



PORT MACQUARIE-HASTINGS
COUNCIL



Ordinary Council

Business Paper

date of meeting: Wednesday 15 May 2019

location: Council Chambers
17 Burrawan Street
Port Macquarie

time: 5.30pm

Note: Council is distributing this agenda on the strict understanding that the publication and/or announcement of any material from the Paper before the meeting not be such as to presume the outcome of consideration of the matters thereon.

Community Vision

A sustainable high quality of life for all

Community Mission

Building the future together
People Place Health Education Technology

Council's Corporate Values

- ★ Sustainability
- ★ Excellence in Service Delivery
- ★ Consultation and Communication
- ★ Openness and Accountability
- ★ Community Advocacy

Community Themes

- ★ Leadership and Governance
- ★ Your Community Life
- ★ Your Business and Industry
- ★ Your Natural and Built Environment

How Members of the Public Can Have Their Say at Council Meetings

Council has a commitment to providing members of the public with an input into Council's decision making. The Council's Code of Meeting Practice provides two (2) avenues for members of the public to address Council on issues of interest or concern at the Ordinary Council Meeting.

These are:

- Addressing Council on an Agenda Item (if the matter **is** listed in the Council Business Paper)
- Addressing Council in the Public Forum (if the matter **is not** listed in the Council Business Paper)

You can request to address Council by completing the:

- 'Request to Speak on an Agenda Item' form
- 'Request to Speak in the Public Forum' form

These can be obtained from Council's Offices at Laurieton, Port Macquarie and Wauchope or by downloading it from Council's website.

Requests can also be lodged on-line at:

<http://www.pmhc.nsw.gov.au/About-Us/How-Council-Works/Council-Committee-Meetings/Request-to-speak-on-an-Agenda-Item>

<http://www.pmhc.nsw.gov.au/About-Us/How-Council-Works/Council-and-Committee-Meetings/Request-to-speak-in-a-Public-Forum>

Your request to address Council must be received by Council no later than 4:30pm on the day prior to the Council Meeting.

- Council will permit no more than two (2) speakers 'in support of' and two (2) speakers 'in opposition to' the recommendation on any one (1) Agenda Item.
- A maximum of five (5) speakers will be heard in the Public Forum.
- There is no automatic right under legislation for the public to participate in a Meeting of Council or a Committee of Council.
- For a member of the public to be considered to address Council they must agree to strictly adhere to all relevant adopted Council Codes, Policies and Procedures at all times.
- Consideration of items for which requests to address the Council Meeting have been received will commence at 5:30pm.
- When your name is called, please proceed to the Council Table and address Council.
- Each speaker will be allocated a maximum of five (5) minutes to address Council. This time is strictly enforced.
- Councillors may ask questions of a speaker following an address. Each answer, by the speaker to a question, is limited to two (2) minutes. A speaker cannot ask questions of Council.
- An Agenda Item will be debated by Council following the address.
- Council will not determine any matter raised in the Public Forum session, however Council may resolve to call for a future report.
- If you have any documentation to support your presentation, provide two (2) copies to Council by 12 noon on the day of the Meeting.
- If a speaker has an audio visual presentation, a copy of the presentation is to be provided to Council by 12 noon on the day of the Meeting.
- The following will **not** be considered in the Public Forum (in accordance with the Code of Meeting Practice, clause 2.14.14):
 - Proposed or current development and rezoning applications and related matters.
 - A third (3rd) or subsequent application by a single member of the public to address Council on the same issue in the same calendar year. Council, at its discretion, may elect to exempt representatives or members of community groups from this restriction.
 - Any formal procurement process, contract negotiation or dispute resolution being undertaken.
 - Any matter the General Manager (or their delegate) considers inappropriate for discussion in the Public Forum.
- Council accepts no responsibility for any defamatory statements made by speakers.
- Members of the public may quietly enter and leave the Meeting at any time.

Ordinary Council Meeting

Wednesday 15 May 2019

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Item: 01**Subject: ACKNOWLEDGEMENT OF COUNTRY**

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

Item: 02**Subject: LOCAL GOVERNMENT PRAYER**

A Minister from the Combined Churches of Port Macquarie will be invited to deliver the Local Government Prayer.

Item: 03**Subject: APOLOGIES**

RECOMMENDATION

That the apologies received be accepted.

Item: 04**Subject: CONFIRMATION OF PREVIOUS MINUTES**

RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 17 April 2019 be confirmed.

PRESENT

Members:

Councillor Peta Pinson (Mayor)
Councillor Lisa Intemann (Deputy Mayor)
Councillor Rob Turner
Councillor Michael Cusato (arrived at 5.37pm)
Councillor Peter Alley
Councillor Justin Levido
Councillor Geoff Hawkins

Other Attendees:

General Manager (Craig Swift-McNair)
Acting Director Corporate Performance (Ashley Grummitt)
Director Development and Environment (Melissa Watkins)
Acting Director Infrastructure (Jeffery Sharp)
Acting Director Strategy and Growth (Holly McBride)
Group Manager Governance and Procurement (Blair Hancock)
Governance Support Officer (Bronwyn Lyon)
Communications Manager (Andy Roberts)

The meeting opened at 5:30pm.

01 ACKNOWLEDGEMENT OF COUNTRY

The Mayor opened the Meeting with an Acknowledgement of Country and welcomed all in attendance in the Chamber.

02 LOCAL GOVERNMENT PRAYER

Pastor Greg Campion from the Grace Church delivered the Local Government Prayer.

03 APOLOGIES

RESOLVED: Levido/Hawkins

1. That the apology received from Councillor Griffiths be accepted, Councillor Griffiths being on leave.
2. That the apology received from Councillor Dixon be accepted, Councillor Dixon being out of the area.

CARRIED: 6/0
FOR: Alley, Hawkins, Intemann, Levido, Pinson and Turner
AGAINST: Nil

04 CONFIRMATION OF MINUTES

RESOLVED: Levido/Alley

That the Minutes of the Ordinary Council Meeting held on 20 March 2019 be confirmed.

CARRIED: 6/0
FOR: Alley, Hawkins, Intemann, Levido, Pinson and Turner
AGAINST: Nil

05 DISCLOSURES OF INTEREST

Councillor Levido declared a Non-Pecuniary, Significant Interest in Item 12.08 - Update on Site Specific Planning Proposal Requests, the reason being that Councillor Levido is the principle of Levido Law and Property. The Firm acts for the owners of some of the properties the subject of the report before Council.

Councillor Levido declared a Non-Pecuniary, Significant Interest in Item 14.02 - Port Macquarie Airport Hangar Lease Rental Valuations, the reason being that Councillor Levido is the principle of Levido Law and Property. The Firm acts for a Lessee of a Port Macquarie Airport hangar.

Councillor Levido declared a Non-Pecuniary, Significant Interest in Item 14.05 - T-19-02 Lease of the Cafe and Retail Lease Areas and other commercial opportunities at the Port Macquarie Airport, the reason being that Councillor Levido is the principle of Levido Law and Property. The Firm acts for one of the proposal submitters as to the proposal the subject of the report before Council.

Councillor Alley declared a Non-Pecuniary, Significant Interest in Item 12.08 - Update on Site Specific Planning Proposal Requests, the reason being that the subject matter of this item includes property immediately adjacent to property that

is owned by the Property Approvals Board, Anglicans Diocese of Newcastle which holds that property for the benefit of the Anglican Parish of the Camden haven, of which I serve as the Treasurer on the Parish Council. These changes may result in a financial loss or gain to nearby property owners and hence to the Property Approvals Board.

Mayor Pinson declared a Pecuniary Interest in Item 09.05 - Monthly Budget Review - March 2019, the reason being that the Lighthouse Road East Project is noted in the monthly budget review for March in which Mayor Pinson's company, Stabilcorp, has been approached for quotations in an upcoming tender.

Mayor Pinson declared a Pecuniary Interest in Item 12.12 - DA2016 - 1000.1 Waste Management Facility and Caretaker's Residence at Lot 315 DP 1075670, No. 6 Enterprise Place, Wauchope, the reason being that Mayor Pinson owns a property adjacent to Enterprise Place, Wauchope and her business may be affected by the development.

Following Councillor Cusato's arrival at the meeting he declared the following:

Councillor Cusato declared a Pecuniary Interest in Item 14.02 - Port Macquarie Airport Hangar Lease Rental Valuations, the reason being that Councillor Cusato owns a hangar at the Port Macquarie Airport.

Councillor Cusato declared a Non-Pecuniary, Less Than Significant Interest in Item 14.05 - T-19-02 Lease of the Cafe and Retail Lease Areas and other commercial opportunities at the Port Macquarie Airport, the reason being that Councillor Cusato owns a hangar at the Port Macquarie Airport.

06.01 MAYORAL DISCRETIONARY FUND ALLOCATIONS

RESOLVED: Pinson

That the Mayoral Discretionary Fund allocations for the period 7 March to 3 April 2019 inclusive be noted.

*CARRIED: 6/0
FOR: Alley, Hawkins, Intemann, Levido, Pinson and Turner
AGAINST: Nil*

Councillor Cusato arrived at the meeting, the time being 5:37pm.

06.02 NSW STATE GOVERNMENT ELECTION - CONGRATULATIONS TO LOCAL MEMBERS

RESOLVED: Pinson

That Council:

1. Congratulate The Hon Leslie Williams MP and The Hon Melinda Pavey MP on their re-election as the Member for Port Macquarie and the Member for Oxley, respectively.
2. Congratulate The Hon Melinda Pavey MP on being appointed the Minister for Water, Property & Housing.
3. Congratulate The Hon Leslie Williams MP on being appointed the Deputy Speaker of the Legislative Assembly.
4. Thank and congratulate for their participation in our democracy all candidates within our local government area who stood for election in the NSW elections.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

07 CONFIDENTIAL CORRESPONDENCE TO ORDINARY COUNCIL MEETING

RSOLVED: Turner/Hawkins

That Council determine that the attachments to Item Number 11.01 be considered as confidential, in accordance with section 11(3) of the Local Government Act.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

08 PUBLIC FORUM

The Mayor advised of applications to address Council in the Public Forum from:

1. Mr Robbie Lloyd and Ms Sue English representing the Mid North Coast Community College Ltd regarding stewardship of the Albert Circuit "Island" Parkland.
2. Mr Denis Lane regarding the Orbital Road.

RESOLVED: Alley/Turner

That the above requests to speak in the Public Forum be acceded to

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

08.01 STEWARDSHIP OF THE ALBERT CIRCUIT "ISLAND" PARKLAND

Mr Lloyd advised that Ms Sue English was unable to attend the meeting.

Mr Robbie Lloyd representing the Mid North Coast Community College Ltd addressed Council regarding stewardship of the Albert Circuit "Island" Parkland and answered questions from Councillors.

08.02 ORBITAL ROAD

Mr Denis Lane addressed Council regarding the Orbital Road.

REQUEST TO SPEAK ON AN AGENDA ITEM

The Mayor advised of requests to speak on an agenda item, as follows:

Item 12.06 - Mr Tony Thorne in support of the recommendation.

Item 12.09 - Mr Tony Thorne in support of the recommendation.

Item 12.11 - Mr Bill Amy in support of the recommendation.

Item 12.12 - Ms Jillian Busch in opposition of the recommendation.

Item 12.12 - Mr Geoffrey Peckham in support of the recommendation.

Item 12.12 - Mr Troy Thompson in opposition of the recommendation.

Item 12.12 - Mr David Pensini in support of the recommendation

RESOLVED: Levido/Hawkins

That the requests to speak on an agenda item be acceded to.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

SUSPENSION OF STANDING ORDERS

RESOLVED: Alley/Cusato

That Standing Orders be suspended to allow items 12.06, 12.09, 12.11, 12.12, 12.13 to be brought forward and considered next.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

12.06 URBAN GROWTH MANAGEMENT STRATEGY UPDATE

Mr Tony Thorne, King and Campbell Pty Ltd, representing Gwynvill Pty Ltd, addressed Council in support of the recommendation.

RESOLVED: Alley/Hawkins

That Council:

1. Proceed with the UGMS Actions, as described in this report;
2. Advise affected landowners regarding the deferral of UGMS actions related to their land;
3. Advise the NSW Department of Planning & Environment of the proposed changes to the indicative timing in the UGMS Actions table; and
4. Include a report card on the progress of all UGMS actions on Council's website and notes regarding the changes in the indicative timing column in the UGMS on Council's website.
5. Give consideration to the required \$150,000 funding for the preparation of support studies for Fernbank Creek/Sancrox during finalisation of the 2019/2020 Budget.
6. Give consideration to the required \$60,000 funding for the preparation of a heritage inventory as part of the 2019/2020 budget.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

**12.09 PLANNING PROPOSAL: LAND AT THE INTERSECTION OF HOUSTON
MITCHELL DRIVE AND OCEAN DRIVE, BONNY HILLS**

Mr Tony Thorne, King and Campbell Pty Ltd, representing Angelo Mifsud, addressed Council in support of the recommendation and answered questions from Councillors.

RESOLVED: Hawkins/Alley

That Council:

1. Prepare a Planning Proposal pursuant to section 3.33 of the Environmental Planning and Assessment Act 1979 to amend the Port Macquarie-Hastings Local Environmental Plan 2011 in relation to Lot 10 DP 615775 and Lot 1 DP 1117908, corner Houston Mitchell Drive and Ocean Drive, Bonny Hills to rezone the land for light industrial and environmental protection purposes and associated changes to the Height of Buildings Map and Minimum Lot Size Map as outlined in this report.
2. Forward the draft Planning Proposal to the Department of Planning and Environment for a Gateway Determination, and request that the Gateway Determination authorise Council to be the local plan-making authority.
3. Upon receipt of the Gateway Determination, complete the relevant procedures under section 3.34 and clause 4 of Schedule 1 of the Act, including public exhibition of the Planning Proposal.
4. Delegate authority to the General Manager to make any minor amendments to the Planning Proposal as a result of the Gateway Determination.
5. Endorse and publicly exhibit the attached draft Development Control Plans, incorporating site specific and Asset Protection Zone matters, concurrently with the Voluntary Planning Agreement and Planning Proposal in accordance with clauses 18 and 19 of the Environmental Planning and Assessment Regulations 2000.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

12.11 DA2018 - 562.1 DEMOLITION OF EXISTING BUILDINGS, CONSOLIDATION AND BOUNDARY ADJUSTMENT, AND CONSTRUCTION OF SENIORS HOUSING AT LOTS 10 - 13 DP 861177, LOT 1 DP 782560, LOT 1 DP 393967, LOT 1 DP 390610, LOT 1 DP 1053812, LOT 1 DP 121189, LOT 1 DP 795534, LOT 1 DP 151300, LOT 3 AND 4 DP 347796, NO. 15 - 21 CAMERON STREET AND 3 YOUNG STREET, WAUCHOPE

Mr Bill Amy, Bill Amy Project Management, representing the applicant, address Council in support of the recommendation and answered questions from Councillors.

RESOLVED: Intemann/Turner

That DA2018 – 562.1 for Demolition of Existing Buildings, Consolidation and Boundary Adjustment, and Construction of Seniors Housing at Lots 10 - 13 DP 861177, Lot 1 DP 782560, Lot 1 DP 393967, Lot 1 DP 390610, Lot 1 DP 1053812, Lot 1 DP 121189, Lot 1 DP 795534, Lot 1 DP 151300, Lot 3 and 4 DP 347796, No. 15 – 21 Cameron Street and No. 3 Young Street, Wauchope be determined by granting consent subject to the recommended conditions.

CARRIED: 7/0
FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner
AGAINST: Nil

12.12 DA2016 - 1000.1 WASTE MANAGEMENT FACILITY AND CARETAKER'S RESIDENCE AT LOT 315 DP 1075670, NO. 6 ENTERPRISE PLACE, WAUCHOPE

Councillor Pinson declared a Pecuniary Interest in this matter and left the room and was out of sight during the Council's consideration, the time being 6:21pm.

The Mayor vacated the Chair and the Deputy Mayor assumed the Chair.

Ms Jillian Busch, Aqualift Project Delivery, addressed Council in opposition of the recommendation.

Mr Geoffrey Peckham, applicant, addressed Council in support of the recommendation and answered questions from Councillors.

Mr Troy Thompson, addressed Council in opposition of the recommendation and answered questions from Councillors.

Mr David Pensini, representing the applicant, addressed Council in support of the recommendation.

RESOLVED: Cusato/Turner

That DA2016 – 1000.1 for a Waste Management Facility and Caretaker's Residence at Lot 315, DP 1075670, No. 6 Enterprise Place, Wauchope, be determined by granting consent subject to the recommended conditions.

CARRIED: 6/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido and Turner

AGAINST: Nil

Mayor Pinson returned to the meeting, the time being 6:53pm.

The Deputy Mayor vacated the Chair and the Mayor resumed the Chair.

12.13 DRAFT KOOLOONBUNG CREEK FLYING-FOX CAMP MANAGEMENT PLAN

RESOLVED: Intemann/Cusato

That Council:

1. Endorse the draft Kooloonbung Creek Flying-Fox Camp Management Plan for the purpose of public exhibition for not less than 28 days from 23 April 2019 to 21 May 2019.
2. Receive a further report for consideration following public exhibition of the draft plan.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

09.01 GENERAL MANAGERS REMUNERATION

RESOLVED: Pinson/Intemann

That Council approve a 6% increase to the Total Remuneration Package (TRP) of the General Manager taking the TRP to \$350,487 effective from 1 May 2019.

CARRIED: 6/1

FOR: Alley, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Cusato

09.02 STATUS OF REPORTS FROM COUNCIL RESOLUTIONS

RESOLVED: Levido/Intemann

That Council note the information contained in the Status of Reports from Council Resolutions report.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

09.03 REQUEST FOR LEAVE OF ABSENCE - COUNCILLOR SHARON GRIFFITHS

RESOLVED: Hawkins/Alley

That Council grant leave of absence for Councillor Griffiths for the period 14 to 20 April 2019, which includes the Ordinary Meeting of Council scheduled 17 April 2019.

*CARRIED: 7/0
FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner
AGAINST: Nil*

09.04 CODE OF MEETING PRACTICE

RESOLVED: Intemann/Alley

That Council:

1. Pursuant to section 361(3) of the Local Government Act 1993, place on public exhibition the draft Code of Meeting Practice, from 24 April 2019 for a minimum of 28 days.
2. Pursuant to section 361(4) of the Local Government Act 1993, accept submissions on the Code of Meeting Practice, from 24 April 2019 for a minimum 42-day period.
3. Note that a further report will be tabled at the June 2019 meeting of Council, detailing the submissions received from the public and further consideration of Council during the exhibition period.

*CARRIED: 7/0
FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner
AGAINST: Nil*

09.05 MONTHLY BUDGET REVIEW - MARCH 2019

Councillor Pinson declared a Pecuniary Interest in this matter and left the room and was out of sight during the Council's consideration, the time being 7:05pm.

The Mayor vacated the Chair and the Deputy Mayor assumed the Chair.

RESOLVED: Hawkins/Alley

That Council:

1. Adopt the adjustments in the "Budget Variations – March 2019" section of the Monthly Budget Review – March 2019.
2. Amend the 2018-2019 Operational Plan to include all budget adjustments approved in this report.

CARRIED: 6/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido and Turner

AGAINST: Nil

Mayor Pinson returned to the meeting, the time being 7:10pm.

The Deputy Mayor vacated the Chair and the Mayor resumed the Chair.

09.06 INVESTMENTS - MARCH 2019

RESOLVED: Cusato/Hawkins

That Council note the Investment Report for the month of March 2019.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

10.01 RECOMMENDED ITEMS FROM THE MAYOR'S SPORTING FUND SUB-COMMITTEE - MARCH 2019

RESOLVED: Pinson/Intemann

That Council, pursuant to the provisions of Section 356 of the Local Government Act 1993, grant financial assistance from the Mayor's Sporting Fund as follows:

1. Claire McIntosh receive \$500.00 to assist with the expenses she will incur traveling to and competing at the 2019 Hancock Prospecting Australian Age Swimming Championships to be held in Adelaide, South Australia from 15 – 22 April 2019 inclusive.
2. Sarah McIntosh receive \$500.00 to assist with the expenses she will incur traveling to and competing at the 2019 Hancock Prospecting Australian Age Swimming Championships to be held in Adelaide, South Australia from 15 – 22 April 2019 inclusive.
3. Ryan Payne receive \$350.00 to assist with the expenses he will incur competing as a member of the Under 18's NSW Men's Blues Team to compete at the Australian Hockey Championships to be held in Hobart, Tasmania from 9 – 17 April 2019 inclusive.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

10.02 T-19-13 TASTINGS ON HASTINGS - EVENT COORDINATOR

MOTION

MOVED: Intemann/Levido

That Council:

1. Note that no responses were received to the Request for Proposal for an Event Coordinator for the 2019 Tastings on Hastings event.
2. Not deliver the 2019 Tastings on Hastings event.
3. Note the current 2018-2019 Operational Plan Item 3.1.3.2 - 'Finalise and Implement a new Port Macquarie-Hastings Events Plan'.
4. Request the General Manager hold a Councillor briefing on the Port Macquarie-Hastings Events Plan by the end of June 2019, with a view to tabling a report at a meeting of Council on or before September 2019 on the Port Macquarie Events Plan and how the Tastings on Hastings budget may be best allocated into the future.

FORESHADOWED MOTION

MOVED: Hawkins

That Council:

1. Note that no responses were received to the Request for Proposal for an Event Coordinator for the 2019 Tastings on Hastings event;

-
2. Deliver the 2019 event using an internal staff resource.
 3. Request the General Manager present a report to Council on the future of Tastings on Hastings to the Ordinary Council Meeting in December 2019.

THE MOTION WAS PUT

RESOLVED: Intemann/Levido

That Council:

1. Note that no responses were received to the Request for Proposal for an Event Coordinator for the 2019 Tastings on Hastings event.
2. Not deliver the 2019 Tastings on Hastings event.
3. Note the current 2018-2019 Operational Plan Item 3.1.3.2 - 'Finalise and Implement a new Port Macquarie-Hastings Events Plan'.
4. Request the General Manager hold a Councillor briefing on the Port Macquarie-Hastings Events Plan by the end of June 2019, with a view to tabling a report at a meeting of Council on or before September 2019 on the Port Macquarie Events Plan and how the Tastings on Hastings budget may be best allocated into the future.

CARRIED: 4/3

FOR: Cusato, Intemann, Levido and Pinson

AGAINST: Alley, Hawkins and Turner

11.01 EVENT SPONSORSHIP PROGRAM ROUND 2, 2019

RESOLVED: Intemann/Alley

That Council pursuant to provisions of Section 356 of the Local Government Act 1993, grant financial assistance from the Event Sponsorship Program Round 2 2019 in the total amount of \$20,000 to:

Event Name & Ranking	Sponsorship \$ Recommended
1. Elephant Trail Race	\$5,000
2. 'A Gala Night at the Ballet'	\$5,000
3. PMBA Bodyboard Teams Event	\$5,000
4. Aussie Endurance MTB Championships (Solo 24 hr)	\$5,000
Total allocated this round	\$20,000

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

12.01 LAND ACQUISITION - 201 BEECHWOOD ROAD, YIPPIN CREEK

RESOLVED: Levido/Alley

That Council:

1. Pay compensation in the amount of \$5,006.00 (GST Exclusive) as compensation to the owners of Lot 28 DP245751, CA & ML Cooper, for the acquisition of that part of Lot 28 DP245751 more particularly described as Lot 1 in plan of acquisition DP1248433.
2. Pursuant to Section 59 of the Land Acquisition (Just Terms Compensation) Act 1991, pay the landowners' reasonably incurred legal and financial costs associated with the acquisition, including discharge of mortgage over the land to be acquired.
3. Pursuant to Section 10 of the Roads Act 1993, on the acquisition of Lot 1 DP1248433 dedicate the land as a public road.
4. Pursuant to Section 377 of the Local Government Act 1993, delegate authority to the General Manager to execute, electronically or otherwise, all documents including but not limited to any authorisation form as required, associated with the acquisition in accordance with the Electronic Transactions Act 2000.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

12.02 CLASSIFICATION OF LAND CONTAINING SEWER INFRASTRUCTURE

RESOLVED: Levido/Cusato

That Council:

1. Classify Lot 31 Deposited Plan 1228142 as "operational land";
2. Classify Lot 3 Deposited Plan 1241253 (land situated at Pacific Highway, Sancrox) as "operational land";
3. Classify Lot 1 Deposited Plan 1240385 (land situated at Main Street, Comboyne) as "operational land";
4. Classify Lot 2 Deposited Plan 1244793 (land situated off Henry Street, Long Flat) as "operational land";
5. Classify Lot 2 Deposited Plan 1244795 (land situated off Henry Street, Long Flat) as "operational land".

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

**12.03 AUGMENTATION OF THE BEECHWOOD WATER SUPPLY -
ACQUISITION OF EASEMENT**

RESOLVED: Levido/Cusato

That Council:

1. Pay compensation in the amount of \$24,750.00 (GST Exclusive) to the owners of Lot 2 Deposited Plan 629354, R C & K L Beers, for the acquisition of an easement for water supply 5 metres wide depicted as (A) in plan of acquisition Deposited Plan 1242345 as it affects Lot 2 Deposited Plan 629354;
2. Delegate authority to the General Manager to execute, electronically or otherwise, all documents including but not limited to any authorisation form as required associated with the acquisition in accordance with the Electronic Transactions Act 2000.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

12.04 LAND ACQUISITION - LONG FLAT SEWERAGE SCHEME

RESOLVED: Levido/Cusato

That Council

1. Pay compensation in the amount of \$21,250.00 (GST Exclusive) to the owner of Lot 4 Deposited Plan 713682, S Parker, for the acquisition of that part of Lot 4 Deposited Plan 713682 more particularly described as Lot 4 in plan of acquisition Deposited Plan 1246722;
2. Pursuant to Section 59 of the Land Acquisition (Just Terms Compensation) Act 1991, pay the landowner's property conveyancing costs;
3. Delegate authority to the General Manager to sign, electronically or otherwise, all documents including but not limited to any authorisation form as required, associated with the acquisition in accordance with the Electronic Transactions Act 2000;
4. Pursuant to Section 34 of the Local Government Act 1993 commence the process to classify Lot 4 Deposited Plan 1246722 as "operational land" by placing on public exhibition the proposed resolution "It is intended to classify Lot 4 Deposited Plan 1246722 (land situated at 31A Henry Street, Long Flat) as operational land" from 24 April 2019 for a minimum period of 28 days;
5. Note that a further report will be tabled at the June 2019 Ordinary Council meeting detailing any submissions received during the exhibition period.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

12.05 LONG TERM ENERGY STRATEGY - 6 MONTH UPDATE

RESOLVED: Alley/Intemann

That Council:

1. Note the update on the Long Term Energy Strategy implementation as provided in this report.
2. Take proactive steps to determine Council's total electricity usage and cost and the allocation of electricity usage and cost across Council's broad function areas being, sewer, water, street lighting, administration, libraries, glasshouse, waste, airport, sporting venues and general uses and the allocation between renewable and non-renewable sources and include an update in the October 2019 report.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

Item - 12.06 Urban Growth Management Strategy Update - has been moved to another part of the document.

12.07 THE RUINS WAY, INNES PENINSULA ENVIRONMENTAL MANAGEMENT LAND PLANNING AGREEMENT

RESOLVED: Intemann/Cusato

That Council enter into and execute The Ruins Way, Innes Peninsula Environmental Management Land Planning Agreement.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

12.08 UPDATE ON SITE SPECIFIC PLANNING PROPOSAL REQUESTS

Councillor Levido declared a Non-Pecuniary, Significant Interest in this matter and left the room and was out of sight during the Council's consideration, the time being 7:56pm.

Councillor Alley declared a Non-Pecuniary, Significant Interest in this matter and left the room and was out of sight during the Council's consideration, the time being 07:56pm.

RESOLVED: Intemann/Cusato

That Council:

1. Note the current status of site specific Planning Proposal requests as described in this report.
2. In relation to the Planning Proposal Request (PP2016-11.1) for Lot 2 DP 771931, Mission Terrace Lakewood, provide the Proponent with a further 3 months (to 17 July 2019) to resolve the NSW Rural Fire Service concerns with the Planning Proposal, and if this is not able to be achieved that the matter be reported back to Council to determine the next steps.
3. Receive a further update report in six months regarding the progress of site specific Planning Proposal requests.

CARRIED: 5/0

FOR: Cusato, Hawkins, Intemann, Pinson and Turner

AGAINST: Nil

Councillor Alley returned to the meeting, the time being 07:58pm.

Councillor Levido returned to the meeting, the time being 07:58pm.

Item - 12.09 Planning Proposal: Land at the Intersection of Houston Mitchell Drive and Ocean Drive, Bonny Hills - has been moved to another part of the document.

12.10 QUESTION FROM PREVIOUS MEETING - COASTAL KOALA PLAN OF MANAGEMENT - AERIAL PHOTOGRAPH 2012

RESOLVED: Turner/Cusato

That Council note the information provided in respect of the revised total area of land covered by the draft Coastal Koala Plan of Management.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

Item - 12.11 DA2018 - 562.1 Demolition of Existing Buildings, Consolidation and Boundary Adjustment, and Construction of Seniors Housing at Lots 10 - 13 DP 861177, Lot 1 DP 782560, Lot 1 DP 393967, Lot 1 DP 390610, Lot 1 DP 1053812, Lot 1 DP 121189, Lot 1 DP 795 - has been moved to another part of the document.

Item - 12.12 DA2016 - 1000.1 Waste Management Facility and Caretaker's Residence at Lot 315 DP 1075670, No. 6 Enterprise Place, Wauchope - has been moved to another part of the document.

Item - 12.13 Draft Kooloonbung Creek Flying-fox Camp Management Plan - has been moved to another part of the document.

12.14 SAVE OUR RECYCLING CAMPAIGN

RESOLVED: Alley/Intemann

That Council:

1. Sign up to Local Government NSW's campaign, Save Our Recycling, to advocate that 100% of the Waste Levy collected by the NSW Government be reinvested in waste avoidance, recycling and resource recovery.
2. Request the General Manager make representations to both our Local State Members, in support of this campaign.
3. Request the General Manager write to the NSW Premier, the Minister for Local Government, the Minister for the Environment and the NSW Opposition Leader and Shadow Ministers seeking support for 100% reinvestment of the waste levy collected each year into waste avoidance, recycling and resource recovery.
4. Endorse the distribution and display of the Local Government NSW Save Our Recycling information on Council premises and web site.
5. Formally advise Local Government NSW that Council has endorsed the Save Our Recycling advocacy initiative.

CARRIED: 7/0

FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner

AGAINST: Nil

13 QUESTIONS FOR NEXT MEETING

13.01 NEW PEDESTRIAN CROSSING IN LAURIETON

Question from Mayor Pinson:

Could the General Manager please detail the process for how the decision was made to place the new Laurieton Pedestrian Crossing in its proposed location?

Comments by Councillor (if provided):

Nil.

CONFIDENTIAL COMMITTEE OF THE WHOLE

RESOLVED: *Levido/Alley*

1. That pursuant to section 10A subsections 2 & 3 and 10B of the Local Government Act 1993 (as amended), the press and public be excluded from the proceedings of the Council in Confidential Committee of the Whole (Closed Session) on the basis that items to be considered are of a confidential nature.
2. That Council move into Confidential Committee of the Whole (Closed Session) to receive and consider the following items:

- | | |
|------------|--|
| Item 14.01 | John Henry Taylor and Mildred Joy Taylor v. Port Macquarie-Hastings Council

This item is considered confidential under Section 10A(2)(c) of the Local Government Act 1993, as it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. |
| Item 14.02 | Port Macquarie Airport Hangar Lease Rental Valuations

This item is considered confidential under Section 10A(2)(d(ii)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. |
| Item 14.03 | T-19-04 Construction of Pile Strengthening and Bridge Repairs - Dunbogan Bridge Rehabilitation

This item is considered confidential under Section 10A(2)(d(ii)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. |

-
- Item 14.04 T-18-60 Operation & Management of Four Council Owned Swimming Pools

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

- Item 14.05 T-19-02 Lease of the Cafe and Retail Lease Areas and Other Commercial Opportunities at the Port Macquarie Airport

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

- Item 14.06 Land Acquisition - 210 Hastings River Drive, Port Macquarie

This item is considered confidential under Section 10A(2)(c) of the Local Government Act 1993, as it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

- Item 14.07 20 Boundary Street, Port Macquarie - Hibbard Sports Club

This item is considered confidential under Section 10A(2)(c) of the Local Government Act 1993, as it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

3. That the resolutions made by the Council in Confidential Committee of the Whole (Closed Session) be made public as soon as practicable after the conclusion of the Closed Session and such resolutions be recorded in the Minutes of the Council Meeting.

CARRIED: 7/0
FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner
AGAINST: Nil

ADJOURN MEETING

The Ordinary Council Meeting adjourned at 8:01pm.

RESUME MEETING

The Ordinary Council Meeting resumed at 8:26pm.

ADOPTION OF RECOMMENDATIONS FROM THE CONFIDENTIAL COMMITTEE OF THE WHOLE

RESOLVED: Alley/Cusato

That the undermentioned recommendations from Confidential Committee of the Whole (Closed Session) be adopted:

Item 14.01 John Henry Taylor and Mildred Joy Taylor v. Port Macquarie-Hastings Council

This item is considered confidential under Section 10A(2)(c) of the Local Government Act 1993, as it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

RECOMMENDATION

That Council:

1. Note the legal advice provided in relation to the John Henry Taylor and Mildred Joy Taylor v. Port Macquarie-Hastings Council matter.
2. Request the General Manager to retain Marsdens to act on this matter on Council's behalf.
3. Request the General Manager to engage a Costs Consultant.
4. Request the General Manager to report back to Council when the results of the cost assessment is known.

Item 14.02 Port Macquarie Airport Hangar Lease Rental Valuations

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

RECOMMENDATION

That Council:

1. Adopt the valuations for ground rentals and improved hangars at Port Macquarie Airport as assessed by independent property consultants First State Property Valuers and outlined in the Financial & Economic Implications of this report;
2. Invite existing lessees with expired ground or hangar leases currently operating under holding over provisions, to enter into new leases with Council in line with the adopted rental valuations;
3. Where expired ground or hangar leases are currently operating under holding over provisions, and new leases are not entered into within six (6) months, give written notice to lessees of the end of the holding over period;
4. Subject to Resolution 3 above, invite new expressions of interest for any vacant ground lease or hangar sites.

Item 14.03 T-19-04 Construction of Pile Strengthening and Bridge Repairs - Dunbogan Bridge Rehabilitation

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

RECOMMENDATION

That Council:

1. Accept the tender from Duratec Australia Pty Ltd for \$3,616,738 (exclusive of GST) for the construction of Pile Strengthening and Bridge Repairs on Dunbogan Bridge.
2. Accept the Schedule of Rates from Duratec Australia Pty Ltd for the construction of Pile Strengthening and Bridge Repairs on Dunbogan Bridge.
3. Affix the seal of Council to the necessary documents.
4. Maintain the confidentiality of the documents and consideration in respect of Tender T-19-04.
5. Increase the project budget by \$1,276,000 to \$5,276,000 as detailed within this report, noting that this is a multi-year project.

Item 14.04 T-18-60 Operation & Management of Four Council Owned Swimming Pools

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

RECOMMENDATION

That Council:

1. Accept the Tender from BlueFit Pty Ltd for \$1,561,212 (exclusive of GST) for the Operation & Management of Four (4) Council Owned Swimming Pools for the term of five (5) years with the option of two 2-year extension periods, such options to be for the benefit of the Council and may be exercised only by the Council in its sole discretion.
 2. Adopt Option 1 for the extension of the swimming season at Wauchope Memorial Olympic Pool for the period 26 April to 31 May at an additional cost of \$0.
 3. Note the cost implications associated with extension of the swimming season at Wauchope, Kendall and Laurieton Swimming Pools as tendered by BlueFit Pty Ltd, for Options 2 to 4.
 4. Affix the seal of Council to the necessary documents.
 5. Maintain the confidentiality of the documents and consideration in respect to Request for Tender T-18-60.
-

Item 14.05 T-19-02 Lease of the Cafe and Retail Lease Areas and Other Commercial Opportunities at the Port Macquarie Airport

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

RECOMMENDATION

That Council:

1. In accordance with the Local Government (General) Regulations 2005 clause 178(1)(b), decline to accept any of the proposals submitted for RFP T-19-02 for the lease of the café and retail lease areas and other commercial opportunities at the Port Macquarie Airport due to no conforming proposal being received.
2. Review the lease and service level requirements for the café and retail lease areas to ensure the delivery of appropriate and sustainable café/retail services at the Port Macquarie Airport.
3. In accordance with the Local Government (General) Regulations 2005 clauses 178(3)(e) and 178(4), decline to invite fresh tenders and enter into negotiations with Martbarr Pty Ltd with a view to entering into a lease for the café and/or retail areas at the Port Macquarie Airport.
4. Request the General Manager present a further report to a future meeting of Council on completion of the negotiation process, for Council's further consideration of RFP T-19-02.
5. Maintain the confidentiality of the documents and considerations in respect of RFP T-19-02.

Item 14.06 Land Acquisition - 210 Hastings River Drive, Port Macquarie

This item is considered confidential under Section 10A(2)(c) of the Local Government Act 1993, as it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

RECOMMENDATION

That Council:

1. Pay compensation in the amount of \$450,000.00 (GST Exclusive) to the owners of Lot 2 Deposited Plan 39064, WF & PG Schubert and AM Morrow, for the acquisition of Lot 2 Deposited Plan 39064;
2. Pursuant to Section 59 of the Land Acquisition (Just Terms Compensation) Act 1991, pay the landowners' reasonably incurred legal and financial costs associated with the acquisition, including valuation fees;
3. Pursuant to Section 377 of the Local Government Act 1993, delegate authority to the General Manager to execute, electronically or otherwise, all documents including but not limited to any authorisation form as required, associated with

-
- the acquisition in accordance with the Electronic Transactions Act 2000;
4. Pursuant to Section 34 of the Local Government Act 1993 commence the process to classify Lot 2 Deposited Plan 39064 as “operational land” by placing on public exhibition the proposed resolution “It is intended to classify Lot 2 Deposited Plan 39064 (land situated at 210 Hastings River Drive, Port Macquarie) as operational land” from 24 April 2019 for a minimum period of 28 days;
 5. Note that a further report will be tabled at the June 2019 Ordinary Council meeting detailing any submissions received during the exhibition period;
 6. Pursuant to Section 10 of the Roads Act 1993, on completion of the process to classify Lot 2 Deposited Plan 39064, dedicate that part of Lot 2 Deposited Plan 39064 more particularly described as Lot 27 Deposited Plan 874058, as a public road.

Item 14.07 20 Boundary Street, Port Macquarie - Hibbard Sports Club

This item is considered confidential under Section 10A(2)(c) of the Local Government Act 1993, as it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

RECOMMENDATION

That Council:

1. Note the information provided in this report.
2. Not participate in the upcoming Expression of Interest for purchase of 20 Boundary St, Port Macquarie (Hibbard Sports Club).

CARRIED: 7/0
FOR: Alley, Cusato, Hawkins, Intemann, Levido, Pinson and Turner
AGAINST: Nil

The meeting closed at 8:27pm.

.....
Peta Pinson
Mayor

Item: 05
Subject: DISCLOSURES OF INTEREST

RECOMMENDATION

That Disclosures of Interest be presented

DISCLOSURE OF INTEREST DECLARATION

Name of Meeting:
Meeting Date:
Item Number:
Subject:
.....

I, declare the following interest:

☐

Pecuniary:

Take no part in the consideration and voting and be out of sight of the meeting.

☐

Non-Pecuniary - Significant Interest:

Take no part in the consideration and voting and be out of sight of the meeting.

☐

Non-Pecuniary - Less than Significant Interest:

May participate in consideration and voting.

For the reason that:
.....

Name:

Signed: Date:

(Further explanation is provided on the next page)

Further Explanation

(Local Government Act and Code of Conduct)

A conflict of interest exists where a reasonable and informed person would perceive that a Council official could be influenced by a private interest when carrying out their public duty. Interests can be of two types: pecuniary or non-pecuniary.

All interests, whether pecuniary or non-pecuniary are required to be fully disclosed and in writing.

Pecuniary Interest

A pecuniary interest is an interest that a Council official has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the Council official. (section 442)

A Council official will also be taken to have a pecuniary interest in a matter if that Council official's spouse or de facto partner or a relative of the Council official or a partner or employer of the Council official, or a company or other body of which the Council official, or a nominee, partner or employer of the Council official is a member, has a pecuniary interest in the matter. (section 443)

The Council official must not take part in the consideration or voting on the matter and leave and be out of sight of the meeting. The Council official must not be present at, or in sight of, the meeting of the Council at any time during which the matter is being considered or discussed, or at any time during which the council is voting on any question in relation to the matter. (section 451)

Non-Pecuniary

A non-pecuniary interest is an interest that is private or personal that the Council official has that does not amount to a pecuniary interest as defined in the Act.

Non-pecuniary interests commonly arise out of family, or personal relationships, or involvement in sporting, social or other cultural groups and associations and may include an interest of a financial nature.

The political views of a Councillor do not constitute a private interest.

The management of a non-pecuniary interest will depend on whether or not it is significant.

Non Pecuniary – Significant Interest

As a general rule, a non-pecuniary conflict of interest will be significant where a matter does not raise a pecuniary interest, but it involves:

- (a) A relationship between a Council official and another person that is particularly close, for example, parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the Council official or of the Council official's spouse, current or former spouse or partner, de facto or other person living in the same household.
- (b) Other relationships 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 a Council official an organisation, sporting body, club, corporation or association that is particularly strong.

If a Council official declares a non-pecuniary significant interest it must be managed in one of two ways:

1. Remove the source of the conflict, by relinquishing or divesting the interest that creates the conflict, or reallocating the conflicting duties to another Council official.
2. Have no involvement in the matter, by taking no part in the consideration or voting on the matter and leave and be out of sight of the meeting, as if the provisions in section 451(2) apply.

Non Pecuniary – Less than Significant Interest

If a Council official has declared a non-pecuniary less than significant interest and it does not require further action, they must provide an explanation of why they consider that the conflict does not require further action in the circumstances.

SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION

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 land in which councillor or an associated person, company or body has a proprietary interest (<i>the identified land</i>)	
Relationship of identified land to councillor <i>[Tick or cross one box.]</i>	<input type="checkbox"/> 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"/> Associated person of councillor has interest in the land. <input type="checkbox"/> Associated company or body of councillor has interest in the land.
MATTER GIVING RISE TO PECUNIARY INTEREST	
Nature of land that is subject to a change in zone/planning control by proposed LEP (<i>the subject land</i>) ⁱⁱⁱ <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 <i>[Tick or cross one box]</i>	<input type="checkbox"/> Appreciable financial gain. <input type="checkbox"/> Appreciable financial loss.

Councillor's Name:

Councillor's Signature: Date:

Important Information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under sections 451 (4) and (5) of the *Local Government Act 1993*. You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred by the Director-General to the Local Government Pecuniary Interest and Disciplinary Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting in respect of 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.

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- i. Section **443** (1) of the *Local Government Act 1993* provides that you may have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative^{iv} or because your business partner or employer has a pecuniary interest. You may 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.
- ii. Section **442** of the *Local Government Act 1993* 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 section **448** of that Act (for example, an interest as an elector or as a ratepayer or person liable to pay a charge).
- iii. 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 section **443** (1) (b) or (c) of the *Local Government Act 1993* has a proprietary interest..
- iv. **Relative** is defined by the *Local Government Act 1993* 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.

Item: 06.01**Subject: MAYORAL MINUTE - MAYORAL DISCRETIONARY FUND
ALLOCATIONS****Mayor, Peta Pinson**

RECOMMENDATION

That the Mayoral Discretionary Fund allocations for the period 4 April to 1 May 2019 inclusive be noted.

DiscussionMayoral Discretionary Fund Allocations

The Mayor made the following allocations from the Mayoral Discretionary Fund for the period 4 April to 1 May 2019:

Donation to Salvation Army Red Shield Appeal Breakfast Launch	\$250.00
Mayoral Morning Tea for Cory Cwm Welsh Valley Men's Choir	\$237.50
Gift for Mayor of Rhondda Cynon Taf County Borough Council - Wales	\$39.00
Floral Bouquet for Sylvia Arnett - 108 th Birthday	\$83.50
6 x ANZAC Day Wreaths for Commemorative Services	\$390.00
Donation to Nyiirun Djiyagan Wakulda Women's Festival	\$100.00
	\$1,100.00

Attachments

Nil

Item: 07**Subject: CONFIDENTIAL CORRESPONDENCE TO ORDINARY COUNCIL
MEETING****Presented by: General Manager, Craig Swift-McNair**

Alignment with Delivery Program

1.3.2 Build trust and improve Council's public reputation through transparency, good decision making and living Council's Values.

RECOMMENDATION

That Council determine that the attachment to Item Numbers 9.04, 9.08, 10.01 be considered as confidential, in accordance with Section 11(3) of the Local Government Act.

Discussion

The following confidential attachments have been submitted to the Ordinary Council Meeting:

Item No: 09.04
Subject: Legal Fees
Attachment Description: Legal matters >\$10000 2018-19 Financial Year
Confidential Reason: Relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it. Local Government Act 1993 - Section 10A(2)(d(i).

Item No: 09.08
Subject: Quarterly Budget Review Statement - March 2019
Attachment Description: March 2019 Quarterly Budget Review Statement - Consultancy Engagements
Confidential Reason: Provides information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct business. Local Government Act 1993 - Section 10A(2)(c).

Item No: 10.01
Subject: 2018-2019 Round 2 Community Grant Program for Endorsement
Attachment Description: Project Descriptions - Round 2 Community Grant Program 2018/19
Confidential Reason: Relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it. Local Government Act 1993 - Section 10A(2)(d(i).

Item: 08**Subject: PUBLIC FORUM**

Residents are able to address Council in the Public Forum of the Ordinary Council Meeting on any Council-related matter not listed on the agenda.

A maximum of five speakers can address any one Council Meeting Public Forum and each speaker will be given a maximum of five minutes to address Council. Council may wish to ask questions following an address, but a speaker cannot ask questions of Council.

Once an address in the Public Forum has been completed, the speaker is free to leave the chambers quietly.

If you wish to address Council in the Public Forum, you must apply to address that meeting **no later than 4.30pm on the day prior to the meeting** by completing the 'Request to Speak in Public Forum at Ordinary Council Meeting Form'. This form is available at Council's offices or online at www.pmhc.nsw.gov.au.

1 Leadership and Governance

What we are trying to achieve

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

What the result will be

We will have:

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

How we will get there

- 1.1 Inform and engage with the community about what Council does using varied communication channels
- 1.2 Maintain strong partnerships between all stakeholders - local, state and federal — so that they are effective advocates for the community
- 1.3 Demonstrate leadership
- 1.4 Use innovative, efficient and sustainable practices
- 1.5 Ensure strong corporate and financial management that is transparent and accountable

Item: 09.01

**Subject: NOTICE OF MOTION - SUBMISSION FROM REVIVE LAKE CATHIE
INC.TO PMHC 2019-2020 OPERATIONAL PLAN**

Councillor Hawkins has given notice of his intention to move the following motion:

RECOMMENDATION

That Council:

- 1. Thank the Revive Lake Cathie group for its submission on Lake Cathie.**
- 2. Note that Lake Cathie is an asset of the Crown and management of the Lake Cathie system is the responsibility of a number of stakeholders including:**
 - a) Council;**
 - b) National Parks and Wildlife Service (NPWS);**
 - c) Office of the Environment and Heritage (OEH); and**
 - d) NSW Fisheries and Department of Industry (Lands),****in accordance with the NSW Coastal Management Act 2016 and the Lake Cathie Opening Strategy**
- 3. Request the General Manager to forward a copy of the Revive Lake Cathie Group's submission to:**
 - a) National Parks and Wildlife Service;**
 - b) Office of the Environment and Heritage (OEH);**
 - c) NSW Fisheries and Department of Industry (Lands);**
 - d) NSW Minister for Water, Property and Housing;**
 - e) NSW Local Member (and local resident) Leslie Williams;**
 - f) Premier Gladys Berejiklian; and**
 - g) Deputy Premier John Barilaro**
- 4. Request the General Manager to seek advice from the NSW Government referred to in 3 above as to whether, as a result of the Revive Lake Cathie submission, the existing Lake Cathie Opening Strategy should be reviewed.**
- 5. Request the General Manager to make a further request of the NSW Government that if it deems a review of the Lake Cathie Opening Strategy is required, that the necessary resources to undertake such a review be provided, along with any resources required for associated capital works that may be prescribed by an updated strategy or management plan.**

Comments by Councillor (if provided)

No comments provided.

Attachments

Nil

Item: 09.02

Subject: STATUS OF REPORTS FROM COUNCIL RESOLUTIONS

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

1.3.2 Build trust and improve Council's reputation through transparency, good decision making and living Council's Values.

RECOMMENDATION

That Council note the information contained in the Status of Reports from Council Resolutions report.

Discussion

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
Innes Gardens Memorial Park Crematorium and Lawn Cemetery	17/10/18 Item 14.01	EOI being finalised	DCP	Apr-19 May-19	Jun-19
Town Centre Master Plan Charter Review	20/06/18 Item 09.09	Still being discussed	DSG	Apr-19 May-19	Jun-19
Health and Education Precinct Draft Master Plan - post exhibition	21/11/18 Item 11.05	Information still being obtained.	DSG	May-19	Jun-19
QFPM - Enforcement of Unlawful Activity Policy - findings of review	18/07/18 Item 09.07	Policy being drafted. Awaiting further advice and discussions with Councillors.	DDE	Dec-19 Feb-19 Mar-19 Apr-19	Jun-19
Vince Inmon Sporting Complex - Master Plan Development	21/11/18 Item 10.04		DDE		Jun-19
Why Local Government Matters Project - Completion Report	12/12/18 Item 09.03		GM		Jun-19
Land Acquisition - 921 Hastings River Drive, Pembroke - Post Exhibition	12/12/18 Item 12.04		DCP		Jun-19
Review of Policy (in relation to paragliders)	20/03/19 Item 12.01		DDE		Jun-19
Adoption of 2019-20 IP&R documents - post exhibition.	20/03/19 Item 09.08		DCP		Jun-19
Operation & Routine Maintenance of PMHC Vehicular	20/03/19 Item 14.04		DI		Jun-19

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
Ferries - Settlement Point & Hibbard Crossings - negotiated rates / fees accepted for contract extension					
Code of Meeting Practice - post exhibition	17/04/19 item 09.04		DCP		Jun-19
Land Acquisition - Long Flat Sewerage Scheme	17/04/19 Item 12.04		DCP		Jun-19
Land Acquisition - 210 Hastings River Drive, Port Macquarie - post exhibition	17/04/19 Item 14.06		DCP		Jun-19
RFP T-19-02 Lease of the Cafe and Retail Lease Areas and Other Commercial Opportunities at the Port Macquarie Airport - completion of negotiation process	17/04/19 item 14.05		DCP		Jun-19
Kooloonbung Creek Flying-Fox Camp Management Plan - post exhibition	17/04/19 Item 12.13		DDE		Jun-19
PP: Bundaleer Aged Care - 67 High Street and 4-8 Johnstone Street, Wauchope - Gateway Determination	15/08/18 Item 12.04	Awaiting legal advice and owner's consent	DSG	Sep-18 Oct-18 Feb-19 Apr-19 May-19	Jul-19
Tuffins Lane Sporting Fields - Terms of Agreement	14/12/16 Item 06.02	Awaiting Catholic Parish advice	GM	Oct-18 Mar-19 Apr-19	Jul-19
Opportunities for improving PMHC unsealed road maintenance practices	15/08/18 Item 12.02		DI		Aug-19
Port Macquarie Events Plan and Tastings on Hastings future budget	17/04/19 Item 10.02		DSG		Sep-19
Future of Committees following establishment of Cultural Steering Group	19/04/17 Item 15.05	Item is to be discussed at a future Cultural Steering Group meeting, following the adoption of the Cultural Plan	DSG	Jun-17 Jul-17 Sep-17 Oct-17 Feb-18 Apr-18 Jul-18 Sep-18 Feb-19 Apr-19 May-19	Nov-19
Markets Policy and local markets	21/11/18 Item 11.03		DSG		Dec-19

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
Hay Street Forecourt Tuesday Real Food Market Compliance Report	20/02/19 Item 11.01		DSG		Dec-19
Canal Maintenance	18/10/17 Item 12.04		DI		2018/2019 FY
2020 Ordinary Local Government Election	20/02/19 Item 09.07		DCP		Feb-20
Biodiversity Certification Assessment and Strategy - Port Macquarie Airport and Surrounding Land - viability and implications of the options for securing the required Blackbutt Tallowwood dry grassy open forest and Koala habitat credits, prior to the clearing that creates the demand for those credits.	10/08/16 Item 12.01		DDE		2021 (estimate)
MOU - Norfolk Island Regional Council - income and expenditure administration.	20/03/19 Item 09.02		GM		Feb-21
Planning Proposal – Lot 2 DP1091253 Beach Street Bonny Hills	19/04/16 Item 12.02		DSG		TBA
Planning Proposal - Homedale Road Kew - post exhibition	14/12/16 Item 13.07	Awaiting further response from proponent prior to public exhibition based on state agency consultation.	DSG	Oct-17 Dec-17 May-18	TBA
Planning Proposal - Lot 14 DP240042, Pioneer Street, North Haven. King And Campbell Pty Ltd For Rd & MI Tate And Tate Developments Pty Ltd - Post Exhibition	17/05/17 Item 13.05		DSG		TBA
Planning Proposal PP2016 – 11.1 Mission Terrace Lakewood – post exhibition	15/11/17 Item 12.06		DSG		TBA
Property Purchase by Property Reserve – post exhibition	16/05/18 Item 14.02		DSG		TBA
Planning Proposal: Proposed Highway	16/05/18 Item 12.06		DSG		TBA

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
Service Centre, 1179 Oxley Highway, Sancro - post exhibition					
Trialling Of Parklets In The Port Macquarie Town Centre	16/05/18 Item 10.02		DSG		TBA
Classification as "Operational" Land - 52 John Oxley Drive, Port Macquarie - post exhibition.	20/06/18 Item 14.05		DCP		TBA
Council owned lots at North Shore - Progress of Sale	19/09/18 Item 09.24)		DSG		TBA
T-18-53 Design and Construction of Underbores - Beechwood and Bonny Hills - outcome of negotiations and confirming value for money	21/11/18 Item 14.03		DI		TBA
Orbital Road - any future decisions on preferred routes.	20/02/19 Item 12.09		DI		TBA
John Henry Taylor and Mildred Joy Taylor v. Port Macquarie-Hastings Council - results of cost assessment	17/04/19 Item 14.01		DCP		TBA

Cyclic Reports

Report	Reporting Officer	Reporting Cycle	Month
Mayoral Discretionary Fund Allocations	GM	Monthly	Every
Monthly Financial Update	DCP	Monthly	Every
Investments	DCP	Monthly	Every
Recommendations by the Mayor's Sporting Fund Sub-Committee	DSG	Monthly	Every
Development Activity and Assessment System Performance	DDE	Quarterly	May, Aug, Nov, Feb
Operational Plan – Quarterly Progress	DCP	Quarterly	Nov, Feb, May, Aug
Management of Flying-Fox Colony in Kooloonbung Creek Nature Reserve - Quarterly Progress Report	DDE	Quarterly	Dec, Mar, June, Sep
Legal Fees - Update Report (19/09/18 - Item 09.16)	DCP	Quarterly	Feb, May, Aug, Nov
Grant Application Status Report (17/10/18 - Item 09.07)	DCP	Quarterly	Feb, May, Aug, Nov
Glasshouse Strategic Plan Update	DCP	Biannual	Feb, Aug
Digital Technology Project Status (16/08/17 - Item 09.18)	DCP	Biannual	Feb, Aug

Report	Reporting Officer	Reporting Cycle	Month
Delivery Program – Six Monthly Progress	DCP	Biannual	Mar, Sep
Update on Site Specific Planning Proposal Requests	DSG	Biannual	Apr, Oct
Long Term Energy Strategy – Progress	DDE	Biannual	May, Nov
Economic Development Strategy - Progress (20/11/2013 - Item 10.03)	DSG	Biannual	May, Nov
Performance of Property Investment Portfolio 6-Monthly (12/12/17 - Item 09.09)	DSG	Biannual	May, Nov
Mayoral and Councillor Fees (Setting of)	GM	Annually	Jun
Council Policy - Status	DCP	Annually	Jul
Recreation Action Plan – Status	DDE	Annually	Jul
UGMS - Annual Progress Report on Implementation and Status of Actions (20/06/18 - Item 12.07)	DSG	Annually	Jul
Local Preference Policy Outcomes	DCP	Annually	Aug
Annual Report of the Activities of the Mayor's Sporting Fund	DSG	Annually	Sep
Council Meeting Dates	GM	Annually	Sep
Creation of Office - Deputy Mayor	GM	Annually	Sep
Audit Committee Annual Report	DCP	Annually	Sep
Annual Report of Disability Discrimination Act Action Plan	DSG	Annually	Sep
Legislative Compliance Register	DCP	Annually	Sep
Cultural Plan 2018 - 2021 - Implementation Progress Report (19/09/18 - Item 10.02)	DSG	Annually	Sep
Annual Disclosure of Interest Returns	GM	Annually	Oct
Council's Annual Report	DCP	Annually	Nov
Update Report - Impact of cost shifting for the previous financial year including any additional categories of cost-shifting that have been identified (21/10/15 - Item 09.04)	DCP	Annually	Nov
Compliments and Complaints Annual Report	DSG	Annually	Dec
Funding Programs for Koala Recovery Strategy (19/09/18 - Item 12.05)	DDE	Annually	Dec

Attachments

Nil

Item: 09.03

Subject: DRAFT CODE OF CONDUCT AND DRAFT PROCEDURES FOR THE ADMINISTRATION OF THE MODEL CODE OF CONDUCT

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

1.4.3 Build trust and improve Council's public reputation through transparency and accountability.

RECOMMENDATION

That Council:

- 1. Pursuant to Section 440 of the Local Government Act 1993, adopt the draft Code of Conduct.**
- 2. Pursuant to Section 440AA of the Local Government Act 1993, adopt the draft Procedures for the Administration of the Model Code of Conduct.**

Executive Summary

The 2018 Model Code of Conduct for Local Councils in NSW and the associated Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW were prescribed on 14 December 2018.

Councils must adopt the new Model Code of Conduct and Model Procedures within six months of prescription, by 14 June 2019, based on the Model Code of Conduct and Procedures prescribed under the Regulation.

It is proposed that the:

- Draft Code of Conduct be adopted pursuant to section 440 of the *Local Government Act 1993*.
- Draft Procedures for the Administration of the Model Code of Conduct be adopted pursuant to section 440AA of the *Local Government Act 1993*.

The Code of Conduct and Procedures have not been placed on public exhibition as they are not required to be, unlike the Code of Meeting Practice.

Discussion

Code

A model Code of Conduct for Local Councils in NSW ("the Code") is made for the purposes of section 440 of the *Local Government Act 1993* ("the Act"). Section 440 of the Act requires every council to adopt a code of conduct that incorporates the provisions of the Model Code.

The current Code was last adopted at the March 2016 Ordinary Meeting of Council.

The new (draft) Code is being proposed and is provided as Attachment 1.

Key changes to the Code include:

- it incorporates the pecuniary interest provisions previously contained in the Act and Regulation
- new standards relating to discrimination and harassment, bullying, work health and safety, behaviour at meetings, access to information and maintenance of council records
- new rules governing the acceptance of gifts including mandatory reporting
- a new ongoing disclosure requirement for councillors and designated persons requiring disclosure of new interests in returns of interests within three months of becoming aware of them
- councillors will be required to disclose in their returns of interests whether they are a property developer or a close associate of a property developer.

There have been no supplementary clauses specific to Port Macquarie-Hastings Council added to the draft.

Procedures

A model Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW ("the Procedures") is made for the purposes of section 440AA of the Act. Section 440AA of the Act requires every council to adopt a code of conduct that incorporates the provisions of the model procedure.

The current procedures were last adopted at the February 2013 Ordinary Meeting of Council.

The procedures provide the framework as to how Code of Conduct complaints are dealt with.

The new (draft) procedures is being proposed and is provided at Attachment 2. There have been no supplementary clauses specific to Port Macquarie-Hastings Council added to the draft.

Note that the documents may be reformatted by internal resources post adoption.

Options

If a council fails to adopt a new code of conduct and procedures based on the new Model Code of Conduct and Procedures within six months of their prescription, the provisions of the new Model Code of Conduct and Procedures will automatically override any provisions of a council's adopted code of conduct and procedures that are inconsistent with those contained in the Model Code of Conduct and Procedures through the operation of sections 440(4) and 440AA(4) of the *Local Government Act 1993* (unless the inconsistent provisions of a council's adopted code of conduct are more onerous than those contained in the Model Code of Conduct).

Community Engagement and Consultation

The Code of Conduct and Procedures have not been placed on public exhibition as they are not required to be, unlike the Code of Meeting Practice.

Internal Consultation

- Councillors
- General Manager.
- Director Corporate Performance.
- Senior Leadership Team
- Group Manager Governance and Procurement.

Planning & Policy Implications

It is proposed that the draft Code of Conduct replace the current Code of Conduct. The proposed draft Code is provided as Attachment 1.

It is proposed that the draft Procedures for the Administration of the Model Code of Conduct replace the current procedure. The proposed draft procedure is provided as Attachment 2.

Financial & Economic Implications

There are no financial and economic implications as a result of this report.

Attachments

1[View](#). DRAFT Code of Conduct

2[View](#). Draft Procedures for the Administration of the Model Code of Conduct

Item: 09.04

Subject: LEGAL FEES

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information.

RECOMMENDATION

That Council note the information in the Legal Fees report.

Executive Summary

At the July 2018 Ordinary Council meeting, Council resolved for a report to be provided to the September 2018 Ordinary Council meeting listing a breakdown of legal fees on a case by case basis for matters costing more than \$10,000 in the 2017-2018 financial year.

As a result of the September 2018 Ordinary Council meeting, Council requested an updated report to be provided each quarter.

Attached is a confidential file that provides this information relating to a breakdown of legal fees on a case by case basis for matters costing more than \$10,000 in the 2018-2019 financial year to date as at the end of March 2019.

Discussion

At the July 2018 Ordinary Council meeting, Council resolved:

**09.07 QUESTION FROM PREVIOUS MEETING - ENFORCEMENT OF
UNLAWFUL ACTIVITY POLICY**

RESOLVED: *Turner/Intemann*

That Council:

1. *Note the information contained within the Question from Previous Meeting – Enforcement of Unlawful Activity Policy report.*
2. *Request the General Manager undertake a review of the Regulatory Enforcement Policy in relation to its adequacy for assessing the cost benefits of taking enforcement action, prior to such action taking place.*
3. *Request the General Manager report back to a future meeting of Council as soon as practicable on the findings of the review referred to in 2) above.*
4. *Request the General Manager provide a report to the September 2018 Council meeting listing a breakdown of legal fees on a case by case basis for matters costing more than \$10,000 in the 2017-2018 financial year.*

CARRIED: 9/0

FOR: *Alley, Cusato, Dixon, Griffiths, Hawkins, Intemann, Levido, Pinson and
Turner*

AGAINST: Nil

A report was then provided to the September Ordinary Council meeting that relates to point 4 of the resolution above. As a result, at the September 2018 Ordinary Council meeting, Council resolved:

09.16 LEGAL FEES

Mayor Pinson declared a Pecuniary Interest in this matter and left the room and was out of sight during the Council's consideration, the time being 08:49pm.

The Mayor vacated the Chair and the Deputy Mayor assumed the Chair.

RESOLUTION: *Alley/Turner*

That Council:

1. *Note the information in the Legal Fees report.*
2. *Request the General Manager to provide an updated report quarterly to Council.*

CARRIED: 7/0

FOR: *Alley, Dixon, Griffiths, Hawkins, Intemann, Levido and Turner*

AGAINST: Nil

Attached is a confidential file that provides the information that relates to point 4 of the resolution above. This includes a breakdown of legal fees on a case by case basis for matters costing more than \$10,000 in the 2018-2019 financial year to date as at the end of March 2019.

The attachment titled "Legal matters >\$10000 2018-19 Financial Year" is confidential as it contains information that relates to commercial information of a confidential

nature that would, if disclosed, prejudice the commercial position of the person who supplied it. (Local Government Act 1993 - Section 10A(2)(d)(i)).

Options

Council can resolve to request further information.

Community Engagement & Internal ConsultationInternal Consultation

- General Manager
- Director Corporate Performance
- Group Manager Governance & Procurement

Planning & Policy Implications

There are no planning and policy implications in relation to this report.

Financial & Economic Implications

There are no financial and economic implications in relation to this report.

Attachments

- 1 [View](#). Confidential Attachment - Legal matters >\$10000 2018-19 Financial Year
(Confidential)

Item: 09.05

Subject: DISCLOSURE OF INTEREST RETURN

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

1.3.2 Build trust and improve Council's reputation through transparency, good decision making and living Council's Values.

RECOMMENDATION

That Council note the Disclosure of Interest returns for the following positions:

- 1. Development Engineer.**
- 2. Building Surveyor.**
- 3. Project Manager Infrastructure Delivery.**

Executive Summary

This report informs Council of the lodgement of a return disclosing the interests of a designated person which are required under section 445 of the *Local Government Act 1993*.

Discussion

Section 445 of the *Local Government Act 1993*, requires Designated Persons to prepare and submit written returns of interests in accordance with section 449. The following positions are designated person under the Local Government Act:

1. Development Engineer.
2. Building Surveyor.
3. Project Manager Infrastructure Delivery

Section 450A(1) requires the General Manager to keep a Register of Returns and section 450A(2) requires the General Manager to table the Returns at the first Council meeting held after the last date for lodgement.

The Returns are then held in the Governance Section of Council and, as required by section 6 of the *Government Information (Public Access) Act 2009*, are available for public inspection, by appointment.

The returns for the abovementioned positions will be tabled at this meeting.

Options

Nil. Lodgement of a Return by a Designated Person is a requirement under section 445 of the Local Government Act.

Community Engagement & Internal ConsultationInternal Consultation

- Group Manager Governance and Procurement.
- General Manager.
- Development Engineer.
- Building Surveyor.
- Project Manager Infrastructure Delivery

Planning & Policy Implications

There are no planning or policy implications.

Financial & Economic Implications

There are no financial or economic implications.

Attachments

Nil

Item: 09.06

**Subject: A PROPOSAL TO AMEND THE BOUNDARY OF THE LOCALITIES
OF HACKS FERRY AND LIMEBURNERS CREEK**

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

1.2.1 Promote Council participation and build linkages in local, state and federal initiatives, forums and opportunities to support Council's continued planning for the growth of the region.

RECOMMENDATION

That Council make application to the Geographical Names Board to alter the boundary of the localities of Hacks Ferry and Limeburners Creek, to incorporate that part of Hacks Ferry situated on the eastern side of the Maria River into the locality of Limeburners Creek.

Executive Summary

A report to consider alteration to the locality boundary of Hacks Ferry and Limeburners Creek (as requested by Australia Post in September 2015), to improve address information to support community, government and business.

Discussion

The locality of Hacks Ferry spans both the eastern and western sides of the Maria River. Mail addressed to Hacks Ferry (postcode 2441) is sent from the Port Macquarie Mail Distribution Centre to the Telegraph Point Post Office where it is sorted for delivery by the mail contractor. The mail contract includes only that part of Hacks Ferry situated on the western side of the Maria River (plus additional localities also situated on the western side of the River). Mail addressed to properties on the eastern side of the Maria River is returned to the Port Macquarie Mail Distribution Centre for inclusion in the Blackmans Point (postcode 2444) delivery.

The resultant multiple handling of mail results in delivery delays and in September 2015, Australia Post contacted Council to request a possible locality boundary alteration to improve the local address information in this area.

There are also anecdotal reports of service delivery companies (eg Telstra and some couriers) who have attempted to access properties on the eastern side of the Maria River, believing there is a crossing point along the River. It is noted that the Hacks Ferry ceased to operate many years ago.

A resolution would be to incorporate that part of Hacks Ferry situated on the eastern side of the Maria River into the locality of Limeburners Creek. The proposed

resolution would require an alteration to the boundary of Hacks Ferry and Limeburners Creek as shown in the plan attached to this report.

Alteration of locality boundaries is processed by the Geographical Names Board on application by Council.

Options

There is the option to:

1. Alter the boundary as proposed in this report; or
2. Retain the current locality boundary and status quo with respect to mail delivery delays.

Community Engagement & Internal Consultation

A letter setting out the proposed alteration of the boundary has been provided to property owners that would be impacted should the proposal proceed. The property owners were invited to provide feedback on the proposal. Additionally, the relevant Progress Associations (North Shore Progress Association and Telegraph Point Community Association) have been notified and invited to comment.

There have been no objections raised to the proposed boundary alteration.

If Council supports the alteration, the Geographical Names Board will conduct further statutory notification as required pursuant to the *Geographical Names Act 1966*.

Planning & Policy Implications

There are no planning and policy implications in relation to this report.

Financial & Economic Implications

There are no financial and economic implications in relation to this report.

Attachments

- 1 [View](#). Plan Depicting Extent of Hacks Ferry to be Incorporated Within Limeburners Creek

Item: 09.07

Subject: MONTHLY BUDGET REVIEW - APRIL 2019

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information.

RECOMMENDATION

That Council:

1. **Adopt the adjustments in the "Budget Variations – April 2019" section of the Monthly Budget Review – April 2019.**
2. **Amend the 2018-2019 Operational Plan to include all budget adjustments approved in this report.**

Executive Summary

This report will detail monthly budget adjustments recommended to be made for the month of April 2019.

The Council adopted budget position as at 1 July 2018 was a shortfall of \$511,873, and as at 31 March 2019 that shortfall has been reduced to \$364,608. The budget adjustments contained in this report will improve that position to a surplus of \$24,077.

Discussion

Each month, Council's budgets are reviewed by Group Managers and Directors with any required adjustments reported. The purpose of this report is to provide Council with an up to date view of the current actual financial position in comparison to the original adopted 2018-2019 budget position along with the proposed movement of funds to accommodate any changes.

Any overspends greater than \$50,000 and 2% of the project budget are reviewed and approved by the Executive Group, being their function to oversee operational activities and approve operational actions.

Monthly Budget Review Summary

Original Budget as at 1 July 2018	Shortfall	(\$511,873)
Plus adjustments:		
July Review	Balanced	\$0
August Review	Balanced	\$0
September Review	Balanced	\$0
October Review	Surplus	\$147,265

Original Budget as at 1 July 2018	Shortfall	(\$511,873)
November Review	Balanced	\$0
December Review	-	-
January Review	Balanced	\$0
February Review	Balanced	\$0
March Review	Balanced	\$0
April Review	Surplus	\$388,685
Forecast budget position for 30 June 2019	Surplus	\$24,077

April 2019 Adjustments

The following adjustments reflect the budget adjustments included in this report that impact Council's budget position:

Item	Surplus/ Shortfall	Amount	Comment
Reduction in salary allocations for various sections	Surplus	\$666,044	A detailed review of salary allocations has been undertaken. Due to staff vacancies and leave taken salary budgets will not be fully expended this financial year. This figure is the net amount after overhead adjustments.
Grants - Youth Worker	Surplus	\$92,361	Council has received grant funds toward the employment of the youth worker. The salary for this position was included in Council's original budget so these grant funds can be applied to consolidated revenue.
Contribution to NSW State Emergency Services	Surplus	\$26,589	Council has paid the final invoice from Revenue NSW for this year and the full budget will not be required.
Bushfire Fighting Fund	Surplus	\$21,585	
Contribution to NSW Fire Brigade	Surplus	\$17,233	
Insurance Rebate	Surplus	\$18,605	Council has received an insurance rebate from Statewide Mutual.
Employment Training Grant - Parks and Gardens	Surplus	\$7,500	Council has received an employment training grant from Nova Skills for workers within the parks and recreation section.
Sancrox Reserve Colvin Street - Playground Replacement	Shortfall	(\$1,232)	This is to cover minor finalisation costs on this project.
Allowance for vacancies	Shortfall	(\$300,000)	Council included a budget of (\$300k) in the original budget to cover staff vacancies. As salary budgets have been reduced above this allocation has now been absorbed.

Item	Surplus/ Shortfall	Amount	Comment
Reduction in salary allocations for various sections	Surplus	\$666,044	A detailed review of salary allocations has been undertaken. Due to staff vacancies and leave taken salary budgets will not be fully expended this financial year. This figure is the net amount after overhead adjustments.
Grants - Youth Worker	Surplus	\$92,361	Council has received grant funds toward the employment of the youth worker. The salary for this position was included in Council's original budget so these grant funds can be applied to consolidated revenue.
Contribution to NSW State Emergency Services	Surplus	\$26,589	Council has paid the final invoice from Revenue NSW for this year and the full budget will not be required.
Bushfire Fighting Fund	Surplus	\$21,585	
Contribution to NSW Fire Brigade	Surplus	\$17,233	
Insurance Rebate	Surplus	\$18,605	Council has received an insurance rebate from Statewide Mutual.
Employment Training Grant - Parks and Gardens	Surplus	\$7,500	Council has received an employment training grant from Nova Skills for workers within the parks and recreation section.
Sancrox Reserve Colvin Street - Playground Replacement	Shortfall	(\$1,232)	This is to cover minor finalisation costs on this project.
Construction Certificate Income	Shortfall	(\$160,000)	The slowdown in the property market has resulted in a drop in expected income in this area.
Total	Surplus	\$388,685	

The following adjustments reflect budget movements as a result of over-expenditure reviews, transfers between accounts, grant funding, transfer from reserves and additional receipts etc. that have no impact on the budget position (for example additional income has an associated expenditure budget):

Description	Notes	Funding Source	Amount
Grant Funds	1	Grant	\$172,408
Reserve Transfers	2	Reserves	\$441,550
Contributions and Other Revenues	3	Contribution	nil
Increase in Developer Contributions	4	S 7.11/S64 Contributions	\$1,615,214
Usage of Developer Contributions	4A	S7.11 Contributions	\$1,980
Over-expenditure Reviews	5		nil
Transfer between projects	6	Grant/Revenue	\$962,871
Council Resolutions	7		nil
Total			\$3,194,023

1. Grant funding

The total net increase in grant funding for 2018-2019 is \$172,408.

Council project	Grant provider	Grant Amount	Other Funding*	Comment
Glasshouse Studio Performance Space Seating Upgrade	NSW Department of Planning & Environment	\$127,828	\$7,371 - (Restricted funds held from the Endowment Program) \$3,129 - (transferred from Glasshouse Technical Equipment)	An additional in-kind amount of \$9k will be used in staff salaries to complete this project, bringing the total project to \$147k.
Hamilton Green Enhancement Project	Rotary Group	\$30,000	Nil	
Hollisdale Rural Fire Service Shed Extension	Department of Industry	\$14,580	\$147 - Transferred from Maintenance	
TOTAL		\$172,408	\$10,647	

* Other funding already contained within existing budgets.

2. Reserve Transfers

Additional revenue has been transferred to reserves this month along with some additional reserve expenditure on projects.

Project Name	Reserve	T/f from (reduction) T/f To (increase)	Other Funding	Reserve Amount	Comments
Sale of Carbon Credits	Waste Management - Carbon Credits	Transfer To	Nil	\$69,050	Council has received income from the Clean Energy Regulator for the sale of carbon credits. This is transferred to a carbon credits reserve to enable Council to undertake environmentally sustainable projects such as

Project Name	Reserve	T/f from (reduction) T/f To (increase)	Other Funding	Reserve Amount	Comments
					solar power installations.
Cairncross Waste Depot Income	Waste Management	Transfer To	Nil	\$452,000	This increase in the transfer to reserve is to reflect increased income at Cairncross due to large quantities of concrete from the PM Waste depot site being deposited at Cairncross along with increased usage.
Cairncross Waste Depot Expenditure	Waste Management	Transfer From	Nil	(\$79,500)	The increased waste at the Cairncross Waste Depot has increased the costs for this site.
Net Transfer to reserves				\$441,550	

3. *Contributions and Other Revenues*

Nil

4. *Increase in Section 7.11/Section 64 Contributions*

Council project	Type of Developer Contribution	Amount	Comment
Developer Contributions - S7.11	Roadworks	\$835,835	The receipt of developer contributions has been higher than originally anticipated. With the expected slowing of the property market original budgets were conservative.
	Admin Levy	\$75,000	
	Car Parking	\$67,634	
	Community Facilities	\$250,000	
	Open Space	\$203,798	
	Voluntary Planning Agreements	\$82,947	

Council project	Type of Developer Contribution	Amount	Comment
Developer Contributions - S64	Water Supply	\$100,000	
Total		\$1,615,214	

4a. *Usage of S7.11 Contributions*

Project	Type of S7.11	Amount	Comments
Lakeside Woods Fire Trail Maintenance	Voluntary Planning Agreement	\$1,980	Council has received VPA funding for this project
Total		\$1,980	

5. *Over-expenditure Reviews (approved by Executive)*

Nil

6. *Transfer between projects*

Transfer from	Transfer To	Amount	Comments
Port Macquarie Building Maintenance	Shelly Beach Reserve - Replace Public Amenities	\$2,871	This is to cover some minor finalisation costs on this project.
Stuart Park - Regional Sporting Project	Upgrade Wood Street, Port Macquarie	\$960,000	It is noted that this is not an over-expenditure. Rather the Stuart Park project is made up of multiple components. For ease of tracking the expenditure by component, the project has been split into the two major components.
Total		\$962,871	

7. *Council resolutions*

Nil

Options

Council may adopt the recommendation as proposed or amend as required.

Community Engagement & Internal Consultation

Not Applicable.

Planning & Policy Implications

There are no planning and policy implications in relation to this report.

Financial & Economic Implications

The Attachment to this report contains information of each individual budget adjustment by Division and Section. The budget movements within this report improve the budget position to a surplus of \$24,077.

Statement by Responsible Accounting Officer

"The adopted original budget result for 2018-2019 was a shortfall of \$511,873. Previous budget adjustments have improved that position to \$364,608 with the variations contained within this report improving that position to a surplus of \$24,077. This position is considered a satisfactory result for the year."

Attachments

1 [View](#). April 2019 Budget Review

Item: 09.08

Subject: QUARTERLY BUDGET REVIEW STATEMENT - MARCH 2019

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information.

RECOMMENDATION

That Council note the Quarterly Budget Review Statement for the March 2019 Quarter.

Executive Summary

This report will detail Council's progress against the original and revised 2018-19 Budget as at the end of the third quarter being 31st March 2019.

Discussion

The Quarterly Budget Review Statement (QBRs) is a statutory report prepared in accordance with sections 202 and 203 of the *Local Government (General) Regulation 2005* ('Regulations').

The QBRs presents a summary of Council's financial position at the end of the first, second and third quarter of the financial year. It is a mechanism whereby the Councillors and the community are informed of Council's progress against its current adopted budget.

Whilst the Regulations require the Council, as a minimum, to prepare quarterly revised estimates of income and expenditure through the QBRs, Port Macquarie-Hastings Council adopts budget variations on a monthly basis.

Attached to this report are the mandated components of the QBRs as prescribed in the 'NSW Local Government Code of Accounting Practice and Financial Reporting'. Those components include:

1. Budget Review Income and Expenditure (Consolidated);
2. Budget Review Capital Budget;
3. Budget Review Cash and Investment;
4. Budget Review Key Performance Indicators;
5. Budget Review Contracts and Other expenses; and
6. Statement by the Responsible Accounting Officer.

Also attached is a confidential attachment on Consultancy engagements as resolved by Council under Item 09.09 Supply of Services to Council on 21 October 2015. This resolution resolved:

1. To Adopt Option 2 to expand the existing reporting format of the Quarterly Budget Review Statement to include additional categories of consultancy engagements including accounting, audit, legal, planning, architectural, surveying, environmental, IT and HR with individual consultant data to be provided in a confidential attachment.
2. Commence the reporting regime from the next Quarterly Budget Review Statement.

CARRIED: 8/0

FOR: Besseling, Cusato, Hawkins, Intemann, Levido, Roberts, Sargeant and Turner
AGAINST: Nil

Confidential Attachment 2 titled "2018-19 March Quarterly Budget Review Statement - Consultancy Engagements" provides information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct business. Local Government Act 1993 - Section 10A(2)(c).

Budget Progress Commentary

The variances listed below should be read in conjunction with **Attachment 1** (March 2019 Quarterly Budget Review Statement).

Income and Expenses – QBRS Page 1

Rates and Annual Charges

YTD Budget	YTD Actual	Budget Variance	% Received
\$95.280m	\$95.251m	-\$0.03m	100.0%
<p><i>Major budget variances include:</i></p> <ul style="list-style-type: none"> - Annual Charges: +\$0.206m - Rates: -\$0.234m <p><i>The rates growth that has been incorporated into the budget continues to be captured, however the growth forecast in the original budget has not been as high as anticipated. A reduction in the rates budget of \$141k has been included in the March 2019 budget review that was adopted by Council on the 17th April 2019 and as such is not included in the figures up to the end of March 2019 which are included in this report.</i></p>			

User Fees and Charges

YTD Budget	YTD Actual	Budget Variance	% Received
\$25.608m	\$26.941m	+\$1.333m	105.2%
<p><i>Major budget variances include:</i></p> <ul style="list-style-type: none"> - Water Supply Usage Charges: +\$0.523m - Reclaimed Water: -\$0.372m - Building & S68 Fees: +\$0.193m 			

- Waste Management Charges: +\$1.083m

The variance associated with usage charges for water supply is caused by the timing of receipts and the billing cycles whose frequency at times does not align with the phasing of the budget. Variances in the building fees are due to building activity, (a budget increase of \$100k was included in the March 2019 budget review), and in the waste management charges due to the increased usage at waste facilities, (a budget adjustment has been included in the April budget review). There is a corresponding impact on the waste s.880 levy in Other Expenses.

Interest and Investment Income

YTD Budget	YTD Actual	Budget Variance	% Received
\$5.730m	\$6.597m	+\$0.867m	115.1%
<p><i>Budget variance due to larger than anticipated cash levels resulting in higher yields from Council's investment portfolio. Further information can be found in the Monthly Investment Report.</i></p> <p><i>This favourable budget variance is on a consolidated basis and includes interest contributable to the water fund, sewer fund, and restricted reserves such as waste s7.11 reserves. A budget increase of \$1.1m was included in the March 2019 budget review.</i></p>			

Other Revenues

YTD Budget	YTD Actual	Budget Variance	% Received
\$4.026m	\$4.377m	+\$0.351m	108.7%
<p><i>Major budget variances include:</i></p> <ul style="list-style-type: none"> - Sale of Carbon Credits: +\$0.168m - Other Administration: +\$0.092m - Waste Education Income: +\$0.072m <p><i>Sale of carbon credits is due to the receipt of income from the Clean Energy Regulator. Other administration is due to the insurance rebate received being higher than expected. Waste education Income is due to income received earlier than expected for contribution towards community waste education.</i></p> <p><i>Budget adjustments in relation to the sale of carbon credits and the insurance rebate have been included in the April budget review to this meeting.</i></p>			

Operating Grants & Contributions

YTD Budget	YTD Actual	Budget Variance	% Received
\$6.430m	\$9.456m	+\$3.026m	147.1%
<p><i>Major budget variances include:</i></p> <ul style="list-style-type: none"> - Financial Assistance Grants: +\$2.329m 			

Financial Assistance Grant YTD budget requires re-phasing to align with timing of actual receipts. The phasing of receipts is on a quarterly basis but due to the pre-payment of 50% of this grant the phasing is not in line with actual receipts.

Capital Grants & Contributions

YTD Budget	YTD Actual	Budget Variance	% Received
\$17.974m	\$19.577m	+\$1.6m	108.9%
<p><i>Major budget variances include:</i></p> <ul style="list-style-type: none"> - Section 94 Developer Contributions: +\$1.919m - Section 64 Contributions: +\$0.623m <p><i>The developer contributions variance is due to a high level of activity in the development environment. A budget adjustment for development contributions has been included in the April 2019 budget review.</i></p> <p><i>The capital grant funding below has been awarded to Council, however due to the timing of the completion of projects had not been received, or was not yet payable to Council as at 31st March 2019:</i></p> <ul style="list-style-type: none"> - Dunbogan Bridge (Reid Street): -\$1.025m - Airport Terminal Refurbishment: -\$0.331m - Port Macquarie Coastal Walk: - \$0.250m - Hastings Regional Sporting Facility Lights: -\$0.216m - Short Street Car Park Reserve Amenities: -\$0.244m - Flynn's Beach Sea Wall Restoration: -\$0.180m - Regional Stadium Training Field: -\$0.187m 			

Employee Costs

YTD Budget	YTD Actual	Budget Variance	% Expended
\$40.764m	\$37.016m	-\$3,748m	90.8%
<p><i>The favourable variation that has occurred in Employee Costs is a combination of the workers compensation premium being less than budgeted, a greater level of capitalised employee costs, timing of employees taking leave and vacancies across the organisation. Included in the April 2019 monthly budget review are adjustments for reductions in salary allocations across the organisation.</i></p>			

Borrowing Costs

YTD Budget	YTD Actual	Budget Variance	% Expended
\$1.931m	\$1.944m	+\$0.013m	100.7%
<p><i>There are no major or material budget variances.</i></p>			

Materials & Contracts

YTD Budget	YTD Actual	Budget Variance	% Expended
\$29.004m	\$27.027m	-\$1.977m	93.2%
<p><i>Major budget variances include:</i></p> <ul style="list-style-type: none"> - Natural Resources: -\$0.719m - Transport & Traffic: -\$0.758m - Waste Management: -\$0.416m - Assets & Property Investment: -\$0.209m <p><i>The variations that have occurred in the Materials and Contracts category have occurred over various projects which are at various stages. The timing of invoice payments in relation to on-going services is the cause of other variations. Whilst these budgets may not have been fully expended during the first three quarters of the financial year, they have been committed through the issuing of purchase orders.</i></p>			

Depreciation

YTD Budget	YTD Actual	Budget Variance	% Expended
\$33.296m	\$24.441m	-\$8.855m	73.4%
<p><i>Major budget variances include:</i></p> <ul style="list-style-type: none"> - Roads, Bridges and Footpaths: -\$3.329m - Water Network: -\$2.889m - Sewerage Network: -\$1.419m - Other Structures: -\$0.641m <p><i>Most of these variances will be eliminated by year end as the variance is a timing difference.</i></p>			

Other Expenses

YTD Budget	YTD Actual	Budget Variance	% Expended
\$6.997m	\$9.816m	+\$2.819m	140.3%
<p><i>Major budget variances include:</i></p> <ul style="list-style-type: none"> - Section 88 Waste Levy: +\$3.931m - Electricity: -\$0.962m - Insurance: -\$0.197m <p><i>The favourable variances above in electricity have been caused by the delay in being issued invoices for payments for electricity.</i></p> <p><i>The budget of the section 88 waste levy requires re-phasing to align with the actual level of expenditure that has occurred throughout the year.</i></p>			

Asset Disposal

YTD Budget	YTD Actual	Budget Variance	% Expended
\$2.250m	\$0.786m	-\$1.464m	34.9%
<p><i>The asset disposal budget is predominately made up of loss on disposal of infrastructure assets (roads, footpaths, etc.) This disposal occurs when the old asset is disposed of in the system and the new asset is capitalised and commissioned.</i></p> <p><i>It is difficult to accurately phase this budget as the timing of disposals is unknown at budget preparation stage.</i></p>			

Capital Expenditure – QBRs Page 2

YTD Budget	YTD Actual	Budget Variance	% Expended
\$59.584m	\$32.153m	-\$27.431m	54.0%
<p><i>Projects with budgets that have been materially under spent include:</i></p> <ul style="list-style-type: none"> - Small Village Sewer Scheme: -\$4.453m <i>Finalising design for Telegraph Point STP. Commencing works on reticulation in Telegraph Point. Variance due to contractor billing cycle.</i> - Beechwood Rosewood VPA Water Supply Works: -\$0.897m <i>Projects on time. Variance due to timing of payments. Project may continue into next financial year for final connection and completion of the Hasting River Underbore.</i> - Sancrox Reservoir to Area 13 750mm Trunk Main: -\$0.710m <i>Project on target. Design phase is now complete with construction to follow.</i> - Trunk Main Augmentation - Wauchope to Sancrox: -\$0.626m <i>Project is behind schedule. Unforeseen Environmental testing required on the proposed pathway for the watermain. This has delayed the design phase. Construction may be delayed to the 19/20 fin yr.</i> - Camden Haven Reticulation Augmentation: -\$0.756m <i>Works are progressing on the Sewer Pump Station No. 1 and are on track.</i> - Dunbogan Bridge Sewer Rising Main Construction: -\$2.197m <i>Delayed commencement to avoid the busy Christmas period. Works commenced February 2019.</i> - Road Resealing Works: -\$1.289m <i>Program on track. Variance due to timing of payments.</i> - Bago Road Pavement Rehabilitation: -\$0.743m <i>Project is on target. Final bitumen seal planned for September 2019.</i> - ICT Projects: -\$1.201m <i>Projects on time. Variance due to timing of payments.</i> - Port Macquarie Sewer Rising Main (PMSP71): -\$0.801m <i>Design phase has been completed with construction commenced early in 2019. This project is behind schedule and expected to require carry forward into 19/20 year.</i> 			

- *Annual Water Supply Live Watermain Renewals: -\$0.661m
Projects ongoing. Variance due to timing of payments.*

There are a large number of smaller projects from various areas of Council which are also currently underspent when comparing their actual expenditure to year to date budgets:

- *Water Supply Projects: -\$0.481m*
- *Sewer Supply projects: -\$1.432m*
- *Transport & Traffic Projects: -\$0.936m*
- *Drainage Projects: -\$0.776m*
- *Parks & Recreation Projects: -\$1.305m*

The actual expenditure does not reflect the amount of funds that have been committed to particular projects through the raising of Purchase Orders. For capital projects, progress against their budgets may not necessarily reflect their progress in relation to practical completion.

Progress details for particular capital projects can be found in the report "2018-2019 Operational Plan Quarterly Progress Report as at 31st March 2019" which is also on the agenda of the Ordinary Council Meeting for May 2019 and contained within the business paper.

Cash and Investments – QBRs Page 3

The return on Council's investment portfolio for the financial year as at 31st March 2019 was 3.00% which was 0.97% above the benchmark of 2.03%.

Key Performance Ratios – QBRs Page 4

The budget variations that have been adopted throughout the financial year (July-March) have not had a detrimental or material impact on the majority of the forecasted T-Corp Ratios set out in the adopted original budget.

One of the ratios that has been impacted through variations is the Building and Infrastructure Renewals Ratio. This ratio has significantly improved as a result of the adoption of the carry overs which as per the attachment are significant.

The forecast Operating Performance Ratio has increased from the original forecast as there has been an increase in revenues (including the interest on investments included in the March budget review).

Contracts and Other Expenses – QBRs Page 5-7

There were no unbudgeted contracts entered into throughout the third quarter of the financial year. There was no expenditure incurred for consultancy or legal expenses that was not budgeted for during the third quarter.

Statement by Responsible Accounting Officer

Below is a statement made by Council's Responsible Accounting Officer made in pursuant to section 203(2) of the Regulations:

Responsible Accounting Officer Statement

It is my opinion that the Quarterly Budget Review Statement for Port Macquarie-Hastings Council for the quarter ended 31 March 2019 indicates that Council's projected financial position at 30 June 19 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

At the end of each quarter this financial year budget review meetings will be undertaken with all Managers to ensure any budget deficit is addressed.

**Nicole Spencer**

March 31, 2019

Responsible Accounting Officer - Port Macquarie-Hastings Council

Options

Council may adopt the recommendation or amend as required.

Community Engagement & Internal Consultation

Not applicable

Planning & Policy Implications

There are no planning and policy implications in relation to this report.

Financial & Economic Implications

As indicated in the QBRS, the projected operating result for Council, as at 30th June 2019, is \$4.870m and this is result will be satisfactory. However, there continues to be a budget deficit for the 2018/19 financial year which will need to be remedied during the last quarter of the year through favourable budget variations.

Attachments

1 [View](#). Quarterly Budget Review Statement - March 2019

2 [View](#). Confidential Attachment - March 2019 Quarterly Budget Review Statement
- Consultancy Engagements (Confidential)

Item: 09.09**Subject: 2018-2019 OPERATIONAL PLAN - QUARTERLY PROGRESS
REPORT AS AT 31 MARCH 2019****Presented by: Corporate Performance, Rebecca Olsen**

Alignment with Delivery Program

1.1.4 Provide easy to understand and accessible community reporting.

RECOMMENDATION

That Council note the 2018-2019 Operational Plan - Quarterly Progress Report as at 31 March 2019.

Executive Summary

The 2018-2019 Operational Plan is a sub-plan of the adopted 2017-2021 Delivery Program. The Delivery Program is designed as the single point of reference for all key activities to be undertaken during a term of Council. The Operational Plan spells out the detail of the individual actions, projects and activities Council will undertake in the financial year to meet the commitments made in the Delivery Program.

Quarterly progress reports to Council and the community provide a central point of information on the progress on delivering the actions set out in the 2018-2019 Operational Plan. The attachment to this report outlines what Council has delivered against each action, activity or project and seeks to provide concise and accurate information in relation to the progress made.

The overview section of the report provides an overall statistical snapshot of 2018-2019 Operational Plan performance by Community Theme. Further detail is provided in each theme highlighting achievements and identifying actions that are currently reported as behind.

The attachment provides the full 2018-2019 Operational Plan progress report, which includes a comprehensive listing of each individual action and commentary on progress.

Meeting the targets and performance measures in the annual Operational Plan contributes to the overall achievement of the objectives outlined in the four year Delivery Program 2017-2021. The legislated requirement to report against the Delivery Program occurs on a six-monthly basis. That report is next scheduled to be tabled at the Ordinary Meeting of Council in September 2019.

All capital works projects are incorporated into the body of the Operational Plan and as such are reported on as individual actions. A number of projects may have design and construction elements and therefore can span across multiple years.

Discussion(a) Overview - 2018-2019 Operational Plan – Quarterly progress report as at 31 March 2019

The 2018-2019 Operational Plan contains 350 performance measures. As at 31 March 2019, 88% are on target for delivery and 12% are reported as behind. The table below provides a summary of the total number of performance measures and the status by Community Theme.

2018-2019 Operational Plan summary of performance measures by theme					
Community Theme	Total No.	On target	Achieved	Behind	Overall delivery (%)
Leadership and Governance	90	67	15	8	91%
Your Community	85	70	5	10	88%
Your Business and Industry	25	23	0	2	92%
Natural and Built Environment	150	119	9	22	85%
Total	350	279	29	42	88%

The table below is comparative data of historical Operational Plan performance and provides information outlining year on year progress against the adopted 2018-2019 Operational Plan.

Historical Comparative Review of Operational Plan Performance Measures																
	TOTAL				ON TARGET/ ACHIEVED				BEHIND				OVERALL DELIVERY Percentage (%)			
	15/16	16/17	17/18	18/19	15/16	16/17	17/18	18/19	15/16	16/17	17/18	18/19	15/16	16/17	17/18	18/19
1Q - July - Sept	468	320	318	337	410	281	301	321	58	39	17	16	87%	88%	95%	95%
2Q - Oct - Dec	468	320	320	345	391	297	293	321	77	23	27	24	84%	93%	92%	93%
3Q - Jan - Mar	468	320	320	350	381	280	282	279	87	40	38	42	81%	88%	88%	88%
4Q - Apr - Jun	468	320	320		384	294	279		84	26	41		82%	92%	87%	
Total	468	320	320	350	384	294	279	308	84	26	41	42	82%	92%	87%	88%

(b) Detailed Analysis by Community Theme

Included below is a summary of highlights and information of those actions that reported as behind according to each Community Theme within the Operational Plan.

COMMUNITY THEME: LEADERSHIP AND GOVERNANCE

Operational Plan summary of performance measures					
2018 - 2019	Total No.	On target	Achieved	Behind	Overall %
1Q - July – Sept 2018	90	85	4	1	99%
2Q - Oct – Dec 2018	90	74	10	6	93%
3Q - Jan – Mar 2019	90	67	15	8	91%
4Q - Apr – Jun 2019					

Leadership and Governance - Summary of highlights

- Over 57,000 calls were received through the customer call centre from July 2018 to March 2019, with 75% of calls answered (within 20 seconds) meeting the set target of 75%
- 94% of initial customer interactions were dealt with at the first point of contact
- Over 68,700 counter enquires were processed, and over 24,600 e-mails were received through Customer Service offices in Laurieton, Port Macquarie and Wauchope from July 2018 to March 2019
- Over 560 Media releases, statements, alerts and announcements were issued from July 2018 to March 2019
- Total number of visits to Council's website during January - March was 198,765, website sessions was 248,057 and page views was 402,551. This represents an increase of 4%, 3.9% and 3.3% respectively on the same period last year
- Likes for the corporate Facebook page increased to 8,766. This is an increase of 14.42% since March 2018
- Council Business Units that include the Crematorium, Environmental Laboratory, and the Glasshouse reported increases in operating revenue for the year to date

Leadership and Governance - Operational Plan actions reported as behind

Operational Plan Activity 2018 - 2019	Lead Responsibility	Success Measures	Target	Actual
1.3.4.2 Implement workplace strategies and processes to continue to improve Work, Health and Safety.	Organisational Performance	Implementation of Work, Health Safety Strategy actions	100%	80%
Comment on Progress: Behind schedule. Implementation of strategy actions will take place after strategy is adopted. The strategy is in draft and undergoing early consultation. A Safety Audit has also commenced.				
1.3.4.3 Implement workplace strategies and processes to continue to improve Learning and Development	Organisational Performance	Implementation of Learning and Development Strategy actions	100%	50%

Operational Plan Activity 2018 - 2019	Lead Responsibility	Success Measures	Target	Actual
Comment on Progress: Behind schedule. Yet to commence. Implementation of strategy actions will take place once the strategy is adopted.				
1.3.4.5 CW Works Depot relocation - preconstruction/ design (multi-year project in 2017-18 linked to 1.3.4.4 CW)	Assets and Property Investment	Deliver project according to approved project plan	100%	75%
Comment on Progress: Behind schedule. Land negotiations commencing.				
1.3.5.3 Implement the Human Resource Information System (HRIS)	Organisational Performance	Commenced implementation of HRIS system	100%	20%
Comment on Progress: Behind schedule. System requirements have now been determined.				
1.3.5.3 Implement the Human Resource Information System (HRIS)	Organisational Performance	Commenced training of HRIS system	100%	0%
Comment on Progress: Behind schedule. Yet to commence. Unlikely that implementation will occur in 2018/19 as training can only occur post system implementation.				
1.5.1.7 Greenmeadows Drive residential development planning	Assets and Property Investment	Develop concept plan for Greenmeadows Drive development	100%	0%
Comment on Progress: Behind schedule. Project on hold.				
1.5.1.7 Greenmeadows Drive residential development planning	Assets and Property Investment	Lodge Development Approval application for Greenmeadows Drive development	100%	0%
Comment on Progress: Behind schedule. Project on hold.				
1.5.3.1 Increase operating revenue at the Airport, the Glasshouse, the Environmental Laboratory and the Crematorium	Commercial Business Units	Increase operating revenue by 3% per annum per business unit (Airport)	3%	0%

Operational Plan Activity 2018 - 2019	Lead Responsibility	Success Measures	Target	Actual
Comment on Progress: Behind target. Income impacted due to passenger numbers being down approx. 5% on the corresponding period last year.				

COMMUNITY THEME – YOUR COMMUNITY

Operational Plan summary of performance measures					
2018 - 2019	Total No.	On target	Achieved	Behind	Overall %
1Q - July – Sept 2018	80	79	0	1	99%
2Q - Oct – Dec 2018	82*	77	0	5	94%
3Q – Jan – Mar 2019	85*	70	5	10	88%
4Q – Apr – Jun 2019					

*Increase in Operational Plan actions is a result of monthly budget adjustment reports to Council

Your Community - Summary of highlights

- The Lifeguard education program has been delivered to over 4,500 students
- Implementation of the Recreation Action Plan is ongoing, actions include:
 - Hastings Regional Sporting Facility - Stage 1 development has detailed design for the facility progressing
 - Sancrox/Thrumster Sports Fields has project planning commenced
 - Wesport Park Riverwall and pathway upgrades complete
 - Hastings River recreational boating facility has detailed concept plans developed
- Implementation of the Sporting facility renewal program is ongoing, actions include:
 - Blackbutt Park facility upgrade and replacement of park furniture has works commenced
 - Stuart Park Install sub-soil drainage to fields 1 and 2 is linked to Council's successful Regional Sport Infrastructure Fund application for major improvements for the Stuart Park sports precinct and is now a multi-year project in accordance with the funding deed
 - Port Macquarie Hastings Hockey Facility - install lighting to Field 2 has the contractor engaged for delivery
 - Port Macquarie Regional Sports Stadium for the construction of new training field including lighting. Lighting installation was scheduled for April 2019
 - Oxley Oval - Sporting Infrastructure upgrade has the contractor engaged to supply and install the sub- station. Commencement of sports clubhouse construction has been delayed while project partners seek finalisation of funding deed
- Regional Master Planning for recreational facilities is ongoing:
 - Master Planning for the Vince Inmon Sporting complex has project planning complete with the draft master plan developed in consultation with the Vince Inmon User Group
 - Master Planning for Bain Park Wauchope is yet to commence and will align with the development of the Community Plan for Wauchope

- The draft master plan for Flynn's Beach is scheduled to be presented to the Ordinary Council Meeting in June 2019 to seek support for public exhibition
- Port Macquarie Coastal Walk upgrade has the Westport Park segment of the Coastal Walk upgrade completed in November 2018. Works on the Charlie Uptin and Doctors Walk segments are currently in design phase
- 243 pool inspections have been undertaken from July 2018 to March 2019
- 724 risk based audit inspections relating to on-site sewage undertaken from July 2018 to March 2019
- Library membership is currently 33,977 and increase from 33,834 to the same period last year

Your Community - Operational Plan actions reported as behind

Operational Plan Activity 2018 - 2019	Lead Responsibility	Success Measures	Target	Actual
2.1.3.5 Provide a safe water supply in accordance with Australian Drinking Water Quality Guidelines	Water and Sewer	Have nil reportable incidents in accordance with NSW Health agreed protocols	100%	99%
Comment on progress: Behind target. An exceedance of Nickel was detected in one of the water samples taken during the reporting period and reported to NSW Health. Repeat sample was found to be within the Australian Drinking Water Guideline limits.				
2.3.2.4 Undertake regional master planning for recreational facilities	Recreation and Buildings	Continue master planning for Flynn's Beach	100%	50%
Comment on progress Behind schedule. Draft Flynn's Beach Master Plan is to be presented to Council in June 2019 to seek support for public exhibition of the draft plan.				
2.3.2.6 CW Hastings River recreational boating improvements - Undertake design/pre-construction for provision of new facility as per Boating Needs Investigation Allocated Amount 2018-19 - \$310,000	Recreation and Buildings (Infrastructure Delivery)	Deliver project according to approved project plan	100%	80%
Comment on progress Behind schedule. This project remains in the initiation phase. Design phase commencement is pending negotiations re land acquisition and traffic/intersection planning. No construction is proposed on this project during the 2018/19 FY. This project will continue into 2019/20 FY.				
2.3.3.12 CW Sancroix/Thrumster Sports Fields - Detailed	Recreation and Buildings	Deliver project according to approved project plan	100%	85%

Operational Plan Activity 2018 - 2019	Lead Responsibility	Success Measures	Target	Actual
design and approvals - multi-year project - Adopted 2017-18 - \$300,000	(Infrastructure Delivery)			
<p>Comment on progress</p> <p>Behind schedule. This project continues from 2017/18 FY. This design phase only project is progressing towards design finalisation in late 2019. The design phase of this project is pending the Development Approval (private developer) for the filling of the sports field site, timing to be confirmed. No construction budget allocation has been made to this project at this stage.</p>				
2.3.3.15 CW Kendall Skatepark – renewal of facility at end of useful life – Design and construct	Recreation and Buildings (Infrastructure Delivery)	Deliver project according to approved project plan	100%	50%
<p>Comment on progress</p> <p>Behind schedule. The initiation phase of this project is dependent on confirmation of land availability for the proposed skatepark. Construction of this project by the targeted end date of June 2019 is at risk.</p>				
2.3.3.18 Administration of public roads, public spaces, events and customer engagement: Section 138 Road Applications, Road Encroachments, Customer Enquiries, Statutory Road Functions, Road Policies	Transport and Stormwater Network	Deliver works in accordance with Council's Policies and Procedures	100%	90%
<p>Comment on progress</p> <p>Behind schedule. Level of service for responding to applications and enquiries has dropped due to a reduction in personnel within the Group.</p>				
2.3.4.03 Wayne Richards Park — Stage 3B detailed design and approvals - Adopted 2016-17 - \$300,000	Recreation and Buildings (Infrastructure Delivery)	Deliver project according to approved project plan	100%	85%
<p>Comment on progress</p> <p>Behind schedule. (multi-year project) Design underway for this multi-year project and is expected to continue into the 2019/20FY with estimated design completion in May 2020. The construction phase would then be subject to depot relocation and budget allocation.</p>				
2.3.4.07 CW Googik Track - construct shared walkway/cycleway, Stage 2 - multi-year	Recreation and Buildings	Deliver project according to approved project plan	100%	20%

Operational Plan Activity 2018 - 2019	Lead Responsibility	Success Measures	Target	Actual
project - Adopted 2017-18 - \$75,696				
<p>Comment on progress Behind schedule. The next stage of works associated with the Googik Track was confirmed by National Parks at the August 2018 Googik Track Working Group Meeting. Design timelines are to be confirmed by National Parks.</p>				
2.3.4.09 CW Town Centre Master Plan - Kooloonbung Creek Foreshore - Gordon to Hayward Street upgrade - Adopted 2017-18 - \$371,565	Recreation and Buildings (Infrastructure Delivery)	Deliver project according to approved project plan	100%	85%
<p>Comment on progress Behind schedule. Construction progressing towards completion in May 2019, one month later than originally planned due to lower productivity than originally estimated, and specialist sub-contractor unavailability.</p>				
2.3.4.14 CW Port Macquarie Pool - Detailed design and approvals - Allocated Amount 2018-19 - \$500,000	Recreation and Buildings	Deliver project according to approved project plan	100%	90%
<p>Comment on progress Behind schedule. The draft aquatics strategy is currently being reviewed by staff. Possible sites for an aquatic facility are being determined by staff prior to commencement of a broad community engagement process regarding this project.</p>				

COMMUNITY THEME: YOUR BUSINESS AND INDUSTRY

Operational Plan summary of performance measures					
2018 - 2019	Total No.	On target	Achieved	Behind	Overall %
1Q - July – Sept 2018	25	23	0	2	92%
2Q - Oct – Dec 2018	25	23	0	2	92%
3Q - Jan – Mar 2019	25	23	0	2	92%
4Q - Apr – Jun 2019					

Your Business and Industry - Summary of highlights by Council Service

- Implementation of the Small Business Friendly Council Program is ongoing and includes the Local Preference Policy and Outdoor Dining Policy. The Outdoor Dining trial was extended to include a fee waiver for footpath trading in towns and villages.
- Implementation of actions relating to 'Major Events' is ongoing, to date Council has supported 19 major events from July 2018 to March 2019.

- Visits to the destination website so far for the third quarter show an increase of 47.23% year on year. This represents an increase in users from 182,956 for the period in 2017-2018 to 269,368 for the same period in 2018-2019
- Port Macquarie Airport Terminal upgrade Stage 1 construction is ongoing with works due for completion mid 2019
- Port Macquarie Airport Parallel Taxiway - Stage 1 and General Aviation pavement renewal has concept design finalised. Environmental approval pathway to be confirmed
- Town and village signage installation now has sign locations determined and communities engaged on symbolism with signage installation planned prior to the end of financial year

Your Business and Industry - Operational Plan actions reported as behind

Operational Plan Activity 2018 - 2019	Lead Responsibility	Success Measures	Target	Actual
3.1.2.1 Finalise Local Environmental Plan (LEP) and Development Control Plan (DCP) amendments in relation to a business park near Port Macquarie Airport	Strategic Land Use Planning	Report to Council regarding adoption of LEP and DCP amendments by 31 Dec	100%	50%
Comment on progress Behind schedule. Planning Proposal lodged end March 2019 for the proposed airport precinct business park. At the time of writing this report, this item is expected to be reported to May 2019 Council Meeting.				
3.4.3.2 Prioritise, advocate and implement projects that enhance the local digital environment.	Economic Development and Communications	Expand the local free Council Wi-Fi network	100%	25%
Comment on progress Behind target. Passenger numbers for March 2019 are 2.1% up on March 2018, however passenger numbers over the past 12 months (April 2018 to March 2019) are 4.5% down compared to 12 months' prior (April 2017 to March 2018).				

COMMUNITY THEME: NATURAL AND BUILT ENVIRONMENT

Operational Plan summary of performance measures					
2018 - 2019	Total No.	On target	Achieved	Behind	Overall %
1Q - July – Sept 2018	142	125	5	12	92%
2Q - Oct – Dec 2018	148*	130	7	11	93%
3Q - Jan – Mar 2019	150*	119	9	22	85%
4Q - Apr – Jun 2019					

*Increase in Operational Plan actions is a result of monthly budget adjustment reports to Council

Natural and Built Environment - Summary of highlights

- Provision of centralised sewerage systems for Comboyne, Long Flat and Telegraph Point as part of the small town sewerage program has construction commenced in October 2018 and is ongoing and will continue into 2020
- Detailed designs for stormwater remediation at Calwalla Crescent Port Macquarie is complete with construction planned to be completed prior to end of financial year
- Stormwater flooding mitigation measures at Rodley Street Bonny Hills has the design phase underway with construction expected to commence in May 2019 and targeting completion in September 2019
- Construction of stormwater remediation measures for Stage 2 at Batar Creek Road Kendall is complete
- Construction of new footpath undertaken with locations including:
 - Central Road, Port Macquarie
 - Ocean Drive, North Haven
 - Hill Street, Port Macquarie
 - The Parade, North Haven
 - Kendall Road, Kew
- Construction of improved pedestrian amenity for Wauchope Main Street – Stage 1 has construction continuing with works now underway on the northern side of High Street Wauchope. Works will continue into 2019-2020
- Construction to replace bridge over Harty's Creek on Comboyne Rd complete
- Construction of the Newport Island Road roundabout on Hastings River Drive complete
- Substructure rehabilitation works on the Dunbogan Bridge - Reid Street – has designs complete with contract awarded in April/May 2019
- Kindee Bridge structural repairs and bridge replacement optioneering has initial repairs complete with draft heritage assessment complete to inform strategic management plan for the bridge
- The Road Rehabilitation Programme includes the following:
 - Planning phase:
 - Bransdon St, Wauchope
 - Bay St, Port Macquarie,
 - Bellbowrie St, Port Macquarie
 - Completed projects:
 - Bago Rd (Milligans to Herons Creek), Herons Creek with final bitumen seal planned for September 2019
 - Beechwood Rd (Riverbreeze to Waugh), Wauchope with final bitumen seal planned for September 2019
 - Colonial Cct, Wauchope

- Burrawan Dr, Wauchope
- Fairmont Dr, Wauchope
- Range St, Wauchope

Reseal preparation phase:

- Lighthouse Beach Local Roads, Port Macquarie.
 - Reseals in the Lighthouse Beach area were completed in January - March 2019. Further resealing works have been scheduled for Watonga St (subject to hot temperatures) however resealing on Matthew Flinders will be postponed until September 2019 to avoid impacting on the Ironman event (May 2019)
- Planning and installation of new bus shelters as per the Community Passenger Transport Infrastructure Grant Scheme (CPTIGS) is underway. A number of bus shelters have been installed across the LGA and include:
 - High Street, Wauchope, Cameron Street, Wauchope, 2 x Beechwood Road, Beechwood, Pacific Drive, Port Macquarie, Ocean Drive, Port Macquarie, 2 x Ocean Drive, Lake Cathie, Granite St, Port Macquarie, 3 x Greenmeadows Dr, Port Macquarie, Hastings River Dr, Port Macquarie, Pacific Drive Port Macquarie and Ocean Dr, West Haven. The bus shelter at Port Macquarie Airport is in the planning phase
- Beach to Beach shared path project at Camden Haven has construction of Stage D9 pathway practically complete. Consultants engaged to undertake an alignment feasibility study and environmental pathway assessments for the remaining sections of path
- Lighthouse Road Tourism Connectivity Project - Commence Lighthouse road east upgrades - Matthew Flinders Drive to The Lighthouse is ongoing with the construction tender currently being advertised
- Orbital Road community engagement is now complete with a report being prepared to be presented to the June 2019 Ordinary Council Meeting
- Detailed designs for the Gordon/Horton Street intersection upgrades has project planning, survey and concept development complete. Design work now commenced
- Preparation of Local Environmental Plan (LEP), Development Control Plan (DCP) and Contributions Plan (CP) provisions for the Port Macquarie Health and Education Precinct has preliminary project planning commence ahead of and subject to adoption of the master plan for the Health and Education Precinct.
- The planning proposal for the preparation Development Control Plan (DCP) provisions for the "gateway sites" at the intersection of the Pacific and Oxley Hwy is on public exhibition during April and May 2019, with a further report planned to be presented to the June 2019 Ordinary Council Meeting
- Implementation of the Weed Management program is ongoing:
 - Over 600ha of land treated for invasive weeds
 - Over 800kms of weed dispersal routes treated
 - Over 170 properties inspected for invasive weeds
- Over 970 customer requests relating to tree matters have been handled during July 2018 to March 2019
- Over 1,380 Development Applications, s96 Modifications, Construction Certificates and Complying Development Certificates have been determined within agreed processing times from July 2018 to March 2019

Natural and Built Environment - Operational Plan actions reported as behind

Operational Plan Activity 2018 - 2019	Lead Responsibility	Success Measures	Target	YTD
4.1.1.18 CW Commence construction of the Wauchope to Sancrox Trunk Main - Allocated Amount 2018-19 - \$1,285,574	Water and Sewer (Infrastructure Delivery)	Deliver project according to approved project plan	100%	60%
<p>Comment on progress</p> <p>Behind schedule. This project is in the finalisation of the design phase. During the previous reporting period the environmental assessment pathway for the proposed watermain was reviewed and the need for an Environmental Impact Statement (EIS) and Development Application (DA) was confirmed to be required for a portion of the propose route. These additional environmental assessment processes delayed the completion of the project design phase until mid 2019, hence delaying the potential construction commencement until the start of the 2019/20 FY at earliest. This project budget will consequently require some carry over into the 2019/20 FY.</p>				
4.1.2.2 CW Upgrade disinfection dosing system at various locations - Allocated Amount 2018-19 - \$204,400	Water and Sewer	Deliver project according to approved project plan	100%	50%
<p>Comment on progress</p> <p>Behind target. Sourcing alternative quotes for a sodium hypochlorite dosing package for the Telegraph Point Water Treatment Plant as the chlorine gas system proved not to be feasible.</p>				
4.1.3.01 CW Commence construction of the Port Macquarie Sewer rising main (PMSP71), Port Macquarie - Adopted 2017-18 - \$1,388,749	Water and Sewer (Infrastructure Delivery)	Deliver project according to approved project plan	100%	85%
<p>Comment on progress</p> <p>Behind schedule. This project continues from 2017/18 FY and is a multi-year project. Detailed design phase has reached completion during the reporting period, and construction phase planning progressing towards commencement in early 2019 and will continue into 2019/20 FY and require some project budget carry over.</p>				
4.1.3.18 CW Preconstruction of Thrumster Sewerage treatment Plant (STP -	Water and Sewer	Deliver project according to approved project plan	100%	50%

Operational Plan Activity 2018 - 2019	Lead Responsibility	Success Measures	Target	YTD
Area 13) - Phase 1 - 20000EP - Allocated Amount 2018-19 - \$511,000				
<p>Comment on progress</p> <p>Behind target. This project has been included as a high priority with Integrated Water Cycle Management project engagement with Public Works Advisory and includes Environmental Impact Statement and feasibility assessment of different options for Thrumster and the Port Macquarie STPs that can cater for growth in the Port Macquarie area.</p>				
4.1.5.06 CW Black Swan Terrace - Stormwater detention facility - Adopted 2017-18 - \$300,000	Transport and Stormwater Network	Deliver project according to approved project plan	100%	80%
<p>Comment on progress</p> <p>Behind schedule. Design is currently being amended to remove services clashes (Telstra and sewer).</p>				
4.2.1.03 Undertake development of Coastal Management Plans (Coastal Management Program)	Environmental Services	Development of <i>Coastal</i> Management Plans complete	100%	50%
<p>Comment on progress</p> <p>Behind schedule. Development of the over-arching Coastal Management Program is dependent on funding. Grant funding being sought. Project Plan being developed</p>				
4.2.1.03 Undertake development of Coastal Management Plans (Coastal Management Program)	Environmental Services	Development of <i>Estuary</i> Management Plans complete	100%	50%
<p>Comment on progress</p> <p>Behind schedule. Development of the over-arching Coastal Management Program is dependent on funding. Grant funding being sought. Project Plan being developed.</p>				
4.2.1.04 Wrights and Yarranabee Creeks Flood Study - Update to include Urban Drainage Systems	Environmental Services	Wrights and Yarranabee Creeks Flood Study complete	100%	0%
<p>Comment on progress</p> <p>Behind target. Flood study presented to the December 2018 Ordinary Council Meeting, however due to policy change (climate change) developing scope for further modelling.</p>				

Operational Plan Activity 2018 - 2019	Lead Responsibility	Success Measures	Target	YTD
4.2.1.09 Undertake Detailed Hibbard Floodway Investigations	Environmental Services	Detailed Hibbard Floodway Investigations commenced	100%	80%
<p>Comment on progress</p> <p>Behind schedule. Floodway blockage modelling complete, however some delays from consultant providing draft report.</p>				
4.4.1.02 Develop a Regional Integrated Transport Strategy - multi-year project	Transport and Stormwater Network	Deliver project according to approved project plan	100%	80%
<p>Comment on progress</p> <p>Behind schedule. Project has been delayed due to the Orbital Community Engagement Project.</p>				
4.4.1.10 CW Lake Road - continuation of detailed design of dual lanes - Jindalee to Fernhill intersections and Chestnut Road to Ocean Drive - multi-year project	Transport and Stormwater Network (Infrastructure Delivery)	Deliver project according to approved project plan	100%	75%
<p>Comment on progress</p> <p>Behind schedule This design only project continues from 2017/18 FY. Design is now progressing towards anticipated completion in June 2019 due to additional traffic study investigations required to inform the detailed designs.</p>				
4.4.1.12 CW Beechwood Road - continue the design for Stages 5 and 6 of Beechwood Road reconstruction - Riverbreeze to Waugh Street - multi-year project	Transport and Stormwater Network (Infrastructure Delivery)	Deliver project according to approved project plan	100%	85%
<p>Comment on progress</p> <p>Behind schedule. This design only project continues from the 2017/18 FY. Design works ongoing including Yippen Creek crossing remain on the revised target of completion by Jun 2019.</p>				
4.4.1.29 CW Diamond Head Rd/The Boulevard Flood Access raising road (Dependant on success of grant funding application)	Transport and Stormwater Network (Infrastructure Delivery)	Deliver project according to approved project plan	100%	80%

Operational Plan Activity 2018 - 2019	Lead Responsibility	Success Measures	Target	YTD
Allocated Amount 2018-19 - \$347,000 (Floodplain Risk Mangt Plan Action)				
<p>Comment on progress</p> <p>Behind schedule. This project continues from 2017/18 FY and is pending finalisation of the environmental assessment and grant funding being announced. Construction not anticipated to commence prior to May 2019.</p>				
4.4.1.31 CW Deliver Bold Street Pedestrian Crossing Laurieton - Allocated Amount 2018-19 - \$347,000	Transport and Stormwater Network (Infrastructure Delivery)	Deliver project according to approved project plan	100%	85%
<p>Comment on progress</p> <p>Behind schedule. Design completion has been delayed by one month to May 2019. Construction commencement now expected in June 2019 with works continuing into the 2019/20 reporting period. Target construction completion is Dec 2019.</p>				
4.4.1.33 CW Continue detailed designs - north of Miala Street to Orana Drive Lake Cathie - Adopted 2017-18 - \$250,000	Transport and Stormwater Network (Infrastructure Delivery)	Deliver project according to approved project plan	100%	85%
<p>Comment on progress</p> <p>Behind schedule. This design only project continues from 2017/18 FY. The design engagement process is progressing and a community engagement session has been completed and a council report was presented to the Dec 2018 Ordinary Council meeting summarising the community feedback. The council have resolved to update the concept design to include parking lanes and a supplementary community engagement activity is proposed to inform the community of the updated designs once completed. The detailed design for the project will then follow for section A (Southern portion of works, Miala to Fiona Cres) and continue in 2019/20 FY. Target design completion has extended from Sept to Dec 2019.</p>				
4.4.1.48 Development Contribution Plan (Roads) Review and Update	Transport and Stormwater Network	Deliver project according to approved project plan	100%	80%
<p>Comment on progress</p> <p>Behind schedule. Project scoping has been delayed due to other higher priority program activities.</p>				
4.4.1.52 AUS-SPEC Review - Undertake a comprehensive review of Councils full suite of design and construction	Transport and Stormwater Network	Deliver project according to approved project plan	100%	80%

Operational Plan Activity 2018 - 2019	Lead Responsibility	Success Measures	Target	YTD
specifications - multi-year project				
<p>Comment on progress</p> <p>Behind schedule. Implementation of revised specifications have been delayed by other higher priority projects.</p>				
4.5.1.07 Investigate LEP and DCP amendments for the proposed Yippin Creek urban release area to the west of Wauchope	Strategic Land Use Planning	Report recommended draft planning outcomes to Council by 30 June	100%	50%
<p>Comment on progress</p> <p>Behind schedule. The project has been delayed due to limited land owner interest and commitment to funding. Project status was considered as part of April 2019 report to Council on UGMS priorities.</p>				
4.6.1.04 In collaboration with community groups, such as Landcare, implement the Bushland Regeneration Program	Environmental Services	1,200ha of bushland under active management	1,200ha	694ha
<p>Comment on progress</p> <p>Behind schedule. Resourcing limitations resulting from vacancies in this area have prevented this program from meeting target. The new Team Leader is to commence in April 2019.</p>				
4.6.1.06 Inform and educate residents, industry and community groups about Council's tree management requirements within the Port Macquarie-Hastings 2013 Development Control Plan (DCP)	Recreation and Buildings	Provide advice in accordance with service standards and industry best practice	100%	11%
<p>Comment on progress</p> <p>Behind target. Total number of active CRM's is 977. 774 (Public), 156 (Private) and 47 (Illegal tree removal/pruning). 62 customer requests currently exceed service standard. This has been impacted by a number of storm events resulting in tree damage during this reporting period. Additional information: 271 enquires (236 Public phone and 35 private phone and email enquires). This does not include calls transferred from call centre to mobile or landline.</p>				
4.7.1.2 CW Install solar energy systems at the Kew Waste	Water and Sewer	Solar system installation at the <i>Port Macquarie</i>	100%	20%

Operational Plan Activity 2018 - 2019	Lead Responsibility	Success Measures	Target	YTD
Transfer Station and the Port Macquarie Reclaimed Water Treatment Plant		Reclaimed Water Treatment Plant complete		
Comment on progress Behind target. Public works have been engaged to develop tender specifications. Tender for solar installation at the Port Macquarie Reclaimed Water Treatment Plant is likely to be issued in Q4 of 18/19 due to delays with Tender documentation from Public Works.				
4.7.1.6 CW Install solar energy systems at selected existing Council facilities - Allocated Amount 2018-19 - \$100,000	Recreation and Buildings	Install solar energy systems at identified Council facilities	100%	80%
Comment on progress Behind schedule. Our two nominated projects, Wauchope & Kendall Pool have had all preliminary works completed.				

Options

Seek further information on the content in this report.

Community Engagement & Internal Consultation

The information contained in this report has been subject to consultation with the Executive Team, Senior Leadership Team, Integrated Planning and Reporting Development Officer and Council Staff.

Planning & Policy Implications

This report is consistent and aligned with the Integrated Planning and Reporting Framework provisions contained in the Local Government Act (1993).

Financial & Economic Implications

The Quarterly Budget Review Statements are tabled separately and reflects the financial implications against the 2018-2019 Operational Plan.

Attachments

1 [View](#). 2018-2019 Operational Plan Quarterly Progress Report as at 31 March 2019

Item: 09.10

Subject: PROPERTY INVESTMENT PORTFOLIO - SIX MONTHLY REPORT

Presented by: Strategy and Growth, Holly McBride

Alignment with Delivery Program

1.5.3 Develop, manage and maintain Council Business Units through effective commercial management.

RECOMMENDATION

That Council note the update provided on the Property Investment Portfolio as provided in this report

Executive Summary

Council adopted a Property Investment Policy in December 2017, to formalise the use of property investment by Council. As part of this adoption, it was resolved to "regularly review and report to Council on the performance of the Property Investment Portfolio and make recommendations regarding the portfolio, on a minimum six monthly basis, to contribute to financial sustainability, and to improve long term outcomes for the community."

Recommendations regarding individual assets within the Portfolio are made to Council in line with market timing, and reported on in arrears. The following report covers the performance of the Property Investment Portfolio for the reporting period 1 October 2018 to 31 March 2019.

Discussion

This is the third six monthly report on the performance of Council's Property Investment Portfolio. The land value of Council's property assets as at 30 December 2018 is \$126.0M. This incorporates 1,181 property assets, 604 which are designated for community use, and 577 which are designated for operational use.

During the reporting period, Council's approach to managing the Property Investment Portfolio has continued to focus on 3 key areas, being property lease income, property development activities, and monitoring the market for external opportunities.

These are detailed below.

1. Property Lease Income:

The focus during the reporting period has been on continuing to ensure that appropriate commercial and community leases are in place for existing Council-

owned properties. As at 31 December 2018, the annualised property-based lease and license income generated by Council is as follows:

Lease Type	No. of Leases	Income ex GST
Council as lessee	64	\$ 45,000
Airport lease	31	\$ 558,000
Commercial lease	36	\$ 379,000
Community lease	72	\$ 32,000
Outdoor dining and trading	57	\$ 70,000
Residential lease	7	\$ 41,000
Temporary licences	28	\$ 9,000
Total number of leases and rental income	294	\$ 1,088,000

During the reporting period, the resultant total annualised property-based lease and license income increased from \$1.083M to \$1.088M. 25 new leases were established (15 leases where Council is lessee, 2 community leases; and 8 outdoor dining and trading), and 2 commercial leases were removed. Outdoor dining and trading income continues to exceed budget despite the free trial in Wauchope and Camden Haven.

During the upcoming reporting period, Council will continue to manage existing commercial and community leases in an appropriate manner, and look to identify additional property-based revenue opportunities where appropriate.

2. Property Development Activity

The focus during the reporting period has been on generating value-add to Council's existing land holdings through progression of planning, environmental studies or lodgement of development applications as appropriate. For the 6-month period, Council has undertaken work on the following activities:

- Partridge Creek, Thrumster
- Airport Business Precinct
- Council owned land in William street (Cnr William and Murray Streets)

During the reporting period, Council's Partridge Creek residential project was assessed by the Northern Joint Regional Planning Panel, noting that at the 3 April 2019 Meeting this development was approved by the Panel.

This project involves the creation of 503 residential lots, a master lot for the future neighbourhood centre, 2 open space lots, a residual lot, and dedication of environmental land. The development will be carried out in 10 stages.

As detailed in the 2018-19 Operational Plan, Council will now commence the process to amend the approved Partridge Creek Development Application to enable relocation of the neighbourhood centre zone; and obtain an updated land valuation for the land holding. This will enable a report to be provided to Council outlining the Partridge Creek residential development options and support future strategic decision making.

Since the previous report, Council resolved (Item 12.09, 21 November 2018) "that the Council owned land within the Port Macquarie Airport Precinct Investigation Area was

the most suitable land to supply 23.75 hectares of gross developable Business Park zoning” and that Council would “receive a further report to the February 2019 Council meeting in respect of a Planning Proposal for the Council owned land”. A draft Planning Proposal has been prepared for the Airport Business Park by the proponent (Port Macquarie Airport), which is currently being reviewed by Council Strategic Land Use Planning. The draft planning proposal is now expected to be reported to the June Council meeting for further consideration by Council.

In relation to Council Owned Land in William Street Port Macquarie (cnr William and Murray Streets), at the Ordinary Council meeting held on 20 February 2019, Council resolved (Item 14.01) “to enter into a Second Deed of Extension with Gowing Bros Limited, to extend the date for exercise of the Call Option Deed with Gowing Bros Limited for the option to purchase the property by a further six (6) months to 4 October 2019”.

At the Northern Joint Regional Planning Panel (JRPP) meeting held on 3 April 2019, the JRPP approved Gowing Bros Limited development application (DA) for a proposed multi-storey commercial and retail building complex on the site. Approval of the DA represents a key milestone in the Call Option Deed.

During the upcoming reporting period, Council will continue to progress existing property development opportunities.

3. Monitoring of the Market

During the reporting period, Council monitored the market for property development and property investment opportunities. Council has investigated a number of potential acquisition opportunities as they have come to market, however no acquisitions were made during the period.

As per the November 2018 Council resolution trend data is still being investigated and compiled for inclusion in future reports.

During the upcoming reporting period, Council will continue to monitor the market for appropriate property investment and property development opportunities.

Options

Council has the option to note the contents of this update report, or request further information.

Community Engagement & Internal Consultation

This report is a 6-monthly update on an existing Council Policy. No community engagement has been undertaken in preparing this report, noting that a number of the initiatives described are detailed in Council’s 2018-19 Operational Plan, and that the initiatives reported on are consistent with the principles of Council’s adopted Property Investment Policy.

Consultation has taken place between Councillor Hawkins and the Director Infrastructure on trending data available.

Planning & Policy Implications

There are no planning and policy implications in relation to this report.

Financial & Economic Implications

This report is a 6-monthly update on an existing Council Policy. There are no financial and economic implications in relation to this report.

Attachments

Nil

Item: 09.11

**Subject: DEVELOPMENT ACTIVITY AND ASSESSMENT SYSTEM
PERFORMANCE**

Presented by: Development and Environment, Melissa Watkins

Alignment with Delivery Program

4.3.1 Undertake transparent and efficient development assessment in accordance with relevant legislation.

RECOMMENDATION

That Council note:

- 1. The Development Activity and Assessment System Performance report for the third quarter of 2018-2019; and**
- 2. The determinations made by staff under Clause 4.6 of the Port Macquarie-Hastings Local Environmental Plan 2011.**

Executive Summary

This report provides a summary of development assessment, building certification and subdivision certification activities for the January to March 2019 quarter. Data on the number of applications and processing times, together with a commentary on development trends is provided for the information of Council.

The report also includes a list of development applications (DAs) determined by staff that included a Clause 4.6 exception to a development standard under the Port Macquarie Hastings Local Environmental Plan 2011. Senior staff have delegation to determine applications involving a Clause 4.6 exception where the variation is no greater than 10% of the development standard. In accordance with Department of Planning and Environment circular PS08-003, Council is to be notified where staff have determined such applications.

Discussion

1. Development Activity and Assessment System Performance

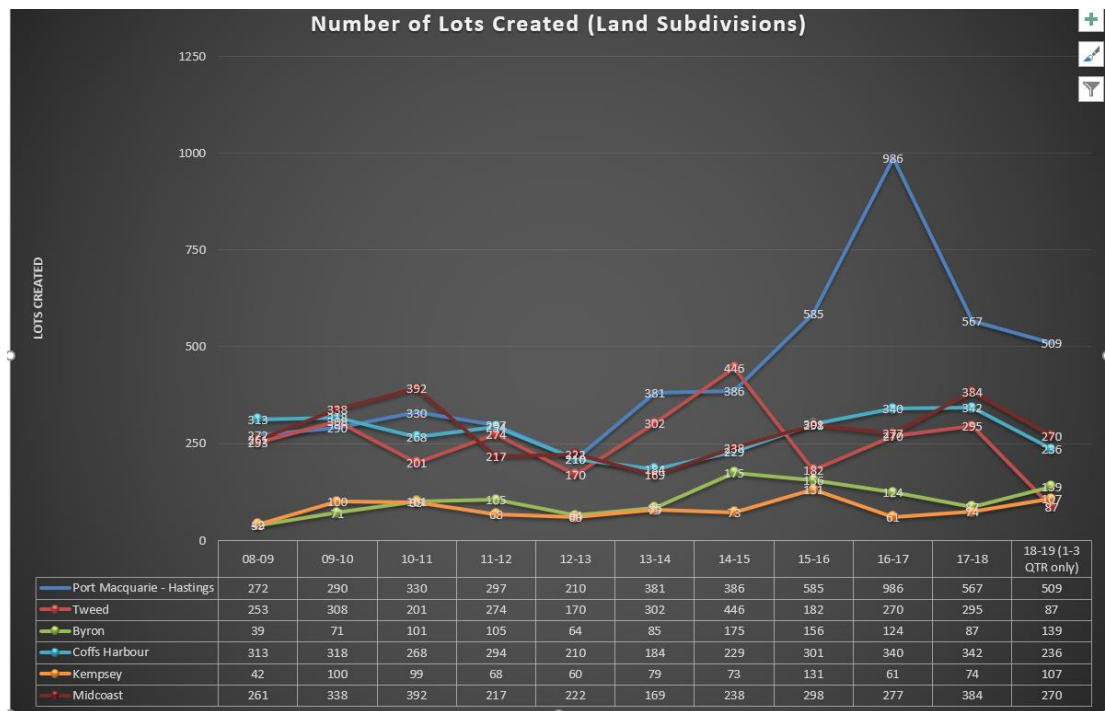
The following table provides data on the volume of DAs received and determined over the quarter relative to the yearly average and monthly average of the preceding four years.

January and February saw a drop in DAs received compared to the year to date average, with 54 received in January and 72 in February. March saw application rise to 94 for the month and the overall year to date average of 95 DAs per month is still up on the 2018-2019 average of 89 per month. It is also noted that the slower months of January and February allowed staff to make some headway into the backlog of

applications, with a greater number of determinations compared to applications received. Similar trends are evident across the majority of other application types.

Applications Received and Determined	2014-15 Monthly Average	2015-16 Monthly Average	2016-17 Monthly Average	2017-18 Monthly Average	2018-19 Monthly Average	2018 - 19 TOTAL	Jan-19	Feb-19	Mar-19
DAs Received	76	85	89	89	95	852	57	72	93
DAs Determined	74	79	80	86	89	801	84	94	78
DA Modifications Received	14	17	15	16	15	134	13	19	15
DA Modifications Determined	14	15	15	15	14	124	11	15	19
Complying Development Certificates Received by Council	10	7	9	8	9	81	9	13	5
Complying Development Certificates Determined	10	7	16	8	8	72	8	9	8
Complying Development Certificates Determined (Private Certifier)	15	21	19	30	21	187	14	17	25
Construction Certificates (Building Work) Received by Council	46	41	42	41	46	412	29	40	54
Construction Certificates (Building Work) Determined by Council	45	38	38	42	43	383	33	36	49
Construction Certificates Building Work Determined (Private Certifier)	20	29	23	34	38	339	29	44	51
Plumbing & Drainage Applications Received					83	750	55	81	83
Plumbing & Drainage Applications Determined	64	72	87	91	81	728	82	91	61
Infrastructure Construction Certificates Received	8	9	13	13	12	109	7	15	13
Infrastructure Construction Certificates Determined	6	9	8	12	12	110	8	13	12
Subdivision Certificates Received	10	11	12	12	8	75	4	6	4
Subdivision Certificates Determined	9	10	11	10	8	72	4	7	6
Strata Certificates Received					4	40	5	5	1
Strata Certificates Determined					5	41	4	4	8
Roads Act Applications Received					48	428	39	43	44
Roads Act Applications Determined	38	49	49	52	44	393	42	46	38
Building Inspections Undertaken	393	407	455	494	484	4360	388	473	540

There have been numerous media reports in metropolitan areas of a slow-down in the housing market. Anecdotally, local land developers are also reporting that land sale rates are slowing. It is difficult to conclude from the data available at this point that there is any significant slow-down. The following graph outlines the number of lots released for the 3 quarters in 2018 - 2019. Apart from the extraordinary 2016-2017 period where 986 lots were registered. 2018-2019 is set to surpass the 2017-2018 figure of 567 lots, with 509 lots registered already for the 3 quarters. It will be interesting to see how the data trends over the final quarter of 2018-2019.



The following table outlines the estimated value of works per development type approved during the quarter along with the year to date value and value of the preceding 2 years. The 2018-2019 year to date value is down on that in 2017-2018 at this stage.

Value of Works DA	Jan-19	Feb-19	Mar-19	Total to date 2018 - 2019	Total 2017-2018	Total 2016 - 2017
Ancillary DA	\$411,060	\$704,804	\$744,330	\$5,637,872	\$8,649,369	\$5,416,321
Ancillary CDC	\$289,044	\$530,292	\$425,477	\$2,911,015	\$5,750,178	\$1,559,611
Commercial DA	\$276,600	\$1,401,627	\$1,308,500	\$16,117,524	\$17,415,409	\$12,710,871
Commercial CDC	\$0	\$145,537	\$54,705	\$745,474	\$2,380,814	\$4,007,057
Community DA	\$874,932	\$0	\$0	\$6,833,932	\$13,111,186	\$1,851,000
Community CDC	\$0	\$0	\$0	\$345,078	\$692,872	\$330,000
Industrial DA	\$0	\$3,130,000	\$340,000	\$14,092,195	\$13,919,469	\$7,176,750
Industrial CDC	\$0	\$0	\$7,440,481	\$7,848,481	\$757,727	\$503,000
Residential DA	\$17,179,940	\$20,065,490	\$9,523,413	\$160,861,787	\$266,406,644	\$190,943,031
Residential CDC	\$2,767,832	\$2,696,093	\$2,220,503	\$28,552,334	\$51,975,736	\$37,712,396
Rural DA	\$365,000	\$1,520,000	\$1,000,000	\$7,895,309	\$9,718,464	\$7,635,746
Rural CDC	\$0	\$371,000	\$0	\$1,145,009	\$1,638,082	\$1,237,092
Subdivision DA	\$377,000	\$320,000	\$40,000	\$2,347,000	\$18,137,000	\$26,708,500
Tourist DA	\$500	\$1,186,792	\$0	\$2,627,292	\$14,777,822	\$1,711,860
Tourist CDC	\$0	\$0	\$0	\$0	\$1,225,000	\$690,000
Total	\$22,541,908	\$32,071,635	\$23,097,409	\$257,960,302	\$426,555,772	\$300,193,235

Application processing data and longer term trends for the various application types is provided in the table below. It is noted that gross monthly average DA processing time of 58 days for the year to date is an improvement on the monthly average of 64 days during 2017-2018. With the recent recruitment of a number of positions in the development assessment team it is hoped that the backlog of applications will be further reduced and processing times improved. This will also be dependent on the level of development activity going into the final quarter.

Gross average processing times for infrastructure construction certificates have decreased to 75 days for 2018-2019 to date, compared to an average of 102 days in

2017-2018. Net average processing times for infrastructure construction certificates have also improved from an average of 53 days in 2017-2018 to an average of 34 days. Monthly gross average processing days for subdivision certificates for the 2018-2019 to date is 84 days, up from an average of 63 days in 2017-2018. Both of the vacant development engineering positions have now been filled so this will help address delays in this area.

PMHC Application Processing Performance	NSW 2014-15 Monthly Average	PMHC 2014-15 Monthly Average	NSW 2015-16 Monthly Average	PMHC 2015-16 Monthly Average	PMHC 2016-17 Monthly Average	PMHC 2017 - 18 Monthly Average	PMHC 2018 - 19 Monthly Average	Jan-19	Feb-19	Mar-19
DAs Processing - Net Median Days	46	30	49	30	31	38	37	47	39	39
DA Processing - Net Average Days	48	36	52	34	26	46	41	54	49	35
DA Processing - Gross Average Days	76	56	63	58	55	64	58	68	74	48
Complying Development Processing - Net Average Days		13		6	6	7	14	39	9	12
Complying Development Processing - Gross Average Days	22	14	22	7	8	7	15	39	9	19
Building Construction Certificate Processing - Net Average Days		12		9	9	9	8	10	18	9
Building Construction Certificate Processing - Gross Average Days		49		51	52	66	57	61	58	56
Plumbing & Drainage Applications Processing - Net Average Days		17		16	15	21	18	15	15	19
Plumbing & Drainage Applications - Gross Average Days		61		51	47	52	54	57	46	49
Infrastructure Construction Certificate Processing - Net Average Days		41		54	39	53	34	28	25	25
Infrastructure Construction Certificate Processing - Gross Average Days		114		94	77	109	75	73	86	36
Subdivision & Strata Certificates Processing - Net Average Days		33		42	40	49	40	31	51	31
Subdivision & Strata Certificates Processing - Gross Average Days		72		97	60	63	84	232	76	43
Roads Act Applications Processing - Net Average Days		16		17	19	17	14	11	12	7
Roads Act Applications Processing - Gross Average Days		41		43	48	43	40	55	48	25

2. Applications determined under delegation including Clause 4.6 Objections under the Port Macquarie-Hastings Local Environmental Plan 2011

The following table lists DAs that have been determined during the quarter which have included a Clause 4.6 exception to a development standard under the Port Macquarie Hastings Local Environmental Plan 2011. Senior staff have delegation to determine applications involving a Clause 4.6 objection where the variation is no greater than 10% of the development standard.

Application	Property	Extent of Variation
DA2018 - 1041.1 - Alterations & Additions to dwelling	28 Bourne Street, Port Macquarie	10%

This information is provided for notation by Council in accordance with the Department of Planning and Environment Circular PS 08-003.

Options

This is an information report.

Community Engagement & Internal Consultation

Development assessment statistics are discussed internally as the key indicator of system performance.

Ongoing engagement on development activity and process improvement is also undertaken through the Construction Industry Action Group (CIAG) forum.

Planning & Policy Implications

There are no planning and policy impacts.

Financial & Economic Implications

This report does not have direct financial or economic implications. However, monitoring the performance of the development assessment system is an important undertaking given the role of development regulation in the broader economy and the need to minimise costs to business and the community in managing development.

Attachments

Nil

Item: 09.12**Subject: INVESTMENTS - APRIL 2019****Presented by: Corporate Performance, Rebecca Olsen**

Alignment with Delivery Program

1.5.1 Manage Council's financial assets and provide accurate, timely and reliable information.

RECOMMENDATION

That Council note the Investment Report for the month of April 2019.

Executive Summary

- Total funds invested as at 30 April equals \$289,751,320.
- Interest for the month of April was \$692,596.
- The year-to-date investment income of \$7,182,680 represents 85% of the total revised annual investment income budget of \$8,472,800.
- Council's total investment portfolio performance for the financial year to date was 0.98% above the benchmark (3.01% against 2.03%). Benchmark being the Bank Bill reference rate as at 30 April 2019.

Discussion

Council has engaged Imperium Markets to provide both an investment management platform and investment advisory service. This decision was based on the need to provide more rigour and transparency around investment choices and to provide a sound framework to support the need for increased financial sustainability into the future.

The attached investment report and portfolio provides detailed information on the performance of council's investment portfolio.

Overview

Councils (including Port Macquarie-Hastings Council) provide a broad range of services and associated infrastructure to their communities. These services include (but are not limited to) the following:

- Water and Sewer services;
- Waste services;
- Port Macquarie Airport;
- Cemeteries;
- Roads and Bridges;
- Various Recreation and Cultural facilities.

The Port Macquarie-Hastings area is a high growth centre of the North Coast region and is expected to accommodate a significant proportion of regional growth over the next two decades. As a consequence of this growth, Council must not only provide services to the existing community and maintain existing assets, but Council must also plan for future maintenance and capital expenditure on the infrastructure that will be needed to support the community, business and visitors to the area into the future.

An independent analysis was conducted on Council's financial reserves. The review found:

- The Port Macquarie-Hastings local government area has experienced an unprecedented level of development activity. Whilst this has increased the level of reserves held through developer contributions, councils experiencing a high level of development activity require relatively high levels of reserves in order to adequately cope with the required levels of infrastructure spending.
- Council's reserve levels to be broadly appropriate and reasonable in light of Council's circumstances. In particular, that Council has successfully maintained a prudent buffer to prepare against potential financial risks associated with the predicted high development activity.

The full report is available on Council's website:

<http://www.pmhc.nsw.gov.au/About-Us/What-Council-Does/Corporate-Planning-Reporting-Budgets/Financial-Reports?BestBetMatch=financial%20reserves|cddbad291-68a4-4d81-8aee-b3733958e5ca|bd0cff62-3134-4e81-9f7e-de4e65feb428|en-AU>

Current Investments

Council is required to undertake investments in accordance with section 625 of the Local Government Act 1993. This report provides details of Council's investments, and certifies that all funds that Council has invested as at 30 April 2019, comply with this Act.

All investments have been made in accordance with the Act and Regulations, and Council's Investment Policy.

As at 30 April 2019, the investments held by Council totalled \$289,751,320 and were attributed to the following funds:

General Fund	121,104,462
Waste Fund	16,333,282
Water Fund	91,054,352
Sewer Fund	59,848,135
Sanctuary Springs Fund	37,668
Broadwater	1,373,421
	289,751,320

Whilst the current level of investments remains high, these largely relate to funds which have legal restrictions (for example water and sewer), or for funds held for specific purposes.

These funds may be spent in the shorter or longer term depending on the required timing of future works. The totals will fluctuate dependent on the status of individual projects.

Options

This is an information report.

Community Engagement & Internal Consultation

Council uses the services of an independent financial advisor, on an ongoing basis with investments. The investments placed this month were term deposits. At least three quotes were obtained from financial institutions in line with Council's Investment Policy. Council obtains regular updates regarding market activities positions from various institutions.

Planning & Policy Implications

There are no planning and policy implications in relation to this report.

Financial & Economic Implications

Benchmark and budget levels have been met on a year to date basis. On an annual basis, if benchmark levels are not reached, then this may result in budget cuts in other areas to fund the shortfall.

Council's total investment portfolio performance for the financial year to date is 0.98% above the benchmark (3.01% against 2.03%) and year to-date income is 85% of the total revised annual budget.

It should be noted that investment income is noted as a gross amount. Section 97(5) of the Local Government Act 1993 indicates that any security deposit held with Council must be repaid with interest accrued. These security deposits will only relate to bonds held for security to make good damage done to works.

The overall investment income will be adjusted at financial year end by the total interest refunded on repayment of bonds. As Council constantly receives and refunds bonds, it is difficult to accurately determine the quantum of these refunds.

Certification

I hereby certify that the investments listed within this report were made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy.

Nicole Spencer
Responsible Accounting Officer

Attachments

- 1 [View](#). Port Macquarie-Hastings Council Monthly Report - April 2019
- 2 [View](#). Port Macquarie-Hastings Council Portfolio as at 30 April 2019

Item: 09.13

Subject: 2019-2020 COUNCILLOR AND MAYORAL FEES

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

1.2.1 Provide effective leadership that supports the community.

RECOMMENDATION

That in relation to Councillor remuneration for the 2019-2020 financial year, Council:

- 1. Pursuant to the provisions of section 248(2) of the Local Government Act 1993, Council set the annual fee payable to a Councillor for the financial year commencing 1 July 2019 to be \$20,280.**
- 2. Pursuant to the provisions of section 249(3) of the Local Government Act 1993, Council set the annual fee payable to the Mayor for the financial year commencing 1 July 2019 to be \$64,530 (this amount includes the fee payable to a Councillor).**

Executive Summary

The Local Government Remuneration Tribunal on 26 April 2019 released its determination in relation to its 2019 annual review for the payment of fees to Councillors and Mayors.

Port Macquarie-Hastings Council provided a submission requesting the Local Government Remuneration Tribunal to move from the Regional Rural to Regional Strategic Area category. Alternatively, it was requested that consideration be given to the creation of a new category for similar councils in the Regional Rural group. These requests were declined.

Therefore, Port Macquarie-Hastings Council continues to be classified as a Regional Rural council. The Tribunal has determined that the revised band of fees for a regional rural council be:

Category	Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
	Minimum	Maximum	Minimum	Maximum
Regional Rural	\$9,190	\$20,280	\$19,580	\$44,250

* This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).

Council, in the past, has adopted the maximum fee determined by the Tribunal for both Councillors and the Mayor.

Discussion

On 26 April 2019, the Local Government Remuneration Tribunal (the Tribunal) made its determination in relation to its 2019 Annual Review for the payment of fees to Councillors and Mayors. The review focused on the determination of annual fees to be paid in each of the categories to councillors and mayors.

The full 2019 Report (Report) from the Tribunal is at attachment 1.

The Tribunal, under section 241 of the Local Government Act 1993 ("the Act"), determines annually for each category of council, the minimum and maximum amount of fees to be paid to councillors and mayors.

The Tribunal has determined an increase of 2.5% to mayoral and councillor fees for the 2019/20 financial year, with effect from 1 July 2019.

Following the creation of 20 new councils in 2016, the Tribunal conducted a review of the categories of councils and mayoral offices pursuant to section 239 of the Local Government Act 1993.

The determination provides for the retention of the following categories. In accordance with section 239, the categories of councils are determined as follows:

Metropolitan	Non-metropolitan	County Councils
Principal CBD	Regional City	Water
Major CBD	Regional Strategic Area	Other
Metropolitan Large	Regional Rural	
Metropolitan Medium	Rural	
Metropolitan Small		

Port Macquarie-Hastings Council provided a submission requesting the Local Government Remuneration Tribunal to move from the Regional Rural to Regional Strategic Area category. Alternatively, it was requested that consideration be given to the creation of a new category for similar councils in the Regional Rural group. These requests were declined. Therefore, Port Macquarie-Hastings Council continues to be classified as a Regional Rural council. The tribunal's response is below:

27. Port Macquarie's June 2018 population of 83,131 is significantly below the indicative population of Regional Strategic Area councils. The Tribunal finds that Port Macquarie has not demonstrated the additional criteria to warrant inclusion in the Regional Strategic Area group.

28. Port Macquarie (as an alternative) and Mid-Coast sought to be re-categorised to a new category between Regional Strategic Area and Regional Rural. Both councils may wish to provide further details for consideration in the 2020 annual review.

The revised table of fees are shown below:

Category		Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils - Metropolitan	Principal CBD	27,640	40,530	169,100	222,510
	Major CBD	18,430	34,140	39,160	110,310
	Metropolitan Large	18,430	30,410	39,160	88,600
	Metropolitan Medium	13,820	25,790	29,360	68,530
	Metropolitan Small	9,190	20,280	19,580	44,230
General Purpose Councils - Non-metropolitan	Regional City	18,430	32,040	39,160	99,800
	Regional Strategic Area	18,430	30,410	39,160	88,600
	Regional Rural	9,190	20,280	19,580	44,250
	Rural	9,190	12,160	9,780	26,530
County Councils	Water	1,820	10,140	3,920	16,660
	Other	1,820	6,060	3,920	11,060

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).

Options

Council must determine the Councillor Fee for the 2019-2020 financial year within the relevant band of the 2018 Local Government Remuneration Tribunal determination.

Councillor Fee \$9,190 - \$20,280

Council must determine the Mayoral Fee for the 2019-2020 financial year within the relevant band of the 2018 Local Government Remuneration Tribunal determination.

Mayoral Fee \$19,580- \$44,250

Community Engagement & Internal Consultation

Internal Consultation

- General Manager
- Director Corporate Performance
- Group Manager Governance and Procurement.

Planning & Policy Implications

As per Council's current Payment of Expenses and Provision of Facilities to Councillors Policy:

"Pursuant to section 248 of the Act, Council shall, prior to 30 June each year, set by resolution, the annual fees to be paid to the Councillors for the following year commencing on 1 July provided that such fee shall be within the range for the Council determined annually by the Local Government Remuneration Tribunal."

Council's past practice has been to adopt the maximum fee determined by the Tribunal for both Councillors and the Mayor, as shown in the table below.

Individual Councillor Annual Fee	Total Mayoral Annual Fee
\$20,280	\$64,530

Financial & Economic Implications

2019-2020 Budget Allocations:

It was anticipated that an increase would be decided by the Tribunal; therefore, the draft 2019-2020 budget provides provision for:

- Councillor Allowances - \$162,278
- Mayoral Allowances- \$64,543
- \$226,812

If Council resolved to implement the recommendation as outlined, the costs to Council in 2019-2020 will be:

- Councillor Allowances- \$162,240
- Mayoral Allowances- \$64,530
- \$226,770

The budget allocation for the increased fees (combined mayoral and councillor allowances) is short by \$42.

If adopted, the budget will be increased in the draft 2019-2020 operational plan before the June 2019 Council Meeting.

Attachments

- 1 [View](#). 2019 Annual Determination LGRT

2 Your Community Life

What we are trying to achieve

A healthy, inclusive and vibrant community.

What the result will be

We will have:

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

How we will get there

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

Item: 10.01

**Subject: 2018-2019 ROUND 2 COMMUNITY GRANT PROGRAM FOR
ENDORSEMENT**

Presented by: Strategy and Growth, Holly McBride

Alignment with Delivery Program

2.3.6 Support a range of inclusive community activities and programs.

RECOMMENDATION

That Council pursuant to Section 356 of the Local Government Act 1993, grant financial assistance from the Community Grants 2018-2019 Round 2 for the total amount of \$83,421 to the following:

General Community Grants

Bonny Hills Progress Association	Covered Seating	\$9800
Port Macquarie-Hastings Bridge Association	LED Lighting Upgrade	\$2393
Amateur Beekeepers Association (Hastings Valley)	Bee Education and BioSecurity Awareness	\$8678
Comboyne Community Association	Community Website	\$3770
Motorcycle Friendly Wauchope	Motofest Collateral	\$9227
Port Macquarie Tennis Club	Safety Fencing	\$3440
Wauchope Timbertown Tennis Club	Facility Improvements	\$10,000
Seaside Scavenge	Community Clean Up	\$3326
Laurieton Men's Shed	Thicknesser	\$5996
Hastings Orienteering Group	Collateral for Events	\$7651
Total		\$64,281

Place Making Grants

Rotary Club Port Macquarie	Shade Sail over Liberty	
Sunrise	Swing	\$10,000
Friends of Mrs York's Garden	New Covered Seat	\$9140
Total		\$19,140

Executive Summary

The second round of the annual community grant process was once again very competitive. Twenty-four applications were submitted across all categories of the grant round. Of these, the twelve organisations above were endorsed by the Community Place Management Team and the Executive Team as having successfully met the Community Grants Criteria.

Discussion

Community Grants

A total of \$83,421 is recommended for allocation in 2018-2019 Round 2 for the Community Grants program as follows:

- General Grants for a range of innovative projects which align with the *Port Macquarie-Hastings Towards 2030 Community Strategic Plan* (\$64,281);
- Place Making Grants fund projects that create authentic and vibrant public places that are valued by their communities and admired by visitors (\$19,140)

The Community Grant Guidelines 2018-2019, available on Council's website, set out the objectives, eligibility and assessment criteria, and other information for the grant round. On-line applications were submitted on *SmartyGrants*, a best practice on-line grants management system.

Information sessions were held in Port Macquarie (x2), Laurieton and Wauchope in February, 2019.

Applications opened on 11 February 2019 and closed on 1 March 2019. A total of twenty-four applications were received of which nineteen were in the General Category and five in the Place Making category.

Assessment of applications was undertaken in two stages. Stage 1 was a check against eligibility criteria, restrictions and supplementary information and Stage 2 was an assessment of projects against the criteria as published in the *Community Grant Guidelines*.

In March 2019 following Stage 1 and Stage 2 of the preliminary assessments, applications were considered by the Community Place Management Team and forwarded to the Executive Team, with the endorsed applications forwarded to Council for approval.

Descriptions of the projects is detailed in confidential **Attachment 1**.

This item is classified CONFIDENTIAL under Section 10A(2)(d)(i) of the Local Government Act 1993, which permits the Meeting to be closed to the public for business relating to commercial information of a **confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it**.

Options

Council accepts the above recommendations for endorsement.

Council requests that the applications are reviewed and reconsidered.

Community Engagement & Internal Consultation

No external community engagement occurred as part of the assessment process.

Internal consultation included:

- Development Assessment Planner
- Community Participation Manager
- Group Manager, Community Place
- Recreation and Buildings Manager
- Property and Leasing Coordinator

The internal Committee then proposed the allocations to Council's Executive Staff for Planning & Policy Implications

The grant process is consistent with *Council's Funding and Support provided to the Community Policy (July 2013)*.

Financial & Economic Implications

Funding for community grants was adopted as part of the operational budget in June 2018. A summary of funding outcomes for 2018/2019 Round two is provided in Table 1.

Table 1:

Grant Category	Funds Allocated
General Community	\$63,881
Place Making	\$19,140
Total	\$83,021

The allocated funding for Round 2 of the Community Grants is not exhausted by the grant applications which have been put forward for endorsement.

The remaining \$12,710 will be allocated towards funding the 18/19 Anzac Day and Remembrance Day traffic control costs which currently has a \$15,000 deficit.

Attachments

- 1 [View](#). Confidential - Project Descriptions - Round 2 Community Grant Program 2018/19 (Confidential)

Item: 10.02

Subject: GRANT APPLICATIONS QUARTERLY REPORT

Presented by: Strategy and Growth, Holly McBride

Alignment with Delivery Program

2.4.1 Work with the community to identify and address community needs, to inform Council processes, services and projects.

RECOMMENDATION

That Council note the second quarterly Grant Application Report, providing an overview of grants applied for or obtained in the 2018-19 financial year.

Executive Summary

Every year, Council applies for a significant number of grants to support the delivery of a range of services and infrastructure for our community. This report details the successful or pending grant applications made during the 2018-19 financial year (to 30 April 2019). The current status of the 56 applications noted in the report is as follows: 62% successful, 18% pending and 20% unsuccessful.

Discussion

This report is the second quarterly update on Council grant applications, in accordance with the 17 October 2018 Ordinary Council Meeting resolution:

09.07 GRANT APPLICATIONS STATUS REPORT INVESTIGATION

RESOLVED: Griffiths/Alley

That Council:

- 1. Request the General Manager to produce a quarterly 'Grant Application Status Report', in relation to grants applied for by Port Macquarie-Hastings Council for a 12 month trial period with the first report to Council due to the February 2019 Council meeting; and*
- 2. Request the General Manager provide a report to Council on the expiration of the trial period to detail the ongoing resourcing requirements and to assess the ongoing benefits of the report.*

CARRIED: 7/0

FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Levido and Pinson

AGAINST: Nil

Every year, Council applies for, or obtains, a significant number of grants to support the delivery of a range of services and infrastructure for our community. Some grants are ongoing or recurring, such as the Roads and Maritime Services "block grants" for regional roads and traffic facilities. Some are for specific projects, often over several financial years, while others are for specific projects with designated completion targets.

The Grants Register (attachment 1) details grants applications made, successfully or unsuccessfully, or on-going for the 2018-19 financial year (to 30 April 2019). Applications added since the previous report are shaded in grey. For each application it notes the project, grant program, whether it is State or Federal Government funding, the amount of the grant (and any Council co-contribution) plus an estimate of the staff hours involved in preparing each application. Each grant application does vary with respect to complexity and therefore, preparation time does vary. As noted also, application success does not always mean the full amount applied for is granted.

Not included in the Register are “block grants” which are often applied for in one year, with the grant funding received in the following, often for projects spread over several financial years.

Also noted in the second section of the Register are recent funding commitments made during the recent State and current Federal election care-taker periods (to 30 April 2019).

In summary:

Number of applications prepared	56
Total value of grant applications	\$29,053,972
Estimated staff time	1354.5 hours

Successful applications	62% (35)
Value of successful	\$10,820,087
Estimated staff time	1034 hours

Applications with outcome pending	18% (10)
Value of pending	\$7,530,205
Estimated staff time	135.5 hours

Unsuccessful applications	20% (11)
Value of unsuccessful	\$10,452,862
Estimated staff time	185 hours

Options

1. That Council notes the information contained in the second quarterly “Grant Application Quarterly Report”; or
2. That Council notes the report, but requests additional information.

Community Engagement & Internal Consultation

All staff making grant applications were consulted in finalising the Grants Register at Attachment 1.

The Council has a commitment to support community group grant applications by assisting them with information/data, and letters of support, where applicable. These community-based grants are not included in this report.

Planning & Policy Implications

There are no policy implications in relation to this report. It is noted, however, that the timing of grants received and project implementation/delivery can have implications for Council's operational program delivery.

Financial & Economic Implications

There are no direct economic implications in relation to this report but, as noted, there is a financial implication in regard to the significant staff time required to apply for grants (1,354.5 hours for the applications noted in this report). It is also noted that if successful in receiving grants, further resources are required to not only implement the grant funded project, but also to complete an acquittal at the end of the project term and for many projects, to provide regular progress reports as the grant funds are expended.

Grants from various sources are an important source of funding for a wide variety of Council activities.

Attachments

1 [View](#). 2018/19 Grants Funding Register

Item: 10.03

**Subject: RECOMMENDED ITEMS FROM THE MAYOR'S SPORTING FUND
SUB-COMMITTEE - APRIL 2019**

Presented by: Strategy and Growth, Holly McBride

Alignment with Delivery Program

2.3.2 Provide a range of inclusive sporting and recreational opportunities and facilities to encourage a healthy and active lifestyle.

RECOMMENDATION

That Council, pursuant to Section 356 of the Local Government Act 1993, grant financial assistance from the Mayor's Sporting Fund as follows:

- 1. Madelaine Goodridge receive \$500.00 to assist with the expenses she would have incurred travelling to and competing at the 2019 Hancock Prospecting Australian Age Swimming Championships held in Adelaide, South Australia from 15 - 22 April 2019 inclusive.**
- 2. Morgan Jean receive a total of \$800.00 to assist with the expenses he would have incurred travelling to and competing at both the NSWCHS Swimming Championships held in Sydney from 8 - 10 April 2019 inclusive, and the 2019 Hancock Prospecting Australian Age Swimming Championships held in Adelaide, South Australia from 15 - 22 April 2019 inclusive.**

Executive Summary

The Mayor's Sporting Fund Sub-Committee met on April 16 2019 and reached consensus on Item 11 (attached) and submits the above recommendation for Council's approval.

Attachments

1 [View](#). Extract Item 11 - MSF Meeting - April 2019

3 Your Business and Industry

What we are trying to achieve

A region that is a successful place that has vibrant, diversified and resilient regional economy that provides opportunities for people to live, learn, work, play and invest.

What the result will be

We will have:

- A strong economy that fosters a culture supportive of business and ensures economic development of the region
- Townships, villages and business precincts that are vibrant commercial, cultural, tourism, recreational and/or community hubs
- A region that attracts investment to create jobs
- Partnerships that maximise economic return and create an efficient and effective business environment

How we will get there

- 3.1 Embrace business and a stronger economy
- 3.2 Create vibrant and desirable places
- 3.3 Embrace opportunity and attract investment to support the wealth and growth of the community
- 3.4 Partner for success with key stakeholders in business, industry, government, education and the community

Item: 11.01**Subject: ECONOMIC DEVELOPMENT STRATEGY 2017-2021: SIX MONTHLY
REPORT ON PROGRESS****Presented by: Strategy and Growth, Holly McBride**

Alignment with Delivery Program

3.2.1 Identify, support and advocate for effective programs that assist the growth of appropriate business and industry.

RECOMMENDATION

That Council note the six monthly progress report on implementation of the 2017-2021 Port Macquarie-Hastings Economic Development Strategy.

Executive Summary

The implementation of actions under Council's 2017-2021 Economic Development Strategy continues the work delivered under the 2013-2016 Strategy to enhance the economic future for our region. Delivery of a diverse range of projects continues, with positive outcomes being achieved through collaboration between Council and local business and industry groups. Priorities and progress of the Strategy's implementation continues to be overseen by Council's Economic Development Steering Group (EDSG) which noted and discussed key achievements over the past six months at its April meeting.

Discussion

In adopting the 2017-2021 Economic Development Strategy, Council resolved to monitor implementation by way of a six monthly report on progress against actions. This report constitutes the fourth implementation report for the Strategy.

The Strategy was considered to be a renewal rather than a totally new Strategy and continued on from the previous version with the following five key outcomes:

1. Embracing Business and a Strong Economy.
2. Providing the Foundations.
3. Creating Vibrant and Desirable Place.
4. Driving Opportunity.
5. Partnering for Success.

In the past six months, progress has continued under the above themes. Attachment 1 provides an overview of the range of actions and initiatives which have been completed or progressed in the period December 2018 to April 2018.

At its 10 April 2019 meeting, the Economic Development Steering Group considered the attached report and noted progress to date on a wide range of initiatives under the Strategy.

Some key highlights include:

- Exhibition and further revision of the draft Port Macquarie Health and Education Precinct master plan;
- Construction on target for the Port Macquarie Airport terminal upgrade (due for completion late 2019)
- Completion of a Destination Product Audit and Analysis report which identified key opportunities for visitation growth in the Port Macquarie Hastings region;
- Updated Visitor Profiling and Satisfaction Survey completed December 2018;
- Funding secured for the development of a Cultural Economy Plan and planning for creative industry initiatives such as Artwalk and support to the Creative Wauchope festival;
- Support to Charles Sturt University application for successful Stage 2B funding application, which includes a business innovation hub;
- Joint Charles Sturt University/Council 'Hackathon' which enhanced linkages between local businesses and CSU students;
- Investment and relocation attraction through further video content marketing as well as a presence at the Sydney Franchising and Business Opportunities Expo; and,
- A new waiver of fees for footpath trading and a-frame signs in towns and villages outside Port Macquarie, whilst a policy review in this regard occurs.

The Economic Development Steering Group noted the continued importance of the first Strategy Outcome *Embracing Business and a Strong Economy*, and in particular the objective that Council have a "solutions focussed" culture. It was noted that outcomes against this were difficult to quantify, however, work in this regard continues to be a key focus. In particular, the implementation of recommendations from the recent Council *Customer Experience Project* will support on-going change to ensure customers are at the centre of what we do as an organisation.

Options

Council may note the report or choose to ask for further information.

Community Engagement & Internal Consultation

Community Engagement

The Strategy implementation is undertaken by working with local business and industry, other levels of Government and relevant stakeholders and with oversight by the Port Macquarie-Hastings Economic Development Steering Group.

Internal Consultation

Strategy action implementation has been undertaken by/in collaboration with a wide range of Council staff.

Planning & Policy Implications

Council at its 15 November 2017 meeting resolved to receive a six monthly progress report on the actions within the Strategy.

Financial & Economic Implications

It should be recognised that there is the potential for significant economic benefits to the Local Government Area if the outcomes identified in the adopted Strategy are achieved.

Attachments

- 1 [View](#). Implementation Update - 2017-2021 Economic Development Strategy ~ May 2019

Item: 11.02

Subject: RECOMMENDED ITEM FROM ECONOMIC DEVELOPMENT
STEERING GROUP - SMART REGIONAL CITY PLANNING

Presented by: Strategy and Growth, Holly McBride

Alignment with Delivery Program

3.4.3 Encourage innovation that will support our growth as a regional city including smart community technology.

RECOMMENDATION

That Council:

- 1. Note the recommendation from the Economic Development Steering Group that consideration be given to the development of a Smart City Strategy; and**
- 2. Develop a Smart City Strategy as a replacement action for the development of a Regional City Strategy in the Draft 19/20 Operational Plan action 3.1.1.1 to “Implement actions from the 2017-2021 Economic Development Strategy to lead, create and proactively support an environment that stimulates sustainable industry, business and investment”**

Executive Summary

The Economic Development Steering Group met on 10 April 2019, reached consensus on Item 06 (attached) recommending that Council give consideration to developing a Smart City Strategy. These Strategies are increasingly being used as a means for government to plan for the future of cities and regional cities, maximising their unique advantages and supporting their long term growth. Council does not currently have an identified priority for a Smart City Strategy, however, Council’s 2017-2021 Economic Development Strategy includes as an action, the development of what was identified as a “Regional City Strategy”.

Discussion

Over the past 12 months the Economic Development Steering Group has undertaken wide-ranging discussions regarding the Australian Government Smart City Policy Priorities and considered benchmarking data to gauge our local status across key measures outlined in the National Cities Performance Framework. These key measures look at factors relating to Jobs and Skills; Infrastructure and Investment; Liveability and Sustainability; Innovation and Digital Opportunities; Governance, Planning and Regulation; and Housing.

The Economic Development Steering Group’s discussions have highlighted the range of work being done by Council across these priorities, but also highlighted that

we do not have a local Strategy that brings the breadth of this work together. Increasingly, we are seeing Councils create a Smart City Strategy to map out their key priorities and focus in one document, rather than our current approach which has these reflected across a range of Council strategies and plans. The Economic Development Steering Group noted the potential benefit of the development of a “Smart City Strategy” for Port Macquarie and recommends Council consideration of this as a future priority.

Smart Cities is a global movement that is growing in awareness and influence. The benefits of *smart city* innovation are claimed to be resource efficiency and productivity, environmental performance, service delivery, asset management and improved liveability for residents. *City Deals* and *Regional Deals* are central to the Commonwealth Government's *Smart Cities* Plan which sets the goal of delivering more innovative, productive, connected, economically thriving and healthy *cities* and regions.

A smart city approach is not one that Council can achieve alone and the development and implementation of a Smart City Strategy would require extensive whole-of Council and community engagement.

Council's 2017-2021 Economic Development Strategy includes as an action, the development of a “Regional City Strategy”. The proposed approach to this Strategy is currently undefined and on hold (noting the drafting of the NSW Government Port Macquarie Regional City Action Plan). It is recommended that this Strategy be developed as a Smart Regional City Strategy/Smart City Strategy under the 2019/20 Operational Plan. This would allow the finalisation of the Regional City Action Plan and ability to ensure alignment of a new Smart City Strategy with this and other relevant strategic documents.

Options

Council may choose to agree the development of a Smart City Strategy as a replacement action for the development of a Regional City Strategy in the Draft 19/20 Operational Plan action 3.1.1.1 to “Implement actions from the 2017-2021 Economic Development Strategy to lead, create and proactively support an environment that stimulates sustainable industry, business and investment”, or not, or request further information on this matter.

Community Engagement & Internal Consultation

As noted, this report has stemmed from discussions with Council's Economic Development Steering Group and further consideration by Acting Director Strategy and Growth and Group Manager Economic Development and Communications.

Planning & Policy Implications

There are no policy implications in relation to this report specifically, however, the development of a Smart City Strategy, if agreed, will likely have future implications.

Financial & Economic Implications

If agreed, the development of a Smart City Strategy would be resourced from the draft 2019/20 Economic Development budget, using a combination of internal staff resources and support from an external service provider specialising in smart city engagement and/or strategy development.

There are no direct economic implications in relation to this report but there is potential for a Smart City Strategy to support the sustained growth of our local economy.

Attachments

1 [View](#). Item 6 - Economic Development Steering Group Minutes 10 April 2019

4 Your Natural and Built Environment

What we are trying to achieve

A connected, sustainable, accessible community and environment that is protected now and into the future.

What the result will be

We will have:

- Effective management and maintenance of essential water, waste and sewer infrastructure
- A community that is prepared for natural events and climate change
- Sustainable and environmentally sensitive development outcomes that consider the impact on the natural environment
- Accessible transport network for our communities
- Infrastructure provision and maintenance that meets community expectations and needs
- Well planned communities that are linked to encourage and manage growth
- Accessible and protected waterways, foreshores, beaches and bushlands
- An environment that is protected and conserved for future generations
- Renewable energy options that are understood and accessible by the community

How we will get there

- 4.1 Provide (appropriate) infrastructure and services including water cycle management, waste management, and sewer management
- 4.2 Aim to minimise the impact of natural events and climate change, for example, floods, bushfires and coastal erosion
- 4.3 Facilitate development that is compatible with the natural and built environment
- 4.4 Plan for integrated transport systems that help people get around and link our communities
- 4.5 Plan for integrated and connected communities across the Port Macquarie-Hastings area
- 4.6 Restore and protect natural areas
- 4.7 Provide leadership in the development of renewable energy opportunities
- 4.8 Increase awareness of issues affecting our environment, including the preservation of flora and fauna



Item: 12.01

Subject: CLASSIFICATION OF LAND CONTAINING SEWER
INFRASTRUCTURE

Presented by: Corporate Performance, Rebecca Olsen

Alignment with Delivery Program

4.1.3 Plan, investigate, design and construct sewerage assets ensuring health, safety, environmental protection and the future growth of the region.

RECOMMENDATION

That Council classify Lot 11 DP1250178 (land off Botanic Drive, Kew) as “operational land”.

Executive Summary

A report to resolve the classification of land to be transferred to Council that contains sewer infrastructure.

Discussion

At the Ordinary Council meeting held on 20 March 2019, Council resolved:

12.03 TRANSFER OF LAND TO COUNCIL FOR SEWER PURPOSES - BOTANIC DRIVE, KEW

RESOLVED: Intemann/Cusato

That Council:

1. *Accept the transfer of Lot 11 DP1250178, Botanic Drive, Kew.*
2. *Delegate Authority to the General Manager to execute, electronically or otherwise, all documents including, but not limited to, any authorisation form as required associated with the transfer in accordance with the Electronic Transactions Act 2000.*
3. *Pursuant to Section 34 of the Local Government Act 1993 commence the process to classify Lot 11 DP1250178 as “operational land” by placing on public exhibition the proposed resolution “It is intended to classify Lot 11 DP1250178 (land off Botanic Drive, Kew) as operational land” from 27 March 2019 for a minimum period of 28 days.*
4. *Note that a further report will be tabled at the May 2019 Ordinary Council meeting detailing any submissions received during the exhibition period.*

CARRIED: 9/0

FOR: Alley, Cusato, Dixon, Griffiths, Hawkins, Intemann, Levido, Pinson and
Turner

AGAINST: Nil

The *Local Government Act 1993* requires the land to be formally classified following the conclusion of the statutory exhibition period.

Options

Nil - the land is required to be classified in accordance with the provisions of the *Local Government Act 1993*. As the land contains a sewer pumping station, an “operational” land classification is considered appropriate.

Community Engagement & Internal Consultation

The proposed land classification has been publicly exhibited. At the conclusion of the exhibition period, no submissions were received.

Planning & Policy Implications

There are no planning and policy implications in relation to this report.

Financial & Economic Implications

There are no financial and economic implications in relation to this report.

Attachments

Nil

Item: 12.02

Subject: QUESTION FROM PREVIOUS MEETING - NEW PEDESTRIAN CROSSING - BOLD STREET, LAURIETON

Presented by: Infrastructure, Jeffery Sharp

RECOMMENDATION

That Council note the information provided in this report.

Question from Mayor Pinson:

Could the General Manager please detail the process for how the decision was made to place the new Laurieton Pedestrian Crossing in its proposed location?

Comments by Mayor (if provided):

Nil.

Response

Key dates in the planning timeline for the new 'pedestrian (zebra) crossing' to be installed in Bold Street, Laurieton, between Tunis Street and Seymour Street, are presented below:

2009	Streetscape upgrade completed of Bold Street, between Seymour Street and Laurie Street, including a mid-block pedestrian crossing
May 2015	Port Macquarie-Hastings Pedestrian Access and Mobility Plan (PAMP) adopted by Council - Att #1
May 2017	Concept masterplan developed for streetscape upgrade of Bold Street, between Tunis Street and Seymour Street, including a pedestrian crossing adjacent to 73 Bold Street - Att #2
October 2017	Stronger Country Communities Fund (SCCF) grant nomination submitted for construction of the pedestrian crossing and associated streetscape works based on the earlier developed concept masterplan
March 2018	Notification that the SCCF nomination was successful
July 2018	Preliminary detailed design of crossing completed - Att #3
31 October 2018	Local Traffic Committee Recommendation to Council: <i>That a 'pedestrian (zebra) crossing' be installed in Bold Street, Laurieton, between Tunis Street and Seymour Street.</i> - Att #4

12 December 2018	Council Resolution: <i>That Council endorse the Local Traffic Committee's recommendation for a 'pedestrian (zebra) crossing' to be installed in Bold Street, Laurieton, between Tunis Street and Seymour Street. - Att #5</i>
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The concept masterplan, completed in May 2017, clearly shows the location of the pedestrian crossing adjacent to 73 Bold Street and is based on the adopted 2015 Pedestrian Access and Mobility Plan.

In October 2017 Council subsequently applied for funding under the Stronger Country Communities Fund. Following funding success, detailed design and planning for the project commenced.

The preliminary detailed design was completed in July 2018 included the location of the pedestrian crossing adjacent to 73 Bold Street.

In October 2018 the pedestrian crossing was considered by the Local Traffic Committee (LTC). A pedestrian (zebra) crossing is a regulatory device and thus LTC approval is required.

This was then reported to Council for consideration on 12 Dec 2018, with Council resolving to proceed in the location included in that report.

Attachments

- 1[View](#). Laurieton PAMP - May 2015
- 2[View](#). Bold Street Streetscape Masterplan - May 2017
- 3[View](#). Pedestrian Crossing Preliminary Design - July 2018
- 4[View](#). Local Traffic Committee Report - Bold Street Pedestrian Crossing - October 2018
- 5[View](#). Ordinary Council Meeting Report - Bold Street Pedestrian Crossing - December 2018

Item: 12.03

Subject: LORNE ROAD WORKS AS MATERIAL PUBLIC BENEFIT

Presented by: Strategy and Growth, Holly McBride

Alignment with Delivery Program

4.5.2 Plan for infrastructure that supports population growth.

RECOMMENDATION

That Council:

- 1. Approve the application to undertake construction of road works in Lorne Road, Kendall on the basis that the work will provide material public benefit pursuant to s7.11(5)(b) of the Environmental Planning and Assessment Act 1979 (as amended), subject to the applicant entering into a Works in Kind Agreement.**
- 2. Delegate authority to the General Manager to execute the Works in Kind Agreement in item 1 above.**

Executive Summary

Council has received an application on behalf of the developers of a rural residential subdivision at Lorne Road, Kendall to undertake road works as material public benefit. The works are to be undertaken in conjunction with intersection works that serve the development. Part of the works are proposed to be constructed at the expense of the developer in lieu of payment of Section 7.11 (previously Section 94) contributions in connection with the development.

The works are not identified in a contributions plan. The outcome is considered to provide a significant improvement to Lorne Road at the site.

The value of the works will be less than \$100,000 and as such Council is not required to call tenders in this case.

The costs have been verified by Council's Transport and Stormwater Network team.

Discussion

Hopkins Consultants on behalf of the developer, Jojeni Pty Ltd, have proposed to undertake works in the road reserve in connection with the development of adjacent land for a rural residential subdivision. The developer has requested that Council consider offsetting the cost of part of the road works in lieu of the payment of development contributions for roads under Section 7.11 (previously s94) of the

Environmental Planning & Assessment Act 1979 (as amended). The development is subject to water supply and Section 7.11 contributions.

The works are not identified in a development contribution plans.

The Development

Development consent for a rural residential subdivision at 72 Lorne Road, Kendall was granted by Council under Development Application 2010/577. Stage 1 of the development has proceeded. Stage 2 involves the construction of a new intersection on Lorne Road approximately 750 metres west of Logans Crossing Road that provides access to the new rural residential lots. The intersection is required to be constructed prior to release of the subdivision. The Developer has offered to undertake additional works including to reshape and resurface the travel lanes through the intersection. These works are consistent with a preliminary Council plan for the upgrade of Lorne Road.

The proposed Works as Material Public Benefit

Council staff have reviewed the application and recommend that a proportion of the estimated cost of the items listed below be considered as works as material benefit, to a total cost of \$67,387.95, as follows:

- Asphaltic concrete surfacing to carriageway (approx. 1500m2) includes primer seal and correction courses to address camber and crossfall deficiencies
- Compaction testing
- Line Marking
- Traffic control
- Consultancy/Project management costs (includes part design and survey).

The Acting Group Manager Transport and Stormwater Network has advised that the application is supported on the basis that the works will provide material public benefit to the broader community in the short term by providing an upgrade to part of Lorne Road that is consistent with Council's future plans.

The Local Government Act

The proposed works are estimated to be less than \$100,000 and therefore the calling of tenders is not required. The costs have been reviewed and verified by Council's Transport and Stormwater Network team.

A formal Works in Kind agreement will need to be executed to formalise the Developer's application.

Options

Council could resolve to approve the application to undertake works as material public benefit or reject the application.

If the application is rejected, no offset or refund of development contributions would apply.

Community Engagement & Internal Consultation

The Acting Manager Transport and Stormwater Network has been consulted and supports the construction of the works and the offset of development contributions in this case.

Planning & Policy Implications

The proposal conforms to Council's Works in Kind Policy.

Financial & Economic Implications

The offset of Roads contributions does not impact on Council's financial position, however, it should be noted that these contributions to the value of \$67,387.95 will not be collected against the current s7.11 Major Roads Contributions Plan.

The design, assessment and construction of the works will be subject to Council's normal procedures for construction and acceptance of public infrastructure.

Attachments

Nil

Item: 12.04

Subject: RECOMMENDED ITEM FROM COAST, ESTUARY & FLOODPLAIN
ADVISORY SUB COMMITTEE - HIBBARD PRECINCT FLOOD
STUDY - DRAFT REPORT

Presented by: Development and Environment, Melissa Watkins

Alignment with Delivery Program

4.2.1 Develop and implement coastal, estuary, floodplain, and bushfire management plans.

RECOMMENDATION

That Council:

1. Place the draft Hibbard Precinct Flood Study (2019) on public exhibition for a minimum of 28 days commencing 20 May 2019; and
2. Receive a further report detailing the submissions received from the public during the exhibition period at the conclusion of the exhibition.

Executive Summary

The Coast, Estuary & Floodplain Advisory Committee met on 28 March 2019 and reached consensus on Item 06 (attached) and now submits the above recommendation for Council consideration.

Attachments

1 [View](#). Hibbard Precinct Flood Study Draft Report 2019

Item: 12.05

Subject: RECOMMENDED ITEM FROM COAST, ESTUARY & FLOODPLAIN
ADVISORY SUB COMMITTEE - NORTH BROTHER FLOOD STUDY
DRAFT REPORT

Presented by: Development and Environment, Melissa Watkins

Alignment with Delivery Program

4.2.1 Develop and implement coastal, estuary, floodplain, and bushfire management plans.

RECOMMENDATION

That Council:

1. Place the North Brother Flood Study Draft Report on public exhibition for a minimum of 28 days commencing 20 May 2019; and
2. Receive a further report detailing the submissions received from the public during the exhibition period at the conclusion of the exhibition.

Executive Summary

The Coast, Estuary and Floodplain Advisory Sub Committee met on 28 March 2019 and reached consensus on Item 09 (attached) and now submits the above recommendation for Council consideration.

Attachments

- 1 [View](#). North Brother Flood Study Draft Report
2 [View](#). North Brother Calibration Report

Subject: CONFIDENTIAL COMMITTEE OF THE WHOLE

RECOMMENDATION

1. That Council move into Confidential Committee of the Whole to receive and consider the following items:

Item 14.01 T-18-58 Supply and Delivery of two (2) x 20 Tonne Track Mounted Excavators

This item is considered confidential under Section 10A(2)(d(ii)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council.

Item 14.02 T-19-08 Construction of Lighthouse Road East Upgrade

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

Item 14.03 T-19-11 Provision of Destination Public Relations Services

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

Item 14.04 T-19-17 Westport Drainage Study and Detailed Design of Stormwater Remediation Measures

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

Item 14.05 T-19-24 Provision of Surveying Services

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

Item 14.06 Request for Transfer of Land and Building - Lot 101 DP1147245, 91 Greenmeadows Drive, Port Macquarie

This item is considered confidential under Section 10A(2)(c) of the Local Government Act 1993, as it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Item 14.07 Contract Extension Tender T-14-18 Dam Safety Engineer, Dam Surveillance and Annual Dam Safety Inspections

This item is considered confidential under Section 10A(2)(c) of the Local Government Act 1993, as it contains information that would, if disclosed, confer a commercial advantage on a person

with whom the Council is conducting (or proposes to conduct) business.

**Item 14.08 Provision of Integrated Water Cycle Management Phase 2
Supplementary Report**

This item is considered confidential under Section 10A(2)(c) of the Local Government Act 1993, as it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**Item 14.09 Provision of Port Macquarie Water Treatment Plant Scoping
Study**

This item is considered confidential under Section 10A(2)(c) of the Local Government Act 1993, as it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

2. That pursuant to Section 10A subsections 2 & 3 and 10B of the Local Government Act 1993 (as amended), the press and public be excluded from the proceedings of the Council in Confidential Committee of the Whole on the basis that the items to be considered are of a confidential nature.
3. That the recommendations made in Confidential Committee of the Whole be made public as soon as practicable.

Subject: ADOPTION OF RECOMMENDATIONS FROM THE CONFIDENTIAL COMMITTEE OF THE WHOLE

RECOMMENDATION

That the undermentioned recommendations from Confidential Committee of the Whole be adopted:

- Item 14.01 T-18-58 Supply and Delivery of two (2) x 20 Tonne Track Mounted Excavators**

This item is considered confidential under Section 10A(2)(d(ii)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council.

RECOMMENDATION

- Item 14.02 T-19-08 Construction of Lighthouse Road East Upgrade**

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

RECOMMENDATION

- Item 14.03 T-19-11 Provision of Destination Public Relations Services**

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

RECOMMENDATION

- Item 14.04 T-19-17 Westport Drainage Study and Detailed Design of Stormwater Remediation Measures**

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

RECOMMENDATION

- Item 14.05 T-19-24 Provision of Surveying Services**

This item is considered confidential under Section 10A(2)(d(i)) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

RECOMMENDATION

- Item 14.06 Request for Transfer of Land and Building - Lot 101 DP1147245, 91 Greenmeadows Drive, Port Macquarie**

This item is considered confidential under Section 10A(2)(c) of the Local Government Act 1993, as it contains information that would, if disclosed, confer a commercial advantage on a person

with whom the Council is conducting (or proposes to conduct) business.

RECOMMENDATION**Item 14.07 Contract Extension Tender T-14-18 Dam Safety Engineer, Dam Surveillance and Annual Dam Safety Inspections**

This item is considered confidential under Section 10A(2)(c) of the Local Government Act 1993, as it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

RECOMMENDATION**Item 14.08 Provision of Integrated Water Cycle Management Phase 2 Supplementary Report**

This item is considered confidential under Section 10A(2)(c) of the Local Government Act 1993, as it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

RECOMMENDATION**Item 14.09 Provision of Port Macquarie Water Treatment Plant Scoping Study**

This item is considered confidential under Section 10A(2)(c) of the Local Government Act 1993, as it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

RECOMMENDATION