against	Why is there a need for formal parking along Jordan Ave, most of the time there is no one there and when the park is being used there is ample room parking parallel with the road. There's no need for ugly car parks everywhere.
Improved footpaths / steps / infrastructure	Bartletts Beach Reserve	Against	(10) Bollards on Jordan Avenue and Honeysuckle Drive would restrict parking for residences and also create traffic hazards. Vehicles off the road are rare. If (8) Viewing Platform is upgraded, there needs to be capacity for cars to park which would be negated with bollards along Honeysuckle.
Improved footpaths / steps / infrastructure	Bartletts Beach Reserve	Against	Background - My family have lived in this area for generations we have frequented this reserve all of our lives. My mum features in the history sign erected on the headland and my pop built the concrete steps leading down to the beach. * It would be disappointing to see footpaths carve up this beautiful reserve. Why do we need footpaths? Why can't people just walk on the grass like they do now? I'm particularly unhappy about the way the footpath curves into the reserve around the Paragliding launch area. If it really must be there then why can't it hug the natural vegetation line? If it's to benefit the paraglider then this is an 'eye saw'! Paragliding should never have been approved for this headland. There have been many accidents and emergencies, many unreported. It's a danger to our families and the community both with them attempting to land in the park and frequently landing on the beach in amongst people. Shark Beach headland would be a much safer option.

Theme	Reserve	For / Against	Feedback
Improved footpaths / steps / infrastructure	Bartletts Beach Reserve	Against	Please do not run concrete pathways through the middle of the grass reserves. This then limits the use of the area and looks ugly. Run a foot path/ cycle way alongside the road instead.
Improved footpaths / steps / infrastructure	Bartletts Beach Reserve	Against	I don't want concrete paths going through the middle of the reserve. If there is a concrete path there my friends and I will not be able to mudslide there
Improved footpaths / steps / infrastructure	Bartletts Beach Reserve	For	I welcome the footpath extension connecting Rainbow beach to the southern edge of Bonny Hills but I would like to see the footpath placed on the
Improved footpaths / steps / infrastructure	Bartletts Beach Reserve	For	1. The pathway around the edge of the reserve should not be a visible one, such as a strip of 2m wide concrete for instance. Rather, it should be a minimal intrusion on the natural environment that we, like many of the respondents to the plan, wish to retain. Something like a path marked by unobtrusive indicators, similar to those which delineate the hang gliding area, would be suitable. If it has to be a firm path, then it should blend with the existing vegetation.
Improved footpaths / steps / infrastructure	Bartletts Beach Reserve	Against	A formed pathway through this part of the Reserve is also unnecessary. Walkers will not use it as they prefer to walk on the grass, particularly from Honeysuckle Road down to the bridge.
Improved footpaths / steps / infrastructure	Bartletts Beach Reserve	Against	Historical aspects of Bartletts Beach: * Steps down to the beach, need to be preserved and enhanced...not demolished!
Maintenance: vegetation	Bartletts Beach Reserve	For	5. Norfolk Island Pines. In the Master Plan of 2012, these non-indigenous trees were to be removed. Why is this not the case in the current revision? Such trees have no place along our coast. 6. The escarpment down to the water's edge is in need of a general clean up to remove long grass, rubbish and unwanted vegetation. A thinning of vegetation will improve the vistas and greatly enhance the experience of walking along the pathway.
Maintenance: vegetation	Bartletts Beach Reserve	For	Add another Legend Item "Noxious weed management" at bush land locations along footpaths ie Legend Item 1.
New/updated amenities	Bartletts Beach Reserve	Against	As your plans for the Bartletts toilet block seem to be the same as for Rainbow you seem to be planning to again reduce amenity for the disabled and other people who need showering and changing assistance in private with dignity. You are discriminating and excluding the neediest. Don't remove private shower change facilities
New/updated amenities	Bartletts Beach Reserve	For	I certainly agree the toilet block needs replacing it is very old and eyesore.
New/updated amenities	Bartletts Beach Reserve	For	Legend 5 - replacement of old toilets necessary
New/updated amenities	Bartletts Beach Reserve	Against	Toilet block fire risk issue
New/updated amenities	Bartletts Beach Reserve	For	Add more picnic tables and renovate toilets
New/updated amenities	Bartletts Beach Reserve	Yes	PATHS NO! Viewing platform NO!



Theme	Reserve	For / Against	Feedback
New/updated amenities	Bartletts Beach Reserve	For	<p>* The toilet block we have is old but functions well. Lots of local young families rinse off and get changed in these amenities. I wouldn't like to see them replaced with dysfunctional, unisex toilets like at Rainbow Beach. Why do they need to be relocated?</p> <p>* The new Picnic Shelters and Seating area, particularly the one near Jordan Avenue seems to be in a good location. I'm not sure about the one on Nanna Club Reserve. The headland is naturally collapsing around that area. We use the current picnic shelter regularly and would like to suggest bins be located closer to this area along with a bubbler or tap for hand washing and cleaning the BBQ's.</p>
New/updated amenities	Bartletts Beach Reserve	Against	<p>Also, I feel that the construction of picnic areas near Bartletts Beach and the development of that area to be sufficient as is without the addition of more.</p> <p>I also feel it is remiss of the council to develop areas away from the patrol beaches in our area. The safety of swimmers should be first and foremost. I realize that people who swim in these areas do so at their own risk but by drawing more people to area that risk is increased.</p>
New/updated amenities	Bartletts Beach Reserve	For	I like it. Showers on the side of new toilet block facing the car park would be nice, especially with small kids
New/updated amenities	Bartletts Beach Reserve	against	Why is the toilets going to be changed to a highly flammable one as shown by the one at Rainbow Beach burning down? How big are the carparks going to be? If it Ain't broken don't fix it!
New/updated amenities	Bartletts Beach Reserve	For	<p>If toilet blocks must be upgraded please provide privacy for changing and showers inside the amenities block.</p> <p>No unisex toilets.</p>
New/updated amenities	Bartletts Beach Reserve	Against	* Don't demolish the toilet block at Bartletts beach reserve, it is a well loved and used facility, that can be restored to its original state for continuing use.
No change	Bartletts Beach Reserve	For	this should remain as it is including the toilet block. The toilet block replacement would be a complete waste of money. Having privacy to wash off and get undressed is of paramount importance to the safety of our children.
Off leash dog area / Extend dog friendly area	Bartletts Beach Reserve	For	i suggest that this becomes the dog walking beach in lieu of Spoonneys
Paragliders	Bartletts Beach Reserve	Against	<p>Call for cessation of paragliding activities at Bartletts Beach Reserve.</p> <p>Supported by petition, which is included in the feedback</p>
Paragliders	Bartletts Beach Reserve	Against	<p>We object to paragliders being permitted to land on Bartletts beach ,the top reserve 'near' the official launch landing site and as a consequence of their operations in the adjoining waters.</p> <p>Concerns for safety of beachgoers, the community and pilots. Question probity in issuing licences to operate in this area.</p> <p>[full transcript of feedback available]</p>
Paragliders	Bartletts Beach Reserve	Against	<p>Dear Sir/Madam,</p> <p>I have safety concerns for people on Bartlett Beach.</p> <p>After witnessing a couple of paragliding crashes over the years on Bartlett Beach, I see the real possibility of beach goers being injured in the future. Our population is growing.</p> <p>If an injury or death occurs as the result of a paraglider crashing into people, on a well used beach, council will be held responsible.</p> <p>Please consider moving the paragliding, and the proposed launching ramp, to a more private less used area.</p> <p>Please reply.</p>



Theme	Reserve	For / Against	Feedback
Paragliders	Bartletts Beach Reserve	Against	Banning the paragliding. I think they could find a better spot. Off putting when you are laying on the beach. Apart from that the proposed plan is fine.
Protect or regenerate natural environment / native species / water quality	Bartletts Beach Reserve	For	1. Increase vegetation and prevent erosion under 'paragliding setup' (6). Plants and sandbagging to slow water movement and stop people walking up unofficial path
Protect or regenerate natural environment / native species / water quality	Bartletts Beach Reserve	For	Comment and objection to (7),(10),(11) for Bartlett Beach reserve. (Page 12) (7) Endemic planting - planting of heath/shrub native vegetation acceptable and wise but tall trees do not enhance the landscape nor are they native to cliff tops naturally.
Protect or regenerate natural environment / native species / water quality	Bartletts Beach Reserve	For	Erosion prevention. Extensive erosion of the of the hill at Bartletts Beach has been increasing. It would be fantastic if we could pay attention to this particularly at these three sites. 1/ Erosion on hill down to Bartletts Beach under Hang Gliding Platform. (Potential barriers, bagging and planting to slow water flow and people walking up an unofficial" path. 2/ Walking north of Bartletts reserve and into the bush there is substantial erosion at a lookout. (Located at top of the hill, roughly in the middle of Bartletts Beach). A viewing platform would allow people to get their view, but also allow vegetation to rehabilitate and stop erosion. 3/ Path or Steps at Northern end of Bartletts to stop erosion and link to link with bush paths. Thanks heaps. This is a fantastic initiative by Council.
Protect or regenerate natural environment / native species / water quality	Bartletts Beach Reserve	For	I have looked through the Council proposals and I am happy with clean up of vegetation in Jordan Avenue. I dont think a picnic area is necessary here as
Protect or regenerate natural environment / native species / water quality	Bartletts Beach Reserve	For	The landscape along Jordan Ave is beautiful and natural. We would like to keep it this way.
Protect or regenerate natural environment / native species / water quality	Bartletts Beach Reserve	For	Please keep green open space and maintain the vantage point where people can see the beautiful ocean vista by not planting out this area with trees that will block the view. There are many elderly and disabled people in our community who are taken for drives by carers and this is their ONLY opportunity to see the ocean. They can't walk on new footpaths or trails. It should be noted that these areas were once maintained to protect the EEC Traditional grasslands and were regularly managed by cultural burning by local indigenous communities prior to European settlement. Proliferation of taller trees unmanaged (i.e. banksias) kills off the EEC grasslands
Protect or regenerate natural environment / native species	bartletts Beach Reserve	For	Would love to see the trees that were destroyed in the past for better views replanted. Trouble is the locals would destroy new plantings such is the self preserving attitude of such people.
Protect or regenerate natural environment / native species	Bartletts Beach Reserve	For	* More trees need to be planted along the entire cliff face.
Protect or regenerate natural environment / native species	Bartletts Beach Reserve	For	* The Paragliding area needs to be replanted with appropriate vegetation.



Theme	Reserve	For / Against	Feedback
Restrict hard surfaces / concrete	Bartletts Beach Reserve	For	Legend 1- Why do we need this footpath? Please stop formalizing are area and our home! Stop mowing the current walking tracks soooo! wide that vehicles can traverse down the pathways. - you are taking away what is magic about our area, natural beauty- organically shaped and it works. Legend 8- Just something else to maintain and takes away from the areas natural beauty- please NO.
Restrict hard surfaces / concrete	Bartletts Beach Reserve	For	Again, bartletts beach offers a multitude of experiences if you leave it as it is. You can opt to take the path down and enjoy the beach, adventure between spooneys via a bush walk or rock hop your way to the secrets of Shelley's beach. If we continue to pour concrete and suffocate our surrounds the beach town will lose its charm and just be another parking lot. We need wild areas to connect with and I'll think you'll find a lot of long living residents in the area will agree.
Retain village atmosphere	Bartletts Beach Reserve	For	Care and maintenance of what currently exists. Adding too much to these areas will take away from it naturally rustic character.
Seating / shelters	Bartletts Beach Reserve	Against	1. Picnic area (11) to east of new parking area / drainage swale park between two pines will impede views (also noted that the existing shelter to west has been observed to have low level of useage so questioned whether an additional shelter in this location was warranted)
Seating / shelters	Bartletts Beach Reserve	Against	my main concern is that you propose to spoil the landscape by erecting a picnic shelter (no 11) right under the 3 Norfolk Island Pine which were strategically planted even distances apart and are 1 of only 2 groups of trees on the whole reserve. It is a beautiful open park with seating well maintained by Council. The picnic shelter would be a long way from carpark, toilet block and rubbish bin. Please perhaps if necessary for another table put 1 on the western side of car park.
Seating / shelters	Bartletts Beach Reserve	Against	Legend 11 - any erection of picnic shelters would completely destroy this natural coastal headland reserve known as "Nana Klummp Reserve". This area is pristine and enjoyed by all. Do don't change!
Seating / shelters	Bartletts Beach Reserve	For	i like the plans...could there be a few seats near where the bollards are now near the car park...to look down to bartletts and distant rainbow beach.
Seating / shelters	Bartletts Beach Reserve	Against	(11) A picnic shelter and seating in this location would be an eyesore and detract from what is an uninterrupted view of the beach and coastal line as far
Seating / shelters	Rainbow Beach Reserve Option 2	For	Option 2 on the other hand completely changes the character and appearance of the area. The extensive car park cut into the hill below Ocean Drive is an eyesore with its 10m embankment and obtrusive sealed area, providing for 122 car spaces - only 22 more than Option 1. It is not worth all the expense, intrusion and change to the amenity of the area. With the inclusion of an amphitheatre and sound stage as well, Rainbow Beach is transformed from a recreational village beach area to one you would expect in a country town and creates a site ripe for commercialisation, bringing with it unwanted consequences. The need for area lighting and CCTV (mentioned in the feedback) are testament to this view. Some of the inclusions in Option 2 are worthwhile however, such as <input checked="" type="checkbox"/> Weed removal (should also be included in Option 1) <input checked="" type="checkbox"/> Footpath extension <input checked="" type="checkbox"/> Terraced seating <input checked="" type="checkbox"/> Viewing decks and relocated lifeguard tower <input checked="" type="checkbox"/> Shaded playground, additional seating and BBQ shelters.
Seating / shelters	Bartletts Beach Reserve	Against	3. A third picnic shelter opposite Jordan Ave is unnecessary, given a second one is planned near the hang gliding area, and will spoil the natural view.
Seating / shelters	Bartletts Beach Reserve	For	A few more seats through the Reserve would be a good idea, as is removing some of the rubbish undergrowth along the Reserve edge.
Pedestrian/cycle links / connectivity	Bartletts Beach Reserve	For	Connected pathways would be good

11. APPENDIX (8) COMMUNITY HALL RESERVE VERBATIM FEEDBACK

Theme	Reserve	For / Against	Feedback
Artwork / mural	Community Hall Reserve	Against	Public art is not needed, this isn't a drivethrough for art, this is a bush/seaside village.
Childrens playground / shade / new or improved	Community Hall Reserve	For	Shade needs to be provided over the small playground and seating alongside the play equipment.
Childrens playground / shade / new or improved	Community Hall Reserve	For	You should consider incorporating a Mountain Bike 'friendly' trail around the perimeter pathway. Including elements like bridges, see saw's, drop off's, berms etc.
Childrens playground / shade / new or improved	Community Hall Reserve	For	playground upgrade definitely needed
Community Garden	Community Hall Reserve	For	Move the proposed community garden to a more central location within the reserve so that parking does not need to be formalised at the eastern end of short st.
Community Garden	Community Hall Reserve	For	The community garden is a great idea, I really commend council for this idea. However will the beds be made out of treated pine or a less toxic material such a brick or hardwood? How are the weeds going to be managed? if using chemicals will it not runoff into Spooneys Bay? Why put a pathway through natural habitat? Public art is not needed, this isn't a drivethrough for art, this is a bush/seaside village. Putting pathways through the reserve with 'art' brings more people and more rubbish to ruin the reserve. Council has been slack in recent months with its mowing can we expect the same with all the pathways being added?
Community Garden	Community Hall Reserve	Against	No to the weed management using harsh and toxic chemicals that council and outside sourced companies use! Chemicals that have been proven and noted by the companies that make them saying they are harmful for humans and to aquatic life - so the runoff will go straight into the ocean causing grave harm to our community and the natural environment, NO THANK-YOU. Time to invest in a more natural and sustainable weed management program - You could be at the forefront to create this change! How amazing would that be!
Drainage / footpath flooding / stormwater	Community Hall Reserve	For	I would like to see some water control on the access trail that runs down from Kiah Place to the access path between 14 & 16 Binbilla Drive. In moderate to heavy rain water quickly forms a river down that path washing away top soil and funnels a large volume of water into a small area at bottom of the hill dish drain and underground pipes. If a series of swales were put down the trail it would slow the water flow and evenly disperse into the bush where it could slowly make it's into the drain.
General	Community Hall Reserve	For	Looks good
General	Community Hall Reserve	For	Again we are in total agreement with the proposals
General	Community Hall Reserve	For	I like all these suggestions
General	Community Hall Reserve	For	I like the plan
General	Community Hall Reserve	Against	First look at what happens in the area and how used certain facilities are before dumping money into making them larger.
General	Community Hall Reserve	For	Looks good
General	Community Hall Reserve	For	Good
General	Community Hall Reserve	For	I like the changes.
General	Community Hall Reserve	For	All good with the proposed plan
General	Community Hall Reserve	For	All sounds good

Theme	Reserve	For / Against	Feedback
Improve road access / car park	Community Hall Reserve	For	<p>1. Car parking: This is a major issue and has not been adequately addressed. There are many who use this area</p> <p>i) cars parking for the shops and beach</p> <p>ii) cars collecting kids from school buses</p> <p>iii) overflow parking from Graham Street (there is little parking)</p> <p>iv) all overflows from those attending hall activities. Mix these with overcrowding of vehicles waiting for petrol or waiting outside the shops plus traffic coming in both directions on Graham Street, a petrol tanker unloading plus wholesale trucks unloading. It is a catastrophe waiting to happen. Bollards will create mayhem.</p>
Improve road access / car park	Community Hall Reserve		<p>We refer you to our previous submission (Appended) regarding this Reserve as all points remain highly relevant.</p> <p>Most feedback has related to the need for extended formalised/rejuvenated carparking to cater for users of the Reserve and clientele/staff coming to the adjacent shop and fuel station. Bollards are essential to stop parking outside this area and prevent damage to the Reserve. The need for this is urgent.</p> <p>In a separate submission we made the point that line of sight from the upgraded playground needs to be clear to both the court and the skatepark. Upgrading facilities within the Community Hall is not included in this MasterPlan, but it should be noted that there will be continuing representations to Council, particularly in relation to upgrading ageing kitchen, storage and toilet facilities</p> <p>And note our previous point about the idea of a community Garden.</p>
Improve road access / car park	Community Hall Reserve	For	<p>The parking area is used by multiple groups - hall users, skate park users and children's play ground users. At times there is insufficient parking.</p> <p>I would like to make the following suggestions to improve the parking in this area;</p> <p>1. Renovate the existing parking area by removing the bays on the western side and making a continuous parking area down to Graham Street This would involve formalising the parking adjacent to Graham Street and putting in bollards to prevent cars entering the reserve.</p> <p>2. Mark parking spaces on the eastern and western sides of the car park in order to maximise parking spaces.</p> <p>3. Plant more native fire retardant shade trees near the carpark, the skateboard park and the children's playground.</p> <p>4. Install more lighting in the central area of the car park which is very dark at night.</p>
Improve road access / car park	Community Hall Reserve	For	<p>The road is relatively quiet with traffic movements and as such most people walk along the road without concern. I recommend PMHC look closely at the amount of parking required (Point 2) as the shop creates a significant load on this from workers and customers. I would suggest making some more spaces opposite the shop near the reserve corner at Point 10. Thank you.</p>



Theme	Reserve	For / Against	Feedback
Improve road access / car park	Community Hall Reserve	For	<p>My concerns include the additional parking in Short Street. This street is currently narrow and being a cul-de-sac having extra traffic would be very disappointing to the street. Formalising the paths in the interior of the bush reserve is possibly doable with quite a high expense. I use this track often with no concerns.</p> <p>However I do feel extra parking could be better placed in the Hall Reserve street on the west side of the current access road. I feel this space would be better utilised as parking and not undercover tables for this and a lot closer to the beach if such an overflow is needed and not impact any residents. An extra table could be place on the eastern side of the hall access road.</p> <p>To finalise my thoughts, I personally feel ensuring maintenance to the current spaces are all that is required not changing our current visual ambience as this is why we live in Bonny Hills and not surrounding suburbs like PMQ etc.</p>
Improve road access / car park	Community Hall Reserve	For	<p>Existing carpark at community hall is currently inadequate for the larger gatherings/functions at hall (where up to 100 may attend). This situation may occur concurrently when others are at the playground, skate park and netball court.</p> <p>Legend Item 2 "Car parking formalised" as shown along the West side of road (to the hall, playground and skate park); suggest include parking all along West side of this road.</p> <p>Pathway crossings at the very busy Ocean Drive near Tennis Courts and downside of skate park will need pedestrian refuges due to restricted 'line of sight' and slope to kerb,</p>
Improve road access / car park	Community Hall Reserve	for	Car parking is a challenge in this busy confined area. Somehow needs to be better organised without encroaching onto the main Reserve area
Improve road access / car park	Community Hall Reserve	For	<p>2. Car parking formalised: Any additions need to include suitable native trees for shade.</p> <p>And in general more suitable native trees are need for shade in the park...esp there is a great need for more trees at the playground and skate park areas.</p>
Improve road access / car park	Community Hall Reserve	For	<p>Hall Reserve</p> <p>Parking is difficult with absence of guidelines and the entrance drive is ugly and shabby with the old bollards rotting alongside the mown area as well in the parking area,</p> <p>The Parking area needs to be extended for up to 50 cars towards the shop with spaces clearly marked.</p>
Improved footpaths / steps / infrastructure	Community Hall Reserve	Against	<p>Legend 1 and legend 5.</p> <p>Current Arrangement is fine- no one wants more concrete footpaths, if your feel this is a MUST- then a soft engineering solution is required. crushed gravels over a TRM. Otherwise please leave this alone, waste of funds. With all this formalization - you are taking away what is magic about our area, natural beauty- organically shaped and it works.</p> <p>Legend 7 - Is dangerous, vehicles accelerate up hill , you are asking them to then stop at the crest of a rise with limited vision, the existing pedestrian crossing north of the top shop is adequate and has good sight distance.</p>
Improved footpaths / steps / infrastructure	Community Hall Reserve	Against	As a resident of 6 Short St, I cannot see the ability to provide a footpath along the length of this street without some significant engineering changes to retaining on the Southern side of the Road.

Theme	Reserve	For / Against	Feedback
Improved footpaths / steps / infrastructure	Community Hall Reserve	For	1. Footpath connection through reserve: I agree in general but with a couple of caveats. * The crossing of Ocean drive at the tennis courts is on the wrong side of Green Hills Gully Creek it needs to be on the southern side of the creek so as residents of Binbilla and adjacent streets can have a formalised safe crossing of Ocean drive, which they have been asking for many many years. * The crossing of Ocean Drive south of the Reflections Caravan park will be ok for residents from the south, but as far as tourist in the park i feel it will be to far away from peoples natural walking habits.
Maintenance: vegetation	Community Hall Reserve	For	This plan i actually like. I like the added BBQ area and pedestrian walkway across the road. i think that is useful. weed management will ensure our bush land remains healthy. But NO PATH.
Maintenance: vegetation	Community Hall Reserve	For	Agree with all that has been proposed for the C.H. Reserve. However I don't know enough about #9 on the Legend. Community garden, weeding, footpath (made from natural materials or concrete - great idea to have people make use of the bush here) and playground upgrade definitely needed
New/updated amenities	Community Hall Reserve	For	Renovate hall and make it available for functions including art exhibitions and activities. Do up surrounds with fresh gardens and trees
New/updated amenities	Community Hall Reserve	For	I like the idea of a BBQ shelter here. There has never been enough shade for kids skating or their parents supervising.
Pedestrian / cycle links / connectivity	Community Hall Reserve	For	3. I agree with the pedestrian link to the caravan park as many people cross the road here - i.e. to get to the footpath on the other side.
Pedestrian / cycle links / connectivity	Community Hall Reserve	For	I think things are okay as they are except we need the crossing there is an increase in people in our area and there is no where for people to safely cross the road. we need some where safe for our children to cross there is lots of traffic and kids are getting on and off buses.
Protect or regenerate natural environment / native species / water quality	Community Hall Reserve	For	Besides the concrete paths all looks great. Leave the bush tracks alone! They are beautiful!
Protect or regenerate natural environment / native species / water quality	Community Hall Reserve	For	However will the beds be made out of treated pine or a less toxic material such a brick or hardwood? How are the weeds going to be managed? if using chemicals will it not runoff into Spooneys Bay?
Protect or regenerate natural environment / native species / water quality	Community Hall Reserve	For	Why put a pathway through natural habitat? Putting pathways through the reserve with 'art' brings more people and more rubbish to ruin the reserve. Council has been slack in recent months with its mowing can we expect the same with all the pathways being added?
Protect or regenerate natural environment / native species / water quality	Community Hall Reserve	For	Skate park improvements to convic built standards Save the bandicoots at Community hall!
Retain village atmosphere	Community Hall Reserve	For	I strongly disagree with the proposed master plan. No paved areas, this takes away the true beauty and connection to nature. By doing so youll bring people into secluded areas where locals go to be away from people.
Seating / shelters	Community Hall Reserve	For	2. Extra seating and BBQ's are a great idea but not at 8 - too close to traffic mayhem.
Tennis Club	Community Hall Reserve	For	The Bonny Hills Tennis Club would like the proposal for another tennis court put in to the Master Plan. If you require any further information please do not hesitate to contact Bonny Hills Tennis Club President

Theme	Reserve	For / Against	Feedback
Tennis Club	Community Hall Reserve	For	The tennis courts are a part of this reserve and due to the rapid growth of the Club membership and also court utilisation, an expansion of the facility would be of benefit to the community. As a priority, the courts are well overdue for re-surfacing and are becoming hazardous. Longer term, an additional court is required to conform to recommended member/court ratios. Moreover, many tennis court facilities are now also incorporating Pickleball courts as this sport is rapidly growing and can provide opportunities for greater inclusion as it is less physically demanding.
Tennis Club	Community Hall Reserve	For	I am a regular user of the Bonny Hills Tennis club courts and support the following improvements; Tarring of the car park Provision and planning for an additional court
Tennis Club	Community Hall Reserve	For	The Bonny Hills tennis club requires desperately appropriate sealed parking area. Courts are in need of resurfacing and additional courts needed for growing membership and population growth. All other tennis clubs in the PMHC zones have good playing conditions and visitors to the BHTC are disgusted at the poor facilities conditions. Vehicle entry and exit is really dangerous. If we are to get younger players these facilities need to meet their needs now and for the future
Tennis Club	Community Hall Reserve	For	As a new member of the Bonny Hills Tennis club I would like to see the Tennis Court facilities updated to reflect the population increase in the Lake Cathie - Bonny Hills area. I believe that there were approx 50 new members apply to join this year and already there courts limit the numbers who can play on organised competition nights. A third court would be welcomed. Accordingly upgrading of parking facilities would be required. At present the parking is on uneven (& often wet) ground and there is no lighting to provide safe pedestrian access and vehicle security.
Tennis Club	Community Hall Reserve	For	As a member of the Bonny Hills Tennis club I can see the need for another court as our membership has really increased in the last couple of months. The courts are going to need the surface replaced plus the foundation needs repair work done as the tree roots have damaged the base. The car park is in need of some work as it is all pot holes and uneven makes it dangerous for walking on.
Tennis Club	Community Hall Reserve	For	As a priority, the Club needs to resurface the existing courts as the surface and sub-surface are becoming hazardous. We also need to address the condition of the carpark which is hazardous for users. Longer-term, the growth of the Club and increased court utilisation warrants the construction of a third court to service the membership needs. Our community is growing rapidly and we need to address this reserve and other reserves to keep up with the population growth and to keep families active in our community.
Tennis Club	Community Hall Reserve	For	BH Tennis Club facility (Community Hall Reserve Plan). I feel that the BHTC needs to be represented in this plan. It is cost effective as the Club's Volunteers have built & looked after this facility for more than 40 years as a safe space for a leisure activity in our area. Growing area of housing - new comers - need local leisure activities - exercise & meet new people & the BHTC complies. The two courts need resurfacing [18 years heavy use, but good regular care from the groomers, have lasted very well]. Competition, social, casual court hire, school users, tiny tots sessions, fitness classes & coaching - courts well utilised. There has been 60% Membership growth in recent months. Longer term, growth of the Club & increased court utilisation warrants the construction of a third court to service the membership needs. Maybe linking "the track" between the Skate Park area & the courts to make this another "Recreational area" for our coastal village. Noted the Car Park adjacent to the courts is drafted to be formalised in the draft plan, which is a great initiative as the area there is hazardous for the members & will need to be upgraded.
Tennis Club	Community Hall Reserve	For	It would be great to see the tennis courts revamped with some funds for technology as well. They desperately need resurfacing, and are often fully booked indicating the need for another one.
Tennis Club	Community Hall Reserve	For	Car parking formalised along with improved vehicular entrance Please consider pathway on tennis court side of Ocean Drive from Binbilla Drive across creek and linking into path at tennis court up to hall. Currently two dangerous crossings of Ocean Drive have to be made to get from the bottom area to the top area.
Tennis Club	Community Hall Reserve	For	Car parking formalised along with improved vehicular entrance Please consider pathway on tennis court side of Ocean Drive from Binbilla Drive across creek and linking into path at tennis court up to hall. Currently two dangerous crossings of Ocean Drive have to be made to get from the bottom area to the top area.
Tennis Club	Community Hall Reserve	For	The tennis club should be funded for court upgrades. That is a facility that is used by many locals on a regular basis. Good to see the car park there resurfaced. That should be priority as it is hazardous as it is.



Tennis Club	Community Hall Reserve	For	Car parking formalised along with improved vehicular entrance Please consider pathway on tennis court side of Ocean Drive from Binilla Drive across creek and linking into path at tennis court up to hall. Currently two dangerous crossings of Ocean Drive have to be made to get from the bottom area to the top area.
Tennis Club	Community Hall Reserve	For	The tennis club should be funded for court upgrades. That is a facility that is used by many locals on a regular basis. Good to see the car park there resurfaced. That should be priority as it is hazardous as it is.

12. APPENDIX (9) SHELLY BEACH RESERVE VERBATIM FEEDBACK

Theme	Reserve	For / Against	Feedback
Artwork / mural	Shelly Beach Reserve	For	I note - with some excitement - that "community art" is seen as an important part of the Bonny Hills Reserves Master Plan. May I suggest that this is - as much as is possible - devoted to memorials to (and designed by) the Birpai original residents of the area. The Bonny Hills district has few special attributes other than its unique Indigenous history. These artworks should be as prominent and unique to the district as the Koalas are to the Port Macquarie district.
Barriers to stop cars parking on vegetation	Shelly Beach Reserve	Against	2. Bollards (10) will prevent short term parking on verge / parking by residents
Barriers to stop cars parking on vegetation	Shelly Beach Reserve	Against	Bollards along Honeysuckle Rd, like those along Jordan Ave, are also unnecessary for essentially the same reasons . The grass strip is very narrow in front of the dense bush of the reserve, so cars are not going to enter anyway. So these bollards are attempting to prevent a problem which really doesn't exist while always creating insufficient room for cars to park, causing a safety hazard. Please do not put bollards along Jordan Ave and Honeysuckle Rd.
Barriers to stop cars parking on vegetation	Shelly Beach Reserve	Against	To place bollards along the length of Honeysuckle Rd is totally unnecessary. It is a grassed area fronting bushland. No one ever drives into the bush here and the grass area is used for parking by people attending the lookout or going for walks or exercising dogs.
BBQ	Shelly Beach Reserve	For	More bbq and picnic areas
General	Shelly Beach Reserve	For	Good Plan
General	Shelly Beach Reserve	For	I like the plan
General	Shelly Beach Reserve	Against	The street frontage of Honeysuckle Road is currently a peaceful, relaxed and friendly environment enjoyed as it is by the local community for many years. Please DO NOT action your suggested changes. If council wishes to enhance this location perhaps more care with regard to "park maintenance" would go a long way toward improvement.
General	Shelly Beach Reserve	Against	Please leave Shelly Beach in its current undeveloped state
General	Shelly Beach Reserve	Against	I don't feel the need to tell people it's there. But if you must.
General	Shelly Beach Reserve	For	All aspects supported
General	Shelly Beach Reserve	For	I like it
General	Shelly Beach Reserve	For	All good with proposed plan
General	Shelly Beach Reserve	Against	I strongly disagree with the proposed master plan. NO WAY does this place need to be placed on a map along a pathway! This is a secluded little hideaway beach and it is left for locals to find it on their own accord and enjoy the tranquil beauty away from holiday makers, away from tourists. No sculpture trail=tacky.
Improved footpaths / steps / infrastructure	Shelly Beach Reserve	Against	Much like I've stated before this is one of the gems of the area and while signage or an info board at rainbow beach detailing where everything is would be fine to let tourists in on our secrets.. pathing and parking are all things that ruin the adventure, especially when visiting somewhere new. Imagine coming to bonny hills for the first time and you're at rainbow beach and you've read about a secret back beach. You'd adventure out right? And what better way to experience that than either walking amongst the beauty of our beaches and bush trails or driving down to a short walk revealing the beach itself. Don't ruin an already amazing area with more concrete.
Maintenance: vegetation	Shelly Beach Reserve	For	Add another Legend Item "Noxious weed management" at bush land locations along footpaths ie Legend Item 1 .
New/updated amenities	shelly Beach Reserve	For	I like the proposed viewing platform at Shelley Beach reserve. I think the picnic shelter is unnecessary in this location



Theme	Reserve	For / Against	Feedback
New/updated amenities	Shelly Beach Reserve	Against	<p>This area is of the greatest concern to us as we live opposite the Historical Lookout on Honeysuckle Rd.</p> <p>We are positively against any formal structure or viewing platform being constructed on the current lookout site as it will destroy the open area and the benefit it provides. This area is often used as a picnic site and as a place to benefit from cooling breezes both during the day and in the evening. It is already a very popular spot for people to check the ocean conditions and if the trees fronting the area were to be pruned the visibility would be excellent. We regularly see a number of native animals, reptiles and even a few snakes using this location and if its natural state was destroyed to put in a path and platform it would be a great loss to both humans and animals.</p>
No change	Shelly Beach Reserve	For	this should remain as it is
No change	Shelly Beach Reserve	For	Leave Shellys the way it is. Locals love its hidden beauty. NO paths!
No change	Shelly Beach Reserve	For	I feel very strongly about maintaining the natural beauty of this area. Path ways need to be kept natural. It would be nice if we could leave some things quiet and undiscovered. DO we really need way finding signage everywhere.
No change	Shelly Beach Reserve	For	It's a good quiet spot and I want it to stay that way without a path drawing attention to it and making it busy.
Pedestrian / cycle links / connectivity	Shelly Beach Reserve	For	<p>The area that you have designated for the footpath running along the section of Honeysuckle Road that runs parallel to the ocean is currently used by a number of cars that park on the grass verge and then people walk down to Shelly Beach or do the coastal walk towards Grants beach.</p> <p>If the footpath is to be constructed in this area then there needs to be provision for parking cars as well, otherwise the newly formed footpath will just push the cars into the road on what is a sharp bend. There also needs to be segregation of pedestrian and vehicular traffic otherwise any footpath will simply be used for parking cars and ultimately cause a safety risk.. Maybe this should be made a No parking zone so that people have to park in the car park at Bartlett's beach and follow the new footpath to Shelly beach?</p> <p>The same applies for the viewing platform that is being considered further up Honeysuckle road. This section of road actually narrows at the proposed location. If a footpath is constructed along this section of the grass verge and cars then ultimately park on the road to use the viewing area this will become problematic for traffic flow very quickly.</p> <p>It would also be nice if the footpath actually carried onto Shelly beach going down to the beach rather than stopping at the top of the hill.</p>
Protect or regenerate natural environment / native species / water quality	Shelly Beach Reserve	For	Leave Shelly Beach as it is, its for locals only who have to actually go out and find it for themselves. We dont want holiday makers and blow in's ruining the beach with their rubbish. We don't need a pathway to everywhere, somethings need to be left natural.
Question	Shelly Beach Reserve		Im not sure what the plan is for shelly beach??
Restrict hard surfaces / concrete	Shelly Beach Reserve	For	<p>Legend 1- Why do we need this footpath? Please stop formalizing are area and our home!</p> <p>Stop mowing the current walking tracks socool wide that vehicles can traverse down the pathways. - you are taking away what is magic about our area, natural beauty- organically shaped and it works. grassed walking tracks are organic and good.</p> <p>Lenged 9- stop formalizing our town, leave it alone- no more sign area needed, whats there is fine.</p>
Retain village atmosphere	Shelly Beach Reserve	For	Care and maintenance of what currently exists. Adding too much to these areas will take away from it naturally rustic character.



Theme	Reserve	For / Against	Feedback
Retain village atmosphere	Shelly Beach Reserve	For	<p>People who live in Bonny Hills generally choose to live here because of the relatively untouched natural beauty of the area. Those who prefer a more structured lifestyle would probably choose to live in a city, such as Port Macquarie where they also have the advantage of entertainment, dining, etc. To each his own, but please don't citify Bonny Hills.</p>
	Shelly Beach Reserve		<p>I contacted David from Laurieaton office earlier today to request that the information on the above mentioned form be disregarded as it is incorrect and also does not contain reference to my request to meet with PMHC representatives which I am still requesting. The following information is relevant.</p> <p>PMHC released a Bonny Hills Master Plan in which information relevant to the actual historical lookout, apparently now named Shelley Beach Reserve, makes reference to the area as been widened every year. As we are the residents who live directly opposite this site we have therefore been implicated as to being responsible for this so called action, and even accused by some. The correct information would be that my husband Fred has single handedly maintained both the entire street fronting this reserve and the lookout itself for the entire ten years that we have lived here. Mowing, removing rubbish, picking up faeces, both the canine and human variety, repairing the existing barrier and generally making the whole area safe, attractive and usable to the large number of local residents and tourists alike. Families regularly picnic and play here or come and sit in the hot evenings to benefit from the cooler air, none of which can happen if a viewing platform in place.</p> <p>Port Macquarie Hastings Council must be well aware of the size of this area as they hire it out, at a cost, for weddings etc and any mowing and tidying necessary prior to the event has been undertaken not by the council but by my husband, endeavouring to make its use a positive experience.</p> <p>The Council arborist has in fact met at my husbands request, on site on several occasions to discuss safety issues and not once has the subject of supposed widening been raised leaving us to wonder what individual or group have had this accusation included in the official paperwork released by the Council.</p> <p>We look forward to PMHC response,</p>

13. APPENDIX (10) RESERVOIR RESERVE VERBATIM FEEDBACK

Theme	Reserve	For / Against	Feedback
Antisocial behaviour	Reservoir Reserve	Against	3. Increased hoon behaviour I trust you will take the time to come and talk to us and see our concerns first hand.
Antisocial behaviour	Reservoir Reserve	Against	Already there is a problem with traffic to this area with hoodlum activity and a prolific amount of rubbish. Also graffiti of the water tower is a problem.
Antisocial behaviour	Reservoir Reserve	Against	I like the idea of the Viewing Platform. This spot has been notorious for drug deals and dero hang outs. If it was tidied up it may minimise this behaviour. Again though, NO PATHS!!
Antisocial behaviour	Reservoir Reserve	Against	No comment although it will create a formal spot for people to vandalise.
Artwork / mural	Reservoir Reserve	For	I note - with some excitement - that "community art " is seen as an important part of the Bonny Hills Reserves Master Plan. May I suggest that this is - as much as is possible - devoted to memorials to (and designed by) the Birpai original residents of the area. The Bonny Hills district has few special attributes other than its unique Indigenous history. These artworks should be as prominent and unique to the district as the Koalas are to the Port Macquarie district.
Artwork / mural	Reservoir Reserve	For	I agree this area needs tidying up. Art work on the water tower would be lovely. Perhaps local Aboriginal art. Thank you for allowing the opportunity to give feedback. I hope that some of my feedback will be considered as it's the opinion of many locals.
Artwork / mural	Reservoir Reserve	For	Art works which reflect landscape and provide places of reflection. Esp in a spot such as this one. Viewing platform sounds good.
Artwork / mural	Reservoir Reserve	For	Needs to be developed as a destination for coastal viewing area for Bonny Hills to North Haven coastline. The locals will object! Water tower art (similar to Silo Art) would help considerably
Barriers to stop cars parking on vegetation	Reservoir Reserve	For	2. Now the vacant land around the water reservoir is being frequently used by overnight campers who leave refuse scattered around that area
Barriers to stop cars parking on vegetation	Reservoir Reserve	For	This area should be returned to natural vegetation and fenced from the road. A pedestrian path and viewing tower is a good idea
Barriers to stop cars parking on vegetation	Reservoir Reserve	Against	Great idea, but what's the need to put bollards everywhere. How will the people who live there access their backyard as they have all ways done.
Barriers to stop cars parking on vegetation	Reservoir Reserve	Against	Unnecessary and not asked for. If anything needs doing, then put some lockable bollards there to stop people parking and leaving their rubbish behind.

Theme	Reserve	For / Against	Feedback
Barriers to stop cars parking on vegetation	Reservoir Reserve	Against	<p>This reserve is essentially an area where many people park and use as a lookout, looking out over Grants Beach and the heathland below. It has very little infrastructure and the parking of vehicles has effectively penetrated the heathland, so I think that any formalised parking area and accompanying infrastructure will improve the lookout, particularly if there are garbage bins and collections each week so that the local residence do not have to pick up the rubbish and other unhealthy disposals that are ruining the area.</p> <p>My focus however is more on the access that local residents will have to their back entrances of their dwellings.</p> <p>Many of the properties that back onto the heathland are situated on either Ocean Drive or Skyline Place and have access to the fire trail that separates them from the heathland. This portion of the fire trail starts at the reservoir and runs southward toward the end of the housing and reemerges onto Ocean Drive on the very extremities of Bonny Hills.</p> <p>As the Council occasionally mow the area of the fire trail from the residences to the edge of the heathland and have recently place a berm and swale system to divert the drainage of surface water, after heavy rain, back into the heath. The area would be well known to the Council.</p> <p>Many of the residence use the current fire trail/berm and swale to occasionally access their properties. This is mainly due to the difficulties with access off Ocean Drive into their frontages.</p> <p>During our time as owners (over 15years) we have used the back entrance when doing renovations or when requiring a delivery by truck because our front driveway is very steep and parking is impossible on Ocean Drive. The steepness of our drive and the bank on the opposite side of Ocean Drive prevents parking and the safe delivery of larger goods or building/gardening materials.</p> <p>Currently the fire trail is open or residents to access as well as for maintenance and in cases of emergency, such as fire fighting and the recent work on the piping laid for the new functioning of the Reservoir, distributing treated water to the northern end of Bonny Hills for use in the new housing estates that are currently being built. This piping also passes under our property and our rear access was needed when this process took place.</p> <p>In reading the planning document for the Reservoir Reserve I note that there it is proposal to place bollards on the perimeter of the reserve to restrict vehicle access as well as gated maintenance access.</p> <p>I understand the need to prevent those visiting the reserve from driving onto the heathland and fully support the idea. However if the maintenance gate is locked, then no doubt it will also prevent local residents from accessing the fire trail and not allow necessary access to the rear of their properties.</p> <p>It has also been my experience that very few, if any, vehicles, apart from residents, delivery trucks and Council vehicles access the fire trail and I would question why the maintenance gate would need to be locked. When the upgrade to the fire trail was proposed some years ago discussions were held with the local residents and the Council agreed that residents could have access to the fire trail with the use of a key. That upgrade did not happen. My request is that the Council allow occasional access to the residents if the maintenance gate is to be locked and that residents be given a key to allow access when the need arises. Thank you for allowing us to make some suggestions and also inform you of the inconvenience that locked, gated maintenance would have to the residents which back onto the fire trail and heathland.</p>
CCTV / sensor lighting / lighting	Reservoir Reserve	For	1. Lighting to stop or deter unsavoury behaviour i.e. drinking and drug taking (which is common as I live close by). If the proposed plan goes ahead you will need to instigate more frequent ranger patrols currently virtually none exist.
General	Reservoir Reserve	For	This sounds great
General	Reservoir Reserve	For	Maybe a viewing platform with whale watching binoculars
General	Reservoir Reserve	For	I like the plan
General	Reservoir Reserve	For	i like all these suggestions
General	Reservoir Reserve	For	All aspects supported
General	Reservoir Reserve	For	Good
General	Reservoir Reserve	For	I like it
General	Reservoir Reserve	For	All good with proposed plan



Theme	Reserve	For / Against	Feedback
General	Reservoir Reserve	For	All sounds good
Improve road access / car park	Reservoir Reserve	For	formalise road a bin would be good,
Improve road access / car park	Reservoir Reserve	Against	<p>The proposal to install a locked gate near the water tower to restrict access to the rear of the Ocean Drive properties will have a major impact on residents whose driveways are too steep to allow access for large vehicles, including delivery vehicles and building supplies. Specifically the properties 824, 826, 828 and 830 are the most affected. Recently a kitchen company vehicle caused Ocean Drive to be closed when the vehicle 'bottomed out' while negotiating the driveway leaving the rear wheels in the air. On another occasion Essential Energy trucks gouged out sections of Ocean Drive as they attempted to negotiate the driveway. It should be emphasised that there is no street level parking available near the premises in question.</p> <p>We have lived in the area for over 15 years and there has, to the best of my knowledge, never been any issues with vehicles accessing the rear of the properties.</p> <p>In 2015 PMHC proposed that a trail be built to facilitate access to the rear of the properties for emergency vehicles but it would appear that the construction of the swale and the water reticulation works have placed this project on the back burner.</p> <p>Recently we undertook a major renovation of the driveway at 828 Ocean Drive. Whilst PMHC allowed us to reduce the steepness of the driveway we were not given permission to change the alignment.</p>
Improved footpaths / steps / infrastructure	Reservoir Reserve	Against	Again why cut through vegetation with Concrete paths? This isn't Sydney or Melbourne! Leave the current pathways as they are.
Maintenance: vegetation	Reservoir Reserve	For	Add another Legend item "Noxious weed management" at bush land locations along footpaths ie Legend Item 1 .
New/updated amenities	Reservoir Reserve	For	i like the proposal of of a viewing platform, and clean up. No PATHWAY.
No change	Reservoir Reserve	For	this should remain as it is all it needs is some tidying up and some lighting to improve security.
No change	Reservoir Reserve	For	I strongly disagree with the proposed master plan. No paved pathway, no sculpture trail, no wayfinding signs.
Question	Reservoir Reserve		Should the viewing platform face the other way, to maximise the view back towards Dunbogan?
Restrict hard surfaces / concrete	Reservoir Reserve	For	<p>Legend 1- Why do we need this footpath? Please stop formalizing are area and our home!</p> <p>Stop mowing the current walking tracks soooo! wide that vehicles can traverse down the pathways. - you are taking away what is magic about our area, natural beauty- organically shaped and it works.</p>
Retain village atmosphere	Reservoir Reserve	For	<p>Legend 2 - stop formalizing our town, leave it alone, close down site and replant.</p> <p>Legend 5 - this coastal heath community is under enough pressure- please leave alone. Viewing platform will encourage rubbish and vagrants and impact on residents. No to viewing platform.</p>
Retain village atmosphere	Reservoir Reserve	For	<p>Leave bonny hills a pristine gem. Focus on Pmq and encouraging a more prosperous demographic to the area.</p> <p>Stop bringing in the retirees and focus on young families or small business.</p>
Signage	Reservoir Reserve	For	Good plan but include a little signage to maximize use
	Reservoir Reserve		Doubtless Council will have received concerns of neighbours about the implications of possible increased traffic flows and unseemly behaviour after hours. Has additional lighting been considered as a deterrent for the latter, or would this be too intrusive?



Theme	Reserve	For / Against	Feedback
Maintenance: vegetation	Reservoir Reserve	For	Add another Legend Item "Noxious weed management" at bush land locations along footpaths ie Legend Item 1 .
New/updated amenities	Reservoir Reserve	For	i like the proposal of of a viewing platform, and clean up. No PATHWAY.
No change	Reservoir Reserve	For	this should remain as it is all it needs is some tidying up and some lighting to improve security.
No change	Reservoir Reserve	For	I strongly disagree with the proposed master plan. No paved pathway, no sculpture trail, no wayfinding signs.
Question	Reservoir Reserve		Should the viewing platform face the other way, to maximise the view back towards Dunbogan?
Restrict hard surfaces / concrete	Reservoir Reserve	For	legend 1- Why do we need this footpath? Please stop formalizing are area and our home! Stop mowing the current walking tracks soooo! wide that vehicles can traverse down the pathways. - you are taking away what is magic about our area, natural beauty- organically shaped and it works.
Retain village atmosphere	Reservoir Reserve	For	legend 2 - stop formalizing our town, leave it alone, close down site and replant. legend 5 - this coastal heath community is under enough pressure- please leave alone. Viewing platform wll encourage rubbish and vagrants and impact on residents. No to viewing platform.
Retain village atmosphere	Reservoir Reserve	For	Leave bonny hills a pristine gem. Focus on Pmq and encouraging a more prosperous demographic to the area. Stop bringing in the retirees and focus on young families or small business.
Signage	Reservoir Reserve	For	Good plan but include a little signage to maximize use
CCTV / sensor lighting / lighting	Reservoir Reserve	For	Doubtless Council will have received concerns of neighbours about the implications of possible increased traffic flows and unseemly behaviour after hours. Has additional lighting been considered as a deterrent for the latter, or would this be too intrusive?
Signage	Reservoir Reserve	For	We have a property in skyline place Bonny hills. I think the renaming the reserve beside the reservoir is a real tongue twister. All the locals know this area as "Grants Headland" Which overlooks Grants Beach. And just before the fire trail there is an aboriginal significant plaque detailing the history of this area all being Grants Headland. Please keep it as it's well known name. The history is already there. Don't change history.

14. APPENDIX (11) RESPONSE TO FEEDBACK BY THEME

Reserve	Theme	Examples of community feedback	Response	Master plan update
All	Protect or regenerate natural environment / native species / water quality / maintain vegetation CCAT Summary: Each reserve has favourable comments relating to the removal of weeds and regeneration and planting of appropriate size and style of native flora.	<ul style="list-style-type: none"> • Instigate a noxious weed management through the area • Native species to be encouraged with native plantings 	<ul style="list-style-type: none"> • Plan of Management (POM) for each reserve to be updated to facilitate vegetation management (i.e. weed management & re-vegetation). • POM's to also facilitate management through community groups. Council to facilitate / support community based vegetation management groups / reinforce existing groups. • Proposed plantings in reserves associated with upgrades shall utilise the appropriate Australian native vegetation. 	Note added to Design Principles (page 3): <ul style="list-style-type: none"> • Protect and enhance natural and heritage features and values. This includes, but is not limited to ensuring that communities can access and enjoy these features, and that they remain intact for future generations, that biosecurity risks are minimised through planting appropriate native species only and that planting is undertaken in strategic locations to minimise erosion issues.
Community Hall		<ul style="list-style-type: none"> • Mention of retaining bandicoots at Community Hall 	<ul style="list-style-type: none"> • Noted. 	<ul style="list-style-type: none"> • No action.
Rainbow Beach; Bartletts Beach		<ul style="list-style-type: none"> • Plantings to address specific erosion issues, particularly at Rainbow and Bartletts Beach Reserves 	<ul style="list-style-type: none"> • Consideration given to running some swales through the open grassed areas of both reserves to slow the movement of water in rain events. • Some strategically placed native grasses and shrubs may also assist with this. • While mowed grass does allow for slightly more water capture than concrete and bitumen surfaces it does not allow moisture to soak into the soil in medium to heavy rain events. 	Updated notes at Rainbow Beach Reserve (page 8): <ul style="list-style-type: none"> • Address coastal erosion issues and site drainage • Weed removal / regeneration of native species along foreshore Updated notes at Bartletts Beach Reserve (page 10): <ul style="list-style-type: none"> • Revegetation of drainage line with endemic trees and understory planting • Swales to redirect rain water

All		<ul style="list-style-type: none"> Where there are existing natural pathways the favoured approach is for these to be retained in natural state, no concrete paths 	<ul style="list-style-type: none"> Master plan updated to remove concrete footpaths between interconnect reserves. Footpaths within reserves to be considered as part of design. Trail hardening will occur in key locations to mitigate damage to environmentally sensitive areas. 	Updated throughout master plan: <ul style="list-style-type: none"> Removal of reference to concrete footpaths.
Rainbow Beach Estate		<ul style="list-style-type: none"> Ensure natural spaces with no direct vehicular access between Bonny Hills and new Lake Cathie developments. 	<ul style="list-style-type: none"> Master plan does not promote vehicular access between BH and new LC developments. 	<ul style="list-style-type: none"> No action
Rainbow Beach		<ul style="list-style-type: none"> RBR - She Oaks, food for Black Cockatoo, are in danger from stormwater effects. Stormwater / sewerage is damaging flora, causing erosion, impacting on water quality 	<ul style="list-style-type: none"> Stormwater management to be resolved in future design development for the site. This is part of a bigger issue within BH - future plans to identify aging and failing infrastructure and illegal connections are underway. 	Updated notes at Rainbow Beach Reserve (page 8): <ul style="list-style-type: none"> Address coastal erosion issues and site drainage.
Bartlett's Beach		<ul style="list-style-type: none"> Viewing platform, a consideration in area of erosion between Spoonneys and Bartlett Beach Reserve. Area already used for viewing so platform would allow for vegetation to regenerate and manage the impact on the area. 	<ul style="list-style-type: none"> Noted. 	<ul style="list-style-type: none"> No action
Shelly Beach		<ul style="list-style-type: none"> Leave secluded areas in natural state for locals to escape to 	<ul style="list-style-type: none"> Noted that this is an important point for local residents. 	<ul style="list-style-type: none"> No action
Reserve	Theme	Examples of community feedback	Response	Master plan update
Rainbow Beach	New/Upgraded amenities	<ul style="list-style-type: none"> Additional toilets, including baby change table, internal shower and change area providing dignity for disabled 	<ul style="list-style-type: none"> Noted. 	Updated notes at Rainbow Beach Reserve (page 8): <ul style="list-style-type: none"> Existing toilets to be expanded to include additional toilet, baby change table, internal shower and change area

Rainbow Beach		<ul style="list-style-type: none"> Amphitheatre concept a waste of space and funds 	<ul style="list-style-type: none"> Noted that formalising this area is contrary to the strong theme of retaining natural environment and reducing hard surfaces and over-development. 	<ul style="list-style-type: none"> Amphitheatre removed from master plan
Spooneys Bay		<ul style="list-style-type: none"> Differing opinions on fish cleaning tables. Against: unnecessary, smelly and require regular cleaning. For: welcome addition but closer to boat ramp would be more functional and reduce impact on western end of reserve. A shower would be appreciated Don't spoil its history and character with unnecessary upgrades 	<ul style="list-style-type: none"> Noted. 	<ul style="list-style-type: none"> No action
Bartletts Beach		<ul style="list-style-type: none"> Some agreement to replace or renovate toilet block using non-flammable material, with external showers and internal private shower and changing. some against change, want to keep current privacy it provides and renovate it to original state 	<ul style="list-style-type: none"> Notes added to master plan regarding modifications and materials. 	Updated notes at Bartletts Beach Reserve (page 10): <ul style="list-style-type: none"> Toilet block renewal / relocation (toilet block with showers to match Rainbow Beach Reserve). Design shall minimise visual impact and use robust materials.
Bartletts Beach		<ul style="list-style-type: none"> BBQ, picnic tables - most agree current areas are sufficient, some calls for more picnic tables. Many residents on Honeysuckle Road fear interruption of views from increased shelters and activity on Nana Klumpp Reserve. Also do not want formal paths or viewing platforms. 	<ul style="list-style-type: none"> Noted. 	Updated notes at Bartletts Beach Reserve (page 10): <ul style="list-style-type: none"> Furniture and viewing platform removed.
Community Hall		<ul style="list-style-type: none"> Renovate hall to allow more functions, improve surrounds and gardens, addition of BBQ area and shade. 	<ul style="list-style-type: none"> Further clarification required regarding 'renovate hall to allow more functions'. BBQ area added to master plan. 	Updated notes at BH Community Hall Reserve (page 9): <ul style="list-style-type: none"> Addition of sheltered seating and BBQs.
Shelly Beach		<ul style="list-style-type: none"> No viewing platforms, what is there now works well in its natural state. 	<ul style="list-style-type: none"> Noted. This is a second viewing platform and strong support for this to be removed. 	Updated notes at Bartletts Beach Reserve (page 10): <ul style="list-style-type: none"> Furniture and viewing platform removed.
Reservoir Reserve		<ul style="list-style-type: none"> Include viewing platform, clean up rubbish. No pathways 	<ul style="list-style-type: none"> Noted. Pathway is a continuation of the roadway footpath and doesn't incur on the reserve or impact properties. 	Updated notes at Reservoir Reserve (page 11): <ul style="list-style-type: none"> Removal of rubbish and revegetate with endemic species

Reserve	Theme	Examples of community feedback	Response	Master plan update
Rainbow Beach Estate	Barriers to stop cars parking on vegetation CCAT Summary: Each reserve had a different approach towards the use of bollards	<ul style="list-style-type: none"> • Good suggestion as would address instances of erratic driving on grass areas 	<ul style="list-style-type: none"> – Noted. Already included in this reserve. 	<ul style="list-style-type: none"> • No action
Spooneys Bay		<ul style="list-style-type: none"> • Bollards along roadway would stop destructive use of vehicles on grassed areas 	<ul style="list-style-type: none"> – Noted. 	<ul style="list-style-type: none"> • No action
Bartletts Beach	Submission made by residents on Jordon Avenue and Honeysuckle Road	<p>Strong objections to bollards on Jordan Avenue and Honeysuckle Road:</p> <ul style="list-style-type: none"> – would cause a traffic hazard as Jordan Ave already narrow. – cars pull up with two wheels on the grass to allow traffic to pass safely, bollards would prevent this and cause a safety hazard – would prevent short term parking on the verge, often people enjoying views or checking surf – they would be a blight on the landscape – unnecessary as these are light traffic thoroughfares – not needed as residents do not see vehicles causing damage by being driven onto grass areas – grass area on Honeysuckle Ave is fronting bushland and no one drives into that area – edge of grassed area on Honeysuckle is only used for parking by people attending the lookout, walking or exercising dogs. 	<ul style="list-style-type: none"> – Noted. 	<p>Updated notes at Bartletts Beach /Shelly Beach Reserves (page 10):</p> <ul style="list-style-type: none"> • Bollards removed from master plan
Reservoir Reserve		<ul style="list-style-type: none"> – Bollards would stop overnight campers who leave rubbish behind – Bollards would prevent residents accessing their backyards as they have always done – Fence area and return to natural vegetation 	<ul style="list-style-type: none"> – Area behind houses is an asset protection zone / fire trail. 	<p>Updated notes at Reservoir Reserve (page 11):</p> <ul style="list-style-type: none"> • Asset Protection Zone. Council to monitor for illegal vehicle access and if problematic investigate options for restricting access.
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	Garbage bins / Seating / shelters / BBQs	<ul style="list-style-type: none"> • Any picnic shelters would completely destroy this natural coastal headland reserve known as “Nana Klumpp Reserve”. This area is pristine and enjoyed by all. Do don't change! 	<ul style="list-style-type: none"> • Noted. Bins included at Rainbow Beach Estate reserve retained noting that not all stations marked on legend include bins. 	<p>Updated notes at Bartletts Beach /Shelly Beach Reserves (page 10):</p> <ul style="list-style-type: none"> • Shelters on headland between Bartletts Beach Reserve and

	<p>CCAT Summary:</p> <p>Concern about the number of bins to be installed and regular collection services. Also by adding bins and seating in areas, what antisocial behaviour may this attract to the reserves.</p> <p>A number of respondents felt that the current shelter at Bartletts currently underused with leaving the open space of Nana Klump reserve preferable, uninterrupted coastal views and adding more shelters/BBQs as unnecessary.</p> <p>Careful placement of the BBQ sites to be considered on the Community Hall Reserve</p> <p>Seating in areas to be included but placement carefully considered and responsive to need.</p>	<ul style="list-style-type: none"> If bins and seating are placed here it will bring vandalism and unwanted people drinking and socialising in the area. A bin so there is less litter. People are always leaving rubbish. 		Shelly Beach Reserve have been removed.
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	Artwork / Murals	<p>Mixed reactions to artwork and murals</p> <p>Comments for:</p> <ul style="list-style-type: none"> Incorporate public art as part of sculpture trail Memorials devoted to and designed by Biripai original residents 	<ul style="list-style-type: none"> Incorporate murals in key locations i.e. water tank and amenities, to reduce graffiti and enhance their aesthetic value. Consult with Aboriginal Advisory Group to gain 	<ul style="list-style-type: none"> References to a sculpture trail have been removed. <p>Updated notes at Rainbow Beach Reserve (page 8):</p> <ul style="list-style-type: none"> Incorporation of public art

		<ul style="list-style-type: none"> Water tank for showers, with the tank becoming space for local kids to work with local artists to create a mural based around community themes Artwork on water tower at Reservoir Reserve, perhaps local aboriginal art, similar to Silo Art. <p>Comments against:</p> <ul style="list-style-type: none"> Can't see the point of public art in this area, public art is not needed Don't want a tacky sculpture trail Natural landscapes/vistas are beautiful, shouldn't be cluttered with someone's idea of art Public art on the corner of Honeysuckle/Jordan Aves will not enhance the reserve A waste of funding and who is producing the art, locals or overseas? This isn't a drive through for art, it is a bush/seaside village 	<p>support and direction regarding the murals.</p> <ul style="list-style-type: none"> Strong views on both sides about creating an art trail - much consideration will be needed before pursuing such a concept to ensure it considers both sides. 	<p>Updated notes at Community Hall Reserve (page 9):</p> <ul style="list-style-type: none"> Incorporation of public art <p>Updated notes at Reservoir Reserve (page 11):</p> <ul style="list-style-type: none"> Artwork incorporated to reservoir with low endemic planting around base
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	No Change	<ul style="list-style-type: none"> We should be able to enjoy the natural surroundings; our reserves are beautiful as they are Locals love the hidden beauty of Shelly Beach; no change is needed. Bush paths are essential and already functioning perfectly, we don't want concrete paths with a big city feel. Don't need way finding signage everywhere, nor sculpture trails. 	<ul style="list-style-type: none"> Noted. Master plan has been updated to reduce installations and concrete paths. 	<ul style="list-style-type: none"> No action
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	<p>Retain village atmosphere</p> <p>CCAT Summary:</p> <p>Strong support for the retention of the village atmosphere of Bonny Hills in the design concepts with this seemingly a key concept.</p>	<ul style="list-style-type: none"> Across reserves maintain village feel for families and activities Maintain nesting areas for plovers Minimise development to maintain village feel Consider extending pathways and encourage use to access beach thus minimising need for parking Maintain village feel to ensure coastal health Care and maintain Spoonneys Bay Reserve not add to with parking and fish cleaning Restrict concrete infrastructure Maintain connection with nature 	<ul style="list-style-type: none"> Noted. 	<p>Updated design principles (page 3):</p> <ul style="list-style-type: none"> Maintain village atmosphere of Bonny Hills area <p>Updated notes at Spoonneys Bay Reserve (page 10):</p> <ul style="list-style-type: none"> Formalised boat parking removed

Reserve	Theme	Examples of community feedback	Response	Master plan update
All	Playground / shade / new or improved / Exercise equipment.	<p>There is support for play equipment with the following concerns raised:</p> <ul style="list-style-type: none"> • Checks on play equipment and timely repairs carried out and update equipment in some reserves • Minimise carparks near playgrounds • Fencing of area around playgrounds • Placement of the equipment so as to not reduce free play area and to retain village feel • Shade over play equipment valuable in summer with appropriate plantings, shade umbrellas would not be necessary and could look tacky. In some areas shade areas are welcome. 	<ul style="list-style-type: none"> • Council carries out periodic inspections on all playground equipment within the LGA. Community members may also inform Council of any damages / vandalism • Many playground users appreciate parking in close proximity for convenience. • RBR master plan layout has been removed and replaced with actions. Comments & actions to be resolved as part of concept and detail design stages. 	<ul style="list-style-type: none"> • No action
Rainbow Beach		<ul style="list-style-type: none"> • Include exercise equipment to RBR but not move play equipment 	<ul style="list-style-type: none"> • Exercise pod installed at this reserve in June 2022 	<ul style="list-style-type: none"> • No action
Bartletts Beach		<ul style="list-style-type: none"> • Addition of Play equipment to Bartletts 	<ul style="list-style-type: none"> • Noted. 	<ul style="list-style-type: none"> • No action
Community Hall		<ul style="list-style-type: none"> • Mountain Bike friendly trail added to Community Hall Trail. 	<ul style="list-style-type: none"> • Further clarity required - is this asking for a new bike track or for the existing to accommodate MTB users? 	<ul style="list-style-type: none"> • No action
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	Pedestrian/cycle links/connectivity/signage	<ul style="list-style-type: none"> • Support for connected pathways within the village • Bike path from Port Macquarie to North Haven for safety reasons • Comments against pathways call for things to be left natural • Need for a pedestrian link and safe area to cross Ocean Drive near the caravan park entrance. 	<ul style="list-style-type: none"> • Noted 	<ul style="list-style-type: none"> • Captured in other actions around reducing concrete pathways, retaining village feel and pedestrian access.
Rainbow Beach Estate		<ul style="list-style-type: none"> • Create a walking track from RBER to the beach with a footbridge over the creek and a track near the sewerage plant 	<ul style="list-style-type: none"> • Footpath link added to master plan reflecting the Part 3A approval by NSW Government 	<p>Updated notes at Rainbow Beach Estate Reserve (page 7):</p> <ul style="list-style-type: none"> • Developer owned footpath added

		<ul style="list-style-type: none"> Safety concern re the proposed footpath connection to Ocean Dr via St Kitts Way as there is no footpath on Ocean Dr beyond the end of the proposed pathway 	<p>(https://mpweb.planningportal.nsw.gov.au/major-projects/project/22831). Development of the footpath is on private developer land and therefore a future action by the Developer (St Vincent's Foundation).</p> <ul style="list-style-type: none"> Noted 	
Shelly Beach		<ul style="list-style-type: none"> Suggestion for path to be carried down in to Shelly Beach. Location suggested for footpath in Honeysuckle Road is currently used for car parking when people walk down to Shelly Beach or across Grants Head. If footpath is constructed there needs to be provision for car parking as well. 	<ul style="list-style-type: none"> Noted 	<p>Updated Shelly Beach Reserve (page10):</p> <ul style="list-style-type: none"> Trail hardening included Informal trail along Honeysuckle Road
Reservoir Reserve		Use of signage a good plan but retain widely recognised name of Grants Headland not Reservoir Reserve	<ul style="list-style-type: none"> Noted 	<ul style="list-style-type: none"> No action
Reserve	Theme	Examples of community feedback	Response	Master plan update
Rainbow Beach Estate	Retain resident managed gardens.	<ul style="list-style-type: none"> Residents highly invested in gardens and maintain at their own expense, hence saving council money Inadequate drainage caused death of original native plantings so residents have beautified the area themselves Claim that resident maintained gardens add value to the reserve and are of interest to walkers Residents believe that seats and bins would attract unwanted use/activities and odours from bins Areas nearby under Council care are not well maintained/mown resulting in unsightly areas and snake and bushfire risks Statements against request a stop to encroachment into the reserve from property owners and suggest installation of public facilities 	<ul style="list-style-type: none"> Noted. 	<p>Updated notes at Rainbow Beach Estate Reserve (page 7):</p> <ul style="list-style-type: none"> Reference to gardens has been removed. Council to work with residents independently to ensure appropriate plantings and no further encroachment.
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	Drainage / footpath flooding / stormwater CCAT Summary:	<ul style="list-style-type: none"> Water control on paths to minimise damage to paths Identified problems after poor runoff/damage after rain on paths Impact of poor drainage around the reserves and the appropriate remediation for this to minimise damage to the coastal environment 	<ul style="list-style-type: none"> Concept and detail design stages for each reserve shall address drainage as part of the design criteria - and shall investigate opportunities for employing water sensitive 	<p>Updated notes at Rainbow Beach Reserve (page 8):</p> <ul style="list-style-type: none"> Address coastal erosion issues and site drainage

	Key concerns are damage to local footpaths and poor drainage after rain in various reserves also given a number of pathways have proposed extensions.	<ul style="list-style-type: none"> • Improve effectiveness of drainage onto Bartletts beach to minimise damage to headland • Insufficient drainage from estates unable to cope with water volumes near Saltwater Creek • Poor drainage currently onto Rainbow Beach only to be exacerbated by proposed plans • Reduce number of outlets onto RB to Saltwater creek. • Minimise RB erosion • Concerns about the sewerage and spoiling of the beach • Concern about cost of retaining walls/drainage 	<p>urban design (WSUD) principles, and include measures to mitigate scour, erosion and ponding.</p> <ul style="list-style-type: none"> • Note that not all stormwater / drainage and run-off issues will be addressed in the master plan. • Any mitigation measures need to occur alongside or in consideration of the broader issue in BH of stormwater entering the sewerage system. 	<ul style="list-style-type: none"> • Weed removal / regeneration of native species along foreshore <p>Updated notes at Bartletts Beach Reserve (page 10):</p> <ul style="list-style-type: none"> • Revegetation of drainage line with endemic trees and understory planting • Swales to redirect rain water
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	Restrict hard surfaces / concrete	<ul style="list-style-type: none"> • Location of paths limiting use of open spaces in reserves and increased Pathways and concrete limit use of space • Increasing the amount of hard surface that increase runoff and damaging the environment through erosion • Maintenance of unsealed paths, but do not mow to car width • Maintain village atmosphere by not formalising paths or adding/extending concrete areas on reserves for carparks 	<ul style="list-style-type: none"> • Noted. • Concept and detail design stages for reserves to review surface treatments and alignments for footpaths and shall consider: <ul style="list-style-type: none"> – Connectivity (particularly to beaches as this is one way to reduce the need for car parking and encouraging easy access and parking slightly further from the beach – Footpaths wide enough to encourage pedestrian access – Levels of accessibility – Durability / maintenance – Aesthetics – Pedestrian and vehicular circulation 	<ul style="list-style-type: none"> • Master plan updated to show footpath hierarchies and cross referenced to the Pedestrian Access and Mobility Plan for Bonny Hills.
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	CCTV / sensor lighting / reduce antisocial behaviour	<ul style="list-style-type: none"> • Support for inclusion of these features in the reserve plans at Bonny Hills • Place to prevent vandalism and antisocial behaviour • Protect resources - toilets, trees, picnic facilities 	<ul style="list-style-type: none"> • CCTV and lighting are not effective in reducing antisocial behaviour; does not deter (lighting can attract). • CCTV is cost prohibitive, with low likelihood of capturing 	<p>Updated design principles (page 3):</p> <ul style="list-style-type: none"> • Relevant to community needs and expectations. Reserves should reflect the natural

			<p>sufficient evidence to identify or charge perpetrators.</p> <ul style="list-style-type: none"> • Concept & detail design for reserves to include Crime Prevention Through Environmental Design (CPTED) review and apply principles. • Inclusion of murals to amenities as a deterrent to graffiti. 	<p>environment and local community values and needs while also considering Crime Prevention Through Environmental Design (CPTED) principles.</p>
Reserve	Theme	Examples of community feedback	Response	Master plan update
Community Hall	Tennis Club upgrade	<ul style="list-style-type: none"> • Courts need resurfacing and facilities updated • Additional court to conform to recommended member/court ratios • Improve vehicular entrance • Formalise, upgrade and seal car parking area • Lighting to provide safe pedestrian access and vehicle security • Pathway on from Binbilla Drive across creek to tennis court then linking into path up to hall/skate park - currently two dangerous crossings of Ocean Drive have to be made to get from the bottom area to the top area 	<p>Courts have since been upgraded by BH Tennis Club under grant funding.</p> <p>Expansion of tennis courts constrained by land zoning (Environmental Conservation). Potential to accommodate (3 or 4) pickle ball courts in the RE zoned land / cleared area at community hall reserve (added to Master Plan for consideration).</p> <p>Pedestrian crossings updated on master plan to reflect the Pedestrian Access and Mobility Plan for Bonny Hills.</p>	<p>Updated Community Hall Reserve (page 9)</p> <ul style="list-style-type: none"> • Car parking formalised with lighting • Proposed footpath to Binbilla Drive
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	Stop/limit cars on beach	<ul style="list-style-type: none"> • Majority of opinion is to ban all vehicles on beach except those launching and retrieving boats • Minority are not opposed to vehicles on beach 	<ul style="list-style-type: none"> • Feedback regarding vehicles on beaches to be considered as part of the next review of Council's Beach Driving Policy. 	<ul style="list-style-type: none"> • No action
Reserve	Theme	Examples of community feedback	Response	Master plan update
Bartlett's Beach	Paragliders	<ul style="list-style-type: none"> • Cease Paragliding activities - referencing previous petition from March 2019, which was closed out following a Council Resolution 	<ul style="list-style-type: none"> • Bartlett's Beach is an established hang gliding and paragliding launch site that has been licensed since 	<ul style="list-style-type: none"> • No action

		<ul style="list-style-type: none"> • Question probity of issuing licenses to operate in this area • Objection to paragliders being allowed to land on Bartlett's Beach and the reserve • Safety concerns for beach goers, community and pilots; accidents have been witnessed • Request that Paragliding and launch ramp be moved to a more private, less used area 	<p>2017. The MNCFC are required to manage the launch site and activities in accordance with the current terms of the licence and in accordance with the regulations endorsed by the Civil Aviation Safety Authority.</p> <ul style="list-style-type: none"> • October 2019 Council meeting minutes resolved that Council note the information contained within the Adequacy of Existing Risk Management Controls Associated with Paragliding report. No action taken. 	
Reserve	Theme	Examples of community feedback	Response	Master plan update
Community Hall	Community Garden	<ul style="list-style-type: none"> • Move the proposed garden to a more central location within the reserve so that parking does not need to be formalised at the eastern end of Short Street • Concern about the material used for garden beds (something less toxic than treated pine would be preferable) • Management of weeds a concern - chemicals would runoff into Spooneys Bay area and then the ocean 	<ul style="list-style-type: none"> • Formalisation of parking at end of Short Street is a separate action to the community garden. Co-location of the community garden close to parking is to maximise accessibility, and maintains a larger central open space to the south for informal recreational use. • Selection of materials to be considered during concept / detail design phase for community garden and shall utilise non-toxic materials. • Community garden 'gardening etiquette' signage to be incorporated which restricts use of chemical fertilisers, pesticides and herbicides and provides best practice tips. Onus will be on the community garden representatives to manage. 	<p>Updated notes at Community Hall Reserve (page 9):</p> <ul style="list-style-type: none"> • Potential site for a community led / managed community garden
Reserve	Theme	Examples of community feedback	Response	Master plan update

Spooneys Bay Bartletts Beach	Off Leash dog area / extend dog friendly area / doggy bags	<ul style="list-style-type: none"> Dog poo in SBR big problem Doggy bag dispensers and signage to encourage dog owners to pick up dog poo Suggestion that Bartletts Beach become dog walking beach in lieu of Spooneys 	<ul style="list-style-type: none"> Companion Animals Act - dog owners are responsible for understanding these requirements and failure to abide can result in fines or even seizure of the dog. The presence of signage does not impact on Council officers' ability to enact penalties for misconduct under the Act; likewise, it is unlikely that ordinance signage will change behaviour of those currently using the reserve. Council has a legislative responsibility under the Companion Animals Act to provide [at least one] off-leash area within the local government area for owners to exercise their dogs. As a courtesy, Council currently provides dog waste bag dispensers and bins within dog parks and other designated off-leash areas - which includes SBR. Feedback regarding dogs on beaches to be considered as part of the next review of Council's Dogs in Public Open Spaces Policy. 	<ul style="list-style-type: none"> No action
Reserve	Theme	Examples of community feedback	Response	Master plan update
	Formalise boat trailer parking	<ul style="list-style-type: none"> Formalised boat parking not necessary as there is very little use of ramp, maybe 1 or 2 spots, not 4 Proposed parking too far from vessel launching location, would take 3-4 min parking trailer without having vessel in view so causing a safety risk of boat drifting near swimmers, surfers, fishermen Parking on beach preferred option to allow direct line of sight to vessel while parking 	<ul style="list-style-type: none"> Boat parking removed from master plan and overall parking reduced. 	Updated notes at Spooneys Bay Reserve (page 10): <ul style="list-style-type: none"> Formalised boat parking removed
Reserve	Theme	Examples of community feedback	Response	Master plan update

	<p>Improved footpaths / steps / infrastructure / maintain infrastructure</p> <p>CCAT Summary</p> <p>Overall the feedback recommended maintenance and improvements but with sympathy to the environment, history and the use of the reserve</p>	<ul style="list-style-type: none"> • Maintain and update beach access (both concrete and informal paths) - throughout reserves - historical connections to many of the stairs especially Bartlett's • Formalise pathways with the addition of art or signage that connects with the local history/culture and environment • Consider how to make the pathways sympathetic with the environment rather than a wide strip of concrete. • Leave existing pedestrian crossing in place just north of the top shop and a safe crossing on the southern side of Green Hills Gully Creek • Extend footpaths in Rainbow Beach Reserve Estate for teaching and encouraging bike safety and skills • Less footpaths but replacement of trees removed through development • Connecting areas to support regular foot traffic and for young and old through considered pathways is supported. • Question need to formalise some of the paths - let people enjoy reserves • Consider extending the tracks to longer coastal walks /runs. • Obtain data on usage of tracks/paths • Questioning is there enough room without significant engineering challenges to provided footpaths - other options? • Minimise footpath impact by allowing it to curve around the headland not into reserve to accommodate paragliding, or as another option run the footpath/cycleway along the roadside. • Keep the grass areas as open space. Good idea to connect Spoonneys and Bartletts but consider how the reserve is used most frequently – views and access - not the rarely used paragliding launch area. • Maintain and/or improve tree plantings in the area • Recommend consideration of placement of bollards and their need as vehicles off road are rare. and if viewing platforms are upgraded, consider appropriate car parking. • Improve disability access to surf club and cafe but move remaining carparks outside the reserve to increase green space 	<ul style="list-style-type: none"> • Noted • Master plan incorporates new tree plantings. Existing trees currently maintained as required by parks maintenance team / arborists. • Bollards removed from master plan at Nana Klumpp reserve. • Viewing platform removed from master plan at Shelly Beach Reserve. • Options for Rainbow Beach Reserve removed from master plan; action items listed including comments regarding disabled access for consideration during concept and detail design stages. 	<p>Master plan updates such as removal of bollards; footpath hierarchy and design principles reference to Council's <i>Pedestrian Access Mobility Plan - May 2015</i> (PAMP).</p>
Reserve	Theme	Examples of community feedback	Response	Master plan update

Bartletts Beach	Improve road access / car park The response to this in the Master plan was quite specific to the reserves.	<ul style="list-style-type: none"> • Expression of concern about the expansion of car parking and splitting parking in places like Bartletts Reserve. • Congestion with placement of the parking on Jordan Ave, a narrow part of the road. • - Natural grass and gravel is sufficient for parking not ugly concrete car parks. • One supported increasing parking in this area. • 	<ul style="list-style-type: none"> • Noted 	Updated notes at Bartletts Beach Reserve (page 10): <ul style="list-style-type: none"> • Car parking and footpath realigned
Rainbow Beach		<ul style="list-style-type: none"> • Rainbow Beach Reserve has many concerns about parking, access and these are dependent on the Option selected - over riding comment is that parking needs to be addressed but how is this best achieved with all community groups considered - small business, Surf club, Family groups, visitors 	<ul style="list-style-type: none"> • Noted 	Options for Rainbow Beach Reserve removed from master plan; action items listed for consideration during concept and detail design stages.
Community Hall		<ul style="list-style-type: none"> • Community Hall parking is difficult as it supports many community needs - parking for shops and beach, overflow parking from Graham St, collecting school kids, community hall use and use of the skatepark. It is felt to be a major issue that needs much consideration. • Bollards are essential to stop parking outside this area and prevent damage to the Reserve • Line of sight from the upgraded playground needs to be clear to both the court and the skatepark. • Suggested renovating the existing parking area by removing the bays on the western side and making a continuous parking area down to Graham Street This would involve formalising the parking adjacent to Graham Street and putting in bollards to prevent cars entering the reserve. • Mark parking spaces on the eastern and western sides of the car park in order to maximise parking spaces was a recommendation by a number of respondents • Install more lighting in the central area of the car park which is very dark at night. • Entrance drive is ugly and shabby with the old bollards rotting alongside the mown area as well in the parking area, • Increase parking to hold up to 50 cars • Road Access • Pathway crossings at the very busy Ocean Drive near Tennis Courts and downside of skate park will need pedestrian refuges due to restricted 'line of sight' and slope to kerb, 	<ul style="list-style-type: none"> • Noted - parking adjusted at Community Hall reserve on master plan • Road crossings adjusted to follow recommendations in the Pedestrian Access and Mobility Plan. 	Master plan reference to Council's <i>Pedestrian Access Mobility Plan - May 2015</i> (PAMP). Updated notes at Community Hall Reserve (page 9): <ul style="list-style-type: none"> • Car parking formalised with lighting • Bollards added to perimeter of reserve to restrict vehicle access

Reservoir Reserve		<ul style="list-style-type: none"> Strong support for the retention to access to the reserve for larger vehicles including emergency vehicles. 	<ul style="list-style-type: none"> Noted 	Updated notes at Reservoir Reserve (page 11): <ul style="list-style-type: none"> Asset Protection Zone. Council to monitor for illegal vehicle access and if problematic investigate options for restricting access.
Spooneys Bay		<ul style="list-style-type: none"> Properly maintained gravel road access 	<ul style="list-style-type: none"> Noted 	<ul style="list-style-type: none"> No action
Reserve	Theme	Examples of community feedback	Response	Master plan update
Rainbow Beach	Rainbow Beach Reserve Summary of issues to be considered as there are many opinions around both options	<ul style="list-style-type: none"> Car parking layout needs to be resolved Need to review levels and practicality of layouts Stormwater quality control Formal parking from Beach Street Further discussion with the Surf club are required as they are a key stakeholder Master plan to consider all users of the reserve including playground, surf club, surfers, Mal der mer, board riders comps, and families Connections to other reserves to be encouraged (debate over concrete or natural pathways) Masterplan to identify ways of retaining the Village character not over developed Masterplan to protect / regenerate the natural environment 	<ul style="list-style-type: none"> Noted 	Options for Rainbow Beach Reserve removed from master plan; action items listed for consideration during concept and detail design stages.

Attachment 3

Bonny Hills Reserves Master Plan Response to Public Exhibition Feedback

Reserve	Theme	Examples of community feedback	Response	Master plan update
All	<p>Protect or regenerate natural environment / native species / water quality / maintain vegetation</p> <p>CCAT Summary: Each reserve has favourable comments relating to the removal of weeds and regeneration and planting of appropriate size and style of native flora.</p>	<ul style="list-style-type: none"> Instigate a noxious weed management through the area Native species to be encouraged with native plantings 	<p>Plan of Management (POM) for each reserve to be updated to facilitate vegetation management (i.e. weed management & re-vegetation).</p> <p>POM's to also facilitate management through community groups. Council to facilitate / support community based vegetation management groups / reinforce existing groups.</p> <p>Proposed plantings in reserves associated with upgrades shall utilise the appropriate Australian native vegetation.</p>	<p>Note added to Design Principles (page 3):</p> <ul style="list-style-type: none"> Protect and enhance natural and heritage features and values. This includes, but is not limited to ensuring that communities can access and enjoy these features, and that they remain intact for future generations, that biosecurity risks are minimised through planting appropriate native species only and that planting is undertaken in strategic locations to minimise erosion issues.
Community Hall		<ul style="list-style-type: none"> Mention of retaining bandicoots at Community Hall 	Noted.	<ul style="list-style-type: none"> No action.
Rainbow Beach; Bartletts Beach		<ul style="list-style-type: none"> Plantings to address specific erosion issues, particularly at Rainbow and Bartletts Beach Reserves 	<p>Consideration given to running some swails through the open grassed areas of both reserves to slow the movement of water in rain events.</p> <p>Some strategically placed native grasses and shrubs may also assist with this.</p> <p>While mowed grass does allow for slightly more water capture than concrete and bitumen surfaces it does not allow moisture to soak into the soil in medium to heavy rain events.</p>	<p>Updated notes at Rainbow Beach Reserve (page 8):</p> <ul style="list-style-type: none"> Address coastal erosion issues and site drainage Weed removal / regeneration of native species along foreshore <p>Updated notes at Bartletts Beach Reserve (page 10):</p> <ul style="list-style-type: none"> Revegetation of drainage line with endemic trees and understory planting Swales to redirect rain water
All		<ul style="list-style-type: none"> Where there are existing natural pathways the favoured approach is for these to be retained in natural state, no concrete paths 	Master plan updated to remove concrete footpaths between interconnect reserves. Footpaths within reserves to be considered	Updated throughout master plan:

			as part of design. Trail hardening will occur in key locations to mitigate damage to environmentally sensitive areas.	<ul style="list-style-type: none"> Removal of reference to concrete footpaths.
Rainbow Beach Estate		<ul style="list-style-type: none"> Ensure natural spaces with no direct vehicular access between Bonny Hills and new Lake Cathie developments. 	Master plan does not promote vehicular access between BH and new LC developments.	<ul style="list-style-type: none"> No action
Rainbow Beach		<ul style="list-style-type: none"> RBR - She Oaks, food for Black Cockatoo, are in danger from stormwater effects. Stormwater / sewerage is damaging flora, causing erosion, impacting on water quality 	Stormwater management to be resolved in future design development for the site. This is part of a bigger issue within BH - future plans to identify aging and failing infrastructure and illegal connections are underway.	Updated notes at Rainbow Beach Reserve (page 8): <ul style="list-style-type: none"> Address coastal erosion issues and site drainage.
Bartletts Beach		<ul style="list-style-type: none"> Viewing platform, a consideration in area of erosion between Spoonneys and Bartlett Beach Reserve. Area already used for viewing so platform would allow for vegetation to regenerate and manage the impact on the area. 	Noted.	<ul style="list-style-type: none"> No action
Shelly Beach		<ul style="list-style-type: none"> Leave secluded areas in natural state for locals to escape to 	Noted that this is an important point for local residents.	<ul style="list-style-type: none"> No action
Reserve	Theme	Examples of community feedback	Response	Master plan update
Rainbow Beach	New/Upgraded amenities	<ul style="list-style-type: none"> Additional toilets, including baby change table, internal shower and change area providing dignity for disabled 		Updated notes at Rainbow Beach Reserve (page 8): <ul style="list-style-type: none"> Existing toilets to be expanded to include additional toilet, baby change table, internal shower and change area
Rainbow Beach		<ul style="list-style-type: none"> Amphitheatre concept a waste of space and funds 	Noted that formalising this area is contrary to the strong theme of retaining natural environment and reducing hard surfaces and over-development.	<ul style="list-style-type: none"> Amphitheatre removed from master plan
Spoonneys Bay		<ul style="list-style-type: none"> Differing opinions on fish cleaning tables. Against: unnecessary, smelly and require regular cleaning. For: welcome addition but closer to boat ramp would be more functional and reduce impact on western end of reserve. 	Noted.	<ul style="list-style-type: none"> No action
Spoonneys Bay		<ul style="list-style-type: none"> A shower would be appreciated 	Noted.	<ul style="list-style-type: none"> No action

Spooneys Bay		<ul style="list-style-type: none"> Don't spoil its history and character with unnecessary upgrades 	Noted.	<ul style="list-style-type: none"> No action
Bartletts Beach		<ul style="list-style-type: none"> Some agreement to replace or renovate toilet block using non-flammable material, with external showers and internal private shower and changing. some against change, want to keep current privacy it provides and renovate it to original state 	Notes added to master plan regarding modifications and materials.	Updated notes at Bartletts Beach Reserve (page 10): <ul style="list-style-type: none"> Toilet block renewal / relocation (toilet block with showers to match Rainbow Beach Reserve). Design shall minimise visual impact and use robust materials.
Bartletts Beach		<ul style="list-style-type: none"> BBQ, picnic tables - most agree current areas are sufficient, some calls for more picnic tables. Many residents on Honeysuckle Road fear interruption of views from increased shelters and activity on Nana Klumpp Reserve. Also do not want formal paths or viewing platforms. 	Noted.	Updated notes at Bartletts Beach Reserve (page 10): <ul style="list-style-type: none"> Furniture and viewing platform removed.
Community Hall		<ul style="list-style-type: none"> Renovate hall to allow more functions, improve surrounds and gardens, addition of BBQ area and shade. 	Further clarification required regarding 'renovate hall to allow more functions'. BBQ area added to master plan.	Updated notes at BH Community Hall Reserve (page 9): <ul style="list-style-type: none"> Addition of sheltered seating and BBQs.
Shelly Beach		<ul style="list-style-type: none"> No viewing platforms, what is there now works well in its natural state. 	Noted. This is a second viewing platform and strong support for this to be removed.	Updated notes at Bartletts Beach Reserve (page 10): <ul style="list-style-type: none"> Furniture and viewing platform removed.
Reservoir Reserve		<ul style="list-style-type: none"> Include viewing platform, clean up rubbish. No pathways 	Noted. Pathway is a continuation of the roadway footpath and doesn't incur on the reserve or impact properties.	Updated notes at Reservoir Reserve (page 11): <ul style="list-style-type: none"> Removal of rubbish and revegetate with endemic species
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	Barriers to stop cars parking on vegetation CCAT Summary: Each reserve had a different approach	<ul style="list-style-type: none"> 		

	towards the use of bollards			
Rainbow Beach Estate		<ul style="list-style-type: none"> Good suggestion as would address instances of erratic driving on grass areas 	Noted. Already included in this reserve.	<ul style="list-style-type: none"> No action
Spooneys Bay		<ul style="list-style-type: none"> Bollards along roadway would stop destructive use of vehicles on grassed areas 	Noted.	<ul style="list-style-type: none"> No action
Bartletts Beach	Submission made by residents on Jordon Avenue and Honeysuckle Road	<p>Strong objections to bollards on Jordan Avenue and Honeysuckle Road:</p> <ul style="list-style-type: none"> would cause a traffic hazard as Jordan Ave already narrow. cars pull up with two wheels on the grass to allow traffic to pass safely, bollards would prevent this and cause a safety hazard would prevent short term parking on the verge, often people enjoying views or checking surf they would be a blight on the landscape unnecessary as these are light traffic thoroughfares not needed as residents do not see vehicles causing damage by being driven onto grass areas grass area on Honeysuckle Ave is fronting bushland and no one drives into that area edge of grassed area on Honeysuckle is only used for parking by people attending the lookout, walking or exercising dogs. 	Noted.	<p>Updated notes at Bartletts Beach /Shelly Beach Reserves (page 10):</p> <ul style="list-style-type: none"> Bollards removed from master plan
Reservoir Reserve		<ul style="list-style-type: none"> Bollards would stop overnight campers who leave rubbish behind Bollards would prevent residents accessing their backyards as they have always done Fence area and return to natural vegetation 	Area behind houses is an asset protection zone / fire trail.	<p>Updated notes at Reservoir Reserve (page 11):</p> <ul style="list-style-type: none"> Asset Protection Zone. Council to monitor for illegal vehicle access and if problematic investigate options for restricting access.
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	<p>Garbage bins / Seating / shelters / BBQs</p> <p>CCAT Summary: Concern about the number of bins to be</p>	<ul style="list-style-type: none"> Any picnic shelters would completely destroy this natural coastal headland reserve known as "Nana Klumpp Reserve". This area is pristine and enjoyed by all. Do don't change! If bins and seating are placed here it will bring vandalism and unwanted people drinking and socialising in the area. 	Noted. Bins included at Rainbow Beach Estate reserve retained noting that not all stations marked on legend include bins.	<p>Updated notes at Bartletts Beach /Shelly Beach Reserves (page 10):</p> <ul style="list-style-type: none"> Shelters on headland between Bartletts Beach Reserve and Shelly Beach Reserve have been removed.

	<p>installed and regular collection services. Also by adding bins and seating in areas, what antisocial behaviour may this attract to the reserves.</p> <p>A number of respondents felt that the current shelter at Bartletts currently underused with leaving the open space of Nana Klump reserve preferable, uninterrupted coastal views and adding more shelters/BBQs as unnecessary. Careful placement of the BBQ sites to be considered on the Community Hall Reserve</p> <p>Seating in areas to be included but placement carefully considered and responsive to need.</p>	<ul style="list-style-type: none"> A bin so there is less litter. People are always leaving rubbish. 		
Reserve	Theme	Examples of community feedback	Response	Master plan update
	Artwork / Murals	<p>Mixed reactions to artwork and murals</p> <p>Comments for:</p> <ul style="list-style-type: none"> Incorporate public art as part of sculpture trail Memorials devoted to and designed by Biripai original residents Water tank for showers, with the tank becoming space for local kids to work with local artists to create a mural based around community themes Artwork on water tower at Reservoir Reserve, perhaps local aboriginal art, similar to Silo Art. 	<ul style="list-style-type: none"> Incorporate murals in key locations i.e. water tank and amenities, to reduce graffiti and enhance their aesthetic value. Consult with Aboriginal Advisory Group to gain support and direction regarding the murals. Strong views on both sides about creating an art trail - much consideration will be needed before pursuing such a 	<ul style="list-style-type: none"> References to a sculpture trail have been removed. <p>Updated notes at Rainbow Beach Reserve (page 8):</p> <ul style="list-style-type: none"> Incorporation of public art <p>Updated notes at Community Hall Reserve (page 9):</p> <ul style="list-style-type: none"> Incorporation of public art

		Comments against: <ul style="list-style-type: none"> – Can't see the point of public art in this area, public art is not needed – Don't want a tacky sculpture trail – Natural landscapes/vistas are beautiful, shouldn't be cluttered with someone's idea of art – Public art on the corner of Honeysuckle/Jordan Aves will not enhance the reserve – A waste of funding and who is producing the art, locals or overseas? – This isn't a drive through for art, it is a bush/seaside village 	concept to ensure it considers both sides.	Updated notes at Reservoir Reserve (page 11): <ul style="list-style-type: none"> • Artwork incorporated to reservoir with low endemic planting around base
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	No Change	<ul style="list-style-type: none"> • We should be able to enjoy the natural surroundings; our reserves are beautiful as they are • Locals love the hidden beauty of Shelly Beach; no change is needed. • Bush paths are essential and already functioning perfectly, we don't want concrete paths with a big city feel. • Don't need way finding signage everywhere, nor sculpture trails. 	Noted. Master plan has been updated to reduce installations and concrete paths.	<ul style="list-style-type: none"> • No action
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	Retain village atmosphere CCAT Summary: Strong support for the retention of the village atmosphere of Bonny Hills in the design concepts with this seemingly a key concept.	<ul style="list-style-type: none"> • Across reserves maintain village feel for families and activities • Maintain nesting areas for plovers • Minimise development to maintain village feel • Consider extending pathways and encourage use to access beach thus minimising need for parking • Maintain village feel to ensure coastal health • Care and maintain Spoonneys Bay Reserve not add to with parking and fish cleaning • Restrict concrete infrastructure • Maintain connection with nature 	Noted.	Updated design principles (page 3): <ul style="list-style-type: none"> • Maintain village atmosphere of Bonny Hills area Updated notes at Spoonneys Bay Reserve (page 10): <ul style="list-style-type: none"> • Formalised boat parking removed
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	Playground / shade / new or improved / Exercise equipment.	There is support for play equipment with the following concerns raised:	<ul style="list-style-type: none"> • Council carries out periodic inspections on all playground equipment within the LGA. Community members may also 	<ul style="list-style-type: none"> • No action

		<ul style="list-style-type: none"> • Checks on play equipment and timely repairs carried out and update equipment in some reserves • Minimise carparks near playgrounds • Fencing of area around playgrounds • Placement of the equipment so as to not reduce free play area and to retain village feel • Shade over play equipment valuable in summer with appropriate plantings, shade umbrellas would not be necessary and could look tacky. In some areas shade areas are welcome. 	<p>inform Council of any damages / vandalism</p> <ul style="list-style-type: none"> • Many playground users appreciate parking in close proximity for convenience. <ul style="list-style-type: none"> • RBR master plan layout has been removed and replaced with actions. Comments & actions to be resolved as part of concept and detail design stages. 	
Rainbow Beach		<ul style="list-style-type: none"> • Include exercise equipment to RBR but not move play equipment 	Exercise pod installed at this reserve in June 2022	<ul style="list-style-type: none"> • No action
Bartletts Beach		<ul style="list-style-type: none"> • Addition of Play equipment to Bartletts 	Noted.	<ul style="list-style-type: none"> • No action
Community Hall		Mountain Bike friendly trail added to Community Hall Trail.	Further clarity required - is this asking for a new bike track or for the existing to accommodate MTB users?	<ul style="list-style-type: none"> • No action
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	Pedestrian/cycle links/connectivity/signage	<ul style="list-style-type: none"> • Support for connected pathways within the village • Bike path from Port Macquarie to North Haven for safety reasons • Comments against pathways call for things to be left natural • Need for a pedestrian link and safe area to cross Ocean Drive near the caravan park entrance. 	<ul style="list-style-type: none"> • Noted 	<ul style="list-style-type: none"> • Captured in other actions around reducing concrete pathways, retaining village feel and pedestrian access.
Rainbow Beach Estate		<ul style="list-style-type: none"> • Create a walking track from RBER to the beach with a footbridge over the creek and a track near the sewerage plant • Safety concern re the proposed footpath connection to Ocean Dr via St Kitts Way as there is no footpath on Ocean Dr beyond the end of the proposed pathway 	<ul style="list-style-type: none"> • Footpath link added to master plan reflecting the Part 3A approval by NSW Government (https://mpweb.planningportal.nsw.gov.au/major-projects/project/22831). Development of the footpath is on private developer land and therefore a future action by the Developer (St Vincent's Foundation). • Noted 	<p>Updated notes at Rainbow Beach Estate Reserve (page 7):</p> <ul style="list-style-type: none"> • Developer owned footpath added
Shelly Beach		<ul style="list-style-type: none"> • Suggestion for path to be carried down in to Shelly Beach. 	<ul style="list-style-type: none"> • Noted 	<p>Updated Shelly Beach Reserve (page10):</p>

		<ul style="list-style-type: none"> Location suggested for footpath in Honeysuckle Road is currently used for car parking when people walk down to Shelly Beach or across Grants Head. If footpath is constructed there needs to be provision for car parking as well. 		<ul style="list-style-type: none"> Trail hardening included Informal trail along Honeysuckle Road
Reservoir Reserve		Use of signage a good plan but retain widely recognised name of Grants Headland not Reservoir Reserve	<ul style="list-style-type: none"> Noted 	<ul style="list-style-type: none"> No action
Reserve	Theme	Examples of community feedback	Response	Master plan update
Rainbow Beach Estate	Retain resident managed gardens.	<ul style="list-style-type: none"> Residents highly invested in gardens and maintain at their own expense, hence saving council money Inadequate drainage caused death of original native plantings so residents have beautified the area themselves Claim that resident maintained gardens add value to the reserve and are of interest to walkers Residents believe that seats and bins would attract unwanted use/activities and odours from bins Areas nearby under Council care are not well maintained/mown resulting in unsightly areas and snake and bushfire risks Statements against request a stop to encroachment into the reserve from property owners and suggest installation of public facilities 	Noted.	Updated notes at Rainbow Beach Estate Reserve (page 7): <ul style="list-style-type: none"> Reference to gardens has been removed. Council to work with residents independently to ensure appropriate plantings and no further encroachment.
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	Drainage / footpath flooding / stormwater CCAT Summary: Key concerns are damage to local footpaths and poor drainage after rain in various reserves also given a number of	<ul style="list-style-type: none"> Water control on paths to minimise damage to paths Identified problems after poor runoff/damage after rain on paths Impact of poor drainage around the reserves and the appropriate remediation for this to minimise damage to the coastal environment Improve effectiveness of drainage onto Bartlett's beach to minimise damage to headland Insufficient drainage from estates unable to cope with water volumes near Saltwater Creek 	<ul style="list-style-type: none"> Concept and detail design stages for each reserve shall address drainage as part of the design criteria - and shall investigate opportunities for employing water sensitive urban design (WSUD) principles, and include measures to mitigate scour, erosion and ponding. Note that not all stormwater / drainage and run-off issues will be addressed in the master plan. Any mitigation measures need to occur alongside or in consideration of the 	Updated notes at Rainbow Beach Reserve (page 8): <ul style="list-style-type: none"> Address coastal erosion issues and site drainage Weed removal / regeneration of native species along foreshore Updated notes at Bartlett's Beach Reserve (page 10):

	pathways have proposed extensions.	<ul style="list-style-type: none"> Poor drainage currently onto Rainbow Beach only to be exacerbated by proposed plans Reduce number of outlets onto RB to Saltwater creek. Minimise RB erosion Concerns about the sewerage and spoiling of the beach Concern about cost of retaining walls/drainage 	broader issue in BH of stormwater entering the sewerage system.	<ul style="list-style-type: none"> Revegetation of drainage line with endemic trees and understory planting Swales to redirect rain water
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	Restrict hard surfaces / concrete	<ul style="list-style-type: none"> Location of paths limiting use of open spaces in reserves and increased Pathways and concrete limit use of space Increasing the amount of hard surface that increase runoff and damaging the environment through erosion Maintenance of unsealed paths, but do not mow to car width Maintain village atmosphere by not formalising paths or adding/extending concrete areas on reserves for carparks 	<ul style="list-style-type: none"> Noted. Concept and detail design stages for reserves to review surface treatments and alignments for footpaths and shall consider: <ul style="list-style-type: none"> Connectivity (particularly to beaches as this is one way to reduce the need for car parking and encouraging easy access and parking slightly further from the beach Footpaths wide enough to encourage pedestrian access Levels of accessibility Durability / maintenance Aesthetics Pedestrian and vehicular circulation 	<ul style="list-style-type: none"> Master plan updated to show footpath hierarchies and cross referenced to the Pedestrian Access and Mobility Plan for Bonny Hills.
Reserve	Theme	Examples of community feedback	Response	Master plan update
All	CCTV / sensor lighting / reduce antisocial behaviour	<ul style="list-style-type: none"> Support for inclusion of these features in the reserve plans at Bonny Hills Place to prevent vandalism and antisocial behaviour Protect resources - toilets, trees, picnic facilities 	<ul style="list-style-type: none"> CCTV and lighting are not effective in reducing antisocial behaviour; does not deter (lighting can attract). CCTV is cost prohibitive, with low likelihood of capturing sufficient evidence to identify or charge perpetrators. Concept & detail design for reserves to include Crime Prevention Through Environmental Design (CPTED) review and apply principles. Inclusion of murals to amenities as a deterrent to graffiti. 	Updated design principles (page 3): <ul style="list-style-type: none"> Relevant to community needs and expectations. Reserves should reflect the natural environment and local community values and needs while also considering Crime Prevention Through Environmental Design (CPTED) principles.
Reserve	Theme	Examples of community feedback	Response	Master plan update

Community Hall	Tennis Club upgrade	<ul style="list-style-type: none"> Courts need resurfacing and facilities updated Additional court to conform to recommended member/court ratios Improve vehicular entrance Formalise, upgrade and seal car parking area Lighting to provide safe pedestrian access and vehicle security Pathway on from Binilla Drive across creek to tennis court then linking into path up to hall/skate park - currently two dangerous crossings of Ocean Drive have to be made to get from the bottom area to the top area 	<p>Courts have since been upgraded by BH Tennis Club under grant funding.</p> <p>Expansion of tennis courts constrained by land zoning (Environmental Conservation). Potential to accommodate (3 or 4) pickle ball courts in the RE zoned land / cleared area at community hall reserve (added to Master Plan for consideration).</p> <p>Pedestrian crossings updated on master plan to reflect the Pedestrian Access and Mobility Plan for Bonny Hills.</p>	Updated Community Hall Reserve (page 9) <ul style="list-style-type: none"> Car parking formalised with lighting Proposed footpath to Binilla Drive
Reserve	Theme	Examples of community feedback	Response	Master plan update
	Stop/limit cars on beach	<ul style="list-style-type: none"> Majority of opinion is to ban all vehicles on beach except those launching and retrieving boats Minority are not opposed to vehicles on beach 	<ul style="list-style-type: none"> Feedback regarding vehicles on beaches to be considered as part of the next review of Council's Beach Driving Policy. 	<ul style="list-style-type: none"> No action
Reserve	Theme	Examples of community feedback	Response	Master plan update
Bartletts Beach	Paragliders	<ul style="list-style-type: none"> Cease Paragliding activities - referencing previous petition from March 2019, which was closed out following a Council Resolution Question probity of issuing licenses to operate in this area Objection to paragliders being allowed to land on Bartlett's Beach and the reserve Safety concerns for beach goers, community and pilots; accidents have been witnessed Request that Paragliding and launch ramp be moved to a more private, less used area 	<ul style="list-style-type: none"> Bartletts Beach is an established hang gliding and paragliding launch site that has been licensed since 2017. The MNCFC are required to manage the launch site and activities in accordance with the current terms of the licence and in accordance with the regulations endorsed by the Civil Aviation Safety Authority. October 2019 Council meeting minutes resolved that Council note the information contained within the Adequacy of Existing Risk Management Controls Associated with Paragliding report. No action taken. 	<ul style="list-style-type: none"> No action
Reserve	Theme	Examples of community feedback	Response	Master plan update
Community Hall	Community Garden	<ul style="list-style-type: none"> Move the proposed garden to a more central location within the reserve so that parking does not need to be formalised at the eastern end of Short Street Concern about the material used for garden beds (something less toxic than treated pine would be preferable) 	<ul style="list-style-type: none"> Formalisation of parking at end of Short Street is a separate action to the community garden. Co-location of the community garden close to parking is to maximise accessibility, and maintains a larger central open space to the south for informal recreational use. 	Updated notes at Community Hall Reserve (page 9): <ul style="list-style-type: none"> Potential site for a community led / managed community garden

		<ul style="list-style-type: none"> Management of weeds a concern - chemicals would runoff into Spoonneys Bay area and then the ocean 	<ul style="list-style-type: none"> Selection of materials to be considered during concept / detail design phase for community garden and shall utilise non-toxic materials. Community garden 'gardening etiquette' signage to be incorporated which restricts use of chemical fertilisers, pesticides and herbicides and provides best practice tips. Onus will be on the community garden representatives to manage. 	
Reserve	Theme	Examples of community feedback	Response	Master plan update
Spoonneys Bay Bartletts Beach	Off Leash dog area / extend dog friendly area / doggy bags	<ul style="list-style-type: none"> Dog poo in SBR big problem Doggy bag dispensers and signage to encourage dog owners to pick up dog poo Suggestion that Bartletts Beach become dog walking beach in lieu of Spoonneys 	<ul style="list-style-type: none"> Companion Animals Act - dog owners are responsible for understanding these requirements and failure to abide can result in fines or even seizure of the dog. The presence of signage does not impact on Council officers' ability to enact penalties for misconduct under the Act; likewise, it is unlikely that ordinance signage will change behaviour of those currently using the reserve. Council has a legislative responsibility under the Companion Animals Act to provide [at least one] off-leash area within the local government area for owners to exercise their dogs. As a courtesy, Council currently provides dog waste bag dispensers and bins within dog parks and other designated off-leash areas - which includes SBR. Feedback regarding dogs on beaches to be considered as part of the next review of Council's Dogs in Public Open Spaces Policy. 	<ul style="list-style-type: none"> No action
Reserve	Theme	Examples of community feedback	Response	Master plan update
	Formalise boat trailer parking	<ul style="list-style-type: none"> Formalised boat parking not necessary as there is very little use of ramp, maybe 1 or 2 spots, not 4 Proposed parking too far from vessel launching location, would take 3-4 min parking trailer without having vessel in view so causing a 	<ul style="list-style-type: none"> Boat parking removed from master plan and overall parking reduced. 	Updated notes at Spoonneys Bay Reserve (page 10): <ul style="list-style-type: none"> Formalised boat parking removed

		<p>safety risk of boat drifting near swimmers, surfers, fishermen</p> <ul style="list-style-type: none"> • Parking on beach preferred option to allow direct line of sight to vessel while parking 		
Reserve	Theme	Examples of community feedback	Response	Master plan update
	<p>Improved footpaths / steps / infrastructure / maintain infrastructure</p> <p>CCAT Summary Overall the feedback recommended maintenance and improvements but with sympathy to the environment, history and the use of the reserve</p>	<ul style="list-style-type: none"> • Maintain and update beach access (both concrete and informal paths) - throughout reserves - historical connections to many of the stairs especially Bartlett's • Formalise pathways with the addition of art or signage that connects with the local history/culture and environment • Consider how to make the pathways sympathetic with the environment rather than a wide strip of concrete. • Leave existing pedestrian crossing in place just north of the top shop and a safe crossing on the southern side of Green Hills Gully Creek • Extend footpaths in Rainbow Beach Reserve Estate for teaching and encouraging bike safety and skills • Less footpaths but replacement of trees removed through development • Connecting areas to support regular foot traffic and for young and old through considered pathways is supported. • Question need to formalise some of the paths - let people enjoy reserves • Consider extending the tracks to longer coastal walks /runs. • Obtain data on usage of tracks/paths • Questioning is there enough room without significant engineering challenges to provided footpaths - other options? • Minimise footpath impact by allowing it to curve around the headland not into reserve to accommodate paragliding, or as another option run the footpath/cycleway along the roadside. • Keep the grass areas as open space. Good idea to connect Spoonneys and Bartlett's but consider how the reserve is used most 	<ul style="list-style-type: none"> • Noted • Master plan incorporates new tree plantings. Existing trees currently maintained as required by parks maintenance team / arborists. • Bollards removed from master plan at Nana Klumpp reserve. • Viewing platform removed from master plan at Shelly Beach Reserve. • Options for Rainbow Beach Reserve removed from master plan; action items listed including comments regarding disabled access for consideration during concept and detail design stages. 	<p>Master plan updates such as removal of bollards; footpath hierarchy and design principles reference to Council's <i>Pedestrian Access Mobility Plan - May 2015</i> (PAMP).</p>

		<p>frequently – views and access - not the rarely used paragliding launch area.</p> <ul style="list-style-type: none"> • Maintain and/or improve tree plantings in the area • Recommend consideration of placement of bollards and their need as vehicles off road are rare. and if viewing platforms are upgraded, consider appropriate car parking. • Improve disability access to surf club and cafe but move remaining carparks outside the reserve to increase green space 		
Reserve	Theme	Examples of community feedback	Response	Master plan update
Bartletts Beach	<p>Improve road access / car park</p> <p>The response to this in the Master plan was quite specific to the reserves.</p>	<ul style="list-style-type: none"> • Expression of concern about the expansion of car parking and splitting parking in places like Bartletts Reserve. • Congestion with placement of the parking on Jordan Ave, a narrow part of the road. • - Natural grass and gravel is sufficient for parking not ugly concrete car parks. • One supported increasing parking in this area. • 	<ul style="list-style-type: none"> • Noted 	<p>Updated notes at Bartletts Beach Reserve (page 10):</p> <ul style="list-style-type: none"> • Car parking and footpath realigned
Rainbow Beach		<ul style="list-style-type: none"> • Rainbow Beach Reserve has many concerns about parking, access and these are dependent on the Option selected - over riding comment is that parking needs to be addressed but how is this best achieved with all community groups considered - small business, Surf club, Family groups, visitors 	<ul style="list-style-type: none"> • Noted 	Options for Rainbow Beach Reserve removed from master plan; action items listed for consideration during concept and detail design stages.
Community Hall		<ul style="list-style-type: none"> • Community Hall parking is difficult as it supports many community needs - parking for shops and beach, overflow parking from Graham St, collecting school kids, community hall use and use of the skatepark. It is felt to be a major issue that needs much consideration. • Bollards are essential to stop parking outside this area and prevent damage to the Reserve • Line of sight from the upgraded playground needs to be clear to both the court and the skatepark. • Suggested renovating the existing parking area by removing the bays on the western side and making a continuous parking area down to 	<ul style="list-style-type: none"> • Noted - parking adjusted at Community Hall reserve on master plan • Road crossings adjusted to follow recommendations in the Pedestrian Access and Mobility Plan. 	<p>Master plan reference to Council's <i>Pedestrian Access Mobility Plan - May 2015</i> (PAMP).</p> <p>Updated notes at Community Hall Reserve (page 9):</p> <ul style="list-style-type: none"> • Car parking formalised with lighting • Bollards added to perimeter of reserve to restrict vehicle access

		<p>Graham Street This would involve formalising the parking adjacent to Graham Street and putting in bollards to prevent cars entering the reserve.</p> <ul style="list-style-type: none"> • Mark parking spaces on the eastern and western sides of the car park in order to maximise parking spaces was a recommendation by a number of respondents • Install more lighting in the central area of the car park which is very dark at night. • Entrance drive is ugly and shabby with the old bollards rotting alongside the mown area as well in the parking area, • Increase parking to hold up to 50 cars • Road Access • Pathway crossings at the very busy Ocean Drive near Tennis Courts and downside of skate park will need pedestrian refuges due to restricted 'line of sight' and slope to kerb, 		
Reservoir Reserve		<ul style="list-style-type: none"> • Strong support for the retention to access to the reserve for larger vehicles including emergency vehicles. 	Noted	<p>Updated notes at Reservoir Reserve (page 11):</p> <ul style="list-style-type: none"> • Asset Protection Zone. Council to monitor for illegal vehicle access and if problematic investigate options for restricting access.
Spoons Bay		<ul style="list-style-type: none"> • Properly maintained gravel road access 	Noted	<ul style="list-style-type: none"> • No action
Reserve	Theme	Examples of community feedback	Response	Master plan update
Rainbow Beach	<p>Rainbow Beach Reserve</p> <p>Summary of issues to be considered as there are many opinions around both options</p>	<ul style="list-style-type: none"> • Car parking layout needs to be resolved • Need to review levels and practicality of layouts • Stormwater quality control • Formal parking from Beach Street • Further discussion with the Surf club are required as they are a key stakeholder • Master plan to consider all users of the reserve including playground, surf club, surfers, Mal der mer, board riders comps, and families • Connections to other reserves to be encouraged (debate over concrete or natural pathways) 	<ul style="list-style-type: none"> • Noted 	Options for Rainbow Beach Reserve removed from master plan; action items listed for consideration during concept and detail design stages.

		<ul style="list-style-type: none">• Masterplan to identify ways of retaining the Village character not over developed• Masterplan to protect / regenerate the natural environment		
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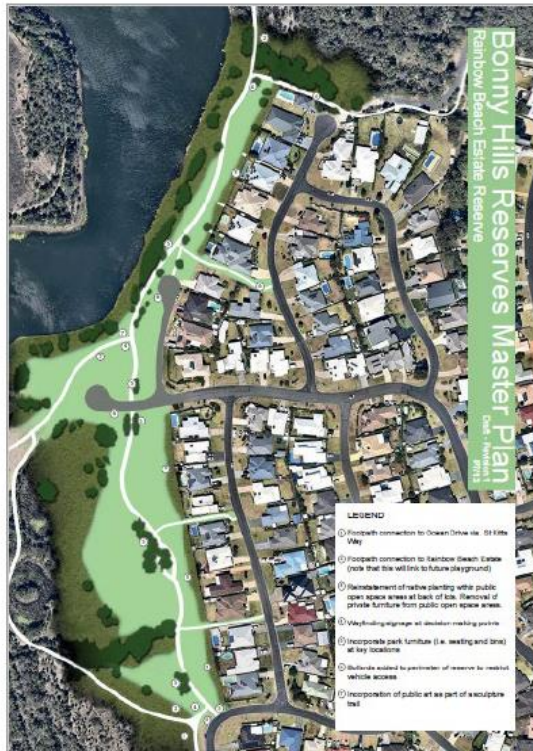
Attachment 4

BHRMP - Changes from Revision 1 to Revision 2

Introduction

Document Location	Revision 2	Reason
All Reserves	Footpaths divided into Existing footpath (unbroken white), proposed footpaths (broken red), proposed by developer (diamond red), trail hardening (broken yellow) and informal trail (dotted blue) types and represented on map	Where there are existing natural pathways the favoured approach is for these to be retained in their natural state, no concrete paths.
Introduction (page 3)	This Master Plan includes footpaths as indicated in Council's <i>Pedestrian Access Mobility Plan - May 2015</i> (PAMP), and the "Rainbow Beach Estate" development as approved under DA2016/465 for context. The plan will address pedestrian access requirements within the nominated reserves (pedestrian access requirements along roads is outside the scope of this master plan and are to be considered as part of future reviews of the PAMP).	Addressing footpaths and pedestrian connectivity.
Design Principles (page 3) These bullet points have been updated or added.	The following principles underpin the design of reserves in Bonny Hills: <ul style="list-style-type: none"> Value and respect cultural knowledge with Aboriginal people co-leading design and development of all NSW infrastructure projects Ensure Country is cared for appropriately and sensitive sites are protected by Aboriginal people having access to their homelands to continue their cultural practices Accessible and equitable. Port Macquarie-Hastings Council (Council) is committed to creating and maintaining equitable access to its reserves for the community. Maintain village atmosphere of Bonny Hills area Relevant to community needs and expectations. Reserves should reflect the natural environment and local community values and needs while also considering Crime Prevention Through Environmental Design (CPTED) principles. Protect and enhance natural and heritage features and values. This includes, but is not limited to ensuring that communities can access and enjoy these features, and that they remain intact for future generations, that biosecurity risks are minimised through planting appropriate native species only and that planting is undertaken in strategic locations to minimise erosion issues. 	Addressing feedback themes across all reserves. Making design principles specific to Bonny Hills.
Next Steps (formerly page 3)	<ul style="list-style-type: none"> Removed from Revision 2 	Not relevant.
Other	<ul style="list-style-type: none"> Compass added on all reserve plans Street names added to all reserve plans 	Improve legibility and document navigation.

Rainbow Beach Estate Reserve



Revision 1



Revision 2

- Differentiated footpath built by developer from formal footpath
- Remove pinpoint 3 "Reinstatement of native planting within public open space areas at back of lots. Removal of private furniture from public open space areas." - Way forward to be determined and community updated.
- Added additional pinpoint 5 for bollards at Seafarers Close

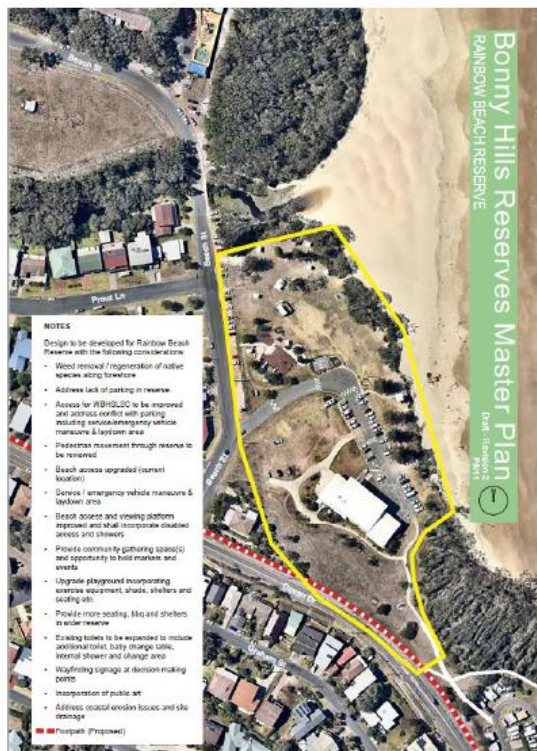
Rainbow Beach Reserve



Revision 1 (Option 1)



Revision 1 (Option 2)



Revision 2

- Master Plan layout removed replaced with actions (p8 / Rev 2)
- “Option 1” of Rainbow Beach Reserve page (p8) removed
- “Option 2 Sections” of Rainbow Beach Reserve page (10) removed
- Design components (pinpoints and other details) removed.
- Legend changed to Notes. (Detailed design for Rainbow Beach Reserve TBD at later point)
- Proposed shared pathway added (Federal Government’s Local Roads and Community Infrastructure Program)

Community Hall Reserve



- Added "with lighting" to item 2 in legend
- Added "as per PAMP" to item 7 in legend
- Additional formalised parking on west entry adjacent to tennis courts moved to opposite side of road and extended from Graham St entry to toilet block
- Existing parking near Community hall and playground extended and formalised with lighting and line markings (pinpoint 2)
- Bollards added to west side of entrance and east side of new parking spaces (pinpoint 9)
- Proposed shared pathway added (Federal Government's Local Roads and Community Infrastructure Program)
- Tennis Club car park formalised with lighting
- Added proposed footpath from Tennis Club to Binbilla Drive
- Added proposed footpath from Kiah Place to reserve (existing informal access)

Spooneys Bay, Bartletts Beach & Shelly Beach Reserves



- Modified footpaths to separate trail hardened and informal trails
- Gravel access Rd retained
- Amenities block to minimise visual impact and use robust materials
- Remove formalised car and boat parking
- Remove viewing platform
- Remove bollards
- Remove picnic shelter
- Add swales for water redirection
- Boat parking removed on Gravel access rd. (pinpoint 2)
- Added trail hardening access to Shelly Beach

Reservoir Reserve



Revision 1



Revision 2

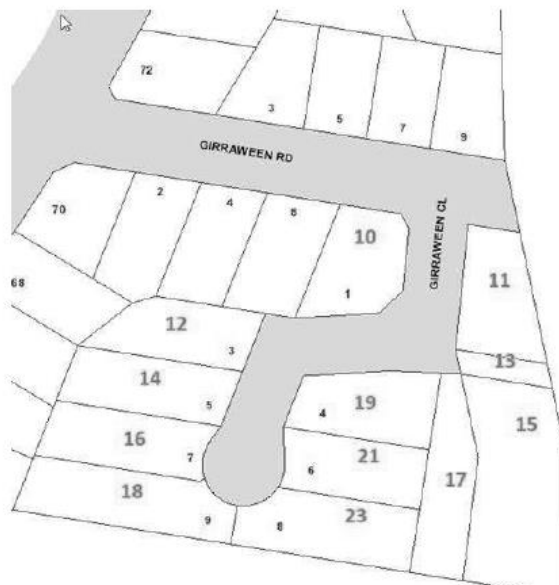
- Change item 4 from “Gated maintenance access” to “Asset Protection Zone. Council to monitor for illegal vehicle access and if problematic investigate options for restricting access”. Item 4 pin point moved west and crosshatch identifies zone area.
- Remove item 8 - “Bollards added to perimeter of reserve to restrict vehicle access”
- Remove pin point 7 at Easterly end of footpath (pin point near Viewing platform to remain)

Location of Girraween Road and Girraween Close Port Macquarie**Map of Girraween Road and Girraween Close**

Existing property numbers shown in blue.

Proposed renumbering of Girraween Close property numbers shown in red.

Note: Council owns 4 lots in Girraween Close - 3 community classified lots including a public reserve and 1 operational classified lot. All are vacant land. They have been allocated new street numbers for emergency response purposes and noting that the operational classified lot could be sold by Council.





Authorised by: Executive Group
Authorised date: 14/7/2020
Effective date: 15/7/2020
Next review date: 13/7/2023
File Number: D2020/185117

Internal Procedure NAMING AND RENAMING OF ROADS PROCEDURE

1. INTRODUCTION

Port Macquarie Hastings-Council (Council) is empowered to name and rename roads for which it is Roads Authority. These roads are prescribed in the *Roads Act 1993*. In conjunction with the Naming and Renaming of Roads Policy this Procedure outlines the processes that will be undertaken in the naming and renaming of roads, rights of carriageway, private roads and roads within institutions, within the Port Macquarie-Hastings local government area.

2. PROCEDURE STATEMENT AND SCOPE

To provide road naming applicants a clear outline of the process that will be followed when an application to name or rename a road is received.

This Procedure applies to all roads in the Port Macquarie-Hastings Council local government area. The objective of this Procedure is to provide consistency and clarity in naming and renaming of roads. This Procedure applies to all Council staff, contractors, consultants and land developers involved in the process of naming and renaming of all roads.

An application received for the naming or renaming of a road for which Council is the "roads authority" will be processed in accordance with this Procedure.

All applicants are required to fully complete Council's Naming and Renaming of Roads Application Form and pay the application fee as published in Council's Schedule of Fees and Charges (if applicable).

Road naming applicants are referred to the Geographical Names Board (GNB) publications "*New South Wales Address Policy*" and "*NSW Addressing User Manual*" to ensure that proposed road names comply with GNB requirements. These publications can be found on the GNB's website www.gnb.nsw.gov.au

THE NAMING OF ROADS AS PART OF A DEVELOPMENT APPLICATION OR SUBDIVISION

All names are to comply with the naming protocols established by the Geographic Names Board. Refer to *Annexure A - Flowchart - Process - Naming and Renaming of Roads Created by a Development Application*.

The following points outline the process that will be followed once a road naming application has been received by Council:

1. All applications are to be made using Council's Naming and Renaming of Roads Application Form, accompanied by a map/plan with sufficient detail to readily identify the road/s. Names that derive their meaning from Aboriginal culture/heritage are to be accompanied by written approval from the relevant Local Aboriginal Land Council.
2. All proposed road names will be assessed by Council for their compliance with Council's Naming and Renaming of Roads Policy and the *NSW Addressing User Manual*. Proposed

names that comply will be forwarded to the GNB with Council's endorsement. When proposed names do not comply, the application will be returned to the applicant with a written explanation.

3. All endorsed names will be forwarded to the GNB for assessment. If the GNB concurs with the proposal, it will notify the relevant authorities calling for any submissions to be made within 14 days. If the GNB objects to the proposal, the application will be returned to the applicant with a written explanation.
4. If no objections to the proposal are received, Council will notify the applicant and the GNB that the proposed names will be adopted.
5. When an objection is received a brief will be prepared for the Director (or delegate). The brief is to contain copies of submissions received and comments on the submission so as to allow the General Manager to either endorse or dismiss the objections. If the General Manager dismisses an objection, the proposed names will be adopted by Council. If the General Manager endorses an objection, the application will be returned to the applicant with a written explanation.
6. Costs of manufacture and installation of road signs are to be met by the developer / subdivider. Road signs will be installed by the developer / subdivider.
7. All adopted road names will be published in the NSW Government Gazette by the GNB.

THE NAMING AND RENAMING OF ROADS NOT PART OF A DEVELOPMENT APPLICATION

All names are to comply with the naming protocols established by the Geographic Names Board. Refer to *Annexure B - Flowchart - Process - Naming and Renaming of Roads Not Created by a Development Application*.

The following points outline the process that will be followed once a road naming application has been received by Council:

1. All applications are to be made using Council's Naming and Renaming of Roads Application Form, accompanied by the prescribed fee and a map/plan with sufficient detail to readily identify the road/s. Names that derive their meaning from Aboriginal culture/heritage are to be accompanied by written approval from the relevant Local Aboriginal Land Council.
2. All proposed road names will be assessed by Council for their compliance with Council's Naming and Renaming of Roads Policy and the *NSW Addressing User Manual*. Proposed names that comply will be forwarded to the GNB with Council's endorsement. When proposed names do not comply, the application will be returned to the applicant with a written explanation.
3. An application to name a Crown road will be referred to the Local Office of the Department of Industry - Lands for their approval, prior to referral to the GNB. The naming of a Crown Road does not imply that Council will be responsible for maintenance of the road formation once the road has been named.
4. All endorsed names will be forwarded to the GNB for assessment. If the GNB concurs with the proposal, it will notify the relevant authorities calling for any submissions to be made within 14 days. If the GNB objects to the proposal, the application will be returned to the applicant with a written explanation.
5. Names that are endorsed by the GNB as suitable for use will be entered into the GNB on-line road naming system to meet compliance with notification to Prescribed Authorities. Prescribed Authorities are provided a period of 14 days to make a submission.
6. Notice of the proposed name will be provided to all property owners that adjoin the road requested to be named or renamed and will be published in a local newspaper. A period of 15 working days from the date of publication of the Notice is provided for the receipt of submissions. Councillors shall also be advised of the naming proposal by an item published in the Councillor newsletter.
7. Council's Property Section will prepare a report for Council. The report is to contain recommendations on the proposed road names, copies of submission/s received and comments on the submission/s so as to allow Council to either adopt the proposed road names or to endorse the objections.

8. If Council endorses an objection the applicant will be advised. Any new alternate proposed road name shall be re-assessed following this procedure.
9. The GNB shall be advised of the adoption of the road names. The GNB will publish the adopted name(s) in the NSW Government Gazette.
10. The adopted road name/s will be added to Council databases.
11. Road signage will be manufactured and installed by Council noting that Council can only install signs on public land. The costs incurred in signage manufacture and installation will be met by Council in the following situations:
 - The naming of existing roads where no name has previously been adopted.
 - The renaming of roads where a name has previously been adopted.
 - The naming of rights of carriageway/private roads.
12. Costs incurred in the manufacture and installation of signage will not be met by Council in the following situations:
 - The naming or renaming of roads within institutions such as retirement villages, lifestyle villages, caravan/camping grounds, educational campuses, hospitals.

3. RESPONSIBILITIES AND AUTHORITIES

The following Council officers are responsible for ensuring this Procedure is reviewed and updated to meet external compliance:

- Property and Leasing Co-ordinator.

The following Council officers are responsible for and accountable to follow this procedure and can provide advice on this policy:

- Property officers;
- Geographical Information Systems officers;
- Development Assessment officers;
- Infrastructure & Asset Management Division officers.

4. REFERENCES

The *Roads Act 1993* provides the legislation that enables “road authorities” such as Councils to name roads.

The *Roads Regulation 2008* sets out the legislative requirements that a “roads authority” is required to follow in order to name a road.

The GNB has the overall ability to either accept or reject road names. The Board has developed both Policy and Procedure documents which provide detail on the administrative processes that are to be followed by “roads authorities” in naming roads.

This Procedure and the accompanying Naming and Renaming of Roads Policy have strong regard to the processes set out in the GNB Policy and Procedure documents.

5. DEFINITIONS

Refer to Schedule 1 attached.

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

6. PROCESS OWNER

Group Manager Recreation, Property and Buildings.

7. AMENDMENTS

No amendments have been made to this Procedure as adopted 9 May 2017. The accompanying Naming and Renaming of Roads Policy was adopted by Council on 13 December 2017.

8. ANNEXURES

- A. Flowchart - Process - Naming and Renaming of Roads Created by a Development Application
- B. Flowchart - Process - Naming and Renaming of Roads Not Created by a Development Application

Process – Naming of Roads Created by a Development Application

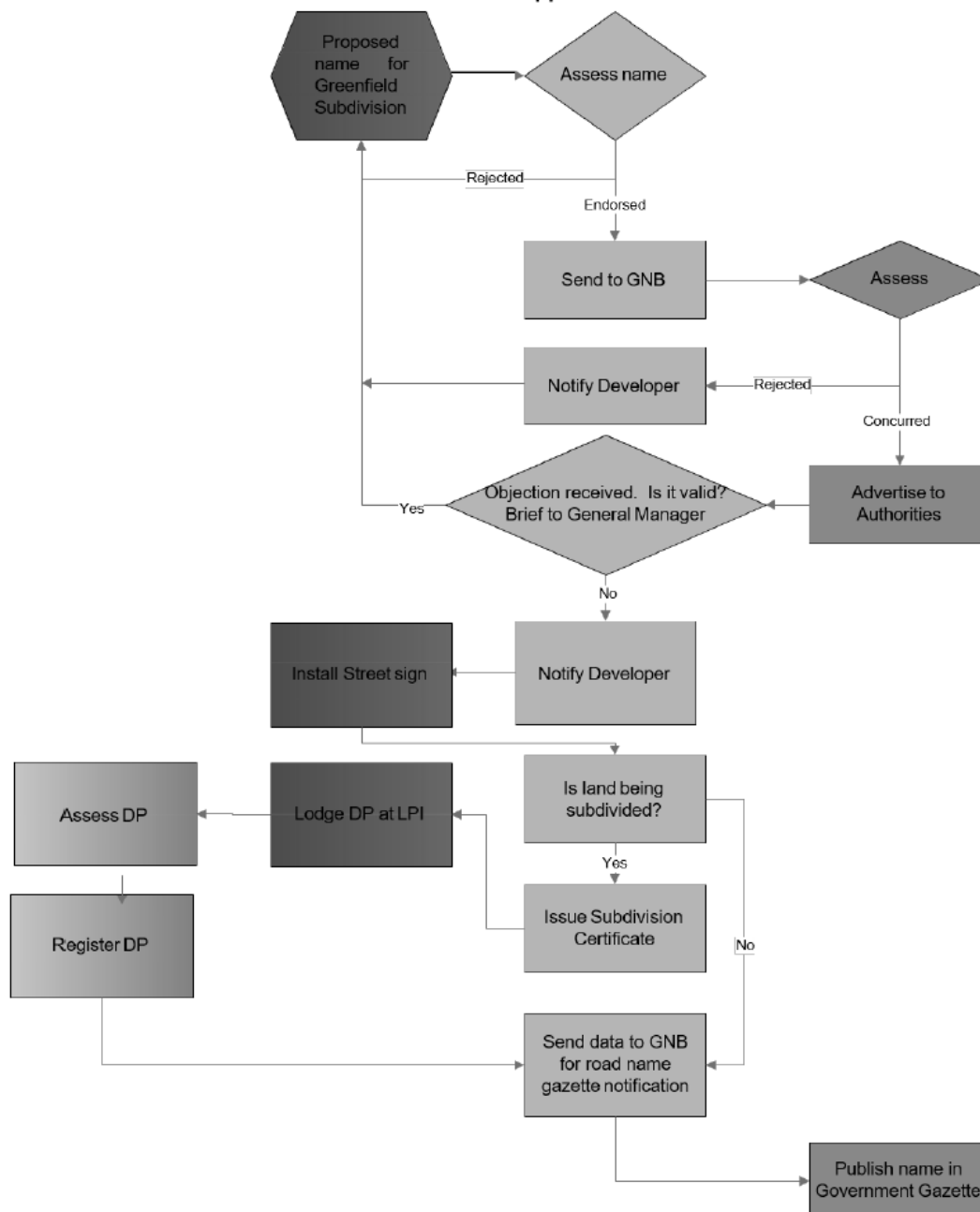
LPI Tasks

Developer Tasks

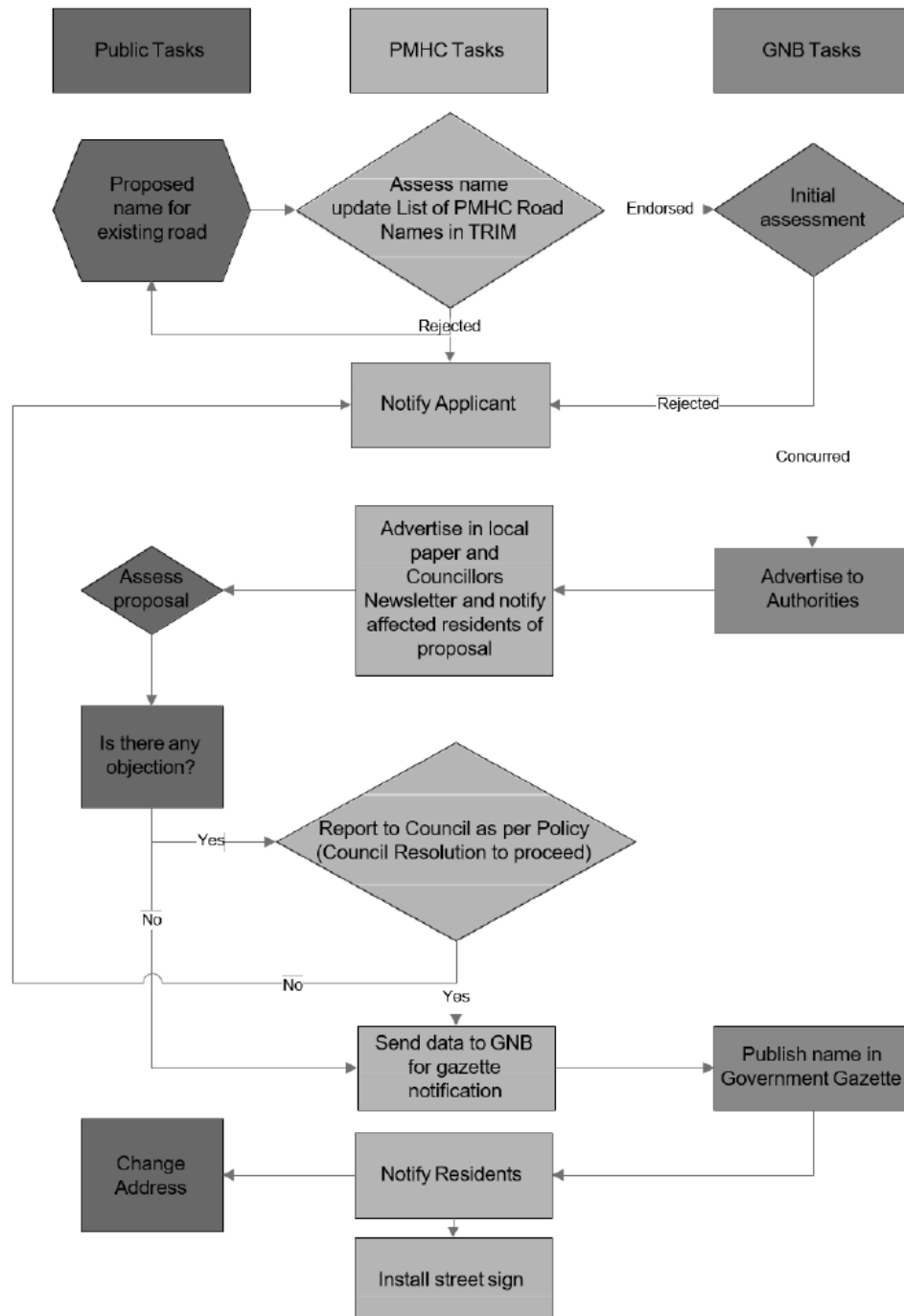
PMHC Tasks

GNB Tasks

Construction Certificate application



Process – Naming and Renaming of Roads not created by a Development Application



Council letter to residents advising of the proposed renaming and renumbering

1 February 2022

Dear Resident
4 Girraween Road
PORT MACQUARIE NSW 2444

Our Ref: SF22/188

RENAMING AND RENUMBERING OF GIRRAWEE CLOSE TO GIRRAWEE ROAD PORT MACQUARIE

Council is writing to advise of a proposal for renaming and renumbering of all properties in Girraween Close in response to resident complaints over many years. Numerous instances of the confusion between the street names and numbers has resulted in the incorrect delivery of services and goods and distress to residents.

This situation was initially raised with Council in 2014. Additional street signage was installed, however Council and a number of residents remain concerned that confusion still exists and that in the event of an emergency, delays may be caused in attending the correct address. This is in addition to ongoing nuisance to residents of mistaken addresses.

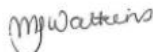
In naming and numbering streets Council must adhere to the standards of the NSW Geographical Names Board's Address Policy and User Manual (see link over). The primary objective of the policy is to ensure consistency in the approach to street numbering and the eradication of duplicate street names across NSW, especially within the same local government area.

Council proposes to correct the street naming anomaly by renaming Girraween Close to Girraween Road and to renumber all the properties in Girraween Close to carry on from those in Girraween Road. A map of the proposed new street numbering is attached.

Council appreciates that the renumbering will cause an initial inconvenience to residents in changing their address and we apologise for this. Council will undertake the mandatory notification to the Geographical Names Board, who in turn notify all the relevant government agencies, statutory bodies and utilities who utilise their addressing database.

Submissions from property owners and residents of Girraween Close and Girraween Road close on 4 March 2022. Submissions should be made attention to Property and Leasing Coordinator, Jo Brama and can be lodged via email at council@pmhc.nsw.gov.au or post to Port Macquarie-Hastings Council PO Box 84, Port Macquarie NSW 2444.

Yours sincerely



Melissa Watkins
Director Community, Planning and Environment

PUBLIC NOTICE**ROADS ACT 1993 ROADS REGULATION 2008
NOTICE OF PROPOSED ROAD TYPE**

Pursuant to Section 7 of the *Roads Regulation 2008*, Notice is hereby given of a proposal to name the private access road as detailed in the Schedule below.

SCHEDULE

Description of Access to be Named	Proposed New Road Type
Girraween Close Port Macquarie	Girraween Road Port Macquarie

Written submissions on the proposed name may be made to Council by sending the submission to Council by mail to PO Box 84, Port Macquarie, NSW, 2444 or by email to council@pmhc.nsw.gov.au so that the submission is received at Council by 5pm on Friday 5 October 2018. Please note that under the provisions of the *Government Information (Public Access) Act 2009*, such submissions may be referred to third parties for consideration.

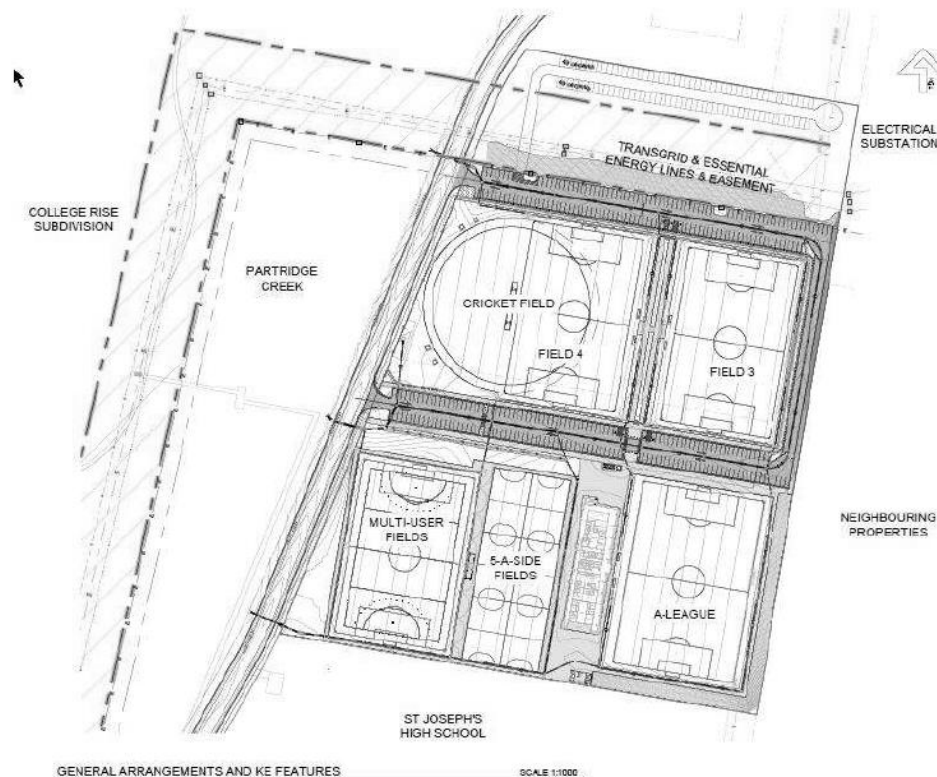
Enquiries should be directed to Jo Brama on (02) 6581 8111 or email to council@pmhc.nsw.gov.au

Summary of 5 resident submissions

	Leanne Jeffery 1 Girraween Close PM	<p><i>Thank you for allowing feedback regarding the renumbering of Girraween Close.</i></p> <p><i>We have spoken to our solicitor to review the cost of changing numbers for the three businesses in relation to deeds, contracts, banking requirements/changes and the expected out of pocket costs are between \$15,000 and \$20,000.</i></p> <p><i>One of the issues for the change of numbers was that emergency services could not find the houses. When our place was past our mailbox, the emergency services accounted and found us no problem at all using the own search databases, no based on post office box.</i></p> <p><i>In the eight years we have lived in the street, we have one package which was sent to us by mistake, and as good neighbours we took the neighbour who it belonged to.</i></p> <p><i>If Council could please respond on how you will be compensating residences who have to engage a solicitor to change business names and the associated costs of business collateral required.</i></p>
	Response/ Comment:	Letter acknowledged.
2.	Leanne Jeffery 1 Girraween Close PM	Additional letter of objection - issues as raised above.
	Response/ Comment:	Council will not pay for the cost of transferring any mortgages on the property title of properties changing street name.
3.	Graeme & Anne Whyte 8 Girraween Road	In support. Brought the road naming issue to Council's attention in late 2021 due to ongoing issues with confused addresses.
	Response/ Comment:	No comment.
4.	Estelle De Rubertis 4 Girraween Road	In support. Has experienced issues with confused addresses.
	Response/ Comment:	No comment.
5.	John & Monica O'Reilly 8 Girraween Close	In support. Have experienced issues with confused addresses.



Thrumster Sporting Complex

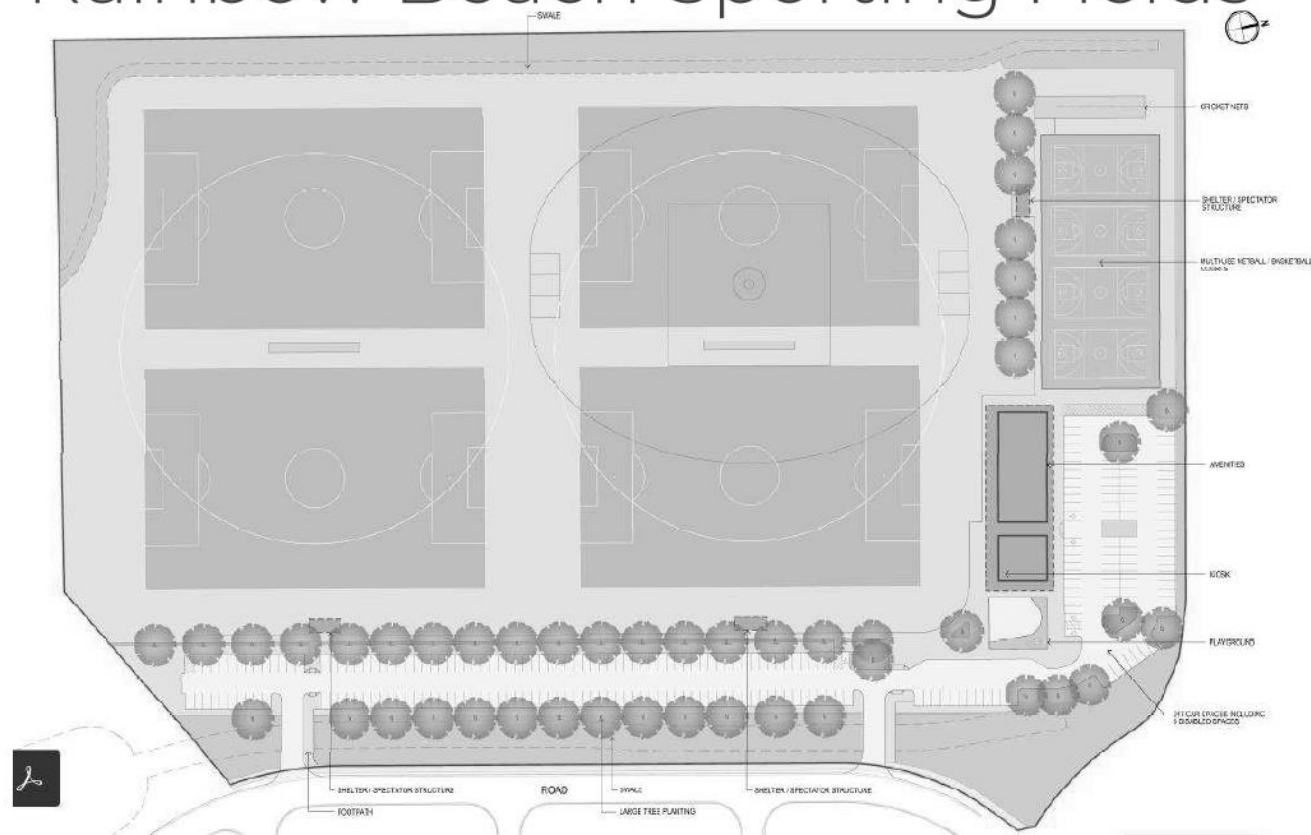


GENERAL ARRANGEMENTS AND KEY FEATURES

SCALE 1:1000



Rainbow Beach Sporting Fields



Hastings Regional Sporting Complex

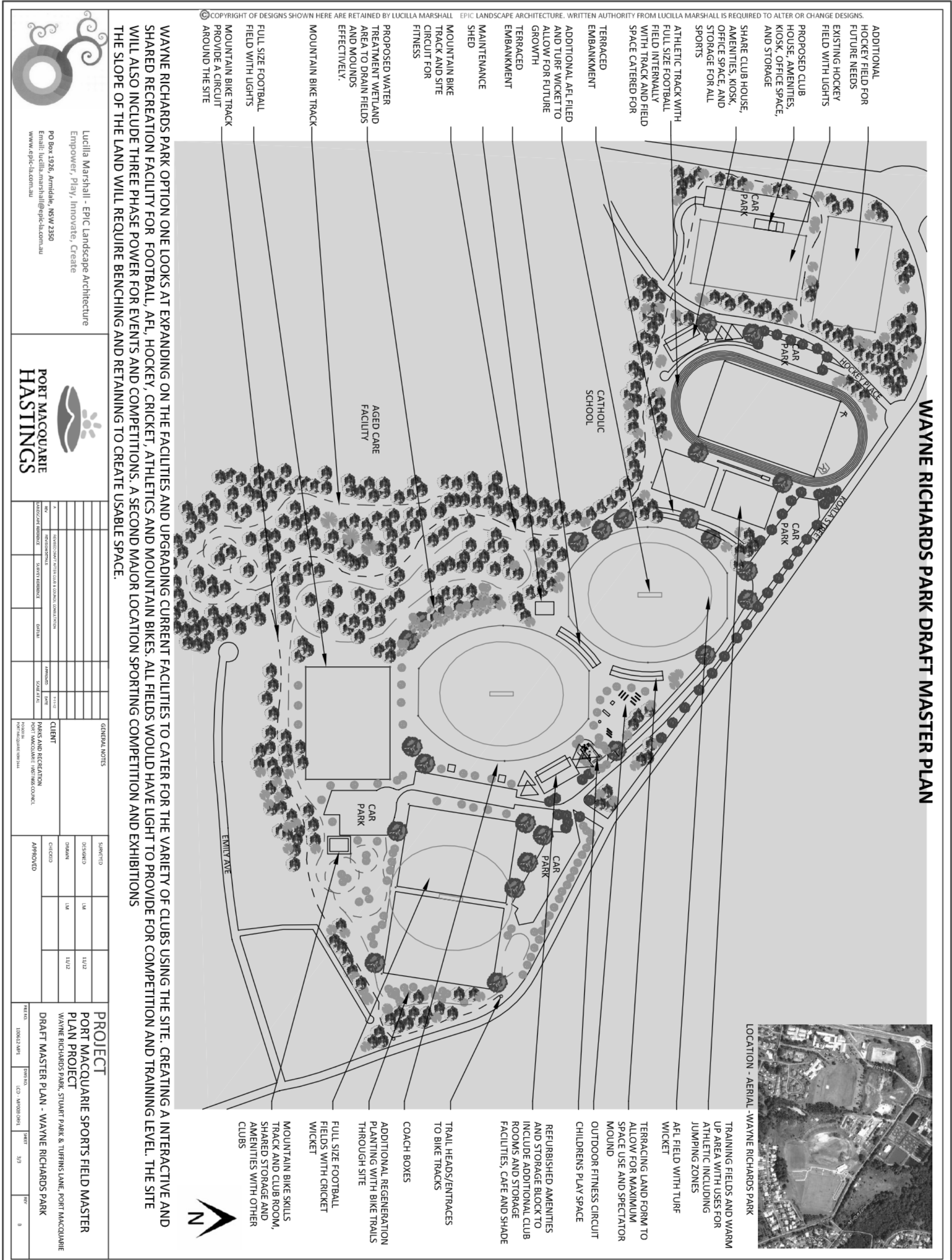


PORT MACQUARIE
HASTINGS COUNCIL



LEGEND

- 1 CARPARK
- 2 OVERFLOW CARPARK
- 3 EMERGENCY VEHICLE ACCESS POINT
- 4 SERVICE VEHICLE ACCESS DRIVEWAY
- 5 CRICKET CENTRE OF EXCELLENCE
- 6 PLAYGROUND
- 7 3M CONCRETE SHAPED PATH
- 8 PEDESTRIAN CROSSING
- 9 CRICKET NETS
- 10 PREMIER CRICKET OVAL - 75M RADIUS WITH 4 TURF PITCHES
- 11 SECONDARY CRICKET OVAL - 65M RADIUS WITH 3 TURF PITCHES
- 12 SECONDARY CRICKET OVAL - 65M RADIUS WITH 1 SYNTHETIC PITCH
- 13 JUNIOR CRICKET OVAL - 50M RADIUS WITH 1 SYNTHETIC PITCH
- 14 BUS SETDOWN
- 15 ENTRY STATEMENT
- 16 GRANDSTAND
- 17 AMENITIES AND STORAGE FACILITIES
- 18 BIORETENTION / DETENTION BASIN
- 19 DRAINAGE SWALE WITH BRIDGE
- 20 DOG OFF LEASH AREA
- 21 WAYFINDING SIGNAGE - VEHICULAR
- 22 WAYFINDING SIGNAGE - PEDESTRIAN
- 23 STORAGE
- 24 LIGHT POLES
NOTE: THERE ARE A TOTAL OF 16 LIGHT POLES. NOT ALL 16 HAVE BEEN IDENTIFIED ON THE PLAN WITH A NUMBER.
- 25 ACCESS TO RANDALL STREET
- 26 PROPOSED ENTRY UPGRADES



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.

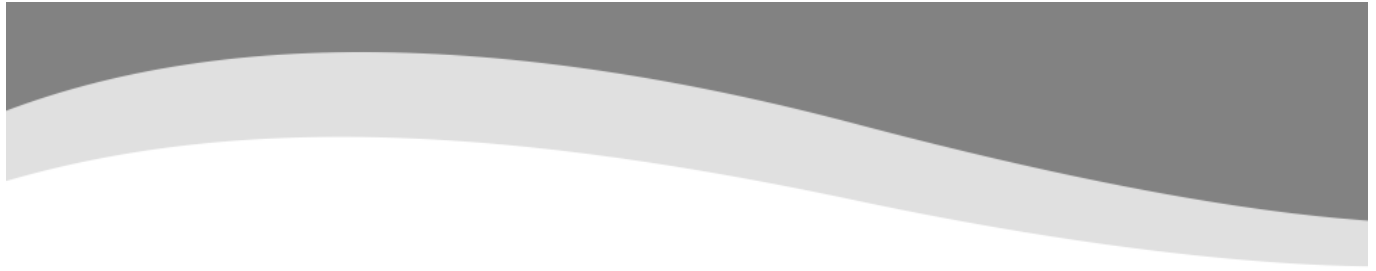
What the result will be

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



ARTWALK 2022

EVENT REPORT



**DESTINATION
RESEARCH**

know your potential

Authored by: Jo Mackellar
Destination Research
29 June 2022

Executive Summary

In June 2022, the annual ArtWalk Event was held in Port Macquarie CBD, activating the CBD with light, music and culture to celebrate the region's creative talent. The main event was held from 5pm to 9pm on June 10, with an artist market in Town Square and 14 live sites featuring performances of music and street art. Business shop fronts were also displaying local artist works, and a number of satellite events also held workshops, exhibitions and artist talks. The broad range of venue locations makes audience estimation difficult with many public areas requiring no ticketing or gated entry. Using a grid method of estimation, a total of 20,000 visitors were estimated to attend the event.

This report provides a summary of the research conducted at the event, assessing the characteristics and perceptions of visitors as well as the cultural value of the event to the local community. The research is based upon surveys collected during and after the event from a sample of 620 event visitors. The following key results were found:

Event visitor profile

- 21% of event visitors are from outside Greater Port Macquarie.
- 4% from Sydney, 4% from Taree and 3% Hunter.
- 1.4% from interstate
- 20% came from more than 50kms away
- 84% were on a day trip; 16% stayed in local accommodation
- 9% used commercial accommodation, 5% family and friends, 2% other
- Average night stay was 4.0 nights
- 73% of respondents reported using just one source of event information
- 12% used 2 sources to find event information.
- 33% used social media while 30% relied on word of mouth.
- 91% rated the overall event experience as very good or excellent.
- The average experience rating was 4.5/5.0

Artists and Businesses

A second survey was sent to artists and businesses involved in the event as participants or venue hosts. This survey reached 55 respondents to explore their reasons to participate and as well as impacts on their arts practice/business. The following key results were found:

- 71% of participants agreed that this year's event met their expectations
- 78% of participants rated the event as very good or excellent
- The average # of attendees at each business/artist was 320
- 93% average increase in foot traffic to applicable business or artwork
- 86% would recommend ArtWalk to others to participate in
- 94% would participate in ArtWalk again.

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Disclaimer and Copyright

The report has been compiled by researchers from Destination Research & Development. The information presented in this report is accurate at the time of printing. Whilst all care is taken to ensure its accuracy, no liability is accepted for loss or damage as a result of its content. Findings and recommendations are based on the data of the current study; further research may be required in some areas to validate the findings of this study.

Enquiries should be directed to the Research Manager, destination.research@yahoo.com.

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Place of Residence

In the survey, respondents were asked for their postcode to indicate their place of residence. The analysis of this data suggests the majority of visitors reside in the Greater Port Macquarie area (78.5%). However, attendees also come from other geographical markets including Sydney 4.3%, Taree (4.1%) and the Hunter (3.1%). It is also pleasing to see Interstate visitors returning (1.4%) from Qld, (0.7%) and Victoria (0.7%).

Region	2019	2020	2022
NSW	99.2%	100.0%	98.0%
Greater Port Macquarie	90.4%	90.2%	78.5%
Sydney	1.6%	3.2%	4.3%
Greater Taree	1.6%	2.1%	4.1%
Other NSW	0.7%	0.8%	3.1%
Newcastle/Hunter	1.6%	1.0%	3.1%
North Coast	0.1%	0.2%	3.1%
Kempsey	3.2%	2.1%	1.8%
Interstate	0.8%	0.0%	1.4%
Overseas	NZ		0.3%
Total	100%	100%	100%

Annular region analysis

An annular region analysis is undertaken by plotting postcodes on an annular map that allows calculation of the distances travelled. The results of this analysis illustrate that approximately 20% of the audience reside more than 50 kilometres away, while 10% came from more than 200kms away.

No.	Annular Analysis	2019	2022
1	Less than 50 kms	90%	79%
2	51 - 100 kms	5%	6%
3	101 - 200 kms	2%	2%
4	201 - 400 kms	2%	10%
5	401-800 kms	0%	1%
6	800kms + interstate	1%	2%
Total		100%	100%



Figure is for illustrative purposes and is not to exact scale.

Purpose of Visit

The survey data assessed the 'purpose of visit' to determine the ratio of the audience that attended ArtWalk specifically for the event, and those who attended for 'other' reasons. In total, 83% of respondents came specifically for the event – this includes 69% who reside in Greater Port Macquarie, and 14% who live outside the LGA. A further 17% of the audience were in the area for other reasons such as shopping for the day or on holidays and came across the event, and combined their visit to ArtWalk with other reasons to visit the area.

	No - for ARTWALK and other reasons	No - for other reasons	Yes - specifically for the event
	7%	10%	83%

Region	for ARTWALK and other reasons	for other reasons	Yes - specifically for the event
Greater Port Macquarie	5.1%	4.0%	69.3%
Sydney	1.2%	1.2%	2.0%
Greater Taree	0.5%	0.2%	3.5%
North Coast NSW	0.0%	1.5%	1.7%
Hunter	0.0%	0.5%	2.5%
Coffs Coast	0.2%	0.0%	1.5%
Kempsey	0.2%	0.3%	1.2%
Queensland	0.0%	0.7%	0.0%
Central West	0.0%	0.3%	0.3%
Victoria	0.0%	0.3%	0.3%
Central Coast	0.0%	0.3%	0.2%
Other	0.0%	0.2%	0.2%
Port Macquarie - Hastings Council Area	0.0%	0.0%	0.3%
North West	0.3%	0.0%	0.0%
Total	7.4%	9.8%	82.8%



Accommodation and Length of Stay

Survey respondents were asked about their accommodation choice and their length of stay. A large majority of visitors attend the event on a day trip from the local regions, with 84% returning to their own home. Note the ratio of attendees using accommodation (16%) was higher than the 6% in 2019. Some visitors utilized commercial accommodation such as hotels/motels or apartments (9%), or the houses of friends and family (5%), camping (1%) and AirBnB (1%).

- The average night stay of visitors is 4.0 nights
- Stays ranged from 1 night to 7 nights, with most people choosing 3 nights (mode = 3).

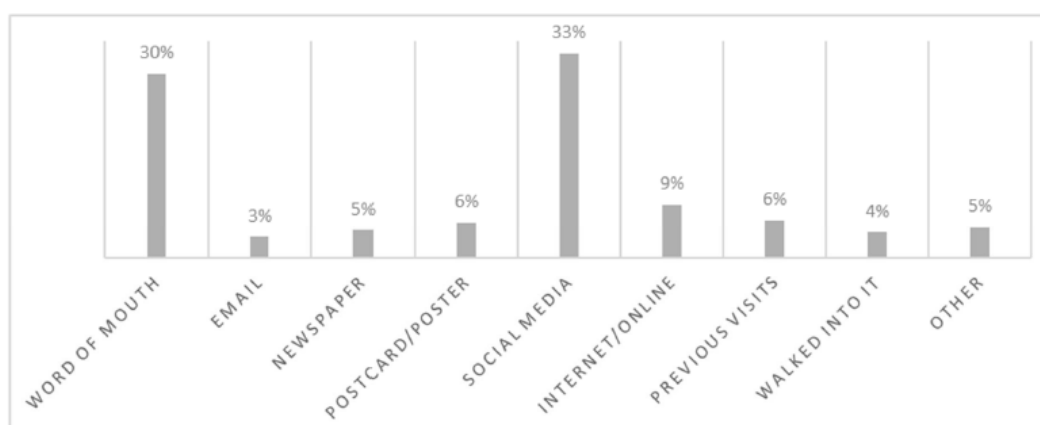
As shown, those who came specifically for the event used commercial accommodation and the homes of family/friends.

	ARTWALK and other reasons	for other reasons	Yes -specifically for the event	Total
my home	5.7%	4.0%	74.8%	84.5%
hotel/motel or apartment	0.8%	3.7%	4.2%	8.7%
with friends or family	0.8%	1.0%	3.2%	5.0%
air BNB or similar	0.0%	0.5%	0.5%	1.0%
caravan or camping	0.2%	0.2%	0.5%	0.8%

Promotion Analysis

Visitors were asked how they heard about the event and allowed to choose more than one source (multiple response). Most suggested they used just one source (73%) of information, while others used two (12%) or more sources. Visitors mainly used social media (33%) to access event information, as well as word of mouth (30%), while traditional sources of event information remain relevant such as, 'newspaper' (5%) and posters (6%).

Figure 1: Sources of event information



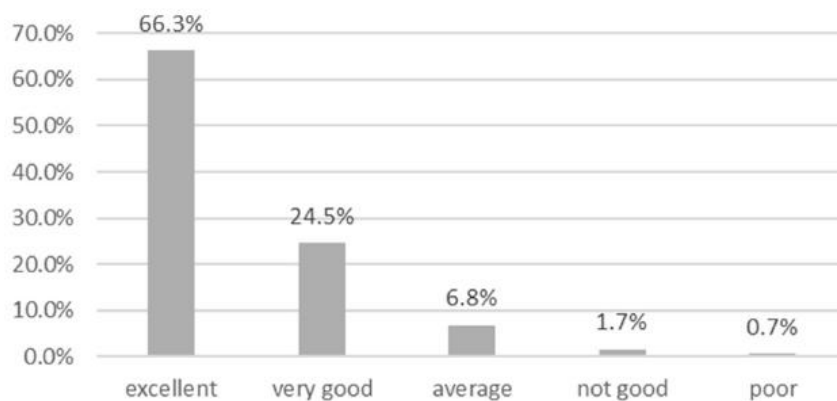
Opinions of the event experience

Visitors were asked to rate and describe their event experience, both on a rating scale and by open ended responses. On the rating scale from 1 to five, the results suggest an overall high satisfaction with their event experience with 91% rating it positively at very good or excellent overall.

The average experience rating was 4.5 out of 5.0.

4.5★
average rating
★★★★★

Figure 2: Experience Rating



The majority of comments were related to an appreciation for the mix of art, food and stalls.

Most positive comments related to the great event concept, the atmosphere and the organisation.

Suggestions related to more food/food trucks, accessibility and a longer event over the whole weekend.

A full list of suggestions has been provided to the event organizer.



Artists and Businesses

A second survey gathered feedback from a total of 55 artists and businesses to gauge their feedback toward the impact of the event on their arts practice and/or business. Respondents included artists, businesses, market stallholders and others in creative industries, with artists/performers the highest responders (40%).

I was featured or my art was displayed in a local business space	38%
I am a business who hosted an artist and/or a satellite event	16%
I performed at Artwalk on the night	40%
Market stall holder	11%
I am a creative who ran a satellite event	7%
I am a business in the CBD but did not host an artist	%
Other	11%



[dimitysinclair.art](https://www.instagram.com/dimitysinclair.art)



[sightceramics](https://www.instagram.com/sightceramics)



[deesinlovewith](https://www.instagram.com/deesinlovewith)

Respondents could choose multiple responses – adds to over 100%.

Motivations to participate

The number one reason to participate in Artwalk was to be part of a community event (93%), as well as to showcase artwork (70%), raise the business profile (54%) and to make sales (34%).

Answer Choices	Responses
to make money/sell	34%
to showcase my artwork or business to the community	70%
to raise the profile of my business/self	54%
to be a part of a community event	93%
other/comment	9%

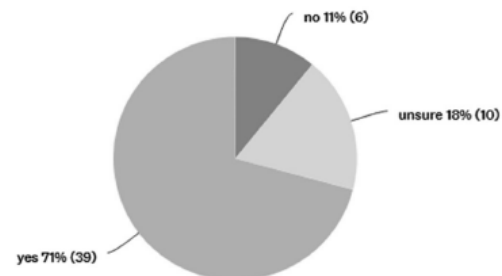
Respondents could choose multiple responses – adds to over 100%.

“Other” reasons to participate included to promote artists with disability, to share the joy with others, and to support other creatives in the community.

Expectations and experiences

The results show that the expectations of participants were well met, with the following results found:

- 71% of participants agreed that this year's event met their expectations, with 18% unsure, and 11% not agreeing.
- 78% of participants rated the event as very good or excellent.
- 62% of respondents had participated in Artwalk previously.
- The average rating for the event experience was 4.0



Comments were mixed with many participants enjoying the atmosphere and exposure it provided for them. Some suggested improvements mainly relating to lighting, marketing and maps with some relating to lighting and sound.

Yes – the event met my expectations

very successful ,crowds where awesome

a great night - and thanks for the weather

Amazing night full of excitement and fun

Business beside me was not very pleasant. Made setting up not very pleasant. Thank goodness for lovely supportive people around me

Fabulous exposure .would have liked more sales generated from the event

Great event. Well organized and managed. Cant wait for next year

I think it was amazing, a really positive turn out. Some of the feedback I got though was maybe it could be a Friday night and Saturday event so there is more time for people to view the work etc.

It was a great night with great atmosphere

It was an awesome event, and a thrill to play and be part of.

It was outstanding, I left feeling so proud to be from Port Macquarie

Loved the event

So very cold and a lot of clashing music

Wonderful evening. Lots of lovely exhibitions and events. Would love more promotion on artists in business on social media- perhaps mini showcase of each artist in the lead up



No – event didn't meet my expectations

Artists weren't highlighted well this year or helped very much.

Disappointing venue. Remote and poorly lit.

I was devastated not to be on the map

Lugging equipment to stage down & up a long hill due to access being cut was very difficult and totally contra to OH&S requirement. Musicians need parking and loading permits at their performance sites.

Liaising between Council and Glasshouse for Staging, sound and lighting was convoluted, and we nearly ended up with a tiny stage that would have been useless. Lights on one side did not work. If we activate a site again we would need much earlier direct consultation with Glasshouse techs

Not being clearly promoted on the event map and websites was disappointing. Apparently, the visual artists were mentioned somewhere on the internet but I couldn't find it. Information like this should be easily accessible.

Such late representation of market stalls holders and who was going to be there, no marketing, i.e. come and explore up and coming artists

Unsure – if event met my expectations

Compared to the last Art walk I feel it was not as good aesthetically as the fencing around the town green was detrimental to the outside events

It was disappointing to see such a dominating presence of marketing by the Catholic Schools who obviously see this as a chance to promote to their schools. This event retains its appeal through the support of small businesses - I would argue that the Catholic Diocese is not small business.

was a lovely night meeting people and displaying art practice, but noticed many people NOT buying art or supporting small business, only buying food.

We aimed the Wauchope Creative Hub satellite event at a Saturday long weekend crowd, hoping to extend the reach of Artwalk to Wauchope. Artwalk is very port Macquarie centric and we were trying to create a mini creative event on Saturday to extend the experience for tourists. We saw a slight lift in our Saturday trading plus some extra trade on Mon and Tues from visiting tourists. Overall we feel like we did a lot of work for small result, BUT any result is great for our co-op and we will definitely do it again

The venue (Murray St carpark) wasn't very well lit and "off-street", so people walked by.

Promotion

Over 80% of participants promoted art walk in the lead up to the event mostly through Instagram and Facebook, as well as talking to contacts, paid advertising and direct mail to their database.



Impact of the event

Participants were asked a series of questions about the impact of the event on the local community and on their business. The best results appear to be in bringing new people/audience to the business (65% agreed), followed by making sales (50%) and other inquiries/social media traffic (45%).

	No	Unsure	Yes	N/A
Did you make any sales due to the event?	32%	0%	50%	18%
Have you seen an increase in traffic/likes to your website/social media as a result of ArtWalk?	10%	30%	45%	15%
Have you had inquiries about your work after the event as a result of ArtWalk?	41%	2%	45%	12%
Has ArtWalk increased your profile as a local artist/creative business?	2%	46%	44%	8%
Did ArtWalk bring new people/audience to your business?	2%	20%	65%	14%

Overall satisfaction with the experience has lead to a high proportion of artists/businesses indicating they will return to participate again as well as recommend others to participate.

Would you recommend ArtWalk to others to participate?	2%	12%	86%	0%
Based on your experience, would you participate in ArtWalk again?	2%	20%	78%	0%

However the highest response to the question of community impact was for making the region more livable (94% agreed) by raising the profile of arts and culture (86% agreed).

Do you think ArtWalk has raised the profile of Arts and Culture across our community?	2%	12%	86%	0%
Do you think events like ArtWalk make our region more liveable?	0%	6%	94%	0%

The event also facilitates networking, with 87% feeling it improved connections with other creatives, and 74% felt it created improved connections with businesses and 66% felt it improved connections with local government.

	YES
with other creatives	87%
with businesses	74%
with local government	66%



Fees

When asked if they would “still participate in ArtWalk in the future, if a small fee was levied to help cover the cost of staging the event?” The response was mainly uncertain (53%) or negative (23%). The reasons for these responses are below.

No	23%
Unsure	53%
Yes	25%

No

Absolutely would not pay a fee to participate!!

Artist already don't get paid for most of the jobs they do, to have a fee when we are the attraction seems a little much even if its a small donations. I don't know about other artists but for me as an artist with a disability I spent \$600.00 just in having assistance on the night and set up and pack down. I made \$150.00 on the night, not including any of the planning involved etc....

Artists are giving their time to be there for this community event. The event doesn't happen without the artists.

I already pay a fee as a market stall holder.

I spent around \$2000 for my setup

If anything I would charge more. Perhaps a bigger Gov grant?

It already costs us money to participate.

its a huge effort to set up and then have to pay

Wauchope Creative Hub is a not for profit co-op so we would struggle to pay a fee when I found out musicians got paid on top of being able to busk, that hurt. as an artist it cost me personally to make prints and a square reader to be prepared to be there, and then experiencing no sales, i would not pay to be there, charge other groups not the struggling artists. I know many artists sold little to nothing.

Unsure

Cost me a large sum to rent space and panels to display my work so further fees would not be appreciated

Depend on cost and who was charged- might prohibit some of our participants. Love that it is currently a wonderful community event that is accessible to all.

Depending on the amount.

I think it depends on the event - if it is sales driven yes - if it is a performance or a light show no

if there was a fee then I think that the stall holders names should be on the map

If we still got paid as entertainment, maybe a very small fee.

Not sure what you mean by levied?? Levied from whom, residents or businesses/artists. We certainly could not activate a site without financial support.

Only sold a very small amount of items and inquiries haven't turned to sales so a fee would set me backwards at this stage of my artistry

That depends on the fee amount and what it's actually being used for.

Unlikely that we, as a non-for profit, could afford this

Would depend on the fee

Yes

But depending on the fee...

I had an interactive sculpture exhibit. I would pay especially If I could get closer to the glasshouse or green

I would pay up to \$250 as a business for the event

Yes however I did pay a fee to participate in the market.

Attendance

- The average # of attendees at each business/artist was 320 (excluding 20,000 at main event)
- **Overall attendance** at the participants event was rated at 3.9.
- 93% average increase in foot traffic to applicable business or artwork (not applicable to 50%)

The following comments were made in relation to attendance.

1 (poor)

Venue too dark and too remote.

2 (not so good)

I employed Elvis to spruik traffic flow if not no one would have released I was part of the event

3 (OK)

I give the three stars only because I was proactively encouraging people to come in and talk to me. It would have been better if I had been promoted on the event map.

I was on at 5pm at the opposite end of town to the Welcome to Country, so it took a while for people to get up there.

It's hard to say if we got a slight increase in sales due to the long weekend or due to Artwalk, but we are thankful for any increase

Needed more lighting to highlight the area

Not as good as previous years

Seemed to be a lot of foot traffic in Murray street where I was.

We were somewhat off to the side of the main area as the walkway construction was not finished which limited some foot traffic over to our area

4 (very good)

Great turnout considering the cooler month

I was on the outer rim of the CBD and was not expecting much foot traffic so I was pleasantly surprised how busy I was up until 7.30pm

We were performing so we didn't see amount of visitors to our art work in business

5 (excellent)

Amazing foot traffic though my art would have been hard for people to carry back to the distance away which they had to park

Best turn out that I've seen at ArtWalk yet.

Had big crowds surrounding the street art section for the entire event

So grateful to be apart of such a wonderful event, and hope we have more things like this pop up in the future..

So many people - well done.

Too many people in the shop but was a good problem to have.

Very busy

very crowded

We had lots of people coming and viewing our performance



CRM 9987-2022

APPENDIX 1 - PETITION

To the Councillors of Port Macquarie-Hastings Council

The Petition of the residents of the Port Macquarie-Hastings Council

Brings to the attention of the Council ...that a CHR into the mill Estate will

directly result in removal of parking which will have a detrimental
[Briefly state the circumstances of the issue that the petitioners wish to bring to the notice of the Council.]
the Council.] businesses.

The undersigned petitioners therefore ask the Council to ...change the condition of DA1991/485
that requires a CHR that results in loss of parking for businesses
[Outline the action that the Council should, or should not, take.] and residences

Lodged by: LISA BAKER Contact Phone: 0412 856466

Address: 294 Rosewood Rd, Wauchope

Email: lisa.baker4@bigpond.com

You acknowledge that any information provided below may be a public record when
considered by Council.

Name	Address	Signature
RONNIE MACANU	150 PEMBROKE ROAD ROD BANK	
PETER DOUGLA	44 GUM SCRUB RD GUM SCRUB	
JOAN ELMS	14 LOGANVALE PL LOGANS CROSSING Joan Elms	
K. GRAYSON	250 Wharf Rd, Pembroke	K. Grayson
M. O'BRIEN	142 ROW BANKS RD HERONS CREEK	
CITIZENRY	17222 ADDI WATSON RD.	
DAVID MARSHALL	8 PARRAMATTA RD LAKE INNES	
SHARON NICHOLS	3990 WINGHAM RD COMBONE	

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Bunyah Aboriginal Land Council

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Item 13.02
Attachment 1
Page 316

AUTO ONE

We the undersigned hereby petition Port Macquarie Hastings Council to change the condition Of DA 1991/485 which requires a Channelised Right Turn Treatment (CHR) into the Mill Estate Subdivision from High Street. We are opposed to this CHR as it will directly result in removal of parking out the front of existing small businesses and residences.

This will result in a flow on effect creating parking issues for other businesses located in High Street and will result in loss of revenue for these businesses.

NAME	ADDRESS	SIGNATURE
Laura Hamilton	214 HIGH ST, WAUCHOPE	
Codie McCreastie	214 HIGH ST, WAUCHOPE	
Daniel Lowe	214 High St, Wauchope	
David Campbell	216 High St Wauchope	
Zac Copp	86 Colonial Cr, Wauchope	
Aron Campbell	35 Charles Street Wauchope	
Paul Hemerlok	129 Redbank RD Redbank	
Kryce Whentley	18 weismantle	
ALLAN PHILLIPS	1/22 GUY ST WAUCHOPE	
Jerry Hamilton	226 High St Wauchope	
Rehadi Dahi	51 OAK RIDGE RD KINE LAKE	
Jackie Ward	34 PRINCESS AVE WAUCHOPE	
Dee Lowe	34 PRINCESS AVE WAUCHOPE	
JO-ANNE HESLIN	U2, 212 HIGH ST, WAUCHOPE	
Rachel Coombes	314 Rosewood Rd, Wauchope	
Ivan Burley	61 Koonwarra St West Haven	
PETER JONES	3690 WINGHAM COMBOYNE	
MATT PETTIFORD	5 GUY ST WAUCHOPE	
STEVEN GATES	43 TRAVE RIVER RD, BROCKLEY	
Russell Eves	212 High St Wauchope	
Doug McNeill	376 Coombes Rd Birdwood	
Colleen Werner	376 Coombes Rd Birdwood	
Adam Wheatley	261 Pembroke Rd Redbank 2446	
Tania Wheatley	261 Pembroke Rd	
Bruce Doherty	57 HIGH ST WAUCHOPE	

Auto One pg 1

The Village Preschool

page 1


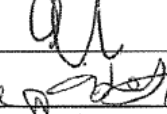
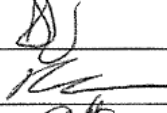
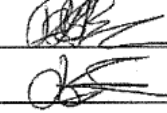
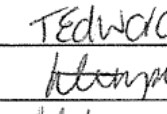
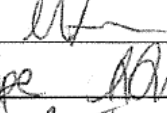
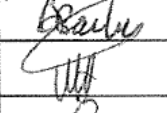

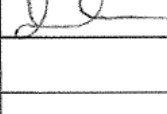
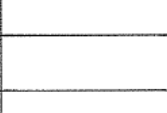
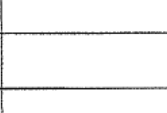
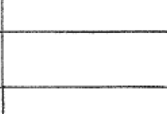


We the undersigned hereby petition Port Macquarie Hastings Council to change the condition Of DA 1991/485 which requires a Channelised Right Turn Treatment (CHR) into the Mill Estate Subdivision from High Street. We are opposed to this CHR as it will directly result in removal of parking out the front of existing small businesses and residences. This will result in a flow on effect creating parking issues for other businesses located in High Street and will result in loss of revenue for these businesses.

NAME	ADDRESS	SIGNATURE
Elouise Simpson	34 Timberkyn, Ives Wauchape.	
Amy Trotter	10 Narran River Rd, King Creek	
Suzy Todd	25 main St Ellensborough	
Paul Brendan O'Brien	46 Stockship place	
Leticia Lynn	76 Altonka Rd Kempereel	
Isobel Nolan	32 Bain St. Wauchape	
Kerry Baker	9 Stanley Drive Beachwood KLR	
Mel Bartlett	810 Beechwood Rd Beechwood	
Rachul Duggan	9 Lemongrass cct Fippin Creek	
Tamara Wheatley	261 pembroke Road, Reelbank	
Kristie Bisgrove	9 Thore street Comboyne	
Nikki Parsons	30 Amos Road, Comboyne	
Tammie Hancock	22 Flobern Ave Wauchape	
Deon Hancock	22 Flobern Ave Wauchape	
Sabrina Collins	3/13 Road St Wauchape	
Taylor Reid	21 Cassinall cct Wauchape	
Georgia Dorman	6 Forest Way Wauchape	
Rebecca Morton	21 Willowmere Ave, Beechwood	
Liam Sutherland	12 Pittman St, Wauchape	
Lauren Jones	421 Bellangry Rd	
Belinda West	92 Gum Tree Rd Byabarra	
Bardi's Cafe	5/243 Oxley Hwy Wauchape	
Jaylene Sherman	61 Muscio rd, Sancroix	
Miles Todd	150 Quay Rd Rosemead	
Kyrie Sheppard	21 Crosslands Ave, Crosslands	

Auto One pg 2

The Village Preschool - page 2

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NAME	ADDRESS	SIGNATURE
Alex Pansy	15 Timberbar Cres	
Kristina Bryan	8 Yarrat Place	
Ashleigh Rogerson	35 BOTANIC DRIVE	
Ashleigh Kelly	2/1699 ocean drive alcedo	
A Shppard	11 Alma St, Wauchope	
Rebecca Corrigan	26 Clareville Ave Wauchope	
Daniel Bartlett	26 Clareville Ave Wauchope.	
Jessie Wade	26 Clareville Ave Wauchope.	
Tamiika Edwards	160 TOMSCK RD Ellenborough	T Edwards
Haylee Temple	2/68 Blackbutt Drive, Wauchope	h temple
Larney Hawkins	40 Kithhawk place Beechwood	
Ashley Dean	17 millers place wauchope	AD Dean
Isleen Bailey	55 Allan Road, Wauchope	
Wei Han	130 Quarry Road Rosewood	
Chris Corrigan	31/76 blackbutt Dr, Wauchope	
Hayley Parkinson	31/76 blackbutt Dr, Wauchope	
Renee Sinclair	3 King Street Wauchope	

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petition.jpeg

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Wauchope Rural Centre

page 1

We the undersigned hereby petition Port Macquarie Hastings Council to change the condition Of DA 1991/485 which requires a Channelised Right Turn Treatment (CHR) into the Mill Estate Subdivision from High Street. We are opposed to this CHR as it will directly result in removal of parking out the front of existing small businesses and residences. This will result in a flow on effect creating parking issues for other businesses located in High Street and will result in loss of revenue for these businesses.

NAME	ADDRESS	SIGNATURE
Kim Kembery	442 Pembrooke RD WAUCHOPE	[Signature]
PAUL GOSS	33 MCWHIRTERS RD	[Signature]
Katherine McDonnell	1067 Comboyne Rd	[Signature]
Steve Angelopoulos	431 Jones Rd	[Signature]
Kevin McMillan	3500 Wingham Rd Comboyne	[Signature]
Don McMillan	144 BRILLIANT RD ROLLARDS	[Signature]
D. O'Brien	3813 Oxley Hwy Wauchope	[Signature]
CRIS CLARKE	97 PATTINGBARRA RD, Beechwood	[Signature]
LEON SMITH	High St Wauchope	[Signature]
L. Krasova	TAROLITCH 67771422	[Signature]
PAT PARSONS	BYARRAN	[Signature]
D. Prosser	22 Jullala Dr	[Signature]
S. Atkin	116 Thorne River Rd Byeburn	[Signature]
C. Duval	923 Bellangry Rd Bellangry	[Signature]
L. Burgess	309 Eastern Bandy Rd Bellangry	[Signature]
ROBERT HARRIS	9 DUAL PLACE TELEGRAPH PT	[Signature]
Joel Wingley	285 Rosewood Rd, Rosewood	[Signature]
W. Busit	1087 PAB RD	[Signature]
Casey Bleasdale	40 Tallowood av, Wauchope	[Signature]
Jessie Nash	"	[Signature]
Grant Prosser	22 Jullalla Drive, King Creek	[Signature]
Anna Wm	246 Old Koolba Rd, Koolba	[Signature]
Robyn Rawson	139 Eliza Cirt Port Macq	[Signature]
T. F. McMillan	Same as above	[Signature]
Shayne Trotter	116 Thorne River Rd Byeburn	[Signature]

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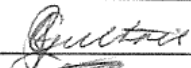

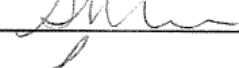
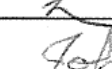
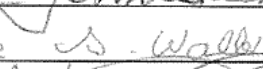

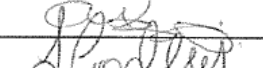
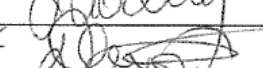

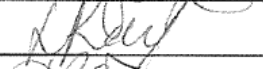



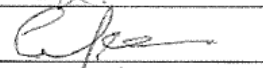

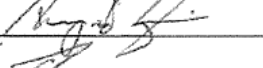

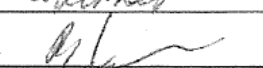
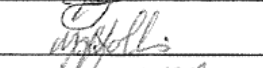

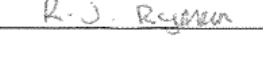




We the undersigned hereby petition Port Macquarie Hastings Council to change the condition Of DA 1991/485 which requires a Channelised Right Turn Treatment (CHR) into the Mill Estate Subdivision from High Street. We are opposed to this CHR as it will directly result in removal of parking out the front of existing small businesses and residences. This will result in a flow on effect creating parking issues for other businesses located in High Street and will result in loss of revenue for these businesses.

NAME	ADDRESS	SIGNATURE
Michelle Toot	Yarras 2446	m. Toot
Karen Martin	4 Hill St Comboyne	KM Martin
Jean Hegarty	1724 Pappabatta Rd	J. Hegarty
Helen Wallis	133 Forbes River Rd	H Wallis
Sean Costigan	1079 Windee Rd Windee	S. Costigan
Neel Coombes	Bellangry	N. Coombes
Tamika Bead	Randall Island	T. Bead
Joese Stokes	Randall Island	J. Stokes
Natalie Celler	Neville rd Beechwood	N. Celler
Amy Crawley	Hyndmans Creek Rd, Byabarra	A. Crawley
Athene van Spange	Carrs Close King Creek	A. van Spange
Kathryn Lyon	28 Regal Breckleup Ct	K. Lyon
Lynda Bird	8754 Bellangry Road	L. Bird
Kate Jones	328 Dugay ct Rd Rollands Plains	K. Jones
Russell Salt	Rollands Plains	R. Salt
Clint Hedrick	804 Beechwood rd	C. Hedrick
Caroline Hudson	Huntingdon Rd - Huntingdon	C. Hudson
Natasha Doughty	—	N. Doughty
AMY YOUNG	Toms Creek	A. Young
Leanne Coombes	Beechwood	L. Coombes
Rick Bowder	FRASERS CREEK	R. Bowder
Ruo Braswell	842 Comboyne Rd. Byabarra	R. Braswell
Heather Lattimore	428 Bellangry Rd Martins Creek	H. Lattimore
Scott Balner	408 Bellangry Rd Martins Creek	S. Balner
Emma Lattimore	Showground Road Comboyne	E. Lattimore

Wauchope Rural Centre - page 2

(2)

We the undersigned hereby petition Port Macquarie Hastings Council to change the condition Of DA 1991/485 which requires a Channelised Right Turn Treatment (CHR) into the Mill Estate Subdivision from High Street. We are opposed to this CHR as it will directly result in removal of parking out the front of existing small businesses and residences. This will result in a flow on effect creating parking issues for other businesses located in High Street and will result in loss of revenue for these businesses.

NAME	ADDRESS	SIGNATURE
Josh Guthrie	117 Sharkeys Road	
Josh Benstead	117 Sharkeys Road	
S. Hanson	Mortons Creek	
L. BAKER	294 Rosewood Rd, Rosewood	
JOHN O'BRIEN	4302 OXLEY HWY BAGO	
Shirley Waller	26 Old King Rd King Chase	
Lara Coventry-Cox	385 Blackmans Pt rd Blackmans Point	
Allison Kenny	87 Redbank Rd, L'banie	
Tammie Cuddey	333 Bellangry Rd - Frazers	
Dion Cuddey	333 Bellangry Rd Frazers	
Shayne Tette	116 Thore River Rd, Byabarra	
Naava Hamilton	48 Konee Island Rd, Birdwood	
Karen Millward	108 Oak Ridge Rd, King	
Ken Morgan	7492 OXLEY HWY, YARRAS	
Tim McDermott	7 Glen Ewan Rd Sancerre	
Sue McDermott	7 Glen Ewan Rd Sancerre	
GREG MARMON	16 Cam Close King Chase	
Stan Paton	1106 Concorde Rd Bt BARR	
Raymond YLIAS	25 Wallace st Wavohope	
Rob. Corp	K. M. W. Rd	
Colin Parker	9151 Hill St Port Macquarie	
Peter Ryan	922 Forbes River Rd Birdwood	
Mary Hallis	101 Jones Rd Byabarra	
Donnette Ryan	537 Pembroke Road	
Rodney Ryan	537 Pembroke Road	

Wavohope Rural Centre page 3

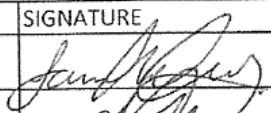
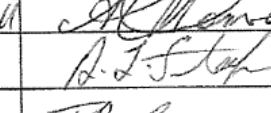
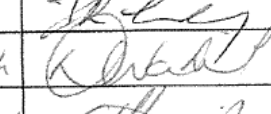
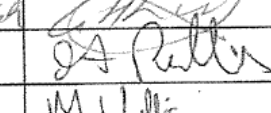
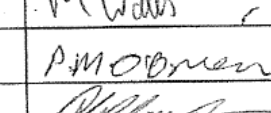
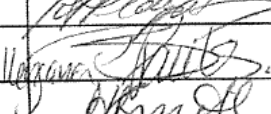
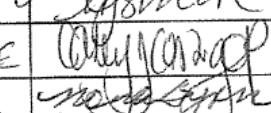
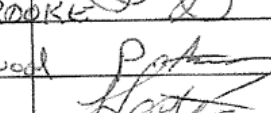

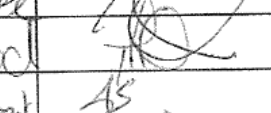
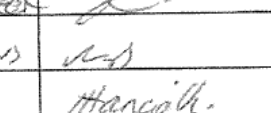
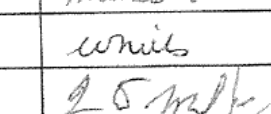
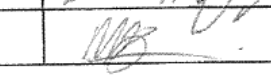
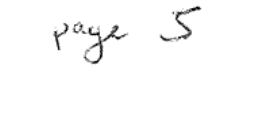


We the undersigned hereby petition Port Macquarie Hastings Council to change the condition Of DA 1991/485 which requires a Channelised Right Turn Treatment (CHR) into the Mill Estate Subdivision from High Street. We are opposed to this CHR as it will directly result in removal of parking out the front of existing small businesses and residences.

This will result in a flow on effect creating parking issues for other businesses located in High Street and will result in loss of revenue for these businesses.

NAME	ADDRESS	SIGNATURE
DAMIAN: T	553 Stoney Creek	
Liam S	107 Raymond Lane	
Vicki G	24 Karri Close, Beachwood	
Colt P	338 Beedwood Rd	
Tim Webster	52 William St Moombi	
D. Anderson	154 Jones Rd Byobara	
Jenny Baile	Tinowee Street Lamodakuro	
M. Burke-Balbya	854 Poppinbarra Rd. Poppinbarra	
N HANSARD	106 McMillan Drive Bickmore Point	
K. HANSARD	106 McMillan Drive Bickmore Point	
D. Gold Ring	1102 Poppinbarra Rd Poppinbarra	
Kerry Rowley	13 Range Street Wavelope	
N. Hancock	7 Hooks Lane Milva	
Wendy R	110 Arranbee Rd King Creek	
J. Driver	4014 Onley Highway	
Belinda West	92 Cumtree Rd Byabarra	
Tim West	912 Cumtree Rd Byabarra	
Eleanor Doherty	74 Bage View De Roseville	
Sen Grilli	4448 Ballangry Rd Beechwood	
Pariss Wilton	142 Huntingdon Rd, Huntingdon	
THOMAS WILTON	142 HUNTINGDON RD, HUNTINGDON	
Sam Fawcett	1192 Rollands Plains Rd, Ballangarra	
M Cooper	191 High St Wauchope	
S Cooper	242 Huntingdon Rd Wauchope	
Mel Cooper	242 Huntingdon Rd Wauchope	

Wauchope Rural Centre page 4

We the undersigned hereby petition Port Macquarie Hastings Council to change the condition Of DA 1991/485 which requires a Channelised Right Turn Treatment (CHR) into the Mill Estate Subdivision from High Street. We are opposed to this CHR as it will directly result in removal of parking out the front of existing small businesses and residences. This will result in a flow on effect creating parking issues for other businesses located in High Street and will result in loss of revenue for these businesses.

NAME	ADDRESS	SIGNATURE
Samantha Carey	60 Gum Tree Rd Byabarra	
ANNETTE THOMSON	65 Logans crossing Rd Kentall	
HONNA STEOP	YARRAS 2446	
JAN LINDSAY	KUNTINGDON	
D Wakefield	Blue Gum Lane Ellenborough	
Hal Lindsay	1184 Tons Creek Rd Tons Creek	
A RULLIS	240 Brooklawn Rd	
M Wallis	1331 FORBES RIVER Rd Birdwood	
P. O'Brien	1184 1184 Tons Creek Rd	
R. HAYWARD KEEN	Kempsey	
B. PAULS	1008 Rollands Plains Rd, Rollands Plains	
H. Smith	1024 Pappinbarra Rd, Lorne	
C COSTIGAN	1079 Kindee Road, KINDEE	
NONA BYRNES	805 PEMBROOKE RD, PEMBROOKE	
Pierce Avery	32 Sycamore RD Beechwood	
Toni Foster	6 GOWNE RD Wauchope	
LENN BARRING	187 KAREE SCARS RD Wauchope	
Naura Thompson	430 Kindee Rd Kindee	
T O'CONNOR	27 Koriol Beechwood	
G MCINTYRE	1448 Tillamook Crossing Rd Tons Creek	
M. BENNETT	535 Ball Ball Rd Rollands Plains	
Tammi Hancock.	22 Flobern Ave Wauchope	
Wendy Mills	4381 Oxley Hwy Bago	
Ian Murphy	59 Fairmont Drive Wauchope	
Michaela Blanch	35 Rosemary Ave 2446	

Wauchope Rural Centre page 5

[illegible]

Greenbourne Nursery

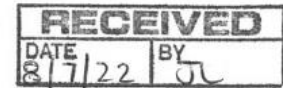
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Customer Journey

We the undersigned hereby petition Port Macquarie Hastings Council to change the condition Of DA 1991/485 which requires a Channelised Right Turn Treatment (CHR) into the Mill Estate Subdivision from High Street. We are opposed to this CHR as it will directly result in removal of parking out the front of existing small businesses and residences. This will result in a flow on effect creating parking issues for other businesses located in High Street and will result in loss of revenue for these businesses.

NAME	ADDRESS	SIGNATURE
Laura Hamilton	214 High St, Wauchope	[Signature]
Helen Batterson	26 Mahogany Way Wauchope	[Signature]
Telka Mudford	10 Rockferry Rd Wauchope	[Signature]
LOIS PUNCH	77 RIVERBREEZE DR CROSSLANDS	[Signature]
JOHN PUNCH	77 RIVERBREEZE DR CROSSLANDS	[Signature]
PHILIP CHALLACOMBE	10 PENSHURST PLACE PMR	[Signature]
Paul Hemerlok	129 Redbank Rd Redbank	[Signature]
PRETT ROGERS	85 RYANS RD LAKE INNES	[Signature]
Gallen Picton	4/43 dead street, wauchope	[Signature]
Scott Hamilton	515 KIMBLEY BLVD WARRIOR	[Signature]
Sally Campbell	97 Riverbreeze Drive Crosslands	[Signature]
Ken Campbell	758 Pembroke Rd Pembroke	[Signature]
Steve Angelopoulos	531 Jones Rd Byabarra	[Signature]
Lynne Coops	212 Cameron St Wauchope	[Signature]
Colleen Whitby	47 Wallace St Wauchope	[Signature]
Colleen Quigley	11 Ellenborough Wauchope	[Signature]
Paul Kirley	11 Ellenborough Pl Wauchope	[Signature]
Row Turner Bull	21 CHAREVILLE AVE WARRIOR	[Signature]

Campbells Auto



APPENDIX 1 - PETITION

To the Councillors of Port Macquarie-Hastings Council

The Petition of the residents of the Port Macquarie-Hastings Council

Brings to the attention of the Council the High Street works in
Wauchope in relation to stage 3 & 4 of the Mill Estate
[Briefly state the circumstances of the issue that the petitioners wish to bring to the notice of the Council.]

The undersigned petitioners therefore ask the Council to Accept the
bond of 130% from BDM and allow stage 3 & 4 to
[Outline the action that the Council should, or should not, take.] be registered.

Lodged by: Casey Dwyer Contact Phone 0419280417

Address: 32 B Tarragon Drive, Yippin Creek, 2446

Email: cmdwyer86@hotmail.com




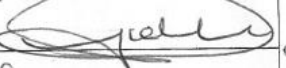
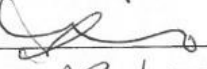


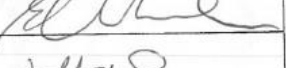


You acknowledge that any information provided below may be a public record when considered by Council.

Name	Address	Signature
mathew Dwyer	32B Tarragon Drive, Wauchope NSW 2446	M. Dwyer
Sandra King	27 Cedar Close Wauchope.	S King
Michael King	"	M King
Tanice King	27 Cedar Close Wauchope	T King
Neil King	"	N King
Shannon King	4 Fern Close Wauchope	S King
Khlae Garden	"	K Garden
Thomas Todd	49 Lakeside Road Kendall	T Todd
Matt Miller	13/16 James Street, Wauchope	M Miller

[Subsequent pages of a petition must repeat the request from the first page of the petition.]

The undersigned petitioners ask the Council to Accept the bond of 130%
from BDM and allow stage 3 & 4 to be registered.
[Outline the action that the Council should, or should not, take.]

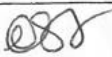
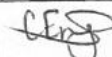

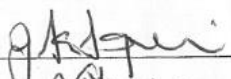
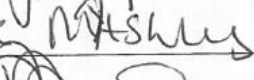

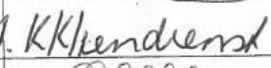



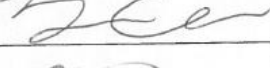


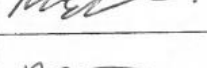

You acknowledge that any information provided below may be a public record when considered by Council.

Name	Address	Signature
R. Ross	4 Crumpton St Wauchape	
K. Hughes	548 Beechwood Rd Beechwood	
D. McMillan	95122 Rm. Wagon	
L. Bollen	12 Wasabi Way Yippin Creek	
M. Martin	" "	
M. Bucknell	24 Azalea Av	
E. R. DONTZ	44 GURIE RD WAUCHAPE	
E. CLARKE	19 STOCKWHIP PLACE WAUCHAPE	
T. Clarke	19 Stockwhip Place Wauchape	
B. Ross	2 Giles Pl Bligh Park	

[Subsequent pages of a petition must repeat the request from the first page of the petition.]

The undersigned petitioners ask the Council to Accept the bond of 130%
from BDM and allow stage 3 & 4 to be registered.
[Outline the action that the Council should, or should not, take.]

You acknowledge that any information provided below may be a public record when considered by Council.

Name	Address	Signature
Melany Prigg	St Kitts Way Bonny Hills	
Chloe English	17. Usher St. Port Macquarie	
Rosie Attalla	1527 Comboyne Rd, Byabono	
Janette Savire	27 High St Wauchope	
Mick Ashley	102 Arranbee Rd King Creek	
Daniel Roelandts	10 Sandpaper close. Laureston	
KK Hendriens	7/2 Highfield Circuit P.M. KK Hendriens	
K. Raelley	25 Kingston Town loop	
C Goldman	341 Verges Creek Rd Verges Creek	
M. Cook	14 Colonial Cir P.M.	
Yui Iemoto	3 / 45 Norman St. Laureston	
Gavin Flanagan	6 Judith pl Port Macquarie	
PHILIP RICHARDS	7 Mariners Way Port Macquarie	
MORIM GLADMAN	13/13-17 EVERARD ST, PORT MACQUARIE.	
Mollie White	102 Bangalay Dr, Port Macquarie	

[Subsequent pages of a petition must repeat the request from the first page of the petition.]

The undersigned petitioners ask the Council to Accept the bond of 130% from BDM and allow stage 3 & 4 to be registered.
[Outline the action that the Council should, or should not, take.]

You acknowledge that any information provided below may be a public record when considered by Council.

Name	Address	Signature
B. BROWN	12 Bain St	B. Brown
A. WHITTON	699 Beechwood RD	A. Whitton
D. POOLE	2/147 Manila St	D. Poole
K. Jacobs	43 Livebreeze Dr Crosslands	K. Jacobs
RON DESJOURS	224 CAMERON ST.	Ron Desjours
Jo Newton	3/15 Hill St P.MQ	Jo Newton
C. PORTER	5 COWDERY ST, WAUCHOPE	C. Porter
B. Clark	16 maize Pk, Thrumth	B. Clark
SHEN. BEN	21 BURMAN DRIVE	Shen. Ben
A. McHugh	1A Avaluen Street Kenda	A. McHugh
A. Perrin	34 Swift St Port Mac	A. Perrin
Debbie McLanthy	24 Clareville Ave Wauchope	Debbie McLanthy
Carol Higgins	1/61 Blackbutt Dr W.	Carol Higgins
M. STOKES	KING CREEK	M. Stokes
Janette Oliver	94 Orara Lane Mortons Crk.	Janette Oliver
DREW OLIVER	94 ORARA LANE MORTONS CREEK	Drew Oliver
Sue Keena	5 daintree lane, lighthouse.	Sue Keena
Fray Phillipson	7/2 Highfields Circuit, PMQ	Fray Phillipson

[Subsequent pages of a petition must repeat the request from the first page of the petition.]

The undersigned petitioners ask the Council to Accept the bond of 130%
from BDM and allow stage 3 & 4 to be registered.
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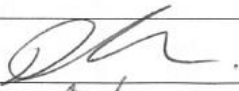
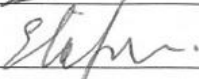



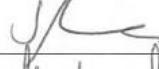
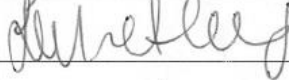


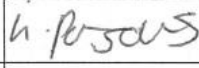
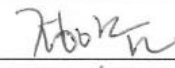
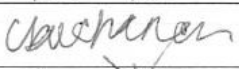
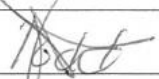

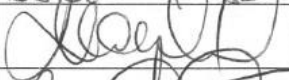

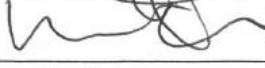
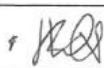
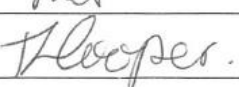
You acknowledge that any information provided below may be a public record when considered by Council.

Name	Address	Signature
D BOWERS	33 SUMMER CIRC LAKE CATHIE	D BOWERS
C McSweeney	43 BEN LEXEN CRT MT WARREN PARK	C McSweeney
T. McSweeney	43. Ben lexen ct. Mt Warren	T. McSweeney
T. Hunt	30 St Andrews W Wobegate	T. Hunt
Trevor Ford	The Boarspout Point	Trevor Ford
M. Mearns	8 Monmouth Ct - Kings C-	M. Mearns
Rose Hawken	20 Drover street	Rose Hawken
Dennis McCloskey	24 Clareville Ave Wauchope	Dennis McCloskey
Merridy Golding	41, 142A Cameron St Hawke	Merridy Golding
Margaret Mearns	8 Round oak Close Port Macquarie	Margaret Mearns
Claudia McCall	8 Round oak Close Port Macquarie	Claudia McCall
Suzanne Angwin	29 Moran Close Kings C-	S. Angwin
SCOTT HARPER	2/187 GRANITE ST PMQ	SCOTT HARPER
Shayne Nicholls	2/187 Granite St Port Mac.	Shayne Nicholls
Yasmin Nicholls	2/187 Granite St PMQ	Yasmin Nicholls
Katie Ryan	U3 16/18 Herschell PMQ	Katie Ryan
Hayden Smith	U3 16/18 Herschell st PMQ	Hayden Smith
Annette Colledge	313 Redlee St. Wauchope	Annette Colledge
Jacky Keena	11 Reynolds close Duns Creek	Jacky Keena

[Subsequent pages of a petition must repeat the request from the first page of the petition.]

The undersigned petitioners ask the Council to Accept the bond of 130% from BDM and allow stage 3 & 4 to be registered.
[Outline the action that the Council should, or should not, take.]


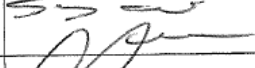

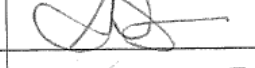
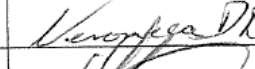

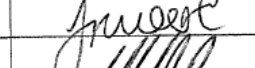
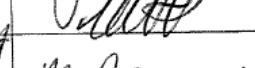
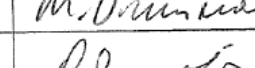





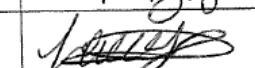
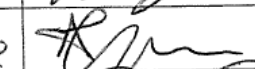
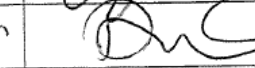
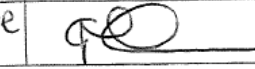

You acknowledge that any information provided below may be a public record when considered by Council.

Name	Address	Signature
Dennie Prosser	22 Milalla Dr King Creek	
Elouise Simpson	349 Timbertown Crescent	
Tandiah O'Brien	46 Stockwhip Place	
ASHLEIGH ROGENCEAMP	35 BOTANIC DRIVE	
Lettrecalyn	26 Arrankee Rd	
Jardine Paris	4 Azalea Azalea Ave	
Tamika Wheatley	261 pembroke Road, Redbank	
Tammie Hancock	22 Flobern Ave Warchope	
Dean Hancock	22 Flobern Ave Warchope	
Nikki Parsons	30 Amos Road, Comkyne	
Rachel Duggan	9 Lemongrass cct. Yppm Creek	
Carlie Buchanan	17 Stanley Drive, Beechwood	
Suzy Todd	15 Main Street Ellenborough	
Kerly Baker	9 Stanley Dr Beechwood	
Kellie Morley	28 CEDAR CROSE	
Bethuanie Torisi	27 Cowarral Ct	
Leigh Torisi	27 Cowarral Ct	
Kathryn Dunn	27 Cowarral Ct -	
Tamika Cooper	3 mannikin close pma	

[Subsequent pages of a petition must repeat the request from the first page of the petition.]

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[Outline the action that the Council should, or should not, take.]

You acknowledge that any information provided below may be a public record when considered by Council.

Name	Address	Signature
Jo Sheargold	8 Glen Close North Haven 2443	
Suzanne Clark	9141 Pacific Dr Port Macquarie	
Nikita Johnson	7 Castle Court PMQ	
Alison Sherratt	76 Currawong Drive Port Macquarie 2444	
Veronica Meert	39 Fiona Cres Lake Cathie 2445	
Lynne Lipovac	7 Archibald Street Port Macquarie 2444	
Jade Moore	27 Octagonal Rise PMQ	
Michelle Scott	15 Pandanus close PMQ 2444	
Michelle Drummond	1/16 Wonga Cres, PM	
Rebecca Curtis	19 Road Street Wauchope	
Tracy Kager	5 Jindabyne Pl, PMQ	
ANDREW PETERSEN	27 WIGHT ST PM	
Beau Herden	19 The Beam Port Macquarie	
Rebecca Herden	141 the Beam, Port Macquarie	
Melissa Ashley	102 Arranbee Rd King Creek	
Lacey Hearfield	10A Mungara Place	
Annaise Geyer	44 Parklands cl Port Macquarie	
Toni-Lee Paine	10 Sandpiper cl, Laureton NSW	
Amanda Acreman	42 Cowarral Cct Wauchope NSW	

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

