



PORT MACQUARIE-HASTINGS
COUNCIL



Ordinary Council

Business Paper

date of meeting: Wednesday 1 July 2020

location: Via Skype

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

Ordinary Council Meeting

Wednesday 1 July 2020

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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**

Due to the current COVID-19 health emergency, the Prayer will not be held as part of this meeting.

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 June 2020 be confirmed.

PRESENT

Members:

Councillor Peta Pinson (Mayor)
Councillor Lisa Intemann (Deputy Mayor) (joined meeting at 5:35pm due to technical difficulties)
Councillor Rob Turner
Councillor Sharon Griffiths
Councillor Peter Alley
Councillor Geoff Hawkins
Councillor Lee Dixon

Other Attendees:

General Manager (Craig Swift-McNair)
Director Corporate Performance (Rebecca Olsen)
Director Development and Environment (Melissa Watkins)
Director Infrastructure (Dan Bylsma)
Director Strategy and Growth (Jeffery Sharp)
Group Manager Governance (Michael Ferguson)
Governance and Legal Officer (Kirsty Callander)
Governance Support Officer (Bronwyn Lyon)

This meeting was held remotely and electronically through Skype
and is live streamed on Council's YouTube channel.
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 on line.

02 LOCAL GOVERNMENT PRAYER

Due to the current COVID-19 health emergency, the Local Government Prayer was not delivered as part of this meeting.

03 APOLOGIES

Nil, noting that Councillor Intemann joined the meeting at 5:35pm due to technical difficulties.

04 CONFIRMATION OF MINUTES

RESOLVED: Alley/Dixon

That the Minutes of the Ordinary Council Meeting held on 3 June 2020 be confirmed.

CARRIED: 7/0
FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil

05 DISCLOSURES OF INTEREST

Councillor Dixon declared a Non-Pecuniary, Significant Interest in Item 13.06 - DA2016 - 88.5 - Section 4.55 Modification to existing subdivision layout at Lot 2 DP 1263561 and Lot 99 DP 1246122, South Atlantic Drive, Lake Cathie, the reason being that Councillor Dixon is a partner of Dixon Solutions who has recently added real estate services to its portfolio. With this in mind Dixon Solutions are now engaged to sell property on an adjoining block of land and it is believed that one of the partners is assisting in this development discussion.

06.01 FEDERAL GRANT FUNDING FOR PORT MACQUARIE AIRPORT

RESOLVED: Pinson

That Council request the General Manager write to the Federal Member for Cowper, Mr Pat Conaghan MP, thanking him for his support in securing \$3,538,260 for the Port Macquarie Regional Airport.

CARRIED: 7/0
FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil

07 CONFIDENTIAL CORRESPONDENCE TO ORDINARY COUNCIL MEETING

There are no confidential attachments to reports for the Ordinary Council Meeting.

08 PUBLIC FORUM – MATTERS NOT ON THE AGENDA

Due to the current COVID-19 health emergency, Public Forum - Matters Not On The Agenda were not held as part of this meeting.

09 PUBLIC FORUM – MATTERS ON THE AGENDA

Due to the current COVID-19 health emergency, Public Forum - Matters On The Agenda were not held as part of this meeting.

Council invited the public to submit comments in relation to matters on the agenda in writing which were provided to Councillors prior to the meeting for the consideration of the Councillors.

10.01 STATUS OF REPORTS FROM COUNCIL RESOLUTIONS

RESOLVED: Intemann/Griffiths

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

CARRIED: 7/0
FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil

10.02 MAYORAL DISCRETIONARY FUND ALLOCATIONS - 7 MAY TO 3 JUNE 2020

RESOLVED: Pinson/Intemann

That Council note the Mayoral Discretionary Fund allocations for the period 7 May to 3 June 2020 inclusive.

CARRIED: 7/0
FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil

10.03 NOTICE OF MOTION - RESIGNATION OF GENERAL MANAGER CRAIG SWIFT-MCNAIR AND RECRUITMENT OF A NEW GENERAL MANAGER

RESOLVED: Intemann/Turner

That Council:

1. Note the resignation of Mr. Craig Swift-McNair as Council's General Manager.
2. Place on record and express to Mr. Swift-McNair its deep gratitude for his service to the Port Macquarie-Hastings community for 14 years, including six and a half years as General Manager.
3. Appoint the Director Strategy and Growth as the Acting General Manager from 1 July 2020 until further notice.
4. Request the General Manager provide advice to Councillors as soon as possible (via email) on the proposed process for recruitment of a new General Manager and request feedback from Councillors, with a view to ensuring that all Councillors are involved at each key stage of the process. The advice is to include relevant actions and timelines of the following key stages:
5. Engagement of a recruitment firm to undertake the General Manager recruitment.
6. Development of the recruitment brief.
7. Application process and short-listing of candidates.
8. Interview process.
9. Final decision & appointment of a new General Manager.

CARRIED: 7/0

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

AGAINST: Nil

10.04 RESIGNATION OF COUNCILLOR JUSTIN LEVIDO

RESOLVED: Intemann/Dixon

That Council:

1. Note that the 2021 Local Government Elections will be held on Saturday 4 September 2021 as announced by the Minister for Local Government the Hon. Shelley Hancock MP on 12 June 2020.
2. Request the General Manager write to the Minister for Local Government The Hon. Shelley Hancock MP, seeking application to dispense with a by-election to replace the casual vacancy left following the recent resignation of Councillor Justin Levido, in line with Section 294 (2) of the NSW Local Government Act 1993.

CARRIED: 7/0

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

AGAINST: Nil

10.05 NOTICE OF MOTION - RESIGNATION OF COUNCILLOR JUSTIN LEVIDO

RESOLVED: Turner/Hawkins

That Council places on record, its deep gratitude to Justin Levido for his service to the Port Macquarie-Hastings Community as a Councillor for the period 8 September 2012 to 5 June 2020.

CARRIED: 7/0
FOR: Alley, Dixon, Griffiths, Hawkins, Intemann, Pinson and Turner
AGAINST: Nil

10.06 INTEGRATED PLANNING AND REPORTING (IPR) DOCUMENTS

MOTION

MOVED: Intemann/Turner

That Council:

1. Adopt the following Integrated Planning and Reporting (IPR) documents:
 - a) Delivery Program 2017-2022 (Revised 2020); and
 - b) Operational Plan 2020-2021
2. Note the 2020-2021 budget position of a \$676,730 shortfall which will be reported to Council monthly during the financial year.
3. Enter into total borrowings of \$1.5 million as outlined in the Financial Implications section of the report for the Hastings Regional Sporting Complex Construction.
4. Enter into total borrowings of \$1.2 million as outlined in the Financial Implications section of the report for Timber Bridges - Renewals & Repairs.

AMENDMENT

MOVED: Griffiths/Turner

That Council:

1. Adopt the following Integrated Planning and Reporting (IPR) documents:
 - a) Delivery Program 2017-2022 (Revised 2020); and
 - b) Operational Plan 2020-2021
2. Note the 2020-2021 budget position of a \$676,730 shortfall which will be reported to Council monthly during the financial year.
3. Enter into total borrowings of \$1.5 million as outlined in the Financial Implications section of the report for the Hastings Regional Sporting Complex Construction.
4. Enter into total borrowings of \$1.2 million as outlined in the Financial Implications section of the report for Timber Bridges - Renewals & Repairs.
10. Note that should there be residual funds available from COVID-19 relief reserve apply those to the timber bridges - renewals and repairs in addition to that portion of borrowings in point 4 above.

11. Note that should net savings be identified in the 2019/2020 and 2020/2021 years that they firstly be identified to fund the deficit and then to point 3 and 4 above.

THE AMENDMENT WAS PUT AND CARRIED:

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

THE AMENDMENT BECOMES THE MOTION AND WAS PUT AND CARRIED

RESOLVED: Griffiths/Turner

That Council:

1. Adopt the following Integrated Planning and Reporting (IPR) documents:
 - a) Delivery Program 2017-2022 (Revised 2020); and
 - b) Operational Plan 2020-2021
2. Note the 2020-2021 budget position of a \$676,730 shortfall which will be reported to Council monthly during the financial year.
3. Enter into total borrowings of \$1.5 million as outlined in the Financial Implications section of the report for the Hastings Regional Sporting Complex Construction.
4. Enter into total borrowings of \$1.2 million as outlined in the Financial Implications section of the report for Timber Bridges - Renewals & Repairs.
5. Note that should there be residual funds available from COVID-19 relief reserve apply those to the timber bridges - renewals and repairs in addition to that portion of borrowings in point 4 above.
6. Note that should net savings be identified in the 2019/2020 and 2020/2021 years that they firstly be identified to fund the deficit and then to point 3 and 4 above.

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

10.07 MAKING OF RATES AND CHARGES FOR 2020-2021, ADOPTION OF THE FEES AND CHARGES AND REVENUE POLICY FOR 2020-2021

MOVED: Pinson/Intemann

That Council:

1. Make an Ordinary Rate – Residential, pursuant to Section 494 of the Local Government Act, for 2020-2021 of (0.24678 cents) in the dollar with a Base Amount of \$614.30 for all rateable land in the Port Macquarie-Hastings LGA categorised as ‘Residential Defined Urban Centres’. In accordance with Section 537 of the Act the percentage to be raised by the base amount will be 49.53%.
2. Make an Ordinary Rate – Residential, pursuant to Section 494 of the Local Government Act, for 2020-2021 of (0.27600 cents) in the dollar with a Base Amount of \$514.30 for all rateable land in the Port Macquarie-Hastings LGA

- categorised as 'Residential Other'. In accordance with Section 537 of the Act the percentage to be raised by the base amount will be 39.52%.
3. Make an Ordinary Rate – Business, pursuant to Section 494 of the Local Government Act, for 2020-2021 of (0.53477 cents) in the dollar with a Base Amount of \$614.30 for all rateable land in the Port Macquarie-Hastings LGA categorised as 'Business Defined Urban Centres'. In accordance with Section 537 of the Act the percentage to be raised by the base amount will be 20.07%.
 4. Make an Ordinary Rate – Business, pursuant to Section 494 of the Local Government Act, for 2020-2021 of (2.36132 cents) in the dollar with a Base Amount of \$614.30 for all rateable land in the Port Macquarie-Hastings LGA categorised as 'Business Port Macquarie CBD'. In accordance with Section 537 of the Act the percentage to be raised by the base amount will be 5.20%.
 5. Make an Ordinary Rate – Business, pursuant to Section 494 of the Local Government Act, for 2020-2021 of (0.46687 cents) in the dollar with a Base Amount of \$514.30 for all rateable land in the Port Macquarie-Hastings LGA categorised as 'Business Other'. In accordance with Section 537 of the Act the percentage to be raised by the base amount will be 30.3%.
 6. Make an Ordinary Rate – Farmland, pursuant to Section 494 of the Local Government Act, for 2020-2021 of (0.27527 cents) in the dollar with a Base Amount of \$634.60 for all rateable land in the Port Macquarie-Hastings LGA categorised as 'Farmland'. In accordance with Section 537 of the Act the percentage to be raised by the base amount will be 30.64%.
 7. Make a Special Rate – Residential, pursuant to Section 495 of the Local Government Act, for 2020-2021 of (0.06154 cents) in the dollar for all rateable land within the Broadwater Special Rate area outlined in the attached rating maps.
 8. Make a Special Rate – Residential, pursuant to Section 495 of the Local Government Act, for 2020-2021 of (0.13120 cents) in the dollar for all rateable land within the Sanctuary Springs Special Rate area outlined in the attached rating maps.
 9. Make an Annual Charge for Waste Management Services – Domestic, pursuant to Section 496 of the Local Government Act, for 2020-2021 on all rateable land, categorised as Residential or Farmland, to which a domestic waste service is (or able to be) provided. The Domestic Waste Annual Charge will be based on the type of service received:

Type of Service	Charge for 2020/21
Standard service – 240 litre fortnightly general waste	\$459.00
Minimiser service – 140 litre fortnightly general waste	\$402.00
Excess service – 240 litre weekly general waste	\$678.00
Half standard service – 240 litre fortnightly general waste (multi-unit dwellings only)	\$252.00
Half excess service – 240 litre weekly general waste (multi-unit dwellings only)	\$363.00
Half minimiser service - 140 litre fortnightly general waste (multi-unit dwellings only)	\$225.00
Half special weekly service (multi-unit dwellings only)	\$308.00

Availability charge on vacant land	\$79.00
Availability charge on land not receiving full charge (multi-unit dwellings only)	\$143.00
Additional recycling service – 240 litre fortnightly	\$67.00
Additional organics service – 240 litre weekly	\$98.00
Additional weekly garbage service – 240 litre general waste	\$356.00
Additional weekly garbage service – 140 litre general waste (multi-unit dwellings only)	\$271.00
On application only special weekly service – 140 litre weekly general waste	\$567.00
Minimum waste charge – single dwellings	\$402.00

10. Make an Annual Charge for Waste Management Services – Other, pursuant to Section 501 of the Local Government Act, for 2020-2021 on all rateable land, categorised as Business, to which a waste service is (or able to be) provided. The Other Waste Annual Charge will be based on the type of service received:

Type of Service	Charge for 2020/21
Commercial weekly service – 140 litre general waste	\$567.00
Commercial excess service – 240 litre weekly general waste	\$678.00
Commercial half weekly service – 140 litre fortnightly general waste (shared)	\$308.00
Commercial half excess service – 240 litre weekly general waste (shared)	\$363.00
Availability charge on vacant land – business properties	\$79.00
Commercial availability charge on land not receiving full charge	\$79.00
Commercial additional recycling service – 240 litre fortnightly	\$67.00
Commercial additional organics service – 240 litre weekly	\$98.00
Commercial additional weekly garbage service – 240 litre general waste	\$356.00
Commercial additional weekly garbage service – 140 litre general waste	\$271.00
Waste management access charge	\$31.00

11. Make an Annual Charge for Water Availability and a charge per kilolitre for Water Usage, pursuant to Section 501 and 502 of the Local Government Act, for 2020-2021 on all rateable land, to which a water service is (or able to be) provided. The Water Annual Charge will be based on water meter size:

Size of water meter connection	Charge for 2020/21
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20 mm including vacant properties and equivalent tenants	\$178.00
25 mm	\$283.00
32 mm	\$473.00
40 mm	\$745.00
50 mm	\$1,173.00
80 mm	\$3,013.00
100 mm	\$4,711.00
150 mm	\$10,623.00
200 mm	\$18,888.00
Fire service - 32mm	\$236.50
Fire service - 40mm	\$372.50
Fire service – 50 mm	\$586.50
Fire service – 80 mm	\$1,506.50
Fire service – 100 mm	\$2,355.50
Fire service – 150 mm	\$5,311.50
Fire service – 200 mm	\$9,444.00
Step 1 usage charges – per kilolitre	\$3.31
Step 2 usage charges – per kilolitre	\$6.62

12. Make an Annual Charge for Sewer Availability, pursuant to Section 501 of the Local Government Act, for 2020-2021 on all rateable land, to which a sewer service is (or able to be) provided. Make a usage charge for sewerage usage, pursuant to Section 502 of the Local Government Act, for 2020-2021 on Caravan Parks, Retirement Homes, Motels, Clubs, Hotels, Schools, Backpacker Hostels, Flats, Major Regional Shopping Centres. The Sewer charges are as follows:

Service	Charge for 2020/21
Pressure Sewer	\$875.60
Connected or available (excluding churches and halls)	\$905.60
Non-rateable (other than churches & halls S555)	\$721.00
Non-rateable (S556)	\$905.60
Unconnected (S548a)	\$581.20
Non-rateable (churches & halls S555)	\$581.20
Usage Charge - per kilolitre	\$1.35

13. Make an Annual Charge for Reclaimed Water Availability, pursuant to Section 501 of the Local Government Act, for 2020-2021 on Port Macquarie urban area business/commercial/council facilities where a reclaimed water service is provided. Make a usage charge for reclaimed water usage, pursuant to Section 502 of the Local Government Act, for 2020-2021 where a reclaimed water service is provided. The reclaimed water annual charges are based on meter size:

Reclaimed Metre size	Charge for 2020/21
20 mm	\$89.00
25 mm	\$141.50

32 mm	\$236.50
40 mm	\$372.50
50 mm	\$586.50
80 mm	\$1,506.50
100 mm	\$2,355.50
150 mm	\$5,311.50
200 mm	\$9,444.00
Usage Charge - per kilolitre	\$1.66

14. Make an Annual Charge for Stormwater Management Services, pursuant to Section 496A of the Local Government Act, for 2020-2021 on each parcel of rateable land for which the service is available. The stormwater annual charges are as follows:

Service	Charge for 2020/21
Residential	\$25.00
Residential - Strata	\$12.50
Business - Strata	\$12.50
Business – 0m2 to 350m2	\$25.00
Business – 351m2 to 700m2	\$50.00
Business – 701m2 to 1,000m2	\$75.00
Business – 1,001m2 to 1,400m2	\$100.00
Business – 1,401m2 to 1,750m2	\$125.00
Business – 1,751m2 to 2,100m2	\$150.00
Business – 2,101m2 to 2,450m2	\$175.00
Business – 2,451m2 to 2,800m2	\$200.00
Business – 2,801m2 to 3,200m2	\$225.00
Business – 3,201m2 to 3,500m2	\$250.00
Business – 3,501m2 to 3,850m2	\$275.00
Business – 3,851m2 to 4,200m2	\$300.00
Business – 4,201m2 to 4,600m2	\$325.00
Business – 4,601m2 to 4,900m2	\$350.00
Business – 4,901m2 to 5,200m2	\$375.00
Business – 5,201m2 to 5,600m2	\$400.00
Business – 5,601m2 to 5,950m2	\$425.00
Business – 5,951m2 to 6,300m2	\$450.00
Business – 6,301m2 to 6,600m2	\$475.00
Business > 6,600m2	\$500.00

15. Make an Annual Charge for Onsite Effluent Services, pursuant to Section 501 of the Local Government Act, for 2020-2021 on each parcel of rateable land for which the service is provided. The Onsite Effluent annual charge are based on the risk of the system:

System	Charge for 2020/21
Low risk system	\$39.00
Medium risk system	\$77.00
High risk system	\$110.00
Small commercial	\$220.00
Large commercial	\$274.00

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16. Adopt the following Integrated Planning and Reporting (IPR) documents:
 - a) Fees & Charges 2020-2021
 - b) Revenue Policy 2020-2021
 - c) Rating Maps 2020-2021
 17. Set the interest rate on overdue rates and charges at 0% from 1 July 2020 to 31 December 2020 and 7.0% from 1 January 2021 to 30 June 2021 in accordance with the Office of Local Government directive.
 18. During the 2020-2021 financial year, review all rating categories and their applicable base rates and ad valorem rates across the LGA, including a briefing to Councillors prior to finalisation of the draft 2021/2022 operational plan.

AMENDMENT

MOVED: Griffiths/Intemann

That Council:

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Additional weekly garbage service – 240 litre general waste	\$356.00
Additional weekly garbage service – 140 litre general waste (multi-unit dwellings only)	\$271.00
On application only special weekly service – 140 litre weekly general waste	\$567.00
Minimum waste charge – single dwellings	\$402.00

10. Make an Annual Charge for Waste Management Services – Other, pursuant to Section 501 of the Local Government Act, for 2020-2021 on all rateable land, categorised as Business, to which a waste service is (or able to be) provided. The Other Waste Annual Charge will be based on the type of service received:

Type of Service	Charge for 2020/21
Commercial weekly service – 140 litre general waste	\$567.00
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Commercial availability charge on land not receiving full charge	\$79.00
Commercial additional recycling service – 240 litre fortnightly	\$67.00
Commercial additional organics service – 240 litre weekly	\$98.00
Commercial additional weekly garbage service – 240 litre general waste	\$356.00
Commercial additional weekly garbage service – 140 litre general waste	\$271.00
Waste management access charge	\$31.00

11. Make an Annual Charge for Water Availability and a charge per kilolitre for Water Usage, pursuant to Section 501 and 502 of the Local Government Act, for 2020-2021 on all rateable land, to which a water service is (or able to be) provided. The Water Annual Charge will be based on water meter size:

Size of water meter connection	Charge for 2020/21
20 mm including vacant properties and equivalent tenants	\$178.00
25 mm	\$283.00
32 mm	\$473.00
40 mm	\$745.00
50 mm	\$1,173.00
80 mm	\$3,013.00
100 mm	\$4,711.00
150 mm	\$10,623.00
200 mm	\$18,888.00
Fire service - 32mm	\$236.50
Fire service - 40mm	\$372.50
Fire service – 50 mm	\$586.50
Fire service – 80 mm	\$1,506.50
Fire service – 100 mm	\$2,355.50
Fire service – 150 mm	\$5,311.50
Fire service – 200 mm	\$9,444.00
Step 1 usage charges – per kilolitre	\$3.31
Step 2 usage charges – per kilolitre	\$6.62

12. Make an Annual Charge for Sewer Availability, pursuant to Section 501 of the Local Government Act, for 2020-2021 on all rateable land, to which a sewer

service is (or able to be) provided. Make a usage charge for sewerage usage, pursuant to Section 502 of the Local Government Act, for 2020-2021 on Caravan Parks, Retirement Homes, Motels, Clubs, Hotels, Schools, Backpacker Hostels, Flats, Major Regional Shopping Centres. The Sewer charges are as follows:

Service	Charge for 2020/21
Pressure Sewer	\$875.60
Connected or available (excluding churches and halls)	\$905.60
Non-rateable (other than churches & halls S555)	\$721.00
Non-rateable (S556)	\$905.60
Unconnected (S548a)	\$581.20
Non-rateable (churches & halls S555)	\$581.20
Usage Charge - per kilolitre	\$1.35

13. Make an Annual Charge for Reclaimed Water Availability, pursuant to Section 501 of the Local Government Act, for 2020-2021 on Port Macquarie urban area business/commercial/council facilities where a reclaimed water service is provided. Make a usage charge for reclaimed water usage, pursuant to Section 502 of the Local Government Act, for 2020-2021 where a reclaimed water service is provided. The reclaimed water annual charges are based on meter size:

Reclaimed Metre size	Charge for 2020/21
20 mm	\$89.00
25 mm	\$141.50
32 mm	\$236.50
40 mm	\$372.50
50 mm	\$586.50
80 mm	\$1,506.50
100 mm	\$2,355.50
150 mm	\$5,311.50
200 mm	\$9,444.00
Usage Charge - per kilolitre	\$1.66

14. Make an Annual Charge for Stormwater Management Services, pursuant to Section 496A of the Local Government Act, for 2020-2021 on each parcel of rateable land for which the service is available. The stormwater annual charges are as follows:

Service	Charge for 2020/21
Residential	\$25.00
Residential - Strata	\$12.50
Business - Strata	\$12.50
Business – 0m ² to 350m ²	\$25.00
Business – 351m ² to 700m ²	\$50.00
Business – 701m ² to 1,000m ²	\$75.00
Business – 1,001m ² to 1,400m ²	\$100.00

Business – 1,401m2 to 1,750m2	\$125.00
Business – 1,751m2 to 2,100m2	\$150.00
Business – 2,101m2 to 2,450m2	\$175.00
Business – 2,451m2 to 2,800m2	\$200.00
Business – 2,801m2 to 3,200m2	\$225.00
Business – 3,201m2 to 3,500m2	\$250.00
Business – 3,501m2 to 3,850m2	\$275.00
Business – 3,851m2 to 4,200m2	\$300.00
Business – 4,201m2 to 4,600m2	\$325.00
Business – 4,601m2 to 4,900m2	\$350.00
Business – 4,901m2 to 5,200m2	\$375.00
Business – 5,201m2 to 5,600m2	\$400.00
Business – 5,601m2 to 5,950m2	\$425.00
Business – 5,951m2 to 6,300m2	\$450.00
Business – 6,301m2 to 6,600m2	\$475.00
Business > 6,600m2	\$500.00

15. Make an Annual Charge for Onsite Effluent Services, pursuant to Section 501 of the Local Government Act, for 2020-2021 on each parcel of rateable land for which the service is provided. The Onsite Effluent annual charge are based on the risk of the system:

System	Charge for 2020/21
Low risk system	\$39.00
Medium risk system	\$77.00
High risk system	\$110.00
Small commercial	\$220.00
Large commercial	\$274.00

16. Adopt the following Integrated Planning and Reporting (IPR) documents:
- Fees & Charges 2020-2021
 - Revenue Policy 2020-2021
 - Rating Maps 2020-2021
17. Set the interest rate on overdue rates and charges at 0% from 1 July 2020 to 31 December 2020 and 7.0% from 1 January 2021 to 30 June 2021 in accordance with the Office of Local Government directive.
18. During the 2020/2021 financial year, review all rating categories and their applicable base rates and ad valorem rates across the LGA, including a briefing to Councillors prior to finalisation of the draft 2021-2022 operational plan.
19. That Airport fees and charges remain unchanged. That a review of airport fees and charges occur following the opening of international border

Councillor Alley left the meeting due to technical difficulties, the time being 6:59pm.

THE AMENDMENT WAS PUT AND LOST

The General Manager advised that Councillor Alley, via text message, indicated he was voting against the amendment.

LOST: 3/4

FOR: Dixon, Griffiths and Pinson

AGAINST: Alley, Hawkins, Intemann and Turner

Councillor Alley returned to the meeting, the time being 7:02pm.

Councillor Alley confirmed he voted against the amendment.

THE MOTION WAS PUT AND CARRIED

RESOLVED: Pinson/Intemann

That Council:

1. Make an Ordinary Rate – Residential, pursuant to Section 494 of the Local Government Act, for 2020-2021 of (0.24678 cents) in the dollar with a Base Amount of \$614.30 for all rateable land in the Port Macquarie-Hastings LGA categorised as ‘Residential Defined Urban Centres’. In accordance with Section 537 of the Act the percentage to be raised by the base amount will be 49.53%.
2. Make an Ordinary Rate – Residential, pursuant to Section 494 of the Local Government Act, for 2020-2021 of (0.27600 cents) in the dollar with a Base Amount of \$514.30 for all rateable land in the Port Macquarie-Hastings LGA categorised as ‘Residential Other’. In accordance with Section 537 of the Act the percentage to be raised by the base amount will be 39.52%.
3. Make an Ordinary Rate – Business, pursuant to Section 494 of the Local Government Act, for 2020-2021 of (0.53477 cents) in the dollar with a Base Amount of \$614.30 for all rateable land in the Port Macquarie-Hastings LGA categorised as ‘Business Defined Urban Centres’. In accordance with Section 537 of the Act the percentage to be raised by the base amount will be 20.07%.
4. Make an Ordinary Rate – Business, pursuant to Section 494 of the Local Government Act, for 2020-2021 of (2.36132 cents) in the dollar with a Base Amount of \$614.30 for all rateable land in the Port Macquarie-Hastings LGA categorised as ‘Business Port Macquarie CBD’. In accordance with Section 537 of the Act the percentage to be raised by the base amount will be 5.20%.
5. Make an Ordinary Rate – Business, pursuant to Section 494 of the Local Government Act, for 2020-2021 of (0.46687 cents) in the dollar with a Base Amount of \$514.30 for all rateable land in the Port Macquarie-Hastings LGA categorised as ‘Business Other’. In accordance with Section 537 of the Act the percentage to be raised by the base amount will be 30.3%.
6. Make an Ordinary Rate – Farmland, pursuant to Section 494 of the Local Government Act, for 2020-2021 of (0.27527 cents) in the dollar with a Base Amount of \$634.60 for all rateable land in the Port Macquarie-Hastings LGA categorised as ‘Farmland’. In accordance with Section 537 of the Act the percentage to be raised by the base amount will be 30.64%.
7. Make a Special Rate – Residential, pursuant to Section 495 of the Local Government Act, for 2020-2021 of (0.06154 cents) in the dollar for all rateable land within the Broadwater Special Rate area outlined in the attached rating maps.
8. Make a Special Rate – Residential, pursuant to Section 495 of the Local Government Act, for 2020-2021 of (0.13120 cents) in the dollar for all rateable

land within the Sanctuary Springs Special Rate area outlined in the attached rating maps.

9. Make an Annual Charge for Waste Management Services – Domestic, pursuant to Section 496 of the Local Government Act, for 2020-2021 on all rateable land, categorised as Residential or Farmland, to which a domestic waste service is (or able to be) provided. The Domestic Waste Annual Charge will be based on the type of service received:

Type of Service	Charge for 2020/21
Standard service – 240 litre fortnightly general waste	\$459.00
Minimiser service – 140 litre fortnightly general waste	\$402.00
Excess service – 240 litre weekly general waste	\$678.00
Half standard service – 240 litre fortnightly general waste (multi-unit dwellings only)	\$252.00
Half excess service – 240 litre weekly general waste (multi-unit dwellings only)	\$363.00
Half minimiser service – 140 litre fortnightly general waste (multi-unit dwellings only)	\$225.00
Half special weekly service (multi-unit dwellings only)	\$308.00
Availability charge on vacant land	\$79.00
Availability charge on land not receiving full charge (multi-unit dwellings only)	\$143.00
Additional recycling service – 240 litre fortnightly	\$67.00
Additional organics service – 240 litre weekly	\$98.00
Additional weekly garbage service – 240 litre general waste	\$356.00
Additional weekly garbage service – 140 litre general waste (multi-unit dwellings only)	\$271.00
On application only special weekly service – 140 litre weekly general waste	\$567.00
Minimum waste charge – single dwellings	\$402.00

10. Make an Annual Charge for Waste Management Services – Other, pursuant to Section 501 of the Local Government Act, for 2020-2021 on all rateable land, categorised as Business, to which a waste service is (or able to be) provided. The Other Waste Annual Charge will be based on the type of service received:

Type of Service	Charge for 2020/21
Commercial weekly service – 140 litre general waste	\$567.00
Commercial excess service – 240 litre weekly general waste	\$678.00
Commercial half weekly service – 140 litre fortnightly general waste (shared)	\$308.00

Commercial half excess service – 240 litre weekly general waste (shared)	\$363.00
Availability charge on vacant land – business properties	\$79.00
Commercial availability charge on land not receiving full charge	\$79.00
Commercial additional recycling service – 240 litre fortnightly	\$67.00
Commercial additional organics service – 240 litre weekly	\$98.00
Commercial additional weekly garbage service – 240 litre general waste	\$356.00
Commercial additional weekly garbage service – 140 litre general waste	\$271.00
Waste management access charge	\$31.00

11. Make an Annual Charge for Water Availability and a charge per kilolitre for Water Usage, pursuant to Section 501 and 502 of the Local Government Act, for 2020-2021 on all rateable land, to which a water service is (or able to be) provided. The Water Annual Charge will be based on water meter size:

Size of water meter connection	Charge for 2020/21
20 mm including vacant properties and equivalent tenants	\$178.00
25 mm	\$283.00
32 mm	\$473.00
40 mm	\$745.00
50 mm	\$1,173.00
80 mm	\$3,013.00
100 mm	\$4,711.00
150 mm	\$10,623.00
200 mm	\$18,888.00
Fire service - 32mm	\$236.50
Fire service - 40mm	\$372.50
Fire service – 50 mm	\$586.50
Fire service – 80 mm	\$1,506.50
Fire service – 100 mm	\$2,355.50
Fire service – 150 mm	\$5,311.50
Fire service – 200 mm	\$9,444.00
Step 1 usage charges – per kilolitre	\$3.31
Step 2 usage charges – per kilolitre	\$6.62

12. Make an Annual Charge for Sewer Availability, pursuant to Section 501 of the Local Government Act, for 2020-2021 on all rateable land, to which a sewer service is (or able to be) provided. Make a usage charge for sewerage usage, pursuant to Section 502 of the Local Government Act, for 2020-2021 on Caravan Parks, Retirement Homes, Motels, Clubs, Hotels, Schools, Backpacker Hostels, Flats, Major Regional Shopping Centres. The Sewer charges are as follows:

Service	Charge for 2020/21
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Pressure Sewer	\$875.60
Connected or available (excluding churches and halls)	\$905.60
Non-rateable (other than churches & halls S555)	\$721.00
Non-rateable (S556)	\$905.60
Unconnected (S548a)	\$581.20
Non-rateable (churches & halls S555)	\$581.20
Usage Charge - per kilolitre	\$1.35

13. Make an Annual Charge for Reclaimed Water Availability, pursuant to Section 501 of the Local Government Act, for 2020-2021 on Port Macquarie urban area business/commercial/council facilities where a reclaimed water service is provided. Make a usage charge for reclaimed water usage, pursuant to Section 502 of the Local Government Act, for 2020-2021 where a reclaimed water service is provided. The reclaimed water annual charges are based on meter size:

Reclaimed Metre size	Charge for 2020/21
20 mm	\$89.00
25 mm	\$141.50
32 mm	\$236.50
40 mm	\$372.50
50 mm	\$586.50
80 mm	\$1,506.50
100 mm	\$2,355.50
150 mm	\$5,311.50
200 mm	\$9,444.00
Usage Charge - per kilolitre	\$1.66

14. Make an Annual Charge for Stormwater Management Services, pursuant to Section 496A of the Local Government Act, for 2020-2021 on each parcel of rateable land for which the service is available. The stormwater annual charges are as follows:

Service	Charge for 2020/21
Residential	\$25.00
Residential - Strata	\$12.50
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Business – 3,501m2 to 3,850m2	\$275.00

Business – 3,851m2 to 4,200m2	\$300.00
Business – 4,201m2 to 4,600m2	\$325.00
Business – 4,601m2 to 4,900m2	\$350.00
Business – 4,901m2 to 5,200m2	\$375.00
Business – 5,201m2 to 5,600m2	\$400.00
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Business – 6,301m2 to 6,600m2	\$475.00
Business > 6,600m2	\$500.00

15. Make an Annual Charge for Onsite Effluent Services, pursuant to Section 501 of the Local Government Act, for 2020-2021 on each parcel of rateable land for which the service is provided. The Onsite Effluent annual charge are based on the risk of the system:

System	Charge for 2020/21
Low risk system	\$39.00
Medium risk system	\$77.00
High risk system	\$110.00
Small commercial	\$220.00
Large commercial	\$274.00

16. Adopt the following Integrated Planning and Reporting (IPR) documents:
- Fees & Charges 2020-2021
 - Revenue Policy 2020-2021
 - Rating Maps 2020-2021
17. Set the interest rate on overdue rates and charges at 0% from 1 July 2020 to 31 December 2020 and 7.0% from 1 January 2021 to 30 June 2021 in accordance with the Office of Local Government directive.
18. During the 2020-2021 financial year, review all rating categories and their applicable base rates and ad valorem rates across the LGA, including a briefing to Councillors prior to finalisation of the draft 2021/2022 operational plan.

CARRIED: 7/0

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

AGAINST: Nil

10.08 INVESTMENTS - MAY 2020

RESOLVED: Hawkins/Alley

That Council note the Investment Report for the month of May 2020.

CARRIED: 6/1

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

AGAINST: Griffiths

10.09 MONTHLY BUDGET REVIEW - MAY 2020

RESOLVED: Hawkins/Intemann

That Council:

1. Adopt the adjustments in the "May 2020 Adjustments" section of the Monthly Budget Review – May 2020.
2. Amend the 2019-2020 Operational Plan to include all budget adjustments approved in this report.
3. Records its thanks and appreciation to all staff, not just the Finance staff, for their extraordinary efforts in maintaining service levels throughout the difficult recent weeks due to the impacts of the COVID-19 pandemic on our community.
4. Particularly thank the Digital Technology Section staff for performing at an exceptional level thereby enabling so many staff to continue to operate remotely.

CARRIED: 7/0

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

AGAINST: Nil

12.01 NOTICE OF MOTION - LOCAL GOVERNMENT AND CONSERVATION AND LAND MANAGEMENT ECONOMIC STIMULUS

RESOLVED: Pinson/Griffiths

That Council:

1. Notes that:
 - (a) In light of the current and anticipated impacts of COVID-19 across every sector of society, it is clear that decisive action and unprecedented investment is needed to temper the worst social and economic impacts of this crisis.
 - (b) Over 70 farming and conservation groups around Australia, including Landcare, the National Farmers Federation, NRM Regions Australia, the Australian Land Conservation Alliance and the Australian Association of Bush Regenerators, have come together to call on the State and Federal Governments to invest in a jobs-rich conservation and land management stimulus package as part of the economic response to COVID-19.
 - (c) Such a program presents important opportunities for safe, meaningful and socially beneficial work as part of the 'bridge to recovery', while leaving enduring benefits for the environment, tourism and farm businesses.
 - (d) Local Governments play a pivotal role in delivering conservation and land management work, such as controlling weeds, protecting and restoring habitat, and managing public land and are ideally placed to manage a surge in effort for on ground conservation work, provided that it is appropriately resourced to do so by other levels of government.

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2. Further note that in view of the devastation of the recent extensive drought and bushfires, strategic emphasis and operational priority should be given to projects which empower our communities to be more resilient in the face of changing climate and which support regenerative practices on our farmlands and in bushlands.
 3. Express its support for State and Federal Government investment in a jobs-rich conservation and land management stimulus package as part of the economic response to COVID-19.
 4. Request the General Manager write to our local Federal and State Members of Parliament expressing our support for this proposal and urging them to support it.

CARRIED: 7/0

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

AGAINST: Nil

12.02 PORT MACQUARIE AQUATIC FACILITY UPDATE

RESOLVED: Intemann/Dixon

That Council:

1. Note the information contained within the Port Macquarie Aquatic Facility Update Report.
2. Recognise the proposed relocation options for the displaced user groups currently utilising Macquarie Park.
3. Note that a future report will be tabled to Council for the appointment of a consultant to undertake design works for the Port Macquarie Aquatic Facility.

CARRIED: 7/0

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

AGAINST: Nil

13.01 NOTICE OF MOTION - LORNE ROAD AND MARIA RIVER ROAD PROJECTS

RESOLVED: Pinson/Turner

That Council request the General Manager provide a report to the 15 July 2020 Ordinary Council Meeting for the following:

1. What stage are designs up to regarding the sealing of Lorne Road and what are the broad timelines for this project?
2. Timelines around the funding for and the subsequent commencement of works for the upgrade to Maria River Road.

CARRIED: 7/0

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

AGAINST: Nil

13.02 MINISTERIAL DIRECTIONS - LOCAL INFRASTRUCTURE CONTRIBUTIONS

RESOLVED: Intemann/Griffiths

That Council:

1. Note the Ministerial Directions issued to Port Macquarie-Hastings Council regarding Local Infrastructure Contributions.
2. Note that an internal working party has been established to respond to the Directions by the requested date of 3 July 2020.
3. Note that the information provided will include identification of priority projects for the Local Government Area (LGA), to be delivered over the next 12-18 months.
4. Note that Councillors will be provided with an update of the requested information at a future Councillor briefing.

CARRIED: 7/0

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

AGAINST: Nil

13.03 BI-ANNUAL REPORT - UPDATE ON SITE SPECIFIC PLANNING PROPOSAL REQUESTS

RESOLVED: Intemann/Turner

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 (PP2016-10.1) for Beach Street, Bonny Hills, advise the Proponent that:
 - a) Additional information is to be submitted to Council by 21 August 2020 to finalise their position on the Planning Proposal, in order that the matter can be reported to Council, and
 - b) If the timeframe referred to in 2 a) is not met, the Planning Proposal, as exhibited in late 2017, be reported to Council at its September 2020 Ordinary meeting for determination.
3. In relation to the Planning Proposal (PP2017-11.1) for The Chimneys, Homedale Road, Kew advise the Proponent that:
 - a) A revised Planning Proposal and supporting information is to be submitted to Council by 21 August 2020, and
 - b) If a revised Planning Proposal is not submitted to Council within the timeframe referred to in 3 a) above, the Planning Proposal as lodged, be reported to Council at its September 2020 Ordinary meeting with a recommendation that it not be supported.
4. Note that given regular updates on the Le Clos Sancrox Planning Proposal are now provided within progress reports to Council on the Sancrox and Fernbank Creek Planning Investigation area that these updates will no longer be included in the bi-annual Site Specific LEP Amendments Update Report.

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5. Receive a further update report in six months regarding the progress of site specific Planning Proposal requests.
 6. Note the content of submissions to the meeting and request staff to provide an appropriate reply to those submissions with a copy to Councillors.

CARRIED: 7/0

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

AGAINST: Nil

13.04 MEMBERSHIP OF THE COAST, ESTUARY AND FLOODPLAIN SUB-COMMITTEE

RESOLVED: Alley/Intemann

That Council:

1. Note the information contained in the report.
2. Determine that expressions of Interest for membership of the Coast, Estuary and Floodplain Sub-Committee be placed on exhibition for a minimum of four weeks, commencing on 24 June 2020.
3. Determine that all previous applicants be required to reapply.
4. Request the General Manager to provide a further report to the September 2020 meeting advising of the results of the EOI campaign.
5. Require the revised Charter be brought back to the October 2020 meeting for further consideration.

CARRIED: 7/0

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

AGAINST: Nil

13.05 QUESTION WITH NOTICE - LAKE CATHIE POST OPENING

RESOLVED: Alley/Intemann

That Council note the information provided in the report.

CARRIED: 7/0

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

AGAINST: Nil

**13.06 DA2016 - 88.5 - SECTION 4.55 MODIFICATION TO EXISTING
SUBDIVISION LAYOUT AT LOT 2 DP 1263561 AND LOT 99 DP 1246122,
SOUTH ATLANTIC DRIVE, LAKE CATHIE**

Councillor Dixon declared a Non-Pecuniary, Significant Interest in this matter and left the meeting and was out of sight during the Council's consideration, the time being 7:58pm.

RESOLVED: Intemann/Turner

That the Section 4.55 modification to DA 2016 - 88.5 being a modification to the layout of the previous approved staged subdivision at Lot 2, DP 1263561 and Lot 99, DP 1246122, South Atlantic Drive, Lake Cathie, be determined by granting consent, subject to the recommended modified conditions.

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

Councillor Dixon returned to the meeting, the time being 7:59pm.

14 ITEMS TO BE DEALT WITH BY EXCEPTION

Nil.

The meeting closed at 7:59pm.

.....
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, 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: 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

There are no confidential attachments to reports for the Ordinary Council Meeting.

Item: 08

Subject: PUBLIC FORUM – MATTERS NOT ON THE AGENDA

Due to the current COVID-19 health emergency, Public Forum - Matters Not On The Agenda will not be held as part of this meeting.

Item: 09**Subject: PUBLIC FORUM – MATTERS ON THE AGENDA**

Due to the current COVID-19 health emergency, Public Forum - Matters On The Agenda will not be held as part of this meeting.

However, residents may provide information in relation to matters on the agenda to Councillors by emailing councilmeeting@pmhc.nsw.gov.au or by contacting Councillors directly using the contact details found on Council's website. Any information provided will assist Councillors in their decision making capacity on those items on the agenda. All representations made to Councillors through the above email address must be received by Council no later than 4:30pm on the Monday prior to the meeting.

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: 10.01

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
Draft Glasshouse Plan 2020-2022 - post exhibition	11/12/2019 Item 10.10	Still considering submissions	DCP	Mar-20 Apr-20 May-20	15/07/20
Roadside Vegetation Management Policy - post exhibition	06/05/2020 Item 13.01		DI		15/07/20
Draft Coastal Management Program Scoping Plan - post exhibition	20/05/2020 Item 13.07		DDE		15/07/20
Kenwood Drive Bridge, Lake Cathie - Concept Designs	03/06/2020 Item 13.05		DI		15/07/20
Taylor v PMHC - full costs incurred	03/06/2020 Item 15.01		DCP		15/07/20
Fernbank Creek and Sancrox Planning Investigation - Progress Report	18/03/20 Item 13.08		DSG		15/07/20
Lorne Road and Maria River Road - timelines	17/06/2020 Item 13.01		DI		15/07/20

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
for designs, funding, works					
Trialling Of Parklets In The Port Macquarie Town Centre	16/05/18 Item 10.02	Council is still working the relevant approvals	DSG		Aug-20
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-18 Feb-19 Mar-19 Apr-19 Jun-19 Jul-19 Aug-19 Oct-19 Feb-20 Apr-20 Jun-20	Aug-20
Land Acquisition Required as Part of the Long Flat Sewer Scheme - post exhibition	20/11/19 Item 13.13	Awaiting completion of required processes prior to exhibition.	DDE	Feb-20	Aug-20
Development Assessment Panel Charter Review - post exhibition	20/11/19 Item 13.10	Ongoing review of options underway	DDE	Mar-20 Apr-20 May-20 Jun-20	Aug-20
Water Supply Security Update Report	19/02/2020 Item 13.04		DI		Aug-20
Bushfire Recovery - Grant Funded Projects	19/02/2020 Item 10.21		DSG		Aug-20
Ocean Drive Duplication Project Update	20/05/2020 Item 13.02		DI		Aug-20
Investment Policy Review - Post Exhibition	20/05/2020 Item 10.07		DCP		Aug-20
Planning Proposal – Lot 2 DP1091253 Beach Street Bonny Hills	19/04/16 Item 12.02	Post-exhibition report and revised Planning Proposal (potentially) and re-exhibition	DDE	Sep-19 Nov-19 Feb-20 Apr-20 Jul-20	Sep-20
Canal Maintenance	18/10/17 Item 12.04	Works delayed 18mths.	DI	FY2018/2019 Jun-20	Sep-20

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
Council owned lots at North Shore - Progress of Sale	19/09/18 Item 09.24)	Council is currently in the process of obtaining DA's for the individual lots, prior to sale - this will provide assurance to future purchasers that the lots can be built on.	DSG	1/12/2019 Feb-20	Sep-20
Planning Proposal Request PP2011 - 9.3: The Ruins Way and South Blackwood, Port Macquarie	19/06/19 Item 13.06	Revised PP lodged and under assessment. Under negotiation	DDE	Aug-19 Sep-19 Nov-19 Feb-20 Apr-20 Jun-20 Jul-20	Sep-20
T-19-09 Supply and Delivery of Ready Mix Concrete - post negotiations	19/06/19 Item 15.04	Still negotiating	DI	Aug-19 Oct-19 Dec-19 Feb-20 May-20	Sep-20
T-19-10 Supply and Delivery of Road Construction Materials - post negotiations	19/06/19 Item 15.05	Still negotiating	DI	Aug-19 Oct-19 Dec-19 Feb-20 May-20	Sep-20
T-19-38 Supply and Delivery of Electrical Goods	16/10/2019 Item 15.01	Still negotiating	DI	Dec-19 Feb-20 May-20	Sep-20
Climate Change Risk Assessment - Update	18/03/2020 Item 13.06	Delayed due to COVID-19	DDE	Jul-17	Sep-20
Coast, Estuary and Floodplain Sub-Committee - Results of Membership EOI	17/06/2020 Item 13.04		DDE		Sep-20
Draft s9.11 Airport Business Park Roads Contribution Plan	20/05/2020 Item 13.05		DDE		Oct-20

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
Planning Proposal (PP2016-10.1) Beach Street, Bonny Hills	17/06/2020 Item 13.03	PP to be revised and change of proponent	DDE	Sep-20	Oct-20
Planning Proposal (PP2017-11.1) The Chimneys, Homedale Road, Kew	17/06/2020 Item 13.03	Revised PP lodged	DDE	Sep-20	Oct-20
Future of Committees following establishment of Cultural Steering Group	19/04/17 Item 15.05	Priority item for the new CSG when adopted by Council following the EOI for membership Deferred due to COVID-19	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 Mar-20 Apr-20	Nov-20
Classification as "Operational" Land - 52 John Oxley Drive, Port Macquarie - post exhibition.	20/06/18 Item 14.05	On hold as per GM advice	DSG	Mar-20	Nov-20
Mid North Coast Joint Organisation - funding and related issues	06/05/2020 Item 10.01		GM		Nov-20
Markets Policy - Review	11/12/2019 Item 12.02		DSG		Dec-20
Site Specific Planning Proposal requests - progress report	17/06/2020 Item 13.03		DDE		Dec-20
MOU - Norfolk Island Regional Council - income and expenditure administration.	20/03/19 Item 09.02		GM		Feb-21
Developments, Public Place & Events Waste Minimisation	03/06/2020 Item 13.01		DCP		May-21

Report	Date & Item of Resolution	Status	Reporting Officer	Previous Anticipated Date/s for Report	Current Anticipated Date for Report
and Management Policy - impacts, fees, feedback					
Biodiversity Certification Assessment and Strategy - Port Macquarie Airport and Surrounding Land - viability and implications of the options for securing the required Blackbutt Tallowood 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)
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 Dec-19 Jun-20	TBA
Port Macquarie Aquatic Facility - appointment of consultant for design works	17/06/2020 Item 12.02		DDE		TBA

Cyclic Reports

Report	Reporting Officer	Reporting Cycle	Month	Altered Report Date
Mayoral Discretionary Fund Allocations	GM	Monthly	Every	
Monthly Financial Update	DCP	Monthly	Every (except July)	
Investments	DCP	Monthly	Every	
Recommendations by the Mayor's Sporting Fund Sub-Committee	DSG	Monthly	Every	

Report	Reporting Officer	Reporting Cycle	Month	Altered Report Date
Legal Fees - Update Report (19/09/18 - Item 09.16)	DCP	Quarterly	Feb, May, Aug, Nov	
Development Activity and Assessment System Performance	DDE	Quarterly	May, Aug, Nov, Feb	
Port Macquarie Health and Education Precinct - Update Report (06/05/2020 - Item 13.03)	DSG	Quarterly	Aug, Nov, Feb, May	
Operational Plan – Quarterly Progress	DCP	Quarterly	Nov, Feb, May, Aug	
Grant Application Status Report (21/08/19 - Item 11.02)	DSG	Biannual	Feb, Aug	
Glasshouse Strategic Plan Update	DCP	Biannual	Feb, Aug	
Digital Technology Project Status (16/08/17 - Item 09.18)	DCP	Biannual	Feb, Aug	
Delivery Program – Six Monthly Progress	DCP	Biannual	Mar, Sep	
Update on Site Specific Planning Proposal Requests	DDE	Biannual	Apr, Oct	
Management of Flying-Fox Colony in Kooloonbung Creek Nature Reserve - Biannual Progress Report (18/03/20 - Item 13.07)	DDE	Biannual	Jul, February	
Local Strategic Planning Statement (19/02/2020 - Item 10.22)	DSG	Biannual	Aug, Feb	
Mayoral and Councillor Fees (Setting of)	GM	Annually	May	1-Jul
Long Term Energy Strategy – Progress	DDE	Biannual	May, Nov	
Economic Development Strategy - Progress (20/11/2013 - Item 10.03)	DSG	Biannual	May, Nov	
Port Macquarie-Hastings Destination Management Plan 2020-2024 (20/05/2020 - Item 12.01)	DSG	Annually	Jun-21	
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	
Koala Recovery Strategy Annual Report (19/09/18 - Item 12.05)	DDE	Annually	Sep	
Annual Disclosure of Interest Returns	GM	Annually	Oct	

Report	Reporting Officer	Reporting Cycle	Month	Altered Report Date
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	
Performance of Property Investment Portfolio 6-Monthly (20/11/19 - Item 10.17)	DSG	Annually	Nov	
Compliments and Complaints Annual Report	DSG	Annually	Dec	15-Jul
Code of Conduct Complaints Annual Report	DCP	Annually	Dec	

Attachments

Nil

Item: 10.02

Subject: 2020-2021 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 2020-2021 financial year, Council:

- 1. Note that Port Macquarie-Hastings Council has been reclassified as a Regional Centre under the revised categories of the Local Government Remuneration Tribunal.**
- 2. 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 2020 to be \$24,320.**
- 3. 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 2020 to be \$84,400 (this amount includes the fee payable to a Councillor).**

Executive Summary

The Local Government Remuneration Tribunal on 10 June 2020 released its determination in relation to its 2020 annual review for the payment of fees to Councillors and Mayors. This is later than previous years as an extension was granted based on the impact of COVID-19 by the Minister for Local Government, the Hon Shelley Hancock MP which extended the time for the making of this determination to no later than 1 July 2020.

Port Macquarie-Hastings Council has previously been categorised as a Regional Rural council. The Tribunal is required to determine the categories of councils at least once every 3 years and as a result a new category has been created called Regional Centre of which Port Macquarie-Hastings Council has been categorised.

The Tribunal has determined that the band of fees for a Regional Centre council for 2020-2021 are:

Category	Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
	Minimum	Maximum	Minimum	Maximum
Regional Centre	\$13,820	\$24,320	\$28,750	\$60,080

* 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 10 June 2020, the Local Government Remuneration Tribunal (the Tribunal) made its determination in relation to its 2020 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 2020 Determination 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 that there be no increase to mayoral and councillor fees for the 2020/2021 financial year, with effect from 1 July 2020.

However, the Tribunal has created a new category called Regional Centre which Port Macquarie-Hastings Council has been categorised.

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- the highest rates of population growth in regional NSW
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

Other councils that have been categorised as Regional Centres include:

Regional Centre (24)	
Albury	Mid-Coast
Armidale	Orange
Ballina	Port Macquarie-Hastings
Bathurst	Port Stephens
Blue Mountains	Queanbeyan-Palerang
Cessnock	Shellharbour
Clarence Valley	Shoalhaven
Coffs Harbour	Tamworth
Dubbo	Tweed
Hawkesbury	Wagga Wagga
Lismore	Wingecarribee
Maitland	Wollondilly

It is noted that had Council not been categorised as a Regional Centre, the band of fees for a Regional Rural council (Council's previous category) would have been:

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

The revised table of fees, including the new categories, 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	Major Regional City	18,430	32,040	39,160	99,800
	Major Strategic Area	18,430	32,040	39,160	99,800
	Regional Strategic Area	18,430	30,410	39,160	88,600
	Regional Centre	13,820	24,320	28,750	60,080
	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 2020-2021 financial year within the relevant band of the 2020 Local Government Remuneration Tribunal determination.

Councillor Fee \$13,820 - \$24,320

Council must determine the Mayoral Fee for the 2020-2021 financial year within the relevant band of the 2020 Local Government Remuneration Tribunal determination.

Mayoral Fee \$28,750 - \$60,080

Community Engagement & Internal Consultation

Internal Consultation

- General Manager
- Director Corporate Performance
- Group Manager Governance

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
\$24,320	\$84,400

Financial & Economic Implications

2020-2021 Budget Allocations:

The 2020-2021 budget provides provision for:

- Councillor Allowances - \$170,000
- Mayoral Allowances- \$65,825
- \$235,825

If Council resolves to implement the recommendation as outlined, the costs to Council in 2020-2021 will be:

- Councillor Allowances- \$145,920
- Mayoral Allowances- \$84,400
- \$230,320

The budget allocation for the increased fees (combined mayoral and councillor allowances) has surplus of \$5,505. This is due to the recent resignation of former Councillor Justin Levido and an unexpected change to Council's category.

It is noted that as Council currently has 2 Councillor vacancies, the budgeted amount for 2021/2022 and into the future will need to be increased by approximately \$50,000 per annum. This will be required to meet these vacancies being filled in the 2021 election and the increased fees payable within this new category should Council continue to resolve to adopt the maximum fee payable under this category.

Attachments

1.  2020 Annual Determination LGRT

Item: 10.03

**Subject: REGIONAL TOURISM BUSHFIRE RECOVERY GRANTS PROGRAM
- APPLICATIONS UPDATE**

Presented by: Strategy and Growth, Duncan Coulton

Alignment with Delivery Program

2.5.1 Support cultural activities within the community.

RECOMMENDATION

That Council:

- 1. Note the successful application for \$25,000 for Artwalk 2020 event delivery under Stream 1 of the Regional Tourism Bushfire Recovery Grants Program;**
- 2. Note feedback from Austrade regarding the requirement to scale back projects submitted under Stream 2 of the Regional Tourism Bushfire Recovery Grants Program; and**
- 3. Note the re-submission of a scaled back Lumiere Bicentenary Project Stream 2 funding application on 30 June, including the allocation of \$65,000 of COVID-Recovery Transport and Community Infrastructure funding, should the application be successful.**

Executive Summary

The Regional Tourism Bushfire Recovery Grants program (administered by Austrade) was announced earlier this year with \$10 million to support events, concerts, festivals and visitor attractions in fire-affected regions. The aim of the program is to help with recovery efforts and encourage international and domestic visitors back to the regions.

Council was recently advised of its successful \$25,000 Stream 1 application to support Artwalk 2020. Our Stream 2 application for the Lumiere Bicentenary Legacy Project is yet to be determined, as the program has been significantly oversubscribed. Austrade are working through a process to have applicants scale back/reassess their applications, with a view to announcing successful projects in mid-July 2020. To ensure Council can deliver the intended legacy project showcasing our rich and diverse history, with on-going tourism and CBD night time economy and activation benefits, our application has been revised to fall under the likely \$200,000 funding threshold, with the additional \$65,000 required to be funded from the Federal Government Local Road & Community Infrastructure Program which is intended to help communities bounce back from COVID-19.

Discussion

On 8 May 2020, Council submitted an application for funding of the Lumiere Bicentenary Legacy Project under Stream 2 of the Regional Tourism Bushfire Recovery (RTBR) grants program. *Bicentenary lumière* is a sound and light show of 60,000 years of Port Macquarie history with special lighting effects to be projected onto the façade of the Port Macquarie Historic Courthouse. To be launched in conjunction with the April 2021 Bicentenary, the aim is for a legacy project that is delivered each evening to support tourism and the night time economy.

On 14th May Austrade representatives sought advice on the “the minimum amount funding that would allow for the project to still go ahead” (while still meeting the program objective to support larger events and initiatives and/or other visitor attractions such as art installations and tourist walks, and promoting those events of the uniqueness of the region to bring international and /or domestic visitors back to the region and increase visitation). At this point we reassessed project deliverables and advised if required, we could scale the project back by no more than 20 percent, to deliver the project using less expensive components and slightly lower quality outcomes.

On 12 June Austrade again contacted staff to advise they had been inundated with proposals receiving applications from 51 of the 57 eligible organisations with a total funding request of over \$22 million, well above the \$7.5 million available for this stream. Advice from a RTBR team member was that they were effectively asking all applicants to consider further scaling of proposals or the opportunity to revisit and revise their proposal before 30 June.

This left us with the options to:

1. scale back to a maximum project spend of \$200,000 which would not allow the same legacy outcome (but rather a shorter-term installation);
2. determine how to fund the ‘gap’ between likely maximum RTBR funding and total project costs; or
3. submit a new project in a very short window.

Council has been allocated \$1,826,618 from the Federal Government Local Road & Community Infrastructure Program, which is to help communities ‘bounce back’ from COVID-19. Projects must be completed by 30 June 2021, and demonstrate that they are additional to pre-COVID work program 2020-21.

Following ongoing conversations with relevant Austrade Department staff, it was determined that most suitable option was to amend RTBR application for Lumiere with the proposal that Austrade fund elements such as Birpai cultural consultants, projectors, narration, animation; and the Local Road & Community Infrastructure Program funds infrastructure elements such as scaffolding, electricity, audio speakers. Austrade staff confirmed that the separation of elements will meet the Austrade criteria and allow different grant funding to be used to cover the current project shortfall.

Austrade has indicated grant funding announcement will be made mid-late July.

Options

Council may choose to:

1. Note the report and plan to use COVID Recovery Transport and Community Infrastructure funding to for the \$65,000 project funding gap, if successful in receiving RTBR Stream 2 grant; or
2. Request Council withdraw its RTBR grant application if it deems this is not an appropriate use of these funds.

Community Engagement and Internal Consultation

The matters addressed in the report have been determined by Council's Grants Officer, and Group Manager Economic and Cultural Development in consultation with Council's Executive Group.

Planning and Policy Implications

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

Financial and Economic Implications

As noted, if successful in the grant application for the Lumiere Project, funding would be provided via the RTBR grant program administered by Austrade (\$200,000).

The Local Road & Community Infrastructure Program of \$1.83M is yet to be allocated. An allocation of \$65,000 from this program and in-kind project management by Council staff will allow Lumiere to be delivered.

The Project aims to have a positive economic impact by increasing visitation via a unique sound and light show of 60,000 years of Port Macquarie history.

Attachments

Nil

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: 11.01

Subject: PETITION - EDMUND BARTON STATUE

Presented by: Strategy and Growth, Duncan Coulton

Alignment with Delivery Program

2.2.1 Support and advocate for all community sectors.

RECOMMENDATION

That Council note receipt of the petition titled “Remove Edmund Barton from Town Green, Port Macquarie”.

Executive Summary

The purpose of this report is to put on the public record, receipt by Council of a petition titled “Remove Edmund Barton from Town Green, Port Macquarie”.

The petition is an online petition with 4296 signatories (as at 22 June 2020).

Discussion

The petition titled “Remove Edmund Barton from Town Green, Port Macquarie” was created on the online change.org platform on the 4 June 2020.

On the 12 June 2020, the petition was emailed to all Councillors by Arlene Mehan, a Birpai Traditional Owner and Port Macquarie resident.

On the 22 June 2020, the petition was emailed to Council containing 4296 signatories with an accompanying letter requesting that *“Port Macquarie- Hastings Council remove Edmund Barton statue on Town Green and in the spirit of genuine reconciliation that Council move forward in partnership with the Birpai traditional owners to ensure that public spaces are culturally safe and reflect cultural inclusivity”*.

The petition and accompanying letter are attached to this report.

It is noted that a separate agenda item for this meeting of Council addresses the 2021 Bicentenary Planning Update of which the focus is on ensuring an appropriate and inclusive range of activities and actions that focus on our past, present and future community. Council’s Bicentenary Working Group continues to meet regularly and work with staff and a range of stakeholders to plan for the 2021 Bicentenary based on the theme “200 Together - celebrating our past, our present, and our future”, and includes members of the Birpai Local Aboriginal Land Council.

The request to remove the statue of Edmund Barton has been made against a broader backdrop of national and international debate following the Black Lives

Matter protests, which has prompted demonstrations against racism around the world that have included the defacing and removal of colonial-era statues.

Options

Council may choose to note the information presented or request further information.

Community Engagement and Internal Consultation

Nil



Planning and Policy Implications

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

Financial and Economic Implications

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

Attachments

1.  Correspondence - Remove Edmund Barton from Town Green Petition
2.  Petition - Remove Edmund Barton from Town Green Port Macquarie

Item: 11.02

Subject: 2021 BICENTENARY PLANNING UPDATE

Presented by: Strategy and Growth, Duncan Coulton

Alignment with Delivery Program

2.5.1 Support cultural activities within the community.

RECOMMENDATION

That Council:

- 1. Note the planning underway to mark the 2021 Bicentenary of European settlement in Port Macquarie;**
- 2. Note the focus on ensuring an appropriate and inclusive range of activities that focus on our past, present and future community;**
- 3. Considered the Flagstaff Hill Redevelopment project in the drafting of Council's 2021-22 budget as a key heritage project, whilst continuing to pursue suitable grant opportunities to plan and deliver the project.**

Executive Summary

Council's Bicentenary Working Group (BWG) continues to meet regularly and work with staff and a range of stakeholders to plan for the 2021 Bicentenary based on the theme *'200 Together - celebrating our past, our present, and our future'*.

A focus of the Council-led initiatives is developing inclusive legacy assets such as public art and education resources, whilst also providing opportunities for our community and visitors to engage directly with cultural activities including a community art exhibition at the Glasshouse, visits to historical sites and local storytelling. The Bicentenary event program also provides support for community-led initiatives to celebrate the milestone via a one-off community grants program.

The Port Macquarie Bicentennial Foreshore Walkway Project is progressing as a priority project for the Town Centre Masterplan Committee. The BWG is including as a priority, the development of sculptural elements which provide appropriate recognition for our community and its history. This will occur in consultation with the Birpai Local Aboriginal Land Council and in accordance with Council's Public Art Policy

Despite being put forward as a budget initiative for 2020/21, the Town Beach Flagstaff Redevelopment has not been funded due to COVID-19 impacts and other priority projects. Further, at this time, there has been no positive indicators from other levels of government of funding support to start this project in the near future.

Members of the Bicentenary Working Group agree that this project has the opportunity to sit outside the scope of the 2021 Bicentenary activities as its 200-year milestone of completed construction falls in 2024, however, they are particularly keen

to ensure it is delivered as a bicentenary legacy and key historical project in the next financial year.

Discussion

Over the period 2018 – 2021, Council has committed to bringing the community together to commemorate our bicentenary of European discovery and settlement and celebrate our rich and diverse region - the history, the heritage and people who make our region what it is.

In 2018, to mark 200 years since John Oxley and his team surveyed our region for early European settlement, Council supported a family festival on Town Green/Town Square which included market stalls, performances, food vendors, local community group showcase, Birpai story times and Port Macquarie Museum tours. A Bicentenary Grants program also supported a range of community events, performances and historical books. The focus was on a '200 years together' theme with a logo and promotional CBD flags that were designed by graphic design students undertaking a traineeship at Council over a 6-month period, with one being a local indigenous student whose work is still being used to promote the Bicentenary.

At the recommendation of Council's Bicentenary Working Group, at the 21 August 2019 Ordinary meeting, Council endorsed three projects for Bicentenary 2021 to commemorate the establishment of European settlement in Port Macquarie:

11.04 BICENTENARY PROJECTS 2021

RESOLVED: Turner/Hawkins

That Council:

1. *Endorse the following proposed 2021 priority Bicentenary projects:*
 - (a) *Bicentenary Event 10 -18 April 2021;*
 - (b) *The Flagstaff Hill redevelopment; and*
 - (c) *Continuation of the development of the Port Macquarie foreshore walkway and sculptural trail, as recommended by the Bicentenary Working Group of Council's Cultural Steering Group.*
2. *Request the General Manager add a new action to the 2019/2020 Operational Plan, relating to 'the development and delivery of 2021 Bicentenary projects'.*
3. *Note that the Flagstaff Hill redevelopment project is proposed to deliver the new, additional, John Oxley memorial to commemorate 200 years since his expedition, as resolved by Council on 21 February 2018.*
4. *Note the Cultural Steering Groups support for the priority projects.*
5. *Request the General Manager prepare a report for the September Council Meeting to determine resourcing to deliver the agreed priority projects for the 2021 Bicentenary.*

CARRIED: 9/0

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

AGAINST: Nil

The Bicentenary Event, 10-18 April 2021

1. The 2021 Bicentenary event program includes a nine-day festival program consisting of Council and community-led activities. Planning is progressing well, under the guidance of the Bicentenary Working Group which includes community representatives with wide ranging background and interests and a

strong focus on the past, present and future theme. Representatives of the Birpai Local Aboriginal Land Council are also engaged as members of this Group and actively contribute to planning for an inclusive program of activities. Recently, the Group has received a community member representation for the inclusion of a 48th Regiment/early European actor re-enactment. The Group majority, taking advice from Birpai representatives, reconfirmed staff's previous position that such reenactments were not in keeping with our aim for an inclusive event. Event planning to-date includes:

- Council working together with the Local Aboriginal Land Council representatives to identify and support planning for event elements that highlight our aboriginal history.
 - A focus on aquatic events on Saturday 17 and Sunday 18 April 2021 with invitations extended to national historic maritime associations to visit and engage with on-water activities, coordinated with local on-water groups and clubs such as sailing, Surf Clubs, and dragon boat teams.
 - A community day on Town Green on Sunday 18 April 2021 to showcase 100-mile farm food providers, hand-made in the Hastings markets, and a community concert.
 - A commemorative service at St Thomas's Church on Sunday 18 April 2020.
 - A 10- day residency with the Melbourne-based company, 5 Angry Men, to deliver an extensive program of outdoor performances, a historical project to create an on-site installation, community workshops leading to a one-off performance, and engagement with local lighting designers and music composers to create site-specific works for presentation during the event period. Noting this activity is dependent on securing Festivals Australia funding with notification expected in mid-July.
 - Communications planning, including a future call for community activities/satellite events.
2. Bicentenary 2021 Grants Funding Round to be made available through the Council's Community Grants Program in 2020 to support community-led events during the identified Bicentenary year. Our aim is to ensure a diverse range of activities which celebrate our past, present and future and to have these promoted by Council's tourism and communications teams.
 3. Community art exhibition with an open invitation to submit completed artworks responding to the identified Bicentenary theme of *"Celebrating Port Macquarie Together – our past, our present and our future. Creating a visual response to the varied natural, cultural, historic and popular elements that make positive contributions to our local community"* for an exhibition staged in the Mezzanine Foyer of Glasshouse Port Macquarie between 10 – 18 April 2021.
 4. Education resource created using the Port Macquarie Bicentenary as the inspiration to create an education resource which meets Stage 1- 5 of the NSW Education History Syllabus, including both Aboriginal and European history.

Underpinning these initiatives is a communications plan that will focus on creating accessible social platforms to allow the community to share local stories, out of region marketing via destination attraction campaigns and Bicentenary collateral to

identify and promote community events and historical attractions occurring throughout the event period.

Noting, early invitation letters from the Mayor were issued to the Prime Minister, Governor-General and NSW Premier for the identified event period of 10-18 April 2021. Follow up correspondence is scheduled in the next couple of months once the format of the Community Day scheduled for Sunday 18 April 2021 is confirmed.

The Town Beach Flagstaff redevelopment

The flagstaff project adopted as one of three priorities for the 2021 Bicentenary was identified as the design, manufacture and installation of a replica of the original flagstaff (80ft) and modified viewing platform located on Flagstaff Hill, at the eastern headland point of Port Macquarie's Town Beach.

The Flagstaff redevelopment is not funded in Council's 2020/21 budget. Further, there have been no positive indicators from other levels of government of funding support to commence this project in the near future. Bicentenary Working Group members are in general agreement this project has the opportunity to sit outside the scope of the 2021 activities, as its 200-year milestone of completed construction (in the current location, noting the initial flagstaff was at Gaol Point) falls in 2024. The Group has recommended this project is considered for funding in Council's 2021/22 budget as a key heritage project, and that any appropriate grant opportunities continue to be pursued in the interim.

Port Macquarie Bicentennial Foreshore Walkway Project

The project continues to be planned and progressed under the Port Macquarie Town Centre Master Plan Sub-Committee, with some works funded and funding being pursued for other elements.

Under the Bicentenary Working Group, the priority for this project is the development of sculptural elements which provide appropriate recognition for our community and its history. This will occur in consultation with the Birpai Local Aboriginal Land Council and in accordance with Council's Public Art Policy. Funding for agreed sculptural elements will be allocated from Council's 2020/21 Public Art budget.

Wauchope Bicentenary Riverside Sculpture Trail

Prior to the adoption of the three aforementioned priorities, Council was successful in a NSW Government Stronger Country Communities funding application for the Wauchope Bicentenary Riverside Sculpture Trail. This project will depict the history of Wauchope with a particular focus of life on the river and encompassing Aboriginal as well as Colonial history, creative interpretation, sculptures, and creative seating set with a minimalist approach within the idyllic foreshore location. The Trail presents a unique opportunity to tell community stories in a creative, respectful manner that would result in a legacy to the Wauchope community. A project Reference Group is working with Council staff to inform the project delivery and includes representatives from the community, Wauchope business and the Bunyah Local Aboriginal Land Council. Expressions of Interest (EOI) to develop one or more artworks for the project are currently being invited. It is anticipated the Trail will be officially opened as part of the 2021 Bicentenary activities.

Options

Council may choose to note the information presented or request further information.

Community Engagement and Internal Consultation

The specific detail of bicentenary projects, as adopted by Council, continues to be developed in consultation with community representatives of the Bicentenary Working Group including Board members of the Birpai Local Aboriginal Land Council, other community representatives/ members and internal stakeholders such as Glasshouse Regional Gallery, Education - Community Engagement, Events and Recreation, Property & Buildings. Other external stakeholders engaged in project planning to date include both Federal and State Government agencies including the Australian Defence Force, NSW Maritime Safety, and local community groups/organisations such as the Port Macquarie Marina, Port Anglican Church, and local history museums. Further community engagement to support the development of other Bicentenary events and activities will occur in the second half of 2020.

Planning and Policy Implications

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

Financial and Economic Implications

Delivery of the Bicentenary event activities will be funded from Council's 2020/21 Bicentenary budget and secured grant funding. Delivery of the sculptural elements for the Port Macquarie Bicentennial Foreshore Project will be funded from Council's 2020/21 Public Art budget.

Attachments

Nil

Item: 11.03

Subject: DRAFT BAIN PARK MASTER PLAN - COMMUNITY ENGAGEMENT

Presented by: Development and Environment, Melissa Watkins

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:

1. Note the information in the Community Engagement Report - Bain Park Master Plan - November 2019 (Attachment 1).
2. Thank the four (4) groups who made a formal submission during the engagement period for their input.
3. Place the Draft Bain Park Master Plan (Attachment 2) on public exhibition from 6 July to 9 August 2020.
4. Request the General Manager provide a report to the September 2020 Ordinary Council Meeting outlining community feedback provided during the public exhibition period.

Executive Summary

The development of a Master Plan for Bain Park in Wauchope commenced in 2019 with community engagement occurring during September and October 2019 as detailed in the Community Engagement Report - Bain Park Master Plan - November 2019 (**Attachment 1**). During this period, a broad range of feedback was provided by the community which has informed the development of the Draft Bain Park Master Plan (**Attachment 2**).

This report recommends that the Draft Bain Park Master Plan (**Attachment 2**) be placed on public exhibition from 6 July to 9 August 2020 to obtain community feedback on the proposed improvements for this significant community recreational asset.

Discussion

It is widely recognised that Bain Park is a significant open space and recreation asset for the Wauchope CBD area. Over the years, the Wauchope community has been requesting an overhaul of Bain Park. In 2012, in consultation with the community, an 'All Abilities' playground was developed and to date it has been well utilised by locals and visitors. Wauchope community groups including Rotary, Lions Club and the District Historical Society, have approached Council to consider the development of infrastructure to support an increase in activation of the space.

On this basis, Council has prioritised development of a Master Plan to outline the community's vision for this highly valued area. To ensure the plan is aligned with the community's vision, Council undertook a community engagement process in September 2019 to inform the development of a draft Master Plan (refer to **Attachment 2 - Draft Bain Park Master Plan**).

The vision for Bain Park Master Plan is to transform the existing space into a dynamic community hub, which provides opportunities for recreation, arts, education and culture.

The Master Plan proposes to open up and accentuate the northern entry to the park enhancing kerb appeal through integration of a small plaza and public art installations, and formalised landscaping. The northern entry plaza also will accommodate a Christmas tree - which will be a prominent feature visible from the intersection of High Street and Hastings Street during the festive season.

The pedestrian network has been re-defined, incorporating wider plaza spaces at the entries to cater for increased foot traffic, as well as a formal tree lined promenade, which transports users around the site. The eastern promenade will incorporate plug and play provisions to facilitate markets.

The Master Plan proposes to improve the distribution of activities in the park, re-locating the playground and bike track to the under-utilised southern section of the site, closer to the school in Avondale Street, and away from busy High Street. The existing stand of large mature eucalypts is transformed into an informal seating area, with bago gravel used as a wearing surface and art inspired seating scattered throughout. A number of BBQ shelters are distributed around the periphery of the park, replacing the existing single larger shelter. The proposed revised pedestrian network would also create a larger multi-use open space to the centre of the park, which can be used for events such as markets, concerts etc.

A new multi-use community centre will replace the existing Wauchope Community Arts Centre, Rotary Youth Centre and amenities block. It is integrated at-grade on the eastern side of the park, allowing users and activities to flow seamlessly from building into the open space.

The 'Bago mound' has been enhanced with terraced sandstone blocks for seating and with a small covered stage, providing an outdoor opportunity for arts, education and performance.

It is recommended that the draft Master Plan be placed on public exhibition for community feedback. Feedback from public exhibition of the Draft Master Plan will be considered by Council in the finalisation of the Master Plan, with a further report to be provided to the September meeting of Council.

Options

Council has the option to:

1. Accept the recommendations as listed or
2. Propose an amendment to the recommendations or
3. Propose an alternative recommendation(s).

Community Engagement and Internal Consultation

The Draft Bain Park Master Plan has been developed by the Recreation, Property and Buildings team in consultation with Council's Community, Infrastructure Planning, Environmental Services, Waste Services, Regulatory Services, and Economic Development teams.

Stage 1 of the community engagement process was carried out by the Community Engagement team during the period from 27 September 2019 to 31 October 2019.

The intent of the community engagement was to:

- Find out how the community uses the Bain Park space and how they would like to see this space developed into the future;
- Gain feedback from the community about any issues and suggestions for improvement to inform the design of a master plan for Bain Park that reflects the community's current and future needs.

The engagement timelines for Stage 1 were:

- 27 September 2019 - *Have Your Say* online community survey launched
- Late September 2019 - Promotion of community engagement activities via emails, phone calls, flyers and poster drops to residential and shop fronts, social and traditional media
- 9 October 2019 - Engagement stall at the Wauchope Neighbourhood Centre's Family Fun Day at Bain Park
- 14 October 2019 - Pop up community engagement stall in Bain Park
- 16 October 2019 - Pop up community engagement stall in Bain Park
- 19 October 2019 - Community Master Planning Workshop at Wauchope Community Arts Hall
- 23 October 2019 - Meeting with Wauchope Arts Council
- 24 October 2019 - Pop up community engagement stall in Bain Park
- 31 October 2019 - Consultation is closed for feedback

During this period the community were invited to:

- Provide their feedback directly to Council
- Leave comments and make submissions at the pop-up engagement sessions
- Mail or email ideas to Council
- Provide online feedback via Council's *Have Your Say* website

The community was asked the following questions:

1. How often do you visit Bain Park?
2. Why do you visit Bain Park?
3. What do you love most about Bain Park?
4. If you could change one thing about Bain Park, what would that be?
5. If you could add one thing to Bain Park, what would that be?
6. Would you like Bain Park to have a theme?
7. What is your big idea for Bain Park?
8. Additional comments

Full details of the engagement are included in the Community Engagement Report - Bain Park Master Plan - November 2019 (**Attachment 1**). The following is a summary of the feedback received:

Surveys

A total of 47 online surveys were submitted via *Have Your Say*, and with a total of 429 online visits to the webpage. 13 hardcopy surveys were submitted to Council.

Visitors Summary



Survey participants were asked to submit their preferred answer to the below questions:

- If Bain Park were themed, what theme would you choose? The choices for answers were:
 - Intergenerational
 - Urban contemporary
 - Historical
 - Timbertown inspired
 - Inspired by Aboriginal culture
 - No theme in particular

It is noted that the preferred response was '*No theme in particular*'.

- How often do you visit Bain Park? The choices for answers were:
 - Less than once a week
 - More than once a week
 - Less than once a month
 - More than once a month
 - Once or twice a year

It is noted that the preferred response was '*More than once a week*'.

- Why do you visit?

- To use the playground
- To sit, relax, have a break
- To visit the café
- To attend an event
- Other (please specify)

It is noted that the preferred response was '*To visit the café*'.

The following is a summary of the open-ended survey questions and responses:

Survey Questions	Summary of responses
What do you love most about visiting Bain Park?	<ul style="list-style-type: none"> • Beautiful open spaces • It is like Wauchope's Town Green • Central location • The trees • The café • The playground
If you could change one thing about Bain Park, what would that be?	<ul style="list-style-type: none"> • Upgrade the toilets - currently no child/adult change table, inaccessible • Upgrade playground - more equipment for toddlers, nature play options, add regular swings and maintain planter boxes in playground, more shade over playground • Increase seating and picnic tables around the park, install barbeques • Plant more trees and install garden beds • Play equipment/options for older kids
If you could add one thing to Bain Park, what would that be?	<ul style="list-style-type: none"> • Increased seating and shade • Regular events like themed market days, community events • More and diverse play equipment • Water play • Improved barbeque facilities
What is your big idea for Bain Park?	<ul style="list-style-type: none"> • An outstanding intergenerational playground that people visit from all over • Historical museum and community space • Outdoor concert area • A flying fox • Options for disabled kids, natural and sensory play • Include tourist information centre

Survey Questions	Summary of responses
	<ul style="list-style-type: none"> • Make toilets accessible for all • Interactive sun dial • Lots more shade and picnic areas • A space that all ages enjoy with water features

On-site pop up conversations

Over 100 conversations were conducted at the four pop up engagement sessions. The following is a summary of the ideas that were suggested by the community from these conversations:

- Public toilets require upgrade or replacement to make accessible for all
- Install change table in toilets
- Water play
- Increased shaded seating including near scooter track
- Install gas/electric barbeques
- Inclusion of seating and picnic tables inside playground area
- Adventure playground including flying fox, more play areas for older children
- Provide additional shade over play equipment
- Play options for toddlers, 'regular' swing set
- Nature, imaginative play inclusions - sandpit, logs etc.
- Inclusion of sheltered picnic tables in open spaces
- Water refill station located centrally in Bain Park

Bain Park users also raised the following issues:

- The playground was looking tired and the inclusions needed some maintenance/upgrading
- The pebble create pathways were patchy due to age/wear and tear and needs resurfacing in sections
- Pedestrian access (such as a wide set of stairs) is needed from the Community Arts Hall car park as people were currently jumping over the retaining wall and it was crumbling in sections.

The purpose of the Community Master Planning Workshop on 19 October 2019 was for the community to meet Council's project team and to work through a number of tasks to identify the following:

- Why they visit Bain Park;
- What they love about Bain Park;
- What they value and wish to preserve in Bain Park;
- What elements could make Bain Park better;
- What their future vision is for Bain Park.

The workshop was facilitated by Council's Community Engagement team and also attended by the Council's project team including the Group Manager Recreation, Property and Buildings, Senior Landscape Architect and Project Officer. The 16 workshop community participants comprised of a mixed demographic of locals

including representatives from the Wauchope Lions Club, Rotary Club, Community Arts Council, and the District Historical Society.

Activities included identifying the key assets to preserve and enhance (including a walk-through of the site), creating a postcard from Bain Park, and mapping out a 'big ideas' master plan on aerial plans.

Submissions

A total of 4 submissions were received, and these submissions are included in the Community Engagement Report - Bain Park Master Plan - November 2019 (**Attachment 1**). The following is a summary of the feedback received:

Submission	Summary of submission
1. Wauchope District Historical Society (WDHS)	<ul style="list-style-type: none"> The WDHS submission focuses on relocating their historic church building (currently located on the grounds of Wauchope's Timbertown) to the southern end of the Bain Park, with access from Avondale Street The proposed new site for the WDHS church building is to be large enough to establish a shop front for interacting with locals and visitors, to accommodate historical research located within a landscaped area suitable for the display of larger collection ideas WDHS proposes that the Society members would be on hand to assist visitors and locals, and to manage the changing historical exhibits and interactive displays.
2. Wauchope Community Arts Council (WCAC)	<p>1. Established in 1995, the WCAC manages a multiuse cultural space in the Wauchope Arts Hall. The Hall is activated throughout the year through concerts, events, films, exhibitions and creative workshops.</p> <p>The WCAC proposes the following recommendations for consideration in the development of the Master Plan:</p> <ul style="list-style-type: none"> Increased power sites throughout Bain Park to accommodate larger events Increased shade areas and trees Provision for wide steps leading from car park to Bain Park opposite the Hall site

Submission	Summary of submission
	<ul style="list-style-type: none"> Enhanced pathways (and rails) for people with mobility issues from car park to north-eastern side of Bain Park Resolve issues with car park closures from Council via contracted traffic controllers during events prohibiting access to Hall Installation of bi-fold doors across western side of Hall to accommodate larger audiences The car park west wall requires repairs and upgrades WCAC would like Council to consider the building adjacent to the Hall (currently leased by Omnicare) be returned to the Wauchope community and utilised as a shared community space WCAC supports the creation of a 'Gaudi' inspired bench/lounge/wall in Bain Park including a water feature for wetting feet and could facilitate community workshops to develop the work WCAC supports the Wauchope District Historical Society's proposal of relocating the historical church to use as their museum venue if it is located at the Avondale Street end of Bain Park Enhance the experience of Park users by installing large musical structures through interaction by wind movement Incorporate a labyrinth walking mediation space in the park Free community Wi-Fi Upgrade toilet facilities in Bain Park
3. Rotary Club of Wauchope Inc.	<p>The Rotary Club's ideas for consideration in the development of the Master Plan include:</p> <ul style="list-style-type: none"> Strongly proposes that the community would benefit from a multiuse stage structure to accommodate a variety of formal and informal events and activities A botanical garden concept for Bain Park to highlight and feature local flora for the enjoyment of locals and visitors

Submission	Summary of submission
	<ul style="list-style-type: none"> • A meandering shared path that circumnavigates the Park to allow joggers, walkers to enjoy the developing views • The inclusion of two shelters one to the east and one to the west of the current middle pathway surrounded by botanical plantings.
4. Lions Club of Wauchope	<p>The following feedback by the Lions Club was received via the workshop session and face to face conversations:</p> <ul style="list-style-type: none"> • The Lions Club would like to fund the installation of a commemorative plinth-like sun dial that includes a 'you are here' feature • In addition, the club would like to fund the construction and installation of a sun dial of human involvement constructed in historically native timbers from the Wauchope region • The club proposes the two items would be best located adjacent to the historic entry gates at the main entrance to the park via High Street.

Generally, ideas promoted through these submissions have been considered in development of the Master Plan. The key exception to this being the relocation of the WDHS historic church building to Bain Park. For a number of years to date, WDHS have been seeking a new location for this facility within Wauchope. Further discussions will be held with WDHS regarding an alternative location shortly.

Stage 2 of the community engagement process proposes to place the Draft Bain Park Master Plan on public exhibition from 6 July 2020 to 9 August 2020 to obtain community feedback on the proposed improvements for this significant community recreational asset. This feedback will inform the final plan which is proposed to be presented to the September 2020 Ordinary Council meeting for consideration.

A comprehensive list of key stakeholders has been identified throughout this project. These stakeholders will be invited to view and provide feedback on the Draft Bain Park Master Plan via Have Your Say, media release, social media posts, a targeted email campaign, hardcopy feedback forms available at Wauchope office and Library, and temporary signage at Bain Park displaying the Draft Master Plan.

A pop-up information session will be held in Bain Park to allow interested persons to talk with staff about the draft Master Plan. Staff recognise that NSW Public Health Order restrictions associated with the COVID-19 pandemic remain in place and appropriate measures will be implemented by staff to ensure compliance with state government requirements.

Planning and Policy Implications

The site is Council Managed Crown Land and zoned as RE1 (Public Recreation). A majority of proposed works included in the draft Master Plan will be considered Exempt Development or Development permitted without consent in accordance with State Environmental Planning Policy (Infrastructure) 2007.

The proposed new community facilities buildings will require Development Approval.

Financial and Economic Implications

Council engaged the services of a quantity surveyor to prepare a budget estimate for the Draft Bain Park Master Plan. The budget estimate for delivery of the Master Plan is \$6.6 million, which includes approximately \$2 million for landscaping, shelters and furniture, \$2.1 million for new community centre, \$850,000 for car parking and road upgrades, \$530,000 for lighting and irrigation, \$700,000 for shaded playground and pump track, and \$390,000 for shaded a water play area.

A staging plan has been incorporated into the Draft Bain Park Master Plan which breaks the project down into smaller packages which would facilitate a staged delivery over time as funding becomes available, however funding has not been identified at this time. The suggested stages are as follows:

- **Stage 1** - \$680,000 for main entrance, sculptures and promenade path
- **Stage 2** - \$790,000 for shaded playground, pump track and sculptural seating area
- **Stage 3** - \$2,950,000 for community centre, utilities and carparks
- **Stage 4** - \$720,000 for amphitheatre, covered stage and multi-purpose lawn
- **Stage 5** - \$390,000 for shaded water play area
- **Stage 6** - \$540,000 for barbecue shelters, perimeter landscaping and outdoor dining area
- **Stage 7** - \$530,000 for irrigation, lighting and Wi-Fi

The Master Plan offers opportunities for Council to continue its partnership with the Wauchope community to deliver valuable community assets. Recent collaborations with the Rotary Club of Wauchope achieved outcomes such as the Wauchope Dog Off-leash Park and picnic shelters along the Riverside Walk. The community could support Council deliver parts of Bain Park Master Plan through offering its services, materials, labour or through seeking grant funding.

Council have identified the potential use of development contributions to fund part(s) of the project. This will be further investigated and considered as this project advances.



There are also a range of grant programs at both state and federal level that could support implementation of the master plan - refer to below table for examples of relevant grants.

Grant	\$ Amount	Council contribution
Everyone Can Play (NSW Government)	\$50,000 to \$200,000	Match \$1 for \$1

Grant	\$ Amount	Council contribution
NSW Infrastructure Grant (Office of Responsible Gambling)	Arts & Culture: \$50,000 to \$200,000 available per project •Disaster Readiness & Community Infrastructure: \$10,000 to \$200,000 available per project •Sport & Recreation: \$100,000 to \$300,000 available per project	Match \$1 for \$1
Building Better Regions Fund (BBRF)	Up to \$10 million per project	Match \$1 for \$1
2021/22 Walking and Cycling Program	Each application Cycling \$35,000 minimum grant, Walking \$20,000 minimum grant.	\$0 but contribution viewed favourably
2021 Stronger Country Communities Fund	Bucket of \$300 million	Match \$1 for \$1
Growing Local Economies	Minimum \$1 million per project	Minimum contribution of 25%

The proposed upgrades to Bain Park will require an uplift in maintenance to upkeep the new assets. The most significant impact to maintenance is associated with the water play area, which would equate to an additional \$21,000 per year to allow for maintenance and replacement of parts. Funding for this additional maintenance will be considered as the project progresses in conjunction with development of a future Operational Plan.

Attachments

1.  Community Engagement Report - Bain Park Master Plan - November 2019
2.  Bain Park Master Plan_Rev 0

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: 13.01**Subject: NOTICE OF MOTION - REVIEW OF FOOTPAVING OF ROADS
POLICY**

Mayor Pinson has given notice of her intention to move the following motion:

RECOMMENDATION

That Council request the General Manager to:

- 1. Commence a review of the Footpaving of Roads Policy.**
- 2. Provide a Councillor briefing on the Footpaving of Roads Policy as part of the review process.**
- 3. Table a further report to Council following the review of the policy.**

Comments by Mayor (if provided)

Footpaths are identified as of high importance to our community and Council must look to the future to begin to address the growing need for them in areas of high pedestrian movement, with footpaths providing the community with benefits of health and safety.

It has been identified that the Footpaving of Roads Policy is well overdue noting the last update was in 2008, with our community growing substantially since then and expectations of further future rapid growth. It is anticipated that a report to Council will also identify strategies for completing sections of missing footpaths throughout the Local Government Area caused by current day development requirements to provide footpath sections as part of the complying development.

Attachments

Nil

Item: 13.02

Subject: RECOMMENDED ITEM FROM COAST, ESTUARY AND
FLOODPLAIN ADVISORY SUB-COMMITTEE - NORTH BROTHER
LOCAL CATCHMENTS FLOOD STUDY - DRAFT OPTIONS
ASSESSMENT REPORT

Presented by: Infrastructure, Dan Bylsma

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 Options Assessment Report on public exhibition for a minimum of 28 days commencing 13 July 2020.
2. Receive a further report detailing the submissions received from the public during the exhibition period at the conclusion of the exhibition period.

Executive Summary

The Coast, Estuary and Floodplain Advisory Sub Committee met on 29 May 2020, reached consensus on Item 7 (**Attachment 1**) and now submits the above recommendation for Council consideration and determination. This report recommends that the North Brother Flood Study be placed on public exhibition.

Background

Following the adoption of the North Brother Local Catchments Flood Study by Council at the 17 July 2019 Ordinary Council Meeting, Council has entered Phase 2 of this ongoing project, being the completion of the North Brother Local Catchments Floodplain Risk Management Study (FRMS) and Floodplain Risk Management Plan (FRMP).

The development of Floodplain Risk Management Plans follow guidelines established in the NSW Government's Floodplain Development Manual (2005), which outlines the steps involved in the process, and the activities required to develop a Floodplain Management Plan in flood affected areas.

For reference, the Floodplain Risk Management process involves the following:

STAGE	DESCRIPTION
1. Flood Study - Adopted by Council 17 July 2019	Determines the nature and extent of the flood problem.
2. Floodplain Risk Management Study (FRMS) - Presently Underway	Evaluates management options for the floodplain in respect of both existing and proposed developments.
3. Floodplain Risk Management Plan (FRMP) - Presently Underway	Involves formal adoption by Council of a plan of management for the floodplain.
4. Implementation of Plan	Results in construction of flood mitigation works to protect existing development and the application of environmental and planning controls to ensure that new development is compatible with the hazard.

Since the adoption of the Flood Study in July 2019 and in commencing the FRMS/P phase of this project, Council, via consultants Jacobs Pty Ltd have undertaken the following:

Floor Level Survey

The North Brother Local Catchments Flood Study identified the flow paths, depths, velocities and general risks associated with a flash flood event originating from the Mountain catchment.

As a first step in identifying and prioritising the risks to property and life associated with the flooding identified, a floor level survey was undertaken during October 2019 for selected properties in the study area. This involved the survey of the minimum habitable floor level of 270 buildings identified based on the modelled presence of potential high hazard flooding to the dwelling/premises for a 1% Annual Exceedance Probability (also known as a 1 in 100 year) local storm event.

This allows for the risk associated with overland flooding at those higher risk properties to be quantified. For risk assessment and modelling purposes, the floor level of all remaining properties in the study area (those located clear of modelled high hazard flooding) were estimated to be 200mm above the height of the ground level at the building.

Determination of Scale of the Above Flood Level Flooding Risk

Utilising the floor level information obtained, mapping of potential above floor level flooding in the catchment was undertaken for the 0.2 Exceedance per Year (EY), 5%, 2%, 1% AEP and PMF local catchment overland flood events. A copy of the 'above-floor flooding at dwellings' mapping is included within Figure 2.2 of the attached North Brother Local Catchments Flood Study - Draft Options Assessment Report contained in Attachment 2.

The mapping illustrates priorities for flood mitigation works by identifying vulnerable properties and areas within the catchment.

Of interest, the mapping illustrates the following:

- **462 residential properties** are at risk of habitable floor flooding during a **1% AEP storm event** in the catchment,

- **This figure raises to 839 residential properties when freeboard (or lack thereof) is taken into consideration.**
- A further **31 non-residential/commercial** properties are also modelled to be subject to inundation of habitable floor levels during a **1% AEP** storm event.
- **This non-residential figure jumps to 63 when freeboard (or lack thereof) is taken into consideration.**
- More significantly and in reflection of the scale of inadequacy of existing infrastructure and controls, **161 residential properties and 10 non-residential/properties** are identified as being at risk of over floor level flooding during a comparatively common **20% AEP storm event** (334 and 34 respectively when the required freeboard height is added to the flood levels).
- Properties identified as being at risk of above floor level flooding are not confined to one area, and are spread throughout the catchment, demonstrating that multiple solutions of varying scales will be required.

Whilst only a snapshot of the figures presented in the report, the mapping and above figures clearly outlines the scale of the significant stormwater related issues impacting the catchment.

Identification of Sensitive Properties and Critical Infrastructure

In addition to determining the quantum of properties impacted by above floor level flooding generally, sensitive properties and critical infrastructure within the study area have also been identified and mapped. Sensitive properties and critical infrastructure includes schools, pre-schools, aged care facilities, emergency services and the like.

Utilising the mapping, Flood Study phase outcomes and floor level data, the sensitive properties and critical infrastructure identified as being directly affected by overland flooding are summarised below:

Name	Overland Flow Flood Hazard* (Existing case, no climate change)		Hydraulic Category (1% AEP, climate change)
	1% AEP	PMF	
Sensitive Properties			
Stockland Camden View Retirement Village	Mostly H1/H2 Up to H5	H6	Flood Fringe/Flood Storage/Floodway
Kids Haven Pre School	H1	H1	Flood Fringe
Laurieton Public School	H1	H4	Flood Fringe
Laurieton Retirement Village	Mostly H1 – H2 Localised H3	H6	Mostly Flood Fringe/Flood Storage. Some Floodway areas
St Josephs Primary School	Mostly H1/H2 Up to H5	H5-H6	Flood Fringe/Flood Storage/Floodway
St Josephs Early Childhood Services	Mostly H1/H2 Up to H4	H5	Flood Fringe/Flood Storage/Floodway
Stockland Queens Lake Retirement Village	Mostly H1/H2	H4	Mostly Flood Fringe. Some Flood Storage areas
Laurieton Lakeside Aged Care Residence	Mostly H1	Mostly H1- H3	Flood Fringe
Kids Haven Early Learning Centre	H1	H1	Flood Fringe
Camden Haven High School	Mostly H1	Mostly H1, up to H4 in low-lying southern part of school	Mostly Flood Fringe
Critical Facilities and Infrastructure			
NSW Ambulance Laurieton	H1	H3	Flood Fringe/Flood Storage
NSW SES Camden Haven unit	H1	H3	Flood Fringe
Laurieton Police Station	H1	H2	Flood Fringe
Fire station Laurieton	H3	H4	Flood Fringe/Flood Storage
Laurieton sewage pumping station	H4	H6	Flood Storage/Floodway

* Note, overland flood hazard indicated. Some properties are also affected by mainstream flooding.

For reference, the flood hazard categories are as follow:

- H1 – Generally safe for people, vehicles and buildings
- H2 – Unsafe for small vehicles
- H3 - Unsafe for vehicles, children and the elderly
- H4 - Unsafe for people and vehicles
- H5 - Unsafe for people and vehicles. Buildings require special engineering design and construction
- H6 – Unsafe for people or vehicles. All buildings types considered vulnerable to failure.

Flood Damages Assessment

Following review of at risk properties and sensitive infrastructure, a Flood Damages Assessment was undertaken to estimate the cost of tangible flood damages due to overland flooding as identified by the North Brother Local Catchments Flood Study:

Event	Based on Floor Level*		Based on Protection Level (Floor Levels minus Freeboard)*	
	Number of properties flooded above floor level	Estimated Flood Damage	Number of properties flooded above protection level	Estimated Flood Damage
Residential				
20% AEP	161	\$18.9M	344	\$40.3M
5% AEP	222	\$25.6M	429	\$50.8M
2% AEP	380	\$42.7M	679	\$80.6M
1% AEP	492	\$54.1M	839	\$100.0M
PMF	1,616	\$193.9M	2,062	\$274.5M
AAD		\$8.9M		\$17.6M
Commercial/Non-Residential				
20% AEP	10	\$1.0M	34	\$4.4M
5% AEP	16	\$1.5M	44	\$6.1M
2% AEP	27	\$2.3M	59	\$8.3M
1% AEP	31	\$2.5M	63	\$8.9M
PMF	83	\$12.9M	98	\$22.7M
AAD		\$0.5M		\$1.9M

* Damages estimate based on Protection Level is to be adopted. Estimate based on floor level used as a sensitivity check.

The values in the table above reflect the Annual Average Damage (AAD). The AAD is equal to the total damage caused by all floods over a long period of time divided by the number of years in that period. The AAD for the existing case then provides a benchmark by which to assess the merit of flood management options.

The AAD value has been determined by multiplying the damages that can occur in a given flood by the probability of that flood actually occurring in a given year and then summing across a range of floods. This method allows smaller floods, which occur more frequently to be given a greater weighting than the rarer catastrophic floods

Key findings are:

- The residential AAD for the study area is **\$17.6 million**.
- The commercial/non-residential AAD is **\$1.9 million**.

There are 523 residential and non-residential properties that are estimated to experience above floor flooding (not allowing for freeboard) for the 1% AEP event. In the Probable Maximum Flood (PMF), 1,699 properties are estimated to experience above floor flooding.

While flood damage estimates for the study area are indicative only, they are useful in the evaluation of flood management options, aimed at reducing flood damage estimates while being economically viable to implement.

Identification of Initial Floodplain Risk Management Measures

Following completion of the Damages Assessment the next stage of the project was to identify, assess and compare various floodplain risk management options to deal with the identified flood risks in the study area considering and assessing their social, economic, ecological and cultural impacts and their ability to mitigate flood impacts.

Utilising the list of flooding hotspots identified by the Flood Study and in combination with the information summarised above, Jacobs identified an initial priority list of 16 key locations for flood mitigation works as outlined below:

1. Black Swan Terrace, West Haven
2. Ringtail Close and Sirius Drive, Lakewood
3. Lilli Pilli Close, Lakewood
4. Mission Terrace, Lakewood
5. Kirmington Terrace to Pelican Court, West Haven
6. Flinders Drive Estate, West Haven
7. Tunis Street Overland Flow Path, Laurieton
8. Quarry Way Overland Flow Path, Laurieton
9. Lake Street at Seymour Street, Laurieton
10. St Joseph's School, Laurieton
11. Harbourside Crescent Villas and Bold Street, Laurieton
12. Norman Street and Mill Street, Laurieton
13. Sirius Drive, Honeysuckle Avenue and Mahogany Close, Lakewood
14. Elouera Place, West Haven
15. Sandpiper Close, Lakewood
16. Ocean Drive East of Hoschke Road, West Haven

Conceptual mitigation options at each of the above locations varied, however generally included measures such as open channel construction and augmentation, provision of new/upgraded stormwater pipe/culvert infrastructure, provision of protection berms/bunds upstream of property, stormwater detention facilities, verge modifications to deflect water and kerb inlet improvements.

With reference to potential private property impact, there are two locations where voluntary property acquisitions were identified as potential options (Pelican Court and Kermington Terrace), and three locations where block walls, structural works and flood proofing was considered as an option within properties (Harbourside Crescent Villas, Laurieton RSL and Laurieton Hotel/Bottle Shop).

Each of the above preliminary options were assessed, with a priority assigned based on factors including:

- Identification of locations as critical flood problem areas
- Areas of high flood hazard
- Areas with above-floor flooding of dwellings particularly in more frequent events
- Presence of flood problems on sensitive properties

- Perceived difficulties or constraints in implementing the options e.g. environmental constraints, works required on private property, presence/conflicts with existing structures and utilities, etc.
- Lower priority sites could potentially be raised in priority if low-cost options are identified for flood mitigation.

Refinement of Floodplain Risk Management Options for Further Assessment

At the January 2020 Coast, Estuary and Floodplain Advisory Committee meeting, the *North Brother Local Catchments Flood Study Working Draft Options Report* was presented for consideration.

At that time, the Committee resolved to defer a review of the report and its contents until a further Committee meeting was held. This second meeting was held on 20 February 2020, with the Committee recommendations to Council as follows:

CONSENSUS:

That the Committee:

1. *Endorse the North Brother Local Catchments Flood Study Working Draft Options Report.*
2. *Recommend that those options assessed as high priority plus the Tunis Street options (Option 6), as defined in table 3-5 of the Working Draft Options Report, be shortlisted for further detailed assessment and modelling by Jacobs.*
3. *That a Sub-Committee meeting be held upon receipt of the detailed modelling required under item 2.*

As shown above, it was determined that the options assessed as 'high priority' as outlined in the working draft options report were recommended for further testing, in addition to the testing of the remedial works options associated with works in Tunis Street (which was viewed as an additional high priority location by the Committee).

Council subsequently coordinated with Jacobs regarding the testing of options for further detailed assessment in accordance with that recommendation.

A summary of the assessed options is as follows:

a. Kirmington Terrace to Pelican Court, West Haven

This area is identified as a critical flood problem area with significant flooding of properties in Koonwarra Street, Captain Cook Bicentennial Drive villas, Ocean Drive and Pelican Court. The flood hazard is high to very high (H4, some H5) on properties and on roads in the 1% AEP event. The area is highly affected in frequent events such as the 0.2EY event.

Five options have been identified to mitigate the flooding and risks at this location, with three of those assessed as a high priority, being:

- Option 4A – voluntary acquisition of one property in Koonwarra Street (number 53) which has floodway and H5 flood hazard conditions. Regrade the site to form a flow path to relieve flood conditions in the road and on adjacent properties.

- Option 4B – new additional trunk drainage line 2x 1200mm diameter pipes, intercepting flows at downstream end of channel on Captain Cook Bicentennial Drive villas, cross Ocean Drive and run under The Gateway and discharge to receiving waterway to the north of Pelican Court. This proposed pipe capacity would be approximately 5m³/s which would reduce the total overland flow in Pelican Court by about 25% in the 1% AEP event.
- Option 4C – voluntary acquisition of one property, 7 Pelican Court, adjacent to the access road to form a larger flow path and provide additional capacity for flows out of Pelican Court sag.

The outcomes and constraints associated with the modelling above is outlined in the attached report (**Attachment 2**).

b. Tunis Street Overland Flowpath, Laurieton

This overland flow path originates above Blackbutt Crescent and Peach Grove, where a natural gully overflows into a constructed diversion channel which skirts around properties on Blackbutt Crescent and conveys flows through an easement to Peach Grove at Tunis Street. There is an existing low capacity pipe draining the flows in the easement to the existing drainage system. Flows in excess of the overland flow path spill out onto properties on Peach Grove and contribute to flooding at the main complex at Laurieton retirement village, although flooding at this complex is exacerbated by partially-trapped drainage low points.

Five options have been assessed at this location including.

- Option 6A – construct/raise a 160m long berm, between the natural flow path and the diversion channel above Blackbutt Crescent to reduce overflows into the diversion channel and hence reduce flows through the properties downstream.
- Option 6B – increase the existing diversion channel capacity behind Blackbutt Crescent properties to reduce overflows onto properties.
- Option 6C – construct new diversion channel 3m base width and 1m deep behind Peach Grove properties north of Tunis Street to direct flows south to the easement at the end of Tunis Street.
- Option 6D – install new trunk drainage line from the easement down Tunis Street to discharge to the river (approximately 740m). A new line consisting of 3 x 1.35m diameter pipes has been assessed, having a system capacity of approximately 5% AEP (about 9.5m³/s) and would reduce the 1% AEP overland flows through downstream properties by about 67%.
- Option 6E – upgrade drainage in Gow Place cul-de-sac to reduce overflows through properties and the retirement village villas.

The outcomes and constraints associated with the modelling above is outlined in the attached report.

c. Lake Street at Seymour Street, Laurieton

This corner property receives significant overland flows and trunk drainage flows from the Quarry Way flow path. There is an open channel and flow path through this property, where the dwelling is surrounded by high hazard flooding to depths of over 1m in the 1% AEP event. The floodwaters pond behind the raised road crest in Lake Street before overflowing over the road and around the southern side of the Laurieton United Services Club. It is identified as being affected by above-floor flooding.

Three options have been identified to mitigate the flooding and risks at this location, with one of which being assessed as a preliminary high priority:

- Option 8B – Installation of a debris inlet control structure at the culvert inlet.
 - There are no significant constraints to the implementation of this option, however as with any inlet protection, regular inspection and maintenance is required to ensure reliability. This option results in a lowering of the floor levels over Lake Street and resultant reduction in flooding within the upstream private property.

The outcomes and constraints associated with the modelling above is outlined in the attached report

d. St Joseph's School, Laurieton

Flooding at the school results from a number of natural flow paths being directed down to Ocean Drive to three culvert crossings and into the school property. Flows exceed 0.5m deep in the 1% AEP event with areas of very high (H5) flood hazard.

Three options have been identified to mitigate the flooding and risks at this location, with two options, assessed as a preliminary high priority:

- In this scenario, both Options 9A and 9B consist of a similar scope of works at alternate alignments some 60m apart - being the construction of new trunk drainage along the length of the flow path (2x 3m x 1.2m box culvert) OR works to widen an existing open channel at each location.

The revised report (**Attachment 2**) includes the outcomes of the detailed modelling of structural management options as previously requested by Council and the Committee, along with numerous non-structural measures.

The attached report details the hydraulic benefits, constraints and approximate costs of each of the modelled options **as a first stage in assessing their feasibility for inclusion in a future Floodplain Risk Management Plan.**

Key non-structural measures listed for consideration in the report include the following:

- **Voluntary purchase** of High Hazard Properties
- **Update Council's LEP 2011** to include The North Brother Local Catchments Flood Mapping
- **Section 10.7 Certificates** to include notation regarding flood hazard identified by the Flood Study phase of this project
- **Update the Council's Flood Policy** to both refer to the North Brother Local Catchments Flood Study and to update the policy to include provisions relating to overland flooding
- **Implementation of flood depth signage** within the catchment
- Development of a **flood education program** for the catchment
- **Consultation** with high flood risk facilities and occupants of dwellings subject to high flood hazard regarding management of flood risk on the site

The Next Steps

Prior to further assessment and ultimately adoption of mitigation options for the catchment, community engagement is sought ensure that the Council and Committee selected high priority options align with community expectations for this long standing project.

Following consultation and review of the options, refined modelling and testing of the preferred options will be undertaken.

This will then be followed by the preparation of detailed costings, an assessment of social and environmental impacts and the completion of a Multi Criteria Analysis to assess the overall feasibility of the options. Once the agreed options have been assessed and their performance and value to the community has been assessed, (November/December 2020), we will be in a position to proceed with the preparation of the Floodplain Risk Management Study and Plan.

Council endorsement to place the Working Draft Options Assessment Report (**Attachment 2**) on public exhibition is sought to enable this longstanding project to progress.

Community Engagement and Internal Consultation

Given the current restrictions around COVID-19 and public gatherings, a traditional community meeting/drop in session approach to consultation may not be appropriate at this point in time. Instead, Council staff are continuing to monitor the current situation and are proposing to undertake consultation utilising the following:

- Targeted mail out to community members who have been previously involved in the project and those landowners/residents of properties impacted by modelled flood flows.
- Mail out to local Chamber of Commerce, Aboriginal Land Council and relevant state emergency agencies and landowners,
- Advertising of the exhibition period via notices, including via Council's social media channels.
- Updated project website and survey. Website to invite users to contact project staff directly to arrange a skype meeting (or similar) to review and discuss the options report.

- Attending various targeted site meetings/discussions with individual residents/landowners on a sub-catchment/neighbourhood basis.

•
Internal consultation has been undertaken throughout the project. The Department of Planning, Industry and Environment have also been consulted on the Working Draft Options Report. Further consultation will be held prior to community consultation occurring.

A Councillor briefing on the North Brother Local Catchments (Stormwater) Flood Study was held on 29 April 2020 with the Mayor and all Councillors in attendance. A copy of the briefing was also made available to the Mayor and Councillors.



Planning and Policy Implications

While there are no specific planning or policy implications relating to this report, the implementation of the Floodplain Risk Management Plan may have planning and policy implications for the current Local Environmental and Plan and Council's Flood Policy. Further information regarding any potential implications will be included in future reports regarding the exhibition and associated adoption of the North Brother Local Catchments Floodplain Risk Management Plan.

Financial and Economic Implications

There are no direct financial or economic implications associated with the recommendation of this report. The future implementation of the Floodplain Risk Management Plan, including the delivery of the mitigation works, will have financial implications and the timing of works and any future impacts from stormwater flooding will likely have economic implications for the community.

Attachments

1.  Item 07 - Coast Estuary and Floodplain Advisory Committee 2020 05 29
2.  North Brother Local Catchments Flood Study - Draft Options Assessment Report

Subject: CONFIDENTIAL SESSION

RECOMMENDATION

1. That Council move into Confidential Session to receive and consider the following items:

Item 15.01 2020 Ironman Australia and 70.3

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.

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 Confidential Session of Council on the basis that the items to be considered are of a confidential nature.
3. That the resolutions made by Council in Confidential Session be made public as soon as practicable after the conclusion of the Confidential Session and such resolutions be recorded in the Minutes of the Council Meeting.