

Port Macquarie-Hastings Sports Council

Business Paper

date of meeting: Tuesday 23 July 2024

location: Port Macquarie-Hastings Council
Function Room

time: 4:00 PM

1.0 INTRODUCTION

Port Macquarie-Hastings Council (PMHC) has resolved to appoint a Sports Council, to be known as the Port Macquarie-Hastings Sports Council (the Sports Council).
The Sports Council shall comprise of representatives of the sporting clubs and sporting community as appointed by Council.

2.0 OBJECTIVES

The objectives of the Port Macquarie Hastings Sports Council are to:

- Assist in the development, review and monitoring of the Recreation Action Plan 2023-2028 which assists PMHC in the identification for sport and sporting infrastructure.
- Consider the cumulative effects of PMHC's decisions on identification of priorities for sport and sporting infrastructure;
- Provide advice to PMHC on strategic projects and PMHC policies related to, or that may impact on the implementation of the Recreation Action Plan 2023-2028;
- Initiate increased communication between the sporting community and PMHC to ensure that all existing and future needs and requirements of sport are identified and considered;
- Work with PMHC to ensure that sporting and recreation facilities are provided and maintained to an acceptable standard;
- Raise funds and source grants which will assist in furthering the objectives of the Sports Council; and
- Provide input to the setting and review of fees and charges for sporting fields and recreation facilities.

The Port Macquarie Hastings Sports Council will not consider:

- Sport and recreation program development.
- Sports club development and capacity building.
- Day-to-day operational management of facilities including sport facility allocations.

3.0 MEMBERSHIP

Port Macquarie Hastings Sports Council is to be made up of:

- Two Councillors (to be determined by PMHC)
- One representative from the NSW Office of Sport
- Up to 4 staff representatives from PMHC
- Minimum of 8 members, representative of peak bodies and major sporting clubs and associations that utilise PMHC sporting facilities and grounds

Representation to include links with the following groups/categories:

- Women in Sport
- Emerging Sports
- Access for people with Disability

Members will be appointed by Councillors via a Council resolution following a formal nomination process.

Term of appointment will be up to a period of 2 years.

Should there be a need for the Sports Council to continue beyond this time, a re-appointment process will be undertaken for all members in accordance with the selection process outlined in these Terms of Reference.

Specific representatives may be invited to nominate.

Members will be selected to ensure a range of sport codes who represent a range of regions are selected for the Sports Council.

The Chairperson will be appointed by Councillors via a Council Resolution.

Vacancies that occur on the Sports Council will be filled by public advertisement and appointed through a resolution of Council.

Other PMHC staff, Government officers, advisors or individuals may be invited to attend meetings from time to time to provide expert advice, information or presentations in relation to the Sports Council's business.

4.0 CODE OF CONDUCT

Councillors, PMHC staff and members of this Sports Council must comply with the applicable provisions of PMHC's Code of Conduct in carrying out the functions as PMHC officials. It is the personal responsibility of members to comply with the standards in the Code of Conduct and regularly review their personal circumstances with this in mind.

5.0 REPORTING

The minutes for each meeting of the Sports Council shall be prepared and distributed to members and published on PMHC's website.

6.0 STAFF

The Sports Council has no delegated authority to employ or direct staff or consultants.

7.0 FINANCES

The Sports Council has no delegated authority to expend PMHC monies.

8.0 MEETING FREQUENCY

The Sports Council will determine its own meeting frequency, however, is expected to commence meeting outside of business hours from July 2023 and meet a minimum of 4 times per year.

9.0 CONFLICT OF INTEREST

Members of this Sports Council must declare any conflict of interest at the start of each meeting or before discussion of a relevant item or topic. Details of any conflict of interest should be appropriately minuted.

Where members or invitees at meetings are deemed to have a real or perceived conflict of interest, it may be appropriate that they be excused from deliberations on the issue where the conflict of interest may exist and this is to be recorded in the minutes of the meeting.

10.0 MISUSE OF POSITION

No member can use information obtained through their position on this Sports Council for private purposes or private gain.

11.0 REVIEW

PMHC shall review the Terms of Reference at least every three years. If changes are proposed at least one-month notice in writing of the proposed changes will be forwarded to members of PMHC.

Port Macquarie-Hastings Sports Council

ATTENDANCE REGISTER

Member	05/10/23	05/12/23	13/02/24	23/04/24
Josh Slade (Chairperson)	✓	✓	✓	✓
Danielle Maltman (Councillor)	✓	✓	✓	✓
Barry Spencer, Hastings River District Junior Cricket Association	✓	A		✓
Brad Greenshields, AFL North Coast	✓	✓	✓	✓
Cathy Glover, Hastings Valley District Netball Association	A	A		
Cristi Juffermans, Basketball NSW	A	✓	✓	A
David Stone, NSW Touch Football, TBC	✓	✓	✓	✓
Gregg McDonald, Football Mid North Coast	✓	✓	✓	✓
James Turton, NSW Office Of Sport	✓	✓		✓
Kate Jackson, Cricket NSW	A	✓		✓
Sonia Close, Tennis NSW	✓	✓		A
Simon Thresher Port Macquarie Hockey Association,	A	✓	✓	A
Tim Gumbleton, Group 3 Rugby League Referees Association	✓	✓	✓	✓
Trudi Wilmot, Port Macquarie Little Athletics	✓	✓	✓	✓
Non-voting				
Melissa Watkins (Director Community Planning and Environment)	✓	✓	✓	✓
Katrina Boulet Recreation and Community Strategy Manager	✓	✓	✓	✓
Lucilla Marshall Group Manager Livable Communities	A	✓	✓	✓
Samantha Thoroughgood (Secretariat Service)	✓	✓	✓	A

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

Meeting Dates for 2024

13	February
23	April
23	July
29	October

Port Macquarie-Hastings Sports Council Meeting

Tuesday 23 July 2024

Items of Business

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PORT MACQUARIE-HASTINGS SPORTS COUNCIL 23/07/2024

Item: 01

Subject: ACKNOWLEDGEMENT OF COUNTRY

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

Item: 02

Subject: APOLOGIES

RECOMMENDATION

That the apologies received be accepted.

Item: 03

Subject: CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDATION

That the Minutes of the Port Macquarie-Hastings Sports Council Meeting held on 23 April 2024 be confirmed.

PRESENT

Councillors and Staff:

Councillor Josh Slade (Chairperson)
Councillor Danielle Maltman
Director Community Planning and Environment (Melissa Watkins)
Group Manager Liveable Communities (Lucilla Marshall)
Recreation Planning and Projects Team Leader (Katrina Boulet)

Community and Business Representatives:

AFL North Coast, Brad Greenshields
NSW Touch Football, David Stone
Football Mid North Coast, Gregg McDonald
NSW Office Of Sport, James Turton
Cricket NSW, Kate Jackson
Group 3 Rugby League Referees Association, Tim Gumbleton
Port Macquarie Little Athletics, Trudi Wilmot
Hastings River District Junior Cricket Association, Barry Spencer

The meeting opened at 4.02pm.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

CONSENSUS:

That the apologies received from the following members be accepted:

- Simon Thresher
 - Cristi Juffermans
 - Sonia Close
-

03 CONFIRMATION OF MINUTES

CONSENSUS:

That the Minutes of the Port Macquarie-Hastings Sports Council Meeting held on 13 February 2024 be confirmed.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

CONSENSUS

That the Port Macquarie-Hastings Sports Council noted the update provided on the Recreation and Open Space Action Plan which was adopted by Council for public exhibition at the April 2024 Ordinary Council Meeting.

Members requested to encourage any further feedback from their groups via the Have Your Say platform on Council's website.

06 SPORTING EVENTS CALENDAR

CONSENSUS

That the Port Macquarie-Hastings Sports Council noted the Sporting Calendar for upcoming events from 23 April 2024 to 31 July 2024.

**07 PRESENTATION: GOOD SPORTS PRESENTATIONS
CHRISTINE SPITERI - SENIOR COMMUNITY DEVELOPMENT OFFICER**

CONSNESUS

That the Port Macquarie-Hastings Sports Council noted the presentation provided by Christine Spiteri of Good Sports.

**08 STANDING ITEM
REQUESTS FOR PROJECT UPGRADES**

CONSENSUS

That the Port Macquarie-Hastings Sports Council noted the following items were discussed:

-
- Rainbow Beach Sporting Fields- PMQ Junior AFL Training will not be able to be held on the field due to the lack of a GECKO Cover. This will be addressed for next season. AUSKICK and Juniors will be able on the field in the opposite direction (modified field)
 - Rainbow Beach Sporting Fields - Confirmed soccer is able to play on the fields
 - Rainbow Beach Sporting Fields - Goal posts are problematic when moving. Is there another option? Staff to review and report back.
 - Rainbow Beach Sporting Field - Drainage issues particularly around containers and AFL posts - Staff to review and report back
 - Findlay Park - Additional Change facilities discussed with the group. Southern end of field 2 is dropping away/slumping. Staff will review and report back.

09 GENERAL BUSINESS

- Is there a cleaning schedule/arrangement for the GECKO Cover?
Confirmation that Council will be responsible for this.
- Clarification sought on what maintenance responsibilities are between Clubs and Council. Staff provided response in the meeting
- Feedback received that the new drainage at Wayne Richards Park is working well.
- Proposed Fees and Charges:
Staff advised the Committee Members that the new proposed Fees and Charges for sporting fields was considered by Council at the April 2024 Ordinary Council Meeting and was adopted as a part of the Draft Operational Plan 2024-2025 and will now go on public exhibition to receive feedback.

Members were encouraged to review and consult with their groups and make a submission.

A copy of the report and links to the fees and charges was sent directly to all members and sporting groups.

Further discussion was had regarding the model used to come up with the draft. Fees including what revenue would be made, Staff suggested that \$2000/venue would potentially be raised.

The meeting closed at 5.25pm.

Item: 04

Subject: DISCLOSURES OF INTEREST

RECOMMENDATION

That Disclosures of Interest be presented

DISCLOSURE OF INTEREST DECLARATION

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

(Refer to next page and the Code of Conduct)

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PORT MACQUARIE-HASTINGS SPORTS COUNCIL

23/07/2024

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.

Non-Pecuniary

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

Managing non-pecuniary conflicts of interest

- 5.6 Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the Chief Executive Officer, such a disclosure is to be made to the staff member's manager. In the case of the Chief Executive Officer, such a disclosure is to be made to the mayor.
- 5.7 If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.
- 5.8 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.
- 5.9 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:
- a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the council official's extended family that the council official has a close personal relationship with, or another person living in the same household
 - b) other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
 - c) an affiliation between the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.
 - d) membership, as the council's representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter
 - e) a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
 - f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.
- 5.10 Significant non-pecuniary conflicts of interest must be managed in one of two ways:
- a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
 - b) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29.
- 5.11 If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.
- 5.12 If you are a member of staff of council other than the Chief Executive Officer, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of your manager. In the case of the Chief Executive Officer, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of the mayor.
- 5.13 Despite clause 5.10(b), a councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.
- 5.14 Council committee members are not required to declare and manage a non-pecuniary conflict of interest in accordance with the requirements of this Part where it arises from an interest they have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if they have been appointed to represent the organisation or group on the council committee.

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SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION

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

By <i>[insert full name of councillor]</i>	
In the matter of <i>[insert name of environmental planning instrument]</i>	
Which is to be considered at a meeting of the <i>[insert name of meeting]</i>	
Held on <i>[insert date of meeting]</i>	
PECUNIARY INTEREST	
Address of the affected principal place of residence of the councillor or an associated person, company or body (the <i>identified land</i>)	
Relationship of identified land to councillor <i>[Tick or cross one box.]</i>	<input type="checkbox"/> The councillor has interest in the land (e.g. is owner or has other interest arising out of a mortgage, lease, trust, option or contract, or otherwise). <input type="checkbox"/> An associated person of the councillor has an interest in the land. <input type="checkbox"/> An associated company or body of the councillor has interest in the land.
MATTER GIVING RISE TO PECUNIARY INTEREST¹	
Nature of land that is subject to a change in zone/planning control by proposed LEP (the <i>subject land</i>)² <i>[Tick or cross one box]</i>	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control <i>[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]</i>	
Proposed change of zone/planning control <i>[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]</i>	
Effect of proposed change of zone/planning control on councillor or associated person <i>[Tick or cross one box]</i>	<input type="checkbox"/> Appreciable financial gain. <input type="checkbox"/> Appreciable financial loss.

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

Councillor's Signature: **Date:**

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

Last Updated: 3 June 2019



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Important Information

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

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

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

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

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

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

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

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

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**PORT MACQUARIE-HASTINGS SPORTS COUNCIL
23/07/2024**

Item: 05

Subject: BUSINESS ARISING FROM PREVIOUS MINUTES

Item:	10	Date:	13/02/2024
Subject:	Sporting Fields and Recreation Facilities - Fees and Charges Review 2024/2025 FY		
Action Required:	Port Macquarie-Hastings Sports Council Committee members to bring feedback from the sporting clubs at the next Port Macquarie-Hastings Sports Council meeting.		

Item: 06**Subject: POST EXHIBITION - PROPOSED SPORTING FEES AND CHARGES
2024/2025****Presented by: Community, Planning and Environment, Melissa Watkins**

RECOMMENDATION**That Port Macquarie-Hastings Sports Council:**

- 1. Note the information contained in the Community Engagement Report - Draft Operational Plan 2024-25.**
- 2. Nominate proposed fees and charges structure/s to be investigated by Council and presented in more detail at a future meeting of Port Macquarie Hastings Sports Council.**
- 3. Review collateral education pieces provided to Community and Sport Clubs, discuss additional/ alternative approaches to be undertaken in 2024-25.**

Executive Summary

Port Macquarie Hastings Council does not currently charge local sport clubs for sport field ground fee use. In the draft Operation Plan 2024-25, new Sporting Fees and Charges were proposed. The introduction of new Sporting Fees and Charges was a focus area of the community engagement process for the 2024-25 Operational Plan. The responses suggested significant concern regarding the implementation of the new fee structure with specific focus on the Ground Fee - General Use.

Council resolved to remove the Ground Fee - General Use Fees from the 2024-2025 Fees and Charges and determined that there was a need for more comprehensive engagement and education to be undertaken during the 2024-2025 operational year with a view to revisiting the fee structure in the future.

The project, to develop sports field user pay strategy, is identified in the 2024/25 Operational Plan as part of Council's Delivery Program Strategy L 3.2; to provide accessible, adaptable and well-maintained community facilities across the LGA.

We have discussed User Pay fees at the Sports Council meeting on 13 February 2024 and 23 April 2024. A model has not yet been determined and further investigations with the Sports Council is required.

Discussion

Council, at its Ordinary Meeting held 18 April 2024 considered a report in relation to the Draft Operational Plan 2024-2025, Fees and Charges, Revenue Policy, and Rating Maps Documents for Public Exhibition and resolved in part to place the draft suite of Integrated Planning and Reporting documents on public exhibition for a period of 28 days from 22 April to 20 May 2024.

As part of the public exhibition the Sporting Fees and Charges were nominated as a focus area, with Have Your Say data collated specifically on the introduction on the

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new fees. The Community Engagement Report - Draft Operational Plan 2024-25 can be found in Attachment 1.

Responses received to the question '*Do you support the proposed introduction of sporting field use fees and charges?*' are as follows:

Yes - 56

No - 177

Unsure - 18

A 321 signature petition to Stop [the] Introduction of Usage Fees for PMHC Sporting Fields and Recreational Facilities was received from Hastings Baseball Incorporated.

A summary of feedback themes to the question '*Do you have any further feedback on these proposed fees and charges?*' are as follows:

Financial Sustainability

- Supporters argue that introducing fees for using sports fields will help Council cover maintenance costs sustainably.
- They believe that user pays principle is fair and ensures those who benefit from the facilities contribute towards their upkeep.

Financial Burden on Families and Clubs

- Opponents argue that the fees will place an additional financial burden on families, particularly those with children participating in multiple sports.
- They are concerned that the fees will make it harder for clubs to operate and may lead to increased costs for families.

Fairness and Equity

- Some believe that it is fair for sports clubs to contribute to the maintenance costs of the fields they use, rather than passing the entire burden onto ratepayers.
- They argue that this approach ensures fairness across the community.

Concerns about Maintenance and Facilities

- There are concerns about the current state of maintenance and facilities, suggesting that improvements should be made before introducing fees.

Cost Recovery and Efficiency

- Proponents suggest that introducing fees will enable better management of resources and potentially improve the maintenance and facilities.
- They argue that this will prevent misuse of facilities and ensure they are maintained to a higher standard.

Council's Responsibility

- Some believe that the maintenance of sports fields is a core responsibility of Council and should be funded through rates.
 - They argue that it is unfair to shift the cost onto sports clubs and families.
- #### Participation, Access, and Wellbeing
- Some believe that charging fees for sports fields will limit access to outdoor activities, particularly for children, which are essential for community health and wellbeing.
 - There is a strong concern that the fees will deter participation in sports, especially among lower-income families.

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- Critics argue that this will have negative impacts on community health, wellbeing, and social cohesion.

A noted above, identified in the 2024/25 Operational Plan as part of Council's Delivery Program Strategy L 3.2 is the project, to Develop a Sports Field User Pay Strategy.

Through public exhibition responses, direct local sport club, local sport association feedback and Port Macquarie Hastings Sports Council feedback, Council heard the following recommendations regarding an alternative Sport Field User Pay structure:

- Fee associated with a specific sport code
- Fee associated with a specific sport season
- Fee applied per member of each sport clubs
- Per facility cost
- Fee of a lower cost per season
- Fees only applied to clubs with over 100 members
- Fee for matches and/or competition only, not training.

Please see table below regarding descriptions and comments regarding example fee structure:

Fee Structure	Example	Comment
Per member charge	\$2 per member/season	Simple structure Additional administration would be required
Fee charged to only clubs of >100 members	Fee - \$1000/season	Simple structure Additional administration would be required
Per sport code charge	Cricket - \$200/season Football - \$500/season	Simple structure
Per sport code charge / facility	Cricket, Stuart Park, Wood Street - \$300/season, Cricket, Lank Bain Sporting Complex - \$100/Season	Complex structure Fee determined by: <ul style="list-style-type: none"> - Number of fields - Cost of maintenance per year - Supporting infrastructure - Type of sport
Seasonal charge	Summer user group - \$300 Winter user group - \$600	Simple Structure Additional administration task to reset fees mid year at season change over
Seasonal charge/per facility	Summer user group - Stuart Park - \$400, Winter user group Stuart Park - \$800	Complex structure Fee determined by: <ul style="list-style-type: none"> - Number of fields - Cost of maintenance per year - Supporting infrastructure - Sport season

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PORT MACQUARIE-HASTINGS SPORTS COUNCIL

23/07/2024

Each separate sport facility has a specific charge	Stuart Park - \$800/ season, Kendall Sports Ground - \$200	Complex structure Fee determined by: <ul style="list-style-type: none">- Number of fields- Cost of maintenance per year- Supporting infrastructure
--	---	---

Community and Sport Clubs Engagement

During the public exhibition engagement period the following 2 documents were made available to the community to inform their feedback responses:

1. Sport Fees and Charges Fact Sheet (Attachment 2)
2. FAQ's - Proposed Sporting Fees and Charges (Attachment 3)

Sport Clubs were informed via the Sport Newsletter. Sport Council member representatives also shared to their affiliate clubs via email and social media. Additional engagement will be undertaken during the 2024/25 year. This will be paired with other projects being undertaken including the Places to Play - Sport Facilities Plan.

Financial and Economic Implications

Further investigation into proposed fee structure will be undertaken for input to the future budget and fees and charges.

The Financial and Economic implication associated with the introduction of a Ground Use fee is unknown at this stage.

The introduction of a Ground Use fee will increase revenue to Council to support future upgrade and maintenance programs for sporting facilities.

Options

The Sports Council can choose one of the following actions:

- Nominate proposed fees and charges structure/s to be investigated by Council and presented in more detail at a future meeting of Port Macquarie Hastings Sports Council or
- Discuss the proposed fees and charges structures with affiliate sport clubs and provide feedback at future meeting of Port Macquarie Hastings Sports Council.

Attachments

1.   Engagement Report Operational Plan 24/25
2.   Fact Sheet - Sport Fees and Charges
3.   FAQs Sporting Fees and Charges May 24



Draft Operational Plan 2024-25

Community Engagement Report

May 2024



Engagement Report - Draft OP2024-25

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Engagement Report - Draft OP2024-25



Executive Summary

Engagement Report - Draft OP2024-25

1.0 Introduction

The Operational Plan 2024-25 outlines how Council will achieve annual priorities outlined in Imagine2050, our Community Strategic Plan.

Council has more than \$358M worth of projects, programs and works planned for the 2024-2025 financial year mapped out in the Draft OP2024-25. The following are proposed inclusions in the Draft OP2024-25: a 0.0% Rate Peg (2024-25); new fees and charges including a proposed sports ground user fee, and the removal of the Town Centre Master Plan component of the Port Macquarie CBD Business Rate.

This report details the engagement and communication activities undertaken during the public exhibition period and the feedback collected. It includes qualitative and quantitative data, as well as key themes identified from free text submissions. This report also explains the methodology used, including using generative artificial intelligence (AI) to capture response themes. Verbatim responses for all feedback are appended.

1.1 Engagement

Following the IAP2 matrix for public participation, the level of engagement for the Draft OP2024-25 was *inform to consult*.

Engagement with the community and the collection of feedback and data was completed through a range of channels. Council's Have Your Say (HYS) webpage was the primary platform used between 22 April and 20 May 2024. Community feedback was also collected through several pop-up stalls, dotmocracy, a Facebook Live event, meetings, petitions, emails and group submissions.

Engagement was supported by communication activities. Channels used included email marketing, social advertising, radio, billboard, and other signage. Further data on this is included later in this report.

Council seeks to capture data around demographics to provide insights into the responses gathered and the representation of our community's views. For the Draft OP2024-25, these included questions around age, location and response status as a community member or business owner.

1.2 Supporting data from the HYS survey

The top five **Imagine2050 priority areas** highlighted from Council's list were stable infrastructure; transparency; environment protection; quality of life, and affordable living.

In addition to the **Imagine2050 priority areas** that Council highlighted for ranking in order of importance, respondents also included items around infrastructure and amenities; community wellbeing and engagement; environmental sustainability; governance and management; transport and infrastructure; economic development and planning, and cultural and Indigenous inclusion.

Engagement Report - Draft OP2024-25

The top 5 **service delivery areas** highlighted from Council's list were roads - maintenance; open spaces and parks; parks maintenance; water, and footpaths.

In addition to the **top 10 service delivery areas** that Council identified as being important, respondents also identified: infrastructure maintenance and upgrades; environmental and sustainability services; transport and infrastructure; community and social services; cultural and recreational services; public facilities and services; economic development and services.

Over 75% of survey respondents do not support the inclusion of a **0.0% Rate Peg** with just over 18% in support of the proposal and just under 5% who were unsure. These statistics are reflected in the sentiment of the comments.

Over 65% of survey respondents do not support the **removal of the TCMP component from the Port Macquarie CBD business rate** with just under 20% in support of the proposal and just under 15% who were unsure. More than 77% of respondents did not support the redistribution of the shortfall to ratepayers across the region, while just over 22% did.

Just over 70% of survey respondents do not support the introduction of **sporting field use fees and charges** with just over 22% in support of the proposal and just over 7% who were unsure. This does not include dotmocracy data, which had 81 people against the introduction, 17 in favour of the introduction and 3 people who were unsure.

1.3 Community feedback (non-organisation)

The community also provided feedback on **other topics** via the survey and through other channels. These are included in the summarised themes and de-identified information included in this report.

The themes reflect the diverse range of feedback expressed by the community. They highlight the community's focus on topics such as financial responsibility, infrastructure improvements, equity in service provision, transparency in budgeting, and effective community engagement.

1.4 Next steps

Council has legislative requirements for community engagement we need to meet as outlined in the Local Government Act (1993) and the Environmental Planning and Assessment Act (1979). Council uses engagement to **support advice and decision making by staff and Councillors**.

Addressing the feedback and concerns highlighted by the community will be crucial for Council in finalising the Operational Plan while ensuring it meets the needs and expectations of residents.

Relevant decision makers should consider the qualitative data provided in the verbatim responses, including the three focus areas along with key themes such as infrastructure and maintenance, governance, and cultural and environmental sustainability.

Engagement Report - Draft OP2024-25

Proposed changes to the Draft OP2024-25 based on community feedback are not included in this report. They will be detailed in a report to Council that will be considered at the 20 June 2024 Ordinary Council Meeting.

Once adopted, the Operational Plan 2024-25 will help Council to achieve the commitments made in our four-year Delivery Program.

Responding to feedback

Respondents received an automatic response from Council once they had completed their HYS survey to let them know their feedback had been received.

Respondents have received an update from Council thanking them for their submissions which are being included as part of the Draft OP 2024-25 decision making process. This letter includes the dates and times of the Public Forum and the Ordinary Council Meeting if respondents would like to be involved or follow the proceedings.

Following the decision by Councillors, respondents will receive a detailed response to their submission, which considers the resolution adopted by Councillors to meet Council's requirement to adopt a new budget for the 2024-25 financial year, in line with legislative requirements.

Engagement Report - Draft OP2024-25



PART 1

Background Information, Engagement Approach and Supporting Survey Data

Engagement Report - Draft OP2024-25

2.0 BACKGROUND

The Operational Plan 2024-25 is our action plan for achieving the priorities that our community have identified, and that are outlined in Imagine2050, our Community Strategic Plan (CSP). Once adopted, the Operational Plan 2024-25 will help us to achieve the commitments made in our four-year Delivery Program.

Between 22 April and 20 May 2024, the following suite of documents were placed on public exhibition:

- Draft Operational Plan 2024-25 (Draft OP2024-25)
- Draft Fees and Charges (including new and increased fees and charges) 2024-25
- Draft Revenue Policy 2024-25
- Draft Rating Maps 2024-25

Public participation plays a crucial role in shaping the final Operational Plan 2024-25, ensuring that it reflects the diverse needs and aspirations of our community. Insights gained through community engagement will help us to refine the Draft OP2024-25 and associated documents, making them relevant and reflective of broader our community's collective vision.

Council's engagement is informed by the International Association of Public Participation's (IAP2) Hub and Spoke model and approach, including the IAP2 spectrum and core values, as well as Council's Engagement Strategy. This strategy supports the Integrated Planning and Reporting Framework required by the Local Government Act (1993), and engagement required under the Local Government Act and the Environmental Planning and Assessment Act (1979) and ensures Council can meet its legislative requirements for community engagement.

Decisions are made in Council Chambers via the formal Council Meeting process, as well as by staff under delegated authority of Section 377 of the Local Government Act, which enables Council to operate on a day-to-day basis. Council uses engagement to support both models of decision making.

2.1 Focus areas and simultaneous consultation

The consultation this year included questions specific to the following (proposed) three focus areas:

- 0.0% Rate Peg
- Removal of the Town Centre Master Plan (TCMP) levy from the Port Macquarie CBD business rate (and a proposal to redistribute the shortfall to ratepayers across the region).
- Sporting fees and charges for field usage.

Imagine2050, Community Strategic Plan

Each year during the operational plan engagement, we take the opportunity to check in with the community to see if the key themes in Imagine2050 (our CSP) are still relevant. The CSP

Engagement Report - Draft OP2024-25

will be updated this year in line with the term of elected Councillors. The question included in the Draft OP2024-25 survey this year marks the start of that process.

Customer experience

We are currently running a Customer Experience engagement project that seeks to understand how the community currently experiences interactions with Council so that we can improve that experience. The Draft OP2024-25 survey also included a rating question around this topic.

2.2 Report scope

This report details the engagement and communication activities undertaken during the public exhibition period and the response data collected. It includes qualitative and quantitative data and key themes identified from free text submissions. Verbatim responses are appended.

Proposed changes to the Draft OP2024-25 based on community feedback are not included in this report. They will be detailed in a report to Council that will be considered at the 20 June 2024 Ordinary Council Meeting.

3.0 COMMUNITY ENGAGEMENT

3.1 Engagement approach

Following the IAP2 matrix for public participation, the level of engagement Draft OP2024-25 and was *inform to consult*. This means we sought to:

- Provide the public with balanced and objective information to assist them in understanding the project.
- Obtain feedback on analysis, alternative and/or decisions.

Our commitment from this process is to:

- Keep the community informed.
- Listen and acknowledge concerns and aspirations.
- Let the community know how their input has influenced decisions made in finalising the document.

Our Have Your Say (HYS) webpage was the primary platform used in this engagement with the majority of feedback submitted via an online survey. The consultation was open between 22 April and 20 May 2024.







Communication activities were undertaken to promote the Draft OP2024-25 and drive audiences to HYS. Channels used included email marketing, social advertising, radio, billboard

Engagement Report - Draft OP2024-25

and other signage.

3.2 Spectrum of participation

Council undertakes engagement using the industry standard IAP2 Spectrum of Participation which is designed to assist with the selection of the level of participation that defines Council's promise and the community's role in the decision-making process.

	 Inform	 Consult	 Involve	 Collaborate	 Empower	 Co-design
GOAL	We will keep you informed about what we decide to do	We will keep you informed, take on your feedback and let you know how it was incorporated in what we decided to do	We will work with you to make sure your concerns and hopes are included in the final decision	We will use your expertise to help create the final solution to the best extent possible	We will create what you decide	Let's work together to understand and solve this problem from start to finish
COUNCIL'S PROMISE	Provide the community with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions	Obtain community feedback on analysis, alternatives and/or decision	Work directly with the community throughout the process to ensure community concerns and aspirations are consistently understood and considered	Partner with the community in each aspect of the decision including development of alternatives and identification of preferred solution	Place final decision making in the hands of the community	Work directly with the community to collectively develop preferred approach/solution
COMMUNITIES ROLE	Listen	Contribute	Participate	Partner	Decide	Co-own

Engagement Report - Draft OP2024-25

4.0 ENGAGEMENT DATA

4.1 Community feedback

The information presented in this report represents the preferences of those who provided feedback and should not be considered as a voting system.

Community engagement is designed to ensure that a range of perspectives and factors are considered in decision-making. It aims to create an understanding of community needs and preferences while facilitating active participation and dialogue.

There were **3,500 webpage visits**, **251 survey responses** collected through the HYS page and **49 submissions** received by email or other means for this engagement.

HYS survey responses are detailed below, with de-identified verbatim feedback appended.

4.2 Survey content

The HYS survey was designed to collect quantitative and qualitative feedback data across the following:

- Demographics
- Community Strategic Plan: Imagine 2050 priorities
- Council service delivery area priorities
- Customer service experience and access
- 0.0% Rate Peg (understanding and feedback)
- Town Centre Master Plan (removal of levy from CBD business rate)
- Sporting Fees and Charges
- General Draft OP2024-25 feedback.

This data is reported below. Verbatim feedback has been de-identified and appended.

5.0 SURVEY DESIGN AND DATA ANALYSIS

5.1 Survey design

The HYS survey was designed with a mix of specific, tick box questions as well as open form or free-text fields. This enabled us to collect two types of data - quantitative and qualitative.

Quantitative data refers to information that can be measured and expressed numerically. This type of data is often used to quantify behaviour, opinions, and other variables, making it possible to perform statistical analysis. This is the graph producing data.

Qualitative data refers to non-numeric information that describes qualities, characteristics, and experiences. In this survey, we collect this data through open ended questions that encouraged respondents to tell us more. This data provides in depth insights into people's behaviours, motivations, and emotions.

Engagement Report - Draft OP2024-25

We refer to this as verbatim (or word-for-word) feedback in this report.

5.2 Data analysis and generative AI

Key themes throughout this report have been identified using generative artificial intelligence (AI). For the purposes of this report, generative AI refers to a system that can create content based on the data that we provide.

Prior to using AI our team would create a code frame (a list of themes) to tag feedback. This manual process is an effective method on smaller, single focused engagement projects (such as local playgrounds). It is not effective for use on engagement projects of this scale.

Benefits of using AI

Using AI to analyse large amounts of free text feedback in community engagement reporting offers significant benefits, including:

- Efficiency and speed: AI can process and analyse vast amounts of text data much faster than manual methods.
- Scalability: AI tools can handle large datasets without a loss in performance, making it feasible to analyse feedback from extensive community engagement activities like the Draft OP2024-25.
- Consistency and objectivity: AI provides consistent analysis, reducing the biases that can occur with human interpretation and ensuring uniformity in data evaluation.

Considerations in the use of AI

Perception of bias: AI models only work on the data that is inputted and this may be perceived as under-representing marginalised groups or minority views.

Relying solely on AI for community engagement may overlook the importance of human interaction, empathy, and relationship-building in fostering trust and understanding within the community.

Attempts to address this are made through additional instructions. Further analysis of the AI-generated data provided is also undertaken to combat potential bias.

Human-centred engagement

AI is a tool that can assist the engagement reporting process. We are committed to human-centred engagement throughout our community across a range of engagement methods.

All themes generated using AI have been reviewed and interrogated to ensure that the sentiment represents the feedback received.

Privacy

No identifying information was included when using AI to analyse feedback.

Engagement Report - Draft OP2024-25

Council staff work to a Code of Conduct and in accordance with our legislative requirements. This includes the Government Information (Public Access) Act 2009 (NSW), the Privacy and Personal Information Protection Act 1998 (NSW) and the Health Records and Information Privacy Act 2002 (NSW). Further details are outlined in Council's Privacy Statement and Privacy Management Plan Policy.

These are [available on our website](#), along with our Legislative Compliance Policy.

Engagement Report - Draft OP2024-25

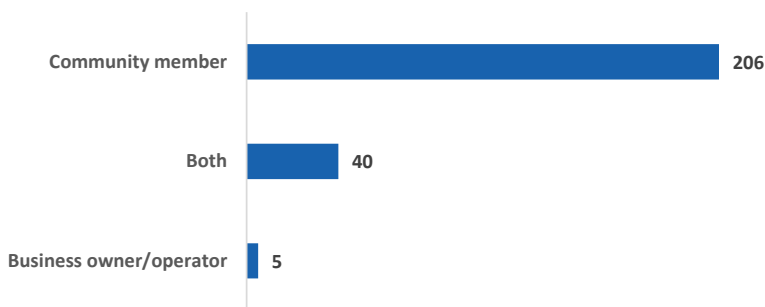
6.0 DEMOGRAPHICS AND SUPPORTING DATA

6.1 Demographics

Council seeks to capture data around demographics to provide insights into the responses gathered and the representation of our local community's views.

For the Draft OP2024-25, these included questions around their age, location and status as a community member or business owner.

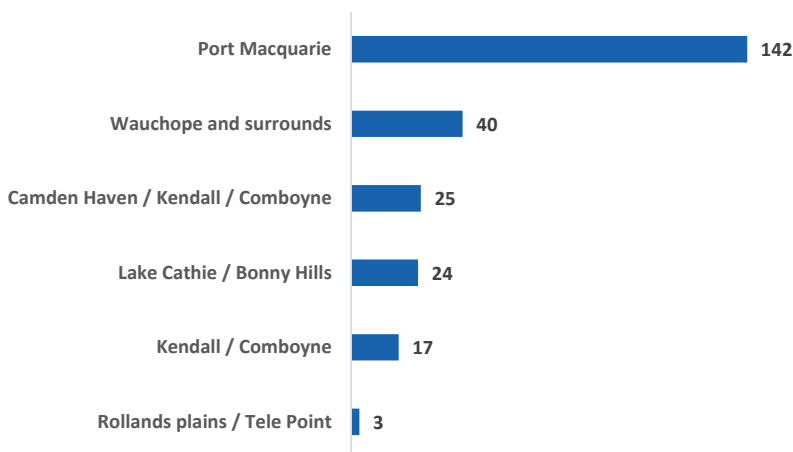
Q1. I am responding as:



Q2. Age Range

Age Range	<25	26-40	41-60	61-80	>80
Responses	2	50	110	87	2

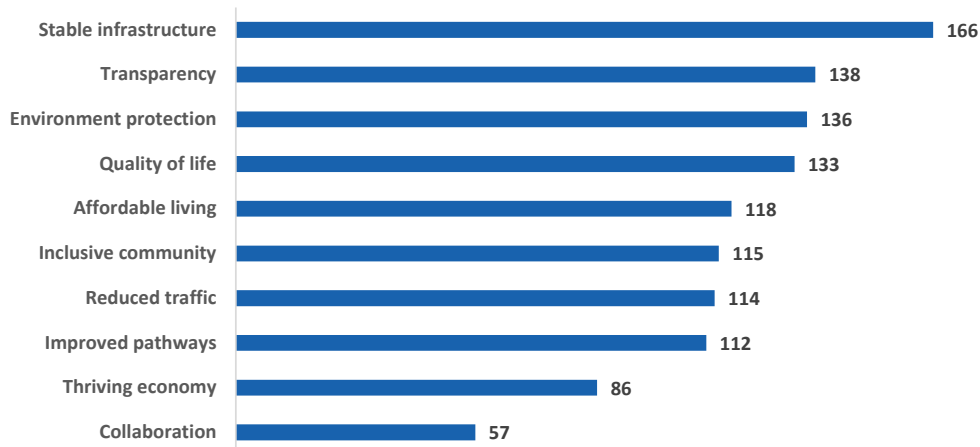
Q3. Postcode / Location



Engagement Report - Draft OP2024-25

6.2 Community Strategic Plan: Imagine 2050

Q4. The Community Strategic Plan: Imagine2050 sets out our community's long-term vision for the future and sits at the top of our planning framework and includes 10 priorities, developed by the community. We'd like to know if these are still relevant to you and our community. Please select your top five priorities.



Q5. Are there any priorities not listed here that you would like to add?

These themes highlight a wide range of priorities that respondents feel are important for the future development and wellbeing of the region, encompassing infrastructure, community engagement, environmental sustainability, governance, and cultural enrichment.

Verbatim responses are in **Appendix 1.0**.

Infrastructure and amenities

- Improve and maintain community facilities (e.g., toilets, water bubblers, tables).
- Upgrade street and public spaces (e.g., Koala Street, Camden Head).
- Develop and maintain footpaths, pathways, and cycleways.
- Enhance and maintain sporting infrastructure and facilities.
- Improve and maintain parks, parklands, and recreational areas.
- Upgrade road surfaces and improve roads network.

Community wellbeing and engagement

- Enhance community engagement and cultural opportunities.
- Support arts and cultural development.
- Provide opportunities for youth engagement and activities.
- Improve public health facilities and services.

Environmental Sustainability

- Implement sustainable development practices.
- Protect biodiversity and coastal environments.

Engagement Report - Draft OP2024-25

- Plan for climate change adaptation and mitigation.
- Improve water supply security and management.

Governance and Management

- Improve governance and leadership.
- Enhance transparency and community consultation.
- Reduce Council fees and unnecessary bureaucracy.
- Ensure responsible climate policies and disaster mitigation.
- Address climate change impacts and sustainability.

Transport and Infrastructure

- Enhance cycling infrastructure and promote active transport.
- Improve public transport services and infrastructure.
- Plan for future transport needs, including electric vehicles.

Economic Development and Planning

- Support economic development initiatives.
- Ensure balanced housing development and infrastructure.
- Support lifelong learning and community education.

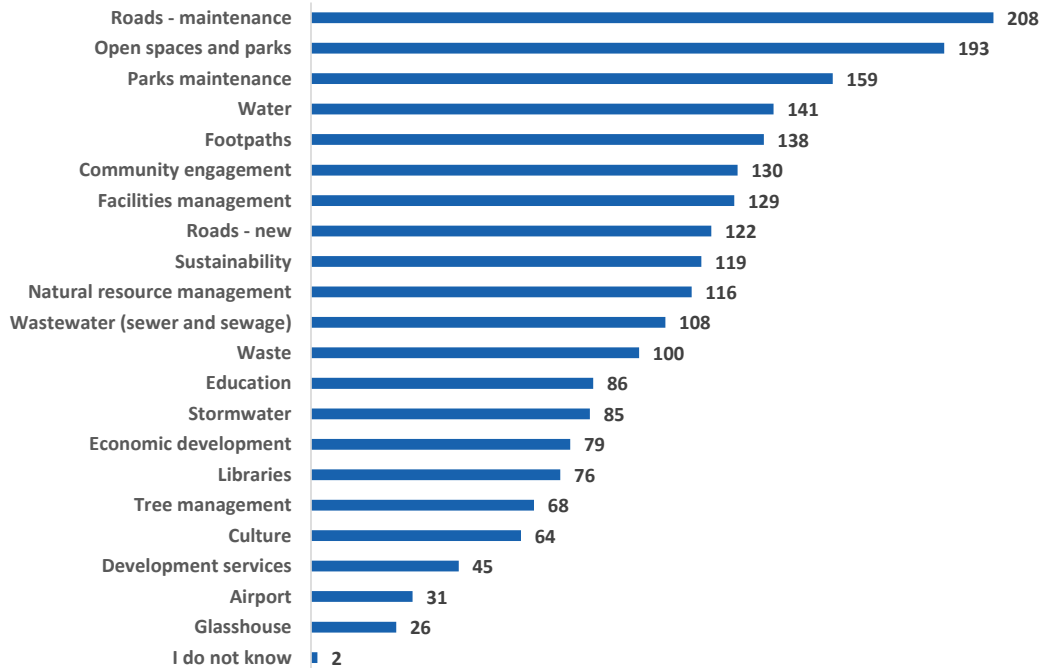
Cultural and Indigenous Inclusion

- Promote First Nations cultural inclusion and acknowledge local history.
- Support cultural awareness and diversity.
- Improve arts and cultural offerings and facilities.

Engagement Report - Draft OP2024-25

6.3 Council Service Delivery Areas - Priorities

Q6. Please select your top ten priority service areas for Council expenditure in the 2024-25 financial year.



Q7. Are there any services that you feel are missing here?

Examples of areas that respondents feel are missing from our service delivery for the 2024-25 financial year are listed below. Verbatim comments are in **Appendix 2.0**.

Infrastructure Maintenance and Upgrades

- Floating wharves and dredging for visiting and local boats.
- Street maintenance and improvements.
- Maintenance and renewal of public toilets.
- Rural roads improvement, particularly unsealed roads.

Environmental and Sustainability Services

- Climate change resilience and management.
- Green energy transition.
- Environmental and species protection (flora and fauna).
- Support for regenerative agriculture and local food farms.

Transport and Infrastructure

- Building separate cycleways to improve safety and promote cycling.
- Infrastructure maintenance and resilience.
- Traffic management improvements (e.g., traffic lights, road widening).

Engagement Report - Draft OP2024-25

Community and Social Services

- Aged care services and support to stay at home longer.
- Disaster management and emergency housing support.
- Support for the arts and mental wellbeing.
- Youth initiatives and facilities for homeless people.

Cultural and Recreational Services

- Investment in and upgrades to sporting facilities.
- Cultural development and community grants.
- Arts and cultural growth with community inclusion.
- Historic cemetery and cultural heritage management.

Public Facilities and Services

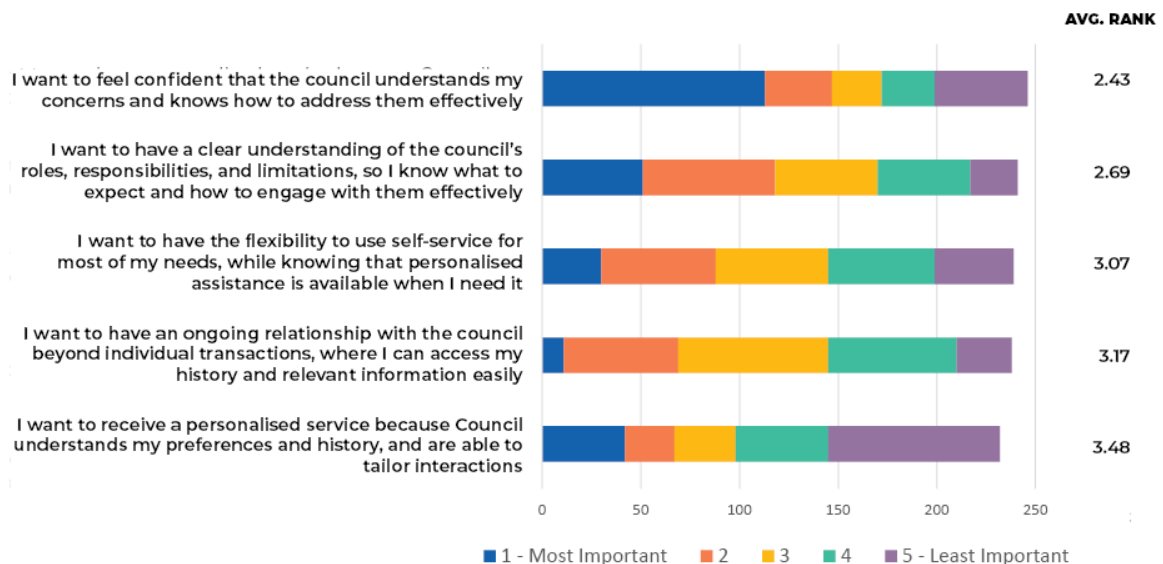
- Soft plastic recycling services.
- Public transport links and improvements.
- Public facilities management and sustainability.
- Support for community gardens and indigenous food supply.

Economic Development and Services

- Affordable housing initiatives.
- Better air services and transport links.

6.4 Customer Experience with Council

Q. How do these statements reflect the way you want to access Council services in the future? Please rank your responses from most (1) to least important (5)



Engagement Report - Draft OP2024-25



PART 2

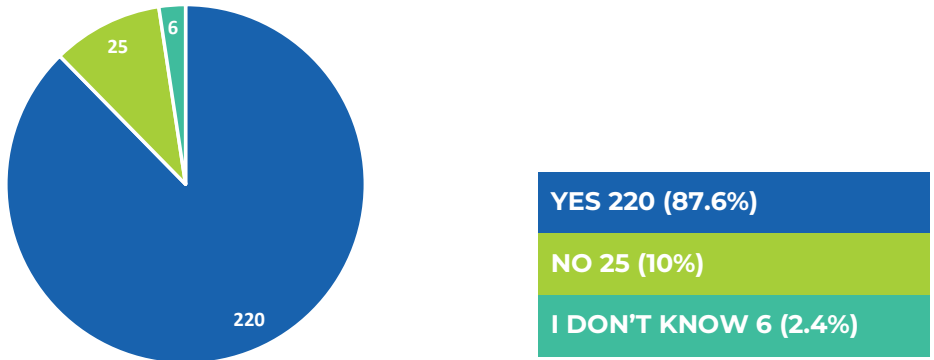
Focus Area Feedback (Rate Peg, TCMP, Sporting Fees and Charges)

Engagement Report - Draft OP2024-25

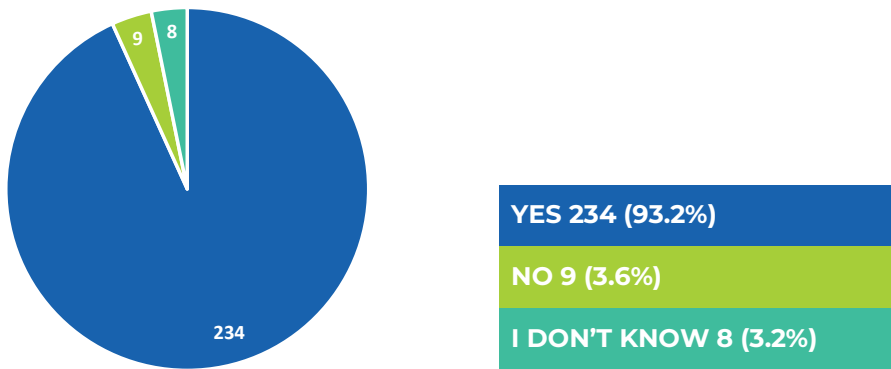
7.0 HAVE YOUR SAY DATA 0.0% RATE PEG

7.1 0.0% Rate Peg Survey Responses

Q9. Are you aware of the proposed 0.0% Rate Peg to be applied in the Draft OP2024-25?

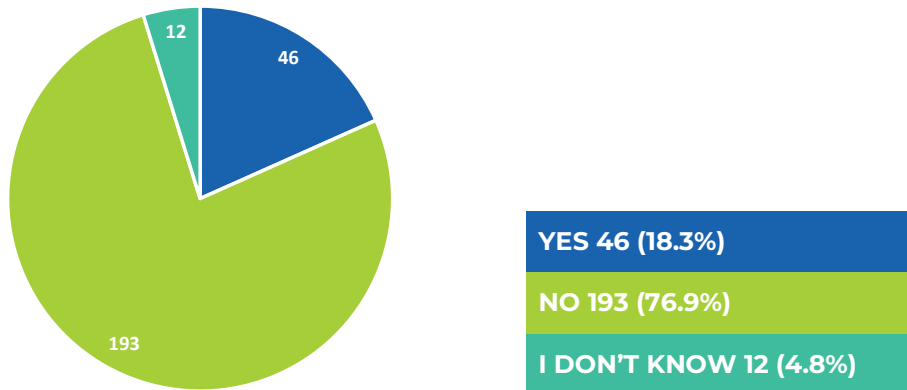


Q10. Do you understand that if the 0.0% Rate Peg is adopted we will need to reduce our expenditure on some operational services by \$2.7M over the 2024-25 financial year?



Q11. Do you support the 0.0% Rate Peg being included in the OP2024-25?

Engagement Report - Draft OP2024-25



7.2 Feedback themes 0.0% Rate Peg

Q12. Do you have additional feedback on the proposed 0.0% Rate Peg?

The following common themes* have been identified from over 165 comments made in response to this question.

Over 75% of respondents do not support the inclusion of a 0.0% Rate Peg with 18.3% in support of the proposal. These statistics are reflected in the sentiment of the comments.

Verbatim feedback on the 0.0% Rate Peg is in **Appendix 3.0**.

Impact on Service Delivery and Infrastructure

- There is widespread concern about the potential reduction in essential services and infrastructure maintenance due to the lack of funds resulting from a 0% rate peg.
- Specific concerns include road maintenance, parks and gardens maintenance, tree and shrub care, and the impact on community facilities like sporting fields and libraries.

Affordability and Cost of Living

- Any increase in rates, even a small one, would place an additional financial burden on ratepayers who are already facing a cost of living crisis.
- A \$60 increase per household might seem small, but collectively, it amounts to a significant sum of \$2.7 million in additional revenue for Council.
- There's a belief that keeping rates stable helps both homeowners and renters, as renters may face increased costs if landlords pass on rate increases.
- Council needs to find efficiencies and reduce unnecessary expenditures rather than continually raising rates.

Community Grants, Cultural Events, and Arts Funding

- Many respondents expressed concerns about the negative impact on community grants, cultural events, and arts funding. These are seen as vital for community spirit, wellbeing, and economic development.

Item: 07**Subject: POST EXHIBITION - RECREATION AND OPEN SPACE ACTION PLAN****Presented by: Community, Planning and Environment, Melissa Watkins**

RECOMMENDATION**That Port Macquarie-Hastings Sports Council:**

- 1. Note the information contained in this report.**
- 2. Consider two additional projects to be included in the revised Recreation and Open Space Action Plan**

Executive Summary

The Recreation and Open Space Action Plan sets the priorities for our recreational and sporting spaces throughout our region. It builds on our commitment to providing parks, sporting fields, and recreation areas with facilities that promote and contribute to the health and wellbeing of our residents and visitors.

At the 13 February 2024 meeting of the Port Macquarie Hastings Sports Council, it was resolved:

That the Sports Council:

- 1. Note the information provided in this report.*
- 2. Recommend the projects listed be included in the Recreation and Open Space Action Plan 2024-2029 to be reported to Council at the March 2024 Council meeting.*

The draft Recreation and Open Space Action Plan (Attachment 1) was reported to Council at the Ordinary meeting on 18 April 2024. Council resolved to place the draft Recreation Action Plan 2024-2029 on public exhibition. The plan was subsequently placed on public exhibition from Wednesday, 29 May 2024 to Friday, 28 June 2024. A summary of feedback relating to Sport Facility projects is detailed in this report as well the consideration of additional priority projects.

Once this has been reviewed by the Sports Council a recommendation will be presented to the August Council meeting for adoption.

Recreation and Open Space Action Plan - Public Exhibition

The public exhibition period is now complete with the outcomes of the exhibition process discussed below. There is an Engagement Summary Report for this exhibition included as Attachment 2.

There was a total of 585 visits to Council's Have Your Say engagement website page during the exhibition period. A total of 32 Have Your Say submissions were received for the draft Plan with 417 downloads of the draft Plan.

The total level of engagement is noted to be significantly higher than that of the previous engagement period of the, now superseded, Recreation Action Plan. The

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engagement period is tracked weekly, and it was noted that low responses had been collated with one week of the exhibition period remaining. Direct emails were then formulated and sent by the Spaces and Places team. The email was sent to key sport user group contacts for each sport facility within the Port Macquarie Hastings region. Increased feedback was received following this action.

The feedback regarding Sport Facility projects received included:

- Consider additional projects at Port Macquarie Regional Stadium include ball nets and an additional and upgraded canteen, BBQ facility.
- Plan for the new Ocean baths.
- Improve surfaces of sports fields to reduce closures - underground drainage, reshaping etc.
- Upgrades to Fairmont Gardens including field drainage and car park resurfacing.
- Additional sporting infrastructure specifically for over 50 years age group
- Safety concerns regarding amenity buildings; need for additional change rooms and access concerns at facilities like Andrews Park.
- Support for the Port Macquarie Aquatic Centre project.

In response to community and sport club feedback the Sports Council now needs to consider inclusion of the two additional projects into the 2024-2029 Recreation and Open Space Action Plan as short-term priority projects (proposed delivery 2024-2026).

Location	Facility	Project Detail
Port Macquarie	Findlay Park	Field Upgrades
Wauchope & surrounds	Fairmont Garden Sporting Fields	Field Upgrades

Once determined these will be included in the Action Plan for consideration by Council in August 2024.


Financial and Economic Implications

Projects identified within the 2024 - 2029 Recreation and Open Space Action Plan for immediate delivery in 2023 - 2024 were included within the adopted 2023 - 2024 Operational Plan or have other approved funding sources e.g. grant funding.

Projects identified for short term delivery 2024 - 2026 have been subject to priority review and budget allocation in the adopted 2024 - 2025 Operational Plan. Further short term and all medium-term projects are proposed to be identified in the 10-year Works Program.

It should be noted that there is still a short fall in funding required to meet the desired outcomes of the plan and staff will continue to seek grant funding opportunities.

Attachments

1.  Draft Recreation and Open Space Action Plan 2024-2029
2.  Engagement Report Recreation and Open Space 2024-2029

Item: 08

Subject: SPORTING EVENTS CALENDAR

Presented by: Community, Planning and Environment, Melissa Watkins

RECOMMENDATION

That the Port Macquarie-Hastings Sports Council note the Sporting Calendar for upcoming events from 23 July to 29 October 2024.

Discussion:

The Sports Calendar for events from 23 July 2024 until 29 October 2024 is provided here for the information of the Sports Council. It should be noted that the calendar may be subject to change due to summer allocations still being closed and new events that may not be approved.

The calendar is provided for information.

Attachments

1   Port Macquarie-Hastings Sports Council Sporting Events Calendar

Item: 09

Subject: STANDING ITEM: REQUEST FOR PROJECT UPGRADES

Presented by: Community, Planning and Environment, Melissa Watkins

Requests for Project Upgrades.

Attachments

Nil

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Item: 10

Subject: GENERAL BUSINESS

Presented by: Business and Performance, Keith Hentschke

Attachments

Nil