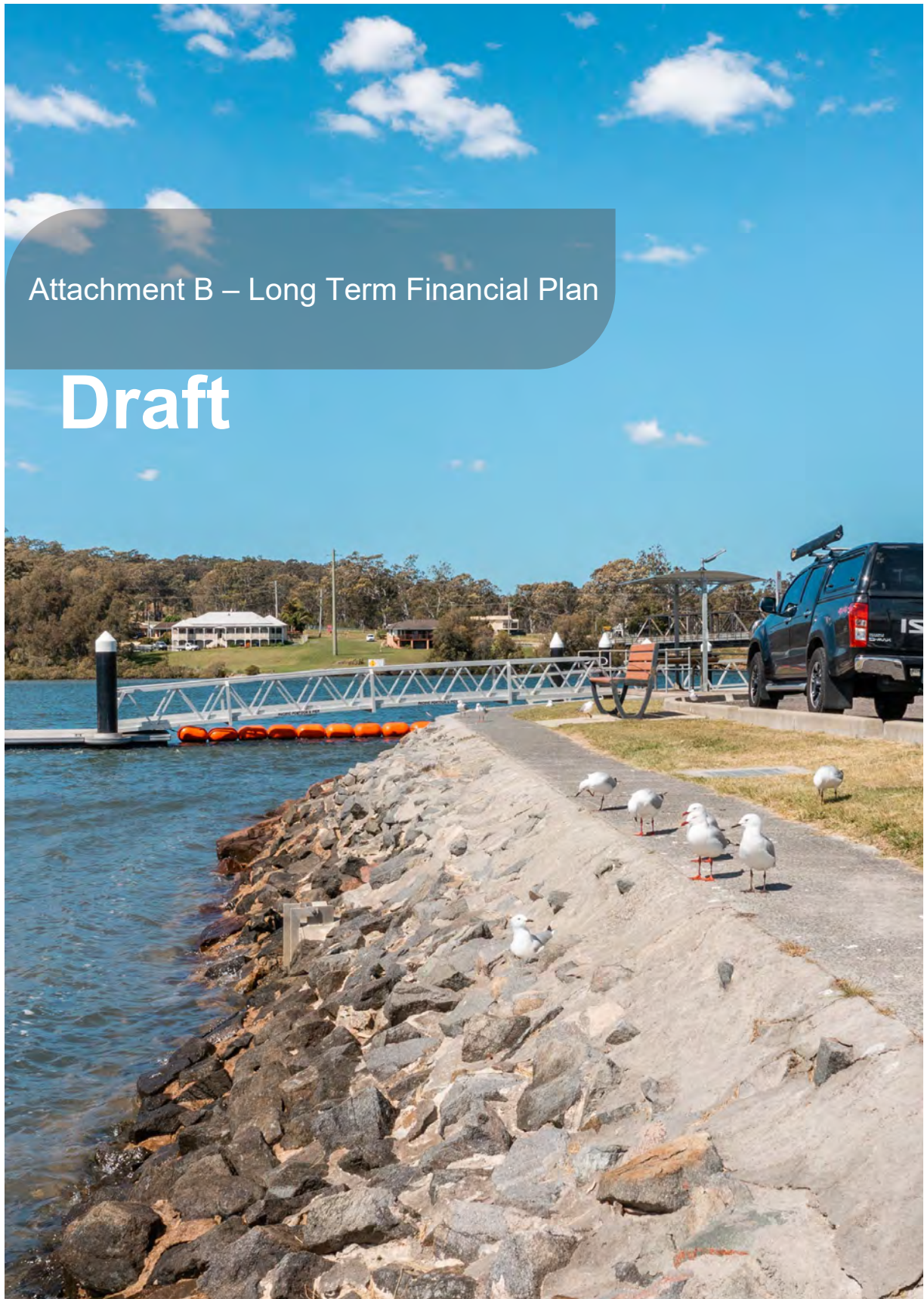


Attachment B – Long Term Financial Plan

Draft

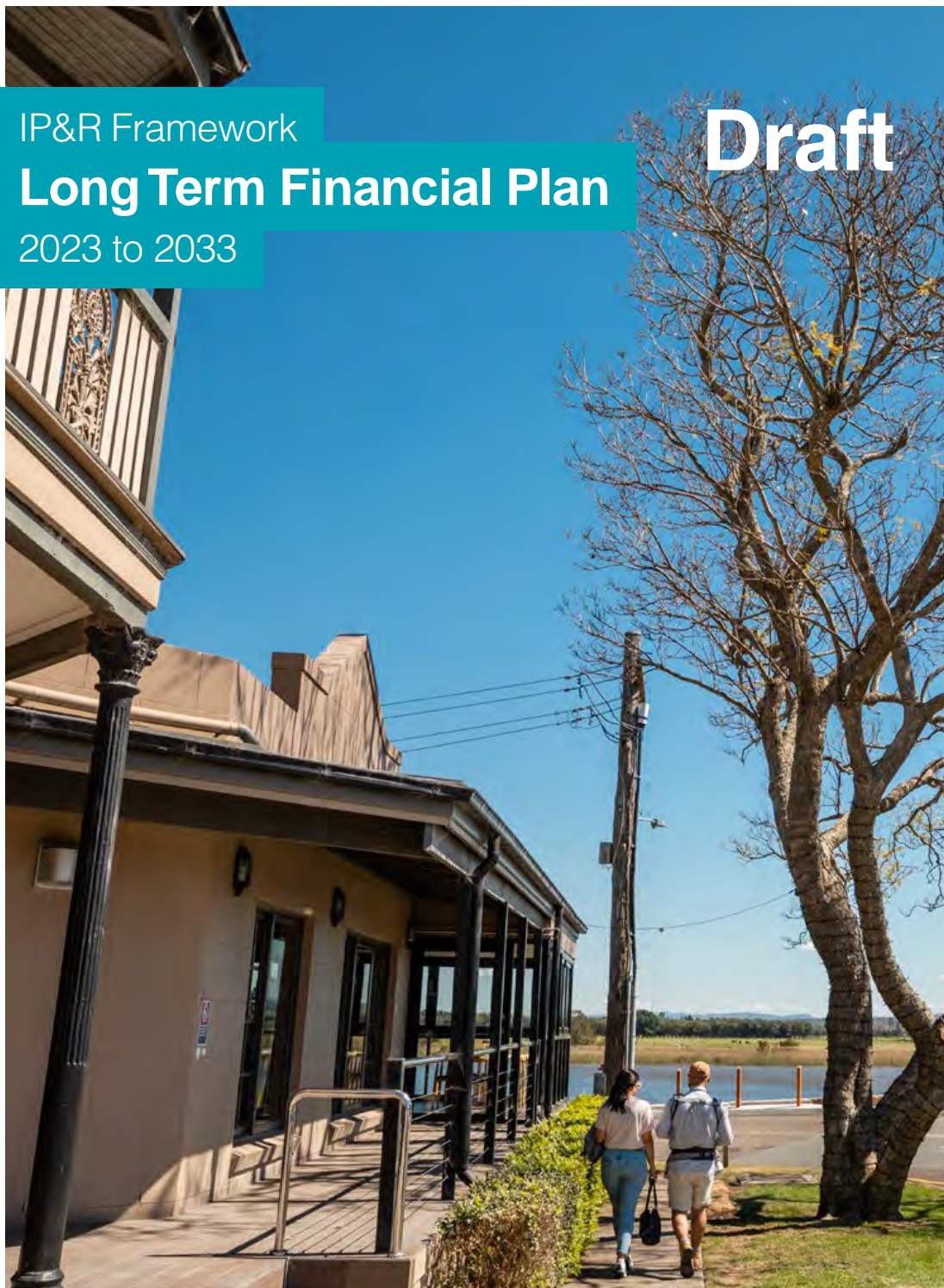


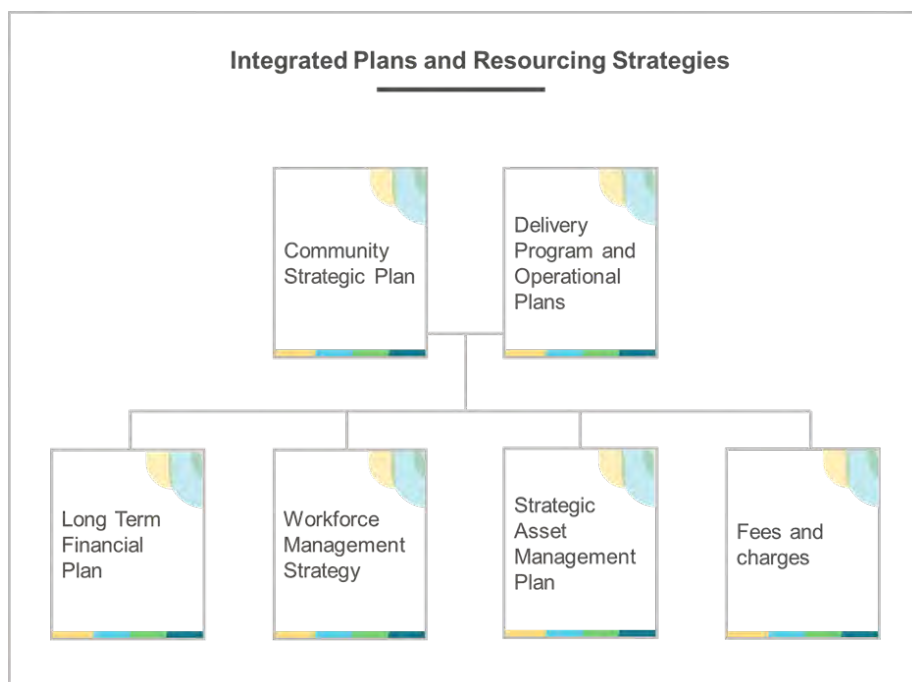
IP&R Framework

Long Term Financial Plan

2023 to 2033

Draft





Port Stephens Council has prepared this plan on behalf of the Port Stephens community and would like to thank the residents, community groups, business and government representatives who provided input into the plan

The Long Term Financial **Plan** has been prepared in accordance with Section 403 of the Local Government Act 1993.

Acknowledgement

We acknowledge the Worimi as the original Custodians and inhabitants of Port Stephens.

May we walk the road to tomorrow with mutual respect and admiration as we care for the beautiful land and waterways together.

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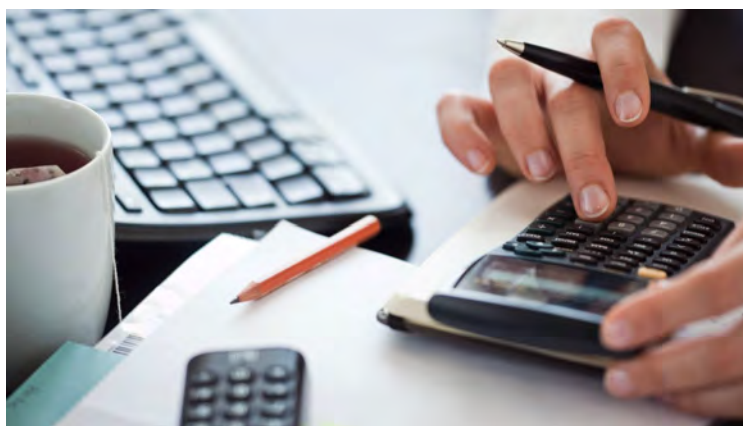
1. Introduction

The Long Term Financial Plan (LTFP) is a critical part of Council's future planning. It is a ten-year rolling plan that informs decision-making and demonstrates the resourcing and funding of the Community Strategic Plan (CSP) objectives as well as the Delivery Program (DP) and Operational Plan (OP) commitments. It is a tool used by Council to guide future action and aid priority setting and problem solving.

A detailed budget based on current data is the starting base of the LTFP. Forward estimates and a set of assumptions are then utilised to produce a ten-year forecast. The LTFP includes the implications of asset management and workforce planning, and outlines Council's ability to deliver services valued by the community in the best possible way.



A review of the LTFP is undertaken annually as well as in line with the development of the CSP. This review allows Council to ensure estimates and assumptions remain appropriate with respect to the strategic direction of Port Stephens and a changing economy both locally and globally.



The purpose of this plan is not to provide specific detail about individual works or services. It does however provide different scenarios of financial forecasts based on various assumptions, sensitivity analysis and methods of financial performance monitoring. This results in a full set of financial statements and long-range trends to aid in decision-making and priority setting.

The LTFP is a critical document that aims to balance the community aspirations and goals against financial realities.

2. Key Objectives

Grounded in the principles of sound financial management as outlined in Section 8B of the Local Government Act 1993, the LTFP in addition to acting as a resource plan has its own financial objectives for the organisation.

LTFP Objectives

Annual operating surplus

Strong budget management and governance that achieves a positive operating result before capital grants and contributions and an underlying 1% surplus

Cash backed reserves

Shockproof cash position to meet unknown impacts if they arise

Sustainable ability to maintain assets and undertake capital works projects

Safeguard funding allocations to prioritise renewal of existing assets and identify sources of funding for new infrastructure that accounts for full-life asset management and depreciation

Sustainable ability to recruit, retain, develop and inspire talent

Support a balanced approach to workforce planning to ensure a high-performing organisation

Overall financial sustainability

Legacy decisions that promote intergenerational equity and achieve community aspirations through consistent prudent and responsible financial management

3. Strategic alignment with other resourcing strategies

The Resourcing Strategy integrates Council's finances, assets and workforce planning to clearly articulate how Council will resource and implement the visions set out in the Community Strategic Plan, Delivery Program and the annual Operational Plan.

The LTFP is dependent on information provided in the IP&R suite of documents as well as supporting strategies as a whole in order to develop long-term financial plans. These plans support funding allocation that effectively manage Council's assets and people into the future so they can deliver services valued by our community.

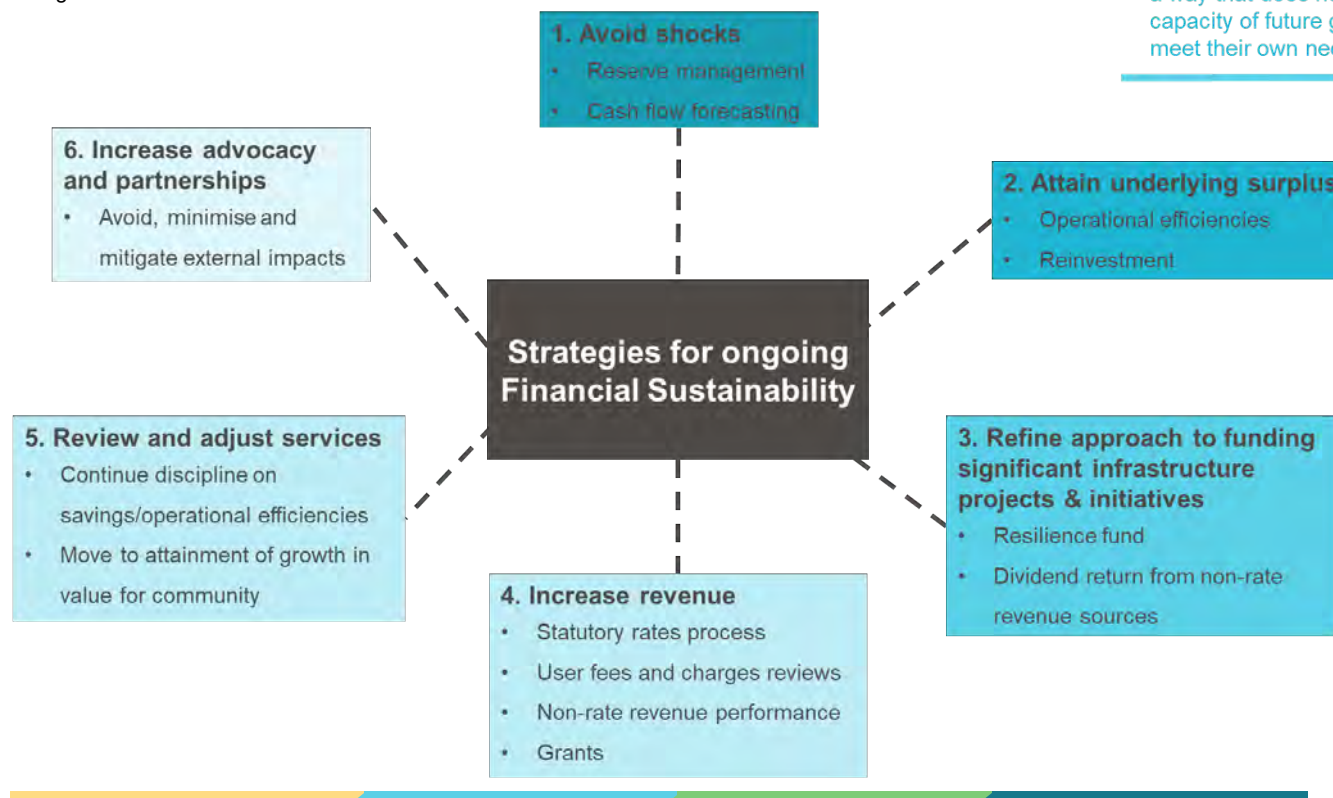
With Council being responsible for a large and diverse workforce and asset bases that accounts for a large portion of Council's expenditure, the Strategic Asset Management Plan and the Workforce Management Strategy are major contributors to the LTFP.



4. Financial Sustainability Key Directions

In October 2021, Council endorsed the below Key Directions for ongoing Financial Sustainability.

Alongside these key directions, Council established the Resilience Fund with the overall aim to ensure that the use of excess non-rate revenue is safeguarded to be directed towards significant projects, investments or initiatives that align with and achieve the strategies of Council.



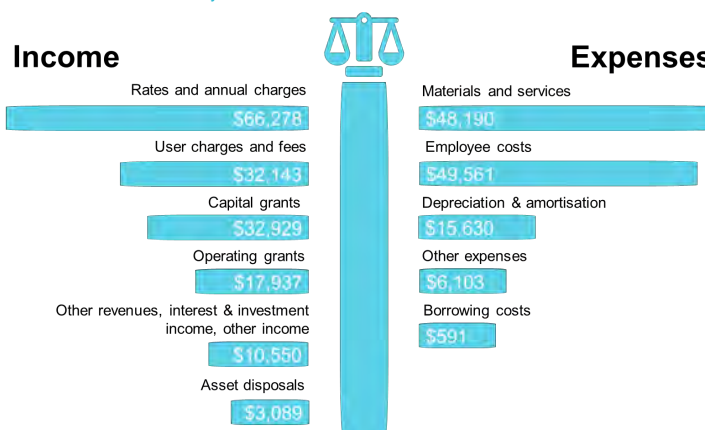
Financial sustainability in local government can be defined as the ability to meet the reasonable expectations of current residents in a way that does not put at risk the capacity of future generations to meet their own needs

5. Financial Snapshot – 2021/2022

Each year Council prepares a set of annual financial statements in accordance with the Australian Accounting Standards and the Local Government Accounting Code. The financial statements undergo an external audit, are adopted and available on Council's website.

Day-to-day operating budget

for the 2021/2022 financial year - \$'000



What we own and what we owe

as at 30 June 2021 - \$'000



*The above figures do not include the Newcastle Airport – see Section 13 for corporate structure explanation.

6. Combatting our financial challenges

The challenge of financial sustainability is one faced by the majority of NSW councils; Port Stephens Council is not immune from this issue.

Rate capping

The Independent Pricing and Regulatory Tribunal (IPART) caps Council's rates income. Each year, IPART sets the percentage councils can increase their rate income by for the following year, known as the rate peg. In recent years, the rate peg have been significantly lower than our increase in costs. This imbalance of income and expenses drives a financial gap for the organisation.

Cost shifting and legislation

Council does more than it ever has before. The transfer of responsibilities and increase compliance imposed on local government by the State Government hinders Council's ability to deliver expanding services against limited resources. In addition, Council has strict rules on how it can receive and spend its money. This means Council has different buckets for different mandated purposes.

Reliance and risk of commercial revenue

As reported in the Independent Analysis conducted in 2022, state-mandated lockdowns severely affected Council's commercial income-generating sections. The report highlighted the reliance on such revenue streams and their associated risks. Council resolved to redirect the airport dividend from daily operations into the Resilience Fund to fund significant projects and initiatives. This change represents an ongoing \$2 million p.a. operating budget efficiency.

Grant funding

The majority of grants require funds to be spent on capital expenditure and therefore are not normally used to fund the day-to-day operations of Council. Obtaining grant funding is a competitive process and in most cases, grants require Council to provide a financial co-contribution. To mitigate this Council resolved to establish the Grants Co-Contribution reserve. Whilst Council has received an increase in stimulus grants connected to the Covid-19 pandemic response, it is not expected such trends will continue and in contrast reduce below previous levels.

Increasing costs

Council has seen significant increases in our internal costs over the years with respect to insurances, utility prices and construction materials. With current rates of high inflation, Council has done well to implement short-term strategies to contain costs and balance its budget. However long periods of high inflation significantly affect Council's ability to remain financially sustainable whilst maintaining services to the community at existing levels.

Natural disasters

Based on recent experience we expect to see an increase in natural disasters and significant weather events. Whilst Council is able to claim some of the damage bill back from State Government, not everything is covered and the timing of reimbursement places pressure on our cash holdings. To mitigate this Council resolved to establish the Natural Disaster reserve.

7. Assumptions

Income	Base Scenario	SRV Scenario
Rate Cap	4.4% 2024	9.5% 2024 - 2026
	2.5% 2025 onwards	2.5% 2027 onwards
New rates assessment	250	250
User fees and charges	3.5% 2024	3.5% 2024
	3.5% 2025	3.5% 2025
	3% 2026	3% 2026
	2.5% 2027 onwards	2.5% 2027 onwards
Operating grants and contributions	1%	1%
Cash investment income	3.5% 2024 & 2025	3.5% 2024 & 2025
	3% 2026	3% 2026
	2.5% 2027 onwards	2.5% 2027 onwards
Rental income	3.5% 2024	3.5% 2024
	3% 2025 onwards	3% 2025 onwards

Council resolved to redirect the airport dividend from daily operations into the Resilience Fund to fund significant projects and initiatives.

Expenses	Base Scenario	SRV Scenario
Materials & services	6% 2024	6% 2024
	4% 2025	4% 2025
	3.5% 2026	3.5% 2026
	3% 2027 onwards	3% 2027 onwards
Other expenses	3% 2024 & 2025	3% 2024 & 2025
	2.5% 2026 onwards	2.5% 2026 onwards
Employee costs	As per EA	As per EA

Forecasting over a ten year period has its challenges and some assumptions are outside of Council's control.

The LTFP is based on a number of assumptions with the key assumptions detailed in the table.



Rates

Council is subject to an annual rate-capping regime to be determined by The Independent Pricing and Regulatory Tribunal (IPART) each year. IPART instructs Councils to assume a rate cap increase of 2.5% when preparing their Long Term Financial Plan (LTFP).

Comparison with other Councils

The Office of Local Government (OLG) publishes annual comparative information which is categorised into groups of similar councils based on size and character. Council is in OLG's Category 5. The data published by the OLG indicates Councils ordinary rates are low compared with other Hunter Councils and other Group 5 Councils.

SRV - Reduced Independent Recommendation Scenario

A cumulative increase of 31.29%, being a 9.5% increase for three consecutive years 2023-2024 to 2025-2026.

Council has applied to IPART for a Special Rate Variation and is awaiting the determination. This iteration of the LTFP models the SRV scenario as discussed with the community in 2022 and endorsed by Council in November 2022.

The key purpose of the Special Variation (SRV) Application is financial sustainability.

SRV income will be used to eliminate the successive operational budget shortfalls as forecasted within the LTFP Base Scenario and ensure Council can continue to deliver the activities and actions outlined in our Integrated Planning and Reporting suite of documents. This ensures that rate income is sufficient to provide core services, and therefore, reduce the risk and reliance on commercial revenues.

The funding generated through this increase will also enable Council to deliver modest enhancements in four key areas of existing services as identified as priorities by our community, (i) road maintenance, (ii) condition of public space, (iii) protecting our natural environment and (iv) protecting our waterways.

Council has requested that the increase be retained permanently in the rates general income base. This means that rate levels in the first year after the SRV and subsequent years will only increase by the rate peg set by the State Government and rates will not be reduced to pre-SRV levels.

User fees and charges

Council reviews its fees and charges each year under its Pricing Policy. Statutory pricing restricts a vast number of Council fees and charges, meaning the amount of the fee is determined by legislation and not by Council. Where Council is able to set the amount it aims to use market pricing to ensure full cost recovery is achieved at a minimum.

Domestic Waste Charges

Council's Domestic Waste Management Program is self-funded by way of an externally restricted reserve. The Local Government Act 1993 limits annual domestic waste management charges to an amount sufficient to recover the costs of providing the service. As such, revenue from Council's annual domestic waste charges included in this LTFP is based on the projected full cost to provide the waste service over the next ten years.

The projected increases in the domestic waste charges reflect increasing cost pressures within the waste services industry as well as projected increases in the Section 88 Waste and Environment Levy imposed on Council by NSW Government.

Operating grants and Contributions Annual factor

Operating grants are unpredictable, meaning that if a grant has been received in one year, there is no guarantee that it will be received again in the following year. Even though the modelling of future operating grants is contained in this plan if a significant number of operating grants are no longer received then the levels of service provided may need to be decreased.

The NSW Government's Financial Assistance Grant program was paid in advance (50%) prior to the start of the previous financial year. It is unknown if the payment schedule will revert to being paid within the financial year that it relates. Due to the level of support received from the Financial Assistance Grant (FAG) program, any reduction in the overall available funds for distribution is likely to result in a diminished allocation to Council.

The only capital grants or contributions that have been modelled in the LTFP are those grants confirmed for the immediate financial year, Section 7.11 Developer Contributions and dedicated subdivisions. Any un-forecasted capital grants or contributions that are received would be applied to the Capital Works Plus Program attached to the SAMP and associated budget adjustments made in the Quarterly Budget Review.

Cash investment returns

The level of investment and interest income is dependent on the forecasted cash levels in conjunction with an estimated rate of return. The rate of return has been linked to the expected rate of inflation and current interest rate trends.

Other income

This income stream is less reliant on inflation therefore a more conservative increase has been used in comparison to CPI increases. Land sales or royalties are not included due to the uncertainty of market expectations. If these transactions do occur, they are adjusted for via the QBR process or in the baseline year of the LTFP.

Rental income

Council manages a diverse property investment portfolio. Rental income assumptions are based off balancing CPI and rental returns.

Employee costs

Enterprise Agreement

The Port Stephens Council Enterprise Agreement (EA) is negotiated on a rolling cycle and applies to all employees of Port Stephens Council. Any known increases at the time of development are

applied to those financial years based on the current staff establishment.

Superannuation

Council is required to pay Superannuation at the statutory limit set by the Federal Government as well as partakes in the Industry Defined Benefit Plan under the Local Government Superannuation Scheme, named The Local Government Superannuation Scheme – Pool B (the Scheme), both of which has been factored into the LTFP.

Workers Compensation

Workers Compensation premiums have been increasing in recent years due to significant one off claims. Whilst Council will maintain a strong commitment to worker safety and wellbeing, premiums have been modelled off known levels increasing with inflation. Any reductions in the premium that does occur due to claims history will benefit Councils operating budget.

Leave entitlements

Council's main provisions relates to accrued employee leave entitlements such as annual leave, vested sick leave and long service leave. The leave accruals are governed by legislation and Council's EA. A provision is included as a liability in the balance sheet in the LTFP and as part of the Workforce Management Strategy, Council has policies in place to ensure employees cannot accrue excessive amounts of leave in certain leave types and encourages balances to be kept within reasonable limits.

Materials and services

These assumptions are based on current economic factors, Consumer Price Index CPI from official Australian sources such as the RBA and ABS, and specific increases and one-off expenditure where known.

The ongoing impacts of Covid-19 have increased uncertainty of expenditure estimates. If any of the assumptions in relation to the projected expenditure vary, then Council has the opportunity to modify service provision and asset management practices where able to in order to recover any negative impacts.

Other expenses

These types of expenses are less reliant on inflation therefore a more conservative increase has been used in comparison to CPI increases.

Depreciation

Council infrastructure, property, plant, and equipment are depreciated using various methods that are specific to the asset category. These methods include condition based, consumption based, straight line and diminishing value.

Infrastructure, Property, Plant and Equipment

Infrastructure maintenance costs expenditure required to maintain service levels is based on asset management projections. Council also becomes liable for maintenance of assets and spaces provided and paid for by the developers of residential estates one year after they are created. When the maintenance costs are quantified, they are included in the LTFP.

No new major capital works are undertaken in the next ten years other than those funded by Contribution Plans, Voluntary Planning Agreements and/or Reserves. For new major works to be undertaken, existing planned asset renewal funding would need to be reallocated to those works or appropriate grant funding for the works be obtained.

The LTFP does not factor in any revaluations (occurs at a minimum of every five years per class of asset) and associated accounting treatments in any of the asset categories because of the difficulty in quantifying. Revaluations generally reflect the changes in market conditions or construction costs.

Borrowing Strategies

Council recognises that loan borrowings for capital works where long term assets are constructed, or proposed expenditure will result in future revenue streams, are an important funding source for local government. The full cost of long lived infrastructure should not be borne entirely by present day ratepayers but be contributed to by future ratepayers who will also benefit – known as

'intergenerational equity'. Funding long-lived infrastructure assets works through borrowings achieves intergenerational equity.

Council regularly reviews its loan portfolio for refinancing options where favourable outcomes are possible. It also benchmarks the performance of its loans portfolio against the Reserve Bank of Australia's national average lending rate for large business.

Population Growth and Demographic changes

The LTFP is based on existing local government area (LGA) boundaries and Council's projected population movement over the next ten years. Projections indicate that an increasingly older population will place increased pressure on existing infrastructure and services.

Services levels review

Council undertakes an extensive review of its individual service packages each year within its four-year rolling Service Review Program. The purpose of the Service Review Program is to ensure that Council's services reflect the local community needs and expectations, both in terms of quality and cost whilst ensuring sustainability.

Any changes in service levels and savings are captured throughout the year in the Quarterly Budget Review process. After which, the adjusted budget is used as the starting point to prepare the LTFP each year.

Cash and Investments

Maintaining adequate cash levels and cash flow is vital in ensuring Council maintains financially sustainable. Council has policies in place to ensure its portfolio is managed appropriately however there are challenges with such restrictions.

A large part of Council's cash restrictions is to fund future capital work projects. Council's statement of restricted cash can be found at Appendix 2.

8. Sensitivity analysis & risk management

Long term financial plans are inherently uncertain given the ten year period and the utilisation of assumptions. As such, the longer the planning horizon, the more general the plan will be in the later years.

The data underpinning these assumptions reflect informed estimates based on a range of reasonably reliable sources at the time of development. While some assumptions have a relatively limited impact when the reality is not what was assumed, others can have a major impact. These impacts will have a cumulative effect over the horizon of the plan and presents risks.

Council is exposed to a range of external impacts, with many of these external impacts fluctuating over time as they are influenced by a variety of circumstances, such as prevailing economic conditions, decisions by other levels of government and changing community expectations. In addition, impacts of Covid-19 have increased uncertainty of expenditure estimates.

If any of the assumptions in relation to the projected income or expenditure vary, then Council has the opportunity to modify service provision and asset management practices in order to recover any negative impacts.

Every effort is made to include the most current estimates and project scopes in this plan. Quarterly Budget Review statements provide the ability to regularly monitor the LTFP forecasts against actual activity and make adjustments in order to re-align the budget where needed. By considering these risks, we can ensure our balanced budget is both strong and sustainable.



The below sensitivity analysis shows the impact of a 1% increase or decrease of major income and expenses items

Income	\$'000	↑ 1 %	↓ 1 %	Level of control	Impact rating
Rates and annual charges	75,284	753	(753)	Low	High
Fees and charges	36,140	361	(361)	Medium	Medium
Interest and investments revenue	2,152	22	(22)	Low	Low
Operating grants and contributions	13,458	135	(135)	Low	High
Expenses					
Employee benefits & on-costs	54,413	(544)	544	Medium	High
Materials & services	48,121	(481)	481	Medium	High
Depreciation and amortisation	17,623	(176)	176	Medium	High
Other expenses	10,953	(110)	110	Medium	Medium
Underlying surplus – major items	(4,076)	(41)	41		

The above figures are based on the SRV Scenario –2023-2024 year 1.
Please note SRV Scenario does not include consolidation of Newcastle Airport.

9. Performance monitoring

Performance monitoring and budget control is paramount for Council achieving the LTFP objectives.

Since 2012 Council has operated under the treasury model to strengthen financial management and improve organisation-wide budgetary controls. This model involves the Executive Team setting budget parameters and Financial Services ensuring control towards these parameters. This budgeting approach encourages business units within Council to coordinate and collaborate with each other so that resources are optimally pooled and programs appropriately targeted to inclusively service the community.

Budgets are monitored internally on an ongoing basis with monthly financial reports and the Quarterly Budget Review report being presented to Council to inform on the progress against the adopted budgets.

Underlying Result & OLG Ratios

The underlying result is a key measure of Council's true operating result. The calculation involves subtracting income and expenditure transactions that are one off anomalies, there is a timing difference or surplus operating funds are allocated into the Resilience Fund. Council aims for a slim 1% underlying surplus target each year. Council also uses key performance ratios and benchmarks set by the Office of Local Government within the LTFP and in its annual financial statements to monitor and review financial performance and overall sustainability.

Indicator	Calculation	What is being measured?	Benchmarks
Operating performance ratio	Operating revenue excluding capital grants and contributions less operating expenses divided by operating revenue excluding capital grants and contribution	Measures the extent to which a council has succeeded in containing operating expenditure within operating revenue.	>0%
Own source operating revenue ratio	Rates, utilities and charge divided by by total operating revenue (inclusive of capital grants and contributions).	Measures council's fiscal flexibility and is the degree of reliance on external funding sources, e.g. operating grants and contributions.	>60%
Unrestricted current ratio	Current assets less all external restrictions divided by current liabilities less specific purpose liabilities	Specific to local government and designed to assess adequacy of working capital and ability to satisfy short-term obligations for unrestricted activities of council.	>1.5
Debt service cover ratio	Operating results before interest and depreciation (EBITDA) divided by principal repayments plus borrowing interest costs	Measures availability of operating cash to service debt including interest, principal and lease payments.	>2
Outstanding rates and annual charges	Rates and annual charges outstanding divided by Rates and annual charges collectable	Used to assess impacts of uncollected rates and annual charges on liquidity and the adequacy of recovery efforts.	<5 metro/coastal <10% rural/regional
Cash expense cover ratio	Current year's cash and cash equivalents divided by total expenses less depreciation less interest costs.	Indicates the number of months a council can continue to pay for immediate expenses without additional cash inflow.	>3months

10. Financial Modelling

Projected result – scenario summary

Financial Year	Base Scenario	SRV Scenario
Underlying Result \$'000	Rate Cap	Reduced Independent Recommendation*
2023-2024	(1,679)	769
2024-2025	(4,549)	320
2025-2026	(5,414)	465
2026-2027	(7,560)	762
2027-2028	(8,179)	1,236
2028-2029	(9,126)	1,346
2029-2030	(10,190)	1,573
2030-2031	(11,391)	1,652
2031-2032	(12,646)	1,016
2032-2033	(14,026)	278

*The SRV Scenario – Reduced Independent Recommendation takes into account allocated funds to be spent on the four focus areas as identified through the SRV community engagement program and outlined in Council's Special Rate Variation application.



11. Financial Statements – Base Scenario

Impact Statement

The base scenario assumes Council is not successful in its Special Rate Variation application to IPART and sets income budget parameters at state imposed levels of the rate-capping regime. The Independent Pricing and Regulatory Tribunal (IPART) announced the 2023-2024 rate peg for all Councils of 3.7% and a population growth factor for Port Stephens of 0.07%, resulting in the total rate cap to be 4.4%. Beyond the 2023-2024 financial year, IPART instructs Council to assume a rate cap at 2.5% for the remainder of the plan.

Under the base scenario, Council forecasts operational budget shortfalls each year of the plan. Council would not generate sufficient funds to continue providing current service levels or renew its assets when required. If there were no corrective action, Council would be considered financially unsustainable.

Discussions with the community around balancing the budget and financial sustainability would need to continue. Council would need to look at reducing or ceasing services alongside investigating further internal operational savings. This would involve a lengthy and extensive community engagement program to understand exactly what services the community is prepared to see reduced or stopped.



ITEM 7 - ATTACHMENT 2 DRAFT RESOURCING STRATEGY 2023 TO 2033.

Base Scenario – Income Statement

INCOME STATEMENT

For the period ended 30 June

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Revenue										
Rates & Annual Charges	72,836	74,939	77,094	79,247	81,454	83,716	86,034	88,410	90,846	93,343
User Fees and Charges	36,140	37,082	38,194	39,149	40,128	41,131	42,159	43,213	44,293	45,401
Interest & Investment Revenue	2,152	2,033	1,604	1,318	1,250	1,171	1,037	920	802	659
Interest & Investment Revenue - Dividends	-	-	-	1,910	2,904	4,061	4,299	4,429	4,559	4,689
Other Revenues	4,405	4,493	4,583	4,674	4,768	4,863	4,960	5,060	5,161	5,264
Operating Grants and Contributions	13,458	12,812	13,240	13,373	13,506	13,641	13,778	13,915	14,055	14,195
Capital Grants and Contributions	19,294	7,275	5,832	5,891	5,950	6,009	6,069	6,130	6,191	6,253
Gain on Sale of assets	250	250	250	250	250	250	250	250	250	250
Other Income - Rental Income	3,298	3,397	3,499	3,604	3,712	3,824	3,938	4,057	4,178	4,304
Other Income - Fair Value increment	872	1,270	1,308	1,348	1,388	1,430	1,473	1,517	1,562	1,609
Total Revenue	152,705	143,550	145,605	150,764	155,309	160,095	163,997	167,901	171,898	175,967
Operating Expenses										
Employee Benefits & On-Costs	54,413	56,611	58,622	60,456	62,115	64,083	66,129	68,255	70,451	72,736
Borrowing Costs	736	815	729	773	699	611	537	432	359	269
Materials & Services	48,121	51,036	52,046	54,657	56,297	58,836	59,726	61,517	63,363	66,214
Depreciation & Amortisation	17,623	18,098	18,459	18,891	19,345	19,845	20,318	20,933	21,528	22,178
Other Expenses	10,953	11,333	11,611	11,948	12,301	12,667	13,040	13,440	13,848	14,269
Total Operating Expenses	131,845	137,894	141,467	146,725	150,757	156,042	159,750	164,577	169,549	175,666
Surplus / (Deficit) after operations	20,860	5,657	4,137	4,038	4,552	4,054	4,247	3,323	2,348	301
Net Operating Result before Capital Grants	1,566	(1,618)	(1,695)	(1,853)	(1,398)	(1,956)	(1,822)	(2,807)	(3,843)	(5,952)
Adjustments for Underlying Result										
Less: Non Cash items & Capital works incom	(2,995)	(3,431)	(3,507)	(5,495)	(6,569)	(7,808)	(8,130)	(8,347)	(8,566)	(8,786)
Less: Local Election allocation	(250)	500	(213)	(213)	(213)	638	(238)	(238)	(238)	713
Underlying Result	(1,679)	(4,549)	(5,414)	(7,560)	(8,179)	(9,126)	(10,190)	(11,391)	(12,646)	(14,026)

ITEM 7 - ATTACHMENT 2 DRAFT RESOURCING STRATEGY 2023 TO 2033.

Base Scenario – Statement of Financial Position (Balance Sheet)

STATEMENT OF FINANCIAL POSITION

As at 30 June:	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
ASSETS										
Current Assets										
Cash and Cash Equivalents	15,177	9,705	7,782	5,056	1,901	-3,451	-8,147	-12,863	-18,578	-27,945
Investments	37,827	37,827	37,827	37,827	37,827	37,827	37,827	37,827	37,827	37,827
Receivables	10,356	10,607	10,995	11,336	11,684	12,041	12,407	12,782	13,165	13,559
Inventories & Other	2,130	2,130	2,130	2,130	2,130	2,130	2,130	2,130	2,130	2,130
Total Current Assets	65,490	60,270	58,734	56,348	53,542	48,548	44,217	39,876	34,544	25,571
Non Current Assets										
Infrastructure, Property, Plant & Equipment	1,163,975	1,172,380	1,174,307	1,177,597	1,181,584	1,187,665	1,192,572	1,197,894	1,202,848	1,208,410
Right of Use Asset	1,633	857	3,782	3,018	2,254	2,426	1,661	897	3,839	3,075
Inventories & Other	11,617	12,647	13,708	14,801	15,926	17,085	18,279	19,509	20,776	22,081
Investment Properties	42,344	43,615	44,923	46,271	47,659	49,089	50,561	52,078	53,641	55,250
Intangibles	2,801	2,988	3,160	3,317	3,461	3,596	3,723	3,843	3,958	4,069
Total Non Current Assets	1,222,370	1,232,487	1,239,879	1,245,003	1,250,885	1,259,861	1,266,797	1,274,221	1,285,061	1,292,885
Total Assets	1,287,860	1,292,757	1,298,614	1,301,352	1,304,426	1,308,409	1,311,014	1,314,097	1,319,606	1,318,456
LIABILITIES										
Current Liabilities										
Trade & Other Payables	15,662	16,186	16,368	16,838	17,133	17,591	17,751	18,073	18,405	18,919
Lease liabilities	854	857	627	702	755	757	712	790	847	698
Contract liabilities	0	0	0	0	0	0	0	0	0	0
Borrowings	1,606	1,663	1,722	1,860	1,680	1,640	1,391	1,431	1,473	3,468
Provisions	16,019	16,628	16,403	16,600	16,933	17,362	17,395	18,396	19,103	18,737
Total Current Liabilities	34,141	35,335	35,120	36,001	36,501	37,350	37,248	38,691	39,828	41,822
Non Current Liabilities										
Lease liabilities	779	0	3,155	2,316	1,499	1,669	949	107	2,992	2,377
Borrowings	18,060	16,397	14,675	12,814	11,134	9,494	8,104	6,672	5,199	1,731
Provisions	1,427	1,916	2,417	2,936	3,455	4,005	4,576	5,166	5,778	6,415
Total Non Current Liabilities	20,266	18,313	20,247	18,066	16,088	15,168	13,628	11,945	13,969	10,524
Total Liabilities	54,407	53,648	55,367	54,067	52,590	52,519	50,876	50,637	53,796	52,347
Net Assets	1,233,453	1,239,109	1,243,247	1,247,285	1,251,837	1,255,890	1,260,138	1,263,461	1,265,809	1,266,109
EQUITY										
Accumulated Surplus	725,682	731,339	735,476	739,514	744,066	748,120	752,367	755,690	758,039	758,339
Asset Revaluation Reserves	507,771	507,771	507,771	507,771	507,771	507,771	507,771	507,771	507,771	507,770
Total Equity	1,233,453	1,239,109	1,243,247	1,247,285	1,251,837	1,255,890	1,260,138	1,263,461	1,265,809	1,266,109

ITEM 7 - ATTACHMENT 2 DRAFT RESOURCING STRATEGY 2023 TO 2033.

Base Scenario – Statement of Cash flows

CASHFLOW STATEMENT

For the period ended 30 June	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Cash Flows from Operating Activities										
Receipts:										
Rates & Annual Charges	75,818	74,687	76,706	78,907	81,105	83,359	85,668	88,036	90,462	92,949
User Charges & Fees	36,140	37,082	38,194	39,149	40,128	41,131	42,159	43,213	44,293	45,401
Interest & Investment Revenue Received	2,152	2,033	1,604	1,318	1,250	1,171	1,037	920	802	659
Grants & Contributions	32,752	20,087	19,073	19,263	19,456	19,650	19,847	20,045	20,246	20,448
Other Income - Rental Income	3,298	3,397	3,499	3,604	3,712	3,824	3,938	4,057	4,178	4,304
Other revenue	4,405	4,493	4,583	4,674	4,768	4,863	4,960	5,060	5,161	5,264
Payments:										
Employee Benefits & On-Costs	(54,220)	(57,709)	(58,899)	(61,171)	(62,967)	(65,062)	(66,732)	(69,847)	(71,769)	(73,008)
Materials & Contracts	(47,440)	(51,561)	(52,228)	(55,128)	(56,592)	(59,293)	(59,886)	(61,840)	(63,695)	(66,728)
Borrowing Costs	(736)	(815)	(729)	(773)	(699)	(611)	(537)	(432)	(359)	(269)
Other Expenses	(13,628)	(8,893)	(11,488)	(8,430)	(7,847)	(6,497)	(7,962)	(5,945)	(6,735)	(8,772)
Net Cash provided (or used in) Operating Activities	38,541	22,801	20,315	21,414	22,313	22,534	22,494	23,266	22,585	20,247
Cash Flows from Investing Activities										
Receipts:										
Sale of Infrastructure, Property, Plant & Equipment	250	250	250	250	250	250	250	250	250	250
Payments:										
Purchase of Real Estate Assets	(1,000)	(1,030)	(1,061)	(1,093)	(1,126)	(1,159)	(1,194)	(1,230)	(1,267)	(1,305)
Purchase of Infrastructure, Property, Plant & Equipment	(28,793)	(24,614)	(18,474)	(20,503)	(21,571)	(24,068)	(23,362)	(24,397)	(24,545)	(25,708)
Purchase of Intangible Assets	(400)	(418)	(433)	(446)	(459)	(473)	(487)	(502)	(517)	(532)
Net Cash provided (or used in) Investing Activities	(29,943)	(25,812)	(19,718)	(21,791)	(22,905)	(25,450)	(24,793)	(25,878)	(26,079)	(27,295)
Cash Flows from Financing Activities										
New Borrowings	5,000									
Repayment of leases principal	(648)	(854)	(857)	(627)	(702)	(755)	(757)	(712)	(790)	(847)
Repayment of Borrowings & Advances	(2,327)	(1,606)	(1,663)	(1,722)	(1,860)	(1,680)	(1,640)	(1,391)	(1,431)	(1,473)
Net Cash Flow provided (used in) Financing Activities	2,025	(2,460)	(2,520)	(2,349)	(2,562)	(2,435)	(2,397)	(2,103)	(2,222)	(2,320)
Net Increase/(Decrease) in Cash & Cash Equivalents	10,623	(5,472)	(1,924)	(2,726)	(3,155)	(5,351)	(4,697)	(4,715)	(5,715)	(9,367)
plus: Cash - beginning of year	4,554	15,177	9,705	7,782	5,056	1,901	(3,451)	(8,147)	(12,863)	(18,578)
Cash - end of the year	15,177	9,705	7,782	5,056	1,901	(3,451)	(8,147)	(12,863)	(18,578)	(27,945)
plus: Investments - end of the year	37,827	37,827	37,827	37,827	37,827	37,827	37,827	37,827	37,827	37,827
Total Cash & Investments - end of the year	53,004	47,532	45,609	42,883	39,728	34,376	29,680	24,964	19,249	9,882

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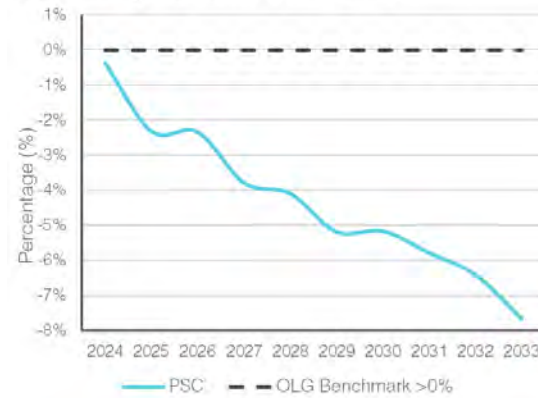
ITEM 7 - ATTACHMENT 2 DRAFT RESOURCING STRATEGY 2023 TO 2033.

Base Scenario – Ratios

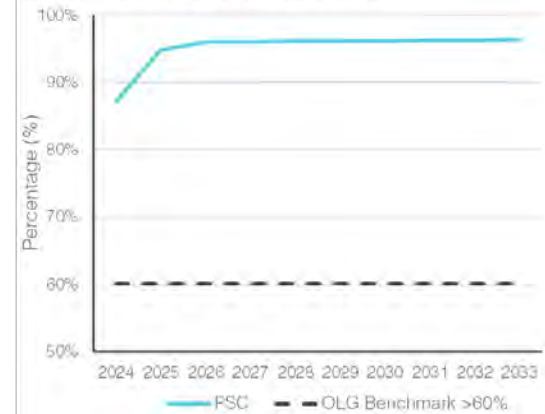
Underlying Result



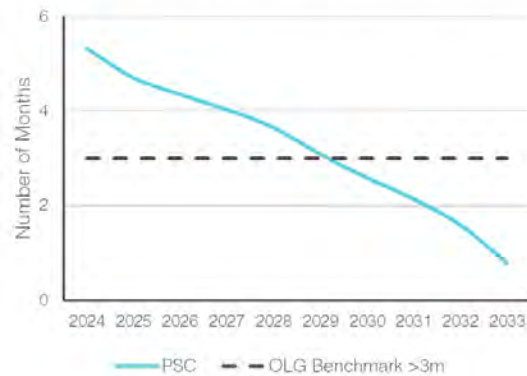
Operating Performance Ratio



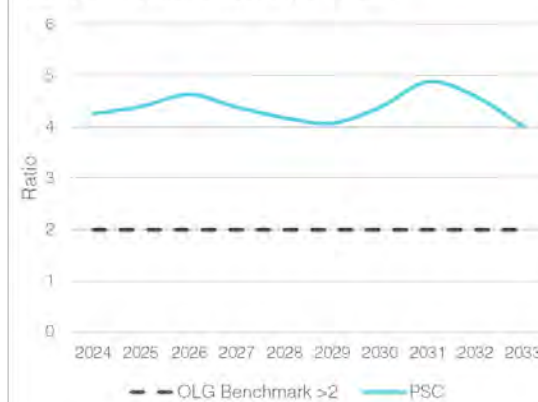
Own Source Revenue Ratio



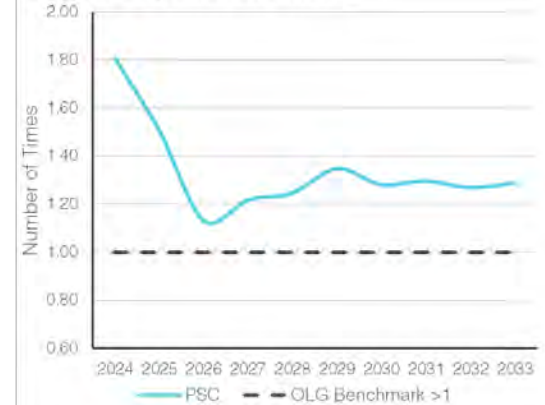
Cash Expense Cover Ratio



Debt Service Coverage Ratio



Capital Expenditure Ratio



12. Financial Statements – SRV Reduced Independent Recommendation Scenario

Impact Statement

Council has applied to IPART for a Special Rate Variation, known as a rate rise. This follows on from extensive community engagement undertaken throughout most of 2022 and for the key purpose of financial sustainability. Council unanimously resolved to apply for a lower-than-proposed rate increase with a cumulative increase of 31.29%, being a 9.5% increase for three consecutive years (inclusive of the 4.4% rate cap for 2023-2024 and assumed 2.5% rate cap for years 2 and 3).

Under this scenario, it is assumed Council's SRV application is successful. Council would eliminate every year of forecasted shortfalls of the base scenario and break even in the first year of the plan. This forecasted underlying result is supported by an approved special rate variation, further stimulus operating grants being used to fund capital projects and Councils Crown Holiday Parks revenue bouncing back after state-mandated Covid-19 lockdowns. All of these income streams come with restrictions, any surplus generated from the Crown Holiday Parks is required to be spent on Crown land, grant funds are required to be spent in accordance with the particular grant guidelines and the SRV funds can only be used as outlined in Council's application.

In opposition to new and strengthened income streams Council has not received its annual \$2 million dividend from Newcastle Airport since 2020 in connection with the Covid-19 pandemic. Previously Council consumed the dividend in its day-to-day operating budget to support delivering services to the community. This resulted in an overall loss of \$6 million to the organisation thus far, in which Council has had to find efficiency savings to offset this loss. This external shock demonstrated to Council its heavy reliance on the airport dividend to fund day-to-day operations.

Whilst the dividend is expected to resume in 2027, confidence in its strengthened return is moderate due to the Airport's expansion plans. In the interest of financial sustainability and the financial restructuring commenced in 2022, Council determined that any future dividend received will be redirected from the day-to-day operating budget to the Resilience Fund. The overall aim of the Resilience Fund is to ensure that the use of excess non-rate revenue is contributed towards significant projects, investments or initiatives to achieve the strategies of Council.

Income generated by the SRV would allow Council to deliver its current services at existing levels as well as additional funds being allocated to small enhancements in priority focus areas as identified by the community during the SRV engagement program. Council would see a return to its 1% resilience target during the life of the plan and be considered financially sustainable.

Permanent in nature

Council is proposing that the SRV increases be retained permanently in the rates general income base. This means that rate levels in the first year after the SRV and subsequent years will only increase by the rate peg set by the state government and rates will not be reduced to pre-SRV levels.

SAMP and WMS Impact Statements

An impact statement of the Reduced Independent Recommendation scenario for both the SAMP and WMS can be found in their respective documents.

ITEM 7 - ATTACHMENT 2 DRAFT RESOURCING STRATEGY 2023 TO 2033.

SRV Reduced Independent Recommendation Scenario – Income Statement

INCOME STATEMENT For the period ended 30 June	SRV Yr 1	SRV Yr 2	SRV Yr 3							
	2024 \$'000	2025 \$'000	2026 \$'000	2027 \$'000	2028 \$'000	2029 \$'000	2030 \$'000	2031 \$'000	2032 \$'000	2033 \$'000
Revenue										
Rates & Annual Charges	75,284	81,131	87,474	89,886	92,359	94,894	97,491	100,154	102,884	105,681
User Fees and Charges	36,140	37,082	38,194	39,149	40,128	41,131	42,159	43,213	44,293	45,401
Interest & Investment Revenue	2,152	2,110	1,804	1,621	1,760	1,916	2,043	2,219	2,426	2,624
Interest & Investment Revenue - Dividends	-	-	-	1,910	2,904	4,061	4,299	4,429	4,559	4,689
Other Revenues	4,405	4,493	4,583	4,674	4,768	4,863	4,960	5,060	5,161	5,264
Operating Grants and Contributions	13,458	12,812	13,240	13,373	13,506	13,641	13,778	13,915	14,055	14,195
Capital Grants and Contributions	19,294	7,275	5,832	5,891	5,950	6,009	6,069	6,130	6,191	6,253
Gain on Sale of assets	250	250	250	250	250	250	250	250	250	250
Other Income - Rental Income	3,298	3,397	3,499	3,604	3,712	3,824	3,938	4,057	4,178	4,304
Other Income - Fair Value increment	872	1,270	1,308	1,348	1,388	1,430	1,473	1,517	1,562	1,609
Total Revenue	155,153	149,819	156,185	161,706	166,724	172,018	176,461	180,944	185,560	190,270
Operating Expenses										
Employee Benefits & On-Costs	54,413	56,611	58,622	60,456	62,115	64,083	66,129	68,255	70,451	72,736
Borrowing Costs	736	815	729	773	699	611	537	432	359	269
Materials & Services	48,121	51,036	52,046	54,657	56,297	58,836	59,726	61,517	63,363	66,214
Depreciation & Amortisation	17,623	18,098	18,459	18,891	19,345	19,845	20,318	20,933	21,528	22,178
Other Expenses	10,953	11,333	11,611	11,948	12,301	12,667	13,040	13,440	13,848	14,269
Total Operating Expenses	131,845	137,894	141,467	146,725	150,757	156,042	159,750	164,577	169,549	175,666
Surplus / (Deficit) after operations	23,308	11,925	14,717	14,980	15,967	15,976	16,711	16,366	16,010	14,604
Net Operating Result before Capital Grants	4,014	4,651	8,885	9,089	10,018	9,967	10,641	10,236	9,819	8,351
Adjustments for Underlying Result										
Less: Non Cash items & Capital works income	(2,995)	(3,431)	(3,507)	(5,495)	(6,569)	(7,808)	(8,130)	(8,347)	(8,566)	(8,786)
Less: Local Election allocation	(250)	500	(213)	(213)	(213)	638	(238)	(238)	(238)	713
Less: Enhanced Service Areas	-	(1,400)	(4,700)	(2,620)	(2,000)	(1,450)	(700)	-	-	-
Underlying Result	769	320	465	762	1,236	1,346	1,573	1,652	1,016	278

ITEM 7 - ATTACHMENT 2 DRAFT RESOURCING STRATEGY 2023 TO 2033.

SRV Independent Recommendation Scenario – Statement of Financial Position (Balance Sheet)

STATEMENT OF FINANCIAL POSITION

As at 30 June:

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
ASSETS										
Current Assets										
Cash and Cash Equivalents	17,368	16,372	19,888	25,457	31,689	36,782	43,819	52,117	60,033	64,938
Investments	37,827	37,827	37,827	37,827	37,827	37,827	37,827	37,827	37,827	37,827
Receivables	10,613	11,258	12,085	12,453	12,829	13,215	13,610	14,015	14,429	14,854
Inventories & Other	2,130	2,130	2,130	2,130	2,130	2,130	2,130	2,130	2,130	2,130
Total Current Assets	67,937	67,586	71,931	77,867	84,476	89,954	97,386	106,089	114,419	119,749
Non Current Assets										
Infrastructure, Property, Plant & Equipment	1,163,975	1,173,780	1,180,407	1,186,317	1,192,304	1,199,835	1,205,442	1,210,764	1,215,718	1,221,280
Right of Use Asset	1,633	857	3,782	3,018	2,254	2,426	1,661	897	3,839	3,075
Inventories & Other	11,617	12,647	13,708	14,801	15,926	17,085	18,279	19,509	20,776	22,081
Investment Properties	42,344	43,615	44,923	46,271	47,659	49,089	50,561	52,078	53,641	55,250
Intangibles	2,801	2,988	3,160	3,317	3,461	3,596	3,723	3,843	3,958	4,069
Total Non Current Assets	1,222,370	1,233,887	1,245,979	1,253,723	1,261,605	1,272,031	1,279,667	1,287,091	1,297,931	1,305,755
Total Assets	1,290,308	1,301,474	1,317,910	1,331,590	1,346,080	1,361,985	1,377,054	1,393,180	1,412,350	1,425,504
LIABILITIES										
Current Liabilities										
Trade & Other Payables	15,662	16,186	16,368	16,838	17,133	17,591	17,751	18,073	18,405	18,919
Lease liabilities	854	857	627	702	755	757	712	790	847	698
Contract liabilities	0	0	0	0	0	0	0	0	0	0
Borrowings	1,606	1,663	1,722	1,860	1,680	1,640	1,391	1,431	1,473	3,468
Provisions	16,019	16,628	16,403	16,600	16,933	17,362	17,395	18,396	19,103	18,737
Total Current Liabilities	34,141	35,335	35,120	36,001	36,501	37,350	37,248	38,691	39,828	41,822
Non Current Liabilities										
Lease liabilities	779	0	3,155	2,316	1,499	1,669	949	107	2,992	2,377
Borrowings	18,060	16,397	14,675	12,814	11,134	9,494	8,104	6,672	5,199	1,731
Provisions	1,427	1,916	2,417	2,936	3,455	4,005	4,576	5,166	5,778	6,415
Total Non Current Liabilities	20,266	18,313	20,247	18,066	16,088	15,168	13,628	11,945	13,969	10,524
Total Liabilities	54,407	53,648	55,367	54,067	52,590	52,519	50,876	50,637	53,796	52,347
Net Assets	1,235,900	1,247,826	1,262,543	1,277,523	1,293,491	1,309,467	1,326,177	1,342,543	1,358,554	1,373,157
EQUITY										
Accumulated Surplus	728,130	740,055	754,772	769,753	785,720	801,696	818,407	834,773	850,783	865,388
Asset Revaluation Reserves	507,771	507,771	507,771	507,771	507,771	507,771	507,771	507,771	507,771	507,770
Total Equity	1,235,900	1,247,826	1,262,543	1,277,523	1,293,491	1,309,467	1,326,177	1,342,543	1,358,554	1,373,157

ITEM 7 - ATTACHMENT 2 DRAFT RESOURCING STRATEGY 2023 TO 2033.

SRV Independent Recommendation Scenario – Statement of Cash Flows

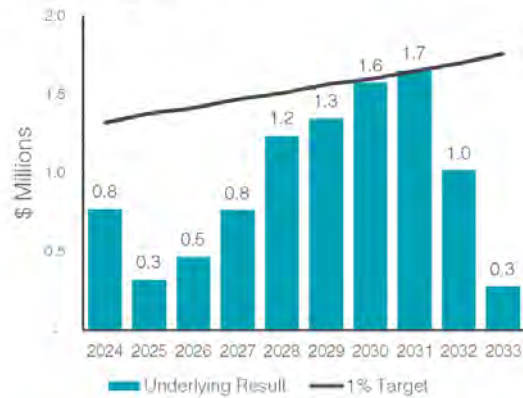
CASHFLOW STATEMENT

For the period ended 30 June	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Cash Flows from Operating Activities										
Receipts:										
Rates & Annual Charges	78,009	80,486	86,646	89,519	91,983	94,508	97,096	99,749	102,469	105,255
User Charges & Fees	36,140	37,082	38,194	39,149	40,128	41,131	42,159	43,213	44,293	45,401
Interest & Investment Revenue Received	2,152	2,110	1,804	1,621	1,760	1,916	2,043	2,219	2,426	2,624
Grants & Contributions	32,752	20,087	19,073	19,263	19,456	19,650	19,847	20,045	20,246	20,448
Other Income - Rental Income	3,298	3,397	3,499	3,604	3,712	3,824	3,938	4,057	4,178	4,304
Other revenue	4,405	4,493	4,583	4,674	4,768	4,863	4,960	5,060	5,161	5,264
Payments:										
Employee Benefits & On-Costs	(54,220)	(57,709)	(58,899)	(61,171)	(62,967)	(65,062)	(66,732)	(69,847)	(71,769)	(73,008)
Materials & Contracts	(47,440)	(51,561)	(52,228)	(55,128)	(56,592)	(59,293)	(59,886)	(61,840)	(63,695)	(66,728)
Borrowing Costs	(736)	(815)	(729)	(773)	(699)	(611)	(537)	(432)	(359)	(269)
Other Expenses	(13,628)	(8,893)	(11,488)	(8,430)	(7,847)	(6,497)	(7,962)	(5,945)	(6,735)	(8,772)
Net Cash provided (or used in) Operating Activities	40,732	28,676	30,455	32,329	33,700	34,428	34,927	36,279	36,216	34,519
Cash Flows from Investing Activities										
Receipts:										
Sale of Infrastructure, Property, Plant & Equipment	250	250	250	250	250	250	250	250	250	250
Payments:										
Purchase of Real Estate Assets	(1,000)	(1,030)	(1,061)	(1,093)	(1,126)	(1,159)	(1,194)	(1,230)	(1,267)	(1,305)
Purchase of Infrastructure, Property, Plant & Equipment	(28,793)	(26,014)	(23,174)	(23,123)	(23,571)	(25,518)	(24,062)	(24,397)	(24,545)	(25,708)
Purchase of Intangible Assets	(400)	(418)	(433)	(446)	(459)	(473)	(487)	(502)	(517)	(532)
Net Cash provided (or used in) Investing Activities	(29,943)	(27,212)	(24,418)	(24,411)	(24,905)	(26,900)	(25,493)	(25,878)	(26,079)	(27,295)
Cash Flows from Financing Activities										
New Borrowings	5,000									
Repayment of leases principal	(648)	(854)	(857)	(627)	(702)	(755)	(757)	(712)	(790)	(847)
Repayment of Borrowings & Advances	(2,327)	(1,606)	(1,663)	(1,722)	(1,860)	(1,680)	(1,640)	(1,391)	(1,431)	(1,473)
Net Cash Flow provided (used in) Financing Activities	2,025	(2,460)	(2,520)	(2,349)	(2,562)	(2,435)	(2,397)	(2,103)	(2,222)	(2,320)
Net Increase/(Decrease) in Cash & Cash Equivalents	12,814	(996)	3,516	5,569	6,232	5,093	7,037	8,298	7,916	4,905
plus: Cash - beginning of year	4,554	17,368	16,372	19,888	25,457	31,689	36,782	43,819	52,117	60,033
Cash - end of the year	17,368	16,372	19,888	25,457	31,689	36,782	43,819	52,117	60,033	64,938
plus: Investments - end of the year	37,827	37,827	37,827	37,827	37,827	37,827	37,827	37,827	37,827	37,827
Total Cash & Investments - end of the year	55,195	54,199	57,715	63,284	69,516	74,609	81,646	89,944	97,860	102,765

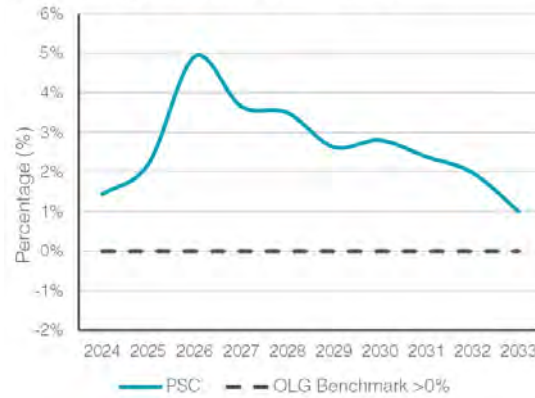
ITEM 7 - ATTACHMENT 2 DRAFT RESOURCING STRATEGY 2023 TO 2033.

SRV Reduced Independent Recommendation Scenario Ratios

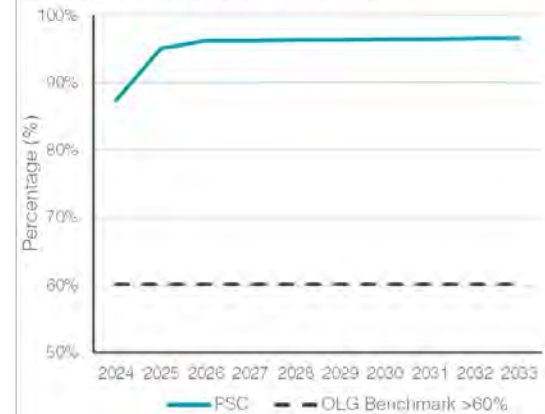
Underlying Result



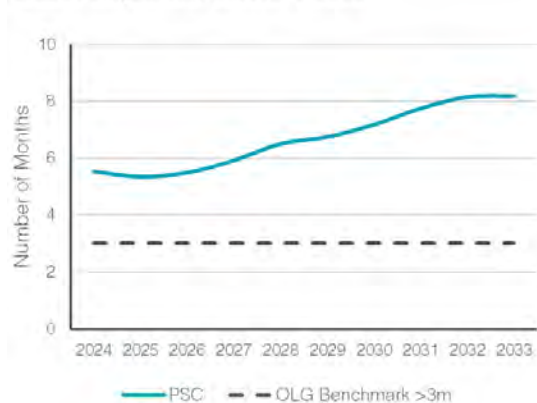
Operating Performance Ratio



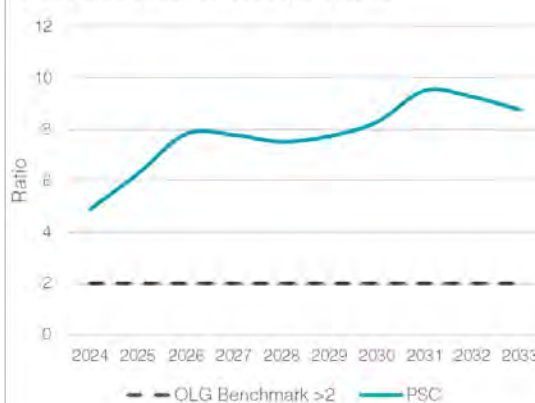
Own Source Revenue Ratio



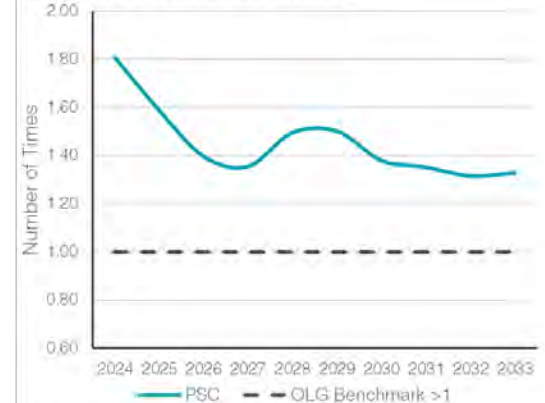
Cash Expense Cover Ratio



Debt Service Coverage Ratio



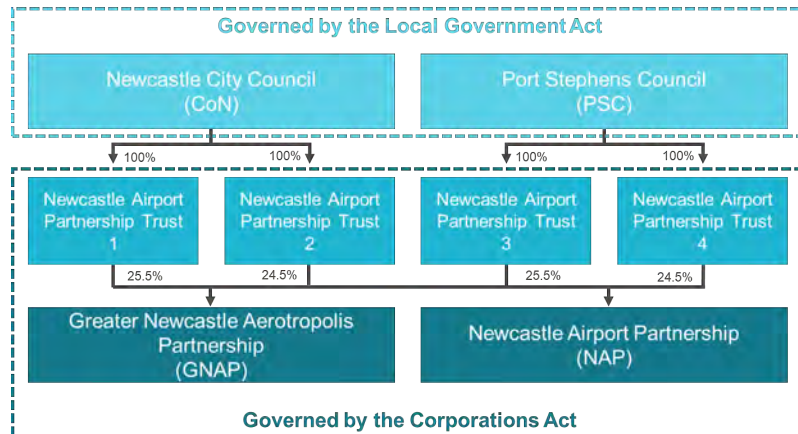
Capital Expenditure Ratio



13. Newcastle Airport

Newcastle Airport Pty Ltd is jointly owned by City of Newcastle and Port Stephens Council. It is governed by a Board of Directors comprising both independent and shareholder nominated directors.

Under the Australian Accounting Standards, Council is required to consolidate and report on its 50% proportionate ownership of Newcastle Airport, including the Airports loan portfolio. Whilst Council is obligated under the Accounting Standards to consolidate its financial reporting, the airport functions under its own corporate structure and as a result, the operations of the airport facility are removed from Council's direct control.



Council has not received its annual \$2 million dividend from Newcastle Airport since 2020 in connection with the Covid-19 pandemic. Previously Council consumed the dividend in its day-to-day operating budget to support delivering services to the community. This resulted in an overall loss of \$6 million to the organisation thus far, in which Council has had to find efficiency savings to offset this loss. This external shock demonstrated to Council its heavy reliance on the airport dividend to fund day-to-day operations.

Whilst the dividend is expected to resume in 2027, confidence in its strengthened return is moderate due to the Airport's expansion plans. In the interest of financial sustainability and the financial restructuring that commenced in 2022, Council determined that any future dividend received will be redirected from the day-to-day operating budget to the Resilience Fund. The overall aim of the Resilience Fund is to ensure that the use of excess non-rate revenue is contributed towards significant projects, investments or initiatives to achieve the strategies of Council.

APPENDIX 1 – CONSOLIDATED FINANCIAL STATEMENTS

Impact Statement

The below consolidated financial statements take into account the operations undertaken by the Newcastle Airport as required by the Accounting Standards and Council's application for a Special Rate Variation.

Consolidated Scenario – Ratios

	OLG Benchmark	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Underlying Result \$'000	n/a	769	320	465	762	1,236	1,346	1,573	1,652	1,016	278
Operating Performance Ratio	> 0%	2.7%	1.6%	6.0%	5.8%	6.8%	6.2%	6.4%	6.1%	5.8%	5.0%
Own Source Revenue Ratio	> 60%	88%	89%	89%	88%	88%	88%	88%	88%	88%	88%
Cash Expense Cover Ratio	> 3m	5.7	7.6	6.0	5.9	6.2	6.3	6.6	7.0	7.3	7.3
Debt Service Ratio	> 2	4.4	4.2	4.9	4.6	4.8	4.9	5.1	5.3	5.3	5.3
Capital Expenditure	>1	2.5	3.0	1.8	1.1	1.0	1.1	1.0	1.0	1.0	1.0

ITEM 7 - ATTACHMENT 2 DRAFT RESOURCING STRATEGY 2023 TO 2033.

Consolidated Scenario – Income Statement

INCOME STATEMENT For the period ended 30 June	SRV Yr 1	SRV Yr 2	SRV Yr 3	2027	2028	2029	2030	2031	2032	2033
	2024	2025	2026							
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Revenue										
Rates & Annual Charges	75,284	81,131	87,474	89,886	92,359	94,894	97,491	100,154	102,884	105,681
User Fees and Charges	60,216	66,815	76,346	81,561	85,126	87,254	89,435	91,671	93,963	96,312
Interest & Investment Revenue	2,202	2,160	1,854	1,671	1,810	1,966	2,093	2,269	2,476	2,674
Other Revenues	4,405	4,493	4,583	4,674	4,768	4,863	4,960	5,060	5,161	5,264
Operating Grants and Contributions	13,458	12,812	13,240	13,373	13,506	13,641	13,778	13,915	14,055	14,195
Capital Grants and Contributions	30,294	23,775	5,832	5,891	5,950	6,009	6,069	6,130	6,191	6,253
Gain on Sale of assets	250	250	250	250	250	250	250	250	250	250
Other Income - Rental Income	3,298	3,397	3,499	3,604	3,712	3,824	3,938	4,057	4,178	4,304
Other Income - Fair Value increment	872	1,270	1,308	1,348	1,388	1,430	1,473	1,517	1,562	1,609
Total Revenue	190,279	196,103	194,387	202,257	208,869	214,130	219,488	225,023	230,720	236,543
Operating Expenses										
Employee Benefits & On-Costs	58,713	61,126	63,363	65,434	67,341	69,571	71,891	74,305	76,804	79,406
Borrowing Costs	3,574	5,362	6,777	7,945	8,066	7,978	7,904	7,799	7,726	7,635
Materials & Services	60,825	66,889	68,704	70,457	71,823	74,750	76,038	78,237	80,501	83,780
Depreciation & Amortisation	20,570	23,359	25,394	27,596	28,152	28,652	29,345	30,186	31,012	31,900
Other Expenses	10,953	11,333	11,611	11,948	12,301	12,667	13,040	13,440	13,848	14,269
Total Operating Expenses	154,635	168,069	175,849	183,380	187,683	193,618	198,218	203,967	209,891	216,991
Surplus / (Deficit) after operations	35,644	28,034	18,538	18,877	21,186	20,513	21,270	21,055	20,829	19,552
Net Operating Result before Capital Grants	5,351	4,259	12,705	12,987	15,236	14,504	15,201	14,925	14,638	13,299
Adjustments for Underlying Result										
Less: Non Cash items & Capital works income	(2,995)	(3,431)	(3,507)	(5,495)	(6,569)	(7,808)	(8,130)	(8,347)	(8,566)	(8,786)
Less: Local Election allocation	(250)	500	(213)	(213)	(213)	638	(238)	(238)	(238)	713
Less: Enhanced Service Areas	-	(1,400)	(4,700)	(2,620)	(2,000)	(1,450)	(700)	-	-	-
Less: Newcastle Airport	(1,336)	392	(3,821)	(3,897)	(5,218)	(4,536)	(4,559)	(4,689)	(4,819)	(4,948)
Underlying Result	769	320	465	762	1,236	1,346	1,573	1,652	1,016	278

ITEM 7 - ATTACHMENT 2 DRAFT RESOURCING STRATEGY 2023 TO 2033.

Consolidated Scenario – Statement of Financial Position (Balance Sheet)

STATEMENT OF FINANCIAL POSITION

As at 30 June:

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
ASSETS										
Current Assets										
Cash and Cash Equivalents	24,897	55,492	39,453	42,033	47,532	52,186	58,810	66,826	74,593	79,479
Investments	40,331	40,331	40,331	40,331	40,331	40,331	40,331	40,331	40,331	40,331
Receivables	13,141	14,380	16,091	16,906	17,554	18,058	18,574	19,103	19,645	20,200
Inventories & Other	2,364	2,364	2,364	2,364	2,364	2,364	2,364	2,364	2,364	2,364
Total Current Assets	80,732	112,566	98,239	101,634	107,781	112,939	120,079	128,624	136,933	142,374
Non Current Assets										
Infrastructure, Property, Plant & Equipment	1,244,951	1,299,308	1,328,637	1,340,899	1,352,589	1,365,121	1,375,731	1,386,055	1,396,012	1,406,576
Right of Use Asset	1,633	857	3,782	3,018	2,254	2,426	1,661	897	3,839	3,075
Inventories & Other	11,634	12,664	13,725	14,818	15,943	17,102	18,296	19,526	20,793	22,098
Investment Properties	42,344	43,615	44,923	46,271	47,659	49,089	50,561	52,078	53,641	55,250
Intangibles	4,269	4,454	4,624	4,779	4,921	5,053	5,178	5,295	5,408	5,516
Total Non Current Assets	1,304,831	1,360,898	1,395,690	1,409,784	1,423,366	1,438,792	1,451,428	1,463,852	1,479,692	1,492,516
Total Assets	1,385,564	1,473,465	1,493,929	1,511,418	1,531,147	1,551,731	1,571,507	1,592,476	1,616,625	1,634,890
LIABILITIES										
Current Liabilities										
Trade & Other Payables	17,949	19,040	19,367	19,682	19,928	20,455	20,687	21,083	21,490	22,080
Lease liabilities	854	857	627	702	755	757	712	790	847	698
Borrowings	1,606	1,663	1,722	1,860	1,680	1,640	1,391	1,431	1,473	3,468
Provisions	17,178	17,845	17,681	17,942	18,342	18,842	18,948	20,027	20,815	20,535
Total Current Liabilities	37,587	39,405	39,397	40,187	40,705	41,694	41,738	43,332	44,625	46,782
Non Current Liabilities										
Lease liabilities	779	0	3,155	2,316	1,499	1,669	949	107	2,992	2,377
Borrowings	53,427	111,764	110,042	108,181	106,501	104,861	103,471	102,039	100,566	97,096
Provisions	1,467	1,958	2,461	2,982	3,503	4,056	4,629	5,222	5,836	6,477
Total Non Current Liabilities	55,673	113,722	115,658	113,479	111,503	110,586	109,048	107,368	109,394	105,951
Total Liabilities	93,260	153,127	155,054	153,665	152,208	152,280	150,786	150,700	154,019	152,733
Net Assets	1,292,304	1,320,338	1,338,875	1,357,753	1,378,938	1,399,451	1,420,721	1,441,776	1,462,606	1,482,157
EQUITY										
Accumulated Surplus	784,540	812,574	831,112	849,989	871,175	891,687	912,957	934,013	954,842	974,394
Asset Revaluation Reserves	507,764	507,764	507,764	507,764	507,764	507,764	507,764	507,764	507,764	507,763
Total Equity	1,292,304	1,320,338	1,338,875	1,357,753	1,378,938	1,399,451	1,420,721	1,441,776	1,462,606	1,482,157

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ITEM 7 - ATTACHMENT 2 DRAFT RESOURCING STRATEGY 2023 TO 2033.

Consolidated Scenario – Statement of Cash Flows

CASHFLOW STATEMENT

For the period ended 30 June

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Cash Flows from Operating Activities										
Receipts:										
Rates & Annual Charges	75,481	79,892	85,762	89,072	91,711	94,390	96,975	99,625	102,342	105,125
User Charges & Fees	60,216	66,815	76,346	81,561	85,126	87,254	89,435	91,671	93,963	96,312
Interest & Investment Revenue Received	2,202	2,160	1,854	1,671	1,810	1,966	2,093	2,269	2,476	2,674
Grants & Contributions	43,752	36,587	19,073	19,263	19,456	19,650	19,847	20,045	20,246	20,448
Other Income - Rental Income	3,298	3,397	3,499	3,604	3,712	3,824	3,938	4,057	4,178	4,304
Other revenue	4,405	4,493	4,583	4,674	4,768	4,863	4,960	5,060	5,161	5,264
Payments:										
Employee Benefits & On-Costs	(59,682)	(62,283)	(63,702)	(66,215)	(68,263)	(70,623)	(72,571)	(75,978)	(78,206)	(79,767)
Materials & Contracts	(62,431)	(67,980)	(69,031)	(70,772)	(72,069)	(75,277)	(76,269)	(78,633)	(80,908)	(84,371)
Borrowing Costs	(3,574)	(5,362)	(6,777)	(7,945)	(8,066)	(7,978)	(7,904)	(7,799)	(7,726)	(7,635)
Other Expenses	(9,676)	(12,900)	(18,008)	(19,222)	(19,518)	(19,080)	(20,992)	(19,320)	(20,459)	(22,852)
Net Cash provided (or used in) Operating Activities	53,990	44,817	33,599	35,690	38,667	38,989	39,514	40,998	41,067	39,502
Cash Flows from Investing Activities										
Receipts:										
Sale of Infrastructure, Property, Plant & Equipment	250	250	250	250	250	250	250	250	250	250
Payments:										
Purchase of Investment Securities										
Purchase of Real Estate Assets	(1,000)	(1,030)	(1,061)	(1,093)	(1,126)	(1,159)	(1,194)	(1,230)	(1,267)	(1,305)
Purchase of Infrastructure, Property, Plant & Equipment	(51,093)	(70,566)	(45,877)	(29,475)	(29,273)	(30,521)	(29,064)	(29,399)	(29,548)	(30,710)
Purchase of Intangible Assets	(400)	(416)	(431)	(443)	(457)	(470)	(485)	(499)	(514)	(530)
Net Cash provided (or used in) Investing Activities	(52,243)	(71,762)	(47,118)	(30,761)	(30,605)	(31,900)	(30,493)	(30,878)	(31,079)	(32,295)
Cash Flows from Financing Activities										
New Borrowings	15,950	60,000								
Repayment of leases principal	(648)	(854)	(857)	(627)	(702)	(755)	(757)	(712)	(790)	(847)
Repayment of Borrowings & Advances	(2,327)	(1,606)	(1,663)	(1,722)	(1,860)	(1,680)	(1,640)	(1,391)	(1,431)	(1,475)
Net Cash Flow provided (used in) Financing Activities	12,975	57,540	(2,520)	(2,349)	(2,562)	(2,435)	(2,397)	(2,103)	(2,222)	(2,322)
Net Increase/(Decrease) in Cash & Cash Equivalents	14,722	30,595	(16,039)	2,580	5,499	4,654	6,624	8,017	7,767	4,886
plus: Cash - beginning of year	10,175	24,897	55,492	39,453	42,033	47,532	52,186	58,810	66,826	74,593
Cash - end of the year	24,897	55,492	39,453	42,033	47,532	52,186	58,810	66,826	74,593	79,479
plus: Investments - end of the year	40,331	40,331	40,331	40,331	40,331	40,331	40,331	40,331	40,331	40,331
Total Cash & Investments - end of the year	65,228	95,823	79,784	82,364	87,863	92,517	99,141	107,157	114,924	119,810

APPENDIX 2: STATEMENT OF RESTRICTED CASH

Councils in NSW have traditionally operated with Restricted Asset funds that are amounts of money set aside for specific purposes in later years. In general, these funds do not have bank accounts of their own but are a theoretical split up of the accumulated cash surplus that a council has on hand.

Background

Local government will continue into the foreseeable future to be challenged by a tightening cash position through increasing demands for cash for daily operations, restricted rate income levels, increasing demands for expenditure on new infrastructure and the maintenance and rehabilitation of existing infrastructure. Port Stephens Council is subject to these same pressures, exacerbated by high growth in population and development activity, significant environmental responsibilities and an added responsibility as a quality tourist destination.

A strategic financial response to these pressures is necessary for Port Stephens Council to remain a sustainable community leader.

Objective

Council will from time to time decide, or be required by legislation, to set aside funds for specific purposes for which clear guidelines are set to ensure Council's cash position and investment portfolio are adequate and managed responsibly.

Principles

- Council is the custodian of financial and built assets on behalf of the Port Stephens community;
- Council provides works, services and facilities to the community through limited financial means;
- Council is required to operate within the framework and supporting guidelines of:
 - Local Government Act 1993;
 - Local Government Code of Accounting Practice and Financial Reporting;
 - Local Government Asset Accounting Manual;
 - Australian Accounting Standards.
- A strategic financial plan and associated policies are required to support Council's service delivery and asset management strategies, ensuring long term financial viability.

Statement

- Council will set aside funds as required by specific legislation. These funds will be managed and accounted for so as to comply with the relevant legislation;
- Council will also from time to time set aside additional funds for Council's specific purposes;
- Restricted funds will be reported in the Annual Financial Statements and reviewed annually against the specified requirements of each fund;
- Restricted funds will be reviewed quarterly against the annual budget by the Section Manager accountable for that fund;

- Each specific fund shall be approved by Council and must be supported by a statement which outlines the following:
 - Purpose of Restricted Funds;
 - Source of funds;
 - The apportionment of interest earned on cash held for that fund;
 - A specific statement including targets, sinking funds, timeframes for accumulation and expenditure of funds;
 - Accountability for the collection, management and expenditure of that fund;
 - Relevant legislation or Council Minute supporting the creation of the fund;
- Creation of all restricted funds shall be in accordance with this policy;
- Expenditure of Restricted Funds shall be in strict accordance with the approved budget, and expenditure shall not exceed funds available without specific Council Resolution;
- Budgeting for the expenditure of profits from land development activities will only occur after the physical receipt of sale proceeds by Council; and
- All Restricted Funds are to be 100% cash backed.

Related Council policies

- Cash Investment Policy
- Property Investment Policy
- Community Groups Loans Policy
- Land Acquisition and Divestment Policy

Review date

A review of this statement is undertaken in line with the annual IP&R review schedule and the LTFP. Should amendments to the relevant legislation occur within that 12 month period, review will take place as near as possible to the commencement of such amendments.

Relevant legislative provisions

- Local Government Act (NSW) 1993
- Code of Accounting Practice and Financial Reporting
- Environmental Planning and Assessment Act (NSW) 1979
- Crown Lands Act (NSW) 1989
- Department of Lands – Crown Lands Caravan Park Policy (April 1990)

Implementation responsibility: Financial Services Section

Definitions

Externally Restricted Funds refers to those funds which have an external restriction, whether by statute or otherwise, which governs the management of money held within the fund.

Internally Restricted Funds refers to those funds which Council has resolved to set up, to hold monies for specific purposes. The operation of such funds is solely governed by Council.

Internal Pooling refers to those monies transferred within Council to cover identified projects, where the money is to be repaid to the restricted fund from a specified source. Internal pooling is subject to specific Council approval and must demonstrate that the pooling of monies for the project will not be unreasonably, over a period of time, prejudice to other future projects.

Nature and purpose of current restricted assets

The following section outlines what restricted assets Council currently holds, their purpose and recommendations for their future.

The current restricted asset funds held by Port Stephens Council are:

Deposits, retentions and bonds

Purpose	An external restriction is placed on deposits, retentions and bonds held by Council.
Source of Funds	Any person or company that has paid a deposit, retention monies or bond to Council.

Bonds held for developers' works

Purpose	An external restriction is placed on bonds held by Council.
Source of Funds	Any developer that has paid a bond to Council.

Section 7.11 & 7.12 developer contributions

Purpose	Section 7.11 & 7.12 of the <i>Environmental Planning & Assessment Act 1979</i> enables Council to levy contributions because of development. These contributions are essential in providing quality facilities and services to an expanding local population. The Act requires Council to set these funds aside to be used specifically for the provision of these facilities and services.
Source of Funds	Developer contributions as levied in accordance with Council's adopted Section 7.11 Plan.

Specific purpose unexpended grants

Purpose	An external restriction is placed on grant funding that has been received for a specific purpose that has not been spent by the end of the financial year.
Source of Funds	Grant funding that is for a specific purpose is provided to Council from various sources.

Domestic waste management

Purpose	By virtue of Section 496 of the <i>Local Government Act 1993</i> (as amended), Council must levy a separate charge for domestic waste management services, which include garbage and recycling services. Under the legislation Council cannot finance these services from ordinary rates so the charge must be sufficient to recover reasonable costs of providing these services. Council is obliged to set these funds aside and use them for their specific purpose.
Source of Funds	Domestic Waste Services & Management Levy.

Crown Reserves

Purpose	Net profits from Holiday Parks and parking meters on Crown Land are retained for reinvestment back into Holiday Parks or other assets on Crown Land.
Source of Funds	Surplus from the Holiday Parks on Crown Land.

Employee leave entitlements

Purpose	To provide funds for employee leave entitlements which have been accrued but not yet paid.
Source of Funds	General revenue.

Capital restricted assets/asset rehabilitation

Purpose	This restricted asset is to set aside monies for major capital works projects.
Source of Funds	Various sources.

Drainage restricted assets

Purpose	This restricted asset is to set aside funds to fund drainage works.
Source of Funds	Various sources.

Election restricted assets

Purpose	To provide funds for the Local Government Elections which are conducted every four years.
Source of Funds	Funds provided annually from general revenue.

Business technology fund

Purpose	This restricted asset is to fund the information technology needs of Council.
Source of Funds	General revenue.

Newcastle Airport Partnership

Purpose	To set aside Council's share of Newcastle Airport Partnership's cash, cash equivalents and investments.
Source of Funds	Newcastle Airport Partnership.

Fleet

Purpose	To provide funds for the purchase of fleet assets.
Source of Funds	General revenue.

Section 355c committees

Purpose	Section 355(c) of the <i>Local Government Act, 1993</i> allows Council to delegate certain functions. A section 355(c) Committee is an entity of Port Stephens Council and as such is subject to the same legislation, accountability and probity requirements as Council. Funds are set aside for Section 355(c) purposes.
Source of Funds	Various sources.

Unexpended loan funds

Purpose	To restrict the use of cash which has been borrowed externally for a specific purpose but not yet spent.
Source of Funds	Funds borrowed from banks.

Community loans

Purpose	To provide loan funds for community recreational groups to assist with major asset upgrades on Council owned property.
Source of Funds	General revenue.

Parking meters

Purpose	This restricted asset is to set aside funds that are collected from parking meters on Council land to fund future works.
Source of Funds	General revenue.

Commercial properties

Purpose	To set aside net proceeds received from commercial investment property and property development to fund future commercial investments.
Source of Funds	Surplus from investment property portfolio

Other waste

Purpose	To set aside the net proceeds from the Salamander Waste Transfer Station to fund future works.
Source of Funds	General revenue.

Sustainable energy and water

Purpose	To provide a pool of funds that could be used to attract further funding for sustainable developments on Council owned properties.
Source of Funds	General revenue.

Roads/environmental special rate

Purpose:	To set aside revenue received from the roads and environmental special rate for those specific purposes.
Source of Funds:	General revenue.

Administration Building

Purpose	To provide funds for future upgrade and improvement works to the Administration Building.
Source of Funds	General revenue.

Ward funds

Purpose	To provide an annual allocation of funds to assist Councillors to provide facilities in each ward under section 356 of the local government Act.
Source of Funds	General revenue allocation and an allocation of net proceeds from the sale of commercially developed property.

Natural Disaster

Purpose	To set aside funds in the event of a Natural Disaster to assist with cash flow and unexpected expenditure that is not recoverable.
Source of Funds	General revenue.

Grants Co-Contribution

Purpose	To provide a pool of funds that could be used to secure further grant funding.
Source of Funds	General revenue.

Financial Sustainability & Resilience Fund

Purpose	To set aside funds from excess non-rate revenue for significant projects, investments or initiatives to achieve the strategies of Council
Source of Funds	General revenue, Newcastle airport dividend

Community Halls Reserves

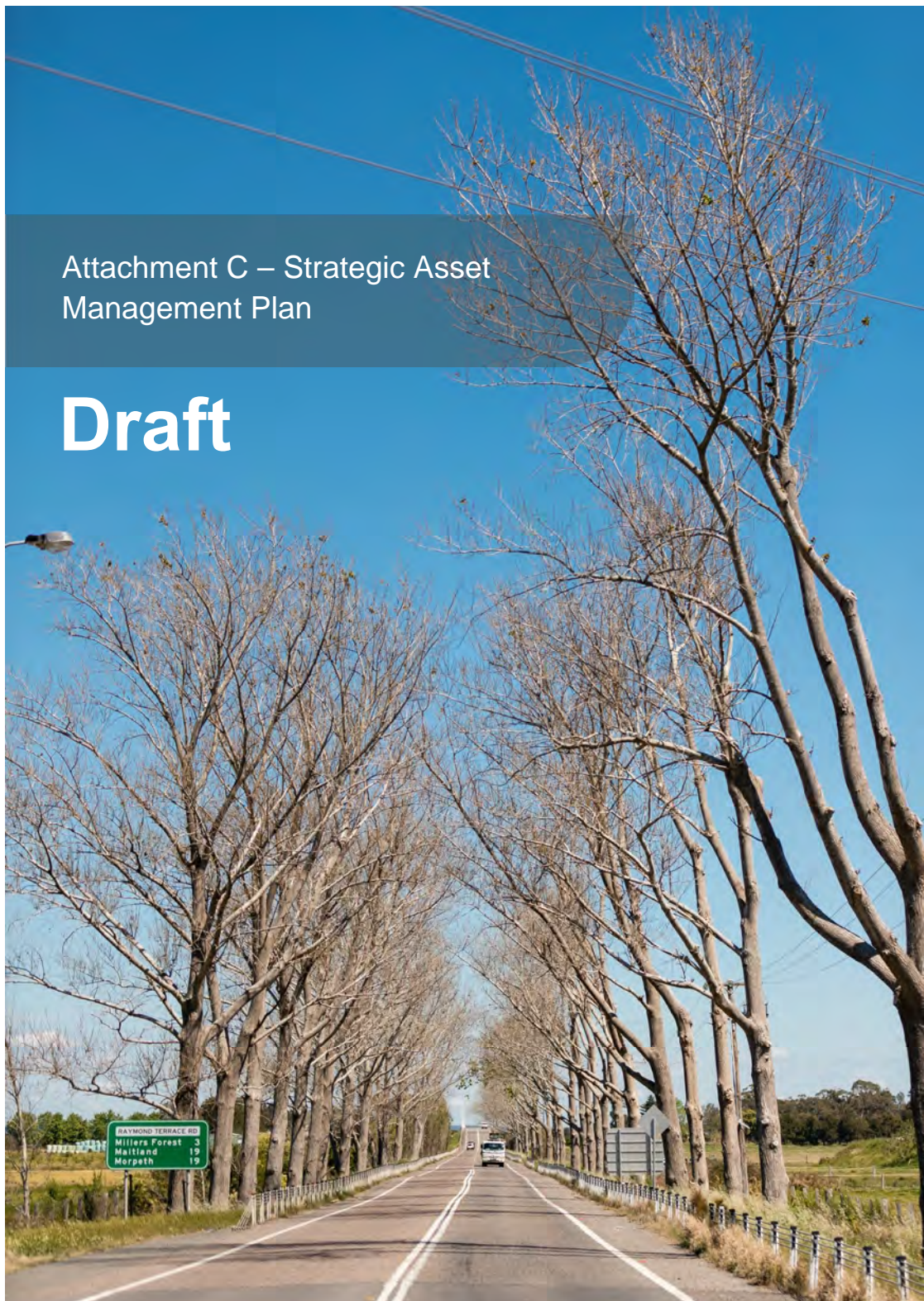
Purpose	To set aside funds from any funds generated from the management of Council's community halls that are not managed by a 355c Committee of Council for the purpose of routine running operational and maintenance costs of the halls and management of this service, as well as works on any Council's halls.
Source of Funds	Various sources

Enhanced Services Focus Areas

Purpose	<p>To set aside funds allocated funds generated from the special rate variation for the purpose of enhancing services in the four focus areas set out in Council's Special Rate Variation Application.</p> <p>This does not include funds used for financial sustainability and to fund current services at existing levels.</p>
Source of Funds	Special Rate Variation

Attachment C – Strategic Asset
Management Plan

Draft



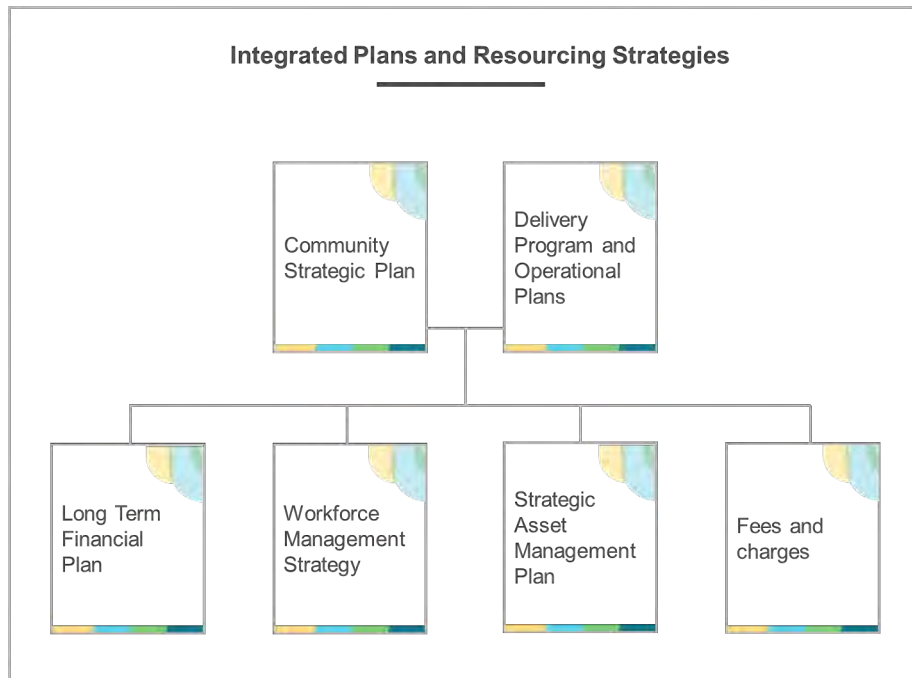
IP&R Framework

Strategic Asset Management Plan

2023 to 2033

Draft





Port Stephens Council has prepared this plan on behalf of the Port Stephens community and would like to thank the residents, community groups, business and government representatives who provided input into the plan.

The Strategic Asset Management Plan has been prepared in accordance with Section 403 of the Local Government Act 1993.

Acknowledgement

We acknowledge the Worimi as the original Custodians and inhabitants of Port Stephens.

May we walk the road to tomorrow with mutual respect and admiration as we care for the beautiful land and waterways together.

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Abbreviations

ABS	Australian Bureau of Statistics
CIV	Capital Investment Value
CRC	Current Replacement Cost
Council	Port Stephens Council
CPI	Consumer Price Index
CRM	Customer Request Management system
CSP	Community Strategic Plan
DCP	Development Control Plan
EMS	Environmental Management System
EPA	Environment Protection Authority
GIS	Geographic Information Systems
ICT	Information and Communications Technology
IIMM	International Infrastructure Management Manual
IP&R	Integrated Planning and Reporting
IPART	Independent Pricing and Regulatory Tribunal
IPWEA	Institute of Public Works Engineering Australasia
IP&R	Integrated Planning and Reporting
LEP	Local Environment Plan
LGA	Local Government Area
LCC	Life Cycle Cost
LTFP	Long Term Financial Plan 2023-2033
NAMS	National Asset Management Strategy
NAPL	Newcastle Airport Partnership Limited
PSC	Port Stephens Council
PFAS	Per- and poly- fluoroalkyl substances
REFLECT	Council's workflow software program
REMPAN	Economic and demographic data and analytic company
SAMP 13	Strategic Asset Management Plan 2023-2033
SES	State Emergency Service
SLA	Service Level Agreement
SRV	Special Rate Variation
TfNSW	Transport for NSW
VIC	Visitor Information Centre
WHS	Work Health and Safety
the Plus Plan	Capital Works Plus Plan
the Program	Capital Works 10 year Program

Introduction

Overview or What is SAMP?

Port Stephens Council has prepared this Strategic Asset Management Plan (SAMP) in accordance with the State Government's Integrated Planning and Reporting Framework requirements. The SAMP is part of the suite of asset management documents that sets out the framework and documents the sustainable management of current and future Council assets so that appropriate services are effectively delivered to the community now and for future demand.

Council is the custodian of infrastructure totalling over \$1billion of noncurrent assets¹ such as roads, footpaths, buildings, drainage, seawalls, surf clubs, jetties fleet, holiday parks, information technology and so on. These assets grouped in 4 major headings being:

- civil assets
- community and recreation assets
- commercial assets
- information communication and technology assets.

Our Place - P2 Infrastructure and Facilities

Infrastructure and facilities are safe, convenient, reliable and environmentally sustainable.

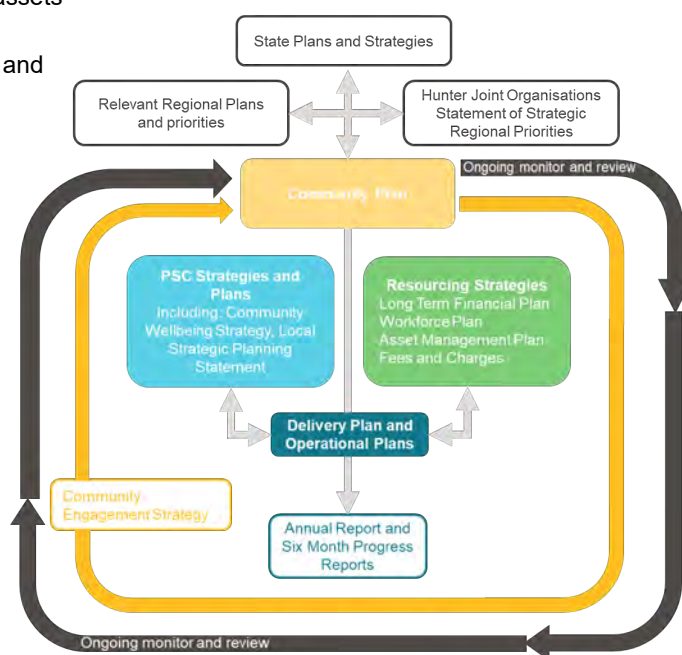


Figure 1: Integrated Planning and Reporting Framework

¹ Port Stephens Council Audited Financial Statements 2020-2021

What is the purpose and relevance of SAMP?

The SAMP is part of the Resourcing Strategy documents listed under the State Government's Integrated Planning and Reporting Framework. The management of Council's assets is documented through the suite of asset management documents - Asset Management Policy, Strategic Asset Management Plan and Asset Management Plans.

Our asset custodian responsibility is set out in the Local Government Act 1993 Chapter 3. Section 8 of the Local Government Act 1993 guides to enable councils to carry out their functions in a way that facilitates local communities that are strong, healthy and prosperous.

The SAMP13 is used to achieve Council's community objectives documented in the Community Strategic Plan primarily under Focus Area – Our Place.

Asset Management Policy

Council has an adopted Asset Management Policy (Appendix 1) which articulates the organisations' commitment to sound asset management. The Policy sets out the framework and clear direction for how assets are to be managed. This framework is in accordance with International Infrastructure Maintenance Manual (IIMM) which is considered global best practice in asset management. The main components of the framework are detailed in the Asset Management Maturity Section of this SAMP.

Strategic Asset Management Plan (SAMP)

The SAMP is the first step in translating the Policy into practice. Its purpose is to establish the structure for further detailed planning and improvements, processes and structures, which will support long term asset management well into the future. It incorporates:

- all the assets under Council's control
- the community's expectations of their asset provision and maintenance
- a plan for improving Council's asset management maturity
- adopt Asset Management policy Appendix 1
- Capital Works Program 2023-2033 (the Works Program) at Appendix 2
- Capital Works Plus Plan (the Plus Plan) at Appendix 3.

The previous versions of the SAMP included the individual Asset Management Plans (AMP) for each asset class which are now located on Council's website and shown in Appendix 4. The SAMP 13 is a summary of the information collated from the AMP.

Asset Management Plans (AMP)

The Asset Management Plan (AMP) details information for each of Council's asset classes in accordance with the documented framework in the Asset Management Policy. (Table 1)

The asset accounting and modelling documented in the AMP is in accordance with the Australian Infrastructure Financial Management Guidelines and the IIMM which has been further expanded to include the recently introduced International Standards ISO 55,000.

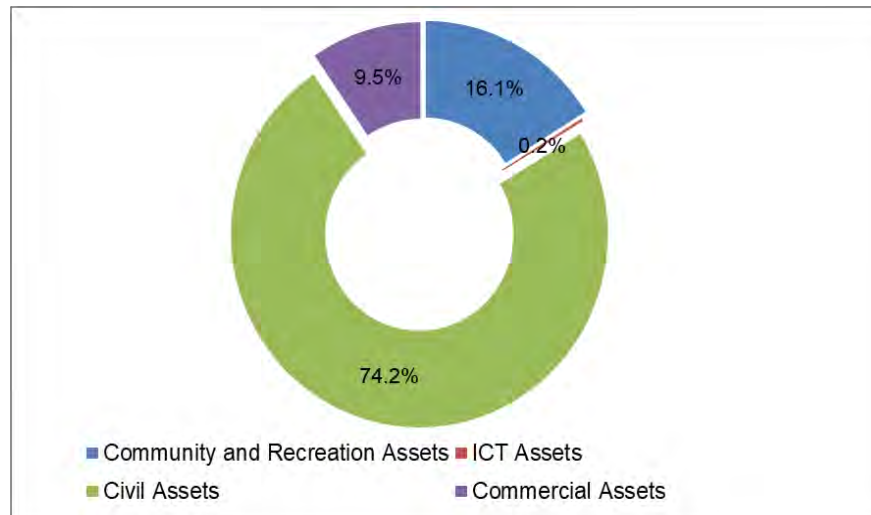
State of our Assets

Table 1: Asset Categories and Classes

Asset Category	Asset Class	Asset
Civil	Ancillary Assets	Bus shelters, car parks, guardrails, heritage items, kerb and guttering, parking meters, retaining walls, signs and guideposts
	Bridges	Roads and Pedestrian
	Drainage	Pipes, pits, pump stations
	Fleet	Major, light, minor, passenger and sundry
	Pathways	Footpaths, shared paths, cycleways
	Roads	Local, regional, unsealed
	Transport Facilities	Public transport, commercial/industrial (freight), transport routes, tourism links
	Trees	Trees in road reserves, parks and property reserves.
	Waste Services	Buildings, weighbridges, waste landfills, boreholes
Community and Recreation	Aquatic Centres	Swimming pool/leisure centres
	Aquatic Structures	Wharves, boat ramps, sea walls, boardwalks
	Cemeteries	Operational and closed cemeteries
	Community Buildings	Multipurpose and single-use community buildings including child care centres
	Depots	
	Emergency Services	RFS stations, SES buildings

	Libraries	Library branches, mobile library vehicle, Tilligerry lounge
	Library Collection	Collection items including book stock and other resources
	Parks and Reserves	Parks, foreshores, bushland, wetlands, watercourses, cultural significance and community use
	Playgrounds	
	Public Amenities	Public toilets and showers
	Skate Parks	
	Sports Facilities	Sportsgrounds/fields, tennis courts, netball courts, amenity buildings, golf course, croquet courts
	Surf Lifesaving Facilities	Buildings and rescue equipment
Commercial	Administration Building	
	Investment Property Portfolio	
	Holiday Parks	
	Operational Lands	
	Visitor Information Centre	
Information Communication Technology	Cabling	
	Desktop Assets	Computers and laptops
	ICT Infrastructure	Servers, storage, network

Graph 1: Assets by category - Percentage of value - Current Replacement Cost (CRC)



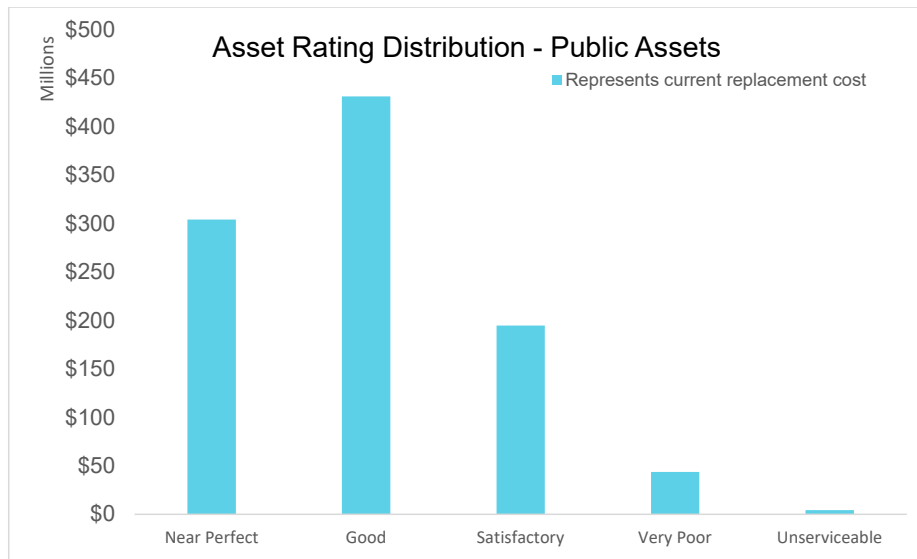
Condition of Assets

With many competing priorities across a Council, the asset management aim is to get the balance between having an asset that provides a satisfactory (or above) service to the community and an asset condition that is managed with financial and risk responsibility. Previous targets have aimed for a higher proportion of assets with condition ratings Near Perfect. Though to gain a Near Perfect asset condition is not financially responsible or possible in all cases.

Council's assets are rated in one of the following five asset condition-rating categories:

1. Near perfect
2. Good
3. Satisfactory
4. Very poor
5. Unserviceable

The data are graphically represented by plotting the summary of the asset's current replacement cost against each of the above condition rating categories. This information is compiled to provide a picture of Council's asset health against a conglomerated asset lifecycle. This in turn can be used to determine the level of asset management required for the sustainable administration of assets.



Graph 2: Assets Rating Distribution - Public Assets

The graph above shows the distribution of public assets skewed towards the Satisfactory (3) to Good (2) condition rating. The distribution skew in this graph is highly influenced by the larger, more costly asset groups such as roads and drainage. Removing the road and drainage categories from this graph gives an appreciation of the remaining asset groups' condition. It should be noted that:

- With the exception of playgrounds, all replacements have assumed a replacement of like for like and no upgrades were included as per the accounting standards. Playgrounds have included an upgrade to meet the current standards to mitigate Council's risks and legislative requirements.
- Assets that are still fit for purpose but have a low asset ranking have not been included in the infrastructure backlog.

Only costs to return the asset back to new condition have been used in the infrastructure backlog. Much earlier versions of the SAMP calculations assumed a full replacement. Previous figures inappropriately and materially increased the infrastructure backlog figure.



Graph 3: Asset Rating Distribution - excluding Roads and Drains

Removing roads and drainage from the above graph moves the distribution skew from Good (2) to Near Perfect (1). One reason for this healthy skew in both graphs is that the age of the asset infrastructure is still quite young compared to other councils and the amount of funds allocated towards maintaining existing assets.

Asset Financial Sustainability

The Independent Local Government Review Panel Report made recommendations to reform how local government operates so councils can sustainably manage their assets. Of the many recommendations, it was determined that councils should be assessed against a number of 'Fit for the Future' criteria to determine their sustainability. The criteria that relate to effective infrastructure and service management include:

- Infrastructure Backlog Ratio of less than 2% average over three years or improving trends for this ratio.
- Asset Maintenance Ratio greater than 100%.

Asset Maintenance Ratio =	$\frac{\text{Actual Asset Maintenance}}{\text{Required Asset Maintenance}}$
Infrastructure Backlog Ratio =	$\frac{\text{Estimated cost to bring an asset to a Satisfactory Condition Required Asset Maintenance}}{\text{Total Asset Value}}$

It should be noted that asset maintenance in this context relates to the whole of life costs.

The 2022 audited figures have shown that the Infrastructure Backlog Ratio is 1.7% and Asset Maintenance Ratio is 97.13%.

Infrastructure gap and asset funding strategy

Despite Council's recent funding of our existing maintenance and renewal, there is still an infrastructure funding gap. To continue to reduce the infrastructure funding gap an asset funding strategy has been developed and is used in the Council's Long Term Financial Plan.

The asset funding strategy comprises three parts:

- asset funding strategy Intent
- sources of funds
- works programs
 - Capital Works Program
 - Capital Works Plus Plan

Council currently has an infrastructure backlog of just over \$15.576 million (2021-2022). Over the last decade, Council has changed ways of funding the maintenance and renewal of existing assets to reduce this backlog. This change has and will continue to have an impact on the financial sustainability of the organisation and an increased ability to provide services to the community through assets.

Additional funding has resulted in earlier maintenance and renewal of assets than previously undertaken at Council. Early maintenance and renewal of an asset prevent the asset from deteriorating so much that it no longer provides the intended or an acceptable service to the community, or it becomes a hazard to the asset user and a risk to Council. Successfully maintaining an asset is a constant process. Earlier maintenance and renewal is also a more cost-effective way to manage the asset over the life of the asset, thus reducing the future financial burden on the Council and on generations to come.

This change in focus has been achieved through:

- improving own funds at maturity through linking our financial and our asset position;
- shifting Council's capital works funds towards renewal instead of new assets
- increasing the amount of road reseals undertaken in any one year
- taking advantage of the State government initiatives such as the COVID stimulus packages
- borrowing money to renew assets to reduce asset lifecycle costs
- discussions with user groups and the community generally about asset services to closer align spending with expectations

- a better understanding of our assets' condition has been achieved with the centralisation of asset management through a previous organisation restructure
- improving internal Council efficiencies to free up funds for asset renewal through Council's Service Review program
- continuous improvement in the capital works and maintenance processes to drive efficiencies and reduce costs. This in turn resulted in savings made to return into the renewal of assets.

Though the rate of building cost is higher than rate of income/allowable funds. This is reducing Council's ability to maintain our infrastructure.

Aim of asset funding strategy

The aim of the asset funding strategy is to prioritise funds towards the renewal and maintenance of assets. This asset funding strategy is cognisant of the Council's duties and responsibilities outside of asset management and not all monies can be diverted to the funding of assets. There are also other documented policies, such as the Acquisition and Divestment of Land Policy that already allocate the sale of lands profits to other functions and services of Council.

Sources of Funds

The sources of funds included in the asset funding strategy are:

- sales of commercial or Council lands
- savings made from the commercial section of Council
- borrowings
- operational savings
- sustainability reviews savings
- government grants, in particular, recent COVID stimulus packages
- contributions from other organisations and committees
- continuing to shift funds in the Capital Works Program from new assets to renewal
- Section 7.11 contributions;
- Voluntary Planning Agreements (VPA) and Works In-Kind Agreements (WIKAs).

These additional funds can be used as seed and matching monies to improve Council's position in gaining additional grants to further reduce Council's infrastructure backlog. While the additional monies are not guaranteed, when funds are available they are to be prioritised towards the renewal and maintenance of existing assets.

Rate rise application

Council has submitted an application to the Independent Pricing and Regulatory Tribunal (known as IPART) for a special rate variation of 9.5% each year, for three years with a cumulative increase of 31.29%. Council is awaiting a determination from IPART and if approved will be implemented on 1 July 2023 for the key purpose of financial sustainability and delivering planned services with some enhancements.

Base Scenario

It would be unsustainable for Council to continue to operate with annual operating shortfalls. To address this Council would look to reduce services to the community to balance the budget. As part of those efforts, the overall current condition of our assets would decrease. This would mean the levels and timeliness at which we maintain, renew and construct new infrastructure would be reduced. Over 90% of Council's assets currently sit in a condition rating of 1-3, meaning assets are in excellent to satisfactory condition. Under the base scenario, the community would see over time these assets slip into the condition category of poor and very poor. Council may also look at asset rationalisation, meaning that Council may sell or dispose of assets to minimize ongoing maintenance costs to slightly minimise the burden. This does not mean corners would be cut; Council is committed to ensuring our assets are safe for our community.


Special Rate Variation – application submitted


If the special rate variation was approved it would eliminate proposed budget shortfalls by funding planned services, activities and actions outlined in the CSP, DP and OP. This means council's current asset management plans would remain fully funded. The special rate variation scenarios allow for some enhanced services as desired by the community. This would see Council's target our road network, public space and our natural environment and waterways. In response to community feedback received from the SRV engagement period Council modified the timing of expenditure to ensure that road maintenance works would be prioritised up front.


ITEM 7 - ATTACHMENT 2 DRAFT RESOURCING STRATEGY 2023 TO 2033.


Enhanced Services under an approved Reduced Independent Recommendation Scenario:

A cumulative increase of 31.29%, being 9.5% increase for three consecutive years

Priority Area	Detail
<p>Fixing our roads</p>  <p>\$7.1 million</p> <p>Over three years</p>	<p>Sections of roads have been identified for SRV funding based on current data, not limited to the condition rating, the number of potholes, re-occurring need for heavy patching, and sections of roads where we do not expect grant funding to be available. These additional road maintenance works would start in the second year of the rate rise.</p> <hr/> <p>2025 Lewis Drive, Medowie Medowie Road, Campvale Phillip Street, Raymond Terrace</p> <hr/> <p>2026 Clarencetown Road, Seaham Italia Road, Balickera Medowie Road, Williamtown Taylors Beach Road, Taylors Beach</p> <hr/> <p>2027 Lemon Tree Passage Road, Lemon Tree Passage Marsh Road, Bobs Farm</p>
CSP Strategy	P2.1 Deliver and maintain sustainable community infrastructure
Delivery Program 2022 to 2026 Activity	P2.1.4 Deliver the program for maintenance of Council's assets
Operational Plan 2023 to 2024 Action	P2.1.1.1 Provide, manage and maintain community assets P2.1.4.1 Maintain Council's civil and community infrastructure

Priority Area	Detail
<p>Protecting our natural environment</p>  <p>\$2.3 million Over four years</p>	<p>Council would utilise SRV funds to enhance our current range of works that protect our natural environment. These funds would allow Council to be more undertake works more frequently and in a proactive matter and be ongoing into the future.</p> <p>Areas of focus for increased maintenance and ongoing programs would commence in the 2026/2027 financial year and include works such as</p> <ul style="list-style-type: none"> • Bush regeneration • Environmental/cultural burn programs • Habitat improvements • Strengthening animal movement corridors
CSP Strategy	E1.1 Protect and enhance our local natural and built environment
Delivery Program 2022 to 2026 Activity	<p>E1.1.1 Develop and monitor environmental policies and strategies</p> <p>E3.1.1 Develop and deliver a program for Council to mitigate environmental risk associated with climate change and natural hazards.</p>
Operational Plan 2023 to 2024 Action	<p>E1.1.1.2 Provide environmental impact assessment services and a range of nature conservation, biosecurity and rehabilitation programs</p> <p>E3.1.1.1 Develop and implement the Port Stephens Coastal Management Program (CMP) incorporating climate change risks.</p>

Priority Area	Detail
<p>Looking after our waterways and foreshores</p>  <p>\$2 million</p> <p>Over four years</p>	<p>Council would utilise SRV funds to enhance our current range of waterways and foreshore works. These funds would allow Council to be more undertake works more frequently and in a proactive matter and be ongoing into the future.</p> <p>Areas of focus for increased maintenance and ongoing programs would commence in the 2026/2027 financial year and include works such as</p> <ul style="list-style-type: none"> • Waterway, foreshore and dune area restoration • Strengthening fencing • Access points improvements • Beach management activities <p>The Coastal Management Plan is currently being finalised through community consultation.</p>
CSP Strategy	<p>E1.1 Protect and enhance our local natural and built environment</p> <p>E3.1 Support community resilience to climate change including coastal and waterway hazards</p>
Delivery Program 2022 to 2026 Activity	<p>E1.1.1 Develop and monitor environmental policies and strategies</p> <p>E3.1.1 Develop and deliver a program for Council to mitigate environmental risk associated with climate change and natural hazards.</p>
Operational Plan 2023 to 2024 Action	<p>E1.1.1.2 Provide environmental impact assessment services and a range of nature conservation, biosecurity and rehabilitation programs</p> <p>E3.1.1.1 Develop and implement the Port Stephens Coastal Management Program (CMP) incorporating climate change risks.</p>

Priority Area	Detail
<p>Looking after our public space</p>  <p>\$1.4 million</p> <p>Over three years</p>	<p>The proposed works would look at enhancing the condition of our public spaces and community amenities. Getting back to basics by fixing known defects as well as ensuring more energy-efficient lighting. These additional public space maintenance works would start in the 2026/2027 financial year.</p> <hr/> <p>2027</p> <ul style="list-style-type: none"> • Beach fencing - Fingal Bay Foreshore • Boardwalk handrails - Pirralea Gardens Boardwalk • Boardwalk repairs - Gula Park • Field lighting - fitting replacement - King Park Sports Complex • Building Renovation - e.g. fixing defects/painting - Karuah Tennis Clubhouse • Building Renovation - remove demountable - Williamtown Oval Amenities <hr/> <p>2028</p> <ul style="list-style-type: none"> • Field lighting - fitting replacement - Ferodale Sports Complex • Field lighting - fitting replacement - Tomaree Sports Complex • Building Renovation - e.g. fixing defects/painting - Boomerang Park Dog Club Amenities • Building Renovation - e.g. fixing defects/painting - Korora Oval Amenities <hr/> <p>2029</p> <ul style="list-style-type: none"> • Boardwalk repairs - Tanilba Bay Boardwalk • Field lighting - fitting replacement - Fingal Bay Oval • Field lighting - fitting replacement - Lakeside Sports Complex • Building Renovation - e.g. fixing defects/painting - Medowie Tennis Clubhouse
CSP Strategy	P2.1 Deliver and maintain sustainable community infrastructure
Delivery Program 2022 to 2026 Activity	P2.1.4 Deliver the program for maintenance of Council's assets
Operational Plan 2023 to 2024 Action	P2.1.1.1 Provide, manage and maintain community assets

Program of Works

Capital Works Program 2023-2033

Council's Capital Works Program 2023-2033 (the Works Program) continues to focus on asset rehabilitation rather than on newly built assets. The focus on asset renewal continues to reduce the organisation's infrastructure funding gap. The Works Program is in Appendix 2.

The Works Program is based on known funding sources.

The list of proposed works will increase with the introduction of any future grants, Sports Council or committee works that may be funded from external sources. Some grants do require matching funds, so if these grants become available the proposed Works Program may need to be adjusted to help fund these additional works.

The list of proposed projects does not include any works that have commenced or were postponed in the financial year 2022-2023 that may need to be carried over into the 2023-2024 financial year.

Capital Works Plus Plan

Council's Capital Works Plus Plan 2023-2033 (the Plus Plan) lists projects that will be undertaken, subject to the availability of funding. The Plus Plan is in Appendix 3. When funds are realised and prioritised under the asset funding strategy, funds are allocated to the projects documented in the Plus Plan or to existing projects in future years that may be brought forward.

The Plus Plan includes:

- projects to reduce the infrastructure backlog
- major future projects to meet demand
- existing projects that require additional monies to further expand the scope of works.

It should be noted that the projects in the Plus Plan have not been scoped and the costs and timing are indicative only. Until such time that these projects are fully scoped, the estimate and the associated sources of funds have been assumed.

PSC2020 and COVID Stimulus Projects

Following the unsuccessful Special Rate Variation (SRV) application with a determination that Council has a positive financial status to proceed with some

works, the elected body (Mayor and Councillors) adopted to progress a number of projects under the title of PSC2020. While the PSC2020 projects are less in value compared to the total SRV, the timeframe to deliver is substantially compressed. It was initially thought that the PSC2020 will be a peak in capital works delivery that should return back to normal levels within the 12months. Though the COVID pandemic did result in a number of additional NSW Government stimulus packages becoming available increasing our capital works program. With successful grants already awarded and the potential for more to come, this growth in capital works is continuing for a number of years. Specialised projects delivered in a short time frame require particular skills with a mixture of contract and permanent staff.

Asset Risk Management

Council maintains a Risk Management Framework (RMF) that articulates how it ensures the comprehensive management of risks to support the delivery of the Community Strategic Plan. The RMF is informed by the Community Strategic, Operational and Delivery Plans and consists of the Risk Management Policy (RMP), Risk Appetite Statement (RAS) and Risk Management Strategy (RMS).

Asset risk management practices adopt the following core elements:



Figure 2: Asset Risk Management practices

Identified risks are then assessed using likelihood and consequence tables including a 5x5 matrix. Given the number of categories of risk and variety of assets for which Council is responsible, the risk assessment for Council's assets is detailed in each asset chapter. The following overarching risks are common across all asset classes.

Risk to Asset and Risk Controls

Table 2: Risk to Asset and Risk Controls

Risk class	Risk sub-class	Key risk management processes
Asset Management	Planning risk	<p>The identification and management of this risk is supported by:</p> <ul style="list-style-type: none"> • What do we do here for long-term planning • Community engagement / desire • Climate Change Adaptation Plan • Future needs/use planning
	Model risk	<p>The identification and management of this risk is supported by:</p> <ul style="list-style-type: none"> • Review accounting depreciation models: • Asset deterioration assessments and community service / use assessments. <p>External professional review of asset models.</p>
Asset Maintenance	Infrastructure failure risk	<p>The identification and management of this risk is supported by:</p> <ul style="list-style-type: none"> • Review community asset service level. • Identify asset maintenance needs by priority. • Asset Inspection Program. • Asset Works Program. • Review market options to shift risk. • Review funding risk exposures and determine asset risk strategy <ul style="list-style-type: none"> ○ Accept risk having understood implications, or ○ Reduce risk by obtaining required funding and action, or ○ Avoid risk by disposing or ceasing use of the asset.
	Funding risk	<p>Document and monitor maintenance program for Council assets provided for lease or licence.</p> <p>The identification and management of this risk is supported by:</p> <ul style="list-style-type: none"> • Identify asset maintenance needs by priority. • Identify confirmed asset maintenance budget. • Assess gap between prioritised maintenance needs and available budget. • Assess risk for any unfunded maintenance and determine asset risk strategy: <p>Update Works Program to reflect determined asset risk strategy.</p>

Risk class	Risk sub-class	Key risk management processes
	Supplier risk	<p>The identification and management of this risk is supported by:</p> <ul style="list-style-type: none"> Annual review of Service Level Agreement(s) – internal and external suppliers. Service Level Agreement performance monitoring program (Works Program delivery – quality and timing). <p>Annual review of maintenance Works Program – agreed with suppliers and funded.</p>
	Data risk	<p>The identification and management of this risk is supported by:</p> <ul style="list-style-type: none"> Service Level Agreements with Asset Data Collection service providers. Regular periodic Asset Data Collection inspections per Asset Inspection Program Single asset data source – linked to corporate forward works planning, accounting and finance systems. <p>Quality management systems established with suppliers to monitor service and be informed on asset status and/or needs.</p>
Environment, Heritage, Culture		<p>The identification and management of this risk is supported by:</p> <ul style="list-style-type: none"> Centralised environmental risk function. Embedded environmental skills in asset program (construction and maintenance). Environmental Management System (EMS) <p>Incident management system</p>
Compliance		<p>The identification and management of this risk is supported by:</p> <ul style="list-style-type: none"> Recruitment and retention of staff with suitable qualifications. Obligation management program – understand current and pending obligations and incorporate into operational practices. Non-complying Assets Register – reviewed regularly and risk priority assessed. <p>Audit program.</p>
Safety – Customer / Community		<p>The identification and management of this risk is supported by:</p> <ul style="list-style-type: none"> Works require Council approval through <i>Roads Act</i> application or <i>Works on Council Land</i> application.

Risk class	Risk sub-class	Key risk management processes
		<ul style="list-style-type: none"> Asset maintenance risk-based and incorporated into Works Program. Safety practices applied in construction and maintenance programs. Asset Inspection Program
		Incident management program

The risks to assets listed above are not exhaustive but provide an overview of the focus areas. Risks that are specific to each asset class are documented within the AMP.

Asset Best Practice Manuals and Guidelines

To complement Council's risk assessment, since SAMP7 Council adopts and implements Statewide Mutual's Best Practice manuals and guidance notes. These Best Practice documents state that it is Council's responsibility to undertake proactive inspections of asset conditions and undertake the necessary works to repair the defects within Council's resources. This in turn will maintain public safety and reduce Council's risk to litigation.

With the abolition of the non-feasance rule in the early 2000's, NSW Councils can no longer use the 'lack of having asset condition', or the excuse they 'didn't know' as a defence argument in a public liability legal claim. That is, Councils are responsible for proactively knowing and documenting the defect condition of Council's assets. Once a defect is found, Council is then required to undertake the maintenance, repairs or works (within Council's resources) on the asset in a prioritised manner within the organisation's resources. It should be noted that documenting the absence of asset defects through this assessment can also be used as evidence in a defence argument in a public liability legal claim.

The Statewide Mutual Best Practice manuals and guidance notes were previously adopted by Council for individual topics such as Roads, Cycleways, etc. As these were adopted as part of SAMP7, there was no longer a need to have these adopted as individual policies and hence these policies were revoked in December 2017.

This SAMP has adopted the following Statewide Mutual Best Practice manuals to be implemented in Council's assessment and management of assets:

- Bitumen and Asphalt Resurfacing
- Roads
- Playgrounds
- Signs as a Remote Supervision

- Trees and Tree Roots
- Footpaths
- Shared Paths
- BMX Tracks
- Skateboard Facilities
- Sporting Facilities
- Storm water Infrastructure.

The review of Council's existing practices against these manuals and guidance notes has occurred. An improvement plan was created, is being implemented and is continually being reviewed.

Critical assets

Assets are deemed critical if their impairment or failure would result in a detrimental effect on human safety or the services that enable social or economic transactions. Critical assets are inspected with a higher frequency and the risk appetite associated with their management is extremely low. Hence critical assets are maintained at a very high level and have an appropriate budget allocation. Individual critical assets are not identified in this SAMP, but they do include Council owned infrastructure such as bridges, large culverts, pump stations, some retaining walls and emergency evacuation centres. Council previously owned and managed a designated dam. Though in 2021 the Dam Safety Committee deregistered this dam as a high risk asset under their criteria.

Environmental sustainability

Council is committed to 'properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development as per the Local Government Act 1993 (The Act). The principles of ecologically sustainable development (ESD) are defined in The Act as the 'effective integration of economic and environmental considerations in decision-making processes.

Council is committed to effective implementation for the following principles of ESD as they relate to asset management decision making; the precautionary principle; intergenerational equity; conservation of biological diversity and ecological integrity; and improved valuation, pricing and incentive mechanisms.

Council's approach to environmental sustainability with an asset management context to date has focussed on achieving environmental and financial benefits through targeted energy and water efficiency projects at Council's largest energy and water consuming Council assets. This approach has been highly successful at delivering positive environmental and financial outcomes with minimal capital

investment. These projects were implemented through Council's 10 year Capital Works Program and include lighting retrofits, HVAC upgrades, solar and gas hot water system installations, and building management systems amongst others. Low capital cost opportunities to invest in asset management projects that deliver environmental benefits remain, however, an ongoing environmental improvement program will likely involve greater investments of financial capital.

Council has developed an Environmental Management System (EMS), consistent with the most recent International Standard for EMSs (ISO 14001:2015). The EMS forms an integral component of Council's Integrated Risk Management Framework. ISO 14001:2015 builds upon the previous focus areas of legal compliance and prevention of pollution to provide clearer direction on resource efficiency, waste management, climate change and degradation of ecosystems. Council's ongoing approach to asset management, from sustainable design through construction, to operation and ongoing maintenance, will be consistent with the EMS and with ISO 14001:2015; Council's Integrated Risk Management Policy, including Environmental Risks; and Council's Environment Policy.

In this SAMP the Environmental assets were not included in the review due to the complexity of analysing a natural resource in terms of asset management. Environmental assets will be included once the asset management industry has a reliable and consistent analysis method.

In 2019 external State Government Agencies have gained funding to examine how natural assets become part of the SAMP under the best practice guidelines. While natural assets can be reported on through other means, there is a desire for natural assets to be under the umbrella of the SAMP. Port Stephens Council are participating in this trial to make this work and have a consistent approach across the State. Though to date, there has not been an outcome that fits into the IIMM asset management framework.

PSC are adopting the circular economy to continually strive to reduce the environmental impacts of production and consumption, while supporting economic growth through more productive uses of natural resources. It effectively designs out waste by recovering materials that can be reused and mimics nature's biological processes. The circular economy is a framework of three principles: **design out waste** and pollution, **keep products and materials in use** at their highest value for as long as possible and **regenerate natural systems**.

PSC would like to move away from the linear economy approach that takes a natural resource and creates a product that is eventually destined to become waste because of the way it has been designed and made. This process is often summarised by "**take, make, waste**".

By contrast, PSC would like to employ a reuse, sharing, repair, refurbishment, remanufacturing and recycling to create a closed-loop system, minimising the use of resource inputs and the creation of waste, pollution and carbon emissions to meet carbon neutrality by 2025.

Asset Management Maturity - knowledge capability gap analysis

This review provides a synopsis of Port Stephens Council's 'Capability' in undertaking asset management practices. Shortfalls incapability or the 'Capability Gaps', identified have been added to our asset management improvement program. Since 2011 this type of review has been labelled a 'maturity assessment'. This review was first conducted in 2008 and stimulated a number of changes that have progressed Asset Management in Port Stephens Council.

Capability Gap Analysis included staff undertaking an internal assessment using the Delphi method and the Capability Gap Matrix Tool for each asset category. The Capability Gap Matrix Tool assesses our ability to meet the requirements of the Asset Management Practice Elements and Asset Management Components. The Asset Management Practice Elements and Asset Management Components are described below:

Asset management practice elements

1. **Process and practices** used in the completion of lifecycle asset management activities.
2. **Information systems** required to support the process and practices, store and manipulate the data and knowledge.
3. **Data and knowledge** of the assets such as performance, accuracy and reliability of data.
4. **Commercial tactics** such as documented service level agreement to efficiently carry out works in the asset lifecycle.
5. **Organisational issues** document structure, roles and responsibilities relating to asset management.
6. **People issues** include such things as attitudes and skills involved in asset management.
7. **Asset management plans.**

Asset management components

1. Background Data
2. Planning
3. Creation/Acquisition
4. Financial/Risk Management

5. Operations and Maintenance
6. Condition and Performance Monitoring
7. Rehabilitation and Replacement
8. Consolidation/Rationalisation
9. Audit
10. Levels of Service and Sustainability Gap
11. Future Demand
12. Financial Management
13. Asset Management Practices
14. Plan Improvement, Monitoring and Reporting

Since the initial maturity assessments, Council has undergone a number of internal and external audits to review the organisations asset management maturity. The findings are positive, though there are always opportunities for improvements

Exclusions

Council does not provide utilities such as electricity, gas, telecommunication, water and sewerage services and hence these assets are not in the SAMP.

Newcastle Airport is partly owned by Newcastle City Council and is excluded from the SAMP. The Airport is its own legal entity and management of the asset is delegated to Newcastle Airport.

Appendix 1 – Asset Management Policy

Policy



FILE NO: PSC2005-3231

TITLE: ASSET MANAGEMENT POLICY

OWNER: ASSET SECTION MANAGER

1. PURPOSE:

- 1.1 The purpose of the policy is to articulate Port Stephens Council's commitment to sound asset management in an integrated, consistent, coordinated and financially sustainable manner.
- 1.2 The policy provides a clear direction by defining the key principles that underpin the management of assets.

2. CONTEXT/BACKGROUND:

- 2.1 Port Stephens Council is responsible for a large and diverse asset base. These assets include, but not limited to; parks, pools, wharves, jetties, foreshores, roads, bridges, footpaths, drains, library resources, childcare centres, community buildings, Rural Fire Service (RFS) and State Emergency Services (SES) emergency buildings, sporting facilities, fleet, transport infrastructure, land, commercial business assets and information communication technology-related assets. These assets are used to provide facilities and services to the community, visitors and persons undertaking business in our local government area.
- 2.2 The Local Government Act 1993, sections 8B(b) and 8B(c)(ii) 'Principles of Local Government' legislates Council's responsibility and the manner in which Council must conduct itself when providing services to the community. These principles include Council's asset management responsibility.
- 2.3 Essential Element 2.13 and 2.14 of the Local Government Guidelines sets out requirements for identification of critical assets, risk management strategies for these assets and specific actions.
- 2.4 Essential Element 2.12 of the Local Government Guidelines requires that The Asset Management Strategy must include an overarching council endorsed Asset Management Policy.

3. SCOPE:

- 3.1 To meet the 'Principles of Local Government', Council shall be the custodian of assets it has control of and manage them through their lifecycle. The



Policy



- management of assets is documented in the Strategic Asset Management Plan and should ensure that issues addressed are prioritised in line with:
- Organisational objectives.
 - Community's goals as detailed in the Community Strategic Plan.
 - As best as possible result in intergenerational equity.
- 3.2 The Strategic Asset Management Plan addresses Council's approach to asset lifecycle management processes such as:
- background data
 - planning
 - creation/Acquisition/Augmentation Plan
 - financial/Risk Management Plan
 - operations and Maintenance Plan
 - condition and performance monitoring
 - rehabilitation/Renewal/Replacement Plan
 - consolidation/Rationalisation Plan
 - audit Plan/Review.
- 3.3 Key elements that drive the above asset lifecycle management processes include:
- levels of service
 - future demand
 - lifecycle Management Plan
 - financial summary
 - asset Management Practices
 - plan improvement and monitoring.
- 3.4 Council will maintain and annually review the Strategic Asset Management Plan as required in Essential Element 2.18 of the Local Government Guidelines. Relevant staff and Councillors shall be trained in asset management.

4. DEFINITIONS:

- 4.1 An outline of the key definitions of terms included in the policy.

Asset	An item that has potential value to an organisation and is used to provide a service to community, customers or stakeholders.
Asset Lifecycle Management	The term used to describe the management of an asset through the stages of life from planning and creation to disposal.
Strategic Asset Management Plan	Plan that documents the assets activities and programs for each service area and resources applied to provide a defined level of service in the most cost effective way based on the services required.

Policy

WARRINGAH REGIONAL COUNCIL - 11 APRIL 2023 - ATTACHMENTS



Policy



5. STATEMENT:

- 5.1 Council is committed to undertake the management of assets in accordance with the scope of this policy.

6. RESPONSIBILITIES:

- 6.1 Asset Section Manager is responsible for the implementing, complying with, monitoring, evaluating, reviewing and providing advice on the policy.
- 6.2 Port Stephens Council asset owners including Asset Section Manager, Business Systems Support Section Manager, Community Services Section Manager, Emergency Management Coordinator and Property Services Section Manager are responsible for implementing the policy.

7. RELATED DOCUMENTS:

- 7.1 Local Government Act 1993 and Guidelines.
- 7.2 Strategic Asset Management Strategy.
- 7.3 Asset Management Guidelines.

CONTROLLED DOCUMENT INFORMATION:

This is a controlled document. Hardcopies of this document may not be the latest version. Before using this document, check it is the latest version; refer to Council's website: www.portstephens.nsw.gov.au .			
EDRMS container No.	PSC2005-3231	EDRMS record No.	22/75009
Audience	Mayor and Councillors, Council Staff and Community		
Process owner	Asset Section Manager		
Author	Asset Section Manager		
Review timeframe	3 years	Next review date	February 2025
Adoption date	20 December 2011		



Policy



VERSION HISTORY:

Version	Date	Author	Details	Minute No.
1	20 Dec 2011	Group Manager Facilities and Services	Adoption	459
2	8 Mar 2011	Group Manager Facilities and Services	Minor Amendments	064
3	12 Dec 2017	Asset Section Manager	Align to new Council Policy format and inclusion in IPWEA "must haves" as an asset management policy.	323
4	11 Feb 2020	Assets Section Manager	Updated to new Corporate Policy Template and minor grammatical formatting. 2.1 Addition of Rural Fire Services and State Emergency Services.	016
5	8 Feb 2022	Assets Section Manager	Updated to new Corporate Policy Template. Reviewed by Author.	017

Policy

WARNING: This document is a draft and should not be used for decision making.

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Appendix 2 - Capital Works Program 2023-2033

Capital Works Program 2023 – 2033

Year	Asset Category	Project Description	Estimate
2023/2024	Administration/ Property Assets	Property - Administration Building - Refurbishment Program – Stage 6	\$250,000
2023/2024	Aquatic Centres	Aquatic Centre Assets - Lakeside Leisure Centre - 50m Pool grid mesh	\$20,000
2023/2024	Aquatic Centres	Aquatic Centre Assets - Tilligerry Aquatic Centre - Replace splash pad softfall rubber. Remove Playground	\$45,000
2023/2024	Aquatic Centres	Aquatic Centre Assets - Tilligerry Aquatic Centre - Replace filter media	\$40,000
2023/2024	Aquatic Centres	Aquatic Centre Assets - Tomaree Aquatic Centre - DE Socks	\$35,000
2023/2024	Aquatic Structures	Aquatic Structure Assets - Longworth Park - Seawall	\$200,000
2023/2024	Community Assets	Surf Club Assets - Birubi Surf Club - Air Conditioning Replacement	\$141,750
2023/2024	Community Assets	Community Assets - Birubi Tourism Interchange - Construction	\$7,314,330
2023/2024	Community Assets	Community Assets - DE fib	\$33,000
2023/2024	Community Building	Community Building Assets - Seaham School of Arts - Upgrade driveway, disabled access and renovation	\$85,000
2023/2024	Community Building	Community Building Assets - Raymond Activity Van - Replace switchboard	\$10,000
2023/2024	Community Building	Community Building Assets - Raymond Terrace Early Education Centre - Replace switchboard	\$15,000
2023/2024	Drainage Assets	Marsh Road floodgates	\$20,000
2023/2024	Drainage Assets	LGA wide: Rehabilitation/reconstruction of existing drainage infrastructure	\$50,000

Year	Asset Category	Project Description	Estimate
2023/2024	Drainage Assets	LGA wide: Future designs, planning and easements	\$50,000
2023/2024	Drainage Assets	Seabreeze Estate Drainage: Drainage improvement works involving pump station and pipelines in the Seabreeze Estate catchment and Dowling Street Area.	\$1,300,000
2023/2024	Fleet Assets	Fleet Replacement	\$2,000,000
2023/2024	Holiday Parks	Capital Improvements	\$3,660,000
2023/2024	ICT Assets	Capital Improvements	\$400,000
2023/2024	Library Assets	Library Resource Agreement	\$250,000
2023/2024	Parks and Reserves	Parks and Reserve Assets - Raymond Terrace Foreshore - Park Infrastructure replacement	\$13,000
2023/2024	Parks and Reserves	Parks and Reserve Assets - Riverside Park - Vehicle Barriers	\$20,000
2023/2024	Parks and Reserves	Parks and Reserve Assets - Nelson Bay Foreshore - Beach Access points	\$52,000
2023/2024	Parks and Reserves	Parks and Reserve Assets - Shoal Bay Foreshore - Beach Access points	\$20,000
2023/2024	Parks and Reserves	Parks and Reserve Assets - Fingal Bay Foreshore - Beach Access points	\$52,000
2023/2024	Parks and Reserves	Parks and Reserve Assets - Tilligerry Boardwalk - Stairs	\$15,000
2023/2024	Parks and Reserves	Parks and Reserve Assets - Gula Park - Boardwalk upgrades	\$55,000
2023/2024	Parks and Reserves	Parks and Reserves Assets - Memorial Park - RV Parking Area	\$163,831
2023/2024	Parks and Reserves	Parks and Reserves Assets - Fisherman's Bay Reserve - Park Furniture installations	\$42,000
2023/2024	Parks and Reserves	Parks and Reserves Assets - Little Beach - Irrigation Upgrade	\$50,000
2023/2024	Pavement Assets	Pavement Reconstruction - Avenue of the Allies- Tanilba Bay. Widening, drainage, K&G Poilus Pde to King Albert Ave STAGE 2	\$1,053,527

Year	Asset Category	Project Description	Estimate
2023/2024	Pavement Assets	Project Design and Investigation	\$245,000
2023/2024	Pavement Assets	Pavement Rehabilitation. Medowie Road seg 100	\$200,000
2023/2024	Pavement Assets	Pavement Rehabilitation. Safer Roads Program (State Blackspot) Lemon Tree Passage Road. Brown Road (second occurrence) to 768 LTP Rd	\$1,415,000
2023/2024	Pavement Assets	Pavement Sealing. East Seaham Road stage 5. Install new seal, guardrail, signage and linemarking from No.474 to 829 East Seaham Road.	\$1,547,527
2023/2024	Pavement Assets	Pavement Rehabilitation. Safer Roads Program (State Blackspot) The Bucketts Way seg 20 (yr 2/3)	\$1,785,000
2023/2024	Pavement Assets	"Pavement Rehabilitation. Regional Roads Repair The Bucketts Way seg 20. From No.125 to 215 The Bucketts Way"	\$557,000
2023/2024	Pavement Assets	Pavement Reconstruction - Sturgeon Street Seg 90, Glenelg to Jacaranda inc Jacaranda intersection, Raymond Terrace	\$425,000
2023/2024	Pavement Reseals	Pavement Reseal	\$1,600,000
2023/2024	Playgrounds	Playground Assets - Taylors Beach Foreshore Reserve - Replacement	\$150,000
2023/2024	Playgrounds	Playground Assets - Elkin Ave Reserve - Replacement	\$162,250
2023/2024	Playgrounds	Playground Assets - Korora Oval - Replacement	\$158,444
2023/2024	Property Assets	Commercial Property and Development Capital improvements	\$1,000,000
2023/2024	Public Amenities	Public Amenities Assets - Salt Ash Amenities - Replacement	\$120,000
2023/2024	Public Amenities	Public Amenities Assets - Henderson Park - Replacement	\$309,438
2023/2024	Public Amenities	Public Amenities Assets - Neil Carroll Park - Replacement	\$210,000

Year	Asset Category	Project Description	Estimate
2023/2024	Sportsfield Assets	Sportsfield Assets - Bowthorne Park - Backup generator inlet	\$15,000
2023/2024	Sportsfield Assets	Sportsfield Assets - Brandon Park - Carpark upgrades	\$248,436
2023/2024	Sportsfield Assets	Sportsfield Assets - Stuart Park - Backup generator inlet	\$25,000
2023/2024	Sportsfield Assets	Tomaree Sports Complex - LED Lighting Upgrades	\$257,919
2023/2024	Sports Assets	Sports Assets - Salamander Sports Complex - Drainage	\$80,000
2023/2024	Sports Assets	Sports Assets – Yulong Oval – Amenities Replacement	\$1,501,219
2023/2024	Transport	Smart Parking	\$440,000
2023/2024	Waste	Salamander Transfer Station - Upgrade of fire hydrant system	\$285,000
2024/2025	Administration/Property Assets	Property - Administration Building - Refurbishment Program – Stage 7	\$250,000
2024/2025	Aquatic Centres	Aquatic Centre Assets - Lakeside Leisure Centre - Leisure Pool heat pump replacement	\$93,000
2024/2025	Aquatic Centres	Aquatic Centre Assets - Tomaree Aquatic Centre - Amenities upgrade	\$200,000
2024/2025	Community Building	Community Building Assets - Hinton School of Arts - Renovation	\$45,000
2024/2025	Drainage Assets	Boyd Boulevard, Medowie: Upgrade the drainage system from Boyd Boulevard to the north via 42 Boyd Boulevard	\$300,000
2024/2025	Drainage Assets	Nelson Bay: Drainage improvement works in the Seabreeze Estate catchment, Dowling Street Area and Fly Point Area.	\$900,000
2024/2025	Drainage Assets	Kula Rd, Medowie: Upgrade to localised table drain system near 4 Kula Road	\$70,000
2024/2025	Drainage Assets	LGA wide: Rehabilitation of KIPs Various	\$75,000
2024/2025	Drainage Assets	LGA wide: Future designs, planning and easements	\$75,000
2024/2025	Fleet Assets	Fleet Replacement	\$2,199,263

Year	Asset Category	Project Description	Estimate
2024/2025	Holiday Parks	Capital Improvements	\$3,000,000
2024/2025	ICT Assets	Capital Improvements	\$400,000
2024/2025	Library Assets	Library Resource Agreement	\$250,000
2024/2025	Library Assets	Library Assets - Tomaree Library - AC replacement - Stage 1	\$200,000
2024/2025	Pavement Assets	Pavement Rehabilitation - Duns Creek Road- SEG 50 – Duns Creek. Forest Road to 291 Duns Creek Road.	\$805,000
2024/2025	Pavement Assets	Project Design and Investigation	\$260,000
2024/2025	Pavement Assets	Pavement Reconstruction - Mustons Road, Karuah - Road widening and shared path construction - Franklin Street to Boronia Road	\$905,527
2024/2025	Pavement Assets	Pavement Rehabilitation - The Bucketts Way - seg 70. plus culvert widening 4.7km Nth Pacific Highway north 250m towards boundary	\$273,000
2024/2025	Pavement Assets	Traffic Committee road safety project	\$160,000
2024/2025	Pavement Assets	Pavement Rehabilitation. Safer Roads Program (State Blackspot) The Bucketts Way seg 30 and 40 (yr 3/3)	\$1,500,000
2024/2025	Pavement Assets	Pavement Rehabilitation, Tarean Road, Karuah. 210 to 264 Tarean Road, Karuah. Seg 60 - 70.	\$600,000
2024/2025	Pavement Reseals	Pavement Reseal	\$1,600,000
2024/2025	Parks and Reserve Assets	Parks and Reserves Assets - Taylors Beach Foreshore Reserve - Park Furniture replacements	\$40,000
2024/2025	Parks and Reserve Assets	Parks and Reserve Assets - Mungarra Reserve - Boardwalk upgrades	\$242,000
2024/2025	Property Assets	Commercial Property and Development Capital improvements	\$1,000,000
2024/2025	Public Amenities	Public Amenities Assets - Shoal Bay East - Replacement	\$180,000

Year	Asset Category	Project Description	Estimate
2025/2026	Administration/ Property Assets	Property - Administration Building - Refurbishment Program – Stage 8	\$250,000
2025/2026	Aquatic Centres	Aquatic Structure Assets – Lemon Tree Passage- Replace swim net	\$25,000
2025/2026	Aquatic Centres	Aquatic Structure Assets - Longworth Park Wharf - Replace swim net	\$25,000
2025/2026	Aquatic Centres	Aquatic Centre Assets - Tomaree Aquatic Centre - Windbrake replacements	\$125,000
2025/2026	Aquatic Centres	Aquatic Centre Assets - Lakeside Leisure Centre - 50/m Leisure Pool regROUT, expansion joints, balance tank membrane and filter media	\$198,000
2025/2026	Community Building	Community Building Assets - Karuah Centre - Remove external asbestos and repaint	\$50,000
2025/2026	Drainage Assets	Coolabah Road, Medowie: Construct a swale and lower the pathway between 15 & 17 Coolabah Road.	\$430,000
2025/2026	Drainage Assets	Enterprise Drive, Tomago: Construction of a new drainage system from Enterprise Drive to the detention basin located within No 15 Enterprise Drive and augmentation to the existing detention basin	\$500,000
2025/2026	Drainage Assets	Stanley Street, LTP: Upgrading the drainage system near No 9 Stanley Street	\$350,000
2025/2026	Drainage Assets	LGA wide: Rehabilitation / reconstruction of existing drainage infrastructure	\$75,000
2025/2026	Drainage Assets	LGA Wide: Future designs, planning and easements	\$75,000
2025/2026	Fleet Assets	Fleet Replacement	\$2,160,915
2025/2026	Holiday Parks	Capital Improvements	\$3,000,000
2025/2026	ICT Assets	Capital Improvements	\$400,000
2025/2026	Library Assets	Library Assets - Tomaree Library - AC replacement - Stage 2	\$200,000

Year	Asset Category	Project Description	Estimate
2025/2026	Library Assets	Library Resource Agreement	\$250,000
2025/2026	Pavement Assets	Project Design and Investigation	\$260,000
2025/2026	Pavement Assets	"Pavement Rehabilitation. Paterson Road, Woodville- seg 70. No 895 to Iona Lane"	\$600,000
2025/2026	Pavement Assets	Traffic Committee road safety project	\$100,000
2025/2026	Pavement Assets	"Pavement Rehabilitation. Regional Roads Repair Medowie Road seg 200 and 220 - 529 Medowie Road to Blueberry Road"	\$496,500
2025/2026	Pavement Assets	Pavement Rehabilitation. Tomaree Road - Verona Road to Messines Street, Shoal Bay inc path construction	\$870,527
2025/2026	Pavement Reseals	Pavement Reseal	\$1,600,000
2025/2026	Playgrounds	Playground Assets – Boronia Gardens - Replacement	\$120,000
2025/2026	Property Assets	Commercial Property and Development Capital improvements	\$1,000,000
2025/2026	Public Amenities	Public Amenities Assets - Tanilba Park Amenities - Replacement	\$210,000
2025/2026	Sports Assets	Sports Assets - Shoal Bay Tennis - Fencing replacement	\$42,000
2025/2026	Sports Assets	Sports Assets - Fingal Bay Oval - Irrigation Controller upgrades	\$5,000
2026/2027	Administration/Property Assets	Property - Administration Building - Refurbishment Program – Stage 9	\$250,000
2026/2027	Aquatic Centres	Aquatic Centre Assets - Lakeside Leisure Centre - Filter media replacement	\$45,000
2026/2027	Aquatic Structures	Aquatic Structure Assets - Karuah Wharf - Handrail and decking replacements	\$65,000
2026/2027	Aquatic Structures	Aquatic Structure Assets - Salamander Wharf - Handrail and decking replacements	\$60,000

Year	Asset Category	Project Description	Estimate
2026/2027	Community Building	Soldiers Point - RFS Expand current facility to 3 bay - adding training room and amenities	\$250,000
2026/2027	Drainage Assets	Waratah Ave, Soldiers Point: Upgrading the drainage system and constructing of a new drainage channel	\$400,000
2026/2027	Drainage Assets	Kingston Pde, Raymond Terrace: Upgrading the drainage system from Kingston Pde to the floodplain via 5 Kingston Pde	\$400,000
2026/2027	Drainage Assets	Rigney St, Shoal Bay - Construct a new drainage system and kerb and guttering in front from 55 Rigney Street to Fingal Street	\$320,000
2026/2027	Drainage Assets	LGA wide: Rehabilitation of KIPs Various	\$75,000
2026/2027	Drainage Assets	LGA wide: Future designs, planning and easements	\$75,000
2026/2027	Fleet Assets	Fleet Replacement	\$2,516,220
2026/2027	Holiday Parks	Capital Improvements	\$3,000,000
2026/2027	ICT Assets	Capital Improvements	\$400,000
2026/2027	Library Assets	Library Resource Agreement	\$250,000
2026/2027	Parks and Reserves	Parks & Reserves Assets - Fly Point - Park furniture replacement	\$40,000
2026/2027	Parks and Reserves	Parks & Reserves Assets - Nelson Bay Foreshore - Irrigation upgrade and Park furniture replacement	\$65,000
2026/2027	Pavement Assets	Pavement Rehabilitation - Swan Bay Road - SEG 50 - 214 Swan Bay Road to 250 Swan Bay Road, Swan Bay	\$200,000
2026/2027	Pavement Assets	Pavement Reconstruction. Tuna Crescent and Market Street, Fingal Bay	\$725,000
2025/2026	Pavement Assets	Pavement Reconstruction - Rigney Street- Shoal Bay. Reconstruction from Fingal Street to Messines Street	\$1,095,527
2026/2027	Pavement Assets	Pavement Rehabilitation. Lemon Tree Passage Road seg 440. Blanch St to Industrial Cr	\$473,000

Year	Asset Category	Project Description	Estimate
2026/2027	Pavement Assets	Project Design and Investigation	\$260,000
2026/2027	Pavement Reseals	Pavement Reseal	\$1,600,000
2026/2027	Playgrounds	Playground Assets - Bob Cairns Reserve - Replacement	\$125,000
2026/2027	Playgrounds	Playground Assets – Seaham Park - Replacement	\$180,000
2026/2027	Property Assets	Commercial Property and Development Capital improvements	\$1,000,000
2026/2027	Public Amenities Assets	Public Amenities Assets - One Mile Beach - Replacement	\$210,000
2026/2027	Public Amenities Assets	Public Amenities Assets - Conroy Park Amenities - Replacement	\$210,000
2027/2028	Administration/Property Assets	Property - Administration Building - Refurbishment Program – Stage 10	\$250,000
2027/2028	Aquatic Centres	Aquatic Centre Assets - Tomaree Aquatic Centre - Program Pool Liner	\$105,000
2027/2028	Community Building	Community Building Assets - LTP Old School Centre - Amenities upgrade	\$220,000
2027/2028	Drainage Assets	Kent Gardens, Soldiers Point: Upgrading the existing drainage system	\$200,000
2027/2028	Drainage Assets	Kindlebark Drive, Medowie: Upgrade pit and pipe capacities and lower the footpath for an overland flow path	\$100,000
2027/2028	Drainage Assets	Brocklesby Road, Medowie: Upgrade drainage system down to Medowie Road	\$200,000
2027/2028	Drainage Assets	President Wilson Walk, Tanilba Bay: Upgrading the drainage system from LTP road to Golf Course via President Wilson Walk	\$300,000
2027/2028	Drainage Assets	Morpeth Road, Wallalong: Improvement to the existing detention basin outlet under High Street	\$400,000

Year	Asset Category	Project Description	Estimate
2027/2028	Drainage Assets	LGA wide: Rehabilitation / reconstruction of existing drainage infrastructure	\$75,000
2027/2028	Drainage Assets	LGA wide: Future designs, planning and easements	\$75,000
2027/2028	Fleet Assets	Fleet Replacement	\$3,966,578
2027/2028	Holiday Parks	Capital Improvements	\$3,000,000
2027/2028	ICT Assets	Capital Improvements	\$400,000
2027/2028	Library Assets	Library Resource Agreement	\$250,000
2027/2028	Pavement Assets	Pavement Rehabilitation - Paterson Road - SEG 50 - 765 Paterson Road to 831 Paterson Road, Woodville	\$375,000
2027/2028	Pavement Assets	Pavement Reconstruction - Sunset Blvd- Soldiers Point Ridgeway Ave to Brown Ave - Widening and K&G Project Design and Investigation	\$1,083,027
2027/2028	Pavement Assets	Pavement Rehabilitation - Regional Roads	\$260,000
2027/2028	Pavement Assets	Pavement Rehabilitation - Elizabeth Ave - SEG 20 - Raymond Terrace	\$500,000
2027/2028	Pavement Assets	Pavement Rehabilitation - Elizabeth Ave - SEG 20 - Raymond Terrace	\$130,000
2027/2028	Pavement Assets	Shared path construction - Sandy Point Road. Foreshore Drive to Worimi Drive, Salamander Bay.	\$355,000
2027/2028	Pavement Reseals	Pavement Reseal	\$1,600,000
2027/2028	Playgrounds	Playground Assets - Kindlebark Oval - Replacement	\$120,000
2027/2028	Playgrounds	Playground Assets - Garden Place Reserve - Replacement	\$120,000
2027/2028	Playgrounds	Playground Assets – Longworth Park -Replacement	\$180,000
2027/2028	Property Assets	Commercial Property and Development Capital improvements	\$1,000,000
2027/2028	Public Amenities	Public Amenities Assets - Fingal Bay Foreshore Amenities - Replacement	\$210,000
2027/2028	Sports Facilities	Sports Assets - Tomaree Sports Complex - Netball BBQ Shelter replacement	\$45,000

Year	Asset Category	Project Description	Estimate
2028/2029	Administration/ Property Assets	Property - Administration Building - Refurbishment Program – Stage 11	\$250,000
2028/2029	Aquatic Centres	Aquatic Centre Assets - Tilligerry Aquatic Centre - Children's play feature replacements	\$135,000
2028/2029	Community Building	Community Building Assets - Soldiers Point Hall - Renovation	\$125,000
2028/2029	Drainage Assets	Abundance Road, Medowie: Construction of a new drainage system from Abundance Road to Campvale Drain	\$600,000
2028/2029	Drainage Assets	Pennington Rd, Raymond Terrace: Upgrading the pit capacity and construct overland flowpath	\$300,000
2028/2029	Drainage Assets	Sunset Boulevard, Soldiers Point: Construction of a new drainage system along the Street	\$400,000
2028/2029	Drainage Assets	LGA wide: Future designs, planning and easements	\$75,000
2028/2029	Drainage Assets	LGA wide: Rehabilitation / reconstruction of existing drainage infrastructure	\$75,000
2028/2029	Holiday Parks	Capital Improvements	\$3,000,000
2028/2029	ICT Assets	Capital Improvements	\$400,000
2028/2029	Library Assets	Library Resource Agreement	\$250,000
2028/2029	Fleet Assets	Fleet Replacement	\$3,145,837
2028/2029	Parks and Reserve	Parks & Reserves Assets - Boomerang Park - Irrigation upgrades	\$55,000
2028/2029	Parks & Reserves	Parks & Reserves Assets - Riverside Park - Park furniture replacement	\$95,000
2028/2029	Pavement Assets	Pavement Rehabilitation - Fairlands Road - SEG 20 – Medowie - From 5 Fairlands Road to 30 Fairlands Road	\$1,665,527
2028/2029	Pavement Assets	Pavement Rehabilitation - Elizabeth Ave - Lemon Tree Passage. No 18 to John Parade.	\$130,000

Year	Asset Category	Project Description	Estimate
2028/2029	Pavement Assets	Project Design and Investigation	\$260,000
2028/2029	Pavement Assets	Pavement Rehabilitation - Regional Roads	\$500,000
2028/2029	Pavement Reseals	Pavement Reseal	\$1,600,000
2028/2029	Playgrounds	Playground Assets - Dunmore Ave Reserve - Replacement	\$120,000
2028/2029	Property Assets	Commercial Property and Development Capital improvements	\$1,000,000
2028/2029	Public Amenities	Public Amenities Assets – Fly Point Amenities - Replacement	\$210,000
2028/2029	Public Amenities	Public Amenities Assets - Tomago Amenities - Replacement	\$180,000
2028/2029	Sports Facilities	Sports Assets - Korora Oval - Irrigation upgrades	\$45,000
2028/2029	Sports Facilities	Sports Assets - Nelson Bay Tennis - Switchboard replacement	\$5,000
2028/2029	Sports Facilities	Sports Assets - Tomaree Sports Complex - Bocce fence replacement	\$15,000
2028/2029	Sports Facilities	Sports Assets - Tomaree Sports Complex - Irrigation Controller upgrades	\$15,000
2029/2030	Administration/Property Assets	Property - Administration Building - Refurbishment Program – Stage 12	\$250,000
2029/2030	Aquatic Centres	Aquatic Centre Assets - Lakeside Leisure Centre - Renovation	\$40,000
2029/2030	Aquatic Centres	Aquatic Centre Assets - Tilligerry Aquatic Centre - Renovation	\$40,000
2029/2030	Aquatic Centres	Aquatic Centre Assets - Tomaree Aquatic Centre - Renovation	\$40,000
2029/2030	Drainage Assets	Soldier Point Road, Soldiers Point: Upgrading the trunk drainage system at the intersection of Fleet St and Soldiers Point Rd	\$300,000
2029/2030	Drainage Assets	Tanilba Road, Mallabula: Construct kerb and guttering and install pipe drainage system along Tanilba Road. Outlet via Alfred Lane	\$300,000

Year	Asset Category	Project Description	Estimate
2029/2030	Drainage Assets	Elizabeth Street, Raymond Terrace Construction of a new drainage system from Elizabeth Street to Phillip Street via Charles Street	\$550,000
2029/2030	Drainage Assets	LGA wide: Rehabilitation / reconstruction of existing drainage infrastructure	\$75,000
2029/2030	Drainage Assets	LGA wide: Future designs, planning and easements	\$75,000
2029/2030	Fleet Assets	Fleet Replacement	\$1,454,140
2029/2030	Holiday Parks	Capital Improvements	\$3,000,000
2029/2030	ICT Assets	Capital Improvements	\$400,000
2029/2030	Library Assets	Library Resource Agreement	\$250,000
2029/2030	Parks and Reserve	Playground Assets - Gula Reserve - Replacement	\$120,000
2029/2030	Parks and Reserve	Parks & Reserves Assets - Apex Park - Irrigation upgrades	\$25,000
2029/2030	Pavement Assets	Pavement Reconstruction Tomaree Road - Rigney Street to Marine Drive, Shoal Bay	\$660,000
2029/2030	Pavement Assets	Pavement Rehabilitation - Tumut Street - SEG 10 - Raymond Terrace	\$90,000
2029/2030	Pavement Assets	Pavement Rehabilitation - Mount Hall Rd - SEG 30 - 24 Mount Hall Rd to 44 Mount Hall Road, Raymond Terrace	\$300,527
2029/2030	Pavement Assets	Pavement Rehabilitation - Marsh Road - SEG 20 - Bobs Farm From Nelson Bay Road north 400m	\$195,000
2029/2030	Pavement Assets	Pavement Rehabilitation - Benjamin Lee Drive - SEG 50 - Raymond Terrace From 83 Benjamin Lee Drive to 92 Benjamin Lee Drive	\$180,000
2029/2030	Pavement Assets	Project Design and Investigation	\$260,000
2029/2030	Pavement Assets	Pavement Rehabilitation - Regional Roads	\$400,000
2029/2030	Pavement Assets	Traffic Committee road safety project	\$150,000

Year	Asset Category	Project Description	Estimate
2029/2030	Pavement Assets	Pavement Rehabilitation - Waropara Rd - SEG 40 - 12 Waropara Rd to Kula Road, Medowie	\$125,000
2029/2030	Pavement Assets	Pavement Rehabilitation - Cherry Tree Close - SEG 10 & 20 - Medowie	\$145,000
2029/2030	Pavement Reseals	Pavement Reseal	\$1,600,000
2029/2030	Playgrounds	Playground Assets - Angophora Reserve - Replacement	\$120,000
2029/2030	Playgrounds	Playground Assets – Creighton Drive Reserve - Replacement	\$120,000
2029/2030	Playgrounds	Playground Assets – Dutchmans Beach Reserve - Replacement	\$120,000
2029/2030	Property Assets	Commercial Property and Development Capital improvements	\$1,000,000
2029/2030	Sports Assets	Sports Assets - Boomerang Park Dog Club - Renovation	\$80,000
2029/2030	Sports Assets	Sports Assets - Salamander Sports Complex - Irrigation upgrades	\$65,000
2029/2030	Sports Facilities	Sports Assets - Bill Strong Oval - Irrigation upgrades	\$50,000
2029/2030	Sports Facilities	Sports Assets - Tomaree Sports Complex - Matchfield Irrigation pump	\$40,000
2029/2030	Sports Assets	Sports Assets - Jack Johnson Trotting Club - Renovation	\$140,000
2030/2031	Administration/Property Assets	Property - Administration Building - Refurbishment Program – Stage 13	\$250,000
2030/2031	Aquatic Centres	Aquatic Centre Assets - Lakeside Leisure Centre - Wind brake replacement	\$160,000
2030/2031	Community Building	Community Building Assets - Karuah Hall - Upgrade amenities and finish sewer connection	\$220,000
2030/2031	Drainage Assets	Tregenna St, Raymond Terrace: Upgrading the drainage system at the intersection of Tregenna St and Adelaide St	\$650,000

Year	Asset Category	Project Description	Estimate
2030/2031	Drainage Assets	Hart Ave, Mallabulla: Extend existing dish drain downstream along the southern side of Hart Ave to the existing culvert under Bay St	\$300,000
2030/2031	Drainage Assets	Cookes Parade. LTP: Construction of a secondary drainage outlet from Cookes Pde reserve to the boat ramp.	\$100,000
2030/2031	Drainage Assets	LGA wide: Rehabilitation / reconstruction of existing drainage infrastructure	\$75,000
2030/2031	Drainage Assets	LGA wide: Future designs, planning and easements	\$75,000
2030/2031	Fleet Assets	Fleet Replacement	\$2,339,309
2030/2031	Holiday Parks	Capital Improvements	\$3,000,000
2030/2031	ICT Assets	Capital Improvements	\$400,000
2030/2031	Library Assets	Library Resource Agreement	\$250,000
2030/2031	Pavement Assets	Pavement Rehabilitation - Diemars Road - SEG 30 - Soldiers Point Road west 250m, Salamander Bay	\$250,000
2030/2031	Pavement Assets	Pavement Rehabilitation - Wade Cl - SEG 10 & 20 - Medowie	\$75,000
2030/2031	Pavement Assets	Pavement Rehabilitation - Swan Bay Road - SEG 60 - 250 Swan Bay Road to 299 Swan Bay Road, Swan Bay	\$260,000
2030/2031	Pavement Assets	Pavement Reconstruction - Wychewood Ave- Mallabulla. widening and K&G from Strathmore Rd to Eagle Lane,	\$830,527
2030/2031	Pavement Assets	Pavement Rehabilitation - Oyster Cove Road - SEG 50 - Oyster Cove From 139 Oyster Cove Rd to 139 Oyster Cove Rd	\$135,000
2030/2031	Pavement Assets	Pavement Rehabilitation - Oyster Cove Rd - SEG 10 - Oyster Cove From Lemon Tree Passage Rd to 1 Oyster Cove Rd	\$175,000
2030/2031	Pavement Assets	Project Design and Investigation	\$250,000
2030/2031	Pavement Assets	Pavement Rehabilitation - Regional Roads	\$400,000

Year	Asset Category	Project Description	Estimate
2030/2031	Pavement Assets	Pavement Rehabilitation Rookes Road - Salt Ash	\$500,000
2030/2031	Pavement Assets	Traffic Committee road safety project	\$150,000
2030/2031	Pavement Reseals	Pavement Reseal	\$1,600,000
2030/2031	Playgrounds	Playground Assets - Nelson Bay Foreshore - Replacement	\$250,000
2030/2031	Property Assets	Commercial Property and Development Capital improvements	\$1,000,000
2030/2031	Public Amenities	Public Amenities Assets - Bagnalls Beach Amenities - Replacement	\$190,000
2030/2031	Public Amenities	Public Amenities Assets - Pearson Park Amenities - Replacement	\$180,000
2031/2032	Administration/Property Assets	Property - Administration Building - Refurbishment Program – Stage 14	\$250,000
2031/2032	Aquatic Centres	Aquatic Centre Assets - Pool Blanket Replacement	\$250,000
2031/2032	Drainage Assets	Nelson Bay Road, Anna Bay: Widening of Fern Tree Drain (600m) - subcatchment 2, 3, 10 near Nelson Bay road.	\$800,000
2031/2032	Drainage Assets	Soldier Point Road, Soldiers Point: Pit upgrading and overflow pipe drainage system along Soldiers Point Road (from 211 Soldiers Point Road to Council's reserve between 225 & 227 Soldiers Point road)	\$250,000
2031/2032	Drainage Assets	Adelaide Street, Raymond Terrace: Upgrading the drainage system along Adelaide Street between Kio-Ora Street and Coonanbarra Street	\$400,000
2031/2032	Drainage Assets	LGA wide: Rehabilitation / reconstruction of existing drainage infrastructure	\$75,000
2031/2032	Drainage Assets	LGA wide: Future designs, planning and easements	\$75,000
2031/2032	Fleet Assets	Fleet Replacement	\$2,550,000
2031/2032	Holiday Parks	Capital Improvements	\$3,000,000
2031/2032	ICT Assets	Capital Improvements	\$400,000

Year	Asset Category	Project Description	Estimate
2031/2032	Library Assets	Library Resource Agreement	\$250,000
2031/2032	Pavement Assets	Kent Gardens- Soldiers Point, Widening inc K&G	\$1,203,728
2031/2032	Pavement Assets	Pavement Rehabilitation. Morton Street - SEG 10 - Raymond Terrace Cambridge Avenue to Watt Street	\$130,000
2031/2032	Pavement Assets	Project Design and Investigation	\$290,000
2031/2032	Pavement Assets	Pavement Rehabilitation. Regional Roads	\$500,000
2031/2032	Pavement Assets	Traffic Committee road safety project	\$140,000
2031/2032	Pavement Assets	Pavement Rehabilitation. Dawson Road - Holwell Circuit to Woodlands Place- Raymond Terrace	\$186,000
2031/2032	Pavement Assets	Pavement Rehabilitation. Taylors Beach Road - SEG 40 - Taylors Beach. Port Stephens Drive to 450m West,	\$213,000
2031/2032	Pavement Assets	Pavement Rehabilitation. Tea Tree Drive - SEG 20 - Medowie No.4 to No.32 Tea Tree Drive.	\$106,000
2031/2032	Pavement Reseals	Pavement Reseal	\$1,600,000
2031/2032	Playgrounds	Playground Assets - Feeney Park - Replacement	\$150,000
2031/2032	Playgrounds	Playground Assets – Fingal Bay Foreshore – Replacement	\$150,000
2031/2032	Playgrounds	Playground Assets - Medowie Park - Replacement	\$100,000
2031/2032	Playgrounds	Playground Assets - Kittyhawk Park - Replacement	\$100,000
2031/2032	Property Assets	Commercial Property and Development Capital improvements	\$1,000,000
2031/2032	Sports Facilities	Sports Assets - Korora Oval - Field Lighting Replacement	\$250,000
2032/2033	Administration/ Property Assets	Property - Administration Building - Refurbishment Program – Stage 15	\$250,000

Year	Asset Category	Project Description	Estimate
2032/2033	Drainage Assets	Heritage Avenue, Medowie: Upgrading the culvert Under Heritage Ave	\$300,000
2032/2033	Drainage Assets	Shearman Avenue, LTP: Upgrade the drainage system along Shearman Ave and construction of a small detention basin	\$350,000
2032/2033	Drainage Assets	George Street, Karuah: Construct a new drainage system	\$200,000
2032/2033	Drainage Assets	Salamander Place, Raymond Terrace: Install a new Drainage system in front of No 22 Salamanader Place.	\$100,000
2032/2033	Drainage Assets	Emu Street, Raymond Terrace: Rehabilitation of the channel at the corner of Emu Street and Mount Hall Road	\$100,000
2032/2033	Drainage Assets	LGA wide: Rehabilitation / reconstruction of existing drainage infrastructure	\$75,000
2032/2033	Drainage Assets	LGA wide: Future designs, planning and easements	\$75,000
2032/2033	Fleet Assets	Fleet Replacement	\$2,550,000
2032/2033	Holiday Parks	Capital Improvements	\$3,000,000
2032/2033	ICT Assets	Capital Improvements	\$400,000
2032/2033	Library Assets	Library Resource Agreement	\$250,000
2032/2033	Library Assets	Library Assets - Tomaree Library - Switchboard upgrades	\$20,000
2032/2033	Parks and Reserves	Parks & Reserves Assets - Pearson Park - Furniture replacements	\$50,000
2032/2033	Pavement Reseals	Pavement Reseal	\$1,600,000
2032/2033	Pavement Assets	Pavement Rehabilitation. Corrie Parade - SEG 10 - Drungall Avenue to Fame Avenue, Corlette	\$440,000
2032/2033	Pavement Assets	Pavement Rehabilitation. Drungall Avenue - SEG 10 - Sandy Point Road to Corrie Parade, Corlette	\$136,000

Year	Asset Category	Project Description	Estimate
2032/2033	Pavement Assets	Taylor Road- Fern Bay. Widening inc K&G and Drainage. Nelson Bay Rd to Popplewell Rd	\$880,000
2032/2033	Pavement Assets	Pavement Rehabilitation. Lewis Dr - SEG 10 - Medowie From KIRRANG DR to 18 LEWIS DR	\$170,000
2032/2033	Pavement Assets	Project Design and Investigation	\$270,000
2032/2033	Pavement Assets	Pavement Rehabilitation. Regional Roads	\$500,000
2032/2033	Pavement Assets	Traffic Committee road safety project	\$140,000
2032/2033	Pavement Assets	Pavement Rehabilitation. Wilga Rd - SEG 10 - Medowie	\$822,000
2032/2033	Playgrounds	Playground Assets - Hartree Park - Replacement	\$150,000
2032/2033	Playgrounds	Playground Assets - Conroy Park - Replacement	\$150,000
2032/2033	Playgrounds	Playground Assets - Henderson Park - Replacement	\$180,000
2032/2033	Playgrounds	Playground Assets - Riverside Park - Replacement	\$200,000
2032/2033	Property Assets	Commercial Property and Development Capital improvements	\$1,000,000
2032/2033	Sports Facilities	Sports Assets - Tomaree Sports Complex - Bocce shelter Replacement	\$250,000

Appendix 3 – Capital Works Plus Plan

Asset Category	Project Description	Estimate
Ancillary Assets	Bus Shelters – Lemon Tree Passage Road at Blanch Street Lemon Tree Passage	\$20,000
Ancillary Assets	Bus Shelters- Nelson Bay Road at Steel Street, Williamtown	\$20,000
Ancillary Assets	Bus Shelters- Elizabeth Avenue at Bareena Street, Raymond Terrace	\$20,000
Ancillary Assets	Bus Shelters- Rees James Road Near SES, Raymond Terrace	\$20,000
Ancillary Assets	Bus Shelters- Fitzroy Street at Campbell Avenue, AB; Admiralty Drive at Caswell Crescent , Tanilba Bay	\$40,000
Ancillary Assets	Bus Shelters- Tarean Road at Golf course, Karuah; Donald Street Nelson Bay	\$40,000
Ancillary Assets	Bus Shelters - Fern Bay relocate, replace, upgrade or remove 11 existing bus shelters and provide pedestrian refuge on Nelson Bay Road for access	\$515,000
Ancillary Assets	Retaining Walls - Government Rd and Frost Rd	\$140,000
Ancillary Assets	Bus Shelters - L.T.P RD at Blanch St LTP	\$20,000
Ancillary Assets	Retaining Walls - Maintenance and Myan CI - Study	\$140,000
Ancillary Assets	Guardrail- Anna Bay - Port Stephens Dr Sth Holiday park west side	\$30,000
Ancillary Assets	Retaining Walls - Myan CI - Stage 1	\$610,000
Ancillary Assets	Bridges - Revetment Replacement Program	\$100,000
Ancillary Assets	Retaining Walls - Myan CI - Stage 2	\$510,000
Ancillary Assets	Bus Shelters- Elizabeth Ave at Bareena Street, Raymond Terrace	\$20,000
Ancillary Assets	Guardrail- Shoal Bay - Cnr Marine Dr and Tomaree Rd.	\$40,000
Ancillary Assets	Guardrail- Shoal Bay -Cnr Government Rd and Marine Dr	\$30,000
Ancillary Assets	Guardrail- Medowie - Ferodale Road at Campvale Drain crossing	\$30,000
Ancillary Assets	Guardrail- Newline Rd	\$50,000
Ancillary Assets	Guardrail- Fullerton Cove - Coxs Lane under Nelson Bay Rd	\$50,000

Asset Category	Project Description	Estimate
Ancillary Assets	Guardrail - Masonite Rd west of waterboard crossover; Adelaide St north of Rees James Rd	\$100,000
Ancillary Assets	Guardrail - Culvert Six Mile Road	\$60,000
Aquatic Centres	Sports Assets – Tomaree Aquatic Centre – Indoor heated program pool	\$15,000,000
Aquatic Centres	Sports Assets – Tomaree Aquatic Centre – Hydrotherapy pool	\$15,000,000
Aquatic Structures	Waterways Assets - Conroy Pk/Sandy Pt - Revetment works	\$8,000,000
Aquatic Structures	Waterways Assets - Kangaroo Pt - Revetment works	\$200,000
Aquatic Structures	Waterways Assets - Little Beach Boat Ramp – Facility and Carpark Upgrade	\$1,500,000
Aquatic Structures	Waterways Assets – Tanilba Bay Boat Ramp area improvement.	\$300,000
Bridges	Bridges - Replace Windeyers Creek Cycleway Bridge	\$100,000
Bridges	Bridges - Old Punt Rd major culvert upgrades	\$600,000
Carparking	69 Victoria Parade (AKA Victoria Parade Reserve) - Design and Construct at grade parking	\$850,000
Carparking	48A Stockton St and surrounding road verge. (AKA Worimi Park) - Design and Construct at grade parking	\$770,000
Carparking	Park and Ride – Investigation, design and construction, incl coach parking facilities.	\$500,000
Carparking	Parking Meter expansion	\$350,000
Carparking	Sensors, apps and signage for parking management	\$140,000
Carparking	Grahamstown Sailing Club Carpark	\$244,000
Carparking	Carpark resurfacing	
Carparking	Shoal Bay Rd Parking - Anzac Park	\$90,000
Carparking	Carpark - Longworth Park Karuah. Carpark upgrade, incl. kerb and gutter, drainage and driveways upgrade	\$200,000
Community Building	Community Hall Assets – Anna Bay Multi-purpose Community and Recreation Facility - Construction	\$1,500,000
Community Building	Port Stephens Youth Centre Facility	\$3,000,000
Depots	Replacement/Relocation of Nelson Bay Depot	\$15,000,000
Drainage Assets	Gan Rd between Morna Pt Rd and McKinley Swamp, Anna Bay	\$3,765,000

Asset Category	Project Description	Estimate
Drainage Assets	Tregenna St, R/T-- Upgrading the drainage system at the intersection of Tregenna St and Adelaide St	\$650,000
Drainage Assets	Elizabeth Street, Raymond Terrace Construction of a new drainage system from Elizabeth Street to Phillip Street via Charles Street	\$550,000
Drainage Assets	Kingston Pde, Raymond Terrace: Upgrading the drainage system from Kingston Pde to the floodplain via 5 Kingston Pde	\$300,000
Drainage Assets	Richardson Road/Halloran Way, Raymond Terrace: Detention Basin with pre-treatment	\$850,000
Drainage Assets	Enterprise Drive, Tomago: Upgrade Drainage System at Enterprise Drive and through the drainage easement between No 3 & 5 Enterprise Drive	\$350,000
Drainage Assets	Abundance Road, Medowie: Construction of a new drainage system from Abundance road to Campvale Drain	\$600,000
Drainage Assets	George Street, Karuah: Construct a new drainage system	\$200,000
Drainage Assets	James Road, Medowie: Enlarge 200m of existing drain between 102 and 104 James Road, creation of trunk drainage system and easement etc.	\$900,000
Drainage Assets	Waratah Ave, Soldiers Point - Upgrading the drainage system and construction of a new drainage channel	\$400,000
Drainage Assets	Magnus Street, Nelson Bay: Investigation on an overflow pipe drainage system from Magnus Street to Victoria Pde via the reserve. Construct the overflow pipe drainage system	\$800,000
Drainage Assets	Soldier Point Road: Upgrading the trunk drainage system at the intersection of Fleet St and Soldiers Point Rd	\$300,000
Drainage Assets	Nelson Bay Road, Anna Bay: Widening of Fern Tree Drain (600m) - sub catchment 2, 3, 10 near Nelson Bay road.	\$800,000
Drainage Assets	Stockton Street, Nelson Bay: Extending and upgrading the drainage system in front of Cinema complex to Donald Street drainage system	\$300,000
Drainage Assets	Meredith Avenue, LTP: Upgrade the existing drainage system	\$500,000
Drainage Assets	Purchase of properties on Abundance Rd, Medowie	\$2,000,000
Drainage Assets	Culvert upgrade – The Buckets Way, Twelve Mile	\$150,000

Asset Category	Project Description	Estimate
Drainage Assets	Bourke Street, R/T: Construction of a New Drainage System through Raymond Terrace Oval from Adelaide Street to the shopping centre and upgrading the Carmichael Street drainage	\$2,000,000
Drainage Assets	Bourke Street, R/T : Construction of a new stormwater pumping system at the end of Bourke Street and rising main to the Hunter River	\$1,500,000
Drainage Assets	Bourke Street, R/T : Construction of a new stormwater pumping system, installation of pumps and rising main from Carmichael Street to the Hunter River at the end of Bourke Street and rising main to the Hunter River	\$2,500,000
Drainage Assets	Glenelg St, Raymond Terrace: Drainage works along Glenelg St from the Hunter River to Port Stephens Street.	\$1,200,000
Drainage Assets	Glenelg St, Raymond Terrace: Drainage works along Glenelg St from Port Stephens Street to Sturgeon Street	\$1,500,000
Drainage Assets	Glenelg St, Raymond Terrace: Drainage works along Glenelg St from Sturgeon Street to Adelaide Street.	\$1,500,000
Drainage Assets	Glenelg St, Raymond Terrace: Drainage works along Glenelg St from Adelaide Street to Irawang Street	\$800,000
Drainage Assets	Ballat Close, Medowie: Upgrade Ballat Close catchment's drainage- detention basin, culvert upgrading, easement acquisition, channel improvement etc.	\$1,500,000
Drainage Assets	Ryan Road, Kula Road: Upgrade culverts and upstream and downstream channel improvements.	\$1,500,000
Drainage Assets	Wellard/Wilga Road: Upgrade culverts, upstream and downstream channel improvements, easement acquisition.	\$2,000,000
Drainage Assets	Medowie area: Upgrade Ferodale Road culvert and upstream channel, upgrade Lisadell Road culvert and easement acquisition	\$4,400,000
Drainage Assets	Catchment wide, Shoal Bay: Improvements to the street drainage system with kerb and guttering.	\$3,000,000
Drainage Assets	Horace Street, Shoal Bay: Major augmentation of trunk drainage system from Rigney Street to Shoal Bay Beach outlet and improvement to Bullecourt drainage system.	\$6,500,000
Drainage Assets	Cabbage Tree Rd, Williamtown: Investigate capacity of culverts conveying flows under Cabbage Tree Rd, and upgrade as required to align with recommendations from State Government agencies.	\$1,000,000

Asset Category	Project Description	Estimate
Drainage Assets	Catchment Wide, Williamtown: Acquisition of easement for drain widening and access road.	\$1,100,000
Drainage Assets	Halloran Way, R/T: Acquisition of land and construction of a detention basin at Benjamin Lee Drive/Richardson Road intersection.	\$2,500,000
Drainage Assets	Halloran Way R/T: Improvements to the drainage system along Halloran Way, at the intersection of Benjamin Lee Drive and Richardson Road	\$1,000,000
Drainage Assets	Nelson Bay Road, Williamtown: Improvement to Nelson Bay Road trunk drainage system.	\$800,000
Drainage Assets	Cromarty Lane, Bobs Farm: Improvement to the existing drain, acquisition of easement, environmental assessment, augmentation to the existing outlet.	\$600,000
Drainage Assets	Anna Bay CBD, Gan Road: Upgrading the existing drainage system between Morna Point Road and McKinley Swamp and then to north to Fern Tree drain (Anna Bay flood Study)	\$4,705,000
Drainage Assets	Clark Street & Gan Road, Anna Bay: Construction of a new drainage system from Gan Road to Anna Bay Main Drain via Clark Street (Anna Bay flood Study)	\$13,065,000
Drainage Assets	Blanch Street & Gan Road, Boat Harbour: Upgrading the drainage outlet from the reserve to the north (Anna Bay flood Study)	\$2,990,000
Drainage Assets	Tanilba Bay Urban Area: Upgrade the drainage system within Tanilba Bay Urban Area(Anna Bay flood Study)	\$2,268,000
Drainage Assets	LTP Urban Area: Upgrade the drainage system within LTP Urban Area (Anna Bay flood Study)	\$1,027,000
Drainage Assets	Evans Rd, Medowie: Investigation and potential construction of detention basin to reduce flooding impact.	\$700,000
Drainage Assets	Galoola Drive, Nelson Bay: Improve road drainage from Galoola Drive low point to footpath located in Bullawai Ave	\$300,000
Emergency Services	Corlette - Expand current Corlette SES building by three vehicle bays and convert existing vehicle bay to training room	\$300,000
Emergency Services	Eagleton/Kings Hill - Erect new 3 Bay RFS station at Kings Hill Estate	\$850,000
Emergency Services	Seaham - Enclose existing carport to provide a training room and kitchen facilities at Seaham RFS	\$80,000
Emergency Services	Lemon Tree Passage – Marine Rescue Building Co-Funding	\$150,000

Asset Category	Project Description	Estimate
Libraries	Library Assets - Medowie Library - Construction of a new library facility	\$1,800,000
Libraries	Library Assets - Tomaree Library - Upgrade of existing facility	\$400,000
Libraries	Library Assets – Raymond Terrace Library - Upgrade of existing facility to include multi-purpose cultural/art space	\$1,600,000
Libraries	Library Assets - Tomaree Library - Upgrade of garden and irrigation system	\$50,000
Libraries	Library Assets - Tomaree Library – Outdoor seating and BBQ Area including water bubbler at entry to building	\$40,000
Libraries	Library Assets - Tomaree Library – Pathway to Waratah room entry at Southern side of building	\$50,000
Parks and Reserves	Parks and Reserves Assets - Apex Park - Implementation of the master plan	\$1,200,000
Parks and Reserves	Parks and Reserves Assets - Boomerang Park - Implementation of the master plan	\$1,500,000
Parks and Reserves	Parks and Reserves Assets - Shoal Bay Foreshore - Implementation of the master plan	\$2,500,000
Parks and Reserves	Parks and Reserves Assets - Birubi Point Aboriginal Place – Implementation of the master plan	\$10,000,000
Parks and Reserves	Parks and Reserves Assets - Nelson Bay Foreshore - Implementation of the master plan	\$2,500,000
Parks and Reserves	Parks and Reserves Assets – Shoal Bay West Accessible Beach Ramp	\$200,000
Parks and Reserves	Parks and Reserves Assets – Little Beach Accessible Beach Ramp	\$200,000
Parks and Reserves	Parks and Reserves Assets – Tilligerry Peninsula - Fenced off-leash dog exercise area and facilities	\$50,000
Parks and Reserves	Parks and Reserves Assets – Karuah Foreshore Beautification Works	\$75,000
Parks and Reserves	Parks and Reserves Assets – Tomaree - Fenced off-leash dog exercise area and facilities	\$50,000
Parks and Reserves	Parks and Reserves Assets – Fisherman's Bay - Fenced off-leash dog exercise area and facilities	\$50,000
Parks and Reserves	Parks and Reserves Assets – Medowie Town Centre – Acquisition and establishment of town square	\$2,500,000
Parks and Reserves	Parks and Reserves Assets – McCann Park Lemon Tree Passage – Develop master plan	\$30,000

Asset Category	Project Description	Estimate
Parks and Reserves	Parks and Reserves Assets – LGA Wide Drinking Stations along popular walking tracks	\$150,000
Pathway	Stockton St and Yacaaba Street - Complete missing footpath connections and improve pedestrian crossing amenities at Tomaree intersection;	\$642,000
Pathway	Raymond Terrace to Lakeside missing link. Construction of a new shared pathway	\$350,000
Pathway	King Park waterfront missing link. Construction of a new shared pathway	\$450,000
Pathway	Fingal Bay to Shoal Bay missing link - Government Road	\$625,000
Pathway	Shared paths on eastern side of Nelson Bay Road between Braid Road and Bayway Village	\$579,000
Pathway	Shared path between Seaside Boulevard and Popplewell Road –Off road, Fern Bay	\$725,000
Pathway	Shared Path - Engel Avenue, Karuah. From Wattle Street to Karuah MPC.	\$40,000
Pathway	Shared Path - Mustons Road, Karuah. From Mustons Gully to Tarean Road.	\$133,000
Pathway	Shared Path - Mustons Road, Karuah. From Boronia Road to Mustons Gully.	\$65,000
Pathway	Footpath - Tarean Road, Karuah. From Bundabah Street to Longworth Park.	\$28,000
Pathway	Shared Path - Medowie Road, Medowie. From Silver Wattle Drive to Ferodale Road.	\$143,000
Pathway	Shared Path - Medowie Road, Medowie. From Ferodale Road to Brocklesby Road.	\$581,000
Pathway	Shared Path - Kirrang Drive, Medowie. From Yulong Oval to Ferodale Road.	\$100,000
Pathway	Footpath - Silver Wattle Drive, Medowie. From Medowie Road to Bottle Brush Avenue.	\$20,000
Pathway	Footpath - Brush Box Avenue, Medowie. From Medowie Road to Bottle Brush Avenue.	\$17,000
Pathway	Shared Path - Cook Parade, Lemon Tree Passage. From Morton Avenue to Meredith Avenue.	\$339,000
Pathway	Shared Path - Kavarren Street, Lemon Tree Passage. From Blanch Street to Kenneth Parade.	\$171,000
Pathway	Shared Path - President Wilson Walk, Tanilba Bay. From Diggers Drive to King Albert Avenue.	\$69,000
Pathway	Shared Path - President Wilson Walk, Tanilba Bay. From Pershing Place to Diggers Drive.	\$107,000
Pathway	Footpath - President Wilson Walk, Tanilba Bay. From Lemon Tree Passage Road to Lloyd George Grove.	\$20,000
Pathway	Shared Path - Campbell Avenue, Anna Bay. From Gan Road to Robinson Street.	\$220,000

ITEM 7 - ATTACHMENT 2 DRAFT RESOURCING STRATEGY 2023 TO 2033.

Asset Category	Project Description	Estimate
Pathway	Shared Path - Robinson Street, Anna Bay. From Campbell Avenue to Robinson Reserve.	\$165,000
Pathway	Shared Path - Sandy Point Road, Corlette. From Roy Wood Reserve to Foreshore.	\$19,000
Pathway	Shared Path - Bagnall Beach Road, Corlette. From Crossing point to Maruway Street.	\$50,000
Pathway	Shared Path - Bagnall Beach Road, Corlette. From Marlin Street to Crossing point.	\$19,000
Pathway	Shared Path - Foreshore Drive, Corlette. From Cook Street to Sandy Point Road.	\$931,000
Pathway	Shared Path - Bagnall Beach Road, Corlette. From King Fisher Reserve to Detention basin.	\$103,000
Pathway	Shared Path - Bagnall Beach Road, Corlette. From Marlin Street to End of existing.	\$25,000
Pathway	Shared Path - Marine Drive, Fingal Bay. From Boulder Bay Road to Barry Park.	\$300,000
Pathway	Shared Path - Beach Road, Nelson Bay. From Gowrie Avenue to Harwood Avenue.	\$220,000
Pathway	Shared Path - Beach Road, Nelson Bay. From Victoria Parade to Boat ramp.	\$86,000
Pathway	Shared Path - Beach Road, Nelson Bay. From Boat ramp to Gowrie Avenue.	\$46,000
Pathway	Shared Path - Victoria Parade, Nelson Bay. From Fly Point to Beach Road.	\$248,000
Pathway	Footpath - Donald Street, Nelson Bay. From Magnus Street to Victoria Parade Reserve.	\$8,000
Pathway	Shared Path - Victoria Parade, Nelson Bay. From Magnus Street to Yacaaba Street.	\$166,000
Pathway	Shared Path - Salamander Way, Salamander Bay. From Port Stephens Drive to Community Close.	\$905,000
Pathway	Shared Path - Beach Road, Shoal Bay. From Harwood Avenue to Shoal Bay Road.	\$162,000
Pathway	Shared Path - Government Road, Shoal Bay. From Messines Street to Peterie Street.	\$242,000
Pathway	Shared Path - Government Road, Shoal Bay. From Peterie Street to Sylvia Street.	\$160,000
Pathway	Shared Path - Shoal Bay Road, Shoal Bay. From Beach Road to End of existing.	\$156,000
Pathway	Shared Path - Sylvia Street, Shoal Bay. From Government Road to Horace Street.	\$37,000
Pathway	Shared Path - Kingston Parade, Heatherbrae. From Kingston Parade to Pacific Highway.	\$29,000
Pathway	Shared Path - Pacific Highway, Heatherbrae. From Kingston Parade to Hunter River HS.	\$109,000
Pathway	Shared Path - Paterson Road, Hinton. From High Street to Swan Street.	\$250,000
Pathway	Footpath - Swan Street, Hinton. From Hinton Road to Stuart Park.	\$86,000

ITEM 7 - ATTACHMENT 2 DRAFT RESOURCING STRATEGY 2023 TO 2033.

Asset Category	Project Description	Estimate
Pathway	Shared Path - Lakeside No.2 Reserve, Raymond Terrace. From Halloran Way to Luskin Close.	\$49,000
Pathway	Shared Path - Wattle Street, Raymond Terrace. From Tarean Road to Engel Avenue.	\$46,000
Pathway	Shared Path - King Park Reserve, Raymond Terrace. From Newline Road to Fitzgerald Bridge.	\$316,000
Pathway	Shared Path - Beaton Avenue, Raymond Terrace. From Kanway Close to King Park.	\$220,000
Pathway	Shared Path - Adelaide Street, Raymond Terrace. From Richardson Road to Roslyn Park.	\$280,000
Pathway	Shared Path - Mount Hall Road, Raymond Terrace. From Clyde Circuit to Hwy underpass.	\$82,000
Pathway	Shared Path - Glenelg Street, Raymond Terrace. From Adelaide Street to Golf course.	\$400,000
Pathway	Shared Path - Hunter Street, Raymond Terrace. From William Street to Barnier Lane.	\$74,000
Pathway	Shared Path - Newbury Park Reserve, Raymond Terrace. From Adelaide Street to Mount Hall Road.	\$90,000
Pathway	Shared Path - Pacific Highway, Raymond Terrace. From Martens Avenue to Rosemount Drive.	\$92,000
Pathway	Footpath - Kangaroo Street, Raymond Terrace. From Port Stephens Street to Carmichael Street.	\$17,000
Pathway	Shared Path - Adelaide Street, Raymond Terrace. From Pacific Highway to Elkin Avenue.	\$46,000
Pathway	Shared Path - Adelaide Street, Raymond Terrace. From Kangaroo Street to Sturgeon Street.	\$49,000
Pathway	Shared Path - Rees James Road, Raymond Terrace. From Bellevue Street to end.	\$675,000
Pathway	Shared Path - Adelaide Street, Raymond Terrace. From Rees James Road to Richardson Road.	\$111,000
Pathway	Shared Path - Adelaide Street, Raymond Terrace. From Rees James Road to Bellevue Street.	\$312,000
Pathway	Footpath - Kangaroo Street, Raymond Terrace. From Carmichael Street to Super Cheap.	\$7,000
Pathway	Footpath - Kangaroo Street, Raymond Terrace. From Sturgeon Street to median.	\$3,000
Pathway	Shared Path - Warren Street, Seaham. From School crossing to Community hall.	\$71,000
Pathway	Medowie Road, Medowie Road to Cherry Tree Close, Off-road Shared Path	\$50,000
Pathway	Medowie Road, Silver Wattle Drive to Ferodale Road, Off-road Shared Path	\$205,000
Pathway	Off Wilga Road, Wilga Road/Yulong Oval to Town Centre, Off-road Shared Path	\$360,000
Pathway	Kirrang Drive, Ferodale Road to Medowie Road, Off-road Shared Path	\$870,000
Pathway	Ferodale Rd, Kirrang Dr to Coachwood Dr, Off-road Shared Path	\$1,080,000

Asset Category	Project Description	Estimate
Pathway	Brocklesby Road, Medowie Road to Ferodale Road, Off-road Shared Path	\$975,000
Pathway	Ford Avenue, Medowie. Ford Avenue to Sylvan Avenue. Complete off-road shared path within cadastral corridor	\$50,000
Pathway	Medowie Road – Pedestrian and cycleway – Ferodale Road to 500m south – off-road shared path west side	\$500,000
Pathway	Shared Path - Nelson Bay Rd - Salamander Roundabout to Frost Rd	\$300,000
Pathway	Shared Path Construction- Boat ramp to Barry Park, Fingal Bay	\$600,000
Pathway	Footpaths - Cnr Tomaree St and Yacaaba St Nelson Bay; Ped ramp compliance	\$100,000
Pathway	Shared Path - Fly Point, NB. Separation and enhancement of pedestrian path	\$200,000
Pathway	Paths- paths including footpaths, shared paths and cycleways as per the Pathways Plan (excl Tomaree PAMP work)	\$10,000,000
Pathway	Paths- High Priority Projects - PAMP Tomaree Planning District	\$8,157,000
Pathway	Paths- Medium Priority Projects - PAMP Tomaree Planning District	\$12,944,000
Pathway	Paths- Low Priority Projects - PAMP Tomaree Planning District	\$2,462,000
Pathway	Foot/Shared Paths- Soldiers Pt Rd- Gilchrist to George Rd (Sth), Salamander Bay	\$350,000
Pathway	Shared Path - RAAF to Medowie.	\$1,750,000
Pathway	Shared Path - Salamander Way to Frost Rd.	\$750,000
Pathway	Shared Paths - Nelson Bay Rd shared path Frost Rd to Salamander Way	\$400,000
Pathway	Shared Paths - Salamander Way - Town Centre Cct to existing Compass CI connection	\$400,000
Pathway	Shared Paths - Rosemount Dr to Joseph Sheen Dr under Pacific Hwy	\$400,000
Pathway	Shared Path - Brandy Hill Drive from Seaham Road to Clarencetown Road.	\$2,500,000
Pavement Assets	Magnus Street Village Precinct - Large Vision Concept	\$4,381,000
Pavement Assets	Stockton Street - PDP Large Vision	\$2,383,000
Pavement Assets	Intersection Upgrade - Church Street with Donald Street	\$1,750,000
Pavement Assets	Signalise Shoal Bay Road / Trafalgar Street.	\$1,600,000
Pavement Assets	Upgrade Donald Street public transport interchange/intermodal	\$1,000,000

Asset Category	Project Description	Estimate
Pavement Assets	Town Centre Bypass work - Dowling St Reduction in crest height near Golf Club entry and Improve road markings and formation	\$750,000
Pavement Assets	Convert existing Stockton Street traffic signals to allow pedestrian scramble and widen crossing;	\$40,000
Pavement Assets	Richardson Road, Grahamstown Road - Intersection upgrade to roundabout	\$2,000,000
Pavement Assets	Ferodale Road – at Peppertree road – signalised intersection to replace existing T intersection	\$1,600,000
Pavement Assets	Dowling St/Fingal St signalised intersection - parking action	\$1,600,000
Pavement Assets	Donald St/Stockton St signalised intersection - parking action	\$1,600,000
Pavement Assets	Lakeside Sports Complex 2, Raymond Terrace	\$1,476,000
Pavement Assets	Tomaree Sports Complex 2, Nelson Bay	\$1,274,000
Pavement Assets	Six Mile Road, Eagleton - Winston Rd to 401 Six Mile Rd	\$1,246,000
Pavement Assets	Ferodale Road- Campvale drain bridge upgrade	\$1,200,000
Pavement Assets	East Seaham Rd, East Seaham - 806 East Seaham Rd To 1042 East Seaham Rd	\$1,122,000
Pavement Assets	King Park Sports Complex 1, Raymond Terrace	\$960,000
Pavement Assets	Kurunga Avenue/Dawson Road, Raymond Terrace: Upgrade intersection to Roundabout treatment	\$950,000
Pavement Assets	Lakeside Sports Complex 1, Raymond Terrace	\$796,000
Pavement Assets	Rees James Road, Raymond Terrace - Bellevue St to Kurunga St	\$769,000
Pavement Assets	Dowling St bypass work - parking action	\$750,000
Pavement Assets	Raymond Terrace Central Carpark, Raymond Terrace	\$730,000
Pavement Assets	Rees James Road, Raymond Terrace - 50 Rees James Rd to End	\$667,000
Pavement Assets	Tomaree Road, Shoal Bay - 86 Tomaree Rd to 136 Tomaree Rd	\$666,000
Pavement Assets	Avenue Of The Allies, Tanilba Bay - Diggers Dr to Lemon Tree Passage Rd	\$665,000
Pavement Assets	Six Mile Rd, Eagleton - 6 Six Mile Rd To 149 Six Mile Rd	\$611,000
Pavement Assets	Tanilba Road, Mallabula - Fairlands Rd to Mallabula Rd	\$607,000
Pavement Assets	Yulong Park, Medowie	\$585,000

Asset Category	Project Description	Estimate
Pavement Assets	Six Mile Road, Eagleton - 401 Six Mile Rd to 431 Six Mile Rd	\$571,000
Pavement Assets	Tomaree Road, Shoal Bay - 42 Tomaree Rd to 86 Tomaree Rd	\$523,000
Pavement Assets	East Seaham Road, East Seaham - 348 East Seaham Rd to 407 East Seaham Rd	\$482,000
Pavement Assets	Church Street, Nelson Bay - Government Rd to Dowling St	\$480,000
Pavement Assets	Rees James Road, Raymond Terrace - Kurunga St to 40 Rees James Rd	\$428,000
Pavement Assets	Foreshore Drive, Corlette - 45 Foreshore Dr to 83 Foreshore Dr	\$419,000
Pavement Assets	Foreshore Drive, Corlette – Culvert Replacement	\$1,600,000
Pavement Assets	Ferodale Road, Medowie - 51 Ferodale Rd to 85 Ferodale Rd	\$360,000
Pavement Assets	Dowling Street, Nelson Bay - Fingal St to 29 Dowling St	\$360,000
Pavement Assets	Six Mile Road, Eagleton - 149 Six Mile Rd to Winston Rd	\$355,000
Pavement Assets	Rees James Road, Raymond Terrace - 42 Rees James Rd to 50 Rees James Rd	\$355,000
Pavement Assets	Clarencetown Road (Reg), Glen Oak - 1598 Clarencetown Rd to 1676 Clarencetown Rd	\$347,000
Pavement Assets	East Seaham Road, East Seaham - 318 East Seaham Rd to 348 East Seaham Rd	\$338,000
Pavement Assets	Ferodale Road, Medowie –21 Laverick Ave	\$334,000
Pavement Assets	Gowrie Avenue, Nelson Bay - Shoal Bay Rd to Kerrigan St	\$309,000
Pavement Assets	Duns Creek Rd, Duns Creek - 201 Duns Creek Rd To 238 Duns Creek Rd	\$297,000
Pavement Assets	Tomaree Road, Shoal Bay - Messines St to 42 Tomaree Rd	\$295,000
Pavement Assets	Tarean Road, Karuah - 446 Tarean Rd to 443 Tarean Rd	\$276,000
Pavement Assets	Tarean Road, Karuah - 264 Tarean Rd to 233 Tarean Rd	\$276,000
Pavement Assets	Tarean Road, Karuah - 370 Tarean Rd to 264 Tarean Rd	\$276,000
Pavement Assets	The Bucketts Way, Twelve Mile Creek - 451 The Buckets Way to Boundary	\$273,000
Pavement Assets	Boomerang Park 2, Raymond Terrace	\$272,000
Pavement Assets	Adelaide Street, Raymond Terrace - 249a Adelaide St to 251 Adelaide St	\$269,000
Pavement Assets	The Bucketts Way, Twelve Mile Creek - 309 The Buckets Way to 309 The Buckets Way	\$236,000

Asset Category	Project Description	Estimate
Pavement Assets	Richardson Road/Halloran Way, Raymond Terrace: Roundabout extension	\$200,000
Pavement Assets	Ferodale Road, Medowie – Roundabout to 38 Ferodale Rd	\$188,000
Pavement Assets	Tarean Road, Karuah - 443 Tarean Rd to 423 Tarean Rd	\$174,000
Pavement Assets	Glenelg Street, Raymond Terrace - 12 Glenelg St to Adelaide St	\$166,000
Pavement Assets	East Seaham Road, East Seaham - 248 East Seaham Rd to 318 East Seaham Rd	\$164,000
Pavement Assets	Ferodale Road, Medowie - 38 Ferodale Rd to 44 Ferodale Rd	\$158,000
Pavement Assets	East Seaham Road, East Seaham - 248 East Seaham Rd to 248 East Seaham Rd	\$150,000
Pavement Assets	Giggins Road, Heatherbrae - Hank St to End	\$110,000
Pavement Assets	Paterson Street, Hinton – Bridge to 3 Paterson St	\$109,000
Pavement Assets	Medowie Road, Campvale - 276 Medowie Rd to Start Of Island	\$109,000
Pavement Assets	Medowie Road, North of Boundary Road, Gateway Treatment at Entrance to Medowie	\$33,000
Pavement Assets	Medowie Road, Between Boundary Road and Kirrang Drive, Horizontal Displacement Mid-block Treatment	\$50,000
Pavement Assets	Medowie Road, North of Kindlebark Drive, Gateway Treatment and Change in Speed Zone	\$33,000
Pavement Assets	Medowie Road, At Kindlebark Drive, Roundabout Intersection	\$820,000
Pavement Assets	Medowie Road, South of Ferodale Road, Gateway Treatment and Change in Speed Zone	\$33,000
Pavement Assets	Medowie Road, At Brocklesby Road, Roundabout Intersection	\$2,050,000
Pavement Assets	Medowie Road, At Blueberry Road, Improve Channelisation of Existing Intersection	\$176,000
Pavement Assets	Medowie Road, South of South Street, Gateway Treatment at Entry to Medowie	\$33,000
Pavement Assets	Medowie Rd, At Intersections with Ferodale Rd and South St and access to Kingston Site, Improve Roundabout Approaches	\$3,000,000
Pavement Assets	Lisadell Road and Abundance Road, Fairlands Road to Industrial Road pavement Widening Investigation	\$2,050,000
Pavement Assets	Lisadell Road, At Fairlands Road, Roundabout intersection Widen Road Shoulder for Left Turn into Fairlands Road.	\$802,000
Pavement Assets	Lisadell Road, At Abundance Road, Investigate Road Realignment	\$615,000

Asset Category	Project Description	Estimate
Pavement Assets	Abundance Road, South of Industrial Road, Gateway Treatment.	\$33,000
Pavement Assets	Abundance Road, At Ferodale Road, Roundabout Intersection	\$902,000
Pavement Assets	Ferodale Road, Kirrang Drive, Existing Roundabout Upgrade	\$820,000
Pavement Assets	Ferodale Road, Main Access to Commercial Land, Roundabout Intersection	\$820,000
Pavement Assets	Various roads, On-road Routes Signage and Line Markings	\$17,000
Pavement Assets	Various roads, On-road Routes within Rural Residential Signage and Line Markings - Medowie Traffic and Transport	\$17,000
Pavement Assets	Medowie Road, South of Kindlebark Drive, Upgrade Pedestrian Refuge	\$25,000
Pavement Assets	Medowie Road, At Silver Wattle Drive, Install Pedestrian Refuge Island	\$25,000
Pavement Assets	Silver Wattle Drive, At Medowie Road, Install Pedestrian Refuge Island	\$25,000
Pavement Assets	Medowie Road At Ferodale Road, Upgrade Pedestrian Refuge Island	\$25,000
Pavement Assets	Medowie Road, South of Ferodale Road, Install Pedestrian Refuge Island	\$50,000
Pavement Assets	Medowie Road, At Blueberry Road, Install Pedestrian Refuge Island	\$25,000
Pavement Assets	Kirrang Drive, At Ferodale Road, Install Pedestrian Refuge Island	\$25,000
Pavement Assets	Brocklesby Road, At Ferodale Road, Install Pedestrian Refuge Island	\$25,000
Pavement Assets	Ferodale Road West of Medowie Road, Upgrade Pedestrian Refuge Island	\$25,000
Pavement Assets	Various Intersection Upgrades - kerb and gutter and ramps at Ferodale Road intersection with Waropara, Bottle Brush Avenue and Kirrang Drive.	\$158,000
Pavement Assets	Install Bicycle Parking Facilities - Medowie traffic and transport	\$50,000
Pavement Assets	Road Sealing - Wighton Street, Seaham. Widening and sealing from seal change at No50 to Grape Street inc acquisition and service relocations	\$1,544,000
Pavement Assets	Nelson St- Nelson Bay. Rehabilitation inc K&G from Sproule St to Moorrooba Cr	\$480,000
Pavement Assets	Road Construction - Duns Creek Road north of Forest Road 500m	\$700,000
Pavement Assets	Guardrail- Kula Rd - near Karwin Road, Medowie.	\$100,000

ITEM 7 - ATTACHMENT 2 DRAFT RESOURCING STRATEGY 2023 TO 2033.

Asset Category	Project Description	Estimate
Pavement Assets	Pavement Rehabilitation. Swan Bay Rd - SEG 100 - Swan Bay From 455 Swan Bay Rd to 513 Swan Bay Rd	\$350,000
Pavement Assets	Pavement Rehabilitation. Bagnall Beach Road - SEG 170 - Corlette From Sergeant Baker Dr to 40 Bagnall Beach Road	\$50,000
Pavement Assets	Morna Point Rd- Anna Bay. Reconstruction nth Ocean Ave	\$850,000
Pavement Assets	Pavement Rehabilitation. Italia Rd - SEG 60 & 70- Balickera	\$790,000
Pavement Assets	Pavement Rehabilitation. Grey Gum St - SEG 10 - Medowie From 370 to end 620	\$350,000
Pavement Assets	Pavement Rehabilitation. Hunter St - SEG 40 - Hinton	\$180,000
Pavement Assets	Pavement Rehabilitation. Watt St - SEG 30 - Raymond Terrace	\$250,000
Pavement Assets	CBD Improvements Williams St, Raymond Terrace	\$26,000,00 0
Pavement Assets	CBD Improvements Shoal Bay Road, Shoal Bay.	\$2,000,000
Pavement Assets	Pavement Rehabilitation. James Rd - SEG 20 - Medowie	\$400,000
Pavement Assets	Pavement Rehabilitation. Waropara Rd - SEG 30&40 - Medowie	\$400,000
Pavement Assets	Pavement Rehabilitation. Kingsley Dr- Noamunga St to no63 - Boat Harbour	\$420,000
Pavement Assets	Pavement Rehabilitation. Nobles Road - Seg 10 to 40 widen and seal	\$352,000
Pavement Assets	Pavement Rehabilitation. Dawson Rd - SEG 30 - Raymond Terrace	\$400,000
Pavement Assets	Pavement Reconstruction Sunset Blvd- Soldiers Point Ridgeway Ave to Brown Ave - Widening and K&G	\$854,000
Pavement Assets	Guardrail - Gan Rd north Anna Bay	\$100,000
Pavement Assets	Pavement Reconstruction. Avenue of the Allies- Tanilba Bay. Widening, drainage, K&G Poilus Pde to King Albert Ave STAGE 1	\$1,200,000
Pavement Assets	Pavement Rehabilitation. Hinton Rd - SEG 10 - Hinton	\$300,000
Pavement Assets	Pavement Rehabilitation. Newline Rd Seg 220 Eagleton	\$550,000

Asset Category	Project Description	Estimate
Pavement Assets	Pavement Rehabilitation. Gloucester St - SEG 20 - Corlette	\$200,000
Pavement Assets	Pavement Rehabilitation. Mount Hall Rd - SEG 40 - Raymond Terrace	\$230,000
Pavement Assets	Roundabout Construction - Haig Hexagon, Tanilba Bay	\$1,140,000
Pavement Assets	Road Reseals	\$ 2,000,000
Pavement Assets	Pavement Rehabilitation. Ferodale - & 80m of Kindlebark Dr SEG 140 - Medowie	\$150,000
Pavement Assets	From 93 Ferodale Road to 131 Ferodale Road Pavement Rehabilitation. Newline Road seg 280 -290 East Seaham	\$850,000
Pavement Assets	Pavement Reconstruction Brown Ave- Soldiers Point. Reconstruction inc K&G	\$550,000
Pavement Assets	Sealed Road Construction. Swan Bay Rd - SEG 170 - 879 Swan Bay Road, Swan Bay	\$2,500,000
Pavement Assets	Pavement Reconstruction Fitzroy St & Pacific Ave Intersection- Anna Bay. Reconstruction inc K&G, widening and drainage.	\$700,000
Pavement Assets	Pavement Reconstruction. Rocky Point Rd- Fingal Bay. Widening inc K&G construction from Surf Cl to Lentara St	\$700,000
Pavement Assets	Pavement Reconstruction Riverside Pl - Carlsile Cr to Riverside Dr, Karuah	\$360,000
Pavement Assets	Nelson Bay Town Centre - Upgrades	\$7,000,000
Pavement Assets	Nelson Bay Town Centre - Expand 40km/hr area	\$440,000
Pavement Assets	King Albert Ave- Tanilba Bay. Reconstruction from Ave of the Allies to School	\$654,000
Pavement Assets	Pavement Rehabilitation. Soldiers Point Road - SEG 20 - Soldiers Point. Brown Avenue to 59 Soldiers Point Road.	\$450,000
Pavement Assets	Pavement Rehabilitation. Scott Cl - SEG 10. Raymond Terrace.	\$300,000
Pavement Assets	Pavement Rehabilitation. Myan Cl - Corlette	\$226,000
Pavement Assets	Pavement Rehabilitation. Morten Rd - Swan Bay	\$300,000

Asset Category	Project Description	Estimate
Pavement Assets	Pavement Rehabilitation. Old Punt Road - Tomago	\$3,100,000
Pavement Assets	Pavement Rehabilitation. Tomago Road to Pacific Highway	\$100,000
Pavement Assets	Laverick Ave - SEG 40 - Tomago	\$350,000
Pavement Assets	Johnson Pde- LTP - Widening and K&G	\$190,000
Pavement Assets	Pavement Rehabilitation. Hospital Hill Court- Raymond Terrace	\$3,500,000
Pavement Assets	Pavement Sealing Ralstons Road - Seaham Rd to end, Nelsons Plains.	\$3,000,000
Pavement Assets	Pavement Sealing East Seaham Rd, East Seaham.	\$1,000,000
Pavement Assets	Pavement Rehabilitation East Seaham Rd, East Seaham. From Italia Rd north 1.3km	\$570,000
Pavement Assets	Pavement Sealing Clarence St - Seg 10 - Wallalong	\$500,000
Pavement Assets	Dean Parade - LTP. Widening and K&G construction	\$554,000
Pavement Assets	Pavement Reconstruction Christmas Bush Ave, Nelson Bay	\$900,000
Pavement Assets	Pavement Reconstruction Montevideo Pde - Nelson Bay - widening and K&G	\$700,000
Pavement Assets	Pavement Reconstruction Gowrie Ave - Nelson Bay- widening and K&G	\$100,000
Pavement Assets	Pavement Rehabilitation. Columbia Cl - Nelson Bay	\$600,000
Pavement Assets	President Poincare Parade- Tanilba Bay. Reconstruction inc widening and K&G. King Albert to Peace Parade	\$150,000
Pavement Assets	Pavement Rehabilitation. Argyle Cl- Anna Bay Seg 30	\$430,000
Pavement Assets	Pavement Rehabilitation. Popplewell Rd - Vardon to Braid Rd - Seg 10 - Fern Bay	\$400,000
Pavement Assets	Pavement Rehabilitation. Gan Rd - Seg 70 - Anna Bay	\$200,000
Pavement Assets	Pavement Rehabilitation. Blueberry Rd- Medowie	\$675,000
Pavement Assets	Pavement Reconstruction Rankin Rd- Fern Bay. Widening inc K&G and Drainage. Nelson Bay Rd to Popplewell Rd	

Asset Category	Project Description	Estimate
Playgrounds	Playground Assets – Raymond Terrace – Potters Lane Park – Basketball Hoop	\$72,780
Playgrounds	Playground Assets – Tomaree – Accessible Recreation Space	\$850,000
Playgrounds	Playground Assets – Tomaree – Regional Playground	\$3,000,000
Playgrounds	Playground Assets – Raymond Terrace – Accessible Recreation Space	\$850,000
Playgrounds	Playground Assets – Raymond Terrace – Regional Playground	\$3,000,000
Playgrounds	Playground Assets - Anna Bay Recreation/Birubi Lane Reserve	\$200,000
Playgrounds	Playground Assets – Shoal Bay – Exercise Gym/Equipment	\$50,000
Playgrounds	Playground Assets – Lemon Tree Passage – Exercise Gym/Equipment	\$50,000
Playgrounds	Eastern Foreshore - Upgrade and expand existing playground, provide shade canopies, and connecting footpaths	\$ 828,000
Property Assets	Solar Farm land acquisition investigation, scoping and estimate.	Unknown
Property Assets	Administration Building – Solar Panel System	\$120,000
Property Assets	Fingal Bay Holiday Park – Solar Panel System	\$120,000
Public Amenities	Public Amenities Assets - Birubi Lane Reserve - Installation	\$130,000
Public Amenities	Public Amenities Assets – Hinton Foreshore Reserve	\$250,000
Public Amenities	Public Amenities Assets – Medowie Town Centre	\$200,000
Public Amenities	Public Amenities Assets – Lakeside Reserve No. 2	\$160,000
Public Amenities	Eastern Foreshore - new public domain furniture including picnic tables, litter bins and water station	\$621,000
Public Amenities	Nelson Bay Wayfinding Signage Strategy	\$500,000
Public Amenities	Remove Stockton Street Stage	\$160,000
Public Amenities	Overflow parking - Tom Dwyer Memorial Oval	\$150,000
Public Amenities	Improve signage and lighting to assist visitor wayfinding	\$120,000

Asset Category	Project Description	Estimate
Public Amenities	Eastern Foreshore - Implement wayfinding and interpretative signage;	\$24,000
Skate Parks	Skate Park Assets – Nelson Bay Regional Skate Park Upgrade	\$600,000
Skate Parks	Skate Park Assets – Raymond Terrace Regional Skate Park Upgrade	\$600,000
Sports Facilities	Sports Assets - Brandon Park - Field Lighting Upgrades	\$200,000
Sports Facilities	Sports Assets - Ferodale Oval - Implementation of masterplan	\$3,000,000
Sports Facilities	Sports Assets - King Park - Field Lighting Upgrades	\$200,000
Sports Facilities	Sports Assets - Lakeside Sporting Complex - Implementation of master plan	\$2,000,000
Sports Facilities	Sports Assets - Mallabula Sporting Complex - Field Lighting Upgrades	\$400,000
Sports Facilities	Sports Assets - Stuart Park - Field Lighting Upgrades	\$200,000
Sports Facilities	Sports Assets - Tomaree Sporting Complex - Implementation of master plan	\$5,000,000
Sports Facilities	Sports Assets – Port Stephens Yacht Club – Soldiers Point - Accessibility and fire safety upgrades	\$420,000
Town Centre Improvements	Utilities in Nelson Bay for events. Electricity, marquee anchor points, etc scoping, investigation and works	Unknown
Town Centre Improvements	Nelson Bay Stage area analysis and needs assessment and works	\$350,000
Town Centre Improvements	Nelson Bay car parking improvements scoping, investigation and works	Unknown
Town Centre Improvements	Nelson Bay multi-storey car park	\$5,445,000
Town Centre Improvements	Donald St and Stockton St consideration for traffic lights, Nelson Bay	\$1,500,000
Town Centre Improvements	CBD Improvements, Shoal Bay	\$2,000,000
Town Centre Improvements	CBD Improvements Williams St, Raymond Terrace	\$25,000,000
Town Centre Improvements	CBD Raymond Terrace Car Parking	Unknown
Town Centre Improvements	CBD Improvements Nelson Bay	\$15,000,000

Asset Category	Project Description	Estimate
Town Centre Improvements	CBD Improvements Anna Bay	Unknown
Town Centre Improvements	Town Entrance Signage replacement program	\$750,000
Town Centre Improvements	Smart Cities scoping, concepts, estimates, construction/installation	Unknown
Town Centre Improvements	Arts and Cultural Centre – investigation and scoping	Unknown
Town Centre Improvements	King Street Raymond Terrace Revitalisation – scoping, investigation and works	Unknown
Town Centre Improvements	Roadside Beautifications - entrance corridors	\$1,000,000
Transport	Transport Interchange - Medowie	Unknown
Transport	Transport Interchange – Anna Bay	Unknown
Transport	Transport Interchange – Nelson Bay	Unknown
Drainage	Morten Ave and Cook Parade LTP – investigate drainage upgrade	Unknown
Pavement Assets	Morten Ave and Cook Parade LTP – pavements rehab	Unknown
Pavement Assets	Pacific Street, Fishermans Bay – pavement rehab	Unknown
Pavement Assets	Riverside Drive, Karuah – first seal	Unknown
Pavement Assets	Mooghin Road, Seaham – first seal	Unknown
Pavement Assets	Wighton Street, Seaham – first seal	Unknown
Pavement Assets	Ralston Road, Nelson Plains – first seal	Unknown

Council's Works Plan Plus consists of projects that are currently unfunded by recurrent budget sources. Council continues to advocate for these works through external funding sources

Appendix 4 – Asset Management Plans

IP&R Framework

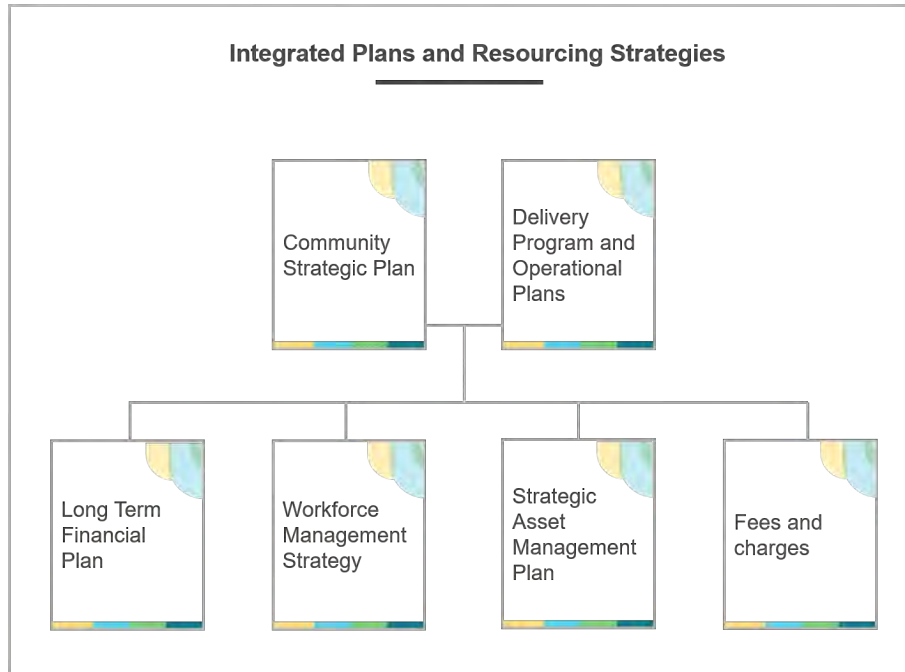
Asset Management Plan

2023 to 2033

Draft



PORT STEPHENS
COUNCIL



Port Stephens Council has prepared this plan on behalf of the Port Stephens community and would like to thank the residents, community groups, business and government representatives who provided input into the plan.

The Strategic Asset Management Plan has been prepared in accordance with Section 403 of the Local Government Act 1993.

Acknowledgement

We acknowledge the Worimi as the original Custodians and inhabitants of Port Stephens.

May we walk the road to tomorrow with mutual respect and admiration as we care for the beautiful land and waterways together.

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Abbreviations

ABS	Australian Bureau of Statistics
CIV	Capital Investment Value
CRC	Current Replacement Cost
Council	Port Stephens Council
CPI	Consumer Price Index
CRM	Customer Request Management system
CSP	Community Strategic Plan
DCP	Development Control Plan
EMS	Environmental Management System
EPA	Environment Protection Authority
GIS	Geographic Information Systems
ICT	Information and Communications Technology
IIMM	International Infrastructure Management Manual
IP&R	Integrated Planning and Reporting
IPART	Independent Pricing and Regulatory Tribunal
IPWEA	Institute of Public Works Engineering Australasia
IP&R	Integrated Planning and Reporting
LEP	Local Environment Plan
LGA	Local Government Area
LCC	Life Cycle Cost
LTFP	Long Term Financial Plan 2023-2033
NAMS	National Asset Management Strategy
NAPL	Newcastle Airport Partnership Limited
PSC	Port Stephens Council
PFAS	Per- and poly- fluoroalkyl substances
REFLECT	Council's workflow software program
REMPAN	Economic and demographic data and analytic company
SAMP 13	Strategic Asset Management Plan 2023-2033
SES	State Emergency Service
SLA	Service Level Agreement
SRV	Special Rate Variation
TfNSW	Transport for NSW
VIC	Visitor Information Centre
WHS	Work Health and Safety
the Plus Plan	Capital Works Plus Plan
the Program	Capital Works 10 year Program

Overview

Port Stephens Council has prepared this Asset Management Plan (AMP) in accordance with the State Government's Integrated Planning and Reporting Framework requirements. The AMP is part of the suite of asset management documents under the Strategic Asset Management Plan (SAMP) and Council's adopted Asset Management Policy.

The SAMP and Asset Management Policy sets out the framework and documents the sustainable management of current and future Council assets so that appropriate services are effectively delivered to the community now and for future demand. The AMP provides more detail for each of Council's asset classes.

The asset accounting and modelling documented in the AMP is in accordance with the Australian Infrastructure Financial Management Guidelines and the IIMM which has been further expanded to include the recently introduced International Standards ISO 55,000.

Included in the AMP is the newly created Community Asset Dashboards that provide a snapshot of asset in terms of the assets:

- Condition
- Functionality
- Capacity

These Dashboards are a simple way of presenting a simplified status of the asset class that can be used for communication and understanding of the levels of service they provide. It should be noted that this is the first year that these Dashboards have been introduced and future generations of the Dashboards will see a refinement of the data that is shown in them. They have been created in accordance with the NSW Institute of Public Works Engineering Australasia (IPWEA) Guidelines.

Lifecycle Management: Civil Assets

Civil Assets categories are listed in Table 1.

Ancillary Assets

Ancillary assets are those that have a material financial value and are simple structures, though are usually ancillary to another asset that the community uses and values. In previous versions of the SAMP these minor assets were presented in individual plans. These have now been consolidated into this plan to provide the required information to effectively manage the assets. Classes within this category are listed in Table A.

Bus Shelters

Asset Holdings	Number of bus shelters: 119		
Desired Level of Service Statement	<ul style="list-style-type: none"> To provide a safer, comfortable, attractive and accessible bus shelters for public transport passengers and operators. Transport stops compliant with the Disability Standards for Accessible Public Transport 2002 (DSAPT) 		
Available Data	Asset data stored in end of year financial Fair Value asset database. Asset Data: location, type, condition rating, and Fair Value calculations.		
Last Condition Survey	A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. In 2022, 93% of bus shelters were inspected.		
General Assessment of Condition	Condition Rating		% Assets (qty)
	1	Near Perfect	12%
	2	Good	39%
	3	Satisfactory	36%
	4	Very Poor	13%
	5	Unserviceable	0%
	Total		100
Main Findings	<ul style="list-style-type: none"> A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. These 		

	<p>inspections assist with asset lifecycle monitoring and future renewal programming.</p> <ul style="list-style-type: none"> • Most new shelters are provided by new development or through grant funding programs. • Assets are repaired when damage occurs which creates a potential hazard for road users or members of the travelling public.
Future Actions	<ul style="list-style-type: none"> • Seek future funding grant opportunities to upgrade and improve bus shelters. • Continue to undertake annual condition inspections of 100% of bus shelter assets.

Figure 4: Condition Rating - Bus Shelters



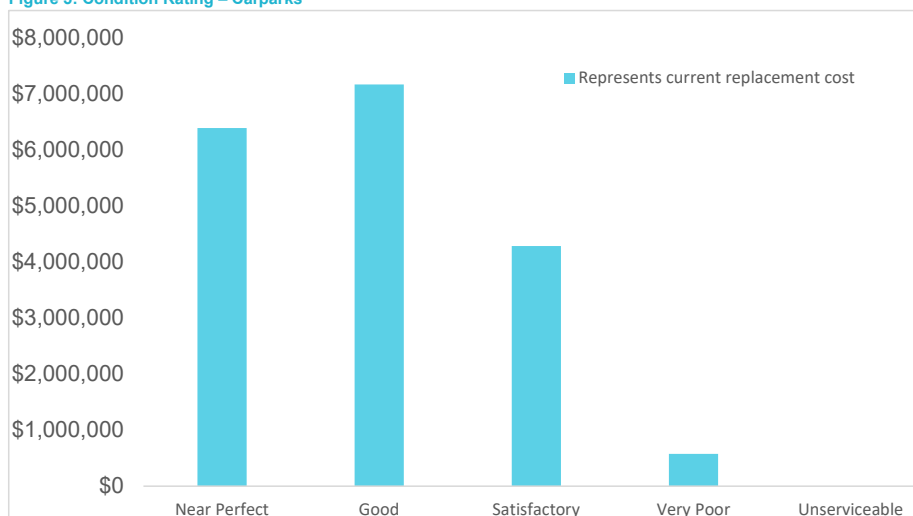
Carparks

Asset Holdings	Carparks: 126
Desired Level of Service Statement	<ul style="list-style-type: none"> • Parking spaces are maintained for the purpose of parking, are clean, and have a safe surface finish.

Available Data	<ul style="list-style-type: none"> Asset data stored in end of year financial Fair Value asset database. Asset Data: pavement type, ancillary items, condition rating, and Fair Value calculations. 		
Last Condition Survey	A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. In 2020, 100% of car park assets were inspected.		
General Assessment of Condition	Condition Rating	% Assets (m2)	\$CRC
	1 Near Perfect	31	\$6,388,421
	2 Good	43	\$7,164,898
	3 Satisfactory	22	\$4,284,771
	4 Very Poor	4	\$576,478
	5 Unserviceable	0	\$0
	Total	100	\$18,414,569
Main Findings	<ul style="list-style-type: none"> On street Car parks are currently evaluated as a road pavement with low traffic. Deterioration is predominately based on environmental variables. Carparks managed across various teams have been consolidated and are now managed by Council's Civil Asset Team. Components within carparks have all been inventoried and condition assessed individually. A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. These inspections assist with asset lifecycle monitoring and future renewal programming. % Assets based on the square meter area of the car park in each condition state. \$CRC based on actual replacement value of all components in each carpark in that condition state. 		

Future Actions	<ul style="list-style-type: none"> Continue to maintain the existing assets. Develop desired level of service for each hierarchy of carpark. Continue to undertake annual condition inspections of 20% of car park assets.
-----------------------	---

Figure 5: Condition Rating – Carparks

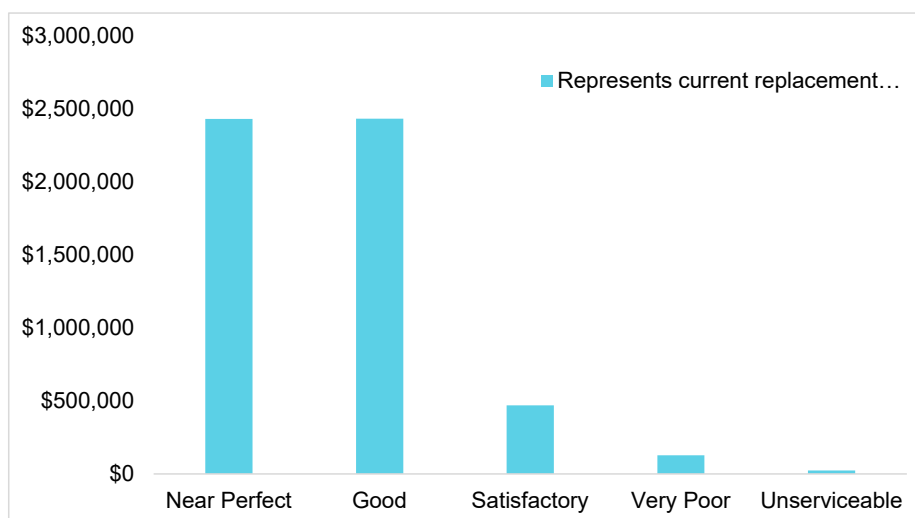


Guard Rails

Asset Holdings	Guardrail: 19,941m
Available Data	<ul style="list-style-type: none"> Asset data stored in end of year financial Fair Value asset database. Asset Data: location, length and member type, terminal type, speed zone, distance from road centre line, condition rating, and Fair Value calculations.
Last Condition Survey	A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. In 2019, 100% of guardrail assets were inspected.

General Assessment of Condition	Condition Rating		% Assets (based on m)	\$CRC
	1	Near Perfect	42	\$2,430,597
	2	Good	47	\$2,433,107
	3	Satisfactory	9	\$470,349
	4	Very Poor	2	\$128,092
	5	Unserviceable	0	\$23,596
	Total		100	\$5,485,740
Main Findings	<ul style="list-style-type: none"> While the existing guardrails are considered satisfactory, most of the guardrails were installed prior to the release of the current Australian Standard. Guardrails will be repaired while parts are still legally available, otherwise full replacement to the current standard shall occur. A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. These inspections assist with asset lifecycle monitoring and future renewal programming. % Assets based on length of asset in each condition state. \$CRC actual replacement value of asset in that condition state. 			
Future Actions	<ul style="list-style-type: none"> Continue to maintain the existing assets. Continue to undertake annual condition inspections of 20% of guardrail assets. 			

Figure 6: Condition Rating – Guardrails



Heritage items

Heritage items include:

Summer House Bus Shelter - Tanilba Bay

Tanilba Gates – Entrance

Tanilba Gates – Inner

Tanilba Pillar – East

Tanilba Pillar – West

Knitting Circle, Seaham

Adam Place Canary Island Date Palm planting along Port Stephens St, Raymond Terrace

Jacaranda Plantings along Jacaranda Ave, Raymond Terrace

These assets are inspected periodically and maintained so as to ensure the safety of the community and the continued structural integrity of the asset.

These items are not valued and as such are not rated for condition due to their age.

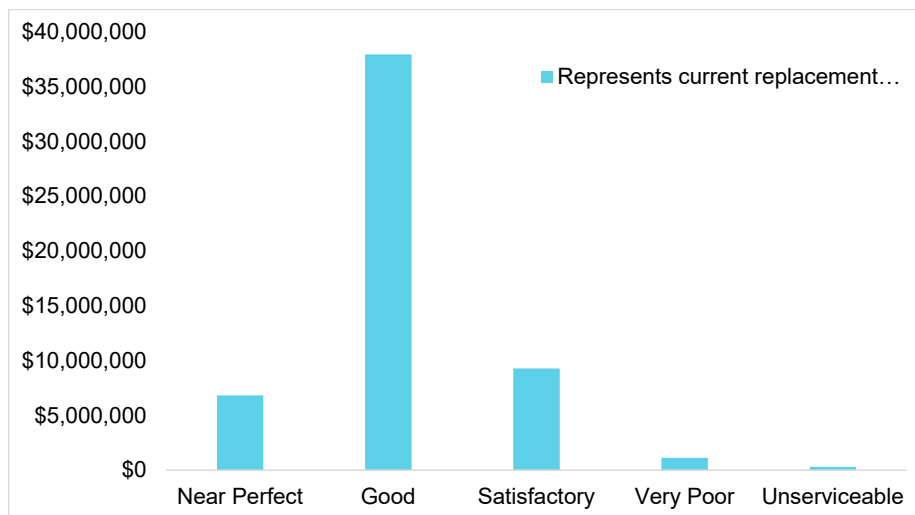
Kerb and Guttering

Asset Holdings	Kerb and Gutter: 718 km
Desired Level of	Water is conveyed from the pavement to the nearest drainage system such as pipes or open drains.

Service Statement			
Available Data	<p>Asset data stored in end of year financial Fair Value asset database.</p> <p>Asset Data: location, length, type, condition rating, and Fair Value calculations.</p>		
Last Condition Survey	A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. In 2020, 100% of kerb & guttering was inspected.		
General Assessment of Condition	Condition Rating	% Assets (based on m)	\$CRC
	1 Near Perfect	10	\$6,829,178
	2 Good	70	\$37,949,952
	3 Satisfactory	17	\$9,288,754
	4 Very Poor	2	\$1,124,374
	5 Unserviceable	1	\$303,246
	Total	100.00	\$55,495,504
Main Findings	<ul style="list-style-type: none"> Most acquisitions are through subdivision release or as part of Council's roads assets capital works program. This asset is repaired when damaged. Unrepaired kerb and gutter results in deterioration of the adjacent road pavement. A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. These inspections assist with asset lifecycle monitoring and future renewal programming. % Assets based on length in metres of asset in each condition state. \$CRC actual replacement value of asset in that condition state. 		
Future Actions	<ul style="list-style-type: none"> Continue to maintain the asset in a functioning manner based on prioritisation across all assets. 		

- Continue to undertake annual condition inspections of 20% of kerb & gutter assets.

Figure 7: Condition Rating - Kerbs and Guttering

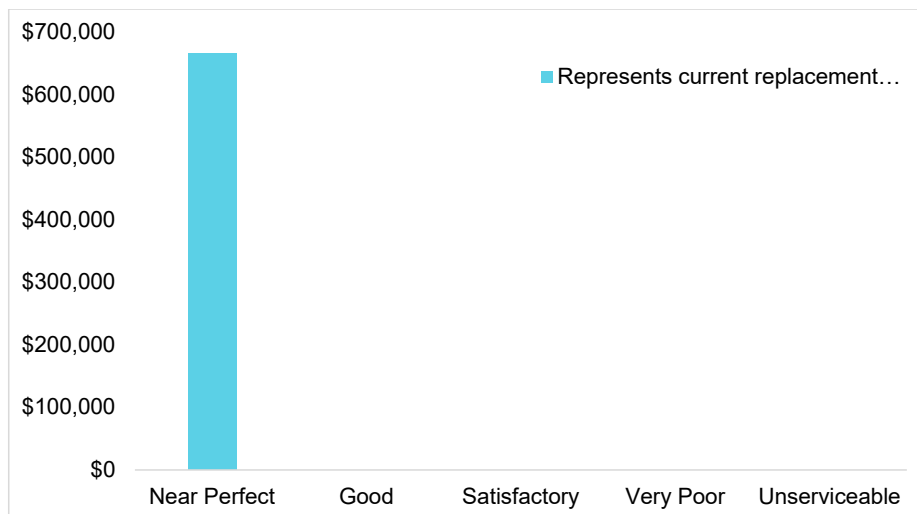


Parking Meters

Asset Holdings	Parking meters: 65 In-ground sensors: 955		
Desired Level of Service Statement	Minimum 90% of meters functioning at one time.		
Available Data	<ul style="list-style-type: none"> • Asset data stored in end of year financial Fair Value asset database. • Asset data: location, acquired date, condition rating, and Fair Value calculations. 		
Last Condition Survey	A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. In 2022, 100% of parking meter assets were inspected.		
General Assessment of Condition			
	Condition Rating	% Assets (qty)	\$CRC
	1 Near Perfect	100	\$666,019

	2	Good	0	\$0
	3	Satisfactory	0	\$0
	4	Very Poor	0	\$0
	5	Unserviceable	0	\$0
		Total	100.00	\$666,019
Main Findings	<ul style="list-style-type: none"> The purpose of the meters is to promote turnover of parking throughout the metered precinct. The income gained from parking meters is used for infrastructure improvements listed in an adopted Smart Parking Infrastructure Program. A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. These inspections assist with asset lifecycle monitoring and future renewal programming. A significant proportion of revenue is derived from cashless transactions. One meter removed due to landslip – to be replaced in near future with remediation works. 			
Future Actions	<ul style="list-style-type: none"> Continue to maintain the meters. Review the cash collection agreement to improve the cash collection and enable meters to remain operational. Investigate the expansion of smart parking to other key locations such as Birubi and Shoal Bay precincts. Continue to condition inspect 100% of assets annually. 			

Figure 8: Condition Rating - Parking Meters

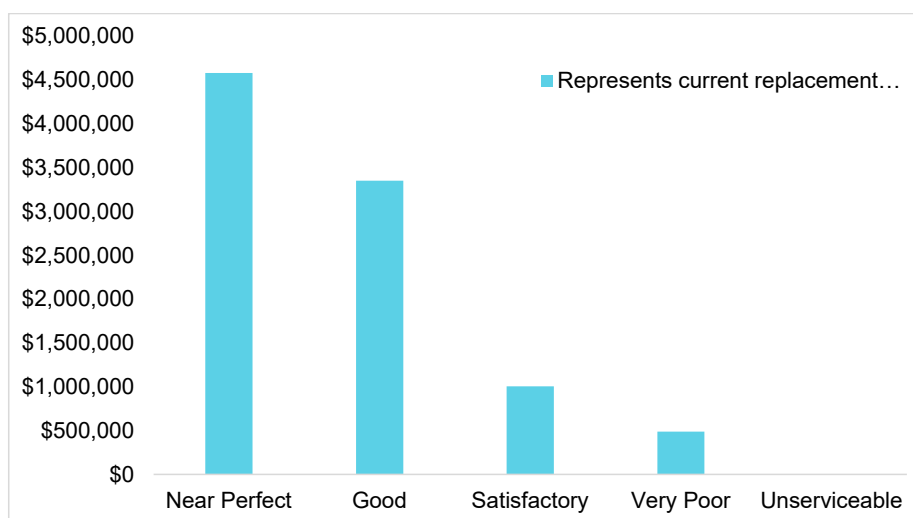


Retaining Walls

Asset Holdings	Retaining Walls: 7,339 m.		
Available Data	<ul style="list-style-type: none"> Asset data stored in end of year financial Fair Value asset database. Asset Data: location, acquired date (where known), wall type and material, footing type, length, height; condition rating, and Fair Value calculations. 		
Last Condition Survey	Condition inspections are undertaken based on the assets' risk profile with 78% of retaining walls inspected in 2022.		
General Assessment of Condition	Condition Rating		% Assets (based on m)
	1	Near Perfect	55%
	2	Good	35%
	3	Satisfactory	9%
	4	Very Poor	1%
			\$CRC
			\$4,581,941
			\$3,351,163
			\$1,003,878
			\$488,716

	5	Unserviceable	0%	\$0
		Total	100.00	\$9,425,698
Main Findings	<ul style="list-style-type: none"> Myan Close Retaining Wall is on our critical asset list and is inspected monthly and surveyed annually to ensure it is not moving. All retaining walls are treated on a risk basis, high risk has regular frequent inspections and low risk walls are inspected less frequent. A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. These inspections assist with asset lifecycle monitoring and future renewal programming. 			
Future Actions	<ul style="list-style-type: none"> Continue to maintain the existing assets. Continue to undertake annual condition inspections in line with the risk profile of each retaining wall asset. 			

Figure 8: Condition Rating - Retaining Walls

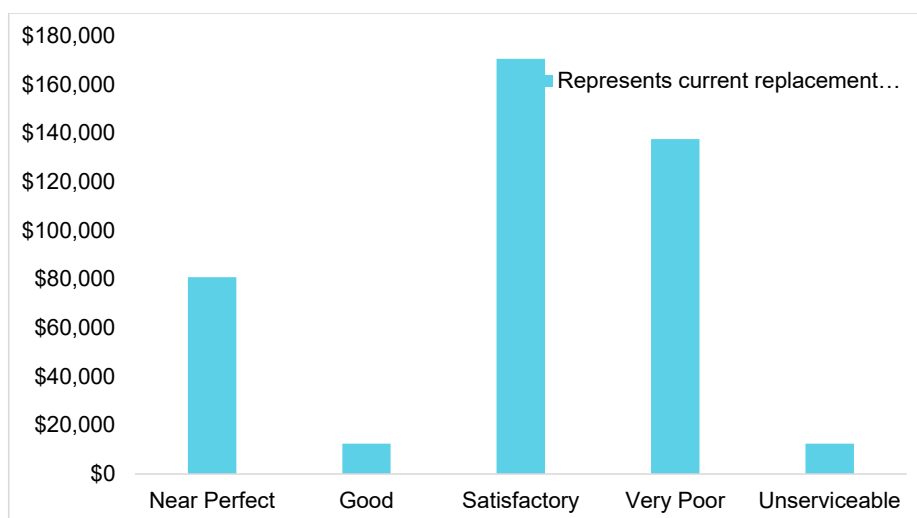


Signs and Guideposts

Asset Holdings	Gateway Signs: 6 Suburb Signs: 79		
Desired Level of Service Statement	<ul style="list-style-type: none"> Signs are clear, functioning and present. 		
Available Data	<ul style="list-style-type: none"> Asset data stored in end of year financial Fair Value asset database. Asset Data: number, condition rating and Fair Value calculations. 		
Last Condition Survey	A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. In 2019, 100% of signs & guidepost assets were inspected.		
General Assessment of Condition	Condition Rating	% Assets (based on qty)	\$CRC
	1 Near Perfect	8	\$80,899
	2 Good	4	\$12,504
	3 Satisfactory	46	\$170,534
	4 Very Poor	39	\$137,544
	5 Unserviceable	3	\$12,504
	Total	100.0	\$413,985
Main Findings	<ul style="list-style-type: none"> Anecdotal evidence indicates that maintenance has kept up to demand. A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. These inspections assist with asset lifecycle monitoring and future renewal programming. When maintenance is undertaken on these assets it often ends up being replacement and the data collected throughout this process is limited. 		
Future Actions	<ul style="list-style-type: none"> Continue to maintain the existing assets. 		

	<ul style="list-style-type: none"> • Works are undertaken within the allowable budget, noting that while there is a back log of works, the allowable budget has maintained a stable backlog. • Continue to undertake annual condition inspections of 20% of sign assets.
--	--

Figure 10: Condition Rating – Signs and Guideposts



Bridges

Asset Holdings	Concrete: 13, Timber: 2, Steel: 3.
Desired Level of Service Statement	All bridges (Road and Pedestrian) would ideally meet current design standards for width, load capacity, provision for pedestrians and cyclists, disabled access, flood immunity and adequacy of bridge barriers.
Available Data	<ul style="list-style-type: none"> • Asset data stored in end of year financial Fair Value asset database. • Asset Data: location, acquired date, loading type, material (structural and span), size (width and length), condition rating, and Fair Value calculations.

Last Condition Survey	Each bridge and major culvert has a routine maintenance inspection annually in addition to after any major storm/flood event.		
General Assessment of Condition	Condition Rating		% Assets (based m2)
	1	Near Perfect	42
	2	Good	50
	3	Satisfactory	0
	4	Very Poor	8
	5	Unserviceable	0
	Total		100.00
Main Findings	<ul style="list-style-type: none"> Notts Creek Bridge has been listed for upgrade in the Capital Works Plan and has successfully obtained grant funding. Funding secured is not sufficient to complete the bridge replacement. Victoria Parade pedestrian bridge was removed for investigation and testing. Assets are inspected for condition monitoring annually as part of the asset inspection program. These inspections assist with asset lifecycle monitoring and future renewal programming. 		
Future Actions	<ul style="list-style-type: none"> Predominantly, preventative maintenance on the existing bridges is the main action. Victoria Parade pedestrian bridge structural testing will determine the condition of the bridge and the remediation work required for the bridge to be put back in service. Investigate opportunities for additional funding to complete the Notts Creek Bridge replacement. Continue to undertake routine condition inspections of bridge assets annually and after each major storm/flood event. 		

Figure 11: Condition Rating – Bridges



LEVEL OF SERVICE

Customer Research and Expectations:

Research

The current inspection and maintenance process provides a level of service equal to or higher than the community would expect. This assumption is demonstrated by minimal customer requests/complaints and insurance claims.

The service level cannot sensibly go higher and any reduction would increase the risk to Council and the road user.

Legislative Requirements

There are no specific legislative requirements for the provision of bridges by Council. However, it is Council's duty of care that bridges are built in accordance with relevant Australian Standards and are maintained in safe and serviceable condition for pedestrians and vehicles.

Current Level of Service

Bridges are considered to be in a satisfactory condition if maintenance is carried out as soon as any structural member is thought to be unserviceable or having a risk of failure. Works to repair or renew with similar materials are undertaken following annual inspections.

All bridges are inspected annually. If their level of service/condition is lower than near perfect, then maintenance and repairs are scheduled in the annual maintenance or works program. This program may include short and long-term works. In the event that works cannot be undertaken immediately then access to the

bridge will be limited via a load rating which is applied to keep all users of the bridge safe until works can be completed.

Desired Level of Service

All bridges would ideally meet current design standards for width, load capacity, lighting, provision for pedestrians and cyclists, disabled access, freedom from closure due to flooding and adequacy of bridge barriers.

FUTURE DEMAND

Demand Forecast

The key drivers influencing demand for bridge infrastructure are:

Population growth;

Residential and industrial development and access to major highways, eg North Raymond Terrace access onto Pacific Highway;

Higher load limits for trucks;

Strategic extensions to the road, footpath and shared path networks.

Roads and bridges need to be able to carry increasing traffic volumes and to have adequate factors of safety built in given the increasing loads of heavy vehicles using these bridges. Because the list of existing bridge infrastructure is relatively small and much of it has a relatively long remaining service life, demands for improved services are likely to be met with little change to the existing infrastructure in the foreseeable future.

Demand Management Plan

All bridges are regularly inspected and insurance policies and valuations are kept up-to-date.

Load limits would be considered and applied if inspections reveal any structural deficiency with any of Council's bridges.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

New structures may be created through subdivision release or ownership transferred to Council from Transport for New South Wales (TfNSW).

Operations/Maintenance Plan

The intention is to maintain all bridges in a satisfactory or better condition at all times. This is achieved when maintenance is carried out to repair or renew any structural or safety member with similar materials as soon as it is considered unserviceable or a hazard to the user.

Maintenance is carried out following scheduled and unscheduled inspections (such as in the event of flooding) or complaints. Any bridge noted to be in poor condition is inspected more regularly until appropriate repairs can be carried out.

Condition and Performance Monitoring

Most of Council's bridges are still in the early stages of their asset lifecycle and hence an annual inspection is considered sufficient.

Guardrails and safety fences associated with each bridge are covered under the Guardrail section of this document.

Works Program	Scope	Timeframe
Inspection	Load inspections of all bridges and critical culverts	COMPLETE

Rehabilitation/Renewal/Replacement Plan

Rehabilitation/Renewal/Replacement of existing bridges is listed in Council's Capital Works Program with works undertaken in a risk based priority order where budget and grant funding are available. Nott's Creek Bridge is listed for replacement, provided additional funding can be secured. Victoria Parade pedestrian bridge is awaiting the outcome of the structural testing.

Consolidation/Disposal Plan

There are no consolidation or disposal plans proposed for the existing bridge assets.

Risk Plan

A bridge that is unsafe, failing or not fit for purpose may have catastrophic results such as collapse causing severe injury or death to users. This level of hazard is unacceptable and hence the risk is managed through continual condition monitoring and hazard identification. Risks are minimised by undertaking required works as soon as practicable to bring a bridge to a satisfactory condition.

Risk is managed through the annual inspection process. In addition, public or other observations or complaints are actioned through Council's CRM process with issues examined and on-site assessments and corrective action taken as warranted. Bridges are an essential component of the transport network and so any risks associated with failure cannot be tolerated.

A risk treatment plan associated with people jumping or diving from some bridges has resulted in the reinforcement of signposting and handrail installations.

Risk Controls - Bridges		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that a bridge may fail leading to personal injury or death.	<ul style="list-style-type: none"> Undertake Asset Inspection program for condition assessment and required works. Immediately rectify any works required as per the inspection program. 	Medium

Financial/Budget Summary

At present the desired levels of expenditure and the actual levels of expenditure are the same. Future works are listed and funded through Council's works plan. The next bridge project is to replace Notts Creek Bridge at Glen Oak. Council has been successful in gaining grant funding for this project, however since applying costs have significantly increased and additional funding will be required to complete the work.

Intensive structural investigations are currently in progress for the Victoria Street pedestrian bridge that will confirm the future upgrade or disposal of this asset.

Transport for NSW has developed funding programs including Freight, Fixing Country Roads and Bridges to the Bush programs to support councils to fund these large infrastructure items.

The Australian Government Bridges Renewal Program provides opportunities for Councils to apply for funding to upgrade and replace bridges.

Plan Improvement and Monitoring

- Council continues to monitor and assess the effectiveness of the inspections and the bridge assets conditions.
- Investigate the use of technology to improve asset inspections
- Provide training to appropriate Council officers to ensure inspections are carried out in line with best practice and without the need for an external contractor.

Summary

Council's bridges are mostly new and any associated risks are rated very low. The consequence of an asset failing is catastrophic hence maintenance works are undertaken as soon as practically possible to ensure a high level of service.

Drainage

Asset Holdings	Pipe: 330 kms, Box culvert: 6.8 kms, Open drain: 122 kms; Pits: 11,315; Headwalls: 2,454; Pump stations: 7; Detention Ponds 148; Gross Pollutant Traps: 54; Infiltration Systems 3301m.		
Desired Level of Service Statement	<p>The drainage network system is operating without flow restrictions and meets major/minor storm event design and operational criteria with regards to safety, capacity and maintenance.</p> <p>Drainage inspections and maintenance are conducted in a proactive, scheduled manner.</p>		
Available Data	<ul style="list-style-type: none"> Asset data stored in Council's Asset Management System. Asset Data: location, type, material, size (length, area, diameter, depth), year acquired (where known), pumps (motor, housing, electrical, telemetry), condition rating and fair value. Calculations for fair value and depreciation has been completed in Asset Valuer Pro (APV). 		
Last Condition Survey	A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. Visual and camera inspections are routinely undertaken.		
General Assessment of Condition	Condition Rating	% (based on CRC)	\$CRC
	1 Near Perfect	27	\$71,304,449
	2 Good	69	\$180,297,751
	3 Satisfactory	3	\$6,357,145
	4 Very Poor	1	\$1,653,904
	5 Unserviceable	0	\$242,231
	Total	100.00	\$259,855,480

Note: The asset condition rating may not be directly related to the desired level of service provided by the asset. For example, a pipe may be in good condition but it may be hydraulically undersized and be the cause drainage/flooding issues.

Main Findings	<ul style="list-style-type: none"> • The pipe condition rating is based on a stationary high zoom and resolution camera to see as much of the pipe as possible from the pit. Council has inspected approximately 10% of network and has found that the previous visual assessments align with the camera inspections. • A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. These inspections assist with asset lifecycle monitoring and future renewal programming
Future Actions	<p>Proposed works per catchment area</p> <ul style="list-style-type: none"> • Anna Bay & Tilligerry Creek: Continue to progress the Floodplain Risk Management Study and Plan for the entire catchment area to allow further developments and drainage mitigation works to improve the local flooding situation. • Bobs Farm: Opening of Cromarty Lane drainage outlet to improve flow condition and reduce nuisance stormwater inundation and flooding on the properties. • Heatherbrae: Investigation on the suitability of an infiltration system and its usage for storm water disposal. • Karuah: Investigation and carrying out a drainage study to identify the stormwater inundation and flooding problems in select local catchments and determine the improvement strategy to reduce flooding impacts. • Lemon Tree Passage: Investigate and upgrade the drainage system as required within select areas of the Lemon Tree Passage Urban Area to reduce stormwater inundation and flooding impacts. • Little Beach: Investigation and carrying out a drainage study to identify the flooding problems in the catchment and determine the improvement strategy to reduce stormwater inundation and flooding impacts within the catchment. • Medowie: Investigation and carrying out a drainage study to identify alternate solutions along with detention basin design to minimise the flooding problems around Ballat Close basin catchment and surrounding areas. • Medowie: Investigation and carrying out a drainage study to identify alternate solutions to minimise the stormwater inundation and flooding problems in select local catchments. • Medowie/Campvale: Flood and drainage mitigation works together with designated flow path.

- Nelson Bay: drainage improvements within select areas to reduce stormwater inundation and flooding impacts.
- Raymond Terrace: Drainage improvements in the Bourke Street catchment and Glenelg Street catchment to reduce stormwater inundation and flooding impacts and to allow more development in these catchments.
- Salamander Bay: Investigation and carrying out a drainage study to identify the flooding problems in the catchment and determine the improvement strategy to reduce stormwater inundation and flooding impacts within the catchment.
- Shoal Bay: Update the drainage study to account for recently constructed drainage improvements and identify further drainage network upgrades to reduce the stormwater inundation and flooding impacts on private properties.
- Soldiers Point: Investigate and upgrade the drainage system as required within select areas of the Soldiers Point Urban Area to reduce stormwater inundation and flooding impacts.
- Soldiers Point: Investigation and carrying out a drainage study to identify flooding problems in George Reserve Catchment and determine the improvement Strategy to reduce stormwater inundation and flooding impacts within the catchment.
- Tanilba Bay: Investigate and upgrade the drainage system as required within select areas of the Tanilba Bay Urban Area to reduce stormwater inundation and flooding impacts.
- Tomago: Drainage improvements in the Enterprise Drive catchment.
- Wallalong South: Drainage upgrades to improve flow conditions and reduce nuisance stormwater inundation and flooding on properties and across roads.
- Williamstown: Investigate the open drainage system and culverts, aligning with recommendations from State Government agencies, and upgrade as required to reduce stormwater inundation and flooding impacts to enable further industrial and airport based development around Newcastle Airport.
- LGA wide: Investigate the groundwater impact on the existing and future drainage system in particular on the infiltration system. Catchments requiring investigation Seabreeze estate, Clark Street Anna Bay, Heatherbrae area (Kinross and surrounding)

	<p>Overall</p> <ul style="list-style-type: none"> Continue to extract newly provided flood and drainage modelling data to centralised mapping layers. Continue to progress development of the Lower Hunter River Cumulative Development Impact Study and Plan in conjunction with Maitland City Council, Newcastle City Council and NSW Government stakeholders.
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Figure 12: Condition Rating - Drainage



LEVEL OF SERVICE

Customer Research and Expectations:

The Community Satisfaction Surveys and community workshops consistently place drainage (together with roads) high on the community's importance scale.

The message from the community through the Community Satisfaction survey over the last 10 years has been an improved customer satisfaction from 46% in 2012 up to 80% in 2018. However, this has fallen annually since 2018 and in 2022 the Community Satisfaction for managing stormwater drainage systems was 55%. It is likely this reduction in satisfaction is the result of multiple natural disasters experienced in the area and the significant rainfall in the past few years.

In the past there had been no direct community consultation undertaken for the overall network and anecdotal evidence shows that the community expects the drainage network to function when required. Following community workshops conducted in late 2011, the community highlighted its requirement for better service of the open drains and confirmed the previous anecdotal evidence. It should be

noted that the definition of a functioning drain has varied in the past depending on those having an environmental or a traditional engineering perspective.

Legislative Requirements:

There are no direct legislative requirements for the management of the drainage assets.

Current Level of Service:

Most maintenance of pipelines are reactionary though the majority of maintenance for other drainage assets such as pump stations, drainage reserves, open drains, detention basins, infiltration systems, pit and gross pollutant traps are programmed for maintenance with the purpose of ensuring that the asset is fit for purpose. However, current service levels are impacted by and dependent upon available funding.

Desired Level of Service:

The desired level of service is that all of the drainage network system is operating without flow restrictions; it is fit for purpose; and it has capacity. Drainage inspections and maintenance are conducted in a proactive, scheduled manner.

Standards:

A condition assessment and data inventory validation of Council's hard drainage network such as pipes, pits, etc, were completed at the end of 2007-2008. The remaining drainage network such as open drains and detention basins were reviewed in 2009-2010. Additional data verification and desktop updates have since occurred with closed circuit television (CCTV) inspections in accordance with the Drainage Practice Notes as defined by the National Asset Management Strategy (NAMS). The CCTV inspections are undertaken as required in response to an identified issue.

FUTURE DEMAND

Key Drivers

The key drivers influencing demand for the drainage infrastructure are:

- change in storm intensity and climate change;
- change in guidelines and standards;
- population growth;
- community expectation;
- business and residential development resulting in a change of natural flow paths and greater percentage of impervious areas;
- strategic extensions to the network.

Changes in demand will directly impact the remaining capacity of the drainage network. Increase in population reduces the time before the drainage network has reached capacity. Areas with growth and a drainage network that has already reached capacity will have an increased frequency of drainage problems such as localised water retention or flooding.

Future State:

Areas of significant increased demand in the next 24 months include Anna Bay, Lemon Tree Passage, Medowie, Raymond Terrace, Heatherbrae, Nelson Bay, Shoal Bay, Soldiers Point and Williamtown. Studies have commenced to review existing network functions and to propose solutions for the existing and future capacity issues.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

By far the largest contributor to new acquisitions is through subdivision development being released to Council. Secondary acquisitions occur through Council's Works Plan. Augmentations are also made from reactive maintenance or minor project planned works.

Any increase in the drainage network should also attract an increase in the allocated budget to maintain the asset. This has not occurred in the past.

Operations/Maintenance Plan

Proactive inspection maintenance is conducted on the pump stations, gross pollutant traps, open drains, pit, gross pollutant traps and critical drains within the network. The frequency of these inspections varies across the network depending on criticality. The programmed work schedules are assessed and reprioritised against findings from these inspections.

Each pump station has a manual that details the operations and maintenance required. The pump stations are critical in the drainage network so any works impacting the functionality of the pumps are undertaken as a priority.

Condition and Performance Monitoring

To determine the performance of the drainage network investigation studies are undertaken on each catchment. These studies highlight areas that require modifications or upgrades to account for current or future loadings on the system. Upgrades are not included in the estimated backlog costs.

Areas of focus for drainage / flood studies include:

- 1) Anna Bay & Tilligerry Creek: Continue to progress the Floodplain Risk Management Study and Plan.
- 2) Heatherbrae: Investigation on the suitability of an infiltration system and its usage for storm water disposal.
- 3) Karuah: Drainage study to identify extent of flooding problems in select catchments and determine the improvement strategy.
- 4) Little Beach: Drainage study to identify extent of flooding problems in select catchments and determine the improvement strategy.
- 5) Medowie: Drainage study of the Ballat Close basin catchment to identify extent of flooding problems in select catchments and determine the improvement strategy.
- 6) Medowie: Drainage study of the Coolabah Road catchment to identify extent of flooding problems in select catchments and determine the improvement strategy.
- 7) Shoal Bay: Update the drainage study to account for recently constructed drainage improvements and identify further drainage network upgrades to reduce the flooding impacts on private properties.
- 8) Soldiers Point: Drainage study to identify extent of flooding problems in George Reserve Catchment and determine the improvement strategy.
- 9) Overall: continue to progress development of the Lower Hunter River Cumulative Development Impact Study and Plan.

Some historically poor workmanship and/or old-fashioned practices have resulted in the replacement of drainage assets before the end of their lifespan. However, the frequency of this happening compared to the number of assets is not an accounting material figure that would require the depreciation rates to be adjusted.

Rehabilitation/Renewal/Replacement Plan

As per the proposed Capital Works Program as documented in Appendix 2 of this document.

Consolidation/Disposal Plan

There are currently no plans to consolidate or dispose of the drainage network.

Risk Plan

Procedures are in place to monitor some assets against asset failure. These assets include large culverts, critical drains, and the Bagnalls Beach detention basin (dam). These procedures are in accordance with the RMS Culvert Inspection procedure and ANCOLD Guidelines on Dam Safety Management. Bagnalls Beach detention basin is no longer considered a Declared Dam.

Stormwater inlets can pose a significant safety risk to a person deliberately entering or accidentally slipping or falling into a waterway or an uncontrolled stormwater drain

during storms or floods. Council undertook an audit of existing stormwater drain inlet headwalls using the risk assessment framework outlined in Queensland Urban Drainage Manual (QUDM) and identified a number of assets which were deemed to be of high risk. As a result of these findings works to mitigate these risks from existing assets have been included in Council's works maintenance plan. Council's Infrastructure Specification requires risk based design of stormwater drainage systems in accordance with relevant guidelines such as QUDM for all new works.

Risk Controls - Drainage		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that critical drainage assets do not function leading to flooding.	<ul style="list-style-type: none"> Complete the Asset Inspection program. Note critical assets have a greater inspection frequency. Non-functioning assets to be rectified as a high priority. 	High
There is a risk that storm events may exceed the existing drainage network capacity leading to localised flooding of land and property.	<ul style="list-style-type: none"> Undertake investigation studies to determine the short, medium and long term solutions to reduce localised flooding. Upgrade the drainage network in a prioritised order through the capital works program or through minor maintenance works. 	High
There is a risk that the old butt joint pipe network will fail by pipes moving; this could cause asset or property damage surrounding the pipeline.	<ul style="list-style-type: none"> Undertake an inspection program of all the butt jointed pipe networks and develop a repair program from the identified risk priorities. 	High
There is a risk that the Bagnall Beach detention basin may fail leading to property damage and personal injury.	<ul style="list-style-type: none"> A maintenance and inspection regime has been adopted commensurate with the Low consequence category of the dam. Undertake any required remedial works as necessary. 	Low

Risk Controls - Drainage		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that open drains and detention basins do not have adequate safety provisions such as fencing, vegetation, signage etc leading to personal injury.	<ul style="list-style-type: none"> Utilise the Statewide Mutual Best Practice manuals for open drains/detention basins as a guide to create the works program. 	High
There is a risk that the Council owned open drains in the Williamstown PFAS Management area are maintained in a way that could lead to spreading of PFAS.	<ul style="list-style-type: none"> Maintenance works are undertaken in accordance with agreed maintenance approvals, protocols, notifications and community communications. At the time of writing this SAMP it was proposed that Council follow NSW Office of Environmental and Heritage "Fullerton Cove Waste Management Plan – Mechanical Weed Removal" process. 	High
There is a risk that stormwater drain inlets may have inadequate safety provisions leading to personal injury or even death during storms or floods.	<ul style="list-style-type: none"> Undertake improvement works at existing high risk stormwater drain inlet locations as part of Councils works maintenance plan. Require subdivision developers to undertake risk based designs of stormwater drainage systems in accordance Council's Infrastructure Specifications and relevant guidelines such as QUDM. 	Medium

Financial/Budget Summary

The following are major points or assumptions made in formulating the long-term future financial asset forecast.

- Capital

Capital works are funded from the drainage levy and grants gained as part of road upgrades.

- Recurrent/Operational

Operations costs for the pump stations are included in the maintenance figures.

Plan Improvement and Monitoring

Council will continue with the program of drainage catchment investigations to compile the prioritised works program.

Summary

The drainage network has been built over some 80 years to suit the design and catchment requirements of the time. Overtime development has utilised the drainage capacity. In some catchments the drainage network capacity is less than the storms that have been experienced.

Through investigations and studies, the solutions to increase the drainage capacity can be prioritised and funded through the capital works program.

Fleet

Asset Holdings	<p>Council holds 652 fleet assets comprising,</p> <ul style="list-style-type: none"> • 89 Light Vehicles • 36 Heavy Vehicles • 61 Plant & Attachments • 21 Yellow Plant • 36 Trailers • 225 Small Plant • 12 Shipping Containers • 125 IVMS items • 35 RFS Plant items <p><i>*Previous SAMP reports have included both Council vested RFS Plant & Council maintained RFS Plant. RFS holdings listed in 2023 SAMP only include Council vested RFS Plant.</i></p>
Desired Level of Service Statement	<p>Council operate and maintain the optimum number and combination of fleet assets to enable efficient and safe service delivery.</p>
Available Data	<ul style="list-style-type: none"> • Market assessments and industry benchmarking. • Asset data is stored in the Council centralised assets and accounting system called Authority. • Assets and maintenance history is stored in the fleet management database.

Last Condition Survey	January 2023		
General Assessment of Condition			
	Condition Rating	% (based on CRC)	\$CRC
	1 Near Perfect	9.15	\$1728772.64
	2 Good	30.71	\$5802252.20
	3 Satisfactory	40.64	\$8623080.12
	4 Very Poor	12.65	\$2390051.76
	5 Unserviceable	1.85	\$349533.27
	Total	100.00	\$18893690
Main Findings	Due to austerity measures employed by Council (2020-2022), plant replacement intervals were adjusted outside of optimum lifecycle range. This has caused a significant downgrade in the general condition of fleet with 29% of fleet items due or overdue for replacement based on optimum lifecycles.		
Future Actions	<ul style="list-style-type: none"> • Return replacement program to optimum lifecycle model • Where appropriate move fleet to zero emission assets • Ensure the most appropriate replacement items are sourced and managed within their lifecycles. 		

LEVEL OF SERVICE

Customer Research and Expectations

Plant and equipment are required to meet various service levels, the majority of which are categorised as internal demands of the individual service providers.

An analysis via a consultative approach with customers prior to acquisition of plant is adopted to ensure appropriate plant is adequate for the allotted task. All operators require an induction onto the item of plant to ensure the longevity of the item as well as safe operation.

Legislative Requirements

Heavy Vehicle National Law NSW Jan 2021

Road Transport Act 2013

Work Health and Safety Act 2011

Work Health and Safety Regulation 2017

Current Level of Service

Levels of service have been established through Service Level Agreements (SLA) with the Assets, Capital Works and Public Domain and Services Sections for all Fleet Assets. As a result of the motor vehicle review undertaken in 2013-2014, all passenger vehicles were removed from Council purchase/owned to staff sourcing with remuneration through a motor vehicle allowance.

All Council plant will be maintained by Council's Mechanical Workshop and replaced according to IPWEA optimum replacement intervals.

Desired Level of Service

The Fleet is currently administered to the desired level of service via adherence to the individual SLA in conjunction with the consultative approach to the acquisition of the item. Plant so sourced is maintained to the specifications of the manufacturer's service regimes.

FUTURE DEMANDKey Drivers

Quantitative demand for all types of fleet assets is expected to remain approximately at existing levels unless there is a change in staff levels, increased contracted external work, or in the unlikely event that the LGA expands geographically to an extent that would require additional plant.

Future State

Council's commitment to carbon neutrality by 2025 will require all future fleet acquisitions to evaluate carbon emissions as part of the procurement process.

LIFECYCLE MANAGEMENT PLANCreation/Acquisition/Augmentation Plan

There are currently no plans to create additional fleet assets or acquire/augment the current fleet profile. Opportunistic purchases and optimum fleet asset make up may be considered within the tolerances of existing policies and procedures.

Operations/Maintenance Plan

The fleet assets are maintained internally at the workshops and depots designed for that purpose. Fleet assets are warehoused at the depots and signed out on demand for scheduled operations works programs.

Condition and Performance Monitoring

All fleet assets are subject to maintenance and servicing on a regular basis, with small trucks and ute's serviced according to the manufacturers' specifications. Other

categories of fleet assets are also routinely inspected as part of Council's workplace safety system.

Consolidation/Disposal Plan

Best practice disposal is currently provided via independent auctioneers engaged via Local Government Procurement Tender LGP221 (Fleet Management, FMIS, Leasing & Disposal)

Risk Plan

All Council fleet assets are insured through Council's general insurance.

Risk Controls - Fleet		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that the procurement of an unsuitable replacement plant item may result in a sub-optimal outcome	<ul style="list-style-type: none"> Minimise risk by following a tendering and specification process that involves all stakeholders such as Coordinators, WHS office, Workshop and End users. 	Low
There is a risk that assets falling outside optimum replacement intervals may induce unexpected maintenance costs or downtime.	<ul style="list-style-type: none"> Minimise risk by procuring new items of plant within the optimum change over period. 	Medium

Financial/Budget Summary

Council's fleet service package is based on a full cost recovery model, including Fleet Management, Mechanical Maintenance Workshop, and Capital Fleet Purchases. This is achieved by a combination of direct and indirect charges to customers, both internal and external. The indirect charges are prepaid in the form of an annual allocation from the general fund. The cost recovery includes provisions for overheads, depreciation, repairs, insurance, fuel, registration, and running costs.

Plan Improvement and Monitoring

Fleet assets and fleet management services associated with the assets recently undertook a Sustainability Review as well as the Morrison and Low report and the recently completed a Lawler Partners asset audit. All recommendations from these reports are outlined below and will be incorporated into Fleet's processes to ensure better alignment to corporate results measures.

- Major Plant Replacement Schedule – Initiating process reviews two years ahead of scheduled replacement of all Major items to avoid replacement delays and

exposure to uneconomic repair costs. These savings are significant but currently unquantifiable as an annual ongoing saving.

- Plant and Equipment Purchases – Continue the practice of procuring plant and equipment through Local Government Procurement, or similar state/panel contracts, for transparency and efficiency.
- Integration of fleet management software and Authority – Would considerably reduce administration costs.
- Develop a Green Fleet Strategy for Operational Plant – Would reduce emitted CO² assisting Council to meet environmental targets.
- Vehicle monitoring and tracking solutions – Has improved item allocation, utilisation and other running parameters for enhanced fleet asset management.
- Investigation into the Emergency Management framework for fleet assets – To ensure that gaps and duplication of tasks are eliminated in the areas of fleet asset ownership, insurance, replacement and maintenance.
- Consolidation of Council owned Fleet Assets and equipment – A review of Council owned equipment allocated to work teams, and community organisations, that have not been captured within the centralised asset inventory.

Fleet Summary

Council currently operates a fleet that is matched to its operational requirements. An accelerated procurement process is required to return fleet to optimum replacement intervals as general fleet condition has deteriorated due to 2020-2022 austerity measures.

Fleet procurement will play a significant role in Council's commitment to carbon neutrality by 2025. The adoption of zero emission and/or fuel-efficient fleet items will ensure that the Council maintains its carbon neutral commitment whilst also insulating the risk brought on from rising fuel costs and technology obsolescence.

Pathways

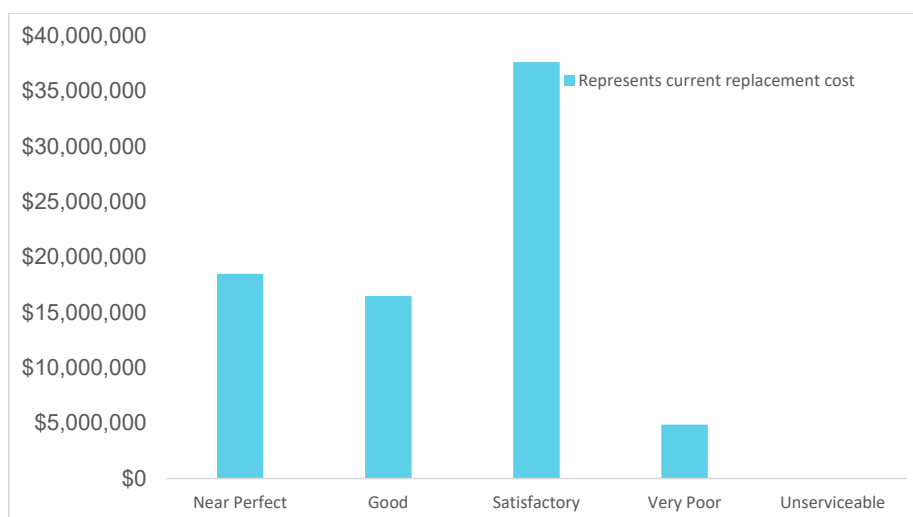
Pathways include footpaths, shared paths and cycle ways.

Asset Holdings	Council has approximately 227kms of pathways across the Local Government Area (LGA). These include approximately 144kms of traditional footpaths and 83kms of shared paths.
Desired Level of Service Statement	<ul style="list-style-type: none"> • all pathways being maintained in a satisfactory, or better, condition; • all of the missing links documented in the PSC Pathway Plan Maps to be constructed in a prioritised order; • pathway gradients (slope) meet Disability Access standards; • improved accessibility at all buildings, parks, and facilities;

	<ul style="list-style-type: none"> the inclusion of additional way-finding signage; increased pathway width for the use of scooters for the aged. 		
Available Data	<p>Asset data are stored in the Council centralised assets and accounting system called Authority and are mapped in Council's GIS.</p> <p>Asset Data: Area, material type, condition rating and fair value. Calculations for fair value and depreciation has been completed in Asset Valuer Pro (APV).</p>		
Last Condition Survey	<p>A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. In 2019 a risk mitigation inspection of 100% of pathways was undertaken. This has been used for asset condition.</p>		
General Assessment of Condition	Condition Rating	% Pathway (based on lineal metres)	\$CRC
	1 Near Perfect	20	\$18,500,110
	2 Good	18	\$16,510,833
	3 Satisfactory	55	\$37,624,606
	4 Very Poor	7	\$4,867,045
	5 Unserviceable	0	\$50,415
	Total	100	\$77,553,009
Main Findings	<ul style="list-style-type: none"> Risk inspection, undertaken in accordance with the Council's Assessment and Maintenance of Footpath and Cycleway Policy based on Statewide Mutual Best Practice Guidelines, is used to determine the condition rating. Pathway defects are prioritised for repair based on the level of risk and in line with the Statewide Mutual Best Practice Guidelines. A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. These inspections assist with asset lifecycle monitoring and future renewal programming. The PSC Pathways Plan will guide future pathway construction locations. Most new pathways are provided by new development or through grant funding programs. 		

	<ul style="list-style-type: none"> Construction of new paths is dependent on securing grant funding and Council allocated funding. The existing shared path network is mostly underutilised and has capacity, though the network is missing connections as mapped in the PSC Pathways Plan Maps.
Future Actions	<ul style="list-style-type: none"> Continue to seek funding and fund the proposed works as documented in PSC Pathways Plan Maps. Proposed works in the Raymond Terrace and Heatherbrae Strategy including CBD paver replacement will reduce future maintenance repair costs. A major revision to the Pathways Plan is currently underway. Including the development of a prioritisation matrix. Continue to undertake annual condition inspections of 20% of pathway assets.

Figure 13: Condition Rating - Pathways



LEVEL OF SERVICE

Customer Research and Expectations:

Council's CRM system, written communication from the community and surveys are used to determine the community's expectations for level of service. Also footpaths and pathways are part of the general Community Satisfaction Survey of Council's assets, which is conducted annually. In the 2022 survey, 52% of respondents were satisfied with the management of footpaths & pathways; and 65% were satisfied with

cycle ways, which shows a decrease from the previous years. Council undertook a Place Score survey in 2020 which identified that the community desires more pathways to improve connectivity throughout the LGA.

Legislative Requirements

There are no specific legislative requirements for the provision of pathways by Council. However Council has a duty of care to ensure that pathways are built in accordance with relevant Australian Standards and are maintained in safe and serviceable condition for pedestrians and cyclists.

Current Level of Service:

The level of service for pathway maintenance is currently determined by the deterioration, risk mitigation inspection process, industry standards for intervention levels and community requests. The quantity of work completed within each year is determined by annual funding allocations.

The prioritisation of maintenance works is managed through Council's defect management system. This system is based on Council's underwriter Statewide Mutual's footpaths (nature strips, medians and shared paths) Best Practice Manual.

Prioritising the risk creates a maintenance program, which is funded within the allocated budget.

Desired Level of Service

Optimal levels of service are to be based on:

- all pathways being safe and hazard free;
- all of the missing links documented in the PSC Pathway Plan Maps to be constructed in a priority order;
- pathway gradients (slope) are to meet disability access standards;
- improved accessibility at all buildings, parks, and facilities;
- the inclusion of additional way-finding signage;
- increased pathway width for the use of scooters for the aged.

Pathway Plan Maps have been compiled using the criteria:

- Create and maintain pathway connections linking town and village centres to residential areas and public transport interchanges;
- Complete the missing links in the pathways network;
- Promote the benefits of walking and cycling;
- Improving safety and security for the Port Stephens community.

Standards

Standards applicable to the provision of footpaths and shared paths include Disability Standards for Accessible Public Transport 2002 (DSAPT); Australian

Standard AS1428.1 – 2021 – Design for Access and Mobility; and the Statewide Mutual footpaths (nature strips, medians and shared paths) Best Practice Manual.

Hierarchy

A hierarchy of Regional, District and Local facilities has been established by Council which will guide the future provision of pathway infrastructure by determining appropriate priorities and levels of service.

- Regional

Regional pathways are the major routes that link regions such as the Coastline Cycleway Route which was envisaged to cover the east coast of NSW, linking Nelson Bay to Newcastle and beyond.

- District

District facilities are the shared pathways linking between town centres and localities. Examples include the shared path between Raymond Terrace and Medowie or between Fingal Bay and Shoal Bay.

- Local

Local facilities provide for local residents and include the pathways network within residential and town centre areas.

Hierarchy - Pathways				
Hierarchy	Description	Environmental factors	Facilities provided	Future facilities
Regional	High quality, high priority routes allowing quick, unhindered travel between major centres	<ul style="list-style-type: none"> • Connectivity to the main road network • High usage • Higher speed environment 	<ul style="list-style-type: none"> • Quality construction to permit higher travel speeds • Separation provided from high speed traffic • End-of-trip facilities 	<ul style="list-style-type: none"> • Nelson Bay Road – Frost Road to Salamander Way – off road shared path
District	High quality routes connecting residential streets and trip generating locations to regional routes and providing	<ul style="list-style-type: none"> • Connectivity to the main road network • Lower speed environment to cater for a 	<ul style="list-style-type: none"> • Maximum width off-road shared path • Connection to existing facilities where possible 	<ul style="list-style-type: none"> • Medowie Road • Foreshore Drive • Kirrang Drive • Gan Gan Road

Hierarchy - Pathways				
Hierarchy	Description	Environmental factors	Facilities provided	Future facilities
	circulation within the locality	mix of user categories	<ul style="list-style-type: none"> Directional signage 	<ul style="list-style-type: none"> Boomerang Park
Local	Providing accessible connection for all categories of user to local residences and trip destinations	<ul style="list-style-type: none"> Local population Public transport connections Commercial areas 	<ul style="list-style-type: none"> Full width footpath in commercial areas Accessible facilities at bus stops Footpath connections to pedestrian traffic generators – schools, parks, beaches, sports fields 	<ul style="list-style-type: none"> Refer to Pathways Plan Maps

FUTURE DEMAND

Key Drivers

The key drivers for the provision of pathways within the Port Stephens LGA are:

- population growth;
- residential development;
- demographic changes;
- demand for increased services through ageing of population;
- strategic additions to the network (construction of missing links);
- inclusion of people with a disability.

Future State

Council aims to construct additional paths as identified in the Pathways Plan Maps. However, many of these proposals require significant planning, investigation and prioritisation to ensure that Council is in a position to commence construction when funding becomes available. Construction of new paths is dependent on grant funding and Council funding allocations through the Capital Works Program.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

The largest contributor to pathway network acquisitions is through works associated with development. The second contributor is through Council's Capital Works Program. The Capital Works Program has mostly been funded through external grants or an ancillary to road reconstructions and bus shelter augmentation.

The Pathway Plan for Council has been adopted in May 2016 and is a series of maps that show existing footpaths and shared paths throughout the Local Government Area, as well as identifying locations for future pathways construction when funding becomes available.

Operations/Maintenance Plan

Proactive inspections are undertaken to assess the condition of the pathway. Any defects found are entered into Council's defect management system. This system is based on Council's underwriter Statewide Mutual's footpaths (nature strips, medians and shared paths) Best Practice Manual and provides a risk rating. This rating is used to prioritise the maintenance works which are carried out within Council's resources.

Condition and Performance Monitoring

The pathway network has been itemised into definable physical segments and is easily assessed individually. The condition rating of the total pathways network is based on the percentage of the network that has a defect rating identified through the risk mitigation inspections.

Large sections of the network are highly under-utilised and hence the network has not reached its capacity. Minimal usage rates have been observed during routine asset condition inspections. No computer or statistical analysis to calculate future capacity requirements is warranted given current low usage rates and predicted population changes.

Rehabilitation/Renewal/Replacement Plan

The maintenance plan drives renewal and replacement and hence there is no need for a specific rehabilitation plan. In most cases, the maintenance of a footpath involves the replacement of sections of the network. Some sections of footpaths are replaced during reconstruction of the road network or during bus stop augmentation.

Consolidation/Disposal Plan

There is no current or anticipated disposal plan proposed for the existing pathway network.

Risk Plan

To ensure the pathway network is safe for pedestrians and cyclists, the network is periodically inspected to manage the risks associated with pathways. The establishment, identification, analysis, evaluation, and monitoring of risks are documented in accordance with the Statewide Mutual's footpaths (nature strips, medians and shared paths) Best Practice Manual.

The assessment calculates a risk rating at each location with defects such as unevenness, slipperiness, vertical displacement, cracking, slip resistance, lighting, etc. Once a defect is found and assessed, Council is then required to undertake the maintenance, repairs or works on the asset in a prioritised manner within the organisation's resources.

Risk Controls - Pathways		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that footpath conditions may change leading to trip hazards and personal injury.	<ul style="list-style-type: none"> Undertake inspection program as per the Statewide Mutual Best Practice Manual. Prioritise and undertake maintenance works as per the Statewide Mutual Best Practice Manual risk rating. 	Low
There is a risk that Nelson Bay CBD pavers may become slippery leading to personal injury.	<ul style="list-style-type: none"> Undertake annual inspection of the coefficient of friction (slipperiness) of the pavers. Any pavers that do not meet the Australian Standards are to be treated in accordance with the Statewide Mutual Best Practice Manual. 	Medium
There is a risk that Raymond Terrace CBD pavers may significantly move causing trip hazards and additional maintenance costs to Council.	<ul style="list-style-type: none"> Undertake inspection program as per the Statewide Mutual Best Practice Manual. Review and add replacement works to the Capital Works Program in line with the Public Domain plan produced for the Raymond Terrace and Heatherbrae Strategy. 	Low

Financial/Budget Summary

The following are major points or assumptions made in formulating the long-term financial asset forecast:

- Capital

Desired expenditure for the upgrade to satisfactory condition is to be spread over the next 10 years.

- Recurrent/Operational

Current maintenance is based on historical expenditures. The overall pathway network condition is considered satisfactory and has been managed under this maintenance allocation. There is no operational component for pathways.

Plan Improvement and Monitoring

- Use technology to improve inspections and data transfer durations;
- Assess/review the effectiveness of risk management against the condition of the asset and the number of litigation claims.

Summary

The ongoing improvements to the Port Stephens pathway network will provide the community with safe and equitable access. The adoption of the revised Pathways Plan Maps and associated prioritisation matrix) will enable a consistent and prioritised approach to the construction of new paths and missing links within the LGA.

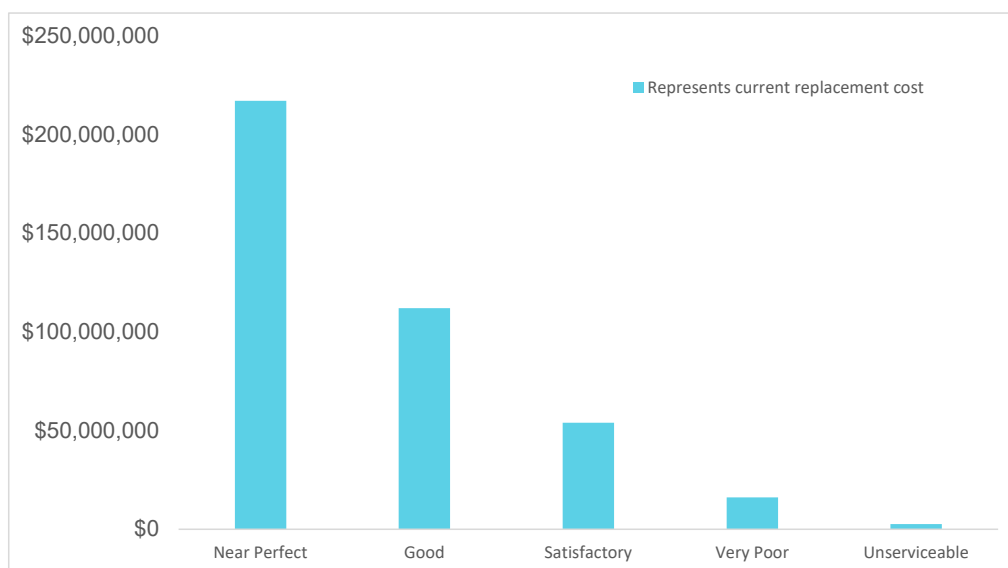
Roads

Asset Holdings	<p>Located within the LGA, Council has approximately:</p> <ul style="list-style-type: none"> - Sealed Local Road Pavement: 620 km - Sealed Regional Road Pavement: 57 km - Unsealed Local Road Pavement: 54 km <p>Roads included in this documentation are Local roads and Regional roads. Roads that are owned privately, by TfNSW or Crown are not included.</p>
Desired Level of Service Statement	<p>Council's roads are safe with increasing community satisfaction and are maintained in accordance with the corresponding condition rating. On average:</p> <ul style="list-style-type: none"> • Gravel roads are re-sheeted every 8 years ie 12.5% of the network annually;

	<ul style="list-style-type: none"> • Resealing of sealed roads is completed every 15 years ie 6.7% of the network annually; • No more than 20% of the road pavement is heavy patched every 30 years ie 0.67% of the network annually; • Road pavement is rehabilitated every 50 years ie 2.0% of the network annually. <p>This condition-based level of service is taken from road benchmarking industry standards and the recent works undertaken through the <i>Fit for the Future</i> calculations. Indicators that the actual level of service would be reaching the desired level are:</p> <ul style="list-style-type: none"> • Reduction in the number of public liability incidents or claims; • Reduction in the difference between Council's intervention levels compared with a benchmark; • Reduction in complaints from the community regarding road condition; • Increase in available funding for reseal and road maintenance. 		
Available Data	<p>Asset data is stored in the Council centralised assets and accounting system called Authority and is mapped in Council's GIS.</p> <p>Asset data includes: location, year acquired (where known), length, width, pavement type and seal, road hierarchy, Average Annual Daily Traffic (AADT), condition rating (rutting, roughness, cracking, pothole, ravelling) and Fair Value. Calculations for fair value and depreciation has been completed in Asset Valuer Pro (APV).</p>		
Last Condition Survey	<p>A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. A road network condition survey of 100% of sealed roads was undertaken in 2019 by a suitability experienced and qualified consultant.</p>		
General Assessment of Condition	Condition Rating	% Roads (m2)	\$CRC
	1 Near Perfect	50	\$217,083,016
	2 Good	30	\$111,989,879
	3 Satisfactory	15	\$53,948,872

	4	Very Poor	4	\$16,110,281
	5	Unserviceable	1	\$2,685,035
		Total	100	\$401,817,084
Main Findings	<ul style="list-style-type: none"> The Special Schedule 7 calculations show a current backlog of works to bring assets to a satisfactory condition is calculated at \$11.2 million with an annual maintenance gap of \$424 thousand. The road network condition is currently based on the data collected in 2019 for roughness, rutting, and cracking. Unsealed roads were visually inspected. The condition shown combines all components of both sealed and unsealed roads in the scores above. Since the road network survey in 2019 the condition data has been updated to reflect works which have been undertaken as part of Council's Capital Works Program. A portion of assets are inspected for condition monitoring annually as part of the asset inspection program. These inspections assist with asset lifecycle monitoring and future renewal programming. Most new roads are provided by new development. 			
Future Actions	<ul style="list-style-type: none"> A full sealed road network survey and assessment is currently underway to update condition data. Council will continue to work on improving the quality and accuracy of data in the Pavement Management System (PMS). Council will continue to seek funding to fund the proposed works as documented in the Capital Works Program. Council will renew an agreed level of service with the community. Council will continue to undertake annual condition inspections of 100% of road assets. 			

Figure 14: Condition Rating – Roads



LEVEL OF SERVICE

Customer Research and Expectations:

Feedback from Council's Community Satisfaction Survey and community workshops held in 2010, 2012, 2013, 2015 to 2018 placed roads high on the community's importance scale. Like most other councils' communities, the Port Stephens community expects that the road pavement could always be better.

The Community Satisfaction Survey shows customer satisfaction of 17% in 2022. The community wants 'better road surfaces' and 'better grading of gravel roads'. This reduction in satisfaction was impacted by the natural disasters which occurred in March 2021, February 2022, and June 2022. In addition to these events, the Port Stephens area experienced significant rainfall and regular flooding from 2021 onwards which had a major impact on our road network and Council's ability to undertake maintenance.

Legislative Requirements

While the Roads Act 1993 is used for the administration management of the road infrastructure, there is no specific act that details the operational aspects of maintaining the road pavement.

Current Level of Service:

The level of service for pavement maintenance and rehabilitation is currently determined by the physical deterioration, risk mitigation inspection process, industry

standards for intervention levels and community requests. The annual funding allocation determines the quantum of work that can be completed in any one year.

The prioritisation of maintenance works is managed through the Council's defect management system. This system is based on Council's underwriter Statewide Mutual's Roads Best Practice Manual. This is detailed in the risk section of the Roads.

Desired Level of Service

Optimal levels of service are to be based on the objectives that our roads are safe with increasing community satisfaction; and they are maintained in accordance with the corresponding condition rating. On average a desired maintenance is where the intervention levels or frequency of works is not greater than the life of each component of the road, which is:

- Gravel roads are re-sheeted every eight years ie 12.5% of the network annually;
- Resealing of sealed roads is completed every 15 years ie 6.7% of the network annually;
- No more than 20% of the road pavement is heavy patched every 30 years ie 0.67% of the network annually;
- Road pavement is rehabilitated every 50 years ie 2% of the network annually.

The desired level of service have been adjusted to better reflect road benchmarking industry standards such as AAS27 documentation, data from external consultants and works undertaken as part of the Fit for the Future calculations.

Standards

Standards and specifications such as materials and methods for works to meet required levels of service are contained in the specification document Aus-Spec. Industry Standards and Guidelines are from Standards Australia and the Australian Road Research Board.

Hierarchy

The Road Hierarchy is structured in a tiered system to define the primary purpose of each element; its relationship between the road system and the land uses it serves; how it is proposed to be managed; and its design requirements. The tiers relate to Purpose, Function, Management and Design of each roadway type and are defined as follows:

- Purpose – describes the primary purpose of the roadway type, whether to carry through-traffic or to provide property access;
- Function – describes the main characteristics of each class of road/street within the hierarchy;
- Management - relates to the policies that need to be in place to achieve the desired role of each roadway type, such as defining how roadway types should connect in the network and the access management techniques that apply;

- Design – outlines the detailed design characteristics that need to be followed to achieve the Purpose, Function, and Management objectives of each element.

The road hierarchy is detailed in Council's Infrastructure Specification.

FUTURE DEMAND

Key Drivers

The key drivers influencing demand for the road pavements are:

- population growth increasing traffic volumes;
- business and residential development increasing the size of the Council-owned network;
- increase of heavy vehicles through the TfNSW Higher Mass Limits program reducing the lifespan of the asset;
- increase in rain, predicted with climate change in the Hunter region increasing the rate of deterioration.

Future State

The implementation of the Pavement Management System (PMS) will optimise the intervention levels for pavement maintenance and rehabilitation. This will also result in a more sustainable financial model to fund the roads assets.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

The largest contributor to new road acquisitions is through subdivision development with ownership being transferred to Council. To a much lesser extent, Council gains roads through the transfer of ownership from other government agencies such as NSW Crown Lands, and TfNSW. Minor parcels of land are also acquired for road widening.

Augmentation or upgrading of existing roads is made through the Council's Capital Works Program where roads are upgraded to meet current standards. Most upgrades are undertaken when the road pavement is being rehabilitated.

Proposed unfunded works include the Fingal Bay Link Road which has been detailed in the Transport Plan.

Operations/Maintenance Plan

Proactive and reactive maintenance works are recorded and prioritised based on a visual risk rating inspection in Council's defect management system. The aim of these inspections is to maintain road user safety by assessing typical hazards on the road reserve and ranking the associated risks. Any maintenance works required under this program are conducted in priority of risk ranking.

Routine road pavement engineering assessments are conducted to formulate the reseal and rehabilitation programs that are documented in Council's Capital Works Program. Annual desktop assessments are conducted to fine tune the Capital Works Program from year to year.

Council has implemented a PMS which will be used to monitor and predict pavement lifecycle costs and help determine a more efficient recurrent/capital program. The PMS will also be used to predict future funding requirements. It is proposed that the PMS will provide modelling results in the year 2023-24.

Condition and Performance Monitoring

Until the PMS is fully implemented, the health of the pavement or the Pavement Condition Index (PCI) is based on the 'roughness count' of the pavement. An external consultant has inspected all road segments to verify the roughness counts collected in the last cycle. The roughness is converted into a PCI and in turn, the PCI is converted into a remaining life for the road pavement segments. Combining the remaining life for all of the segments provides the overall condition of the network.

Council strives to complete a full pavement condition assessment rating every five to seven years to gauge the performance of previous maintenance practices.

Rehabilitation/Renewal/Replacement Plan

Renewal/replacement is listed in Council's Capital Works Program with works undertaken in priority order and/or when budget allocations and grants are made available as noted in the financial section.

Consolidation/Disposal Plan

There are no consolidation or disposal plans proposed for the existing road pavement network.

Risk Plan

To ensure the road pavement is safe for road users, Council's risk is mitigated and the road pavement is prolonged, the road network is periodically inspected for pavement defects. The process of identification, analysis, evaluation, and monitoring of these pavement defects is carried out within Council defect management system. This system refers directly to Council's underwriter Statewide Mutual's Best Practice Roads Manual.

Adopting this system and the manual results in Council:

- undertaking a rolling inspection program on the road assets to identify any defects;
- calculating the defect risk rating using the Roads Best Practice Manual criteria;
- completing works in a prioritised order based on the defect risk rating.

The recurrent road maintenance works include pothole patching, heavy patching, kerb and gutter repair, line marking and road verge repair.

Data collected during defect inspections is kept in Council's defect management system, *Reflect*. While the assessment is risk orientated, the inspection criteria are closely linked to the indicators used in pavement performance. Hence, the risk plan is used to inform the maintenance program.

Risk Controls - Roads		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that road pavement conditions and ancillary facilities can change rapidly leading to asset failure, road user vehicle damage or personal injury.	<ul style="list-style-type: none"> Undertake inspection program as per the Statewide Mutual's Best Practice Manual. Prioritise and undertake maintenance works as per Council's defect management system and the Statewide Mutual's Best Practice Manual risk rating. 	Medium

Financial/Budget Summary

It is anticipated that existing funding sources shall continue to fund road asset management activities. Funding sources include:

- Council revenue;
- Section 7.11: Heavy Haulage;
- Transport for NSW;
- State and Federal government grants such as Block Grants, Roads to Recovery.

Future sources of income may be from Council land sales.

- Capital

Proposed capital works are documented in the Capital Works Program attached at the end of this document.

- Recurrent/Operational:

Current maintenance budget allocation is based on historical expenditure and available resources. The overall road network condition is deteriorating, indicating the current funding allocation is not adequate to maintain the road pavement in the current condition. Without additional funding the road pavement condition is likely to continue deteriorating over time.

Plan Improvement and Monitoring

- Renew an agreed level of service with the community;
- Use technology to improve inspections and data transfer;
- Assess/review the effectiveness of risk management against the condition of the asset and the number of litigation claims;
- Asset capacity/performance modelling to be conducted;
- Conduct future expenditure modelling using the PMS.

Summary

Continual inspections, condition assessments and improvements to the quality of data held for road pavements will result in more efficient management of pavements. The current budget allocation for road pavements in both the capital and operational areas is insufficient to prevent the increasing deterioration of road pavement condition throughout the LGA.

Trees

Asset Holdings	Trees in road reserves, parks and property reserves.			
Desired Level of Service Statement	From an asset management / risk mitigation perspective, the desired level of service is that persons and property are safe from injury/damage resulting from the lifecycle of tree.			
Available Data	Reactive inspections and Council's CRM system.			
Last Condition Survey	- Reactive – ongoing. - Proactive – no cyclic program in place.			
General Assessment of Condition	Condition Rating		No. of Assets	% Assets
	1	Near Perfect	Unknown	Unknown
	2	Good	Unknown	Unknown
	3	Satisfactory	Unknown	Unknown
	4	Very Poor	Unknown	Unknown
	5	Unserviceable	Unknown	Unknown
	Total		Unknown	Unknown

Main Findings	<ul style="list-style-type: none"> • Process and response to reactive inspections is well documented and implemented. • A trial of proactive inspections for the Raymond Terrace and Nelson Bay town centres has improved the documentation and processes.
Future Actions	<ul style="list-style-type: none"> • Investigate expansion of the proactive inspection program to high risk locations/trees. • Investigate the inclusion of additional sub chapters catering for natural assets/bushland.

Condition Rating – Trees

Data for town centres is not statistically significant to report across all asset holding.

LEVEL OF SERVICECustomer Research and Expectations:

Customer research is obtained through the Council's overall customer service survey and anecdotal evidence through verbal communication and written correspondence. The community expectation is polarised depending on the scenario, the location of the tree and the impact that the tree has on real or perceived injury/damage to persons/property.

Legislative Requirements

The Council's management of trees is required to comply with the following legislation to ensure the safety of those who use them:

- Port Stephens Council Local Environmental Plan 2013
- Local Government Act 1993
- Tree (Disputes between Neighbours) Act 2006
- Threatened Species Conservation Act 2005
- Rural Fires Act 1979
- Environmental Planning and Assessment Act 1979
- Roads Act 1993
- Biodiversity Conservation Act 2016

Current Level of Service:

The current level of service is based on inspecting trees following a reactive notification from the community or staff. The 2022 Community Satisfaction Survey resulted in 75% satisfaction with Council's management of street trees. This is a reduced level of satisfaction compared to last year's survey.

Desired Level of Service:

At present the proactive risk mitigation as denoted in the Statewide Mutual Best Practice Manuals and Guidelines has not been fully implemented at Council. This gap was also highlighted in a risk internal audit against Statewide Mutual Best Practice self-check. To address this gap the SAMP7 made a commitment to implement the Statewide Mutual Best Practice Manuals for tree management. With this in mind the desired level of service is to implement the proactive tree inspection program in line with the Trees Statewide Mutual Best Practice Manuals and Guidelines in addition to the reactive tree inspection process.

Standards

In addition to the above noted legislation:

- Statewide Mutual Best Practice Manuals and Guidelines
- Council's Development Control Plan
- Aust Std 4373 and 4970
- Council's Technical Specifications
- ISA Basic Tree Risk Assessment

Hierarchy

While there is no tree hierarchy, there is a hierarchy of proactive inspections as noted in the Asset Lifecycle below.

FUTURE DEMAND

There are no known future demand implications for the management of trees from an asset perspective.

Key Drivers

This section is intentionally left blank for now.

Supply versus Standards

This section is intentionally left blank for now. Refer to trial program for Nelson Bay and Raymond Terrace as below.

Current Supply versus Provision Standard

This section is intentionally left blank for now.

Future State

That trees are placed and maintained in correct locations to minimise the injury/damage to persons and property – acknowledging the organisation risk appetite.

LIFECYCLE MANAGEMENT PLANCreation/Acquisition/Augmentation Plan

The creation, acquisition and augmentation of tree assets is mostly undertaken through subdivision, community members, 355c committees and Council's staff. Irrespective of the interface between Council, "the planter" and the tree; the species of tree and location is chosen as part of Council's Tree Technical Specification.

Operations/Maintenance Plan

The maintenance of existing trees including the practice of inspection, assessment and hence action in a prioritised manner is documented. Trees are inspected, prioritised and provided a risk assessment priority (as noted just below). Only trees that have gained a risk category priority of 1 and 2 are able to have works undertaken given the available funding.

Condition and Performance Monitoring

Tree conditions are assessed through the Council Tree Hazard Assessment Process for reactive inspections. Trees are prioritised into 4 risk categories:

- 1 - Works undertaken within 2 weeks.
- 2 - Works undertaken within 12 months.
- 3 - Would like to undertake works in the future pending funds aiming for 1 to 2 years.
- 4 - Would like to undertake works in the future pending funds.

Trees that are prioritised are re-inspected within 12 months for any change in condition.

Refer to the Risk Plan below for proactive tree inspection program.

Rehabilitation/Renewal/Replacement Plan

There is a formula to determine how many trees need to replace each tree removed. This number depends on the ecological value of the tree removed. This assessment is undertaken by the natural resources section of Council.

Consolidation/Disposal Plan

There was an intent raised on the floor of Council to reduce the number of trees that can injury/damage to people or property and also replace these trees with a suitable species in suitable locations.

Risk Plan

At present the proactive risk mitigation as denoted in the Statewide Mutual Best Practice Manuals and Guidelines has not been fully implemented at Council. This gap was also highlighted in a risk internal audit against Statewide Mutual's Best Practice self-check. To address this gap, SAMP7 made a commitment to implement

the Statewide Mutual Best Practice Manuals for tree management. This section is the commencement of the implementation of the pro-active program.

Risk Controls – Trees		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that a tree will fail causing injury/damage to persons or property.	<ul style="list-style-type: none"> Implement a proactive inspection program to assess and review the risk of trees causing a hazard to persons or property. Ensure funding remains available for maintenance. 	Medium
There is a risk that tree roots may result in trip hazards causing damage persons.	<ul style="list-style-type: none"> Implement a proactive inspection program to assess and review the risk of trees causing a hazard to persons or property. Ensure funding remains available for maintenance. 	Medium
There is a risk that trees are located in locations leading to damage to infrastructure or property.	<ul style="list-style-type: none"> Commence the proactive inspection program to undertake inspections for high hazard locations such as travel paths as noted below. Ensure funding remains available for maintenance. 	Medium

The proactive inspection program will focus on travel paths:

- between schools and bus stops
- CBD and urban centres
- playgrounds and proximity
- car parks
- foreshores (areas of high occupancies and not the whole foreshore)
- areas of high occupancies
- critical infrastructure

The level of detail that the trees will be inspected will be dependent on the trial inspection program to be conducted in Raymond Terrace. This trial inspection is critical to implement the program across the whole Council area.

Financial/Budget Summary

- Capital
- No capital allocation is required at present.

- Recurrent:

Funding for reactive and programmed maintenance is allocated in the Public Domain and Services section of Council and works are prioritised using Council's risk matrix and Statewide Mutual Best Practice Manual.

Plan Improvement and Monitoring

Once the trial program is completed the following will be able to be implement the program across all other "travel paths":

- the level of assessment;
- mobile computing for data collection;
- determine the organisations risk appetite; and
- set an appropriate funding allocation.

Summary

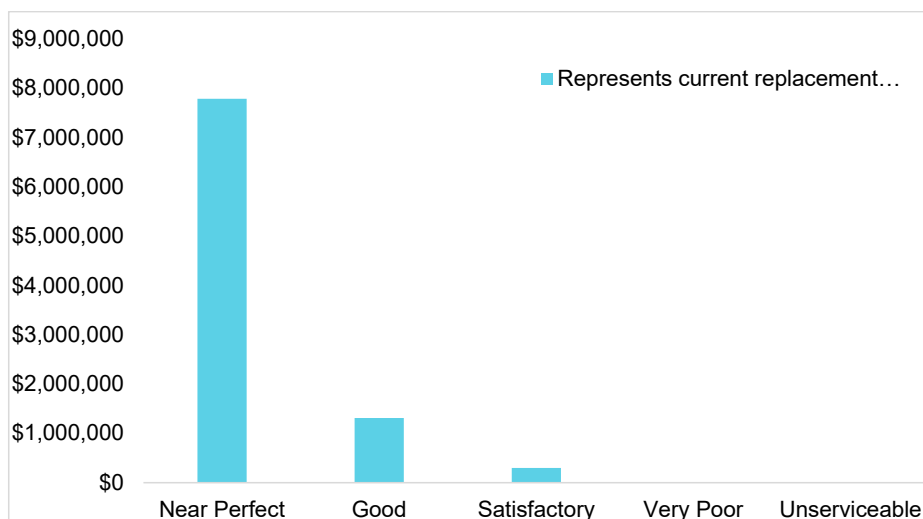
The reactive management of trees is well document and delivered. The proactive management is being implemented and this section is being used as the catalyst for these works.

Waste Services

Asset Holdings	<ul style="list-style-type: none"> • Buildings – 8 • Weighbridges – 3 • Waste landfill capping systems – 178,200 sq. metres • Ground water bore holes – 25 • Landfill leachate ponds – 2 • Roads (sealed) – 5,820 sq. metres • Hardstand areas (sealed) – 10,470 sq. metres
Desired Level of Service Statement	<p>To provide a convenient, safe and affordable service to the residents and businesses of Port Stephens at Salamander Bay Waste Transfer Station.</p> <p>To monitor and maintain decommissioned landfill sites</p>
Available Data	<ul style="list-style-type: none"> • Asset data stored in end of year financial Fair Value asset database. • Asset data: location, floor area, height, year installed, original cost, current replacement value, condition rating.
Last Condition Survey	February 2010

General Assessment of Condition	Condition Rating		% Assets (based on number of asset groups)	\$CRC
	1	Near Perfect	36	\$7,780,000
	2	Good	54	\$1,313,600
	3	Satisfactory	10	\$300,000.00
	4	Very Poor	0	\$0
	5	Unserviceable	0	\$0
	Total		100.00	\$9,393,600
Main Findings	<ul style="list-style-type: none"> Landfill capping systems and ground water bore holes are assumed to be in near perfect condition given that a physical inspection cannot be undertaken and ground water quality is not showing increased landfill leachate generation. Investigations are continuing with 10% now downgraded to satisfactory Waste Transfer Station buildings and roads are in very good condition. Road surfaces and hardstand areas that were previously on a downward trajectory from satisfactory to poor condition have been renewed and are at a good condition. 			

Figure 15: Condition Rating: Waste Services



LEVEL OF SERVICE

Customer Expectations:

Residents and businesses using the Salamander Bay Waste Transfer Station expect quality customer service and reasonable fees. In addition to this they expect a facility that is clean and organised to allow easy access to services. Council's 2022 Customer Satisfaction Survey showed an aggregated satisfaction score of 85% for waste for access to waste facilities and 85% for garbage collection services. This shows that the community is generally satisfied with the current number of services and level of service provided at the Salamander Bay Waste Transfer Station.

Legislative Requirements

The Salamander Bay Waste Transfer Station is operated under NSW Environment Protection Authority (EPA) license number 13267. This license outlines all of the legislative requirements for the facility.

In addition to this the former landfills at Salamander Bay and Lemon Tree Passage both have EPA surrender notices that outline the ongoing requirements such as ground water monitoring and management of the sites.

Also all waste operations need to be conducted in accordance with the Pollution of the Environment Operations Act 1997.

The closure of all previous landfills was performed in accordance with environmental legislation; and the risk profiles determined the condition of the landfill capping systems and ground water bore holes.

Current Level of Service:

The assets currently provide a waste management disposal and resource recovery facility for the Tomaree Peninsula as well as landfill rehabilitation and environmental monitoring services at Lemon Tree Passage, Raymond Terrace, King Park and Salamander Bay.

The Salamander Bay Waste Transfer Station operates six days per week and handles approximately 11,000 tonnes of waste and 41,000 customer transactions per year. All waste from Salamander Bay Waste Transfer Station leaves the site as either unprocessed material or recycled product. Wind-blown litter does not leave the site, however the ability to manage tipping in an outdoor environment is problematic and hence in 2024/25 an enclosed area will be investigated to prevent litter freely moving in the wind.

The landfill capping systems provide a protection layer over old waste landfills to current standards required by the EPA.

Desired Level of Service:

The desired level of service for the Salamander Bay Waste Transfer Station is to continue to manage the through-put of waste handled in response to population growth over time. Full tipping within a cordoned off area is also desirable in order to remove the environmental risk of wind-blown litter escaping the site.

The condition of the landfill capping systems must remain at the highest quality possible in order to reduce long-term offsite environmental effects of landfill gases and leachate.

The capacity of the leachate pond at Salamander Bay landfill site will need to be increased to cater for extreme high rainfall events into the future.

The reduction in the need for ground water monitoring bore holes is desirable as old landfills stabilise and the need for continued monitoring ceases.

Standards

Benchmarking the waste services provided in Port Stephens shows that Council's waste service charges are comparable with other surrounding councils. However, the waste services provided by Council are wider in variety and frequency than most other councils.

FUTURE DEMAND

The demand forecast is based on population statistics recently revised by the NSW Department of Planning.

Factors influencing future demand on Waste Transfer Stations are:

- Population growth;
- Residential development;
- Types of households (detached dwellings, multi-unit dwellings).

There will be no user demand on landfill sites as all landfill sites owned by Council have been decommissioned. All waste destined for landfill, which is handled by Council is sent to the Port Stephens Waste Management Group landfill site at Newline Road, Raymond Terrace and The Summerhill Waste Facility located within The City of Newcastle area.

The residual demand on landfill sites will undergo mandatory monitoring of ground water quality and potential offsite effects from landfill gases and leachate. It is expected that in the future there will be an increase in environmental legislation that regulates decommissioned landfills. This may result in future upgrades of capping systems and water quality monitoring regimes in order to stay abreast of current

environmental management Standards. Over the next two years PSC will be continuing investigations into the condition of decommissioned landfill sites within the Council area.

It is anticipated that customer expectations will remain focused on whether the asset provides a safe and clean site to dispose of waste. It is also presumed that customers will expect more resource recovery and environmental improvements from the waste facilities.

Changes in demand will increase the ability of Salamander Bay Waste Transfer Station to reach its full potential and fulfil the expectations of the customer. That is the easy, accessible, affordable, and safe disposal of waste materials.

Technological advances in mixed waste separation, the loading of trucks, weighbridge software and CCTV will aid in reducing running costs by improving product quality, productivity, and after hours surveillance.

Key Drivers

The provision of the Salamander Bay Waste Transfer Station is seen as vital as it offers a convenient waste service to the residents and businesses of the Tomaree Peninsula. This is due to the only other facility in the Council area being the waste facility in Raymond Terrace being more than an hour away to travel both directions, therefore the Salamander Bay facility is vital to the Tomaree Peninsula. There is also a large number of businesses, mainly in the hospitality area servicing a large population base that dramatically increases during holiday periods with high waste generation occurring.

The proper capping of decommissioned landfills and management of waste facilities in line with environmental legislation is vital as it ensure Council is not contributing to any environmental damage.

Supply verses Standards

The percentage of waste diverted from landfill in Port Stephens (40% 2021/22) is below state average. This result is due to the EPA revoking the Mixed Waste Organic Output (MWOO) Exemption in October 2018. It will take Council a number of years to change to an alternative system, and the development of a Council waste strategy. Therefore this result will be lower than expected for the next couple of years.

The NSW Waste and Sustainable Materials Strategy 2041 requires an increase in diversion rates from landfill by 2030 for municipal solid waste to 80% and mandates Food Organics and Green Organics (FOGO) for all NSW Councils by 2030. The implementation of a Green Organics service to the community in 2023/2024 will improve waste diverted from landfill and is the first step to Port Stephens Council

toward the FOGO service.

The Salamander Bay Waste Transfer Station has operated within all requirements of its EPA license and has never been served with any form of breach notice.

The environmental monitoring data from the decommissioned landfills show that they are not having a detrimental effect on the surrounding environment.

Future State

As the awareness of environmental damage caused by waste generation and disposal becomes more widespread within the general population, Council will be expected to deliver services that further increase the diversion of waste from landfill and the betterment of the environment. It is anticipated that with the development of new waste processing technology and to align with the NSW Government mandates, the manner in which Council delivers waste services will change over the coming decade.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

In 2012, a second weighbridge and realignment of the entrance to Salamander Bay Waste Transfer Station was constructed. This allowed greater accuracy of weighing and payments, and ensures that Council delivers a user's pay systems that is capable of sending pricing signal to users of the facility in line with the intended resource recovery rates.

Operations/Maintenance Plan

Maintenance inspections are carried out weekly as part of routine operations. Maintenance criteria are based on Workplace Health and Safety legislation, as well as aesthetic and environmental management issues. The severity of the issue and the urgency of its rectification are moderated by available funding.

Maintenance issues are documented in monthly facility management meetings with expenditure data captured in the Council's general ledger.

Condition and Performance Monitoring

All waste assets are condition-rated annually against the following criteria:

Condition and performance monitoring criteria - Waste Services

Rating Description	Rating
Near Perfect	1
Good	2
Satisfactory	3
Very Poor	4
Unserviceable	5

Rehabilitation/Renewal/Replacement Plan

Waste services will be prioritised for renewal based on their risk of failure against their role in providing the overall service. Safety, aesthetics and environmental management are the primary outcomes for the services. In 2018/2019, major road re-surfaces was undertaken over the site for a majority of the road network. Proposed works for 2023/2024 include investigations into decommissioned landfill at Salamander Bay and repairs to the leachate dam irrigation systems.

The facility has also outgrown the amenities onsite and investigations into extending the current amenities are continuing.

Consolidation/Disposal Plan

There is no need to dispose of or consolidate Salamander Bay Waste Transfer Station. The demand for ground water monitoring bore holes is reviewed every five years. Ground water quality data over time determine the licence and or duty of care requirements to continue environmental monitoring from each bore hole.

Risk Plan

The process of establishment, identification, analysis, evaluation, and monitoring of hazards/risks is documented in the Waste Transfer Station's Masterplan Plan 2023. This document analyses the community public liability risks and not the risk to the asset itself. Council's risk management database is used to store and monitor safety risks associated with waste assets.

Risk Controls - Waste Services		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that failure of the capping system could damage the surrounding environment	<ul style="list-style-type: none"> EPA approved capping plans of management Quarterly monitoring of all decommissioned landfills Annual review of data to check for trends 	Medium

Risk Controls - Waste Services		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that fire or explosion could damage infrastructure, which could close the site	<ul style="list-style-type: none"> All switchboards are vented and conduits leading into switch boards are capped All dangerous goods are stored correctly Staff have appropriate dangerous goods training No smoking on site 	Low

Financial/Budget Summary

- Capital

There is some renewal and rehabilitation capital expenditure planned for 2023/2024 for the buildings at Salamander Bay Waste Transfer Station. This work is subject to the results of annual condition assessments. Waste staff working in consultation with the finance section will develop a ten year capital works programme in 2023/2024.

- Recurrent/Operational

Recurrent maintenance budget for waste sites is approximately \$40,000 per annum. This is funded through domestic and non-domestic waste management charges and delivered through an internal service.

The operating budget for 2023/2024 is \$2.1 million. This is the total budget for the operation of the Waste Transfer Station business.

Plan Improvement and Monitoring

- The asset management plan for waste sites is reviewed annually.
- An opportunity for improvement is the detailing of individual asset assessment criteria instead of overall site assessment.

Summary

Salamander Bay Waste Transfer Station provides a convenient service to residents and businesses of the Tomaree Peninsula. While the facility is generally well utilised and in reasonable condition there are some short term projects to be completed to maintain service levels.

Lifecycle Management: Community and Recreation Assets

Community and Recreation Assets categories are listed in Table 1.

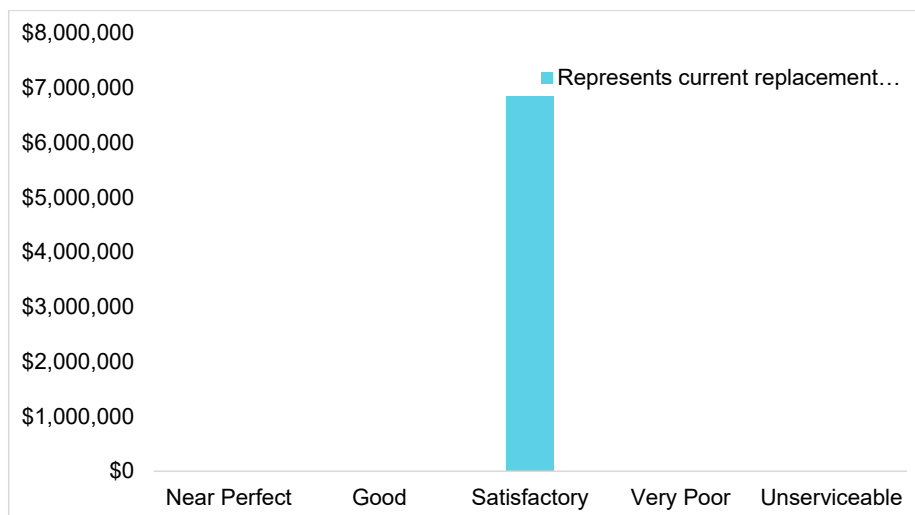
Aquatic Centres

Asset Holdings	<p>Three (3) swimming pools/leisure centres.</p> <p>Building components:</p> <ul style="list-style-type: none"> Exterior Works – Retaining walls, fencing, signage, landscaping. Exterior Fabric – Access stairs and ramps, roof, external walls, windows, external doors. Interior Finishes – Floors, ceilings, joinery, linings, fixture and fittings. Services – Hydraulic, mechanical, fire, electrical, security. <p>Other components/assets:</p> <ul style="list-style-type: none"> Swimming pools, shade structures, pool plants, pool based equipment including blankets, winches etc., BBQs, park furniture, playground equipment, car parking. 		
Desired Level of Service Statement	One aquatic facility for every 36,000 people.		
Available Data	Fair Value as at 30 June 2018, condition inspection reports (internal and external contractors), asset management plans/reports.		
Last Condition Survey	2021		
General Assessment of Condition	Condition Rating	% Assets	\$CRC
	1 Near Perfect	0	\$0
	2 Good	0	\$0
	3 Satisfactory	100	\$6,838,000
	4 Very Poor	0	\$0
	5 Unserviceable	0	\$0
	Total	100.00	\$6,838,000
Main Findings	<ul style="list-style-type: none"> The current condition of swimming pool assets has been assessed as satisfactory. There is no requirement for building replacement or acquisition in the next 10 years. 		

**Future
Actions**

- Tilligerry Aquatic Centre splash pad upgrades.
- Remove of Tilligerry Aquatic Centre playground.

Figure 36: Condition Rating - Aquatic Centres

**LEVEL OF SERVICE**Customer Research and Expectations:

Port Stephens residents swim all year round in heated water; however, the majority of the pools are outdoors. Market trends and community expectations indicate that there is a desire to be able to better utilise the assets and extend the comfortable enjoyment of the pools through the winter period by more enclosed facilities being available.

Legislative Requirements

The Council's Aquatic Centres are required to comply with the following legislation to ensure the safety of those who use them:

- Section 8: Local Government Act 1993;
- NSW Department of Health, Public Swimming Pool and Spa Advisory Document 2013;
- Division of Local Government Practice Note 15 – Water Safety 2012;
- Royal Life Saving Society and Standards Australia;
- National Construction Codes and Australian Standards relevant to all aspects of building and construction. Specifications are provided where substantial works are being undertaken and are site specific.

Current Level of Service

Council provides three leisure centres being the Lakeside Leisure Centre, Tomaree Aquatic Centre and Tilligerry Aquatic Centre. The centres provide year round swimming in outdoor heated water with one indoor swimming facility being the program and leisure pool at Lakeside Leisure Centre. The 2021 Community Satisfaction Survey resulted in 88% satisfaction score.

Lakeside Leisure Centre

Lakeside Leisure Centre was constructed in February 2000 and is part of a broader sporting complex situated on Leisure Way, Raymond Terrace which includes sporting fields and two supporting amenities buildings. The centre contains the only heated indoor Council owned pool.

Facilities provided:	<ul style="list-style-type: none"> – Indoor program and leisure heated pool – Outdoor eight lane 50m heated pool – Lifeguard station, first aid room, reception area/office – Kiosk/café – Change rooms (male, female and accessible) – Playground – Car parking
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Tomaree Aquatic Centre

Tomaree Aquatic Centre was constructed in 1988 and is part of a broader sporting complex situated on Aquatic Close, Salamander Bay which includes sporting fields, tennis courts, netball courts and four supporting amenities buildings.

Facilities provided	<ul style="list-style-type: none"> – Outdoor eight lane 50m heated pool – Outdoor program and toddler heated pool – Water slide – First aid room, reception area/office – Kiosk/café – Change rooms (male, female and accessible) – Car parking
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Tilligerry Aquatic Centre

Tilligerry Aquatic Centre was constructed in 1997 and is part of a broader sporting complex situated on Lemon Tree Passage Road, Mallabula which includes sporting fields, tennis courts and two supporting amenities buildings.

Facilities provided	<ul style="list-style-type: none"> – Outdoor eight lane 25m heated pool – Splash pad including water fountains, water jets and sprays – First aid room, reception area/office – Kiosk/café – Change rooms (male, female and accessible) – Playground – Car parking
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Desired Level of Service:

Council has a desired provision of one aquatic centre for every 36,000 people.

Standards

Benchmarking of provisions in councils with similar attributes to Port Stephens has taken place. Two comparative Lower Hunter Councils have been provided who are best fit considering the local context. Benchmarking standards are shown in the table below:

Benchmarking – Aquatic Centres		
Council	Provision	Year
Port Stephens Council	One aquatic centre for every 36,000 people.	2018
MidCoast Council	One aquatic centre for every 30,101 people.	2019
Maitland City Council	One aquatic centre for every 38,652 people.	2019

FUTURE DEMAND

Council provides three leisure centres being the Lakeside Leisure Centre, Tomaree Aquatic Centre and Tilligerry Aquatic Centre. The centres provide year round swimming in heated water however the only indoor swimming facility is the program and leisure pool at Lakeside Leisure Centre.

Key Drivers

The design and development of aquatic and leisure facilities has undertaken several major changes over the past two decades. The primary focus is now on expanding the facility mix to introduce multiple attractors for the community, including a combination of 'wet' and 'dry' options. The composition of facilities is concentrating on those elements that encourage year round access, longer stays and higher returns.

Across the aquatics industry, operators have been confronted by ageing facilities, increasing annual maintenance costs and falling attendances. In part, some of these trends can be attributed to the pool design supporting shorter seasonal access and greater commitment to club and lap swimming activities (e.g. traditional 50m pool). This results in reduced opportunities for flexibility and a diverse range of contemporary aquatic activities and programs to be conducted at many of these ageing venues.

There is a noticeable trend in Australian aquatic facility design and operation towards the integration of a wider range of expanded leisure facility services, such as cafés,

merchandising/retail, health and fitness centres, multi-purpose program spaces, and increased emphasis on 'leisure water' and multi-purpose indoor sports courts.

The combination of facilities into one integrated venue provides synergies in use and the potential for cross marketing between activities, while also providing a major focus as a leisure destination for the community. This can result in increased throughput and activity at the venue as well as improved financial performance.

Supply versus Standard

Using the provision of one facility for every 36,000 there will be a marginal surplus even in 2036 however, the dispersed settlement pattern makes it more important to have strategically positioned facilities across the LGA.

Current Supply vs Provision Standard - Aquatic Centres					
	2016	2021	2026	2031	2036
Projected Population	69,556	74,324	77,310	80,018	84,899
Benchmark Demand	1.9	2.1	2.2	2.2	2.4
Existing Supply	3.0	3.0	3.0	3.0	3.0
Surplus/Shortage	1.1	0.9	0.8	0.8	0.6

Future State

As the population grows and ages it is likely that there will be increasing demand for contemporary aquatic facilities. Modern aquatic centres contain a variety of 'wet' and 'dry' spaces, provide more reasons to visit, more often, and enable improved patronage and viability. Design elements may comprise such things as heated water spaces that respond to different motivations for use e.g. lap swimming, aquatic programs/learn to swim, adventure water, leisure water with play elements and beach entry, health and fitness/wellness services, multi-purpose program spaces and multi-purpose indoor sports courts.

Of the three aquatic centres only one (Lakeside Leisure Centre) would be described as a contemporary aquatic facility offering a number of the elements described above. The fact that this pool records the highest patronage numbers of the three facilities is evidence of patron preferences for contemporary facilities.

With the expected increase in competition regionally, it is important for Council to ensure that it continues to invest in upgrading the infrastructure at its aquatic centres to ensure they are economically viable and the ratepayer subsidy stays at an acceptable level.

LIFECYCLE MANAGEMENT PLANCreation/Acquisition/Augmentation Plan

Council has master plans for its aquatic centres which provide the future investment areas for each of the aquatic centres. The aim of these documents is to clearly develop the facilities in a manner that:

- enhances the facilities to provide greater opportunities to both the local community and the tourists who frequent the sites;
- reduces the current subsidy that Council invests in the centres, so that it can redistribute the financial investment into other community services; and
- redevelops any land within each facility that could offer complementary services and reduce the subsidy levels.

The master plans show the following developments:

- Lakeside Leisure Centre – the addition of a four court indoor sports centre to complement the existing facilities, a 25m indoor pool and a leisure water space such as splash pad; and
- Tomaree Aquatic Centre – the addition of a fully enclosed program pool which will enable year round learn to swim programs without the impact of winter weather conditions.

Works Plus Plan project list - Aquatic Centres			
Project	Estimate	Source of Funds	Trigger
Lakeside Leisure Centre	\$15,000,000	Developer contributions and grant funding	Funding
Tomaree Aquatic Centre	\$14,000,000	Developer contributions and grant funding	Funding

Operations/Maintenance Plan

Asset maintenance is performed reactively when issues arise, in addition to the regular planned pool plant preventative maintenance schedules. The building structures, fixed plant and equipment all have 10-year life cycle costs.

Condition and Performance Monitoring

Condition inspections on the buildings are undertaken every two years and are used to assess the management of these assets. An annual condition report for fixed plant equipment, amusement devices and pool structures is also undertaken.

Rehabilitation/Renewal/Replacement Plan

Proposed rehabilitation and renewal works are identified in condition reports which also inform the timing and implementation of the Aquatic Centre Management Program. The proposed works are listed in the Capital Works Program.

Consolidation/Disposal Plan

This is no plan to consolidate or dispose of these assets.

Risk Plan

The contracted operator of the aquatic centres conducts daily risk inspections of areas frequented by the public and staff. Council has developed a risk inspection checklist in line with the Royal Life Saving Society guidelines. Checklists are submitted to Council every month as part of contractual requirements.

Council staff undertake audits every quarter to ensure statements written by the contractor in their risk inspection checklists are compliant.

Risk Controls - Aquatic Centres		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that components of the building do not meet the current Building Code for mandatory requirements – fire safety, electrical systems, switchboard rooms, etc.	<ul style="list-style-type: none"> Identify the gaps to bring the buildings up to standard. Cost the works. Prioritise works based on risk. 	High
There is a risk that the building does not comply with working at heights systems such as anchor points and walkways, leading to injury to workers while undertaking work at heights.	<ul style="list-style-type: none"> Install working at heights systems on buildings that require known frequent working at heights for the purpose of accessing utilities such as AC units, box gutters, etc. Create a program to install and fund working at heights systems on these buildings. For all other buildings and buildings without anchor points, utilise the works practice risk assessments before and during the works. Undertake annual certification of installed anchor points. 	Medium

Risk Controls - Aquatic Centres		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that pool plant is ageing leading to inefficient resource consumption such as power and gas when compared to a renewed asset.	<ul style="list-style-type: none"> Utilise the pool plant condition report and create asset works program. Fund the renewal/replacement of pool plant and equipment to reduce power consumption and expenditure over the life of the asset. Implement energy efficiency and improvements such as solar PV 	Low

Financial/Budget Summary

- Capital

The most recent capital upgrades include solar PV installations and electric heat pump replacements across all centres. These works not only provide consistent water temperatures for customers, but key sustainability activities by providing major electricity usage reductions.

- Recurrent

Funding for reactive and programmed maintenance is allocated in the Public Domain and Services section of Council and works are prioritised on Council's risk matrix. The reactive and programmed maintenance works are prioritised through Council asset inspections and the customer request system.

The average recurrent expenditure budget over the last five years has been approximately \$260,000 per annum. Some years have sustained higher expenditures when urgent reactive repairs were required beyond the allowable budget.

- Operational

Council has a contract for the operation of Lakeside Leisure Centre, Tomaree Aquatic Centre and Tilligerry Aquatic Centre being valued at \$1,041,257 and indexed for CPI annually.

Plan Improvement and Monitoring

New systems are being developed to improve data on asset management including a greater emphasis on proactive data collection, works and future financial forecasts.

Summary

The current aquatic centres, complemented by the tidal pools and beaches are sufficient to cater for the needs of the existing and future population. The focus for

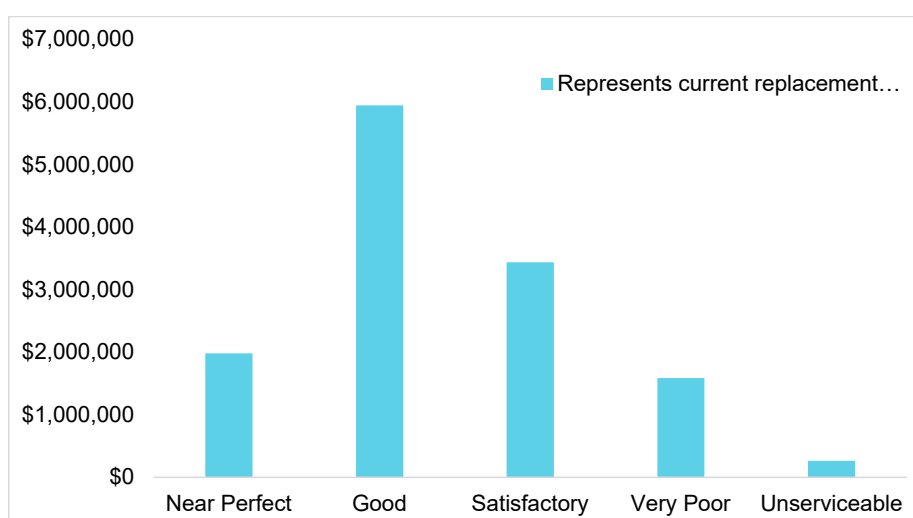
these assets is to continue to embellish the existing facilities to ensure they remain economically viable while meeting the needs of the users.

Aquatic Structures

Asset Holdings	<ul style="list-style-type: none"> • 19 Wharfs • 19 Boat ramps • 20 Sea Walls 		
Desired Level of Service Statement	Council has a desired provision of one boat ramp per 6,000 people and one wharf/jetty for every 6,000 people.		
Available Data	Fair Value as at 30 June 2020, condition inspection reports, Boating and Aquatic Infrastructure Strategy and asset management plans/reports.		
Last Condition Survey	2020		
General Assessment of Condition	Condition Rating	% Assets	\$CRC
	1 Near Perfect	15	\$1,981,050
	2 Good	45	\$5,943,150
	3 Satisfactory	26	\$3,433,820
	4 Very Poor	12	\$1,584,840
	5 Unserviceable	2	\$264,140
	Total	100.00	\$13,207,000
Main Findings	<ul style="list-style-type: none"> • The majority of assets are in the good to satisfactory condition. • Mallabula Boat Launching Facility and Nelson Bay Public Wharf were deemed very poor. • Sandy Point, Swan Bay and Koala Reserve Sea Walls were deemed very poor. 		

Future Actions	<ul style="list-style-type: none"> • Short term – Continue to manage foreshore erosion through the movement of sand to the areas of need throughout Port Stephens. • Short Term – Replacement of the Longworth Park (Karuah) Sea Wall in 2023-24. • Medium term – Identify funding priorities with Transport for NSW for boating projects. • Medium term - Develop funding strategy for Sandy Point Sea Wall • Long term – Removal of Koala Reserve Sea Wall.
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Figure 17: Condition Rating – Aquatic Structures



LEVEL OF SERVICE

Customer Expectations:

The NSW Marine Infrastructure Plan 2019 – 2024 identifies that across NSW recreational boating numbers are increasing and coastal tourism is growing, placing increasing pressure on coastal environments and supporting aquatic infrastructure. Port Stephens is recognised as a popular boating destination which will require investment in modern boat ramp facilities and break water structures to make water use more accessible and enjoyable. The challenge for Council will be to provide functional aquatic facilities suitable for local use while also being of a capacity adequate for the seasonal tourist market.

Legislative Requirements

Efforts are made to continually maintain assets according to the relevant legislative requirements and to balance this against the available budget provisions.

Key Legislation, Acts, Standards, Guidelines and Regulations include:

- Section 8 of the Local Government Act 1993;
- AS 4997 – 2005 Guidelines for the design of maritime structures;
- Design Guidelines for Wharves and Jetties – NSW Public Works 1990. Advice is provided for the planning, investigation, assessment, design, construction and maintenance of public wharves and jetties. Guidance is given on pile design and calculating berthing forces;
- Marina Guidelines – NSW Public Works 1987 Guidance is given on approval processes, site investigation, design loads, planning, design, materials, safety aspects, services, boat launching ramps and maintenance of marinas;
- NSW Boat Ramp Facility Guidelines – Transport for NSW is provided for the design and construction of trailer-boat launching facilities. Guidance is given on planning, geometry, materials and design of boat ramps;
- British Standard Code of Practice for Maritime Structures – BS6349 Advice and guidance are given on the planning;
- NSW Disability Access legislation.

Current Level of Service

The current provision of boat ramps and wharves/jetties in Port Stephens is generally appropriate. Port Stephens currently has 19 boat ramps and 19 wharves or jetties located across the LGA. This current provision in Port Stephens is high when compared to councils with similar geographical attributes such as being located on a large port, river or lake, and in a coastal location. However, considering the high level of boat ownership and tourism in Port Stephens this high supply is not considered to be a concern. Seawall provision is in line with the Port Stephens Foreshore Management Plan.

Desired Level of Service:

Council has a desired provision of one boat ramp per 6,000 people and one wharf/jetty for every 6,000 people. Seawalls will continue to be provided as required.

Standards

Benchmarking of provisions in councils with similar attributes to Port Stephens has taken place. Two comparative Lower Hunter Councils have been provided who are best fit considering the local context. Benchmarking standards are shown in the table below:

Benchmarking – Aquatic Structures		
Council	Provision	Year
Boat Ramps		
Port Stephens Council	One boat ramp for every 6,000 people	2018
Lake Macquarie City Council	One boat ramp for every 6,479 people	2019
MidCoast Council	One boat ramp for every 2,656 people	2019
Wharfs/Jetties		
Port Stephens Council	One wharf/jetty for every 6,000 people	2018
Lake Macquarie City Council	One wharf/jetty for every 5,907 people	2019
MidCoast Council	One wharf/jetty for every 1,038 people	2019

Hierarchy

A hierarchy of Regional, District and Local facilities has been established for boat ramps which will guide the development of each site. This will allow a minimum level of service to be defined and supporting infrastructure to be determined for each facility. The minimum standard of each facility forms the basis of what level of facility provision can be expected when utilising a facility. It has been created to establish a hierarchy of options for the community to gain fair and equitable access to waterways. This will allow the community to have access to a range of facilities to meet their individual boating needs.

- **Regional**

Regional facilities are a main location for boating and recreation activity. The user catchment for these facilities extends to a region and they anticipate high and continual use.

- **District**

District facilities provide a location for minor boating and recreation activity. The user catchments for these facilities are generally limited to the surrounding area, however they may act as an overflow for when demand at Regional facilities exceeds capacity.

- **Local**

Local facilities provide for local water activities and access. The user catchments for these activities are limited. Usage patterns are low or sporadic and should anticipate casual usage.

Hierarchy - Aquatic Structures				
Hierarchy	Description	Environmental factors	Facilities provided	Proposed facilities
Regional	Regional facilities are a main location for boating and recreation activity. The user catchment for these facilities extends to a region and they are experience high and continual use.	<ul style="list-style-type: none"> Sufficient water access Connectivity to main road network High population catchment/Town Centre High and continual usage Located in key tourism areas 	<ul style="list-style-type: none"> Multiple boat ramps (>3) Pontoon/Jetty access Soft retrieval area 25-30 car parking spaces per ramp on site Fish cleaning facilities Toilets Lighting Signage Managed open space Access to ancillary features 	<ul style="list-style-type: none"> Little Beach Henderson Park Soldiers Point
District	District facilities provide a location for minor boating and recreation activity. The user catchments for these facilities are generally limited to the surrounding area; however they may	<ul style="list-style-type: none"> Sufficient water access Connectivity to local road network Smaller population 	<ul style="list-style-type: none"> Less than 3 boat ramps Pontoon/Jetty access Soft retrieval area 10-15 car parking spaces per ramp on site (where possible) Local on street 	<ul style="list-style-type: none"> Shoal Bay Fitzgerald Bridge Seaham Tomago Karuah

Hierarchy - Aquatic Structures				
Hierarchy	Description	Environmental factors	Facilities provided	Proposed facilities
	act as an overflow when demand for Regional facilities exceeds capacity.		overflow parking <ul style="list-style-type: none"> Fish cleaning facilities Toilets Lighting Signage Managed open space 	
Local	Local facilities provide for local water activities and access. The user catchments for these activities are limited. Usage patterns are low or sporadic and should anticipate casual usage.	<ul style="list-style-type: none"> Sufficient water access Strong environmental constraints Local population catchment Low or casual use 	<ul style="list-style-type: none"> One boat ramp (gravel or concrete) Soft retrieval area 5-10 car parking spaces per ramp (where possible) Local on street overflow parking Signage 	<ul style="list-style-type: none"> Fingal Bay Salt Ash Lilli Pilli Foster Park Salamander Shelly Beach Peace Park Mallabula Taylors Beach

FUTURE DEMAND

Council has provided a wide range of facilities for recreational boating, including boat ramps and jetties. Ancillary structures such as fish cleaning tables, trailer parking, lighting and pontoons have also been provided in some locations.

The provision of facilities has generally been based on the historical usage in the surrounding region as well as request rates. The current facilities cater for a wide range of boat types, including powered recreational craft, non-motorised/hobby craft and commercial operations.

Key Drivers

- Tourism

The LGA has an active tourism industry which results in a large influx of visiting population for peak periods, such as school holidays and long weekends. Tourism numbers have had steady growth rates in the past, with an increase in overnight trips to the region. The majority of tourists come from regional NSW and Sydney.

Recent investigations of tourist activities in the Port Stephens region by Tourism Research Australia indicate that a large portion of visitors to Port Stephens access water related activities and fishing. Although not definitive of recreational boating numbers by visitors to the area, the survey has been used to estimate the number of visitors who may access waterways through recreational boating. Tourism numbers are expected to increase in the Port Stephens area in future years. Studies carried out by Tourism Research Australia indicate regional NSW tourism numbers will grow 8% by 2020.

The increase of tourism numbers has seen an increase in the demand for boating infrastructure in key tourism areas such as Nelson Bay, Soldiers Point and Shoal Bay. This has resulted in several facilities exceeding their usable capacity during peak tourism season. Tourism operators also place additional demand on facilities. Operators such as ferry services, boat hire and sightseeing tours require access to supporting infrastructure such as pontoons and jetties.

Future Boating Forecasts

A study carried out by NSW Maritime predicts that boat ownership for the larger region (Hunter Inland NSW) will increase as a linear projection based on historical boat ownership rates (NSW Boat Ownership and Storage: Growth Forecasts to 2026).

Boat ownership figures for the larger region (Hunter and Inland NSW) indicate high boat ownership figures, with on average 56 boats per 1,000 people (aged 16+). This will result in Hunter and Inland NSW growing from 53,705 boats in 2009 to 92,140 in 2026. Though the report does not provide a breakdown of smaller areas within the Hunter and Inland NSW region in the study, it is assumed that the Port Stephens area will match the anticipated growth rates of boat ownership.

- Better Boating Program

The Maritime Management Centre, within Transport for NSW, completed a state-wide study of existing boating facilities and safety measures in 2014.

This study and feedback from consultations informed the development of 11 Regional Boating Plans covering each of the major waterways across NSW, including the Port Stephens- Hunter Regional Boating Plan.

Council has made numerous funding applications and will continue to work with Transport for NSW on funding priorities for 2023 onwards.

Supply versus Standards

Using the provision of one boat ramp per 6,000 people and one wharf/jetty for every 6,000 people as the standard there will continue to be a surplus in 2036 in both boat ramp and wharves/jetties. However due to the large network of waterways within the Port Stephens LGA and the high level of tourism the LGA experiences this is not considered to be an issue.

Current Supply versus Provision Standard

Current Supply vs Provision Standard – Aquatic Structures					
	2016	2021	2026	2031	2036
Projected Population	69,556	74,324	77,310	80,018	84,899
Benchmark Demand	11.6/11.6	12.4/12.4	12.9/12.9	13.4/13.4	14.2/14.2
Existing Supply	19.0/19.0	19.0/19.0	19.0/19.0	19.0/19.0	19.0/19.0
Surplus/Shortage	7.4/7.4	6.6/6.6	6.1/6.1	5.6/5.6	4.8/4.8

Future State

Port Stephens is a desirable tourist destination close to major cities and experiences significantly increased population in peak seasons. When combined with increases in boat ownership in the Hunter and Inland region of NSW, demand for Aquatic Structures will continue to rise.

There are a total of 19 boat ramps and 19 wharves/jetties provided by Council across the LGA of varying size and condition. These facilities are required to satisfy demand in the Port Stephens area. Sites have been classified based on the potential user catchment, carrying capacity, and facilities provided.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

The creation/acquisition/augmentation of facilities will be in line with the NSW Maritime Regional Boating Plan for Port Stephens and the Port Stephens Foreshore Management Plan.

Operations/Maintenance Plan

A programmed maintenance schedule is in place for Council's assets. When a fault or breakdown occurs with an asset, reactive maintenance is performed, to allow the

asset to perform its intended function. The building structures, fixed plant and equipment all have a 10-year lifecycle costs.

Condition and Performance Monitoring

Condition inspections are undertaken every two years and are used to assess the management of Aquatic Structures. The assessment informs what is required for the assets to be managed in the most cost effective and sustainable manner.

Rehabilitation/Renewal/Replacement Plan

Rehabilitation and renewals are identified in condition reports and are a part of the 10-year lifecycle plan which also informs the timing and implementation of the Aquatic Structures Management Program. Proposed funded works are identified in the Capital Work Program.

Consolidation/Disposal Plan

This is no plan to consolidate or dispose of any boating infrastructure assets. Koala Reserve Sea Wall, will be removed once asset becomes unserviceable and returned to a natural foreshore area.

Risk Plan

Aquatic Structures are insured under Council's public liability insurance policy. Risk is managed through a detailed inspection of all aspects of the assets undertaken annually by staff.

Risk Controls - Aquatic Structures		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that components of the facilities do not meet the current guidelines for the design of marine structures and relevant Australian Standards – backflow testing.	<ul style="list-style-type: none"> Identify the gaps to bring the buildings up to standard. Cost the works. Prioritise works based on risk. 	High
There is a risk that works may be carried out foreshores without Council's knowledge leading to damage to the reserve and/or exposing the reserve users to unknown risks.	<ul style="list-style-type: none"> Determine guidelines for approved foreshore structures. Increased frequency of foreshore inspections. 	Medium

Risk Controls - Aquatic Structures		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that the erosion of foreshores will lead to the loss of community assets and amenity.	<ul style="list-style-type: none"> Complete foreshore process studies so the correct type of mitigation works can be implemented with the environmental approvals in place. 	Medium

Financial/Budget Summary

- Capital

The most recent capital works include Little Beach Boating Facility upgrades.

Proposed future capital works are scheduled through biennial condition inspections.

- Recurrent/Operational

Funding for reactive and programmed maintenance is allocated in the Public Domain and Services section of Council. The reactive and programmed maintenance works are determined through Council's asset inspection process and the customer request system. Works are prioritised based on Council's risk matrix.

Plan Improvement and Monitoring

New systems are being developed to improve data on asset management including a greater emphasis on proactive data collection, works and future financial forecast.

Summary

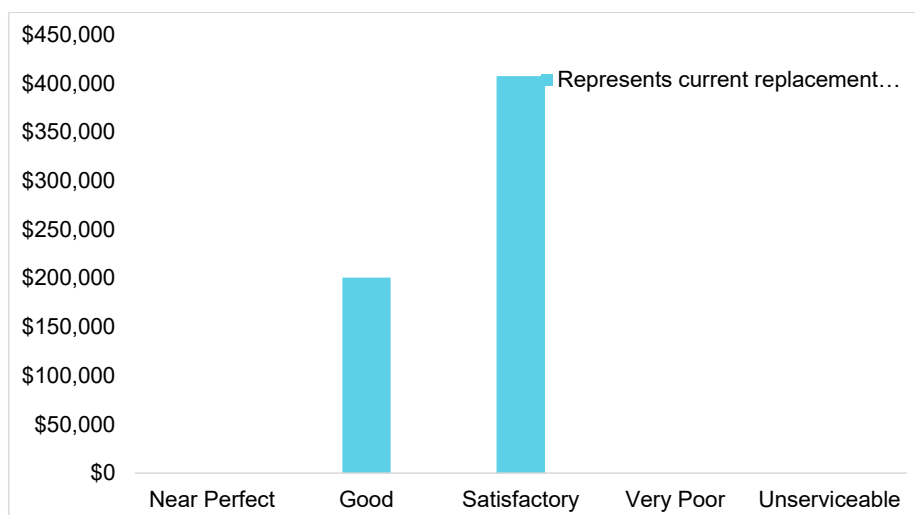
The provision of Aquatic Structures is important to the Port Stephens lifestyle and tourism industry. The model of providing regional and district level facilities that are located in areas with the correct attributes such as water depth, access to open ocean and tourist accommodation is appropriate and will be able to meet the needs for future growth. Transport for NSW's Better Boating Program provides a large proportion of the funding for boating infrastructure upgrades and the priorities for 2022 onwards will need to be identified in consultation with Transport NSW.

Cemeteries

Asset Holdings	<p>Nine cemeteries – five operational, four closed (no further burials)</p> <p>No building components.</p> <p>Other components/assets:</p> <ul style="list-style-type: none"> • four pergolas - foundations, footings with painted timber and lattice walls and iron roof; • eleven brick columbarium walls; • two terrazzo columbarium walls; • sixty three concrete beams - foundations, footings, concrete beam for headstone installation; • seven gardens - landscaped and numbered for ash installations; • two gardens - landscaped and numbered for planting of memorial trees; • Irrigation systems, landscaping, fences, seats, signs. <p>Cemeteries are:</p> <ul style="list-style-type: none"> • Land used for cemetery purposes; • Built assets on cemetery land (walls, gazebos, concrete beams, fencing, landscaping); • Cemetery infrastructure (memorialisation, headstones, sections, rows, plots). 			
Desired Level of Service Statement	One active cemetery for every 14,000 people and one niche wall for every 5,000 people.			
Available Data	Fair Value as at 30 June 2019, condition inspection reports and asset management plans/reports.			
Last Condition Survey	2021			
	Condition Rating		% Assets	\$CRC
	1	Near Perfect	0	\$0

General Assessment of Condition	2	Good	33	\$200,880
	3	Satisfactory	67	\$407,848
	4	Very Poor	0	\$0
	5	Unserviceable	0	\$0
		Total	100.00	\$608,728
Main Findings	<ul style="list-style-type: none"> Assets are in a good to satisfactory condition. Continue with approvals process for the expansion of the Anna Bay Cemetery. 			
Future Actions	<ul style="list-style-type: none"> Assessment of historic cemeteries to determine maintenance strategy to preserve ageing grave sites. 			

Figure 18: Condition Rating – Cemeteries

**LEVEL OF SERVICE**Customer expectations:

Customers expect the provision of adequate and appropriate places for interment, grieving and quiet remembrance. Providing open, accessible and operational cemeteries is a valued community service. Cemeteries are an important part of the community's social and cultural heritage and many of the sites are important places of local historical significance.

Council's 2021 Customer Satisfaction Survey showed an aggregated satisfaction score of 90% for operational cemeteries. This suggests that the community is

generally satisfied with the current number and level of service provided for cemeteries.

Legislative Requirements

The Council's cemeteries are required to be managed in accordance with the following legislation:

- Public Health Act 1991
- Public Health (Disposal of Bodies) Regulation 2002
- Heritage Act 1977
- Conversion of Cemeteries Act 1974
- Crown Lands Act 1989
- Local Government Act 1993
- Births Deaths and Marriages Registration Act 1995

Current Level of Service

Council has a total of nine cemeteries and 16 niche walls within its Public Reserve System. Five of the cemeteries are open for interment and four are historical and no longer available for burials. Cemeteries within Port Stephens comprise traditional burial land and niche walls which are especially designed walls where ashes are placed.

Historical cemeteries are popular conservation places for family tree and historical investigations. Seven cemeteries within the LGA are of local historical significance as gazetted in the Port Stephens Local Environmental Plan 2013. These cemeteries include Birubi Point Cemetery, Hinton Anglican Cemetery (Church of England Trustees), Hinton Pioneer Cemetery, Karuah Cemetery, Nelson Bay Cemetery, Raymond Terrace Pioneer Hill Cemetery and Seaham Cemetery.

While the majority of the public cemeteries are owned by Crown Lands (with the exception of Raymond Terrace Cemetery which is owned by Port Stephens Council), operations are managed by Council as the trustee.

Desired Level of Service

Council has a desired provision of one active cemetery for every 14,000 people and one niche wall for every 5,000 people.

Benchmarking

Benchmarking of provisions in councils with similar attributes to Port Stephens has taken place. Two comparative Lower Hunter Councils have been provided who are best fit considering the local context. Benchmarking standards are shown in the table below:

Benchmarking - Cemeteries		
Council	Current Provision	Year
Port Stephens Council	1 active cemetery per 14,000 people 1 niche wall for every 5,000 people	2018
Muswellbrook Shire Council	1 active cemetery per 5,362 people 1 niche wall for every 8,043 people	2019
Singleton Council	1 active cemetery per 11,493 people 1 niche wall for every 4,597 people	2019

Using this provision as the benchmark, Council currently has a surplus of 0.9 niche walls and adequate cemeteries. As the population grows, the demand for cemetery plots and niche walls will increase which may result in a future shortage in supply.

Categories

There are three categories of cemeteries currently in Port Stephens: monumental (7), lawn (1) and niche walls (12). The tables below outline the minimum level of infrastructure required for each facility. The minimum standard of each facility forms the basis of what the community can expect when they utilise a facility.

Category Description - Cemeteries				
Category	Description	Factors	Facilities Provided	Examples
Monumental	Traditional style of cemetery that has monuments that cover the entire grave.	<ul style="list-style-type: none"> Designated for the interment of human remains including burial and memorialization of the dead. 	<ul style="list-style-type: none"> Adjacent car parking Signage Fencing Managed open space 	<ul style="list-style-type: none"> Nelson Bay Cemetery Karuah Cemetery Historical cemeteries
Lawn	Features grassed lawns with graves marked with recumbent type headstones or plaques and no monuments	<ul style="list-style-type: none"> Designated for the interment of human remains including burial and memorialization of the dead. To ensure the look of the lawn cemetery 	<ul style="list-style-type: none"> Onsite car parking Signage Fencing Managed open space 	<ul style="list-style-type: none"> Anna Bay Cemetery

Category Description - Cemeteries				
Category	Description	Factors	Facilities Provided	Examples
	over the grave site.	remains consistent, trees, pot plants and fences are not allowed on or near graves.		
Niche Walls	Specially designed walls where ashes are placed and covered with a memorial plaque with inscription.	<ul style="list-style-type: none"> For cremation only. 	<ul style="list-style-type: none"> Adjacent car parking Signage Fencing Managed open space 	<ul style="list-style-type: none"> Carumbah Memorial Gardens Also located in other cemeteries

FUTURE DEMAND

Port Stephens Council's cemeteries range from quiet rural settings to more traditional urban surroundings. The cemeteries offer burial plots and niches in Columbarium Walls/Gardens.

The Council understands the importance of adequate and appropriate places for interment, grieving and quiet remembrance. Providing open, accessible and operational cemeteries is a valued community service.

The NSW Government passed new legislation in 2013, Cemeteries and Crematoria Bill 2013 to regulate cemetery and crematorium operations across all sectors of the interment industry. Its primary purpose is to ensure there is sufficient land to meet current and future burial needs in NSW and that people continue to have equitable access to cemetery and crematoria services.

The Council aims to source alternative avenues of funding, such as grants and donations, when capital works are scheduled to ensure that cemetery fees are kept to a minimum. Current alternate sources of assistance include community volunteer groups who help with the maintenance and appearance of cemetery sites.

The population and percentage of aged persons in Port Stephens are increasing at a high rate. Council is home to an estimated 69,556 people in 2016 (ABS Data). The population continues to increase and is predicted to reach 84,899 people by the year 2036 (Source: Review of Department of Planning and Infrastructure Population Projections). The major growth is predicted to occur in the over 55 year age bracket and is attributed to the natural ageing of the existing population and the continuing influx of retirees from other areas in Australia.

Key Drivers

The population continues to increase with major growth predicted to occur in the over 55 year age bracket. With both an ageing and growing population, the cumulative impact will see a long term increase in demand on Council's current cemeteries.

One key factor the Council needs to consider is the changing nature of religious affiliation. In the 2011 ABS census, 22% of Australians stated that they had no religious affiliations. This is an increase of 6.8% from 2001 census data. As religious affiliations decline, there is a real possibility the demand for non-denominational interment options will increase.

An ABS report (2010) on South Australian burial and crematorium trends found that while the number of deaths is steadily increasing, cremations are increasing and the proportion of burials is decreasing. In 2010, burials equated to about 34% of South Australian interments. While a formal local study has not been conducted, this trend could impact the number of future traditional interments in Port Stephens.

The NSW Government has recently released the *Cemeteries and Crematoria Act 2013* and a new agency, Cemeteries and Crematoria NSW, has been developed to inform cemetery operations and make strategic decisions to ensure adequate and affordable interment options are available to the public. The new bill outlines interment rights and re-use of interment sites and the new agency has yet to release information on procedures and benchmarks.

Supply versus Standards

Based on benchmarked figures, it is recommended that Council provide one active cemetery per 14,000 people and one niche wall per 5,000 people as its benchmark. An active cemetery has an average of 3,500 burial plots.

Current Supply versus Provision Standard: Cemetery Plot

Current Supply vs Provision Standard – Cemetery Plots					
	2016	2021	2026	2031	2036
Projected Population	69,556	74,324	77,310	80,018	84,899
Benchmark Demand	5.0	5.3	5.5	5.7	6.1
Existing/Future Supply	5.0	5.0	5.0	5.0	5.0
Surplus/Shortage of cemeteries	0.0	-0.3	-0.5	-0.7	-1.1

Source: AEC Group Report, August 2013 "Review of Standards Guiding the Provision of Council's Community and Recreation Facilities"

Current Supply versus Provision Standards - Niche Wall

Current Supply vs Provision Standards - Niche Walls					
	2016	2021	2026	2031	2036
Projected Population	69,556	74,324	77,310	80,018	84,899
Benchmark Demand	13.9	14.9	15.5	16	17
Existing/Future Supply	16.0	16.0	16.0	16.0	16.0
Surplus/Shortage of cemeteries	2.1	1.1	0.5	0	-1

Source: AEC Group Report, January 2013

Future State

One of the major issues impacting on the management and operation of cemeteries throughout Australia is the potential shortage of burial space. Additionally, as cemeteries reach interment capacity, income from fees and charges is no longer obtained and there are no longer direct funds to be reinvested into the cemetery. This can affect the levels of maintenance and asset renewal. Both these issues are relevant to Council. Council will in future face the challenge of lack of interment sites and maintaining closed sites with lack of direct income. Already the closed historical cemeteries require repairs and will continue to deteriorate without actions of conservation. Conservation methods and funding will require investigation to ensure the heritage value of the area is retained.

LIFECYCLE MANAGEMENT PLANCreation/Acquisition/Augmentation Plan

There have been no additional cemeteries acquired during the last year. Anna Bay Lawn Cemetery has been recently expanded to provide an additional 560 burial spaces.

Operations/Maintenance Plan

Asset maintenance is performed reactively. The building structures on the cemeteries all have 10 year life cycle costs.

Condition and Performance Monitoring

Condition inspections are undertaken every two years and are used to assess the management of cemetery assets.

Rehabilitation/Renewal/Replacement Plan

Proposed rehabilitation and renewals works are identified in condition rating reports which also inform the timing and implementation of the Cemeteries Management Program. Funded works are listed in the Capital Works Program.

Consolidation/Disposal Plan

There are no plans for disposal, and consolidation is not relevant.

Risk Plan

Cemeteries are insured under Council's public liability insurance policy. Risk is managed through a detailed biannual condition inspection by staff. Contractors also undertake inspections when carrying out maintenance on any site, with an agreement to identify issues that may present a risk.

Risk Controls - Cemeteries		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that monuments may not be constructed to Councils specifications leading to potential hazard to users.	<ul style="list-style-type: none"> Ensure only Council approved stonemasons complete monumental works in the cemeteries. Provide monument specification to all contractors on an annual basis. 	Low
There is a risk that historical cemeteries will deteriorate into an unserviceable condition	<ul style="list-style-type: none"> Develop a maintenance strategy for historic cemeteries 	Medium

Financial/Budget Summary

- Capital

Most recent capital works include irrigation system upgrades at Anna Bay Lawn Cemetery. Proposed future capital works are based on findings through biannual condition inspections with future programmed works formulated from the condition inspections.

- Recurrent

Funding for reactive and programmed maintenance is allocated in the Public Domain and Services section of Council and works are prioritised on Council's risk matrix. The reactive and programmed maintenance works are done through Council asset inspections and the customer request system.

- Operational

The average operational expenditure budget over the last five years has been approximately \$145,000 per annum.

Plan Improvement and Monitoring

New systems are being developed to improve data on asset management including a greater emphasis on proactive data collection, works and future financial forecasts.

Summary

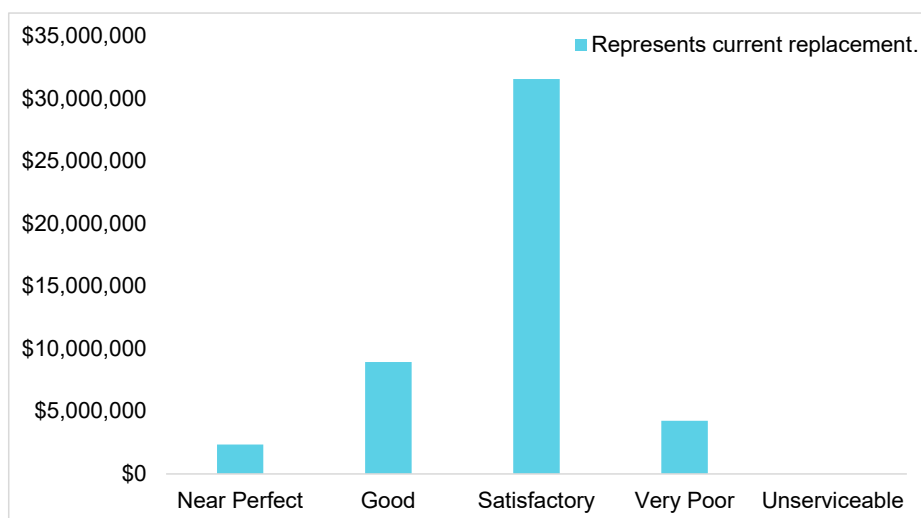
The provision of active cemeteries and niche walls is a valued service for the people of Port Stephens. The expansion of Anna Bay Cemetery will allow for needs in the foreseeable future.

Community Buildings

Asset Holdings	<p>Multipurpose Community Facilities have been grouped according to their current key functionality. These include:</p> <ul style="list-style-type: none"> • 24 Multipurpose Community Facilities • 18 Single Use Community Buildings (includes Amphitheatre Men's Sheds, Cruise Terminal and childcare facilities) <p>Building components:</p> <ul style="list-style-type: none"> • Exterior Works – Retaining walls, fencing, signage, landscaping. • Exterior Fabric – Access stairs and ramps, roof, external walls, windows, external doors. • Interior Finishes – Floors, ceilings, joinery, linings, fixture and fittings • Services – Hydraulic, mechanical, fire, electrical, security. <p>Other components/assets:</p> <ul style="list-style-type: none"> • Playground equipment, shade structures, car parking, landscaping.
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Desired Level of Service Statement	One multipurpose community facility for every 5,000 people.		
Available Data	Fair Value as at 30 June 2018, condition inspection reports, asset management plans/reports.		
Last Condition Survey	2022		
	Condition Rating	% Assets	\$CRC
	1 Near Perfect	0	\$0
	2 Good	24	\$11,301,874
	3 Satisfactory	67	\$31,551,067
	4 Very Poor	9	\$4,238,205
	5 Unserviceable	0	\$0
	Total	100.00	\$47,091,146
Main Findings	<ul style="list-style-type: none"> The majority of facilities are in satisfactory or good condition. Bobs Farm Community Hall, Soldiers Point Community Hall and Raymond Terrace Early Family Education Centre were the only facilities deemed to be in very poor condition. 		
Future Actions	<ul style="list-style-type: none"> Short term – Seaham and Hinton School of Arts. Short term – Complete a strategic assessment of Council's multipurpose community facilities to determine the long term viability of the facilities in the current locations. Medium term – Upgrades to occur at Karuah Centre, Karuah Hall, Soldiers Point Community Hall and Lemon Tree Passage Old School Centre. Long term – Remove the Birubi Community Hall and consolidate into the Anna Bay Recreation Area development. 		

Figure 19: Condition Rating - Community Buildings



LEVEL OF SERVICE

Customer Research and Expectations

Residents and users groups expect clean, presentable facilities that are in convenient locations. Council's 2021 Customer Satisfaction Survey showed an aggregated satisfaction score of 90% for community halls. This shows that the community is generally satisfied with the current number and level of service provided for community halls.

Legislative Requirements

The Council's multipurpose community facilities are required to be designed in accordance with the following:

- Local Government Act 1993.
- Australian Standards.
- National Construction Code and Australian Standards relevant to all aspects of building and construction. Specifications are provided where substantial works are being undertaken and are site specific.
- Council Charter - Section 8 of the Local Government Act 1993.

Current Level of Service

Current levels of service across the LGA equate to 24 halls/centres. The majority of the centres are in a satisfactory working condition. Community volunteers belong to Council's 355c committees and manage the day-to-day operations such as bookings and fees, requests and cleaning.

All centres charge different hiring fees and are available for public use at various days/times according to each individual centre's capacity and amenity.

Desired Level of Service:

Council currently aims to provide one multipurpose community facility for every 5,000 people.

Provision

Benchmarking of provisions in councils with similar attributes to Port Stephens has taken place. Two comparative Lower Hunter Councils have been provided who are best fit considering the local context. Benchmarking standards are shown in the table below:

Benchmarking - Multipurpose Community Facilities		
Council	Provision	Year
Port Stephens Council	One multipurpose community facility for every 5,000 people	2018
Maitland City Council	One community multipurpose centre for every 5,154 people	2019
Cessnock City Council	One community multipurpose centre for every 3,268 people	2019

Based on the above benchmarking, a standard of one multipurpose community facility for every 5,000 people is considered appropriate for Port Stephens Council.

Hierarchy

Facility provision across Port Stephens is based on a hierarchical model. This model is for multipurpose community facilities and is designed to service different catchment levels of population based on the type of the community building and level of service provision. The hierarchy of facilities includes:

- District

These are larger community facilities offering a wide range of programs and services. They may be co-located with other urban centre functions. For example, a district multipurpose community centre (500-600m²), children's centre, vacation care, before and after school care, youth centre, senior citizens centre and community art/cultural centre. Examples include Nelson Bay Community Hall, Medowie Community Centre and Fern Bay Community Hall.

- Local

These are small community facilities that generally cater to residents living in the immediate area or nearby suburbs. For example, a local multipurpose community

centre (300-400m²), community hall, children's centre and youth centre. Examples include Corlette Hall and Salt Ash Community Hall.

FUTURE DEMAND

Council currently provides a network of 24 multipurpose community facilities and 18 single use community buildings throughout the LGA for the benefit of the community. Community facilities make a fundamental contribution to our communities in the following key areas:

- They provide a space for groups to interact which supports the building of community connections, participation and ownership;
- They provide suitable spaces to deliver services, programs and activities to meet the social needs of the community and build community capacity. This includes a range of educational, lifelong learning, recreational, leisure, cultural, skills development and social activities and programs for residents of all ages and backgrounds.

The category of community buildings includes community halls, community centres, youth centres, senior citizen centres, child care centres, Men Sheds, cruise terminal and scout and guide halls.

Key Drivers

Community facilities are provided to benefit the community and contribute to residents' quality of life and wellbeing. Council often assumes a facilitator role in creating partnerships with government and non-government agencies and community organisations to:

- Target local needs: Facilities will address the social needs and interests of the surrounding community and desired social outcomes by offering a range of relevant programs, services and activities;
- Build community cohesion: Programs, activities and events will be designed to encourage social interaction between and involvement of different people and groups in the community to generate social capital;
- Creation of community hubs: Facilities can be co-located to provide a focal point for community. This can be through a connection to other community facilities such as schools, shopping centres, recreation and sporting facilities. This enhances accessibility and connectivity of uses and provides a destination and one-stop-shop approach for users.

Supply versus Standards

Using the provision of one multipurpose community facility for every 5,000 people there will continue to be a surplus in 2032. With this in mind Council has commenced

a strategic assessment of Council's multipurpose community facilities to determine the long term viability of the facilities in the current locations.

Current Supply versus Provision Standard

Current Supply vs Provision Standard - Multipurpose Community Facilities					
	2016	2021	2026	2031	2036
Projected Population	69,556	74,324	77,310	80,018	84,899
Benchmark Demand	13.9	14.9	15.5	16	17
Existing Supply	24.0	24.0	24.0	24.0	24.0
Surplus/Shortage of Community Buildings	10.1	9.1	8.5	8	7

Future State

NSW Department of Planning's revised figures have the LGA's population size increasing to approximately 95,617 persons by the year 2032. The most populous age group will be 60 years and over, a change from 2006 when it was 10 – 14 years. This change may result in greater utilisation of the halls to hold activities traditionally associated with this age group.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

The newly Constructed Medowie Sports and Community Centre was officially opened in 2021.

Operations/Maintenance Plan

Asset maintenance is performed reactively. The building structures, fixed plant and equipment all have 10 year life cycle costs.

Condition and Performance Monitoring

Condition inspections are undertaken every two years and are used to assess the management of assets. Data on utilisation of the centres by user groups is gathered to determine usage rates.

Rehabilitation/Renewal/Replacement Plan

Proposed rehabilitation and renewals works are identified in condition rating reports which also inform the timing and implementation of the Community Buildings Management Program.

Consolidation/Disposal Plan

Community Buildings that are deemed as excess to the standards and demand will be treated as surplus property. At present there are no plans to dispose of any of these assets.

Risk Plan

Community halls/centres are insured under Council's public liability insurance policy. Risk is managed through a detailed inspection of all aspects of the buildings and is undertaken annually by staff and management committees. Inspections are also undertaken by trades' staff when carrying out maintenance on any site, with an agreement to identify any issues that may present a risk.

Risk Controls - Multipurpose Community Facilities		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that components of the building do not meet the current Building Code for mandatory requirements – fire safety, electrical systems, switchboard rooms, etc.	<ul style="list-style-type: none"> Identify the gaps to bring the buildings up to standard. Cost the works. Prioritise works based on risk. 	High
There is a risk that a building does not comply with working at heights systems such as anchor points and walkways, leading to injury to workers while undertaking work at heights.	<ul style="list-style-type: none"> Install working at heights systems on buildings that require known frequent working at heights for the purpose of accessing utilities such as AC units, box gutters, etc. Create a program to install and fund working at heights systems on these buildings. For all other buildings and buildings without anchor points, utilise the works practice risk assessments before and during the works. Undertake annual certification of installed anchor points. 	Medium
There is a risk that material containing	<ul style="list-style-type: none"> Document the buildings with potential material containing asbestos. Test 	Medium

Risk Controls - Multipurpose Community Facilities		
Risk	Control to Mitigate Risk	Residual Risk
asbestos is present in the buildings leading to potential exposure of users.	<p>these buildings for asbestos containing material and residual asbestos. Remove or isolate the asbestos containing material.</p> <ul style="list-style-type: none"> • Monitor the condition of the building for the presence of material containing asbestos. • Educate hall users and workers about the presence and management of material containing asbestos in buildings. • Develop site-specific management plans. 	

Financial/Budget Summary

- Capital

The most recent capital works include the facility upgrades at Raymond Terrace Activity Van, Medowie Childcare Centre, Fern Bay Community Hall and Fly Point Amphitheatre. Proposed future capital works have been identified in the Community Buildings Management Program.

- Recurrent

Funding for reactive and programmed maintenance is allocated in the Public Domain and Services section of Council and works are prioritised based on Council's risk matrix. The reactive and programmed maintenance works are implemented through Council's asset inspections and the customer request system.

The average recurrent expenditure budget over the last five years has been approximately \$120,000 per annum. Some years have sustained higher expenditures when urgent reactive repairs were required beyond the allowable budget.

- Operational

The average operational expenditure budget over the last five years has been approximately \$190,000 per annum to pay for usage charges such as water and electricity.

Plan Improvement and Monitoring

New systems are being developed to improve data on asset management including a greater emphasis on proactive data collection, works and future financial forecast.

Summary

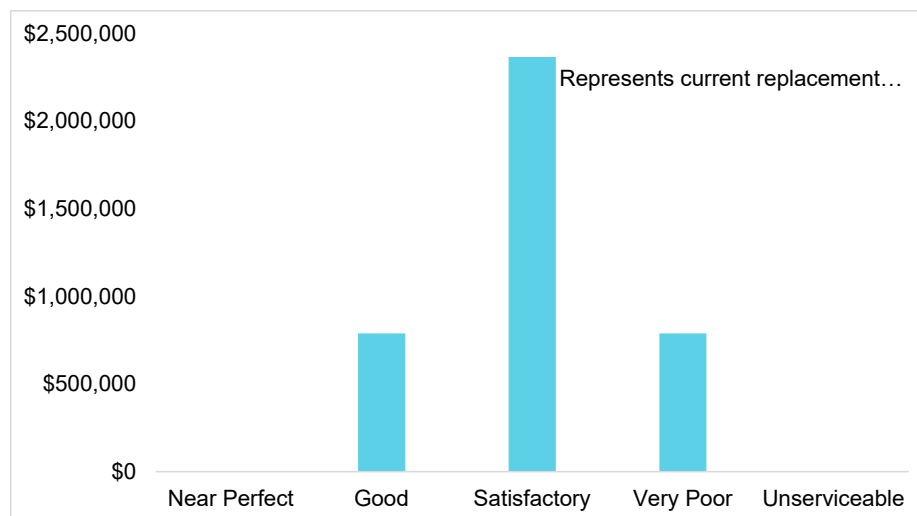
The standards clearly indicate that there is a surplus of facilities as far as numbers goes to meet the current and future demand. To ensure Council is providing suitably located and maintained facilities for the future, a strategic assessment of Council's Community Buildings to determine the long term viability of the facilities in the current locations is being undertaken.

Depots

Asset Holdings	Raymond Terrace, Heatherbrae, Mallabula, Medowie and Nelson Bay depots.		
Desired Level of Service Statement	That the depots are safe, meet the needs of the users and Council's environmental obligations.		
Available Data	Fair Value as at 30 June 2018, condition inspection reports, asset management plans/reports.		
Last Condition Survey	2020		
General Assessment of Condition	Condition Rating	%	\$CRC
	1 Near Perfect	20	\$788,420
	2 Good	60	\$2,365,260
	3 Satisfactory	20	\$788,420
	4 Very Poor	0	\$0
	5 Unserviceable	0	\$0
	Total	100.00	\$3,942,100
Main Findings	<ul style="list-style-type: none"> Raymond Terrace Depot Redevelopment underway and not included in the above figures 		

Future Actions	<ul style="list-style-type: none"> • Short Term – Heatherbrae Depot operations will be relocated to within the Raymond Terrace Depot redevelopment. • Long Term - Relocation of the Nelson Bay depot to surrender the Crown Lands parcel.
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Figure 20: Condition Rating – Depots



LEVEL OF SERVICE

Customer Research and Expectations

The depots are required to meet various service levels, the majority of which are categorised as internal demands. For example, the depots are strategically located to provide geographic availability of stockpiled materials, personnel and plant and machinery required for road works and other building or trade operations.

The ability to effectively service and maintain machinery and plant and the requirement to have on hand large quantities of signage and other materials and to adequately and securely house those stocks are paramount in being able to effectively meet services demand.

Legislative Requirements

- Protection of the Environment Act 1997
- Environmental Planning and Assessment Act, 1979
- Threatened Species Conservation Act 1995
- Noxious Weeds Act 1993
- Hunter Water Corporation Act 1991
- National Construction Code and Australian Standards relevant to all aspects of building and construction. Specifications are provided where substantial works are being undertaken and are site specific.

Current Level of Service

Council currently operates two main depots located in Raymond Terrace and Nelson Bay as well as three satellite depots in Heatherbrae, Medowie and Mallabula.

Raymond Terrace Depot

This depot, located on Kangaroo Street in Raymond Terrace has been vacated and currently under redevelopment.

Nelson Bay Depot

This depot, located on Nelson Bay Road, is used by a number of Council services including Fleet, Roadside and Drainage, Parks and Gardens and the Store. The site contains a small office building, demountable office, a large shed for the workshop, Parks and Gardens shed and a number of containers for storage.

Heatherbrae Depot

This depot, located in Jura Street, Heatherbrae (on Council owned operational land) and is used by the Roadside and Drainage team to service the western areas of the LGA.

Medowie Depot

This depot is located next to Ferodale Oval (on Council owned operational land) with access from Ferodale Road. It is used by the Parks and Gardens team.

Mallabula Depot

This depot, located next to the Tilligerry Aquatic Centre on Lemon Tree Passage Road, is used by the Parks and Gardens team to service the Tilligerry Peninsula. This site is Crown Land that is reserved for recreational purposes.

Desired Level of Service

The depots are operated in a safe, secure and effective manner that meets the needs of the users and Council's environmental obligations and Council addresses the deficiencies noted in the above current levels of service.

FUTURE DEMAND

Key Drivers

The key drivers influencing demand for the depot's redevelopment are:

- An appropriate size that will meet the needs of the users and increase productivity through an effective design;
- Assurance that the facility provides secure premises for both the users and plant;
- Meets the needs of future growth of the area to undertake capital projects;
- Adherence to all environmental compliance parameters.

Future State

Due to the circumstances regarding the Raymond Terrace and Nelson Bay Depots, a review of possible alternative sites or redevelopment was undertaken to explore all possible options for the future.

Raymond Terrace Depot

A review of potential sites for Council's main Depot a number of options were identified and explored in detail in 2015. This project was on hold during the local government merger proposals and has now re-commenced. The options included:

- 1) The redevelopment of the current site;
- 2) Relocating the depot to Council owned land at Boomerang Park, Medowie or Newline Road;
- 3) Purchase land in the industrial area in Heatherbrae or Tomago and relocating the depot.

Each of these options was investigated to develop an understanding of both the positive and negative aspects of each option. Following this review, a final decision was made to redevelop the existing site and also include the Parks operations currently being held at Heatherbrae.

Nelson Bay Depot

A depot is required on the Tomaree Peninsula to allow outdoor crews to service this area effectively and efficiently. However, cost efficiencies could be gained by having one workshop at the new main depot site and upgrading the current mobile truck that performs onsite servicing to maintain ongoing maintenance and service levels to machinery located on the Tomaree Peninsula with all major servicing requiring a hoist performed at the main depot.

The relocation of the Nelson Bay depot has also been under consideration for a number of years as it is located on Crown Land and Council is under instruction that we need to remove the depot and return its use to recreation purposes. The future

use of this land is outlined within Council's Master Plan as being for more sporting fields to accommodate future growth in the area.

It is proposed to relocate Nelson Bay depot to Salamander Bay Waste Transfer Station in accordance with concept plans and preliminary costings. The existing Nelson Bay depot is currently situated on NSW Crown land which is not suitable for this location. Similar to the Raymond Terrace depot, combining Council facilities at a more centrally located area reduces the overall Council facility footprint and improves the Council's overall staffing and services function, hence reducing administration waste and rework.

The positives and negatives for each option examined was documented in SAMP8.

Heatherbrae Depot

This depot would be vacated to become an asset that could be sold or rented.

Medowie Depot

This depot would remain in use for the Parks and Gardens team to service Medowie and surrounding area.

Mallabula Depot

This depot would remain in use for the Parks and Gardens team to service the Tilligerry Peninsula.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

Raymond Terrace Depot redevelopment is currently underway with a scheduled completion date of June 2023.

Storage shed improvements at the Nelson Bay Depot have recently been completed to ensure a safe and productive work environment.

Operations/Maintenance Plan

Asset maintenance is performed reactively. The building structures, fixed plant and equipment all have 10 year life cycle costs.

Condition and Performance Monitoring

Condition inspections are undertaken every two years and are used to assess the management of assets.

Rehabilitation/Renewal/Replacement Plan

Proposed rehabilitation and renewals works are identified in condition rating reports which also inform the timing and implementation of the Depot Management Program.

Consolidation/Disposal Plan

The consolidation of Heatherbrae and Raymond Terrace Depots will see the disposal of the existing Heatherbrae site.

Risk Plan

Depots are insured under Council's public liability insurance policy. Risk is managed through a detailed inspection of all aspects of the buildings and is undertaken annually by staff and management committees. Inspections are also undertaken by trades' staff when carrying out maintenance on any site, with an agreement to identify any issues that may present a risk.

Risk Controls - Depots		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that the Raymond Terrace Depot has passed its economic life leading to operational inefficiencies and non-conformance to current standards.	<ul style="list-style-type: none"> Undertake a Raymond Terrace Depot redevelopment plan and cost works. Develop a Council wide depot strategy. Review funding options for the above potential works. 	Medium
There is a risk that the delay of the relocation or redevelopment of the Raymond Terrace Depot will increase operational inefficiencies and non-conformance to current standards.	<ul style="list-style-type: none"> Adhere to the current redevelopment roadmap and project management plan. 	Medium

Financial/Budget Summary

- Capital:

Major capital works to the depots are funded through the completion of a quarterly budget review, accessing funds from the depot restricted fund or alternate funding sources.

- Recurrent/Operational:

Funding for reactive and programmed maintenance is allocated in the Public Domain and Services section of Council and works are prioritised based on Council's risk matrix. The reactive and programmed maintenance works are implemented through Council's asset inspections and the customer request system.

The average recurrent expenditure budget over the last five years has been approximately \$250,000 per annum. Some years have sustained higher expenditures when urgent reactive repairs were required beyond the allowable budget.

Current maintenance is based on historical expenditures and sourced from general revenue.

Plan Improvement and Monitoring

New systems are being developed to improve data on asset management including a greater emphasis on proactive data collection, works and future financial forecast.

Summary

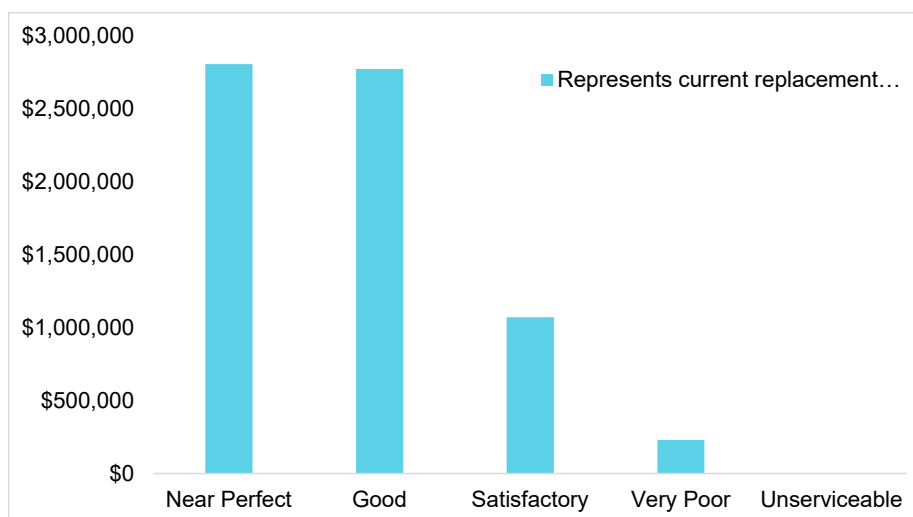
The redevelopment of the Raymond Terrace Depot, preventative maintenance currently conducted on these facilities, coupled with the adoption of additional energy efficiency technology will ensure that the likelihood of increased maintenance costs and requirement for additional recurrent funds are reduced.

Emergency Services

Asset Holdings	15 Buildings. Including, 12 Rural Fire Service (RFS) Stations, 2 State Emergency Services (SES) Buildings and one communication hut. Building components: <ul style="list-style-type: none"> Exterior Works – Retaining walls, fencing, signage, landscaping. Exterior Fabric – Access stairs and ramps, roof, external walls, windows, external doors. Interior Finishes – Floors, ceilings, joinery, linings, fixture and fittings Services – Hydraulic, mechanical, fire, electrical, security. Other components/assets: <ul style="list-style-type: none"> Car parking Communications hut. 		
Available Data	Fair Value as at 30 June 2018, condition inspection reports, asset management plans/reports.		
Last Condition Survey	2020		
	Condition Rating	% Assets	\$CRC

General Assessment of Condition	1	Near Perfect	0	\$0
	2	Good	57	\$3,917,585
	3	Satisfactory	43	\$2,955,370
	4	Very Poor	0	\$0
	5	Unserviceable	0	\$0
		Total	100	\$6,872,955
Main Findings	<ul style="list-style-type: none"> Facility upgrades required at Tomaree SES Headquarters. 			

Figure 21: Condition Rating – Emergency Services

**LEVEL OF SERVICE**Customer Expectations

The customers expect Emergency Services facilities that provide adequate shelter, storage, training and meeting areas, which are safe for staff, suppliers and stakeholders.

Current Level of Service

The current levels of service across Emergency Services facilities are variable. Most facilities are in good condition. The shortfalls are generally related to buildings having inadequate facilities for meetings or training.

Desired Level of Service

Current level of service is reliant on reactive response to facilities maintenance. The development level of service 'steps' or minimum standards over time will allow facilities to be progressively improved in a systematic and affordable manner. Items identified for improvement are added to the works plan for completion when funding becomes available. This has been the basis for the recent and future capital works in replacing stations.

Standards and Legislative Requirements

- Principles of Local Government – Local Government Act 1993
- State Emergency and Rescue Management Act 1989
- NSW Rural Fire Service Standards of Fire Cover
- National Construction Codes and relevant Australian Standards

FUTURE DEMAND

The demand forecast is based on the updated population profile, the NSW Rural Fire Service Standards of Fire Cover and the State Emergency and Rescue Management Act 1989.

The key drivers influencing demand for the facilities are:

- population growth;
- emergency risk management mitigation demand;
- demand for improved standard of facility;
- increased volunteer participation in these emergency combat agencies.

Another factor that needs consideration in assessing future demand is climate change. Weather implications such as an increase in temperature, erratic rainfall, drought, etc will have an impact on what facilities the wider population may require.

LIFECYCLE MANAGEMENT PLANCreation/Acquisition/Augmentation Plan

At this stage, Rural Fire Service and State Emergency Service are reviewing the need for additional facilities based on the potential urban growth centres such as King Hill. This work is very preliminary.

Works Plus Plan project list – Emergency Services			
Project	Estimate	Source of Funds	Trigger
Kings Hill Rural Fire Station.	\$850 000	Rural Fire Service	Development
Seaham RFS	\$80,000	Rural Fire Service	Source of funds
Corlette SES	TBD (\$300,000)	Council / Grants	Source of funds

Soldiers Point RFS	\$250,000	Rural Fire Service	Source of funds
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Operations/Maintenance Plan

Asset maintenance is performed reactively. The building structures, fixed plant and equipment all have 10 year life cycle costs.

Condition and Performance Monitoring

Condition inspections are undertaken every two years and are used to assess the management of assets. Data on utilisation of the centres by user groups is gathered to determine usage rates.

Rehabilitation/Renewal/Replacement Plan

Proposed rehabilitation and renewals works are identified in condition rating reports which also inform the timing and implementation of the Emergency Services Management Program. Funded works are listed in the Capital Works Program.

Consolidation/Disposal Plan

When it is determined that a facility is no longer required, a disposal plan for the facility is to be created. There are currently no disposal plans for the existing buildings without the site being replaced/upgraded.

Risk Plan

Based on historical evidence, emergency facilities pose a low liability risk for Council. Both the Rural Fire Service and State Emergency Service organisations have their own insurances in place, while Council removes any identified risks during maintenance.

Financial/Budget Summary

- Capital

Emergency response in New South Wales is performed by a number of combat agencies subject to jurisdictional review from time to time. The reviews in the Port Stephens LGA relate to the increased role of the New South Wales Fire Brigade as urban development continues. As a consequence, the number of NSW RFS Brigades may potentially decrease over the next 25 years, rendering a number of RFS facilities redundant over this period.

Plan Improvement and Monitoring

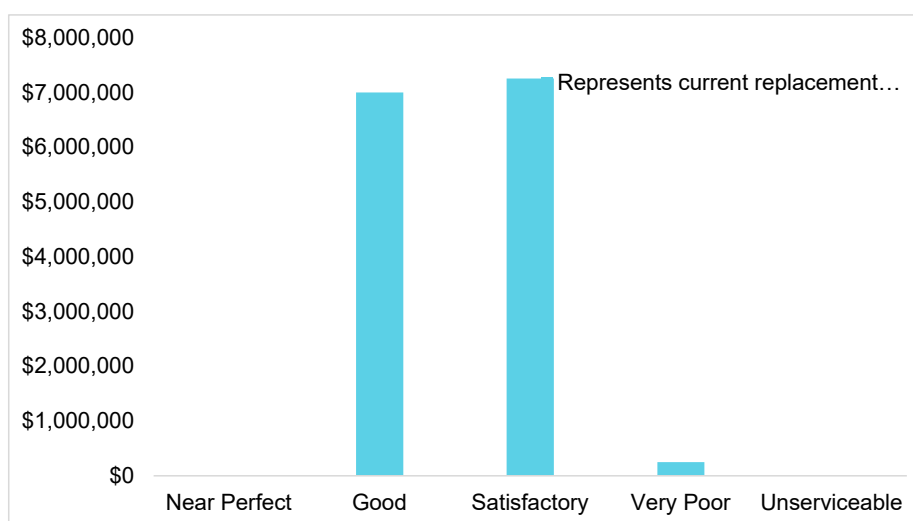
Council is continuously monitoring legislation and having discussions with combat agency staff and volunteers so that facility improvements can be planned. As a result, renewal/modifications to facilities are placed into Council's Works Plan.

Libraries

Asset Holdings	<p>Two branch libraries (Raymond Terrace and Tomaree) and two library lounges (Tilligerry and Mobile Library).</p> <p>Building components:</p> <ul style="list-style-type: none"> Exterior Works – Retaining walls, fencing, signage, landscaping. Exterior Fabric – Access stairs and ramps, roof, external walls, windows, external doors. Interior Finishes – Floors, ceilings, joinery, linings, fixture and fittings Services – Hydraulic, mechanical, fire, electrical, security. <p>Other components/assets:</p> <p>Mobile library vehicle</p>		
Desired Level of Service Statement	Council has a desired provision of one branch library for every 30,000 people and one library lounge for every 10,000 people.		
Available Data	Fair Value as at 30 June 2018, condition inspection reports, asset management plans/reports, NSW Living Learning Libraries Standards.		
Last Condition Survey	2022		
General Assessment of Condition	Condition Rating	% Assets	\$CRC
	1 Near Perfect	0	\$0
	2 Good	33	\$7,000,000
	3 Satisfactory	33	\$7,255,000
	4 Very Poor	33	\$250,000
	5 Unserviceable	0	\$0
	Total	100.00	\$14,505,000

Main Findings	<ul style="list-style-type: none"> The Tilligerry Library was found to be in a very poor condition due to the age of the building, general wear and tear and a high level of asbestos found within the fabric of the building.
Future Actions	<ul style="list-style-type: none"> Short Term – Air Conditioning replacements at Tomaree Library. Long Term – Look at location and design of new library service in Medowie.

Figure 22: Condition Rating – Libraries



LEVEL OF SERVICE

Customer Expectations:

An annual Customer Satisfaction Survey, the Council CRM system, customer comment forms, and direct consultation and feedback are used to determine community expectations for quality, cost of services and specific service levels. Other methods include information gathering, use of the NSW Living Learning Libraries Standards, benchmarking and market research on comparable Library facilities and services.

Council's 2021 Customer Satisfaction Survey showed an aggregated satisfaction score of 88% for libraries. This shows that the community is generally satisfied with the current numbers and levels of service provided by libraries.

Legislative Requirements

Efforts are made to continually maintain assets according to the relevant legislative requirements and to balance this against the available budget provisions.

Key Legislation, Acts, Standards, Guidelines and Regulations include:

- NSW Local Government Act 1993
- NSW Library Act 1939
- NSW Library Regulation 2018
- National Construction Codes and Standards
- People Places: A Guide for Public Library Buildings in New South Wales, Library Council of NSW 2021
- Living Learning Libraries: Standards and guidelines for NSW Public Libraries, Library Council of NSW 2020
- Beyond a Quality Service: Strengthening the Social Fabric. Standards and Guidelines for Australian Public Libraries, Australian Library and Information Association, Second Edition 2012
- WHS Legislation, Standards and Regulations

Current Level of Service:

The current provision of libraries in Port Stephens is generally appropriate. Port Stephens Council's library network comprises of two branch libraries (Raymond Terrace which services the western area of the LGA and Tomaree which services the eastern area of the LGA) and two library lounges (Mobile Library which visits 14 locations throughout the LGA and Tilligerry Library which is a volunteer run community library).

Port Stephens currently forms part of a Regional Library Group, which consists of three partnering councils – Newcastle, Dungog and Port Stephens. Membership of this co-operative is based on a supportive relationship between the participating councils who believe that this delivery model provides a benefit to the community that is far greater than that which delivering services alone could achieve.

Desired Level of Service:

Council has a desired provision of one branch library for every 30,000 people and one library lounge for every 10,000 people.

The recommended standards of provision for branch libraries and library lounges are not considered to be independent. For example, a region with three branch libraries and two library lounges would be considered to have sufficient provision for a population of 80,000 $[(2 \times 30,000) + (2 \times 10,000)]$ rather than requiring four branch libraries as well as eight library lounges. As such, a mix of branch libraries and library lounges considered appropriate for servicing the population.

Standards

Benchmarking of provisions in councils with similar attributes to Port Stephens has taken place. Two comparative Lower Hunter Councils have been provided who are best fit considering the local context. Benchmarking standards are shown in the table below:

Benchmarking - Libraries		
Council	Provision	Year
Branch Library		
Port Stephens Council	One branch library for every 30,000 people	2018
Cessnock City Council	One branch library for every 27,780 people	2019
Singleton Council	One branch library for every 22,987 people	2009
Library Lounge		
Port Stephens Council	1 library lounge for every 10,000 people	2018
Lake Macquarie City Council	One library lounge for every 10,000 people	2011
Southeast Queensland (Department of Infrastructure)	One library lounge for every 15,000 – 30,000 people	2007

FUTURE DEMAND

Public libraries support the information, education, cultural and recreational needs of local communities. The branches provide a focal point for community activity. They are welcoming spaces, offering opportunities for social interaction and connection. A diverse range of programs to inform, educate and entertain is available, encouraging community participation and creativity. Equitable, unbiased access to information, leisure and technology resources are provided, facilitating independent decision-making, lifelong learning and information literacy.

Key Drivers

Population growth and new development will place additional pressure on library services. Remote populations will continue to be a characteristic of the LGA, which, combined with the ageing of the population will require alternative forms of delivery including mobile and special needs services. This could include the expansion of housebound services and services to residents of aged care and nursing homes, and the provision of electronic services.

Supply versus Standards

Using the provision of one branch library for every 30,000 people and one library lounge for every 10,000 people there will eventually be a shortfall in 2022. Until that time the benchmark indicates an adequate supply; however, the high capital cost and amount of planning involved in the construction of a new library facility means that planning should begin for the construction of new facilities in the medium term to ensure Council continues to meet its provision standards.

Current Supply versus Provision Standard

Current Supply vs Provision Standard - Libraries					
	2016	2021	2026	2031	2036
Projected Population	69,556	74,324	77,310	80,018	84,899
Benchmark Demand	2.0/2.0	2.0/2.2	2.0/2.6	2.0/3.0	2.0/3.6
Existing Supply	2.0/2.0	2.0/2.0	2.0/2.0	2.0/2.0	2.0/2.0
Surplus/Shortage	0.0/0.0	0.0/-0.2	0.0/-0.6	0.0/-1.0	0.0/-1.6

Future State

Annual Library Customer Satisfaction Surveys and Annual Council Customer Surveys continue to show that the community places a high value on library services. The library is seen as providing an essential service, a safe and neutral space in the community and libraries are viewed as central community hubs. Comments also stress the importance of the library as playing a key role in the development of informed, learning and empowered communities; providing access to education; and access to information and recreation opportunities. The value of the library in bringing people together, particularly through outreach activities was also highlighted.

It is widely acknowledged within the library industry that public libraries throughout the western world face similar challenges: tight budgets; rapid technological change; ageing populations; shortage of qualified staff; and increasingly expensive collection and building maintenance. All this, coupled with high community demand means doing more with less. The challenge for Port Stephens Library Service will be to continue operating an efficient and effective service that is highly valued by the community, within existing resources, and while trying to meet at least the baseline minimum target as set out in the National Public Library Standards.

In order to remain current and relevant, reflecting the requirements and aspirations of our community, Port Stephens Library must continue to:

- Provide a cultural hub and focal point for the community;
- Be functional and multipurpose, accommodating a range of activities and uses;

- Enable access to the latest in technology in a user-friendly manner;
- Attract a wide range of users providing areas for relaxation, research, leisure and learning;
- Remain efficient and effective in the delivery of services;
- Maintain and further develop the co-operative approach between all stakeholders to ensure that the changing needs of the community are met.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

Demographic analysis indicates that a service point should be provided in Medowie within the next 10 years, preferably in close proximity or in co-location with the existing Community Centre. The community lounge room model would provide the most suitable form of delivery, whereby services are provided on a demonstrated needs basis, with a strong focus on social interaction and access to technology.

The other major issue to be addressed is the future of the Mobile Library. Due to the expansive nature of the LGA there is a need to retain a Mobile Library service; however the delivery model may need to be adapted, with an increased focus on meeting special needs in the community. These include services for the aged, persons with a disability, residents of aged care and retirement homes as well as residents in remote areas in the LGA. The Mobile Library is scheduled for replacement in 2023. At that time Council will investigate options for either refurbishing the existing truck in order to extend its useful life, or replacing it with two smaller fixed cabin vehicles to facilitate delivery to special needs, aged and remote customers.

Operations/Maintenance Plan

A programmed maintenance schedule is in place for Council's assets. When a fault or breakdown occurs with an asset, reactive maintenance is performed, to allow the asset to perform its intended function. The building structures, fixed plant and equipment all have 10 year lifecycle costs.

Condition and Performance Monitoring

Condition inspections are undertaken every two years and are used to assess the management of Library assets. The assessment informs what is required for the assets to be managed in the most cost effective and sustainable manner.

Rehabilitation/Renewal/Replacement Plan

Proposed rehabilitation and renewals works are identified in condition rating reports which also inform the timing and implementation of the Libraries Management Program.

Mobile Library

The Mobile Library was replaced in 2009 and continues to provide an outreach service to residents in 14 remote locations across the Port Stephens LGA. The delivery model has been adapted within the past three years with an increased focus on meeting special needs in the community. These include services for the aged, persons with a disability, residents of aged care and retirement homes. The existing Mobile Library has an estimated lifespan of approximately 15 years and is expected to be retained for this period without major capital replacement.

An outreach delivery van was acquired in December 2010 to provide access to locations that the existing articulated vehicle cannot navigate. The delivery van facilitates delivery to special needs clients, and residents of aged care and retirement homes as well as residents of rural and remote areas in the LGA.

Note: Both the Mobile Library and Outreach Delivery van form part of Council's Fleet Assets.

Consolidation/Disposal Plan

This is no plan to consolidate or dispose of these assets in this section. The Mobile Library, while considered a library branch, is managed through fleet assets.

Risk Plan

The Library's buildings are insured under Council's public liability insurance policy. Risk is managed through a detailed inspection of all aspects of the buildings undertaken annually by staff.

Risk Controls - Libraries		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that components of the building do not meet the current Building Code for mandatory requirements – fire safety, height safety equipment, electrical systems, switchboard rooms, etc.	<ul style="list-style-type: none"> Identify the gaps to bring the buildings up to standard. Cost the works. Prioritise works based on risk. 	High
There is a risk that Tomaree Library will experience air conditioning failures leading to increased	<ul style="list-style-type: none"> Programmed replacement in the Works Program 2019-2029. Programmed maintenance schedule. 	Medium

Risk Controls - Libraries		
Risk	Control to Mitigate Risk	Residual Risk
operational costs and reputation damage due to ageing air conditioning plant.		
There is a risk that material containing asbestos may be present in Tilligerry Library that could lead to potential exposure by users.	<ul style="list-style-type: none"> • Monitor the condition of the building for the presence of material containing asbestos. • Educate users, volunteers and workers about the presence and management of material containing asbestos in buildings. • Develop site-specific management plans. 	Medium

Financial/Budget Summary

- Capital

The most recent capital works include the installation of Solar PV systems at both the Raymond Terrace library and Tomaree Library and Community Centre. Tomaree Library and Community Centre also received Fire Indicator Panel upgrades in 2022.

- Recurrent/Operational

Funding for reactive and programmed maintenance is allocated in the Public Domain and Services section of Council and works are prioritised on Council's risk matrix. The reactive and programmed maintenance works are programmed through Council asset inspections and the customer request system.

The average recurrent expenditure budget over the last five years has been approximately \$60,000 per annum. Some years have sustained higher expenditures when urgent reactive repairs were required beyond the allowable budget.

Plan Improvement and Monitoring

New systems are being developed to improve data on asset management including a greater emphasis on proactive data collection, works and future financial forecast.

Summary

The current model of strategically placed branch libraries at the east and west of the LGA, supported by the Mobile Library, Tilligerry Community Library and membership

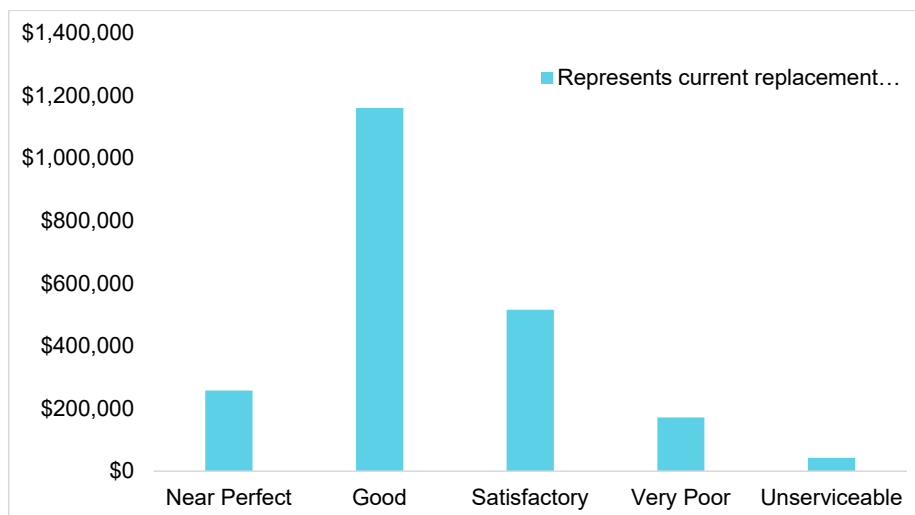
of the Regional Library Group is robust and will be able to meet the needs for future growth. Due to the spatial spread of population and growth in particular areas, the suburb of Medowie will be in need of a facility such as a library lounge by 2030.

Libraries Collections

Asset Holdings	99,448 collection items – including book stock and other Library resources.		
Available Data	<ul style="list-style-type: none"> Stocktake records, assessment against NSW Living Learning Libraries Standards 2018/2019, Library Collection Development Policy and collection data held in the 'Symphony' Library Management system. Asset Data: existing collections held at Raymond Terrace, Tomaree and the Mobile Library, collection information stored in the 'Symphony' Library Management system and benchmarking against Living Learning Libraries: Standards and Guidelines for NSW Public Libraries 2020, Australian Library and Information Association: Standards, Guidelines and Outcome Measures for Australian Public Libraries, 2016. 		
Last Condition Survey	A stocktake of the Port Stephens Library collection was undertaken in November 2018 as well as an assessment against the NSW Living Learning Library Standards and Guidelines in 2018/2019.		
General Assessment of Condition	Condition Rating	% Assets	\$CRC
	1 Near Perfect	12	\$257,925
	2 Good	54	\$1,160,663
	3 Satisfactory	24	\$515,850
	4 Very Poor	8	\$171,950
	5 Unserviceable	2	\$42,987
	Total	100.00	\$2,149,375
Main Findings	The existing Library Collection totals 99,448 items of which 90% are in satisfactory to near perfect condition. However, a 2018/2019 assessment against the Library Standards indicates that while there has been some improvement, Port Stephens Library still falls below the Baseline Standard in four of the six collection categories. While existing items are presently in good condition, an annual capital budget allocation is required to		

	ensure the ongoing quality, relevance and sustainability of the collection.
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Figure 23: Condition Rating – Library Collection



LEVELS OF SERVICE

Customer Research and Expectations:

The Library uses numerous methods to determine community expectations in regard to its collection including – the Collection Development Policy, annual customer satisfaction survey, customer purchase recommendations, the electronic library management system and direct consultation and feedback. Other methods include the use of the NSW Living Learning Libraries Standards and Guidelines, 'Beyond a Quality Service: Strengthening the Social Fabric, Standards and Guidelines for Australian Public Libraries, 2012 (ALIA) and benchmarking against comparable Library collections.

As a primary tool, the Collection Development Policy outlines the procedures, rationale and processes in relation to the selection, development and management of the Port Stephens Library Collection. The document is reviewed every two years, as customer needs change, as the collection develops and as new technologies and formats evolve.

The objective of the policy is to facilitate better planning, to communicate collection development processes both internally and externally, to define priorities for collecting areas and to provide a management tool for Library staff.

Current Level of Service:

Level of service relates to the Library Collection and the condition in which it is maintained. Library Services seek to provide the community with a balanced Library

Collection, while responding to a broad range of customer needs. In developing its Collection, the Library complies with the NSW Library Act 1939 and the Local Government Act 1993.

The Collection is evaluated on an ongoing basis and branch librarians monitor the condition, relevance and coverage of library stock. The Library undertakes an ongoing de-selection program to ensure that the Collection is up-to-date, reflects the changing needs of the community, is adequately housed and in good condition.

Desired Level of Service:

The desired level of service is to provide a range of Library services, including an adequate collection that meets the minimum outlined in the NSW Living Learning Libraries: Standards and Guidelines for NSW Public Libraries.

Living Learning Libraries provides information that enables councils and public libraries to compare current performance within a meaningful framework and to ascertain whether Library services are capable of meeting the needs of their communities. In order to achieve this it is necessary to examine the gap between the current level of service delivery and desired level of service delivery, and availability of funding.

Standards and Legislative Requirements:

Efforts are made to continually maintain the Library collection according to the relevant legislative requirements and to balance this against available budget provisions.

Key Legislation, Acts, Standards, Guidelines and Regulations include:

- NSW Local Government Act 1993
- NSW Library Act 1939
- NSW Library Regulation 2018
- Living Learning Libraries: Standards and Guidelines for NSW Public Libraries, Library Council of NSW 2020
- 'Beyond a Quality Service: Strengthening the Social Fabric. Standards and Guidelines for Australian Public Libraries, 2012. Australian Library and Information Association
- People Places: A Guide for Public Library Buildings in New South Wales, Library Council of NSW 3rd edition 2021.

FUTURE DEMAND

Demand Forecast:

The key drivers influencing demand for the Library Collection are:

- population growth;
- residential development;
- demographic changes;

- market demand for libraries and community passive indoor/office space;
- government policy and legislative changes; and
- technological change and development.

The key areas of population growth, residential development and demographic changes will influence the demand for library services into the future. Library services will continue to conduct customer satisfaction surveys to assess changes in utilisation of assets and customer expectations.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

The total number of Collection items across all library branches is 99,448. This can be broken into individual branch collections of:

- Mobile Library – 22,990
- Raymond Terrace Library – 38,216
- Tomaree Library – 38,242

Stock from all three Library branches forms the Tilligerry Community Library Collection and is rotated between libraries on a bi-monthly basis.

The Libraries Acquisition plan forms part of the existing Collection Development policy, which outlines the process for selection and de-selection of stock. As a member of Newcastle Libraries, Port Stephens has access to consortium arrangements with various publishers that enable participation in group discounts of up to 30% including the purchase of 'shelf ready' items.

Continued acquisition and improvement of the Collection relies heavily on participation in the Cooperative Library Agreement with Newcastle Libraries and the ongoing availability of a capital budget to facilitate Collection expansion.

Library Services has kept pace with technological advances, in particular the expansion of Radio Frequency Identification (RFID), which as a result of \$112,050 in Library Infrastructure Grant Funding, was installed at Raymond Terrace and Tomaree Library in mid-2018. In addition, we implemented a Print Management System in 2020 whereby customers can send documents to print from anywhere at any time from any device – mobile phone, laptop, tablet or PC. 2022 saw the introduction of Virtual Reality Technology.

Operations/Maintenance Plan

Collection assessment, stocktaking and de-selection form the operations and maintenance plan for the Library Collection. These processes ensure the Collection is accessible and relevant. They certify that the Library catalogue reflects the actual 'on shelf' collection. An accurate stocktake ensures that items are labelled correctly and housed in the appropriate Collection, which assists accessibility. Undertaking a stocktake at least once every three years allows staff to check each item and rate its current condition.

Condition and Performance Monitoring

A condition assessment and collection stocktake was undertaken in November 2018 in order to appraise the collection regarding number of items, quality and condition. As a result of the impact of Covid an assessment was not able to be undertaken in 2021. A full stocktake is on the agenda for 2023. The assessment gives support to what is required for the collection to be managed in the most cost effective and sustainable manner.

In addition, as a member of the Regional Cooperative, Council can request stock reports from Newcastle Libraries, which provides relevant and up-to-date information on the total number of collection items, age of items, total number of loans and other data as required. This information helps to assess the condition and standard of the collection and provides an indication of usage, which assists in the selection and de-selection process.

Rehabilitation/Renewal/Replacement Plan

The ABS average price of books is cited in Enriching Communities: The value of public libraries in New South Wales, 2008 as \$25.00.

Rehabilitation, renewal and replacement of stock at the exiting level require the on-going allocation of a capital budget. An injection of additional funds would result in the move towards reaching the Baseline Standard, but the ability to do so is also dependant on having adequate space to house a collection.

Consolidation/Disposal Plan

Last copies of material still in good physical condition are offered to other libraries within the Region. Other materials are offered for sale by Port Stephens Library branches via the second-hand book sale or at the annual Library book sale held by Newcastle Libraries. Those materials in poor condition are recycled.

Risk Plan

Council has an adequate Business Recovery plan in place to address disaster recovery.

Financial/Budget Summary

- Capital:

Port Stephens Library Services has spent an average of \$246,000 per annum over the past five years on the acquisition of resources for the libraries. At this stage, we project a minor growth (approximately 3%) per annum for the next 10 years. There may be changes to this if the libraries are able to access specific external grants that would add to the resources budget.

- Recurrent:

Nil

- Operational:

Nil

Plan Improvement and Monitoring

As part of the Service Review process in 2018, Council undertook community research to assess the level of need and expectation in relation to existing Library assets including the Collection. In addition, Collection assessment, stocktaking and de-selection will continue in line with the Collection Development policy.

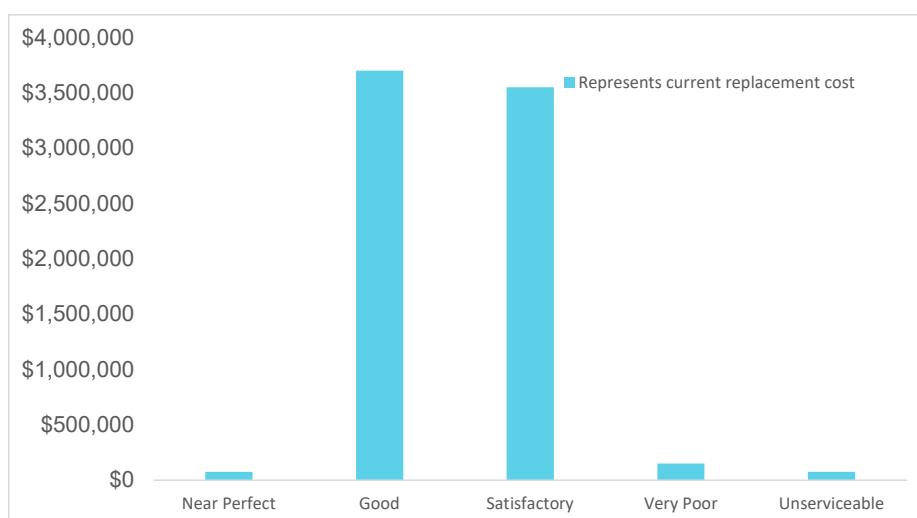
The gap between the current and desired Collection was identified by assessment against the NSW Public Library Standards. An ongoing capital budget allocation would result in continued alignment with achieving the enhanced and exemplary categories.

Parks and Reserves

Asset Holdings	Parks x 81 (107.1 hectares), Foreshores x 86 (200.4 hectares), Bushland x 79 (329.8 hectares), Wetlands x 21 (3.4 hectares), Watercourse x 21 (298.1 hectares), Cultural Significance x 10 (27.8 hectares) General Community Use x 133 (94.7 hectares).		
Desired Level of Service Statement	Council has a desired provision of 2.5 hectares of parks and reserves for every 1,000 people.		
Available Data	Fair Value as at June 30 2019, condition inspection reports, asset management plans/reports, Recreation Strategy, Open Space Maintenance Specification.		
Last Condition Survey	2019		
General Assessment of Condition	Condition Rating	% Assets	\$CRC
	1 Near Perfect	1	\$75,554
	2 Good	50	\$3,775,528
	3 Satisfactory	47	\$3,553,243
	4 Very Poor	2	\$151,108
	5 Unserviceable	0	\$0
	Total	100	\$7,555,433
Main Findings	<ul style="list-style-type: none"> The majority of facilities are in a good to satisfactory condition. Boat Harbour North Headland, Carlisle Cr Reserve, Mungarra Reserve and Old Wharf Park were deemed to be in a very poor condition. 		

Future Actions	<ul style="list-style-type: none"> • Short Term – Infrastructure upgrades at Fingal Bay Foreshore, Fisherman's Bay Reserve, Taylors Beach Foreshore, Memorial Park, Little Beach, Gula Park and Shoal Bay Foreshore. • Short Term – Update Community Land and Crown Managed Reserve Plans of Management • Medium Term – Infrastructure upgrades at Fly Point Park, Mungarra Reserve Boardwalk and Nelson Bay Foreshore. • Medium Term – Investigate a large-scale centrally located park in Medowie.
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Figure 24: Condition Rating - Parks and Reserves



LEVEL OF SERVICE

Customer Expectations:

2021 Council's Customer Satisfaction Surveys show an aggregated satisfaction score of 88% for parks and gardens. This shows that the community is generally satisfied with the current number and level of service provided for parks, gardens and other open spaces and reserves.

Legislative Requirements

The Council's parks and reserves are required to be designed in accordance with the following:

- Section 8 (Council Charter) Local Government Act 1993;

- Legislation, Regulations, Environmental Standards and Industry and Australian Standards that impact on the way assets are managed;
- Design Standards and Codes of Practice;
- Australian Design Standards also provide the minimum design parameters for infrastructure delivery.

Current Level of Service

Current Levels of Service Parks and Reserves				
Planning District	Population (2016)	Total Hectares	Proportion of the total open space area	Provision (hectares) per 1,000 residents
1. Raymond Terrace	13,654	240.784	18%	20.00
2. Rural West	5,293	61.222	4.5%	11.57
3. Medowie	9,684	60.495	4.5%	6.25
4. Tilligerry Peninsula	6,767	173.252	13%	25.60
5. Tomaree	26,737	717.297	55%	26.83
6. Rural East	2,296	46.770	3.5%	20.37
7. Fern Bay	3,330	0.941	0.5%	0.28
8. Karuah/Swan Bay	1,776	12.559	1%	7.07

Desired Level of Service

Council has a desired provision of 2.5 hectares of parks and reserves for every 1,000 people.

Benchmarking

Benchmarking of provision in councils with similar attributes to Port Stephens has taken place. Two comparative Lower Hunter Councils have been provided who are best fit considering the local context. Benchmarking standards are shown in the table below:

Benchmarking – Parks and Reserves		
Council	Provision	Year
Port Stephens Council	2.5 hectares for every 1,000 people	2018
Maitland City Council	1.7 hectares for every 1,000 people	2019
Cessnock City Council	4.57 hectares for every 1,000 people	2019

Hierarchy

- Local Parks

Local parks are typically 0.5+ hectares in size and generally cater for people within the local area within one or two suburbs. These parks will cater for local activities including relaxation, walking or play. Examples include Bettles Park, Edstein Park and Iluka Close Reserve.

- District Parks

District parks cover an area of 1+ hectares and typically have the capacity to draw people from more than one Planning District area. These parks have the capacity to cater for a number of visitors/users and activities, including community events. Examples include Fly Point Park, Wattle Street Park and Fern Bay Reserve.

- Regional Parks

A regional park has the capacity to attract people from the wider Port Stephens area and beyond. These parks provide a high recreational value and the potential for major recreation or visitor focus, including through community events. Examples include Boomerang Park and Nelson Bay Foreshore.

FUTURE DEMAND

Council is committed to the provision of quality leisure and recreation opportunities, and recognises the value of accessibility and participation to enhance the quality of life for the individual and the community.

Key Drivers

Parks and reserves contribute to the wider environment in many ways, including:

- Defining the local landscape character and identity;
- Enhancing the physical character of an area, shaping existing and future development and infrastructure;
- Supporting habitats and local wildlife;
- Promoting and protecting biodiversity and habitat creation;
- Helping to achieve a softer interface between urban and rural environments;
- Providing places for children and young people's play and recreation;
- Providing cultural, social, recreational, sporting and community facilities;
- Mitigating climate change and flood risk;
- Promoting and improving links between open spaces;
- Boosting the economic potential of tourism, leisure and cultural activities;
- Protecting and promoting the understanding of historical, cultural and archaeological value of places.

Supply versus Standards

Using the provision of 2.5 hectares of parks and reserves for every 1,000 people there will continue to be a surplus in 2036. This is a total of parks and reserves of 430 hectares which include the parks, foreshores, culturally significant and general community use classifications. This shows that there is a large surplus of land dedicated to parks and reserves in Port Stephens.

Current Supply versus Provision Standard

Current Supply versus Provision Standard - Parks and Reserves					
	2016	2021	2026	2031	2036
Projected Population	69,556	74,324	77,310	80,018	84,899
Benchmark Demand	173.9	185.8	193.3	200.1	212.3
Existing Supply	430.0	430.0	430.0	430.0	430.0
Surplus/Shortage	256.1	244.2	236.7	229.9	217.7

Future State

As shown there is a surplus of parks and reserves which will require a review of open space to determine areas where acquisition or disposal is required to continue to meet the needs of the population into the future.

Port Stephens is a desirable tourist destination close to major cities which makes it an attractive area to host events. It is important that Council has areas of parks and reserves that can continue to cater for events into the future.

LIFECYCLE MANAGEMENT PLANCreation/Acquisition/Augmentation Plan

The location and development of future open space land as a result of growth will be identified through future new release planning work in line with the Recreation Strategy (previously known as the Open Space Strategy). The implementation of the Apex Park, Boomerang Park, Nelson Bay and Shoal Bay Foreshore Master Plans will ensure that these areas of significance continue to be upgraded and utilised into the future.

Operations/Maintenance Plan

Currently the Public Domain and Services section at Council provides maintenance services to all parks and reserves. The Recreation Strategy provides a maintenance specification and hierarchy system for all open space areas.

Condition and Performance Monitoring

Condition inspections are undertaken every two years and used to assess the management of parks and reserves assets.

Rehabilitation/Renewal/Replacement Plan

Proposed rehabilitation and renewals works are identified in condition reports, and are part of the Works Program in **Appendix 2**.

Consolidation/Disposal Plan

As shown there is a surplus of parks and reserves which will require a review of open space to determine areas where acquisition or disposal is required to continue to meet the needs of the population into the future. A number of local parks and reserves are underutilised. These parks will be retained in public ownership however park embellishments and infrastructure will be reduced to ensure routine maintenance tasks can be catered for at higher use locations. At present only a portion of Boomerang Park, Raymond Terrace is proposed to be disposed of as detailed in the Boomerang Park Master Plan.

Risk Plan

Parks and reserves (building structures and grounds) are insured under Council's public liability insurance policy. Risk is managed through inspections undertaken by Council's Parks Maintenance staff when carrying out maintenance on any site.

Risk	Control to Mitigate Risk	Residual Risk
<p>There is a risk that</p> <ul style="list-style-type: none"> Components of the building do not meet the current Building Code for mandatory requirements – fire safety, electrical systems, switchboard rooms, etc. Ground surfaces are unsafe 	<ul style="list-style-type: none"> Identify the gaps to bring the buildings and grounds up to standard. Cost the works. Prioritise works based on risk. 	High

Financial/Budget Summary

- Capital

The most recent capital works include the new facilities within Kittyhawk Park, Beetles Park, Little Beach Foreshore, Forster Park and Spencer Park. Proposed future capital works are scheduled through biannual condition inspections and with consideration of requests made by community user groups.

- Recurrent/Operational

Funding for reactive and programmed maintenance is allocated in the Public Domain and Services section of Council. The reactive and programmed maintenance works

are determined through Council's asset inspections and the customer request system. Works are prioritised based on Council's risk matrix.

Plan Improvement and Monitoring

New systems are being developed to improve data on asset management including a greater emphasis on proactive data collection, works and future financial forecast.

Summary

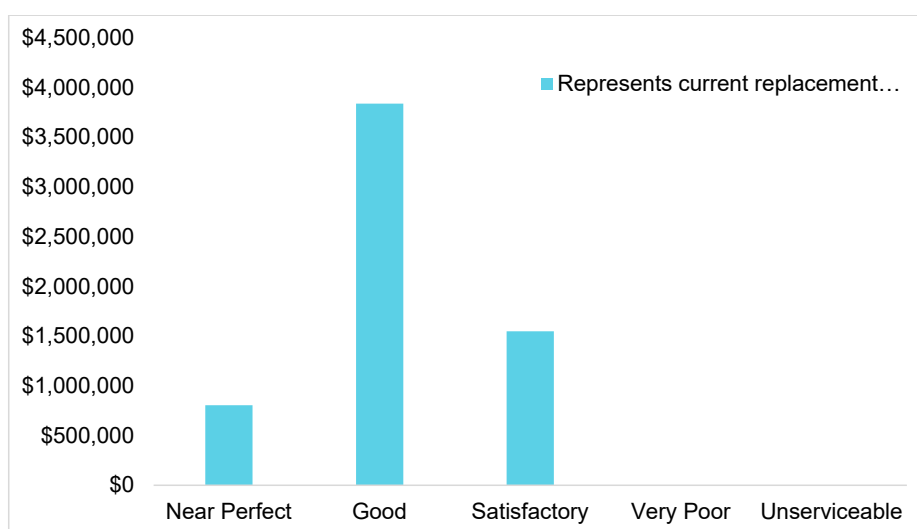
The standards clearly indicate that there is a surplus of land available as parks and reserves as far as numbers go to meet the current and future demand. To ensure Council is providing suitably located and maintained facilities for the future, the adopted Recreation Strategy is to be implemented to allow for these facilities to be strategically managed for the future population.

Playgrounds

Asset Holdings	Currently Council has 57 playgrounds within its public reserve system.		
Desired Level of Service Statement	One playground for every 1700 people.		
Available Data	Fair Value as at June 30 2019, condition inspection reports, Recreation Strategy, Open Space Maintenance Specification.		
Last Condition Survey	2021		
General Assessment of Condition	Condition Rating	% Assets	\$CRC
	1 Near Perfect	11	\$681,365
	2 Good	69	\$4,274,018
	3 Satisfactory	19	\$1,176,903
	4 Very Poor	1	\$61,944
	5 Unserviceable	0	\$0
	Total	100	\$6,194,230
Main Findings	<ul style="list-style-type: none"> The condition of most playgrounds is good. Old Wharf Park (Salt Ash) and Tilligerry Aquatic Centre playground was deemed unserviceable. 		

Future Actions	<ul style="list-style-type: none"> • Short term – Replacement of playgrounds at Taylors Beach Foreshore, Elkin Avenue and Korora Oval. • Short term – Removal of playgrounds at Old Wharf Park and Tilligerry Aquatic Centre. • Short Term - Develop a playground program with consideration to current and future provision, financial sustainability and recreational trends. • Long term – Removal/relocation of playground at Dunmore Reserve to the Anna Bay Recreation Area.
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Figure 25: Condition Rating - Playgrounds

**LEVEL OF SERVICE**Customer Research and Expectations:

Council's 2021 Customer Satisfaction Survey showed an aggregated satisfaction score of 86% for playgrounds. This shows that the community is generally satisfied with the current number and level of service provided for playgrounds.

The Port Stephens LGA has an active tourism industry which results in a large increase in population during peak periods. High visitor numbers have resulted in an increase in the demand for playgrounds in key tourism areas.

Legislative Requirements

The Council's playgrounds are required to be designed, developed and managed in accordance with the following Australian Standards:

- AS 4422: 2016, Impact attenuating Playground Surfacing
- AS/NZS 4486.1: 1997, Playground Equipment - Installation, inspection, maintenance and operation
- AS 4685.0 - 2017, Risk management strategies for injury prevention
- AS 4685.1 – 2021, General safety requirements and test methods
- AS 4685.2 – 2021, Safety requirements and test methods for Swings
- AS 4685.3 – 2021, Safety requirements and test methods for Slides
- AS 4685.4 – 2021, Safety requirements and test methods for Runways
- AS 4685.5 – 2021, Safety requirements and test methods for Carousels
- AS 4685.6 – 2021, Safety requirements and test methods for Rocking Equipment
- AS 4685.11 – 2014, Safety requirements and test methods for Spatial networks
- AS 1428.1 – 2009, Design for access and mobility

Current Level of Service

Port Stephens Council's Development Control Plan 2007 required a park with a playground be located within 400m walking distance of each residential lot. This level of service encouraged a large spread of minimalist style facilities in an attempt to meet this need. The revised Development Control Plan 2013 has reduced this requirement to allow better planning for the provision of playgrounds. The Recreation Strategy has moved Council's provision away from a quantity and even spread model; with the new focus being on the quality of park provision in line with Council's maintenance capacity.

Desired Level of Service

Port Stephens Council has a desired provision of one playground per 1700 people.

Standards

Benchmarking of provision in councils with similar attributes to Port Stephens has taken place. Two comparative Lower Hunter Councils have been provided who are best fit considering the local context. Benchmarking standards are shown in the table below:

Benchmarking - Playgrounds		
Council	Provision	Year
Port Stephens Council	One playground per 1700 people	2018
Lake Macquarie Council	One playground per 1674 people	2019
MidCoast Council	One playground for every 172 children	2019

Hierarchy

A hierarchy of Regional, District and Local facilities has been established which will guide the development of each site. This will allow a minimum level of service to be defined and supporting infrastructure to be determined for each facility. The minimum standard of each facility forms the basis of what the community can expect when they utilise a facility. This hierarchy also allows for the impact of tourism on provision of facilities, in that a larger number of regional or district facilities can be provided in the tourism areas to cater for this increased demand during peak periods.

Hierarchy - Playgrounds		
Hierarchy	Definition	Potential Activity Level
Regional	Regional open space has the capacity to attract people from the wider Port Stephens area and beyond.	<ul style="list-style-type: none"> - A regional sports facility has the capacity to cater for a number of sporting codes, higher grade sport teams, state or national competitions and may also attract community events. - A regional park or foreshore reserve has a high recreational value and the potential for major recreation or visitor focus, including through community events.
District	District open spaces typically have the capacity to draw people from more than one Planning District area.	<ul style="list-style-type: none"> - A district sports facility may have the capacity to cater for a number a number of sporting codes and be a potential venue for regional competitions and events. - A district park or foreshore reserve has the capacity to cater for a number of visitors/users and activities, including community events.
Local	Local open spaces will generally cater for people within the local area within one or two suburbs.	<ul style="list-style-type: none"> - Generally local sports facilities will typically cater for local sporting competition and/or team training. - Local parks and foreshore reserves will cater for local activities including relaxation, walking or play.

FUTURE DEMAND

There are 57 playgrounds within Council's Public Reserve System. The type of play equipment ranges from a set of swings to large sets of equipment.

The Council understands the importance of play and is committed to ensuring children have sufficient, safe and suitable play opportunities. Council believes that playgrounds should be in a convenient location and accessible for everyday play opportunities.

Play develops emotional and social skills, improves motor skills and enhances creativity and imagination. Community playgrounds encourage outdoor activity and provide children with access to play opportunities which may not be available in their homes. Playgrounds are an integral part of a community's health and well-being, and encourage community cohesion through providing a place for members of the community to socially engage.

Key Drivers

Whilst the population continues to increase, the 0-14 year age group is predicted to grow only slightly. In the 2016 census there was 12,516 0-14 year olds and this is predicted to increase to only 13,800 by 2036 (Source: Department of Planning and Infrastructure Population Projections). The major growth is predicted to occur in the over 55 year age bracket in line with national trends.

High visitor rates have seen an increase in the demand for playground infrastructure in key tourism areas such as Nelson Bay, Soldiers Point and Fingal Bay. Playgrounds in these areas are reaching and sometimes exceeding their usable capacity during peak tourism season and are an attraction to families visiting the area.

Supply versus Standard

Using this provision as the benchmark, Council has a surplus of 13.3 playgrounds in 2021, however this figure needs to be considered in the context of each location including the improvement in the quality of facilities that are replaced or consolidated with other nearby parks.

	2016	2021	2026	2031	2036
Projected Population	69,556	74,324	77,310	80,018	84,899
Benchmark Demand	40.9	43.7	45.5	47.1	49.9
Existing Supply	57	57	56	56	56
Surplus/Shortage of playgrounds	16.1	13.3	10.5	8.9	6.1

Source: ABS and Department of Planning and Infrastructure Population Projections

Future State

As shown in the 2021 playground audit a number of playgrounds across the LGA are approaching the end of their lifecycle. The life span for individual playground equipment and soft fall is an average of 15 years.

With this in mind the locations of the playgrounds have been strategically assessed in line with the key drivers to determine if they are still relevant for the current and future needs of the surrounding community. Following this assessment recommendations have been made to show where playgrounds can be removed or relocated and have minimal impact on community access to these facilities.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

Due to the increase in population or the expected land reclassifications and rezoning's in some areas a number of new locations have been identified requiring the provision of playgrounds in the future.

Further acquisitions may take place depending on the timing of developments. For example when a new land release area is proposed a new playground may be required as part of this development. The timing of these acquisitions is largely dependent on the developer and the sale of lots within the development so exact timing cannot be attributed to these types of playgrounds.

Operations/Maintenance Plan

A programmed maintenance schedule is in place for Council's assets. When a fault or breakdown occurs with an asset, reactive maintenance is performed, to allow the asset to perform its intended function. The playground structures and equipment all have 15-year lifecycle costs.

Condition and Performance Monitoring

A triannual Condition Assessment audit was undertaken in 2020/21 financial year. The condition audit checks the playground's condition, usability, safety, and compliance with relevant Australian Standards. The results from these inspections are used to create maintenance and capital works plans.

Operational inspections are undertaken quarterly on playgrounds to provide the community with safe, convenient, reliable, and affordable facilities and services.

Rehabilitation/Renewal/Replacement Plan

Proposed rehabilitation and renewal works are identified in condition reports which also inform the timing and implementation of the Playground Management Program.

The Playground Management Program indicates the list of all playgrounds, condition rating, and the proposed timing of replacement or rationalisation in the asset lifecycle. These priorities are reviewed annually and respond to the adopted standard, condition rating reports, funding and external factors such as acquisition of new facilities.

Consolidation/Disposal Plan

Refer to the Playground Management Program above.

Risk Plan

Risk Controls - Playgrounds		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that non-compliant playgrounds are in service leading to injury of users.	<ul style="list-style-type: none"> Fund the playground rehabilitation and replacement plan over a number of years. Continue regular maintenance inspections as per the Asset Inspection program to check for changes in condition. Remove unserviceable playground components. 	Medium
There is a risk that the condition of playgrounds will change rapidly with use or abuse leading to failure of the asset or injury to the user.	<ul style="list-style-type: none"> Undertake inspections as per the Condition and Performance Monitoring detailed above. Any hazards identified will be prioritised and undertaken as either Urgent Maintenance or listed and undertaken as Programmed Maintenance. Undertake urgent works immediately as soon as resources are available. 	Low
There is a risk that poor quality playgrounds will impact on Port Stephens' tourism reputation leading to decreased tourist numbers in the future.	<ul style="list-style-type: none"> Undertake inspections as per the Condition and Performance Monitoring detailed above. Develop a Playground Management Program to ensure Council is providing strategically located and appropriate facilities. 	Low

There is a risk that a lack of planning for playgrounds could result in duplication or gaps in provision leading to lower customer satisfaction.	<ul style="list-style-type: none"> Develop a Playground Management Program to ensure Council is providing strategically located and appropriate facilities. 	Low
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Financial/Budget Summary

- Capital

The most recent capital works include the construction of new playgrounds at Aliceton Reserve, Spencer Park and Centennial Park. Council budgets to replace a minimum of two playgrounds per financial year. Proposed future capital works have been identified in the Playground Management Program.

- Recurrent/Operational

Funding for reactive and programmed maintenance is allocated in the Public Domain and Services Section of Council and works are prioritised based on Council's risk matrix. The reactive and programmed maintenance works are determined through Council's asset inspection regime and the customer request system.

Plan Improvement and Monitoring

New systems are being developed to improve data on asset management including a greater emphasis on proactive data collection, works and future financial forecasts.

Summary

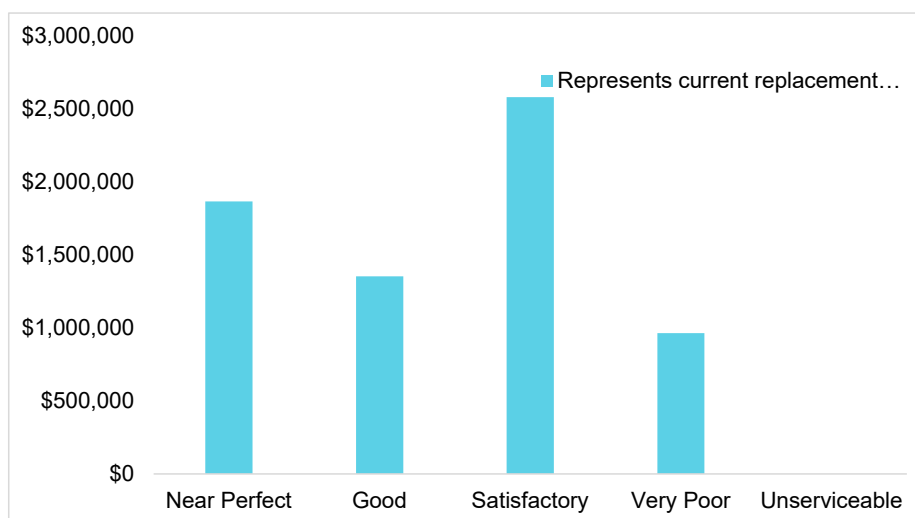
The standards indicate sufficient supply of playgrounds for the future; however the lifecycle of a playground is quite short when compared to other assets such as roads. Also the dispersed settlement pattern, changes in population as well as the tourism benefits will need to be considered to ensure the facilities are suitably located. The Playground Management Program will be reviewed annually to provide clear direction for the type and placement of facilities to meet the needs of a changing community.

Public Amenities

Asset Holdings	47 Public Amenities. Building components: <ul style="list-style-type: none"> Exterior Works – Retaining walls, fencing, signage, landscaping.
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	<ul style="list-style-type: none"> Exterior Fabric – Access stairs and ramps, roof, external walls, windows, external doors. Interior Finishes – Floors, ceilings, joinery, linings, fixture and fittings Services – Hydraulic, mechanical, fire, electrical, security. 		
Desired Level of Service Statement	One Public Amenity for every 2,000 people.		
Available Data	Fair Value as at 30 June 2018, condition inspection reports, asset management plans/reports, Recreation Strategy.		
Last Condition Survey	2021		
General Assessment of Condition	Condition Rating	% Assets	\$CRC
	1 Near Perfect	11	\$744,030
	2 Good	40	\$2,705,566
	3 Satisfactory	36	\$2,435,010
	4 Very Poor	13	\$879,311
	5 Unserviceable	0	\$0
	Total	100.00	\$6,763,917
Main Findings	<ul style="list-style-type: none"> The condition of most public amenities is good to satisfactory. Public amenities that have materials containing asbestos materials have been managed through isolation of the materials or removal. Tomago Foreshore, Salt Ash, Pearson Park, Conroy Park, Neil Carroll Park, Shoal Bay East and Fingal Bay North amenities were deemed very poor. 		
Future Actions	<ul style="list-style-type: none"> Short Term – Replacement of amenities at Fingal Bay (North Amenities), Henderson Park and Salt Ash. Medium Term – Undertake a public amenities needs assessment Long – Removal of public amenities at Iluka Reserve (Boat Harbour). 		

Figure 26: Condition Rating - Public Amenities



LEVEL OF SERVICE

Customer Expectations:

Residents and tourists expect clean, presentable amenities that are in convenient locations. Council's 2021 Customer Satisfaction Survey showed an aggregated satisfaction score of 76% for public amenities. These levels could be improved though show that the community is generally satisfied with the current number and level of service provided for public amenities, in contrast to previous years where the satisfaction levels were quite low.

Legislative Requirements

The Council's public amenities are required to be designed in accordance with the following:

- Local Government Act 1993;
- National Construction Codes and Australian Standards relevant to all aspects of building and construction. Specifications are provided where substantial works are being undertaken and are site specific;
- Council Charter - Section 8 of the Local Government Act 1993.

Current Level of Service:

The current provision of public toilets in Port Stephens is generally appropriate, with most public toilets being located in open space areas and aligned with other attractors such as beaches, foreshores, playgrounds or boat ramps. The demand for public toilets in these locations is expected to continue or increase and it is important that good quality and fit for purpose public toilets are provided in these locations.

Desired Level of Service:

Council has a desired provision of one public amenity for every 2,000 people.

Provision

Benchmarking of provisions in councils with similar attributes to Port Stephens has taken place. Two comparative Lower Hunter Councils have been provided who are best fit considering the local context. Benchmarking standards are shown in the table below:

Benchmarking - Public Amenities		
Council	Provision	Year
Port Stephens Council	One public amenity for every 2,000 people	2018
Cessnock City Council	One public toilet for every 2,058 people	2019
Singleton Council	One public toilet for every 3,241 people	2019

Hierarchy

A hierarchy of Regional, District and Local facilities has been established and will guide the development of each site. This will allow a minimum level of service to be defined and supporting infrastructure to be determined for each facility. The minimum standard of each facility forms the basis of what level of facility provision can be expected when utilising a facility.

- Regional

Regional facilities are in a major location for residents and visitors. The user catchment for these facilities extends to a region and they anticipate high and continual use.

- District

District facilities provide a location for minor recreation activity. The user catchments for these facilities are generally limited to the surrounding area, however they may act as an overflow for when demand for Regional facilities exceed capacity.

- Local

Local facilities provide for local use. The user catchments for these activities are limited. Usage patterns are low or sporadic and target casual usage.

Hierarchy - Public Amenities			
Hierarchy	Description	Facilities provided	Proposed facilities
Regional	Regional facilities are located in a main	<ul style="list-style-type: none"> Minimum of six unisex toilets 	<ul style="list-style-type: none"> As shown in the Public Amenities

Hierarchy - Public Amenities			
Hierarchy	Description	Facilities provided	Proposed facilities
	location for residents' and tourists' activity. The user catchment for these facilities extends to a region and they anticipate high and continual use.	<ul style="list-style-type: none"> • Accessible facilities • May provide male and female facilities • Minimum of four showers if required 	Management Program
District	District facilities are provided at a location for minor resident and tourist activity. The user catchments for these facilities are generally limited to the surrounding area, however they may act as an overflow for when demand at Regional facilities exceeds capacity.	<ul style="list-style-type: none"> • Minimum of three unisex toilets • Accessible facilities • Minimum of two showers if required 	<ul style="list-style-type: none"> • As shown in the Public Amenities Management Program
Local	Local facilities provide for local water activities and access. The user catchments for these activities are limited. Usage patterns are low or sporadic and should anticipate casual usage.	<ul style="list-style-type: none"> • Minimum of one unisex toilet • Accessible facilities • Minimum of two showers if required 	<ul style="list-style-type: none"> • As shown in the Public Amenities Management Program

FUTURE DEMAND

Public toilets within the Council area provide convenience for our diverse community that includes residents and visitors of all ages and abilities. A lack of public toilets is most acutely felt by groups with specific needs - older people, people living with disabilities or health problems, and families with young children. For these groups, a lack of convenient and accessible toilets may impact negatively on their quality of life, mobility, or dignity by restricting freedom of travel to and within the Council area.

Key Drivers

Tourism numbers are expected to increase in the Port Stephens area in future years. The Tomaree Peninsula experiences high tourist numbers in the peak seasons and this places additional demand on public amenities facilities in this area. For this reason, 28 of Council's public amenities are located on the Tomaree Peninsula.

The provision of public amenities at parks and open space areas optimises the benefits of open space for a range of recreational pursuits including children's play. Public toilets attract more families to use parks and encourage longer visits. In contrast, parks without public toilets attract fewer family visitors and visits are shorter.

Supply versus Standards

Using the provision of one public toilet for every 2,000 people there is a surplus still in 2036; however, the dispersed settlement pattern and the high number of tourists visiting the area would indicate that there is a strong demand. Although the number is high against the benchmark the quality of the facility becomes the more critical issue. There are a large number of amenity buildings but the number of water closets/cubicles or ratio of male/female/accessible is not always sufficient.

Current Supply versus Provision Standard

Current Supply vs Provision Standard - Public Amenities					
	2016	2021	2026	2031	2036
Projected Population	69,556	74,324	77,310	80,018	84,899
Benchmark Demand	34.8	37.2	38.7	40	42.5
Existing Supply	45.0	47.0	47.0	47.0	47.0
Surplus/Shortage	10.2	9.8	8.3	7	4.5

Future State

Port Stephens is a desirable tourist destination close to major cities and this significantly increases the population in peak seasons. When combined with increases in population generally, and an ageing population, demand for convenient, clean public amenities will increase substantially.

There is no statutory requirement upon any Council to provide public amenities, however it is generally accepted that Council has a role in providing public amenities to support active participation in community life. There is 47 public amenities provided by Council across the LGA of varying size and condition. These facilities are required to satisfy demand for the Port Stephens area. Sites have been classified based on the potential user catchment, carrying capacity, and facilities provided.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

Due to the increase in population or the expected intensification of activities in some areas, four new locations have been identified requiring the provision of amenities in the future. These are recommended for Bowthorne Park (Wallalong), Lakeside Reserve 2 (Raymond Terrace), Seaham Boat Ramp Reserve (Seaham) and the commercial area of Medowie.

Operations/Maintenance Plan

Asset maintenance is performed reactively. The building structures, fixed plant and equipment all have 10-year lifecycle costs.

Condition and Performance Monitoring

Condition inspections are undertaken every two years and are used to assess the management of Public Amenities assets.

Rehabilitation/Renewal/Replacement Plan

Proposed rehabilitation and renewals works are identified in condition rating reports which also inform the timing and implementation of the Public Amenities Management Program.

Funded works are listed in the Capital works Program.

Consolidation/Disposal Plan

It is proposed that Iluka Reserve (Boat Harbour) amenities building be disposed of. As shown in the public amenities mapping this facility is closely located to other public amenities which can service the demand in this area.

Risk Plan

Amenities are insured under Council's public liability insurance policy. Risk is managed through a detailed inspection of all aspects of the buildings undertaken annually by staff. There is a high frequency of maintenance issues reported by the community.

Cleaning staff also undertake periodic inspections when they are carrying out duties on site, with an agreement to identify any issues that may present a risk.

Risk Controls - Public Amenities		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that components of the building do not meet the current Building Code for mandatory requirements – fire safety, electrical systems, switchboard rooms, etc.	<ul style="list-style-type: none"> Identify the gaps to bring the buildings up to standard. Cost the works. Prioritise works based on risk. 	High
There is a risk that material containing asbestos is present in the buildings leading to potential exposure by users.	<ul style="list-style-type: none"> Document the buildings with potential asbestos-containing material. Test these buildings for asbestos-containing material and residual asbestos. Remove or isolate any material containing asbestos from the building. Monitor the condition of the building for the presence of asbestos. Educate workers about the presence and management of material containing asbestos. Site specific management plans. 	Medium
There is a risk that the building does not comply with working at heights systems such as anchor points and walkways, leading to injury to workers while undertaking work at heights.	<ul style="list-style-type: none"> Install working at heights systems on buildings that require known frequent working at heights for the purpose of accessing utilities such as AC units, box gutters, etc. Create a program to install and fund working at heights systems on these buildings. For all other buildings and buildings without anchor points, utilise the works practice risk assessments before and during the works. 	Medium

Risk Controls - Public Amenities		
Risk	Control to Mitigate Risk	Residual Risk
	<ul style="list-style-type: none"> Undertake annual certification of installed anchor points. 	

Financial/Budget Summary

- Capital

The most recent capital works include the construction of new public amenities at Little Beach and Aliceton Reserve. Proposed future capital works are scheduled through biannual condition inspections.

- Recurrent/Operational

Funding for reactive and programmed maintenance is allocated in the Public Domain and Services section of Council and works are prioritised based on Council's risk matrix. The reactive and programmed maintenance works are determined through Council's asset inspection and the customer request systems.

Plan Improvement and Monitoring

New systems are being developed to improve data on asset management including a greater emphasis on proactive data collection, works and future financial forecast.

Summary

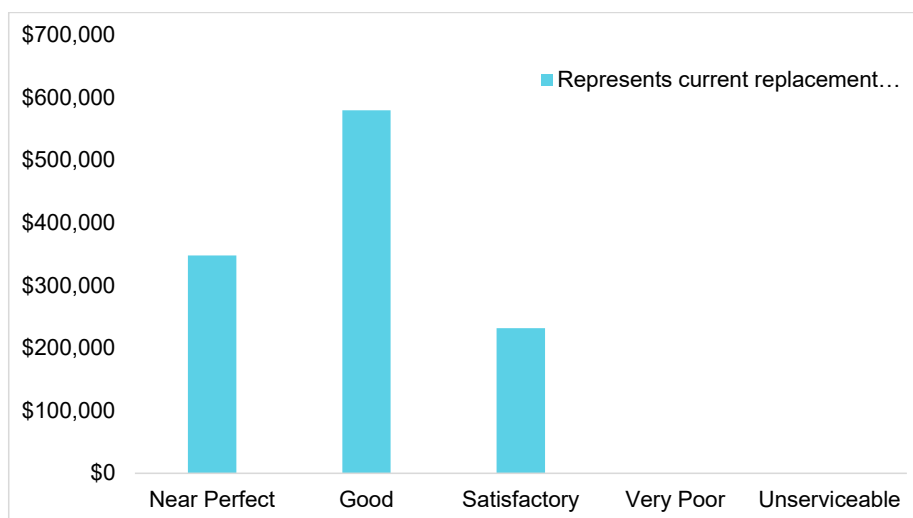
The provision of suitable public amenities has a significant impact as a support function to the enjoyment of the benefits of other facilities within the area. In the short term a standard design guide for public amenities has been developed to ensure facilities are suitable for both the community and large visitor population.

Skate Parks

Asset Holdings	<p>Nine (9) skate parks.</p> <p>Skate Park components include:</p> <ul style="list-style-type: none"> Concrete slab Modules Handrails
Desired Level of Service Statement	<p>One Public Amenity for every 4,000 5-24 year olds.</p>

Available Data	Fair Value as at 30 June 2019, condition inspection reports, asset management plans/reports, Recreation Strategy.		
Last Condition Survey	2021		
General Assessment of Condition	Condition Rating	% Assets	\$CRC
	1 Near Perfect	10	\$116,000
	2 Good	70	\$812,000
	3 Satisfactory	20	\$232,000
	4 Very Poor	0	\$0
	5 Unserviceable	0	\$0
	Total	100.00	\$1,160,000
Main Findings	<ul style="list-style-type: none"> The condition of most skate parks is good. 		
Future Actions	Short Term – Focus on increasing skate park quality and improving basic amenities and support facilities such as seating, shade and water taps/bubblers.		

Figure 27: Condition Rating - Skate Parks



LEVEL OF SERVICECustomer Research and Expectations:

Council conducted a comprehensive community consultation in 2013 to ascertain local skate park user needs to inform the provision of skate park facilities. From this consultation and a benchmarking exercise it was found that the provision of skate parks across the LGA was high when compared with benchmarks set by similar councils and the building of further skate parks in additional towns is not a priority. The key recommendation from this study was the construction of regional scale skate park facilities at West and East locations of the LGA. The capacity of Raymond Terrace and Nelson Bay skate parks is exceeded at peak times. Tomaree has the largest population of persons aged 5-24yrs. The area also has a thriving tourism industry, which adds to its importance. Raymond Terrace has the second largest population of persons aged 5-24yrs and additionally caters for surrounding towns.

Legislative Requirements

The Council's skate parks are required to comply with the following legislation to ensure the safety of those who use them:

- Local Government Act 1993;
- National Construction Codes and Australian Standards relevant to all aspects of building and construction. Specifications are provided where substantial works are being undertaken and are site specific.

Current Level of Service:

Council has nine skate parks within its Local Government Area. The skate parks are located at Anna Bay, Karuah, Mallabula, Medowie, Nelson Bay, Raymond Terrace (2), Seaham and Wallalong.

Desired Level of Service:

Council has a desired provision of one skate park for every 4,000 5-24 year olds.

Provision

Benchmarking of provisions in councils with similar attributes to Port Stephens has taken place. Two comparative Lower Hunter Councils have been provided who are best fit considering the local context. Benchmarking standards are shown in the table below:

Benchmarking - Multipurpose Skate Parks		
Council	Provision	Year
Port Stephens Council	One skate park for every 4,000 5-24 year olds	2018

Benchmarking - Multipurpose Skate Parks		
Council	Provision	Year
Maitland City Council	One skate park for every 2,984 5-24 year olds	2019
Cessnock City Council	One skate park for every 3,620 5-24 year olds	2019

Hierarchy

A hierarchy of Suburb and Regional Skate Park facilities has been established which will guide the development of each site. This will allow a minimum level of service to be defined and supporting infrastructure to be determined for each facility. The minimum standard of each facility forms the basis of what level of facility provision can be expected when utilising a facility.

Hierarchy - Skate Parks				
Hierarchy	Description	Factors	Facilities Provided	Comments
Regional	Regional skate parks are a destination for LGA residents and tourists. The user catchment for these facilities is the regional area and at the facilities anticipates high and continual use.	<ul style="list-style-type: none"> • A destination experience • A high quality, large skate park with a capacity of 50 participants • Caters for beginners through to advanced • Connectivity to a main road and parking • High population catchment/Town Centre • High and continual usage • Located in key tourism areas 	<ul style="list-style-type: none"> • Onsite car parking • Toilets • Lighting • Shade • Signage • Managed open space • Seating 	Nelson Bay and Raymond Terrace have been identified as locations requiring regional skate parks
District	District skate park user catchments are generally limited to the surrounding area. They	<ul style="list-style-type: none"> • A medium sized skate park with a minimum of capacity of 10 participants • District population catchment 	<ul style="list-style-type: none"> • Walking distance to residences • Signage • Seating • Local on street 	All skate parks are currently at District status

Hierarchy - Skate Parks				
Hierarchy	Description	Factors	Facilities Provided	Comments
	may see increased demand during school holidays.		overflow parking <ul style="list-style-type: none"> Managed open space 	

FUTURE DEMAND

Skateboarding, scooters, rollerblading and BMX riding are popular recreational sports for young people. Local government bodies throughout Australia are experiencing increasing pressure to provide skate park facilities in order to meet the growth in skateboarding popularity and to solve conflict issues, which arise between skate park users, business and property owners, and the general community.

Skate parks aim to improve community well-being through encouraging families and youth to engage in an active, outdoor recreation different to mainstream activities. Skate parks can foster the building of social and interpersonal skills as users interact and become involved with their community. Providing skate facilities encourages skaters to move off roads, footpaths and shopping areas, where they present a danger to themselves and the general public.

Key Drivers

The majority of skate park users are in the 5-24 year age group. Whilst the population continues to increase, predicted growth in the 5-24 year age group is low. In the 2012 there was 17,283 5-24 year olds. This is predicted to increase to only 19,626 by 2032 (Source: REMPLAN and AEC Group).

This slight predicted population increase will generate a focus on skate park quality and appropriate site locations rather than an increase in skate park numbers.

High visitor rates have seen an increase in the demand for community infrastructure in key tourism areas, especially on the Tomaree Peninsula. Tomaree skate parks in peak tourism season are an attraction for families visiting the area.

Skateboard, scooter, BMX and rollerblade participation trends will drive future skate park use and demand. According to an ABS survey conducted in 2012, children's participation in active recreational activities had increased since 2009. The proportion of children skateboarding, rollerblading or riding a scooter has risen from 49% in 2009 to 54% in 2012.

This information demonstrates that skateboard, scooter, BMX and rollerblade participation rates are increasing and user demand for skate park facilities will continue.

Supply versus Standards

Using the provision of one facility for every 4,000 young people, there will continue to be a surplus even in 2032; however, the dispersed settlement pattern makes it more important to have strategically positioned facilities across the area.

Current Supply versus Provision Standard

Current Supply vs Provision Standard – Skate Parks					
	2015	2017	2022	2027	2032
Projected Population of 5 to 24 Years	15,767	17,467	17,986	18,764	19,626
Benchmark Demand	3.9	4.1	4.5	4.7	4.9
Supply	8	9	9	9	9
Surplus/shortage of skate parks	4.1	4.9	4.5	4.3	4.1

This benchmark standard was selected as a base number but should be considered in the context of the dispersed settlement pattern and limited access to public transport and/or their own private vehicle for the targeted age group. Although applying the standard indicates a significant surplus a greater number of facilities would be required to achieve equitable access for the community. It should also be noted that there is no facility in the Fern Bay/Fullerton Cove catchment, however developer contributions are collected for skate parks and provided to Newcastle Council which has a facility at Stockton.

Future State

The age and quality of skate parks vary across the LGA. As the skate parks move through the asset lifecycle, strategic decisions on renovations, replacements and consolidations will need to be made. The locations of the skate parks will be assessed in line with the key drivers to determine if they are still relevant for the current and future needs of the surrounding community.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

Council's adopted standards for community and recreation facilities have been used to establish criteria for the creation or acquisition of skate parks. As there is an ongoing surplus of facilities in accordance with the standards there is no need for

any future acquisitions. It has been identified that two skate parks will need to be upgraded to regional facilities into the future.

Operations/Maintenance Plan

Asset maintenance is performed reactively when issues arise as well as being determined by the regular, planned maintenance process. These structures and equipment all have 10-year lifecycle costs.

Condition and Performance Monitoring

Condition inspections on the structures are undertaken every two years and are used to assess the management of these assets. These facilities are designed to be robust and to require limited maintenance.

Rehabilitation/Renewal/Replacement Plan

Proposed rehabilitation and renewal works are identified in condition reports, which also inform the timing and implementation of the Skate Park Management Program.

Funded works are listed in the Capital Works Program.

Consolidation/Disposal Plan

There is no plan to consolidate or dispose of these assets.

Risk Plan

Skate parks are ensured under Council's Public Liability Insurance policy. Risk is managed through a detailed inspection of all facilities undertaken biannually by staff. Inspections are also undertaken by staff carrying out maintenance in the parks or when a customer request is received.

Risk Controls - Skate Parks		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that non-compliant skate parks are in service leading to injury of users.	<ul style="list-style-type: none"> Continue regular inspections for condition rating. Ensure funding remains available for maintenance. 	Low
There is a risk that the condition of skate parks will change rapidly with abuse leading to failure of the asset or injury to the user.	<ul style="list-style-type: none"> Continue to undertake inspections for condition rating. Any hazards will be prioritised and undertaken either as Priority Maintenance or listed and undertaken as Programmed Maintenance. Undertake urgent works immediately as soon as resources are available. 	Low

Financial/Budget Summary

- Capital

The most recent capital upgrades include the new Tilligerry Skate Park. Proposed future capital works are scheduled through condition inspections.

- Recurrent:

Funding for reactive and programmed maintenance is allocated in the Public Domain and Services section of Council and works are prioritised using Council's risk matrix. The reactive and programmed maintenance works are determined through Council asset inspections and the customer request system.

Plan Improvement and Monitoring

New systems are being developed to improve data on asset management including a greater emphasis on proactive data collection, works and future financial forecast.

Summary

Based on the benchmark study, Port Stephens Council currently has an adequate number of skate parks, now and into the future. Due to adequate provisioning of skate parks, Council will focus on increasing skate park quality and improving basic amenities and support facilities such as seating, shade and water taps/bubblers.

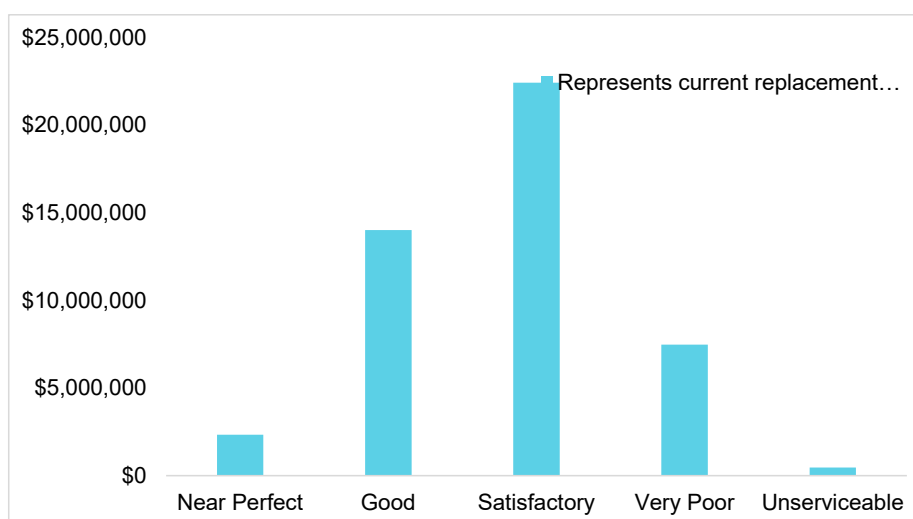
Sports Facilities

Asset Holdings	<p>45 sportsground/fields (183.2 hectares), 51 tennis courts, 26 netball courts, 3 croquet courts, 67 amenities buildings and one golf course (63.7 hectares).</p> <p>Building components:</p> <ul style="list-style-type: none"> • Exterior Works – Retaining walls, fencing, signage, landscaping. • Exterior Fabric – Access stairs and ramps, roof, external walls, windows, external doors. • Interior Finishes – Floors, ceilings, joinery, linings, fixture and fittings • Services – Hydraulic, mechanical, fire, electrical, security. <p>Open Space components:</p> <ul style="list-style-type: none"> • Sports grounds/fields; • Tennis courts, netball courts; • Crickets nets; • Storages; • Shelters;
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	<ul style="list-style-type: none"> Croquet, bocce, softball, BMX tracks, grandstands, light towers, fences, car parking, subsurface drainage and irrigation. 		
Desired Level of Service Statement	<p>Council has a desired provision of 1.55 hectares of sports facilities for every 1,000 people.</p> <p>For court sports facilities the desired levels of service are:</p> <ul style="list-style-type: none"> Netball Court – 1:3,000 Tennis Court – 1:1,800 Croquet Court – 1:40,000 		
Available Data	Fair Value as at 30 June 2018 (Buildings Assets), Fair Value as at 30 June 2019 (Open Space Assets), condition inspection reports, asset management plans/reports, Recreation Strategy.		
Last Condition Survey	2020		
General Assessment of Condition	Condition Rating	% Assets	\$CRC
	1 Near Perfect	5	\$2,335,155
	2 Good	32	\$14,944,996
	3 Satisfactory	46	\$21,483,432
	4 Very Poor	15	\$7,005,467
	5 Unserviceable	2	\$934,065
	Total	100.00	\$46,703,115
Main Findings	<ul style="list-style-type: none"> The overall condition of facilities is good to satisfactory. Boomerang Park Amenities, Jack Johnson Trotting Stables, Karuah Tennis Amenities, Korora Oval Amenities, Medowie Tennis Clubhouse, Soldiers Point Yacht Squadron, Soldiers Point Tennis, Tanilba Bay Sailing Club amenities, Williamstown Oval Amenities and Williamstown Tennis Amenities were deemed in very poor condition. 		
Future Actions	<ul style="list-style-type: none"> Short term – Infrastructure renewals at Salamander Sports Complex and Brandon Park (Seaham) Short Term – New amenities building at Yulong Oval (Medowie). Medium – Development of an indoor sports strategic plan. Long Term - Infrastructure renewals at Korora Oval (Salamander Bay), Tomaree Sports Complex, and Bill 		

	<p>Strong Oval (Nelson Bay) and Jack Johnson Trotting Club (Raymond Terrace).</p> <ul style="list-style-type: none"> Long term – Implementation of the Ferodale Sports Complex, King Park Sports Complex and Tomaree Sports Complex master plans. Long term – Determine funding strategy for Anna Bay Recreation Area through agreement with planned developments.
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Figure 28: Condition Rating - Sports Facilities



LEVEL OF SERVICE

Customer Expectations

Council's 2021 Customer Satisfaction Survey showed an aggregated satisfaction score of 89% for sport and recreation facilities. This shows that the community is generally satisfied with the current number and level of service provided for sport facilities.

Legislative Requirements

The Council's sporting facilities are required to be designed in accordance with the following:

- Local Government Act 1993
- Australian Standards
- National Construction Codes and Australian Standards relevant to all aspects of building and construction. Specifications are provided where substantial works are being undertaken and are site specific

Current Level of Service

Council administers a very successful structure of Sports Councils within the LGA. There are four local Sports Councils made up of representatives from local sport clubs, schools, special interest groups, elected Councillors and community representatives. Sports Councils are the formal consultation link between Council, various government departments and the sporting community. They assist with the coordination of a range of needs such as facility planning and development, resource allocation and facility use.

As well as providing the broader community with a range of opportunities to be involved in the decision-making processes within Council, Sports Councils:

- assist with strategic planning;
- provide education and training to members;
- provide a mechanism for community consultation/advice;
- promote sport and recreation;
- organise Sports Development Levy setting and facility bookings;
- plan facility development; and
- prioritise and fund improvements.

Council and its four Sports Councils have for some time had the approach of providing large scale multi-use facilities that are centrally located to service the entire population. Examples include the development of facilities such as King Park Sports Complex, Ferodale Sports Complex, Mallabula Sports Complex and Tomaree Sports Complex. These facilities all provide for multiple users and are large enough to accommodate large sporting events.

Desired Level of Service

Council has a desired provision of 1.55 hectares of sports facilities for every 1,000 people.

For court sports facilities the desired levels of service are:

- Netball Court – 1:3,000
- Tennis Court – 1:1,800
- Croquet Court – 1:40,000

Provision

Benchmarking of provisions in councils with similar attributes to Port Stephens has taken place. Two comparative Lower Hunter Councils have been provided who are best fit considering the local context. Benchmarking standards are shown in the table below:

Benchmarking - Sports Facilities		
Council	Provision	Year
Sports Facilities		
Port Stephens Council	1.55 hectares for every 1,000 people	2018
Lake Macquarie City Council	1.4 hectares for every 1,000 people	2019
Maitland City Council	1.46 hectares for every 1,000 people	2019
Netball Court		
Port Stephens Council	One netball court for every 3,000 people	2018
Lake Macquarie City Council	One netball court for every 2,049 people	2019
NSW Department of Planning	One netball court for every 3,000 people	2009
Tennis Court		
Port Stephens Council	One tennis court for every 1,800 people	2018
Lake Macquarie City Council	One tennis court for every 2,071 people	2019
Tennis NSW	One tennis court for every 1,500 people	2010
Croquet Court		
Port Stephens Council	One croquet court for every 40,000 people	2015
Coffs Harbour Council	One croquet court for every 45,000 people	2011
Port Macquarie Hastings Council	One croquet court for every 35,000 people	2011

Hierarchy

A hierarchy of Regional, District and Local facilities has been established which will guide the development of each site. This will allow a minimum level of service to be defined and supporting infrastructure to be determined for each facility. The minimum standard of each facility forms the basis of what level of facility provision can be expected when utilising a facility.

- **Regional**

Regional facilities are a major location for residents and visitors. The user catchment for these facilities extends to a region, requires multi-use, and aims to attract large state or national events to the region.

- District

District facilities provide a location for minor recreation activity. The user catchments for these facilities are generally limited to the surrounding area, however they may act as an overflow when demand for Regional facilities exceeds capacity.

- Local

Local facilities provide for local use. The user catchments for these activities are limited and specific.

Hierarchy - Sports Facilities			
Hierarchy	Description	Facilities provided	Proposed facilities
Regional	Regional facilities are a main location for residents and tourist activity. The user catchment for these facilities extends to a region and they anticipate high and continual use.	<ul style="list-style-type: none"> • Cater for multiple sports • Amenities building with a minimum of four change rooms or multiple amenities buildings at a complex • Tiered seating or raised spectator areas. • Sealed car parking with capacity for over 100 cars 	<ul style="list-style-type: none"> • As shown in the Sports Facilities Management Program
District	District facilities are provided at a location for minor resident and tourist activity. The user catchments for these facilities are generally limited to the surrounding area. However they may act as an overflow when demand at Regional facilities exceeds capacity.	<ul style="list-style-type: none"> • Cater for multiple sports • Amenities building with a minimum of four change rooms or multiple amenities buildings at a complex • Sealed car parking with capacity for over 50 cars 	<ul style="list-style-type: none"> • As shown in the Sports Facilities Management Program
Local	Local facilities provide for local activities and access.	<ul style="list-style-type: none"> • Cater for specific sports 	<ul style="list-style-type: none"> • As shown in the Sports Facilities

Hierarchy - Sports Facilities			
Hierarchy	Description	Facilities provided	Proposed facilities
	The user catchments for these activities are limited and specific.	<ul style="list-style-type: none"> Amenities building Car parking 	Management Program

Facility Component	Regional	District	Local
Buildings and Amenities	<ul style="list-style-type: none"> Large quality clubhouse building including changing rooms, showers, toilets, referees room, kitchen and kiosk, social/ community room, storage areas administration area Accessible public toilets 	<ul style="list-style-type: none"> Clubhouse building including changing rooms, showers, toilets, referees room, kitchen and kiosk, social/ community room, storage areas administration area Accessible public toilets 	<ul style="list-style-type: none"> Small clubhouse building including changing rooms, showers, toilets, referees room, and administration area Accessible public toilets
Other Recreational Facilities	<ul style="list-style-type: none"> Playground with shade structure where appropriate Exercise equipment Skate park or BMX Bike and scooter circuits or paths Other facilities e.g. tennis hit up wall, half courts, parkour 	<ul style="list-style-type: none"> Playground with shade structure where appropriate Exercise equipment Skate park or BMX Bike and scooter circuits or paths Other facilities e.g. tennis hit up wall, half 	<ul style="list-style-type: none"> Exercise equipment Skate park or BMX Bike and scooter circuits or paths

		courts, parkour	
Pathways and Connections	<ul style="list-style-type: none"> • 3m wide shared pathways 	<ul style="list-style-type: none"> • Walking paths (minimum 2m) 	<ul style="list-style-type: none"> • May not include pathways
Supporting Infrastructure	<ul style="list-style-type: none"> • Scoreboard • Spectator seating • Seating, tables, shelters and BBQs • Bins • Water drinking fountain • Bike racks • Car parking • Reserve fencing 	<ul style="list-style-type: none"> • Scoreboard • Spectator seating • Seating, tables and shelters • Bins • Water drinking fountain • Bike racks • Car parking 	<ul style="list-style-type: none"> • Seating • Bins
Landscape	<ul style="list-style-type: none"> • Shade trees • High quality fields with markings and excellent drainage 	<ul style="list-style-type: none"> • Shade trees • High-medium quality fields with markings and good drainage 	<ul style="list-style-type: none"> • Shade trees
Signage	<ul style="list-style-type: none"> • Interpretive, regulatory and way finding signage • Site specific art work or features 	<ul style="list-style-type: none"> • May not be included and merit based approach • Interpretive, regulatory and way finding signage 	<ul style="list-style-type: none"> • May not be included and merit based approach • Interpretive, regulatory and way finding signage

FUTURE DEMAND

Council is committed to the provision of quality leisure and recreation opportunities, and recognises the value of accessibility and participation to enhance quality of life for the individual and the community.

Key Drivers

Sport and recreation activities attract investment; support local sport and recreation businesses; and provide spaces for major events, attracting tourists and visitors to boost local economies.

Participation rates: The participation trends in sport generally indicate an increase. Along with population growth, it is expected that demands on facilities will continue to increase. Participation increases are expressed in a number of ways:

- More casual and unstructured participation with numbers of participants increasing at a greater rate than members of clubs/competitions;
- Evidence that non-organised participation is higher than organised, with participation in organised/structured sport being higher for males than females;
- The number of females participating in sports that have been primarily male dominated is increasing as shown by the development of sports such as league tag.

Supply versus Standard

Using the provision of 1.55 hectare of sports facilities for every 1,000 people there will continue to be a surplus in 2032. This only means that Council has sufficient land dedicated to this function although there may need to be improvements or construction of new fields at the existing facilities to continue to be able to cater for the expanding population. Of the court specific sports catered for only netball and tennis show a shortage in 2022 and 2032 respectively.

Current Supply versus Provision Standard

Current Supply vs Provision Standard - Sporting Facilities					
	2016	2021	2026	2031	2036
Projected Population	69,556	74,324	77,310	80,018	84,899
Benchmark Demand	107.8	115.2	119.8	124	131.6
Existing Supply	183.2	183.2	183.2	183.2	183.2
Surplus/Shortage	75.4	68	63.4	59.2	51.6

Current Supply vs Provision Standard - Netball Courts					
	2016	2021	2026	2031	2036
Projected Population	69,556	74,324	77,310	80,018	84,899
Benchmark Demand	23.2	24.8	25.8	26.7	28.3
Existing Supply	28.0	26.0	26.0	26.0	26.0
Surplus/Shortage	4.8	1.2	-0.2	-0.7	-2.3

Current Supply vs Provision Standard - Tennis Courts					
	2016	2021	2026	2031	2036
Projected Population	69,556	74,324	77,310	80,018	84,899
Benchmark Demand	38.6	41.3	43	44.5	47.2
Existing Supply	51.0	51.0	52.0	52.0	52.0
Surplus/Shortage	12.4	9.7	9	7.5	4.8

Current Supply vs Provision Standard - Croquet Courts					
	2016	2021	2026	2031	2036
Projected Population	69,556	74,324	77,310	80,018	84,899
Benchmark Demand	1.7	1.9	1.9	2	2.1
Existing Supply	2.0	3.0	3.0	3.0	3.0
Surplus/Shortage	0.3	1.1	1.1	1	0.9

Future State

As the population grows and ages it is likely to place further pressure on the existing facilities. As noted previously there is sufficient supply of open space dedicated for sporting purposes although there will need to be expansion of fields as well as upgrades to existing surfaces to cater for this increased population.

Port Stephens is a desirable tourist destination close to major cities which makes it an attractive area to host sporting events. It is important that Council's regional sporting facilities can continue to cater for sporting events, particularly mass participation events, to ensure Port Stephens remains an attractive sporting event destination

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

There are currently no plans for the acquisition of further land for sporting facilities.

Master Plans for the Tomaree Sports Complex, Ferodale Sports Complex and King Park Sports Complex will also guide the expansion of these facilities into the future.

Operations/Maintenance Plan

Asset maintenance is performed reactively. The building structures, sports surfaces and equipment all have 10 year life cycle costs.

Condition and Performance Monitoring

Condition inspections are undertaken every two years and are used to inform the management of Sports Facilities assets.

Rehabilitation/Renewal/Replacement Plan

Proposed rehabilitation and renewals works are identified in condition rating reports, which also inform the timing and implementation of the Sports Facilities Management Program.

Proposed funded works are listed in the Capital Works Program.

Consolidation/Disposal Plan

Sport facilities land that is deemed as excess to the standards and demand will be treated as surplus property. At present there are no plans to dispose of any of these land assets.

Risk Plan

Amenities are insured under Council's public liability insurance policy. Risk is managed through a detailed inspection of all aspects of the buildings undertaken annually by staff. There is a high frequency of maintenance issues reported by the community which are prioritised and scheduled for maintenance. Cleaning staff also undertake periodic inspections when they are carrying out duties on site, with an agreement to identify any issues that may present a risk.

Risk Controls - Sports Facilities		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that components of the building do not meet the current Building Code for mandatory requirements – fire safety, electrical systems, switchboard rooms, etc leading to public safety risk to users.	<ul style="list-style-type: none"> Identify the gaps to bring the buildings up to standard. Cost the works. Prioritise works based on risk. 	High
There is a risk that material containing asbestos is present in the buildings leading to potential exposure by users.	<ul style="list-style-type: none"> Document the buildings potentially containing asbestos material. Test these buildings for asbestos and residual asbestos. Remove or isolate the asbestos from the building. Monitor the condition of the building for the presence of asbestos. Educate users and workers about the presence and management of asbestos-containing material. Develop site specific management plans. 	Medium

Risk Controls - Sports Facilities		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that the building does not comply with working at heights systems such as anchor points and walkways, leading to injury to workers while undertaking work at heights.	<ul style="list-style-type: none"> Install working at heights systems on buildings that require known frequent working at heights for the purpose of accessing utilities such as AC units, box gutters, etc. Create a program to install and fund working at heights systems on these buildings. For all other buildings and buildings without anchor points, utilise the works practice risk assessments before and during the works. Undertake annual certification of installed anchor points. 	Medium
There is a risk that works may be carried out on the building without Council's knowledge leading to damage to the building and or exposing the users to unknown risks.	<ul style="list-style-type: none"> Review licensing agreements with the tenants to ensure that all understand that Council must be notified and consent to any proposed works. 	Low
There is a risk that the field lighting does not meet required illumination (lux) standards for intended usage leading to personal injury.	<ul style="list-style-type: none"> Inspect the lighting to determine the gaps in illumination. Create a prioritised works program based on risk. 	Low

Financial/Budget Summary

- Capital

The most recent capital works included the new amenities buildings at Tomaree Sports Complex (Bruce Scott Pavilion), Boyd Oval (Medowie) and Stuart Park (Hinton). Plus facility upgrades at Salamander Sports Complex and Brandon Park. Proposed future capital works are scheduled through biennial condition inspections.

- Recurrent/Operational

Funding for reactive and programmed maintenance is allocated in the Public Domain and Services section of Council and works are prioritised based on Council's risk matrix. The reactive and programmed maintenance works are determined through Council's asset inspection and the customer request systems.

Plan Improvement and Monitoring

New systems are being developed to improve data on asset management including a greater emphasis on proactive data collection, works and future financial forecast.

Summary

The standards indicate sufficient supply of land dedicated to sporting facilities for the future; however, improvements to the existing facilities will need to be closely monitored to ensure that they can handle the increased load that higher populations will bring. Development of facilities such as Ferodale Sports Complex and Tomaree Sports Complex that have additional available land to allow expansion should be planned for and scoped to allow the facilities to be available and funded when required by the increased population.

Surf Lifesaving Facilities

Asset Holdings	<p>Five buildings including Birubi Surf Club, Birubi Café/Residence, One Mile Lifeguard Facility, Fingal Bay Surf Club and Fingal Bay Café/Residence.</p> <p>Building components:</p> <ul style="list-style-type: none"> • Exterior Works – Retaining walls, fencing, signage, landscaping. • Exterior Fabric – Access stairs and ramps, roof, external walls, windows, external doors. • Interior Finishes – Floors, ceilings, joinery, linings, fixture and fittings • Services – Hydraulic, mechanical, fire, electrical, security. <p>Other components/assets:</p> <ul style="list-style-type: none"> • Rescue equipment ie. rescue tubes, boards, flags, poles, and signage.
Desired Level of Service Statement	One lifesaving club for every 30,000 people

Available Data	Fair Value as at 30 June 2018, condition inspection reports, asset management plans/reports, Australian Surf Lifesaving's Port Stephens Beach Audit.		
Last Condition Survey	2022		
General Assessment of Condition	Condition Rating	% Assets	\$CRC
	1 Near Perfect	0	\$0
	2 Good	100	\$10,895,000
	3 Satisfactory	0	\$0
	4 Very Poor	0	\$0
	5 Unserviceable	0	\$0
	Total	100.00	\$10,895,000
Main Findings	<ul style="list-style-type: none"> The Surf Lifesaving Facilities are all in Good condition. 		
Future Actions	<ul style="list-style-type: none"> Short Term – Replacement of air conditioning units at Birubi Surf Club. There is no requirement for building replacement or acquisition in the next 10 years. 		

Figure 29: Condition Rating - Surf Lifesaving Facilities



LEVEL OF SERVICECustomer Expectations

Customers (both visitors and residents) expect facilities that provide surf lifesaving services for beach goers to prevent drowning, as well as to promote and educate the public on water safety. There is also an expectation for these facilities to provide amenities, food and beverage outlets as well as spaces for functions or events. These additional facilities assist in creating sustainable surf clubs over the long term.

Legislative Requirements

The Council's Surf Lifesaving Facilities are required to comply with the following legislation to ensure safety of those who use the beaches:

- National Construction Codes and Australian Standards relevant to all aspects of building and construction. Specifications are provided where substantial works are being undertaken and are site specific.
- Australian Standards as recommended by Australian Surf Lifesaving's Port Stephens Beach Audit.

Current Level of Service:

Council provides three surf lifesaving facilities being the Birubi Surf Lifesaving Club, Fingal Bay Surf Lifesaving Club and the One Mile Beach Surf Lifeguard Facility. They all provide facilities for professional lifeguarding during the summer months while the facilities at Birubi and Fingal Bay also cater for Surf Club activities, public amenities and café/restaurants.

Birubi Surf Lifesaving Club Birubi Surf Lifesaving Club was constructed in 2013 and is the home of the Birubi Point SLSC. The club was formed in 1993 to protect swimmers at Birubi Point.	
Facilities provided	<ul style="list-style-type: none"> • Volunteer and Professional lifeguard services available during summer season (October – April) • Amenities • Kiosk/café • Caretaker facilities • Lifeguard tower • Car parking
Fingal Bay Surf Lifesaving Club Fingal Bay Surf Lifesaving Club was constructed in 2012 and is the home of the Fingal Beach SLSC.	

Facilities provided	<ul style="list-style-type: none"> • Volunteer and Professional lifeguard services available during summer season (October – April) • Amenities • Kiosk/café • Restaurant • Caretaker facilities • Lifeguard tower • Car parking
One Mile Beach Lifeguard Facility One Mile Beach Lifeguard Facility was constructed in 2017 and provides storage and amenities for the professional lifeguard service at One Mile Beach.	
Facilities provided	<ul style="list-style-type: none"> • Volunteer and Professional lifeguard services available during summer season (October – April) • Lifeguard amenities

Desired Level of Service:

Council has a desired provision of one lifesaving club for every 30,000 people.

Provision

Benchmarking of provisions in councils with similar attributes to Port Stephens has taken place. Two comparative Lower Hunter Councils have been provided who are best fit considering the local context. The PSC benchmark standard was selected in consideration of the topography of the beaches to be serviced and their capacity to be utilised by users of the beach. Benchmarking standards are shown in the table below:

Benchmarking - Surf Lifesaving Facilities		
Council	Provision	Year
Port Stephens Council	One surf lifesaving facility for every 30,000 people	2018
Lake Macquarie City Council	One surf lifesaving facility for every 50,212 people	2019
MidCoast Council	One surf lifesaving facility for every 12,900 people	2019

FUTURE DEMAND

The Council area is expected to continue to grow as a tourist destination and the provision of water safety to allow visitors and residents the opportunity to swim at a patrolled beach is a large part of the attraction for visitors. All surf lifesaving facilities are in great condition.

Key Drivers

Tourism numbers are expected to increase in the Port Stephens area in future years. Recent investigations of tourist activities in the Port Stephens region by Tourism Research Australia indicate a large portion of visitor's access water related activities.

The water forms a large part of the Port Stephens culture with the tag line of the area being a "blue water wonderland". Being involved in surf lifesaving gives members an opportunity to develop skills and knowledge in a variety of different areas. The core intent of members is 'saving lives in the water' and this is predominately a lifesaving focus. The skills and knowledge developed as a lifesaver are not only for use within Surf Life Saving, they are transferable to all aspects of everyday life.

Supply versus Standards

Using the provision of one facility for every 30,000 people indicates there is adequate supply still in 2036. This numerical standard should only be considered as a guide, but all open beaches are generally covered. It then becomes important that the type of facility provided should be of a standard to respond to additional beach users.

Current Supply versus Provision Standard

Current Supply vs Provision Standard - Surf Lifesaving Facilities					
	2016	2021	2026	2031	2036
Projected Population	69,556	74,324	77,310	80,018	84,899
Benchmark Demand	2.3	2.5	2.6	2.7	2.8
Existing Supply	3.0	3.0	3.0	3.0	3.0
Surplus/Shortage	0.7	0.5	0.4	0.3	0.2

Future State

The Birubi, Fingal Bay and One Mile facilities are all in good condition and there will be no need for additional facilities. However, after 2032 close monitoring will need to occur regarding capacity of support facilities such as public amenities.

LIFECYCLE MANAGEMENT PLANCreation/Acquisition/Augmentation Plan

Council's adopted standards have been used to establish a base understanding as to the appropriateness of the facilities provided. No additional facilities are required.

Operations/Maintenance Plan

Although these structures are new the environment in which they are located is very harsh which requires a timely response to address any faults to ensure sound

lifecycle management. As a result a programmed maintenance schedule is in place for Council's assets.

Condition and Performance Monitoring

Condition inspections are undertaken every two years and are used to assess the management of Surf Lifesaving assets.

Rehabilitation/Renewal/Replacement Plan

Proposed rehabilitation and renewal works are identified in condition reports which also inform the timing and implementation of the Surf Lifesaving Facilities Management Program.

Proposed funded works are listed in the Capital Works Program.

Consolidation/Disposal Plan

There are no plans to consolidate or dispose of surf clubs.

Risk Plan

Surf clubs/amenities are insured under Council's Public Liability Insurance policy. Risk is managed through a detailed risk inspection of all aspects of the buildings undertaken annually by staff and management committees. Inspections are also undertaken by trades' staff when carrying out maintenance on any site.

Risk Controls - Surf Lifesaving Facilities		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that components of the building do not meet the current Building Code for mandatory requirements – fire safety, electrical systems, switchboard rooms, etc.	<ul style="list-style-type: none"> Identify the gaps to bring the buildings up to standard. Cost the works. Prioritise works based on risk. 	High
There is a risk that the building does not comply with working at heights systems such as anchor points and walkways, leading to injury to workers while	<ul style="list-style-type: none"> Install working at heights systems on buildings that require known frequent working at heights for the purpose of accessing utilities such as AC units, box gutters, etc. 	Medium

undertaking work at heights.	<ul style="list-style-type: none"> • Create a program to install and fund working at heights systems on these buildings. • For all other buildings and buildings without anchor points, utilise the works practice risk assessments before and during the works. • Undertake annual certification of installed anchor points. 	
There is a risk that works may be carried out on the building without Council's knowledge leading to damage to the building and or exposing the users to unknown risks.	<ul style="list-style-type: none"> • Review licensing agreements with the tenant to ensure that everyone understands that Council must be notified and approved about any proposed works. 	Low

Financial/Budget Summary

- Capital

The most recent capital works include a solar PV system at Fingal Bay Surf Club. Proposed future capital works are scheduled through biannual condition inspections.

- Recurrent

Funding for reactive and programmed maintenance is allocated in the Public Domain and Services section of Council and works are prioritised based on Council's risk matrix. The reactive and programmed maintenance works are determined through Council's asset inspection and the customer request systems.

- Operational

Council has a professional lifeguard contract for the provision of services, currently valued at \$476,500 and indexed for CPI annually.

Plan Improvement and Monitoring

New systems are being developed to improve data on asset management including a greater emphasis on proactive data collection, works and future financial forecast.

Summary

Recent years has seen substantial investment in this asset class. All facilities are in great condition into the future.

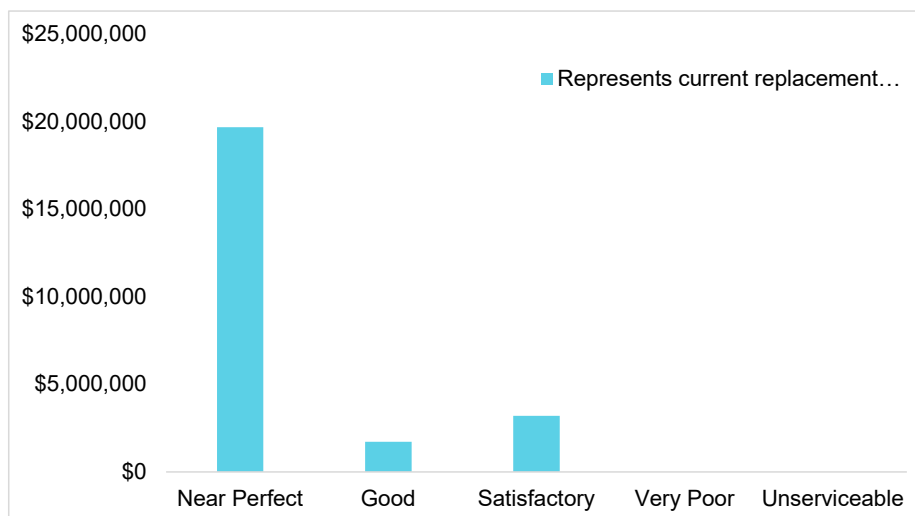
Lifecycle Management: Commercial Assets

Commercial Assets categories are listed in Table 1.

Administration Building

Asset Holdings	A large two storey municipal building in Raymond Terrace which comprises a total Net Lettable area of approximately 4,119 m ² . The building is constructed upon a parcel of land which is part of a larger lot of commercially zoned land that will be developed for commercial interests into the medium term.		
Desired Level of Service Statement	To provide an ancillary facility for the housing of Council's Administration operations and as a Civic building utilised by visitors.		
Available Data	Asset register, full condition report, a 20-year Lifecycle Cost plan, sustainability opportunities report, and space planning analysis.		
Last Condition Survey	September 2014		
General Assessment of Condition	Condition Rating	% Asset	\$CRC
	1 Near Perfect	80	\$19,663,200
	2 Good	7	\$1,720,530
	3 Satisfactory	13	\$3,195,270
	4 Very Poor	0	\$0
	5 Unserviceable	0	\$0
	Total	100	\$24,579,000
Main Findings	<ul style="list-style-type: none"> A well maintained building however some major assets are reaching the end of their usable life. Management of the building moved from Property Services to Community Assets in December 2020. New systems and updating data systems currently underway. 		
Future Actions	<ul style="list-style-type: none"> Internal refurbishment to coincide with the proposed Raymond Terrace depot relocation/refurbishment. 		

Figure 30: Condition Rating - Administration Building



LEVEL OF SERVICE

Customer Research and Expectations

Expectations relating to management of the Administration Building include funding capacity, public perception, operational functionality and staff growth, organisational regulation and legislation.

Legislative Requirements

The Council's Administration Building is required to be designed, managed and maintained in accordance with the following Australian Standards:

- Local Government Act 1993
- National Construction Codes and Standards
- Work Health and Safety Act 2011
- Work Health and Safety Regulation 2011

Current Level of Service

This building is an operational asset and is managed with a primary focus on compliance, public amenity, and cost effectiveness to ensure a safe working environment for staff and the public. The asset generally continues to provide an acceptable level of performance in regards to meeting current service requirements. However, as staffing levels have increased through 2019, it is clear that the current layout does not present an efficient operational layout. As a result, options for upgrades are currently being investigated and costed so that Council and the budget

process can be fully informed before commencing any work. Building refurbishment investigations are progressing.

Desired Level of Service

Council has a desire to continue to provide quality municipal accommodation and facilities at the Administration Building. Works are currently under way to find more effective and functional methods of utilising the current space and to better provide these services.

FUTURE DEMAND

The highest impact item that influences demand on this asset is the availability of accommodation. The Administration Building accommodates 52% of Council's total permanent staff (279 employees) as at 31 December 2019.

Key Drivers

The drivers for the provision of accommodation at this site are staffing numbers and public space requirements.

Future State

Staff numbers are expected to hold into the future and new technological advances and research into better use of existing space will provide flexibility to improve the municipal function and amenity of the asset.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

The Administration Building is currently facilitating the requirements of staff and visitors. There is no proposed need for acquisition of additional administration facilities in the short to medium term. The building occupies part of a site legally identified as Lot 1 in DP 81992 which is approximately 16,349 m², however, the balance of the site is likely to be utilised for future subdivision and redevelopment at some time into the future.

Operations/Maintenance Plan

A programmed maintenance schedule is in place for Council's assets. When a fault or breakdown occurs with an asset, reactive maintenance is performed, to allow the asset to perform its intended function. The building structures, fixed plant and equipment all have 10 year lifecycle costs.

Condition and Performance Monitoring

With the recent move to Community Assets, condition inspections are proposed to be undertaken every two years and used to assess the management of Corporate

Assets. The assessment informs what is required for the assets to be managed in the most cost effective and sustainable manner.

Rehabilitation/Renewal/Replacement Plan

Proposed rehabilitation and renewals works are identified in condition rating reports, which also inform the timing and implementation of the Management Program.

Consolidation/Disposal Plan

There is no proposed consolidation or disposal plan in place for the Administration Building as the building is deemed fit for purpose and continues to fulfil requirements.

Risk Plan

Risk Controls - Administration Building		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that non-compliant services within the building could lead to breaches in legislative provisions.	<ul style="list-style-type: none"> Regular compliance programs are in place to ensure compliance. Continue regular maintenance inspections as per the Asset Inspection program to check for changes in condition. 	Medium
There is a risk that poor space management will lead to functional obsolescence of some areas of the accommodation.	<ul style="list-style-type: none"> Continue to proactively manage the space design in accordance with best practice and current trends. 	Low
There is a risk that Contractors or others within the building could be injured as a result of non-compliance with WHS legislation.	<ul style="list-style-type: none"> Continue to ensure vigilance in management of onsite contractors and others while performing works within the asset. 	Low

Financial/Budget Summary

- Capital

The most recent capital works includes an additional 112Kw of solar PV on the roof to supplement the existing 99Kw system.

- Recurrent/Operational

Funding for reactive maintenance has been reallocated to the Public Domain and Services Section. Maintenance activities are directed to the Public Domain and Services Section and prioritised on Council's risk matrix. The reactive and programmed maintenance works are programmed through Council asset inspections and the customer request system.

Plan Improvement and Monitoring

New systems are being developed to improve data on asset management including a greater emphasis on proactive data collection, works and future financial forecast.

Summary

The Administration Building is serviced and managed in accordance with this plan and will continue to serve well as a civic asset and headquarters for the operations of Council.

Investment Property Portfolio

Asset Holdings	Currently Council has eleven investment properties: 1. 49 William Street, Raymond Terrace NSW 2324 2. 113 Beaumont Street, Hamilton NSW 2303 3. 528 Hunter Street, Newcastle NSW 2300 4. 42 William Street, Raymond Terrace NSW 2324 5. 57-59 Port Stephens Street, Raymond Terrace 2324 6. 44 William Street, Raymond Terrace NSW 2324 7. 46 William Street, Raymond Terrace NSW 2324 8. 48 William Street, Raymond Terrace NSW 2324 9. 72 Port Stephens Street, Raymond Terrace NSW 2324 10. 29 Sturgeon Street, Raymond Terrace NSW 2324 11. 36A Ferodale Road, Medowie NSW 2318		
Desired Level of Service Statement	To maintain the properties' profitability in order to be able to attract and retain suitable and sustainable tenants. It is considered that the assets meet the current required Level of Service, which is tied directly to the commercial lease agreements in place.		
Available Data	Condition reports, title description and property history.		
Last Condition Survey	2022		
	Condition Rating	% Assets	\$CRC
	1 Near Perfect	0	\$0

General Assessment of Condition	2	Good	27	\$16,680,000
	3	Satisfactory	64	\$8,000,000
	4	Very Poor	9	\$2,900,000
	5	Unserviceable	0	\$0
		Total	100.00	\$27,580,000
Main Findings	The majority of the assets (91%) are rated at Good or Satisfactory. Notwithstanding this rating a proportion will require upgrade or replacement over the short to medium term.			

Figure 31: Condition Rating - Investment Property Portfolio

**LEVEL OF SERVICE**Customer Research and Expectations:

Currently the portfolio meets the objectives of each of its customers. Regular feedback is gained in consultation with tenants and or respective property managers.

Legislative Requirements

The management of the portfolio is subject to a number of legislative requirements, the most relevant of which are:

- The Conveyancing Act 1919
- The Retail Leases Act 1994
- The Real Property Act 1900
- Building Code of Australia
- Environmental Planning and Assessment Act 1979

Current Level of Service

In general terms, the assets meet or exceed the expectations of the existing customers.

Desired Level of Service

Upgrades have been planned as detailed under Investment Property Portfolio – Management Plan below and these will ensure that the capital value of the assets continues to grow.

It is imperative for the portfolio returns to continue so that Council can attract and retain core commercial tenants.

Standards

Commercial leasing is a dynamic market driven by competing offerings, technological change, and the effective management of the level of investment in the market, which in broad terms governs supply and demand. Standards and benchmarking in the industry relate primarily to the quality of the offerings and the vacancy rate.

Council's portfolio is fully occupied: the office accommodation and premises can generally be described as B+.

FUTURE DEMANDKey Drivers

There are many drivers around the level of future demand for office accommodation in the Newcastle CBD. There have been significant additions to the availability and the quality of available stock over the last six to eight years, particularly with respect to the redevelopment of the Honeysuckle and the Wickham interchange.

A Grade office stock remains popular with strong demand, however this had an adverse effect on the B grade commercial buildings. More A grade stock is expected to come online in the next 12 months and together with the popularity of flexible working arrangements, double digit vacancy rates are being experienced through the available B grade spaces.

Future State

Strategically, the asset management initiatives for the portfolio have recognised the need for a balance between infrastructure renewal and the projected uplift in values and the need to be able to take advantage of potential divestment opportunities as and when they arise.

All asset maintenance is funded by the income stream generated and there is also a need to protect that income from being eroded. Notwithstanding this, in general terms infrastructure upgrades will add value.

As detailed under 2022 Condition Rating – Property Investment Portfolio 9% of the assets are rated as Very Poor and will require capital funding to bring them to a satisfactory condition rating.

LIFECYCLE MANAGEMENT PLANCreation/Acquisition/Augmentation Plan

There are currently no plans regarding creation or acquisition in respect to additions to the Property Portfolio. However, Council will remain diligent in respect of the markets to enable it to take advantage of potential opportunities for growth as they arise.

Operations/Maintenance Plan

A programmed maintenance schedule is in place for Council's assets.

Condition and Performance Monitoring

Annual monitoring of the condition and performance together with Work Health and Safety risks is in place for the portfolio.

The condition audit checks the asset condition, usability, safety, and compliance with relevant Australian Standards and Legislation. The results from these inspections are used to inform the update of maintenance works and capital works plans.

Rehabilitation/Renewal/Replacement Plan

Rehabilitation work is identified in condition reports which are undertaken on a regular basis. Funded works are listed in the Capital Works Program.

Consolidation/Disposal Plan

The property investment portfolio requires periodic review to maximise return and minimise the risk to Council. With the ever evolving globalising and integration of society, the economic demand for property changes. A number of factors are to be considered when reviewing the performance of a property, which can be both specific to Council and varied external factors at any given time.

Internal factors include the appetite for risk by the Elected Councillors, Executive staff, funding and budget requirements. This includes the need to maintain ongoing revenue streams to Council as well as capital gains from sales and development projects.

External factors may include prevailing tax and investment policies, global economic stability, accessibility of funding, investor confidence, and projected returns as compared to other types of investments.

To manage and minimise the risks associated with a commercial portfolio, the following is to be undertaken:

- Measure, benchmark and report on the portfolio performance, including vacancy rates, gross and net revenue
- Undertake regular reviews of economic conditions and market trends at local, state and national level, and
- Engage an external consultant to undertake an annual portfolio review.

Risk Plan

Management assesses financial risk on an ongoing basis while insurance risk is catered for under Council's industrial special risk and public liability policies while the

tenant attends to the daily WHS responsibilities. Matters arising, which are the responsibility of the landlord are addressed as a matter of highest priority and where necessary in negotiation with the tenant.

In relation to the Investment Property Portfolio, a number of risks have been identified which are common to all assets under the Strategic Property portfolio. These are being monitored and addressed in accordance with the availability of resources and the wider organisational program of works.

Risk Controls - Investment Property Portfolio		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that material containing asbestos is present in the buildings leading to the potential exposure of users.	<ul style="list-style-type: none"> Document the buildings with potential asbestos-containing material. Test these buildings for asbestos and residual asbestos. Remove or isolate the asbestos material from the building. Monitor the condition of the building(s) for the presence of asbestos. Educate users and workers about the presence and management of asbestos-containing material. Develop site-specific management plans. 	Medium
There is a risk that tenants occupying either single holdings or large floor plates of leased premises, will vacate and find a more competitive space, leading to the long-term vacancy of some premises.	<ul style="list-style-type: none"> Ensure that infrastructure is upgraded or replaced as it reaches the end of its functional life. 	Medium
There is a risk that the buildings do not comply with working at heights systems such as anchor points and walkways, leading to the potential injury of workers while undertaking work at heights.	<ul style="list-style-type: none"> Working at heights systems installed on buildings where required for the purpose of accessing utilities such as AC units, box gutters, etc. Implement compliance matrix for all buildings in the portfolio. Undertake annual certification of installed anchor points. 	Medium

Financial/Budget Summary

- Capital

Capital budget has been allocated for minor capital improvements.

- Recurrent/Operational

An annualised budget for operational costs is allocated and reviewed on a quarterly basis in accordance with Council's finance practices and guidelines.

The rehabilitation of the assets is funded by the Property Reserve Restricted Fund. Currently the portfolio provides a net income stream to Council in the order of \$2.0 million annually.

Plan Improvement and Monitoring

Asset Management Planning processes across Council have been reviewed and gaps identified over the last three years. As a result of the gap analysis Property Inspection Manager software has been deployed to assist with monitoring and recording routine and ad hoc inspections of the commercial investment portfolio.

Summary

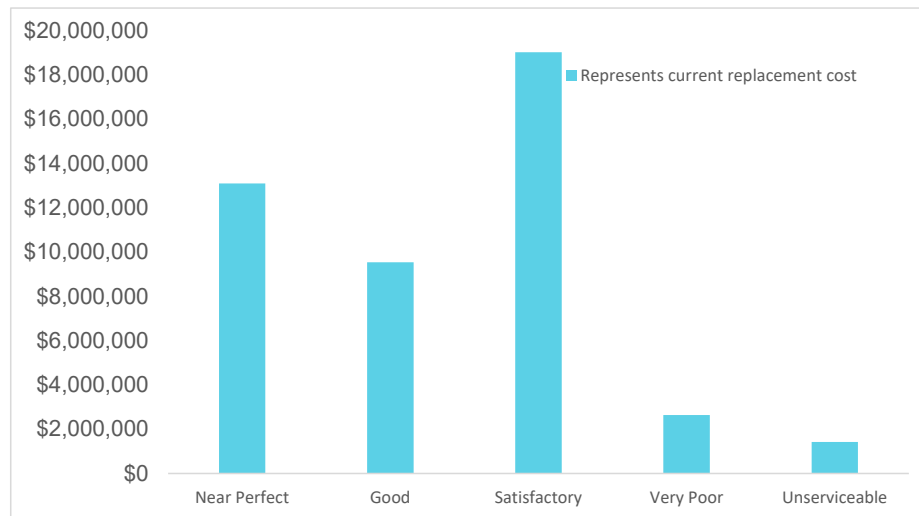
The Investment Property Portfolio is held to derive an alternate income stream thereby reducing the call on rates income. Commercial leases are in place in respect of each of the properties and accordingly the objectives of each of the parties are met through the obligations set specifically to each case.

Holiday Parks

Asset Holdings	<p>The 3 Holiday Parks assets being Fingal Bay Holiday Park, Halifax Holiday Park and 35% of Shoal Bay Holiday Park are managed by Port Stephens Council on behalf of the Crown through the Crown Reserve Trust. Port Stephens Koala Sanctuary, previously Treescape Holiday Park is lease from the Crown by Port Stephens Council under a commercial lease agreement. Thou Walla Sunset Retreat at Soldiers Point is a Council owned Park which is currently operated by Port Stephens Council. Broadly the current assets can be broken down as follows:</p> <ul style="list-style-type: none"> • reception and residence buildings; • amenities, laundries and camp kitchens; • recreation centres and games rooms; • playgrounds, outdoor recreation areas, shade structures and pools; • tennis courts; • kiosk at Halifax Park;
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	<ul style="list-style-type: none"> • relocatable cabin and villa accommodation buildings; • work and storage sheds; • roads and car parks; • block paving; • boardwalks; • footpaths; • concrete slabs – van sites and driveways; • boom gates; • street lighting; • BBQ facilities; • electrical power heads; • signs; • boundary/internal fencing and landscaping. 		
Desired Level of Service Statement	Asset maintenance and capital projects delivery are planned and executed in response to demand levels which are informed by tourism and leisure markets. Council's Holiday Parks are highly regarded as high quality accommodation destinations both within the market and amongst competitors.		
Available Data	Condition inspection reports, asset management plans/reports.		
Last Condition Survey	2018		
General Assessment of Condition	Condition Rating	% Assets	\$CRC
	1 Near Perfect	29	\$13,103,393
	2 Good	21	\$9,542,174
	3 Satisfactory	42	\$19,027,629
	4 Very Poor	5	\$2,640,982
	5 Unserviceable	3	\$1,423,043
	Total	100.00	\$45,737,221

Figure 32: Condition Rating – Holiday Parks



LEVEL OF SERVICE

Customer Research and Expectations:

Research includes tourism industry trend data from government agencies and peak bodies together with customer satisfaction survey results.

The Holiday Parks enjoy the benefit of occupying an enviable position amongst their peers on the Tomaree Peninsula. Customer survey results confirm that the Parks are being operated in an efficient manner while providing a level of facilities which is comparable or superior to the balance of the market.

Legislative Requirements

Like any other commercial venture Council's businesses are to be managed in accordance with various pieces of legislation; in the case of the Holiday Parks the key legislative instruments are:

- Crown Lands Management Act 2018
- Local Government Act 1993

Current Level of Service

The current level of service delivers accommodation and guest services that represent holiday experiences that meet or exceed guest expectations of quality and value for money.

In addition group and conference facilities represent a value proposition that will attract this type of business. The indicators for these service performance standards are:

- Repeat guest visitation;
- New visitor attraction;
- Group and small conference market attraction;
- Occupancy levels above industry best practice;

Desired Level of Service

Although enjoying an enviable role in the local market as being market leaders, it is imperative that the businesses continue to look at alternate segments in addition to consolidating their already strong market position. Quality assets enhance market attractiveness.

This is particularly true of the Holiday Park assets which exist in an increasingly competitive market place. For Council's assets to maintain their market share, they will need to improve the operational level of performance and customer experience. This will be delivered through a targeted capital works plan over the coming years.

FUTURE DEMAND

It is expected that with appropriate marketing, promotion and business attraction, the occupancy levels will increase to a targeted sustainable level of 50 – 55% annual average. Council's tourism accommodation properties experience, and will continue to experience seasonal variations which means this overall target is well exceeded in the peak tourism season (>90%). This has been experienced during the recent pandemic which has resulted in large variations in occupancy rates.

Planned asset management will be a key contributing component in ensuring that the operational objectives of the businesses are met.

Key Drivers

The key drivers influencing demand for this type of tourist accommodation infrastructure are:

- The tourism attractiveness of Port Stephens;
- Diverse and flexible facilities and services;
- Available market competition;
- Customer satisfaction (value for money, quality and presentation);
- Pandemic.

Future State

Note that at the time of writing this SAMP a number of capital projects are now complete.

A number of capital renewal projects have been completed across the Parks based on the data previously outlined in the Holiday Parks Management Plan. The current plans are nearing the end of their serviceable period and reviews have been completed awaiting approval. A number of these reviews has been completed and submitted, though the implementation is taking some due to the recent changes to the Crown Land Management Act 2018.

It is envisaged that there will continue to be a demand for increased services and improvements to infrastructure across all Holiday Parks in the next 3 – 5 years.

It is critical that profitability is maintained at required levels in order to fund this program of works; however some works are also done in order to generate additional or higher income streams.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

The creation and acquisition of assets are business decisions based on commercial and financial capabilities in line with the relevant strategic development plans, plans of management and business plans.

Operations/Maintenance Plan

Maintenance planning is programmed through the Holiday Parks Asset Management Plans, staff inspections and Park management. Minor matters raised by housekeeping staff or guest feedback are inspected and attended to immediately or prioritised and completed when resources are programmed.

Condition and Performance Monitoring

Monitoring of condition and performance is carried out by internal and external programs and authorities. These may include but not limited to regular safety audits, a program of safety observations and annually through condition inspections.

Rehabilitation/Renewal/Replacement Plan

Proposed rehabilitation and renewal works are identified in condition reports which also inform the timing and implementation of the Holiday Parks Management Plan.

Proposed schedules for rehabilitation, renewal and replacement of tourist accommodation assets are detailed within the plans of management and supporting business plans.

The Holiday Parks –Management Plan below indicates the proposed works approved and the proposed timing of replacement in the asset lifecycle. These priorities are reviewed according to changes in demand and other market and/or safety factors.

Consolidation/Disposal Plan

The consolidation and disposal of assets are business decisions based on commercial performance and financial capabilities in line with the relevant strategic development plans, plans of management and business plans. There are currently no plans for consolidation or disposal.

Risk Plan

Risk Controls - Holiday Parks		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that capital projects will be delayed due to weather or unplanned variations in the project scope.	Capital projects are now identified by the Holiday Parks Section Manager in liaison with the Parks Management Team with scope and site delivery by the project managers.	Medium
There is a risk that project costs will exceed budget estimates.	During Project Execution stage costs are monitored and reported to senior management monthly.	Low

Financial/Budget Summary

- Capital

Capital expenditure provisions are as detailed under Holiday Parks Management Program.

- Recurrent/Operational

Recurrent expenses are planned and budgeted for under the Council's budgetary process while capital projects in the Crown Reserve Parks are funded by agreement with the Crown Reserve Trust and in line with the published Plans of Management.

Plan Improvement and Monitoring

The SAMP is reviewed and updated annually. New assets are recorded and allocated asset numbers in the Corporate Asset Register. The performance of existing assets is monitored throughout the year via regular inspections. Reports are prepared and priorities determined for improvements in preparation for the annual budget process.

Summary

The current status of the asset maintenance program across the Council holiday parks indicates that further strategic planning is required to meet the desired level of service and expected market need.

Operational Lands

Asset Holdings	<p>Currently Council has 169 lots classified Operational Land including:</p> <ul style="list-style-type: none"> those held as properties designated for potential future development; and those improved with buildings under the care and control of Council's Facilities and Services Group. <p>Of these 169 lots 31 are considered as 'Active' development lots (currently under some form of development/consent activity). The remaining are either held for drainage or other public purposes, or considered 'Inactive' development sites (no current or planned development/consent activity).</p>
Desired Level of Service Statement	Not applicable as the Active parcels form part of the Strategic Property development land bank.
Available Data	Land Register available on the Council's website.
Last Condition Survey	Not applicable as the Active parcels are unimproved (with the exception of the library and Administration buildings in Raymond Terrace maintained by the Facilities and Services Group).
Active Sites	<p>Fingal Bay</p> <ul style="list-style-type: none"> 44B Squire Street – 1 lot <p>Karuah</p> <ul style="list-style-type: none"> 210 -262 Tarean Road – 7 lots <p>Medowie</p> <ul style="list-style-type: none"> 3 Industrial Road – 1 lot 38 Ferodale Road – 1 partial lot 15 Peppertree Road – 1 partial lot 1 Coachwood Drive – 1 lot <p>Raymond Terrace</p> <ul style="list-style-type: none"> 112 Adelaide Street – 1 lot 50 William Street – 1 lot 7A Bourke Street – 1 lot 18A Sturgeon Street – 1 partial lot 116 Adelaide Street – 1 partial lot 118-126 Adelaide Street – 5 lots

	<ul style="list-style-type: none"> • 2-3 ROW – 1 lot <p>Salamander Bay</p> <ul style="list-style-type: none"> • 155 Salamander Way – 2 lots <p>Tomago</p> <ul style="list-style-type: none"> • 20 Enterprise Drive- 1 lot • 15 Enterprise Drive – 1 lot <p>Williamtown</p> <ul style="list-style-type: none"> • 282-282B and 398 Cabbage Tree Road – 4 lots
Main Findings	<ul style="list-style-type: none"> • None of the Operational Lands have above ground or major improvements which limits the need for SAMP actions; • More isolated Operational Lands, due to their unfenced nature, are at a higher risk of illegal dumping or other unacceptable activity; • The risks to Council from these Operational Lands are low in comparison to those of the improved sites; • Fencing is uneconomical but signage and increased Ranger visibility can act as a cost-efficient deterrent.

CHARACTERISITCS

The active parcels can be characterised by one or more of the following:

- Zoned for commercial, industrial or residential development, or identified for rezoning;
- Within reasonable proximity to existing commercial/industrial/residential centres;
- Most but not all are flood free;
- Services are readily available;
- Demonstrated demand for the end development.

The inactive parcels can be characterised by a variety of the following:

- Low lying and/or flood prone;
- Small sites not capable of individual development;
- Heavily vegetated;
- Services may not be readily available;
- Unusually shaped, making development problematic;
- Community considers land is "open space" or "parkland".

LEVEL OF SERVICELegislative Requirements

Apart from the general provisions of the Local Government Act 1993, there is no legislative requirement in relation to these Operational Lands.

FUTURE DEMAND

Development of these Operational Lands is typically demand-driven. When the market is indicating upcoming demand for the likely end land use, the Strategic Property team of Council commences a process to rezone and or secure development consent for the end land use. Once consent conditions are available, Strategic Property can review market conditions and development costs to determine the feasibility of proceeding with the development of individual sites. Council resolution to proceed with the development including the provision of funding necessary to complete the development proposal is required. Sale of the end product pays for the development costs of the project with surpluses accruing in the Property Reserve Fund to continue to alleviate the call on rates revenue and assist with future development projects.

The Council is a relatively small player in the development industry however has a commercial advantage over private developers that must secure sites, incur holding costs, bring developments to the market and sell the completed project, all within a timeframe that enables a profit to be made. Council as the landowner has less holding costs and therefore can "land bank" its sites until market conditions are appropriate.

LIFECYCLE MANAGEMENT PLAN

Life cycle management plan provisions are not relevant to vacant land.

Visitor Information Centre

Asset Holdings	Visitor Information Centre, Nelson Bay
Desired Level of Service Statement	To provide a modern attractive tourism facility for the visitors to Port Stephens.
Available Data	Fair Value as at 30 June 2018, condition inspection report

Last Condition Survey	2021		
General Assessment of Condition	Condition Rating	% Assets	\$CRC
	1 Near Perfect	0	\$0
	2 Good	100	\$2,214,000
	3 Satisfactory	0	\$0
	4 Very Poor	0	\$0
	5 Unserviceable	0	\$0
	Total	100.00	\$2,214,000
Main Findings	<ul style="list-style-type: none"> Management of the building moved from Property Services to Community Assets in December 2020. 		
Future Actions	<ul style="list-style-type: none"> Undertake a detailed electrical audit to develop 10 lifecycle costings and management plan. 		

Figure 32: Condition Rating - Visitor Information Centre

**LEVEL OF SERVICE**Legislative Requirements

- National Construction Codes and Standards
- Work Health and Safety Act 2011

- Work Health and Safety Regulations

Current Level of Service:

The VIC provides an attractive modern facility which currently caters well to its use. The VIC is a purpose built facility located within an attractive focal point adjacent to the Nelson Bay CBD.

Desired Level of Service

Into the future there may be the requirement to provide significant capital upgrades in order to adequately service the increased tourism numbers within Nelson Bay and Port Stephens generally.

FUTURE DEMAND

Key Drivers

The key driver in respect of this asset will remain tourism and tourism related industry and visitation.

Future State

It is anticipated that increasing tourism numbers and the increasing popularity of Port Stephens generally will increase demand for the level of service provided by the facility.

LIFECYCLE MANAGEMENT PLAN

Creation/Acquisition/Augmentation Plan

There are currently no plans for creation or augmentation at this time.

Operations/Maintenance Plan

A programmed maintenance schedule is in place for Council's assets. When a fault or breakdown occurs with an asset, reactive maintenance is performed, to allow the asset to perform its intended function.

Condition and Performance Monitoring

Condition inspections are undertaken every two years and are used to assess the management of the asset. The assessment informs what is required for the assets to be managed in the most cost effective and sustainable manner.

Rehabilitation/Renewal/Replacement Plan

Proposed rehabilitation and renewal works are identified in condition reports which also inform the timing and implementation of the Visitor Information Centre Management Program.

Consolidation/Disposal Plan

There is no proposed consolidation or disposal plan in place for the Visitor Information Centre as the building is deemed fit for purpose and continues to fulfil requirements.

Risk Plan

Risk Controls - Visitor Information Centre		
Risk	Control to Mitigate Risk	Residual Risk
There is a risk that non-compliant services within the building could lead to breaches in legislative provisions.	<ul style="list-style-type: none"> Regular compliance programs are in place to ensure compliance. Continue regular maintenance inspections as per the Asset Inspection program to check for changes in condition. 	Medium
There is a risk that the building does not comply with working at heights systems such as anchor points and walkways, leading to injury to workers while undertaking work at heights.	<ul style="list-style-type: none"> Install working at heights systems on buildings that require known frequent working at heights for accessing utilities such as AC units, box gutters, etc. Create a program to install and fund working at heights systems on these buildings. For all other buildings and buildings without anchor points, utilise the works practice risk assessments before and during the works. Undertake annual certification of installed anchor points. 	Medium

Financial/Budget Summary

- Capital

The most recent capital works include the carpet and vinyl flooring replacement. Proposed future capital works are scheduled through biennial condition inspections.

- Recurrent/Operational

Funding for reactive and programmed maintenance is allocated in the Public Domain and Services section of Council and works are prioritised based on Council's risk matrix. The reactive and programmed maintenance works are implemented through Council's asset inspections and the customer request system.

Plan Improvement and Monitoring

New systems are being developed to improve data on asset management including a greater emphasis on proactive data collection, works and future financial forecast.

Summary

The VIC remains an asset well suited to its current purpose. However it is anticipated that into the future increases in tourism numbers and the popularity of Port Stephens as a preferred holiday destination servicing both local and overseas markets will dictate that significant capital upgrades are undertaken.

Lifecycle Management: Information Communication Technology Assets

Information Communication Technology (ICT) Assets categories are listed in Table 1.

Cabling

Asset Holdings	Structured Data Cabling		
Available Data	Limited		
Last Condition Survey	2022		
General Assessment of Condition	Condition Rating	% Assets	\$CRC
	1 Near Perfect	15	\$100,000
	2 Good	55	\$280,000
	3 Satisfactory	25	\$155,000
	4 Very Poor	5	\$10,000
	5 Unserviceable	0	\$0
	Total	100.00	\$545,000
Main Findings	<p>Some of the structured cabling across Council buildings is of an obsolete standard, leading to intermittent and poor performance.</p> <p>Council is implementing a program of works to remediate its ICT infrastructure to industry standard.</p> <p>Where existing structured cabling is non-compliant to category 5e Standards (ratified in 1999), the cabling will be replaced.</p> <p>Where the existing structured cabling is of category 5e or greater, it will be certified to ensure the Standard is met. New cabling installations will be compliant to the category 6a standard (ratified in 2008).</p> <p>The structured cabling at most Council buildings has been undertaken over the last 3 years.</p>		

LEVEL OF SERVICE

Customer Expectations

Internal customers expect that the structured cabling at their place of work is reliable and is capable of operating at a speed that enables the delivery of corporate applications, data and telecommunications services; and that there are adequate "ends" that cater for organisational growth.

Current Level of Service

The existing structured cabling at some buildings is of an obsolete standard or does not comply with current structured cabling standards.

FUTURE DEMAND

Demand is a factor of the growth of Council's built assets (none currently planned) and increases in staff levels, which are documented in the Workforce Management Strategy 2022 to 2026.

Other Factors

World metal prices (notably copper) can affect the cost of cabling and hence the costs of replacement.

LIFECYCLE MANAGEMENT PLANCreation/Acquisition/Augmentation Plan

Not applicable for this asset type.

Operations/Maintenance Plan

Maintenance is conducted on an as-required basis where faults are detected.

Condition and Performance Monitoring

Cabling is regularly monitored to anticipate failures given the condition of the asset stated above.

Rehabilitation/Renewal/Replacement Plan

Renewal and replacement is being undertaken as part of an on-going ICT infrastructure remediation program of works and all procurement activities are being undertaken in line with Council's procurement guidelines.

Consolidation/Disposal Plan

Cabling removed from buildings is sent to recyclers. Proceeds are re-invested in the asset.

Risk Plan

Building cabling is covered in the Enterprise Risk Management Plan.

Financial/Budget Summary

- Recurrent and Operational

Annually from 2018-2019 minor maintenance only: includes additions and moves to the value of \$20,000 p.a.

Plan Improvement and Monitoring

Plans for management of structured cabling are reviewed annually as part of the review of all Council's assets.

Desktop Assets

SUMMARY

Asset Holdings	Desktop computers, laptop computers and tablets installed throughout Council facilities.		
Available Data	ICT Desktop Assets		
Last Condition Survey	2022		
General Assessment of Condition	Condition Rating	% Assets	\$CRC
	1 Near Perfect	70	\$840,000
	2 Good	15	\$180,000
	3 Satisfactory	15	\$180,000
	4 Very Poor	0	\$0
	5 Unserviceable	0	\$0
	Total	100.00	\$1,200,000
Main Findings	<p>Existing Desktop Assets are in fully operational condition.</p> <p>These assets do not degrade in appearance, functionality or performance over time. However as operating systems and applications develop, or become obsolete, the machines on which they run, may require replacement.</p>		

LEVEL OF SERVICE

As the Desktop Assets are critical to Council's operations, suppliers and customers, the assets are required to be fully functional during Council and remote site business hours.

Desktop Assets must provide appropriate functionality at fixed locations for desktop systems, or provide flexibility and remote connectivity if a laptop or tablet is used.

It is in the best interest of Council to maintain equipment with manufacturers' warranty and sufficient support provisions. This applies to both hardware and software.

Council and associated business units such as holiday parks, libraries and the VIC expect to be able to access the entire suite of ICT applications and systems during business hours and from time to time outside normal business hours.

In addition to time-based access, users also demand flexible and mobile access from outside the Council network. Desktop Assets underpin almost every function of Council. The assets themselves offer no return on investment. However, by providing reliable and efficient ICT services, the individual systems improve efficiencies and enhance and support cost effective Council operations.

As a collection of Council assets, the devices themselves do not directly link to strategies, plans or objectives, other than interfacing with the systems that underpin council operations and community activities.

FUTURE DEMAND

As Council's systems continue to develop with increasing mobility and flexibility, in line with COVID-19 isolation requirements, there has been a corresponding move to laptops and tablets.

Desktop PCs will still have a place for permanently deskbound roles; however any functions performed could easily be performed by a current laptop machine.

While there is no foreseeable reduction in numbers of systems, they will differ in format, moving from fixed Desktop machines to Laptops and Tablets/Hybrid devices

Other Factors

Fluctuating world commodity prices may also have a significant impact on the ongoing availability and replacement of desktop systems.

LIFECYCLE MANAGEMENT PLAN

Desktop Assets require little or no traditional maintenance or servicing. From time to time, software, firmware or operating systems require updates, which are applied during regularly scheduled system outages, timed to minimise any impact to Council and remote site operations.

Physical failures, which are infrequent, are resolved by manufacturer representatives under factory warranty.

Figure 33: Lifecycle Management Plan - Desktop Assets

Creation/Acquisition/Augmentation Plan

Not applicable for this asset type.

Operations/Maintenance Plan

Other than regular updates of software or firmware, Desktop assets do not require anything other than a very basic asset management framework.

Older assets become more expensive to maintain as they approach the end of the 'supported life' by the manufacturer, at which point support is no longer provided.

After a period; usually three to five years it is more cost effective to procure new equipment which carries warranty and support as part of the initial purchase price.

Condition and Performance Monitoring

Continuous real-time monitoring provides immediate alerts should any assets suffer a physical failure, be operating in a degraded state, or do not have the capacity to perform their main functions.

Individual computers 'check-in' with the Service Desk, which builds a database of all configuration and installed software information.

Rehabilitation/Renewal/Replacement Plan

Renewal and replacement is being undertaken as part of an on-going ICT infrastructure remediation programme of works, which for desktop and laptop computers, depending on operating system versions, is between three and five years. Tablets have an active service life of between two and four years. All

procurement activities are being undertaken in line with Council's procurement guidelines.

Consolidation/Disposal Plan

At end-of-life, systems are disposed of in line with the asset disposal management directive.

Risk Plan

ICT Infrastructure is covered in the Enterprise Risk Management Plan.

Financial/Budget Summary

Depending on Council's financial position and procurement strategies at the time, ICT Desktop Assets can either be procured through outright purchase, or operating leases.

All future purchases will include support and maintenance provisions for the entire projected life of the asset, eliminating increased operating costs as the assets age.

The financial forecasts are made with the following assumptions:

- Capacity of newer equipment increases, while purchase costs decrease;
- A combination of Council's financial data, combined with experience at other organisations provides the basis for any financial estimates or projections;
- Upcoming operating system or applications updates may force a change in hardware.

Plan Improvement and Monitoring

This plan must be reviewed annually due to the continually evolving ICT landscape and the different classes of ICT Desktop Assets

ICT Infrastructure

SUMMARY

Asset Holdings	Servers, Storage Nodes, Backup Systems and the connectivity infrastructure covering the Raymond Terrace Administration Building Datacentre, the Disaster Recovery Datacentre at the Raymond Terrace Depot and the network infrastructure across Council's remote sites and Holiday Parks
Available Data	ICT Infrastructure Assets

Last Condition Survey	2022		
General Assessment of Condition	The condition of ICT Infrastructure does not degrade over time or from over-use.		
	Condition Rating	% Assets	\$CRC
	1 Near Perfect	10	\$80,000
	2 Good	30	\$240,000
	3 Satisfactory	60	\$480,000
	4 Very Poor	0	\$0
	5 Unserviceable	0	\$0
	Total	100.00	\$800,000
Main Findings	<p>All existing ICT Infrastructure is in fully operational condition.</p> <p>These assets do not degrade in appearance, functionality or performance over time; however the cost of ownership dramatically increases over time with escalating support and maintenance costs usually exceeding the cost of replacement within five years.</p> <p>Scheduled replacement of core Server and Storage infrastructure in Q2 2023</p>		

LEVEL OF SERVICE

As ICT infrastructure is critical to Council's operations, suppliers and customers, the assets are required to be fully functional during Council and remote site business hours.

ICT Infrastructure must provide sufficient computing power, data storage as well as backup and recovery to support the needs of Council now and into the future.

It is in the best interest of Council to maintain equipment with manufacturers' warranty and sufficient support provisions.

Council and associated business units such as such as holiday parks, libraries and the VIC expect to be able to access the entire suite of ICT applications and systems during business hours and from time to time outside normal business hours.

In addition to time-based access, users also demand flexible and mobile access from outside the Council's network.

Residents, developers and prospective visitors expect to be able to interact electronically with Council, again over a variety of methods outside normal business hours.

ICT Infrastructure underpins almost every function of Council. The assets themselves offer no Return on Investment, however by providing reliable and efficient ICT services, the individual systems improve efficiencies, and enhance cost effective Council operations.

As a collection of Council assets, the devices themselves do not directly link to strategies, plans or objectives, other than hosting the systems which underpin council operations and community activities.

FUTURE DEMAND

There are many factors which may either increase or decrease future demand of the ICT Infrastructure. With this in mind, all systems are developed with scalability in-built.

May cause an increase in demand

- Business improvements such as electronic Development Application lodgement and tracking will increase data storage and backup requirements;
- 3D drawings and plans will increase data storage and backup requirements;
- Increased capabilities in the Spatial Services area will increase data storage and backup requirements;
- Increasing use of mobile devices uploading into Council systems;
- Records Management legislation may increase data storage and backup requirements.

May cause a decrease in demands

- Increased use of Cloud Applications;
- Improvements in internal systems (De-Duplication etc...);
- Improved compression for storage and backup solutions;
- Structured off-line archiving of electronic records.

Other Factors

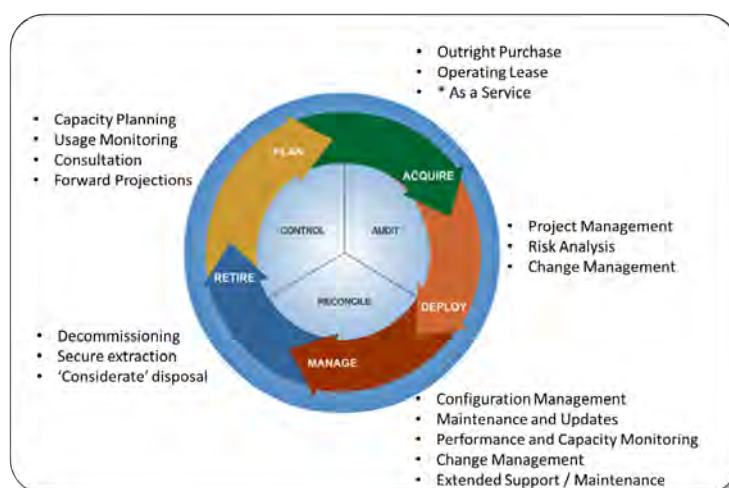
Emerging technologies may increase or decrease projected costs, as well as developments of Cloud Solutions, improved connectivity such as NBN or Wireless point to point connectivity.

World commodity prices may also have a significant impact.

LIFECYCLE MANAGEMENT PLAN

ICT Infrastructure requires little or no traditional maintenance or servicing. From time to time, software, firmware or operating systems require updates, which are applied during regularly scheduled system outages, timed to minimise any impact to Council and remote site operations.

Figure 34: Lifecycle Management Plan - ICT Infrastructure



Creation/Acquisition/Augmentation Plan

Not applicable for this asset type.

Operations/Maintenance Plan

Other than regular updates of software or firmware, ICT Infrastructure assets do not require anything other than a very basic asset management framework.

Older assets become more expensive to maintain as they approach the end of the 'supported life' by the manufacturer, at which time support is no longer provided.

At this point it is more cost effective to procure new equipment which carries warranty and support as part of the initial purchase price.

Condition and Performance Monitoring

Continuous real-time monitoring provides immediate alerts should any assets suffer a physical failure, be operating in a degraded state, or does not have the capacity to perform its main functions.

The data is real-time with a database for historical reporting, trend analysis and capacity planning

Rehabilitation/Renewal/Replacement Plan

Renewal and replacement is being undertaken as part of an on-going ICT infrastructure scheduled programme of works.

All procurement activities are being undertaken in line with Council's procurement guidelines.

Consolidation/Disposal Plan

Assets that are decommissioned have no commercial value. At the time of replacement, some items may be returned to the manufacturer. Remaining assets will be disposed of as per Council's Asset disposal management directives and relevant guidelines.

Risk Plan

ICT Infrastructure is covered in the Enterprise Risk Management Plan.

Financial/Budget Summary

Depending on Council's financial position and procurement strategies at the time, ICT Infrastructure assets can either be procured through outright purchase, or operating leases.

All future purchases of ICT Infrastructure assets will include Support and Maintenance provisions for the entire projected life of the asset, eliminating increased operating costs as the assets age.

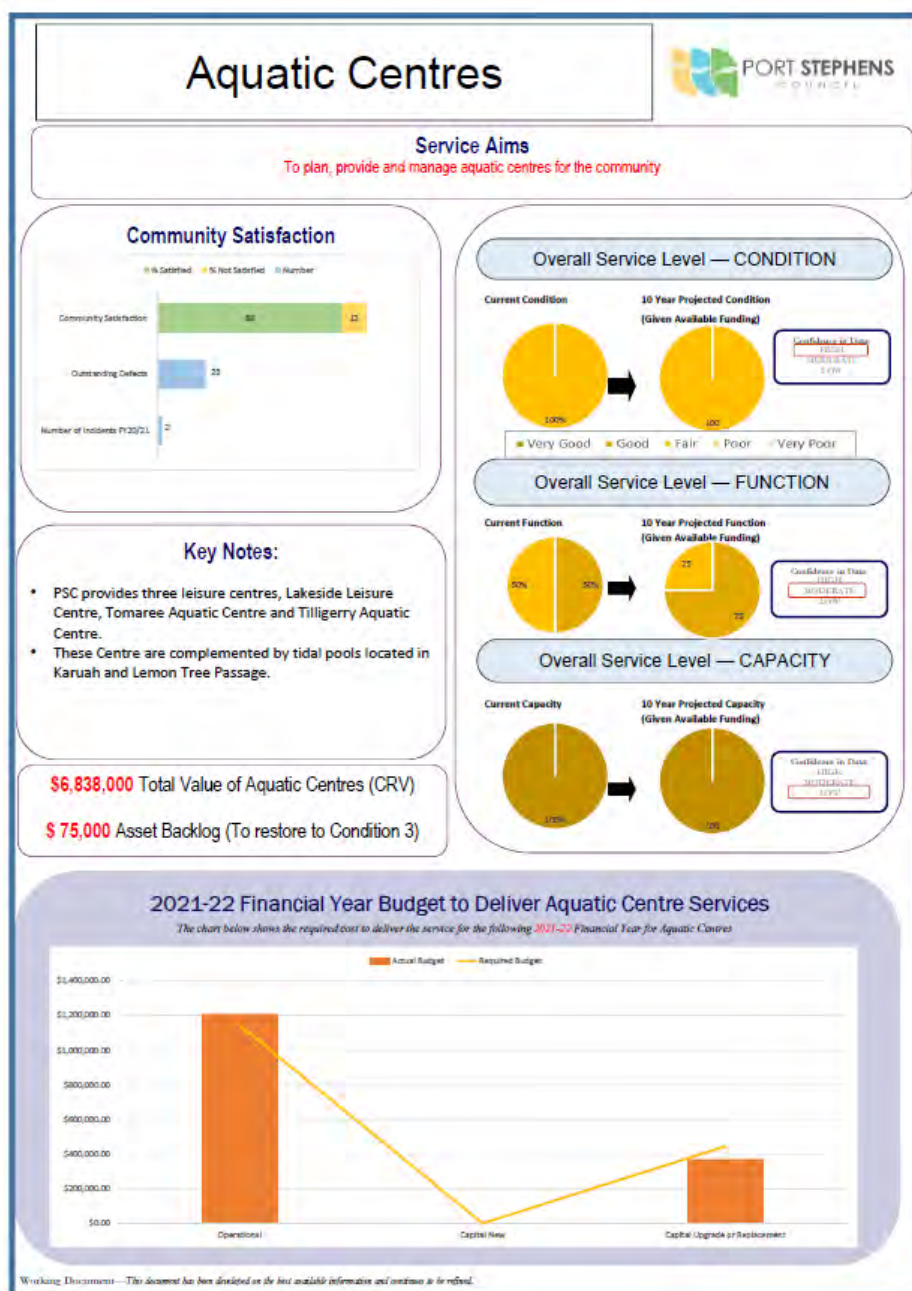
The financial forecasts are made with the following assumptions:

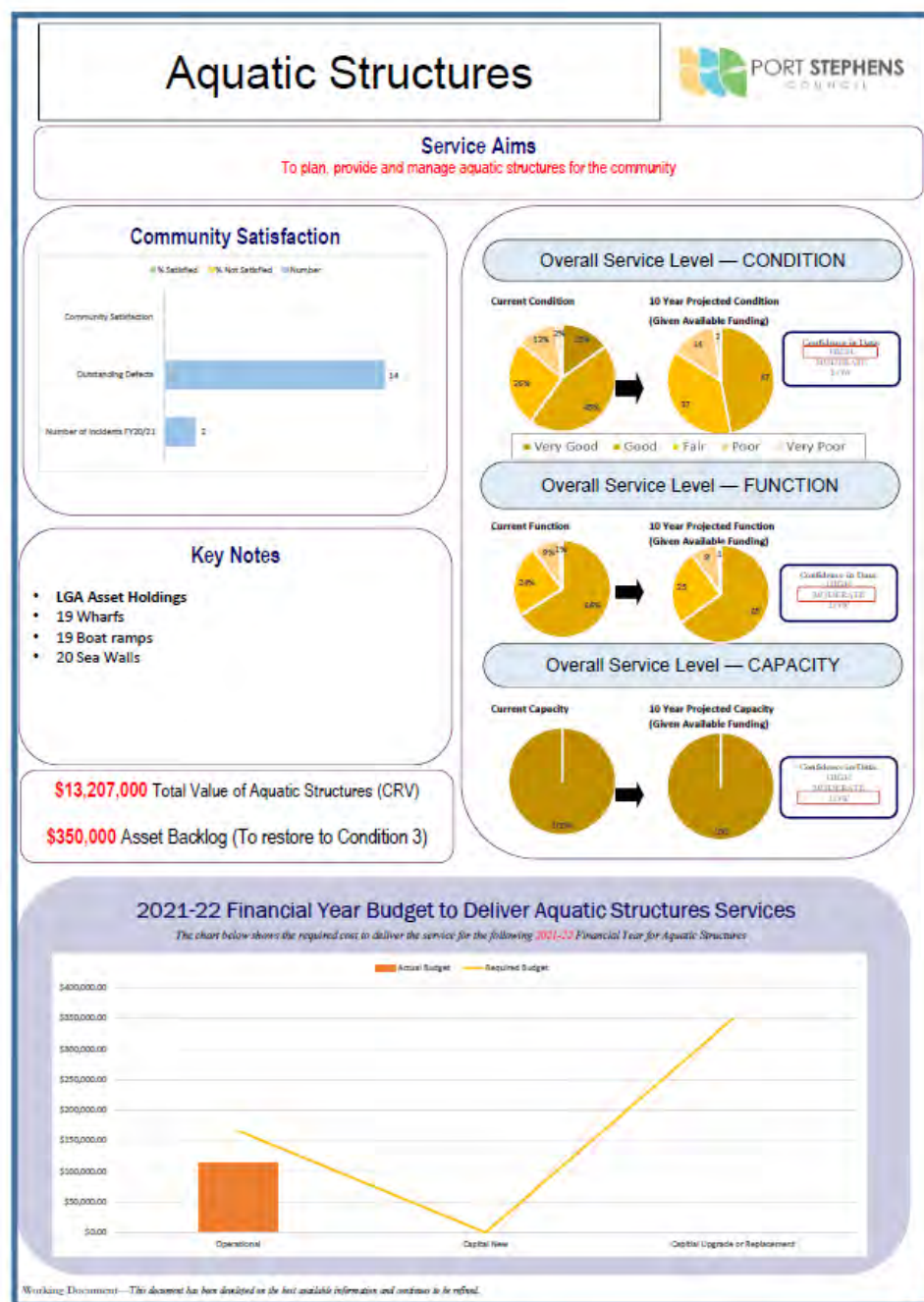
- Capacity of newer equipment increases, while purchase cost decrease;
- Combined with Council's financial data, experience at other organisations provides the basis for any financial estimates or projections;
- Growth in capacity is estimated considering requirements over the past two years and looking forward to strategic initiatives and projects.

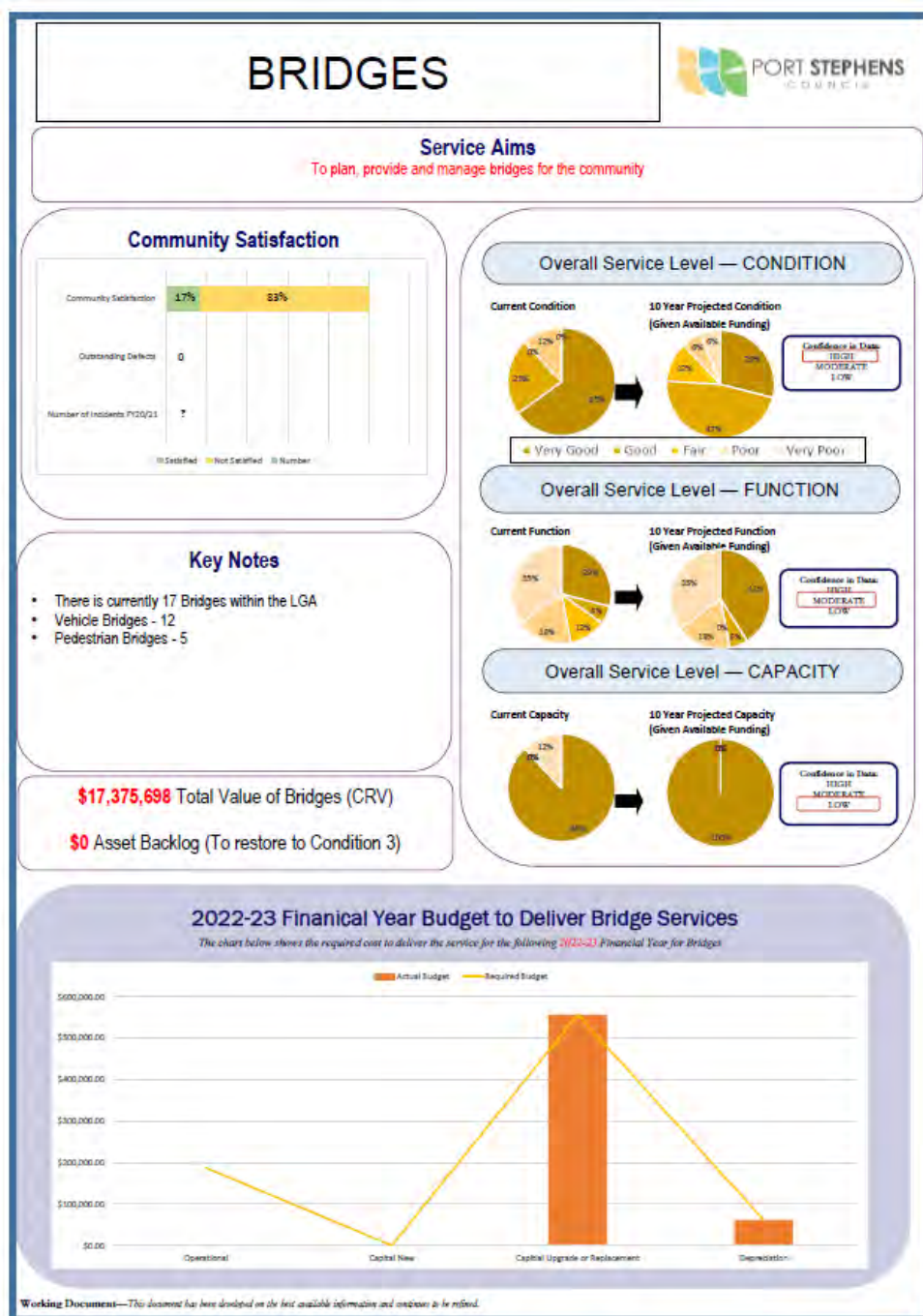
Plan Improvement and Monitoring

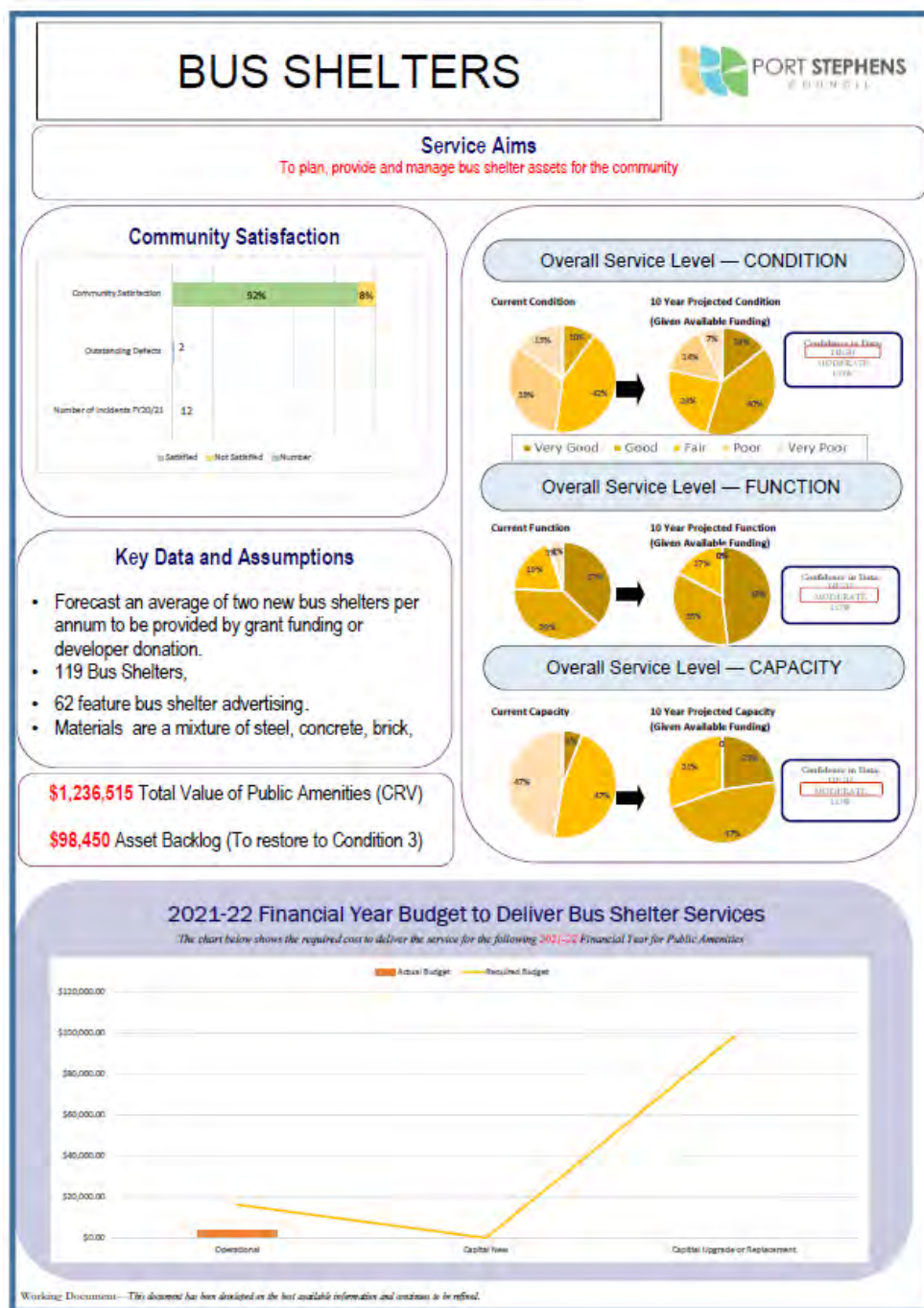
This plan must be reviewed annually due to the continually evolving ICT landscape and the different classes of ICT Infrastructure Assets.

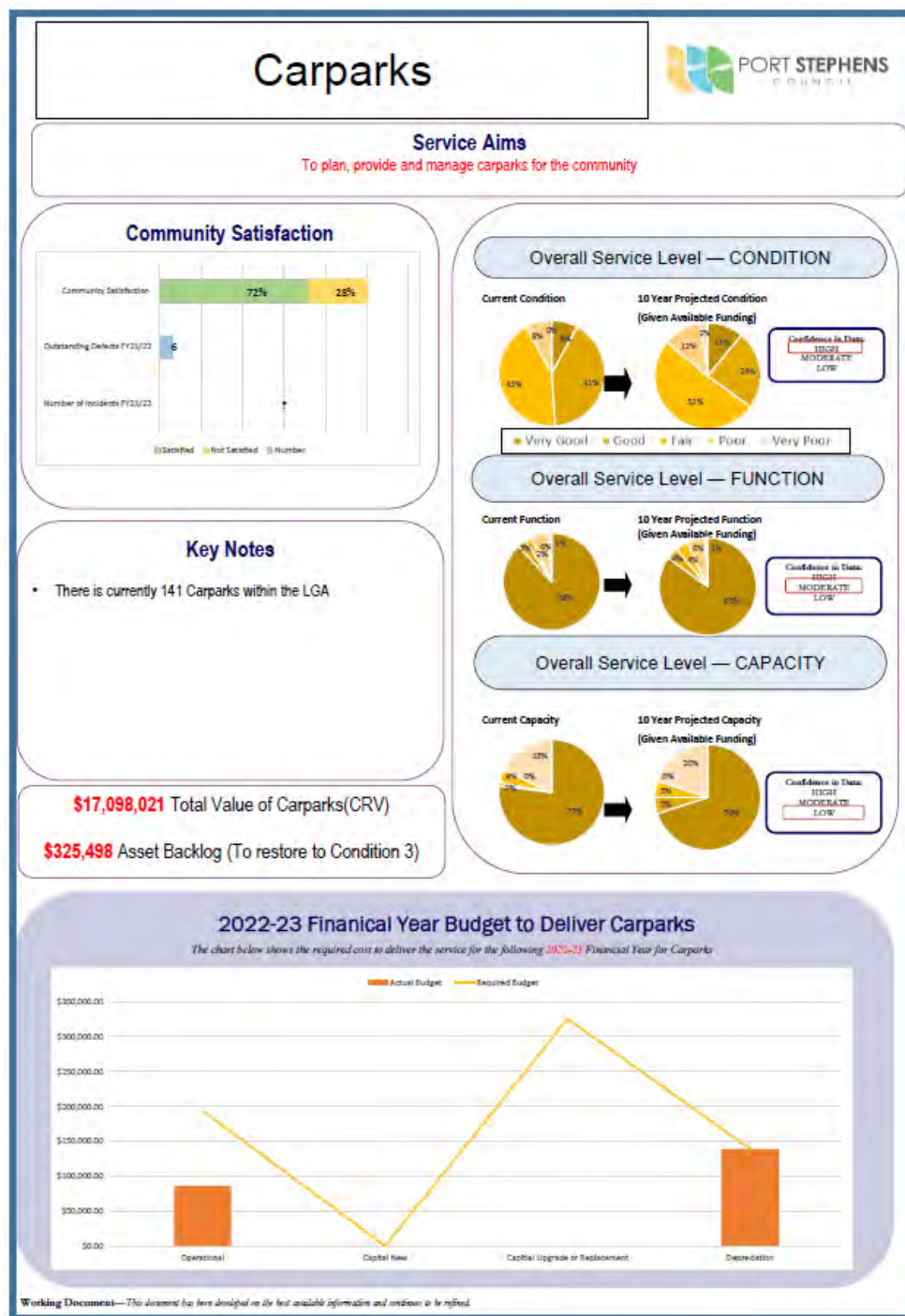
Appendix A – Dashboards

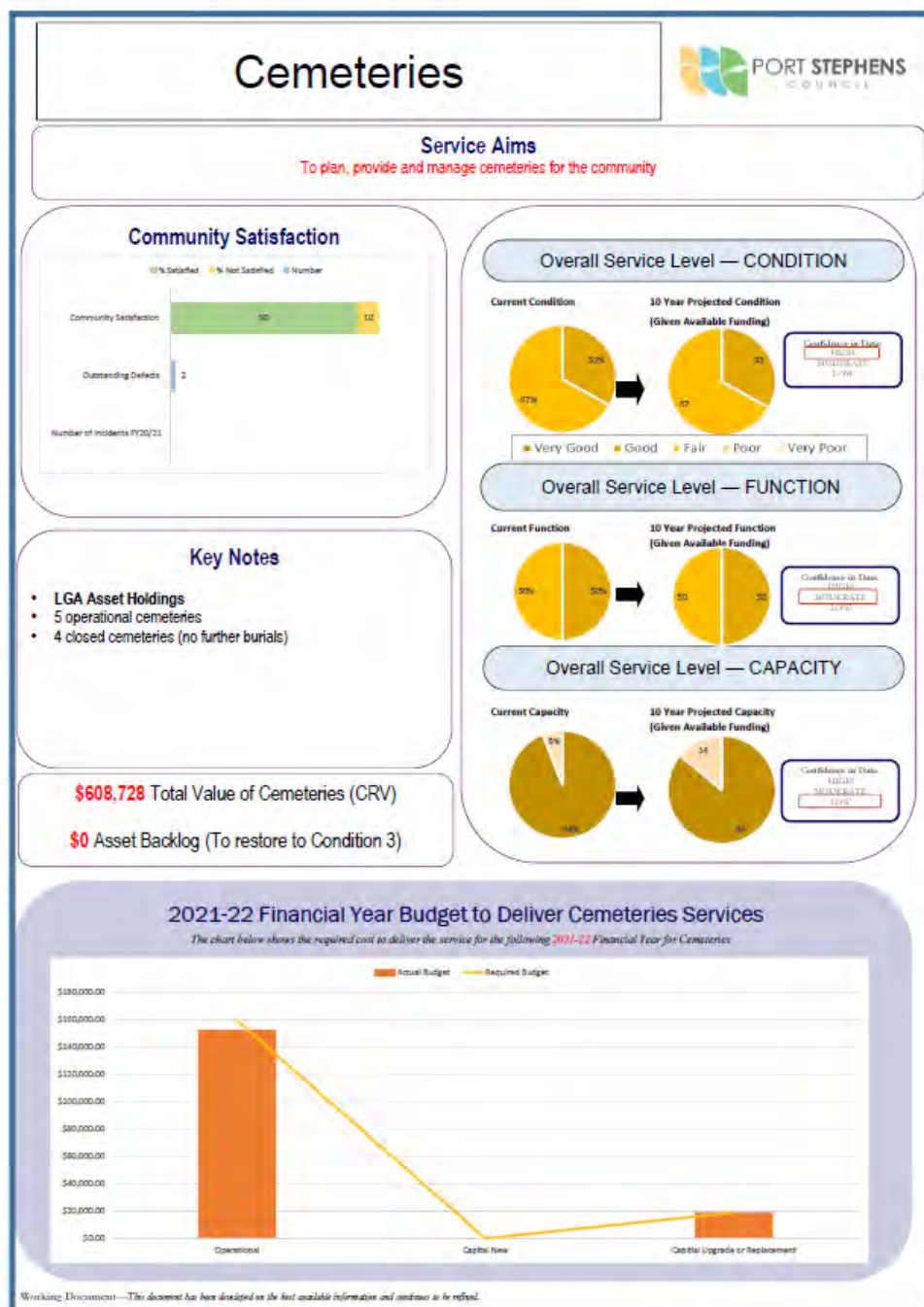


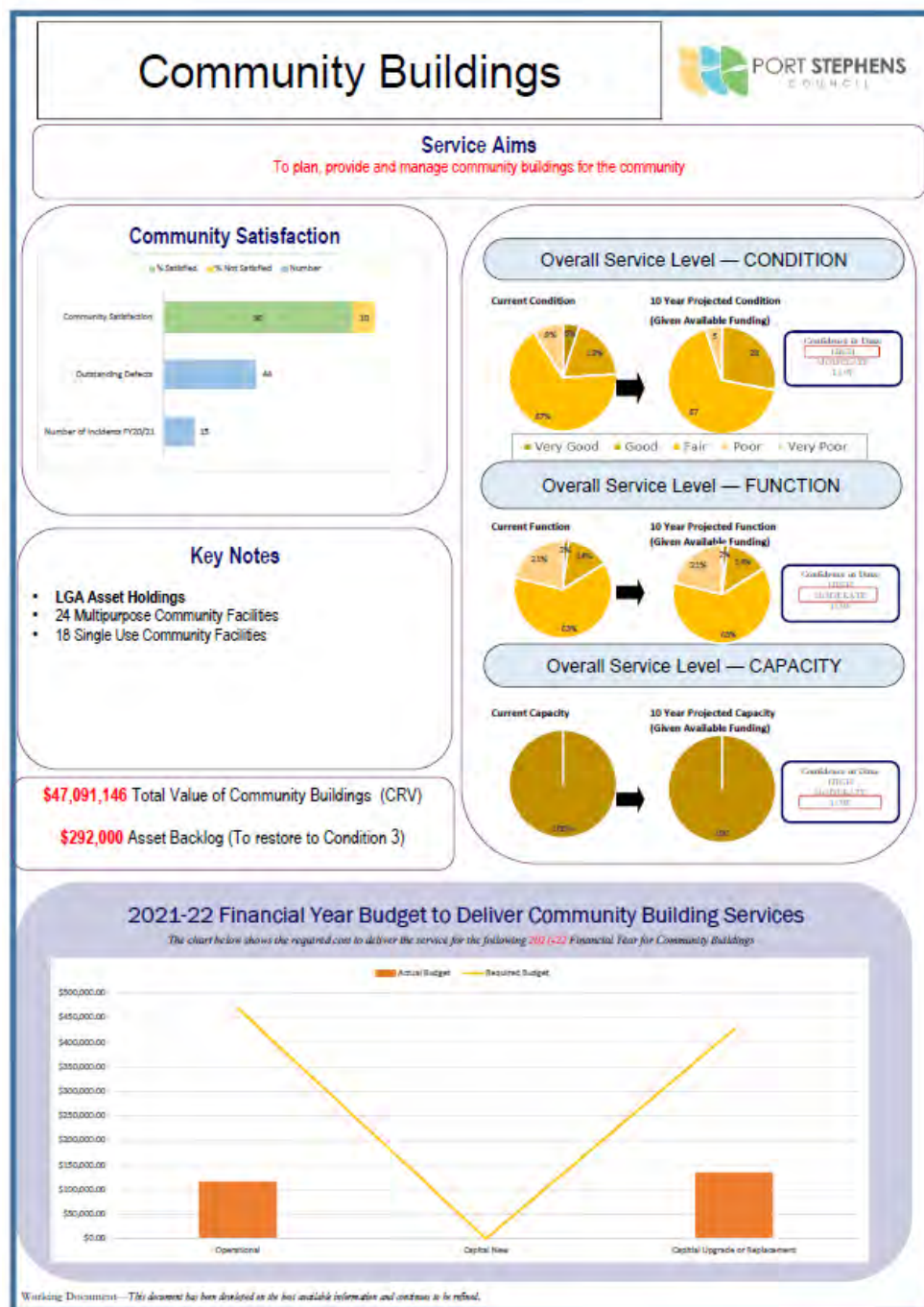


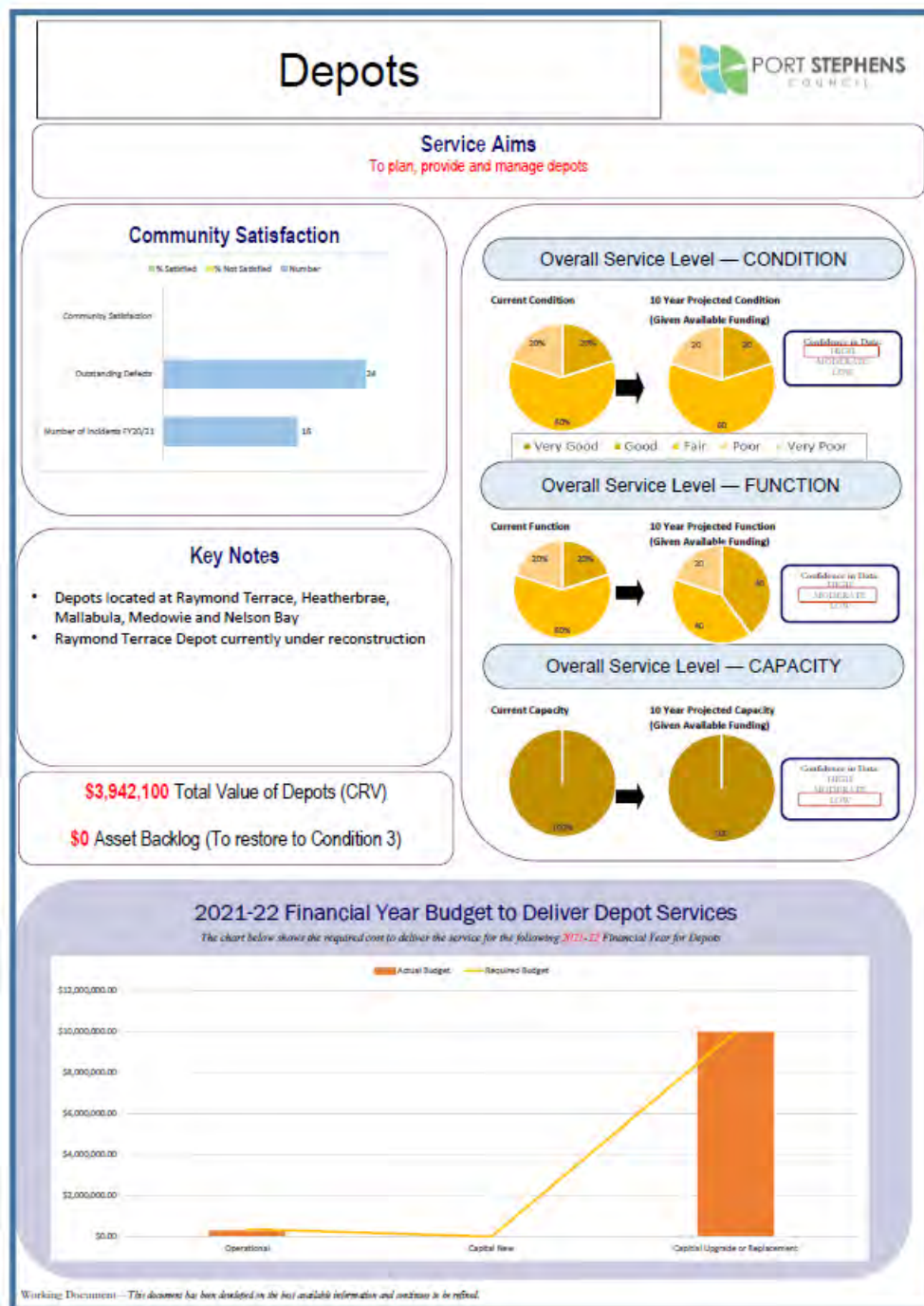


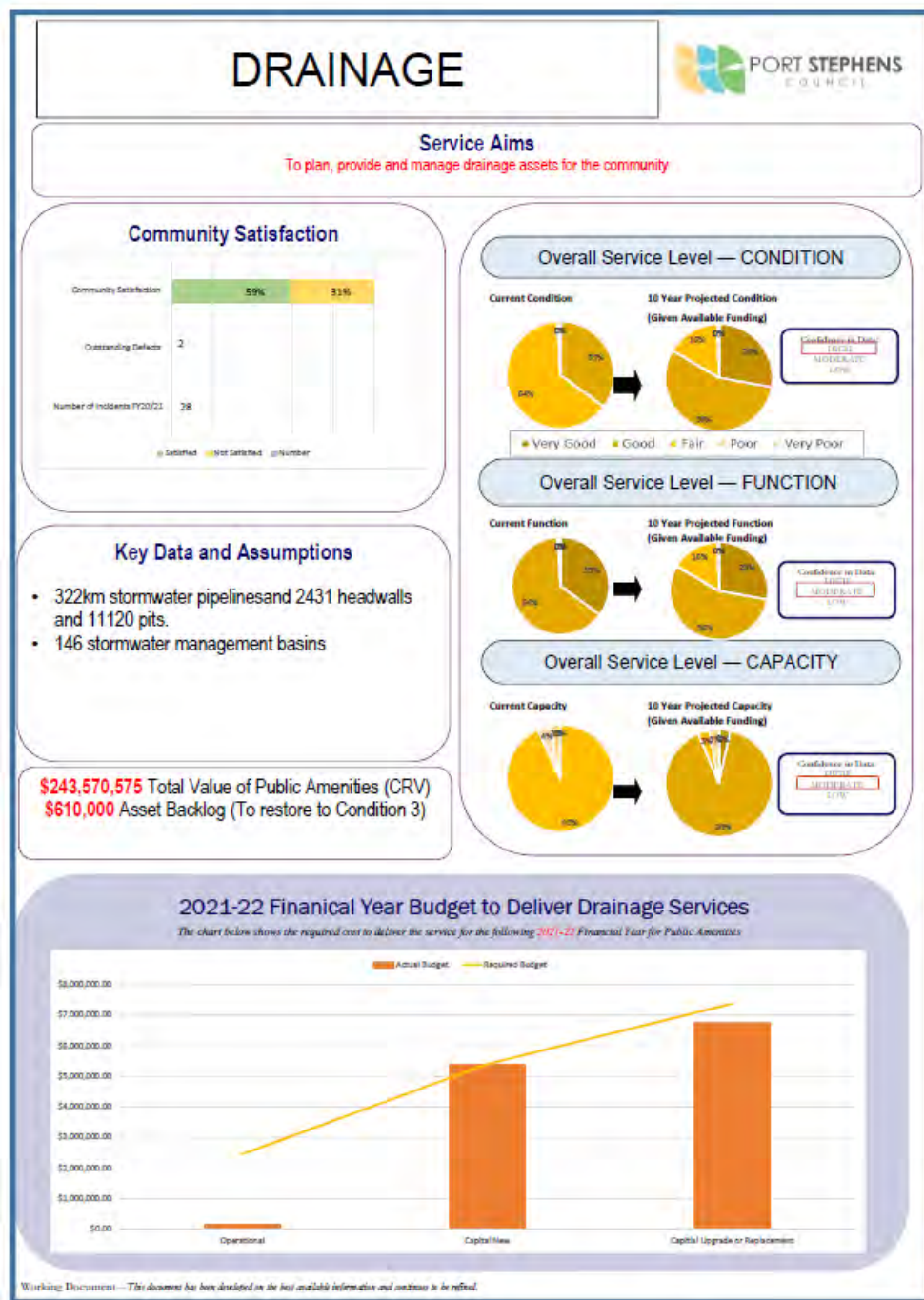


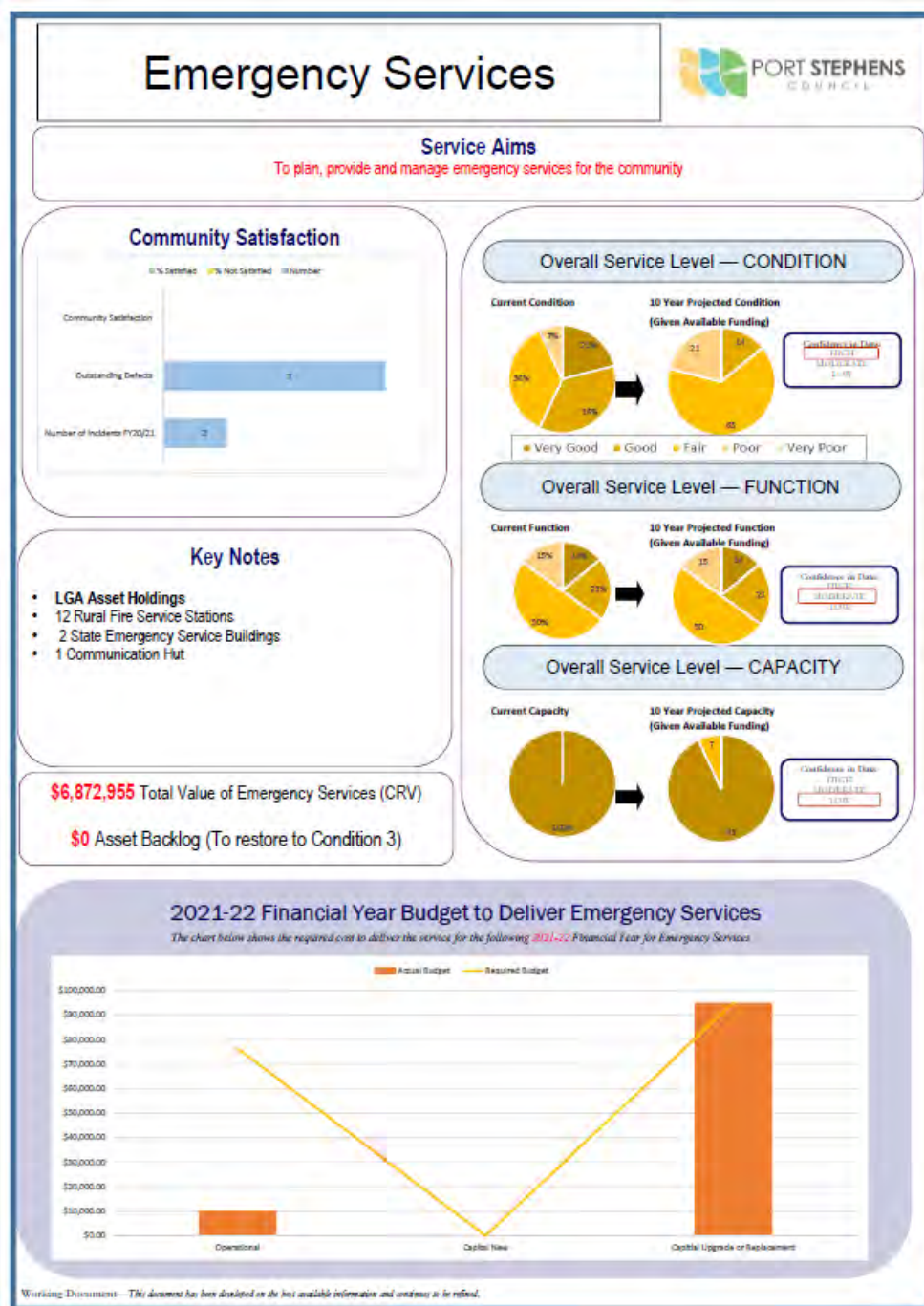


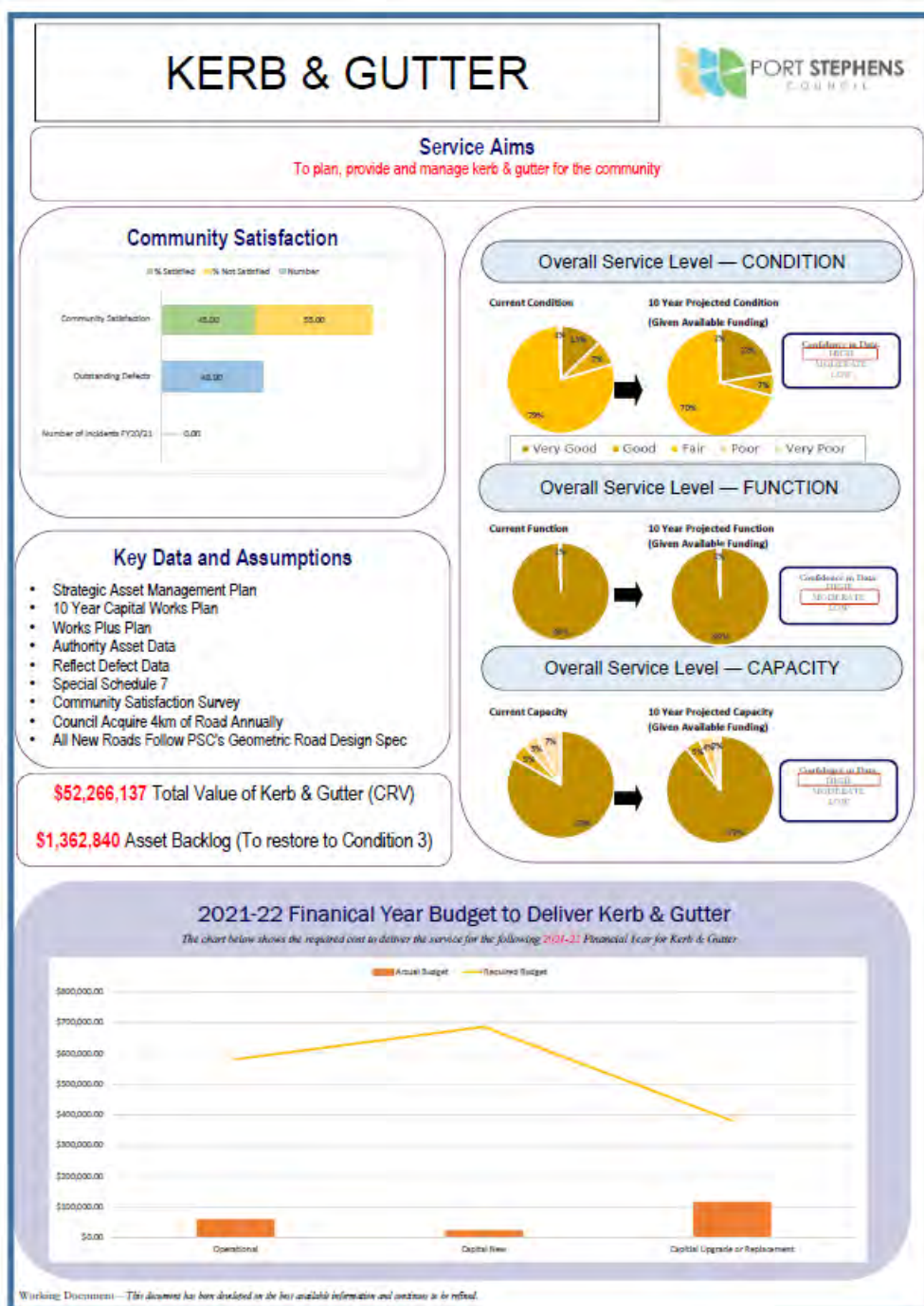


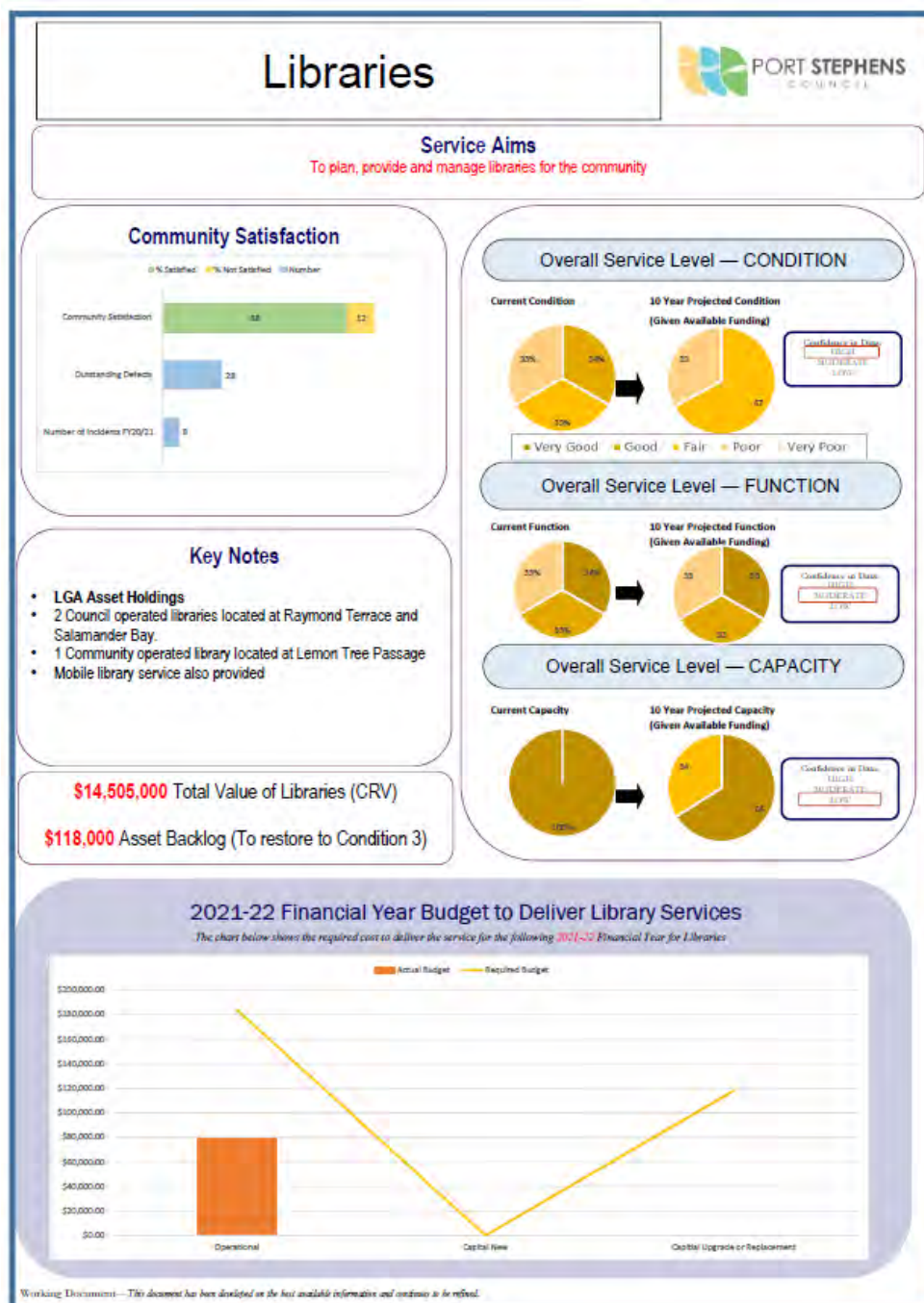


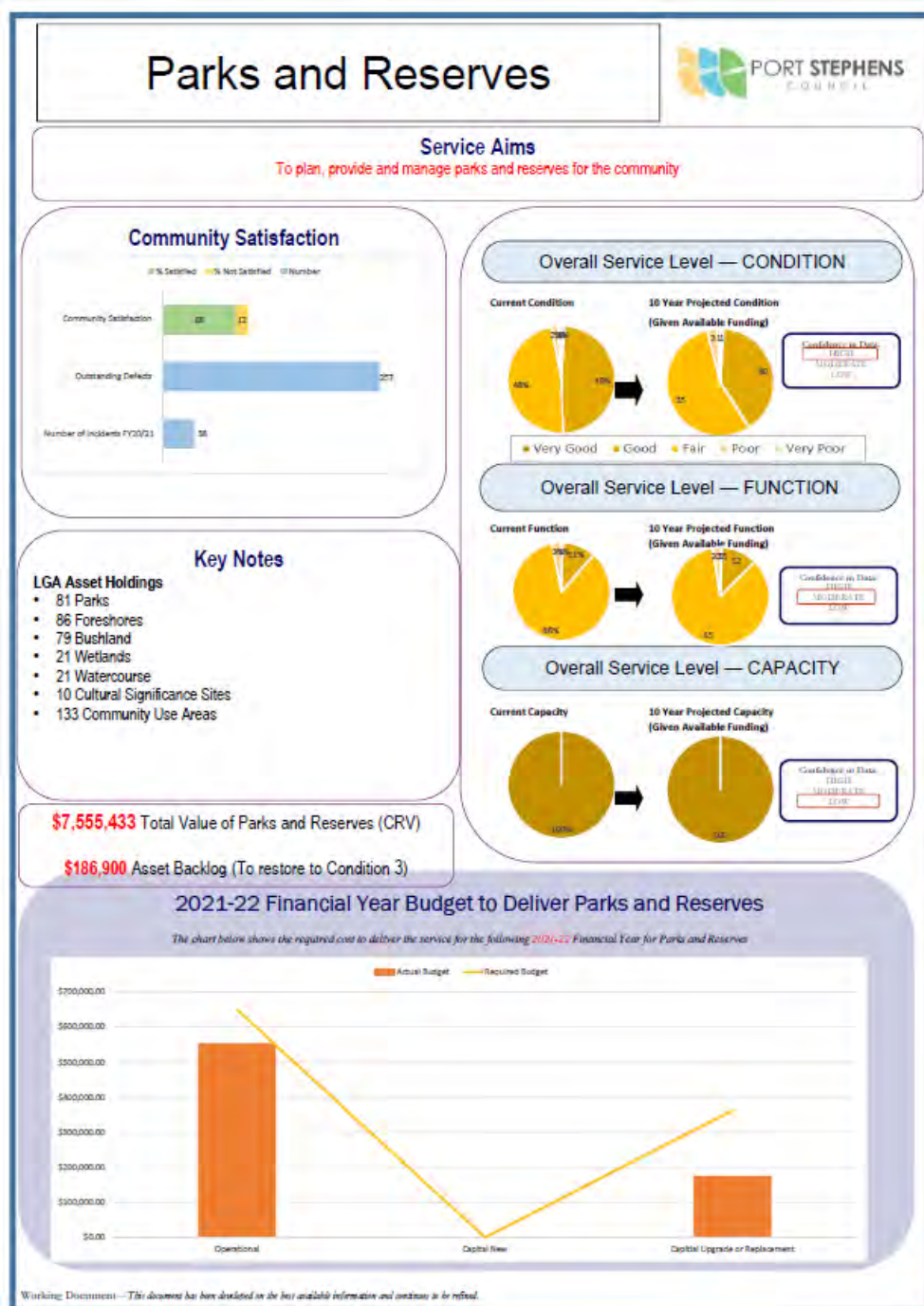


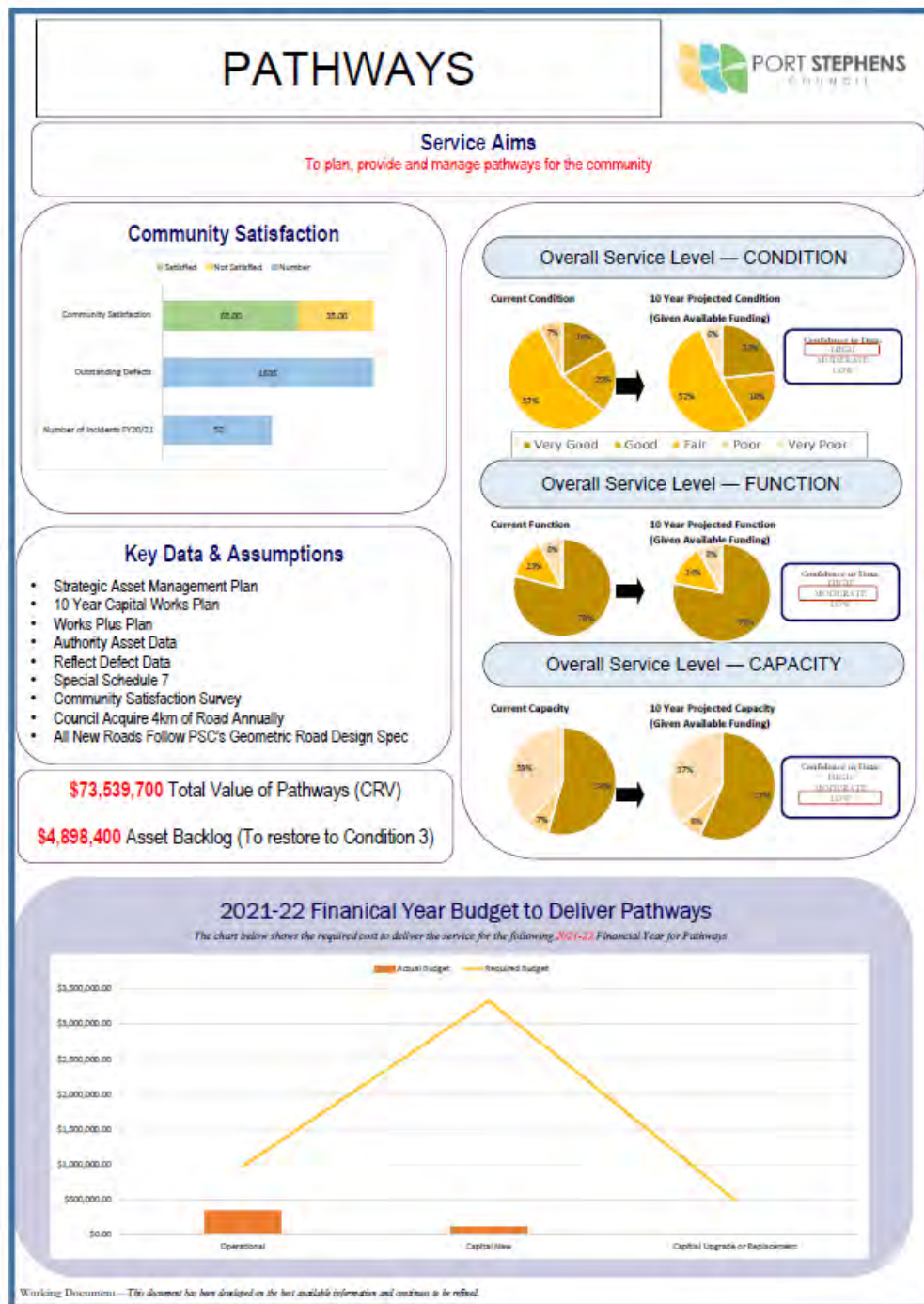


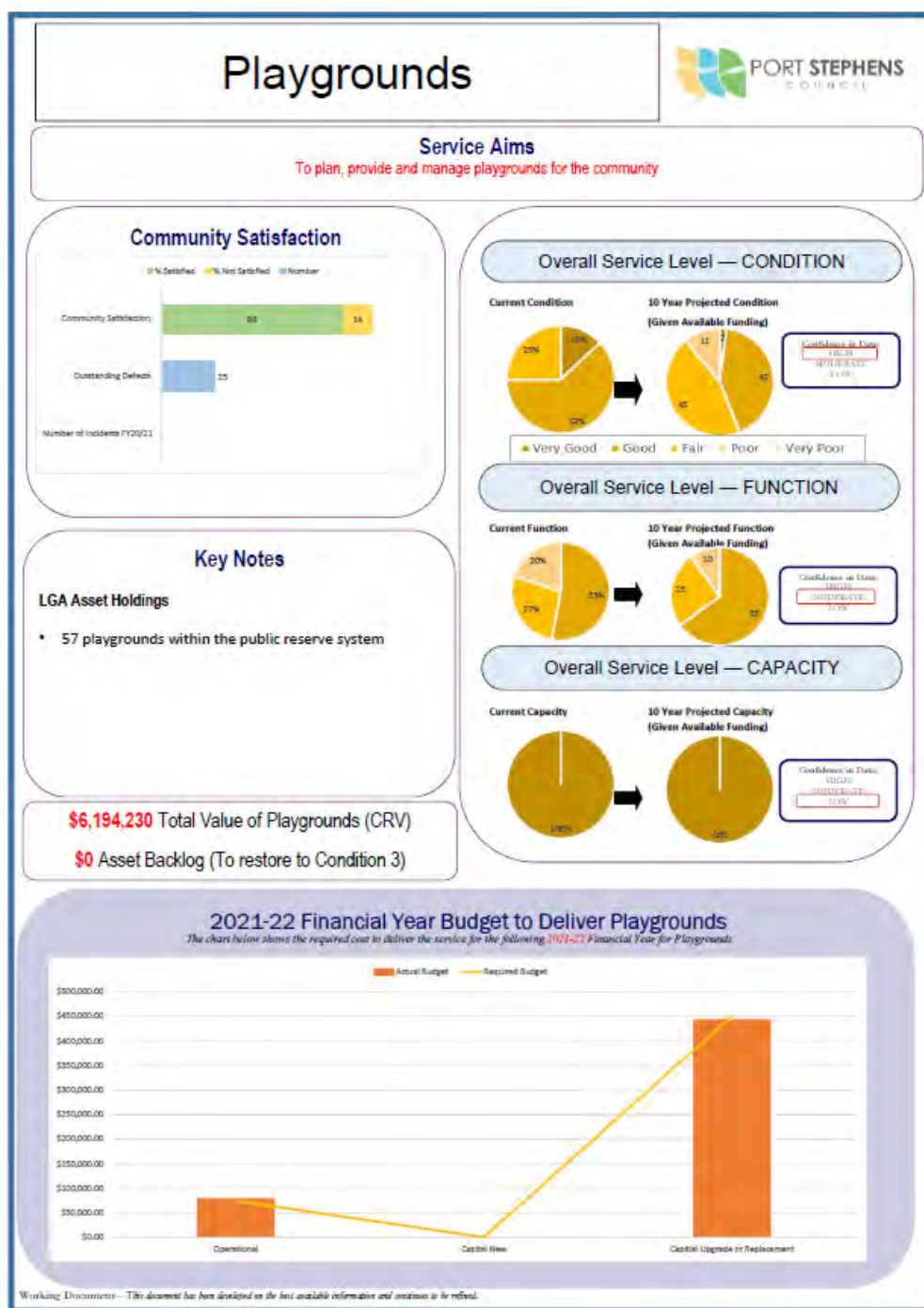


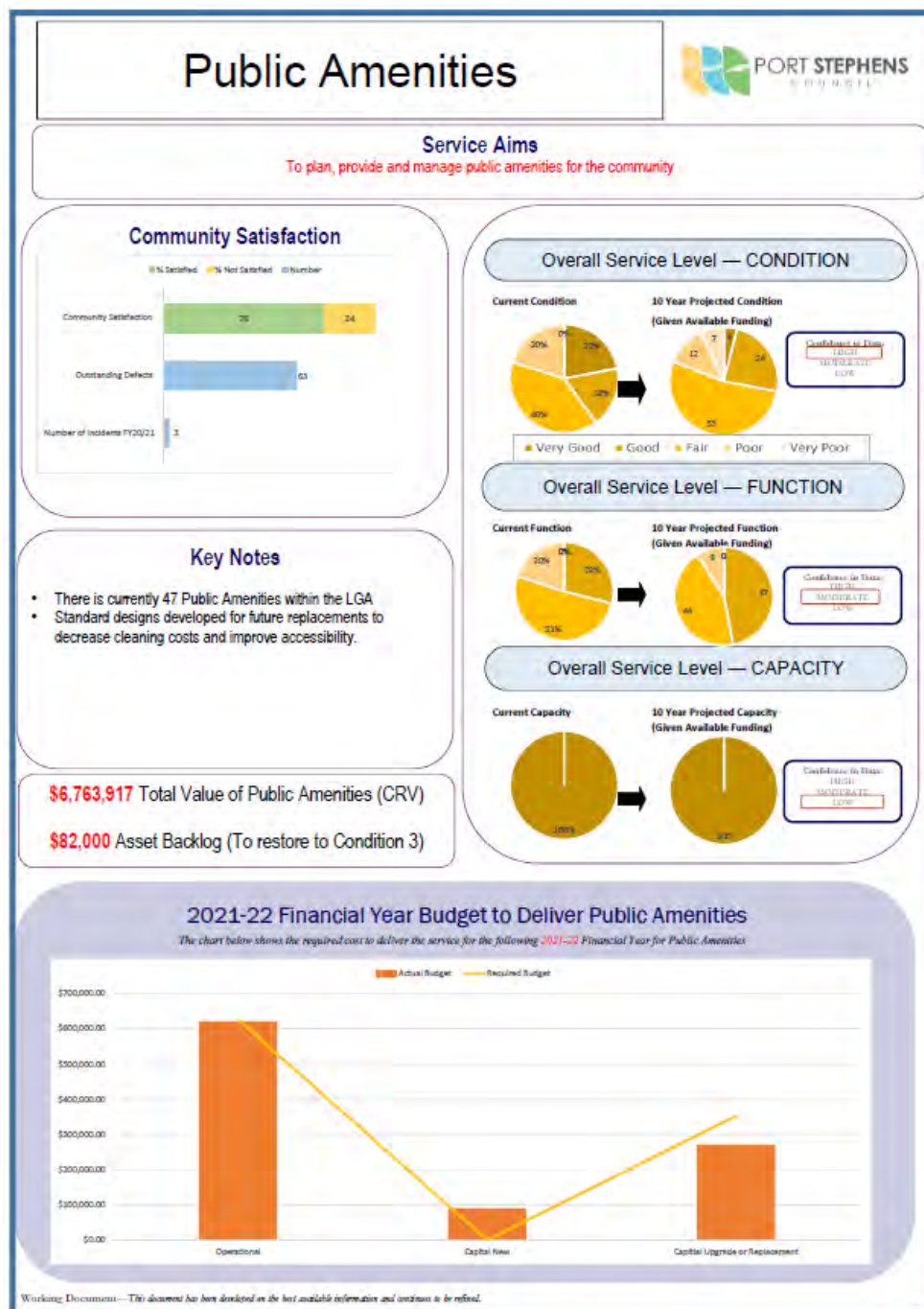


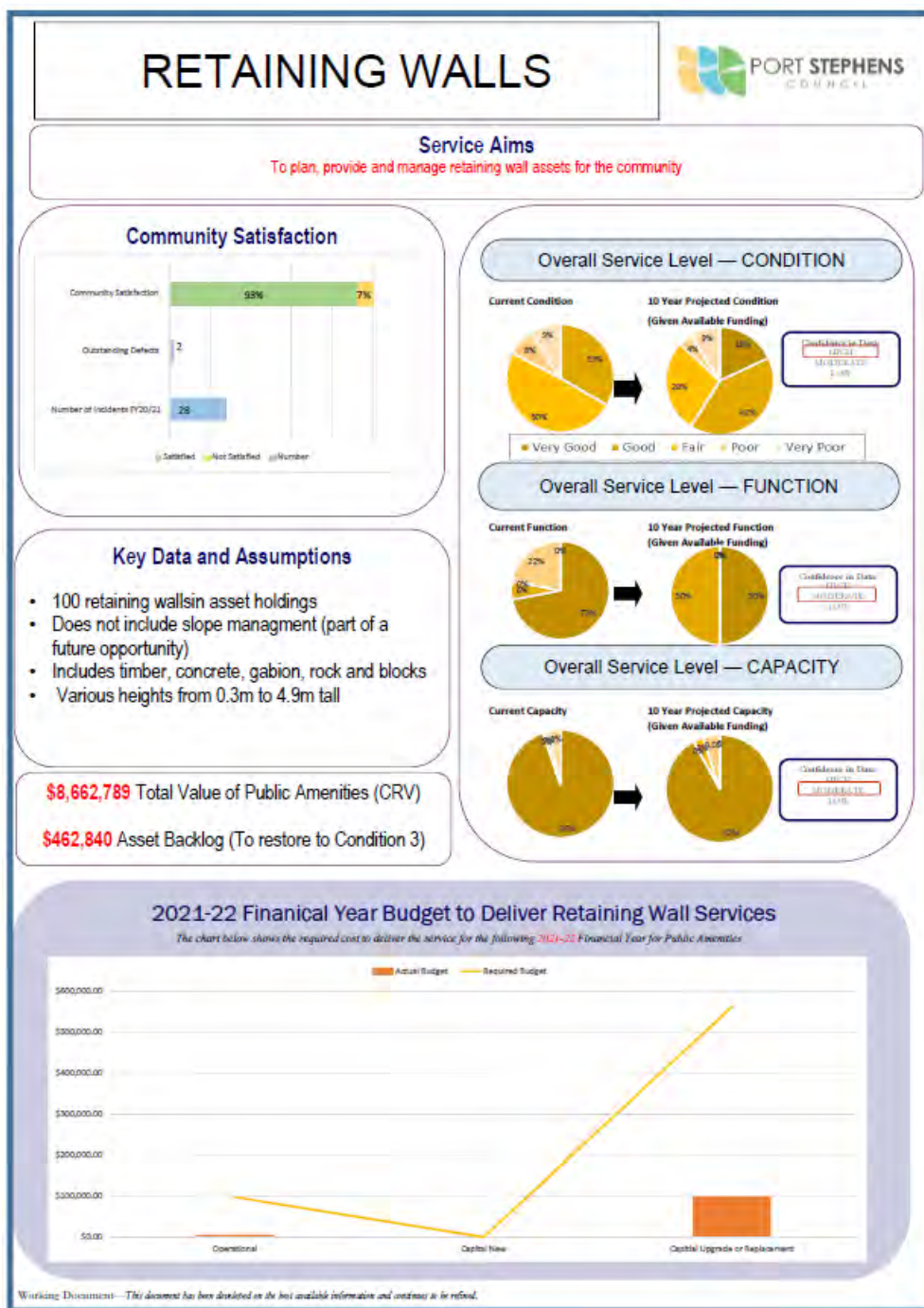


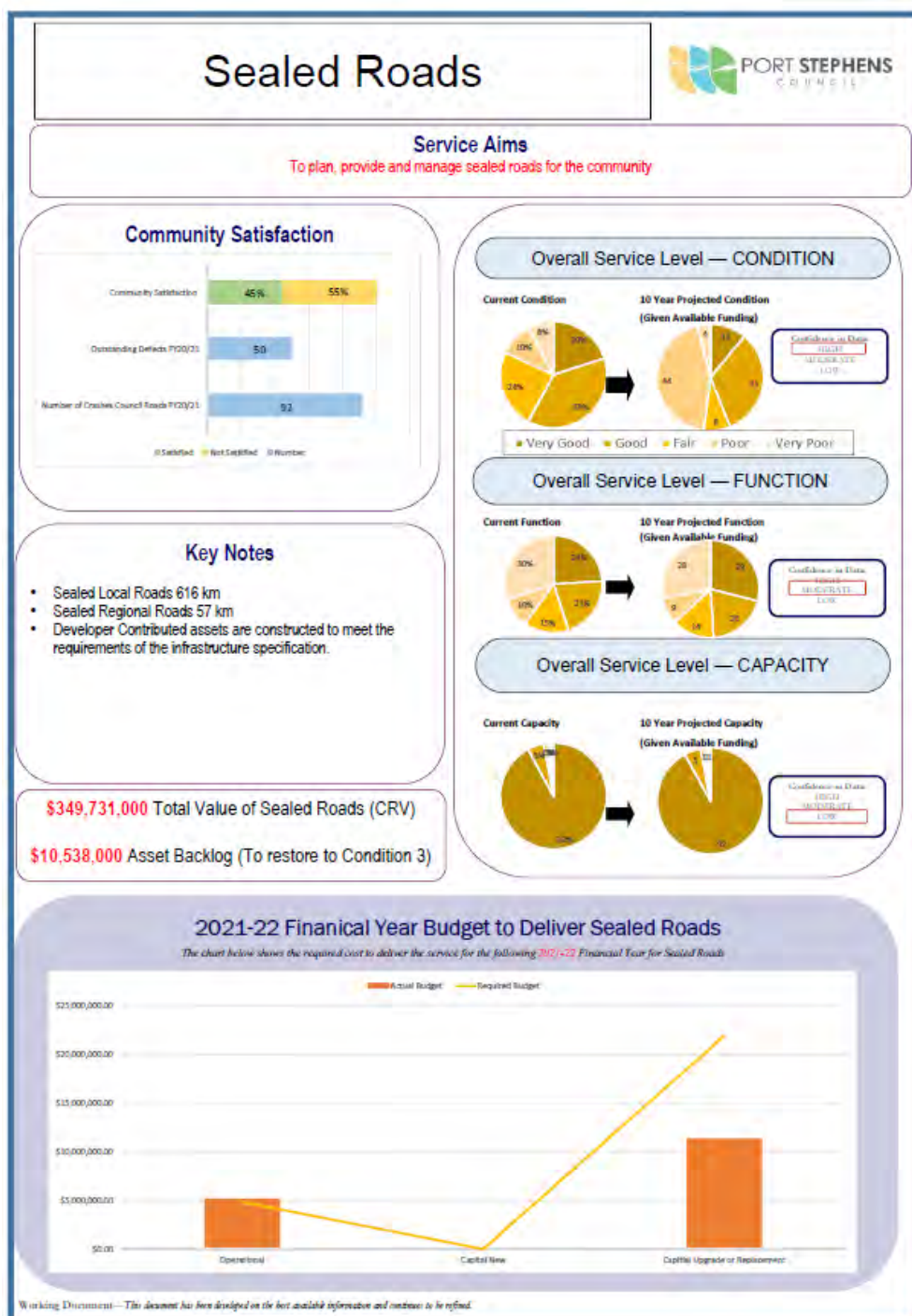


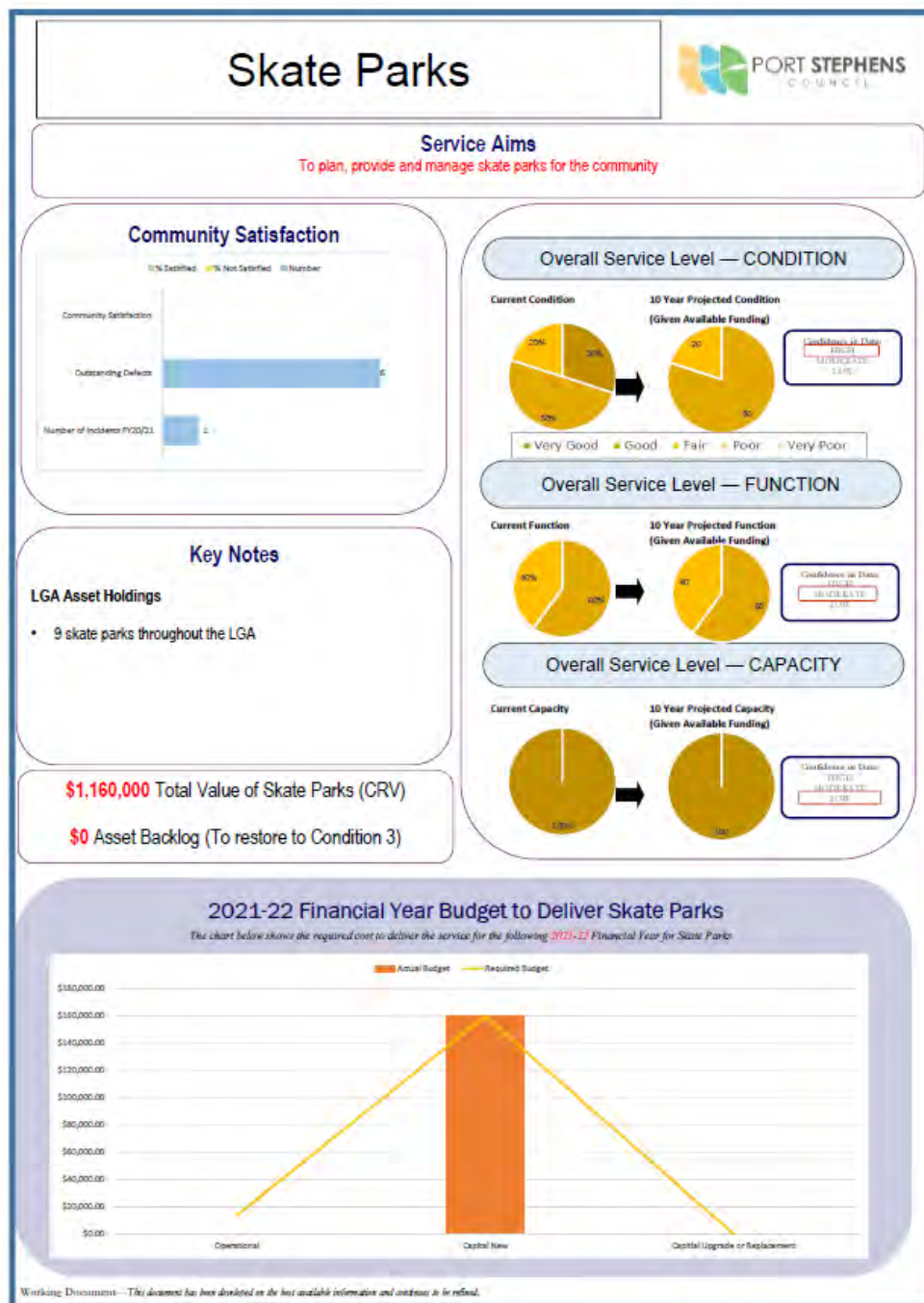


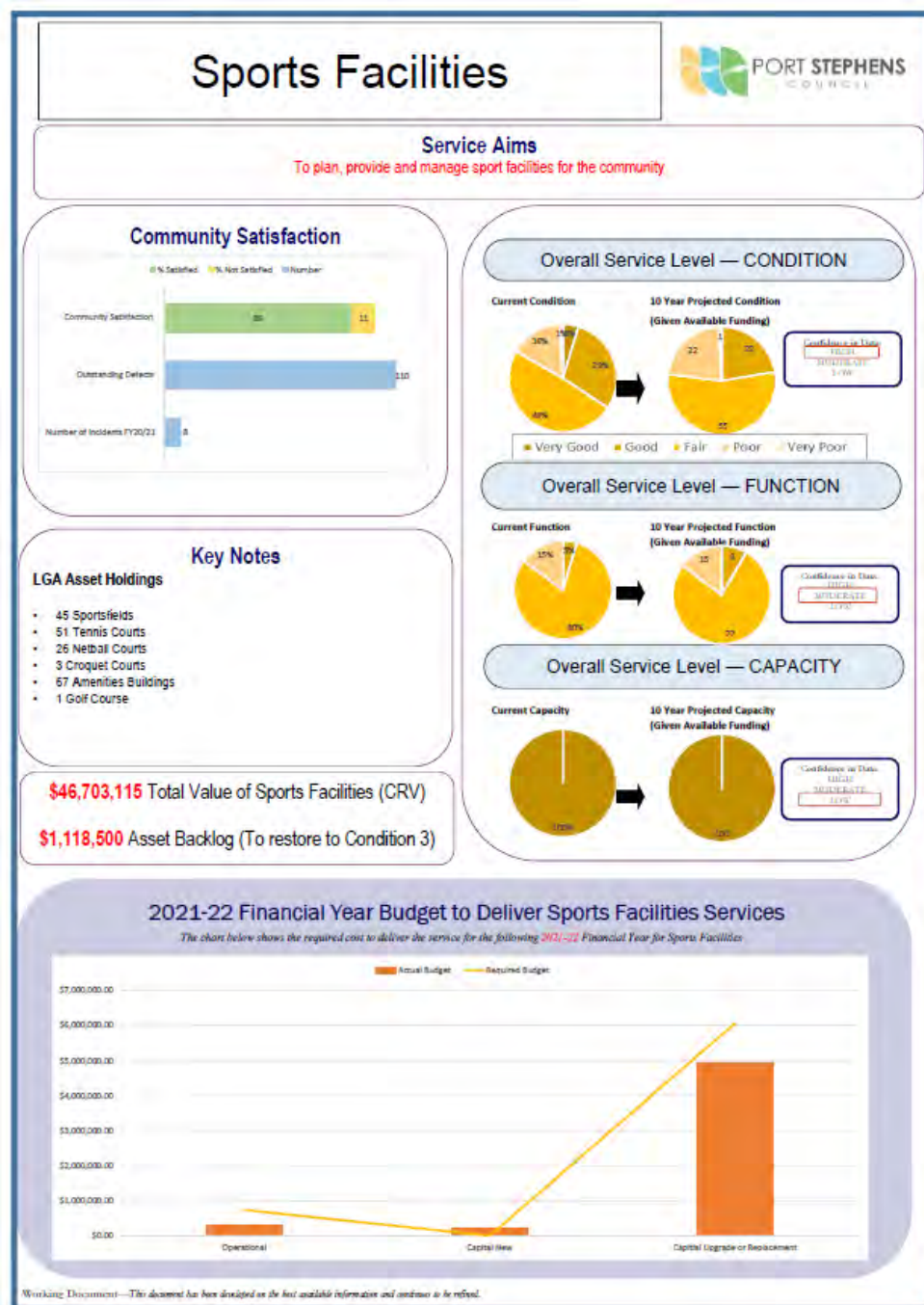


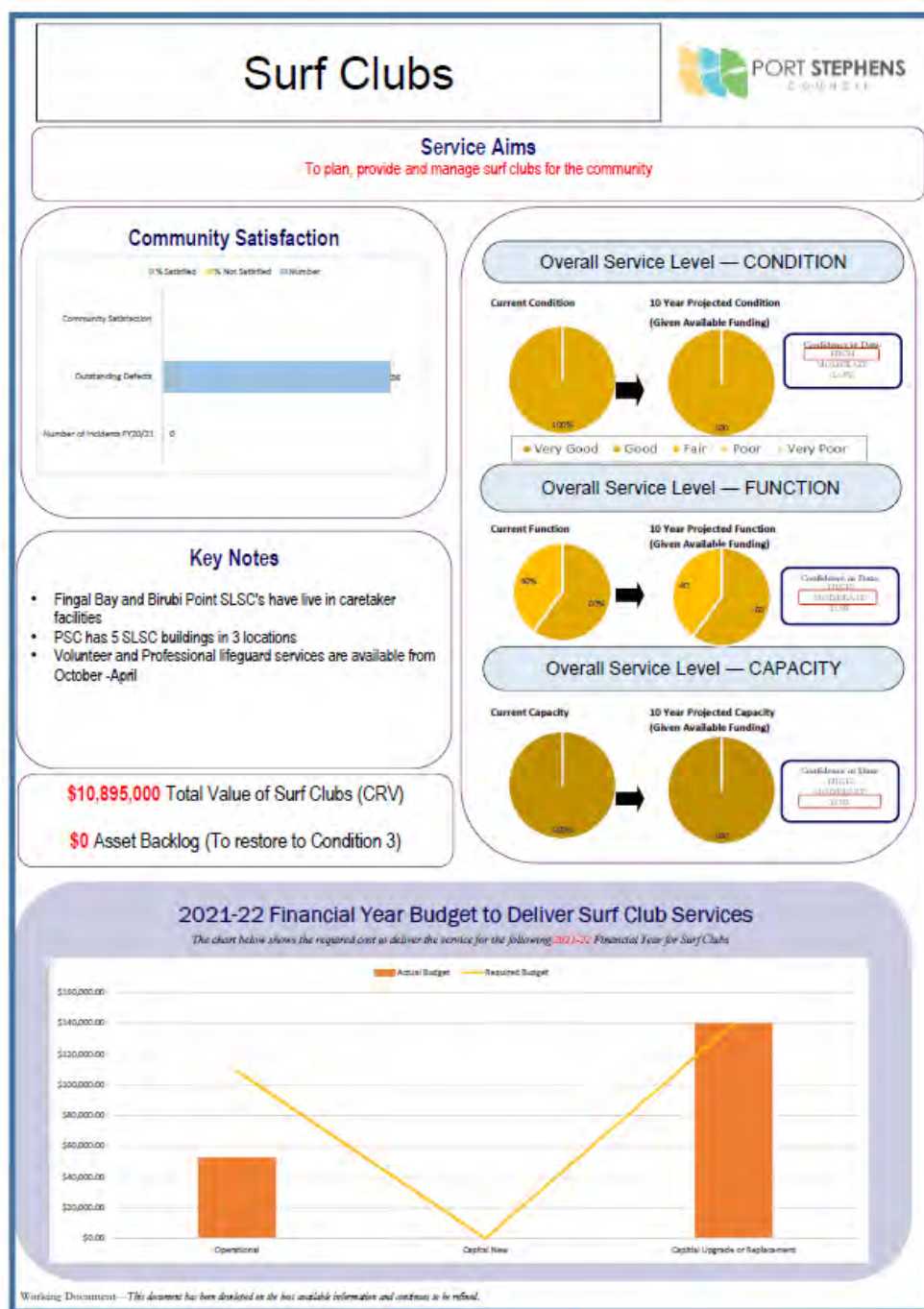


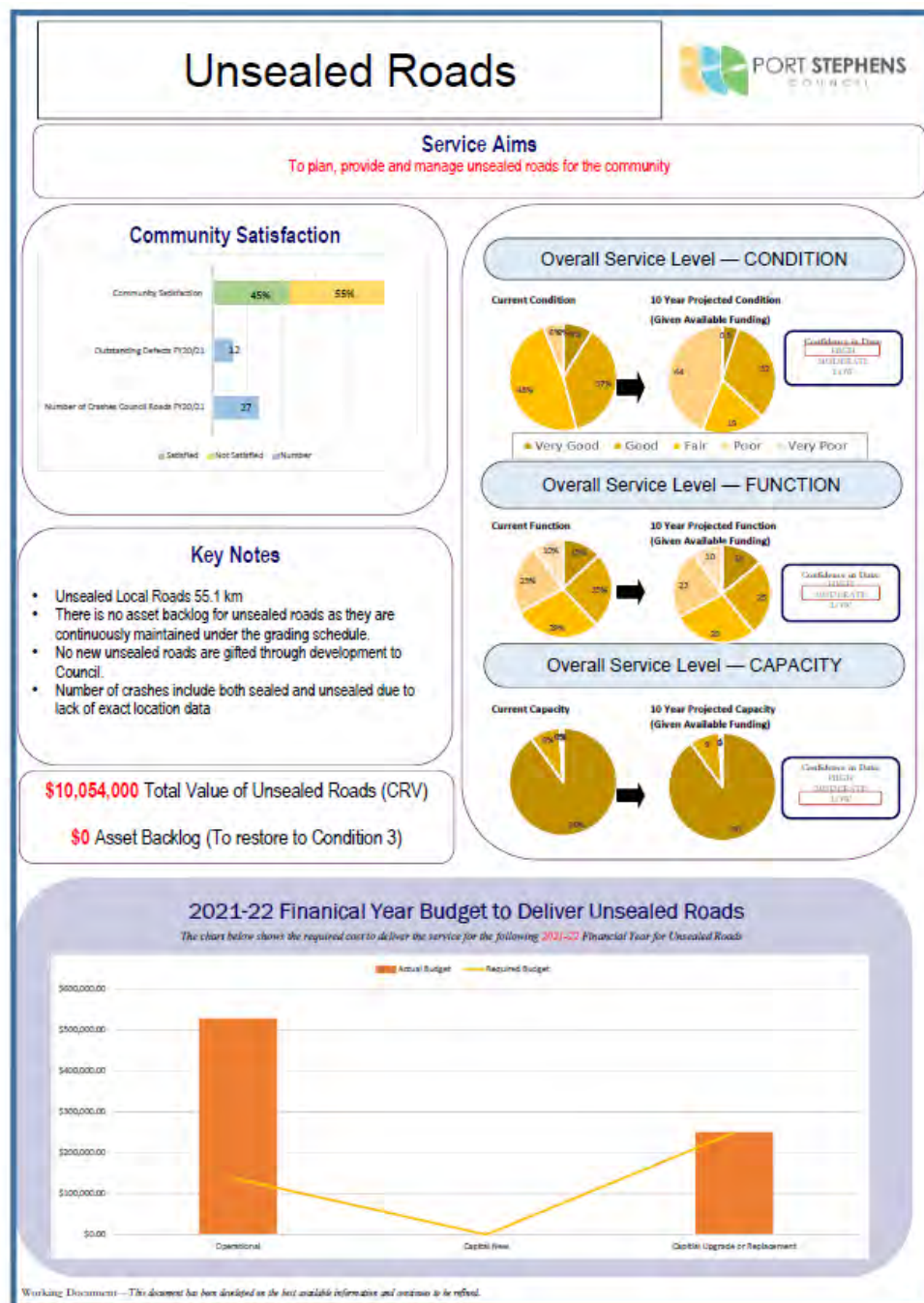














PORT STEPHENS
COUNCIL

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IP&R Framework

Fees and Charges

2023 to 2024

Draft



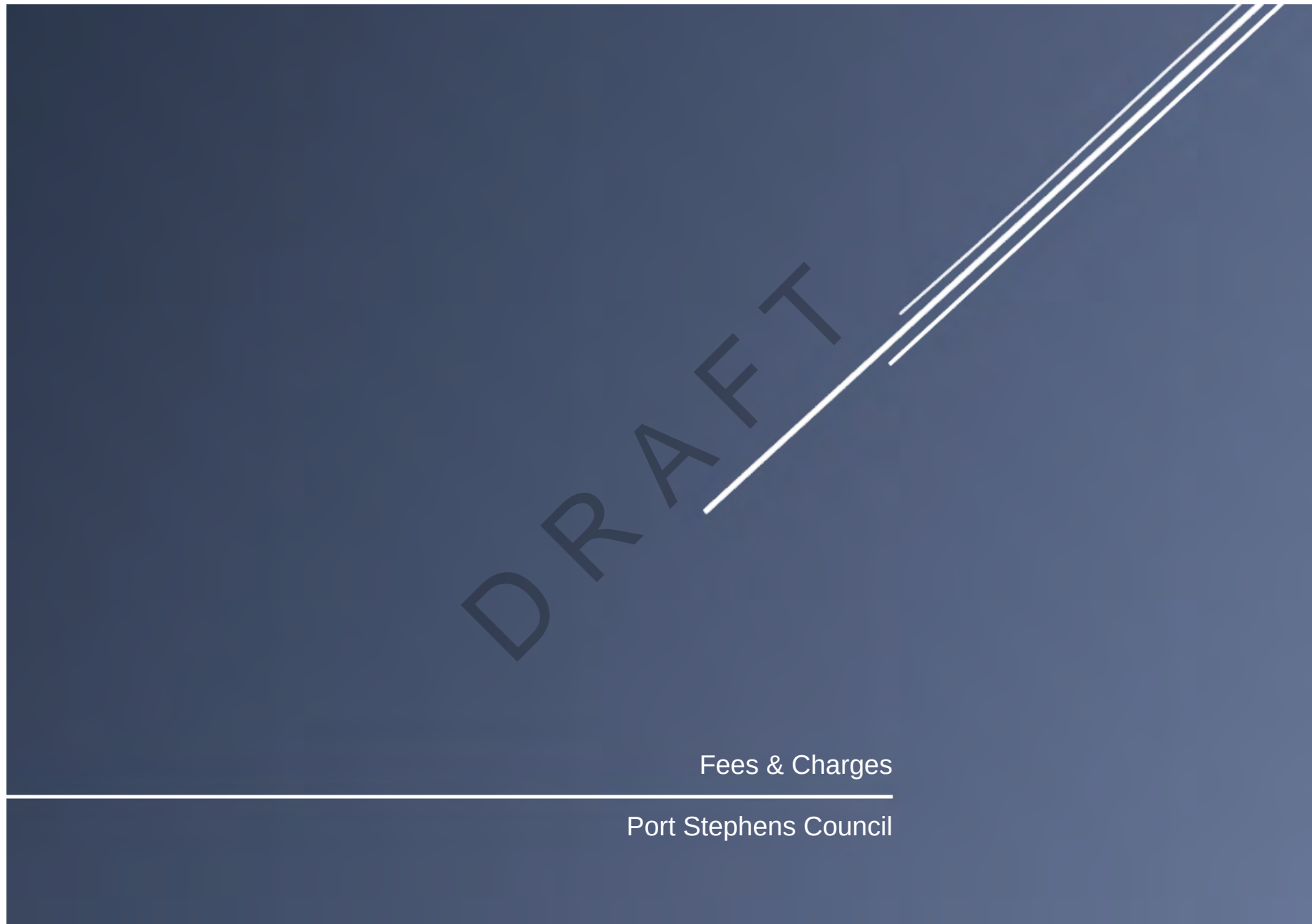


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Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Port Stephens Council**Administration Services****Administration Fees**

Facsimile charge – incoming (first page)		\$7.40	\$7.27	\$0.73	\$8.00	Per page		Market pricing
Facsimile charge – incoming (additional pages)		\$2.20	\$2.18	\$0.22	\$2.40	Per page		Market pricing
Facsimile charge – outgoing Australia (first page)		\$5.80	\$5.73	\$0.57	\$6.30	Per page		Market pricing
Facsimile charge – outgoing Australia (additional pages)		\$2.20	\$2.18	\$0.22	\$2.40	Per page		Market pricing
Facsimile charge – outgoing international (first page)		\$9.90	\$9.82	\$0.98	\$10.80	Per page		Market pricing
Facsimile charge – outgoing international (additional pages)		\$3.20	\$3.18	\$0.32	\$3.50	Per page		Market pricing

Advertising Spaces**Bus Shelter Panels**

Installation or removal of advertising	Installation or removal of the advertising panel on the bus shelter by Council staff	\$362.00	\$355.45	\$35.55	\$391.00	Per Panel		Full cost pricing
Economy Panel 1-2 panels	An advertising space that provides a combination of low exposure panels along lower trafficked roads. Best suited to the marketer on a tight budget.	\$85.00	\$83.64	\$8.36	\$92.00	Monthly per panel		Full cost pricing
Economy Panel 3+ panels	Discounted rate for multiple panels	\$76.50	\$75.00	\$7.50	\$82.50	Monthly per panel		Full cost pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Bus Shelter Panels [continued]								
Premium Panel 1-2 panels	A mix of panel exposures affixed to shelters on an assortment of trafficked roads. A popular choice amongst many advertisers.	\$102.00	\$100.00	\$10.00	\$110.00	Monthly per panel		Full cost pricing
Premium Panel 3+ panels	Discounted rate for multiple panels	\$91.00	\$89.55	\$8.95	\$98.50	Monthly per panel		Full cost pricing
Platinum Panel 1-2 panels	Our highest exposure panels on roads that receive moderate to very high traffic volumes. For those looking to make a substantial marketing impact.	\$119.00	\$116.82	\$11.68	\$128.50	Monthly per panel		Full cost pricing
Platinum Panel 3+ panels	Discounted rate for multiple panels.	\$108.00	\$105.91	\$10.59	\$116.50	Monthly per panel		Full cost pricing
Not for profit organisation	Advertising panel space where panel is vacant (not for profit organisation only)	\$0.00	\$0.00	\$0.00	\$0.00			Free (zero priced)
Contractor Management								
Replacement of PSC Contractor Verification card		\$25.00	\$24.55	\$2.45	\$27.00	Per item		Full cost pricing
Document Storage Service								
HSC Exam Storage Service		\$275.00	\$269.55	\$26.95	\$296.50	Per item		Market pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Financial Management

Tenders

Expression of Interest	Minimum fee Available free on web	\$62.00	\$67.00	\$0.00	\$67.00	Per tender		Full cost pricing
Standard Tender	Minimum fee Available free on web	\$62.00	\$67.00	\$0.00	\$67.00	Per tender		Full cost pricing
Regulated Tenders	Minimum fee Available free on web	\$62.00	\$67.00	\$0.00	\$67.00	Per tender		Full cost pricing
Complex Tenders	Minimum fee Available free on web	\$85.00	\$92.00	\$0.00	\$92.00	Per tender		Full cost pricing

Payment Processing

Credit Card Fees	Applicable to payments made by credit card GST applies to the fee if the original item/ service supplied is taxable	Up to 1% of transaction value					Reserve Bank of Australia Standard No. 2 Merchant Pricing for Credit Card Purchases	Full cost pricing
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Government Information Public Access

Formal Application

Formal application fee – individual	Application fee by a natural person about their personal affairs or other person Subject to 50% reduction for financial hardship and public interest reasons	\$30.00	\$30.00	\$0.00	\$30.00	Per application	Government Information (Public Access) Act 2009	Statutory pricing
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Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Formal Application [continued]								
Formal application fee – corporation		\$30.00	\$30.00	\$0.00	\$30.00	Per application	Government Information (Public Access) Act 2009	Statutory pricing
Formal application processing fee	Processing charge payable by a natural person about their personal affairs Charged per hour after first 20 hours for an individual, or if about another person or body, the fee is per hour. Subject to 50% reduction for financial hardship and public interest reasons	\$30.00	\$30.00	\$0.00	\$30.00	Per application	Government Information (Public Access) Act 2009	Statutory pricing
Formal application: Internal Review – application fee	No additional processing fee applies after receipt Subject to 50% reduction for financial hardship and public interest reasons	\$40.00	\$40.00	\$0.00	\$40.00	Per review	Government Information (Public Access) Act 2009	Statutory pricing
Informal Request								
Informal Request Fee	No processing fee applies. Note: Photocopying charges may apply.	\$0.00	\$0.00	\$0.00	\$0.00		Government Information (Public Access) Act 2009	Statutory pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Information Privacy								
Applications								
Amendment of records		\$0.00	\$0.00	\$0.00	\$0.00		Privacy and Personal Information Protection Act 1998	Statutory pricing
Application fee for private information – not related to health records	Photocopy charges will apply	\$0.00	\$0.00	\$0.00	\$0.00		Privacy and Personal Information Protection Act 1998	Free (zero priced)
Leases/Licenses								
Property Licenses								
Licence Administration fee – commercial/corporate	Applicable once per licence term, exclusive of licence fees which are subject to market assessment. Preparation fee being payable upfront and non-refundable.	\$825.00	\$889.00	\$0.00	\$889.00			Market pricing
Lease/ Licence Amendment Fee - Commercial agreements	Preparation fee for variations, transfers/ assignments - non-refundable	\$550.00	\$550.00	\$0.00	\$550.00			Market pricing
Licence Fee - Annually	Fee payable annually for licence term	Commercial fee subject to market assessment				Per year		Market pricing
Part A Residential Stratum Structure								
Licence preparation costs	Residential structures at stratum level over Council land, roads and road reserves	\$1,650.00	\$1,780.00	\$0.00	\$1,780.00			Market pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Part B Commercial Stratum Structure Licence

Awnings supported by posts at ground level and like structures at stratum level over Council land, roads and road reserves	Fee applicable annually Required to have Port Stephens Council noted in the certificate of currency	\$3,300.00	\$3,560.00	\$0.00	\$3,560.00	Per year		Market pricing
Balcony utilised for commercial activities e.g. seating/entertainment areas of restaurant	Required to have Port Stephens Council noted in the certificate of currency	Commercial fee subject to market assessment						Market pricing
Cantilevered Awnings and like structures at stratum level over Council land, roads and road reserves	Fee applicable once per licence Required to have Port Stephens Council noted in the certificate of currency	\$3,300.00	\$3,560.00	\$0.00	\$3,560.00			Market pricing

Legal Services

Subpoena

Subpoena to give evidence		Ordinary salary of Council Officer and any additional expenses associated with attendance at Court may be required to be paid						Full cost pricing
Subpoena to produce documents	Conduct money – at time of service	\$135.50	\$135.50	\$0.00	\$135.50			Full cost pricing
Subpoena to produce documents	Late fee - less than 7 workings days	\$245.50	\$110.00	\$0.00	\$110.00			Full cost pricing
Subpoena to produce documents	Statutory fee for processing - per hour, charged in accordance with the Local Government Act	\$58.00	\$58.00	\$0.00	\$58.00	Per hour	Local Government Act 1993 Sections 608-610	Full cost pricing
Subpoena to produce documents	Photocopying	Refer to charges under photocopying						Full cost pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Subpoena [continued]

Subpoena to produce documents	Provision of documents saved to electronic media, i.e. CD/DVD/USB (per 8GB)	\$10.80	\$10.80	\$0.00	\$10.80			Full cost pricing
Subpoena to produce documents	Provision of documents electronically via email or drop box (when possible)	Photocopying charges for documents where printing is required before saving electronically for production. Balance of documentation which does not require printing – nil charge only time spent						Full cost pricing

Licences

Commercial Operator's Licence – Water/Land Activities – Category 1

Category 1 Location: Shoal Bay Foreshore Boat Ramp (A), Shoal Bay Foreshore Adjacent Public Wharf (B), Shoal Bay Beach Road Adjacent Harbourside Haven (C), Shoal Bay Foreshore at intersection of Harwood Avenue and Beach Road (D), Nelson Bay Foreshore on Victoria Parade adjacent to Kiosk and Carpark, Nelson Bay Foreshore on Victoria Parade adjacent Fly Point amenities. These locations are suitable for example for Catamarans, Paddle Boarding, Kayaking, and other tourism and adventure activities.

Category 1 Location: Fly Point (suitable as dive site), Nelson Bay Foreshore on Victoria Parade adjacent to kiosk and carpark (bike hire and tours)

Administration fee	Establishment and management of licence Payable once at the commencement or recommencement of a licence	\$779.00	\$840.00	\$0.00	\$840.00	Per licence		Market pricing
Licence fee	Annual fee	\$3,220.00	\$3,470.00	\$0.00	\$3,470.00	Per licence		Market pricing

Commercial Operator's Licence – Water/Land Activities – Category 2

Category 2 Location: Birubi Beach, Fingal Beach (A), Fingal Beach (B), One Mile Beach. These locations are suitable for example for Surf School, other tourism, adventure and beach activities.

Category 2 Location: Dutchman's Beach 1, Dutchman's Beach 2, Fitzgerald Bridge Boat Ramp, Roy Wood Reserve. These locations are suitable for example for Catamarans, Paddle Boarding, Kayaking, other tourism and adventure activities.

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Commercial Operator's Licence – Water/Land Activities – Category 2 [continued]

Administration fee	Establishment and management of licence Payable one at the commencement or recommencement of a licence	\$779.00	\$840.00	\$0.00	\$840.00	Per licence		Market pricing
Licence fee	Annual fee	\$2,180.00	\$2,350.00	\$0.00	\$2,350.00	Per licence		Market pricing

Commercial Operator's Licence – Water/Land Activities – Category 3

Category 3 Location: Fisherman's Bay Foreshore Reserve, Bagnall Beach Foreshore adjacent Pantawarra Street, Caswell Reserve, George's Reserve, Forster Park Foreshore, Peace Park Boat Ramp, Taylors Beach.

These locations are suitable for example for Catamarans, Paddle Boarding, Kayaking, and other tourism and adventure activities.

Category 3 Location: Bagnall Beach Foreshore adjacent Pantawarra Street. This location is suitable for example for Bike hire and tours.

Administration fee	Establishment and management of licence Payable once at the commencement or recommencement of a licence	\$779.00	\$840.00	\$0.00	\$840.00	Per licence		Market pricing
Licence fee	Annual fee	\$1,665.00	\$1,795.00	\$0.00	\$1,795.00	Per licence		Market pricing

Commercial Operator's Licence – Land-based Activities

The following sites are suitable for example for Boot Camps, Personal Training, Tai Chi, Pilates, and other suitable Fitness activities: Birubi Beach, Robinson Reserve, Conroy Park, Fingal Bay Foreshore Reserve, Fingal Bay Oval, Fingal Beach (A), Fingal Beach (B) Boat ramp end, Tom O Dwyer Oval, Fisherman's Bay Park, Hinton Foreshore, Stuart Park, Aliceton Reserve, Lionel Morton Oval, Kooindah Park, Mallabula Sports Complex, Boyd Oval, Coachwood Drive Reserve 2, Ferodale Sports Park, Kindlebark Oval, Yulong Oval, Bill Strong Oval, Dutchman's Beach Reserve, Fly Point Reserve, Little Beach Reserve, Neil Carroll Park, Tomaree Sports Complex, One Mile Beach, Alton Park Reserve, Boomerang Park, King Park Sports Complex, Lakeside Reserve 2, Lakeside Reserve 3, Lakeside Sports Complex, Ross Walbridge Reserve, Vi Barnett Oval, Bagnall Beach Road Detention Basin, Joe Redman Reserve, Korora Oval, Salamander Sports Complex, Brandon Park, Seaham Park, Everitt Park, Bowthorne Park.

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Commercial Operator's Licence – Land-based Activities [continued]

Administration fee	Establishment and management of licence Payable once at the commencement or recommencement of a licence	\$213.00	\$230.00	\$0.00	\$230.00	Per licence		Market pricing
Licence fee	One to three sites. Maximum 3 sites per licence	\$530.00	\$770.00	\$0.00	\$770.00	Per licence		Market pricing

Commercial Operator's Market Licence – More than 4 times per year

Administration fee	Establishment and management of licence – Markets Payable once, at the commencement or recommencement of a licence	\$213.00	\$230.00	\$0.00	\$230.00	Per licence		Market pricing
Licence fee	Annual fee	\$3,220.00	\$3,470.00	\$0.00	\$3,470.00	Per licence		Market pricing

Commercial Operator's Not for Profit Licence

Administration Fee	Establishment and management of licence	\$213.00	\$230.00	\$0.00	\$230.00	Per licence		Partial cost pricing
Licence fee	Fee determined upon application	Fee determined upon application Licence and Admin fee subject to % discount based on review of weighting criteria by Council review panel				Per licence		Partial cost pricing

Commercial Operator's Mobile Food/Retail Licence & Permit

Administration Fee	Mobile food/retail operators under licence agreement	\$213.00	\$230.00	\$0.00	\$230.00	Per licence		Market pricing
Licence Fee	Annual fee	\$530.00	\$770.00	\$0.00	\$770.00	Per licence		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Commercial Operator's Mobile Food/Retail Licence & Permit [continued]								
Permit Fee - Mobile Food Vans & Vehicles and Temporary Food Stalls	Establishment and management of permit for temporary food business operating on council land. Permit valid for five (5) years	\$213.00	\$230.00	\$0.00	\$230.00	Per licence		Market pricing
Liquor Licences								
Liquor Licence Application Search Fee		\$121.00	\$130.50	\$0.00	\$130.50	Per search		Market pricing
Property Licences								
Licence Fee	Minimum Fee for Community Groups or Crown Land Licenses.	\$770.00	\$770.00	\$0.00	\$770.00			Market pricing
Outdoor Trading								
Application for permit or right to place advertising sign or alfresco street dining on part of footway adjacent to the shop	No fee – due to council resolution	\$0.00	\$0.00	\$0.00	\$0.00	Per application		Full cost pricing
Annual rental for permit or right to place advertising sign or clothes rack etc. on part of footway adjacent to the shop	No fee – due to council resolution	\$0.00	\$0.00	\$0.00	\$0.00	Per year or part thereof		Full cost pricing
Additional space	No fee – due to council resolution	\$0.00	\$0.00	\$0.00	\$0.00	Per square metre		Full cost pricing
Parking								
Smart Parking Meters								
15 Minutes Park Free	Parking sessions 15 minutes or less are free	\$0.00	\$0.00	\$0.00	\$0.00		Road Transport Act 2013	Market pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Smart Parking Meters [continued]

Smart Parking Meter Fee	Sunday - Monday for the period 1st December - 31st January. No fee for holders of Smart Parking Permit.	\$4.50	\$4.09	\$0.41	\$4.50	Per Hour	Road Transport Act 2013	Market pricing
Smart Parking Permit	All ratepayers and residents of Port Stephens Local Government Area, and employees of business within the metered parking scheme zone are eligible.	\$0.00	\$0.00	\$0.00	\$0.00		Road Transport Act 2013	Market pricing

Payments Management

Cheque Dishonour (cheque paid directly to Council)	Not applied where bank response is "customer deceased". For fee exemptions refer to Debt Recovery and Hardship Policy.	\$27.50	\$30.00	\$0.00	\$30.00	Per occurrence	Local Government Act 1993 Section 608	Full cost pricing
Cheque Dishonour (cheque paid via collection agent)	Not applied where bank response is "customer deceased". For fee exemptions refer to Debt Recovery and Hardship Policy.	\$27.50	\$30.00	\$0.00	\$30.00	Per occurrence	Local Government Act 1993 Section 608	Full cost pricing
Direct Debit Dishonour	Not applied where bank response is "customer deceased". For fee exemptions refer to Debt Recovery and Hardship Policy.	\$27.50	\$30.00	\$0.00	\$30.00	Per occurrence	Local Government Act 1993 Section 608	Full cost pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Payments Management [continued]

Refund Fee	GST applies to the fee if the original item/ service supplied is taxable.	\$26.00	\$28.50	\$0.00	\$28.50	Per refund	Local Government Act 1993 Section 608	Full cost pricing
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Port Stephens Council Internal Staff Catering

Discount for BYO cup		\$0.20	\$0.18	\$0.02	\$0.20			Market pricing
Coffee	Small – Soy milk & syrups extra \$0.50 including GST	\$4.80	\$4.00	\$0.40	\$4.40	Each		Market pricing
Coffee	Regular – Soy milk and syrup extra \$0.50 including GST	\$5.20	\$4.45	\$0.45	\$4.90	Each		Market pricing
Coffee	Large – Soy milk and syrups extra \$0.50 including GST	\$5.40	\$4.64	\$0.46	\$5.10	Each		Market pricing
Coffee Loyalty Card	Buy 9 coffees receive 10th free	\$0.00	\$0.00	\$0.00	\$0.00			Free (zero priced)
Milkshakes		\$5.10	\$5.00	\$0.50	\$5.50	Each		Market pricing
Lunch Specials	Toasted \$0.50 extra including GST			\$9.50 to \$11.00 including GST				Market pricing
Salads				\$9.50 to \$11.00 including GST		Each		Market pricing
Soup with Bread Roll		\$8.10	\$8.00	\$0.80	\$8.80	Each		Market pricing
Frittatas & Quiche with Salad		\$10.20	\$10.00	\$1.00	\$11.00	Each		Market pricing
Toast – various varieties	Two (2) slices	\$3.30	\$3.27	\$0.33	\$3.60	Each		Market pricing
Egg & Bacon Roll/Wrap		\$7.00	\$6.91	\$0.69	\$7.60	Each		Market pricing
Lunch Loyalty Card	Buy 9 lunches receive 10th half price	\$0.00	\$0.00	\$0.00	\$0.00			Free (zero priced)

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Production Services								
Photocopying	A4 - First photocopy of Council owned and controlled documents is GST free if not produced for commercial purposes	\$1.00	\$1.10	\$0.00	\$1.10	Per page		Market pricing
Photocopying	A3 - First photocopy of Council owned and controlled documents is GST free if not produced for commercial purposes	\$1.65	\$1.80	\$0.00	\$1.80	Per page		Market pricing
Property Administration								
Duplicate Rate Notice, Invoice, Account etc. (not for receipting purposes)		\$8.60	\$9.30	\$0.00	\$9.30	Per copy	Local Government Act 1993 Section 608	Full cost pricing
Rates Certificate	Provides details of any outstanding rates on a property. Issued within 5 business days of receipt of request	\$90 base fee plus 100% loading for urgent issue within 24 hours/1 business day				Per item	Local Government Act 1993 Section 608	Statutory pricing
Property Services								
Administration Costs								
Acquisition of Council land	Administration costs	\$1,430.00	\$1,404.55	\$140.45	\$1,545.00	Per application		Full cost pricing
Property Information								
Property Enquiry	Not applicable to own property	\$17.20	\$18.60	\$0.00	\$18.60	Per property		Full cost pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Property Information [continued]

Search fee – property information	Fee plus any archive costs for retrieval and return. Not applicable to own property.	\$85.00	\$92.00	\$0.00	\$92.00	Per hour or part thereof		Full cost pricing
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Publications

Books

A History of Port Stephens, Tomaree and Yacaaba	Port Stephens Family History Society Inc.	\$29.50	\$29.09	\$2.91	\$32.00	Each		Market pricing
A History of Tilligerry Peninsula	Port Stephens Family History Society Inc.	\$29.50	\$29.09	\$2.91	\$32.00	Each		Market pricing
Anna Bay Lawn Cemetery CD	Port Stephens Family History Society Inc.	\$29.50	\$29.09	\$2.91	\$32.00	Each		Market pricing
Convicts of the Australian Agricultural Company	Port Stephens Family History Society Inc.	\$39.50	\$39.09	\$3.91	\$43.00	Each		Market pricing
Henry H Halloran in Port Stephens the Legacy	Yvonne Fraser	\$19.60	\$19.55	\$1.95	\$21.50	Each		Market pricing
Nelson Bay Heritage Walk	Port Stephens Historical Society	\$1.70	\$1.73	\$0.17	\$1.90	Each		Market pricing
Port Stephens – The Ultimate Experience	John Armstrong	\$45.50	\$45.00	\$4.50	\$49.50	Each		Market pricing
Port Stephens Heritage	Cynthia Hunter	\$43.00	\$42.27	\$4.23	\$46.50	Each		Market pricing
Raymond Terrace Pioneer Register	Raymond Terrace & District Historical Society	\$39.50	\$39.09	\$3.91	\$43.00	Each		Market pricing
They Were Here	June Reeks	\$45.50	\$45.00	\$4.50	\$49.50	Each		Market pricing
Inlet Port Stephens – DVD	Port Stephens Family Historical Society Inc.	\$25.00	\$24.55	\$2.45	\$27.00			Market pricing
Bobs Farm Cadre Camp	Port Stephens Family Historical Society Inc.	\$29.00	\$28.64	\$2.86	\$31.50			Full cost pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Development Plans**Contribution Plans**

Available free on web

Port Stephens Local Infrastructure Contributions Plan		\$90.50	\$98.00	\$0.00	\$98.00	Each		Full cost pricing
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Control Plans

Available free on web

Port Stephens Development Control Plan		\$90.50	\$98.00	\$0.00	\$98.00	Each		Full cost pricing
Port Stephens Local Environmental Plan (Text)		\$90.50	\$98.00	\$0.00	\$98.00	Each		Full cost pricing
Port Stephens Local Environmental Plan (Text and Maps)		\$320.00	\$345.00	\$0.00	\$345.00	Each		Full cost pricing
Strategies & Studies		\$90.50	\$98.00	\$0.00	\$98.00	Each		Full cost pricing

Spatial Services**Maps/Plans****GIS Electronic Files**

pdf or jpg format

Standard - AO (1189mm x 841mm)		\$22.00	\$24.00	\$0.00	\$24.00	Per print		Full cost pricing
Standard – A1 (841mm x 594mm)		\$18.80	\$20.50	\$0.00	\$20.50	Per file		Full cost pricing
Standard - A2 (594mm x 420mm)		\$18.00	\$19.40	\$0.00	\$19.40	Per file		Full cost pricing
Standard - A3 (420mm x 297mm)		\$13.80	\$15.00	\$0.00	\$15.00	Per file		Full cost pricing
Standard – A4 (210mm x 297mm)		\$13.60	\$14.80	\$0.00	\$14.80	Per file		Full cost pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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GIS Electronic Files [continued]

Standard with aerial photograph – AO (1189mm x 841mm)		\$27.00	\$29.50	\$0.00	\$29.50	Per file		Full cost pricing
Standard with aerial photograph – A1 (841mm x 594mm)		\$24.00	\$26.00	\$0.00	\$26.00	Per file		Full cost pricing
Standard with aerial photograph – A2 (594mm x 420mm)		\$23.00	\$25.00	\$0.00	\$25.00	Per file		Full cost pricing
Standard with aerial photograph – A3 (420mm x 297mm)		\$17.20	\$18.60	\$0.00	\$18.60	Per file		Full cost pricing
Standard with aerial photograph – A4 (210mm x 297mm)		\$16.80	\$18.20	\$0.00	\$18.20	Per file		Full cost pricing

GIS Maps Hard Copies

Standard – AO (1189mm x 841mm)		\$36.00	\$39.00	\$0.00	\$39.00	Per print		Full cost pricing
Standard – A1 (841mm x 594mm)		\$31.50	\$34.00	\$0.00	\$34.00	Per print		Full cost pricing
Standard – A2 (594mm x 420mm)		\$30.00	\$32.50	\$0.00	\$32.50	Per print		Full cost pricing
Standard – A3 (420mm x 297mm)		\$23.50	\$25.50	\$0.00	\$25.50	Per print		Full cost pricing
Standard – A4 (210mm x 297mm)		\$13.60	\$14.80	\$0.00	\$14.80	Per print		Full cost pricing
Standard with aerial photograph – AO (1189mm x 841mm)		\$44.50	\$48.00	\$0.00	\$48.00	Per print		Full cost pricing
Standard with aerial photograph – A1 (841mm x 594mm)		\$39.50	\$43.00	\$0.00	\$43.00	Per print		Full cost pricing
Standard with aerial photograph – A2 (594mm x 420mm)		\$37.50	\$40.50	\$0.00	\$40.50	Per print		Full cost pricing
Standard with aerial photograph – A3 (420mm x 297mm)		\$28.50	\$31.00	\$0.00	\$31.00	Per print		Full cost pricing
Standard with aerial photograph – A4 (210mm x 297mm)		\$16.80	\$18.20	\$0.00	\$18.20	Per print		Full cost pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Miscellaneous								
Seniors, students, registered charities		50% of scheduled fee, subject to production of proof of status						Partial cost pricing
Spatial services	All prices include 15 minutes labour cost	Maps requiring additional customisation will be charged at \$10 per 15 minutes after the initial 15 minutes, and per 15 minutes thereafter						Full cost pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Community Services and Events

Graffiti wipes	Fee for packet of wipes	\$10.00	\$9.81	\$0.98	\$10.80			
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Administration Building – Hire of Rooms

Security	Security must be present when Administration Building rooms are hired. Charged at four hours minimum.	\$69.50	\$68.18	\$6.82	\$75.00	Hourly rate		Market pricing
Committee Room Hire (Double room) – First four hours	Minimum charge for up to four hours	\$222.00	\$217.73	\$21.77	\$239.50			Market pricing
Committee Room Hire (Double room) – Per hour thereafter	Charged in hourly increments Per hour or part thereof	\$106.50	\$104.55	\$10.45	\$115.00	Hourly rate		Market pricing
Committee Room Hire (Single room) – First four hours	Minimum charge for up to four hours	\$111.50	\$109.55	\$10.95	\$120.50			Market pricing
Committee Room Hire (Single room) – Per hour thereafter	Charged in hourly increments Per hour or part thereof	\$54.00	\$53.18	\$5.32	\$58.50	Hourly rate		Market pricing
Training Room Hire – First four hours, or \$245.00 (+ GST) per day 9am to 5pm		\$143.00	\$140.45	\$14.05	\$154.50			Market pricing
Cleaning Fee	Charged in hourly increments. Per hour or part thereof COVID-19 extra service included	\$180.50	\$176.82	\$17.68	\$194.50	Per hour		Market pricing
Kitchen Cleaning Fee	Charged in hourly increments Per hour or part thereof	\$170.00	\$166.82	\$16.68	\$183.50	Per hour		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Administration Building – Hire of Rooms [continued]

Kitchen Facilities Hire	Hirers must use Council caterer – charged in hourly increments Per hour or part thereof	\$170.00	\$166.82	\$16.68	\$183.50	Per hour		Market pricing
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Cemetery Operations**Bushland Garden Fees – Carumbah Memorial Gardens**

Plaque	10 line bottle green bronze gumleaf motif plaque including installation	\$1,100.00	\$1,081.82	\$108.18	\$1,190.00	Per plaque		Market pricing
Extra line inscription on plaque	Extra line inscription on plaque	\$100.00	\$98.18	\$9.82	\$108.00	Per extra line		Market pricing
Niche	For interment of ashes	\$750.00	\$735.45	\$73.55	\$809.00	Per niche		Market pricing

Columbarium Wall Fees – Raymond Terrace (including Granite Wall), Carumbah Memorial Gardens, Karuah & Anna Bay

Niche	For interment of ashes	\$700.00	\$686.36	\$68.64	\$755.00	Per niche		Market pricing
Plaque	8 line bronze niche plaque including installation	\$850.00	\$832.73	\$83.27	\$916.00	Per plaque		Market pricing
Extra line inscription on plaque	Excluding black granite plaque for granite wall Maximum of 2 additional lines	\$100.00	\$98.18	\$9.82	\$108.00	Per line		Market pricing
Black granite plaque for granite wall at Raymond Terrace Cemetery ONLY	Black granite with gold lettering and attached vase – including installation	\$850.00	\$832.73	\$83.27	\$916.00	Per plaque		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Columbarium Wall Fees – Raymond Terrace (including Granite Wall), Carumbah Memorial Gardens, Karuah & Anna Bay [continued]

Plaque (Terrazzo Walls) Carumbah Memorial Gardens and Karuah Cemetery ONLY	Oval bronze gum motif niche plaque with vase – including installation	\$1,200.00	\$1,177.27	\$117.73	\$1,295.00	Per plaque		Market pricing
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Cemetery – Burial Plots

Burial Plot – Anna Bay – Concrete Beams	Includes "Right of Burial"	\$1,450.00	\$1,422.73	\$142.27	\$1,565.00	Per plot		Market pricing
Burial Plot – Karuah, Nelson Bay, Seaham, Raymond Terrace	Includes "Right of Burial"	\$1,400.00	\$1,372.73	\$137.27	\$1,510.00	Per plot		Market pricing

Cemetery – Other fees

Additional emblem for bronze plaques (e.g. RAAF, Girl Guides, Scouts etc.)	As per special request from customer	\$120.00	\$117.73	\$11.77	\$129.50	Per item		Market pricing
Vase (Optional)	Only available for an 8 line bronze plaque	\$160.00	\$156.82	\$15.68	\$172.50	Per item		Market pricing
Interment fee	Burial fee (including ashes in plot)	\$250.00	\$245.00	\$24.50	\$269.50	Per burial		Market pricing
Monumental Permit	Headstone permit application fee	\$250.00	\$269.50	\$0.00	\$269.50	Per monument		Market pricing
Permit for exhumation of remains	Subject to approval by Public Health Authority and associated administration costs	\$650.00	\$701.00	\$0.00	\$701.00	Per occurrence		Market pricing
Transfer of "Right of Burial" Certificate	Fee for transfer of ownership of plot or niche	\$200.00	\$215.50	\$0.00	\$215.50	Per transfer		Market pricing
Administration Search Fee		\$75.00	\$81.00	\$0.00	\$81.00	Per search		Full cost pricing
Funeral Director/Grave Digger levied fee for incorrect burial	Funeral Director/ Grave Digger levied fee for incorrect burial	\$2,500.00	\$2,450.00	\$245.00	\$2,695.00	Per occurrence		Market pricing
Removal of ashes and plaque from gardens and walls	Removal of ashes and plaque from gardens and walls	\$250.00	\$245.00	\$24.50	\$269.50	Per occurrence		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Cemetery – Other fees [continued]

Monumental Mason levied fee for placement of headstone on incorrect grave	Monumental Mason levied fee for placement of headstone on incorrect grave	\$2,500.00	\$2,450.00	\$245.00	\$2,695.00	Per occurrence		Market pricing
Unauthorised placement of headstone on grave		\$2,500.00	\$2,272.73	\$227.27	\$2,500.00	Per occurrence		Market pricing

Cemetery – Memorial Trees**Children's Services****Activity Van****Outside School Hours Care**

Before School Care 2 hours care – Casual position		\$22.00	\$23.00	\$0.00	\$23.00	Per session		Full cost pricing
Before School Care 2 hours care – Permanent position		\$21.00	\$21.50	\$0.00	\$21.50	Per session		Full cost pricing
After School Care 3 hours care – Casual position		\$31.50	\$34.00	\$0.00	\$34.00	Per session		Full cost pricing
After School Care 3 hours care – Permanent position		\$30.50	\$32.00	\$0.00	\$32.00	Per session		Full cost pricing
Credit/Debit Card declined		\$12.60	\$13.60	\$0.00	\$13.60	Per transaction		Full cost pricing
Failure to notify of child absence	Failure to notify service that child will be absent for afternoon session	\$18.80	\$20.50	\$0.00	\$20.50	Per occurrence		Full cost pricing
Fee reminder		\$18.80	\$20.50	\$0.00	\$20.50	Per notice		Full cost pricing
Late collection of child	For every 10 minutes child remains after service closing time	\$31.00	\$33.50	\$0.00	\$33.50	Per 10 minutes late		Partial cost pricing
Pupil Free Day – per child		\$82.50	\$85.00	\$0.00	\$85.00	Per day		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Outside School Hours Care [continued]								
Hall Hire		\$17.10	\$16.77	\$1.68	\$18.45	Per hour		Full cost pricing
Attendance without booking		\$15.80	\$17.20	\$0.00	\$17.20	Per occurrence		Partial cost pricing
Refund Application - Vacation Care		\$18.80	\$20.50	\$0.00	\$20.50	Per occurrence		Full cost pricing
Vacation Care full day		\$82.50	\$85.00	\$0.00	\$85.00	Per session		Market pricing
Vacation Care weekly at one centre		\$385.00	\$400.00	\$0.00	\$400.00	Per week		Market pricing

Pre-School

Fee reminder		\$10.60	\$11.60	\$0.00	\$11.60	Per notice		Partial cost pricing
Credit/Debit Card declined		\$12.60	\$13.60	\$0.00	\$13.60	Per transaction		Full cost pricing
Late collection of child	For every 10 minutes child remains after service closing time.	\$19.80	\$21.50	\$0.00	\$21.50	Per 10 minutes late		Partial cost pricing
Pre-school session 6 hours Tier 1	All 4 year olds (Turns 4 before 31/7/23) and equity 3 year olds Equity child An "equity" child is classified by the state government as a child who is either indigenous or the holder of a Health Care Card	\$18.20	\$35.00	\$0.00	\$35.00	Per session		Partial cost pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Pre-School [continued]								
Pre-school session 6 hours standard fee	Three year old "non-equity" child An "equity" child is classified by the state government as a child who is either indigenous or the holder of a Health Care Card	\$33.50	\$40.00	\$0.00	\$40.00	Per session		Partial cost pricing
Pre-school session Tier 2	Child attending 4th or 5th session in one week	\$10.60	\$20.00	\$0.00	\$20.00	Per session		Market pricing
Family Day Care								
Administration fee – per child	Charge per hour per child	\$1.60	\$1.70	\$0.00	\$1.70	Per hour		Partial cost pricing
Educator Levy	Fee charged each week Educator works	\$17.10	\$18.45	\$0.00	\$18.45	Per week of operation		Partial cost pricing
Educator Levy if using Harmony Web		\$13.20	\$13.80	\$0.00	\$13.80	Per week of working		Market pricing
Enrolment – New family	Once off non-refundable fee to enrol a new family. Does not apply to families already enrolled with a transferring Educator Fee to be paid prior to commencing care	\$72.00	\$75.00	\$0.00	\$75.00	Per occurrence		Market pricing
Late Attendance Record processing	Attendance records incomplete, incorrect, or submitted after 12pm on processing day	\$6.30	\$6.80	\$0.00	\$6.80	Per attendance record		Partial cost pricing
Workshop / Training		Charged for educator workshops at cost on the day				Per workshop		Full cost pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Family Day Care [continued]

Standard Hours Fee Range	The Standard Fee is for care between 8.00am and 6.00pm Monday to Friday				\$8.00 – \$18.00	Per child per hour		Market pricing
Non Standard Hours Fee Range	For care before 8.00am and after 6.00pm Monday to Friday				\$8.00 – \$30.00	Per child per hour		Market pricing
Before and After School Hours Care Fee Range					\$8.00 – \$18.00	Per child per hour		Market pricing
Weekend Care / Overnight Care Fee Range					\$8.00 – \$40.00	Per child per hour		Market pricing
Public Holiday Fee Range	For Gazetted Public Holidays. Applicable when care is provided				\$9.00 – \$40.00	Per child per hour		Market pricing

Disability Services

Miscellaneous

MLAK Keys	Amenities access keys	\$19.60	\$19.55	\$1.95	\$21.50	Per key		Full cost pricing
MLAK Key	Amenities access key				First key			Free (zero priced)

Event Site Hire

Access Community Land application	Fee for Council owned land. Fee to access Council owned land for casual short term use. Bond of \$1,000.00 is payable prior to access	\$181.50	\$165.00	\$16.50	\$181.50			Full cost pricing
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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Category A – Regional Open Space (regional recreation space has the capacity to attract people from the wider Port Stephens Community):

High Impact Event

Venue Hire		\$10,170.00	\$9,963.64	\$996.36	\$10,960.00	Per day		Market pricing
Bond		\$17,465.00	\$18,820.00	\$0.00	\$18,820.00	Per event		Market pricing

Medium Impact Event

Venue Hire		\$3,325.00	\$3,259.09	\$325.91	\$3,585.00	Per day		Market pricing
Bond		\$9,310.00	\$10,035.00	\$0.00	\$10,035.00	Per event		Market pricing

Low Impact Event

Venue Hire		\$1,455.00	\$1,427.27	\$142.73	\$1,570.00	Per day		Market pricing
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Category B – District Open Space (district recreation spaces typically have the capacity to draw people from more than one planning precinct area):

High Impact Event

Venue Hire		\$5,065.00	\$4,963.64	\$496.36	\$5,460.00	Per day		Market pricing
Bond		\$8,725.00	\$9,405.00	\$0.00	\$9,405.00	Per event		Market pricing

Medium Impact Event

Venue Hire		\$3,500.00	\$2,463.64	\$246.36	\$2,710.00	Per day		Market pricing
Bond		\$3,495.00	\$3,770.00	\$0.00	\$3,770.00	Per event		Market pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Low Impact Event								
Venue Hire		\$1,570.00	\$1,195.45	\$119.55	\$1,315.00	Per day		Market pricing
Category C – Local Open Space (local recreation spaces will generally cater for people within the local area within one or two suburbs):								
High Impact Event								
Venue Hire		\$3,015.00	\$2,954.55	\$295.45	\$3,250.00	Per day		Market pricing
Bond		\$4,075.00	\$4,395.00	\$0.00	\$4,395.00	Per event		Full cost pricing
Medium Impact Event								
Venue Hire		\$2,270.00	\$2,227.27	\$222.73	\$2,450.00	Per day		Market pricing
Bond		\$1,110.00	\$1,200.00	\$0.00	\$1,200.00	Per event		Full cost pricing
Low Impact Event								
Venue Hire		\$1,575.00	\$936.36	\$93.64	\$1,030.00	Per day		Market pricing
Event Administration Fees								
Bin Hire		Additional Fees may apply for bin hire and additional service fees						
Event Site Preparation and/or assistance	Quotation will be based on an estimated cost of labour, plant, materials, organisational overheads and allowance for profit to complete the works	By quotation - inclusive of GST						Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Event Administration Fees [continued]

Not for Profit Fee Discount	This discount may be applicable to applicants who identify as Not for Profit organisations and are applying for a licence to stage an event on council owned or managed land.	Eligibility is based on the Not for Profit Fee Discount Assessment Matrix						
Uncategorised Special Event	Refer It's On! Activation Matrix e.g. trial activations	Eligibility is based on the Activation Matrix						Market pricing
Event Administration Charge – Private ceremonies (including weddings and christenings)		\$182.00	\$227.27	\$22.73	\$250.00	Per event		Market pricing
Event – Electrical Test and Tag		\$7.60	\$7.45	\$0.75	\$8.20	Per item		Market pricing

Helicopter Landing Sites

Designated Sites

Helicopter landing licence fee	No fees are applicable for the landing of a helicopter for emergency services. All other landings will require a Development Assessment/Events Application	\$1,130.00	\$1,220.00	\$0.00	\$1,220.00	Per licence		Market pricing
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Library Services

e-Resources

Internet Access					Core library service			Free (zero priced)
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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Inter-Library Loans

Fast-Track Loan		Fee will be as per charge set by the lending institution	Per item	Partial cost pricing
Inter-Library Loan from reciprocal libraries		Fee will be as per charge set by the lending institution	Per item	Partial cost pricing
Inter-Library Loan from non-reciprocal libraries		Fee will be as per charge set by the lending institution	Per item	Partial cost pricing
International		Fee will be as per charge set by the lending institution	Per item	Partial cost pricing
Photocopying		Fee will be as per charge set by the lending institution		Partial cost pricing

Miscellaneous

Meeting room hire: Raymond Terrace Library	Registered Charities & Community Groups	\$12.00	\$10.91	\$1.09	\$12.00	Per hour	Market pricing
Meeting room hire: Raymond Terrace Library	For profit organisations, private, funded, government (including Council for Council business)	\$24.00	\$21.82	\$2.18	\$24.00	Per hour	Market pricing
Membership card replacement	Fee will be as per charge set by Newcastle City Council					Each	Partial cost pricing
Merchandise – library bags	Indicative fee only	\$1.65	\$1.50	\$0.15	\$1.65	Each	Market pricing

Fees

Lost stock items		Fee will be as per charge set by Newcastle City Council	Per item	Partial cost pricing
Lost CD/DVD/Video Covers	Processing fee for replacing covers etc.	Fee will be as per charge set by Newcastle City Council	Per item	Partial cost pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Production Services

Printing/Photocopying A4	A4 Exempt from GST if Council-controlled document	\$0.25	\$0.23	\$0.02	\$0.25	Per page/ copy		Market pricing
Printing/Photocopying A4 Colour	A4 (colour) Exempt from GST if Council-controlled document	\$0.65	\$0.59	\$0.06	\$0.65	Per page/ copy		Market pricing
Printing/Photocopying A3	A3 Exempt from GST if Council-controlled document	\$0.45	\$0.41	\$0.04	\$0.45	Per page/ copy		Market pricing
Printing/Photocopying A3 Colour	A3 (colour) Exempt from GST if Council-controlled document	\$1.30	\$1.18	\$0.12	\$1.30	Per page/ copy		Market pricing
Laminating A4	A4	\$3.00	\$2.73	\$0.27	\$3.00	Per sheet		Market pricing
Laminating A3	A3	\$6.00	\$5.45	\$0.55	\$6.00	Per sheet		Market pricing

Programs/Activities

Author visits				Determined by supplier cost		Per person		Market pricing
Children's programs/activities				Determined by supplier cost		Per person		Partial cost pricing

Halls & Community Centres**Bonds (no GST on Bonds)**

Bond – Event Category A	Low risk (Small gathering, no alcohol)	\$85.00	\$85.00	\$0.00	\$85.00			Market pricing
Bond – Event Category B	Medium risk (medium numbers, no alcohol)	\$150.00	\$150.00	\$0.00	\$150.00			Market pricing
Bond – Event Category C	Medium risk (facility capacity, no alcohol)	\$250.00	\$250.00	\$0.00	\$250.00			Market pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Bonds (no GST on Bonds) [continued]

Bond – Event Category D	Event with alcohol (Low risk)	\$500.00	\$500.00	\$0.00	\$500.00			Market pricing
Bond – Event Category E	Event with alcohol (High risk)	\$1,250.00	\$1,250.00	\$0.00	\$1,250.00			Market pricing

Ancillary Costs

Carpet Cleaning Fee	Carpet cleaning fee to be deducted from the bond or charged if required	Maximum carpet cleaning fee is \$200.00				Each		Market pricing
Cleaning Fee	Cleaning fee to be deducted from the bond or charged if the facility is not cleaned to a satisfactory standard after use	\$85.00	\$77.27	\$7.73	\$85.00	Per hour		Market pricing
Lost Key	All Hirers	\$50.00	\$45.45	\$4.55	\$50.00	Per key		Market pricing
Storage Cupboard - Small	Where applicable - Regular hirers only	\$0.00	\$27.27	\$2.73	\$30.00	Per Year		Full cost pricing
Storage Cupboard - Medium	Where applicable - Regular hirers only	\$0.00	\$40.91	\$4.09	\$45.00	Per Year		Full cost pricing
Storage Cupboard - Large	Where applicable - Regular hirers only	\$0.00	\$63.64	\$6.36	\$70.00	Per Year		Full cost pricing
Election Day Hire		\$0.00	\$440.91	\$44.09	\$485.00	Per event		Full cost pricing

Anna Bay/Birubi Point Hall

Hourly Rate	For-profit hirers & private bookings	\$22.00	\$21.82	\$2.18	\$24.00	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$10.40	\$10.91	\$1.09	\$12.00	Per hour		Market pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Corlette Community Hall								
Hourly Rate	For-profit hirers, regulars & private bookings	\$14.00	\$13.64	\$1.36	\$15.00	Per hour		Market pricing
Hourly Rate	Registered charities & community groups	\$7.00	\$6.82	\$0.68	\$7.50	Per hour		Market pricing
Fern Bay Community Centre								
Hourly Rate	For-profit hirers & private bookings	\$22.00	\$21.82	\$2.18	\$24.00	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$16.00	\$15.91	\$1.59	\$17.50	Per hour		Market pricing
Tennis Clubhouse	Casual hirer	\$5.20	\$5.00	\$0.50	\$5.50	Per hour		Market pricing
Tennis Court Hire	Casual hirer Day time	\$7.80	\$7.73	\$0.77	\$8.50	Per hour/court		Market pricing
Tennis Court Hire	Casual hirer Night time	\$15.60	\$15.45	\$1.55	\$17.00	Per hour/court		Market pricing
Tennis Court Hire	Regular hirer Day time	\$5.20	\$5.00	\$0.50	\$5.50	Per hour/court		Market pricing
Tennis Court Hire	Regular hirer Night time	\$10.40	\$10.00	\$1.00	\$11.00	Per hour/court		Market pricing
Hinton School of Arts								
Hourly Rate	For-profit hirers & private bookings	\$24.00	\$21.82	\$2.18	\$24.00	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$15.00	\$14.55	\$1.45	\$16.00	Per hour		Market pricing
Karuah Community Hall								
Hourly Rate	For-profit hirers & private bookings	\$10.40	\$10.00	\$1.00	\$11.00	Per hour		Market pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Karuah Community Hall [continued]

Hourly Rate	Registered charities, community groups & regular hirers	\$8.30	\$8.18	\$0.82	\$9.00	Per hour		Market pricing
Meeting Room	All hirers	\$8.30	\$8.18	\$0.82	\$9.00	Per hour		Market pricing
Other Hire – Shed	For-profit hirers & private bookings Per half shed – user to hold own insurance	\$43.00	\$42.27	\$4.23	\$46.50	Per month		Market pricing
Other Hire – Shed	Registered charities & community groups Per half shed – user to hold own insurance	\$26.50	\$26.36	\$2.64	\$29.00	Per month		Market pricing

Lemon Tree Passage Old School Centre

Hourly Rate	For-profit hirers & private bookings	\$10.40	\$10.00	\$1.00	\$11.00	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$7.30	\$7.27	\$0.73	\$8.00	Per hour		Market pricing

Mallabula Community Centre

Hourly Rate	For-profit hirers & private bookings	\$16.00	\$15.45	\$1.55	\$17.00	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular users/hirers	\$10.40	\$10.00	\$1.00	\$11.00	Per hour		Market pricing

Medowie Community Centre

Banksia or Acacia Hall Hire	For-profit hirers & private bookings	\$26.00	\$25.91	\$2.59	\$28.50	Per hour		Market pricing
Banksia or Acacia Hall Hire	Registered charities, community groups & regular users	\$15.00	\$14.55	\$1.45	\$16.00	Per hour		Market pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Medowie Community Centre [continued]

Waratah, Tougher or Boronia Office / Room Hire	For-profit hirers & private bookings	\$19.00	\$18.64	\$1.86	\$20.50	Per hour		Market pricing
Waratah, Tougher or Boronia Office / Room Hire	Registered charities, community groups & regular hirers	\$12.00	\$11.82	\$1.18	\$13.00	Per hour		Market pricing
Other Hire - Wilkinson Room	Hunter New England Health	\$37.50	\$36.82	\$3.68	\$40.50	Per day		Market pricing

Nelson Bay Community Hall

Hourly Rate	For-profit hirers & private bookings	\$21.00	\$20.91	\$2.09	\$23.00	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$15.50	\$15.45	\$1.55	\$17.00	Per hour		Market pricing
Other hire	Table Tennis & Snooker group	\$4.20	\$4.09	\$0.41	\$4.50	Per player per attendance		Market pricing
Other Hire - Garage	For-profit hirers and private bookings	\$51.50	\$50.45	\$5.05	\$55.50	Per month		Market pricing
Other Hire - Garage	Registered charities & community groups	\$41.50	\$40.91	\$4.09	\$45.00	Per month		Market pricing

Raymond Terrace Senior Citizens Hall

Hourly Rate	For-profit hirers & private bookings	\$22.00	\$21.82	\$2.18	\$24.00	Per hour		Market pricing
Hourly Rate	Registered charities & community groups	\$16.00	\$15.91	\$1.59	\$17.50	Per hour		Market pricing
Hourly Rate	Regular hirers	\$13.40	\$13.18	\$1.32	\$14.50	Per hour		Market pricing

Salt Ash Community Hall

Hourly Rate	For-profit hirers & private bookings	\$22.00	\$21.82	\$2.18	\$24.00	Per hour		Market pricing
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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Salt Ash Community Hall [continued]								
Hourly Rate	Registered charities & community groups	\$16.50	\$15.91	\$1.59	\$17.50	Per hour		Market pricing
Hourly Rate	Regular hirers	\$13.40	\$12.73	\$1.27	\$14.00	Per hour		Market pricing
Other hire	Crockery hire	\$25.00	\$24.55	\$2.45	\$27.00	Per event		Market pricing
Seaham School of Arts & Community Hall								
Hourly Rate	For-profit hirers & private bookings	\$21.00	\$21.82	\$2.18	\$24.00	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$12.40	\$12.73	\$1.27	\$14.00	Per hour		Market pricing
Tanilba Foreshore Hall								
Hourly Rate	All hirers	\$12.50	\$12.27	\$1.23	\$13.50	Per hour		Market pricing
Tomaree Library & Community Centre								
Meeting Room - Hourly Rate	Registered charities & community groups	\$12.00	\$10.91	\$1.09	\$12.00	Per hour		Market pricing
Meeting Room - Hourly Rate	For-profit users & private bookings	\$24.00	\$21.82	\$2.18	\$24.00	Per hour		Market pricing
Full Auditorium - Hourly Rate	Registered charities & community groups	\$22.00	\$20.00	\$2.00	\$22.00	Per hour		Market pricing
Full Auditorium - Hourly Rate	For-profit users & private bookings	\$44.00	\$40.00	\$4.00	\$44.00	Per hour		Market pricing
Williamstown Hall								
Hourly Rate	For-profit hirers & private bookings	\$22.00	\$21.82	\$2.18	\$24.00	Per hour		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Williamstown Hall [continued]

Hourly Rate	Registered charities, community groups & regular hirers	\$15.60	\$15.45	\$1.55	\$17.00	Per hour		Market pricing
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Recreation Services Administration

Park Seat without Plaque		\$2,645.00	\$2,590.91	\$259.09	\$2,850.00	Per unit		Full cost pricing
Park Seat with Plaque		\$2,760.00	\$2,704.55	\$270.45	\$2,975.00	Per unit		Full cost pricing
Tree without Plaque		\$772.00	\$756.36	\$75.64	\$832.00	Per unit		Full cost pricing
Tree with Plaque		\$887.00	\$869.09	\$86.91	\$956.00	Per unit		Full cost pricing

Waste Management Services**Collection Services****Additional Bins/Bin Size Upgrades**

Red bin		\$268.00	\$268.00	\$0.00	\$268.00	Per bin		Full cost pricing
Yellow bin		\$165.00	\$178.00	\$0.00	\$178.00	Per bin		Full cost pricing
Green Bin		\$0.00	\$178.00	\$0.00	\$178.00	Per bin		Full cost pricing
Upgrade bin size: yellow bin only		\$27.50	\$27.50	\$0.00	\$27.50	Per bin		Full cost pricing

Holiday Rental Bin Service

Garbage bin (240 litres)	Per bin – covers the 6 week service period from 18 December 2022 to 28 January 2023	\$88.00	\$90.00	\$0.00	\$90.00	Per bin		Market pricing
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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Holiday Rental Bin Service [continued]								
Recycle bin (240 litres)	Per bin – covers the 6 week service period from 18 December 2022 to 28 January 2023	\$45.00	\$47.00	\$0.00	\$47.00	Per bin		Market pricing
Special Events								
Additional Collection Service of special event bin		\$20.90	\$19.09	\$1.91	\$21.00	Per service		Full cost pricing
Garbage bin (240 litres)	Minimum three bins per order	\$26.00	\$23.64	\$2.36	\$26.00	Per bin		Full cost pricing
Recycle bin (240 litres)	No minimum order applies if in conjunction with garbage bins – If ordered separately a minimum order of 3 bins applies	\$26.00	\$23.64	\$2.36	\$26.00	Per bin		Full cost pricing
Kerbside Collection								
For a kerbside collection, contact Council's contractor, Suez, on 1300 734 470 or book on-line through PSC's website.								
Userpay Kerbside Collection (Bulky)		\$121.00	\$130.00	\$0.00	\$130.00	Per collection		Market pricing
Userpay Kerbside Collection (Green)		\$77.00	\$83.00	\$0.00	\$83.00	Per collection		Market pricing
General Processable Waste								
Putrescible Waste (Food Waste) – minimum fee		\$26.00	\$25.45	\$2.55	\$28.00			Partial cost pricing
Putrescible Waste (Food Waste)		\$470.00	\$427.27	\$42.73	\$470.00	Per tonne		Partial cost pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Household Recyclables								
Cardboard, paper, glass containers, plastic containers, steel cans, aluminium cans	Must be sorted. If unsorted the General Mixed Waste fee applies			No charge if sorted				Free (zero priced)
Garden/Wood Waste								
Garden/Wood Waste – Minimum Fee	Must be sorted. If unsorted the General Mixed Waste fee applies	\$26.00	\$25.45	\$2.55	\$28.00			Market pricing
Garden/Wood Waste (Does not include painted, treated or laminated timber)	Must be sorted. If unsorted the General Mixed Waste fee applies	\$245.00	\$236.36	\$23.64	\$260.00	Per tonne		Full cost pricing
Mixed Inert Waste								
General Mixed Waste – Minimum Fee		\$26.00	\$25.45	\$2.55	\$28.00			Market pricing
General Mixed Waste	State government waste levy of \$146.00 included in fee	\$360.00	\$345.45	\$34.55	\$380.00	Per tonne		Partial cost pricing
Mattresses & Bases								
1 piece (mattress or base)		\$35.00	\$34.55	\$3.45	\$38.00	Per Item		Full cost pricing
Styrofoam - Clean	Clean styrofoam, must be sorted with no contaminants	\$0.00	\$9.09	\$0.91	\$10.00	Per item		Full cost pricing
Metals, Batteries, Motor Oil								
Sorted metals, batteries, motor oil				No charge if sorted from other waste				Free (zero priced)

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Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Concrete, Bricks, Roof Tiles

Concrete, bricks, roof tiles – minimum fee	Must be sorted. If unsorted the General Mixed Waste fee applies	\$26.00	\$25.45	\$2.55	\$28.00			Market pricing
Concrete, bricks, roof tiles – per tonne	Must be sorted. If unsorted the General Mixed Waste fee applies	\$195.00	\$188.18	\$18.82	\$207.00	Per tonne		Full cost pricing

Tyres

Tyres	Car or motorbike tyre	\$7.50	\$7.27	\$0.73	\$8.00	Per tyre		Full cost pricing
Tyres	Car or motorbike tyre on rim	\$15.00	\$15.45	\$1.55	\$17.00	Per tyre		Full cost pricing
Tyres	4WD tyre	\$10.00	\$15.45	\$1.55	\$17.00	Per tyre		Full cost pricing
Tyres	4WD tyre on rim	\$20.00	\$30.00	\$3.00	\$33.00	Per tyre		Full cost pricing
Tyres	Truck tyre	\$15.00	\$31.82	\$3.18	\$35.00	Per tyre		Full cost pricing
Tyres	Truck tyre on rim	\$40.00	\$68.18	\$6.82	\$75.00	Per tyre		Full cost pricing
Tyres	Tractor tyre - Less than 1m	\$75.00	\$118.18	\$11.82	\$130.00	Per tyre		Full cost pricing
Tyres	Tractor tyre - greater than 1m	\$160.00	\$236.36	\$23.64	\$260.00	Per tyre		Full cost pricing

e-Waste

Commercial		\$930.00	\$845.45	\$84.55	\$930.00	Per tonne		Full cost pricing
Residential		No charge if sorted from other waste						Free (zero priced)

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Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Charity Waste Disposal								
Less than 20 tonnes	Registered charities	\$0.00	\$0.00	\$0.00	\$0.00	Per tonne		Free (zero priced)
20 to 60 tonnes	Registered charities Registered charities increased yearly by CPI	\$40.00	\$39.55	\$3.95	\$43.50	Per tonne		Partial cost pricing
60 to 150 tonnes	Registered charities	\$80.00	\$78.64	\$7.86	\$86.50	Per tonne		Partial cost pricing
Greater than 150 tonnes	Registered charities	Full gate rate at disposal facility				Per tonne		Full cost pricing
Waste Sales								
Weighbridge ticket		\$40.00	\$40.91	\$4.09	\$45.00	Per ticket		Market pricing
Wharves/Foreshores/Boat Ramps								
Recreational Berthing								
Recreational/event berthing		\$51.00	\$50.00	\$5.00	\$55.00	Per day		Market pricing
Foreshore Dinghy storage	Fee to be charged pro rata (year or half year thereof)	\$106.50	\$115.00	\$0.00	\$115.00	Per annum		Full cost pricing
Visitor Information Centre								
Commission - Accomodation bookings		On Request - 12.5% Instantly Bookable - 10%				Per booking		Market pricing
Commission – Tour bookings		On Request - 15% Instantly Bookable - 12.5%				Per booking		Market pricing
Online Accommodation Booking Fee		Range between \$10 - \$15				Per booking		Partial cost pricing
Brochure display	Non-members of Destination Port Stephens	\$265.00	\$260.00	\$26.00	\$286.00	Per brochure		Market pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Second (2nd) brochure display	Non-members of Destination Port Stephens	\$154.00	\$150.91	\$15.09	\$166.00	Per brochure		Market pricing
Souvenirs		Prices as displayed on items in store						Market pricing
In Centre Advertising	Annual Fee	\$325.00	\$319.09	\$31.91	\$351.00			Market pricing
Booking Engine Training Fee		\$70.00	\$68.64	\$6.86	\$75.50	Per hour		Market pricing
Set up Fee		\$70.00	\$68.64	\$6.86	\$75.50	Per set up		Market pricing
Online Booking Fee – Tours		\$4.80	\$4.73	\$0.47	\$5.20	Per booking		Partial cost pricing
Amendments/Changes to Bookings		\$31.50	\$30.91	\$3.09	\$34.00	Per change		Market pricing
Cancellation Fee		\$60.00	\$54.55	\$5.45	\$60.00	Per booking		Partial cost pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Development & Building Services								
Services and Administration								
Consultation and Advice								
Pre-Lodgement Meeting/Advice								
Pre-lodgement meeting/advice fees for minor development	Pre-lodgement meeting for residential developments (outbuildings and or up to 5 dwellings), subdivisions (up to 5 lots) or any other development with a value of works up to \$1million Must be requested and paid for prior to meeting	\$270.00	\$272.73	\$27.27	\$300.00			Market pricing
Pre-lodgement meeting/ advice fees for major development	Pre-lodgement meeting for residential developments (more than 5 dwellings), subdivisions (more than 5 lots) or any other development with a value of works over \$1million Must be requested and paid for prior to meeting	\$598.00	\$545.45	\$54.55	\$600.00			Market pricing
Provide pre-lodgement advice where a meeting is not required		\$310.00	\$304.55	\$30.45	\$335.00			Market pricing
Professional and Technical Property Advice								
Provide Dwelling Entitlement advice on land in certain rural, residential and environmental protection zones	Search Council records, review relevant legislation and provide written advice	\$280.00	\$274.55	\$27.45	\$302.00			Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Professional and Technical Property Advice [continued]								
Provide advice on the Physical Commencement of Development Applications	Search Council records, undertake site inspection, review relevant legislation and provide written advice	\$540.00	\$529.09	\$52.91	\$582.00			Market pricing
SEPP Certification or written advice in relation to exempt or complying development		\$180.50	\$176.82	\$17.68	\$194.50			Market pricing
Access appraisals	Request for information report and/or certification	Relates to DA compliance issues, payment of contributions or meeting requirements of planning agreement or meeting DA conditions. Minimum fee plus inspection and reporting costs at \$162.00 per half hour or part thereof						Partial cost pricing
Dilapidation report		Min \$151.00 / Max \$194.00 / Per half hour or part thereof						Market pricing
Consultation Services								
Council Building Surveying or Planning Professional Officer providing consultant services	Per hour or part thereof including travel time if applicable	Accredited Certifier A4-A3 or Development Planner \$151.00 / Senior Development Planner or Accredited Certifier A2 - A1 \$194.00				Per hour or part thereof		Market pricing
Out of hours consultant work or inspection		Min. \$194.00 / Max. \$264.00				Per hour or part thereof		Market pricing
Administration								
Registrations								
Registration of private construction certificate		\$36.00	\$36.00	\$0.00	\$36.00	Per certificate	EP&A Regulation 2000 Clause 263(2)	Statutory pricing
Registration of private complying development certificate		\$36.00	\$36.00	\$0.00	\$36.00	Per certificate	EP&A Regulation 2000 Clause 263(2)	Statutory pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Registrations [continued]								
Registration of private occupation certificate		\$36.00	\$36.00	\$0.00	\$36.00	Per certificate	EP&A Regulation 2000 Clause 263(2)	Statutory pricing
Scanning and Archiving								
Archiving fee – Applicable to all development and building applications		\$133.00	\$145.00	\$0.00	\$145.00	Per application		Partial cost pricing
Scanning – Development and building applications submitted in hard copy		\$62.50	\$70.00	\$0.00	\$70.00	Per application		Partial cost pricing
Building Specification Booklets								
HIA members		\$17.00	\$16.73	\$1.67	\$18.40	Each		Market pricing
Non HIA members		\$33.50	\$33.18	\$3.32	\$36.50	Each		Market pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Refund of Local Infrastructure Contributions								
Refund of Local Infrastructure Contributions	This fee applies to requests to refund Local Infrastructure Contributions and includes up to five hours of work by Council staff including assessment of refund request, preparation and review of Development Contributions Team (DCAT) memorandum, DCAT meeting and refund processing. The fee will be charged to successful requests and will be deducted from the refund amount.	\$0.00	\$1,070.00	\$0.00	\$1,070.00	Each		Full cost pricing
Voluntary Planning Agreements								
Preparation of agreement	Preparation and or review and exhibition of planning agreement		Full recovery of all costs to Council					Full cost pricing
Works in Kind Agreements								
Preparation of agreement			Full recovery cost of Council's legal fees					Full cost pricing
Rezoning and Reclassification								
Rezoning Requests								
Planning Proposals and Reclassification								
Pre-lodgement meeting		\$199.00	\$380.00	\$38.00	\$418.00			Full cost pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Planning Proposals and Reclassification [continued]

Independent Review			All direct costs including hourly rate for Project Management at \$214/hour					Full cost pricing
Independent Studies (including a Place Plan)			All direct costs including hourly rate for Project Management at \$214/hour					Full cost pricing
Public Hearing			All Direct Costs					Full cost pricing
NSW Public Spaces Legacy Program Planning Proposal	Stage 1 Lodgement of planning proposal withdrawn or discontinued in 2020 under the NSW Public Spaces Legacy Program.	\$0.00	\$0.00	\$0.00	\$0.00	Per proposal		Free (zero priced)

Basic (Category A) - Planning Proposals

Low impact and low yield development. Includes Section 3.22 amendments, minor additional permitted uses. A low level of assessment, consultation and coordination is required. No, or minimal, supporting studies are required. An accompanying development control plan is not required.

This fee also applies to planning proposals that are consistent with a Place Strategy. The total of all stages except for the Stage 1 - Scoping, is to be paid at Lodgement. With regard to planning proposals that are consistent with a Place Strategy, this fee will be applied at the discretion of the Strategic Planning Coordinator.

Stage 4 – Gazettal and finalisation	Fee includes up to 14 hours of work by Council staff. Additional hours will be invoiced to the applicant at an hourly rate of \$214 per hour.	\$0.00	\$2,996.00	\$0.00	\$2,996.00	Per proposal		Full cost pricing
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Standard (Category B) - Planning Proposals

Locally significant urban release areas and development. Significant additional permitted uses. A medium to high level of assessment, consultation and coordination is required. A medium to high number of supporting studies is required. An accompanying development control plan may be required.

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Standard (Category B) - Planning Proposals [continued]

Stage 4 – Gazettal and finalisation	Fee includes up to 35 hours of work by Council staff. Additional hours will be invoiced to the applicant at an hourly rate of \$214 per hour.	\$0.00	\$7,490.00	\$0.00	\$7,490.00	Per proposal		Full cost pricing
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Complex (Category C) - Planning Proposals

Large scale urban release areas and development. A high level of assessment, consultation and coordination is required. A high number of supporting studies is required. A development control plan is required.

Stage 4 – Gazettal and finalisation	Fee includes up to 45 hours of work by Council staff. Additional hours will be invoiced to the applicant at an hourly rate of \$214 per hour.	\$0.00	\$9,630.00	\$0.00	\$9,630.00	Per proposal		Full cost pricing
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Principal (Category D) - Planning Proposals

Stage 1 – Scoping/pre-lodgement advice	Fee includes up to 35 hours of work by Council staff. Additional hours will be invoiced to the applicant at an hourly rate of \$214 per hour. The fee is to be paid prior to Council staff accepting the scoping report.	\$0.00	\$7,490.00	\$0.00	\$7,490.00	Per proposal		Full cost pricing
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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Principal (Category D) - Planning Proposals [continued]

Stage 2 - Lodgement/Gateway request	Fee includes up to 300 hours of work by Council staff. Additional hours will be invoiced to the applicant at an hourly rate of \$214 per hour.	\$0.00	\$64,200.00	\$0.00	\$64,200.00	Per proposal		Full cost pricing
Stage 3 – Post Gateway /exhibition	Fee includes up to 400 hours of work by Council staff. Additional hours will be invoiced to the applicant at an hourly rate of \$214 per hour.	\$0.00	\$85,600.00	\$0.00	\$85,600.00	Per proposal		Full cost pricing
Stage 4 – Gazettal and finalisation	Fee includes up to 55 hours of work by Council staff. Additional hours will be invoiced to the applicant at an hourly rate of \$214 per hour.	\$0.00	\$11,770.00	\$0.00	\$11,770.00	Per proposal		Full cost pricing

Withdrawal of Planning Proposal (All Categories)

Stage 1 Lodgement	Applies to current stage only. Refund not available after issue of Gateway determination.			28% of stage fee				Full cost pricing
Stage 2 Gateway	Applies to current stage only. Refund not available after post-exhibition report to Council.			28% of stage fee				Full cost pricing
Stage 3 Gazettal	Applies to current stage only.			28% of stage fee				Full cost pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Reclassification of Council-owned Land

Administration fee	Fee applies for non Council proponent	\$545.00	\$588.00	\$0.00	\$588.00			Partial cost pricing
Valuation Fee – Sale of rezoned or reclassified Council land	External valuer. Fee applies for non Council proponent		Fee applies for non Council proponent					Market pricing

Applications (including DAs, CCs, CDCs and s.68)

Development Applications

Application Fees

Fees are based on value of development as determined by Council's authorised officer for the purposes of setting fees equitably and fairly. For the purposes of this Schedule, a fee unit is—

(a) in the financial years ending on 30 June 2022 and 30 June 2023—\$100, and

(b) in each subsequent financial year—the amount calculated as follows—

\$100 x A/B

where—

A is the CPI number for the March quarter in the financial year immediately preceding the financial year for which the amount is calculated.

B is the CPI number for the March quarter of 2023.

Development not involving building work/carrying out of work/subdivision of land/demolition work		\$285.00	\$333.00	\$0.00	\$333.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Development involving building or demolition work with a value of works up to \$5,000		\$110.00	\$129.00	\$0.00	\$129.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Development involving building or demolition work with a value of works \$5,001 – \$50,000		Base fee of \$198, plus \$3.00 for each \$1,000, or part \$1,000, by which estimated cost exceeds \$5,000					EP&A Regulation 2021 Schedule 4	Statutory pricing
Development involving building or demolition work with a value of works \$50,001 – \$250,000		Base fee of \$412, plus \$3.64 for each \$1,000, or part \$1,000, by which estimated cost exceeds \$50,000					EP&A Regulation 2021 Schedule 4	Statutory pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Application Fees [continued]								
Development involving building or demolition work with a value of works \$250,001 – \$500,000			Base fee of \$1,356, plus \$2.34 for each \$1,000, or part \$1,000, by which estimated cost for each \$1,000, or part \$1,000, by which estimated cost				EP&A Regulation 2021 Schedule 4	Statutory pricing
Development involving building or demolition work with a value of works \$500,001 – \$1,000,000			Base fee of \$2,041, plus \$1.64 for each \$1,000, or part \$1,000, by which estimated cost exceeds \$500,000				EP&A Regulation 2021 Schedule 4	Statutory pricing
Development involving building or demolition work with a value of works \$1,000,001 – \$10,000,000			Base fee of \$3,058, plus \$1.44 for each \$1,000, or part \$1,000, by which estimated cost exceeds \$1 million				EP&A Regulation 2021 Schedule 4	Statutory pricing
Development involving building or demolition work with a value of works exceeding \$10,000,000			Base fee of \$18,565, plus \$1.19 for each \$1,000, or part \$1,000, by which estimated cost exceeds \$10 million				EP&A Regulation 2021 Schedule 4	Statutory pricing
Development being a single dwelling with a value of works up to \$100,000	Calculated fee does not apply to development meeting these requirements	\$455.00	\$532.00	\$0.00	\$532.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Additional Application Fees								
Additional fee for agency or authority concurrence or approval	Note: A payment of \$374.00 is required to each approval body. The payment may be in the form of a cheque made out to each body and forwarded to Council, or may be paid directly to each body if that body will accept the fee and a copy of the receipt forwarded to Council.	\$140.00	\$164.00	\$0.00	\$164.00		EP&A Regulation 2021 Schedule 4	Statutory pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Additional Application Fees [continued]								
Additional fee for Integrated Development	Note: A payment of \$374.00 is required to each approval body. The payment may be in the form of a cheque made out to each body and forwarded to Council, or may be paid directly to each body if that body will accept the fee and a copy of the receipt forwarded to Council.	\$140.00	\$164.00	\$0.00	\$164.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Additional fee for Designated Development	In addition to calculated fee	\$920.00	\$1,076.00	\$0.00	\$1,076.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Additional fee for referral of a Residential Apartment Development to an Urban Design Panel	Applies to all DA's and modification applications	\$3,000.00	\$3,508.00	\$0.00	\$3,508.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Additional fee for referral of other development to an Urban Design Panel	Applies to all DA's and modification applications	\$3,120.00	\$3,508.00	\$0.00	\$3,508.00			Market pricing
Additional fee for review of all types of development by an Urban Design Panel prior to DA lodgment	Applies to all DA's and modification applications	Maximum fee \$2,500.00						Market pricing
Subdivision Application Fees								
Boundary realignment		\$330.00	\$386.00	\$0.00	\$386.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Consolidation of lots		\$330.00	\$386.00	\$0.00	\$386.00		EP&A Regulation 2021 Schedule 4	Statutory pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Subdivision Application Fees [continued]

Development application involving strata subdivision			\$386.00 plus \$65.00 per additional new lot				EP&A Regulation 2021 Schedule 4	Statutory pricing
Development application involving subdivision, other than strata subdivision, not involving the opening of a public road	In addition to calculated fee for subdivision works		\$386.00 plus \$53.00 per additional new lot				EP&A Regulation 2021 Schedule 4	Statutory pricing
Development application involving subdivision, other than strata subdivision, involving the opening of a public road	In addition to calculated fee for subdivision works		\$777.00 plus \$65.00 per additional new lot				EP&A Regulation 2021 Schedule 4	Statutory pricing

Signage Application Fees

Signage			\$333.00 plus \$93.00 for each advertisement in excess of 1				EP&A Regulation 2021 Schedule 4	Statutory pricing
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Notification and Advertising Fees

*Note - Council shall refund so much of the additional portion of the fee as not spent in giving the notice.

Notification pursuant to Council Community Participation Plan (CPP)		\$248.00	\$267.50	\$0.00	\$267.50			Statutory pricing
Re-Notification pursuant to Council Community Participation Plan (CPP)	Where Council is required to re-notify a development application due to amendments to the proposal	\$248.00	\$267.50	\$0.00	\$267.50			Statutory pricing
Advertising pursuant to Council Community Participation Plan (CPP)			Up to a maximum of \$1,292.00				EP&A Regulation 2021 Schedule 4	Statutory pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Notification and Advertising Fees [continued]								
Re-Advertising pursuant to Council Community Participation Plan (CPP)	Where Council is required to re-advertise a development application due to amendments to the proposal				Up to a maximum of \$1,292.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Advertising fee for Advertised, Nominated Integrated, Threatened Species or Class 1 Aquaculture Development	For developments classified as Advertised or Noniminated Integrated Development in accordance with the EP&A Regulation 2021				Up to a maximum of \$1,292.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Advertising fee for Designated Development	For developments defined as Designated Development in accordance with the EP&A Regulation 2021.				Up to a maximum of \$2,596.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Advertising fee for Prohibited Development	For Prohibited Development as defined under the Port Stephens Local Environmental Plan.				Up to a maximum of \$1,292.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Modification (\$4.55) Fees								
Modification under Section 4.55 (EP&A Act 1979 and EP&A Regulations 2021) – Correct administrative error of Council	No administrative fee applies to the handling or administration of such applications	\$0.00	\$0.00	\$0.00	\$0.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Modification under Section 4.55 (EP&A Act 1979 and EP&A Regulations 2021) – Incorrect description/minor error or miscalculation		\$71.00	\$83.00	\$0.00	\$83.00		EP&A Regulation 2021 Schedule 4	Statutory pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Modification (s4.55) Fees [continued]								
Modification under Section 4.55 or 4.56 (EP&A Act 1979 and EP&A Regulations 2021) – Minimal environmental impact			\$754.00 or 50% of the original DA fee, whichever is the lesser				EP&A Regulation 2021 Schedule 4	Statutory pricing
Modification under Section 4.55 or 4.56 (EP&A Act 1979 and EP&A Regulations 2021) and not of minimal environmental impact, if original DA fee was less than 1 fee unit or 1 fee unit or more and the original development application did not involve the erection of a building, the carrying out of a work or the demolition of a work or building			50% of the original DA fee				EP&A Regulation 2021 Schedule 4	Statutory pricing
Modification under Section 4.55(2) or 4.56 (EP&A Act 1979 and EP&A Regulations 2021) and not of minimal environmental impact, with original DA fee more than 1 fee unit or 1 fee unit or more and the original development application involved the erection of a dwelling house with an estimated cost of \$100,000 or less					\$222		EP&A Regulation 2021 Schedule 4	Statutory pricing
Any other modification under Section 4.55 or 4.56 (EP&A Act 1979 and EP&A Regulations 2021) and not of minimal environmental impact, with original DA fee of 1 fee unit or more and with a value of works up to \$5,000		\$55.00	\$64.00	\$0.00	\$64.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Any other modification under Section 4.55 or 4.56 (EP&A Act 1979 and EP&A Regulations 2021) and not of minimal environmental impact, with original DA fee of 1 fee unit or more and with a value of works up from \$5,001 – \$250,000			\$99.00 plus \$1.50 for each \$1,000 or part thereof of the estimated cost				EP&A Regulation 2021 Schedule 4	Statutory pricing
Any other modification under Section 4.55 or 4.56 (EP&A Act 1979 and EP&A Regulations 2021) and not of minimal environmental impact, with original DA fee of 1 fee unit or more and with a value of works up from \$250,001 – \$500,000			\$585 plus an additional \$0.85 for each \$1,000 by which the estimated cost exceeds \$250,000				EP&A Regulation 2021 Schedule 4	Statutory pricing
Any other modification under Section 4.55 or 4.56 (EP&A Act 1979 and EP&A Regulations 2021) and not of minimal environmental impact, with original DA fee of 1 fee unit or more and with a value of works up from \$500,001 – \$1,000,000			\$833.00 plus an additional \$0.50 for each \$1,000 by which the estimated cost exceeds \$500,000				EP&A Regulation 2021 Schedule 4	Statutory pricing
Any other modification under Section 4.55 or 4.56 (EP&A Act 1979 and EP&A Regulations 2021) and not of minimal environmental impact, with original DA fee of 1 fee unit or more and with a value of works up from \$1,000,001 – \$10,000,000			\$1,154.00 plus an additional \$0.40 for each \$1,000 by which the estimated cost exceeds \$1,000,000				EP&A Regulation 2021 Schedule 4	Statutory pricing
Any other modification under Section 4.55 or 4.56 (EP&A Act 1979 and EP&A Regulations 2021) and not of minimal environmental impact, with original DA fee of 1 fee unit or more and with a value of works over \$10,000,000			\$5,540.00 plus an additional \$0.27 for each \$1,000 by which the estimated cost exceeds \$10,000,000				EP&A Regulation 2021 Schedule 4	Statutory pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Additional Modification (s4.55) Fees								
Additional fee for modification under Section 4.55(2) or 4.56(1) (EP&A Act 1979 and EP&A Regulations 2021) where notice is required to be given		\$665.00	\$778.00	\$0.00	\$778.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Additional fee for referral of a Section 4.55 or 4.56 (EP&A Act 1979 and EP&A Regulations 2021) modification application which relates to Residential Apartment Development accompanied by a design verification from a qualified designer	Fee is to be refunded if the modification application is not referred to a design review panel	\$760.00	\$889.00	\$0.00	\$889.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Withdrawal Fees								
Application is withdrawn before an assessment report has been commenced		80% of fee may be refunded						Partial cost pricing
Application is withdrawn after an assessment report is commenced, but before completion of the assessment		40% of fees may be refunded						Partial cost pricing
Application is withdrawn after assessment has been completed but before determination is made		No refund applicable						Partial cost pricing
Application has been advertised or notified		No refund of notification or advertising fee (fee retained)						Full cost pricing
Review of Decision to Reject Application								
Application for review of decision to reject and not determine a development application under the Act, section 8.2(1)(c) if the estimated cost of development is less than \$100,000		\$55.00	\$64.00	\$0.00	\$64.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
\$100,000–\$1 million		\$150.00	\$175.00	\$0.00	\$175.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
more than \$1 million		\$250.00	\$292.00	\$0.00	\$292.00		EP&A Regulation 2021 Schedule 4	Statutory pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Review of Determination of Application								
Request for review of determination under Section 8.2 – 8.5 (EP&A Act 1997 and EP&A Regulation 2021) of development that doesn't involve building work, carrying out of a work, or demolition			50% of the fee for the original development application				EP&A Regulation 2021 Schedule 4	Statutory pricing
Request for review of determination under Section 8.2 – 8.5 (EP&A Act 1997 and EP&A Regulation 2021) involving development with an estimated cost up to \$5,000		\$55.00	\$64.00	\$0.00	\$64.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Request for review of determination under Section 8.2 – 8.5 (EP&A Act 1997 and EP&A Regulation 2021) involving development with an estimated cost \$5,001 – \$250,000		\$100.00 plus \$1.50 for each \$1,000 or part thereof of the estimated cost					EP&A Regulation 2021 Schedule 4	Statutory pricing
Request for review of determination under Section 8.2 – 8.5 (EP&A Act 1997 and EP&A Regulation 2021) involving development with an estimated cost \$250,001 – \$500,000		\$585.00 plus an additional \$0.85 for each \$1,000 by which the estimated cost exceeds \$250,000					EP&A Regulation 2021 Schedule 4	Statutory pricing
Request for review of determination under Section 8.2 – 8.5 (EP&A Act 1997 and EP&A Regulation 2021) involving development with an estimated cost \$500,001 – \$1,000,000		\$833.00 plus an additional \$0.50 for each \$1,000 by which the estimated cost exceeds \$500,000					EP&A Regulation 2021 Schedule 4	Statutory pricing
Request for review of determination under Section 8.2 – 8.5 (EP&A Act 1997 and EP&A Regulation 2021) involving development with an estimated cost \$1,000,001 – \$10,000,000		\$1,154.00 plus additional \$0.40 for each \$1,000 by which the estimated cost exceeds \$1,000,000					EP&A Regulation 2021 Schedule 4	Statutory pricing
Request for review of determination under Section 8.2 – 8.5 (EP&A Act 1997 and EP&A Regulation 2021) involving development with an estimated cost more than \$10,000,000		\$5,540.00 plus an additional \$0.27 for each \$1,000 by which the estimated cost exceeds \$10,000,000					EP&A Regulation 2021 Schedule 4	Statutory pricing
Request for review of determination under Section 8.2 – 8.5 (EP&A Act 1997 and EP&A Regulation 2021) involving erection of a dwelling with an estimated cost of \$100,000 or less		\$190.00	\$222.00	\$0.00	\$222.00		EP&A Regulation 2021 Schedule 4	Statutory pricing
Additional fee for review of modification where notice is required to be given under Section 8.2 – 8.5 (EP&A Act 1997 and EP&A Regulation 2021)		\$620.00	\$725.00	\$0.00	\$725.00		EP&A Regulation 2021 Schedule 4	Statutory pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Building Works Construction Certificate Fees**Application Fees**

All application fees are to be as per a pre-lodgement quotation based upon the finished market value of works as determined by Council, the professionalism of the submission, the applicant or applicants agent and the business relationship with the Council

Construction Works with a value up to \$5,000		Minimum fee \$129.00 plus \$3.25 per \$1,000 or part thereof Maximum fee \$167.00 plus \$10.80 per \$1,000 or part thereof						Market pricing
Construction Works with a value from \$5,001 – \$100,000		Minimum fee \$129.00 plus \$3.25 per \$1,000 or part thereof Maximum fee \$167.00 plus \$8.60 per \$1,000 or part thereof						Market pricing
Construction Works with a value from \$100,001 – \$400,000		Minimum fee \$334.00 plus \$1.60 per \$1,000 or part thereof Maximum fee \$959.00 plus \$4.30 per \$1,000 or part thereof						Market pricing
Construction Works with a value from \$400,001 – \$1,000,000		Minimum fee \$835.00 plus \$2.40 per \$1,000 or part thereof Maximum fee \$2,209.00 plus \$2.70 per \$1,000 or part thereof						Market pricing
Construction Works with a value over \$1,000,000		\$2,640.00 plus as per quotation. Staff time per hour plus cost of resources required						Market pricing

Modification (CL148) Fees

Modification under s24 of the EP&A (DC&FS) Reg 2021		20% of the original fee or \$97.00 whichever is the greater						Market pricing
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Withdrawal Fees for Construction Certificates

Application is withdrawn before site investigations are made		80% of fee may be refunded on request of the applicant						Market pricing
Application is withdrawn prior to a BCA/DA compliance audit being commenced		40% of fees may be refunded on request of the applicant						Market pricing
Application is withdrawn after the BCA/DA compliance audit has been commenced but before the certificate is issued		5% of fee may be refunded on request of the applicant						Market pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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BCA Performance Solution Fee

Assessment of Performance BCA Solution for Construction Certificate	Provision of expert opinion, consultants, testing to assess the performance solution(s)	25% to 75% loading on scheduled fees plus 130% of Council's direct costs						Market pricing
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Complying Development Certificate Fees

Application Fees

Variable component building works – Based on the value of the building and all development works as determined by Council's Building Surveyor

Complying Development Certificate involving demolition of a single dwelling		\$339.00	\$332.73	\$33.27	\$366.00			Market pricing
Complying Development Certificate with a value up to \$5,000		Minimum fee \$129.00 plus \$3.25 per \$1,000 or part thereof Maximum fee \$167.00 plus \$10.80 per \$1,000 or part thereof						Market pricing
Complying Development Certificate with a value from \$5,001 – \$50,000		Minimum fee \$205.00 plus \$6.50 per \$1,000 or part thereof over \$5,000 Maximum fee \$226.00 plus \$10.80 per \$1,000 or part thereof over \$5,000						Market pricing
Complying Development Certificate with a value \$50,001 – \$400,000		Minimum fee \$260.00 plus \$4.30 per \$1,000 or part thereof over \$50,000 Maximum fee \$372.00 plus \$10.80 per \$1,000 or part thereof over \$50,000						Market pricing
Complying Development Certificate with a value \$400,001 – \$1,000,000		Minimum fee \$1,885.00 plus \$1.30 per \$1,000 or part thereof over \$400,000 Maximum fee \$4,763.00 plus \$3.30 per \$1,000 or part thereof over \$400,000						Market pricing
Complying Development Certificate with a value over \$1,000,000		\$2,630.00 plus as per quotation (staff time per hour plus cost of resources required)						Market pricing

Modification (\$4.30) Fees of Complying Development Certificate

Modification under Section 4.30		20% of original fee or \$97.00 whichever is the greater						Market pricing
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Withdrawal Fees of Complying Development Certificates

Application is withdrawn before site investigations are made		80% of fee may be refunded on request of the applicant						Market pricing
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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Withdrawal Fees of Complying Development Certificates [continued]

Application is withdrawn prior to preparation of an assessment / compliance audit being commenced		40% of fees may be refunded on request of the applicant						Market pricing
Application is withdrawn after the assessment/compliance audit has been completed, but before the certificate is issued		5% of fee may be refunded on request of the applicant						Market pricing

BCA Performance Solution Fee

Assessment of Performance BCA Solution for Complying Development Certificate	Provision of expert opinion, consultants, testing to assess the alternate solution(s)	25% to 75% loading on scheduled fees plus 130% of Council's direct costs						Market pricing
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Section 68 Application Fees (Local Government Act 1993)**Applications other than that for a manufactured home, caravan park, movable dwelling or onsite waste management system**

Application other than to install a manufactured home, moveable dwelling or associated structure on land or an on-site sewage management system	Per application inspection	\$191.00	\$206.00	\$0.00	\$206.00	Per application/inspection		Market pricing
Objections to application of regulations and local policies		\$250.00	\$250.00	\$0.00	\$250.00		Local Government Act 1993 Section 82	Market pricing
Application to Transport Waste (over/under public land)		\$100.00	\$100.00	\$0.00	\$100.00			Market pricing

Certification**Building Inspection Fees****Residential Development Fees**

For all additional inspections in excess of those listed additional inspection fees including GST are applicable

Residential Development up to \$10,000 where a single site visit only is required for critical post approval stage inspection		Minimum fee \$220. Maximum fee \$362. Single inspection only				Per development		Market pricing
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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Residential Development Fees [continued]

Residential Development up to \$10,000 where two site visits only are required for all critical post approval stage inspections			Minimum fee \$385. Maximum fee \$540. Up to 2 inspections, e.g. shed footings and S/W inspection conducted concurrently, frame and final inspection conducted concurrently			Per development		Market pricing
Residential Development \$10,001 – \$20,000			Minimum fee \$575. Maximum fee \$806. Up to 3 inspections per development			Per development		Market pricing
Residential Development \$20,001 – \$50,000			Minimum fee \$759.00. Maximum fee \$1,067.00. Up to 4 inspections per development			Per development		Market pricing
Residential Development \$50,001 – \$100,000			Minimum fee \$954. Maximum fee \$1,345.30. Up to 5 inspections per development/per unit			Per development/ Per unit		Market pricing
Residential Development more than \$100,001			Minimum fee \$1,144. Maximum fee \$1,606. Up to 6 inspections per development/per unit			Per development/ Per unit		Market pricing

Commercial/Industrial Development/ Residential Fees (class2-9)

For all additional inspections in excess of those listed additional inspection fees including GST are applicable

Industrial / Commercial Development / Residential Up to \$50,000			Minimum fee \$575.00. Maximum fee \$806.00. Up to 3 inspections					Market pricing
Industrial / Commercial Development / Residential Greater than \$50,001			Minimum fee \$954.10. Maximum fee \$1,345.25. Up to 5 inspections					Market pricing
Industrial / Commercial Development / Residential Additional Inspections (as required for development type)			Minimum fee \$166. Maximum fee \$213.15 per hour or part thereof.					Market pricing

Class 2, 3 & 4 Additional Inspection Fees

Additional residential fees under s61 EP&A (DC&FS)Regs 2021

Before covering fire protection at service penetrations - Calculated per level requiring inspection			Minimum fee \$166.00. Maximum fee \$213.35 per hour or part thereof					Market pricing
Before covering the junction of an internal fire-resisting construction bounding a sole-occupancy unit - Calculated per level requiring inspection			Minimum fee \$166.00. Maximum fee \$213.35 per hour or part thereof					Market pricing
Before covering waterproofing in a wet area, for at least 10% of rooms with a wet area in the building			Minimum fee \$166.00. Maximum fee \$213.35 per hour or part thereof					Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Class 2, 3 & 4 Additional Inspection Fees [continued]

Attendance of Commissioning test for Fire Safety Service		Minimum fee \$166.00. Maximum fee \$213.35 per hour or part thereof						Market pricing
Additional inspection or reinspection	Required inspections and critical stage inspections will be done concurrently if possible and viable. Additional inspections may be required and must be paid for prior to inspection being done or may be invoiced at discretion of Building Inspector	Minimum fee \$166.00. Maximum fee \$213.35 per hour or part thereof						Market pricing
Out of hours inspection		\$219.30 per half hour or part thereof						Market pricing
Building inspection where Construction Certificate has not been issued by Port Stephens Council	Quotation based on above schedule and staff time per hour plus cost of resources at cost plus 20%	154%-220% of the applicable fee or as otherwise determined by the BAM						Market pricing

Compliance Certificate Fees

Compliance Certificate		\$180.00	\$176.36	\$17.64	\$194.00	Per hour		Market pricing
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Occupation Certificate Fees

Class 1 or Class 10 Building Fees

Occupation Certificate for a Class 1 or Class 10 building with a value up to \$5,000	Paid at time of PCA appointment Covers single dwelling and ancillary out buildings	\$124.00	\$121.45	\$12.15	\$133.60			Market pricing
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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Class 1 or Class 10 Building Fees [continued]								
Occupation Certificate for a Class 1 or Class 10 building with a value from \$5,001 – \$20,000	Paid at time of PCA appointment Covers single dwelling and ancillary out buildings	\$180.00	\$176.36	\$17.64	\$194.00			Market pricing
Occupation Certificate for a Class 1 or Class 10 building with a value from \$20,001 – \$400,000	Paid at time of PCA appointment Covers single dwelling and ancillary out buildings	\$232.00	\$227.27	\$22.73	\$250.00			Market pricing
Occupation Certificate for a Class 1 or Class 10 building with a value from \$400,001 – \$1,000,000	Paid at time of PCA appointment Covers single dwelling and ancillary out buildings	\$285.50	\$280.00	\$28.00	\$308.00			Market pricing
Occupation Certificate for a Class 1 or Class 10 building with a value over \$1,000,000	Paid at time of PCA appointment Covers single dwelling and ancillary out buildings	\$285.50	\$280.00	\$28.00	\$308.00			Market pricing
Class 2 to Class 9 Building Fees								
Occupation Certificate for a Class 2 - 9 building with a value up to \$20,000	Paid at time of PCA appointment	\$180.00	\$176.36	\$17.64	\$194.00	Per building		Market pricing
Occupation Certificate for a Class 2 - 9 building with a value from \$20,001 – \$200,000	Paid at time of PCA appointment	\$232.00	\$227.27	\$22.73	\$250.00	Per building		Market pricing
Occupation Certificate for a Class 2 - 9 building with a value from \$200,001 – \$400,000	Paid at time of PCA appointment	\$232.00	\$227.27	\$22.73	\$250.00	Per building		Market pricing
Occupation Certificate for a Class 2 - 9 building with a value from \$400,001 – \$1,000,000	Paid at time of PCA appointment	\$285.50	\$280.00	\$28.00	\$308.00	Per building		Market pricing
Occupation Certificate for a Class 2 - 9 building with a value greater than \$1,000,001	Paid at time of PCA appointment	\$285.50	\$280.00	\$28.00	\$308.00	Per building		Market pricing
Relocated Building Fees								
Inspection of relocated building Port Stephens LGA		\$209.00	\$225.50	\$0.00	\$225.50	Per hour		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Relocated Building Fees [continued]

Travelling cost associated with inspection of relocated building	To and from site within or outside Port Stephens LGA		\$3.20	per kilometre in addition to inspection fee		Per kilometre		Market pricing
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Other Certificates

Building Certificate Fees

Application Fees

Class 1 (dwelling) or Class 2 building comprising 2 dwellings only, including Class 10 (outbuildings)		\$250.00	\$250.00	\$0.00	\$250.00	Per dwelling on lot	EP&A Regulation 2000 Clause 260(1A)	Statutory pricing
Class 10 (outbuildings)		\$250.00	\$250.00	\$0.00	\$250.00	Per dwelling on lot	EP&A Regulation 2000 Clause 260(1A)	Statutory pricing
Class 2 – 9 buildings with floor area not exceeding 200m ²		\$250.00	\$250.00	\$0.00	\$250.00		EP&A Regulation 2000 Clause 260(4)	Statutory pricing
Class 2 – 9 buildings with floor area exceeding 200m ² but not exceeding 2,000m ²		\$250.00 fee plus \$0.50 per square metre above 200 square metres					EP&A Regulation 2000 Clause 260(4)	Statutory pricing
Class 2 - 9 buildings with floor area exceeding 2,000m ²		\$1,165.00 fee plus \$0.75 per square metre above 2,000 square metres					EP&A Regulation 2000 Clause 260(4)	Statutory pricing
Applications relating to external walls only		\$250.00	\$250.00	\$0.00	\$250.00	Per application	EP&A Regulation 2000 Clause 260(1C)	Statutory pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Application Fees [continued]								
Additional fee where circumstances listed in clause 260 (3A) of EP&A Regulations apply		As per DA and CC application fee calculations					EP&A Regulation 2000 Clause 260(3A)(3B)	Statutory pricing
Other Fees								
Reinspection fee	Can be applied once only to each building certificate application	\$90.00	\$90.00	\$0.00	\$90.00	Per inspection	EP&A Regulation 2000 Clause 260(2)	Statutory pricing
Copy of Certificate		\$13.00	\$13.00	\$0.00	\$13.00	Per copy	EP&A Regulation 2000 Clause 261	Statutory pricing
Certified copy of document or map		\$53.00	\$53.00	\$0.00	\$53.00	Per item	EP&A Regulation 2000 Clause 262	Statutory pricing
Bushfire Certificate Fees								
Bushfire certificate where Council is the certifier		\$213.35 fee per certificate if Council is the certifying authority				Per certificate		Market pricing
Bushfire certificate where Council is not the certifier		\$480 minimum fee per certificate if Council is NOT the certifying authority				Per certificate		Market pricing
Planning Certificate Fees								
Section 10.7(2) Planning Certificate		\$53.00	\$62.00	\$0.00	\$62.00	Per certificate		Statutory pricing
Section 10.7(2) and 10.7(5) Planning Certificate		\$133.00	\$156.00	\$0.00	\$156.00	Per certificate		Statutory pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Swimming Pools

Certificate of Compliance Fees

Swimming Pool Certificate of Compliance (including 1st inspection)	Includes 1st inspection and issue of Certificate of Compliance	\$150.00	\$136.36	\$13.64	\$150.00	Per occurrence	Swimming Pools Regulation 2018 Clause 19	Statutory pricing
Reinspection fee for Swimming Pool Certificate of Compliance	Re-inspection fees in respect of Swimming Pool Certificates of Compliance will be charged in accordance with the Swimming Pool Regulations	\$100.00	\$90.91	\$9.09	\$100.00	Per occurrence	Swimming Pools Regulation 2018 Clause 19	Statutory pricing

Swimming Pool Registration Fees

Administration Fee for Registration of Swimming Pool or Amendment of Swimming Pool Registration		\$10.00	\$9.09	\$0.91	\$10.00	Per registration or amendment	Swimming Pools Regulation 2018 Clause 25	Statutory pricing
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Swimming Pool Safety Barrier Exemption Fee

Application Fee for Swimming Pools Safety Barrier Exemption Application		\$260.00	\$250.00	\$0.00	\$250.00	Per application	Swimming Pools Regulation 2018 Clause 13(1)	Statutory pricing
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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Fire Safety								
Registration Fee								
Fire Safety – Administration fee	Receiving a Fire Safety Statement including ensuring information on that statement is dealt with as required by legislation	\$56.50	\$55.45	\$5.55	\$61.00	Per request		Partial cost pricing
Inspection Fee								
Fire Safety – Inspection fee		\$186.50	\$182.73	\$18.27	\$201.00	Per half hour or part thereof		Partial cost pricing
Fire Safety Certificate Fee								
Fire Safety – Certification audit	Per individual fire safety measure type Consider and determine whether a Fire Safety Statement complies with relevant legislation	\$56.50	\$55.45	\$5.55	\$61.00	Per measure		Partial cost pricing
Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings								
Application Fees								
Install a Manufactured home, moveable dwelling or associated structure on land (Section 68A Local Government Act)		\$492.00	\$531.00	\$0.00	\$531.00			Market pricing
Application for approval to Operate a Manufactured Home Estate, Caravan Park or Camping Ground (Initial)		Minimum Inspection fee of \$300.00 plus \$5.40 per site				Per site		Market pricing
Application for approval to Operate a Manufactured Home Estate, Caravan Park or Camping Ground (Renewal)		Minimum Inspection fee of \$150.00 plus \$3.70 per site				Per site		Market pricing
Application for Approval to Operate Manufactured Home Estates, Caravan Park or Camping Ground (change of details including community map)		\$65.00	\$65.00	\$0.00	\$65.00			Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Application Fees [continued]

Application for Approval to Operate Manufactured Home Estate, Caravan Park or Camping Ground (Amendment)		Minimum Inspection Fee of \$150.00 plus \$3.75 per site						Market pricing
Issue of replacement Approval to Operate		\$37.00	\$37.00	\$0.00	\$37.00			Market pricing
Application for installation of relocatable home or rigid annexe on flood liable land		\$250.00	\$250.00	\$0.00	\$250.00			Market pricing

Inspection and Certificate Fees

Assessment of Notice of Completion of Installation (Manufactured Home) and issue of certificate of completion (per site)		\$65.00	\$65.00	\$0.00	\$65.00	Per inspection		Market pricing
Receipt of Notice of Completion of Installation (Relocatable Home or Associated Structure) (per site)		\$33.00	\$33.00	\$0.00	\$33.00	Per inspection		Market pricing
Inspection and Re-Inspection associated with Manufactured Home Estate, Caravan Park or Camping Ground (per hour minimum 30 minutes)		\$284.00	\$284.00	\$0.00	\$284.00			Market pricing

Compliance**Compliance Cost Notice Fees**

Order Compliance Costs	Maximum fee* Notes: * Actual fee determined based on costs and expenses	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00			Statutory pricing
Notice of Intention Compliance Costs	Maximum fee* Notes: * Actual fee determined based on costs and expenses	\$500.00	\$500.00	\$0.00	\$500.00			Statutory pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Engineering & Works**Subdivision Certificate Fees****Application Fees**

Subdivision Certificate				\$335.00 plus \$145.00 per lot		Per lot		Market pricing
Strata Certificate				\$335.00 plus \$90.00 per lot		Per lot		Market pricing

Other Fees

Release / vary / modify restrictions as to user, covenants/caveats, rights of carriageway, easements and the like	Per covenant / easement / etc. Includes up to 4hrs of investigation and assessment work. Additional charge of \$245 per hour for any work incurred in excess of 4hrs	\$335.00	\$365.00	\$0.00	\$365.00	Per covenant		Market pricing
Endorsement of new restriction as to user, covenant/caveat, right of carriageway, easement or the like	Per endorsement. Includes up to 4hrs of investigation and assessment work. Additional charge of \$245 per hour for any work incurred in excess of 4hrs	\$335.00	\$365.00	\$0.00	\$365.00	Per endorsement		Market pricing
Termination of Strata Plan		\$335.00	\$365.00	\$0.00	\$365.00	Per covenant		Market pricing
Resigning of subdivision certificate, strata certificate, deposited plan, 88b instrument or the like		\$335.00	\$365.00	\$0.00	\$365.00	Per document		Market pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST Fee (incl. GST)	Unit	Legislation	Pricing Policy
Subdivision Works Certificate (SWC) Application/Inspection/Principal Certifying Authority (PCA) Fees							
Additional Assessment and/or Reinspection	Includes but is not limited to: review of additional documentation, providing revised certificate, failed inspection where re-inspection is required, any additional inspections requested by applicant, any combination of above. Minimum 1 hour			\$245.00 per hour Minimum 1 hour			Market pricing
Drainage not part of road construction – Application Fee	Includes but is not limited to: Interallotment drainage, additional pipes outside of road construction, etc., Fee includes two reviews of submitted documentation. Additional reviews attract additional fees at hourly rate of \$245.00 per hour.			\$11.00 per metre Min. Fee excl. GST: \$980.00			Market pricing
Drainage not part of road construction – Inspection/PCA Fee	Includes but is not limited to: Interallotment drainage, additional pipes outside of road construction, etc.			\$22.00 per metre Min. Fee excl. GST: \$980.00			Market pricing
Formal Engineering Advice				\$245.00 per hour Minimum 1 hour	Per hour or part thereof		Market pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Subdivision Works Certificate (SWC) Application/Inspection/Principal Certifying Authority (PCA) Fees [continued]

Engineering Information Certificate	All Development Engineering Information (excluding specific flooding information – see 'Flood Certificate') that should be considered prior to submitting an application.	\$275.00	\$250.00	\$25.00	\$275.00	Per lot		Market pricing
Miscellaneous Works - Application Fee	Includes but is not limited to: industrial/ commercial driveways, car parks, bulk earthworks, footpaths, cycleways, kerb and gutter, etc. Fee includes two reviews of submitted documentation. Additional reviews attract additional fees at hourly rate of \$245.00 per hour.			2% of the cost of works Min. Fee excl. GST: \$980.00				Market pricing
Miscellaneous Works - Inspection/PCA Fee	Includes but not limited to: industrial/ commercial driveways, car parks, bulk earthworks, footpaths, cycleways, kerb and gutter, etc.			2% of the cost of works Min. Fee excl. GST: \$980.00				Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Subdivision Works Certificate (SWC) Application/Inspection/Principal Certifying Authority (PCA) Fees [continued]

Engineering Certification - Application fee	Where the following works are requested to be assessed by Council: private road and drainage design compliance, private road and drainage construction compliance, private storm water management facilities design compliance, private storm water management facilities construction compliance. Fee includes two reviews of submitted documentation. Additional reviews attract additional fees at hourly rate of \$245.00 per hour.	Minimum is based on fee unit applicable 2% cost of works or hourly rate or any other fee as applicable in the schedule Min. Fee excl. GST: \$980.00						Market pricing
Principal Certifying Authority fee	Where private Accredited Certifier has been appointed	2% cost of works or hourly rate or any other fee as applicable in the schedule. Min. Fee excl. GST: \$980.00						Market pricing
Rural Road Construction - Application Fee	Includes but is not limited to: construction of road in rural areas, turning lanes, slip road, extension, widening, etc. Fee includes two reviews of submitted documentation. Additional reviews attract additional fees at hourly rate of \$245.00 per hour.	\$14.00 per metre Min. Fee excl. GST: \$980.00						Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Subdivision Works Certificate (SWC) Application/Inspection/Principal Certifying Authority (PCA) Fees [continued]

Rural Road Construction - Inspection/PCA Fee	Includes but is not limited to: construction of road in rural areas, turning lanes, slip road, extension, widening, etc.		\$28.00 per metre					Market pricing
			Min. Fee excl. GST: \$980.00					
Urban, Industrial, Commercial and Residential Road Construction - Application Fee	Includes but is not limited to: construction of roads in urban, industrial, commercial and residential areas, turning lanes, slip road, extension widening, etc. Fee includes two reviews of submitted documentation. Additional reviews attract additional fees at hourly rate of \$245.00 per hour.		\$20.00 per metre					Market pricing
			Min. Fee excl. GST: \$980.00					
Urban, Industrial, Commercial and Rural Residential Road Construction - Inspection/PCA Fee	Includes but is not limited to: construction of roads in urban, industrial, commercial and rural residential areas.		\$40.00 per metre					Market pricing
			Min. Fee excl. GST: \$980.00					
Stormwater quality and/or quantity improvement structure - Application fee	Includes but is not limited to: detention basins, nutrient ponds, gross pollutant traps, rain gardens, etc. Fee includes two reviews of submitted documentation. Additional reviews attract additional fees at hourly rate of \$245.00 per hour.		\$980.00 per structure					Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Subdivision Works Certificate (SWC) Application/Inspection/Principal Certifying Authority (PCA) Fees [continued]

Stormwater quality and/or quantity improvement structure - Inspection/PCA fee	Includes but is not limited to: detention basins, nutrient ponds, gross pollutant traps, rain gardens, etc.				\$980.00 per structure			Market pricing
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Works Quality and Outstanding Works Bonds Fees

Outstanding works bond	Where Council accepts to bond works not completed. Includes administration/management				200% cost of works Min. Fee excl. GST: \$6,000.00			Market pricing
Works Quality Bond	Where Council accepts completed works as satisfactory and requires a bond for a period of 12 months to ensure quality of works.				5% cost of works (works excluding water and sewer) Min. Fee excl. GST: \$6,000.00			Market pricing

Flooding Information

Flood Certificate – single lot, standard request	Flood level information				\$290.00 per lot	Per lot		Market pricing
Flood Certificate – multiple adjoining Lots – standard request	Flood level information				\$225.00 per lot	Per lot		Market pricing
Flood Certificate – single lot – urgent request	Flood level information				\$580.00 per lot	Per lot		Market pricing
Flood Certificate – multiple adjoining Lots – urgent request	Flood level information				\$450.00 per lot	Per lot		Market pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Drainage Works (Section 307 of the Water Management Act 2000)

Approvals/Inspections

Additional Assessment and/or Reinspection	Includes but is not limited to: review of additional documentation, providing revised certificate, failed inspection where re-inspection is required, any additional inspections required by applicant, any combination of the above. Minimum 1 hour			\$225.00 per hour Minimum 1 hour		Per hour or part thereof		Market pricing
Connect to public system	Includes but is not limited to: Pipes that connect to public stormwater system, pipes that eventually flow to public stormwater system (even if not directly connected), pipes that flow into catchments or wetlands, etc.			\$225.00 per connection		Per connection		Market pricing
Public drainage line	Includes but is not limited to: Construction of public drainage line within the road reserve before connection to public system, etc.			\$25.00 per metre Min. Fee: \$900 (GST not applicable)		Per metre of drainage		Market pricing
Stormwater quality and/ or quantity improvement structure approval	Includes but is not limited to: detention basins, nutrient ponds, Gross Pollutant Traps, rain gardens, etc.			\$900.00 per structure		Per structure		Market pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Kerb & Guttering

Corner Lots		\$51.00	\$50.00	\$5.00	\$55.00	Per lineal metre		Partial cost pricing
Frontage (other than corner lots)		\$74.50	\$73.18	\$7.32	\$80.50	Per lineal metre		Partial cost pricing
Rear boundaries		\$39.00	\$38.64	\$3.86	\$42.50	Per lineal metre		Partial cost pricing
Gutter crossing	Layback kerb	By quotation – inclusive of GST. Quotation will be based on an estimated cost of labour, plant, materials and organisational overheads						Full cost pricing

Pipe & Gravel Access

Pipe & Gravel Access Fee		By quotation – inclusive of GST. Quotation will be based on an estimated cost of labour, plant, materials, organisational overheads and allowance for profit to complete the works						Full cost pricing
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Private Utility Installation**Public Roads/Places**

Category 1 installation – Initial Fee	Up to 50mm diameter and up to 10m length	\$813.00	\$797.27	\$79.73	\$877.00	Each		Market pricing
Subsequent Fee per metre	Up to 50mm diameter and over 10m length	\$159.50	\$156.36	\$15.64	\$172.00	Per km per annum or part thereof		Market pricing
Category 2 installation – Initial Fee	Over 50mm diameter and up to 10m length	\$3,725.00	\$3,650.00	\$365.00	\$4,015.00	Each		Market pricing
Category 2 installation – Subsequent Fee per metre	Over 50mm diameter and 10m length	\$772.00	\$756.36	\$75.64	\$832.00	Per km per annum or part thereof		Market pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 GST Fee (excl. GST)	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Restorations							
Roads, Footpaths, Associated Access, Drainage							
Bituminous Surfaces							
All surfaces	Square metre charge Minimum fee is \$930.00		\$210.00 per square metre				Full cost pricing
Concrete – Footpaths & Domestic Driveways							
Footpaths & Domestic Driveways			\$200.00 per square metre Min. Fee excl. GST: \$909.09				Full cost pricing
Concrete – Roads & Commercial Driveways							
Roads & Commercial Driveways			\$546.00 per square metre Min. Fee excl. GST: \$1,077.27				Full cost pricing
Kerb & Gutter							
Kerb & Gutter Fee			\$650.00 per lineal metre Min. Fee excl. GST: \$1,181.82				Full cost pricing
Other							
All restorations			By quotation - Several openings made simultaneously within 45 metres may be grouped as one				Full cost pricing
All restorations – Separate restoration costs for openings			By quotation - Separate restoration costs for openings over five square metres to be estimated by Council				Full cost pricing
Earth, gravel and all other classes of unsealed pavements or shoulders			Full recovery of all costs to Council - Quote to be provided upon request				Full cost pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Roads Works (Section 138 of Roads Act 1993)

Approvals/Inspections

Additional Assessment and/or Reinspection	Includes but is not limited to: review of additional documentation, providing revised certificate, failed inspection where re-inspection is required, any additional inspections required by applicant, any combination of the above.			\$225.00 per hour Minimum 1 hour			Market pricing
Miscellaneous Works	Includes but is not limited to: construction of footpaths and shared paths, kerb and gutter, industrial/commercial driveways, etc.			4% of cost of works Min. Fee: \$900 (GST not applicable)			Market pricing
Rural Road Construction	Includes but is not limited to: construction of road in rural areas, turning areas, slip roads, extensions, widening, etc.			\$36.00 per metre Min. Fee: \$900 (GST not applicable)			Market pricing
Urban, Industrial, Commercial & Rural Residential Road Construction	Includes but is not limited to: construction of roads in urban, industrial, commercial and rural residential areas, etc			\$55.00 per metre Min. Fee: \$900 (GST not applicable)			Market pricing

Driveway Crossings

Driveway Crossing Application (Section 138 of Roads Act 1993)				\$280.00 per driveway crossing	Per driveway/crossing		Market pricing
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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
New Roads								
New Road Naming Application	Fee for one road naming. Provides for 2 options for road naming	\$739.00	\$797.00	\$0.00	\$797.00	Per road		Full cost pricing
Requested appeals	Additional appeal costs	\$150.00	\$150.00	\$0.00	\$150.00			Full cost pricing
Permits								
Additional Assessment and/or Reinspection	Includes but is not limited to: review of additional documentation, providing revised certificate, failed inspection where re-inspection is required, any additional inspections required by applicant, any combination of the above.			\$225.00 per hour Minimum 1 hour		Per hour or part thereof		Full cost pricing
Heavy Vehicle Permit Application	Over Size Over Mass HML PBS (Heavy Vehicle National Law (NSW) (2013 No42a) Section 740)	\$76.00	\$78.00	\$0.00	\$78.00	Per permit		Statutory pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Permits [continued]								
Footpath Occupation Permit	Includes but is not limited to: the installation of infrastructure, road opening, occupation by crane or skip bin, occupation of footpath, enclosure by hoarding, swinging or hoisting over a public space, any other related activities/ works, any combination of the above	\$275.00 per week for first 3 weeks \$180.00 per additional week thereafter				Per week		Full cost pricing
Road Closures								
Close/Purchase								
Road closure and purchase application	Permanent Road Closure Application Initial fee before Council Resolution stage non-refundable	\$788.00	\$850.00	\$0.00	\$850.00		Roads Act 1993 Section 138	Rate of Return pricing
Road closure and purchase application	Subsequent fee after Council resolution	Land Value plus costs						Rate of Return pricing
Temporary								
Temporary Lane Closure – Construction Works (Section 138 of Roads Act 1993)	Permit to implement traffic control within a public road	\$200.00	\$220.00	\$0.00	\$220.00	Per Month		Full cost pricing
Temporary Road/Footpath Closures – Anzac Day (Section 138 of Roads Act 1993)	Council will waive the fee for this event	\$0.00	\$0.00	\$0.00	\$0.00			Free (zero priced)

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Temporary [continued]								
Permit to occupy on-street parking (Section 138 of Roads Act 1993)	Permit to occupy on-street parking during construction of development or other works			Per 6 months per car space Minimum fee is \$2,200		Per 6 months per parking space		Full cost pricing
Temporary Road/Footpath Closures/Events (Section 138 of Roads Act 1993)	Administration and advertising fee	\$390.00	\$425.00	\$0.00	\$425.00	Per application		Full cost pricing
Temporary Road/Footpath Closures/Events (Section 138 of Roads Act 1993)	Inspection fee			\$245.00 per hour Minimum 1 hour		Per hour or part thereof		Full cost pricing
Rural Address Post								
Rural address post installed	Issue & installation / replacement	\$209.50	\$205.45	\$20.55	\$226.00	Per address		Full cost pricing
Rural address post supplied	Supply of post only	\$102.00	\$100.00	\$10.00	\$110.00			Full cost pricing
Traffic								
Traffic Information Search	Search and provision of existing data			\$245.00 per hour Minimum 1 hour		Per hour or part thereof		Full cost pricing
Survey & Land Services								
Engineering Surveyor	Do and charge	\$151.00	\$148.18	\$14.82	\$163.00	Per hour		Market pricing
Registered Surveyor	Do and charge	\$192.50	\$188.64	\$18.86	\$207.50	Per hour		Market pricing
Survey Assistant	Do and charge	\$114.50	\$112.27	\$11.23	\$123.50	Per hour		Market pricing
Graduate Surveyor	Do and charge	\$140.50	\$137.73	\$13.77	\$151.50	Per hour		Market pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Workshop

Services/Inspections

Mechanical servicing, fabrication and repair of vehicles – Emergency Service Vehicles Only	Appointment necessary	\$98.00	\$96.36	\$9.64	\$106.00			Rate of Return pricing
Mechanical servicing/repair of vehicles	Appointment necessary	\$129.50	\$127.27	\$12.73	\$140.00			Rate of Return pricing
Pink Slips – Light Vehicles	Transport for NSW (TfNSW) Authorised Inspection Scheme (AIS) Notice 18 Revision 7	\$0.00	\$0.00	\$0.00	\$0.00			Statutory pricing
Pink Slips – Motor Cycles	Transport for NSW (TfNSW) Authorised Inspection Scheme (AIS) Notice 18 Revision 7	\$0.00	\$0.00	\$0.00	\$0.00			Statutory pricing
Pink Slips – Trailer with brakes	Transport for NSW (TfNSW) Authorised Inspection Scheme (AIS) Notice 18 Revision 7	\$0.00	\$0.00	\$0.00	\$0.00			Statutory pricing
Pink Slips – Trailer without brakes	Transport for NSW (TfNSW) Authorised Inspection Scheme (AIS) Notice 18 Revision 7	\$0.00	\$0.00	\$0.00	\$0.00			Statutory pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Services/Inspections [continued]								
Safety Check only	Rigid truck over 4.5 tonne GVM but not over 5 tonne tare (not prime movers) Buses over 2.5 tonne tare but not over 5 tonne tare. Tow trucks not over 5 tonne tare. Transport for NSW (TfNSW) Authorised Inspection Scheme (AIS) Notice 18 Revision 7	\$0.00	\$0.00	\$0.00	\$0.00			Statutory pricing
Safety Check only	Trailers over 2 tonne GTM including tow truck trailers. Any trailer fitted with breakaway brakes. Transport for NSW (TfNSW) Authorised Inspection Scheme (AIS) Notice 18 Revision 7	\$0.00	\$0.00	\$0.00	\$0.00			Statutory pricing
Civil Works								
Construction of civil works on non-council owned or managed land		By Quotation - inclusive of GST. Quotation will be based on an estimated cost of labour, plant, materials and organisational overheads'.						Full cost pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Environmental & Health Services								
Animal Management								
Annual permit - Dangerous/Restricted Dog	These fees are indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$206.00	\$206.00	\$0.00	\$206.00			Statutory pricing
Annual permit - Undesexed Cat	These fees are indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$85.00	\$85.00	\$0.00	\$85.00			Statutory pricing
Late Fee	Applicable if a permit is not paid for by 28 days after the permit requirement took effect. This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$19.00	\$19.00	\$0.00	\$19.00	Per Annual Permit Fee		Statutory pricing
Anti Barking Collars	Hire Anti Barking Collars	\$51.50	\$50.45	\$5.05	\$55.50			Full cost pricing
Refund on return of anti-bark collar	Refund on return of item in working order/ undamaged	\$175.50	\$172.27	\$17.23	\$189.50			Full cost pricing
Dangerous Dogs (declared under legislation)	Collar (medium)	\$48.50	\$47.73	\$4.77	\$52.50	Per collar		Full cost pricing
Dangerous Dogs (declared under legislation)	Collar (Large)	\$54.00	\$53.18	\$5.32	\$58.50	Per collar		Full cost pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Animal Management [continued]

Dangerous Dogs (declared under legislation)	Collar (Extra-large)	\$69.50	\$68.18	\$6.82	\$75.00	Per collar		Full cost pricing
Dangerous Dogs (declared under legislation)	Signage	\$43.50	\$42.73	\$4.27	\$47.00	Per sign		Full cost pricing

Companion Animal – Lifetime Registration Fee

Cat - Desexed	Sold by pound/shelter This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$0.00	\$0.00	\$0.00	\$0.00	Per Cat		Statutory pricing
Cat - Desexed or Not Desexed	Not recommended, recognised breeder This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$59.00	\$59.00	\$0.00	\$59.00	Per Cat		Statutory pricing
Dog - Desexed	By relevant age, not recommended, recognised breeder. This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$69.00	\$69.00	\$0.00	\$69.00	Per Dog		Statutory pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Companion Animal – Lifetime Registration Fee [continued]

Dog - Desexed	Sold by pound/shelter This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$0.00	\$0.00	\$0.00	\$0.00	Per Dog		Statutory pricing
Dog - Not Desexed or Desexed	After relevant age This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$234.00	\$234.00	\$0.00	\$234.00	Per dog		Statutory pricing
Dog - Working Working dog, Service of the State, Assistance Animal	This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$0.00	\$0.00	\$0.00	\$0.00	Per dog		Statutory pricing
Dog/Cat - Desexed	By relevant age eligible pensioner. This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government	\$29.00	\$29.00	\$0.00	\$29.00	Per Animal		Statutory pricing

Unattended**Unattended Vehicles Taken into Possession**

Collection Fee	Includes towing	\$250 or actual cost if greater than \$250 incurred in securing, towing, transporting vehicle to holding yard by contractor						Full cost pricing
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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Unattended Vehicles Taken into Possession [continued]								
Storage		\$59.00	\$64.00	\$0.00	\$64.00	Per day		Full cost pricing
Unattended Items								
Large item		\$196.00	\$211.50	\$0.00	\$211.50	Per item		Full cost pricing
Small item		\$64.00	\$69.00	\$0.00	\$69.00	Per item		Full cost pricing
Storage fee	Daily fee for up to 20 small articles or each large article.	\$59.00	\$64.00	\$0.00	\$64.00	Per day		Full cost pricing
Impounding Cats/Dogs								
Impounding fee (Initial)	First occurrence within 12 month period	\$85.50	\$92.50	\$0.00	\$92.50			Full cost pricing
Impounding fee	Subsequent impounding within 12 month period	\$116.50	\$126.00	\$0.00	\$126.00			Full cost pricing
Each additional cat/dog	\$35.00 for each animal thereafter	\$45.50	\$49.50	\$0.00	\$49.50			Full cost pricing
Surrender of Dog/Cat	Fee for first dog/cat	\$125.00	\$170.00	\$0.00	\$170.00			Full cost pricing
Sustenance / maintenance fee		\$43.50	\$47.00	\$0.00	\$47.00	Per day		Full cost pricing
Veterinary costs		Actual cost incurred						Full cost pricing
Cat trap hire		\$40.00 per trap per week with an \$80.00 refundable deposit. The \$80.00 deposit will be refunded upon return of cat trap in working order and undamaged				Per occurrence		Market pricing
Miscellaneous								
Advertising fee	Mostly for auctions or sale of vehicles	Actual cost incurred						Full cost pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Miscellaneous [continued]

Outstanding Notices	For outstanding notices issued under Local Government Act and Environmental Planning and Assessment Act Section 735A/121ZP Certificate	\$102.00	\$110.00	\$0.00	\$110.00	Per property		Full cost pricing
Ranger Services	Outsourcing	\$138.50	\$149.50	\$0.00	\$149.50	Per hour or part thereof		Full cost pricing

Mortuaries**Inspections**

Inspection Fee – Holding Room and Mortuary		\$175.00	\$200.00	\$0.00	\$200.00	Per inspection		Market pricing
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Onsite Sewerage Management Systems**Septic Tanks**

Approval to Operate	Fee charged on initial approval and annual renewal	\$140.00	\$140.00	\$0.00	\$140.00			Market pricing
Application Fee – Residential		\$324.00	\$350.00	\$0.00	\$350.00			Market pricing
Application Amendment – Residential		\$165.00	\$178.00	\$0.00	\$178.00			Market pricing
Application Fee – Commercial	Less than 10kl per day treatment capacity	\$676.00	\$729.00	\$0.00	\$729.00			Market pricing
Application Amendment – Commercial	Less than 10kl per day treatment capacity	\$360.00	\$388.00	\$0.00	\$388.00			Market pricing
Application Amendment – Commercial	Greater than 10kl per day treatment capacity	By quotation prior to application lodgement. Quotation based on staff costs.						Market pricing
Application Fee – Commercial	Greater than 10kl per day treatment capacity	By quotation prior to application lodgement. Quotation based on staff costs.						Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Septic Tanks [continued]								
Inspection Fee – when associated with an application to install (residential or commercial)		\$175.00	\$200.00	\$0.00	\$200.00	Per inspection		Market pricing
Inspection Fee – Commercial (per hour, minimum 30 minutes)		\$327.00	\$353.00	\$0.00	\$353.00	Per hour or part thereof		Market pricing
Pre-purchase inspection (Residential only)		\$350.00	\$378.00	\$0.00	\$378.00			Market pricing
Laboratory analysis				Actual costs incurred				Market pricing
Peer Review – On Site Management System Application				Actual costs incurred				Market pricing

Public Safety**Food Safety**

Annual Administration Charge – food premises (small – up to 5 FTE food handlers)	FTE means full time equivalent; food handler means a person who directly engages in the handling of food for a food business	\$390.00	\$390.00	\$0.00	\$390.00	Per year	Food Regulation 2015 Clause 15	Statutory pricing
Annual Administration Charge – food premises (medium – more than 5 but not more than 50 FTE food handlers)	FTE means full time equivalent; food handler means a person who directly engages in the handling of food for a food business	\$800.00	\$800.00	\$0.00	\$800.00	Per year	Food Regulation 2015 Clause 15	Statutory pricing
Annual Administration Charge – food premises (large – more than 50 FTE food handlers)	FTE means full time equivalent; food handler means a person who directly engages in the handling of food for a food business	\$3,500.00	\$3,500.00	\$0.00	\$3,500.00	Per year	Food Regulation 2015 Clause 15	Statutory pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Food Safety [continued]

Food Business Registration	New food business, change of food business, change of details	\$55.00	\$55.00	\$0.00	\$55.00	Per occurrence		Statutory pricing
Food business inspection fee		\$175.00	\$200.00	\$0.00	\$200.00	Per inspection		Market pricing
Inspection Fee – Mobile Food Vehicles	Community and charitable organisations are exempt	\$175.00	\$200.00	\$0.00	\$200.00	Per vehicle		Market pricing
Inspection Fee – when associated with a DA (non-licensed premises)		\$175.00	\$200.00	\$0.00	\$200.00	Per inspection		Market pricing
Inspection Fee – all food premises types – extended inspection (per hour, minimum 30 minutes)		\$284.00	\$284.00	\$0.00	\$284.00	Per hour (minimum 30 minutes)	Food Regulation 2015 Clause 14	Statutory pricing
Pre-purchase inspection – Commercial Premises		\$461.00	\$497.00	\$0.00	\$497.00	Per inspection		Market pricing
Improvement Notice – Food Premises – Administration Fee		\$330.00	\$330.00	\$0.00	\$330.00	Per notice	Food Regulation 2015 Clause 11	Statutory pricing

Other Commercial Premises or Applications

Inspection Fee (Commercial Premises)	Routine Inspection	\$175.00	\$200.00	\$0.00	\$200.00	Per inspection		Market pricing
Business Registration (Commercial Premises)	New Business or change of business or change of details	\$100.00	\$108.00	\$0.00	\$108.00	Per occurrence		Market pricing
Inspection Fee – when associated with a DA (commercial premises)		\$248.50	\$268.00	\$0.00	\$268.00	Per inspection/occurrence		Market pricing
Underground Petroleum Storage System - Inspection		\$319.00	\$319.00	\$0.00	\$319.00			Market pricing
Open Burning Application		\$50.00	\$50.00	\$0.00	\$50.00			Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Other Commercial Premises or Applications [continued]

Boarding House Initial Compliance Investigation		\$250.00	\$250.00	\$0.00	\$250.00			Market pricing
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Legionella Control

Registration Fee		\$115.00	\$115.00	\$0.00	\$115.00	Per system	Public Health Regulation 2012 Clause 13T	Statutory pricing
Inspection Fee		\$319.00	\$344.00	\$0.00	\$344.00	Per hour or part thereof		Market pricing
Water Samples			Cost of analysis charged by supplier					Market pricing
Legionella Control – annual administration fee		\$106.50	\$115.00	\$0.00	\$115.00	Per occurrence		Market pricing

Swimming Pool/Spa Inspections – Public Swimming Pool Program (Public Health Act)

Inspection Fee (per pool or spa)		\$203.00	\$200.00	\$0.00	\$200.00	Per inspection (pool or spa)		Market pricing
Laboratory Analysis Fee			Cost of analysis charged by supplier					Full cost pricing
Registration Fee	\$19(1) Public Health Regulation 2012	\$100.00	\$100.00	\$0.00	\$100.00	Per pool or spa	Public Health Regulation 2012 Clause 19(1)	Statutory pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Environmental Services

Biosecurity Weed Matter

Administration Fees

Biosecurity Undertaking re-inspection		\$59.00	\$74.00	\$0.00	\$74.00	Per inspection		Full cost pricing
Biosecurity Direction re-inspection		\$117.00	\$147.00	\$0.00	\$147.00	Per inspection		Full cost pricing
Permit to move Biosecurity matter	Application for permit	\$720.00	\$720.00	\$0.00	\$720.00		Biosecurity Regulation 2017 Schedule 5	Statutory pricing
Certificate as to weed control notices, expenses and charges on land	Application for Certificate	\$200.00	\$200.00	\$0.00	\$200.00		Biosecurity Regulation 2017 Schedule 5	Statutory pricing

Onsite Weed Control

Regional weed control works		\$77.00	\$97.00	\$0.00	\$97.00	Per officer per hour		Full cost pricing
Chemicals					At cost			Full cost pricing
					Min. Fee excl. GST: \$92.00			
Plant		\$73.50	\$92.00	\$0.00	\$92.00	Per plant item per hour		Full cost pricing
Signage notification on seized matter					At Cost			Full cost pricing
Council Labour cost		\$115.50	\$127.00	\$0.00	\$127.00	Per officer per hour		Full cost pricing

Tree Management

Application for tree removal/pruning permit		\$116.50	\$126.00	\$0.00	\$126.00	Per application		Full cost pricing
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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Review of application for tree removal/pruning permit		\$116.50	\$126.00	\$0.00	\$126.00	Per application		Full cost pricing
Tree Hazard Assessment by Arborist		\$200.00	\$200.00	\$0.00	\$200.00	Per site up to 5 trees - \$25 per additional tree		Full cost pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Recreation & Leisure Services

Aquatic Centres – Lakeside Leisure Centre

General Admission

Multiple Visits

Multi Visit Pass – Single Adult 20 Visit Pass	Six month expiry term, 20 visits for price of 18 visits	\$113.30	\$106.36	\$10.64	\$117.00	Per 20 visits		Market pricing
Multi Visit Pass - Concession 20 Visit Pass	Six month expiry term, 20 visits for price of 18 visits (Concession card holders - including Veterans, Pension, Health Care Card, Student and Disability)	\$90.20	\$90.00	\$9.00	\$99.00	Per 20 visits		Market pricing

Single Visit

Entry – Adult	Casual Entry for adult or persons 12 years and older	\$6.20	\$5.91	\$0.59	\$6.50	Per visit		Market pricing
Entry – Concession	Casual entry for Concession card holders, including - Veterans, Pension, Health Care Card, Student and Disability	\$5.20	\$5.00	\$0.50	\$5.50	Per visit		Market pricing
Entry – Child 3 years and under	Must be accompanied by a fee paying adult	\$0.00	\$0.00	\$0.00	\$0.00	Per visit		Free (zero priced)
Entry – Family (Day Pass)	Family is defined as members of family on a Medicare card or proof of residence at the same address	\$22.20	\$20.45	\$2.05	\$22.50	Per visit		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Single Visit [continued]								
Entry – School Student	Student participating in school program regardless of membership status	\$4.50	\$4.45	\$0.45	\$4.90	Per visit		Market pricing
Entry – Spectator	For persons attending centre but not entering water or participating in programs/activities	\$3.70	\$3.36	\$0.34	\$3.70	Per visit		Market pricing
Membership								
Membership Administration Fee	Once only – Upon joining, relates to all membership other than GOSwim	\$34.20	\$18.18	\$1.82	\$20.00	Once only		Market pricing
Port Stephens Pool Membership – Family	Entry across all three sites. Family is defined as members of family on a Medicare card or proof of residence at the same address Weekly Direct Debit amount	\$23.70	\$23.23	\$2.32	\$25.55	Per week		Market pricing
Port Stephens Pool Membership – Adult Single	Pool entry across all three sites Weekly Direct Debit amount	\$14.40	\$14.09	\$1.41	\$15.50	Per week		Market pricing
Pool Membership – Family	Weekly Direct Debit amount. Family is defined as members of family on a Medicare card or proof of residence at the same address	\$17.80	\$17.45	\$1.75	\$19.20	Per week		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Pool Membership – Family (per 12 months)	Upfront payment. Family is defined as members of a family on a Medicare card or proof of residence at the same address	\$756.00	\$709.09	\$70.91	\$780.00	Per year		Market pricing
Pool Membership – Family (per 6 months)	Upfront payment. Family defined as members of a family on a medicare card or proof of residence at the same address	\$515.00	\$486.36	\$48.64	\$535.00	Per 6 months		Market pricing
Pool Membership – Adult Single (per week)	Weekly Direct Debit amount	\$12.60	\$12.32	\$1.23	\$13.55	Per week		Market pricing
Pool Membership – Adult Single (per 12 months)	Upfront payment	\$540.80	\$513.64	\$51.36	\$565.00	Per year		Market pricing
Aqua Fitness Membership - Adult Single (includes pool entry)	Weekly Direct Debit Amount	\$22.70	\$22.23	\$2.22	\$24.45	Per week		Market pricing
Pool Membership – Adult Single (per 6 months)	Upfront payment	\$313.00	\$304.55	\$30.45	\$335.00	Per 6 months		Market pricing
Pool Membership – Concession Single (per 12 months)	Upfront payment (Concession card holders - including Veterans, Pension, Health Care Card, Student, Disability)	\$422.30	\$409.09	\$40.91	\$450.00	Per year		Market pricing
Pool Membership – Concession Single (per 6 months)	Upfront payment (Concession card holders - including Veterans, Pension, Health Care Card, Student, Disability).	\$230.70	\$218.18	\$21.82	\$240.00	Per 6 months		Market pricing
Pool Membership – Concession Single (per week)	Weekly Direct Debit amount (Concession card holders - including Veterans, Pension, Health Care Card, Student, Disability).	\$11.50	\$11.27	\$1.13	\$12.40	Per week		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Membership [continued]

Aqua Fitness Membership - Concession Single (includes pool entry)	Weekly Direct Debit Amount (Concession card holders - including Veterans, Pension, Health Care Card, Student, Disability).	\$18.00	\$16.36	\$1.64	\$18.00	Per week		Market pricing
Suspension Fee for Members and Swim Memberships	Throughout term, a per week charge.	\$5.20	\$4.55	\$0.45	\$5.00	Per week		Market pricing
Rejection Fee for Direct Debit Accounts	Dishonour Fee	\$10.30	\$9.09	\$0.91	\$10.00	Per occurrence		Market pricing

Programs**Aqua Fitness**

Aqua Fitness – Adult Single Entry	Includes pool entry	\$15.70	\$15.00	\$1.50	\$16.50	Per session		Market pricing
Aqua Fitness – Concession Single Entry	Includes pool entry (Concession card holders - including Veterans, Pension, Health Care Card, Student, Disability).	\$14.60	\$13.64	\$1.36	\$15.00	Per session		Market pricing
Aqua Fitness – Multi Visit Pass Adult Single (10 visits)	Multi Visit Pass, includes access to pool, 10 visits for price of 9. Six month expiry.	\$144.20	\$135.00	\$13.50	\$148.50	Per 10 sessions		Market pricing
Aqua Fitness – Multi Visit Pass Concession Single (10 visits)	Multi Visit Pass includes pool entry. 10 visits for price of 9 – (Concession card holders - including Veterans, Pension, Health Care Card, Student, Disability).	\$125.70	\$122.73	\$12.27	\$135.00	Per 10 sessions		Market pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Aquatic Education								
Swimming Lesson – Children with disabilities – Group Lesson	Includes pool entry. Free entry to non-swimming family members/carer supervising or watching swimming lesson	\$16.00	\$17.50	\$0.00	\$17.50	Per lesson		Market pricing
Swimming Lesson – Private Lesson – Adult - 30 minute lesson	Includes pool entry. Free entry to non-swimming family members/carer supervising or watching swimming lesson	\$55.00	\$60.00	\$0.00	\$60.00	Per lesson		Market pricing
Swimming Lessons – 1st child (Group lesson)	Includes pool entry. Free entry to non-swimming family members/carer supervising or watching swimming lesson. Subsequent children after 2nd child to receive 10% discount	\$17.00	\$17.50	\$0.00	\$17.50	Per lesson		Market pricing
Swimming Lessons – Private lesson – Child - 15 minutes	Includes pool entry. Free entry to non-swimming family members/carer supervising or watching swimming lesson	\$36.00	\$40.00	\$0.00	\$40.00	Per lesson		Market pricing
Administration Fee - Go Swim Program Once Only	Administration Fee – Standard charge across all Goswim memberships. Once only upon joining	\$20.00	\$18.18	\$1.82	\$20.00	Once only		Market pricing
Squad Activities								
Squad – Weekly Direct Debit – - Bronze/Development 1-2 sessions per week incl. membership		\$26.30	\$25.45	\$2.55	\$28.00	Per week		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Squad Activities [continued]

Squad – Weekly Direct Debit – Bronze 3 - sessions per week incl. membership		\$32.50	\$30.91	\$3.09	\$34.00	Per week		Market pricing
Squad – Weekly Direct Debit – Silver 4 sessions per week incl. membership		\$35.60	\$34.55	\$3.45	\$38.00	Per week		Market pricing
Squad – Weekly Direct Debit – Silver/Gold Adult 5-10 sessions per week incl. membership		\$39.20	\$38.18	\$3.82	\$42.00	Per week		Market pricing
Family Membership + Squad Program	Family access to squad program and pool at all PS sites. Family is defined as members of family on a medicare card or proof of residence at the same address.	\$57.30	\$54.55	\$5.45	\$60.00	Per week		Market pricing
Casual squad		\$16.50	\$15.91	\$1.59	\$17.50	Per session		Market pricing

Special

Lane Hire		\$33.00	\$32.73	\$3.27	\$36.00	Per lane per hour (or part thereof)		Market pricing
Pool Parties Per Child	Minimum 10 children, includes party host & food	\$24.20	\$23.64	\$2.36	\$26.00	Per child		Market pricing
Pool Hire Cancellation Fee	Cancellation Fee	\$167.00	\$163.64	\$16.36	\$180.00	Per cancellation		Market pricing
Swim Lessons Holiday Intensive	Holiday Fast Track Program Casual Per Session Upfront Payment	\$17.50	\$17.50	\$0.00	\$17.50	Per lesson		Market pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Aquatic Centres – Tilligerry Aquatic Centre

General Admission

Multiple Visits

Multi Visit Pass – Adult Single 20 visits	Six month expiry term, 20 visits for price of 18 visits	\$96.80	\$90.00	\$9.00	\$99.00	Per 20 visits		Market pricing
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Single Visit

Entry – Adult	Casual Entry for adult or persons 12 years and older	\$5.20	\$5.00	\$0.50	\$5.50	Per visit		Market pricing
Entry – Child 3 years and under	Must be accompanied by a fee paying adult	\$0.00	\$0.00	\$0.00	\$0.00	Per visit		Free (zero priced)
Entry – Concession (Concession Card Holders)	Concession Card Holders-including Veterans, Pension, Health Care Card, Student, Disability	\$4.20	\$4.09	\$0.41	\$4.50	Per visit		Market pricing
Entry – Family (Day Pass)	Family is defined as members of family on a Medicare card or proof of residence at the same address	\$20.60	\$19.09	\$1.91	\$21.00	Per visit		Market pricing
Entry – School Student	Student participating in school program regardless of status	\$4.20	\$4.09	\$0.41	\$4.50	Per visit		Market pricing
Entry – Spectator	For persons attending centre but not entering water or participating in programs or activities	\$3.40	\$3.18	\$0.32	\$3.50	Per visit		Market pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Membership Administration Fee	Once only – Upon joining, relates to all membership other than SAWS	\$34.20	\$18.18	\$1.82	\$20.00	Once only		Market pricing
Pool membership - Family (12 months)	Upfront payment. Family is defined as members of family on a Medicare card or proof of residence at the same address	\$721.00	\$663.64	\$66.36	\$730.00	Per year		Market pricing
Pool Membership – Family (6 months)	Upfront payment. Family is defined as members of family on a Medicare card or proof of residence at the same address	\$401.70	\$381.82	\$38.18	\$420.00	Per 6 months		Market pricing
Pool Membership – Family (per week)	Weekly Direct Debit amount. Family is defined as members of family on a Medicare card or proof of residence at the same address	\$13.60	\$12.91	\$1.29	\$14.20	Per week		Market pricing
Pool Membership – Adult Single (per week)	Weekly Direct Debit amount	\$8.50	\$8.36	\$0.84	\$9.20	Per week		Market pricing
Pool Membership – Adult Single (12 months)	Upfront payment	\$364.60	\$345.45	\$34.55	\$380.00	Per year		Market pricing
Pool Membership – Adult Single (6 months)	Upfront payment	\$209.60	\$200.00	\$20.00	\$220.00	Per 6 months		Market pricing
Pool Membership - Concession Single Direct Debit	Weekly direct debit amount (Concession Card Holders- including Veterans, Pension, Health Care Card, Student, Disability)	\$5.40	\$5.27	\$0.53	\$5.80	Per week		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Membership [continued]								
Pool Membership - Concession 6 month	Upfront payment. (Concession Card Holders- including Veterans, Pension, Health Care Card, Student, Disability)	\$179.20	\$162.91	\$16.29	\$179.20	Per 6 months		Market pricing
Pool Membership – Concession Single 12 months	Upfront payment. (Concession Card Holders- including Veterans, Pension, Health Care Card, Student, Disability)	\$296.60	\$272.73	\$27.27	\$300.00	Per year		Market pricing
Aqua fitness membership concession - Single includes pool entry	Weekly direct debit amount. (Concession Card Holders- including Veterans, Pension, Health Care Card, Student, Disability)	\$17.00	\$15.91	\$1.59	\$17.50	Per week		Market pricing
Aqua fitness membership - Adult single includes pool entry	Weekly direct debit amount	\$21.00	\$20.00	\$2.00	\$22.00	Per week		Market pricing
Suspension Fee for Members and Swim Memberships	Throughout term, a per week charge.	\$5.20	\$4.55	\$0.45	\$5.00	Per week		Market pricing
Rejection Fee for Direct Debit Accounts	Dishonour Fee	\$10.30	\$10.00	\$0.00	\$10.00	Per occurrence		Market pricing

Programs**Aqua Fitness**

Aqua Fitness – Multi visit pass adult single (10 visits)	10 visits for the price of 9 visits (includes pool entry)	\$135.20	\$128.45	\$12.85	\$141.30	Per 10 sessions		Market pricing
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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Aqua Fitness [continued]								
Aqua Fitness – Multi visit pass concession single (10 visits)	10 visits for the price of 9 visits (includes pool entry) – Concession Card Holders-including Veterans, Pension, Health Care Card, Student, Disability	\$113.30	\$119.45	\$11.95	\$131.40	Per 10 sessions		Market pricing
Aqua Fitness – Single Adult entry	Includes pool entry	\$15.70	\$14.27	\$1.43	\$15.70	Per session		Market pricing
Aqua Fitness – Concession Single entry	Includes pool entry. (Concession Card Holders-including Veterans, Pension, Health Care Card, Student, Disability)	\$14.60	\$13.27	\$1.33	\$14.60	Per session		Market pricing
Port Stephens Pool Membership – Family – Direct Debit	Weekly direct debit amount. Pool Entry across all 3 sites – Family is defined as members of family on a Medicare card or proof of residence at the same address	\$23.70	\$23.23	\$2.32	\$25.55	Per week		Market pricing
Port Stephens Pool Membership – Adult Single– Direct Debit	Weekly direct debit amount. Pool Entry across all 3 sites – Reciprocal rights	\$14.40	\$14.09	\$1.41	\$15.50	Per week		Market pricing
Aquatic Education								
Swimming Lesson – Children with disabilities – Group Lesson	Includes pool entry – Free entry to non-swimming family members/carer supervising or watching swimming lesson	\$16.00	\$17.50	\$0.00	\$17.50	Per lesson		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Aquatic Education [continued]								
Swimming Lesson – Private Lesson – Adult - 30 minute lesson	Includes pool entry – Free entry to non-swimming family members/carer supervising or watching swimming lesson	\$55.00	\$60.00	\$0.00	\$60.00	Per lesson		Market pricing
Swimming Lessons – 1st child (Group lesson)	Includes pool entry – Free entry to non-swimming family members/carer supervising or watching swimming lesson. Subsequent children from 2nd child in family to receive 10% discount	\$17.00	\$17.50	\$0.00	\$17.50	Per lesson		Market pricing
Swimming Lessons – Private lesson – Child 15 minutes	Includes pool entry – Free entry to non-swimming family members supervising or watching swimming lesson	\$36.00	\$40.00	\$0.00	\$40.00	Per lesson		Market pricing
Administration Fee – GOswim Program Once Only	Administration Fee - Once Only	\$20.00	\$18.18	\$1.82	\$20.00	Once only		Market pricing
Squad Activities								
Squad – Weekly Direct Debit – Bronze/Development 1-2 sessions per week incl. membership		\$26.30	\$25.45	\$2.55	\$28.00	Per week		Market pricing
Squad – Weekly Direct Debit – Bronze 3-5 sessions per week incl.membership		\$32.50	\$30.91	\$3.09	\$34.00	Per week		Market pricing
Squad – Weekly Direct Debit – Silver/Gold Adult 5-10 sessions per week incl.membership		\$39.20	\$38.18	\$3.82	\$42.00	Per week		Market pricing
Squad – Weekly Direct Debit – Silver 1-4 sessions per week incl.membership		\$35.60	\$34.55	\$3.45	\$38.00	Per week		Market pricing
Casual squad		\$16.50	\$15.91	\$1.59	\$17.50	Per session		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Squad Activities [continued]

Family Membership + Squad Program	Family access to squad program and pool at all PS sites. Family is defined as members of family on a Medicare card or proof of residence at the same address	\$57.35	\$54.55	\$5.45	\$60.00	Per week		Market pricing
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Special

Lane Hire		\$33.00	\$32.32	\$3.23	\$35.55	Per lane per hour		Market pricing
Visitor 7 day Pass – Single	7 day pass from date of purchase, offered December/January Only upfront payment	\$34.00	\$31.82	\$3.18	\$35.00	Per person		Market pricing
Visitor 7 day Pass – Family	7 day pass from date of purchase, offered December/January Only upfront payment. Family is defined as members of family on a medicare card or proof of residence at the same address.	\$134.50	\$122.73	\$12.27	\$135.00	Per family		Market pricing
Pool parties per child	Minimum number 10 children includes party host and food	\$24.20	\$23.64	\$2.36	\$26.00	Per child		Market pricing
Pool hire cancellation fee		\$167.00	\$163.64	\$16.36	\$180.00	Per event		Market pricing
Swimming Lessons – Holiday Intensive	Holiday fast track program, casual per session, upfront payment	\$17.50	\$17.50	\$0.00	\$17.50	Per lesson		Market pricing

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Aquatic Centres – Tomaree Aquatic Centre

General Admission

Multiple Visits

Multi Visit Pass – Adult single 20 visits	Six month expiry term, 20 visits for price of 18 visits	\$112.00	\$106.36	\$10.64	\$117.00	Per 20 visits		Market pricing
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Single Visit

Entry – Adult	Casual Entry for adult or persons 12 years or older	\$6.20	\$5.91	\$0.59	\$6.50	Per visit		Market pricing
Entry – Child 3 years and under	Must be accompanied by a fee paying adult	\$0.00	\$0.00	\$0.00	\$0.00	Per visit		Market pricing
Entry – Concession	Concession card to be provided (Concession Card Holders- including Veterans, Pension, Health Care Card, Student, Disability)	\$5.20	\$5.00	\$0.50	\$5.50	Per visit		Market pricing
Entry – Family (Day Pass)	Family is defined as members of family on a Medicare card or proof of residence at the same address	\$21.70	\$20.45	\$2.05	\$22.50	Per visit		Market pricing
Entry – School Student	School student participating in school program, regardless of membership status	\$4.50	\$4.36	\$0.44	\$4.80	Per visit		Market pricing
Entry – Spectator	For persons attending the centre but not entering water or participating in program/activities	\$3.40	\$3.18	\$0.32	\$3.50	Per visit		Market pricing
Waterslide 7 Rides		\$6.70	\$6.36	\$0.64	\$7.00	Per visit		Market pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Single Visit [continued]								
Waterslide Single Ride		\$2.60	\$2.55	\$0.25	\$2.80	Per ride/visit		Market pricing
Waterslide – All Day		\$19.20	\$19.09	\$1.91	\$21.00	Per day		Market pricing
Waterside School Booking – 2 Hours		\$293.50	\$272.73	\$27.27	\$300.00	Per single school visit		Market pricing
Membership								
Membership Administration Fee	Once only – Upon joining, relates to all membership other than GOSwim	\$34.20	\$18.18	\$1.82	\$20.00	Once only		Market pricing
Pool Membership - Concession Single Direct Debit	Weekly Direct Debit. (Concession Card Holders-including Veterans, Pension, Health Care Card, Student, Disability)	\$5.80	\$6.36	\$0.64	\$7.00	Per week		Market pricing
Pool Membership - Concession single 6 month membership	Upfront payment. (Concession Card Holders-including Veterans, Pension, Health Care Card, Student, Disability)	\$164.80	\$161.36	\$16.14	\$177.50	Per 6 months		Market pricing
Pool Membership - Concession Single 12 month membership	Upfront payment. (Concession Card Holders-including Veterans, Pension, Health Care Card, Student, Disability)	\$263.70	\$259.09	\$25.91	\$285.00	Per year		Market pricing
Pool Membership – Family (12 months)	Upfront payment. Family is defined as members of family on a Medicare card or proof of residence at the same address	\$668.50	\$636.36	\$63.64	\$700.00	Per year		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Membership [continued]

Pool Membership – Family (6 months)	Upfront payment. Family is defined as members of family on a Medicare card or proof of residence at the same address	\$449.10	\$418.18	\$41.82	\$460.00	Per 6 months		Market pricing
Pool Membership – Family (Per week)	Weekly Direct Debit Family is defined as members of family on a Medicare card or proof of residence at the same address	\$13.60	\$13.32	\$1.33	\$14.65	Per week		Market pricing
Pool Membership – Adult Single (per week)	Weekly Direct Debit amount	\$8.70	\$8.64	\$0.86	\$9.50	Per week		Market pricing
Pool Membership – Adult Single (12 months)	Upfront payment	\$370.80	\$363.23	\$36.32	\$399.55	Per year		Market pricing
Pool Membership – Adult Single (6 months)	Upfront payment	\$233.80	\$229.00	\$22.90	\$251.90	Per 6 months		Market pricing
Suspension Fee for Members and Swim Memberships	Throughout term, a per week charge	\$5.20	\$4.55	\$0.45	\$5.00	Per week		Market pricing
Rejection Fee for Direct Debit Accounts		\$10.30	\$10.00	\$0.00	\$10.00	Per occurrence		Market pricing

Programs**Aqua Fitness**

Multi Visit Pass Aqua Fitness Adult Single – (10 visits)	10 visits for the price of 9 visits (includes pool entry)	\$137.00	\$130.91	\$13.09	\$144.00	Per 10 sessions		Market pricing
Multi Visit Pass Aqua Fitness Concession Single – (10 visits)	10 visits for the price of 9 visits (includes pool entry) – Concession Card Holders-including Veterans, Pension, Health Care Card, Student, Disability	\$111.30	\$122.73	\$12.27	\$135.00	Per 10 sessions		Market pricing

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ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Aqua Fitness [continued]								
Port Stephens Pool Membership – Family – Direct Debit	Pool Entry across all 3 sites – Weekly Direct Debit Family is defined as members of family on a Medicare card or proof of residence at the same address	\$23.70	\$23.23	\$2.32	\$25.55	Per week		Market pricing
Port Stephens Pool Membership - Adult single - direct debit	Pool Entry across all three sites	\$14.40	\$14.55	\$1.45	\$16.00	Per week		Market pricing
Aqua Fitness – Adult Single entry	Includes pool entry	\$15.70	\$15.00	\$1.50	\$16.50	Per session		Market pricing
Aqua Fitness – Concession Single Entry	Includes pool entry	\$14.50	\$14.09	\$1.41	\$15.50	Per session		Market pricing
Aqua Fitness Membership –Concession Single Direct Debit	Weekly Debit. Includes pool entry	\$17.00	\$16.64	\$1.66	\$18.30	Per week		Market pricing
Aqua Fitness Membership – Adult Single Direct Debit	Weekly Debit. Includes pool entry	\$22.70	\$22.23	\$2.22	\$24.45	Per week		Market pricing
Aquatic Education								
Swimming Lesson – Children with disabilities – Group Lesson	Includes pool entry – Free entry to non-swimming family members/carer supervising or watching swimming lesson	\$16.00	\$17.50	\$0.00	\$17.50	Per lesson		Market pricing
Swimming Lesson – Private Lesson – Adult - 30 minute lesson	Includes pool entry. Free entry to non-swimming family members/carer supervising or watching swimming lesson	\$55.00	\$60.00	\$0.00	\$60.00	Per lesson		Market pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Aquatic Education [continued]								
Swimming Lessons – 1st child (Group lesson)	Includes pool entry – Free entry to non-swimming family members/carer supervising or watching swimming lesson Subsequent children after 2 nd child to receive 10% discount	\$17.00	\$17.50	\$0.00	\$17.50	Per lesson		Market pricing
Swimming Lessons – Private lesson – Child 15 minutes	Includes pool entry – Free entry to non-swimming family members supervising or watching swimming lesson	\$36.00	\$40.00	\$0.00	\$40.00	Per lesson		Market pricing
Administration Fee – GOswim Program Once Only	Management Administration Fee	\$20.00	\$18.18	\$1.82	\$20.00	Once only		Market pricing
Squad Activities								
Squad – Weekly Direct Debit – Bronze 3-5 sessions per week incl. membership		\$32.50	\$30.91	\$3.09	\$34.00	Per week		Market pricing
Squad – Weekly Direct Debit – Silver 1-4 - sessions per week incl. membership		\$35.60	\$34.55	\$3.45	\$38.00	Per week		Market pricing
Squad – Weekly Direct Debit – Silver/Gold 5-10 sessions per week incl. membership		\$39.20	\$38.18	\$3.82	\$42.00	Per week		Market pricing
Squad casual		\$16.50	\$15.91	\$1.59	\$17.50	Per session		Market pricing
Special								
Lane Hire – casual booking		\$33.00	\$32.73	\$3.27	\$36.00	Per lane per hour		Market pricing
Visitor 7 day Pass – Single	7 day pass from date of purchase, offered December/ January upfront payment	\$34.00	\$32.73	\$3.27	\$36.00	Per person		Market pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Special [continued]								
Visitor 7 day Pass – Family	7 day pass from date of purchase, offered December/ January, upfront payment	\$134.40	\$127.27	\$12.73	\$140.00	Per family		Market pricing
Pool hire cancellation fee	Cancellation fee	\$167.00	\$163.64	\$16.36	\$180.00	Per event		Market pricing
Pool Parties	Pool Parties per child. Minimum 10 children, includes party host and food	\$24.80	\$23.64	\$2.36	\$26.00	Per event		Market pricing
Swimming Lesson – Holiday Intensive	Holiday Fast Track Program Casual Per Session Upfront Payment	\$17.50	\$17.50	\$0.00	\$17.50	Per lesson		Market pricing

Sports Councils – Membership Fees and Arrangements

Local School fees	Minimum ground hire fee includes recreational use of facility and 2 x school sports carnivals. Any additional carnivals will incur a once off ground hire fee.	\$0.00	\$336.36	\$33.64	\$370.00	Per Year		Market pricing
Tomaree Sports Council Turf User Levy	Club Senior Players - per season	\$4.00	\$3.64	\$0.36	\$4.00	Per season		Market pricing
Tomaree Sports Council Turf User Levy	Club Junior Players per season	\$2.00	\$1.82	\$0.18	\$2.00	Per season		Market pricing
Full fee paying members	Club – Junior Players Membership	\$7.60	\$7.45	\$0.75	\$8.20	Per season		Market pricing
Full fee paying members	Club – Senior Players Membership	\$10.80	\$10.73	\$1.07	\$11.80	Per season		Market pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Sports Councils – Membership Fees and Arrangements [continued]

Full fee paying members	Club – On Licence Agreement Playing and related rights. Eligibility to access Sports Council generated income	\$349.00	\$342.73	\$34.27	\$377.00	Per year		Market pricing
Full fee paying members	Minimum Ground Hire Fee Applicable to seasonal users that do not exceed this fee due to low number of registered players. This fee can also be applied to applications with minimal impact, dependant on type of use.	\$367.00	\$360.00	\$36.00	\$396.00	Per year		Market pricing
Full fee paying members	Membership fee Basic Sports Council Member Fee: one voting right, no access to income	\$107.50	\$105.45	\$10.55	\$116.00	Per year		Market pricing

Sports Facilities Categories

Category 1 Function room hire for not for profit and Charity organisations	Bruce Scott Pavilion	\$0.00	\$145.45	\$14.55	\$160.00	Half Day (maximum 3 hours)		Market pricing
Category 1 Function room hire for not for profit and Charity organisations	Bruce Scott Pavilion	\$0.00	\$290.91	\$29.09	\$320.00	Per day		Market pricing
Category 1 Function room hire for profit organisations training and corporate purposes	Bruce Scott Pavilion	\$0.00	\$177.27	\$17.73	\$195.00	Half Day (maximum 3 hours)		Market pricing
Category 1 Function room hire for profit organisations training and corporate purposes	Bruce Scott Pavilion	\$0.00	\$354.55	\$35.45	\$390.00	Per day		Market pricing
Category 1 Meeting room hire for not for profit community groups, schools and charity organisations	Bruce Scott Pavilion	\$160.00	\$145.45	\$14.55	\$160.00	Per day		Market pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Category 1 Meeting room hire for not for profit community groups, schools and charity organisations	Bruce Scott Pavilion	\$80.00	\$72.73	\$7.27	\$80.00	Half Day (maximum 3 hours)		Market pricing
Category 1 Meeting room hire for profit organisations training and corporate purposes	Bruce Scott Pavilion	\$195.00	\$177.27	\$17.73	\$195.00	Per day		Market pricing
Category 1 Meeting room hire for profit organisations training and corporate purposes	Bruce Scott Pavilion	\$97.50	\$88.64	\$8.86	\$97.50	Half Day (maximum 3 hours)		Market pricing
Category 1 Sports Facilities: Non-Sports Council Member or Sports Member additional use – all users	All users. Maximum three (3) hours use only	\$45.00	\$40.91	\$4.09	\$45.00	Per Hour		Market pricing
Category 2 Sports Facilities: Non-Sports Council Member or Sports Member additional use – all users	All users. Maximum three (3) hours use only	\$35.00	\$31.82	\$3.18	\$35.00	Per Hour		Market pricing
Category 3 Sports Facilities: Non-Sports Council Member or Sports Member additional use – all users	All Users. Maximum three (3) hours use only	\$25.00	\$22.73	\$2.27	\$25.00	Per Hour		Market pricing
Category 1 Sports Facilities: Non-Sports Council Member or Sports Member Additional Use	Once off ground use	\$285.50	\$280.00	\$28.00	\$308.00	Per day		Market pricing
Category 2 Sports Facilities: Non-Sports Council Member or Sports Member Additional Use	Once off ground use	\$229.00	\$224.55	\$22.45	\$247.00	Per day		Market pricing
Category 3 Sports Facilities: Non-Sports Council Member or Sports Member Additional Use	Once off ground use	\$171.50	\$168.18	\$16.82	\$185.00	Per day		Market pricing
Canteen Hire: Sports Councils, Not for Profit Community Groups, Schools and Registered Charities	Match field competition or Carnivals	\$105.50	\$103.64	\$10.36	\$114.00	Per day		Market pricing
Canteen Hire: For profit organisations including Council	Match field competition or Carnivals	\$131.50	\$129.09	\$12.91	\$142.00	Per day		Market pricing
Sports Facilities Hire: All Categories – Bond	Function, no alcohol	\$660.00	\$647.27	\$64.73	\$712.00	Per function		Market pricing
Sports Facilities Hire: All Categories – Bond	Function, alcohol consumed	\$1,105.00	\$1,086.36	\$108.64	\$1,195.00	Per function		Market pricing
Category 1 Function Room Hire: Private Functions	Alcohol consumed and kitchen	\$744.00	\$676.36	\$67.64	\$744.00	Per day		Market pricing
Category 1 Function Room Hire: For profit organisations including Council	No Alcohol	\$144.00	\$141.36	\$14.14	\$155.50	Per day		Market pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Category 1 Function Room Hire: For profit organisations including Council	Alcohol consumed	\$298.50	\$292.73	\$29.27	\$322.00	Per day		Market pricing
Category 1 Function Room Hire: Sports Councils, Not for Profit Community Groups and Registered Charities	No alcohol	\$123.00	\$120.91	\$12.09	\$133.00	Per day		Market pricing
Category 1 Function Room Hire: Sports Councils, Not for Profit Community Groups and Registered Charities	Alcohol consumed	\$211.50	\$207.27	\$20.73	\$228.00	Per day		Market pricing
Category 1 Function Room Hire: Port Stephens Bridge Club	Elizabeth Waring Room	\$14.20	\$14.00	\$1.40	\$15.40	Per hour		Market pricing
Category 1 Meeting/Training Room Hire: Elizabeth Waring Room and King Park Function Room	All users. Maximum three (3) hours hire only	\$34.50	\$34.09	\$3.41	\$37.50	Per hour		Market pricing
Category 2 Meeting/Training Room Hire: Sports Councils, Not for Profit Community Groups, Schools and Registered Charities	All users. Maximum three (3) hours hire only	\$11.80	\$11.64	\$1.16	\$12.80	Per hour		Market pricing
Category 2 Meeting/Training Room Hire: For profit organisations, including Council	All users. Maximum three (3) hours hire only	\$23.00	\$22.73	\$2.27	\$25.00	Per hour		Market pricing
Category 2 Meeting/Training Room Hire: Sports Councils, Not for Profit Community Groups, Schools and Registered Charities		\$69.50	\$68.18	\$6.82	\$75.00	Per day		Market pricing
Category 2 Meeting/Training Room Hire: For profit organisations, including Council		\$125.00	\$122.73	\$12.27	\$135.00	Per day		Market pricing

Category 1 Facilities

King Park Complex, Lakeside Sports Complex, Tomaree Sports Complex

Category 2 Facilities

Bill Strong Oval, Ferodale Sports Complex, Mallabula Sports Complex, Salamander Sports Complex, Salt Ash Equestrian Centre, Yulong Park, Lakeside Building 2, Meeting Room

Category 3 Facilities

Boomeran Park, Bowthorne Oval, Boyd Park, Brandon Park, Fingal Bay Oval, Green Wattle Creek Equestrian Centre, Karuah Oval, Kindlebark Oval, Salamander Bay Oval, Stuart Park, Vi Barnett Field

ITEM 7 - ATTACHMENT 3 DRAFT FEES AND CHARGES 2023-2024.

Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
Sports Councils Facilities Hire								
Category 2								
Salt Ash Sports Ground								
Hire of Arena - Ebb n Flow 60 x 20	Approved instructors	\$12.00	\$11.82	\$1.18	\$13.00	Per horse		Market pricing
Hire of Arena - Large Sand Arena 80 x 80	Approved instructors	\$0.00	\$9.09	\$0.91	\$10.00	Per horse		Market pricing
Hire of Canteen/Club area only	Community groups	\$100.00	\$98.18	\$9.82	\$108.00	Per event		Market pricing
Casual Hire of Facility including Ebb n Flow arena	Equestrian	\$400.00	\$409.09	\$40.91	\$450.00	Per day		Market pricing
Casual Hire of Facility excluding Ebb n Flow arena		\$0.00	\$363.64	\$36.36	\$400.00	Per Day		Market pricing
Alexander Park Dressage Club	Equestrian Up to a maximum of \$430.00	\$4.20	\$3.91	\$0.39	\$4.30	Per rider / per day		Market pricing
Hunter Valley Dressage	Equestrian Up to a maximum of \$430.00	\$4.20	\$3.91	\$0.39	\$4.30	Per rider / per day		Market pricing
Salt Ash Sporting Club	Equestrian Up to a maximum of \$420.00	\$4.00	\$3.82	\$0.38	\$4.20	Per rider / per day		Market pricing
Salt Ash Pony Club	Equestrian Up to a maximum of \$420.00	\$4.00	\$3.82	\$0.38	\$4.20	Per rider / per day		Market pricing

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Name	Description	Year 22/23 Fee (incl. GST)	Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Category 2 [continued]

Hunter Valley Arabian	Equestrian Up to a maximum of \$420.00	\$4.00	\$3.82	\$0.38	\$4.20	Per rider / per day		Market pricing
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Sports Councils – Utilities and Floodlights Usage

Electricity Levy Tier 1	Core user payment	\$879.00	\$861.82	\$86.18	\$948.00	Per year		Market pricing
Electricity Levy Tier 2	Core user payment	\$468.00	\$459.09	\$45.91	\$505.00	Per year		Market pricing
Electricity Levy Tier 3	Core user payment	\$268.50	\$263.18	\$26.32	\$289.50	Per year		Market pricing
Electricity Levy Tier 4	Core user payment	\$67.00	\$65.91	\$6.59	\$72.50	Per year		Market pricing
Use of Flood Lights – All Sports Facilities	Once off use	\$119.50	\$117.27	\$11.73	\$129.00	Per use		Market pricing

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Any other modification under Section 4.55 or 4.56 (EP&A Act 1979 and EP&A Regulations 2021) and not of minimal environmental impact, with original DA fee of 1 fee unit or more and with a value of works up from \$5,001 – \$250,000	[Modification (s4.55) Fees]	63
Any other modification under Section 4.55 or 4.56 (EP&A Act 1979 and EP&A Regulations 2021) and not of minimal environmental impact, with original DA fee of 1 fee unit or more and with a value of works up from \$500,001 – \$1,000,000	[Modification (s4.55) Fees]	63
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Application is withdrawn after the assessment/compliance audit has been completed, but before the certificate is issued	[Withdrawal Fees of Complying Development Certificates]	68
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Application is withdrawn prior to preparation of an assessment / compliance audit being commenced	[Withdrawal Fees of Complying Development Certificates]	68
Application other than to install a manufactured home, moveable dwelling or associated structure on land or an on-site sewage management system	[Applications other than that for a manufactured home, caravan park, movable dwelling or onsite waste management system]	68
Application to Transport Waste (over/under public land)	[Applications other than that for a manufactured home, caravan park, movable dwelling or onsite waste management system]	68
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Aqua Fitness – Concession Single Entry	[Aqua Fitness]	117
Aqua Fitness – Multi visit pass adult single (10 visits)	[Aqua Fitness]	110
Aqua Fitness – Multi Visit Pass Adult Single (10 visits)	[Aqua Fitness]	105
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Archiving fee – Applicable to all development and building applications	[Scanning and Archiving]	53
Assessment of Notice of Completion of Installation (Manufactured Home) and issue of certificate of completion (per site)	[Inspection and Certificate Fees]	76
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Attendance without booking	[Outside School Hours Care]	32
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Banksia or Acacia Hall Hire	[Medowie Community Centre]	42
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Before covering fire protection at service penetrations - Calculated per level requiring inspection	[Class 2, 3 & 4 Additional Inspection Fees]	69
Before covering the junction of an internal fire-resisting construction bounding a sole-occupancy unit - Calculated per level requiring inspection	[Class 2, 3 & 4 Additional Inspection Fees]	69
Before covering waterproofing in a wet area, for at least 10% of rooms with a wet area in the building	[Class 2, 3 & 4 Additional Inspection Fees]	69
Before School Care 2 hours care – Casual position	[Outside School Hours Care]	31
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Bin Hire	[Event Administration Fees]	36
Biosecurity Direction re-inspection	[Administration Fees]	100
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Black granite plaque for granite wall at Raymond Terrace Cemetery ONLY	[Columbarium Wall Fees – Raymond Terrace (including Granite Wall), Carumbah Memorial Gardens, Karuah & Anna Bay]	29
Boarding House Initial Compliance Investigation	[Other Commercial Premises or Applications]	99
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Bond	[High Impact Event]	35
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Bond	[High Impact Event]	35
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Brochure display	[Visitor Information Centre]	49
Building inspection where Construction Certificate has not been issued by Port Stephens Council	[Class 2, 3 & 4 Additional Inspection Fees]	70
Burial Plot – Anna Bay – Concrete Beams	[Cemetery – Burial Plots]	30
Burial Plot – Karuah, Nelson Bay, Seaham, Raymond Terrace	[Cemetery – Burial Plots]	30
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C		
Cancellation Fee	[Visitor Information Centre]	50

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Canteen Hire: Sports Councils, Not for Profit Community Groups, Schools and Registered Charities	[Sports Facilities Categories]	121
Cantilevered Awnings and like structures at stratum level over Council land, roads and road reserves	[Part B Commercial Stratum Structure Licence]	16
Cardboard, paper, glass containers, plastic containers, steel cans, aluminium cans	[Household Recyclables]	47
Carpet Cleaning Fee	[Ancillary Costs]	40
Casual Hire of Facility excluding Ebb n Flow arena	[Category 2]	123
Casual Hire of Facility including Ebb n Flow arena	[Category 2]	123
Casual squad	[Squad Activities]	107
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Cat - Desexed	[Companion Animal – Lifetime Registration Fee]	93
Cat - Desexed or Not Desexed	[Companion Animal – Lifetime Registration Fee]	93
Cat trap hire	[Impounding Cats/Dogs]	95
Category 1 Function room hire for not for profit and Charity organisations	[Sports Facilities Categories]	120
Category 1 Function room hire for not for profit and Charity organisations	[Sports Facilities Categories]	120
Category 1 Function room hire for profit organisations training and corporate purposes	[Sports Facilities Categories]	120
Category 1 Function room hire for profit organisations training and corporate purposes	[Sports Facilities Categories]	120
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Category 1 Meeting room hire for profit organisations training and corporate purposes	[Sports Facilities Categories]	121
Category 1 Meeting/Training Room Hire: Elizabeth Waring Room and King Park Function Room	[Sports Facilities Categories]	122
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Category 2 Meeting/Training Room Hire: For profit organisations, including Council	[Sports Facilities Categories]	122
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Category 3 Sports Facilities: Non-Sports Council Member or Sports Member additional use – all users	[Sports Facilities Categories]	121
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Class 1 (dwelling) or Class 2 building comprising 2 dwellings only, including Class 10 (outbuildings)	[Application Fees]	72
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Coffee	[Port Stephens Council Internal Staff Catering]	22
Coffee	[Port Stephens Council Internal Staff Catering]	22
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Connect to public system	[Approvals/Inspections]	83
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Construction Works with a value from \$100,001 – \$400,000	[Application Fees]	66
Construction Works with a value from \$400,001 – \$1,000,000	[Application Fees]	66
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Construction Works with a value over \$1,000,000	[Application Fees]	66
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Convicts of the Australian Agricultural Company	[Books]	24
Copy of Certificate	[Other Fees]	73
Corner Lots	[Kerb & Guttering]	84
Council Building Surveying or Planning Professional Officer providing consultant services	[Consultation Services]	52
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D		
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Dangerous Dogs (declared under legislation)	[Animal Management]	92
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Dog - Desexed	[Companion Animal – Lifetime Registration Fee]	93
Dog - Desexed	[Companion Animal – Lifetime Registration Fee]	94
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Drainage not part of road construction – Application Fee	[Subdivision Works Certificate (SWC) Application/Inspection/Principal Certifying Authority (PCA) Fees]	78
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Each additional cat/dog	[Impounding Cats/Dogs]	95
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Educator Levy	[Family Day Care]	33
Educator Levy if using Harmony Web	[Family Day Care]	33
Egg & Bacon Roll/Wrap	[Port Stephens Council Internal Staff Catering]	22
Election Day Hire	[Ancillary Costs]	40
Electricity Levy Tier 1	[Sports Councils – Utilities and Floodlights Usage]	124
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Entry – Family (Day Pass)	[Single Visit]	108
Entry – Family (Day Pass)	[Single Visit]	114
Entry – School Student	[Single Visit]	103
Entry – School Student	[Single Visit]	108
Entry – School Student	[Single Visit]	114
Entry – Spectator	[Single Visit]	103
Entry – Spectator	[Single Visit]	108
Entry – Spectator	[Single Visit]	114
Event – Electrical Test and Tag	[Event Administration Fees]	37
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F		
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Facsimile charge – outgoing international (first page)	[Administration Fees]	11
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Family Membership + Squad Program	[Squad Activities]	107
Family Membership + Squad Program	[Squad Activities]	113
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Formal application fee – individual	[Formal Application]	13
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Full Auditorium - Hourly Rate	[Tomaree Library & Community Centre]	44
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Full fee paying members	[Sports Councils – Membership Fees and Arrangements]	119
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Full fee paying members	[Sports Councils – Membership Fees and Arrangements]	120
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Garbage bin (240 litres)	[Special Events]	46
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Garden/Wood Waste (Does not include painted, treated or laminated timber)	[Garden/Wood Waste]	47
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General Mixed Waste – Minimum Fee	[Mixed Inert Waste]	47
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Greater than 150 tonnes	[Charity Waste Disposal]	49
Green Bin	[Additional Bins/Bin Size Upgrades]	45
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H		
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Hourly Rate	[Corlette Community Hall]	41
Hourly Rate	[Fern Bay Community Centre]	41
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Hourly Rate	[Lemon Tree Passage Old School Centre]	42
Hourly Rate	[Lemon Tree Passage Old School Centre]	42
Hourly Rate	[Mallabula Community Centre]	42
Hourly Rate	[Mallabula Community Centre]	42
Hourly Rate	[Nelson Bay Community Hall]	43
Hourly Rate	[Nelson Bay Community Hall]	43
Hourly Rate	[Raymond Terrace Senior Citizens Hall]	43
Hourly Rate	[Raymond Terrace Senior Citizens Hall]	43
Hourly Rate	[Raymond Terrace Senior Citizens Hall]	43
Hourly Rate	[Salt Ash Community Hall]	43
Hourly Rate	[Salt Ash Community Hall]	44
Hourly Rate	[Salt Ash Community Hall]	44
Hourly Rate	[Seaham School of Arts & Community Hall]	44
Hourly Rate	[Seaham School of Arts & Community Hall]	44
Hourly Rate	[Tanilba Foreshore Hall]	44
Hourly Rate	[Williamtown Hall]	44
Hourly Rate	[Williamtown Hall]	45
HSC Exam Storage Service	[Document Storage Service]	12
Hunter Valley Arabian	[Category 2]	124
Hunter Valley Dressage	[Category 2]	123
I		
Impounding fee	[Impounding Cats/Dogs]	95
Impounding fee (Initial)	[Impounding Cats/Dogs]	95
Improvement Notice – Food Premises – Administration Fee	[Food Safety]	98
In Centre Advertising	[Visitor Information Centre]	50
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Industrial / Commercial Development / Residential Greater than \$50,001	[Commercial/Industrial Development/ Residential Fees (class2-9)]	69
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Inspection Fee – all food premises types – extended inspection (per hour, minimum 30 minutes)	[Food Safety]	98
Inspection Fee – Commercial (per hour, minimum 30 minutes)	[Septic Tanks]	97
Inspection Fee – Holding Room and Mortuary	[Inspections]	96
Inspection Fee – Mobile Food Vehicles	[Food Safety]	98
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Inspection Fee – when associated with an application to install (residential or commercial)	[Septic Tanks]	97
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Inspection Fee (per pool or spa)	[Swimming Pool/Spa Inspections – Public Swimming Pool Program (Public Health Act)]	99
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Install a Manufactured home, moveable dwelling or associated structure on land (Section 68A Local Government Act)	[Application Fees]	75
Installation or removal of advertising	[Bus Shelter Panels]	11
Inter-Library Loan from non-reciprocal libraries	[Inter-Library Loans]	38
Inter-Library Loan from reciprocal libraries	[Inter-Library Loans]	38
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Kerb & Gutter Fee	[Kerb & Gutter]	85
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L		
Laboratory analysis	[Septic Tanks]	97
Laboratory Analysis Fee	[Swimming Pool/Spa Inspections – Public Swimming Pool Program (Public Health Act)]	99
Laminating A3	[Production Services]	39
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Licence Administration fee – commercial/corporate	[Property Licenses]	15
Licence fee	[Commercial Operator's Licence – Water/Land Activities – Category 1]	17
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Licence Fee - Annually	[Property Licenses]	15
Licence preparation costs	[Part A Residential Stratum Structure]	15
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Local School fees	[Sports Councils – Membership Fees and Arrangements]	119
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Lost Key	[Ancillary Costs]	40
Lost stock items	[Fees]	38
Lunch Loyalty Card	[Port Stephens Council Internal Staff Catering]	22
Lunch Specials	[Port Stephens Council Internal Staff Catering]	22
M		
Mechanical servicing, fabrication and repair of vehicles – Emergency Service Vehicles Only	[Services/Inspections]	90
Mechanical servicing/repair of vehicles	[Services/Inspections]	90
Meeting Room	[Karuah Community Hall]	42
Meeting Room - Hourly Rate	[Tomaree Library & Community Centre]	44
Meeting Room - Hourly Rate	[Tomaree Library & Community Centre]	44
Meeting room hire: Raymond Terrace Library	[Miscellaneous]	38
Meeting room hire: Raymond Terrace Library	[Miscellaneous]	38
Membership Administration Fee	[Membership]	103
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Miscellaneous Works	[Approvals/Inspections]	86
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Modification under Section 4.55 (EP&A Act 1979 and EP&A Regulations 2021) – Incorrect description/minor error or miscalculation	[Modification (s4.55) Fees]	62
Modification under Section 4.55 or 4.56 (EP&A Act 1979 and EP&A Regulations 2021) – Minimal environmental impact	[Modification (s4.55) Fees]	63
Modification under Section 4.55 or 4.56 (EP&A Act 1979 and EP&A Regulations 2021) and not of minimal environmental impact, if original DA fee was less than 1 fee unit or 1 fee unit or more and the original development application did not involve the erection of a building, the carrying out of a work or the demolition of a work or building	[Modification (s4.55) Fees]	63
Modification under Section 4.55(2) or 4.56 (EP&A Act 1979 and EP&A Regulations 2021) and not of minimal environmental impact, with original DA fee more than 1 fee unit or 1 fee unit or more and the original development application involved the erection of a dwelling house with an estimated cost of \$100,000 or less	[Modification (s4.55) Fees]	63
Monumental Mason levied fee for placement of headstone on incorrect grave	[Cemetery – Other fees]	31
Monumental Permit	[Cemetery – Other fees]	30
more than \$1 million	[Review of Decision to Reject Application]	64
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Multi Visit Pass – Adult Single 20 visits	[Multiple Visits]	108
Multi Visit Pass - Concession 20 Visit Pass	[Multiple Visits]	102
Multi Visit Pass – Single Adult 20 Visit Pass	[Multiple Visits]	102
Multi Visit Pass Aqua Fitness Adult Single – (10 visits)	[Aqua Fitness]	116
Multi Visit Pass Aqua Fitness Concession Single – (10 visits)	[Aqua Fitness]	116
N		
Nelson Bay Heritage Walk	[Books]	24
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Niche	[Bushland Garden Fees – Carumbah Memorial Gardens]	29
Niche	[Columbarium Wall Fees – Raymond Terrace (including Granite Wall), Carumbah Memorial Gardens, Karuah & Anna Bay]	29
Non HIA members	[Building Specification Booklets]	53
Non Standard Hours Fee Range	[Family Day Care]	34
Not for Profit Fee Discount	[Event Administration Fees]	37
Not for profit organisation	[Bus Shelter Panels]	12
Notice of Intention Compliance Costs	[Compliance Cost Notice Fees]	76
Notification pursuant to Council Community Participation Plan (CPP)	[Notification and Advertising Fees]	61
NSW Public Spaces Legacy Program Planning Proposal	[Planning Proposals and Reclassification]	55
O		
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Occupation Certificate for a Class 1 or Class 10 building with a value from \$400,001 – \$1,000,000	[Class 1 or Class 10 Building Fees]	71
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Occupation Certificate for a Class 1 or Class 10 building with a value over \$1,000,000	[Class 1 or Class 10 Building Fees]	71
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Occupation Certificate for a Class 2 - 9 building with a value from \$20,001 – \$200,000	[Class 2 to Class 9 Building Fees]	71
Occupation Certificate for a Class 2 - 9 building with a value from \$200,001 – \$400,000	[Class 2 to Class 9 Building Fees]	71
Occupation Certificate for a Class 2 - 9 building with a value from \$400,001 – \$1,000,000	[Class 2 to Class 9 Building Fees]	71
Occupation Certificate for a Class 2 - 9 building with a value greater than \$1,000,001	[Class 2 to Class 9 Building Fees]	71
Occupation Certificate for a Class 2 - 9 building with a value up to \$20,000	[Class 2 to Class 9 Building Fees]	71
Online Accommodation Booking Fee	[Visitor Information Centre]	49
Online Booking Fee – Tours	[Visitor Information Centre]	50
Open Burning Application	[Other Commercial Premises or Applications]	98
Order Compliance Costs	[Compliance Cost Notice Fees]	76
Other hire	[Nelson Bay Community Hall]	43
Other hire	[Salt Ash Community Hall]	44
Other Hire - Garage	[Nelson Bay Community Hall]	43
Other Hire - Garage	[Nelson Bay Community Hall]	43
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Other Hire – Shed	[Karuah Community Hall]	42
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Out of hours inspection	[Class 2, 3 & 4 Additional Inspection Fees]	70
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Outstanding works bond	[Works Quality and Outstanding Works Bonds Fees]	82
P		
Park Seat with Plaque	[Recreation Services Administration]	45
Park Seat without Plaque	[Recreation Services Administration]	45
Peer Review – On Site Management System Application	[Septic Tanks]	97
Permit Fee - Mobile Food Vans & Vehicles and Temporary Food Stalls	[Commercial Operator's Mobile Food/Retail Licence & Permit]	20
Permit for exhumation of remains	[Cemetery – Other fees]	30
Permit to move Biosecurity matter	[Administration Fees]	100
Permit to occupy on-street parking (Section 138 of Roads Act 1993)	[Temporary]	89
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Pink Slips – Light Vehicles	[Services/Inspections]	90
Pink Slips – Motor Cycles	[Services/Inspections]	90
Pink Slips – Trailer with brakes	[Services/Inspections]	90
Pink Slips – Trailer without brakes	[Services/Inspections]	90
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Plant	[Onsite Weed Control]	100
Plaque	[Bushland Garden Fees – Carumbah Memorial Gardens]	29
Plaque	[Columbarium Wall Fees – Raymond Terrace (including Granite Wall), Carumbah Memorial Gardens, Karuah & Anna Bay]	29
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Platinum Panel 1-2 panels	[Bus Shelter Panels]	12
Platinum Panel 3+ panels	[Bus Shelter Panels]	12
Pool hire cancellation fee	[Special]	113
Pool hire cancellation fee	[Special]	119
Pool Hire Cancellation Fee	[Special]	107
Pool Membership – Adult Single (12 months)	[Membership]	109
Pool Membership – Adult Single (12 months)	[Membership]	116
Pool Membership – Adult Single (6 months)	[Membership]	109
Pool Membership – Adult Single (6 months)	[Membership]	116
Pool Membership – Adult Single (per 12 months)	[Membership]	104
Pool Membership – Adult Single (per 6 months)	[Membership]	104
Pool Membership – Adult Single (per week)	[Membership]	104
Pool Membership – Adult Single (per week)	[Membership]	109
Pool Membership – Adult Single (per week)	[Membership]	116
Pool Membership - Concession 6 month	[Membership]	110
Pool Membership – Concession Single (per 12 months)	[Membership]	104
Pool Membership – Concession Single (per 6 months)	[Membership]	104
Pool Membership – Concession Single (per week)	[Membership]	104
Pool Membership - Concession Single 12 month membership	[Membership]	115
Pool Membership – Concession Single 12 months	[Membership]	110
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Pool Membership - Concession Single Direct Debit	[Membership]	109
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Pool Membership – Family	[Membership]	103
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Pool Membership – Family (6 months)	[Membership]	109
Pool Membership – Family (6 months)	[Membership]	116
Pool Membership – Family (per 12 months)	[Membership]	104
Pool Membership – Family (per 6 months)	[Membership]	104
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Port Stephens – The Ultimate Experience	[Books]	24
Port Stephens Development Control Plan	[Control Plans]	25
Port Stephens Heritage	[Books]	24
Port Stephens Local Environmental Plan (Text and Maps)	[Control Plans]	25
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Port Stephens Local Infrastructure Contributions Plan	[Contribution Plans]	25
Port Stephens Pool Membership – Adult Single	[Membership]	103
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Pre-lodgement meeting	[Planning Proposals and Reclassification]	54
Pre-lodgement meeting/ advice fees for major development	[Pre-Lodgement Meeting/Advice]	51
Pre-lodgement meeting/advice fees for minor development	[Pre-Lodgement Meeting/Advice]	51
Premium Panel 1-2 panels	[Bus Shelter Panels]	12
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Pre-purchase inspection – Commercial Premises	[Food Safety]	98
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Pre-school session 6 hours standard fee	[Pre-School]	33
Pre-school session 6 hours Tier 1	[Pre-School]	32
Pre-school session Tier 2	[Pre-School]	33
Principal Certifying Authority fee	[Subdivision Works Certificate (SWC) Application/Inspection/Principal Certifying Authority (PCA) Fees]	80
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Printing/Photocopying A3 Colour	[Production Services]	39
Printing/Photocopying A4	[Production Services]	39
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Provide Dwelling Entitlement advice on land in certain rural, residential and environmental protection zones	[Professional and Technical Property Advice]	51
Provide pre-lodgement advice where a meeting is not required	[Pre-Lodgement Meeting/Advice]	51
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Public Holiday Fee Range	[Family Day Care]	34
Pupil Free Day – per child	[Outside School Hours Care]	31
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Recreational/event berthing	[Recreational Berthing]	49
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Refund Application - Vacation Care	[Outside School Hours Care]	32
Refund Fee	[Payments Management]	22
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Regional weed control works	[Onsite Weed Control]	100
Registered Surveyor	[Survey & Land Services]	89
Registration Fee	[Legionella Control]	99
Registration Fee	[Swimming Pool/Spa Inspections – Public Swimming Pool Program (Public Health Act)]	99
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Rejection Fee for Direct Debit Accounts	[Membership]	105
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Release / vary / modify restrictions as to user, covenants/caveats, rights of carriageway, easements and the like	[Other Fees]	77
Removal of ashes and plaque from gardens and walls	[Cemetery – Other fees]	30
Re-Notification pursuant to Council Community Participation Plan (CPP)	[Notification and Advertising Fees]	61
Replacement of PSC Contractor Verification card	[Contractor Management]	12
Request for review of determination under Section 8.2 – 8.5 (EP&A Act 1997 and EP&A Regulation 2021) involving development with an estimated cost \$1,000,001 – \$10,000,000	[Review of Determination of Application]	65
Request for review of determination under Section 8.2 – 8.5 (EP&A Act 1997 and EP&A Regulation 2021) involving development with an estimated cost \$250,001 – \$500,000	[Review of Determination of Application]	65
Request for review of determination under Section 8.2 – 8.5 (EP&A Act 1997 and EP&A Regulation 2021) involving development with an estimated cost \$5,001 – \$250,000	[Review of Determination of Application]	65
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Request for review of determination under Section 8.2 – 8.5 (EP&A Act 1997 and EP&A Regulation 2021) involving development with an estimated cost up to \$5,000	[Review of Determination of Application]	65
Request for review of determination under Section 8.2 – 8.5 (EP&A Act 1997 and EP&A Regulation 2021) involving erection of a dwelling with an estimated cost of \$100,000 or less	[Review of Determination of Application]	65
Request for review of determination under Section 8.2 – 8.5 (EP&A Act 1997 and EP&A Regulation 2021) of development that doesn't involve building work, carrying out of a work, or demolition	[Review of Determination of Application]	65
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Residential Development more than \$100,001	[Residential Development Fees]	69
Residential Development up to \$10,000 where a single site visit only is required for critical post approval stage inspection	[Residential Development Fees]	69
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Review of application for tree removal/pruning permit	[Tree Management]	101
Road closure and purchase application	[Close/Purchase]	88
Road closure and purchase application	[Close/Purchase]	88
Roads & Commercial Driveways	[Concrete – Roads & Commercial Driveways]	85
Rural address post installed	[Rural Address Post]	89
Rural address post supplied	[Rural Address Post]	89
Rural Road Construction	[Approvals/Inspections]	86
Rural Road Construction - Application Fee	[Subdivision Works Certificate (SWC) Application/Inspection/Principal Certifying Authority (PCA) Fees]	80
Rural Road Construction - Inspection/PCA Fee	[Subdivision Works Certificate (SWC) Application/Inspection/Principal Certifying Authority (PCA) Fees]	81
S		
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Safety Check only	[Services/Inspections]	91
Salads	[Port Stephens Council Internal Staff Catering]	22
Salt Ash Pony Club	[Category 2]	123
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Scanning – Development and building applications submitted in hard copy	[Scanning and Archiving]	53
Search fee – property information	[Property Information]	24
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Seniors, students, registered charities	[Miscellaneous]	27
SEPP Certification or written advice in relation to exempt or complying development	[Professional and Technical Property Advice]	52
Set up Fee	[Visitor Information Centre]	50
Signage	[Signage Application Fees]	61
Signage notification on seized matter	[Onsite Weed Control]	100
Small item	[Unattended Items]	95
Smart Parking Meter Fee	[Smart Parking Meters]	21
Smart Parking Permit	[Smart Parking Meters]	21
Sorted metals, batteries, motor oil	[Metals, Batteries, Motor Oil]	47
Soup with Bread Roll	[Port Stephens Council Internal Staff Catering]	22
Souvenirs	[Visitor Information Centre]	50
Spatial services	[Miscellaneous]	27
Sports Facilities Hire: All Categories – Bond	[Sports Facilities Categories]	121
Sports Facilities Hire: All Categories – Bond	[Sports Facilities Categories]	121
Squad – Weekly Direct Debit – Bronze 3 - sessions per week incl. membership	[Squad Activities]	107
Squad – Weekly Direct Debit – Bronze 3-5 sessions per week incl. membership	[Squad Activities]	118
Squad – Weekly Direct Debit – Bronze 3-5 sessions per week incl. membership	[Squad Activities]	112
Squad – Weekly Direct Debit – Bronze/Development 1-2 sessions per week incl. membership	[Squad Activities]	112
Squad – Weekly Direct Debit – Silver 1-4 - sessions per week incl. membership	[Squad Activities]	118
Squad – Weekly Direct Debit – Silver 1-4 sessions per week incl. membership	[Squad Activities]	112
Squad – Weekly Direct Debit – Silver 4 sessions per week incl. membership	[Squad Activities]	107
Squad – Weekly Direct Debit – Silver/Gold 5-10 sessions per week incl. membership	[Squad Activities]	118
Squad – Weekly Direct Debit – Silver/Gold Adult 5-10 sessions per week incl. membership	[Squad Activities]	107
Squad – Weekly Direct Debit – Silver/Gold Adult 5-10 sessions per week incl. membership	[Squad Activities]	112
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Stage 2 - Lodgement/Gateway request	[Principal (Category D) - Planning Proposals]	57
Stage 2 Gateway	[Withdrawal of Planning Proposal (All Categories)]	57
Stage 3 – Post Gateway /exhibition	[Principal (Category D) - Planning Proposals]	57
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Stage 4 – Gazettal and finalisation	[Principal (Category D) - Planning Proposals]	57
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Standard - A2 (594mm x 420mm)	[GIS Electronic Files]	25
Standard - A2 (594mm x 420mm)	[GIS Maps Hard Copies]	26
Standard - A3 (420mm x 297mm)	[GIS Electronic Files]	25
Standard - A3 (420mm x 297mm)	[GIS Maps Hard Copies]	26
Standard - A4 (210mm x 297mm)	[GIS Electronic Files]	25
Standard - A4 (210mm x 297mm)	[GIS Maps Hard Copies]	26
Standard - AO (1189mm x 841mm)	[GIS Electronic Files]	25
Standard - AO (1189mm x 841mm)	[GIS Maps Hard Copies]	26
Standard Hours Fee Range	[Family Day Care]	34
Standard Tender	[Tenders]	13
Standard with aerial photograph - A1 (841mm x 594mm)	[GIS Electronic Files]	26
Standard with aerial photograph - A1 (841mm x 594mm)	[GIS Maps Hard Copies]	26
Standard with aerial photograph - A2 (594mm x 420mm)	[GIS Electronic Files]	26
Standard with aerial photograph - A2 (594mm x 420mm)	[GIS Maps Hard Copies]	26
Standard with aerial photograph - A3 (420mm x 297mm)	[GIS Electronic Files]	26
Standard with aerial photograph - A3 (420mm x 297mm)	[GIS Maps Hard Copies]	26
Standard with aerial photograph - A4 (210mm x 297mm)	[GIS Electronic Files]	26
Standard with aerial photograph - A4 (210mm x 297mm)	[GIS Maps Hard Copies]	26
Standard with aerial photograph - AO (1189mm x 841mm)	[GIS Electronic Files]	26
Standard with aerial photograph - AO (1189mm x 841mm)	[GIS Maps Hard Copies]	26
Storage	[Unattended Vehicles Taken into Possession]	95
Storage Cupboard - Large	[Ancillary Costs]	40
Storage Cupboard - Medium	[Ancillary Costs]	40
Storage Cupboard - Small	[Ancillary Costs]	40
Storage fee	[Unattended Items]	95
Stormwater quality and/ or quantity improvement structure approval	[Approvals/Inspections]	83
Stormwater quality and/or quantity improvement structure - Application fee	[Subdivision Works Certificate (SWC) Application/Inspection/Principal Certifying Authority (PCA) Fees]	81
Stormwater quality and/or quantity improvement structure - Inspection/PCA fee	[Subdivision Works Certificate (SWC) Application/Inspection/Principal Certifying Authority (PCA) Fees]	82
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Subpoena to produce documents	[Subpoena]	16
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