

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

Item	Subject	Page
01	Acknowledgement of Country	<u>7</u>
02	Apologies.....	<u>7</u>
03	Confirmation of Minutes	<u>7</u>
04	Disclosures of Interest.....	<u>11</u>
05	Business Arising from Previous Minutes.....	<u>15</u>
06	Post exhibition - Proposed Sporting Fees and Charges 2024/2025.....	<u>16</u>
07	Post exhibition - Recreation and Open Space Action Plan.....	<u>225</u>
08	Sporting Events Calendar	<u>285</u>
09	Standing Item: Request for Project Upgrades	<u>296</u>
10	General Business	<u>297</u>

AGENDA

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: Signed:	Date:
Please submit to the Governance Support Officer at the Council Meeting.	

(Refer to next page and the Code of Conduct)



AGENDA

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.

AGENDA

PORT MACQUARIE-HASTINGS SPORTS COUNCIL

23/07/2024

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



AGENDA

PORT MACQUARIE-HASTINGS SPORTS COUNCIL

23/07/2024

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

AGENDA

**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

AGENDA

PORT MACQUARIE-HASTINGS SPORTS COUNCIL

23/07/2024

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.

AGENDA

PORT MACQUARIE-HASTINGS SPORTS COUNCIL

23/07/2024

- 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

AGENDA

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



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

AGENDA

PORT MACQUARIE-HASTINGS SPORTS COUNCIL

23/07/2024

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

AGENDA

PORT MACQUARIE-HASTINGS SPORTS COUNCIL
23/07/2024

Item: 09

Subject: STANDING ITEM: REQUEST FOR PROJECT UPGRADES

Presented by: Community, Planning and Environment, Melissa Watkins

Requests for Project Upgrades.

Attachments

Nil

AGENDA

PORT MACQUARIE-HASTINGS SPORTS COUNCIL
23/07/2024

Item: 10

Subject: GENERAL BUSINESS

Presented by: Business and Performance, Keith Hentschke

Attachments

Nil