



PORT MACQUARIE-HASTINGS
COUNCIL



Port Macquarie Transport Network Community Consultative Committee

Business Paper

date of meeting: Monday 25 May 2020

location: Via Skype

time: 9:00am

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.

Port Macquarie Transport Network Community Consultative Committee

CHARTER

1.0 PURPOSE OF THE COMMITTEE

The purpose of the Port Macquarie Transport Network Community Consultative Committee is to provide a forum for discussion between Council and the community on issues directly relating to the investigation of proposed Orbital Road options, planned traffic network improvements and upgrades to the existing Port Macquarie road network, through the development of a Strategic Business Case.

At the 19 June 2019 Council meeting it was resolved:

7. Request the General Manager to establish a Proposed Orbital Road Community Consultative Committee that will be guided by a Council-adopted Charter (yet to be determined), with membership of the Committee to be determined via a formal Expression of Interest process, ensuring that a broad cross-section of interests and expertise are represented on the Committee.

2.0 KEY FUNCTIONS

The Committee will:

- Assist Council in meeting its commitment to address the proposed Orbital Road options and broader Port Macquarie road network improvements & upgrades.
- Promote information sharing between Council, local community members and other key stakeholders, on the proposed Orbital Road options and broader Port Macquarie road network improvements & upgrades.
- Work collaboratively with Council and provide feedback on the proposed Orbital Road options, Strategic Business Case studies or reports and broader Port Macquarie road network improvements & upgrades.
- Provide a forum for the community members and other stakeholders to share / seek information on and provide feedback to Council on the development of the Strategic Business Case for the proposed Orbital Road, including planned traffic network improvements and upgrades to the existing Port Macquarie road network,

3.0 MEMBERSHIP

Membership of the Committee will comprise eleven (11) members including:

1. One independent Chair
2. Two Councillor representatives
3. Up to six community and stakeholder representatives (including no more than 2 representatives from any one representative group)
4. Two Council staff representatives (Director and Project Manager)

If and when decision-making is required, this will be by consensus.

It is anticipated other Council staff may be present on an as needs basis in support of the project to present information and listen to discussion.

3.1 Independent Chair

The Independent Chair must be:

- A convenor, facilitator, mediator and advisor for the Committee
- Independent and impartial
- The key contact between the Committee and Council

The Chair will be chosen through an Expression of Interest (EOI) process and must be able to demonstrate detailed experience in community relations, facilitation, mediation and / or public advocacy.

The appointment of the Chair to the Committee will be for a period of 12 months at which time the Committee membership will be reviewed; with the option to extend the Independent Chair's tenure for another twelve-month period via a resolution of the Council, without the need to go through a formal EOI process.

The Chair will be responsible for:

- Convening and running the meetings in a fair and independent way
- Ensuring members comply with the Code of Conduct
- Resolving disputes between members
- Liaising with Council staff on minutes, agendas and reports

3.2 Community and Stakeholder representatives

Community and stakeholder representatives will represent a broad cross section of the community in age and gender and will be chosen through an EOI process.

Local community representative's must:

- Be a current resident or landowner in the Port Macquarie-Hastings Local Government Area
- Be able to demonstrate active involvement in local community groups or activities
- Have awareness and knowledge about the projects on which the Committee will be focussed
- Be able to represent and communicate the interests of the community
- Be willing to adhere to the Council's Code of Conduct at all times, including the need for confidentiality at times.

Representatives of stakeholder groups must:

- Be a member of a stakeholder group with an interest in the projects on which the Committee will be focussed
- Have awareness and knowledge about the projects on which the Committee will be focussed
- Be able to represent and communicate the interests of their group and share information with their respective groups
- Be willing to adhere to the Council's Code of Conduct at all times, including the need for confidentiality at times.

Appointment to the Committee will be for a period of twelve months, at which time a review of the membership of the Committee will take place; with the option to extend the existing

Committee for another twelve-month period via a resolution of the Council, without the need to go through a formal EOI process.

3.3 Obligations of Members

- As per Section 226 (c) of the NSW Local Government Act 1993, the Mayor is the principal spokesperson for the governing body and Councillors that are members of the Committee are to obtain the Mayor's agreement to make media and other statements on behalf of Council. Further, only the Mayor, or a Councillor with the Mayor's agreement and otherwise in accordance with Council policies and procedures, may release Council information through media statements or otherwise, and the release of such information must be lawful under the Council adopted Code of Conduct. Council officers that are members of the Committee are bound by the existing operational delegations in relation to speaking to the media.
- A Councillor as a member of the Committee or the Committee itself has no delegation or authority to make decisions on behalf of Council, nor to direct the business of Council. The only decision-making power rests with Councillors, through formal resolutions of Council.
- The Committee may make recommendations to Director of Infrastructure or General Manager who will have the discretion to prepare a report, for consideration by Councillors through a formal meeting of Council. Council will consider recommendations that come from the Committee, however is under no obligation to resolve in favour of such recommendations.
- A Councillor as a member of the Committee or the Committee itself cannot direct staff and must abide by the decisions of Council and the policies of Council.

Confidentiality and Conflict Of Interest:

- Councillors, Council staff and members of this Committee must comply with the applicable provisions of Council's Code of Conduct in carrying out the functions as Council officials. It is the personal responsibility of Council officials to comply with the standards in the Code of Conduct and regularly review their personal circumstances with this in mind.
- Committee members must declare any conflict of interests at the start of each meeting or before discussion of a relevant item or topic. Details of any conflicts of interest should be appropriately minuted.
- Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate they be excused from Committee deliberations on the issue where the conflict of interest may exist. This does not relate to where a Committee member resides.
- All members of the Committee will be required to complete a confidentiality agreement that will cover the period of their membership of the Committee.

3.4 Appointment of Members

Council will seek Expressions of Interest for the independent chair and community /stakeholder representatives for an appointment of 12 months by the following means:

- Advertising in the local paper
- Social media
- Council Website.

The EOI will be open for no less than 28 days. The EOI submissions will be reviewed and assessed against appropriate selection criteria.

A report will then be prepared for a future Council meeting in relation to the appointment of members to the Committee.

The Committee will be established for the life of the development of the Strategic Business Case.

4.0 TIMETABLE OF MEETINGS

Meetings of the Committee shall be held on a quarterly basis as a minimum, with no more than six meetings in a 12-month period.

5.0 MEETING PRACTICES

5.1 Quorum

A meeting of the Committee shall not proceed unless a quorum of at least one (1) more than half the number of members are present.

5.2 Chairperson

- The Chairperson shall be the Independent Chair.
- If the Chair is not available, the most senior staff member at the meeting will act as Chair.

5.3 Secretariat

A Council Staff representative is to be responsible for ensuring that the Committee has adequate secretariat support. The secretariat will ensure that the business paper and supporting papers are circulated as early as possible but at least three (3) days prior to each meeting.

6.0 ATTENDANCE BY NON-COMMITTEE MEMBERS

There may be occasions where other attendees are required at Committee meetings, for example; funding partners, other levels of Government, project managers (if applicable), stakeholder engagement specialists and other Council staff. Invitations to Committee meetings will be on an as needs basis and upon the formal request of the Chairperson.

7.0 COMMITTEE INDUCTION

The Independent Chair will ensure that members are given a suitable induction training to equip them for their role in the Committee, in accordance with Council's Code of Conduct and the Council adopted Code of Meeting Practice.

Port Macquarie Transport Network Community Consultative Committee

ATTENDANCE REGISTER

Member	06/03/20					
Denise Wilson (Chair)	✓					
Councillor Lisa Intemann	✓					
Councillor Peter Alley	✓					
Adele Graham	✓					
Brad Thomas	A					
Craig Nethery	✓					
Michael Mowle	✓					
Philip Lloyd	✓					
Tony Thorne	✓					
Dan Bylsma (Director Infrastructure)	✓					
Cam Hawkins (Group Manager Infrastructure Planning)	✓					

Key: ✓ = Present

A = Absent With Apology

X = Absent Without Apology

Meeting Dates for 2020

06/03/2020	Committee Room	10:30am
25/05/2020	Committee Room	9:00am
24/08/2020	Committee Room	9:30am
23/11/2020	Committee Room	9:00am

**Port Macquarie Transport Network Community Consultative
Committee Meeting**
Monday 25 May 2020

Items of Business

Item	Subject	Page
01	Acknowledgement of Country	<u>8</u>
02	Apologies.....	<u>8</u>
03	Confirmation of Minutes	<u>8</u>
04	Disclosures of Interest.....	<u>12</u>
05	Business Arising from Previous Minutes.....	<u>16</u>
06	Other Transport Improvement Projects.....	<u>17</u>
07	Port Macquarie Transport Network Improvement Planning Project Update	<u>25</u>
08	General Business	

Item: 01

Subject: ACKNOWLEDGEMENT OF COUNTRY

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

Item: 02

Subject: APOLOGIES

RECOMMENDATION

That the apologies received be accepted.

Item: 03

Subject: CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDATION

That the Minutes of the Port Macquarie Transport Network Community Consultative Committee Meeting held on 6 March 2020 be confirmed.

PRESENT

Members:

Denise Wilson (Chair)
Councillor Intemann
Councillor Alley
Adele Graham
Craig Nethery
Michael Mowle
Philip Lloyd
Tony Thorne
Dan Bylsma (Director Infrastructure)
Cam Hawkins (Group Manager Infrastructure Planning)

Other Attendees:

Bree Scaysbrook (Secretariat)
Kirsty Callander (Governance and Legal Officer)

The meeting opened at 10:33am.

01 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was delivered.

02 APOLOGIES

CONSENSUS:

That the apology received from Brad Thomas be accepted.

03 CONFIRMATION OF MINUTES

Not applicable as this is the inaugural meeting.

04 DISCLOSURES OF INTEREST

There were no disclosures of interest presented.

05 BUSINESS ARISING FROM PREVIOUS MINUTES

Not applicable as this is the inaugural meeting.

06 CODE OF CONDUCT

Council's Governance and Legal Officer, Kirsty Callander, provided a workshop regarding the requirements of Committee members in relation to Council's Code of Conduct.

CONSENSUS:

That the Committee note the information provided in this report.

07 COMMITTEE PURPOSE AND FUNCTION

CONSENSUS:

That the Committee note the information provided in this report.

08 PORT MACQUAIRE TRANSPORT NETWORK IMPROVEMENT PROJECT

CONSENSUS:

That the Committee:

1. Communicate the intent of short term planning in the context of infrastructure planning is 0-10 years and the broad reasons behind this.
 2. Consider inviting TfNSW representatives to future meetings based on individual agenda items.
 3. Ensure project objective language is changed from 'road network' to 'transport network'.
 4. Request the Group Manager Infrastructure Planning bring back suggested words for inclusion in the general objective for the project to consider economic viability (including affordability and funding opportunities).
 5. Request a copy of the project technical brief and any other relevant supporting
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- material provided to the consultant for Phase 1 and 2 of this project.
6. Request the Group Manager Infrastructure Planning provide relevant traffic counts for significant road projects within the Port Macquarie area.
 7. Request contact details for each Committee member be circulated for the explicit use of Committee members only.
 8. Request the Group Manager Infrastructure Planning continually review the project milestones and provide regular and relevant information regarding these milestones to the Committee.
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09 OTHER TRANSPORT IMPROVEMENT PROJECTS

CONSENSUS:

That the Committee:

1. Note Boundary Street and the Proposed Airport Access Road have not been included in this report but will be included in future reports to this Committee.
 2. Request the Group Manager Infrastructure Planning include specific stages of the Schools to Schools and Beach to Beach pathway projects in the project title.
 3. Note the Ocean Drive Corridor planning project be included in this report.
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10 GENERAL BUSINESS

10.01 DISCLOSURES OF INTEREST

CONSENSUS:

That the Committee request the Director Infrastructure confirm with Council's Governance Section regarding the need for general disclosures of interest from each Committee member.

10.02 COMMITTEE CHARTER

CONSENSUS:

That the Committee request the Director Infrastructure make recommendation to Council to amend the Committee Charter to reference the Director Infrastructure role.

The meeting closed at 12:25pm.

Item: 04
Subject: DISCLOSURES OF INTEREST

RECOMMENDATION

That Disclosures of Interest be presented

DISCLOSURE OF INTEREST DECLARATION

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

(Refer to next page and the Code of Conduct)

Pecuniary Interest

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

Non-Pecuniary

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

Managing non-pecuniary conflicts of interest

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

SPECIAL DISCLOSURE OF PECUNIARY INTEREST DECLARATION

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

By <i>[insert full name of councillor]</i>	
In the matter of <i>[insert name of environmental planning instrument]</i>	
Which is to be considered at a meeting of the <i>[insert name of meeting]</i>	
Held on <i>[insert date of meeting]</i>	
PECUNIARY INTEREST	
Address of the affected principal place of residence of the councillor or an associated person, company or body <i>(the identified land)</i>	
Relationship of identified land to councillor <i>[Tick or cross one box.]</i>	<input type="checkbox"/> The councillor has interest in the land (e.g. is owner or has other interest arising out of a mortgage, lease, trust, option or contract, or otherwise). <input type="checkbox"/> An associated person of the councillor has an interest in the land. <input type="checkbox"/> An associated company or body of the councillor has interest in the land.
MATTER GIVING RISE TO PECUNIARY INTEREST¹	
Nature of land that is subject to a change in zone/planning control by proposed LEP <i>(the subject land²)</i> <i>[Tick or cross one box]</i>	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control <i>[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]</i>	
Proposed change of zone/planning control <i>[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]</i>	
Effect of proposed change of zone/planning control on councillor or associated person <i>[Tick or cross one box]</i>	<input type="checkbox"/> Appreciable financial gain. <input type="checkbox"/> Appreciable financial loss.

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

Councillor's Signature: **Date:**

This form is to be retained by the council's general manager and included in full in the minutes of the meeting

Last Updated: 3 June 2019

Important Information

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

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

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

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

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

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

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

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

Item: 05

Subject: BUSINESS ARISING FROM PREVIOUS MINUTES

Item:	09	Date:	24 Feb 2020
Subject:	Other Transport Improvement Projects		
Action Required:	<ol style="list-style-type: none"> 1. Include Boundary Street and the Proposed Airport Access Road in future reports to this Committee. 2. Group Manager Infrastructure Planning to include specific stages of the Schools to Schools and Beach to Beach pathway projects in the project title. 3. Include Ocean Drive Corridor planning project in this report. 		
Current Status:	See attached report		

Item:	10:01	Date:	24 Feb 2020
Subject:	Disclosures of interest		
Action Required:	The Director Infrastructure confirm with Council's Governance section regarding the need for general disclosures of interest from each Committee member.		
Current Status:	An updated Confidentiality Agreement sent to Committee members 6 May 2020.		

Item: 06

Subject: OTHER TRANSPORT IMPROVEMENT PROJECTS

Presented by: Infrastructure, Dan Bylsma

RECOMMENDATION

That the Committee note the information provided in this report.

Discussion

The following is a non-exhaustive list of transport/road related projects at various stages that are being delivered by Council:

1. Bago Road Upgrade - Stage 2 and 3 - Lookout Road to Cameron Street
2. Beechwood Road Upgrade - Stages 5 and 6
3. Dunbogan Flood Access Road Upgrade Stage 1a - Dunbogan
4. Gordon Street and Horton Street Traffic Signals
5. Gordon Street Pavement and Stormwater upgrade
6. Hastings River Drive Upgrade
7. John Oxley Drive Upgrade
8. Kew Main Street Upgrade - Stage 3
9. Lake Road (East) Pavement Upgrade
10. Lake Road (West) Duplication Stage 2
11. Lake Road (west) Duplication Stage 3
12. Schools to School pathway project - Brotherglen to Sirius Drive
13. Beach to Beach pathway project
14. Bold Street Pedestrian Crossing
15. The Ruins Way Upgrade - Major Innes Road to Sitella Street
16. Scrubby Creek Bridge Replacement
17. Thompson's Bridge Replacement
18. Wood St Road Upgrade
19. Pembroke Road/Stoney Creek Road upgrade
20. Kindee Bridge Management Strategy and Design
21. Boundary Street Upgrade
22. Proposed Airport Access Road
23. Ocean Drive / Hastings River Drive Corridor Planning Project
24. Ocean Drive Duplication (Matthew Flinders to Green Meadows)

1. Bago Road Upgrade - Stage 2 and Stage 3 - Lookout Road to Cameron Street

- The Stage 2 is currently in the **CONSTRUCTION PHASE** and Stage 3 in the **PLANNING PHASE**.
- The works for the Stage 2 section, Milligan's Road to Bluewater Cres, are substantially complete with planning underway for Stage 3, Bluewater Cres to Cameron Street. This will see the entire length of Bago Road upgraded over a 3-year period.

In addition, the works listed below under the Blackspot funding program will also need to be completed along the Stage 2 section:

- Two-way curve alignment markers;
- Reinstatement of reflectors
- Edge and centre line marking with raised audio-tactile markers;
- Additional winding road and advisory speed curve signs;
- Vehicle activated speed warning signs – two locations as per attached map; &
- Shoulder widening minimum 1m with concrete dish drain in cutting where required (dependent on remaining funding)

2. Beechwood Road Upgrade - Stages 5 and 6

- The project is currently in the **DESIGN PHASE**.
- Construction methodology is currently being reviewed as it impacts the scope of the bridge replacement.
- This project seeks to deliver the design and preconstruction activities related to the upgrade of Beechwood Road between Riverbreeze Drive and Yippin Creek Road (Stage 5) and Yippin Creek Road to Waugh Street (Stage 6). There is no commitment to construction for either stage at this point in time.

3. Dunbogan Flood Access Road Upgrade Stage 1a - Dunbogan

- This project is in the **CONSTRUCTION PHASE**.
- Works on this project have substantially been completed. A review is currently underway regarding the need for additional guardrail.
- Construction of the final stage (1A) of the Dunbogan Flood Access Road – from the Dunbogan Bridge through to the intersection of The Boulevard and Diamond Head Roads. Earlier stages of the Flood access were completed in 2015 with works suspended until further funding could be made available. OEH Grant funding was approved in March 2019, which has allowed this final stage to be completed. The completed works will provide the residents of Dunbogan with suitable access to Laurieton during flooding of the Camden Haven River. Additionally, the pedestrian access will be improved through providing a formal footpath connection to the Dunbogan Bridge along the length of works.

4. Gordon Street and Horton Street Traffic Signals

- The project is currently in the **DESIGN PHASE**.
- This project seeks to deliver the design and construction of upgrade to the Gordon Street and Horton Street intersection to traffic signals. Detailed design and approvals suitable for construction are planned to be completed within the 2019/20 financial year. Construction timing is yet to be determined and is subject to funding allocation. The project aims to provide a safe road environment and to improve the operation of the Gordon and Horton Street intersection.

5. Gordon Street Pavement and Stormwater Upgrade

- The project is currently in the **DESIGN PHASE**.

- Funding to commence the construction of this project has been allocated in the draft 2020/21 Operational Plan.
- This project seeks to deliver the design and construction of upgrades to Gordon Street between Hastings River Drive and Horton Street. The project involves the reconstruction of the existing road pavement, upgrade to stormwater and replacement of existing water and sewer mains. The design of the works has been included within the 19/20 FY with construction expected to be carried out within the following Financial Year.

6. Hastings River Drive Upgrade

- The project is currently in the **DESIGN PHASE**.
- This project seeks to upgrade the remaining section of the Hastings River Drive Upgrade between Hughes Place and Boundary Street to four lanes. Detailed design and approvals suitable for construction are planned to be completed within the 2019/20 financial year. Construction timing is yet to be determined and is subject to funding allocation. This project aims to address the strategic growth of the region by providing a safe road environment and improved capacity and operation of Hastings River Drive.

7. John Oxley Drive Upgrade

- The project is currently in the **DESIGN PHASE**.
- This project seeks to deliver the design for the upgrade of John Oxley Drive from Kingfisher Road to The Ruins Way. Detailed design and approvals suitable for construction are planned to be completed within the 2019/20 financial year. Construction timing is yet to be determined and is subject to funding allocation. This project forms part of the broader Lake Innes planning and aims to provide a safe road environment and to improve the capacity and operation of John Oxley Drive.

8. Kew Main Street Stage 3

- This project is currently in the **DESIGN PHASE**.
- Stage 3 of the Kew Main Street project focuses on upgrading the main roundabout, to reduce approach speed and increase safety, and upgrades to the north-western corner car park to improve functionality and amenity.
- Council received \$800,000 grant funding under the Building Better Regions fund for a total project budget of \$1,600,000. Construction will commence following design completion in 2020/21.

9. Lake Road (East) Pavement Upgrade

- This Project is currently in the **PLANNING PHASE**.
- Commencement of this project is scheduled to commence within the next two weeks.

- The aim of this project is to rehabilitate the pavement and AC resurface Lake Road from Gordon Street to Ocean Drive.

10. Lake Road (West) Duplication Stage 2

- The project is currently in the **DESIGN PHASE**.
- This project seeks to duplicate/upgrade Lake Road (between Fernhill Road and Jindalee Road). Detailed design and approvals suitable for construction of traffic signals are to be completed within the 2019/20 financial year. Construction timing is yet to be determined and is subject to funding allocation. This project forms part of the broader Lake Road Duplication strategy and aims to provide a safe road environment and to improve the capacity and operation of Lake Road.

11. Lake Road Duplication Stage 3

- The project is currently in the **DESIGN PHASE**.
- This project seeks to deliver a concept layout for the duplication of Lake Road (between Chestnut Road and Ocean Drive) to determine the proposed extent of works, an environmental approvals pathway report and a National Parks land acquisition pathway report. Concept design works and pathways reports are completed. Detailed designs will not commence until land acquisition matters have been resolved. Construction timing is yet to be determined and is subject to the outcome of the land acquisition matter, detailed design and funding allocation. This project forms part of the broader Lake Road Duplication strategy and aims to provide a safe road environment and to improve the capacity and operation of Lake Road.

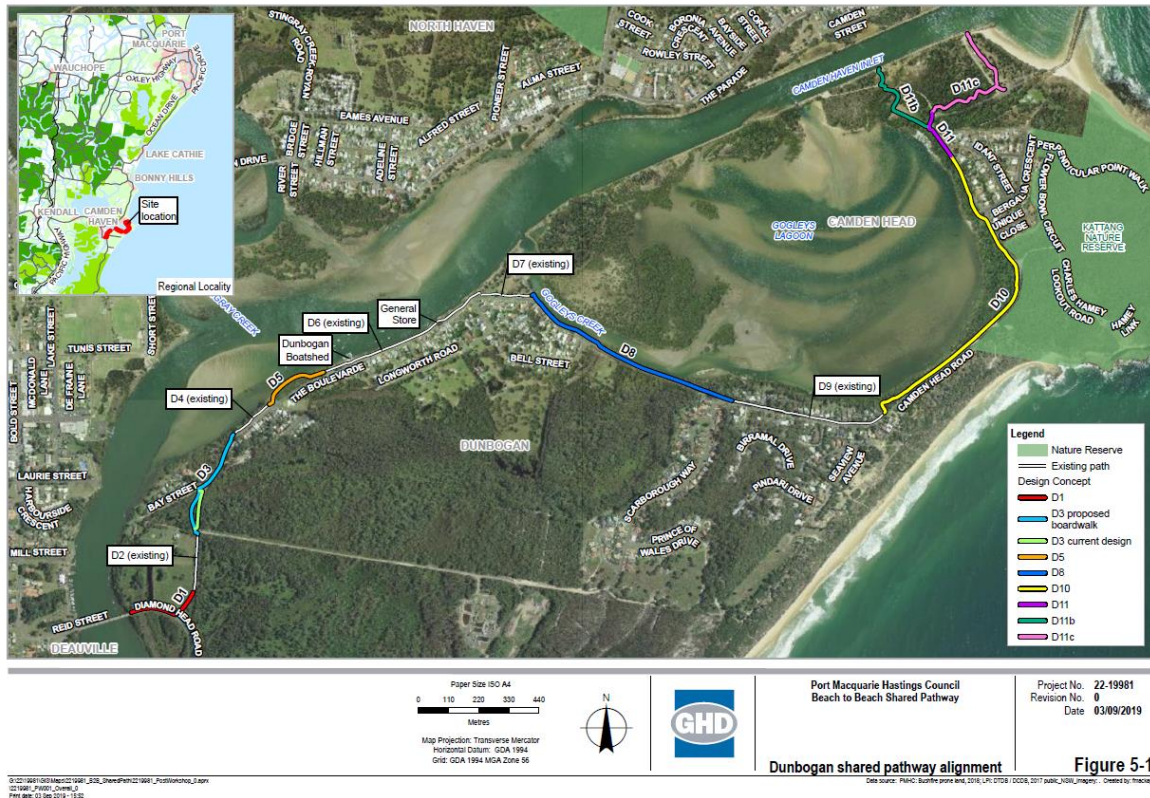
12. Schools to School pathway project - Brotherglen to Sirius Drive

- The project is currently in the **CONSTRUCTION PHASE**.
- The construction of this section of the Schools to Schools path is substantially complete. Some minor finishing works is still required.
- The project seeks to improve vehicular and pedestrian safety along Ocean Drive, West Haven through the construction of shared pathway and pedestrian refuges. The project is jointly funded 50/50 between RMS and Council. Completion planned for April 2020.

13. Beach to Beach shared pathway project - Dunbogan Bridge to Pilot Beach in Dunbogan (Sections D3, D5, D8, D10, D11, D11b, D11c).

- The project is currently in the **DESIGN PHASE**.
- The Beach to Beach Shared Path is a community based project that aims to deliver 11 kilometres of un-interrupted footpath/cycleway between North Haven Beach and Pilot Beach in Dunbogan. The path will follow the banks of the local river system creating a scenic route that begins in North Haven, loops through Laurieton and ends on Pilot Beach adjacent to the starting point.
- This entire project is made up of sub stages D1 - D11 - refer to map below.

- Detailed design and environmental approvals are underway for the remaining sections - D3, D5, D8, D10, D11, D11b, D11c



14. Bold Street Pedestrian Crossing

- The **CONSTRUCTION PHASE** of the Bold Street marked pedestrian crossing is scheduled to be completed by the end of June 2020.
- In response to community concerns regards the proposed "mid-block" location of the pedestrian crossing, Council at the Ordinary Council meeting of September 2019 resolved to endorse an alternate location. Subsequent redesign was required for this alternate location.

15. The Ruins Way Upgrade - Major Innes Road to Sitella Street

- The project is currently in the **DESIGN PHASE**.
- Preliminary road resurfacing works along Major Innes Drive and The Ruins Way have been completed. This additional works was possible due to redistribution of Federal grant funding off Bago Road project due to new grant funding.
- Main construction works scheduled to commence in July.
- This project seeks to deliver The Ruins Way roadway upgrade, approximately 500m in length, between the Major Innes Rd and Sitella St intersections. The work area is identified as Section 1D to 1E in the Innes Peninsula Road Works

Section 94 Contributions Plan and generally includes pavement reconstruction and widening, stormwater upgrades, road lighting improvements, a combined cycleway and footpath along the eastern side of The Ruins Way and a standard pedestrian footway on the western side.

16. Scrubby Creek Bridge Replacement

- The project is currently at **DESIGN PHASE**.
- The Scrubby Creek Bridge is located on Upper Pappinbarra Road approximately 14kms west of Beechwood in the Upper Pappinbarra Valley. This project seeks to improve accessibility to the valley and increase safety by replacing the existing timber bridge with a new proprietary concrete bridge across Scrubby Creek. Works are ideally required to be completed by June 2020. This project also forms part of the broader Local Roads Transport Strategy which aims to provide a safe and reliable road and transport network today, tomorrow and into the future. The project will be completed with minor impact to the community and will take approximately 4 weeks to complete.
- Council received \$455,000 grant funding under the Federal Bridge Renewal Program for a total \$910,000 project budget.

17. Thompson's Bridge Replacement

- The project is currently at **DESIGN STAGE**.
- The Thompson's Bridge is located on Upper Rolland Plains Road approximately 9kms north west of Rolland Plains. This project seeks to improve accessibility to the area and increase safety by replacing the existing timber bridge with a new proprietary concrete bridge across the unnamed Creek. Works would ideally be completed by conclusion of Q3 2020. This project also forms part of the broader Local Roads Transport Strategy which aims to provide a safe and reliable road and transport network today, tomorrow and into the future. The project will be completed with some impact to the community and will take approximately 4 weeks to complete.
- Council received \$415,000 grant funding under the Federal Bridge Renewal Program for a total \$830,000 project budget.

18. Wood St Road Upgrade

- The project is currently in the **CONSTRUCTION PHASE**.
- This project seeks to deliver the design and construction upgrade of Wood Street from the intersection of Hastings River Drive to the end of Wood Street. An external consultant has previously completed a detailed concept design where internal design resources were used to rationalise the concept design into a working construction set. The design works were complete at the end of 2019 and construction has commenced. The project forms part of the broader Stuarts Park Sporting Precinct upgrade and aims to provide a safer road environment and improve the accessibility to the sporting areas.

19. Pembroke Road / Stoney Creek Road Upgrade

- The project is currently in the **DESIGN PHASE**.
- This project seeks to deliver construction designs for the upgrade of the Pembroke Road / Stoney Creek Road intersection, including the sealing of Stoney Creek Road. This project will also include the upgrade of three single lane timber bridges (two on Stoney Creek Road and one on Pembroke Road). The bridge on Pembroke Road is the last single lane timber bridge on Pembroke Road causing a pinch point on a northern link arterial road. This location also has a bad crash history with a fatality at the bridge in 2018.
- The engineering scoping study is planned to be completed in 2019/20 with detailed design continuing to be delivered in 2020/21.

20. Kindee Bridge Management Strategy and Designs

- This project is in the **PLANNING PHASE**.
- This project seeks to delivery a management strategy and designs for Kindee Bridge as it approaches 100 years old. This unique heritage (Local LEP listing) cable truss suspension bridge was constructed in 1936 as one of the first bridge crossings of the Hastings River. It was designed for 10 tonnes and current still has that load limit today. It was undergone major maintenance works throughout it life with more planned in 2019/20 - 2020/21. As the bridge nears 100 years old a detailed management strategy and designs are required to ensure the properties in the Kindee area can continue to receive an adequate level of service from the transport network.
- The Management Strategy is planned to be completed by the end of 2020 with concept designs commencing in the 2020/21 financial year.

21. Boundary Street

- This project is in the **DESIGN PHASE**.
- The detailed design Request for Tender documents will be released in the coming weeks.
- This project seeks to delivery the most appropriate and cost effective road layout for Boundary Street (from Hastings River Drive to the Airport). The end state being shovel ready designs and estimated construction costs suitable to support and inform construction funding application for the project.

22. Proposed Airport Access Road

- This project is in the **INVESTIGATION PHASE**
- The Options planning workshop with TfNSW for the Airport Access Road and the Oxley HWY occurred on 18 March 2020. TfNSW have modelled several intersection configurations for the proposed Airport Access Road and Oxley Highway, including the revised intersection layout options, removing the need to realign Fernhill Road leg.

- The final Technical report from TfNSW is expected in the coming weeks.

23. Ocean Drive / Hastings River Drive (MR538/MR600) Corridor Planning Project

- Council has received submissions from consultants to undertake the Ocean Drive / Hastings River Drive Corridor Planning Project and are currently in detailed discussion with the three short listed consultants. The intent is to award the contract in the coming weeks.
- The MR538 / MR600 corridor extends 52km from the Blackmans Point interchange on the Pacific Highway to the intersection of River Street with Graham and Comboyne Streets in Kendall. It includes the roads Hastings River Drive, Ocean Drive, Kendall Road and River Street. The corridor strategy will also consider Nancy Bird Walton Drive, which provides a connection to the Pacific Hwy at Kew at the southern end of MR600.

24. Ocean Drive Duplication - between Matthew Flinders Drive and Greenmeadows Drive (South)

- Council is continuing to work with Transport for NSW on delivering the Ocean Drive Duplication Project. The completion of the Detailed Business Case is a requirement of the State Government prior to releasing any funding. Council has been waiting on review comments and clarification regarding cost risks from TfNSW before the Business Case can be finalised. Council has now received the required information from TfNSW and the Business Case will be finalised and submitted to TfNSW before the end of June 2020. Council and TfNSW are also still working through the delivery methodology and risk apportionment, which needs to be resolved prior to construction commencing.

Attachments

Nil

Item: 07

**Subject: PORT MACQUARIE TRANSPORT NETWORK IMPROVEMENT
 PLANNING PROJECT UPDATE**

Presented by: Infrastructure, Dan Bylsma

RECOMMENDATION

That the Committee note the information provided in this report.

Discussion

Project Update

Work is continuing on schedule for this project with the base year (2020) traffic model configuration complete. Council and Transport for NSW (TfNSW) are currently working through the model review to ensure it is fit for purpose, including that it meets the relevant validation and calibration criteria set out in the TfNSW Traffic Modelling Guidelines.

Several screen shots from the current base model are shown below for reference:

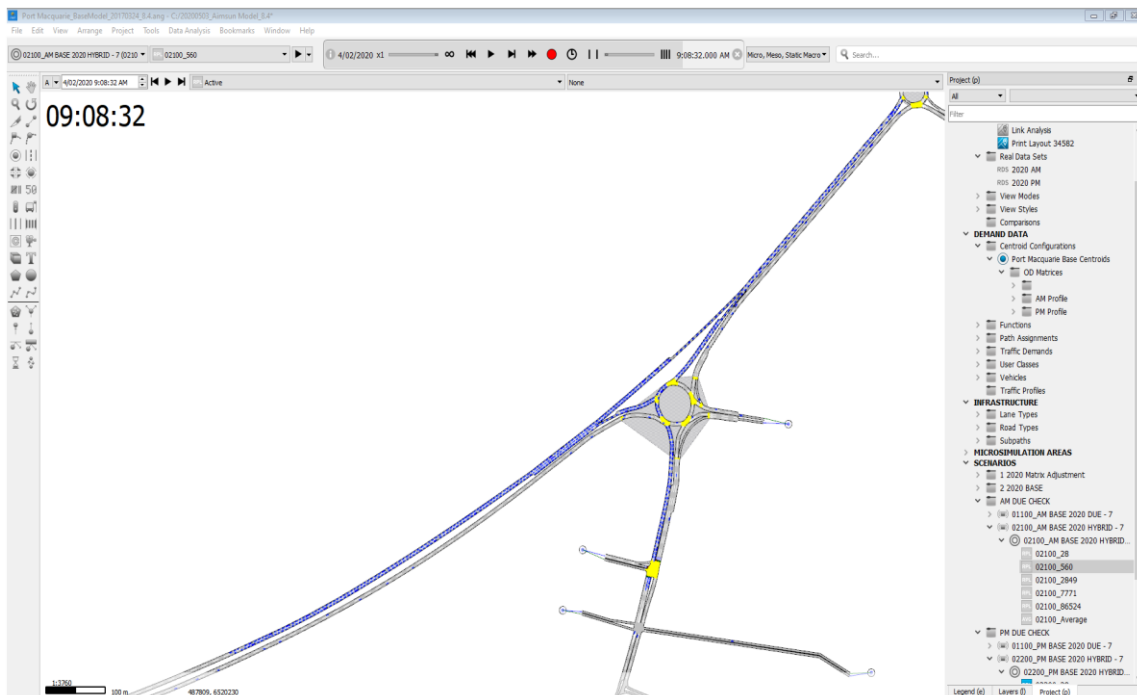


Figure 1: Traffic Model screen shot AM peak - Oxley Highway Wrights Road and Lake Road intersections at 9.08am.

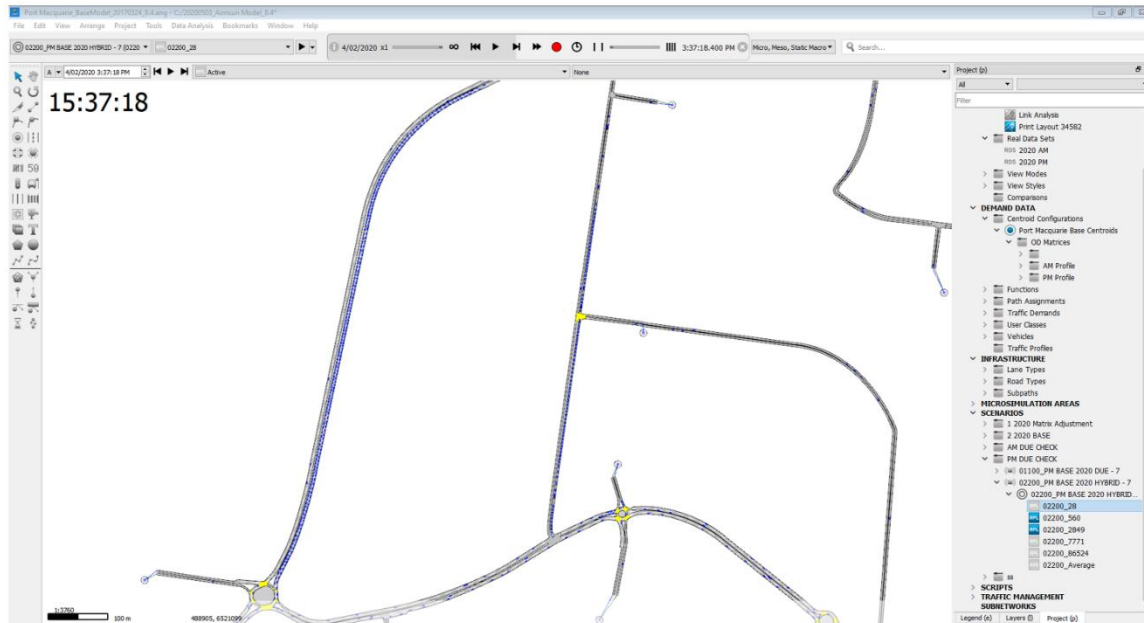


Figure 2: Traffic Model screen shot PM peak - Oxley Highway Lake Road Intersection to Clifton Drive - 3.37pm

Milestones

The project is still on schedule.

Milestones Phase 1	Planned date
Inception workshop	Complete
Workshop 1 Review and Understanding	Complete
Traffic Modelling Technical Report presentation	Complete
Base and Future Year Model Development presentation	Complete
Do Minimum technical note	30/06/2020
Pre-Value Management Workshop	21/07/2020
Value Management Workshop	05/08/2020
Network Working Paper Report Draft	09/09/2020
Milestones Phase 2	Indicative Date
Strategic Design and Deterministic Risk Workshop	19/11/2020
Value Engineering Value Management Workshop	21/01/2021
Options Development	17/02/2021
Shortlisting and Prioritisation Staging	14/04/2021
Strategic Business Case Report Draft	11/05/2021
Strategic Business Case Report Submission	04/08/2021

Scope

The scope of the project covers all investigations, analysis and documentation for the development of a shortlist of preferred options, which address the project objectives, presented in a comprehensive Strategic Business Case conforming to the NSW Government Infrastructure Investor Assurance Framework (IIAF) Strategic Business Case requirements. The scope will be developed in accordance with industry best practice and relevant IIAF and Transport for NSW guidelines.

The following are the general stages of the project split over two phases:

PHASE 1
Stage 1 Existing information review 1.1 Inception meeting and site visit 1.2 Review of existing information 1.2.1 Workshop with Council staff to ensure all existing information is identified and understood 1.3 Constraints identification and mapping 1.4 Project inception working paper report 1.4.1 Understanding of Requirement, constraints and existing situation 1.5 Needs Confirmation Summary Report - conforming the Infrastructure NSW format
Stage 2 Options identification 2.1 Traffic Model development 2.1.1 Review of Area Wide Traffic Study model 2.1.2 Traffic Modelling Technical Memo 2.1.3 Base and future year model development – data collection, calibration and validation as required 2.1.4 Base case analysis – issues identification 2.1.5 'Do Minimum' case development and analysis 2.1.6 Options to be considered shall include several options put forward by the community, which are outlined in Appendix 4. 2.2 Existing network working paper report 2.3 Improvement options identification 2.3.1 Long list of options – existing corridors upgrades and new corridors 2.3.2 Schematic option design arrangement development 2.3.3 Options testing 2.3.4 Options refinement and value management 2.4 Network improvement working paper report
Hold Point Outcome of Options identification to inform scope moving forward and revision of provisional sums. Decision point on progress of following stages
PHASE 2
Stage 3 Options development and assessment 3.1 Strategic 3D Design of refined list of options from Stage 2 3.1.1 Terrain model development using LiDAR and existing survey only 3.1.2 Strategic design in accordance with Austroads to understand strategic cost and impacts 3.2 Strategic Cost Estimate 3.2.1 Development of unit rate estimates for key elements of designs 3.2.2 Cost Estimation Technical Memo 3.2.3 P90 strategic cost estimates based on strategic designs in accordance RMS Project Estimating manual 3.3 Environmental investigations and impacts/benefits assessment 3.3.1 Detailed desktop environmental investigation and assessment, including heritage, based on strategic designs 3.3.1 Limited 'on-ground' environmental investigations and assessment to refine and validate desktop assessment 3.4 Social Impacts/benefits assessment 3.4.1 Direct and indirect social impacts/benefits assessment based on strategic designs 3.5 Economic Impacts/benefits assessment

<p>3.5.1 Direct economic impacts/benefits assessment based on strategic designs and traffic analysis</p> <p>3.5.2 Indirect economic impacts/benefits assessment based on a suitable best practice methodology</p> <p>3.6 Options refinement and value management</p> <p>3.7 Options development and assessment working paper report</p>
<p>Stage 4 Options Analysis</p> <p>4.1 Economic Appraisal</p> <p>4.1.1 Undertake an economic appraisal on the refined list of options from Stage 3, utilising the analysis and assessment outputs from Stages 2 and 3 in accordance with TfNSW Principles and Guidelines: Economic Appraisal of Transport Investments and Initiatives</p> <p>4.2 Cost benefit Analysis</p> <p>4.2.1 Rank options with a benefit to cost assessment in line with the NSW Government's Guide to Cost-Benefit Analysis TPP 17-03.</p> <p>4.3 Shortlisting and prioritising preferred options</p> <p>4.4 Staging Identification</p> <p>4.4.1 Based on the prioritised shortlist of preferred options identify the short-term (0 to 10 years), medium-term (10 to 20 years) and long-term (20+ years) staging and program of actions (further design, investigations, approvals and detailed business cases) to deliver the options.</p>
<p>Stage 5 Reporting</p> <p>5.1 Strategic Business Case – Draft Report</p> <p>5.1.1 A plain English, but detailed, community facing summary that can be easily understood by a non-technical audience</p> <p>5.1.2 A comprehensive Strategic Business Case conforming to the Infrastructure NSW format</p> <p>5.2 Strategic Business Case - Final Report (including 5.1.1 and 5.1.2 above)</p>

Attachments

Nil