

ATTACHMENTS UNDER SEPARATE
COVER

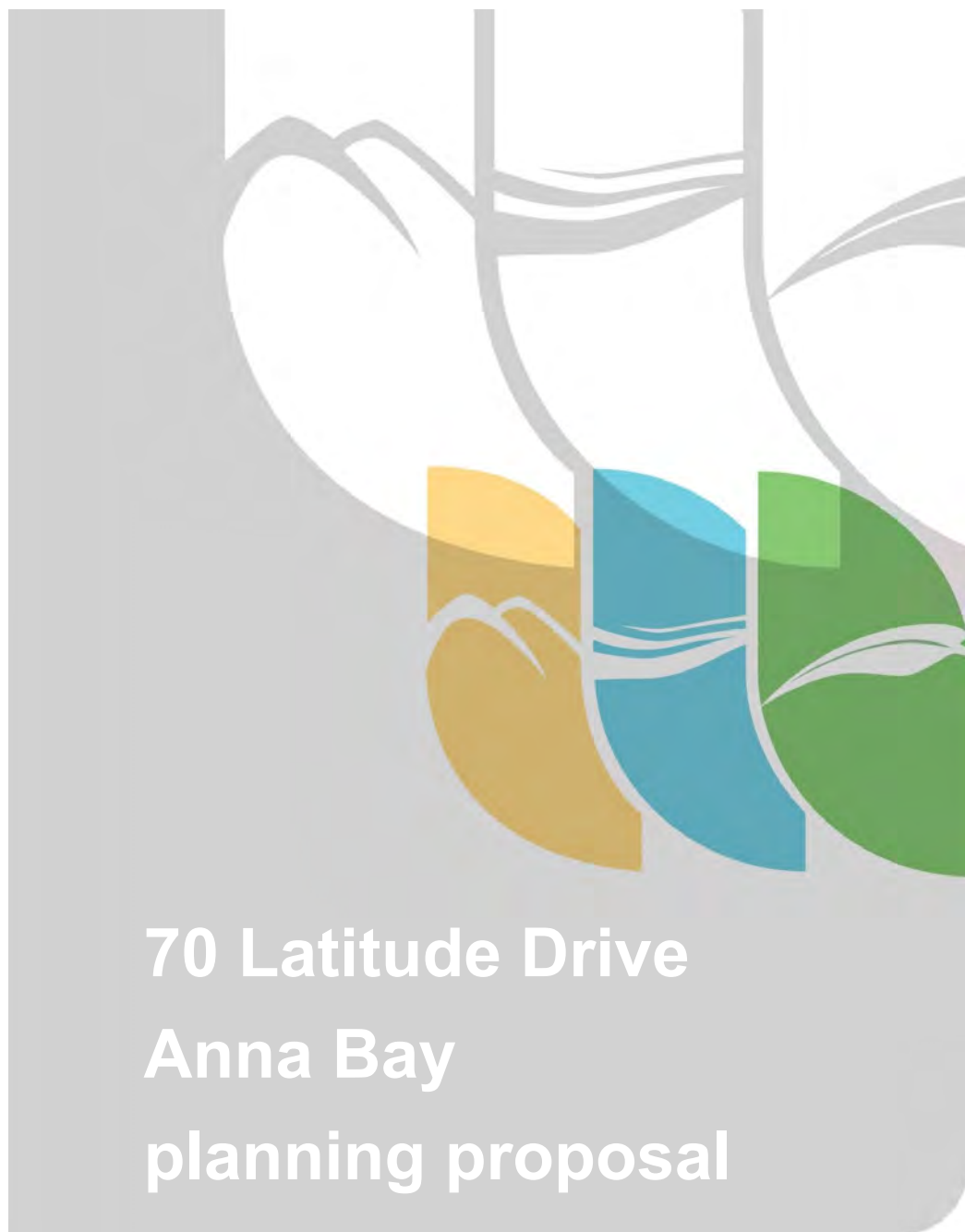
ORDINARY COUNCIL MEETING
8 MARCH 2022



PORT STEPHENS
C O U N C I L

INDEX

Item No	Attach. No	Attachment Title	Page No
COUNCIL REPORTS			
1	2	PLANNING PROPOSAL.	4
3	1	SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.	69



70 Latitude Drive Anna Bay planning proposal

**Proposed amendment to Port Stephens Local
Environmental Plan (LEP) 2013**

Amend the LEP to permit 'caravan park' on Lots 2 & 4 DP 398888, Lot 2 DP 1204319, Lot 1 DP 1225542 and Lot 25 DP 852410 at 70, 70A, 70B, 70C Latitude Drive and 4473 Nelson Bay Road, Anna Bay. Amending the Land Zoning Map – from RU2 Rural Landscape to part RU2 Rural Landscape and part C2 Environmental Conservation for lot 25 DP 852410.



ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

VERSION CONTROL

Version	Date	Author	Details
1	Oct 2018	ML	1. Planning proposal (PP) as submitted with Council
2	June 2019	ML	1. Response to Council's Request for Information, including: <ul style="list-style-type: none"> • Detailed information regarding mechanisms to achieve intended outcomes. • Justification of strategic merit and address any inconsistencies with Hunter Regional Plan • Address principles that guide medium density development in the Port Stephens Planning Strategy. • Address the SEPP (Rural Lands) 2008. • Address Ministerial Direction 1.5 Rural Lands. • Address Ministerial Direction 3.1 Residential Zones. • Address Ministerial Direction 3.2 Caravan Parks and Manufactured Home Estates. • Address Ministerial Direction 3.4 Integrating Land Use and Transport.
3	Oct 2019	RK	1. Incorporated PP into Council Template. 2. Included Request for Information into PP. 3. Included strategic and site-specific merit of the PP. 4. Included Part 5 and Part 6. 5. General review and inclusion of additional information (SEPPs, Ministerial Directions, Strategic Plans).
4	March 2020	RK ML	1. Updates in response to DPIE request for information (December 2019): <ul style="list-style-type: none"> • Updated Part 1 – Objectives or intended outcomes. • Updated Q2 outlining the best means of achieving the intended outcomes. • Included reference to most current supporting studies available (throughout). • Included reference to preliminary studies relating to flooding and bushfire (Ministerial Directions 4.3 and 4.4). • Included information about availability of sewer services for future development (Section B – Site Specific Merit of the proposal (3), and Attachment Ten). • Removed SEPP36. • Updated various 9.1 Ministerial Directions (1.2; 1.5; 3.1; 3.4; 4.1; 4.3; 5.10 and 6.3) • Updated Part 6 - Project timeline. 2. Additional amendments:

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

			<ul style="list-style-type: none"> Included draft Port Stephens Local Strategic Planning Statement and draft Port Stephens Local Housing Strategy (Q4).
5.	June 2020 – Nov 2021	RK ML	<p>Updates in response to conditions of Gateway determination (11 May 2020):</p> <ol style="list-style-type: none"> Updated all relevant sections with the findings of the various technical studies undertaken after Gateway. Table 4 – State Environmental Planning Policies: <ul style="list-style-type: none"> Updated relevant policies, including SEPP55 (clause 6). Removed all references to SEPP Rural Lands as this SEPP is now repealed. Table 5 – Ministerial Directions: <ul style="list-style-type: none"> Updated justification for inconsistency with Direction 1.2 Rural Zones, being of minor significance, and approved by the Minister’s delegate. Included Direction 1.3 Mining, Petroleum Production and Extractive Industries. Updated justification for inconsistency with Direction 1.5 Rural Lands, being of minor significance, and approved by the Minister’s delegate. Included and addressed Direction 2.1 Environmental Protection Zones. Included and addressed Direction 2.6 Remediation of Contaminated Sites. Included a copy of the vegetation management plan prepared for the approved caravan park. <p>Additional updates to the planning proposal:</p> <ul style="list-style-type: none"> Removed the intent to seek a future subdivision of Lot 25 DP 852410 into 2 lots (updates made throughout the planning proposal document). Updated Part 5 Community Consultation with results of engagement with public authorities/ agencies. Updated Strategies listed under Q4 that have since been adopted. Updated and introduced new maps. Updated and included new technical studies undertaken after Gateway determination was issued.
6.	Jan 2022	RK	<p>Updates made after public exhibition and agency consultation during Nov and Dec 2021):</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

			<ol style="list-style-type: none"> 1. Reflect changes to the <u>Standard Instrument (Local Environmental Plans) Amendment (Land Use Zones) Order 2021 (nsw.gov.au)</u>: <ul style="list-style-type: none"> • References to the E2 Environmental Conservation zone were changed to C2 Environmental Conservation zone (renaming only). • Maps were updated to change E2 into C2 zone. 2. Included explanation about the status of the Draft Concept Layout plan being subject to future development approval and not part of this planning proposal; for reference, technical studies, and discussion purpose only. 3. Updated title of figure 9 to better reflect that this 'Vegetation Management Plan' is a concept only and finalisation will be considered at future development application stage. 4. Updated Part 5 Community Consultation with activities undertaken for public exhibition and public authority/agency referrals in accordance with the Gateway determination. 5. Updated Part 6 Project timeline.
--	--	--	---

ML	Marion Lourens – ADW Johnson PTY LTD / Focus Town Planning
RK	Rogé Kempe – Port Stephens Council.

Note:

The following applies to this planning proposal and all attachments:

<p>Renaming of Environmental Zones 'As of 1 December 2021, a reference to an Environment Protection zone E1, E2, E3 or E4 in a document should be taken to be a reference to a Conservation zone C1, C2, C3 or C4. For further information please see Standard Instrument (Local Environmental Plans) Amendment (Land Use Zones) Order 2021 (nsw.gov.au)'</p>	
Current name	New name
Zone E1 – National Parks and Nature Reserves	Zone C1 – National Parks and Nature Reserves
Zone E2 – Environmental Conservation	Zone C2 – Environmental Conservation
Zone E3 – Environmental Management	Zone C3 – Environmental Management
Zone E4 – Environmental Living	Zone C4 – Environmental Living

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

FILE NUMBERS

Council: 58-2018-25-1

Department: PP_2019_PORTS_006_00

SUMMARY

- Subject land:** The site comprises of the following lots:
- Lot 2 DP 398888 at 70 Latitude Drive, Anna Bay
 - Lot 4 DP 398888 at 70A Latitude Drive, Anna Bay
 - Lot 2 DP 1204319 at 70B Latitude Drive, Anna Bay
 - Lot 1 DP 1225542 at 70C Latitude Drive, Anna Bay
 - Lot 25 DP 852410 at 4473 Nelson Bay Road, Anna Bay
- Proponent:** Ingenia Communities Pty Ltd
C/- Focus Town Planning
PO Box 2017, Wallsend South NSW 2287
- Proposed changes:** Amend the Port Stephens Local Environmental Plan 2013 to permit 'caravan park' on Lots 2 & 4 DP 398888, Lot 2 DP 1204319, Lot 1 DP 1225542 and Lot 25 DP 852410 at 70, 70A, 70B, 70C Latitude Drive and 4473 Nelson Bay Road, Anna Bay.
- Amend the Land Zoning Map – from RU2 Rural Landscape to part RU2 Rural Landscape and part C2 Environmental Conservation for lot 25 DP 852410.
- Area of land:** The site has an area of approximately 43ha.
- Lot yield:** Lot 25 DP 852410 would have capacity for approximately 170 sites on which manufactured homes could be installed, and 2 short term sites (subject to future development application).

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.**BACKGROUND**

The planning proposal seeks to amend the Port Stephens Local Environmental Plan (LEP) 2013 to permit a 'caravan park' on Lots 2 & 4 DP 398888, Lot 2 DP 1204319, Lot 1 DP 1225542 and Lot 25 DP 852410 at 70, 70A, 70B, 70C Latitude Drive and 4473 Nelson Bay Road, Anna Bay.

In addition, the planning proposal seeks to amend the Land Zoning Map – from RU2 Rural Landscape to part RU2 Rural Landscape and part C2 Environmental Conservation for lot 25 DP 852410.

The planning proposal will regularise the existing use on the part of the site where an approved caravan park is located. The approved caravan park has 270 sites on which manufactured homes are currently located, or are being installed, and it is presently operating as a seniors living lifestyle resort. The current zoning of the site no longer permits this use and the development operates under existing use rights.

The planning proposal seeks to facilitate the expansion of this use to part of an adjoining parcel, Lot 25 DP852410. Subject to development consent and further approvals, an additional 170 manufactured homes and 2 short term sites could potentially be accommodated on Lot 25 DP852410.

Any expansion of the existing caravan park would be subject to future development applications and assessment.

As identified in this planning proposal, the following investigations have been provided (**ATTACHED**):

- Draft Concept Layout Plan (ADW Johnson; Nov 2021)
- Stormwater Strategy (ADW Johnson; June 2021)
- Preliminary Site Investigation (Contamination) and Preliminary Acid Sulfate Soil Assessment (Douglas Partners; July 2021)
- Geotechnical Investigation (Douglas Partners; June 2021)
- Biodiversity Assessment (MJD Environmental; Aug 2021)
- Bushfire Assessment (MJD Environmental; July 2021)
- Aboriginal Cultural Heritage Assessment (McArdle Cultural Heritage; Oct 2021)
- Traffic and Parking Assessment (Intersect Traffic; June 2021).
- Site Survey Plan (ADW Johnson; Sept 2020)

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

SITE

Size and Configuration

The site comprises the following lots:

Lot	Address	Lot Size
Lot 2 DP 398888	70 Latitude Drive, Anna Bay	approx. 10.3ha
Lot 4 DP 398888	70A Latitude Drive, Anna Bay	approx. 18.8ha
Lot 2 DP 1204319	70B Latitude Drive, Anna Bay	approx. 0.5ha
Lot 1 DP 1225542	70C Latitude Drive, Anna Bay	approx. 0.7ha
Lot 25 DP 852410	4473 Nelson Bay Road, Anna Bay	approx. 13.2ha
	Total site area	Approx. 43ha

The site is shown as follows with the existing approved caravan park to the west and Nelson Bay Road to the east:



Figure 1. Site Locality Map (land the subject of the planning proposal is shown in Blue outline)

Source: Nearmap (<https://www.nearmap.com.au/>) – accessed 17/11/2021

LOCATION

The site (**Figure 2**) is located on the southern side of Nelson Bay Road in Anna Bay and sits approximately 2.5km west of One Mile and 6.5 km south-west of Nelson Bay. Anna Bay town centre is located approximately 3.2km south of the subject site.

The site is accessed off Latitude Drive which extends along the northern boundary of Lot 25 DP 852410 and through Lot 1 DP 1225542. Latitude Drive intersects with Nelson Bay Road to the west of the subject site.



Figure 2. Site locality
 Source: Nearmap (<https://www.nearmap.com.au/>) – accessed 27/08/2021

ADJOINING LAND USES

The existing uses of land in the vicinity of the site include a limited number of single dwellings, dual occupancies, rural land, a trotting track, a golf course with a driving range, and vegetated sites.

Land to the north of the subject site consists of vacant vegetated land zoned C2 Environmental Conservation pursuant to the LEP. All other land to the south, east and west is zoned RU2 Rural Landscape pursuant to the LEP.

Directly adjoining the site to the east and south is land used for rural residential purposes, consisting of dwellings, dual occupancies and associated outbuildings on large lots. To the west of the subject site (at the rear of the rural residential properties) is land which contains cleared and vegetated areas and areas used for rural industry.

HISTORY OF LAND USE

The site was mined for mineral sands in the early 1970s. Sand mining activities generally involved vegetation stripping, the mining of sand by dredging in a moving pond, and processing of the dredged slurry. These activities have resulted in the land being heavily disturbed. The approximate extent of the sandmining activities is identified **Figure 3**.



Figure 3. Approximate extent of sand mined area, with subject Lot 25 DP 852410 in red
 Source: Douglas Partners, 2021

On 13 July 2010, Council approved a development application (DA16-2009-257-1) for a caravan park on the land now known as 70, 70A, 70B and 70C Latitude Drive, Anna Bay. At that time the land was zoned 1(a) Rural Agriculture zone and caravan parks were permissible with consent (under the Port Stephens Local Environmental Plan 2000).

The Local Government Act 1993 (NSW) and Local Government (Manufactured Homes Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 (NSW) permits the installation of moveable dwellings in approved caravan parks, including manufactured homes, without further Council approval. The consent has been modified over time and the site currently has 270 caravan sites on which manufactured homes are being installed.

LEP 2013 zoned the land RU2 Rural Landscape, which does not permit caravan parks. The development on the site relies on the existing consent to operate and is commonly known as Latitude One Lifestyle Village.

Development consent (DA 16/2017/282) was granted on 07/07/2018 for earthworks within Lot 25 DP 852410. The development involved sand extraction in the north-western corner of the lot to be used for works associated with the construction of the approved caravan park on Lots 2 and 4 DP 398888, Lot 2 DP 1204319, and Lot 1 DP 1225542.

CURRENT USE AND EXISTING IMPROVEMENTS

Approved development on Lots 2 and 4 DP 398888; Lot 2 DP 1204319 and Lot 1 DP 1225542 consists of a caravan park with 270 sites, on which manufactured homes have been installed and occupied. Some parts of these lots are not affected by works associated with the approved caravan park and comprise vegetated land.

This development (DA16-2009-257-1) was approved under a historic zoning and currently operates relying on that approval and existing use rights.

Lot 25 DP 852410 is not included in the land subject to the caravan park approval. A single storey dwelling house is located toward the eastern boundary of the lot, adjacent to the site's Nelson Bay Road frontage. The rest of this lot is predominately vacant, comprising areas of grassland and scattered vegetation.

PART 1 – OBJECTIVES OR INTENDED OUTCOMES

The planning proposal seeks to achieve the following outcomes:

- To regularise the existing approved caravan park use of Lots 2 and 4 DP 398888, Lot 2 DP 1204319 and Lot 1 DP 1225542 as a caravan park.
- Enable the expansion of the existing caravan park use to part of the adjoining land at Lot 25 DP852410 at 4473 Nelson Bay Road in order to increase housing diversity and provide for population growth within the Port Stephens LGA.
- To set aside land for establishing and restoring a koala habitat corridor over Lot 25 DP852410.
- To provide suitable planning controls that facilitate the proposed development.

The proponent submitted a Draft Concept Layout Plan (subject to future development approval) for the proposed future development on Lot 25 DP852410. **Figure 4** shows the relationship with the existing approved development on the adjacent lots (refer **Attachment Two**).

Note: The Draft Concept Layout Plan is subject to future development approval and not part of this planning proposal; for reference, technical studies, and discussion purpose only.



Figure 4. Draft Concept Layout Plan for lot 25 DP852410 in relation to the approved caravan park development (Lots 2 & 4, Lot 1 and Lot 2).

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

PART 2 – EXPLANATION OF PROVISIONS

The outcomes of this planning proposal will be achieved by the following amendments to the *Port Stephens Local Environmental Plan 2013* (LEP):

- Amend Schedule 1 Additional permitted uses of the LEP by inserting the following additional clause (subject to drafting by NSW Parliamentary Counsel):

Schedule 1 – Additional permitted uses

10 Use of certain land at Anna Bay

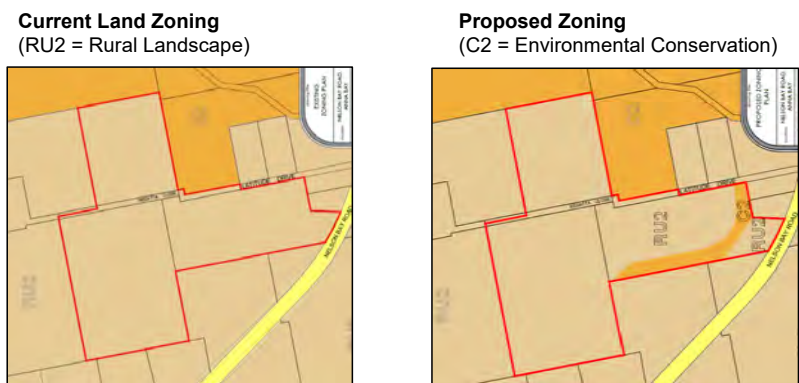
- (1) This clause applies to the following land –
- (a) 70 Latitude Drive, Anna Bay, being Lot 2, DP 398888
 - (b) 70A Latitude Drive, Anna Bay, being Lot 4, DP 39888
 - (c) 70B Latitude Drive, Anna Bay, being Lot 2, DP 1204319
 - (d) 70C Latitude Drive, Anna Bay, being Lot 1, DP 1225542
 - (e) 4473 Nelson Bay Road, Anna Bay, being Lot 25, DP 852410
- (2) The following development is permitted with development consent—
- (a) a caravan park on Lots 2 and 4 DP 398888; Lot 2 DP 1204319; Lot 1 DP 1225542; and Lot 25 DP 852410.

The LEP contains the following definition for this use:

caravan park means land (including a camping ground) on which caravans (or caravans and other moveable dwellings) are, or are to be, installed or placed.

- Amend the Additional Permitted Uses Map from no Additional Permitted Uses to include Additional Permitted Uses ‘caravan park’ over part of the subject land.
- Amend the Land Zoning Map from RU2 Rural Landscape to part RU2 Rural Landscape and part C2 Environmental Conservation for lot 25 DP 852410.

Figure 5 indicates the proposed changes to the Land Zoning Map and Additional Permitted Uses Map (also refer to **Attachment 1**).



Proposed Additional Permitted uses



Figure 5. Proposed amendments to Port Stephens LEP mapping

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

PART 3 – JUSTIFICATION

Section A – Need for the planning proposal

Q1. Is the planning proposal a result of any strategic study or report?

The planning proposal is not the result of a strategic study or report.

The Hunter Regional Plan (HRP) is applicable to the area, but the subject site is not located in an identified or emerging growth area identified in the HRP. The land is not located in a centre and some external services such as shops for day-to-day needs are a short drive away in nearby Anna Bay, Salamander Bay, and Nelson Bay.

However, the planning proposal is generally consistent with the visions and goals of the HRP. The proposal will make efficient use of the land, as it provides housing choice (including for seniors) with easy access to a range of community facilities and services within a lifestyle village setting.

The planning proposal will enable a range of outcomes of the Hunter Regional Plan 2036 which sets out principles for settlements.

It is well recognised that caravan parks can be an important provider of affordable tourist and/or residential accommodation. The HRP sets regionally focused goals including the establishment of thriving communities and greater housing choice. It identifies that by 2036, 95% of people will live within 30 minutes of a strategic centre that has shops, dining, entertainment and services. Nelson Bay’s identified on the Hunter 2036 Map as a Strategic Centre and is located approximately 8 minutes’ drive from the subject land.

The planning proposal is consistent with the HRP and will contribute to the following strategic Directions and Actions.

HRP - Direction 6: Grow the Economy of Mid Coast and Port Stephens

Actions	
6.3 Enable economic diversity and new tourism opportunities that focus on reducing the impacts of the seasonal nature of tourism and its effect on local economies.	The proposed increase in residential population in close proximity to Nelson Bay, Anna Bay and other surrounding tourist destinations will provide ongoing patronage to local retail and activity facilities during and outside the peak holiday period, reducing the seasonal effects of tourism on the local economy.
6.5 Plan for and provide infrastructure and facilities that support the ageing population.	The planning proposal would facilitate the expansion of an approved caravan park facility for long term residential occupation that offers affordable accommodation options supported by high quality community facilities.

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

	Further, the expansion would maximise use of existing community facilities within the existing development and provide the ability to expand on the level of service to be offered at the lifestyle village. For example, additional recreation facilities such as tennis courts, an additional outdoor pool, an additional community garden and a secondary club house could form part of the expanded development footprint, with details to be finalised at the development application stage.
--	---

HRP - Direction 21: Create a Compact Settlement

Actions	
<p>Whilst the site is not identified as an emerging growth area, the planning proposal will allow for the further delivery of land for housing quickly and cost-effectively whilst making use of established infrastructure that supports the existing (non-touristic) caravan park development on the site.</p> <p>Consistency with the identified actions is addressed below.</p>	
<p>21.1 Promote development that respects the landscape attributes and the character of the metropolitan areas, towns and villages.</p>	<p>The site is setback from Nelson Bay Road and would be appropriately screened to respect the landscape area of the surrounding locality.</p>
<p>21.2 Focus development to create compact settlements in locations with established services and infrastructure, including the Maitland Corridor growth area; Newcastle– Lake Macquarie Western Corridor growth area; the emerging growth area around Cooranbong, Morisset and Wyee; and in existing towns and villages and sites identified in an endorsed regional or local strategy.</p>	<p>Whilst not located in an identified or emerging growth area, or on land endorsed in a regional or local strategy, the planning proposal would provide for the efficient use of land and make use of existing servicing and infrastructure investments associated within the existing approved land use.</p> <p>The exiting development is of a medium density nature with a wide range of community facilities and services. Therefore, and as outlined elsewhere in this report, the planning proposal seeks the expansion of an existing compact development onto an adjacent lot. It aims to utilise, and expand on, already established services and infrastructure.</p>
<p>21.3 Identify opportunities for urban redevelopment or renewal in urban locations with access to public transport and services in the Greater Newcastle</p>	<p>Whilst the site is situated outside the Anna Bay town centre, part of the subject land has development consent for a caravan park, on which up to for 270 moveable dwellings can be</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

<p>metropolitan area and where there may no longer be a need for employment land.</p>	<p>installed. An onsite community bus currently provides connectivity for residents to public transport connections. Should an expansion of this use be approved, it is foreseeable that new residents would also utilise this service.</p> <p>The site is not strategically identified as employment land within the Hunter Regional Plan, the Greater Newcastle Metropolitan Plan or any local planning strategies.</p> <p>The expansion of development across the planning proposal area provides opportunity to make efficient use of existing investments in infrastructure provision and community facilities.</p>
<p>21.4 Create a well-planned, functional and compact settlement pattern that responds to settlement planning principles and does not encroach on sensitive land uses, including land subject to hazards, on drinking water catchments or on areas with high environmental values.</p>	<p>The Live Port Stephens Local Housing Strategy was adopted in July 2020. Of particular relevance is priority 3.3 which provides locational criteria to guide assessment of site suitability for lifestyle villages and communities (including caravan parks with long term moveable dwelling sites). The planning proposal is considered to be consistent with the criteria.</p> <p>More information about how the planning proposal aligns with the objectives and direction of the Live Port Stephens Local Housing Strategy is included in Part 3 under Q4.</p> <p>The proposed development area has been subject to significant modification through historic land uses. The subject land is not affected by hazards and not located on a drinking water catchment. Areas with high environmental values will not be affected.</p>
<p>21.5 Promote small-scale renewal in existing urban areas, in consultation with the community and industry to ensure that this occurs in the right locations.</p>	<p>Whilst the site is situated outside the Anna Bay town centre, part of the subject land has development consent for a caravan park on which there are 270 sites for moveable dwellings. This development has been completed and the dwellings are occupied.</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

	The expansion of the development footprint onto Lot 25 will make efficient use of existing community facilities and infrastructure. Consequently, the expansion of residential development in this location is considered suitable.
21.6 Provide greater housing choice by delivering diverse housing, lot types and sizes, including small-lot housing in infill and greenfield locations.	The proposed expansion of the approved caravan park for non-tourist purposes will provide an affordable housing choice for the Anna Bay locality, and will be supported by high quality community facilities.
21.7 Promote new housing opportunities in urban areas to maximise the use of existing infrastructure.	The expansion of the development footprint will make efficient use of existing community facilities and infrastructure. Consequently, the expansion of residential development in this location is considered suitable.

Accessibility to Retail Precincts

With respect to accessibility to retail precincts, the site is located within a short distance from the existing retail precincts at Anna Bay, Salamander Bay and Nelson Bay. The Anna Bay retail precinct is located less than a 4-minute drive from the subject land with a range of service offerings that include:

- Supermarket;
- Local Shops including a post office and service station;
- Restaurants and cafes and tavern;
- Medical centre; and
- Public school and child care facility.

In addition to the above, the Tomaree Community Hospital, Dental facilities, Tomaree High School and St Philip’s Christian College are in Nelson Bay, approximately an 8-minute drive from the subject land. The location of the nearby centres is shown in the **Figure 6**.

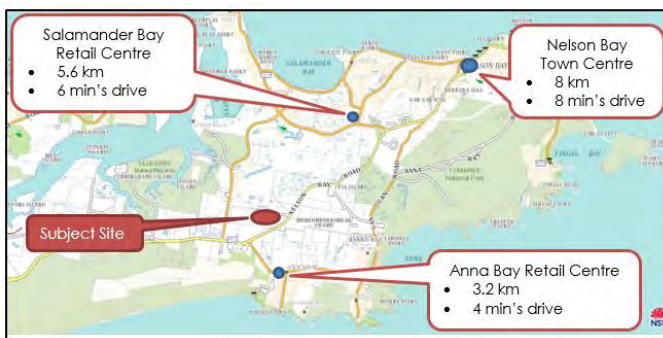


Figure 6. Proximity to nearby centres

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.Community Bus Services

The approved caravan park development (DA 16-2009-257) is conditioned to provide a community bus to transport residents and offers regular trips to surrounding retail centres (including public transport connections) as well as providing tailored day trips for recreational activities and entertainment. This service can be expanded to service the expanded development footprint, subject to development consent.

Access to Employment Centres

Employment centres are located within commuting distance from the site. This includes the major tourist destination of Port Stephens, comprising Nelson Bay and its surrounds. Additional employment nodes include Raymond Terrace (25 minutes); Williamtown (20 minutes); Tomago (30 minutes); and Beresfield (40 minutes). Both Williamtown and Tomago are identified as catalyst areas in the Greater Newcastle Metropolitan Plan within excess of 3000 and 200 new jobs respectively expected to be created over 20 years.

Public Transport

Whilst a designated public bus route does not travel directly past the site, it does service the nearby Anna Bay community. The on-site community bus can transport residents to nearby bus stops and to the Salamander Bay retail precinct which also has good public transport connections.

To support the planning proposal, a series of technical studies have been completed to guide the development of a draft concept layout plan for the site. Key site constraints have been identified and considered as part of this proposal.

The planning proposal is generally consistent with the Hunter Regional Plan 2036, the Live Port Stephens Local housing Strategy 2021, Anna Bay Strategy and Town Plan, Port Stephens Community Strategic Plan 2013-2023 and Port Stephens Ageing Strategy 2016-2019. These are discussed elsewhere in this planning proposal.

Additional information about the planning proposal's consistency with relevant plans and strategies is provided under Q3 and Q4.

Q2. Is the planning proposal the best means of achieving the objectives or intended outcomes, or is there a better way?

The purpose of the planning proposal is to regularise the existing approved use on Lots 2 & 4 DP 398888, Lot 2 DP 1204319 and Lot 1 DP 1225542 and to facilitate the future expansion of that use to part of the adjoining Lot 25 DP 852410.

In addition, the planning proposal seeks to set aside land for establishing and restoring a koala habitat corridor over part of Lot 25 DP 852410.

These outcomes are the basis for drafting the legal instrument (the LEP).

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.**Environmental Outcomes**

Best Means: amend the Land Zoning Map of the LEP.

It is proposed amend the Land Zoning Map of the Port Stephens Local Environmental Plan 2013 by rezoning part of Lot 25 from RU2 Rural Landscape to part RU2 and Part C2 Environmental Conservation.

Regularise existing use and facilitate future expansion

Best means: amending Schedule 1 Additional Permitted Uses of the LEP

The planning proposal seeks to amend *Schedule 1 Additional permitted uses* as the mechanism to enable ongoing permissibility of the approved caravan park and to facilitate the expansion of the existing caravan park use to part of Lot 25 DP 852410.

This is the recommended option because it limits the permitted additional use to a 'caravan park' (only) and maintains current minimum lot size restrictions.

This option eliminates the scope for further uses or subdivisions that could undermine the planning for existing centres. It will only permit a single additional type of land use to complement the existing uses on the subject land, immediately adjacent and in the area generally and will not permit further subdivision of the land. This option will support, and is consistent with, the existing and future desired character of the area.

An amendment to Schedule 1 of the LEP is considered the most effective means of achieving the intended outcome, as it:

- provides certainty regarding ongoing land use permissibly and security of tenure for the existing approved caravan park;
- creates opportunity for an expansion of that use to the adjoining lot;
- prohibits unsuitable land uses and subdivision that could otherwise be made permissible through a direct rezoning of the land and changes to the minimum lot sizes, and
- creates consistency across all the land subject to this planning proposal, regarding land use permissibility.

Alternative options considered

Alternative options considered to achieve the intended outcomes of the planning proposal were:

Option A - Continuation of existing use rights for approved caravan park development.

A reliance on existing use rights for the approved caravan park allows the approved land use to continue to be carried out on Lots 2 & 4 DP 398888, Lot 2 DP 1204319, Lot 1 DP 1225542 and Lot 25 DP 852410. However, the continuation of existing use rights does not achieve the proposed outcome to extend the caravan park use to the adjoining land of Lot 25 DP 852410.

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

This is not a recommended option.

Option B - Rezoning the land to RE2 Private Recreation.

Rezoning all of the subject land to RE2 Public Recreation would make the establishment of a caravan park on the site permissible with consent.

However, it would also permit with consent the full range of potential land uses that can be permitted within the RE2 Private Recreation zone. This would include 'neighbourhood shops', 'kiosks' and 'serviced apartments' (under 'tourist and visitor accommodation').

Such uses may not only increase the risk of undermining other locations zoned, or planned for future RE2 Private Recreation land uses, but also the nearby town centres of Anna Bay and Nelson Bay which are also local and regionally significant tourist destinations.

In addition, retaining the current RU2 Rural Landscape zoning will keep the options open for rural land use should, for any reason, the proposed caravan park use not proceed.

This is not a recommended option.

Option C - Rezoning the land to RE1 Public Recreation.

Rezoning all of the subject land to RE1 Public Recreation would make the establishment of a caravan park on the site permissible with consent.

However, it may be difficult to demonstrate consistency with the stated objectives of the zone, noting that the premises of the proposed future development is in private ownership and would not be made available to the wider public.

In addition, it would also permit, with consent, the full range of potential land uses that can be permitted within the RE2 Private Recreation zone. This may include 'neighbourhood shops', 'kiosks' and 'serviced apartments' (under 'tourist and visitor accommodation').

Such uses may increase the risk of undermining other locations zoned, or planned for, future RE1 Public Recreation land uses, but also the nearby town centres of Anna Bay and Nelson Bay which are also local and regionally significant tourist destinations.

This is not a recommended option.

Option D - Other zonings.

Caravan parks are a prohibited land use in all other zonings in the LEP and consequently, no other zoning is considered suitable to achieve the objectives of the planning proposal.

This is not a recommended option.

Section B – Relationship to strategic planning framework**Q3. Will the planning proposal give effect to the objectives and actions of the Hunter Regional Plan or Greater Newcastle Metropolitan Plan (or any exhibited draft plans that have been prepared to replace these)?**Hunter Regional Plan 2036 (HRP)

The Hunter Regional Plan 2036 has a vision for the Hunter to be the leading regional economy in Australia with a vibrant new metropolitan city at its heart. To achieve this vision, the NSW Government has acknowledged the growing importance of Greater Newcastle (comprising the local government areas of Cessnock, Lake Macquarie, Maitland, Newcastle and Port Stephens) and set the following regionally focused goals:

- The leading regional economy in Australia;
- A biodiversity-rich natural environment;
- Thriving communities; and
- Greater housing choice and jobs.

The HRP is applicable to the area, but the subject site is not located in an identified or emerging growth area stated in the HRP. The land is not located in a centre and some external services such as shops for day-to-day needs are a short drive away in nearby Anna Bay, Salamander Bay, and Nelson Bay.

The planning proposal is consistent with the vision and goals of the HRP as it will facilitate additional housing choice within a new, well designed community that is accessible to a range of facilities and services. The provision of additional housing will provide broader economic benefits via increased demand for goods and services as well as providing housing for a growing workforce.

The HRP projects that approximately 11,050 additional dwellings will be needed in the Port Stephens LGA by 2036. The proposed development will make a contribution towards meeting this projected demand.

The HRP also identifies a projected increase in the percentage of people aged over 65 years from 19% to 25% by the year 2036. The proposal will assist in meeting this demand through facilitating the provision of additional housing suitable for an ageing population.

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

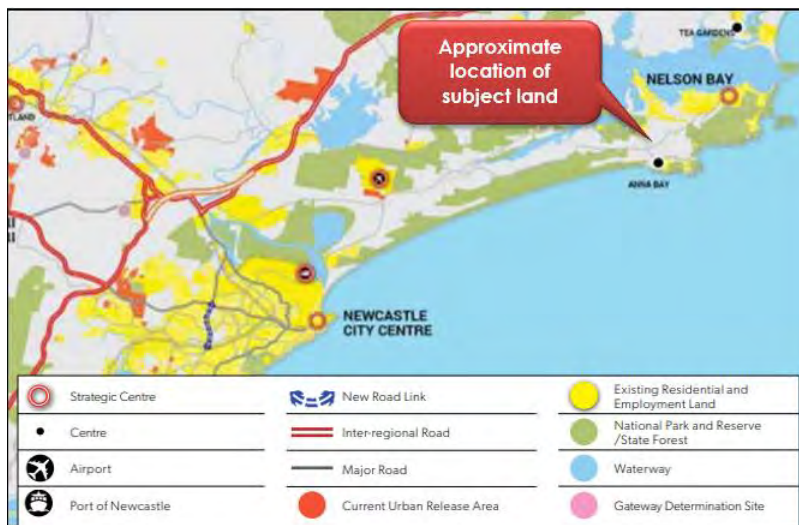


Figure 7. From Hunter Regional Plan–Greater Newcastle Settlement Plan
 Source: <http://planning.nsw.gov.au>

The planning proposal is consistent with the HRP as it will support a number of strategic actions in the HRP, including the following which have been addressed under Q1:

- 21.4 Create a well-planned, functional and compact settlement pattern that responds to settlement planning principles and does not encroach on sensitive land uses, including land subject to hazards, on drinking water catchments or on areas with high environmental values.
- 21.6 Provide greater housing choice by delivering diverse housing, lot types and sizes, including small-lot housing in infill and Greenfield locations.
- 22.1 Respond to the demand for housing and services for weekend visitors, students, seasonal workers, the ageing community and resource industry personnel.
- 22.2 Encourage housing diversity, including studios and one and two-bedroom dwellings, to match forecast changes in household sizes.

It is considered that the planning proposal is consistent with the Hunter Regional Plan. Greater Newcastle Metropolitan Plan 2036 (GNMP)

The subject land is considered suitable for the proposed future use given that part of the land is already utilised for the intended use. The residual land (Lot 25 DP 852410) that will accommodate an expansion of the caravan park (subject to development consent) is relatively unconstrained and it is considered that constraints relating to biodiversity, acid sulfate soils, and flood prone land can be adequately addressed.

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

This site can be distinguished from typical residential developments as it can provide a wide range of community facilities and services for future residents as an expansion to the existing Latitude One development. These include a community bus service, a club house (including hall, sports lounge, cinema, craft room, library, salon, indoor pool, spa, sauna, gym and café/hall), outdoor swimming pool, lawn bowls facility, croquet area, pocket parks, off leash dog exercise area, and walking areas.

The site also offers opportunity to contribute to the targets and directions set by the Greater Newcastle Metropolitan Plan 2036 (GNMP) for new residential development in Port Stephens. The GNMP projects 11,050 new dwellings for Port Stephens by 2036. To support a changing population and dwelling needs, the GNMP sets a 60% target for new dwellings in the existing urban areas (infill) by 2036. The Plan also highlights the need for more variety of housing types and densities, and the provision of access to transport and community services and facilities for local communities.

The Live Port Stephens Local Housing Strategy identifies that without intervention, infill housing is only likely to comprise 25% of the projected supply of new dwellings in the LGA to 2040. The planning proposal could assist in providing medium density infill in a location already serviced by community facilities and infrastructure.

The planning proposal will also respond to the need for increased variety of housing types and densities as identified by the GNMP. More specifically, the subject site provides opportunity for a particular type of medium density infill development which includes access to (bus) transport, and a wide range of community services and facilities. The planning proposal will also facilitate dwelling types that are suitable for seniors and will contribute to the housing choices available in the area.

The subject site is considered suitable for the outcomes the planning proposal will facilitate based on the land being relatively unconstrained, the availability and quality of community facilities and services, and the provision of an existing community bus service which connects the site with nearby town centres.

Strategic and site-specific merit of the planning proposal

As noted in this report, the subject site is not identified in State and local planning strategies for urban development. DPIE provides general guidance for assessing planning proposals that may not be consistent with State or local strategic plans and policies (See the DPIE Guide). The assessment requires consideration of both the strategic merit and site-specific merits of a proposal:

(a) Strategic merit of the Proposal

The DPIE Guide specifies that a planning proposal with strategic merit must not seek to amend planning controls that are less than 5 years old. The planning proposal seeks to amend LEP controls that are more than 5 years old (The LEP was gazetted in 2013).

The DPIE Guide specifies that a planning proposal is considered to have strategic merit if it gives effect to relevant State strategies and local strategies that have been

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

endorsed by DPIE, or responds to a change in circumstances that have not been considered by existing strategic plans.

As outlined above, the planning proposal is not consistent with State or local planning strategies, however it is considered to demonstrate strategic merit as it responds to a change in circumstances that has not been recognised by existing strategic plans.

The existing approved development is currently underway and includes a substantial investment in new infrastructure such as roads, services, and community infrastructure. The planning proposal would facilitate efficient use of this investment, including the community facilities and services located within the existing approved development site.

The proposal also implements priorities identified in the Live Port Stephens Local Housing Strategy (see Q4 for more details).

The planning proposal is considered to have strategic merit as it will respond appropriately by ensuring the orderly and economic use and development of land, consistent with the objects of the EP&A Act.

(b) Site-specific merit of the Proposal

The DPIE Guide requires a planning proposal to be assessed having regard to site-specific criteria as follows.

1. *The natural environment*

The land is relatively clear from environmental constraints. Parts of Lot 25 DP 852410 are significantly degraded from previous use (sand mining) and bulk earthworks. The majority of environmental values that remain on site can be protected and kept outside the proposed development footprint.

This planning proposal seeks to rezone part of lot 25 DP 852410 from RU2 Rural Landscape to C2 Environmental Conservation (refer Part 1 and Part 2 of this planning proposal). The planning proposal proposes the establishment of a biodiversity corridor through the adaptation of a Vegetation Management Plan at development application stage. This will provide for additional Koala feed trees and creates and maintains a koala corridor over the site.

The planning proposal provides a balance between housing and conservation outcomes and is unlikely to result in significant adverse impacts on the natural environment.

2. *The existing uses, approved uses, and likely future uses of land in the vicinity of the proposal.*

The existing uses of land in the vicinity of the site include a limited number of single dwellings, dual occupancies, rural land, a trotting track, a golf course with a driving range, and vegetated sites.

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

Land to the north of the subject site consists of vacant vegetated land zoned C2 Environmental Conservation pursuant to the LEP. All other land to the south, east and west is zoned RU2 Rural Landscape pursuant to the LEP.

Directly adjoining the site to the east and south is land used for rural residential purposes, consisting of dwellings, dual occupancies and associated outbuildings on large lots. To the west of the subject site (at the rear of the rural residential properties) is land which contains cleared and vegetated areas and areas used for rural industry.

There are no unacted-on consents for approved uses in the vicinity of the site and the likely future uses of the land in the vicinity are expected to remain as per the current uses given there are no current planning proposals for that land. The surrounding land is also not identified in a State or local strategy for future land use changes.

Proposed vegetation management areas on the southern and eastern boundaries of Lot 25 DP 852410 will create a buffer between that lot and land in the vicinity of the proposal.

The planning proposal is not expected to have a negative effect on land in the vicinity of the proposal.

3. *The services and infrastructure that are or will be available to meet demands from the proposal.*

Existing public utility services, (road) infrastructure, and community facilities and services associated within the existing approved use can be extended to service a proposed expansion of the use onto Lot 25 DP 852410 (subject to development consent).

Community facilities and services

The site can provide a wide range of existing community facilities for future residents which are not available in typical medium residential developments. A community bus service offers regular trips to surrounding retail centres, connects with existing public bus services, and is likely to be able to service an expanded development footprint.

In addition, and unlike typical residential developments, the existing caravan park provides high quality community facilities and services for residents. These include a club house (including hall, sports lounge, cinema, craft room, library, salon, indoor pool, spa, sauna, gym and café/hall), outdoor swimming pool, lawn bowls facility, croquet area, pocket parks, off leash dog exercise area, and walking areas. The planning proposal provides the opportunity for the sustainable use and sharing of these facilities and potentially new facilities within the proposed future development.

Demand for community facilities and services from the proposal can therefore be met efficiently and to a high standard.

Infrastructure and utilities

Hunter Water have provided preliminary servicing advice (19 February 2020) for the proposed development (refer **Attachment Ten**).

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

This advice is as follows:

- **Water Supply:** Hunter Water identifies that the proposed development lot does not have an existing water main frontage. The developer will be required to deliver a water main extension from the intersection of Nelson Bay Rd and Gan Gan Rd.
- **Wastewater Transportation:** the capacity at Anna Bay 9 wastewater pump station is currently being upgraded by the developer of the approved caravan park on Lots 2 & 4 DP 398888, Lot 2 DP 1204319, Lot 1 DP 1225542. It is acknowledged that the proposed expansion of the caravan park onto Lot 25 DP 852410 was not included when determining pump sizing and configuration.

A servicing strategy is required to determine the scope of upgrades at this discharge location, or alternate discharge locations, and the effect of any upgrades on the downstream network. The upgrades would likely be an increase to pump capacity, civil/well capacity, emergency storage and the downstream impacts.

Demand for services and infrastructure from the proposal can likely be met.

The planning proposal demonstrates both strategic merit and site specific merit and is considered appropriate for the site.

Q4. Will the planning proposal give effect to a council's endorsed local strategic planning statement, or another local strategy or strategic plan?

The planning proposal gives effect to a range of local strategies and strategic plans, including:

- Port Stephens Local Strategic Planning Statement (LSPS),
- Live Port Stephens Local Housing Strategy (LHS)
- Anna Bay Strategy and Town Plan
- Port Stephens Ageing Strategy

Port Stephens Local Strategic Planning Statement (LSPS)

The LSPS identifies the 20-year vision for land use in Port Stephens and sets out social, economic, and environmental planning priorities for the future.

The planning proposal is consistent with the following planning priorities from the LSPS:

Priority 4 Ensure suitable land supply (for housing)

This priority identifies the need to prepare and implement a local housing strategy to ensure suitable land supply and other planning priorities for housing identified in the LSPS. Port Stephens is a housing market that is supply driven and without an

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

adequate supply of land in the right locations, housing affordability is likely to be negatively impacted.

The planning proposal responds to this Priority as it provides additional housing on the right location.

Priority 5 Increase diversity of housing choice

This priority identifies that, based on what people value, planning is required for a range of housing types and sizes to suit different lifestyles.

Housing choices in the Port Stephens LGA cover a wide range of options, including homes in retirement villages and lifestyle communities. Some models of home ownership can offer independent living in close knit communities for seniors.

The planning proposal is consistent with the LSPS as it will respond to the need for suitable land supply for housing and increase housing choice that suits the needs and lifestyle of current and future residents.

Live Port Stephens Local Housing Strategy (LHS)

The LHS is the overarching strategy to guide land use planning decisions for new housing in Port Stephens. It comprises four outcomes and 12 priorities. The outcomes will meet the directions set for Hunter councils in State planning strategies and the priorities identify the broad issues or policy areas that Port Stephens Council will focus on.

The planning proposal is consistent with the following planning priorities from the LHS:

Priority 1.1 Ensure adequate supply of new housing

The planning proposal creates opportunity to contribute to additional housing.

Priority 3.2 Encourage a range of housing types and sizes

The planning proposal creates opportunity for future development of a housing type and setting which is attractive to households seeking to downsize.

Priority 3.3 Enable better planning for diverse lifestyles.

The planning proposal meets the site suitability criteria for future lifestyle village development.

Priority 4.2 Communities are connected.

The planning proposal provides future opportunity for facilities and services within walking distance of housing.

Priority 4.3 Grow connections between people.

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

The planning proposal creates opportunity for future development where people can connect, participate and socialise.

Of particular relevance is Priority 3.3 which identifies lifestyle villages, where residents share communal recreation and other facilities, as a popular type of housing development to occur in Port Stephens. These villages can offer residents convenient, attractive and potentially more affordable housing options. The first stage of the Latitude One development showcases this with a wide range of facilities available.

The LHS states that locational criteria can guide assessments of site suitability, for example villages and communities located close to centres can satisfy walkability standards for liveable communities:

- 5 minute walk (400m) of a town or neighbourhood centre zoned B1 Neighbourhood Centre, B2 Local Centre, B3 Commercial Core or B4 Mixed Use; or
- 5 minute walk (400m) of bus stops with frequent services to local centres; or
- 10 minute walk (800m) of local centres.

If this criteria cannot be met, lifestyle villages and communities may be located where the village or community will have:

- Reticulated water and sewer;
- Indoor and outdoor recreation facilities adequate for the number of proposed residents such as bowling greens, tennis courts, golf course, swimming pool, or off leash dog park;
- Community facilities that promote gathering and social connections such as a restaurant, community hall, or community garden; and
- Access to bus services providing frequent trips to local centres and shops.

The planning proposal gives effect to the LHS as it meets the locational criteria of the LHS and provides additional housing supply in a suitable location with access to various town centres and adequate on site facilities.

Anna Bay Strategy and Town Plan

The Anna Bay Strategy and Town Plan guides the management of future population growth and the building of neighbourhoods in Anna Bay. It establishes a context and policy direction for future rezoning requests and development controls in the Anna Bay area. It also integrates the location, timing and funding for community facilities and infrastructure.

The strategy sets out a town plan, which is a strategic response to the constraints and opportunities in Anna Bay and the policy and legal framework. The vision set out in the strategy for Anna Bay is a small and vibrant town offering a mix of dwelling types and business opportunities and a quality natural environment. It will have a pleasant main street with a mix of retail and office space for local and visitor patronage and shop top housing or tourist accommodation.

The subject site is not located within the Anna Bay Town Centre and therefore many of the key strategic directions outlined in the strategy are not directly relevant to the site

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

or proposed development. Notwithstanding, the proposed development will contribute to the vision established for Anna Bay by providing additional residents within the proximity of the Anna Bay Town Centre, resulting in opportunities for additional patronage to the expanding commercial uses within the town centre.

Port Stephens Ageing Strategy 2016-2019

The Port Stephens Ageing Strategy outlines actions that achieve positive and practical outcomes for the ageing population in Port Stephens and informs actions in Council’s Delivery Program. Council’s policy direction for ageing communities is consistent with all levels of government, and that are discussed in planning and legislative documents that form the framework for responses to ageing populations. The strategy provides direction for a whole of Council approach to deliver key priorities that support positive ageing outcomes for the Port Stephens community.

The objectives of the strategy are:

- Recognise that ageing populations are a valued demographic of the LGA and maximise the strengths and opportunities they can bring to our community;
- Prioritise actions for Council to meet the needs of the ageing population in a way that demonstrates consistency with the Port Stephens Community Strategic Plan, and Council’s Delivery Program and Operational Plan;
- Promote integration between Council’s Ageing Strategy deliverables and State and Federal outcomes to effectively address the needs of ageing populations in the Port Stephens LGA; and
- Guide a proactive Council-wide approach to improve the liveability for the Port Stephens ageing population.

The strategy sets out five (5) themes to address the issues that that impact on aging populations, specific to the Port Stephens LGA. The table below summaries the five (5) key themes and provides comments on how the relevant themes are addressed by the proposed development:

Table 2 Consistency with the key themes of the Port Stephens Ageing Strategy 2016-2019

Key priorities	Commentary:
<p><i>Housing, neighbourhood, and land use planning</i></p> <p>Ageing populations will have a major impact on future urban design and housing demand due to a shift in preferred housing choice, such as type, design and location. As people age tenure security and housing that is adaptable, smaller, safer, and more secure and that is close to services, transport and family will become increasingly important.</p>	<p>As mentioned elsewhere, the approved development provides a range of community and recreational facilities that would not otherwise be available in standard residential properties, encouraging a sense of community and security to resident. The development enables residents to socialise and participate in community live. An on-site bus services provides opportunities for</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

Key priorities	Commentary:
	social/recreational trips to off-site locations.
<p><i>Transport and Accessibility</i></p> <p>Improvements to connectivity between homes, and quality services and facilities can provide a broader and cost effective benefit to other cross-sections of the community.</p> <p>The goal of this action is to create a connected network of public transport, pedestrian and cycle ways that provide access to desirable locations and increase social connectivity and opportunities.</p>	<p>Many of the recreational and social needs of residents are catered for on-site and eliminate the need to travel for this purpose. Notwithstanding, Anna Bay town centre is a short drive from the site and provides additional recreational, commercial and community services which can be accessed by using the on-site community bus.</p>
<p><i>Health and community services</i></p> <p>The goal of this action is to establish effective partnerships with health care providers, mobile health services and, community and recreational activities; and where a need exists, identify and advocate for new ones.</p>	<p>As previously discussed, the approved development on the site involves facilities and services for residents to engage in community and recreational activities on site to cater for the needs of current and future residents, including the proposed expansion on the neighbouring lot.</p>
<p><i>Inclusion and participation</i></p> <p>The goals of this action are to support continued and increased opportunities for engaging ageing populations in desired social activities, including participation in decision-making processes within existing Council plans and services and support continued and increased opportunities for engaging ageing populations in desired social activities, including facilities and infrastructure that meets the needs of older people.</p>	<p>As previously discussed, facilities, services, and infrastructure to meet the needs of (older) residents are provided on-site and can be extended to the neighbouring lot. Facilities and services not provided on site can be accessed through the on-site community bus service.</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

Q5. Is the planning proposal consistent with applicable State Environmental Planning Policies (SEPPs)?

In considering the proposed use of the site following rezoning, a review of relevant State Environmental Planning Policies (SEPP's) has been undertaken.

Table 3 Relevant State Environmental Planning Policies

SEPP	Relevance	Consistency and Implications
SEPP No 21 – Caravan Parks	<p>SEPP 21 applies to caravan parks or camping grounds, this includes moveable dwellings (such as manufactured homes) where they are located in a caravan park.</p> <p>SEPP 21 provides matters for consideration when development consent is granted for a caravan park, including a caravan park that includes manufactured homes. These matters include site suitability, location and character, and whether necessary community facilities and services are available.</p>	<p>This planning proposal seeks to amend the LEP to regularise the existing approved use and allow for the use to be extended to adjoining land. The approved use consists of a caravan park on which moveable dwellings are installed or being installed.</p> <p>The proposal is considered to be consistent with the objectives of SEPP 21 and any future development applications on the subject site will need to consider the requirements of SEPP 21.</p> <p>The planning proposal is considered to be consistent with the aims and objectives of the SEPP relating to the provision of community facilities, the protection of the environment in the vicinity of the land, and the orderly and economic development of the land used for long term residents.</p>
SEPP No 36 – Manufactured Home Estates	SEPP 36 does not apply to Port Stephens as it is excluded by clause 7 of Schedule 2 to the SEPP.	N/A
SEPP Koala Habitat Protection 2020	<p>This SEPP applies to land within the Port Stephens LGA that is greater than 1 hectare and is located within one of the following zones:</p> <p>(i) Zone RU1 Primary Production, (ii) Zone RU2 Rural Landscape,</p>	<p>The subject site contains preferred koala habitat and its associated buffer.</p> <p>The Port Stephens Council Comprehensive Koala Plan of Management (CKPOM) was developed throughout the 1990's, endorsed by Council in 2001, and</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

SEPP	Relevance	Consistency and Implications
	<p>(iii) Zone RU3 Forestry.</p> <p>With respect to land to which an approved koala plan of management applies, council's determination of a future development application must be consistent with the approved Koala Plan of Management that applies to the land.</p> <p>The SEPP encourages the conservation and management of areas of natural vegetation that provide habitat for koalas to support a permanent free-living population over their present range and reverse the current trend of koala population decline.</p> <p>The Biodiversity Assessment prepared by MJD Environmental (refer Attachment Six) identifies that the proposed development footprint is not located within Preferred Koala Habitat or Habitat Buffers as mapped by Council.</p> <p>Preferred Koala Habitat and Habitat Buffers do exist within the subject site; however, they are minor and mapped along the southern and eastern land area containing vegetation.</p> <p>These particular areas are to be retained and improved under this proposal as outlined under the "Consistency and Implications" column to the right.</p> <p>Proposed development (subject to a future Development Application) will predominantly lie within "Link over Cleared" area that constitutes as disturbed</p>	<p>approved by the Department of Planning in 2002. This plan of management meets the requirements of clause 9. Any future development on the site will be required to give consideration to the CKPOM.</p> <p>The Biodiversity Assessment for this planning proposal was prepared by MJD Environmental (Refer Attachment Six) and includes an assessment against the provisions of Appendix 4 of the Port Stephens Council CKPoM. A Koala Assessment Report has been produced and appended to the biodiversity assessment.</p> <p>Findings include that the subject site lies within a heavily disturbed area with little-to-no native vegetation.</p> <p>Under this planning proposal, the proposed future development (subject to a future DA) will not remove any native Koala Habitat Trees as shown on the Draft Concept Layout Plan provided (refer Attachment Two).</p> <p>The planning proposal seeks to improve Koala habitat by:</p> <p>(1) rezoning of part of the site to C2 Environmental Conservation to incorporate the koala corridor.</p> <p>(2) establishment of a koala corridor by undertaking weed and exotic tree species management and planting of Koala feed trees, namely E. robusta and M. quinquenervia.</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

SEPP	Relevance	Consistency and Implications
	landscape with no native vegetation.	<p>(3) delivery of the rehabilitation and corridor augmentation under the terms of a future Vegetation Management Plan and/or Stewardship Agreement as appropriate.</p> <p>Based on the above, the planning proposal is considered to be consistent with the aims and objectives of the SEPP.</p>

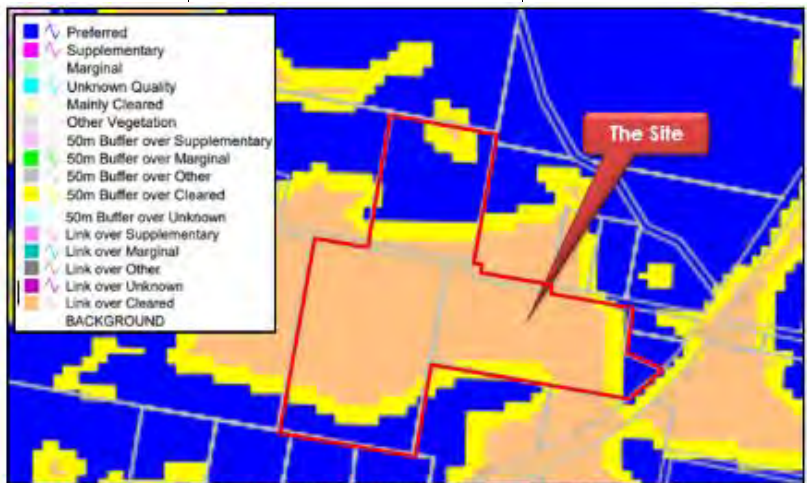


Figure 9. Extract from the Port Stephens Koala Habitat Planning Map

	CKPOM performance criteria.	
	a) not result in development within areas of Preferred Koala Habitat or defined Habitat Buffers	The planning proposal will result in a portion of RU2 Rural Landscape within Lot 25 DP852410 to be set aside for conservation purposes as a biodiversity corridor and proposed to be rezoned to C2 Environmental Conservation.
	b) allow for only low impact development within areas of Supplementary Koala Habitat and Habitat Linking Areas	The proposed biodiversity corridor is situated within "Link Over Cleared", "Buffer over Cleared" and a small portion of "Preferred" Koala


ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

SEPP	Relevance	Consistency and Implications
		<p>Habitat. The rezoning will not lead to any impacts within the biodiversity corridor, rather rehabilitate and augment into a usable corridor for native fauna to move safely through the surrounding area. This corridor is proposed to be rezoned to C2 Environmental Conservation.</p>
	<p>c) minimise the removal of any individuals of preferred koala food trees, where ever they occur on the site</p>	<p>The planning proposal will not remove any preferred koala food trees. The only vegetation to be removed within the land to be set aside as a biodiversity corridor includes exotic species in the form of Pinus elliotii (Slash Pine) as well as Lantana camara (Lantana).</p> <p>The proposal seeks to retain a large portion of vegetation to the south and east of the site which is to be managed and rehabilitated to act as a Koala Corridor. A new Vegetation Management Plan is to be prepared at future DA stage.</p>
	<p>d) not result in development which would sever koala movement across the site. This should include consideration of the need for maximising tree retention on the site generally and for minimising the likelihood of impediments to safe/unrestricted koala movement.</p>	<p>The planning proposal will not sever any koala movements across the site.</p> <p>The planning proposal will create and strengthen a usable habitat corridor for koalas and allow safe movement around the proposed development (refer Attachment Six).</p>
<p>SEPP 55 – Remediation of Land</p>	<p>This SEPP applies to land across NSW and states that land must not be developed if it is unsuitable for a proposed use because of contamination.</p>	<p>Clause 6 of SEPP 55 requires that consideration be given to whether the land is contaminated as part of a rezoning proposal.</p> <p>A Preliminary Site Investigation (Contamination) and Acid</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

SEPP	Relevance	Consistency and Implications
		<p>Sulfate Soils Assessment was undertaken for the site (refer Attachment Four).</p> <p>The assessment determined that the site can be made suitable for the proposed residential redevelopment subject to further targeted investigation and appropriate management/remediation (where required) at the development application stage.</p> <p>This matter is addressed in further detail in Section Q6 (Ministerial Direction 2.6) of this report.</p> <p>Based on the above, the planning proposal is considered to be consistent with the aims and objectives of the SEPP.</p>
<p>SEPP (Coastal Management) 2018</p>	<p>Promotes an integrated and co-ordinated approach to land use planning in the coastal zone consistent with the objects of the <i>Coastal Management Act 2016</i>.</p> <p>The Proposal relates to land identified within the Coastal Zone Combined Footprint.</p>	<p>The site contains areas mapped under State Environmental Planning Policy (Coastal Management) 2018 as being within a coastal use area and coastal environment area. An area of land identified as a coastal wetland with an associated buffer is located to the north-east, but is well separated from the subject site.</p> <p>A Draft Concept Layout Plan (refer Attachment Two) is designed to enable compliance with the provisions of clauses 13 and 14 of the SEPP. Consequently, it is considered that any future development application for the proposed use can demonstrate compliance with these provisions.</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

SEPP	Relevance	Consistency and Implications
		Based on the above, the planning proposal is considered to be consistent with the aims and objectives of the SEPP.
		

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

Q6. Is the planning proposal consistent with applicable Ministerial Directions?

An assessment of relevant Ministerial Directions against the planning proposal is provided in the table below.

Table 5 – Relevant Ministerial Directions

Ministerial Direction	Aim of Direction	Consistency and Implications
1. EMPLOYMENT AND RESOURCES		
1.2 Rural Zones	The objective of this direction is to protect the agricultural production value of rural land.	<p>This planning proposal report gives due consideration to the objectives of this direction.</p> <p>The proposal does not rezone rural land but increases residential density in a rural zone.</p> <p>Lots 2 and 4 DP 398888; Lot 2 DP1204319; Lot 1 DP1225542 have no agricultural production value as the land is currently developed as a caravan park. A buffer (30 metre wildlife corridor) has been applied to the western site boundary and separates the development from the agricultural land practices on adjacent land.</p> <p>Lot 2 and 4 both have vegetation buffers of 50 meters between the caravan park development and existing vegetation within their northern and southern lot areas respectively.</p> <p>Adjacent land immediately north and south of lots 2 and 4 is vegetated and is not utilised as productive agricultural land.</p> <p>Lot 25 DP 852410 is considered to have little to no value as productive rural land. The site has historically been subject to sand mining activities and more recently, bulk earthworks activities that have impacted on a large portion of the site.</p> <p>Adjacent lots comprise vegetated land and land used for rural residential purposes (dwellings, dual occupancies, and associated outbuildings on smaller lots) that are not considered to be suitable for commercial or intensive agricultural production.</p> <p>The inconsistency with this direction is considered of minor significance because the existing approved caravan park is required to</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

		<p>maintain a 30m buffer from the western boundary and the proposed expansion of lot 25 only has limited agricultural potential.</p> <p>The Minister's delegate approved this inconsistency as a matter of minor significance as part of the Gateway determination (issued 11 May 2020).</p>
1.3 Mining, Petroleum Production and Extractive Industries	<p>The objective of this direction is to ensure that the future extraction of State or regionally significant reserves of coal, other minerals, petroleum and extractive materials are not compromised by inappropriate development.</p>	<p>The planning proposal gives due consideration to the objectives of this direction.</p> <p>The site has not been identified as containing any substantial resources coal, other minerals, petroleum or extractive materials which are of State or regional significance. The subject site has previously been subject to sand mining activities and has not been identified as containing remaining reserve of commercial value.</p> <p>Accordingly, the provisions of this Direction are considered to be satisfied.</p>
1.5 Rural Lands	<p>The objectives of this direction are to:</p> <p>(a) protect the agricultural production value of rural land,</p> <p>(b) facilitate the orderly and economic use and development of rural lands for rural and related purposes,</p> <p>(c) assist in the proper management, development and protection of rural lands to promote the social, economic and environmental welfare of the State,</p> <p>(d) minimise the potential for land fragmentation and</p>	<p>This direction applies as the planning proposal will affect land within an existing rural zone.</p> <p>The planning proposal gives due consideration to the objectives of this direction and the natural and physical constraints of the land.</p> <p>The site has minimal agricultural value and does not result in the fragmentation of rural zoned lands. Further, the environmental values of the both the site and adjoining lands will be protected and enhanced through the implementation of a Vegetation Management Plan that will formalise a habitat corridor through the site.</p> <p>Compliance with Section 4 of this Direction is further demonstrated below. Accordingly, the provision of this Direction are considered to be satisfied.</p> <p>The Minister's delegate approved any inconsistency with this Direction as a matter of minor significance as part of the Gateway determination (issued 11 May 2020).</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

	<p>land use conflict in rural areas, particularly between residential and other rural land uses,</p> <p>(e) encourage sustainable land use practices and ensure the ongoing viability of agriculture on rural land</p> <p>(f) support the delivery of the actions outlined in the New South Wales Right to Farm Policy</p>	
<p>Clause (4) A planning proposal to which clauses 3(a) or 3(b) apply must:</p>		
	<p>4(a) Be consistent with any applicable strategic plan, including regional and district plans endorsed by the Secretary of the Department of Planning and Environment, and any applicable local strategic planning statement.</p>	<p>The planning proposal is not the result of a strategic study or report. However, the planning proposal will enable a range of outcomes of the Hunter Regional Plan 2036 which sets out principles for settlements and the Live Port Stephens Local Housing Strategy as outlined in Part 3 of this report.</p> <p>Part 3 of this report further outlines the strategic merits of this planning proposal in accordance with the DPIE Guide.</p>
	<p>4(b) Consider the significance of agriculture and primary production to the State and rural communities.</p>	<p>The site is presently not utilised nor considered suitable for rural purposes.</p> <p>Lots 2 and 4 DP 398888; Lot 2 DP1204319; Lot 1 DP1225542 have no agricultural production value as the land is currently being developed as a caravan park. A buffer (30 meter wildlife corridor) has been applied to the western site boundary and separates the development the agricultural land practices on adjacent land.</p> <p>Lot 2 and 4 both have vegetation buffers of 50 metres between the caravan park development and the existing vegetation within their northern and southern lot areas respectively.</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

		<p>Adjacent land immediately north and south of lots 2 and 4 is vegetated and is not utilised as productive agricultural land.</p> <p>Lot 25 DP 852410 is considered to have little to no value as productive rural land. The site has historically been subject to sand mining activities and more recently, bulk earthworks activities that have impacted on a large portion of the site.</p> <p>Adjacent lots comprise vegetated land and land used for rural residential purposes (dwellings, dual occupancies, and associated outbuildings on smaller lots) that are not considered to be suitable for commercial or intensive agricultural production.</p>
	<p>4(c) Identify and protect environmental values, including, but not limited to, maintaining biodiversity, the protection of native vegetation, cultural heritage, and the importance of water resources.</p>	<p>The site contains preferred koala habitat and its associated buffer (refer SEPP 44 Koala Habitat Protection in this proposal).</p> <p>The proposed development will not remove any native Koala Habitat Trees under this proposal. The subject site lies within a heavily disturbed area that constitutes of little-to-no native vegetation. The proposal seeks to improve Koala habitat via undertaking weed and exotic tree species management and planting of Koala feed trees, namely E. robusta and M. quinquenervia.</p> <p>The rehabilitation and corridor augmentation is to be delivered under the terms of a future Vegetation Management Plan to be prepared at DA stage (refer Attachment Six). This corridor will be rezoned C2 Environmental Conservation.</p> <p>Council environmental planners have considered all ecological aspects of the planning proposal and do not identify matters that can be considered an impediment for future development.</p> <p>With regard to cultural heritage, an Aboriginal Cultural Heritage Assessment of Lot 25 was carried out by McArdle Cultural Heritage Pty Ltd in August 2021 (refer Attachment Eight). The assessment included consultation with Registered Aboriginal Parties.</p> <p>The site is highly disturbed and has been assessed as being of low scientific significance and high cultural significance</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

		<p>The results of the survey have identified a number of highly disturbed artefact scatters, shell middens and isolated finds, all located within the previously excavated portion of the project area and consequently, an AHIP will be required prior to works that will enable a community collection prior to works at that location.</p> <p>This matter is also discussed further under Q8 of this report.</p>
	4(d) Consider the natural and physical constraints of the land, including but not limited to, topography, size, location, water availability, and ground and soil conditions.	There are no natural or physical constraints of the land that would prevent the planning proposal from progressing.
	4(e) Promote opportunities for investment in productive, diversified, innovative and sustainable rural economic activities.	The site is presently not utilised nor considered suitable for rural purposes, noting the extent of disturbance across the site.
	4(f) Support farmers in exercising their right to farm.	The site is presently not utilised nor considered suitable for rural purposes.
	4(g) Prioritise efforts and consider measures to minimise the fragmentation of rural land and reduce the risk of land use conflict, particularly between residential land uses and other rural land uses.	<p>The site is presently not utilised nor considered suitable for rural purposes.</p> <p>The site is considered to have limited agricultural production value taking into consideration historic land practices (sand mining and bulk earthworks) and its relationship to adjacent land holdings.</p>
	4(h) Consider State significant agricultural land identified in <i>State Environmental Planning Policy (Primary</i>	<p>The site is presently not utilised nor considered suitable for rural purposes.</p> <p>The site is considered to have limited agricultural production value taking into consideration historic land practices (sand mining and bulk earthworks).</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

	<i>Production and Rural Development) 2019 for the purpose of ensuring the ongoing viability of this land.</i>	
	4(i) consider the social, economic and environmental interests of the community.	The proposal provides opportunity to increase housing diversity within the Port Stephens LGA and to provide greater housing choice
	Clause (5) a planning proposal to which clause 3(b) applies must demonstrate that it:	
	5(a) is consistent with the priority of minimising rural land fragmentation and land use conflict, particularly between residential and other rural land uses	<p>The site is presently not utilised nor considered suitable for rural purposes.</p> <p>The planning proposal does not lead to fragmentation of rural land.</p> <p>The proposed vegetation/habitat corridors and future C2 Environmental Conservation zoned land will provide a buffer between the future development of the subject land (subject to development application) and any existing rural land uses on neighbouring lots.</p>
	5(b) will not adversely affect the operation and viability of existing and future rural land uses and related enterprises, including supporting infrastructure and facilities that are essential to rural industries or supply chains	The site is presently not utilised nor considered suitable for rural purposes.
	5(c) where it is for rural residential purposes: 1. is appropriately located taking account of the availability of human services, utility infrastructure, transport and proximity to existing centres	N/A

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

	2. is necessary taking account of existing and future demand and supply of rural residential land.	
2. ENVIRONMENT AND HERITAGE		
2.1 Environmental Protection Zones	<p>The objective of this direction is to protect and conserve environmentally sensitive areas.</p> <p>Under the provisions of clause 4, a planning proposal must include provisions that facilitate the protection and conservation of environmentally sensitive areas.</p>	<p>The planning proposal seeks to improve Koala habitat by future weed and exotic tree species management and planting of Koala feed trees. The rehabilitation and corridor augmentation is to be delivered under the terms of a future Vegetation Management Plan.</p> <p>The planning proposal seeks to rezone this corridor from RU2 Rural Landscape to C2 Environmental Conservation.</p> <p>The planning proposal is considered to be consistent with this direction.</p>
2.2 Coastal Management	<p>The objective of this direction is to protect and manage coastal areas of NSW.</p>	<p>The land is not located within mapped coastal vulnerability areas, coastal wetlands, or littoral rainforests identified by SEPP (Coastal Management) 2018, nor is it affected by a current or future hazard mapped in the LEP or Development Control Plan (DCP).</p> <p>There are no amendments arising from this planning proposal relating to mapping associated with SEPP (Coastal Management) 2018.</p> <p>Appropriate consideration has been given to the provisions of the <i>Coastal Management Act, 2016</i> and associated guidelines and documents.</p> <p>The planning proposal is considered to be consistent with this direction.</p>
2.3 Heritage Conservation	<p>Requires relevant planning proposals to contain provisions to facilitate the conservation of items, areas, objects and places of environmental</p>	<p>The subject site is not identified in the State Heritage Inventory as containing any items of archaeological or general heritage significance, nor is it located within a heritage conservation area.</p> <p>An Aboriginal Cultural Heritage Assessment of Lot 25 was carried out by McArdle Cultural Heritage Pty Ltd in August 2021 (refer</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

	heritage significance and indigenous heritage significance.	<p>Attachment Eight). The assessment included consultation with Registered Aboriginal Parties.</p> <p>The site is highly disturbed and has been assessed as being of low scientific significance and high cultural significance.</p> <p>The results of the survey have identified a number of highly disturbed artefact scatters, shell middens and isolated finds, all located within the previously excavated portion of the project area and consequently, an AHIP will be required prior to works that will enable a community collection prior to works at that location. The report concludes that the cumulative impact to Aboriginal heritage in the area is limited.</p> <p>Impacts associated with Aboriginal Cultural Heritage are considered to be adequately addressed as part of the planning proposal and the planning proposal is considered to be consistent with this direction.</p>
2.6 Remediation of Contaminated Land	The objective of this direction is to reduce the risk of harm to human health and the environment by ensuring that contamination and remediation are considered by planning proposal authorities. This Direction requires the planning proposal authority to be satisfied that the site is suitable for development taking into consideration any contamination or remediation works.	<p>A Preliminary Site Investigation and Acid Sulfate Soils Assessment over Lot 25 has been prepared by Douglas Partners and determined that contaminated land is not considered to be a major constraint for the proposed planning proposal and subsequent development application.</p> <p>It is considered that the site can be made suitable for the proposed residential redevelopment subject to further minor investigation and appropriate management / remediation (where required).</p> <p>The additional investigation can be carried out prior to the determination of the future development application and any remediation carried out prior to the completion of works and occupation of the future development. Accordingly, the provisions of this Direction are considered to be satisfied.</p>
3. HOUSING, INFRASTRUCTURE AND URBAN DEVELOPMENT		
3.1 Residential Zones	The objective of this direction is to encourage a variety and choice of housing types to provide for existing	The planning proposal will increase housing choice and variety in the Anna Bay locality and the Port Stephens LGA by providing opportunity for housing supported by quality community facilities.

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

	<p>and future housing needs, make efficient use of existing infrastructure and services and ensure that new housing has appropriate access to infrastructure and services, and minimise the impact of residential development on the environment and resource lands.</p>	<p>Further, the proposal makes efficient use of existing and future infrastructure to service the proposed development.</p> <p>The compact form of development proposed will reduce the consumption of land for housing and associated urban development on the urban fringe and will be of good design.</p> <p>Overall, the future establishment of a caravan park on the site is considered to be of minor strategic significance and is supportable noting the specific merits of the site, as discussed in accordance with the DPIE Guide, under Part 3 - Strategic and site-specific merit, of this planning proposal.</p> <p>The planning proposal is consistent with this direction.</p>
<p>3.2 Caravan Parks and Manufactured Home Estates.</p>	<p>The objectives of this direction are:</p> <p>(a) to provide for a variety of housing types, and</p> <p>(b) to provide opportunities for caravan parks and manufactured home estates.</p> <p>What a relevant planning authority must do if this direction applies:</p> <p>(4) In identifying suitable zones, locations and provisions for caravan parks in a planning proposal, the relevant planning authority must:</p> <p>(a) retain provisions that permit development for the purposes of a caravan park to be</p>	<p>The planning proposal reinforces the permissibility of the existing caravan park and provides for its expansion over Lot 25 DP 852410. This will provide opportunity for new housing in a suitable location, subject to a future development application.</p> <p>As the site is zoned RU2 Rural Landscape pursuant to the Port Stephens LEP (LEP), any development on the site is currently excluded from SEPP 36.</p> <p>Depending on the potential amendments to the LEP, SEPP 36 may apply to future development applications on the site.</p> <p>Clause 9 of the SEPP identifies matters that are to be considered by councils. Further, Ministerial Direction 3.2 requires that a planning authority take into account the principles listed in clause 9 of SEPP 36.</p> <p>The Planning proposal is consistent with the principles in SEPP 36, including principles related to heritage and ecology, provision of infrastructure and services, adequate access to transport services, sufficient community facilities and services.</p> <p>These matters have been addressed in detail elsewhere in this report.</p> <p>It is considered that the ability to develop the subject land for this purpose is justified based on the specific merits of the site, namely, the</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

	<p>carried out on land, and</p> <p>(b) retain the zonings of existing caravan parks, or in the case of a new principal LEP zone the land in accordance with an appropriate zone under the Standard Instrument (Local Environmental Plans) Order 2006 that would facilitate the retention of the existing caravan park.</p>	<p>fact that part of the subject land has existing use rights as a caravan park and current approval over that land permits 270 long term moveable dwelling sites which is a comparable and compatible development to a manufactured home estate.</p> <p>Further, the ability to expand this form of development provides opportunity for the sharing of community facilities and make use of existing infrastructure investment.</p> <p>The planning proposal is consistent with this direction.</p>
<p>3.4 Integrating Land Use and Transport</p>	<p>The objective of this direction is to ensure that urban structures, building forms, land use locations, development designs subdivision and street layouts achieve the sustainable transport objectives.</p> <p>A planning proposal must locate zones for urban purposes and include provisions that give effect to and are consistent with the aims, objectives and principles of:</p> <p>(a) Improving Transport Choice – Guidelines for planning and development (DUAP 2001), and</p> <p>(b) The Right Place for Business and Services –</p>	<p>The planning proposal seeks to support the existing and future development of a medium density nature with a wide range of community facilities and services provided on site.</p> <p>The community facilities include a club house (including hall, sports lounge, cinema, craft room, library, salon, indoor pool, spa, sauna, gym and café/hall), outdoor swimming pool, lawn bowls facility, croquet area, pocket parks, off leash dog exercise area, and walking areas. These are all within walking distance of the current and any future development.</p> <p>A network of pedestrian paths and internal roadways within the current and future proposed development will encourage pedestrian movements and reduce reliance on cars.</p> <p>Therefore, it is expected that the planning proposal will reduce travel demand including the number of trips generated by development and the distances travelled, especially by car.</p> <p>The existing development is also serviced by a community bus. This service can be expanded to service the additional development upon lot 25 DP 852410 that would be facilitated by the planning proposal. The privately run service provides connectivity to town centres and public</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

	<p>Planning Policy (DUAP 2001).</p>	<p>transport connections, thus reducing dependence on cars.</p> <p>The site is accessed from Latitude Drive which extends along the northern boundary of Lot 25 DP 852410 and through Lot 1 DP 1225542. Latitude Drive intersects with Nelson Bay Road to the west of the subject site.</p> <p>The intersection of Latitude Drive and Nelson Bay Road was upgraded to cater for the traffic demand resulting from the approved development on the site.</p> <p>A Traffic and Parking Assessment was undertaken for this planning proposal (refer Attachment Nine) which indicates there is sufficient spare capacity on impacted roads to cater for any increase in traffic movements that would result from the planning proposal.</p> <p>Consideration has been given to the following documents:</p> <ul style="list-style-type: none"> • Improving Transport Choice – Guidelines for planning and development (2001), and • The Right Place for Business and Services – Planning Policy (2001). <p>Whilst there is some inconsistency with this Direction, there are also characteristics of the planning proposal that make it justifiable:</p> <ul style="list-style-type: none"> • Although, the subject land is not located in a centre or in walking distance from a major public transport mode like a railway station or high frequency bus route, it is only 3.2km from the Anna Bay Town Centre. • A wide range of community facilities and services, normally found in centres, are provided within the existing and proposed future development. • These facilities and services are accessible through a network of existing and proposed pedestrian paths and internal road connections which reduces reliance on the car. • The provision of a community bus to access surrounding centres and transport nodes encourages a shift in travel away from the private car.
--	-------------------------------------	---

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

		It is considered that any variation from this direction is minor and can be supported.
4. HAZARD AND RISK		
4.1 Acid Sulfate Soils	The objective of this direction is to avoid significant adverse environmental impacts from the use of land that has a probability of containing acid sulphate soils.	<p>A Preliminary Site Investigation (PSI) for contamination at Lots 2 and 4 DP398888 has been undertaken as part of the approval for the existing development currently under construction on the site.</p> <p>The PSI was conducted in conjunction with an Acid Sulfate Soils (ASS) investigation which confirmed the absence in ASS across the bulk of the site, apart from in-situ natural clay materials and dredged sandy clay materials from the dam. An acid sulfate soil management plan (ASSMP) was included in the report to outline procedures for the management of the identified ASS.</p> <p>Based on the findings of the assessment, consultants concluded that the site would be suitable for the proposed development subject to appropriate management of ASS and remediation and validation of localised imported fill materials where required. Development has now occurred over Lots 2 and 4 DP398888 with ASS appropriately managed.</p> <p>With regard to Lot 25 DP 852410, a Preliminary Site Investigation (Contamination) and Preliminary Acid Sulfate Soil Assessment was prepared by Douglas Partners (refer Attachment Four).</p> <p>The presence of ASS was identified for areas of the site which have not been subject to sand mining. Disturbance of soil in these areas (north-eastern and south-eastern corner of Lot 25), will require management with reference to a site-specific acid sulfate soil management plan (ASSMP), to be provided prior to the determination of any future development application of the land. The planning proposal is considered to be consistent with this direction.</p>
4.3 Flooding	The objectives of this direction are: (a) to ensure that development of flood prone land is consistent with the NSW	Lots 2 and 4 DP 398888, Lot 2 DP 1204319 and Lot 1 DP 1225542 have been developed as a long-term caravan park, approved under DA 16/2009/275. These allotments are identified in the LEP as being located within a flood planning area and filling has occurred as part of approved construction works to provide appropriate flood free levels.

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

	<p>Government's Flood Prone Land Policy and the principles of the Floodplain Development Manual 2005.</p> <p>(b) to ensure that the provisions of a local environmental plan that apply to flood prone land are commensurate with flood behaviour and include consideration of the potential flood impacts on and off the subject land.</p> <p>This direction applies when a planning proposal authority prepares a planning proposal that creates, removes or alters a zone or a provision that affects flood prone land.</p>	<p>The 2017 Anna Bay and Tilligerry Creek Flood Study indicates that the subject site is flood free for all regional design floods including the Probable Maximum.</p> <p>A Stormwater Strategy prepared by ADW Jonson (Refer Attachment Three) determined the following:</p> <ol style="list-style-type: none"> 1. The 2017 regional flood study shows the site to be flood free for the 1% AEP and probable maximum floods. 2. Minor filling is required to elevate the proposed ancillary resident caravan and boat storage area above the present day 1% AEP design flood. A future development application for the site is required to demonstrate compliance with Council's Flood Impact and Risk Assessment requirements. 3. Refuge-in-place is achievable for all dwelling sites. 4. Council's anticipated floor level controls can be readily achieved through minor site regrading. <p>The planning proposal is considered to be consistent with this direction other than one minor inconsistency where it seeks to carry out development for the purpose of an ancillary resident caravan and boat storage area which requires filling to meet minimum level requirement, being the current-day 1% AEP flood level (approx. 1.5m AHD).</p> <p>This inconsistency is considered to be of minor significance and can be addressed at development application stage.</p>
<p>4.4 Planning for Bushfire Protection</p>	<p>The objectives of this direction are to protect life, property and the environment from bush fire hazards, by discouraging the establishment of incompatible land uses in bush fire prone areas, to encourage sound management of</p>	<p>The planning proposal relates to bushfire prone land.</p> <p>A detailed assessment has been carried out over the existing development footprint of the approved and established caravan park.</p> <p>A Bushfire Assessment Report (refer Attachment Seven) for the proposed development of Lot 25 was prepared by MJD Environmental Planning for Bushfire Protection 2019 (PBP).</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

	<p>bush fire prone areas.</p>	<p>The assessment found that with the implementation of a number of recommendations, compliance with PBP can be achieved.</p> <p>The recommendations include controls that avoid placing inappropriate developments in hazardous areas and will ensure that bushfire hazard reduction is not prohibited within the Asset Protection Zones (APZ)</p> <p>APZs are recommended to be situated beside the forest hazards adjoining the majority of the sites boundaries:</p> <ul style="list-style-type: none"> • 29m from the Forest hazard to the North of the site provided in part by Latitude Drive; • 24m from the Forest hazard to the North-East of the site; • 29m from the Forest hazard to the East of the site; • 29m from the Forest hazard to the South-east and South of the site; and • 79m in all other directions from the two short stay sites. <p>All APZ are to be established and maintained as an inner protection area.</p> <p>The proposed Draft Concept Layout Plan (refer Attachment Two) and recommendations made in the Bushfire Assessment Report provide for:</p> <ul style="list-style-type: none"> • Two-way access roads which links to perimeter roads. • Contain provisions for adequate water supply for firefighting purposes. • Minimise the perimeter of the area of land interfacing the hazard which may be developed. • Introduce controls on the placement of combustible materials in the Inner Protection Area. • An additional egress onto Nelson Bay Road is proposed for emergency situations and emergency services vehicles. <p>The planning proposal is considered to be consistent with this direction.</p>
--	-------------------------------	---

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

5. REGIONAL PLANNING		
5.10 Implementation of Regional Plans	The objective of this direction is to give legal effect to the vision, land use strategy, policies, outcomes and actions contained in regional plans.	<p>The Hunter Regional Plan 2036 (HRP) applies to the planning proposal and is addressed in detail elsewhere in this proposal (Refer Part 3 - Section B - Q3).</p> <p>Whilst the subject site is not located in a recognised or emerging growth area identified in the Hunter Regional Plan 2036 (HRP), the proposed development is consistent with the vision and goals outlined in the HRP as it will provide additional housing choice within an existing, well designed community that is accessible to a range of facilities and services.</p> <p>The construction phase will contribute towards economic growth and in the longer term, the provision of additional housing will provide broader economic benefits via increased demand for goods and services and patronage of local business as well as providing housing for a growing workforce.</p> <p>The HRP projects that approximately 11,050 additional dwellings will be needed in the Port Stephens LGA by 2036. The proposed development will make a significant contribution towards meeting this projected demand.</p> <p>The HRP also identifies a projected increase in the percentage of people aged over 65 years from 19% to 25% by the year 2036. Housing supply in the region will need to adapt to cater for this increase. The proposal will assist with meeting this demand through the provision of additional housing.</p> <p>The planning proposal is considered to be consistent with this direction as it achieves the overall intent of the Regional Plan and does not undermine the achievement of its vision, land use strategy, goals, directions or actions.</p>
6. LOCAL PLAN MAKING		
6.1 Approval and Referral Requirements	The objective of this direction is to ensure that LEP provisions encourage the efficient and appropriate	<p>The proposed amendments to the LEP do not include provisions that require concurrence, consultation or referral.</p> <p>The planning proposal is considered to be consistent with this direction.</p>

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

	assessment of development.	
6.3 Site Specific Provisions	<p>The objective of this direction is to discourage unnecessarily restrictive site-specific planning controls.</p> <p>Applies requirements for planning proposals seeking to incorporate provisions into an environmental planning instrument to amend another environmental planning instrument.</p>	<p>The proposed amendments to the LEP do not require the amendment of another environmental planning instrument.</p> <p>The planning proposal is consistent with this direction.</p>
	ENDS	

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

SECTION C – ENVIRONMENTAL, SOCIAL AND ECONOMIC IMPACT

Q7. Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected as a result of the proposal?

Areas of Lots 2 and 4 DP 398888, Lot 2 DP 1204319 and Lot 1 DP 1225542 have been partially cleared of vegetation for the approved development, with remnant vegetation located toward the north of Lot 2 DP 398888 and south of Lot 4 DP 398888. The planning proposal will not impact on vegetated areas within these lots.

Lot 25 DP 952410 retains some vegetated areas toward its eastern and southern boundaries.

A Biodiversity Assessment Report (refer **Attachment Six**) has been prepared by MJD Environmental over Lot 25 to examine the likelihood of the proposed development having a significant effect on any threatened species, populations, or ecological communities listed under the NSW Biodiversity Conservation Act 2016 (BC Act).

Existing vegetation communities across the site are shown in **Figure 8**.

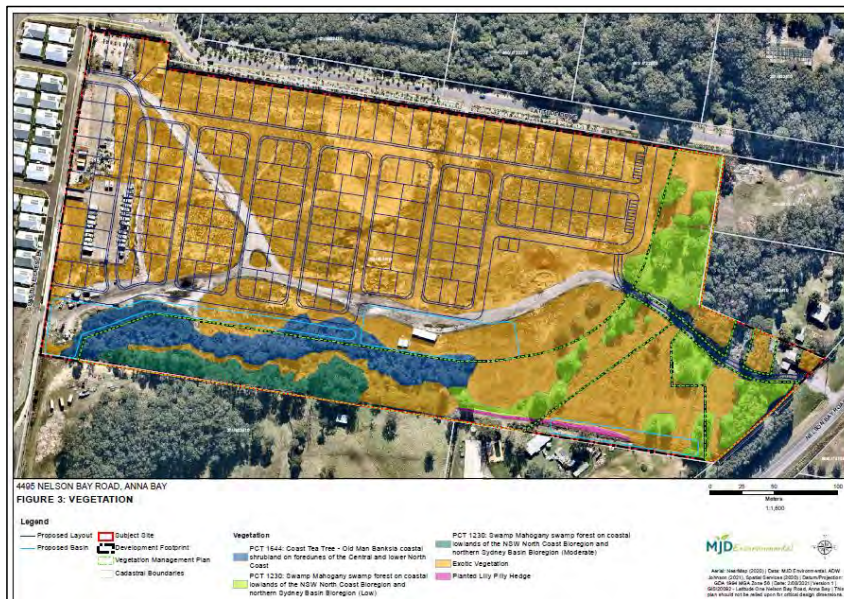


Figure 8. Existing Vegetation Communities
Source: MJD Environmental, 2021

The proposed development will require the potential removal of up to:

- 6.73ha of Exotic Vegetation, and
- 0.30ha of Native Vegetation.

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

The proposal seeks to retain a large portion of vegetation to the south and east of the proposal which is to be managed and rehabilitated to act as a Koala Corridor. This area is shown in **Figure 9** and includes;

- 1.13ha of Exotic Vegetation, and
- 1.74ha of Native Vegetation.

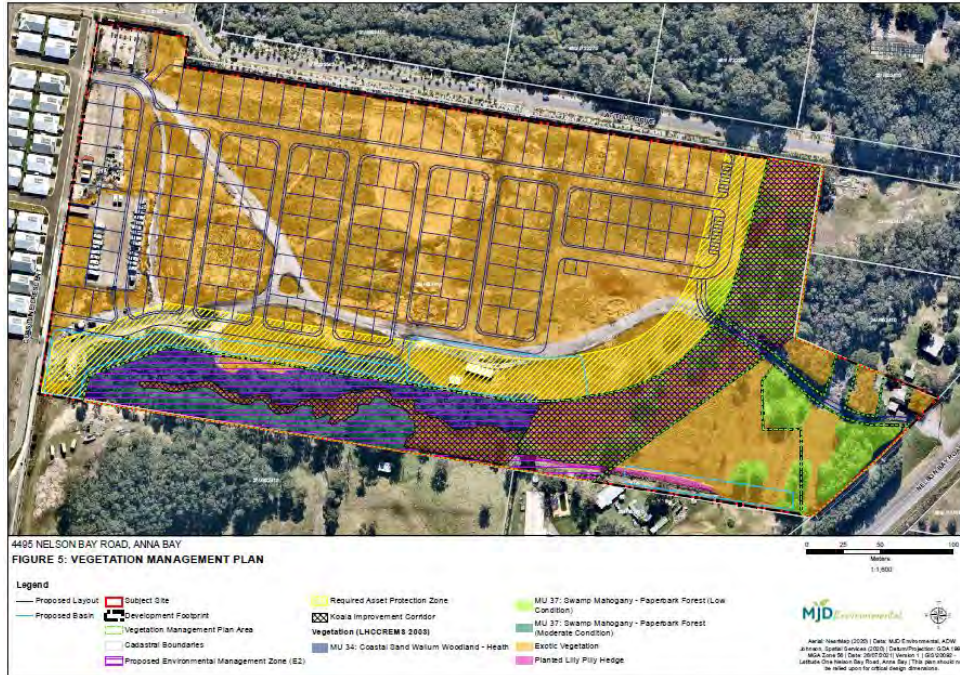


Figure 9. Vegetation Management Plan (concept-matter for future development application stage).

Source: MJD Environmental, 2021

No threatened fauna species listed under the BC Act 2016 and EPBC Act 1999 were recorded within the development footprint, however, recent *Phascolarctos cinereus* (Koala) scats were detected at multiple trees within the retained vegetation to the south as well as *Crinia tinnula* (Wallum Froglet), which was also recorded in the adjacent lots to the north and south.

A Significant Flora Survey was undertaken as part of the Biodiversity Assessment Report (refer **Attachment Six**). This included a survey into *Diuris arenaria* (Sand Doubletail), listed as “Endangered” under the Biodiversity Conservation Act 2016. The survey was carried out over the land within Lot 25 DP852410 Nelson Bay Road, Anna Bay by a qualified ecologist and field ecologist. No *Diuris arenaria* individuals were detected during the survey.

The report details that the Draft Concept Layout Plan (refer **Attachment Two**), including Asset Protection Zone, will require the removal of small areas (0.3ha) of native vegetation that do not exceed the 0.5ha BOS entry threshold.

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

On this basis and with due regard to the site context, the proposal will be assessed under an Assessment of Significance (5 part test) and include assessment under the PSC Koala Plan of Management.

At the time this report was created, the Biodiversity Values Map could not create a BOSET report (23 July 2021), as such a snip has been provided below.



Figure 10. Biodiversity Values Map

The Biodiversity Assessment Report concludes that the proposal is unlikely to have a significant impact on the threatened entities assessed.

The report makes recommendations for mitigation measures and vegetation management throughout and after the construction phase (subject to future DA approval).

The planning proposal aims to provide for additional Koala feed trees and to create and maintain a koala corridor over the site.

This planning proposal seeks to rezone part of lot 25 DP 852410 from RU2 Rural Landscape to C2 Environmental Conservation (refer Part 1 and Part 2 of this planning proposal).

This biodiversity corridor will be supported through the adaptation of a Vegetation Management Plan (VMP) at DA stage. This VMP is a review of an existing VMP (refer **Attachment Twelve**) created under a development consent (DA 16/2017/282) granted on 07/07/2018 for earthworks within Lot 25 DP 852410.

The planning proposal provides a balance between housing and conservation outcomes and is unlikely to result in significant adverse impacts on the natural environment.

Q8. Are there any other likely environmental effects as a result of the planning proposal and how are they proposed to be managed?

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

Technical studies have been undertaken to assess the likely environmental effects resulting from the planning proposal and how these effects are proposed to be managed. The following matters are considered.

Hydrology and Water Management

A Stormwater Strategy (the Strategy) was prepared by ADW Johnson in June 2021 for Lot 25 DP 852410 for the proposed expansion of an existing caravan park (refer **Attachment Three**).

The Strategy is based on a Draft Concept Layout Plan (refer **Attachment Two**), developed to inform the Planning Proposal, and specifically addresses both stormwater quantity and quality outcomes.

The Strategy concludes that appropriate stormwater controls can be readily implemented within the proposed site footprint at development application stage.

Port Stephens Council requested the proponent for additional information (refer **Attachment Three**) regarding a legal point of discharge and the proposed infiltration system. The proponent states that a stormwater easement (min. 10m wide) is proposed to be provided along the western edge of Lot 27 DP852410 and that negotiations have been initiated with the site owner.

If an easement was obtained then on-site stormwater detention could be achieved, and as such a suitable drainage solution could be achieved.

Although the easement has not been obtained yet, the risk is considered low and can be dealt with at development application stage.

Flooding

The site is mapped in the LEP as being located within a flood planning area. It is noted that flooding has been considered and addressed within Lots 2 and 4, Lot 2 DP 1204319 and Lot 1 DP 1225542 as part of approved development on the site (DA 16/2009/257).

A Stormwater Strategy was prepared by ADW Johnson in June 2021 relevant to the proposed Latitude One expansion over Lot 25 DP852410 (refer **Attachment Three**). The report gave consideration for flooding impacts over the site.

The Stormwater Strategy demonstrates the following outcomes:

- The 2017 regional flood study shows the site to be flood free for the 1% AEP and probable maximum floods.
- Minor filling will be required to elevate the proposed caravan and boat storage area above the present day 1% AEP design flood. A future development application for the site is required to demonstrate compliance with Council's Flood Impact and Risk Assessment requirements.
- Refuge-in-place is achievable for all dwelling sites (subject to a future development application).

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

- Council's anticipated floor level controls can be readily achieved through minor site regrading (subject to a future development application).

Contamination and Acid Sulfate Soils

Contamination across Lots 2 and 4 DP 398888, Lot 2 DP 1204319 and Lot 1 DP 1225542 has been assessed as part of the approval (DA 16/2009/257; as amended) and is considered to have been appropriately dealt with via conditions of consent for the relevant approvals.

Douglas Partners prepared a Preliminary Site Investigation (Contamination) and Preliminary Acid Sulfate Soil Assessment in July 2021 over Lot 25 DP 852410 relating to the proposed Latitude One expansion of an existing caravan park (refer **Attachment Four**).

A number of potential contamination sources were identified, mostly associated with former sand mining activities. The presence of Acid Sulfate Soil was identified for areas of the site which have not been subject to sand mining. Disturbance in these areas will require management with reference to a site-specific acid sulfate soil management plan (ASSMP).

The assessment determined that contaminated land is not considered to be a major constraint for the planning proposal and subsequent development application. It is considered that the site can be made suitable for the proposed future use, subject to further minor investigation and appropriate management / remediation (where required).

Geotech

Douglas Partners prepared a Geotechnical Investigation in July 2021 for Lot 25 DP 852410 for the proposed expansion of an existing caravan park (refer **Attachment Five**).

There are no geotechnical issues identified that would impact on the progress of the planning proposal.

Bushfire Risk

A Bushfire Assessment report has been prepared by MJD Environmental in July 2021 to investigate bushfire threat for Lot 25 DP 852410 for the proposed expansion of an existing caravan park (refer **Attachment Seven**). Detailed assessments have previously been carried out over the existing caravan park development footprint.

The subject site is identified as containing bushfire vegetation Category 1 and its associated buffer (refer **Figure 11**). The proposed development would therefore be integrated development and require referral to the Rural Fire Service for consideration.

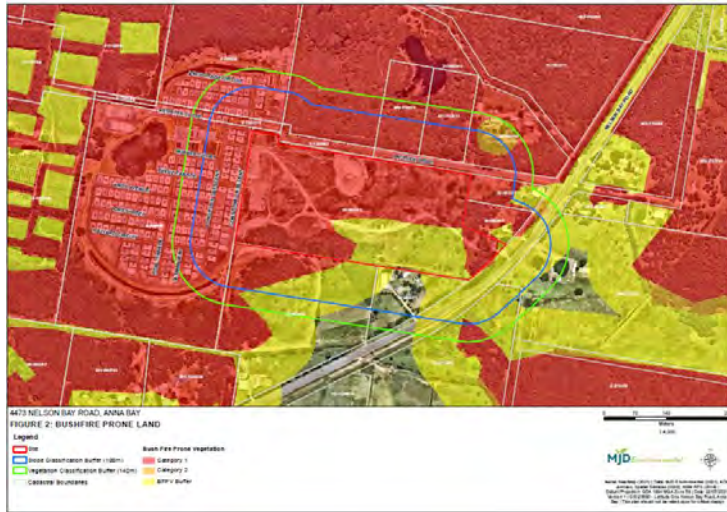


Figure 11. Bushfire Prone Land Mapping

Source: Bushfire Assessment report (2021) MJD Environmental, 2021.

The Draft Concept Layout Plan (refer **Attachment Two**) for the proposed development within Lot 25 DP852410 includes Asset Protection Zones adjacent to areas of high bushfire risk, illustrating that the proposed development can accommodate the bushfire hazard present on the site. The concept design incorporates the principle of providing a perimeter road where possible, as this provides the best access for fire fighting vehicles.

The Bushfire Assessment report provides detailed recommendations to enable the proposal to comply with Planning for Bushfire Protection (2019).

Indigenous Cultural Heritage

Aboriginal cultural heritage was considered and addressed within Lots 2 and 4, Lot 2 DP 1204319 and Lot 1 DP 1225542 as part of approved development on the site (DA 16/2009/257).

An Aboriginal Cultural Heritage Assessment (October 2021) of Lot 25 DP852410 was carried out by McArdle Cultural Heritage Pty Ltd (refer **Attachment Eight**).

The site is highly disturbed and has been assessed as being of low scientific significance and high cultural significance.

The results of the survey have identified a number of highly disturbed artefact scatters, shell middens and isolated finds, all located within the previously excavated portion of the project area. This has been recorded as one site, referred to as L1/1, shown in **Figure 12**.

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

As site L1/1 will be impacted upon by the proposed Latitude One expansion, an AHIP will be required prior to works that will enable a community collection prior to works at that location.



Figure 12. Location of site L1/1
(Source: Aboriginal Cultural Heritage Assessment; McArdle, Oct 2021).

The report (chapter 8.2) concludes that the cumulative impact to Aboriginal heritage in the area is limited, and outlines a range of mitigation measures to minimise impacts.

Traffic and Transport

Access to the site is off the recently constructed Latitude Drive which extends along the northern boundary of Lot 25 DP 852410 and through Lot 1 DP 1225542, meeting Nelson Bay Road to the west of the subject site. Nelson Bay Road is the main arterial link connecting Newcastle to Williamtown and the Tomaree Peninsula.

The intersection of Latitude Drive and Nelson Bay Road was recently upgraded to cater for the traffic demand resulting from the approved caravan park within the site.

A Traffic and Parking Assessment (June 2021) was prepared by Intersect Traffic in June 2021 to determine the likely impact of the proposal on the adjacent local road network due to the traffic generated by the proposed Latitude One expansion over Lot 25 DP852410 (refer **Attachment Nine**).

The report recommends that the proposal can be supported from a traffic impact perspective as the development will not have an adverse impact on the local road network and will comply with all the requirements of Port Stephens Council, Australian Standards, TfNSW, and the Manufactured Home Village / Caravan Park Regulations.

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.Services

Public utility services including telecommunications, gas, electricity and water will be available to serve future development on the site (refer to Part 3 – Section B – Q3 and **Attachment Ten** of this planning proposal for information received from Hunter Water).

Q9. Has the planning proposal adequately addressed any social and economic effects?

Anticipated social and economic effects are addressed below.

Social Effects

A range of social benefits associated with the development of the site are anticipated, including:

- Additional housing choices in the Anna Bay and the Port Stephens LGA which caters for future population growth and responds to an ageing population in Port Stephens.
- Efficient use of community facilities and services provided at an existing approved development.
- Provide a critical mass which will enhance the viability of new services, facilities, and public transport in the Anna Bay area.

Economic Effects

A range of economic benefits associated with the development of the site are anticipated, including:

- Stimulation of local economic activity through increased local spending.
- Employment through construction and future maintenance of the development, and direct employment of employees servicing the development.
- Contribution toward investment in social infrastructure in the surrounding locality via additional funding through the Section 7.11 Contribution Plan.
- Provision of additional dwellings with easy access to major employment precincts such as Newcastle Airport and Tomago.

Section D – State and Commonwealth interests**Q10. Is there adequate public infrastructure for the planning proposal?**

The site is accessed off Latitude Drive which extends along the northern boundary of Lot 25 DP 852410 and through Lot 1 DP 1225542. Latitude Drive intersects with Nelson Bay Road to the west of the subject site.

Nelson Bay Road is a State road and is the main arterial link connecting Newcastle to Williamstown and the Tomaree Peninsula. It carries both local and tourist traffic visiting the Nelson Bay area and is the only route servicing the Tomaree Peninsula and the various townships between Newcastle and Nelson Bay.

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

The site itself is currently not suitably serviced by public transport, however the existing Latitude One development operates a private minibus shuttle for residents whilst other alternate transport mode infrastructure is not available in the immediate vicinity of the site.

The intersection of Latitude Drive and Nelson Bay Road was recently upgraded to cater for the traffic demand resulting from the approved development within the site.

The proposed expansion of this development is proposed be serviced by this infrastructure, subject to development consent.

Public utility services including telecommunications, gas, electricity and water will be available to serve any development on the site. Preliminary servicing advice for the proposed development was received from Hunter Water (refer **Attachment Ten**).

Q11. What are the views of state and Commonwealth public authorities consulted in accordance with the Gateway determination?

The Gateway determination (11 May 2020) for this planning proposal requires consultation with the following public authorities/organisations

- Department of Planning, Industry and Environment (Biodiversity Conservation Division)
- Department of Planning, Industry and Environment (Geoscience Division)
- NSW Rural Fire Service
- Transport NSW
- Worimi Local Aboriginal Land Council.

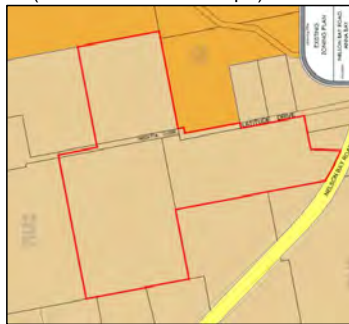
Results of agency consultation will be reflected in the final planning proposal.

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

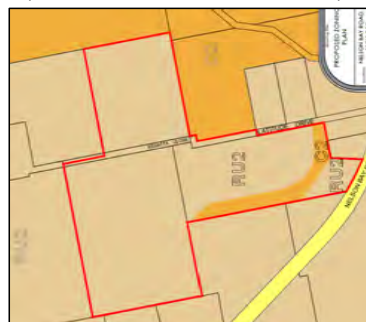
PART 4 – Mapping

The planning proposal requires changes to the Land Zoning Map and Additional Permitted Uses Map (refer **Attachment One**).

Current Land Zoning
(RU2 = Rural Landscape)



Proposed Zoning
(C2 = Environmental Conservation)



Proposed Additional Permitted uses



Figure 13. Proposed amendments to Port Stephens LEP mapping

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.**PART 5 – Community consultation**

The Gateway determination required the identification of an environmental outcome in consultation with Biodiversity Conservation Division (BCD), the Central Coast and Hunter Team and Council. Various meetings and conversations were held with BCD about the rezoning of environmental sensitive part of Lot 25 DP 852410 from RU2 Rural Landscape to C2 Environmental Conservation. In addition, opportunities were identified (subject to a future development application) for a koala corridor, replanting of koala feed trees, and the development of a vegetation management plan supported by a legal mechanism.

In addition, the following public authorities were consulted prior to and during public exhibition in accordance with the Gateway determination:

- Department of Planning, Industry and Environment (Biodiversity Conservation Division)
- Department of Planning, Industry and Environment (Geoscience Division)
- NSW Rural Fire Service
- Transport NSW
- Worimi Local Aboriginal Land Council.

No public authorities objected to the planning proposal.

In accordance with the Gateway determination, the planning proposal was placed on public exhibition for a minimum of 28 days from 19 November 2021 to 17 December 2021. Adjoining landowners were notified of the planning proposal and public notices were placed in the Port Stephens Examiner. Copies of the planning proposal were made available on Council's website.

During the exhibition period, 11 submissions were received from the community and some issues were raised which are matters for consideration at development application stage.

As a result of consultation, the following changes were made to the proposed LEP 2013 provisions:

- Inclusion of the rezoning of Lot 25 DP 852410 from RU2 Rural Landscape to part RU2 Rural Landscape and part C2 Environmental Conservation.
- Removal of the proposed provision to enable a one-in-two lot subdivision of Lot 25 DP 852410.

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.**PART 6 – Project timeline**

The additional technical information, studies and investigation identified in the planning proposal and consultation have been completed.

The planning proposal is reported to Council.

The following time table is proposed to make the plan:

	Feb 2022	March 2022	April 2022	May 2022
Council Report				
Legal drafting and making of the plan				

ITEM 1 - ATTACHMENT 2 PLANNING PROPOSAL.

Attachments - Technical studies and other attachments referred to in this report can be inspected upon request.

Attachment One	–	Proposed amendments to the Port Stephens LEP maps
Attachment Two	–	Draft Concept Layout Plan (Nov 2021)
Attachment Three	–	Stormwater Strategy 3.1 Stormwater Strategy (June 2021) 3.2 Stormwater Strategy; response to request for information (4 Nov 2021)
Attachment Four	–	Preliminary site investigation (Contamination) and acid sulfate assessment (July 2021)
Attachment Five	–	Geotechnical Investigation (June 2021)
Attachment Six	–	Biodiversity Assessment 6.1 Biodiversity Assessment Report (Aug 2021) 6.2 Preliminary comments - Biodiversity and Conservation Division (Sept 2021) 6.3 Diuris arenaria survey information (Oct 2021) 6.4 Biodiversity; response to request for information (Nov 2021)
Attachment Seven	–	Bushfire Assessment 7.1 Bushfire Assessment Report (July 2021) 7.2 Bushfire Assessment Report; response to request for information (Nov 2021)
Attachment Eight	–	Aboriginal Cultural Heritage Assessment 8.1 Aboriginal Cultural Heritage Assessment (Oct 2021) 8.2 Aboriginal Cultural Heritage Assessment – commentary (Oct 2021)
Attachment Nine	–	Traffic and Parking Assessment (June 2021)
Attachment Ten	–	Hunter Water – Preliminary servicing advice for proposed development (Feb 2020)
Attachment Eleven	–	Site survey plan (Sept 2020)
Attachment Twelve	–	Vegetation Management Plan for DA 16-2017-282-1 at Lot 25 DP852410 (July 2017)

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.



Six-month progress report

July to December 2021



ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.



ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Contents

General Manager's message	4
Our highlights	6
Progress of principal activities	8
Key Priorities update.....	8
Delivery Program update	17
Our Community	18
Our Place	24
Our Environment	32
Our Council	38
Scorecard	46
1. Service delivery	48
2. Community satisfaction.....	53
3. Employee engagement.....	53
4. Governance	54
5. Risk management.....	55
6. Financial sustainability	56
7. Asset maintenance	57

The Six-month progress report from July to December 2021 has been prepared in accordance with the requirements of the Integrated Planning and Reporting Guidelines (September 2021) Essential Element 4.9.

'The general manager must ensure that progress reports are provided to the council, with respect to the principal activities detailed in the Delivery Program, at least every 6 months.'

Acknowledgement

Port Stephens Council acknowledges the Worimi People as the traditional custodians of the land of Port Stephens. We also pay our respect to Aboriginal Elders past, present and future.

© 2022 Port Stephens Council

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

General Manager's message

On behalf of our Council team, welcome to a new Council term!

This report provides an update on the progress of our Delivery Program 2018-2022 over the past six months, with previous reports available on Council's website.

We continue to ride the wave together with our community through the ongoing changes and challenges posed by COVID-19.



Financial implications

While Council historically has been able to consistently sustain a modest underlying surplus, recent impacts from COVID-19 and a general economic downturn have made the ongoing achievement of that goal difficult to realise. COVID-19 has significantly impacted almost every facet of our operations with revenue streams from Airport dividends, Holiday Parks, Child care services and parking revenue down all the while still needing to deliver to current standards.

We continue to do our best, with financial austerity measures in place, however, budget deficits of \$975,000 (as of December 2021 quarterly review) aren't sustainable. We're continuing to be cautious in our decision making but through careful budget monitoring and a sensible approach it's anticipated we'll be in a stronger position in the future.

Supporting our community

As the level of government closest to the community, we continue to provide support where our community needs us most. In areas such as online support for business, an additional \$3 million of priority road repair works, filling 31,118 potholes and delivering much-needed capital works like Foreshore Drive Bridge.

Despite the challenges of lockdowns, supply chain issues, resource constraints and continued wet weather events, we successfully delivered a number of major projects such as the Foreshore upgrade at Shoal Bay, Little Beach Boat ramp, amenities at Boyd Oval, Medowie and Stuart Park, Hinton.

We continue to engage in an integrated way with our community on matters such as waste, place planning, community wellbeing and more.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

We've also been working on enhancing the experience of our customers by developing a Customer Experience Action Plan and transforming our website so it's more accessible and user-friendly.

Engaged team

A key element in delivering the most for our community in a challenging environment is having a highly engaged team that go the extra mile - we're proud of our employee engagement score which is at an all-time high of 83%.

I'm proud of what our Council team has achieved in the past six months and look forward to our journey together in the coming months and years.

Wayne Wallis

General Manager

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Our highlights



Engagement for the **Community Wellbeing Plan**




82,529
Library items loaned

Collaboration on **Place plans**



12 Workshops
103 participants



594
Development applications, worth **\$175.5 million** development




Waste Management Strategy
adopted

5696
Trees planted



End of Term Report
2017 to 2021



83%
Employee Engagement Score 2021



ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.



Progress of principal activities

Key Priorities update

The following key priorities were nominated for investigation and progression over the Delivery Program period - 2018 to 2022. Over the past 6 months, we've investigated funding sources to resource these initiatives and infrastructure projects, with the progress achieved for the 6 months outlined below.

Accessible Port Stephens

Council has been working on the review of the Disability Inclusion Action Plan (DIAP), which will be incorporated into a Community Wellbeing Plan. Over the last 6 months we've:



Image 1: Community member enjoying Cycling without Age at Fingal Bay

- Focused on improving Communications to be more accessible through alternative text in media releases and mapping accessible assets on layers within the website
- Facilitated Cycling without Age bikes for the elderly and disabled, where they can experience the joy of Port Stephens surroundings while being transported on a bike with a bucket seat in the front. These bikes will be housed at Fingal Bay Holiday Park for use by community groups and the public.
- Developing the seniors' atlas, a directory full of services and things to do, to increase community connection in the seniors' population. The atlas instils a sense of wonder regarding the diverse nature of our community and encourages seniors to get out and enjoy life to improve their wellbeing

- Promotion of International Day of People with a Disability with a pool party at Lakeside Leisure Centre.

Read more about our inclusive and access friendly community on [page 18](#).

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.**Birubi Point Aboriginal Place Tourism Interchange**

A sand management plan has been developed to minimise ongoing maintenance of the windblown sand. We'll seek a Construction Aboriginal Heritage Impact Permit (AHIP) once the detailed design and construction drawings are complete. Major works will commence in mid to late 2022 following approval of the Construction AHIP.

We've secured a further \$4million grant funding (Building Better Regions Funding) along with the previously approved \$5.4million Restart NSW Grant Funding. The total budget for this project is now \$9.97million.

Once complete, Birubi Point Aboriginal Place Tourism Interchange will provide an improved visitor experience and help ease traffic congestion at Birubi headland.

Coastal Management Program

Port Stephens Council is currently working on a Coastal Management Program (CMP), which identifies risks to our coast and sets a long-term strategy for managing these risks into the future.

In July 2021, Council received the final report for Stage 2 Hazard Mapping and Modelling studies. The report includes detailed studies to assess key coastal hazards, coastal erosion, coastal inundation and sand-dune transgression.

We've engaged coastal experts to begin preliminary work for Stage 3 of the CMP including a risk assessment of built and natural assets. Stage 3 is due to begin in early 2022 and will focus on identifying management options and their feasibility in the treatment of coastal hazards. Stage 3 will include extensive consultation with the community and other stakeholders to help us make decisions about management options and priority areas of action.

In November 2021, Council facilitated a workshop of Estuary Stakeholders with Mid Coast Council, Marine Parks and Department of Planning, Industry and Environment to collect data on the water quality of the Port Stephens Estuary. The outcomes from the workshop will be included in our Stage 3 work.



ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.**Cycleways and footpaths**

Construction of the shared path alongside Medowie Road, from South Street to 300m north of Brocklesby Road, Medowie was completed in August 2021. These works combined with other shared pathways have resulted in a continuous shared path from Boundary Road to South Street. A short missing link remains on Medowie Road north of Ferodale Road which will be completed in the 2021-2022 financial year.

Shared pathways at Shoal Bay Foreshore were completed as part of the broader Shoal Bay Foreshore upgrades in September 2021.

Stage 1 of the paths alongside Nelson Bay Road through Fern Bay was completed in November 2021. Planning is well underway for stage 2 from Vardon Road to Bayway Village.

The missing link shared pathway on Lemon Tree Passage Road from Mallabula to Lemon Tree Passage is now complete with/ planning nearing completion for the shared pathway works on Cook Parade, Henderson Park to be delivered under the Public Spaces Legacy Fund. Shared pathway works were completed in the Avenue of the Allies in Tanilba Bay in October 2021. The application to upgrade the pathways between Nelson Bay Beach and Halifax under the Public Spaces Legacy Fund was successful with detailed planning currently underway for delivery in 2022 to 2023 financial year.

We're also working closely with NSW National Parks and Wildlife Service to complete the final planning and implementation of the Tomaree Coastal Walk from Birubi Point to Tomaree Headland.

Events

Sail Port Stephens returned to Port Stephens after being cancelled in 2020 and contributed a \$1 million boost to the Port Stephens economy.

It's On! - Nelson Bay - This place activation trial program commenced in July 2021 and included various activities in Nelson Bay including live music, kids zones, boot camps, Zumba classes and community group performances. This program of activities was supported by the Nelson Bay Smart Parking program and has seen over 1000 attendees participate so far. The trial program will continue until March 2022.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.**Funding investigations**

As part of its Operational Plan, Council has endorsed the investigation of alternative funding options for a range of major projects. We're cognisant of the fact that we must continue to seek new opportunities, explore new funding pathways and remain flexible in our approach in order to pivot in promising directions when an opportunity is found. We maintain a sense of accomplishment in doing so as this contributes to the viability of both Council and the community.

We've employed a specialised grants officer who diligently seeks out a broader range of State and Federal Government grants on an ongoing basis. This can be challenging, as grant program priorities do not often match those of local projects and community needs. Despite the challenges that come with the role, a number of grants totalling more than \$2m in the period July - December 2021 were secured. Additionally, we've received various stimulus packages recently and have had success in generating external funding from various sources.

We keep Council informed of these achievements through regular reporting of the status of grant applications. Additionally, Council continues to optimise its investment returns through careful management and monitoring of market conditions.

Gateway, location and town signage

Stage 1 of the gateway signage program was completed before June 2019 with no activity undertaken since.

Future stages of the signage program will look at each suburb as funding becomes available.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.



12 | Six month progress report – July to December 2021

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.**Key road projects**

Council has a plan to deliver a number of key capital works projects. Over the past 6 months, the following has been achieved on these key projects:

- Church Street, Nelson Bay - reconstruction was completed in December 2020.
- Fingal Bay Link Road - State Government has committed to providing funding for this project. Transport for NSW will lead the planning and delivery and is currently undertaking project due diligence, reviewing options and consultation.
- Tanilba Road, Mallabula - construction is scheduled to commence in March 2022 to reconstruct Tanilba Road from Bay Street to The Parkway Ave North including pavement widening, kerb and gutter construction and drainage upgrades.
- Tomaree Road, Shoal Bay - we're continuing with the full reconstruction of Tomaree Road between Marine Drive and Verona Road. This includes pavement widening, kerb, gutter and footpath construction and drainage upgrades, utilising Council funding as well as Road to Recovery funds. Construction of stages 1 and 2 from Rigney Street to Verona Road was completed in March 2020 and December 2020. We plan to complete stage 3 from Marine Drive to Rigney Street when funding is available.
- Duns Creek Road - construction work has commenced on road safety improvements for Duns Creek Road. The project scope includes widening, sealing and the addition of guardrail and correction of super-elevation on curves. Project completion has been delayed due to Ausgrid industrial action affecting power pole relocation. However, project completion is anticipated in April 2022.
- Swan Bay Road - in March 2021, we completed an additional 1.1 km stage of widening and sealing Swan Bay Road towards Morten Road including safety improvements to culverts along Swan Bay Road. We're also progressing with the sealing of the unsealed end of Swan Bay Road, with acquisitions and service relocations to allow for future roadworks.



ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.**Koala Sanctuary**

The Port Stephens Koala Sanctuary is a purpose-built eco facility that includes the Port Stephens Koala Hospital, the Newcastle Airport Skywalk, the Sanctuary Story Walk, Fat Possum Café and deluxe 4-star glamping accommodation.

Port Stephens Koala Sanctuary celebrated one year of operations in October 2021.

The Sanctuary was also named as a finalist in the 'Start-up Superstar' category of Hunter Business Awards.

A partnership between Council, the NSW Government and volunteer care group Port Stephens Koalas, the Koala Sanctuary is focused on sustaining and protecting the threatened species for years to come. The Koala Sanctuary offers tailored and educational tours from local guides on how we care for sick, injured and orphaned koalas to give them the best opportunity to return to the wild. In November, the first volunteer Ambassadors were welcomed to the Koala Sanctuary. This new volunteer program enhances the guest experience by bringing together visitors to the Sanctuary with Port Stephens locals who have a passion for Koala conservation

Over the past six months, despite lockdowns and weather events, the Sanctuary has welcomed more than 6,200 day visitors, 1060 overnight visitors, hosted several schools, Probus Clubs and other industry groups to the Sanctuary. Our Net Promoter Score, derived from guest feedback for the past 6 months was 89.89% which is an outstanding result and recognised as world-class.

To find more information about Port Stephens Koala Sanctuary, visit - portstephenskoalas Sanctuary.com.au

Medowie Sport and Community Facility

Construction of the \$6 million facility was completed in February 2020 with Medowie Social opening at the end of January 2021.

For more information about Medowie social, visit - medowiesocial.com.au

Off-leash dog parks

Recent changes to the dog exercise area mapping for Fisherman's Bay, Boat Harbour and Anna Bay have seen the trial period for Boat Harbour extended to the end of January 2022 following community feedback. A report will be prepared for Council in early 2022.

Fisherman's Bay and Anna Bay updates were well received with positive reviews.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.**Placemaking**

Place Plans collate all of the community values (Place Score) and actions relevant to individual places. They will provide a place filter over Council's strategies and documents, and provide clarity to residents, businesses, landowners and other community members on the direction for their place. These plans will deliver placemaking opportunities that will be delivered by Council and the community.

Each plan will include actions that are to be delivered over the next 3 to 5 years and support a community approach to the delivery of place outcomes.

Over the past 6 months, we've completed drafting and exhibition of the Karuah Place Plan. Following a review of submissions, the Karuah Place Plan will be updated and reported to Council in the coming 6 months. Consultation has also continued on the place plans for Shoal Bay, Medowie, and Anna Bay which are progressing towards drafting. Development of Place Plans for the Port Stephens Hinterland and a strategy for the Raymond Terrace Economic Zone, including the related consultation and engagement will also continue over the next 6 months.

Port Stephens Council depot development

Planning continues for the construction of the new Depot at Kangaroo Street, Raymond Terrace. Council has finalised the design and is currently tendering for the demolition and construction. Tenders will close in February 2022, with assessment and awarding of the contract to be completed in March and the contractor expected to be on-site in April 2022. We're expecting all work to be completed by mid-2023.

Strategic Planning Statement and Local Housing Strategy

Implementation of the Local Strategic Planning Statement (LSPS) and Local Housing Strategy (Live Port Stephens) have progressed since being adopted in July 2020.

This has included a wide range of actions including the commencement of an affordable housing delivery program, Raymond Terrace Economic Zone delivery program, and the preparation of place plans for Karuah, Shoal Bay, Medowie and Anna Bay.

A Housekeeping LEP has been prepared and is in the final stages of gazettal to enact outcomes of Live Port Stephens, whilst a Rural Economic Development planning proposal is underway to implement actions from the LSPS.

Williamstown Management area

Department of Defence has prepared a project plan to manage ongoing PFAS contamination remediation.

Council is continuing to monitor the implementation of the Department of Defence PFAS contamination remediation program and will continue to liaise with relevant agencies, community groups and residents as appropriate.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

In June 2021, Council resolved to continue the rate reduction for properties in the Williamstown Management Area for the 2021 to 2022 financial year. A special sub-category of rates applies a discount of 50% for residents in the primary zone, 25% in the secondary zone and 10% in the broader zone. For more information, refer to our Operational Plan 2021 to 2022 on Council's website - portstephens.nsw.gov.au/council/our-performance2/integrated-plans

Williamstown Special Activation Precinct (SAP)

The Williamstown Special Activation Precinct (SAP) was declared on 28 May 2020. Community consultation on the SAP has been ongoing since December 2020 with a series of drop-in sessions at the Williamstown Community Hall and letter updates.

In April 2021, the second and final four-day Enquiry by Design (EBD) workshop was held with all the agencies and consultants involved in the SAP. The EBD aimed to define and test development scenarios and identify the opportunities and constraints.

The SAP final technical reports are currently being reviewed by Council internal staff and the other relevant SAP stakeholders. Once the reports are finalised, the SAP masterplan should be going on public exhibition in February 2022

There will likely be amendments to the State and Regional SEPP concurrently to allow for the lodgement of the SAP concept DA as a State Significant Development (SSD). The application will be lodged by Regional Growth Development Corporation and assessed by DPIE.



ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Delivery Program update

Despite all the challenges we've remained committed to delivering services to our community and continued our pursuit of excellence while remaining flexible and agile.

We've adapted, revised and re-baselined our work programs, diverting resources and planned projects to respond where necessary to the evolving circumstances.

Our progress made in the past six months to December 2021 reflects this approach.

In this report, we use the icons below to indicate the status of our Operational Plan actions, which form part of the Delivery Program 2018-2022.



ON TRACK: Operational Plan Actions are on track to achieve the target



MONITOR: Operational Plan Actions are within 5% of the target



OFF TRACK: Operational Plan Actions are > 5% off the target



ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.



Our Community

Port Stephens is a thriving and strong community respecting diversity and heritage.

C1 Community diversity

We've continued to:

- provide facilities and services for children
- provide support for young people to build their confidence and contribution to the community
- encourage Port Stephens to be inclusive and access friendly
- support needs of an ageing population
- support volunteers to deliver appropriate community services.

Operational Plan Actions

✔ On track – 5

Key outcomes include:

Childcare services - providing quality childcare services to support our community. With many families working from home, the number of children using care dropped. Fortunately, the federal government provided subsidies to help replace lost fee income.

We undertook a re-enrolment process for 8 Out Of School Hours (OOSH) services and also completed a mammoth task of manual data entry to transfer families from Newcastle Family Day Care to our rebranded Thrive Kids Family Day Care.

Youth support - providing a podcasting program in collaboration with Irrawang High School, which is going well. Other youth programs are developed and ready to be delivered however, COVID-19 has hindered implementation.

At the time of writing this report, expressions of interest were being sought for the Curious Giant Youth Program that will provide young people with an opportunity to work alongside professional artists to learn how to animate large scale, professional, puppets. The program is scheduled for late January 2022.

Community Wellbeing - completing community engagement and receiving positive feedback on our Community Wellbeing Plan. Engagement included a wheelchair challenge for staff.



41,940 childcare places filled
43 registered educators
246 compliance visits

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

We also continued to work on a review of the Disability Inclusion Action Plan (DIAP) which will be incorporated into the Community Wellbeing Plan and reported progress on delivery of the DIAP to the Minister for Disability Services.

Read more about our inclusive and access friendly community in the Key Priorities section on [page 8](#).

Volunteer support - involving volunteers in the development of new processes and adapting to new ways of accepting bookings for Halls and Community Centres via online booking systems -a significant change and process improvement.

Our volunteers have been engaged in reviewing the fees and charges and participating in workplace inspections to identify safety hazards.

Challenges include:

- Childcare services were impacted by the resurgence of COVID-19 cases in the region. Due to COVID-19 exposures, three OOSH services were closed at different times over the period.

What's next:

- Childcare services - enrollments for 2022 OOSH childcare services are quite strong. We're also working to set up two additional OOSH services in Clarence town and Raymond Terrace in January 2022.
- Ageing population - we've been working on a planning proposal to facilitate seniors' housing in the Port Stephens area and are expecting to complete it in the next 6 months.
- Youth services - we'll focus on the education and training for vulnerable young people as well as the positive integration of young people in delivering events and activities.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

C2 Recognised traditions and lifestyles

We've continued to:

- recognise and support local Aboriginal and Torres Strait Islander people
- support and promote local cultural activities
- recognise and support the heritage of Port Stephens
- provide public libraries as vibrant community spaces.

Operational Plan Actions

 **On track – 4**

Key outcomes include:

Local Aboriginal and Torres Strait Islander support - joining Port Stephens Hunter Police and Karuah Local Aboriginal Land Council (LALC) in distributing COVID-19 personal protective equipment (PPE) to community groups and frontline organisations across Port Stephens. The PPE will help some of our community's most vulnerable and will ensure some of our most vital organisations can continue to operate safely.

To find out more about our response to COVID-19 and support available for community and business, visit - <https://www.portstephens.nsw.gov.au/council/COVID-19-20>

Local cultural support - organising various cultural activities, including Terrace Reflections, new exhibition 'Blooming in History' and installation of artwork in Yacaaba Street by local artist, Chrissy McYoung.

Heritage Support - being provided through valued external advisory services for 9 Development Applications, 29 Council projects and 10 customer requests.

Our Library services

- 82,529** library collection items loaned
- 9,125** enquiries
- 7,791** printing jobs assisted
- 6,077** internet & Wi-Fi users
- 1,219** contactless home deliveries
- 622** new members
- 409** Click & Collect items

Library services - our libraries were closed to the public for 9 weeks due to the lockdown, however, our staff continued to work behind the scenes, adapting and adjusting to our modified program of service delivery to continue meeting the needs of the community. During this time we offered our 'Click & Collect' service, online resources and programs and also introduced contactless printing and a Home Delivery Service, all of which were greatly appreciated by our customers.

Our community was very happy when the libraries were opened to the public in October 2021 and the Mobile Library was back on road with the addition of free Wi-Fi service.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Challenges include:

- In October 2021 we were able to welcome customers back to our libraries, however in line with NSW Public Health orders, confirming vaccination status and check-in took additional time and were daunting for some.

What's next:

- We're looking forward to various cultural activities including the Aboriginal Strategic Committee annual joint dinner and Cultural Forum in February 2022 and Karuah Family Fun Day in April 2022.
- Library services are looking forward to resuming a more 'normal' level of service delivery, implementing a new Library Management System in April 2022 as well as recommencing our full range of programs, activities and events.



ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

C3 Community partnerships

We've continued to:

- assist community service providers to effectively deliver services in the region
- support local community events that highlight and foster the creative and diverse nature of our community
- provide recreational and leisure services
- support financially creative and active communities.

Operational Plan Actions

 **On track – 4**

Key outcomes include:

Community services support - facilitating our first face to face/ online Community Interagency meeting and training session, with 2 guest speakers and 20 service providers.

Community financial assistance - providing \$30,000 grant funding as part of Round 1 Local strengthening fund applications to 6 community groups and not-for-profit organisations seeking support for projects, activities and events that address community and environmental needs. Round 2 of the fund will open in February 2022.

The Mayor (\$66,626) and Councillors (\$15,622) also made donations to a variety of projects to assist the community.

For more information about Local strengthening funds as well as other grants, funding and scholarships available, visit - portstephens.nsw.gov.au/community/grants,-funding-and-scholarships

Leisure and recreational services

- having COVID-19 Safety plans in place and actively updating these as per any changes to NSW Public Health Orders for all our venues.

Completing upgrades at our facilities including the Café at Lakeside Leisure Centre, pool liner replacement at Tilligerry Aquatic Centre and kiosk upgrade at Tomaree Aquatic Centre.

In the last six months, the number of beach visitations increased by 22% as compared to the same period in 2020.

Our beaches



- 281,825** visitations
- 18,594** preventative actions
- 12** rescues
- 106** first aid treatments
- 484** law enforcement actions
- 20,722** advice to public

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Challenges include:

- Continuously changing Public Health Orders and lockdowns significantly impacted commercial operators and Aquatic Centres.

What's next:

- We'll continue to deliver valued services to our community as best as we can while ensuring COVID-19 safety for all.



ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.



Our Place

Port Stephens is a liveable place supporting local economic growth

P1 Strong economy, vibrant local businesses, active investment

We've continued to:

- support sustainable business development in Port Stephens
- support and deliver services that attract sustainable visitation to Port Stephens.

Operational Plan Actions

✓ On track – 7

Key outcomes include:

Sustainable business development - assisting local businesses to navigate the uncertainty surrounding operations during COVID-19 through online sessions on topics relevant to businesses, providing resources and information via various channels (including BizLink and online) and through collaboration with business organisations.

We developed town centre contact lists for Raymond Terrace and Shoal Bay to facilitate improved communications with businesses. Next, we're developing the contact lists for Lemon Tree Passage, Anna Bay and Medowie. The lists will assist Council in effectively communicating with businesses about things that affect them, such as town centre development works, changes to waste management, business meetings and more.

To support and grow our local economy, we revised our Economic Development Strategy in consultation with business and community.

For more information about the strategy, visit - portstephens.nsw.gov.au/development/planning-guides-and-strategies/economic-development-and-tourism

Events - a total of 36 event applications, 46 wedding applications and 9 film applications were received with approximately 30,000 participants attending various events throughout the period.

Long-standing events such as Nelson Bay Family Carnival, Carols at the Bay, 16-19 Women's Country Cricket Championships, ParkRun, community markets and sporting events also returned to Port Stephens.

Visitation - increasing domestic visitation across Port Stephens in the lead up to the December - January NSW School Holidays. However, the visitor information centre was closed from August to November 2021 and saw a decline in consumer

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

confidence due to COVID-19, resulting in tour cancellations and a reduction in the number of visitors to our region.

Destination Port Stephens commenced projects on growing the visitor economy outside of traditional tourism areas, including a recent meeting with Raymond Terrace and the Rural West business community for ideas on product development in the west.

Community Funding - delivering the 2021-2022 Community Funding Program across 4 targeted funding streams for Vibrant Places. The new-look funding program resulted in improved strategic alignment and a greater diversity of applications. However, the number of applications was lower than in previous years due to the impacts from COVID-19 and the timing of rounds opening shortly after the easing of restrictions. The implementation of the new Smarty Grants platform resulted in greater customer satisfaction.

Community Funding Program (YTD):

\$44,750 grant funding provided

19 applications

14 recipients



Place activation - commencing *It's On! - Nelson Bay Place* as a place activation trial program in July 2021 including live music, kids zones, boot camps, Zumba classes and community group performances, all supported by the Nelson Bay Smart Parking program. The trial program will continue until March 2022.

Additional funding was also secured from the NSW Government Festivals of Place Summer Night Fund to deliver a 4-week activation program across various town centres including Raymond Terrace, Medowie, Lemon Tree Passage and Anna Bay from February to April 2022.

Challenges include:

- Community funding program - the total amount of funds were reduced for this financial year due to Restart funding no longer being available.
- Event uncertainty - the beginning of July 2021 presented a significant increase in event applications. Many events were approved but subsequently postponed or cancelled following additional COVID-19 Public Health Order restrictions in August.

What's next:

- Support local businesses - we'll continue to provide support through

these changing times. Visit our website for information about COVID-19 business support - portstephens.nsw.gov.au/business/COVID-19-business-support.

- Community funding program - round 2 will be released in March 2022 with an expectation that the number of applications will increase.
- Events - planning a review of the event licensing process to facilitate a quick and easy approval for low impact events. We'll also continue to work with major events that were postponed during 2020 and 2021 to welcome them back in 2022.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

P2 Infrastructure and facilities

We've continued to:

- plan civil and community infrastructure to support the community
- build Council's civil and community infrastructure to support the community
- maintain Council's civil and community infrastructure to support the community
- deliver road infrastructure services on behalf of Roads and Maritime Services.

Operational Plan Actions

- ✔ On track – 15
- ⚠ Monitor – 1
- ✘ Off track – 2

Key outcomes include:

Infrastructure planning and renewal

- commencing the 2021 -2022 financial year with a \$29 million civil road works program primarily due to grant funding, including \$1.9 million for 4 Black spots improvements, \$1.3 million for fixing local roads, \$220K from the School Zone Infrastructure Sub Program (round 2) and \$280K from the Australian Government's Local Roads and Community Infrastructure Program for a new and improved play space.

Continuing with recovery works and claims associated with the natural disaster in March 2021. In July 2021 Council endorsed a further \$3 million to go directly toward rehabilitating Port Stephens roads.

Commencing asset dashboards to enable understanding of asset condition, function and capacity.

Processing 91 out of 92 Flood Certificate requests, 96 out of 100 Development Application (DA) referrals and 207 out 229 DAs that

required development engineering assessments within required timeframes.

Commencing works and continuing investigations of various drainage projects from Nelson Bay to Salamander Bay.

Council fleet - progressing the 2021-2022 procurement plan including Bobcat, utes, trucks, mower and trailers.

Traffic engineering and road safety - delivering the 2021-2022 Road Safety Projects, funded by Transport for NSW, as per the program.

Convening the monthly Local Traffic Committee meeting online to discuss a variety of traffic and road safety matters including requests for changes to traffic control measures.

Launching the 2021 'Motorcycling in the Hunter' brochure and Holiday Time road safety campaign.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

\$3 million Road Repair Program – completed repair works for East Seaham Road and Newline Road, Ferodale Road, Gan Gan Road, Lemon Tree Passage Road in Salt Ash, Port Stephens Drive, East Seaham Road and Newline Road. Repair works are in progress for East Seaham Road and Italia Road.

Little Beach boat ramp – launched a new and improved \$2.2 million boat ramp at Little Beach in Nelson Bay in November 2021. This is one of the most popular ramps in the state and is designed to prevent sand inundation.

Foreshore Drive – Repairs to the Foreshore Drive culvert and installation of the new locally manufactured bridge were completed in December 2021. The bridge creates a bigger channel for flood water to move through and offers safe pedestrian access with a 2.4m footpath.

Shared pathways – new 2.5km long and 2.5m wide shared pathways officially opened in Medowie. The pathway connects Ferodale Road to South Street, improving accessibility for pedestrians, cyclists, mobility scooters and prams.

Foreshore revitalisation – completed works at Shoal Bay to make it a more attractive, vibrant, liveable and accessible place for both visitors and locals. Work carried out included foreshore upgrades, new amenities, shared pathway, landscaping and park furniture.

Community, recreation and corporate assets - completing asset inspections on time along with risk assessments of our playgrounds, with the results indicating an improvement in this category of assets over the past 10 years. We've continued to deliver several key projects, refer to the Service Delivery section on [page 48](#).

Capital works program - we've continued to deliver our capital works program (from survey and design to construction) as outlined in the Service Delivery section on [page 48](#).

While we implemented financial austerity, government infrastructure stimulus funding has also increased demand for the team. Given the 'stimulus' nature of the funding, many grants required projects to be fast-tracked, the capital works team remained flexible and responsive to these requests and supplemented resourcing from internally seconded staff as well as externally sourced contractors.

Road, roadside and drainage maintenance - filling 31,118 potholes along with our maintenance crew assisting with the delivery of capital works projects.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Building Trades have caught up on outstanding defects whilst the usage of facilities is down due to COVID-19.

Progressing asset inspections, maintenance, minor and major works on the state road network for Transport for NSW under the Roads Maintenance Council Contract (RMCC).

Open spaces, foreshores and building maintenance - due to the continuous rain events servicing of many reserves have been delayed. Our teams are continuing to fix the high priority defects.

Lack of usage due to COVID-19 has allowed our Building and Trades team to catch up with the defect repairs.

Cemetery maintenance - continuing to maintain our cemeteries over the period along with exploring opportunities to improve management and enhance the customer experience of cemeteries.

Challenges include:

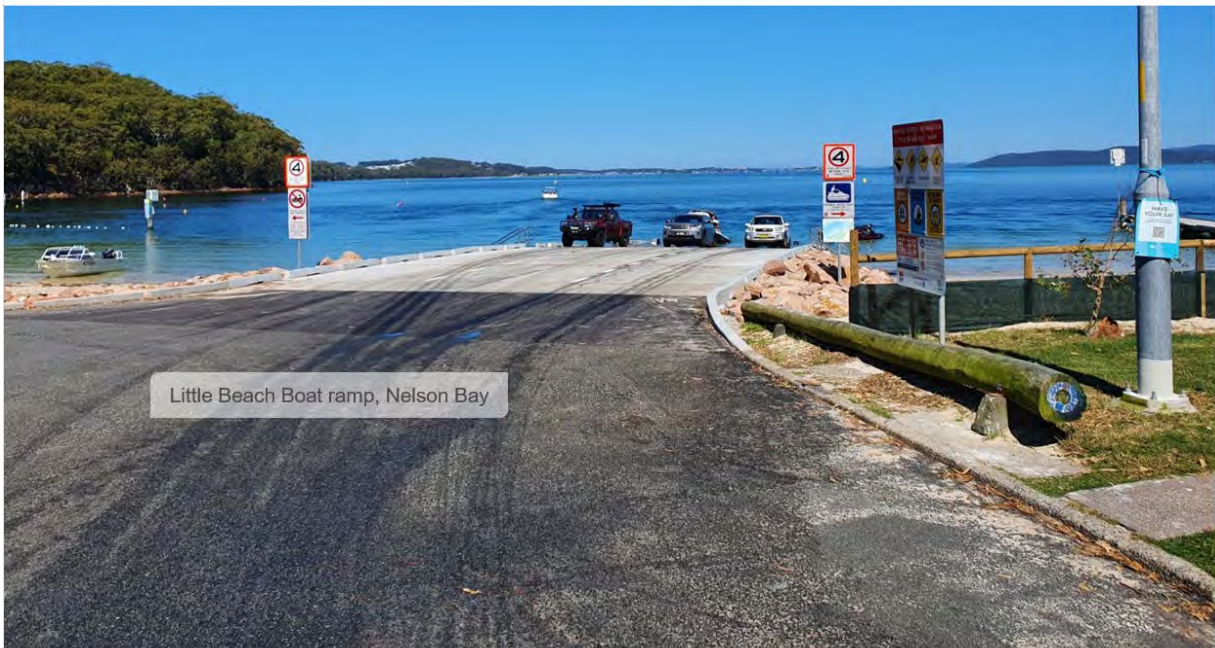
- Monitor and Off-track - Operational Plan Actions:
 - P2.1.1 Plan and initiate civil assets - is being monitored as project initiation briefs are not meeting the targeted timeframes to commence capital works. This is due to a combination of resourcing constraints and a large influx of grants which have tight deadlines.

- P2.3.1 Provide roads maintenance - lower risk potholes were not repaired due to continuing weather conditions.
- P2.3.2 Provide roadside and drainage maintenance - intervention levels on open drains were not met due to staff shortages.
- Impacts of COVID-19 and Public Health restrictions have impacted our operations from supply chain issues to shortage of resources as well as re-prioritisation.
- Road and roadside maintenance has been particularly challenging due to continued wet weather and the diversion of resources to capital works projects.

What's next:

- Civil asset projects - completion of several projects including the scatter crossing at Victoria Parade, Nelson Bay and maintenance inspections for the Victoria Parade Bridge, Anna Bay Floodplain Risk Management Study and Plan, Lower Hunter Floodplain Cumulative Development Impact Study and Plan.
- Grant applications - several other grant applications have been submitted which we're awaiting determination, including \$5.3 million for 9 Black spots. A \$1.5 million grant application for the Local Roads and Community Infrastructure program is also being prepared.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.



ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

P3 Thriving and safe place

We've continued to:

- provide land use plans, tools and advice that sustainably support the community
- enhance public safety, health and liveability through the use of Council's regulatory controls and services
- support the amenity and identity of Port Stephens
- support emergency services and protect Council assets from bushfires and extreme weather events.

Operational Plan Actions

 **On track – 10**

Key outcomes include:

Place plans - Significant work has been undertaken on developing the place-based approach to planning, which has been incorporated into the recent draft Hunter Regional Plan 2041.

Refer to the Key Priorities section on page 15.

Place plans – First in a new series of place plans designed to improve liveability, increase wellbeing and deliver economic growth, the Place plan for Karuah was on public exhibition during November 2021. The plan highlights opportunities for new housing and employment growth, with a focus on protecting the valuable biodiversity of this unique neighbourhood.

For more information, visit - <https://www.portstephens.nsw.gov.au/your-council/news/planning-for-the-future-of-karuah>

Development assessments - reducing our 100-day list to an average of 28 days, consistently being under the 40-day turnaround, determining 594 development applications worth over \$175.5M worth of development, and issuing 199 construction certificates.

As of December 2021, Council reached a milestone of 1000 DA's received, a 23% increase from the previous year.

Environmental Health Services - providing inspection and surveillance programs when able in accordance with the Public Health Order. The food shop surveillance program included large franchise food outlets, supermarkets and other outlets that were deemed to have suffered minor COVID-19 impacts. Completing 62 inspections and 2 re-inspections with 84% satisfactory results at primary inspection. Regulatory action resulted in 2 warning letters and 2 improvement notices.

30 | Six month progress report – July to December 2021

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Inspections of on-site Sewage Management Systems were performed, resulting in 271 primary inspections with 98% satisfactory results. The number of wastewater systems with major non-compliances remains very low.

The skin penetration premises were permitted to reopen under the Public Health Orders in November 2021. Surveillance of skin penetration premises with 11 primary inspections resulted in a high number of breaches and enforcement actions.

Land use compliance and Ranger services - continuing to respond to alleged unauthorised land use, construction or other works in accordance with the Compliance Policy.

Several targeted campaigns were carried out by our rangers including inspections for dangerous dogs and parking enforcement. Even though the bulky waste campaign was postponed due to COVID-19, we've recruited an additional ranger to assist with the bulky waste and illegal waste dumping program.

Supporting amenity and identity - in addition to developing place plans (read more on [page 15](#)), we conducted a series of community workshops to discuss the plans with our community. We also commenced the implementation of the Raymond Terrace Strategy through the Public Domain Plan.

Emergency support - ongoing challenges of local disasters and the pandemic have highlighted the need to ensure that our Emergency Management plans (EMPLANS), are maintained to the highest standard. We're reviewing the Port Stephens EMPLAN as per feedback from the Port Stephens Local Emergency Management Committee (LEMC).

Asset Protection Zones have continued to be maintained in accordance with the Lower Hunter Bushfire Risk Management Plan.

What's next:

- Environmental health services – we'll continue to focus on inspection programs for wastewater systems, food businesses, commercial premises and public swimming and spa pools. We'll also commence a new program for the inspection of the Underground Petroleum Storage System (UPSS).
- Construction certificates - we'll focus on delivering an expanded range of services including consultation services such as Building Code of Australia Compliance Reports and Bushfire Attack Level Certificates. We're also planning to further expand our fire safety program over the coming months and continue discussions with industry connections such as Hunter Joint Organisation.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.



Our Environment

Port Stephens environment is clean, green, protected and enhanced

E1 Ecosystem function

We've continued to:

- protect and enhance the local natural environment
- re-educate the community about the natural environment.

Key outcomes include:

Environmental policies and strategies - continuing to develop and monitor environmental policies, strategies and information including:

- the Biodiversity Value Map (BV Map) review process adopted by the Council and Department of Primary Industries and Environment (DPIE) allowing for minor amendments to the BV map
- drafting the Koala Habitat Assessment Guide to assist environmental consultants in the assessment of planning applications
- finalising guidelines to inform the preparation of Biodiversity Development Assessment Reports
- drafting a brief for the Local Offset Policy to provide a framework that will allow the offsetting of vegetation loss once all other mitigations and avoidance principles have been exhausted
- benchmarking and scoping study for the Biodiversity Strategy was completed.

Nature conservation and environmental assessment programs -

Over the last 2 years, tree removal applications have increased by 20%. To improve our process and increase environmentally beneficial outcomes, we streamlined the Tree Notification system.

Regeneration and restoration of 42 hectares across 80 sites of environmental significance bushland including Mambo Wetlands, were undertaken with the engagement of 496 volunteers. Read more about the restoration and watch the celebration video - pscouncil.info/mambo-wetlands

Operational Plan Actions

✓ **On track – 5**

⚠ **Monitor – 1**

5,696 trees planted

42 hectares bushland restoration

496 volunteers

459 biosecurity inspections

136 priority weed control treatments

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

No space for weeds and pests - continuing to focus on the illegal sale of plants, flowers and foliage that put Port Stephens and NSW at risk. We inspected 459 sites for biosecurity compliance of priority weeds. We undertook 21 compliance and enforcement actions for breaches of the Biosecurity Act and treated 136 sites to control priority weeds.

Several pest control programs were also undertaken to focus on pigeons and rabbits.

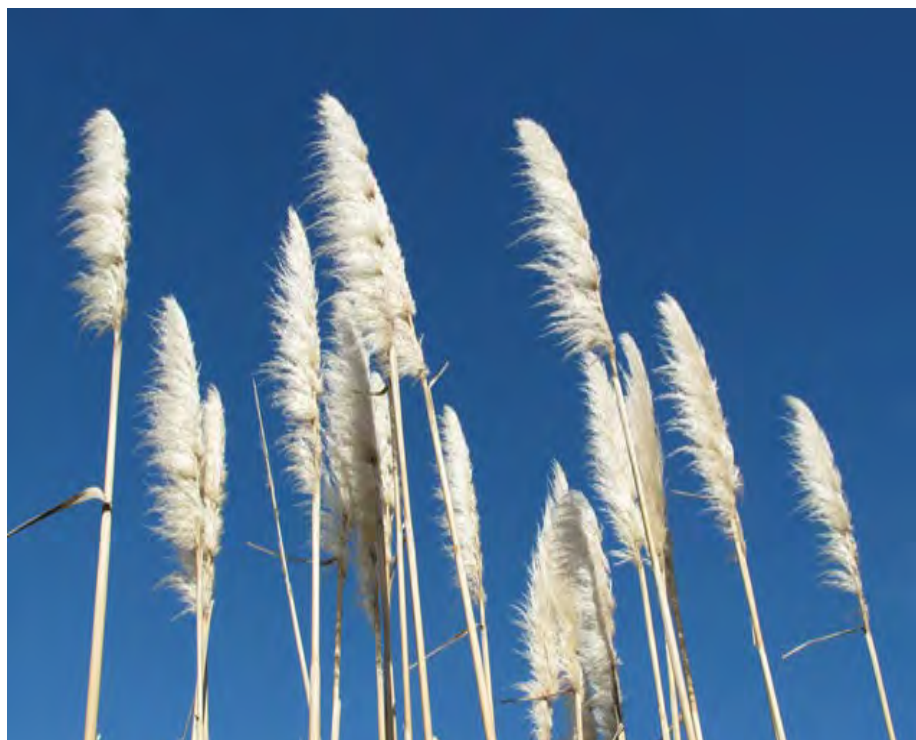
Environmental education - delivering 2 environmental education events, producing 3 educational videos and installing 6 information signs to raise awareness about protecting our natural environment. 306 stakeholders received face to face engagement on invasive species.

Challenges include:

- Monitor - Operational Plan Actions:
 - E1.1.5 Develop a bio-diversity strategy (stage 1) - is being monitored as due diligence and preparation of the strategy was hampered by the resourcing constraints (financial and workforce). We're nearing the completion of recruiting to allow for this item to be progressed further in 2022.

What's next:


- In the coming months, we'll deliver several regional projects including Chinese violet, Hygrophyla, Groundsel Bush and continue the pest control program.



ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

E2 Environmental sustainability

Operational Plan Actions

 **On track – 2**

We've continued to:

- reduce the community's environmental footprint.

Key outcomes include:

Waste collected*:

- 14,288** tonnes garbage
- 2,775** tonnes recycling
- 397** tonnes green waste at drop off days

*Figures as of 31 December 2021

Local war on waste - developing the Waste Management Strategy 2021-2031 to address the challenges Port Stephens faces with managing solid waste in more sustainable ways. The Strategy was adopted by Council in October 2021 and will help us to align with the NSW Government's Waste and Sustainable Materials Strategy 2041 targets.

Improving Council energy usage - by introducing an energy reduction program that will increase the solar panel portfolio and energy-saving lighting. 25 priority sites have been identified and detailed Solar PV scoping and costing completed for 14.

Energy-efficient LED lights were installed at Tilligerry Tennis Courts. Grant funding was secured for Medowie Football Club to replace existing field lighting with energy-efficient LED lights. The project will be delivered in February 2022 and is estimated to cost \$430,000.

Carbon neutral Council by 2025 – Port Stephens Council endorsed a Notice of Motion to commit to carbon neutrality by 2025.

Over the last few years, We've implemented several initiatives to reduce our carbon footprint including installing solar at some of our buildings.

We've also installed water-saving irrigation and energy-saving LED field lighting at our Ferodale Netball Courts. By committing to monitor our emissions regularly and working with our community to develop a plan for the future, We'll be tracking our success and developing the best outcome for our region.

For more information visit: portstephens.nsw.gov.au/environment/sustainability-and-climate-change

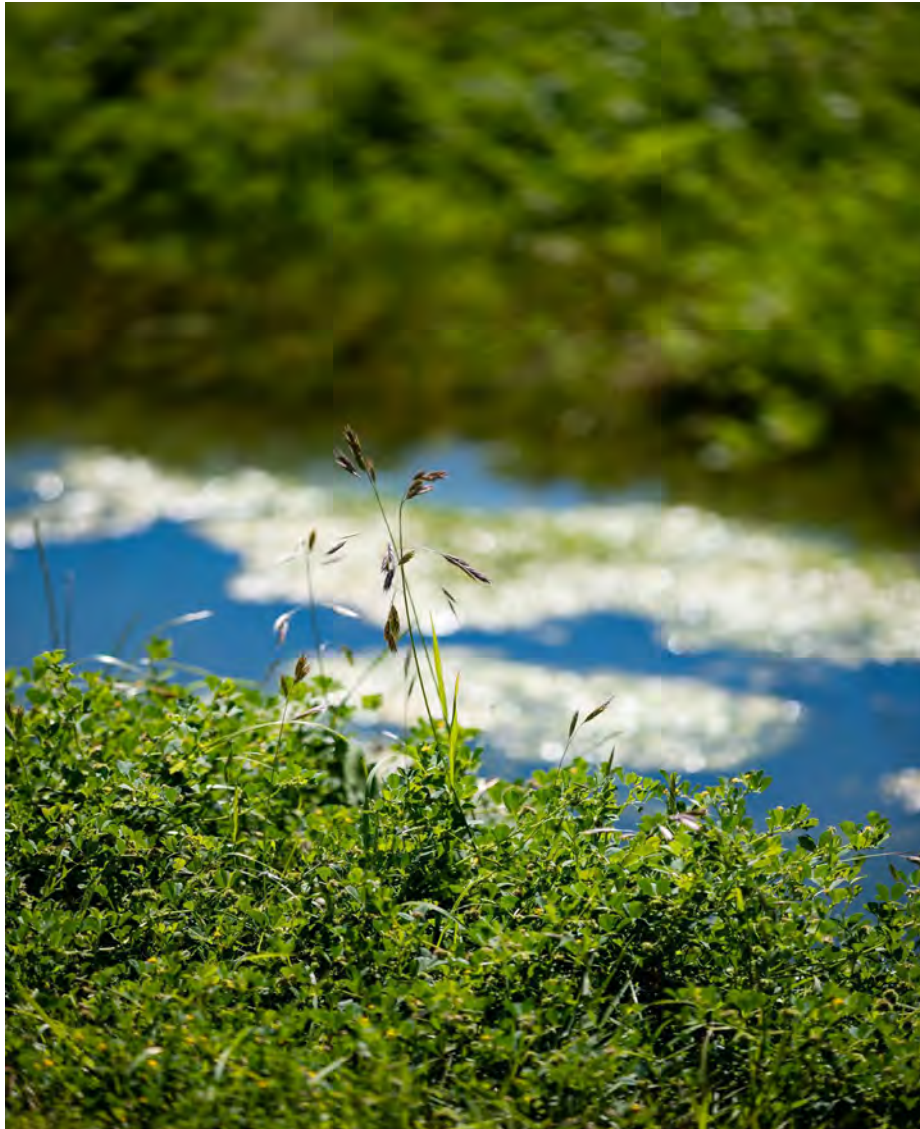
ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Challenges include:

- It's been quite challenging to get contractors and materials for various projects including the installation of solar panels.

What's next:

- Council is working with various user groups, including Northern Hawks and Corlette Community Hall on energy reduction initiatives.



ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

E3 Environmental resilience

We've continued to:

- encourage community resilience to coastal hazards
- encourage community resilience to detrimental impacts from the environment
- encourage community resilience to the impacts of climate change.

Operational Plan Actions

- ✓ On track – 3
- ⚠ Monitor – 1

Key outcomes include:

Coastal Management Program - refer to the Key Priorities section on [page 9](#) for more information.

Supporting PFAS affected communities - refer to the Key Priorities section on [page 15](#) for more information.

Environmental impacts from waste management - continuing to monitor and manage decommissioned landfill sites as per EPA compliance and responsible land use.

To read more about Port Stephens Council sustainability and climate change, visit - portstephens.nsw.gov.au/environment/sustainability-and-climate-change

Challenges include:

- Monitor Operational Plan Actions:
 - E3.3.1 Review Climate Change Adaptation Action Plan - is being monitored as the review was hampered by resourcing constraints (financial and workforce). We're nearing the completion of recruiting to allow for this item to be progressed further in 2022.

What's next:

- Climate Change Adaptation Action Plan - we've prepared a list of outstanding and ongoing tasks. We'll continue to work to complete these actions.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.



Port Stephens Council | 37

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.



Our Council

Port Stephens Council leads, manages and delivers valued community services in a responsible way

L1 Governance

We've continued to:

- develop and encourage the capabilities and aspirations of a contemporary workforce
- provide strong civic leadership and government relations
- provide a strong ethical governance structure
- provide strong supportive business systems for Council's operations
- reduce risk across Council.

Key outcomes include:

Human Resources program -

Council's employee wellness program PSCare was announced as a finalist at the 2021 Hunter Business Awards in the 'Outstanding Employer of Choice' category.

We achieved our highest ever **Employee engagement score – 83%**

Operational Plan Actions

✓ On track – 14

Over the period we've delivered several initiatives to achieve our Workforce Plan objectives including ratification of the 2021 Enterprise Agreement and development and delivery of internal training programs.

Civic leadership - continuing to support the Council and the executive team as well as preparations for the elections and on-boarding of the new Council. 3 virtual citizenship ceremonies were held to welcome 54 new Australians.

Newcastle Airport partnership - with the Mayor and General Manager participating on the Board of NAPL and GNAPL (jointly owned by PSC and NCC) meeting on a bi-monthly basis.

Planning is now underway to expand the airport terminal, runway aprons, car parking and ground transport infrastructure to accommodate international Code E travel - works are estimated at \$80M. Advocacy to the State and Federal Government continues for grant funding to assist with Code E air travel opportunities to the region.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Working with Hunter Councils - continuing bi-monthly meetings by the Mayor with the Hunter Joint Organisation of Councils to address relevant issues of regional significance and monthly meetings by the General Manager of Arrow Collaborative Services Ltd and Hunter Councils Legal Services Ltd. Arrow Collaborative Services Ltd is undergoing a significant transformation program and has adopted a master business plan which will see the implementation of strategies to leverage the growth of its existing business and expand business investment opportunities to the benefit of shareholder members.

Governance and legal services - completing 106 internal legal advice, 31 external advice, 5 subpoenas and an increase in requests for information.

Port Stephens Council was a **Right to Know – week champion** as part of the awareness campaign run by the NSW Information and Privacy Commission

Internal Audit program - completing 2020 to 2021 internal audit plan, with the 2021 to 2022 plan endorsed by the Audit Committee and PKF appointed as Council's internal auditors until 2024.

Community Satisfaction Survey 2021 - our community satisfaction rating dropped to 68% in the 2021 survey conducted in May/June. Over 2,000 responses were received, a statistically valid sample, however, not as a representative of the Port Stephens population in terms of demographics (population or location).

Read more about the results in the Scorecard section on [page 46](#).

The survey is one touchpoint for feedback from the community with community input also gathered from the place score survey and other sources which will be further analysed together when reviewing the Community Strategic Plan.

Service Reviews - completing 22 Service Reviews, 16 ADRI Reviews and 5 Structural Reviews of our service packages. This is the biggest program we've completed, resulting in a large number of improvements to how we deliver our services.

Corporate Improvement and Business Systems - continuing to provide remote support to our staff and delivering a number of improvement initiatives including:

- setting up work from home arrangements for staff
- webcasting of council meetings
- upgrading our key software (Authority and Share Point),
- online mapping, online services and data centre relocation

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Integrated Planning and Reporting

- continuing to apply an integrated approach to planning across Council by establishing an Integrated Planning and Reporting Project Control Group. This group of key stakeholders (from Finance to Community Engagement) provides input and guidance across a range of Council projects, strategies and plans.

Our highlights include:

- Adoption of the Annual Report 2020 to 2021.
- Six Month reporting to Council on progress made on the Delivery Program 2018-2021 (January 2020 to June 2021).
- End of Term Report 2017 to 2021 noted by Council.
- Work program to review the Community Strategic Plan 2022 to 2032 including consideration of Liveability Index data.

For more information about Port Stephens Council's Integrated Planning and Reporting, visit - portstephens.nsw.gov.au/council/our-performance2/integrated-plans

Integrated Risk Management - COVID-19 challenges presented in this period encouraged Council to evolve traditional approaches to managing certain operational risks. This included risks associated with the wellbeing and safety of workers and the customers and community with whom the Council engages. The evolution of self-guidance tools and techniques for work-from-home and other remote environments supplemented the partnership and assurance activities undertaken by the Enterprise Risk Management team. Direct assurance activities in the period included:

- 825 Safety Observations, undertaken by management
- 6 Workplace Inspections
- 12 Ergonomic Assessments (in-person and online support/advice for work-from-home)
- 24 Safety Compliance Audits
- 24 Environmental Operational Compliance Inspections/Audits

Other initiatives undertaken in the period to support workforce wellbeing included the facilitation of skin checks for 170 workers. Read more about the Risk management maturity score on [page 55](#).



We won a **Gold Award** in the **Australasian Reporting Awards** for a transparent, accessible 2019 to 2020 annual report.

The Australasian Reporting Awards provide a benchmark for world best practice in annual reports and recognises those who achieve this high standard

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.**Challenges include:**

- COVID-19 has had a severe impact on the airport operations and NAPL was not able to provide its usual dividend to shareholders.
It also presented a number of challenges for the local government elections
- We adapted by continuing remote working arrangements (where appropriate) and made *Zoom* our new favourite tool for community engagement, delivering training, conducting interviews and more.
- Our community satisfaction rating dropped to 68% from 80% in 2020. Feedback collated will be used to improve our services to our community, with a particular focus on fixing our roads.

What's next:

- Office of Local Government will release the new Risk Management and Internal Audit Framework commencing in June 2022. We'll implement the new framework in line with the required timelines.
- Focusing on refining our internal leadership development program and developing an employee experience mapping process.
- Community Engagement on the preparation of the 2022 to 2032 Community Strategic Plan.
- 2022 Community Satisfaction Survey in May/June 2022.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

L2 Financial management

We've continued to:

- maintain strong financial sustainability
- maximise non-rate revenue and investment to support Council services.

Key outcomes include:

Financial management - managing our budgets carefully and imposing budgetary restraints to maintain financial sustainability through the enduring trials that COVID-19 continues to present us. We secured grant funding of over \$2 million and lodged our annual financials with an unqualified audit report.

Property Management - maintaining a steady commercial investment portfolio with only a small number of tenant movements. Financial returns have remained strong with yields exceeding the All Australian Property Index and vacancy rates below the Newcastle average.

Eight land sales were completed along with several credit sales from the Karuah bio-banking site.

Operational Plan Actions



On track – 4



\$2 million
Grant funding
secured

Future-proofing – we purchased a total of 7.6 hectares of land, the key site identified in the 2016 Medowie Planning Strategy, located at Ferodale Road, Medowie. This is a critical step in the ongoing development of Medowie that will future proof and drive investment to cater for planned growth over the next 20 years.

Holiday Parks – whilst being affected by public health orders during the period, 76,543 guest nights were booked across the 4 holiday parks. Our Net Promoter Score (NPS) has remained high during this period at an average of 70.78%- an NPS above 70% is considered world-class.

For more information about our holiday parks, visit - portstephens.nsw.gov.au/community/community-venues/holiday-parks

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Challenges include:

- Budget implications - the last 6 months have continued to present challenges with budget implications from ongoing COVID-19 impacts.
- Commercial property - the lockdown prevented some tenants from being able to trade, with staff shortages in the hospitality industry preventing some from returning to full trade in the recovery period.
- Holiday parks - continuing challenges from COVID-19 restrictions hampering guests visiting the parks.

What's next:

- Property management - we'll continue to work to maintain yields in line with the All Australian Property Index and vacancy rates in line with the Newcastle average.
- Holiday parks - occupancy rates for the next 6 months are looking strong at 31.34% and more than 95,000 guest nights already booked.



ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

L3 Communication and engagement

We've continued to:

- promote a customer-first organisation
- provide information in a range of accessible formats
- strengthen Council's reputation
- provide a voice for the community.

Key outcomes include:

Customer-first - continuing to provide customer service by phone and online whilst COVID-19 restrictions closed the customer service desk.

As part of continuous improvement, we've merged the Customer Relations and Visitor Information Centre teams as part of the new Customer Experience Team. A Customer Experience Action Plan has been drafted to facilitate this work which will be reviewed together with our Customer First Framework in the coming months.

Operational Plan Actions

✔ On track – 4

Customer First:

24,665 phone interactions

13,291 Email interactions

1,048 Customer Requests

Our communications:

48 media releases

720 social media posts

27 internal communications

47,960 website views

Council communication - working on the redevelopment of our Council website to provide the best digital experience for users and improve accessibility, functionality and searchability. Launching in early January 2022, Council's website is the centre of our communication receiving over 1 million views every year.

We've also seen an increase in the number of times our posts were viewed on social media platforms - Instagram (249%) and Facebook (40%) with more than 600,000 views.

Community engagement - conducting community engagement across 20 projects via online workshops, online mapping, surveys and emails. Some of these projects included:

- Place plan workshops for Medowie, Shoal Bay and Anna Bay
- Place and vision workshops for Raymond Terrace, Fern Bay and surrounds

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

- Doggy Day Out event to promote new off lead rules at Birubi beach and trials at Boat Harbour
- Removal of amenities at Bettles Park, Raymond Terrace and ongoing vandalism at Mallabula Recreation Hub.

Challenges include:

- Regulatory requirements of the caretaker period from November to December presented challenges for creating media opportunities without Councillor presence.

What's next:

- Communication - in the coming months we'll commence phase 2 of the council website redevelopment and continue to create more communication opportunities, as well as improve communication regarding Council meetings. We're planning to conduct a brand audit and commence a centralised image library.
- We're working on the development of the Engagement and Communication Strategy to assist us with effective community engagement that actively shapes and influences the future of the Port Stephens area.



ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Scorecard

Scorecard

Our seven key result measures underpin everything we do at Port Stephens Council:

	Service Delivery	Target: > 95% Integrated Plans delivered on time	Achievement: 93.9% of Operational Plan Actions on track (as of 31 December 2021)	
	Community Satisfaction	Target: > 80% Community Satisfaction	Achievement: 68% (Source: 2021 Community Satisfaction Survey)	
	Employee Engagement	Target: > 70% Employee Engagement	Achievement: 83% (Source: 2021 Employee Engagement Survey)	
	Governance	Target: > 95% Governance Health Check	Achievement: 98.24% (As of June 2021)	
	Risk Management	Target: > 80% Risk Management Maturity	Achievement: 87% (As of August 2021)	
	Financial sustainability	Target: > underlying financial surplus	Achievement: -\$975,000 (As of December 2021 Quarterly Budget Review)	
	Infrastructure Backlog	Target: Backlog reduction	Achievement: -\$640,000 (As of June 2021)	
	Asset Maintenance Ratio	Target: 100%	Achievement: 97% (As of June 2021)	
	On track (target achieved or on track to be achieved)			Monitor (<5% off the target)
	Off-track (>5% off the target)			

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

We successfully balance these key measures by:

- ensuring that we're delivering on what we say we're going to do
- ensuring our community is satisfied with the level of service
- ensuring our assets are maintained in an acceptable standard
- being financially sustainable
- having the right practices and governance in place
- having an appropriate risk maturity and
- having engaged employees.



ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

1. Service delivery

From July to December 2021, we made the following progress on the 2021-2022 Operational Plan actions which contribute to the achievement of the Delivery Program objectives:

- **93.9%** (78 actions out of 83) on track
- **3** actions monitoring phase and **2** actions are off track

The following tables are a summary of individual road, community and recreation projects that were completed and are in progress as of 31 December 2021. It's not an exhaustive list of all Capital Works projects carried out during this period.

Roads and Drainage projects completed	Expenditure 1 July to 31 December 2021
Lee Thompson Park, Salt Ash, bike track	\$34,518
Medowie Rd shared path, Ferodale Road to South Street	\$158,496
Lemon Tree Passage Road, Salt Ash, near Michaels Drive	\$512,681
Nelson Bay Road, Seg 340, Bobs Farm	\$654,595
Tanilba Bay shared path, Avenue of the Allies (PS2020)	\$404,134
Lemon Tree Passage & Avenue of the Allies roundabout beaut.	\$19,126
Lemon Tree Passage Road, missing link shared path (PS2020)	\$509,726
Nelson Bay Road, Fern Bay, shared path (stage 1)	\$401,816
Levee Bank, Raymond Terrace, shared pathway	\$225,992
TOTAL	\$2,921,084

Roads & Drainage projects in construction	Expenditure 1 July to 31 December
Foreshore Drive, Salamander Bay, bridge replacement	\$938,439
James Road, Medowie, road rehabilitation	\$140,934
Kula Road, Medowie, road rehabilitation	\$178,101
Gan Gan Road, Campbell Avenue, Anna Bay	\$337,441

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Grahamstown Road, Medowie, (2nd seal & power pole scheduled for January 2022)	\$4,077
Clarencetown Road, Seg 270, Glen Oak	\$425,785
Clarencetown Road, Seg 130, Seaham	\$312,975
Warren Street, Seg 130, Seaham	\$420,762
Duns Creek Road (PS2020) - (deferred due to Ausgrid)	\$423,509
Clarencetown Road, Riverflat, 2nd seal scheduled for March 2022	\$155,643
Newline Road, Stage 2 Southern Bend - awaiting dry weather	\$160
Accelerated Road Pavement Program	\$600,000
TOTAL	\$3,937,826

Roads & Drainage projects in planning	Expenditure 1 July to 31 December 2021
Nelson Bay Drainage, Seabreeze Estate	\$295,774
Hannah Parade & One Mile Beach carpark upgrade	\$129,089
Stockton Street Pedestrian Crossing Upgrade	\$0
Victoria Parade, Nelson Bay, pedestrian overpass, investigation	\$0
Port Stephens Drive, koala crossing	\$158,249
Gan Gan Rd, Seg 160-190, One Mile, Road Rehabilitation	\$26,597
Tanilba Road, Mallabula, Road widening and kerb construction	\$331,020
South Street, Medowie, footpath and bus stop	\$8,563
Medowie Road shared path, Ferodale Road to Silverwattle Drive	\$3,250
Medowie Road, Seg 120, Campvale	\$130,486
Newline Road, Seg 290-300, East Seaham	\$88,649
Notts Creek Bridge, Oakendale Road, Glen Oak	\$71,995
Brandy Hill Drive, shared path	\$570
Six Mile Road, Seg 10-20, Eagleton, road rehabilitation	\$3,988

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Nelson Bay Road, Fern Bay, shared path (stage 2)	\$161,683
Raymond Terrace shared pathway connection	\$0
Mustons Road, Karuah, culvert upgrade, road widening (PS2020)	\$18,508
65 Sturgeon Street, Raymond Terrace, pipe drainage upgrade	\$26,321
Swan Bay Road, Seg 160, road rehabilitation	\$16,534
TOTAL	\$1,471,276

Community & Recreational and Structures projects completed	Expenditure 1 July to 31 December 2021
George Reserve, Salamander Bay, replace irrigation system	\$5,773
George Reserve, Salamander Bay, playground upgrade (PS2020)	\$40,958
George Reserve, Salamander Bay, amenities (PS2020)	\$123,929
Shoal Bay Foreshore Park, furniture replacement & landscaping	\$0
Shoal Bay Foreshore shared pathway (PS2020)	\$377,825
Shoal Bay Tennis Club, lighting replacement/maintenance repairs	\$0
Nelson Bay Tennis Club, fencing and retaining wall replacement	\$128,164
Little Beach Boat Ramp, Nelson Bay	\$2,136,169
Tomaree Aquatic Centre, entry and café renovation	\$364,463
Tilligerry Aquatic Centre, pool liner replacement	\$194,833
Foster Park, Tanilba Bay, replace shelters and tables	\$27,416
Mallabula Rec Hub, new amenities	\$90,217
Mallabula Sports Complex, tennis expansion (PS2020)	\$184,102
Tilligerry Aquatic Centre, remediate balance tank membrane	\$24,898
Medowie CBD, amenities replacement (PS2020)	\$135,292

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Scorecard

Lakeside Leisure Centre, replace 50m heat pumps	\$127,992
Boomerang Park, Raymond Terrace, replace irrigation system	\$4,148
Ross Walbridge Reserve, Raymond Terrace, amenities removal	\$11,068
Raymond Terrace Tennis Club, Lighting Replacement	\$0
Longworth Park Karuah, replace BBQs	\$16,561
Lakeside Leisure Centre, rehab leisure pool tank	\$191,200
Lakeside Leisure Centre, entry and café renovation	\$211,035
TOTAL	\$4,396,043

Community & Recreational and Structures projects in construction	Expenditure 1 July to 31 December 2021
Stockton Street Stage, Nelson Bay	\$40,521
Corlette Hall, external renovation	\$6,830
Tomaree Sports Complex Amenities (PS2020)	\$2,192,649
Mallabula Sports Complex, playground replacement	\$116,141
Mallabula Multi Sport Court	\$0
Tilligerry Skate Park, relocation and upgrade (PS2020)	\$292,500
Birubi Front Dune Stabilisation, stage 1 regeneration works	\$0
Boyd Oval, Medowie, construction of new amenities	\$1,161,359
Bettles Park, Raymond Terrace, playground upgrade	\$107,403
Stuart Park, Hinton, change room & amenities upgrade	\$594,749
Raymond Terrace Admin Building carpark	\$250,099
TOTAL	\$4,762,251

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Community & Recreational and Structures projects in planning	Expenditure 1 July to 31 December 2021
Spencer Park, Soldiers Point, playground & amenities	\$25,030
Little Beach Reserve, replace retaining wall	\$3,150
Little Beach Reserve, playground update	\$0
Little Beach, Nelson Bay, amenities replacement (PS2020)	\$0
Mallabula Soccer / Athletics Building, amenities upgrade (PS2020)	\$1,288
Ferodale Road, Medowie, war memorial	\$11,030
Henderson Park, Lemon Tree Passage, shade sail installation	\$5,335
Robinson Reserve, Anna Bay, skate park (stage 2)	\$23,868
Boyd Oval, Medowie, demolition of old amenities	\$0
Birubi Information Centre	\$39,723
Raymond Terrace Activity Van Building, roof replacement	\$0
Kittyhawk Park, Raymond Terrace, playground and park furniture	\$20,090
King Park irrigation (PS2020)	\$16,820
Bettles Park, Raymond Terrace, amenities & signage	\$7,576
William Street, Raymond Terrace, Town Centre Improvements Stage 1, (PS2020)	\$41,283
William Street, Raymond Terrace, Town Centre Improvements Stage 2, (PS2020)	\$0
Raymond Terrace Depot, demolition and construction of new	\$469,917
TOTAL	\$665,110

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Scorecard

2. Community satisfaction

Our annual Community Satisfaction Survey was conducted in May/June 2021. Only weeks after a natural disaster and amid the continuing impacts of COVID-19, this year’s results are reflective of the challenging situation Council found itself in. Overall community satisfaction dropped from 80% in 2020 to 68% in 2021.

A detailed report is available on the Council’s website - portstephens.nsw.gov.au/council/our-performance2/community-satisfaction-report

The survey is one touchpoint for feedback from our community, with community input also gathered from the place score survey and other sources which will be further analysed together when reviewing the Community Strategic Plan.

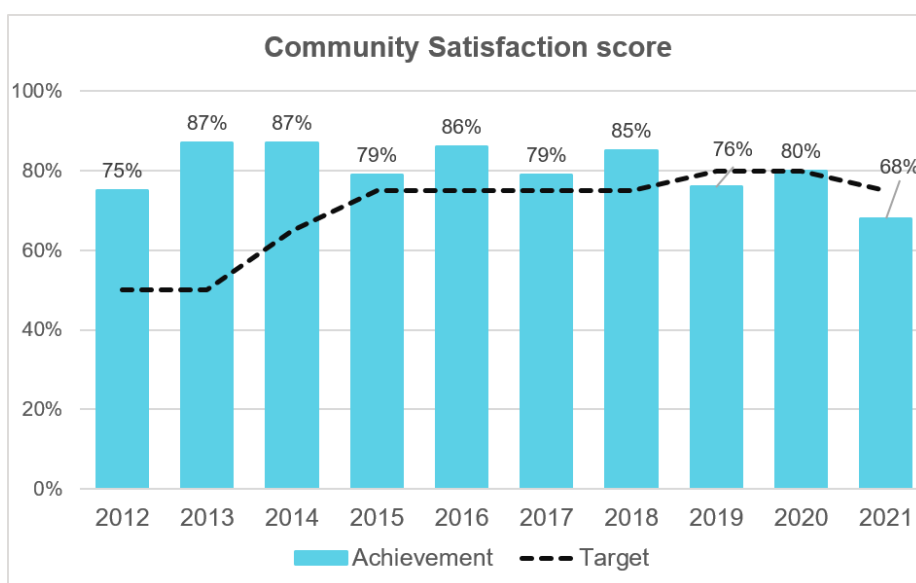


Figure 1: Graph Community Satisfaction Score

In December 2021 we reviewed our Community Satisfaction Score target revising the target to 75%. The updated target will be reflected in our future reports.

3. Employee engagement

Our annual Employee Engagement Survey was conducted in October 2021, resulting in our highest ever engagement score of 83%.

For the third year in a row, we exceeded our ambitious target of 70%, which continues to place us in the top quartile of organisations in Australia and New Zealand. We continue to score significantly above the average Local Government score of 54%.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

Staff are grateful for the balanced and supportive approach taken by the organisation in response to COVID-19. Key to this is the recently ratified 2021 Enterprise Agreement. Based on the principles of Business Excellence, the focus of the EA is to build and maintain a fair, balanced and cooperative relationship between Council, its employees and other stakeholders.

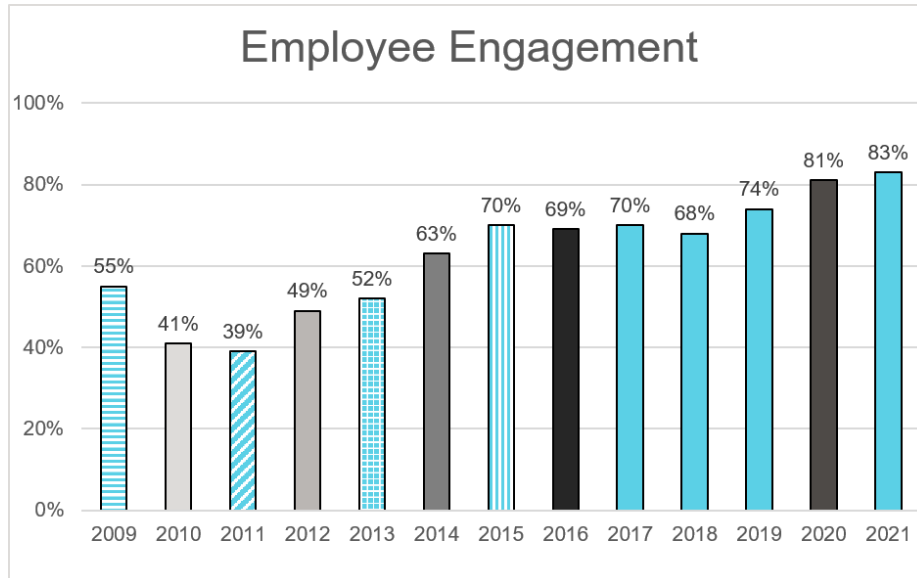


Figure 2: Graph Employee Engagement Score

In December 2021, we reviewed our Employee Engagement target, revising the target to 75%. The updated target will be reflected in our future reports.

4. Governance

Council continues to monitor its governance through a range of initiatives and actions; such as policy development, legislative compliance, internal audit program, workplace practices and providing opportunities for improvements.

The annual Governance Health Check was completed in June 2021, with a score of 98.24% achieved. This result exceeds the target of >95%.

The Governance Health Check is a tool to measure our governance and performance. It covers 4 areas - ethics, risk management, information management and reporting. The graph below demonstrates our progress in achieving our Governance Health Check scores from 2015 to 2021.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

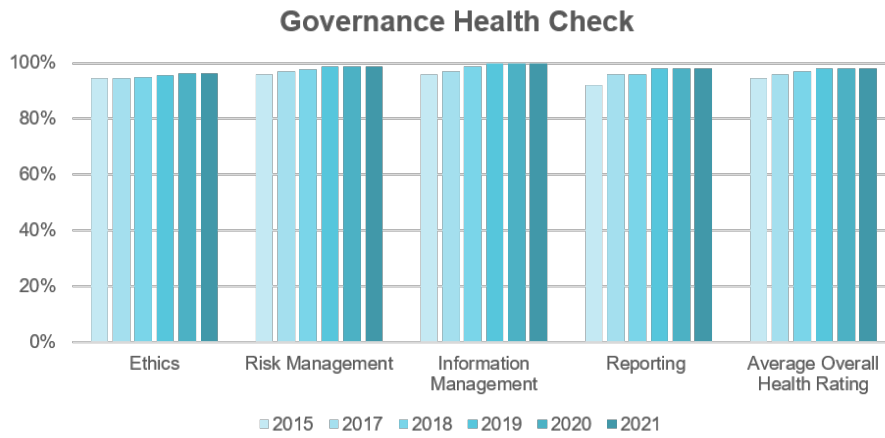


Figure 3: Graph Governance Health Check

5. Risk management

Council continues to mature its Risk Management Framework and embed it into decision-making. This includes continued focus on a risk-aware culture integrated with Council strategy. A key pillar of this risk maturity progression is the data-centric approach centralised through Council's enterprise risk management system. This enables coordination and management of strategic and operational risks in an integrated approach for effective decision-making. Council's risk management maturity score remains strong and well above target.

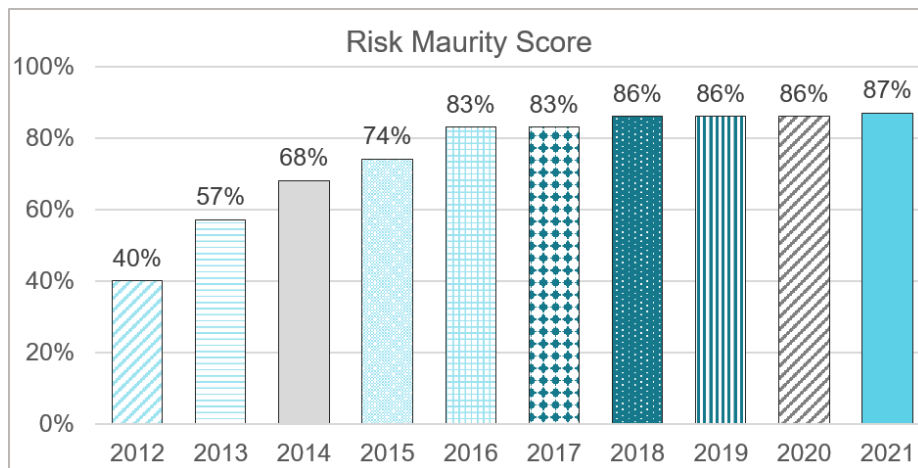


Figure 4: Graph Risk Maturity Score

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

In December 2021, we reviewed our Risk Management Maturity target, revising it to 85%. The updated target will be reflected in our future reports.

6. Financial sustainability

While Council has been able to consistently sustain a modest underlying surplus of 1% for a number of years, recent impacts from COVID-19 and a general economic downturn have made the ongoing achievement of that goal very difficult to realise.

COVID-19 has significantly impacted almost every facet of our operations, however, through careful cash flow management and reprioritising our expenditure we did achieve a small underlying surplus after the 2020 - 2021 financial year. This was a particularly pleasing result when earlier forecasts had predicted a substantial underlying deficit of \$4.4 million.

Due to the ongoing global pandemic and difficult economic conditions, we'll continue to face significant issues in the near future. While levels of caution and frugality must dominate financial decision making, it's anticipated that through careful budget monitoring and a prudent approach to expenditure we'll be able to resume a stronger position in the future.

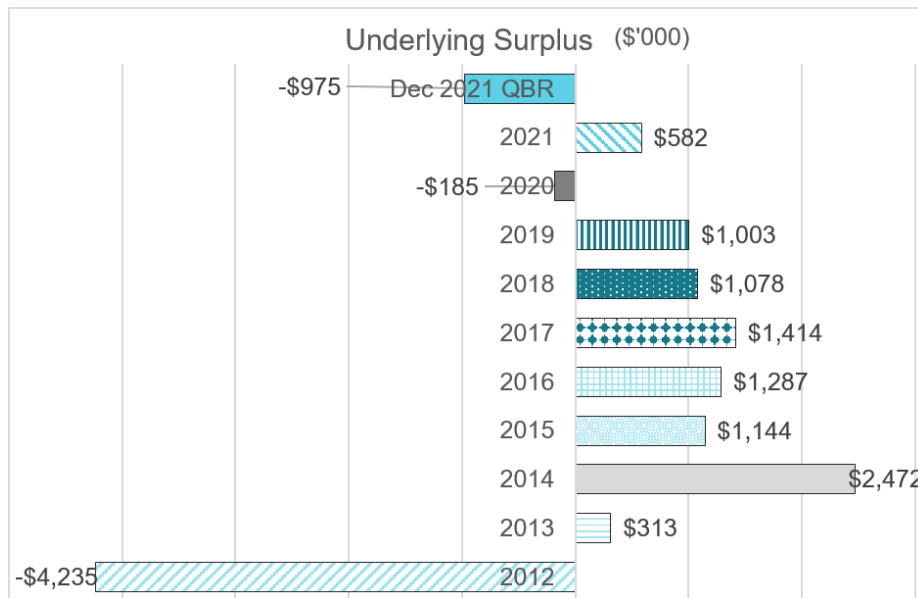


Figure 5: Graph Underlying Financial Surplus

In December 2021, we reviewed our Financial Sustainability target revising it to 'underlying result better than budget'. The updated target will be reflected in our future reports.

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.

7. Infrastructure Backlog

Understandably, the natural disaster widened our infrastructure backlog from \$13.83 million at 30 June 2020 to \$14.47 million as of 30 June 2021. Other contributing factors to the widening included increased costs due to COVID-19 and additional works discovered during inspections.

In December 2021, we reviewed our Infrastructure Backlog measure and updated it to reflect our Asset Maintenance Ratio, with a target of 100%. Expenditure on asset maintenance is essential to ensuring assets continue to meet their service delivery requirements. If actual maintenance expenditure is less than the estimated required annual maintenance a council may not be investing enough funds within the year to stop its infrastructure backlog from growing

$$\text{Asset maintenance Ratio} = \frac{\text{Actual asset maintenance}}{\text{Required asset maintenance}}$$

This measure and updated target will be reflected in our future reports.

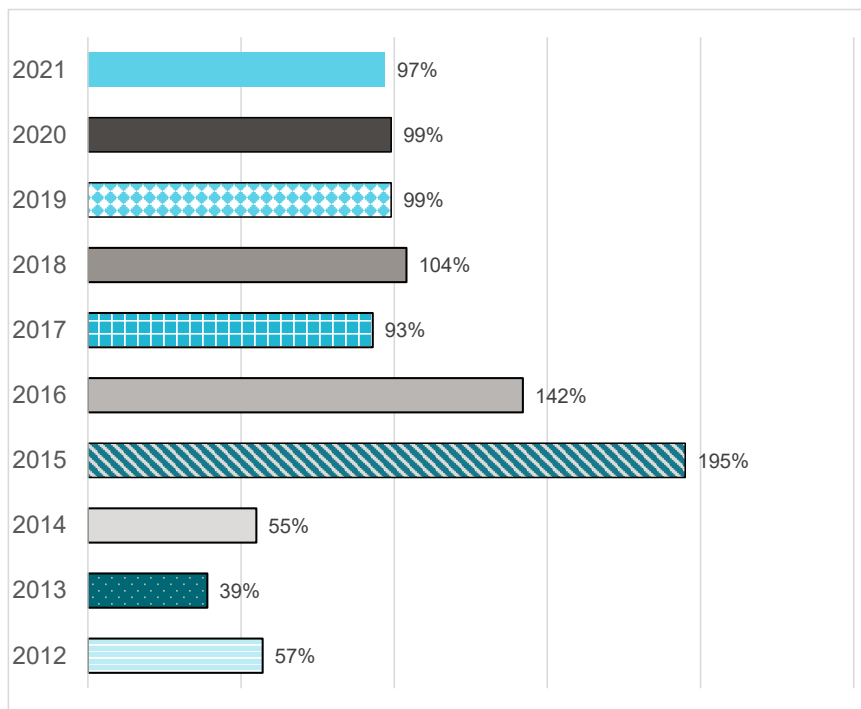


Figure 6: Graph Asset Maintenance Ratio

ITEM 3 - ATTACHMENT 1 SIX MONTH PROGRESS REPORT FOR JULY TO DECEMBER 2021.



116 Adelaide Street | PO Box 42
Raymond Terrace NSW 2324
council@portstephens.nsw.gov.au
02 4988 0255

PORTSTEPHENS.NSW.GOV.AU
A row of four small, square social media icons: LinkedIn, Facebook, Twitter, and Instagram.