

ATTACHMENTS UNDER SEPARATE  
COVER

ORDINARY COUNCIL MEETING  
25 NOVEMBER 2025



**PORT STEPHENS**  
C O U N C I L

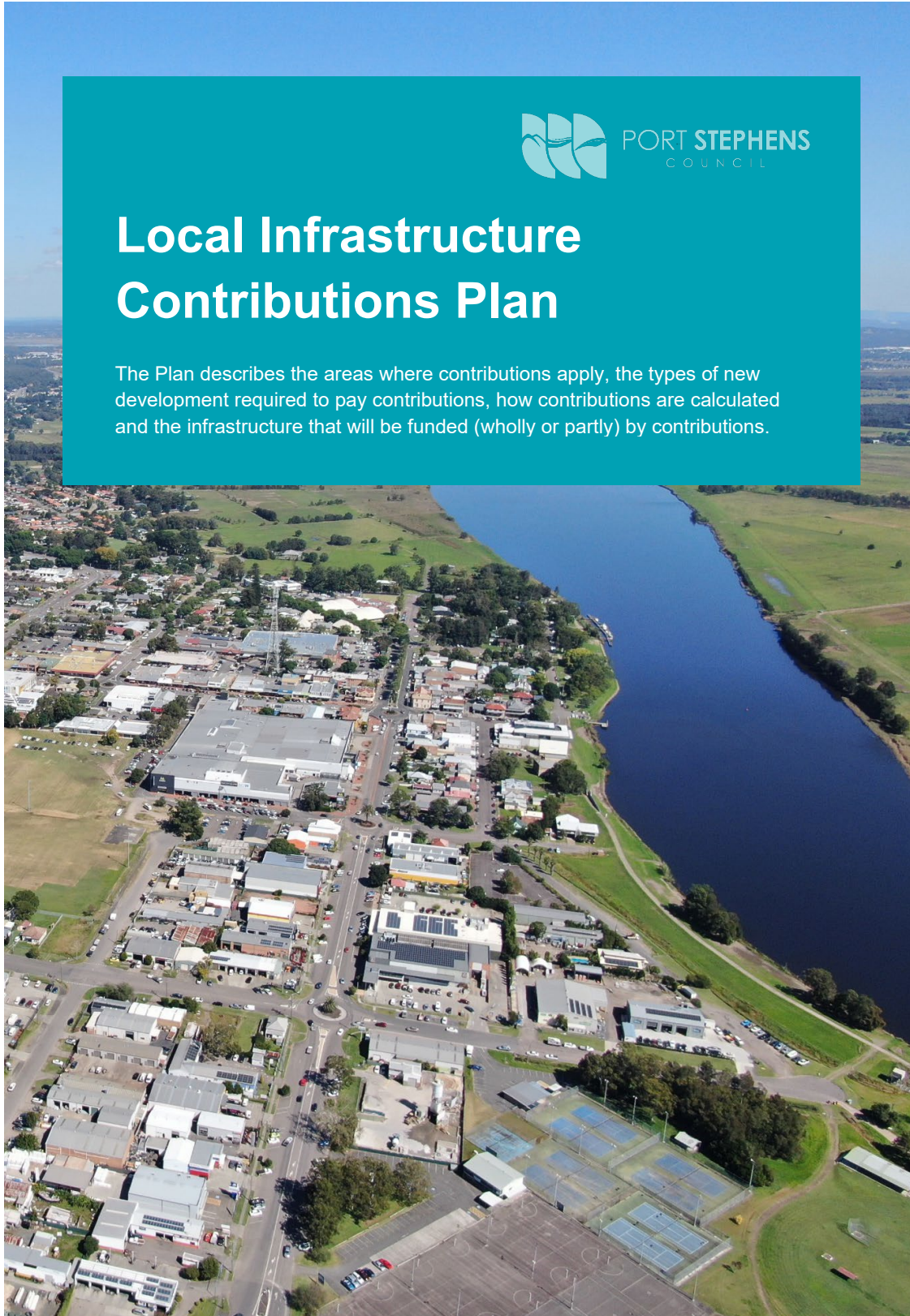




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ITEM 3 - ATTACHMENT 1 DRAFT PORT STEPHENS LOCAL  
INFRASTRUCTURE CONTRIBUTIONS PLAN.





ITEM 3 - ATTACHMENT 1 DRAFT PORT STEPHENS LOCAL  
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## GUUDJI YIIGU

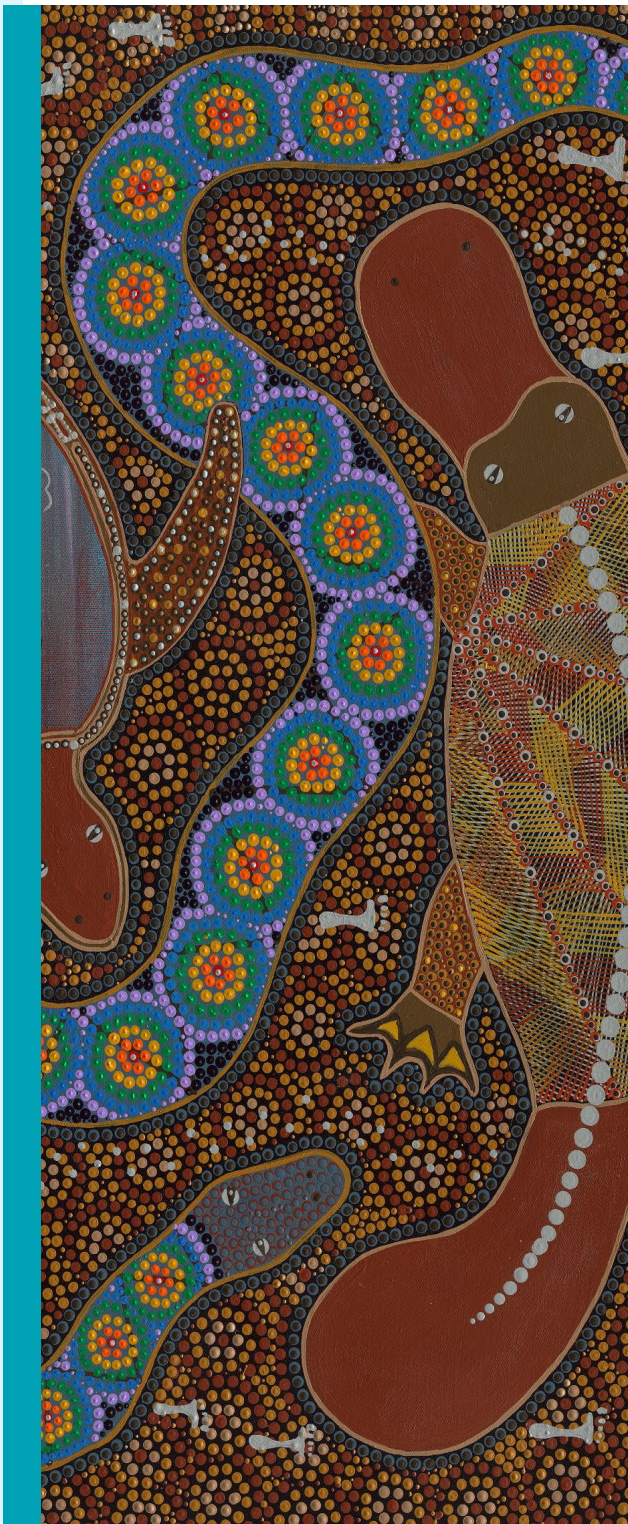
(GOO-JEE IK-KOO)

We welcome you to Port Stephens – part of the Worimi Aboriginal Nation. Port Stephens Council acknowledges the Worimi people as traditional owners and custodians of the lands and waterways on which we all live, learn, work and play.

We value and respect the Worimi people and the legacy 60,000 years of Aboriginal Nation traditions and culture brings with it. As part of Council's culture of acceptance, diversification and harmony we walk alongside the Worimi people on a journey of listening and learning.

Together we will strive to make this a better place for all peoples. As guardians of these lands, we ask that you tread lightly to help preserve the biodiversity and respect those who came before as well as those who will follow.

Artwork by Regan Lilley.



Local Infrastructure Contributions Plan...i

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# 1.0 Executive Summary

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## 1.0 Executive Summary

Part 7 of the *Environmental Planning and Assessment Act 1979* (the Act) authorises Port Stephens Council (Council) to collect contributions of money, land or both from new development to provide for local infrastructure needs. The Port Stephens Local Infrastructure Contributions Plan (the Plan) has been prepared in accordance with the Act for the purpose of imposing conditions requiring contributions. The Plan authorises the imposition of conditions of consent requiring contributions and provides the framework for the calculation and collection of contributions.

The Plan describes the areas where contributions apply, the types of new development required to pay contributions, how contributions are calculated and the infrastructure that will be funded (wholly or partly) by contributions.

In the period 2016-2036, the population of Port Stephens is expected to increase at a rate of 1.1% per annum. Council will provide new or upgraded local infrastructure such as roads, parks and sporting facilities to accommodate this growth. This Plan sets out the infrastructure and upgrades that will be funded (wholly or partly) by new development and the rate of contributions that will be levied.

The Plan was adopted by Council at a meeting held on 10 December 2019 and came into effect on 1 January 2020. The Plan supplements the provisions of the *Port Stephens Local Environmental Plan LEP 2013* (LEP) (as amended from time to time).

### 1.1 Structure of the Plan

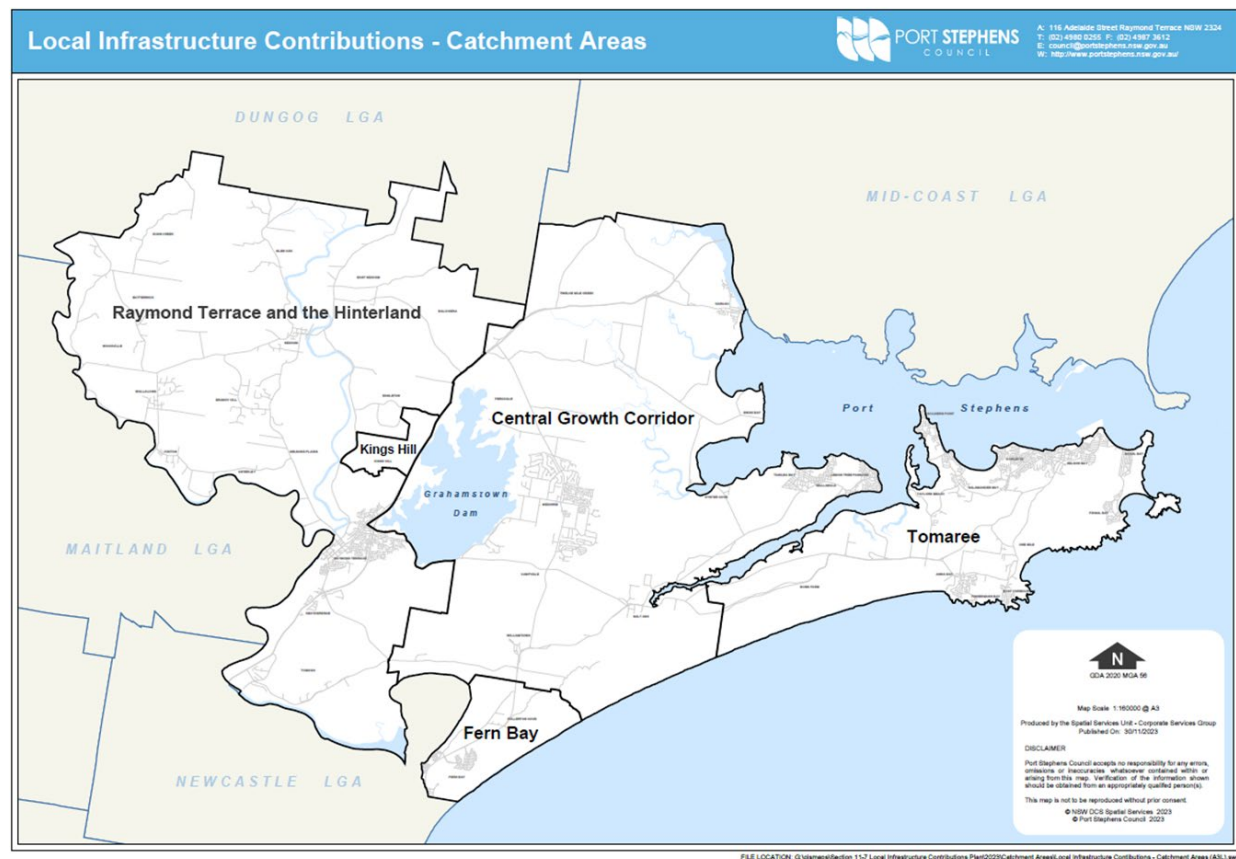
The Plan has the following chapters:

- Chapter 1 – Executive Summary: A summary of the essential components of the Plan, including a summary of the contribution rates;
- Chapter 2 – Introduction: Outlines the purpose and objectives of the Plan, including the catchments of land and the types of development it applies to;
- Chapter 3 – Plan Operation: Provides a description of how the contributions are calculated, how they will be indexed in the future and details on making payments;
- Chapter 4 – Administration: Describes the management and administration of the Plan, including how contributions are reported;
- Chapter 5 – Contribution Strategy: Lists each local infrastructure contribution category within each catchment in detail and includes the nexus between new development and the need for additional local infrastructure.
- Appendices: Includes a detailed Work Schedule that lists the infrastructure and upgrade works to be funded (wholly or partly) by contributions and maps showing the location of the works.

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Port Stephens Local Infrastructure Contributions Plan



Local Infrastructure Contributions Plan...iv

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Port Stephens Local Infrastructure Contributions Plan

**1.2 Summary of Contribution Rates**

For the purposes of this Plan, the local government area (LGA) has been divided into five catchments as illustrated in the Catchment Area Map above.

Contributions rates for each catchment have been calculated based on the items listed in the Work Schedule at Appendix A and the Contribution Strategy in Chapter 5 of this Plan.

Table 1 below provides a summary of the contributions payable towards the specific infrastructure categories in each catchment. Further details are provided in Chapter 5 of this Plan.

**Table 1 – Summary of local infrastructure contribution category rates per catchment**

| Infrastructure Category                | Catchment Rate (per dwelling/lot)  |                         |                 |                 |                 |
|----------------------------------------|------------------------------------|-------------------------|-----------------|-----------------|-----------------|
|                                        | Raymond Terrace and the Hinterland | Central Growth Corridor | Tomaree         | Fern Bay        | Kings Hill URA  |
| Civic Administration – Plan Management | \$755                              | \$757                   | \$755           | \$756           | \$723           |
| Civic Administration – Works Depot     | \$1,170                            | \$1,170                 | \$1,170         | \$1,170         | \$1,401         |
| Town Centre Upgrades                   | \$3,414                            | \$3,433                 | \$3,412         | \$3,414         | \$3,772         |
| Public Open Space, Parks and Reserves  | \$861                              | \$2,443                 | \$2,264         | \$368           | \$407           |
| Sports and Leisure Facilities          | \$4,282                            | \$3,565                 | \$2,082         | \$1,948         | \$1,824         |
| Community and Cultural Facilities      | \$443                              | \$445                   | \$445           | \$443           | \$489           |
| Road Works                             | \$3,190                            | \$2,439                 | \$3,570         | \$4,804         | \$0             |
| Medowie Traffic and Transport          | \$0                                | \$3,135                 | \$0             | \$0             | \$0             |
| Shared Paths                           | \$4,239                            | \$481                   | \$3,286         | \$2,336         | \$0             |
| Bus Facilities                         | \$18                               | \$33                    | \$9             | \$1,121         | \$0             |
| Fire and Emergency                     | \$116                              | \$0                     | \$528           | \$0             | \$0             |
| Flood and Drainage Works               | \$720                              | \$1,795                 | \$2,177         | \$0             | \$0             |
| Cross Boundary Contributions           | \$0                                | \$0                     | \$0             | \$3,337         | \$0             |
| Kings Hill Urban Release Area          | \$792                              | \$304                   | \$302           | \$303           | \$21,384        |
| <b>Total</b>                           | <b>\$20,000</b>                    | <b>\$20,000</b>         | <b>\$20,000</b> | <b>\$20,000</b> | <b>\$30,000</b> |

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**Table 2 – Summary of infrastructure rates for secondary dwellings, housing for seniors or people with a disability and affordable housing (only applicable by meeting the requirements as set out in Section 2.6 of this Plan)**

| Infrastructure Category                | Catchment Rate (per dwelling/lot)  |                         |                 |                 |                 |
|----------------------------------------|------------------------------------|-------------------------|-----------------|-----------------|-----------------|
|                                        | Raymond Terrace and the Hinterland | Central Growth Corridor | Tomaree         | Fern Bay        | Kings Hill URA  |
| Civic Administration – Plan Management | \$378                              | \$379                   | \$378           | \$378           | \$362           |
| Civic Administration – Works Depot     | \$585                              | \$585                   | \$585           | \$585           | \$700           |
| Town Centre Upgrades                   | \$1,707                            | \$1,717                 | \$1,706         | \$1,707         | \$1,887         |
| Public Open Space, Parks and Reserves  | \$431                              | \$1,222                 | \$1,132         | \$184           | \$203           |
| Sports and Leisure Facilities          | \$2,141                            | \$1,783                 | \$1,041         | \$974           | \$912           |
| Community and Cultural Facilities      | \$222                              | \$223                   | \$223           | \$222           | \$245           |
| Road Works                             | \$1,595                            | \$1,220                 | \$1,785         | \$2,402         | \$0             |
| Medowie Traffic and Transport          | \$0                                | \$1,568                 | \$0             | \$0             | \$0             |
| Shared Paths                           | \$2,120                            | \$241                   | \$1,643         | \$1,168         | \$0             |
| Bus Facilities                         | \$9                                | \$17                    | \$5             | \$561           | \$0             |
| Fire and Emergency                     | \$58                               | \$0                     | \$264           | \$0             | \$0             |
| Flood and Drainage Works               | \$360                              | \$898                   | \$1,089         | \$0             | \$0             |
| Cross Boundary Contributions           | \$0                                | \$0                     | \$0             | \$1,669         | \$0             |
| Kings Hill Urban Release Area          | \$396                              | \$152                   | \$151           | \$152           | \$10,691        |
| <b>Total</b>                           | <b>\$10,000</b>                    | <b>\$10,000</b>         | <b>\$10,000</b> | <b>\$10,000</b> | <b>\$15,000</b> |



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**Table 3 – Summary of discounted infrastructure rates for tourist and visitor accommodation and caravan parks for short term occupation (only applicable by meeting the requirements as set out in Section 2.6 of this Plan)**

| Infrastructure Category                | Catchment Rate (per dwelling/lot)  |                         |                 |                 |                 |
|----------------------------------------|------------------------------------|-------------------------|-----------------|-----------------|-----------------|
|                                        | Raymond Terrace and the Hinterland | Central Growth Corridor | Tomaree         | Fern Bay        | Kings Hill URA  |
| Civic Administration – Plan Management | \$566                              | \$568                   | \$566           | \$567           | \$542           |
| Civic Administration – Works Depot     | \$878                              | \$878                   | \$878           | \$878           | \$1,051         |
| Town Centre Upgrades                   | \$2,561                            | \$2,575                 | \$2,559         | \$2,561         | \$2,829         |
| Public Open Space, Parks and Reserves  | \$646                              | \$1,832                 | \$1,698         | \$276           | \$305           |
| Sports and Leisure Facilities          | \$3,212                            | \$2,674                 | \$1,562         | \$1,461         | \$1,368         |
| Community and Cultural Facilities      | \$332                              | \$334                   | \$334           | \$332           | \$367           |
| Road Works                             | \$2,393                            | \$1,829                 | \$2,678         | \$3,603         | \$0             |
| Medowie Traffic and Transport          | \$0                                | \$2,351                 | \$0             | \$0             | \$0             |
| Shared Paths                           | \$3,179                            | \$361                   | \$2,465         | \$1,752         | \$0             |
| Bus Facilities                         | \$14                               | \$25                    | \$7             | \$7             | \$0             |
| Fire and Emergency                     | \$87                               | \$0                     | \$396           | \$396           | \$0             |
| Flood and Drainage Works               | \$540                              | \$1,346                 | \$1,633         | \$841           | \$0             |
| Cross Boundary Contributions           | \$0                                | \$0                     | \$0             | \$2,503         | \$0             |
| Kings Hill Urban Release Area          | \$594                              | \$228                   | \$227           | \$227           | \$16,038        |
| <b>Total</b>                           | <b>\$15,000</b>                    | <b>\$15,000</b>         | <b>\$15,000</b> | <b>\$15,000</b> | <b>\$22,500</b> |

**Table 5 – Summary of road haulage contribution**

| Development Type                  | Contribution Amount |
|-----------------------------------|---------------------|
| Extractive Industry and/or mining | \$0.097/t/km        |

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**Appendix A Work Schedule**

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## 2.0 Introduction



Local Infrastructure Contributions Plan 1



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## **2.0 Introduction**

### **2.1 Name of this Plan and Commencement**

This is the Port Stephens Local Infrastructure Contributions Plan 2020 (the Plan). The Plan commenced on 1 January 2020. Amendments to the Plan are identified in Appendix D.

### **2.2 Purpose and Objectives of this Plan**

The primary purpose of the Plan is to satisfy the requirements of the Environmental Planning and Assessment Act 1979 (the Act) and authorise the imposition of conditions of consent requiring contributions for the provision of public services and amenities as a result of the increase in demand caused by new development.

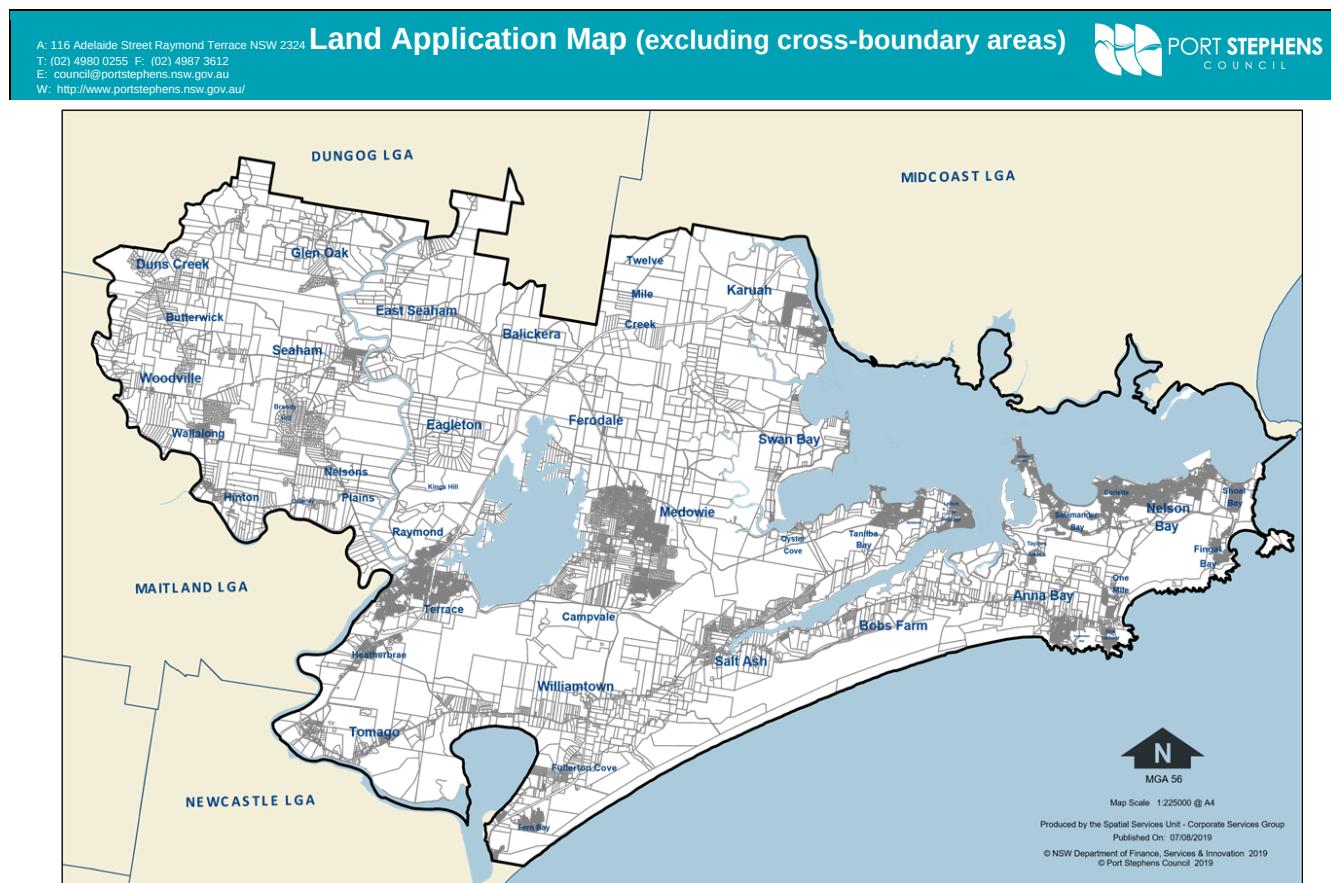
The objectives of the Plan are to:

- (a) Authorise the consent authority, or an accredited certifier, to impose conditions under Section 7.11 and 7.12 of the Act requiring contributions when granting consent to development on land to which this Plan applies, including complying development;
- (b) Provide an administrative framework for Port Stephens Council (Council) in relation to contributions towards the provision, extension or augmentation of local infrastructure;
- (c) Identify additional local infrastructure that will be required to service future development;
- (d) Ensure that local infrastructure is provided to service the needs of the future population without unfairly burdening the existing community with the costs of providing this infrastructure;
- (e) Enable Council to recoup funds it will or may spend in the provision of local infrastructure in anticipation of new development, subject to any amendment to the plan;
- (f) Provide a comprehensive strategy for the assessment, collection, expenditure, accounting and review of local infrastructure contributions on an equitable basis; and,
- (g) Ensure Council is accountable in the administration of the Plan and the local infrastructure contributions framework.

### **2.3 Land to which this Plan Applies**

This Plan applies to all land within the Port Stephens Local Government Area (LGA) (see Land Application Map below).

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Local Infrastructure Contributions Plan 3

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#### 2.4 Interpretation

Words and expressions used in this Plan have the same meaning as the Act and *Port Stephens Local Environmental Plan 2013* (PSLEP), unless otherwise defined in the Plan.

#### 2.5 Development to which this Plan Applies

This Plan applies to development as outlined in the table below

| DEVELOPMENT TYPE                                                                                                                                                                                                | DEVELOPMENT CONTRIBUTION TYPE                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|
| The subdivision of land, where the subdivision would facilitate a potential increase in the number of dwellings permitted on that land                                                                          | Section 7.11                                        |
| Residential accommodation                                                                                                                                                                                       | Section 7.11                                        |
| Seniors housing as defined in the State Environmental Planning Policy (Housing) 2021 (Housing SEPP), excluding residential care facilities                                                                      | Section 7.11                                        |
| Affordable rental housing managed by a Community Housing Provider                                                                                                                                               | Section 7.11                                        |
| Tourist and visitor accommodation                                                                                                                                                                               | Section 7.11                                        |
| Caravan parks                                                                                                                                                                                                   | Section 7.11                                        |
| Moveable dwellings                                                                                                                                                                                              | Section 7.11                                        |
| Manufactured homes, as defined in <i>State Environmental Planning Policy 36 – Manufactured Home Estates</i>                                                                                                     | Section 7.11                                        |
| Manufactured home estates, as defined in <i>State Environmental Planning Policy 36 – Manufactured Home Estates</i>                                                                                              | Section 7.11                                        |
| Extractive industry                                                                                                                                                                                             | Section 7.11 (haulage)                              |
| Mining                                                                                                                                                                                                          | Section 7.11 (haulage)                              |
| All other types of development not captured above (with the exception of alterations to or the construction of single dwellings) where the proposed cost of carrying out the development is more than \$100,000 | Section 7.12                                        |
| Development that includes elements that may be captured under Section 7.11 and Section 7.12 (for example, mixed used development comprising of commercial development and shop top housing)                     | Section 7.11 or Section 7.12 (whichever is greater) |

This Plan does not apply to development identified as exempt from requirements to pay contributions under any applicable Ministerial Direction issued under Section 7.17 of the Act.

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This Plan does not apply to public infrastructure carried out by or on behalf of Council, such as, but not limited to: libraries, community facilities, recreation areas and facilities or car parks.

**2.6 Rate adjustments for section 7.11 contributions**

Certain development has the potential to have a lesser impact on the demand for local infrastructure or should be facilitated for policy reasons. Contributions rate reductions relate solely to Section 7.11 contributions and apply to the following development for the reasons set out below.

**2.6.1 Secondary dwellings (granny flats)**

Secondary dwellings are subservient to a primary dwelling, and are recognised as a form of diverse housing to be incentivised, consistent with the aims and objectives outlined in *State Environmental Planning Policy (Housing) 2021*.

Therefore, the contribution rate will be 50% of all local infrastructure categories.

**2.6.2 Tourist and Visitor Accommodation and caravan parks**

Tourist visitation can create additional demands on local infrastructure in excess of a permanent population demand. For example, demand for public assets and services such as roads, parking, cycleways, boat ramps, tourist information services, foreshore and beach facilities, wharf and aquatic facilities, playing field facilities and passive open space and libraries are all increased as a result of tourist visitation.

However, occupancy rates for tourist and visitor accommodation and caravan parks are more sporadic than long term residential accommodation. Therefore, the contribution rate will be 75% for all infrastructure categories.

**2.6.3 Housing for Seniors or People with a Disability**

Seniors housing is defined in the Standard Instrument (Local Environmental Plans) Order 2006 as:

*a building or place that is—*

- (a) a residential care facility, or*
- (b) a hostel within the meaning of State Environmental Planning Policy (Housing) 2021, Chapter 3, Part 5, or*
- (c) a group of independent living units, or*
- (d) a combination of any of the buildings or places referred to in paragraphs (a)–(c), and that is, or is intended to be, used permanently for—*
- (e) seniors or people who have a disability, or*
- (f) people who live in the same household with seniors or people who have a disability, or*
- (g) staff employed to assist in the administration of the building or place or in the provision of services to persons living in the building or place, but does not include a hospital.*

The Ministerial Direction, issued on 14 September 2007 under Section 7.17 of the Act, exempts payment of a contribution for development carried out under the

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Housing SEPP where undertaken by a social housing provider. The SEPP sets out the recognised social housing providers that will be exempt from contributions.

Seniors housing contributes to the demand for local infrastructure, however occupancy rates for seniors housing is less than that of standard dwellings, at a rate of 1.5 people per dwelling. Therefore, for seniors housing that is not subject to the Ministerial Direction, the contribution rate will be 50% for all infrastructure categories.

**Note:** Local Infrastructure Contributions under Section 7.11 do not apply to residential care facilities and therefore this adjustment does not apply to this type of development. However, Section 7.12 may still be applicable, provided the cost of works is over \$100,000 and is not exempt under the Ministerial Direction.

#### **2.6.4 Affordable Rental Housing**

Affordable rental housing is housing that is managed by a registered Community Housing Provider (such as Hume Community Housing or Home In Place).

It can also include rental properties managed by social housing providers such as NSW Land & Property Corporation, Aboriginal Housing Office, or NSW Department of Communities and Justice, however these providers generally do not pay contributions when undertaking new development.

Affordable rental housing is housing that meets the needs of a range of very low to moderate income households and priced so that these households are also able to meet other basic living costs, such as food, clothing, transport, medical care and education. A condition of consent requires affordable rental housing to be managed by a community housing provider usually for a period of at least 15 years.

Affordable rental housing is recognised as a form of diverse housing to be incentivised, consistent with the aims and objectives outlined in *State Environmental Planning Policy (Housing) 2021*.

The contribution rate for residential development being used for affordable rental housing will be discounted by 50% for all infrastructure categories. The discount only applies to the affordable rental housing components of the development.

Council will consider the following when deciding whether or not a discount should apply:

- Evidence the proposed dwelling(s) shall be used for the purpose of affordable rental housing for a minimum of 15 years from the date of first occupation of the dwelling(s)

Where a development is proposing multiple uses, the above discount will only apply to the dwellings and/or rooms that are being used as affordable rental housing.

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Moveable dwellings can include:

- Short term accommodation for tourists and visitors located in a caravan park; or
- Long term accommodation for residents in caravan parks.

For moveable dwellings in caravan parks that are short term tourist and visitor accommodation, the discount on the contributions rate that applies to other tourist and visitor accommodation will apply (25% discount).

For moveable dwellings that provide long term accommodation in caravan parks a 25% discount will apply because this type of housing can:

- Provide an important supply of affordable housing;
- Offer higher densities and increase the supply of housing in an area; and
- Have lower occupancy rates as they are often marketed to seniors and retirees, and therefore has a lower infrastructure demand.

**2.7 Savings and Transitional Arrangements**

The local infrastructure contributions for development under this Plan shall be determined at the date of determination of the development application or the date of issue of the complying development certificate.

This Plan applies to applications lodged but not determined before the date of commencement of the Plan.

This Plan does not affect any conditions imposed under a previous plan(s). Any application made under the Act to modify a development consent issued before the commencement date of this Plan will be determined against the plan that applied at the date the consent was originally determined.

**2.8 Relationship to other plans**

This Plan repeals the Port Stephens Development Contributions Plan 2007. **In accordance with Section 7.20(4) of the Act**, the repeal of the Port Stephens Development Contributions Plan 2007 does not affect the previous operation of that plan or anything duly completed under that plan, including any indexation provisions. Development consents, including a condition requiring development contributions levied under a previous plan, will continue to be in force.

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## 3.0 Plan Operation



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### 3.0 Plan Operation

#### 3.1 Calculating the Contributions

The formula for calculating the amount of local infrastructure contributions required under Section 7.11 will vary according to the type of amenity or service to be provided. The formula is based on consideration of:

- The demand generated by a development, based on a calculation recognising population, dwellings, traffic or other relevant factors;
- The current capital cost of providing the amenity or service including, where appropriate, the current cost of acquiring land; and
- The calculation will be rounded up to the nearest dollar.

Contributions required under Section 7.12 will be determined in accordance with the maximum levies set out in Section 208 of the *Environmental Planning and Assessment Regulation 2021* (the Regulation), as summarised in the table below.

| TYPE OF DEVELOPMENT                                                                           | LEVY              |
|-----------------------------------------------------------------------------------------------|-------------------|
| All development with a proposed cost of up to and including \$100,000                         | Nil               |
| All development with a proposed cost of more than \$100,000 and up to and including \$200,000 | 0.5% of that cost |
| All development with a proposed cost of more than \$200,000                                   | 1% of that cost   |

#### 3.2 Section 7.12: Calculating the Cost of Works

Section 208 of the Regulation provides the framework for determining the proposed cost of development:

- (1) *The proposed cost of carrying out development must be determined by the consent authority by adding up all the costs and expenses that have been or will be incurred by the applicant in carrying out the development.*
- (2) *The costs of carrying out development include the costs of, and costs incidental to, the following—*
  - (a) *if the development involves the erection of a building or the carrying out of engineering or construction work—*
    - (i) *erecting the building or carrying out the work, and*
    - (ii) *demolition, excavation and site preparation, decontamination or remediation,*
  - (b) *if the development involves a change of use of land—doing anything necessary to enable the use of the land to be changed,*
  - (c) *if the development involves the subdivision of land—preparing, executing and registering—*
    - (i) *the plan of subdivision, and*
    - (ii) *the related covenants, easements or other rights.*

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- (3) *In determining the proposed cost, a consent authority may consider an estimate of the proposed cost that is prepared by a person, or a person of a class, approved by the consent authority to provide the estimate.*
- (4) *The following costs and expenses must not be included in an estimate or determination of the proposed cost—*
- (a) the cost of the land on which the development will be carried out,*
  - (b) the costs of repairs to a building or works on the land that will be kept in connection with the development,*
  - (c) the costs associated with marketing or financing the development, including interest on loans,*
  - (d) the costs associated with legal work carried out, or to be carried out, in connection with the development,*
  - (e) project management costs associated with the development,*
  - (f) the cost of building insurance for the development,*
  - (g) the costs of fittings and furnishings, including refitting or refurbishing, associated with the development, except if the development involves an enlargement, expansion or intensification of a current use of land,*
  - (h) the costs of commercial stock inventory,*
  - (i) the taxes, levies or charges, excluding GST, paid or payable in connection with the development by or under a law,*
  - (j) the costs of enabling access by people with disability to the development,*
  - (k) the costs of energy and water efficiency measures associated with the development,*
  - (l) the costs of development that is provided as diverse housing,*
  - (m) the costs of development that is the adaptive reuse of a heritage item.*
- (5) *The proposed cost may be adjusted before payment of a development levy, as specified in a contributions plan, to reflect quarterly or annual variations to readily accessible index figures adopted by the plan between the day on which the proposed cost was determined by the consent authority and the day by which the development levy must be paid.*

For the purposes of subsection (3) above, a development application or an application for a complying development certificate must be accompanied by a report setting out an estimate of the proposed cost of carrying out development prepared as follows:

- **Where the estimated cost of carrying out the whole of the development as approved by the consent is \$1,000,000 or less** - a cost summary report in accordance with Appendix C of this Plan; or
- **Where the estimated cost of carrying out the whole of the development as approved by the consent is more than \$1,000,000** - A quantity surveyor's detailed cost report, completed by a quantity surveyor who is a registered associate member or above of the Australian Institute of Quantity Surveyors, in accordance with Appendix C of this Plan of this Plan.

Council may review the valuation of works and seek to have the report independently reviewed to verify the costs. The cost of any independent review will be borne by the

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applicant prior to the determination of the application. No consent will be issued until such time that the costs have been paid.

### 3.3 Indexation of Section 7.11 Contributions

To ensure that the value of local infrastructure contributions are not eroded over time by movements in the Consumer Price Index (CPI) or through changes in the costs of studies used to support the Plan, local infrastructure contribution rates will be reviewed with reference to the following specific costs and indices:

- Changes in the capital costs associated with provision of administration and salary costs for staff involved in implementing this Plan by reference to increases in salary rates under the Port Stephens Council Enterprise Agreement 2018 (or any subsequent Enterprise Agreement);
- Changes in the capital costs of various studies and activities required to support the strategies in the Plan by reference to the actual costs incurred by Council in obtaining these studies; and
- Changes in the CPI Sydney – All Groups.

In accordance with the *Environmental Planning and Assessment Regulation 2021* (the Regulation), the rates set out in the Plan will be amended without the need to prepare a new contributions plan if the amendments are necessary to fix minor typographical errors, index rates according to the CPI, and to omit the details of works that have been completed.

For changes to the CPI Sydney - All Groups, the contribution rates within the Plan will be amended on a quarterly basis in accordance with the following formula:

$$\$Ca + \frac{\$Ca (\text{Current Index} - \text{Base Index})}{\text{Base Index}}$$

Where:

|                      |                                                                                                                                                |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>\$Ca</b>          | is the contribution at the time of adoption of the Plan expressed in dollars.                                                                  |
| <b>Current Index</b> | is the CPI Sydney - All Groups, as published by the Australian Bureau of Statistics available at the time of review of the contribution rate.  |
| <b>Base Index</b>    | is the CPI Sydney - All Groups, as published by the Australian Bureau of Statistics. At the date of adoption of the Plan this figure is 115.4. |

**Note:** In the event that the Current CPI Sydney - All Groups, is less than the previous CPI Sydney - All Groups, the current index shall be taken as not less than the previous index.

#### 3.3.1 Land Cost

Land acquisition costs will be subject to indexation as described under this section of the Plan. The value assessed for land acquisition costs will be reviewed as and when required and this factor will be varied, as necessary, to reflect current costs.

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#### 3.3.2 Consent

The local infrastructure contributions conditioned in a development consent are calculated on the basis of the contribution rates determined in accordance with this Plan. If the local infrastructure contributions are not paid within the quarter in which consent is granted then the contributions payable will be adjusted as follows:

$$\$Cp = \$Cdc + \frac{\{\$Cdc (\$Cq - \$Cc)\}}{\$Cc}$$

Where:

- \$Cp** is the amount of the local infrastructure contribution calculated at the time of payment.
- \$Cdc** is the amount of the original local infrastructure contribution as set out in the development consent.
- \$Cq** is the local infrastructure contribution rate applicable at the time of payment.
- \$Cc** is the local infrastructure contribution rate applicable at the time of the original consent.

The current contributions are as stated in this plan.

#### 3.3.3 Heavy haulage

For changes to the Producer Price Index (PPI) - Road and bridge construction NSW, the contribution rates within the plan will be amended on an annual basis in accordance with the following formula:

$$\$Ca + \frac{\$Ca (\text{Current Index} - \text{Base Index})}{\text{Base Index}}$$

Where:

- \$Ca** is the contribution at the time of adoption of the Plan expressed in dollars.
- Current Index** is the PPI Road and bridge construction, as published by the Australian Bureau of Statistics available at the time of review of the contribution rate.
- Base Index** is the PPI Road and bridge construction, as published by the Australian Bureau of Statistics. At the date of adoption of the Plan this figure is 149.1.

#### 3.4 Indexation of section 7.12 contributions

Pursuant to Section 208 of the Regulation, the proposed cost of carrying out development is to be indexed before payment to reflect quarterly variations in the CPI All Group Index Number for the weighted average of eight capital cities between the date the proposed cost was determined by the Council and the date the levy is paid.



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Contributions required as a condition of consent under the provisions of this plan will be adjusted at the time of payment of the contribution in accordance with the following formula:

$$ODC + A$$

Where:

**ODC** is the original contribution as set out in the consent

**A** is the adjustment amount which is:

$$A = ODC \left\{ \frac{((Current\ Index - Base\ Index))}{Base\ Index} \right\}$$

Where:

**Current Index** is the CPI Sydney - All Groups, as published by the Australian Bureau of Statistics available at the time of review of the contribution rate.

**Base Index** is the CPI Sydney - All Groups, as published by the Australian Bureau of Statistics at the date of issuing development consent or the Complying Development Certificate.

**Note:** In the event that the Current CPI Sydney - All Groups, is less than the previous CPI Sydney - All Groups, the current index shall be taken as not less than the previous index.

### 3.5 Ministerial Direction: Section 7.11 Thresholds

On 21 August 2012, the then Minister for Planning and Infrastructure issued a Direction under Section 7.17 of the Act that places a cap on local infrastructure contributions required under Section 7.11 for residential development.

The Direction requires, among other things, that a consent authority or planning panel cannot impose a section 7.11 condition on a development consent for residential dwellings or residential lots that exceeds the following caps:

- \$30,000 for each dwelling or lot within a greenfield area; and
- \$20,000 for each dwelling or lot in infill areas.

The contribution rates calculated in accordance with this Plan will not exceed the thresholds in the Ministerial Direction, unless the Plan is subject to an IPART review or any subsequent direction from the Minister.

### 3.6 Other Forms of Contributions

Other forms of local infrastructure contributions that may be considered under the provisions of the Act include:

- Dedication of land;
- Voluntary Planning Agreement; and

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- Works in Kind or Material Public Benefit Agreement.

**3.6.1 Dedication of Land**

A decision as to whether to accept the dedication of land free of cost to Council will be at the complete discretion of Council. Factors Council will take into consideration matters including, but not limited to:

- The extent to which the land satisfies a community need;
- The extent to which the land satisfies the purpose for which the contribution was sought;
- Consideration of location and other factors which may affect the benefit to Council and the community; and
- An assessment of recurrent maintenance costs to Council.

**3.6.2 Voluntary Planning Agreements (VPA)**

A VPA under Section 7.4 of the Act is a legally binding arrangement between one or more planning authorities and a developer.

Under a VPA, the developer may offer to pay money, dedicate land, carry out works, or provide other material public benefits for public purposes. The provisions under a VPA may be additional to, or instead of, payment of contributions imposed under Section 7.11 or Section 7.12 of the Act.

VPAs offer an enhanced and more flexible mechanism for collecting development contributions which achieves net community benefits from development wherever possible and appropriate.

The offer to enter into a VPA will generally need to accompany the relevant development application or planning proposal. A Letter of Offer template is available on Council's website. Unless otherwise agreed with a developer, Council will **prepare the draft VPA**. ~~manage the preparation of any draft VPA.~~

In considering, negotiating and entering into a VPA, Council will consider the following objectives:

- Compensation for the loss of, or damage to, a public amenity, service, resource or asset caused by the development through its replacement, substitution, repair or regeneration.
- It meets the demands created by the development for new public infrastructure, amenities and services.
- It achieves community benefits, such as the provision of affordable housing, securing conservation outcomes, or economic development opportunities and initiatives.
- It addresses a deficiency in the existing provision of public facilities in the Council's area.
- It achieves ongoing funding in respect of public facilities or management of land, including bushland.

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- That the prescribed inclusions in the development are consistent with Council's strategic and infrastructure plans and meets specific planning objectives of Council.
- Allowing the payment of monetary contributions at various stages of development which may differ to that specified in an adopted Contributions Plan, pending careful consideration of public facility delivery, delivery of community benefits and associated financial implications.

Council plans and policies may identify funding targets for VPAs and other planning agreements. These will reflect the cost of the infrastructure needed to support growth in an identified precinct.

VPAs must provide for security to cover the developer's obligations under the planning agreement. VPAs will contain provision requiring a bond or bank guarantee or other suitable means to enforce the planning agreement in the event of a breach by the landowner or developer. Monetary contributions or the delivery of works are to be provided prior to the issuing of any Part 6 Certificate under the Act, usually a subdivision certificate or construction certificate.

VPAs will be registered on title. It is the developer's obligation to obtain written agreement of all persons with an interest in the land prior to execution of the planning agreement.

The developer is responsible for all costs related to the negotiation and execution of the VPA.

These costs include:

- Negotiating, preparing, advertising and entering into the VPA (including but not limited to legal fees, consultants, valuers, quantity surveyors' fees and Council staff costs);
- Registration of the VPA on the title of any relevant land; and
- Enforcement of the VPA.

The Port Stephens Fees and Charges set out the minimum fees payable by the developer, however additional costs may be incurred. Council will recover any additional costs via a term within the VPA.

**3.6.3 Works in Kind Agreement (WIKa) and Material Public Benefit Agreement (MPBA)**

A WIKa is the undertaking of a work or provision of a facility that is scheduled within the Works Schedule of this Plan (Appendix A) in lieu of part or full payment of either a monetary contribution or the dedication of land that would normally apply.

A MPBA involves the undertaking of a work or provision of a facility in part or full satisfaction of a condition requiring the payment of a monetary contribution or the dedication of land. A MPBA may include the provision of work that is not scheduled within the Works Schedule of this Plan (Appendix A). Council may accept the

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provision of a MPBA for projects not nominated in the Works Schedule if it can be justified that the public benefit is of equivalent or greater value to the community.

When deciding to accept a WIKA or MPBA proposal, Council will consider (but not be limited to) the following:

- The works in kind facilities which are already included in the Contributions Plan, or other works as identified in the Strategic Asset Management Plan, Public Domain Plans, Place Plans or Council's other adopted planning documents.
- The impending need to construct the works for which the contributions are to be offset.
- The value of the works to be undertaken are equal to or greater than the value of the contribution assessed in accordance with the Plan
- An assessment of the shortfall or credit in contributions as a result of the proposals.
- The impact on provision of other facilities in a timely and orderly manner.
- The extent to which the works satisfy the purpose for which the contribution was sought.

The acceptance of works through a WIKA or MPBA is at the complete discretion of Council. Unless otherwise agreed with a Developer, Council will manage the preparation of any draft agreement

**3.6.4 Works required as a condition of consent**

In addition to infrastructure contributions, development may be conditioned to require the provision of infrastructure.

Council maintains existing infrastructure as necessary to ensure an acceptable standard of service. Some infrastructure and locations may not be able to accommodate additional growth (for example new housing or additional heavy vehicle loading) without immediate upgrades. For example, there may be upgrades to roads, footpaths, drains, or traffic facilities that are directly required by a development and without which the development could not or should not reasonably occur.

New infrastructure, or upgrades to existing infrastructure, may be required to accommodate the additional growth and the impacts attributed to the new development.

Existing infrastructure items listed in the Plan to be funded by contributions may not have been designed to accommodate the level of additional growth that is attributed to a new development. These items may have been considered sufficient to maintain an acceptable level of service without the new development, but would be insufficient to maintain that level should the new development go ahead. In these instances, the upgrades required to these infrastructure projects can be attributed to the new development and without which the development could not or should not reasonably occur.

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Where a development requires works to be undertaken, the requirement will be by way of a condition imposed on the development consent under section 4.17(1)(f) of the EP&A Act. This will be in addition to any local infrastructure contributions required.

### **3.7 Settlement of Contributions**

The local infrastructure contribution must be paid at the time specified in the development consent or complying development certificate, which will generally be determined in accordance with this Plan.

Settlement of contributions shall be finalised at the following stages:

- Development applications for subdivision – prior to release of the subdivision certificate;
- Development applications for building or other work - prior to the issue of the construction certificate;
- Applications for both building work and subdivision – prior to the issue of the construction certificate, subdivision works certificate, or release of the subdivision certificate, whichever comes first;
- Development applications where no building approval is required – prior to commencement of use in accordance with the conditions of consent or upon issue of the occupation certificate, whichever occurs first;
- Development requiring a complying development certificate – before the commencement of any building work or subdivision work authorised by the certificate; or
- Development applications for moveable dwellings, manufactured homes, caravan parks or manufactured home estates and the like – prior to approval under Section 68 of the Local Government Act 1993.

### **3.8 Deferred Payment of Contributions**

Council, at its complete discretion, may permit the settlement of monetary contributions for local infrastructure on a deferred basis. Such a request must:

- Be made in writing by the applicant with valid reasons for deferral;
- Not prejudice the timing or the manner of the provision of public facilities included in the Works Schedule; and
- In the case of a contribution being made by way of a VPA, WIKa, MPBA or land dedication in lieu of a cash contribution, Council and the applicant must have a legally binding agreement for the provision of works or land dedication.

If the application for deferral is accepted, the following conditions will apply:

- (a) Deferral of settlement will be for a maximum of one year or until commencement of use in accordance with the conditions of consent (whichever comes first);
- (b) The bank guarantee will be issued by an Australian bank or a bank in Australia for the amount of the total contribution or the amount of the outstanding contribution, plus an amount equal to thirteen months interest;

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- (c) Any changes associated with managing the bank security are payable by the applicant;
- (d) The bank unconditionally pays the guaranteed sum to the Council, if the Council so demands in writing, not earlier than 12 months from the provision of the guarantee or completion of the work;
- (e) The bank must pay the guaranteed sum without reference to the applicant or landowner or other person who provided the guarantee, and without regard to any dispute, controversy, issue or other matter relating to the development consent or the carrying out of development;
- (f) The bank's obligations are discharged when payment to the Council is made in accordance with this guarantee or when Council notifies the bank in writing that the guarantee is no longer required;
- (g) Where a bank guarantee has been deposited with Council, the guarantee shall not be cancelled until such time as the original contribution and accrued interest are paid; and
- (h) Indexing will be calculated from the date the contribution was due until the date of payment.

### **3.9    Paying the Contributions**

Prior to the payment of contributions, an applicant must request an updated contributions calculation from Council. This will confirm the contributions amount payable which may or may not be inclusive of indexing. Applicants should email the request to Council.

Council will issue email advice that will remain valid until the next quarterly CPI update released by the Australian Bureau of Statistics. If the contributions are not paid by the date specified in the advice, a new request will be required.

Once an applicant obtains the advice, the applicant can present the email and pay the contributions in person or by mail, email or telephone.

Council will provide a receipt confirming payment. In the case of a development application, an applicant can provide a copy of the receipt to the accredited certifier in the process of obtaining a Construction Certificate.

### **3.10   Refunding the Contribution**

The Act does not refer to refunds for contributions and there is no express power for a council to refund contributions already paid in accordance with a condition of consent. However, Council, at its complete discretion, may consider a refund of a contribution where:

- (a) A consent has been modified under the Act resulting in a reduction of the contributions payable; or
- (b) Development has not commenced and will not proceed in accordance with the consent and the contributions have been paid. In this case the consent will need to be surrendered in accordance with the Act.



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In each case, Council will consider refunding the contributions if it has not been spent and the refund will not impact on Council's ability to deliver the works in the Works Schedule. The applicant must apply for the refund in writing within 12 months from the payment of the contribution.

**3.11 Contributions for Mixed Use Development**

Pursuant to Section 7.12(2) of the Act, a consent authority cannot impose a condition for contributions under both Section 7.11 and 7.12.

Where development includes elements that may be captured under Section 7.11 and Section 7.12 (for example, mixed used development comprising of commercial development and shop top housing), Section 7.11 contributions will generally take precedence, however, this is at the discretion of Council.

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## 4.0 Plan Administration



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## **4.0 Plan Administration**

### **4.1 Accredited certifiers**

In accordance with the Regulation, an accredited certifier must not issue a certificate for building work or subdivision work unless it has verified that the condition requiring the payment of monetary contributions has been satisfied.

In particular, the accredited certifier must ensure that the applicant provides a receipt(s) confirming that the monetary contributions have been paid in full to Council. Further, a copy of the receipt(s) must be included with the certified plans provided to Council in accordance with the Regulation. Failure to follow this procedure may render such a certificate invalid.

The only exceptions to these requirements are where a VPA, WKA, MPBA, dedication of land or deferred payment arrangement has been agreed to by Council. In such cases, Council will issue advice confirming that an alternative payment method has been agreed with the applicant.

Under the Act, accredited certifiers are responsible for calculating local infrastructure contributions for complying development and imposing a condition requiring contributions on a complying development certificate in accordance with this Plan. Accredited certifiers must notify Council of their determination within two business days of making the determination, in accordance with the Regulation. Applicants must pay the monetary contribution before commencing the complying development works.

### **4.2 Accounting for contributions**

Council has established identifiable accounts for the management of local infrastructure contributions, including details of financial transactions for specific categories of works and contributions. Contributions will be spent in accordance with this Plan. Interest will be calculated on funds held and credited as appropriate. Council will maintain a register of all contributions received in accordance with the Act and Regulation.

### **4.3 Annual statement**

Council will produce an annual statement in accordance with the Regulation. This information will be available for public inspection on Council's website following adoption by Council.

### **4.4 Review of this plan**

The Works Schedule will be reviewed annually in line with capital works programming and updated in accordance with the Regulation.

Council will generally review this plan every five years or as required to ensure it addresses community needs, Council priorities and relevant legislation.

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The plan will also be amended to address the matters listed in the Regulation. In particular, indexation of contributions will be reviewed and the plan amended on a quarterly basis without the need for a public exhibition.

**4.5 Pooling of Contributions**

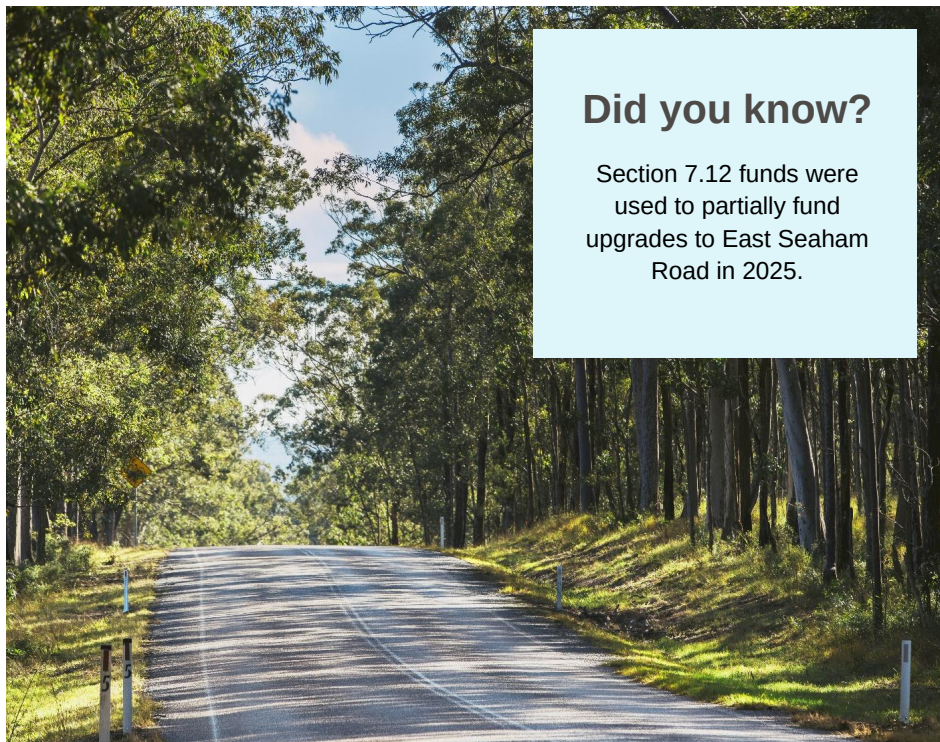
This plan authorises monetary contributions paid for different purposes to be pooled and applied (progressively or otherwise) to any item as set out in the Works Schedule of this Plan (Appendix A).

**4.6 Repealed Contributions**

Council will continue to collect contributions under repealed plans, which will be used to fund works or the provision of facilities within the equivalent catchment area listed in the Works Schedule of this Plan (Appendix A).

**4.7 Application of Section 7.12 Monies Collected under this Plan**

Money paid to Council under a condition for Section 7.12 contributions authorised by this Plan is to be applied towards meeting the costs of one or more local infrastructure projects listed within the Works Schedule, but not necessarily in the order specified in the Works Schedule.



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## 5.0 Contributions Strategy



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## 5.0 Contributions Strategy

Council provides public facilities for the current and future population of Port Stephens, including visitors to the area and the workforce located in the LGA. For Council to levy contributions, there must be a clear nexus between the proposed development and the need for the infrastructure, public service or amenity which the contributions will fund. This Chapter details the relationship (nexus) between the expected development in the Port Stephens LGA and the demand for infrastructure, services or amenity.

Council levies new development based on the cost of providing a reasonable standard of public facilities and amenities. A baseline level of adequate infrastructure is determined through developing strategic asset management documents (e.g. Council's Strategic Asset Management Plan and Plans of Management).

Contributions are determined by equating the contribution to the cost per person or cost per vehicular movement, or other appropriate basis for the provision of the infrastructure item, public service or amenity.

The methodology adopted in calculating development contributions (excluding heavy haulage levies) is based on the following steps:

- Step 1: Determine the number of existing lots/dwellings in each catchment as at 1 July 2018
- Step 2: Forecast the number of lots/dwellings in each catchment as at 30 June 2037. This data has been collated and prepared by REMPLAN and is based on the 2016 census, trends (such as births, deaths and migration) and an audit of the development pipeline.
- Step 3: Calculate the number of future lots/dwellings to be developed until 30 June 2037 in each catchment by subtracting the numbers in Step 1 from Step 2. For each catchment, this is as follows:
  - Raymond Terrace and the Hinterland – 1,447 lots/dwellings
  - Central Growth Corridor – 2,846 lots/dwellings
  - Tomaree – 1,484 lots/dwellings
  - Fern Bay – 507 lots/dwellings
  - Kings Hill – 3,500 lots/dwellings
- Step 4: Determine the cost and timing of projects in each catchment that are required solely due to new development occurring.
- Step 5: Determine the cost and timing of projects in each catchment that are required which will benefit both existing residents and new developments.
- Step 6: Allocate percentage of the cost of projects in Step 4 to be recovered through developer contributions. This information is provided in the Work Schedule attached as Appendix A.
- Step 7: Allocate a proportion of the costs of projects identified in Step 5 to be funded by general rates based on the number of lots/dwellings in each catchment as at 1 July 2019 divided by the number of lots/dwellings in each catchment as at 30 June 2036.

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- Step 8: Allocate the remaining costs of projects in Step 6 to be recovered through developer contributions.
- Step 9: Calculate the development contribution by adding the sum of projects in each catchment from Step 5 and Step 7, divided by the number of lots/dwellings in each catchment calculated in Step 3 and times the apportionment rate determined in Step 6.

$$\$C = \sum \left( \frac{\$TP}{ND} \right) \times \%F^{\$}$$

Where:

- \$C** is the amount of contributions per lot/dwelling for a given catchment.
- \$TP** is the total cost of a project within that catchment (including relevant indexation between the original date of the estimation and staging threshold).
- %F<sup>\$</sup>** is the apportionment of the project cost towards local infrastructure contributions.
- ND** is the amount of new lots/dwellings to be developed within that catchment.

#### 5.1 Nexus and Apportionment

There must be an established nexus or relationship between the expected types of development in the area and the demand for public amenities and services. Contributions must also be based on a reasonable apportionment of costs to reflect the needs of new development, the existing community and different land uses.<sup>1</sup>

This Chapter describes how nexus and apportionment have been considered in the preparation of this Plan and the determination of local infrastructure requirements and contributions.

##### 5.1.1 Nexus

In establishing nexus and identifying the projects in the Works Schedule, the following matters have been considered:

- Whether the anticipated development creates a need or increases the demand for the particular public facility;
- What types of facilities will be required to address that demand;
- Whether existing facilities can satisfy that demand (or a component of it); and
- When new facilities or upgrades will be required to satisfy the demand (i.e. thresholds or timing).

<sup>1</sup> Secretary's Practice Note: Local Infrastructure Contributions, published by the NSW Department of Planning, Infrastructure, January 2019.

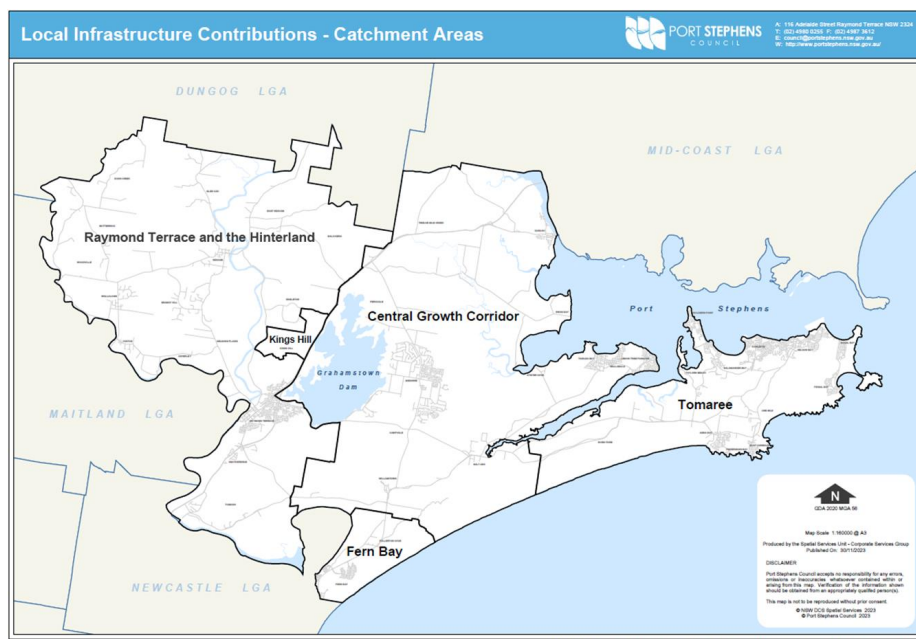
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### 5.1.2 Apportionment

Apportionment ensures that new development pays contributions towards local infrastructure proportionate to the demand created by the new development. The type of new development and land use is considered when estimating the likely future demands. The needs of the existing population and community are also estimated and considered in determining the amount of funding for new infrastructure or upgrades which will be sourced from contributions levied on new development.

### 5.2 Contributions Catchments

The contribution catchments are geographic areas where new development will contribute to the infrastructure items and upgrades identified in the Works Schedule for each catchment. The catchments are areas where new development and the infrastructure it will fund are located and the boundaries of the catchments have been identified based on where and how new populations are likely to access public amenities and services. The size of the catchments have been calculated to promote efficiency in the timing of the provision of infrastructure whilst also ensuring that the spatial nexus between local infrastructure and development is retained. The catchment areas are illustrated in the Catchment Area Map below.



### 5.3 Local Infrastructure Categories

This Plan provides for Section 7.11 Contributions separated into the categories described below. This Chapter provides a brief description of each category and the

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nexus identified between expected new development and the local infrastructure to be provided.

#### 5.3.1 Civic Administration - Plan Management

Council must provide resources and expend funds to prepare contribution plans, provide for the ongoing administration of plans and the review and preparation of new plans. This includes employee resources as well as consultant costs to prepare background studies.

The services provided by the employees dedicated to the administration of local infrastructure contributions is directly attributable to the increase in demand for public amenities and services created by new development.

It is considered reasonable and equitable that a management charge should apply to the management and administration of the Plan. The management of the Plan is a LGA-wide costs and therefore the rate is split evenly across all catchments and wholly funded by local infrastructure contributions.

The costs of plan management have been determined using estimates of yearly administration based on employee wages, estimates of yearly consumables and estimates of plan costs for plan updates every 5 years. The final contribution amount has been determined using the following formula:

$$\$C = \sum \frac{\$TA}{ND}$$

Where:

**\$C** is the amount of contributions per lot/dwelling for a given catchment.

**\$TA** is the total cost of each activity to administer the plan over the lifetime of the plan.

**ND** is the amount of new lots/dwellings to be developed within that catchment.

#### Civic administration - plan management Section 7.11 Contribution:

| CATCHMENT                          | CONTRIBUTION PER LOT/DWELLING |
|------------------------------------|-------------------------------|
| Raymond Terrace and the Hinterland | \$755                         |
| Central Growth Corridor            | \$757                         |
| Tomaree                            | \$755                         |
| Fern Bay                           | \$756                         |
| Kings Hill URA                     | \$723                         |

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#### 5.3.2 Civic Administration - Works Depot

The **Resourcing Strategy 2025 to 2035** Strategic Asset Management Plan (Adopted January 2019) identifies future plans to redevelop and relocate the Raymond Terrace and Nelson Bay works depots. The projects are identified as necessary to meet the needs of future growth and maintain a desired level of service.

A site area for a new works depot at Nelson Bay is estimated between 1.4 to 1.6 hectares. This area is based on the functional life of a depot facility for a maximum of 50 years, servicing a population of 160,000.

The construction of a new works depot at Nelson Bay, including all assets and infrastructure is estimated at \$13.75 million. It should be noted that the unit costs are strategic estimates and are dependent on the final site selected and construction materials used.

The depot provides a base for Council to provide maintenance and construction services for the entire Port Stephens LGA. The expected population increase will result in additional demand for services operating out of Council's depots, such as road works and construction services. Therefore, it is considered reasonable that a portion of contributions collected from development be applied towards the redevelopment of Council's work depots.

It is also identified that the provision of Council services through the works depots is a LGA-wide cost and therefore the rate is split evenly across all catchments. The funding has been apportioned to take into account the demands of projected growth. The formula below has been used to calculate the contribution:

$$\$C = \sum \left( \frac{\$TP}{ND} \right) \times \%F^{\$}$$

Where:

**\$C** is the amount of contributions per lot/dwelling for a given catchment.

**\$TP** is the total cost of a project within that catchment (including relevant indexation between the original date of the estimation and staging threshold).

**%F \$** is the apportionment of the project cost towards local infrastructure contributions.

**ND** is the amount of new lots/dwellings to be developed within that catchment.

**Civic administration works - depot Section 7.11 Contribution:**

| CATCHMENT                          | CONTRIBUTION PER LOT/DWELLING |
|------------------------------------|-------------------------------|
| Raymond Terrace and the Hinterland | \$1,170                       |
| Central Growth Corridor            | \$1,170                       |
| Tomaree                            | \$1,170                       |
| Fern Bay                           | \$1,170                       |

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|                |         |
|----------------|---------|
| Kings Hill URA | \$1,401 |
|----------------|---------|

#### 5.3.3 Town Centre Upgrades

The State Government has identified Raymond Terrace and Nelson Bay as Strategic Centres in the Hunter Regional Plan 2036~~2041~~. The Hunter Regional Plan also identifies Medowie and Fern Bay as **priority locations for future housing**, ~~a regionally significant centre and the location of current and future housing opportunities in our LGA.~~

Raymond Terrace provides vital civic and commercial services to the residents of Port Stephens, with the Council administration building, NSW Services and the Port Stephens Hunter Police District headquarters located in the town centre.

Nelson Bay is a primary driver for the visitor and tourist economy in the LGA and Greater Newcastle. Nelson Bay is identified as a regional tourist destination and significant population centre in Port Stephens, offering lifestyle and leisure opportunities for both residents and visitors.

Medowie and Fern Bay are thriving centres earmarked for growth in the State's Hunter Regional Plan. Establishing and consolidating the town centres and surrounding recreation and community facilities will ensure they can service the needs of the growing community and beyond.

To support these strategic centres, Council has prepared local land use strategies that identify town centre improvements and upgrades in Raymond Terrace, Medowie and Nelson Bay to accommodate predicted growth (See the Raymond Terrace and Heatherbrae Strategy, Medowie Planning Strategy, **Medowie Place Plan** the Nelson Bay Delivery Program and related public domain plans). Additionally, Port Stephens Council and City of Newcastle **have prepared** ~~are preparing~~ the Fern Bay/North Stockton Strategy that will unlock the development of a town centre. The **Resourcing Strategy 2025 to 2035** ~~Strategic Asset Management Plan (adopted January 2019)~~ also lists identified projects.

Town centre improvements will contain the following works:

- Road and intersection upgrades.
- Street furniture.
- Signage and wayfinding.
- Amenity improvements.
- Kerb and gutter improvements and drainage works

The town centre improvements and upgrades outlined in these plans and strategies will support growth in these strategic centres. The anticipated demand for services and amenities within these centres is likely to increase as a result of population growth caused by new development. Further it is recognised that these regionally significant centres are likely to provide amenities to residents and visitors beyond the boundaries of their respective catchments. Therefore, contributions towards town centre upgrades in these centres have been applied equally across the LGA at a common rate.

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The estimated costs within this category has been determined based on works identified within local land use strategies, public domain plans, and the Strategic Asset Management Plan. The apportionment of funding from local infrastructure contributions has been determined taking into account the increased demand on town centres from new development. The below formula has been used to calculate the contribution:

$$\$C = \sum \left( \frac{\$TP}{ND} \right) \times \%F^{\$}$$

Where:

**\$C** is the amount of contributions per lot/dwelling for a given catchment.

**\$TP** is the total cost of a project within that catchment (including relevant indexation between the original date of the estimation and staging threshold).

**%F \$** is the apportionment of the project cost towards local infrastructure contributions.

**ND** is the amount of new lots/dwellings to be developed within that catchment.

#### Town centre upgrades Section 7.11 Contribution:

| CATCHMENT                          | CONTRIBUTION PER LOT/DWELLING |
|------------------------------------|-------------------------------|
| Raymond Terrace and the Hinterland | \$3,414                       |
| Central Growth Corridor            | \$3,433                       |
| Tomaree                            | \$3,412                       |
| Fern Bay                           | \$3,414                       |
| Kings Hill URA                     | \$3,772                       |

#### 5.3.4 Public Open Space, Parks and Reserves

Council owned open space, parks and reserves are an important public amenity providing spaces for sport and play, healthy activity, social gathering, and green spaces in urban areas.

Council has prepared a LGA-wide Recreation Strategy to provide the overarching framework and strategic direction for recreation facilities and services in Port Stephens, including open spaces. Council, as a land manager, has also prepared both individual and generic Plans of Management and masterplans for Council's parks and open spaces. These documents identify the need for new and augmented infrastructure works and have informed the Works Schedule.

New development will increase our population and place an increased demand for open space, parks and reserves and that this creates an appropriate nexus with the local infrastructure included within the Works Schedule. Projects have been listed where they are of regional value, and therefore attract a high demand from future



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populations, including populations beyond the immediate locality, as well as projects in areas that are already at capacity.

All new park and recreation items are the result of identified new community demand and are required to cater for the Port Stephens community moving forward. Therefore, all new facilities will be funded wholly by local infrastructure contributions. Likewise, the acquisition of new land to service an identified community need is linked directly to a requirement for an increased level of service. As such, land acquisitions may be wholly funded through contributions.

The replacement and upgrade of existing park infrastructure involves a review of the park layout, relocation of assets as required and upgrade of the assets with current products. As some assets continue to serve the same purpose, a stronger reliance on replacement is evident with these items and therefore local infrastructure contributions may not fund the entirety of these works. In these instances, apportionment of funding from local infrastructure contributions has been determined taking into account the increased demand on town centres from new development.

The below formula has been used to calculate the contribution:

$$\$C = \sum \left( \frac{\$TP}{ND} \right) \times \%F^s$$

Where:

**\$C** is the amount of contributions per lot/dwelling for a given catchment.

**\$TP** is the total cost of a project within that catchment (including relevant indexation between the original date of the estimation and staging threshold).

**%F<sup>s</sup>** is the apportionment of the project cost towards local infrastructure contributions.

**ND** is the amount of new lots/dwellings to be developed within that catchment.

#### Public open space, parks and reserves Section 7.11 Contribution:

| CATCHMENT                          | CONTRIBUTION PER LOT/DWELLING |
|------------------------------------|-------------------------------|
| Raymond Terrace and the Hinterland | \$861                         |
| Central Growth Corridor            | \$2,443                       |
| Tomaree                            | \$2,264                       |
| Fern Bay                           | \$368                         |
| Kings Hill URA                     | \$407                         |

#### 5.3.5 Sports and Leisure Facilities

Sports and leisure facilities range from large integrated complexes, such as Tomaree Sport Complex and Lakeside King Park Sport Complex, to local level facilities such as skate parks, netball courts and tennis courts. These facilities play a vital role in the community, supporting active lifestyles and opportunities for social interactions.

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Council has prepared a LGA-wide Recreation Strategy to provide the overarching framework and strategic direction for recreation facilities and services in Port Stephens. Council, as a land manager, has also prepared both individual and generic Plans of Management and master plans for sports and leisure facilities. These documents identify the need for new and augmented infrastructure works, and have informed the Works Schedule.

The anticipated population increase as a result of new development will create additional demand for sports and leisure facilities. Therefore, it is considered that there is an appropriate nexus between development and the projects listed in the work schedule under this category.

It should be noted that Council will collect contributions for regional facilities, such as Tomaree Sports Complex and facilities at King Park Lakeside, from development across the entire Port Stephens LGA. This is considered to be reasonable as it is likely that populations outside of their respective geographical catchment will utilise these larger, regional scale facilities.

Sporting and leisure infrastructure is a maintenance heavy asset class. The ongoing maintenance tasks associated with these assets are funded through the Public Domain and Services budget. However, where infrastructure works will increase the capacity of the open space to cater for more regular use as a result of new development (i.e. field renovation, drainage works, surface replacement and flood lighting), the increased level of service is to be reflected in the apportionment of funding from local infrastructure contributions. Should new fields or playing surfaces be required, these assets will provide for an increased level of community service and will be able to be funded wholly through development contributions.

The development of master planning documents for key community and recreation precincts will set the strategic direction for facilities upgrades, inform Council's planning strategies and provide accurate project costings for the implementation of the plan. As such, these plans may be funded through local infrastructure contributions.

The below formula has been used to calculate the contribution:

$$\$C = \sum \left( \frac{\$TP}{ND} \right) \times \%F^{\$}$$

Where:

- \$C** is the amount of contributions per lot/dwelling for a given catchment.
- \$TP** is the total cost of a project within that catchment (including relevant indexation between the original date of the estimation and staging threshold).
- %F<sup>\$</sup>** is the apportionment of the project cost towards local infrastructure contributions.
- ND** is the amount of new lots/dwellings to be developed within that catchment.

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#### Sports and leisure Section 7.11 Contribution:

| CATCHMENT                          | CONTRIBUTION PER LOT/DWELLING |
|------------------------------------|-------------------------------|
| Raymond Terrace and the Hinterland | \$4,282                       |
| Central Growth Corridor            | \$3,565                       |
| Tomaree                            | \$2,082                       |
| Fern Bay                           | \$1,948                       |
| Kings Hill URA                     | \$1,824                       |

#### 5.3.6 Community and Cultural Facilities

Community and cultural facilities can range from multipurpose indoor or outdoor spaces that facilitate social and community interaction, including library facilities and the resources within, to cemeteries.

Multipurpose community facilities can include meeting spaces for centre-based activities such as playgroups, youth, aged and people with a disability. Indoor spaces could include a hall, meeting rooms, offices and activity rooms. Outdoor spaces could include fenced / enclosed areas, play equipment and garden sheds.

Council has identified a range of multipurpose community facilities in the Works Schedule. The anticipated population growth caused by new development will increase the demand for these types of facilities and therefore it is considered that there is an appropriate nexus between development and this category. The funding has been apportioned to take into account the demands of projected growth.

Council provides a public service to the community through the provision of cemeteries. The anticipated population growth through new development will likely increase the demand for these types of facilities and therefore it is considered that there is an appropriate nexus between development and this category.

Libraries provide a focal point for community access to information, recreation and technology resources. As a public service, libraries should attract users of all ages, income levels and backgrounds, providing areas for relaxation, research, leisure, learning and entertainment.

There are currently two branch libraries (Raymond Terrace and Tomaree) and two library lounges (Tilligerry and the mobile library) in Port Stephens. As Council has a desired provision of one branch library for every 20,000 people and one library lounge for every 10,000 people, it is considered that future population growth from new development will cause a demand for additional facilities.

In addition to library facilities, the collection of library resources such as books, ebooks, periodical subscriptions and other media is required to meet public expectations. Council currently has a collection of 96,684 resource items, which is rotated between the branch libraries and library lounges, and Council aims to meet

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the minimum standards outlined in 'NSW Living Learning Libraries: Standards and Guidelines for NSW Public Libraries'.

Population growth, residential development and demographic changes significantly influence the demand for library resources. Therefore, it is considered that there is an appropriate nexus between development and the provision of new resources under the plan.

The below formula has been used to calculate the contribution:

$$\$C = \sum \left( \frac{\$TP}{ND} \right) \times \%F\$$$

Where:

**\$C** is the amount of contributions per lot/dwelling for a given catchment.

**\$TP** is the total cost of a project within that catchment (including relevant indexation between the original date of the estimation and staging threshold).

**%F** is the apportionment of the project cost towards local infrastructure contributions.

**ND** is the amount of new lots/dwellings to be developed within that catchment.

#### Community and cultural facilities Section 7.11 Contribution:

| CATCHMENT                          | CONTRIBUTION PER LOT/DWELLING |
|------------------------------------|-------------------------------|
| Raymond Terrace and the Hinterland | \$443                         |
| Central Growth Corridor            | \$445                         |
| Tomaree                            | \$445                         |
| Fern Bay                           | \$443                         |
| Kings Hill URA                     | \$489                         |

#### 5.3.7 Road Works

Council provides a public service to the community through the provision of new roads and the upgrade of existing roads. This service applies to local roads within the Port Stephens LGA.

The Plan provides the means of collecting contributions from new development and expending payments received on identified local road projects, on a prioritised basis. This Plan provides for all new development that will lead to increased traffic generation to contribute. It is based on there being zero traffic generation from vacant land at the date of adoption of this Plan.

The nexus has been established through considering the following:

- The anticipated increase in external traffic (to and from the new development) which will create a demand for improvements to the existing road network.

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- The nexus between the anticipated development and the improvements to the existing road network taking into account:
  - The traffic generated according to the type of development;
  - The expected increase in traffic as a consequence of that development;
  - The availability, status and capacity of the existing road network;
  - The extent to which the proposed road network will meet the needs of the public;
  - Those road projects which will be used on a collective basis within the districts; and
  - Apportionment of costs to reflect the sharing of the roadwork projects between existing population/road users and those users created by new development.

The Works Schedule identifies:

- Projects which have or will be undertaken to satisfy future demand; and
- Projects that are proposed to be undertaken within a timeframe related to the collection of anticipated income from contributions and the Council apportioned income.

To determine the growth of traffic from new development, the total projected traffic generation for road works has been determined by extending the existing traffic generation by the expected growth rate over the life of the Plan.

In determining the apportionment, Council has considered the ratio of complete replacement against the cost of upgrade. This is shown using the following formula:

$$\%F^{\$} = \frac{C^u - C^l}{C^u}$$

Where:

- %F<sup>\$</sup>** is the apportionment of costs towards local infrastructure contributions.
- C<sup>u</sup>** is the cost of upgrade.
- C<sup>l</sup>** is the current literal replacement cost.

Based on the apportionment, the below formula has been used to calculate the contribution:

$$\$C = \sum \left( \frac{\$TP}{ND} \right) \times \%F^{\$}$$

Where:

- \$C** is the amount of contributions per lot/dwelling for a given catchment.
- \$TP** is the total cost of a project within that catchment (including relevant indexation between the original date of the estimation and staging threshold).
- %F<sup>\$</sup>** is the apportionment of the project cost towards local infrastructure contributions.
- ND** is the amount of new lots/dwellings to be developed within that catchment.

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#### Road works Section 7.11 Contribution:

| CATCHMENT                          | CONTRIBUTION PER LOT/DWELLING |
|------------------------------------|-------------------------------|
| Raymond Terrace and the Hinterland | \$3,190                       |
| Central Growth Corridor            | \$2,439                       |
| Tomaree                            | \$3,570                       |
| Fern Bay                           | \$4,804                       |
| Kings Hill URA                     | \$0                           |

#### 5.3.8 Medowie Traffic and Transport

Medowie, which is identified as a regionally significant centre in the Hunter Regional Plan 2041 and Greater Newcastle Metropolitan Plan 2036, is slated for long-term housing growth with a number of urban release areas and potential future growth opportunities identified.

The additional population generated because of development will create additional vehicle, pedestrian and cycle movements. The impacts of increased traffic in the area and on adjoining intersections and other road connections has been considered and appropriate facilities and upgrades identified to maintain appropriate safety and amenity.

An assessment of the future traffic and transport needs for Medowie has been carried out to determine future requirements as the result of Medowie's growth. This was undertaken as a series of Local Area Traffic Management studies prepared by Urban Research and Planning (URaP) in 2017. The studies identified works that are to be implemented within designated time periods throughout Medowie. These works have informed the projects listed within the Works Schedule.

The need for the proposed traffic and transport upgrades and infrastructure has been determined on the basis of an analysis of the road network, safety measures, environmental capacities of roads for the existing traffic situation, as well as the estimated additional traffic resulting from forecast growth in terms of population, land use, and floor space area within Medowie. From this, an appropriate nexus has been identified and the cost of works has been apportioned between the existing community and future development accordingly.

It should be noted that this category is unique to the Central Catchment and the contributions will only apply to new development in that catchment.

The apportionment rate has been determined based on the percentage of population increase expected in the catchment area. Therefore local infrastructure contributions will only be applied towards the portion of expected population increase.

The below formula has been used to calculate the contribution:

$$\$C = \sum \left( \frac{\$TP}{ND} \right) \times \%F\$$$

Where:

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- \$C** is the amount of contributions per lot/dwelling for a given catchment.
- \$TP** is the total cost of a project within that catchment (including relevant indexation between the original date of the estimation and staging threshold).
- %F<sup>\$</sup>** is the apportionment of the project cost towards local infrastructure contributions.
- ND** is the amount of new lots/dwellings to be developed within that catchment.

#### Medowie traffic and transport Section 7.11 Contribution:

| CATCHMENT                          | CONTRIBUTION PER LOT/DWELLING |
|------------------------------------|-------------------------------|
| Raymond Terrace and the Hinterland | \$0                           |
| Central Growth Corridor            | \$3,135                       |
| Tomaree                            | \$0                           |
| Fern Bay                           | \$0                           |
| Kings Hill URA                     | \$0                           |

#### 5.3.9 Shared Pathways

A shared pathway is an area open to the public that is designated for use by both bicycle riders and pedestrians. Shared pathways are an important piece of local infrastructure to ensure active transportation between development and existing areas, including town centres.

Council's Pathway Plans and locational Pedestrian Access and Mobility Plans (PAMPs) identify current and planned shared pathways. The anticipated population increase as a result of new development will create additional demand for these identified pathways. Therefore, it is considered that there is an appropriate nexus between development and the projects listed in the Works Schedule under this category.

Similar to projects in public open space, parks and reserves, all new pathways that provide an improved level of service to the community will be funded wholly by local infrastructure contributions.

The below formula has been used to calculate the contribution:

$$\$C = \sum \left( \frac{\$TP}{ND} \right) \times \%F^{\$}$$

Where:

- \$C** is the amount of contributions per lot/dwelling for a given catchment.
- \$TP** is the total cost of a project within that catchment (including relevant indexation between the original date of the estimation and staging threshold).

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**%F \$** is the apportionment of the project cost towards local infrastructure contributions.

**ND** is the amount of new lots/dwellings to be developed within that catchment.

**Shared paths section 7.11 contribution:**

| CATCHMENT                          | CONTRIBUTION PER LOT/DWELLING |
|------------------------------------|-------------------------------|
| Raymond Terrace and the Hinterland | \$4,239                       |
| Central Growth Corridor            | \$481                         |
| Tomaree                            | \$3,286                       |
| Fern Bay                           | \$2,336                       |
| Kings Hill URA                     | \$0                           |

#### 5.3.10 Bus Facilities

Whilst Transport for NSW controls the routes and operations of buses in the Port Stephens LGA, it is Council's responsibility to provide the local infrastructure, such as seating and shelters.

All forms of urban development, including residential, will result in a need for public transport. Shelters and seating are an integral part of bus facilities to provide comfort and weather protection for the public.

Council has identified a number of projects within the Works Schedule and appropriately apportioned local infrastructure contributions against these works. The anticipated population increase as a result of new development will create additional demand for these bus facilities. Therefore it is considered that there is an appropriate nexus between development and the projects listed in the Works Schedule under this category.

$$\$C = \sum \left( \frac{\$TP}{ND} \right) \times \%F\$$$

Where:

**\$C** is the amount of contributions per lot/dwelling for a given catchment.

**\$TP** is the total cost of a project within that catchment (including relevant indexation between the original date of the estimation and staging threshold).

**%F \$** is the apportionment of the project cost towards local infrastructure contributions.

**ND** is the amount of new lots/dwellings to be developed within that catchment.

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#### Bus facilities Section 7.11 Contribution:

| CATCHMENT                          | CONTRIBUTION PER LOT/DWELLING |
|------------------------------------|-------------------------------|
| Raymond Terrace and the Hinterland | \$18                          |
| Central Growth Corridor            | \$33                          |
| Tomaree                            | \$9                           |
| Fern Bay                           | \$1,121                       |
| Kings Hill URA                     | \$0                           |

#### 5.3.11 Fire and Emergency

Council undertakes a number of activities on behalf of, and in consultation with, emergency services such as the Rural Fire Service and State Emergency Services. This includes the construction and upgrade of emergency facilities on Council owned land.

Port Stephens often suffers from a number of natural disasters, including bushfires, flooding and storm events, which requires action from emergency services. Therefore, the facilities provided by Council play a vital public service role to the community.

The anticipated population increase as a result of new development will create additional demand for fire and emergency services. Therefore, it is considered that there is an appropriate nexus between development and the projects listed in the Works Schedule under this category.

The capital replacement of emergency services facilities is linked to a community requirement for an increased level of service. These replacements occur intermittently and similar to community facilities, involve a significant budget allowance. As these facilities have wide ranging community benefits to existing and future populations, the apportionment of funding from local infrastructure contributions has been determined taking into account the increased demand from new development.

The below formula has been used to calculate the contribution:

$$\$C = \sum \left( \frac{\$TP}{ND} \right) \times \%F^{\$}$$

Where:

**\$C** is the amount of contributions per lot/dwelling for a given catchment.

**\$TP** is the total cost of a project within that catchment (including relevant indexation between the original date of the estimation and staging threshold).

**%F \$** is the apportionment of the project cost towards local infrastructure contributions.

**ND** is the amount of new lots/dwellings to be developed within that catchment.

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#### Fire and emergency Section 7.11 Contribution:

| CATCHMENT                          | CONTRIBUTION PER LOT/DWELLING |
|------------------------------------|-------------------------------|
| Raymond Terrace and the Hinterland | \$116                         |
| Central Growth Corridor            | \$0                           |
| Tomaree                            | \$528                         |
| Fern Bay                           | \$0                           |
| Kings Hill URA                     | \$0                           |

#### 5.3.12 Flood and Drainage Works

As a result of local characteristics, the Port Stephens LGA suffers from a range of flooding and drainage issues. New development can increase the amount of non-porous area, which then results in additional flow rates and volume and impacts the existing flooding and drainage network. Therefore, it is considered that there is a suitable nexus between flood and drainage works and new development generally.

Council has identified a number of projects relating to flooding and drainage through the Strategic Asset Management Plan. This Plan identifies a number of those projects to be funded by contributions in the Works Schedule where new development will have an impact. The cost of the works have been appropriately apportioned towards local infrastructure contributions.

Therefore, it is considered that there is an appropriate nexus between new development and the projects listed in the Works Schedule under this category.

The flooding and drainage projects listed in the Work Schedule are anticipated to benefit both existing and identified future residential land. In order to determine the amount to be funded by local infrastructure contributions, Council has determined the approximate area of land that would be positively affected by the works. The percentage of the developable land resulting from the works is taken to be the percentage amount funded by local infrastructure contributions.

The below formula has been used to calculate the contribution:

$$\$C = \sum \left( \frac{\$TP}{ND} \right) \times \%F^{\$}$$

Where:

**\$C** is the amount of contributions per lot/dwelling for a given catchment.

**\$TP** is the total cost of a project within that catchment (including relevant indexation between the original date of the estimation and staging threshold).

**%F \$** is the apportionment of the project cost towards local infrastructure contributions.

**ND** is the amount of new lots/dwellings to be developed within that catchment.

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#### Flood and drainage works Section 7.11 Contribution:

| CATCHMENT                          | CONTRIBUTION PER LOT/DWELLING |
|------------------------------------|-------------------------------|
| Raymond Terrace and the Hinterland | \$720                         |
| Central Growth Corridor            | \$1,795                       |
| Tomaree                            | \$2,177                       |
| Fern Bay                           | \$0                           |
| Kings Hill URA                     | \$0                           |

#### 5.3.13 Cross Boundary Contributions

Section 7.14 of the Act enables conditions to be imposed for contributions for the benefit of an area that adjoins the local government area in which the new development is to be carried out. A contributions plan approved by both councils can set out the apportionment between councils.

This Chapter provides for the local infrastructure contributions to be paid between Council and the City of Newcastle in specified areas. The contribution is required to be paid at a time specified in the condition imposing the contribution, however if no time is specified, the contribution must be paid in accordance with Chapter 3.4 Timing of Settlement in this Plan.

#### City of Newcastle

These site-specific contributions will apply to land in the localities of Fern Bay and Fullerton Cove as shown in the Catchment Area Map.

The anticipated residential growth within Fern Bay and Fullerton Cove will result in demand for local infrastructure located within both Newcastle and Port Stephens LGAs. This demand will require the upgrade of existing facilities, as well as require the provision of new local infrastructure in both LGAs. This category relates to works within the City of Newcastle LGA only as projects within Fern Bay and Fullerton Cove will be funded by contributions collected under other categories.

Council, with the assistance of the City of Newcastle, has identified a number of projects that the cross boundary contribution will fund in the Works Schedule.

The costs will be shared between Port Stephens and City of Newcastle based on the percentage of the expected population increases. Using projection data provided by the City of Newcastle's website and detailed projections undertaken by Port Stephens Council for the preparation of this plan, it is expected that the population of the Fern Bay/Fullerton Cove and Stockton area will increase by 1,314. Of that increase, it is expected that 79.1% will occur in Fern Bay/Fullerton Cove. Therefore, contributions from Port Stephens Council will contribute 79.1% towards the total costs of projects. A formula is provided below:

$$\%PSC = \frac{PFB}{PopTot}$$

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Where:

**%PSC** is the proportion of costs towards Port Stephens Council.

**PFB** is the projected population increase in Fern Bay, taken to be 1,039.

**PopTot** is the projected population increase in Fern Bay and Stockton, taken to be 1,314

The below formula is then used to calculate the contribution:

$$\$C = \sum \left( \frac{\$TP}{ND} \right) \times \%F^{\$}$$

Where:

**\$C** is the amount of contributions per lot/dwelling for a given catchment.

**\$TP** is the total cost of a project within that catchment (including relevant indexation between the original date of the estimation and staging threshold).

**%F \$** is the apportionment of the project cost towards local infrastructure contributions.

**ND** is the amount of new lots/dwellings to be developed within that catchment.

All of the contributions received under this category will be wholly apportioned to the City of Newcastle.

It should be noted that these contributions will only apply to new development in the Fern Bay/Fullerton Cove catchment because there is only a nexus between the cross boundary infrastructure requirements and development in that catchment.

#### Cross boundary contributions section 7.11 contribution:

| CATCHMENT                          | CONTRIBUTION PER LOT/DWELLING |
|------------------------------------|-------------------------------|
| Raymond Terrace and the Hinterland | \$0                           |
| Central Growth Corridor            | \$0                           |
| Tomaree                            | \$0                           |
| Fern Bay                           | \$3,337                       |
| Kings Hill URA                     | \$0                           |

#### 5.3.14 Road Haulage

There are a number of extractive industries operating in the Port Stephens LGA and there could be opportunities for new development or expansion of existing sites, subject to relevant approvals.



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Extractive industries generate significant truck movements in Port Stephens, which impacts the road performance and conditions along haulage routes. To offset the impact of haulage associated with mining and extractive industry, this Plan authorises the consent authority to apply a haulage contribution rate where an application is made for such a use. It should be noted that the haulage rate will apply to the proposed haulage route for the life of the development (subject to CPI amendments).

For the purpose of this Plan, the contributions collected for haulage will go towards all necessary works of carriageway construction and maintenance, including pavement, associated culverts, bridges, drainage, signs, line marking, noise attenuation measures, landscaping, safety and traffic management measures, including bus bays, pedestrian crossings and footpaths associated with the haulage route.

Some roads and infrastructure may not be able to accommodate additional heavy vehicle loading without immediate upgrades. There may be upgrades to roads or traffic facilities that are directly required by a development and without which the development could not or should not reasonably occur. New roads, or upgrades to the existing road network, may be required to accommodate the additional heavy vehicle loading. Where a development requires works to be undertaken, the requirement will be by way of a condition imposed on the development consent under section 4.17(1)(f) of the EP&A Act. This will be in addition to contributions required for haul routes.

The contributions rate for heavy haulage has been calculated based on the following:

Step 1: Determine the design Equivalent Standard Axles (ESA) per applicable vehicle (classes 3-12) for affected local roads.

$$dESA = \frac{365 \times AADT \times ESA \times DL \times DF}{NoHR}$$

Where:

**dESA** is the design ESA.

**AADT** is the annual average daily traffic count for heavy vehicles over Council's haulage routes.

**ESA** is the average ESA per heavy vehicle.

**DL** is the design life in years.

**DF** is the directional distribution factor.

**NoHR** is the number of haulage routes used to determine the ESA and AADT

Step 2: Estimate the cost to reconstruct/maintain one lane for one kilometre for the above ESA, which is based on the capital cost, maintenance cost and whole of life cost for Council's haulage routes.

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- Step 3: Calculate the reconstruction/maintenance cost per ESA per km by dividing the outcome from Step 2 by the outcome from Step 1.

$$\$km = \frac{\$M}{dESA}$$

Where:

**\$km** is the cost of maintenance per ESA per km.

**dESA** is the design ESA calculated in step 1.

**\$M** is the cost to reconstruct/maintain one land for one kilometre.

- Step 4: Determine the typical heavy haulage vehicle ESA (assumed at 2.6 ESA based on a typical truck and dog combination).

- Step 5: Calculate the reconstruction/maintenance cost per typical heavy haulage vehicle per km by multiplying the outcome from Step 3 by the outcome from Step 4.

$$\$HVkm = \$km \times hvESA$$

Where:

**\$HVkm** is the maintenance cost per typical heavy vehicle.

**\$km** is the cost of maintenance per ESA per km as calculated in step 3.

**hvESA** is the heavy vehicle ESA.

- Step 6: Determine the typical load per typical heavy haulage vehicle (assumed at 15 tonnes).

- Step 7: Calculate the reconstruction/maintenance cost per tonne per km by dividing the outcome from Step 5 by the outcome from Step 6.

$$\$tkm = \frac{\$HVkm}{t}$$

Where:

**\$tkm** is the maintenance cost per tonne per km.

**\$HVkm** is the maintenance cost per typical heavy vehicle as calculated in Step 5.

**t** is the typical load per typical heavy vehicle.

- Step 8: Determine the administration on-cost applicable relating this Plan, i.e. the preparation, implementation and administration as a proportion of the calculated cost of reconstruction/maintenance (calculated at 10%).

- Step 9: Calculate the total contribution rate by multiplying the outcome from Step 8 by the outcome from Step 7.

$$\$CR = \$tkm \times (100\% + \$PA)$$

Where:

**\$CR** is the contribution rate per tonne per kilometre.

**\$tkm** is the maintenance cost per tonne per km.

**\$PA** is the cost of administrating the Plan.

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Based on the above, the contribution rate set out below will apply to this development type across the entire Port Stephens LGA. Notwithstanding the above, Council will accept a variation to the below contribution rate where it is justified by a Traffic and Transport Economic Study that has been prepared to the satisfaction of Council.

**Haulage Section 7.11 contribution:**

\$0.097/t/km (which is equivalent to \$1.247/t based on a 14.5km haulage route)

**5.3.15 Kings Hill Urban Release Area****Introduction**

This chapter addresses the contributions that apply to development in the urban release area known as Kings Hill, namely:

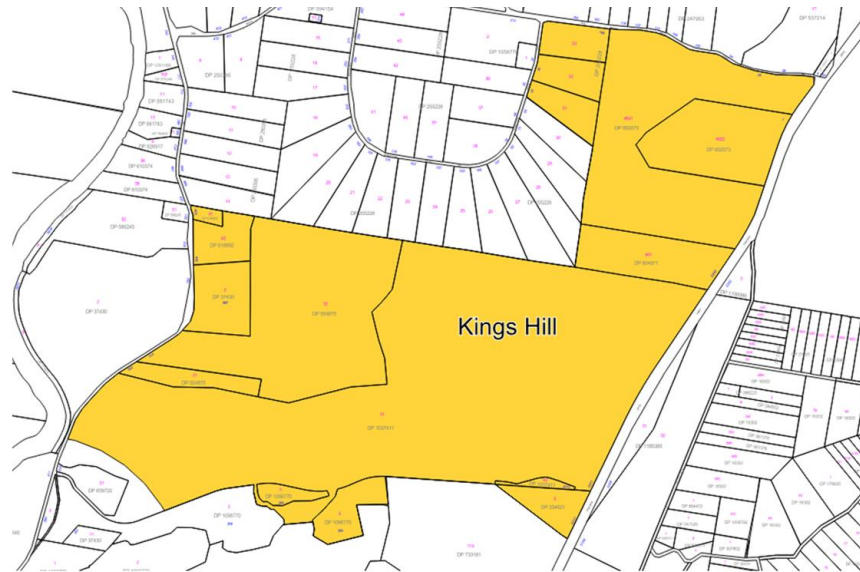
- a) Contributions for local infrastructure within the Kings Hill area catchment,
- b) Contributions for Kings Hill and Raymond Terrace, and
- c) Contributions for LGA wide infrastructure

Contributions (b) and (c) are described elsewhere in other sections of the Plan. This section of the Plan is subject to all the administration, indexation and other matters contained in other sections of the Plan.

**Area and expected development**

Kings Hill Urban Release Area (URA) is located to the north of Raymond Terrace, bordered by the Pacific Highway to the east and the localities of Eagleton (north) and Nelsons Plains (west) as shown in Figure 1.

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**Figure 1 Kings Hill Urban Release Area**

The site was rezoned by the NSW Government in 2010 for residential, commercial, recreation and environmental management/conservation areas.

Kings Hill URA is expected to provide 3,500 new dwellings that will house a population of about 8,750 people. Development will comprise a variety of dwelling forms and non-residential development.

#### **Infrastructure needs**

##### Stormwater drainage, highway access and school

Due to water quality impacts to the drinking water catchment known as Grahamstown Dam to the east of the release area, the State Government proposed the construction of drainage infrastructure along the eastern boundary.

Future access into Kings Hill will be provided by an interchange at the Pacific Highway. The interchange will be constructed and delivered by Transport for NSW and it is possible that up to **700** ~~400~~ lots may be able to be constructed before the interchange is required, provided flood free access is maintained.

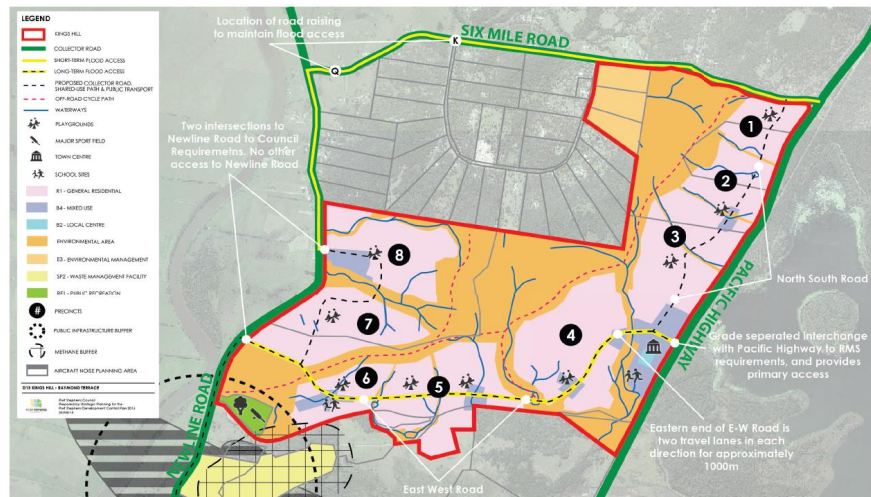
Developers are expected to make monetary contributions toward the provision of the drainage and interchange infrastructure, together with the dedication of land for a public school, via a separate planning agreement with the NSW Government.

##### Local infrastructure needs and nexus

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The local infrastructure needs of Kings Hill were first outlined in Part D14 of the Port Stephens Development Control Plan, as shown in the 'locality controls map' of that plan (Figure 2 below).



**Figure 2 Indicative layout of Kings Hill Urban Release Area**

Since the DCP was prepared, Council commissioned the following studies to better understand the demand created by Kings Hill URA:

- Kings Hill Urban Release Area Community and Recreation Infrastructure Study (2020), GHD
- Kings Hill Residential Lands Rezoning Updated Traffic and Transport Study (2019), GHD
- Draft Port Stephens Demographic and Housing Overview (May 2019), REMPLAN
- Kings Hill Flood Free Access Review Study (Nov 2017), BMT WBM

The studies have informed the local infrastructure requirements for Kings Hill URA included in the Plan. Some of the items identified by the studies are not included in the works schedule to contain the costs or because they can be provided by other means. The cost associated with some of the infrastructure has been updated since the publication of the studies because there has been further investigation of the existing site conditions and constraints.

The schedule of infrastructure land and works that Kings Hill URA development will contribute towards is included in Appendix A. The schedule contains details of costs, cost apportionment and staging. Locations of facilities are shown on the map in Appendix B.

The following is a summary of the infrastructure items:

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- 1) Local infrastructure in the Kings Hill URA
  - a) Traffic and transport:
    - East-west collector road – from Pacific Highway interchange works to Newline Road
    - East-west collector road intersection with north-south collector road
    - East-west collector intersection with Newline Road
    - Newline Road shoulder widening
    - William Bailey Street, Seaham Road, Newline Road & Port Stephens Street intersection upgrade including signalisation<sup>2</sup>
    - Newline Road shared pathway
  - b) Community and recreation and emergency services
    - Multi-purpose community space with pop-up library
    - RFS building
    - District park
    - Skate park
    - Multi-purpose sports court

2) Kings Hill and Raymond Terrace

The increase in population because of the Kings Hill URA development, will also place additional demand for some of the regional community and recreation services beyond the site.

The items identified include:

- Central library expansion
- Cemetery expansion and niche walls
- Upgrades to Riverside Park and Lakeside Reserve
- Lakeside district sports complex
- Fitzgerald bridge reserve
- Indoor sports and recreation centre

3) LGA wide infrastructure

The Plan levies contributions across Port Stephens LGA for infrastructure that services an LGA wide catchment. These contributions are discussed in Sections 5.3.1 – 5.3.6 of the Plan, and include:

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<sup>2</sup> Located outside the URA, the costs of these works are apportioned 45% to Kings Hill URA development – i.e. Kings Hill traffic as a percentage of overall traffic growth

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- Administration and plan management
- Council works depot
- Town centre upgrades
- Public open space, parks and reserves – regional facilities
- Sports and leisure – regional facilities
- Community and cultural – regional facilities

**Apportionment and Contribution Rate Calculation**

Traffic and transport

All items inside the Kings Hill URA are required to accommodate the demand created by the new residents of Kings Hill. For this reason, the costs of these infrastructure works are apportioned entirely to the future development.

The widening of Newline Road and the intersection of William Bailey Street, Seaham Road, Newline Road and Port Stephens Street is to accommodate the demand created by existing residents of Raymond Terrace and the future residents of Kings Hill. It is reasonable that for the purposes of determining the contribution rate, the costs of the infrastructure are apportioned to both the existing and future development. The cost of the works apportioned to Kings Hill is 45%.<sup>3</sup>

The contribution calculation is as follows:

$$\text{Contribution per person } (\$) = \sum \left( \frac{\$INF \times A\%}{D} \right)$$

Where:

**\$INF** is the estimated cost of providing each infrastructure item in this category, in dollars

**A%** is the proportion of the infrastructure item cost that new development should reasonably be required to pay

**D** is the expected residential development in Kings Hill URA (i.e. 3,500 lots).

Community and recreation and emergency services

All the facilities proposed within the release area are to accommodate the demand created by the new residents of Kings Hill. For this reason, the costs of infrastructure works are apportioned entirely to the future development.

The contribution calculation is as follows:

$$\text{Contribution per person } (\$) = \sum \left( \frac{\$INF \times A\%}{D} \right)$$

<sup>3</sup> Apportionment is provided in the GHD traffic and transport study. It is calculated as the Kings Hill traffic as a percentage of the overall traffic growth.



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Where:

- \$INF** is the estimated cost of providing each infrastructure item in this category, in dollars
- A%** is the proportion of the infrastructure item cost that new development should reasonably be required to pay
- D** is the expected residential development in Kings Hill URA (i.e. 3,500 lots).

#### Kings Hill and Raymond Terrace

All the facilities are to accommodate the demand created by existing residents of Raymond Terrace and the future residents of Kings Hill URA. It is reasonable that for the purposes of determining the contribution rate, the costs of the infrastructure are apportioned to both the existing and future development. The apportionment<sup>4</sup> to Kings Hill is as follows:

| INFRASTRUCTURE ITEM                 | APPORTIONMENT TO KINGS HILL URA |
|-------------------------------------|---------------------------------|
| Library expansion                   | 12%                             |
| Cemetery expansion                  | 12%                             |
| Cemetery niche walls                | 50%                             |
| Indoor sports and recreation centre | 12%                             |
| Fitzgerald bridge reserve           | 28%                             |
| Riverside Park and Lakeside Reserve | 28%                             |
| Lakeside sports complex             | 28%                             |

The contribution calculation is as follows:

$$\text{Contribution per person} = \sum \left( \frac{\$INF \times A\%}{D} \right)$$

Where:

- \$INF** is the estimated cost of providing each infrastructure item in this category, in dollars
- A%** is the proportion of the infrastructure item cost that new development should reasonably be required to pay
- D** is the expected residential development in Kings Hill URA (i.e. 3,500 lots).

#### LGA wide facilities

<sup>4</sup> Apportionment is provided in the GHD Kings Hill Urban Release Area Community and Recreation Infrastructure Study. It is calculated as the Kings Hill population as a percentage of the combined Raymond Terrace/Kings Hill population.

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The new development in Kings Hill will be required to contribute their share of the infrastructure items that are apportioned to all new development in the Port Stephens LGA. The infrastructure item costs are contained in Table 1 of the Executive Summary of the Plan.

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# Appendix A Work Schedule



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## Appendix A

### Work Schedule

- A.1 Depot and Administration Building
- A.2 Town Centre Upgrades
- A.3 Public Open Space, Parks & Reserves
- A.4 Sports & Leisure Facilities
- A.5 Community & Cultural Facilities
- A.6 Road Works
- A.7 Medowie Traffic & Transport
- A.8 Shared Paths
- A.9 Bus Facilities
- A.10 Fire and Emergency Services
- A.11 Flooding and Drainage Works
- A.12 Newcastle Council Cross Boundary Projects
- A.13 Kings Hill Urban Release Area

The Work Schedule gives detail of the specific public amenities and services proposed by the Council, together with an estimate of their cost and staging.

Both staging and costs will be reviewed annually in line with capital works programming and a full review of Works Schedules will be conducted every 5 years.

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## A.1 Depot and Administration Building

### All Catchments

| PROJECT NO            | PROJECT DESCRIPTION                                                | ESTIMATE \$       | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|-----------------------|--------------------------------------------------------------------|-------------------|--------------------|----------------------|
| CAF2                  | Nelson Bay Works Depot - Phase 1                                   | 13,750,000        | 60%                | 2027                 |
| CAF4                  | Council Administration Building Upgrade, Raymond Terrace - Phase 2 | 3,750,000         | 60%                | 2025                 |
| <b>Total Estimate</b> |                                                                    | <b>17,500,000</b> |                    |                      |

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## A.2 Town Centre Upgrades

### All Catchments

| PROJECT NO            | PROJECT DESCRIPTION                    | ESTIMATE \$       | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|-----------------------|----------------------------------------|-------------------|--------------------|----------------------|
| TCU1                  | Medowie - Town Centre Upgrades         | 7,500,000         | 60%                | 2036                 |
| TCU2                  | Fern Bay - Town Centre Upgrades        | 7,500,000         | 60%                | 2036                 |
| TCU3                  | Nelson Bay - Town Centre Upgrades      | 15,000,000        | 60%                | 2036                 |
| TCU4                  | Raymond Terrace - Town Centre Upgrades | 20,500,000        | 60%                | 2036                 |
| <b>Total Estimate</b> |                                        | <b>50,500,000</b> |                    |                      |

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## A.3 Public Open Space, Parks and Reserves

### Raymond Terrace and the Hinterland

| PROJECT NO     | PROJECT DESCRIPTION                                    | ESTIMATE \$ | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|----------------|--------------------------------------------------------|-------------|--------------------|----------------------|
| OSF2           | Lakeside 2 Reserve, Raymond Terrace - public amenities | 210,000     | 70%                | 2026                 |
| OSF4           | Feeney Park, Raymond Terrace - playground              | 150,000     | 60%                | 2030                 |
| OSF5           | Seaham Park, Seaham - playground                       | 150,000     | 60%                | 2027                 |
| OSF8           | Riverside Park, Raymond Terrace - public amenities     | 210,000     | 60%                | 2028                 |
| OSF60          | Boomerang Park - irrigation upgrade                    | 55,000      | 60%                | 2027                 |
| OSF71          | Riverside Park, Raymond Terrace - park infrastructure  | 100,000     | 71%                | 2027                 |
| OSF77          | Riverside Park, Raymond Terrace - playground           | 150,000     | 60%                | 2027                 |
| Total Estimate |                                                        | 1,175,000   |                    |                      |

### Central Growth Corridor

| PROJECT NO     | PROJECT DESCRIPTION                                                                    | ESTIMATE \$ | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|----------------|----------------------------------------------------------------------------------------|-------------|--------------------|----------------------|
| OSF13          | Kindlebark Reserve, Medowie - playground                                               | 150,000     | 60%                | 2027                 |
| OSF14          | Kooindah Park to Rudd Reserve, Lemon Tree Passage - park furniture and respite seating | 50,000      | 100%               | 2026                 |
| OSF18          | Coolabah Reserve, Medowie - park furniture, seating and half multi-sport court         | 70,000      | 60%                | 2027                 |
| OSF19          | Creighton Drive Reserve, Medowie - playground                                          | 70,000      | 60%                | 2029                 |
| OSF20          | Coachwood Reserve, Medowie - off-leash dog exercise area improvements                  | 80,000      | 40%                | 2024<br>2026         |
| OSF23          | Foster Park, Tanilba Bay - boat ramp                                                   | 300,000     | 60%                | 2027                 |
| OSF24          | Gula Reserve, Tanilba Bay - playground                                                 | 150,000     | 60%                | 2028                 |
| OSF25          | Lilly Pilly Reserve, Lemon Tree Passage - boat ramp                                    | 500,000     | 60%                | 2027                 |
| OSF26          | McCann Park, Lemon Tree Passage - recreation facility improvements                     | 150,000     | 60%                | 2027                 |
| OSF27          | Kooindah Park, Lemon Tree Passage - formalise off-leash dog exercise area              | 80,000      | 100%               | 2027                 |
| OSF28          | Sunset Park, Tanilba Bay - park furniture and upgrade works                            | 60,000      | 40%                | 2025                 |
| OSF61          | Salt Ash - amenities building                                                          | 120,000     | 60%                | 2024<br>2026         |
| OSF72          | Medowie Recreation Precinct - upgrades                                                 | 3,500,000   | 100%               | 2026                 |
| OSF73          | Memorial Park, Karuah - upgrades                                                       | 120,000     | 100%               | 2027                 |
| OSF76          | Aliceton Reserve, Karuah - implement masterplan                                        | 800,000     | 60%                | 2026                 |
| OSF78          | Henderson Park, Lemon Tree Passage - playground                                        | 180,000     | 60%                | 2031                 |
| OSF79          | Longworth Park, Karuah - playground                                                    | 150,000     | 60%                | 2027                 |
| Total Estimate |                                                                                        | 6,530,000   |                    |                      |

### Tomaree

| PROJECT NO | PROJECT DESCRIPTION                                          | ESTIMATE \$ | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|------------|--------------------------------------------------------------|-------------|--------------------|----------------------|
| OSF33      | Spencer Park, Soldiers Point - playground and park furniture | 190,000     | 60%                | 2025                 |



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|                       |                                                                     |                  |     |      |
|-----------------------|---------------------------------------------------------------------|------------------|-----|------|
| OSF39                 | Angophora Park, Corlette - playground and park furniture            | 150,000          | 60% | 2030 |
| OSF40                 | Conroy Park, Corlette - public amenities block                      | 210,000          | 60% | 2026 |
| OSF43                 | One Mile Beach, One Mile - amenities                                | 500,000          | 60% | 2026 |
| OSF44                 | Bob Cairns, Salamander Bay - playground                             | 150,000          | 60% | 2026 |
| OSF45                 | Pearson Park, Soldiers Point - playground and amenities             | 500,000          | 40% | 2028 |
| OSF46                 | Birubi Point Aboriginal Place, Anna Bay - masterplan implementation | 1,000,000        | 60% | 2025 |
| OSF47                 | Boat Harbour - seating, shelters and BBQs                           | 80,000           | 40% | 2031 |
| OSF48                 | Little Beach, Nelson Bay - car park upgrade                         | 850,000          | 80% | 2031 |
| OSF62                 | Fingal Bay Foreshore - amenities                                    | 400,000          | 60% | 2028 |
| OSF65                 | Taylors Beach - foreshore reserve furniture                         | 40,000           | 60% | 2026 |
| <b>Total Estimate</b> |                                                                     | <b>4,290,000</b> |     |      |

**All Catchments**

| PROJECT NO            | PROJECT DESCRIPTION                                                                                                          | ESTIMATE \$      | APPORTIONMENT | STAGING THRESHOLD |
|-----------------------|------------------------------------------------------------------------------------------------------------------------------|------------------|---------------|-------------------|
| OSF50                 | Lakeside Aquatic Centre, Raymond Terrace - facilities upgrades                                                               | 500,000          | 60%           | 2027              |
| OSF51                 | Tomaree Aquatic Centre, Nelson Bay - facilities upgrades                                                                     | 500,000          | 60%           | 2027              |
| OSF52                 | Tilligerry Aquatic Centre, Mallabula - facilities upgrades                                                                   | 400,000          | 60%           | 2028              |
| OSF53                 | Nelson Bay Foreshore, Nelson Bay - playground upgrades and park facilities improvements                                      | 750,000          | 80%           | 2028              |
| OSF54                 | Nelson Bay Foreshore, Nelson Bay - viewing platforms, lighting, beach facilities, beach access points, landscape improvement | 500,000          | 80%           | 2030              |
| OSF55                 | Apex Park redevelopment, Nelson Bay - implementation of masterplan                                                           | 500,000          | 80%           | 2027              |
| OSF58                 | Boomerang Park, Raymond Terrace - car park upgrade                                                                           | 600,000          | 80%           | 2030              |
| OSF68                 | Boomerang Park, Raymond Terrace - playground upgrade, park facilities improvements and skate park improvements               | 600,000          | 80%           | 2035              |
| OSF80                 | Flypoint - Neil Carroll, Shoal Bay - masterplan design                                                                       | 100,000          | 80%           | 2026              |
| <b>Total Estimate</b> |                                                                                                                              | <b>4,450,000</b> |               |                   |

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## A.4 Sports and Leisure Facilities

### Raymond Terrace and the Hinterland

| PROJECT NO            | PROJECT DESCRIPTION                                             | ESTIMATE \$      | APPORTION-MENT | STAGING THRESHOLD |
|-----------------------|-----------------------------------------------------------------|------------------|----------------|-------------------|
| SRF27                 | Lakeside Sports Complex, Raymond Terrace - implement masterplan | 6,000,000        | 60%            | 2025              |
| SRF28                 | Boomerang Park, Raymond Terrace - dog park, building renovation | 300,000          | 60%            | 2028              |
| SRF29                 | Stuart Park, Hinton - field lighting                            | 350,000          | 60%            | 2027              |
| <b>Total Estimate</b> |                                                                 | <b>6,650,000</b> |                |                   |

### Central Growth Corridor

| PROJECT NO            | PROJECT DESCRIPTION                                                                   | ESTIMATE \$       | APPORTION-MENT | STAGING THRESHOLD |
|-----------------------|---------------------------------------------------------------------------------------|-------------------|----------------|-------------------|
| SRF7                  | Medowie - tennis facility upgrade                                                     | 150,000           | 60%            | 2025              |
| SRF8                  | Ferodale Sports Complex, Medowie - additional playing field and facility improvements | 4,000,000         | 60%            | 2027              |
| SRF30                 | Mallabula Sports Complex, Mallabula - implement masterplan                            | 6,500,000         | 40%            | 2026              |
| <b>Total Estimate</b> |                                                                                       | <b>10,650,000</b> |                |                   |

### Tomaree

| PROJECT NO            | PROJECT DESCRIPTION                                           | ESTIMATE \$    | APPORTION-MENT | STAGING THRESHOLD |
|-----------------------|---------------------------------------------------------------|----------------|----------------|-------------------|
| SRF11                 | Tomaree Aquatic Centre, Nelson Bay - shade structure          | 150,000        | 100%           | 2024<br>2026      |
| SRF12                 | Salamander Sports Complex, Salamander Bay - lighting upgrades | 350,000        | 60%            | 2024<br>2028      |
| SRF13                 | Salamander Sports Complex, Salamander Bay - field renovation  | 400,000        | 60%            | 2024<br>2028      |
| <b>Total Estimate</b> |                                                               | <b>900,000</b> |                |                   |

### Fern Bay

| PROJECT NO            | PROJECT DESCRIPTION             | ESTIMATE \$    | APPORTION-MENT | STAGING THRESHOLD |
|-----------------------|---------------------------------|----------------|----------------|-------------------|
| SRF31                 | Fern Bay - tennis court upgrade | 250,000        | 60%            | 2027              |
| <b>Total Estimate</b> |                                 | <b>250,000</b> |                |                   |

### All Catchments

| PROJECT NO            | PROJECT DESCRIPTION                                                      | ESTIMATE \$       | APPORTION-MENT | STAGING THRESHOLD |
|-----------------------|--------------------------------------------------------------------------|-------------------|----------------|-------------------|
| SRF14                 | King Park Sports Complex, Raymond Terrace - carpark upgrade              | 500,000           | 60%            | 2027              |
| SRF17                 | King Park Sports Complex, Raymond Terrace - implementation of masterplan | 7,500,000         | 100%           | 2026              |
| SRF18                 | King Park Sports Complex, Raymond Terrace - field renovation             | 400,000           | 60%            | 2026              |
| SRF26                 | Tomaree Sports Complex - implementation of masterplan                    | 6,681,566         | 100%           | 2025<br>2027      |
| <b>Total Estimate</b> |                                                                          | <b>15,081,566</b> |                |                   |

**ITEM 3 - ATTACHMENT 1      DRAFT PORT STEPHENS LOCAL  
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## A.5 Community and Cultural Facilities

### All Catchments

| PROJECT NO     | PROJECT DESCRIPTION | ESTIMATE \$ | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|----------------|---------------------|-------------|--------------------|----------------------|
| CCF2           | Library Resources   | 4,000,000   | 100%               | 2020-36              |
| Total Estimate |                     | 4,000,000   |                    |                      |

## ITEM 3 - ATTACHMENT 1 DRAFT PORT STEPHENS LOCAL INFRASTRUCTURE CONTRIBUTIONS PLAN.

### A.6 Roadworks

#### Raymond Terrace and the Hinterland

| PROJECT NO     | PROJECT DESCRIPTION                                                      | ESTIMATE \$ | APPORTIONMENT | STAGING THRESHOLD |
|----------------|--------------------------------------------------------------------------|-------------|---------------|-------------------|
| RW17           | Central Carpark, Raymond Terrace                                         | 729,302     | 50%           | 2027              |
| RW20           | King Park Sports Complex 1, Raymond Terrace - carpark                    | 959,023     | 50%           | 2027              |
| RW21           | Laverick Avenue, Tomago - 21 Laverick Avenue                             | 333,590     | 64%           | 2027              |
| RW22           | Boomerang Park 2, Raymond Terrace - carpark                              | 300,000     | 50%           | 2030              |
| RW55           | Rees James Road, Raymond Terrace - Bellevue Street to Kurunga Avenue     | 1,095,000   | 90%           | 2026              |
| RW56           | Rees James Road, Raymond Terrace - Kurunga Avenue to Harold Road         | 720,000     | 90%           | 2026              |
| RW57           | Rees James Road, Raymond Terrace - Harold Road to Dairyman Drive         | 896,000     | 90%           | 2030              |
| RW58           | Rees James Road, Raymond Terrace - Dairyman Drive to end                 | 341,000     | 75%           | 2035              |
| RW71           | Duns Creek Road, Duns Creek - 201 Duns Creek Road to 238 Duns Creek Road | 406,359     | 30%           | 2027              |
| Total Estimate |                                                                          | 5,780,274   |               |                   |

#### Central Growth Corridor

| PROJECT NO     | PROJECT DESCRIPTION                                                           | ESTIMATE \$ | APPORTIONMENT | STAGING THRESHOLD |
|----------------|-------------------------------------------------------------------------------|-------------|---------------|-------------------|
| RW25           | Ferodale Road, Medowie - 51 Ferodale Road to 85 Ferodale Road                 | 360,000     | 72%           | 2027              |
| RW27           | Ferodale Road - Campvale drain bridge upgrade                                 | 3,200,000   | 50%           | 2032              |
| RW29           | Ferodale Road / Peppertree Road, Medowie - upgrade intersection to signalised | 1,600,000   | 100%          | 2027              |
| RW75           | Tarean Road, Karuah - road improvements                                       | 1,200,000   | 60%           | 2027              |
| RW62           | Franklin Street, Karuah - initial seal                                        | 576,000     | 41%           | 2030              |
| RW63           | Wychewood Avenue, Mallabula - Strathmore Road to Hartford Street              | 1,319,200   | 30%           | 2030              |
| RW74           | Yulong Park, Medowie - carpark                                                | 750,000     | 50%           | 2030              |
| RW76           | Ferodale Road, Medowie - 36 to 44 Ferodale Road                               | 1,210,000   | 80%           | 2032              |
| Total Estimate |                                                                               | 10,215,200  |               |                   |

#### Tomaree

| PROJECT NO     | PROJECT DESCRIPTION                                             | ESTIMATE \$ | APPORTIONMENT | STAGING THRESHOLD |
|----------------|-----------------------------------------------------------------|-------------|---------------|-------------------|
| RW44           | Gowrie Avenue, Nelson Bay - Shoal Bay Road to Kerrigan Street   | 308,172     | 78%           | 2030              |
| RW45           | Tomaree Sports Complex 2, Nelson Bay - carpark                  | 1,273,795   | 70%           | 2027              |
| RW47           | Dowling Street, Nelson Bay - Fingal Street to 29 Dowling Street | 359,558     | 73%           | 2026              |
| RW50           | Dowling Street, Nelson Bay - town centre bypass                 | 750,000     | 100%          | 2029              |
| RW51           | Dowling St/Fingal St - signalised intersection                  | 1,600,000   | 40%           | 2030              |
| RW52           | Donald St/Stockton St - signalised intersection                 | 1,600,000   | 40%           | 2030              |
| RW64           | Tomaree Road, Shoal Bay - Messines Street to Edward Street      | 862,500     | 80%           | 2032              |
| RW65           | Tomaree Road, Shoal Bay - Edward Street to Verona Road          | 901,250     | 80%           | 2032              |
| Total Estimate |                                                                 | 7,655,275   |               |                   |

### ITEM 3 - ATTACHMENT 1 DRAFT PORT STEPHENS LOCAL INFRASTRUCTURE CONTRIBUTIONS PLAN.

#### Fern Bay

| PROJECT NO            | PROJECT DESCRIPTION                                            | ESTIMATE \$      | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|-----------------------|----------------------------------------------------------------|------------------|--------------------|----------------------|
| RW66                  | Rankin Road, Fern Bay – Popplewell Road to Nelson Bay Road     | 850,000          | 85%                | 2032                 |
| RW67                  | Taylor Road, Fern Bay – Popplewell Road to Nelson Bay Road     | 750,000          | 85%                | 2032                 |
| RW68                  | Vardon Road, Fern Bay - 19 Vardon Road to Poppelwell Road      | 290,000          | 85%                | 2028                 |
| RW69                  | Braid Road, Fern bay - from Popplewell Road to Nelson Bay Road | 500,000          | 50%                | 2035                 |
| RW77                  | Fern Bay Reserve, Fern Bay - carpark                           | 1,420,000        | 30%                | 2030                 |
| <b>Total Estimate</b> |                                                                | <b>3,810,000</b> |                    |                      |

### ITEM 3 - ATTACHMENT 1 DRAFT PORT STEPHENS LOCAL INFRASTRUCTURE CONTRIBUTIONS PLAN.

## A.7 Medowie Traffic and Transport

### Central Growth Corridor

| PROJECT NO | PROJECT DESCRIPTION                                                                                                                          | ESTIMATE \$ | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|------------|----------------------------------------------------------------------------------------------------------------------------------------------|-------------|--------------------|----------------------|
| MTT1       | Medowie Road - gateway treatment at entrance to Medowie north of Boundary Road                                                               | 33,600      | 65%                | 2026                 |
| MTT2       | Medowie Road - gateway treatment and change in speed zone north of Kindlebark Drive,                                                         | 33,000      | 60%                | 2026                 |
| MTT3       | Medowie Road - gateway treatment at entrance to Medowie south of South Street                                                                | 33,000      | 60%                | 2026                 |
| MTT4       | Medowie Road - gateway treatment and change in speed zone south of Ferodale Road                                                             | 33,000      | 60%                | 2026                 |
| MTT5       | Medowie Road/Brocklesby Road - upgrade intersection to roundabout                                                                            | 2,050,000   | 43%                | 2032                 |
| MTT7       | Lisadell Road/Fairlands Road - road widening and upgrade intersection to roundabout                                                          | 802,000     | 43%                | 2030                 |
| MTT8       | Lisadell Road/Abundance Road - road realignment to create a T intersection with priority given to the through movement.                      | 615,000     | 43%                | 2027                 |
| MTT10      | Abundance Drive/Ferodale Road - upgrade intersection to roundabout                                                                           | 902,000     | 43%                | 2032                 |
| MTT11      | Ferodale Road/Kirrang Drive - upgrade existing roundabout                                                                                    | 820,000     | 43%                | 2030                 |
| MTT12      | Ferodale Road - upgrade entrance to commercial land at 37B Ferodale Road to roundabout                                                       | 820,000     | 43%                | 2035                 |
| MTT13      | Various roads - on-road signage and line markings                                                                                            | 16,500      | 43%                | 2023<br>2026         |
| MTT14      | Medowie Road - off-road shared path from Medowie Road to Cherry Tree Close                                                                   | 50,000      | 43%                | 2028                 |
| MTT16      | Medowie Road - off-road shared path from Ferodale Road to 500m south                                                                         | 500,000     | 43%                | 2026                 |
| MTT17      | Various roads - on-road signage and line markings within rural-residential areas                                                             | 16,500      | 43%                | 2024<br>2028         |
| MTT18      | Ferodale Rd - off-road shared path from Kirrang Drive to Coachwood Drive                                                                     | 1,080,000   | 43%                | 2035                 |
| MTT19      | Ford Avenue - off-road shared path with cadastral corridor from Ford Avenue to Sylvan Avenue                                                 | 50,000      | 43%                | 2029                 |
| MTT25      | Medowie Road - install pedestrian refuge island south of Ferodale Road                                                                       | 50,000      | 43%                | 2028                 |
| MTT26      | Medowie Road - install pedestrian refuge island at Blueberry Road                                                                            | 24,200      | 43%                | 2030                 |
| MTT27      | Kirrang Drive - install pedestrian refuge island at Ferodale Road                                                                            | 24,200      | 43%                | 2030                 |
| MTT28      | Brocklesby Road - install pedestrian refuge island at Ferodale Road                                                                          | 25,000      | 43%                | 2023<br>2026         |
| MTT30      | Various Intersection Upgrades - kerb and gutter and ramps at Ferodale Road intersection with Waropara, Bottle Brush Avenue and Kirrang Drive | 157,500     | 43%                | 2028                 |
| MTT31      | Install Bicycle Parking Facilities                                                                                                           | 50,000      | 43%                | 2030                 |
| MTT33      | Brocklesby Road - off-road shared path from Medowie Road to Ferodale Road                                                                    | 975,000     | 43%                | 2032                 |
| MTT36      | Medowie Road/Blueberry Road - improve channelisation of intersection                                                                         | 176,000     | 43%                | 2032                 |
| MTT38      | Wilga Road - off-road shared path from Wilga Road to Town Centre including bridge for creek crossing                                         | 360,000     | 43%                | 2032                 |

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|                       |                                                                                                                          |                   |     |              |
|-----------------------|--------------------------------------------------------------------------------------------------------------------------|-------------------|-----|--------------|
| MTT41                 | Medowie Road/Kindlebark Drive - upgrade intersection to roundabout                                                       | 1,500,000         | 55% | 2032         |
| MTT43                 | Waropara Rd - off-road shared path from Ferodale Road to Kula Road                                                       | 400,000           | 51% | 2032         |
| MTT44                 | Medowie Rd - improve roundabout approaches at intersections with Ferodale Road, South Street and access to Kingston site | 1,827,500         | 51% | 2025         |
| MTT46                 | Kirrang Drive - off-road shared path from Ferodale Road to Medowie Road                                                  | 2,830,000         | 45% | 2030         |
| MTT47                 | Lisadell Road and Abundance Road - pavement widening from Fairlands Road to Abundance road                               | 1,268,942         | 55% | 2023<br>2026 |
| <b>Total Estimate</b> |                                                                                                                          | <b>17,523,000</b> |     |              |



# ITEM 3 - ATTACHMENT 1 DRAFT PORT STEPHENS LOCAL INFRASTRUCTURE CONTRIBUTIONS PLAN.

## A.8 Shared Paths

### Raymond Terrace and the Hinterland

| PROJECT NO | PROJECT DESCRIPTION                                                                                             | ESTIMATE \$ | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|------------|-----------------------------------------------------------------------------------------------------------------|-------------|--------------------|----------------------|
| SP1        | Raymond Terrace to Lakeside, Raymond Terrace - construction of a new shared pathway                             | 350,000     | 100%               | 2030                 |
| SP2        | Brandy Hill Drive, Brandy Hill - shared path from Clarence Town Road to Seaham Road                             | 2,500,000   | 60%                | 2025                 |
| SP3        | Kingston Parade, Heatherbrae - shared path from Kingston Parade to Pacific Highway                              | 28,500      | 100%               | 2027                 |
| SP4        | Pacific Highway, Heatherbrae - shared path from Kingston Parade to Hunter River High School                     | 108,300     | 100%               | 2027                 |
| SP8        | Lakeside No.2 Reserve, Raymond Terrace - shared path from Halloran Way to Luskine Close                         | 48,600      | 100%               | 2027                 |
| SP10       | Beaton Avenue, Raymond Terrace - shared path from Kanwarly Close to King Park                                   | 220,000     | 100%               | 2027                 |
| SP11       | Adelaide Street, Raymond Terrace - shared path from Richardson Road to Roslyn Park                              | 280,000     | 100%               | 2027                 |
| SP12       | Mount Hall Road, Raymond Terrace - shared path from Clyde Circuit to Pacific Highway underpass                  | 81,700      | 100%               | 2027                 |
| SP14       | Hunter Street, Raymond Terrace - shared path from William Street to Barnier Lane                                | 409,500     | 100%               | 2027                 |
| SP15       | Newbury Park Reserve, Raymond Terrace - shared path from Adelaide Street to Mount Hall Road                     | 89,700      | 100%               | 2027                 |
| FP17       | Kangaroo Street, Raymond Terrace - footpath from Port Stephens Street to Carmichael Street                      | 16,100      | 100%               | 2027                 |
| SP18       | Adelaide Street, Raymond Terrace - shared path from Pacific Highway to Elkin Avenue                             | 45,600      | 100%               | 2027                 |
| SP20       | Adelaide Street, Raymond Terrace - shared path from Rees James Road to Richardson Road                          | 110,200     | 100%               | 2027                 |
| SP21       | Adelaide Street, Raymond Terrace - shared path from Rees James Road to Bellevue Street                          | 312,000     | 100%               | 2027                 |
| FP65       | Kangaroo Street, Raymond Terrace - footpath from Carmichael Street to Sturgeon Street North                     | 33,600      | 95%                | 2027                 |
| FP66       | Kangaroo Street, Raymond Terrace - footpath from Sturgeon Street to Adelaide Street (median in Sturgeon Street) | 25,520      | 95%                | 2027                 |
| FP67       | Wahroonga Street, Raymond Terrace - footpath from 5 Wahroonga Street to Adelaide Street                         | 19,000      | 75%                | 2027                 |
| SP68       | Adelaide Street, Raymond Terrace - shared path from Kangaroo Street to William Bailey Street                    | 62,900      | 95%                | 2027                 |
| SP69       | Sturgeon Street, Raymond Terrace - from Jacaranda Street to Glenelg Street                                      | 68,200      | 75%                | 2027                 |
| SP70       | Rees James Drive, Raymond Terrace - shared path from pathway at end of Bennett Place to Bellevue Street         | 150,000     | 85%                | 2027                 |
| SP80       | Glenelg Street, Raymond Terrace - shared path from Adelaide Street to Charles Street                            | 504,573     | 100%               | 2027                 |
| SP81       | Rees James Road, Raymond Terrace - shared path from Bellevue Street to end                                      | 851,467     | 100%               | 2027                 |

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|                       |                                                                            |                  |     |      |
|-----------------------|----------------------------------------------------------------------------|------------------|-----|------|
| SP82                  | Elizabeth avenue, Raymond Terrace - shared path from Charles street to end | 1,009,146        | 45% | 2026 |
| <b>Total Estimate</b> |                                                                            | <b>7,324,606</b> |     |      |

**Central Growth Corridor**

| PROJECT NO            | PROJECT DESCRIPTION                                                                             | ESTIMATE \$        | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|-----------------------|-------------------------------------------------------------------------------------------------|--------------------|--------------------|----------------------|
| SP25                  | Wattle Street, Karuah - shared path from Tarean Road to Engel Avenue                            | 45,600             | 100%               | 2027                 |
| SP26                  | Engel Avenue, Karuah - shared path From Wattle Street to Karuah MPC                             | 39,900             | 100%               | 2027                 |
| FP29                  | Tarean Road, Karuah - footpath from Bundabah Street to Longworth Park                           | 28,000             | 100%               | 2027                 |
| SP31                  | Silver Wattle Drive, Medowie - shared path from Medowie Road to Bottle Brush Avenue             | 20,000             | 100%               | 2027                 |
| SP37                  | Kawarren Street, Lemon Tree Passage - shared path from Blanch Street to Kenneth Parade          | 171,000            | 50%                | 2027                 |
| SP38                  | President Wilson Walk, Tanilba Bay - shared path from Pershing Place to Diggers Drive           | 106,400            | 100%               | 2027                 |
| SP39                  | President Wilson Walk, Tanilba Bay - shared path from Diggers Drive to King Albert Avenue       | 69,000             | 100%               | 2027                 |
| SP71                  | Strathmore Road / Fairlands Road, Mallabula - shared path from Pershing Place to Aquatic Centre | 161,000            | 24%                | 2028                 |
| SP72                  | Barclay Street, Karuah - Shared path from Bundabah Street to Longworth Park                     | 112,600            | 40%                | 2028                 |
| SP83                  | Mustons Road, Karuah - shared path from Boronia Road to Mustons Gully                           | 520,000<br>500,000 | 85%<br>80%         | 2026                 |
| SP84                  | Mustons Road, Karuah - shared path from Mustons Gully to Tarean Road                            | 495,000<br>470,000 | 85%<br>80%         | 2026                 |
| <b>Total Estimate</b> |                                                                                                 | <b>1,723,500</b>   |                    |                      |

**Tomaree**

| PROJECT NO | PROJECT DESCRIPTION                                                                    | ESTIMATE \$ | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|------------|----------------------------------------------------------------------------------------|-------------|--------------------|----------------------|
| SP42       | Campbell Avenue, Anna Bay - shared path from Gan Gan Road to Robinson Street           | 317,000     | 60%                | 2027                 |
| SP43       | Robinson Street, Anna Bay - shared path from Campbell Avenue to Robinson Reserve       | 165,000     | 60%                | 2027                 |
| SP44       | Sandy Point Road, Corlette - shared path from Roy Wood Reserve to foreshore            | 19,000      | 100%               | 2027                 |
| SP46       | Bagnall Beach Road, Corlette - shared path from Marlin Street to crossing point        | 60,000      | 100%               | 2027                 |
| SP47       | Bagnall Beach Road, Corlette - shared path from crossing point to Maruway Street       | 129,000     | 100%               | 2027                 |
| SP48       | Bagnall Beach Road, Corlette - shared path from King Fisher Reserve to detention basin | 200,000     | 100%               | 2027                 |
| SP49       | Bagnall Beach Road, Corlette - shared path from Marlin Street to end of existing       | 60,000      | 100%               | 2027                 |
| SP51       | Beach Road, Nelson Bay - shared path from Gowrie Avenue to Harwood Avenue              | 950,000     | 80%                | 2027                 |
| SP56       | Victoria Parade, Nelson Bay - shared path from Magnus Street to Yacaaba Street         | 165,300     | 100%               | 2027                 |

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|                       |                                                                                          |                  |      |      |
|-----------------------|------------------------------------------------------------------------------------------|------------------|------|------|
| SP57                  | Salamander Way, Salamander Bay - shared path from Port Stephens Drive to Community Close | 904,500          | 100% | 2027 |
| SP59                  | Government Road, Shoal Bay - shared path from Messines Street to Peterie Street          | 241,300          | 100% | 2027 |
| SP62                  | Sylvia Street, Shoal Bay - shared path from Government Road to Horace Street             | 36,100           | 100% | 2030 |
| SP75                  | Government Road, Shoal Bay - shared path from Peterie Street to Sylvia Street            | 185,000          | 100% | 2035 |
| SP76                  | Shoal Bay Road, Shoal Bay - shared path from Beach Road to end of existing path          | 700,000          | 80%  | 2027 |
| SP77                  | Beach Road, Shoal Bay - shared path from Harwood Avenue to Shoal Bay Road                | 900,000          | 100% | 2027 |
| <b>Total Estimate</b> |                                                                                          | <b>5,032,200</b> |      |      |

**Fern Bay**

| PROJECT NO            | PROJECT DESCRIPTION                                                                      | ESTIMATE \$      | APPORTIONMENT | STAGING THRESHOLD |
|-----------------------|------------------------------------------------------------------------------------------|------------------|---------------|-------------------|
| SP64                  | Shared path between Seaside Boulevard and Popplewell Road                                | 725,000          | 100%          | 2026              |
| SP79                  | Shared path - Braid Road, Fern bay - shared path from Popplewell Road to Nelson Bay Road | 300,000          | 100%          | 2035              |
| <b>Total Estimate</b> |                                                                                          | <b>1,025,000</b> |               |                   |

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## A.9 Bus Facilities

### Raymond Terrace and the Hinterland

| PROJECT NO     | PROJECT DESCRIPTION                                               | ESTIMATE \$ | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|----------------|-------------------------------------------------------------------|-------------|--------------------|----------------------|
| BS1            | Elizabeth Avenue at Bareena Street, Raymond Terrace - bus shelter | 20,000      | 60%                | 2036                 |
| BS2            | Rees James Road (near SES), Raymond Terrace - bus shelter         | 20,000      | 60%                | 2036                 |
| Total Estimate |                                                                   | 40,000      |                    |                      |

### Central Growth Corridor

| PROJECT NO     | PROJECT DESCRIPTION                                                        | ESTIMATE \$ | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|----------------|----------------------------------------------------------------------------|-------------|--------------------|----------------------|
| BS3            | Tarean Road at golf course, Karuah - bus shelter                           | 40,000      | 80%                | 2036                 |
| BS4            | Admiralty Drive at Caswell Crescent, Tanilba Bay - bus shelter             | 20,000      | 80%                | 2036                 |
| BS5            | Lemon Tree Passage Road at Blanch Street, Lemon Tree Passage - bus shelter | 20,000      | 60%                | 2036                 |
| BS7            | Nelson Bay Road at Steel Street, Williamtown - bus shelter                 | 20,000      | 60%                | 2036                 |
| BS10           | Medowie Road, Medowie near intersection of Gardenia Drive - bus shelter    | 20,000      | 60%                | 2036                 |
| Total Estimate |                                                                            | 120,000     |                    |                      |

### Tomaree

| PROJECT NO     | PROJECT DESCRIPTION                                       | ESTIMATE \$ | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|----------------|-----------------------------------------------------------|-------------|--------------------|----------------------|
| BS8            | Fitzroy Street at Campbell Avenue, Anna Bay - bus shelter | 20,000      | 60%                | 2036                 |
| Total Estimate |                                                           | 20,000      |                    |                      |

### All Catchments

| PROJECT NO     | PROJECT DESCRIPTION                                                                                                                  | ESTIMATE \$ | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|----------------|--------------------------------------------------------------------------------------------------------------------------------------|-------------|--------------------|----------------------|
| BS9            | Fern Bay – relocate, replace, upgrade or remove 11 existing bus shelters and provide pedestrian refuge on Nelson Bay Road for access | 515,000     | 100%               | 2036                 |
| Total Estimate |                                                                                                                                      | 515,000     |                    |                      |

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## A.10 Fire and Emergency Services

### Raymond Terrace and the Hinterland

| PROJECT NO            | PROJECT DESCRIPTION                                         | ESTIMATE \$    | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|-----------------------|-------------------------------------------------------------|----------------|--------------------|----------------------|
| FEF1                  | Seaham RFS - provide a training room and kitchen facilities | 280,000        | 60%                | 2028                 |
| <b>Total Estimate</b> |                                                             | <b>280,000</b> |                    |                      |

### Tomaree

| PROJECT NO            | PROJECT DESCRIPTION                               | ESTIMATE \$      | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|-----------------------|---------------------------------------------------|------------------|--------------------|----------------------|
| FEF2                  | Soldiers Point SES - Tomaree emergency facilities | 3,000,000        | 20%                | 2025                 |
| FEF3                  | Soldiers Point RFS - Tomaree emergency facilities | 250,000          | 60%                | 2031                 |
| <b>Total Estimate</b> |                                                   | <b>3,250,000</b> |                    |                      |

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## A.11 Flooding and Drainage Works

### Raymond Terrace and the Hinterland

| PROJECT NO            | PROJECT DESCRIPTION                                                                                              | ESTIMATE \$      | APPORTIONMENT | STAGING THRESHOLD |
|-----------------------|------------------------------------------------------------------------------------------------------------------|------------------|---------------|-------------------|
| FD26                  | Raymond Terrace - construct and / or upgrade drainage systems and overland flow paths within the urban catchment | 1,875,000        | 60%           | 2030              |
| FD27                  | Heatherbrae - construct and / or upgrade drainage systems and overland flow paths within the urban catchment     | 450,000          | 70%           | 2030              |
| FD28                  | Tomago - construct and / or upgrade drainage systems and overland flow paths within the industrial catchment     | 450,000          | 70%           | 2030              |
| FD29                  | Hinterland - construct and / or upgrade drainage systems and overland flow paths                                 | 450,000          | 30%           | 2030              |
| <b>Total Estimate</b> |                                                                                                                  | <b>3,225,000</b> |               |                   |

### Central Growth Corridor

| PROJECT NO            | PROJECT DESCRIPTION                                                                                                   | ESTIMATE \$      | APPORTIONMENT | STAGING THRESHOLD |
|-----------------------|-----------------------------------------------------------------------------------------------------------------------|------------------|---------------|-------------------|
| FD6                   | Abundance Road, Medowie - construction of a new drainage system from Abundance Road to Campvale Drain                 | 600,000          | 100%          | 2030              |
| FD7                   | Abundance Road, Medowie - land acquisition                                                                            | 2,000,000        | 100%          | 2030              |
| FD30                  | Medowie - construct and / or upgrade drainage systems and overland flow paths within the urban catchment              | 1,680,000        | 85%           | 2030              |
| FD31                  | Karuah - construct and / or upgrade drainage systems and overland flow paths within the urban catchment               | 400,000          | 80%           | 2030              |
| FD32                  | Tilligerry Peninsula - construct and / or upgrade drainage systems and overland flow paths within the urban catchment | 500,000          | 80%           | 2030              |
| <b>Total Estimate</b> |                                                                                                                       | <b>5,180,000</b> |               |                   |

### Tomaree

| PROJECT NO            | PROJECT DESCRIPTION                                                                                             | ESTIMATE \$      | APPORTIONMENT | STAGING THRESHOLD |
|-----------------------|-----------------------------------------------------------------------------------------------------------------|------------------|---------------|-------------------|
| FD19                  | Gan Gan Road, Anna Bay – upgrade drainage between Morna Point Road and McKinley Swamp                           | 3,765,000        | 50%           | 2032              |
| FD33                  | Shoal Bay - construct and / or upgrade drainage systems and overland flow paths within the urban catchment      | 1,000,000        | 80%           | 2030              |
| FD34                  | Nelson Bay - construct and / or upgrade drainage systems and overland flow paths within the urban catchment     | 460,000          | 80%           | 2030              |
| FD35                  | Soldiers Point - construct and / or upgrade drainage systems and overland flow paths within the urban catchment | 400,000          | 50%           | 2030              |
| FD36                  | Salamander Bay - construct and / or upgrade drainage systems and overland flow paths within the urban catchment | 450,000          | 60%           | 2030              |
| <b>Total Estimate</b> |                                                                                                                 | <b>6,060,000</b> |               |                   |

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## A.12 Cross Boundary Project - City of Newcastle

## Fern Bay

| PROJECT NO     | PROJECT DESCRIPTION                                                                                                                   | ESTIMATE \$ | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------|-------------|--------------------|----------------------|
| CBP1           | South Stockton Active Hub                                                                                                             | 350,000     | 57%                | 2026                 |
| CBP2           | Stockton sporting facilities – upgrades to Corroba Oval, Ballast Ground, pool, netball and tennis court and supporting infrastructure | 2,303,217   | 60%                | 2030                 |
| Total Estimate |                                                                                                                                       | 2,653,217   |                    |                      |

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## A.13 Kings Hill Urban Release Area

### Kings Hill

| PROJECT NO     | PROJECT DESCRIPTION                                                                                | ESTIMATE \$ | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|----------------|----------------------------------------------------------------------------------------------------|-------------|--------------------|----------------------|
| KH1            | East/west collector road (land acquisition and capital costs)                                      | 32,496,123  | 100%               | 2024<br>2027         |
| KH2            | Intersection of east/west collector road and north/south road (land acquisition and capital costs) | 4,393,000   | 100%               | 2024<br>2027         |
| KH3            | Intersection of east/west collector road and Newline Road (land acquisition and capital costs)     | 4,075,800   | 100%               | 2024<br>2027         |
| KH4            | Newline Road - road upgrades                                                                       | 2,256,800   | 45%                | 2027                 |
| KH5            | Intersection upgrade at Newline Road, Seaham Road, Port Stephens Street, William Bailey Drive      | 4,355,000   | 45%                | 2027                 |
| KH6            | Shared pathway along Newline Road                                                                  | 4,992,000   | 100%               | 2027                 |
| KH7            | Multi-purpose community space (land acquisition and capital costs)                                 | 2,015,000   | 100%               | 2030                 |
| KH8            | District park (land acquisition and capital costs)                                                 | 8,018,530   | 100%               | 2032                 |
| KH9            | Skate Park                                                                                         | 374,000     | 100%               | 2032                 |
| KH10           | Multi-purpose sports court                                                                         | 600,000     | 100%               | 2032                 |
| KH11           | RFS station (land acquisition and capital costs)                                                   | 404,500     | 100%               | 2036                 |
| Total Estimate |                                                                                                    | 63,980,753  |                    |                      |

### Kings Hill and Raymond Terrace

| PROJECT NO     | PROJECT DESCRIPTION                                                                           | ESTIMATE \$ | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|----------------|-----------------------------------------------------------------------------------------------|-------------|--------------------|----------------------|
| KH12           | Riverside Park and Lakeside Reserve - upgrade play equipment, additional pathways and amenity | 700,000     | 28%                | 2024<br>2028         |
| KH13           | Fitzgerald Bridge reserve - enhance area surrounding boat ramp                                | 1,137,500   | 28%                | 2024<br>2027         |
| KH14           | Raymond Terrace Cemetery - niche walls                                                        | 98,000      | 50%                | 2029                 |
| KH15           | Raymond Terrace Cemetery - expansion                                                          | 3,627,000   | 12%                | 2036                 |
| KH16           | Lakeside Sports Complex - floodlighting and car park upgrade                                  | 1,880,000   | 28%                | 2036                 |
| KH17           | Raymond Terrace Library - expansion                                                           | 5,921,000   | 12%                | 2036                 |
| Total Estimate |                                                                                               | 13,363,500  |                    |                      |

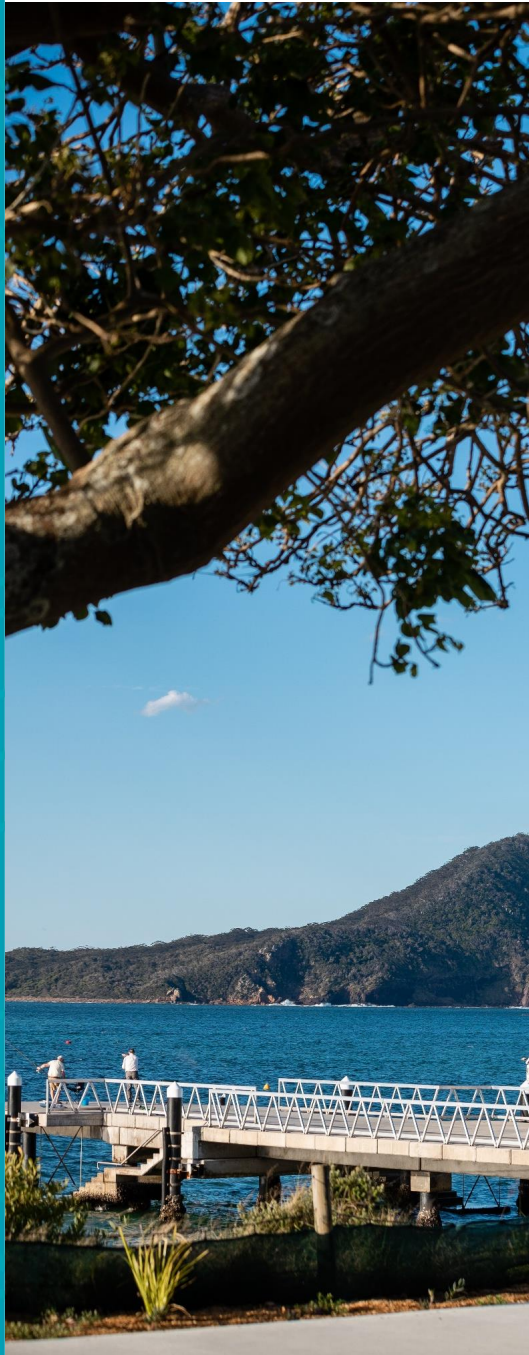
### All Catchments

| PROJECT NO     | PROJECT DESCRIPTION                                   | ESTIMATE \$ | APPORTION-<br>MENT | STAGING<br>THRESHOLD |
|----------------|-------------------------------------------------------|-------------|--------------------|----------------------|
| KH18           | Raymond Terrace - indoor sports and recreation centre | 22,754,000  | 12%                | 2024<br>2028         |
| Total Estimate |                                                       | 22,754,000  |                    |                      |

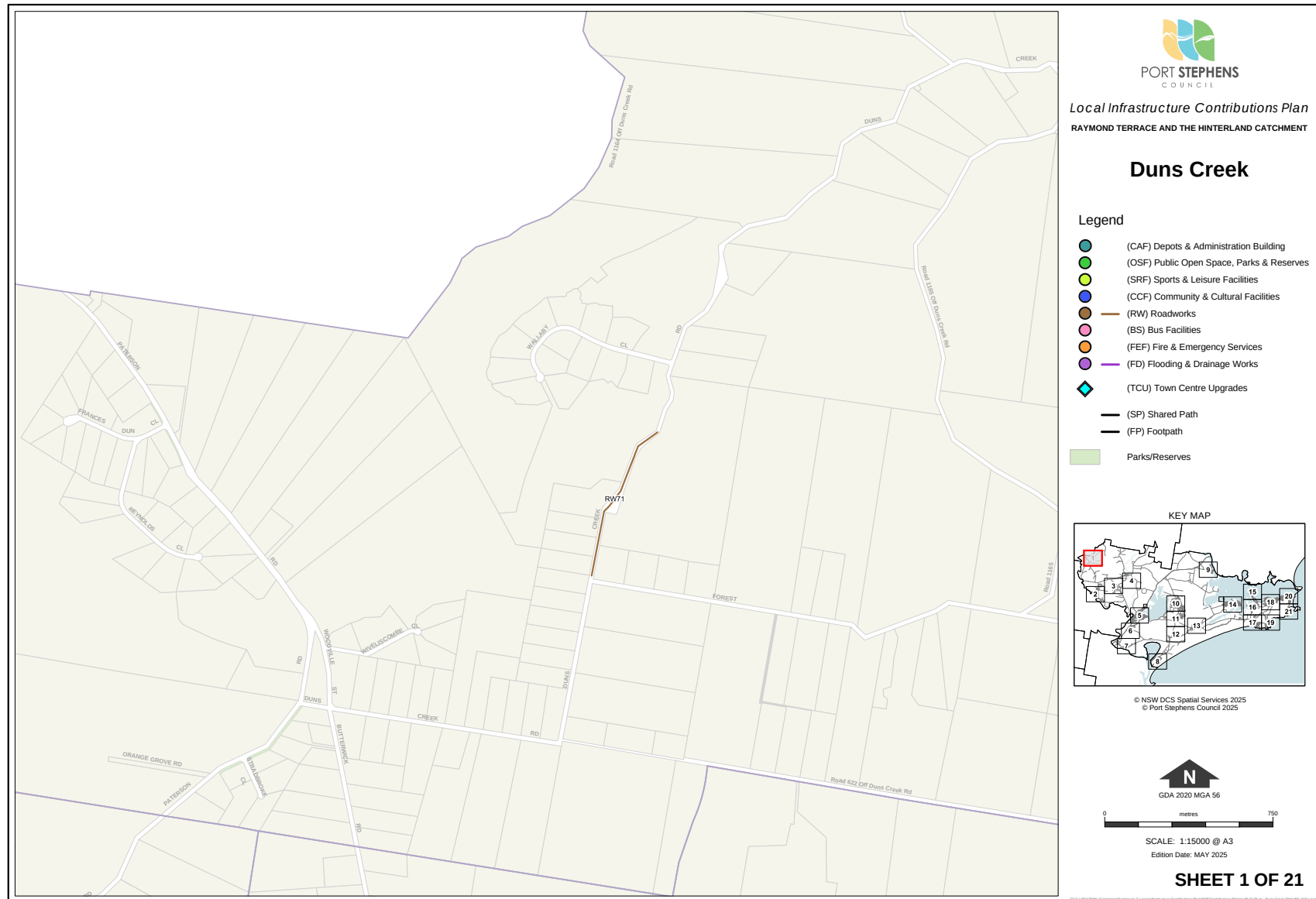


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## Appendix B Mapping

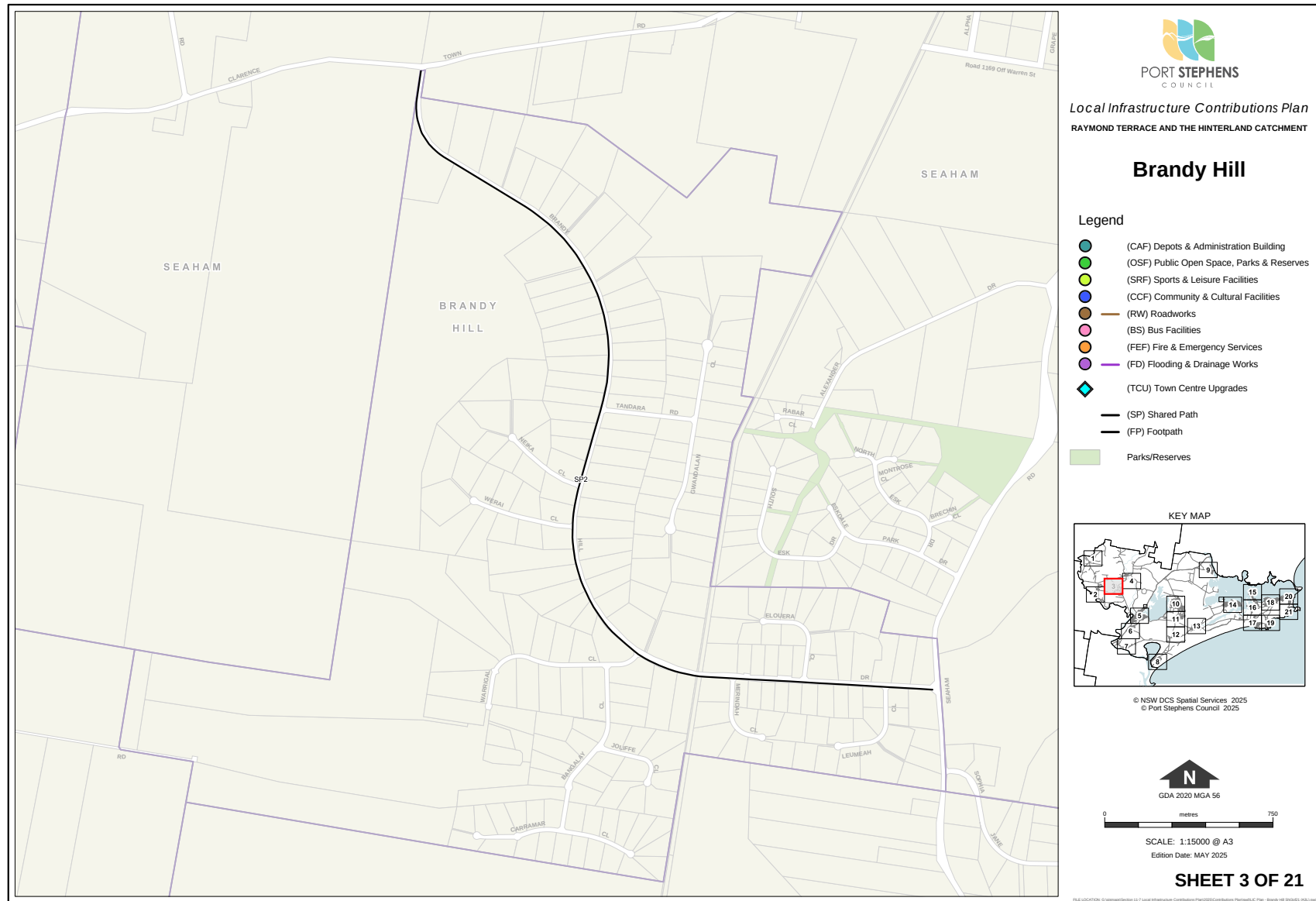


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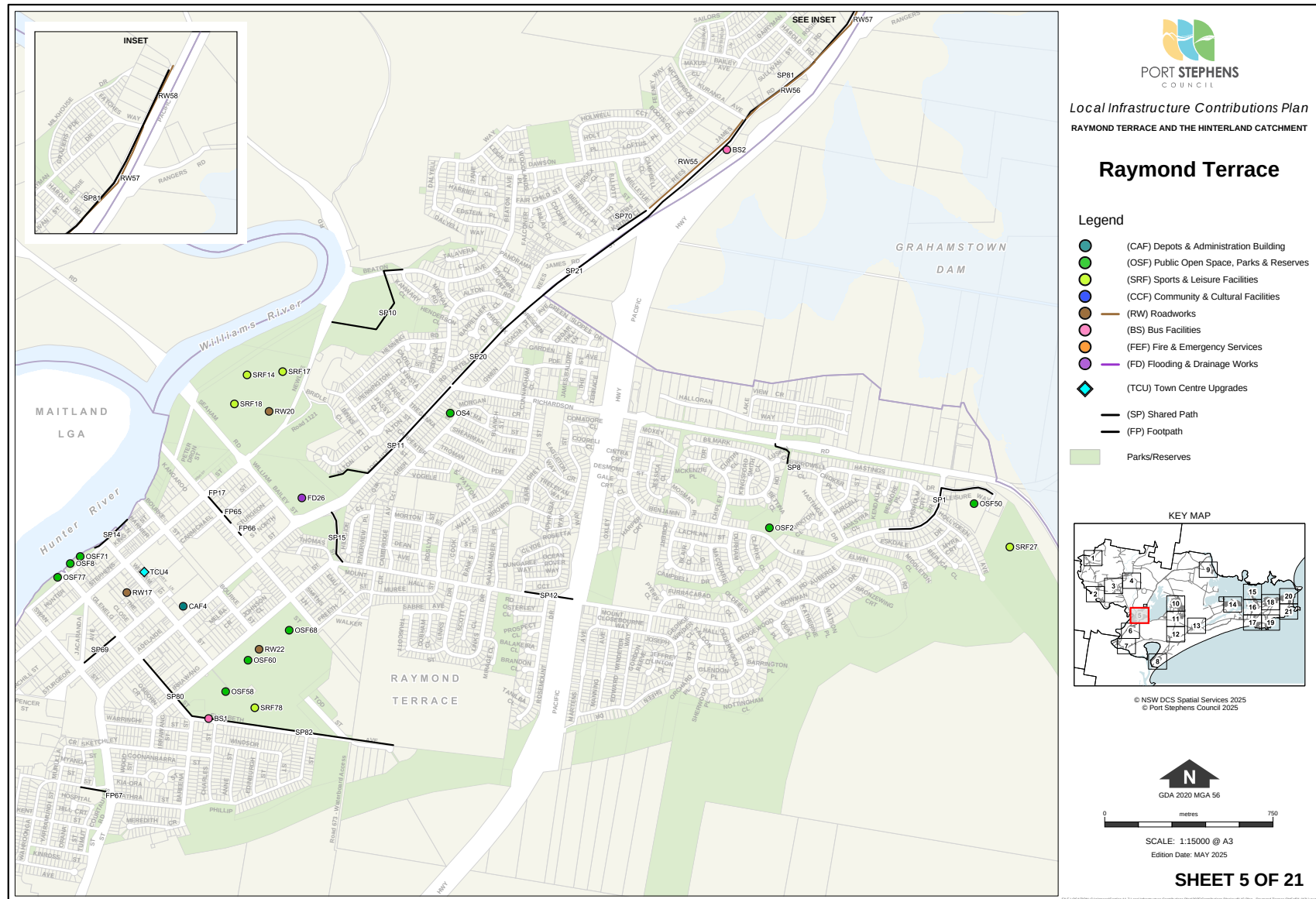


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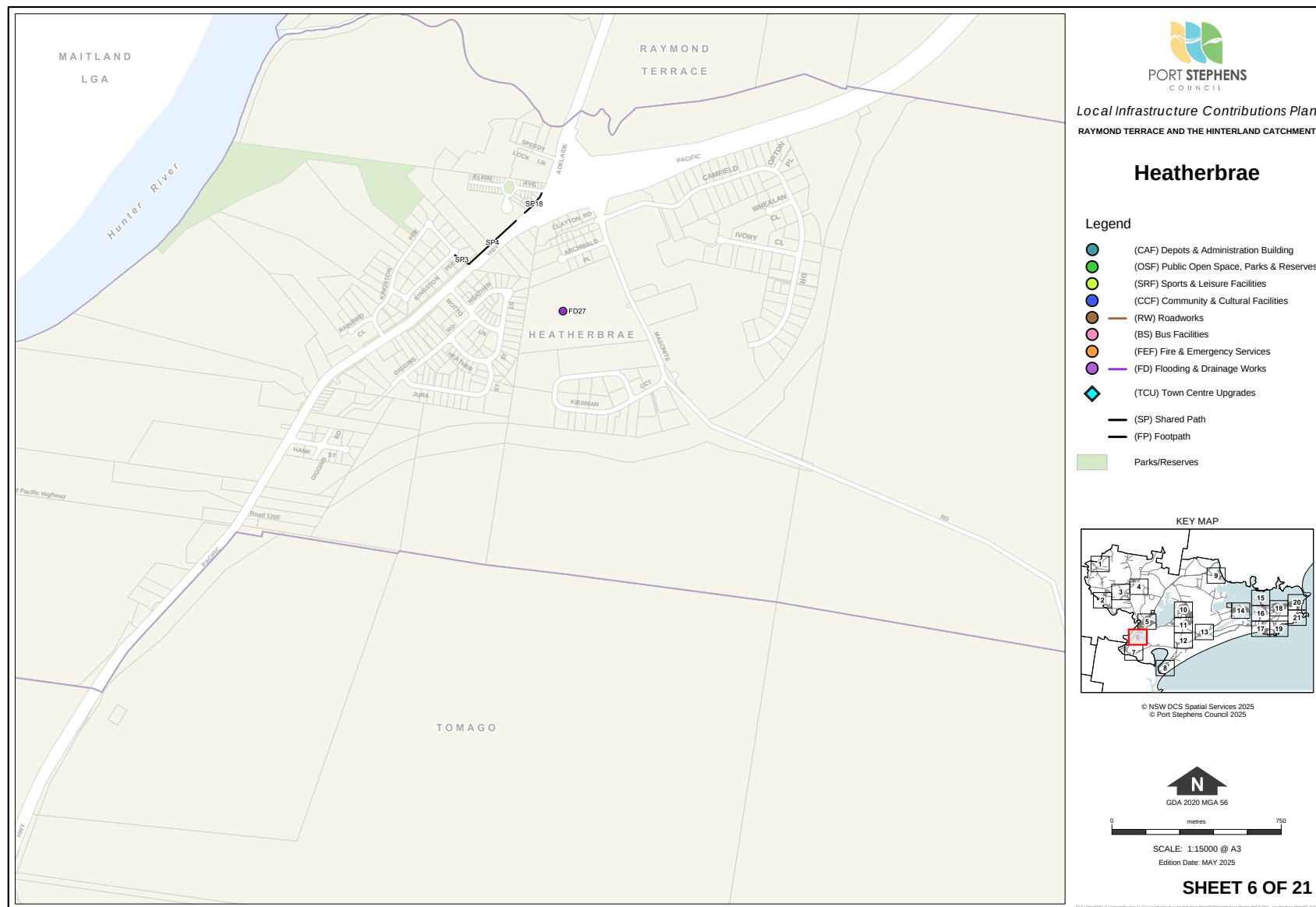




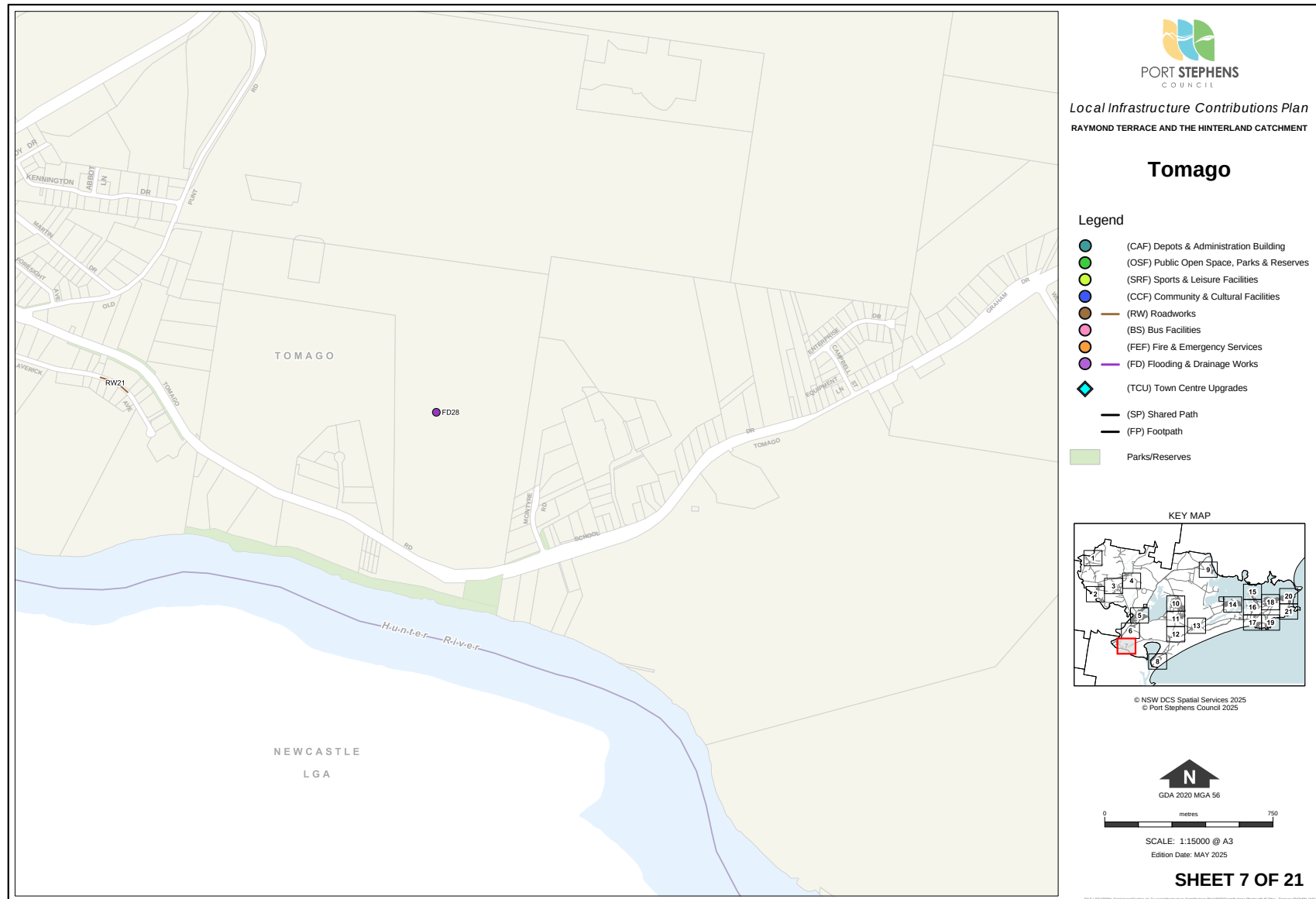




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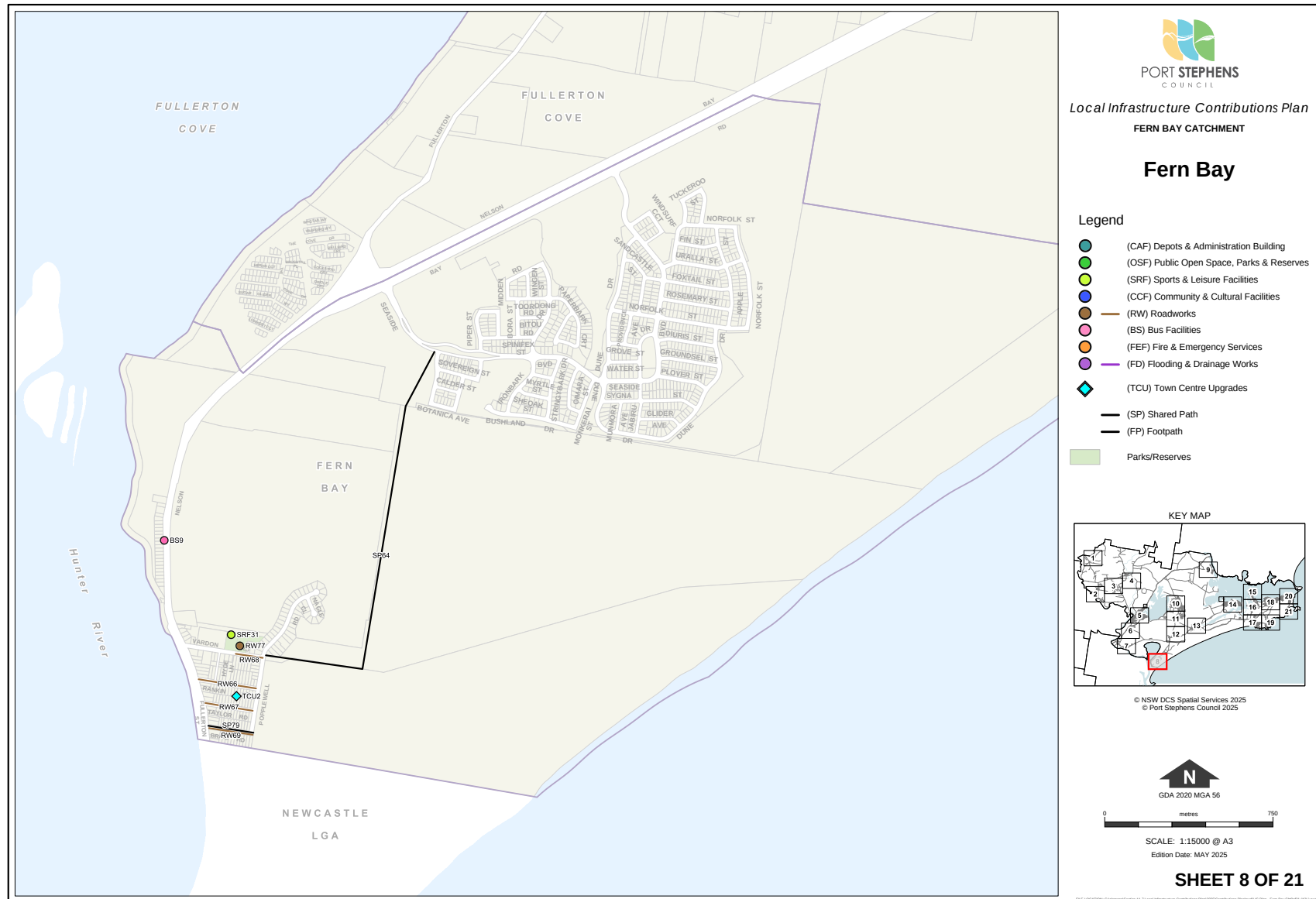


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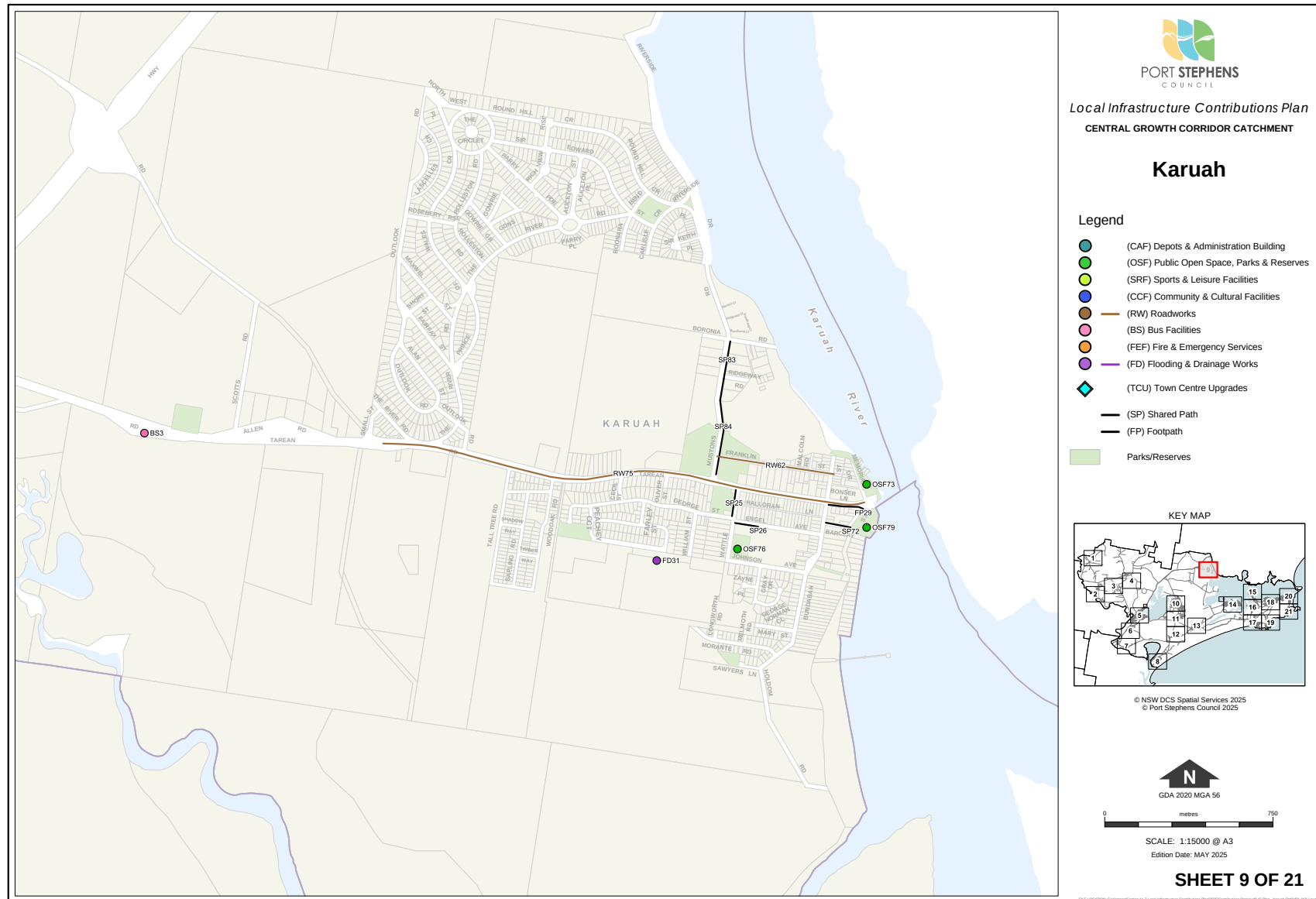




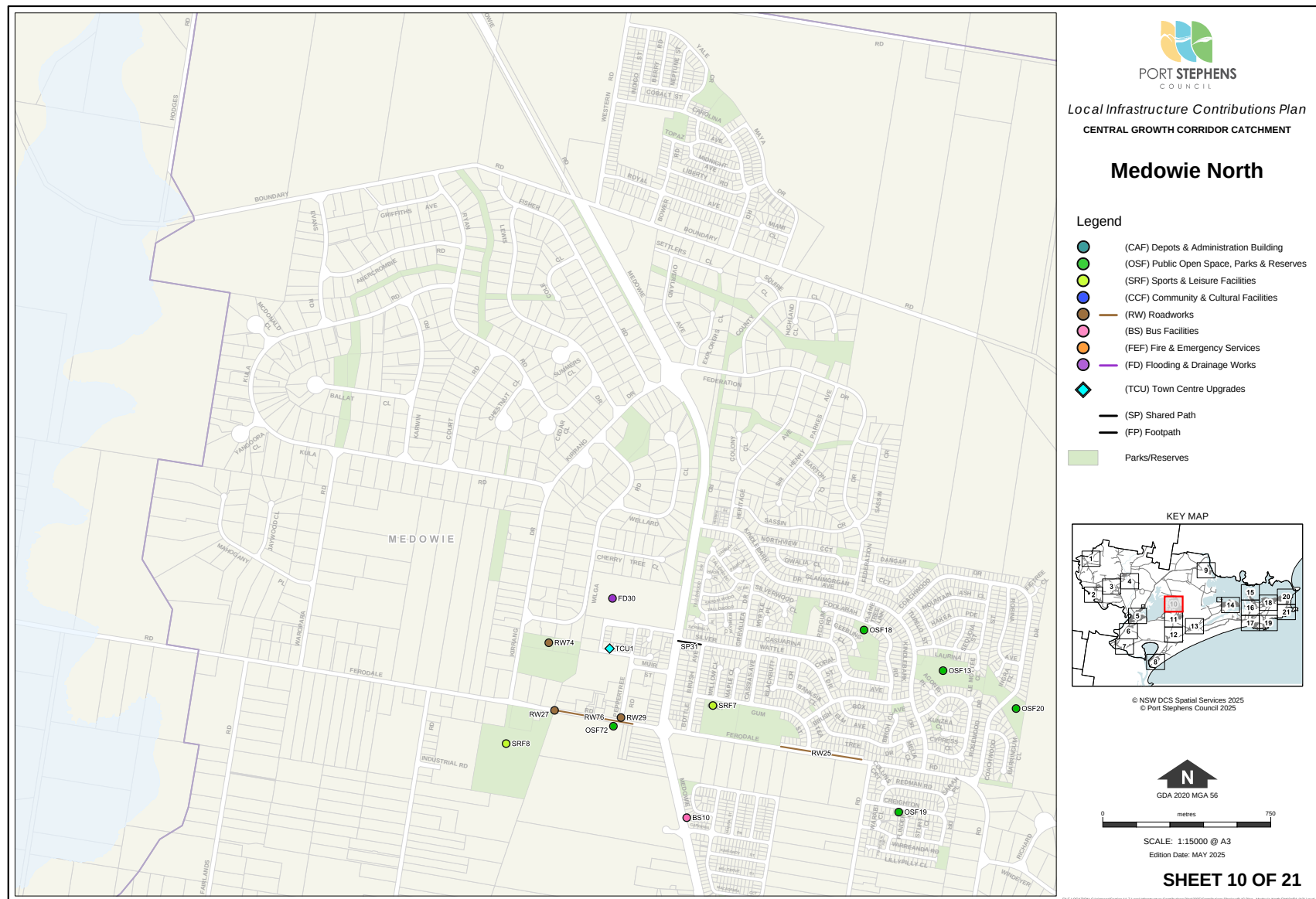
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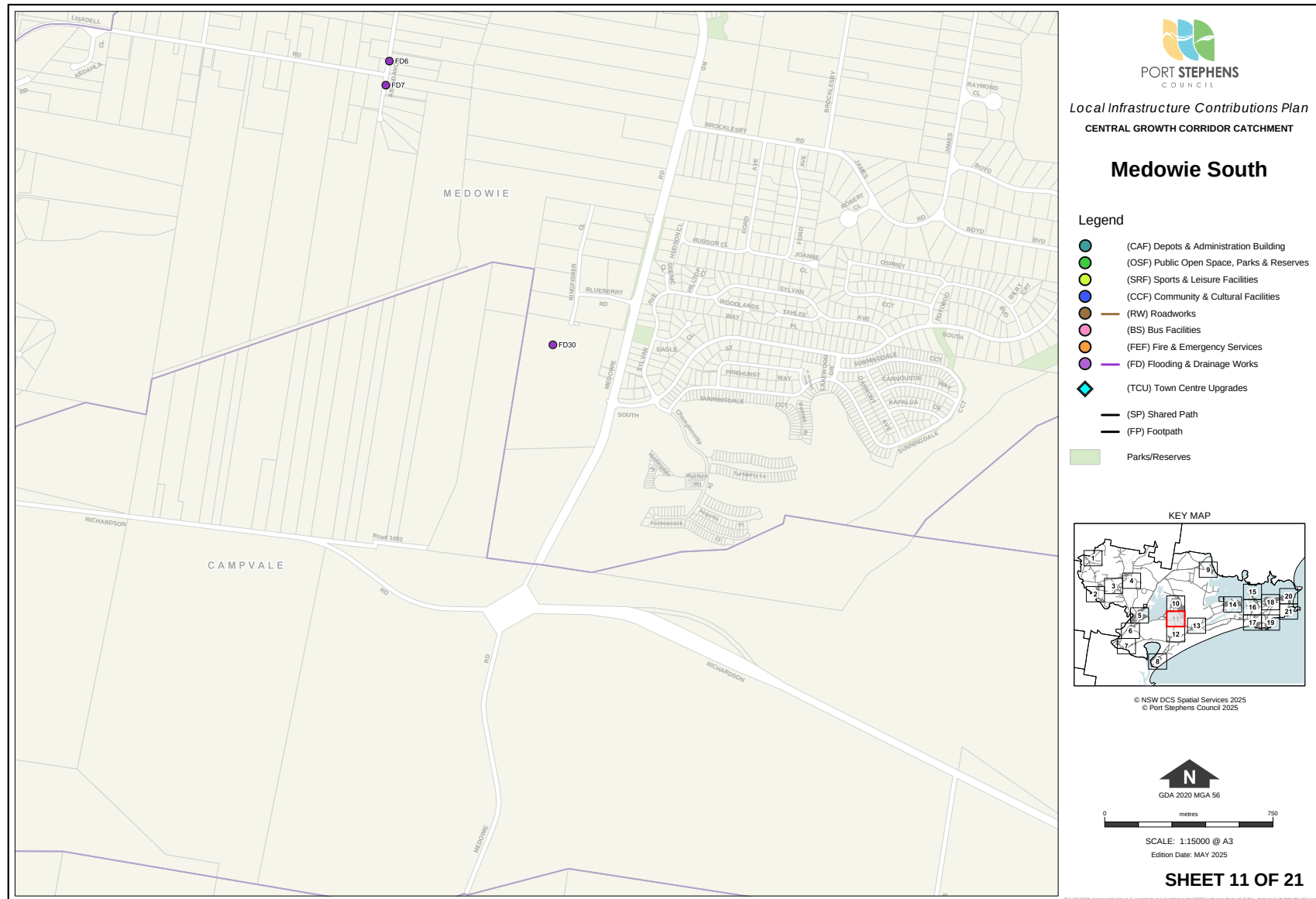
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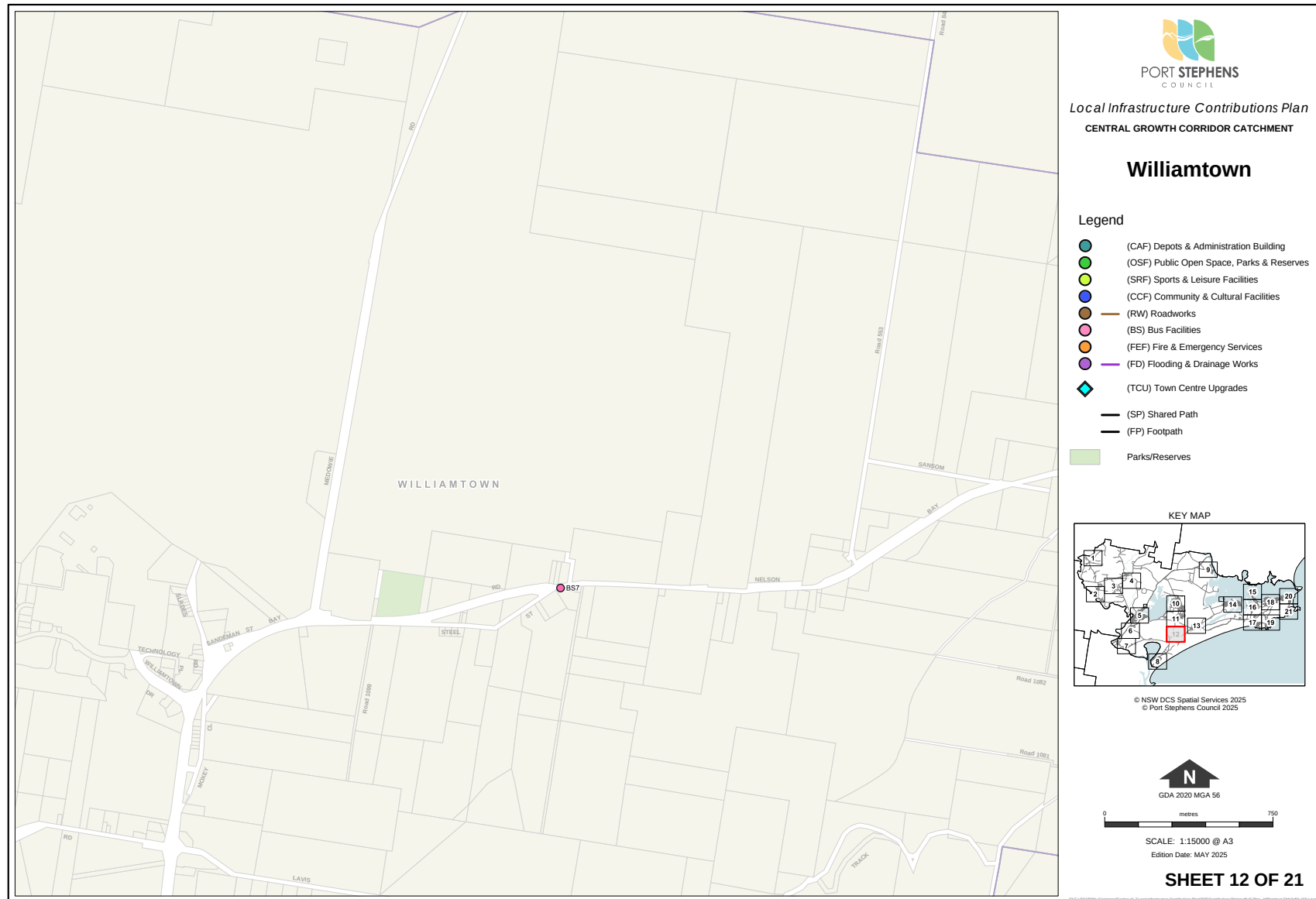
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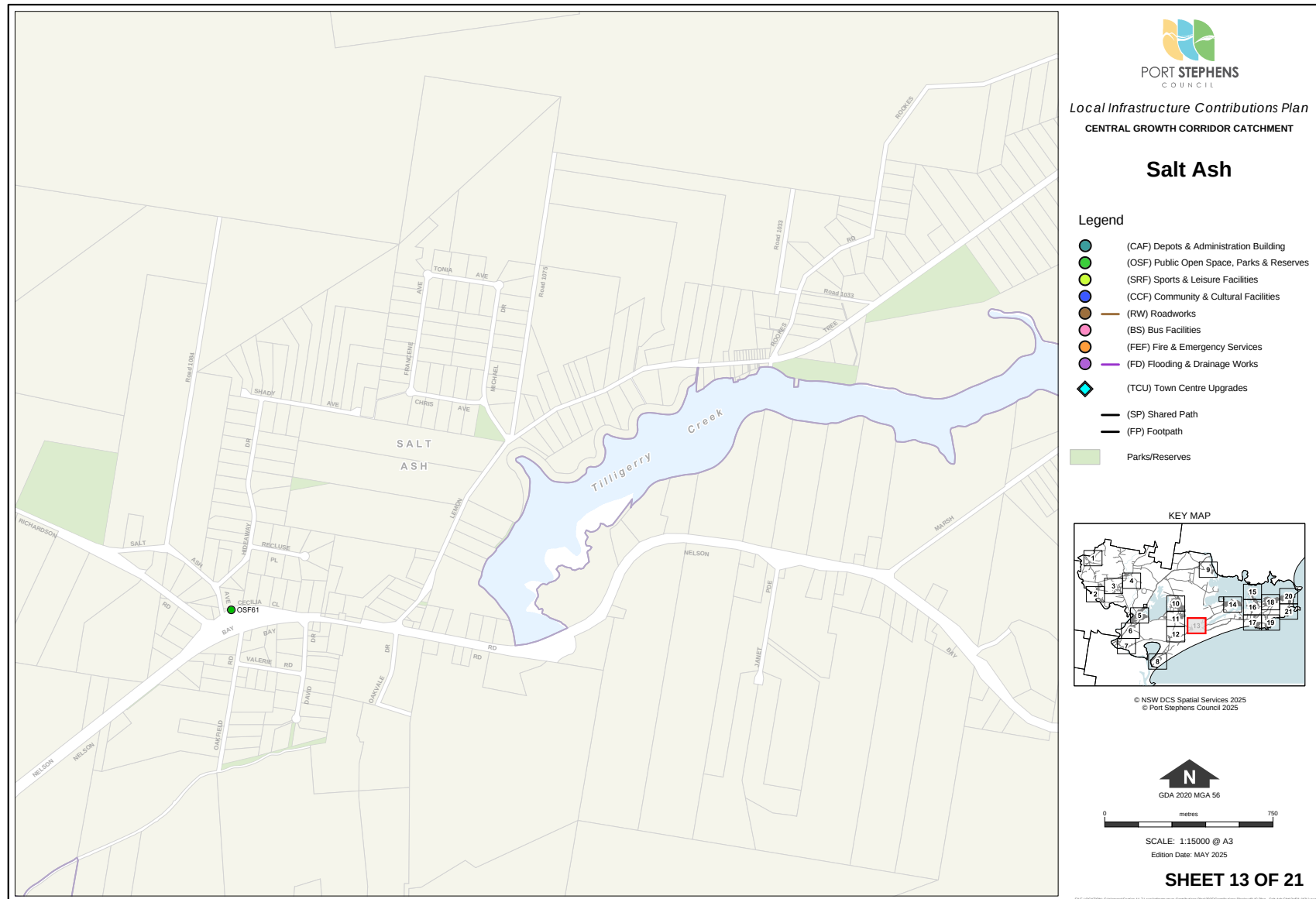
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ITEM 3 - ATTACHMENT 1 DRAFT PORT STEPHENS LOCAL INFRASTRUCTURE CONTRIBUTIONS PLAN.

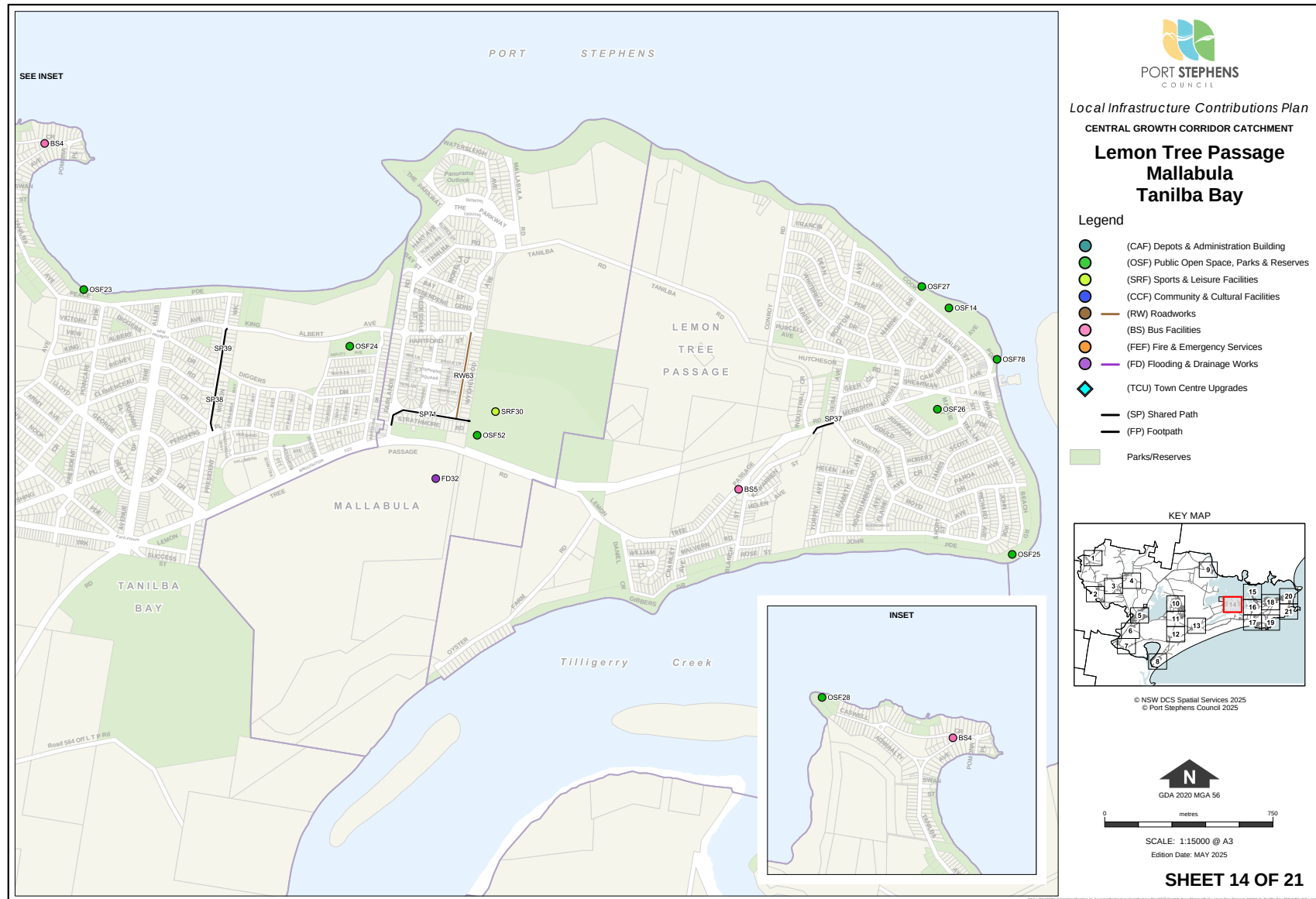


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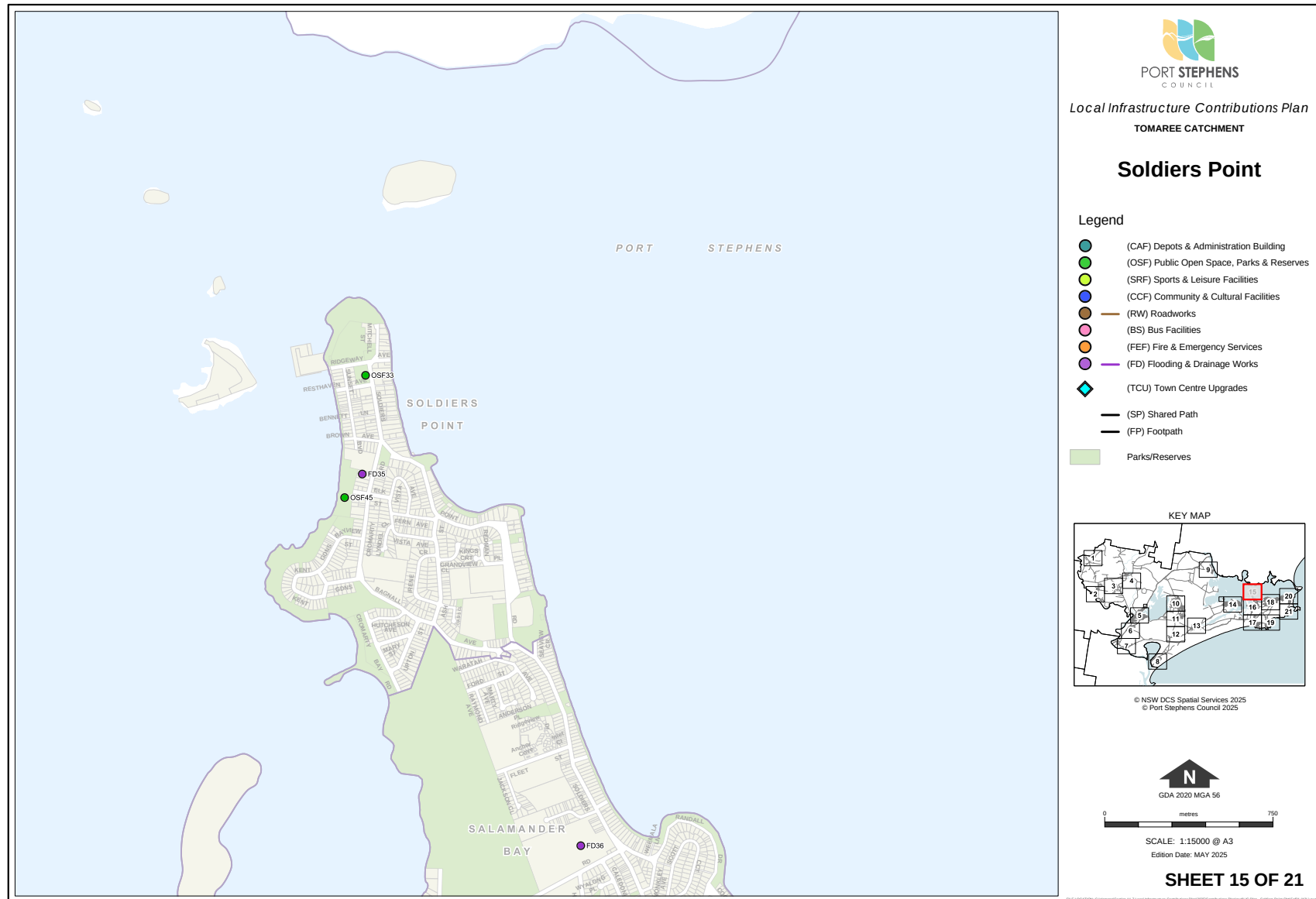




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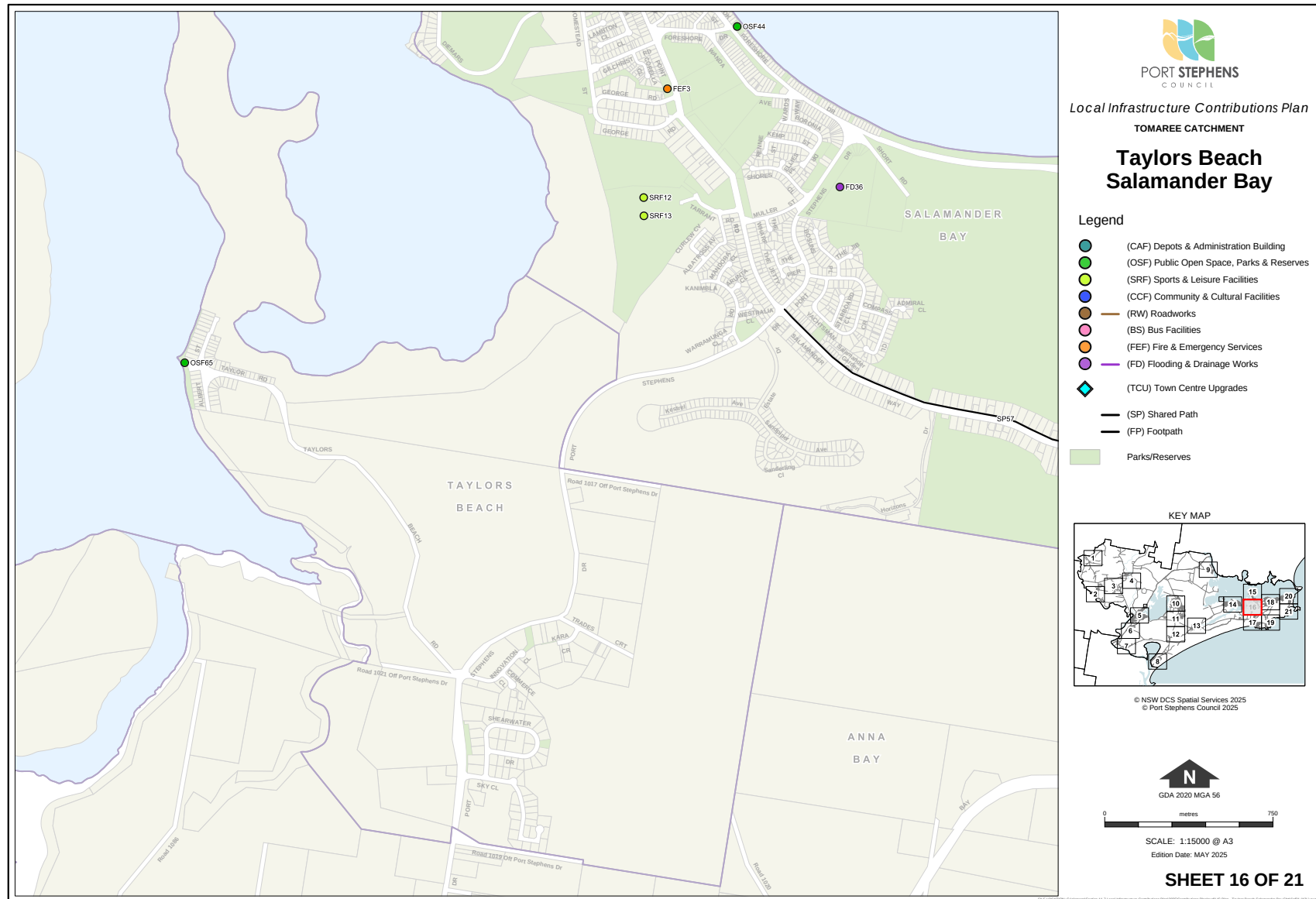


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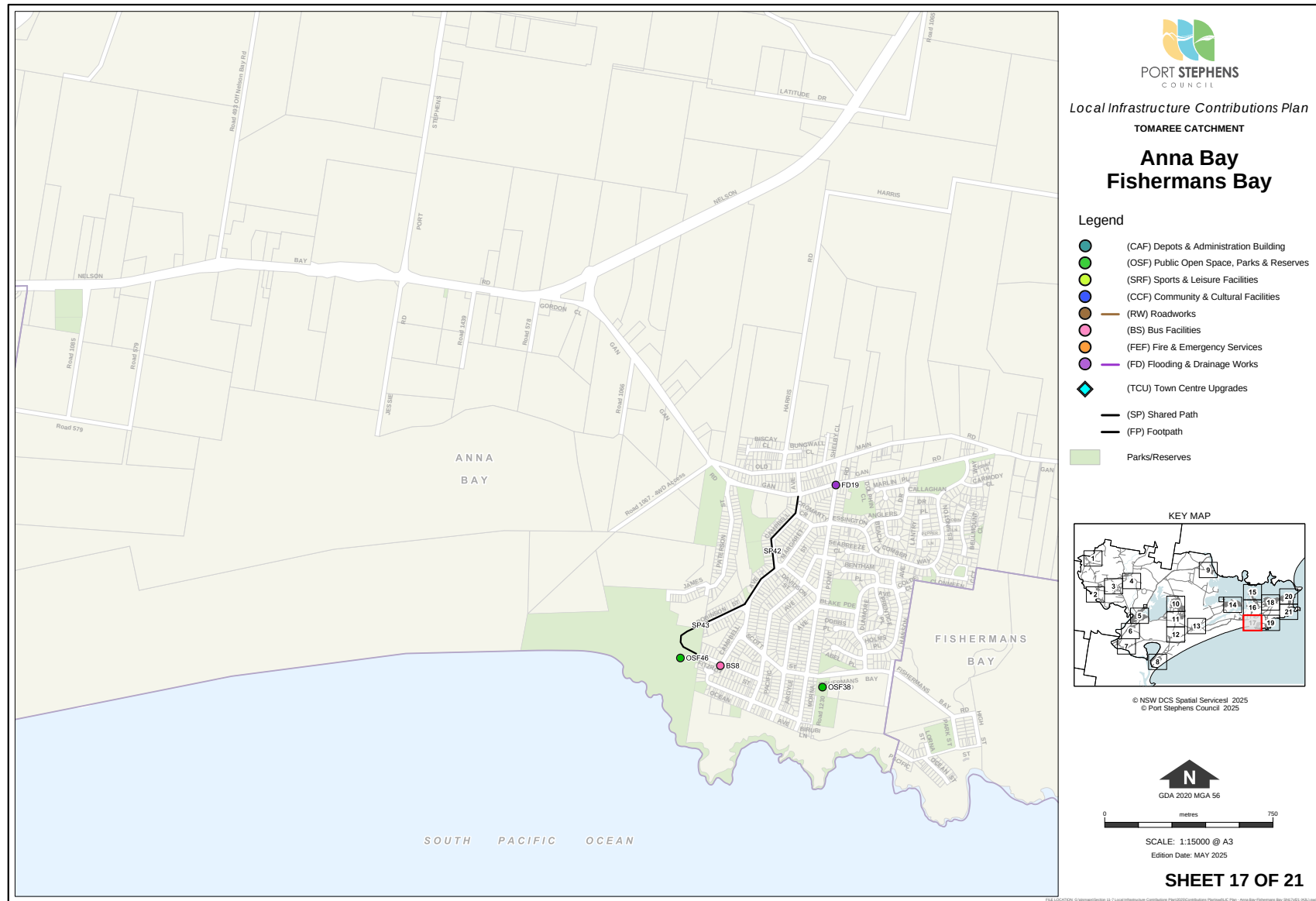




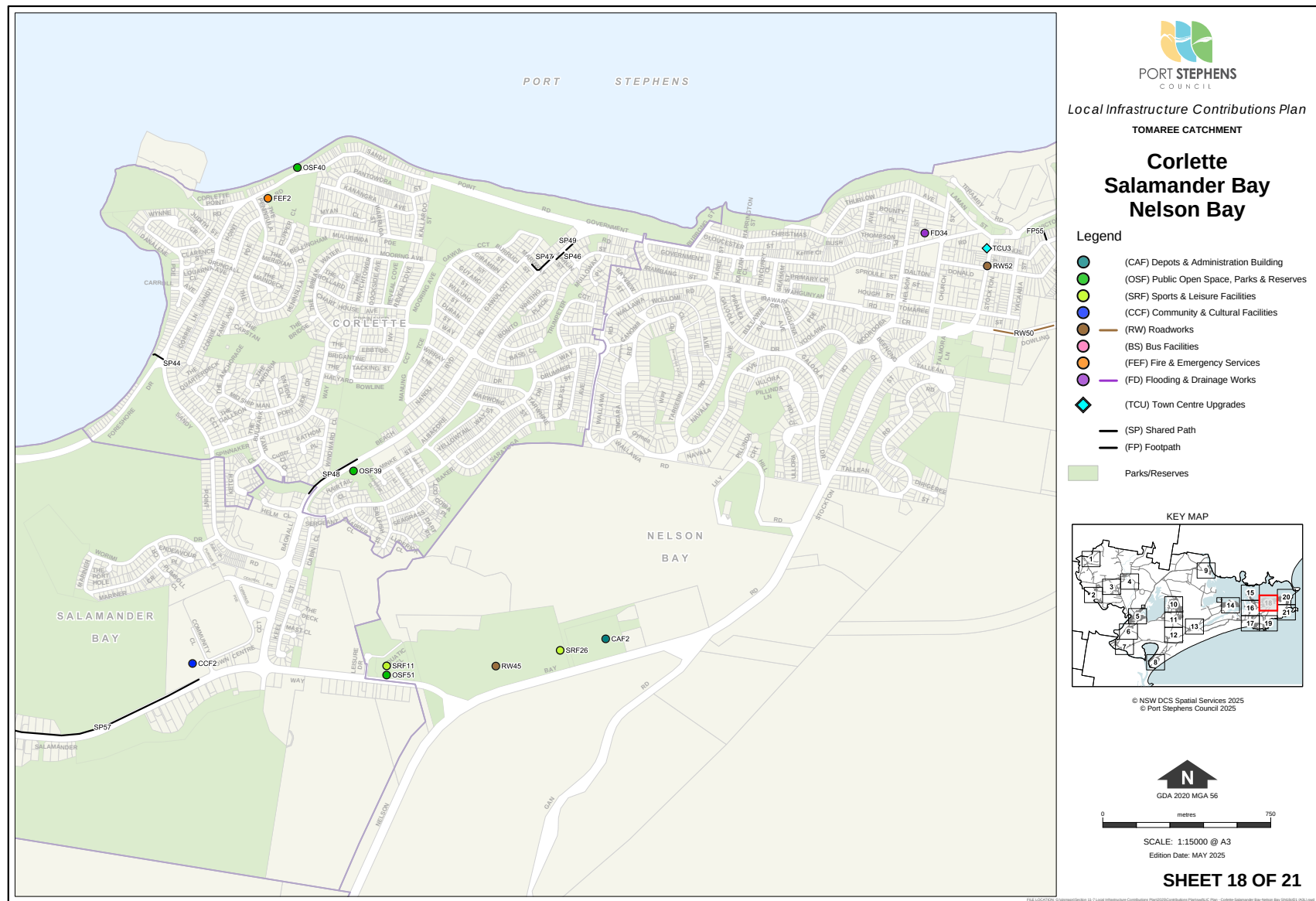
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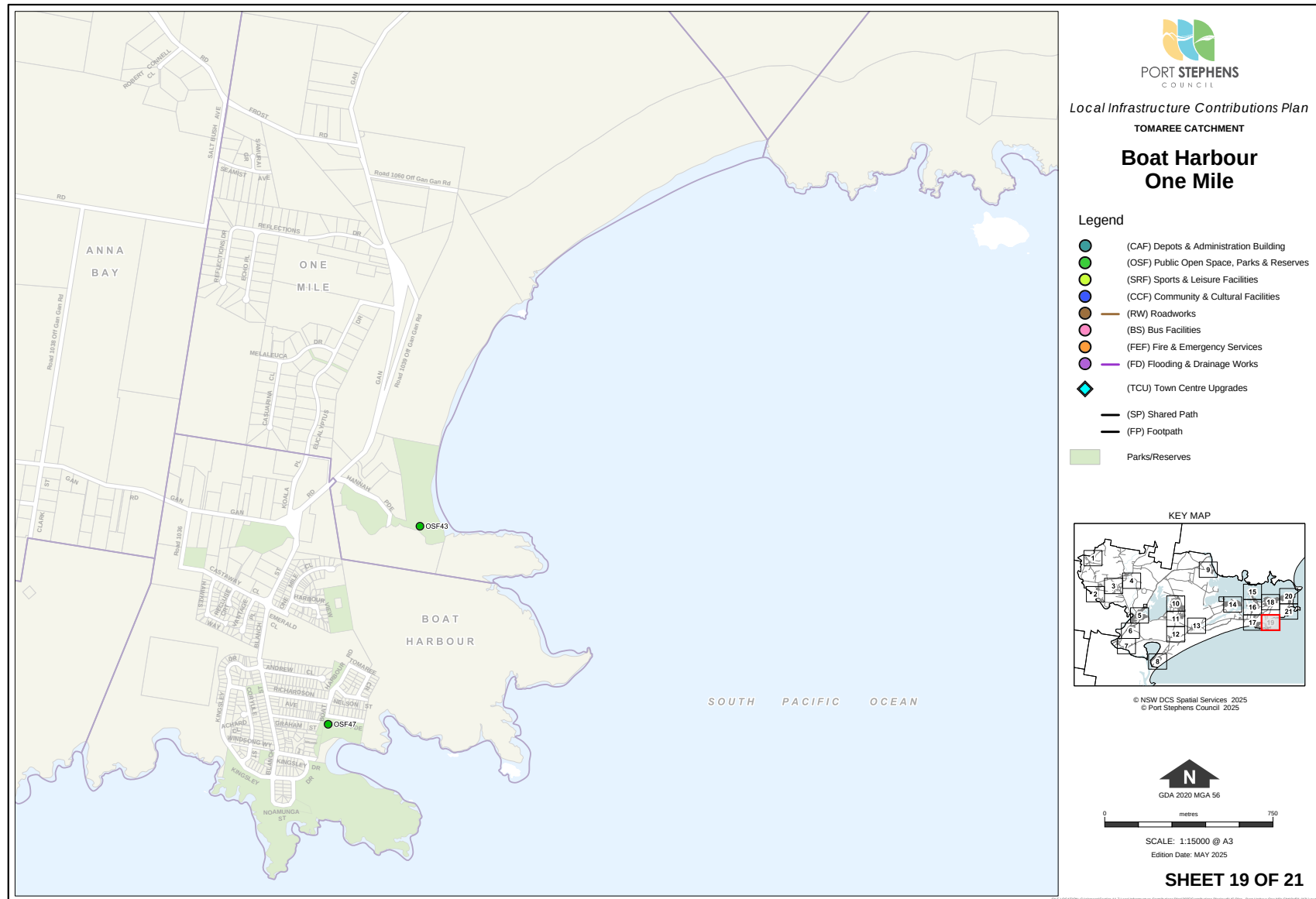
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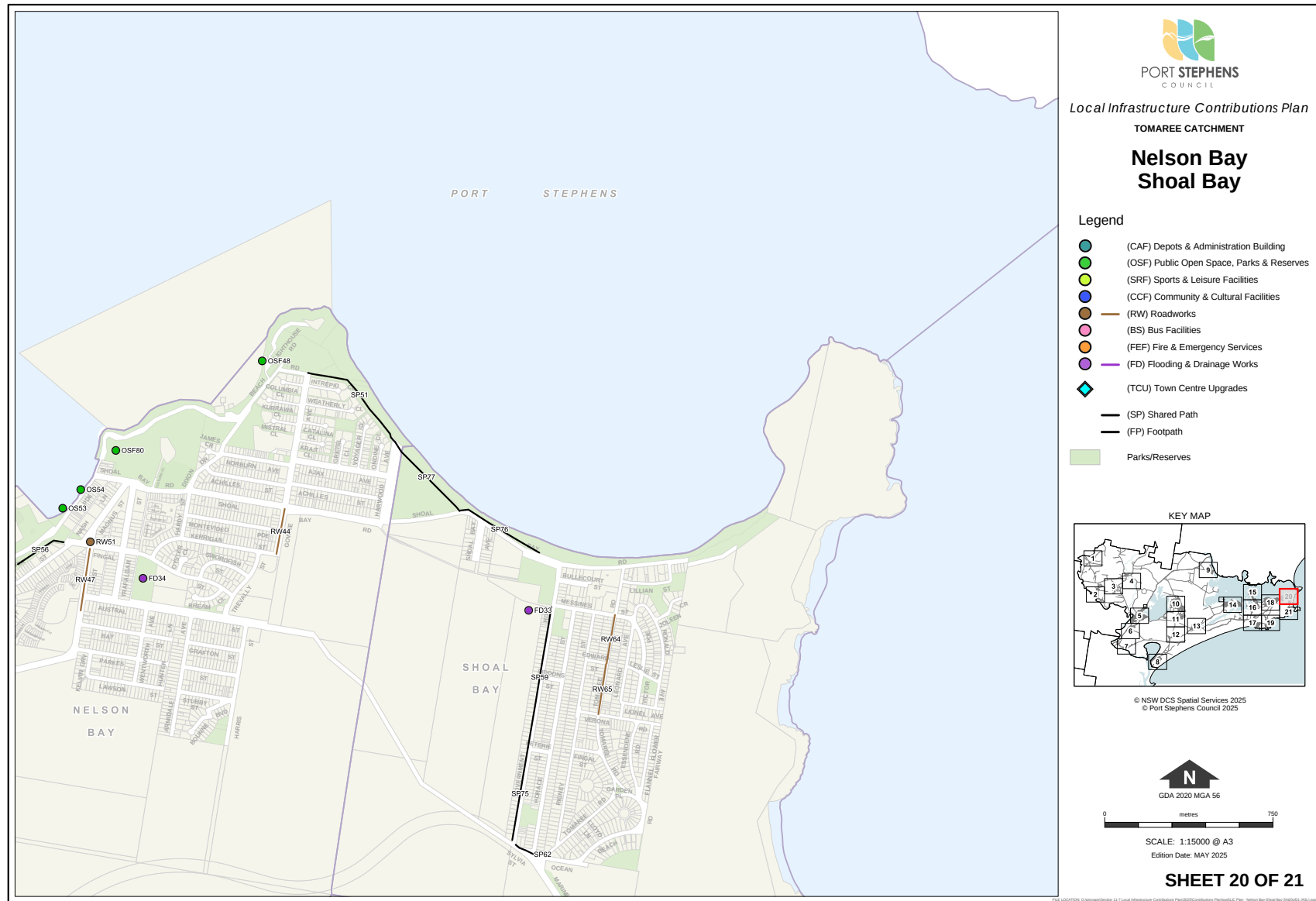
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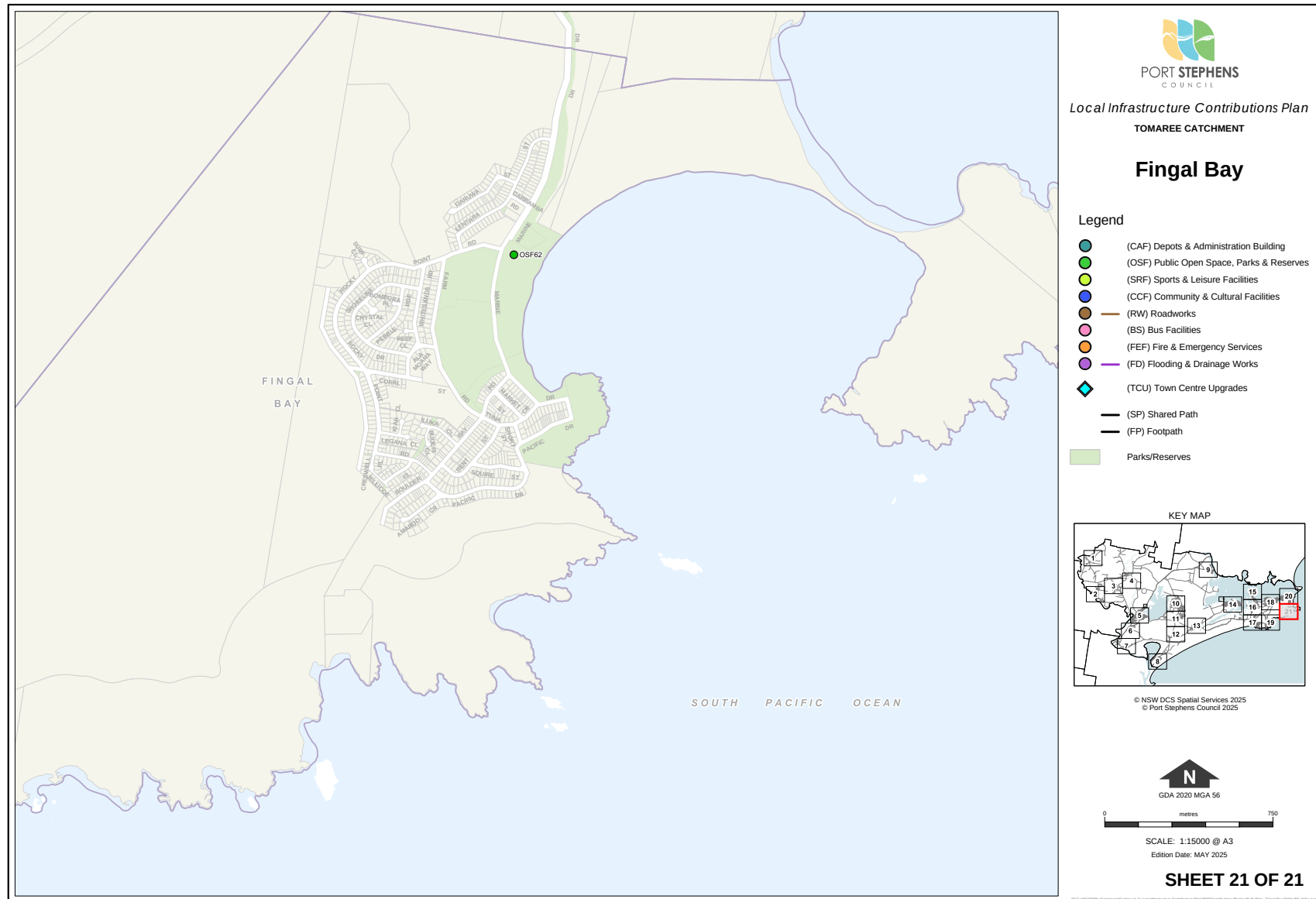
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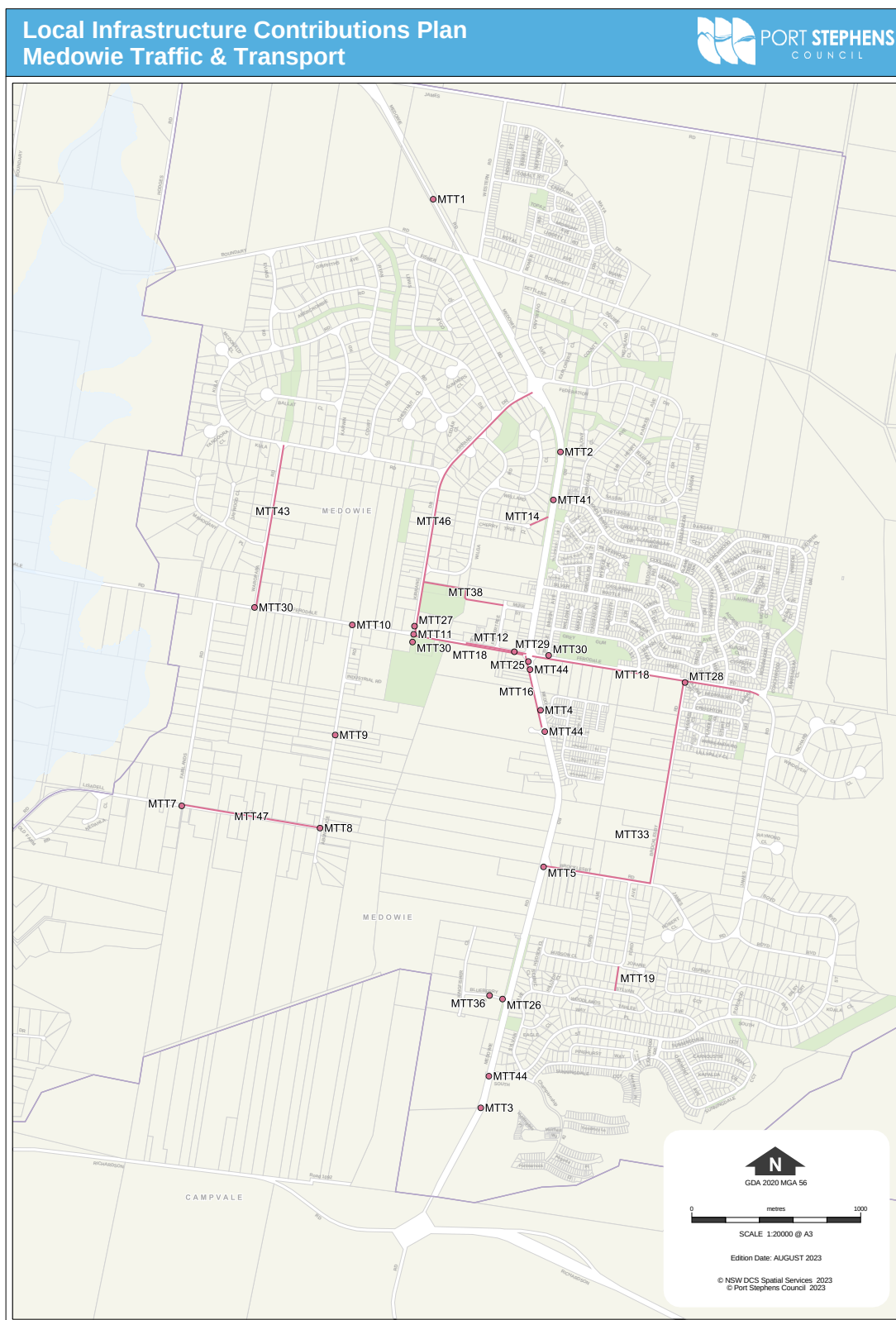




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ITEM 3 - ATTACHMENT 1 DRAFT PORT STEPHENS LOCAL  
INFRASTRUCTURE CONTRIBUTIONS PLAN.





ITEM 3 - ATTACHMENT 1 DRAFT PORT STEPHENS LOCAL INFRASTRUCTURE CONTRIBUTIONS PLAN.



ITEM 3 - ATTACHMENT 1 DRAFT PORT STEPHENS LOCAL  
INFRASTRUCTURE CONTRIBUTIONS PLAN.

## Appendix C Cost Summary Reports



### ITEM 3 - ATTACHMENT 1 DRAFT PORT STEPHENS LOCAL INFRASTRUCTURE CONTRIBUTIONS PLAN.

#### Cost Summary Report

##### Development Costs less than \$1,000,000

|                             |       |
|-----------------------------|-------|
| Development Application No: | _____ |
| Complying Development No:   | _____ |
| Date:                       | _____ |
| Applicant's name:           | _____ |
| Applicant's address:        | _____ |
| Development type:           | _____ |
| Development address:        | _____ |

#### **DEVELOPMENT COSTS:**

|                                       |           |
|---------------------------------------|-----------|
| Demolition and alterations            | \$        |
| Structure                             | \$        |
| External walls, windows and doors     | \$        |
| Internal walls, screens and doors     | \$        |
| Wall finishes                         | \$        |
| Floor finishes                        | \$        |
| Ceiling finishes                      | \$        |
| Fittings and equipment                | \$        |
| Hydraulic services                    | \$        |
| Mechanical services                   | \$        |
| Fire Services                         | \$        |
| Lift Services                         | \$        |
| External works                        | \$        |
| External services                     | \$        |
| Other related works                   | \$        |
| <b>Subtotal</b>                       | <b>\$</b> |
| <b>Subtotal above carried forward</b> | <b>\$</b> |
| Preliminaries and margin              | \$        |

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INFRASTRUCTURE CONTRIBUTIONS PLAN.**

|                                 |           |
|---------------------------------|-----------|
| Consultants fees                | \$        |
| Other related development costs | \$        |
| GST                             | \$        |
| <b>Total Development Costs</b>  | <b>\$</b> |

I certify that I have:

- Inspected the plans the subject of the application for development consent, complying development certificate.
- Calculated the proposed cost of carrying out the development in accordance with clause 208 of the *Environmental Planning and Assessment Regulation 2021* at current prices.
- Included GST in the calculation.

**Signed:**

\_\_\_\_\_

**Name:**

\_\_\_\_\_

**Position & Qualifications:**

\_\_\_\_\_

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**Quantity Surveyor's Cost Summary Report  
Development Costs greater than \$1,000,000**

Development Application No: \_\_\_\_\_

Complying Development No: \_\_\_\_\_

Date: \_\_\_\_\_

Applicant's name: \_\_\_\_\_

Applicant's address: \_\_\_\_\_

Development type: \_\_\_\_\_

Development address: \_\_\_\_\_

**Development Details:**

|                                |                |                          |                |
|--------------------------------|----------------|--------------------------|----------------|
| Gross Floor Area – Commercial  | m <sup>2</sup> | Gross Floor Area – other | m <sup>2</sup> |
| Gross Floor Area – Residential | m <sup>2</sup> | Total Gross Floor Area   | m <sup>2</sup> |
| Gross Floor Area – Retail      | m <sup>2</sup> | Total Site Area          | m <sup>2</sup> |
| Gross Floor Area Car parking   | m <sup>2</sup> | Total car parking spaces |                |
| Total Development Cost         | \$             |                          |                |
| Total Construction Cost        | \$             |                          |                |
| Total GST                      | \$             |                          |                |

**Estimate Details**

|                                           |                    |                                           |                    |
|-------------------------------------------|--------------------|-------------------------------------------|--------------------|
| <b>Professional fees</b>                  | \$                 | <b>Excavation</b>                         | \$                 |
| % of Development cost                     | %                  | Cost per m <sup>2</sup> of site area      | \$ /m <sup>2</sup> |
| % of Construction cost                    | %                  | <b>Car park</b>                           | \$                 |
| <b>Demolition and site preparation</b>    | \$                 | Cost per m <sup>2</sup> of site area      | \$ /m <sup>2</sup> |
| Cost per m <sup>2</sup> - site area       | \$ /m <sup>2</sup> | Cost per space                            | \$                 |
| <b>Construction - Commercial</b>          | \$                 | <b>Fit out – Commercial</b>               | \$                 |
| Cost per m <sup>2</sup> - commercial area | \$ /m <sup>2</sup> | Cost per m <sup>2</sup> - commercial area | \$ /m <sup>2</sup> |

### ITEM 3 - ATTACHMENT 1 DRAFT PORT STEPHENS LOCAL INFRASTRUCTURE CONTRIBUTIONS PLAN.

|                                            |                    |                                            |                    |
|--------------------------------------------|--------------------|--------------------------------------------|--------------------|
| <b>Construction Residential</b>            | \$                 | <b>Fit out - residential</b>               | \$                 |
| Cost per m <sup>2</sup> - residential area | \$ /m <sup>2</sup> | Cost per m <sup>2</sup> - residential area | \$ /m <sup>2</sup> |
| <b>Construction – retail</b>               | \$                 | <b>Fit out - retail</b>                    | \$                 |
| Cost per m <sup>2</sup> - retail area      | \$ /m <sup>2</sup> | Cost per m <sup>2</sup> - retail area      | \$ /m <sup>2</sup> |

I certify that I have:

- Inspected the plans the subject of the application for development consent, complying development certificate.
- Prepared and attached an elemental estimate generally prepared in accordance with the most recent Australian Cost Management Manuals published by the Australian Institute of Quantity Surveyors (AIQS).
- Calculated the proposed cost of carrying out the development in accordance with clause 208 of the *Environmental Planning and Assessment Regulation 2021* at current prices.
- Included GST in the calculation.
- Measured gross floor areas in accordance with the Method of Measurement of Building Area in the AIQS Cost Management Manual Volume 1, Appendix A2.

**Signed:**

\_\_\_\_\_

**Name:**

\_\_\_\_\_

**Position & Qualifications:**

\_\_\_\_\_

ITEM 3 - ATTACHMENT 1 DRAFT PORT STEPHENS LOCAL  
INFRASTRUCTURE CONTRIBUTIONS PLAN.

## Appendix D List of Amendments to the Plan





# ITEM 3 - ATTACHMENT 1 DRAFT PORT STEPHENS LOCAL INFRASTRUCTURE CONTRIBUTIONS PLAN.

## Appendix D

### List of Amendments to the Plan

| TITLE                  | DESCRIPTION                                                                                                                                                                                                    | DATE OF COMMENCEMENT    |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| <b>CPI update</b>      | CPI adjustment for quarter ended 31 December 2019.<br>All groups CPI weighted average of eight capital cities – 116.2 (December 2019).                                                                         | <b>29 January 2020</b>  |
| <b>CPI update</b>      | CPI adjustment for quarter ended 31 March 2020.<br>All groups CPI weighted average of eight capital cities – 116.6 (March 2020).                                                                               | <b>29 April 2020</b>    |
| <b>CPI update</b>      | CPI Adjustment for quarter ended 31 December 2020.<br>All groups CPI weighted average of eight capital cities – 117.2 (Dec 2020).                                                                              | <b>27 January 2021</b>  |
| <b>Amendment No. 1</b> | Addition of Kings Hill URA chapter and administrative amendments, including the incorporation of the Port Stephens Fixed Local Infrastructure Contribution Plan 2020 and changes to remove completed projects. | <b>1 March 2021</b>     |
| <b>CPI update</b>      | CPI Adjustment for quarter ended 31 March 2021.<br>All groups CPI weighted average of eight capital cities – 117.9 (Mar 2021).                                                                                 | <b>28 April 2021</b>    |
| <b>CPI update</b>      | CPI Adjustment for quarter ended 30 June 2021.<br>All groups CPI weighted average of eight capital cities – 118.8 (June 2021).                                                                                 | <b>28 July 2021</b>     |
| <b>CPI update</b>      | CPI Adjustment for quarter ended 30 September 2021.<br>All groups CPI Sydney – 120.2 (September 2021).                                                                                                         | <b>27 October 2021</b>  |
| <b>CPI update</b>      | CPI Adjustment for quarter ended 31 December 2021.<br>All groups CPI Sydney – 121.6 (December 2021).                                                                                                           | <b>25 January 2022</b>  |
| <b>CPI update</b>      | CPI Adjustment for quarter ended 31 March 2022.<br>All groups CPI Sydney – 123.7 (March 2022).                                                                                                                 | <b>27 April 2022</b>    |
| <b>CPI update</b>      | CPI Adjustment for quarter ended 30 June 2022.<br>All groups CPI Sydney – 125.7 (June 2022).                                                                                                                   | <b>27 July 2022</b>     |
| <b>CPI update</b>      | CPI Adjustment for quarter ended 30 September 2022.<br>All groups CPI Sydney – 128.6 (September 2022).                                                                                                         | <b>26 October 2022</b>  |
| <b>Amendment No. 2</b> | Administrative amendments, the removal of and amendments to infrastructure items and the introduction of additional infrastructure items.                                                                      | <b>13 December 2022</b> |
| <b>CPI update</b>      | CPI Adjustment for quarter ended 31 December 2022.<br>All groups CPI Sydney – 130.9 (December 2022).                                                                                                           | <b>25 January 2023</b>  |
| <b>CPI update</b>      | CPI Adjustment for quarter ended 31 March 2023.<br>All groups CPI Sydney – 132.7 (March 2023).                                                                                                                 | <b>26 April 2023</b>    |
| <b>CPI update</b>      | CPI Adjustment for quarter ended 30 June 2023.<br>All groups CPI Sydney – 134.0 (June 2023).                                                                                                                   | <b>26 July 2023</b>     |
| <b>CPI update</b>      | CPI Adjustment for quarter ended 30 September 2023.<br>All groups CPI Sydney – 135.8 (September 2023).                                                                                                         | <b>25 October 2023</b>  |
| <b>Amendment No. 3</b> | Administrative and minor policy amendments, the removal of and amendments to infrastructure items and the introduction of additional infrastructure items.                                                     | <b>28 November 2023</b> |
| <b>CPI update</b>      | CPI Adjustment for quarter ended 31 December 2023.                                                                                                                                                             | <b>31 January 2024</b>  |

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INFRASTRUCTURE CONTRIBUTIONS PLAN.**

|                   |                                                                                                         |                        |
|-------------------|---------------------------------------------------------------------------------------------------------|------------------------|
|                   | All groups CPI Sydney – 136.4 (December 2023).                                                          |                        |
| <b>CPI update</b> | CPI Adjustment for quarter ended 31 March 2024.<br>All groups CPI Sydney – 137.7 (March 2024).          | <b>24 April 2024</b>   |
| <b>CPI update</b> | CPI Adjustment for quarter ended 30 June 2024.<br>All groups CPI Sydney – 139.1 (June 2024).            | <b>31 July 2024</b>    |
| <b>CPI update</b> | CPI Adjustment for quarter ended 30 September 2024.<br>All groups CPI Sydney – 139.80 (September 2024). | <b>30 October 2024</b> |
| <b>CPI update</b> | CPI Adjustment for quarter ended 31 March 2025.<br>All groups CPI Sydney – 140.9 (March 2025).          | <b>30 April 2025</b>   |

**ITEM 3 - ATTACHMENT 1      DRAFT PORT STEPHENS LOCAL  
INFRASTRUCTURE CONTRIBUTIONS PLAN.**



**PORT STEPHENS**  
COUNCIL

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# Communications and Engagement Report for the Salamander Bay Town Centre Place Plan

September 2025

ITEM 4 - ATTACHMENT 4  
ENGAGEMENT REPORT.

## SALAMANDER BAY TOWN CENTRE PLACE PLAN

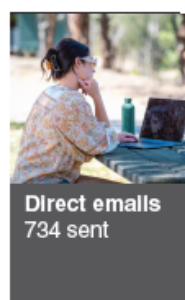
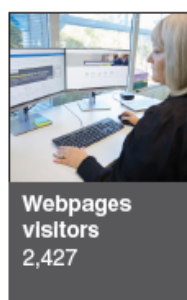
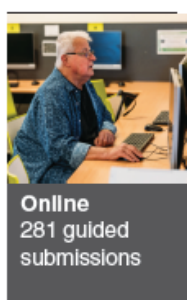


## Engagement snapshot

### Salamander Bay Town Centre Place Plan

The place planning process aims to capture the character of the unique communities within Port Stephens and to give voice to their residents. By giving ownership to the community of the roadmap for the future, not only does it enhance their connection to place but also ensures that the priorities and actions within the plan are created by those who it will impacted.

### What we've been up to



### Top 5 Salamander Bay and Taylors Beach\* Liveability Index care factors

\*For liveability reporting, each neighbourhood includes one or more suburbs



**76%**  
Elements of natural environment  
(LGA 75%)



**65%**  
Local businesses that provide for daily needs  
(LGA 53%)



**65%**  
General condition of public open space  
(LGA 66%)



**61%**  
Access to neighbourhood amenities  
(LGA 51%)



**58%**  
Locally owned and operated businesses  
(LGA 53%)

[haveyoursay.portstephens.nsw.gov.au](https://haveyoursay.portstephens.nsw.gov.au)



ITEM 4 - ATTACHMENT 4  
ENGAGEMENT REPORT.

## SALAMANDER BAY TOWN CENTRE PLACE PLAN

## Top things we've been hearing

High rise to offices and housing look over wetlands.

Link road right around to carpark to ease traffic.

The Mambo wetlands should be kept as they are and not encroached upon.

## Top strengths

Salamander Bay and Taylors Beach overall

Elements of natural environment  
Local businesses that provide daily needs  
Locally owned and operated businesses  
Access to neighbourhood amenities  
Sense of neighbourhood safety  
Sense of belonging in the community  
Sense of personal safety

## Top priorities

Salamander Bay and Taylors Beach overall

General condition of public open space  
Evidence of recent public investment  
Walking/jogging/bike paths  
Quality of public space  
Access and safety of transport options  
Elements of natural environment

## Emerging themes

- Community wellbeing
- Economy
- Environment
- Housing
- Infrastructure and movement
- Public Domain

## Most mentioned ideas

- Day Surgery or urgent health clinic
- Youth activities or Centre
- Mixed-use buildings with housing above shops
- Protect Mambo Wetlands
- Improve bike and walking paths
- Link road around shopping centre

## Project timeline



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02 4988 0255  
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| <b>Engagement methods</b>                                                                                | <b>9</b>  |
| <b>Key engagement findings</b>                                                                           | <b>11</b> |
| • Phase 0 Liveability Survey – 2024 and 2020                                                             |           |
| • Phase 1 Early Engagement – May 2025                                                                    |           |
| • Phase 2 Public Exhibition – August 2025                                                                |           |
| <b>Appendices</b>                                                                                        |           |
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## ITEM 4 - ATTACHMENT 4 ENGAGEMENT REPORT.

## SALAMANDER BAY TOWN CENTRE PLACE PLAN

### Summary

The place planning process aims to capture the character of the unique communities within Port Stephens and to give voice to their residents. By giving ownership of the roadmap for the future to the community, not only does it enhance their connection to the place, but it also ensures that the priorities and actions within the plan are created by those who are directly impacted.

In developing the Salamander Town Centre Place Plan and listening to the community, we learned that some of your priorities for the area are: creating more opportunities for local businesses, increasing housing diversity in the Tomaree, investing in the environment, a thriving and vibrant Town Centre, a healthy, accessible and well-connected town centre, and easy movement around the Town Centre.

The introduction of a Salamander Bay Town Centre Place Plan to the community will work through a phased engagement approach:

|                |                                                                                                                                                      |
|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Phase 0</b> | Collection of the Liveability Index data collection<br>Completed September 2020 and November 2024                                                    |
| <b>Phase 1</b> | Early engagement – allowing local residents, businesses and other stakeholders to prioritise and provide vision for the place.<br>Completed May 2025 |
| <b>Phase 2</b> | Exhibition of the draft document for public comment.<br>Completed July – August 2025                                                                 |
| <b>Phase 3</b> | Revised plan reported to Council with changes and adopted                                                                                            |

For each phase of engagement we've assigned an engagement level as follows:

| Engagement level                                                                                                                                            | Phase 1<br>Early<br>engagement                                                      | Phase 2<br>Public<br>Exhibition                                                     | Phase 3<br>Adoption                                                                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <b>Level 1 – Inform</b><br>Provide stakeholders with information to assist them in understanding the problems, alternatives and/or solutions.               |  |  |  |
| <b>Level 2 – Consult</b><br>Obtain stakeholder feedback on the project to aid decision-making.                                                              |  |  |                                                                                       |
| <b>Level 3 – Involve</b><br>Work with stakeholders throughout the project, ensuring issues and concerns are understood and incorporated in decision making. |  |                                                                                     |                                                                                       |
| <b>Level 4 – Collaborate</b><br>Partner with stakeholders throughout the project to develop alternatives and identify the preferred solution.               |                                                                                     |                                                                                     |                                                                                       |

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The key objectives of all phases of engagement are to:



**Increase community awareness** of the development of the Salamander Bay Town Centre Place Plan



**Inform the key stakeholders and community** about upcoming engagement opportunities in Salamander Bay



**Seek feedback** on the draft Place Plan and how community priorities might have changed



**Identify and report on** community preferences to inform the Salamander Bay Town Centre Place Plan

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## SALAMANDER BAY TOWN CENTRE PLACE PLAN

## Communication Methods

| ACTIVITY                    | DESCRIPTION                                                                                                                                                                                                                                 | REACH                                                               |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| Phase 0                     | Liveability Index                                                                                                                                                                                                                           |                                                                     |
| <b>Various activities</b>   | <p>Sep 2020 Tied to wider communications campaign for entire local government area not specific to Salamander Bay</p> <p>Nov 2024 Tied to wider communications campaign for entire local government area not specific to Salamander Bay</p> |                                                                     |
| Phase 1                     | Early engagement                                                                                                                                                                                                                            |                                                                     |
| <b>Project webpage</b>      | <p>Place Plan Council website page <a href="#">Salamander Bay Town Centre Place Plan</a></p> <p>Used to host information and supporting documents</p>                                                                                       | 1438                                                                |
| <b>Social media</b>         | <p>Port Stephens Council Facebook</p> <p>Post boosted to target Salamander Bay community</p> <p>1 organic post</p>                                                                                                                          | <p>5860</p> <p>(1820 -clicks)</p> <p>1640</p> <p>(139 – clicks)</p> |
| <b>Poster with QR Code</b>  | <p>Promotional posters and leaflets in temporary shop at Salamander Bay Shopping Centre</p> <p>5 May to 9 May 2025</p> <p>Promotional leaflets provided to Tomaree Library for additional circulation 5 May to 24 May 2025</p>              | Unknown                                                             |
| <b>Printed your port</b>    | Printed Quarterly Newsletter accompanying Rates Notice, Autumn 2025                                                                                                                                                                         | 20,000                                                              |
| <b>Direct email contact</b> | Direct email to identified known stakeholders, interest groups for Salamander Bay via <a href="mailto:haveyoursay@portstephens.nsw.gov.au">haveyoursay@portstephens.nsw.gov.au</a> dated 29 April 2025                                      | 331                                                                 |
| <b>Media release</b>        | Media release 'Have your say on the future of Salamander Bay Town Centre' distributed to Council's media distribution list dated 29 April 2025                                                                                              | 109                                                                 |
| <b>News item</b>            | News item are included on the Council's home page <a href="#">here</a> 29 April 2025                                                                                                                                                        | 234                                                                 |

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| ACTIVITY                   | DESCRIPTION                                                                                                                                                                                                                                                                                | REACH                                                       |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| <b>E-newsletter</b>        | E-Newsletter YourPort May 2025 'Get involved in planning for the future of Salamander Bay Town Centre' dated 7 May 2025                                                                                                                                                                    | 4,630<br>1156 opened                                        |
| <b>Letterbox drop</b>      | Letterbox drop to adjoining houses north of shopping centre                                                                                                                                                                                                                                | 150 Print advert                                            |
| <b>Print advert</b>        | Included in DA Notices:<br>News of the Area, 15 May 2025<br>Port Stephens Examiner, Help Shape Salamander Bay, 15 May 2025, p. 8<br>Newcastle Herald, Salamander site's future in spotlight, 7 May 2025                                                                                    | 10,000<br>22,231<br>42,071                                  |
| <b>Related Media</b>       | NBN News story – 5 May 2025 <a href="#">Link</a>                                                                                                                                                                                                                                           | 28,000                                                      |
| <b>Radio</b>               | Port Stephens FM – 6 May, 9 June, and 10 June 2025<br>2HD radio segment – 6 May 2025                                                                                                                                                                                                       |                                                             |
| <b>Phase 2</b>             | <b>Public Exhibition phase 23 July to 19 August 2025</b>                                                                                                                                                                                                                                   |                                                             |
| <b>Website</b>             | Download of the draft place plan document from Current Public Exhibition page<br>Visits to the <a href="#">dedicated Salamander Bay Town Centre Plan website page</a> during public exhibition phase<br>Visits to the <a href="#">Council meeting overview news item</a> from 22 July 2025 | 867<br>99<br>23                                             |
| <b>Social media</b>        | <a href="#">Council meeting overview post 23 July 2025 mentioning Salamander Bay Town Centre Plan public exhibition</a><br><a href="#">Salamander Bay Town Centre Place Plan Have your Say Post 29 July 2025</a>                                                                           | 1,817 reach<br>(9 clicks)<br>67,199 reach<br>(2,145 clicks) |
| <b>Local media update</b>  | Draft Salamander Bay Town Centre Place Plan Public Exhibition included in the weekly media update emailed to media outlets, 29 July 2025                                                                                                                                                   | 9 media outlets                                             |
| <b>Related print media</b> | Port Stephens Examiner, "Did we get it right?" Council asks for feedback on Salamander Bay Place Plan, online edition, 4 August 2025                                                                                                                                                       | 20,203                                                      |

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| ACTIVITY                 | DESCRIPTION                                                                                                                                                                                                | REACH            |
|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
|                          | Port Stephens Examiner, 'Feedback sought on place plan' Council asks for feedback on Salamander Bay Place Plan, 7 August 2025, print edition                                                               | 22,231           |
|                          | News of the Area, 'Have your say on the draft Salamander Bay Town Centre Place Plan', online edition, 6 August 2025                                                                                        | 10,000           |
|                          | Newcastle Weekly, 'Draft Salamander Bay Town Centre Place Plan unveiled', 30 July 2025                                                                                                                     | 6,000            |
|                          | InTouch Magazine, 'Have your say on the draft Salamander Bay Town Centre Place Plan, 29 July 2025                                                                                                          | 255,000          |
| <b>Print advertising</b> | Council notices: Public Exhibition Draft Salamander Bay Town Centre Masterplan Plan <ul style="list-style-type: none"> <li>• Port Stephens Examiner 4 August 2025</li> <li>• NOTA 6 August 2025</li> </ul> | 22,231<br>10,000 |
| <b>Radio</b>             | ABC News Newcastle Drive, 29 July 2025                                                                                                                                                                     | 6,100            |
| <b>Direct email</b>      | Direct email to previous participants, 28 July 2025                                                                                                                                                        | 287              |
|                          | Direct email to stakeholders 28 July 2025                                                                                                                                                                  | 116              |

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### Engagement Methods

| ACTIVITY                        | DESCRIPTION                                                                                                                                                            | REACH                                         |
|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|
| <b>Phase 0</b>                  | <b>Liveability Index</b>                                                                                                                                               |                                               |
| <b>Online Survey</b>            | Salamander Bay & Taylors Beach                                                                                                                                         |                                               |
|                                 | Liveability Survey 2024                                                                                                                                                | 170 responses                                 |
|                                 | Liveability Survey 2020                                                                                                                                                | 243 responses                                 |
| <b>Phase 1</b>                  | <b>Early engagement</b>                                                                                                                                                |                                               |
| <b>CEAG</b>                     | Communication and Engagement Advisory Group (CEAG) agenda item 16 April 2025.<br>Advice and provided regarding proposed approach, stakeholders.                        | 1 group                                       |
| <b>Online Engagement</b>        | Online engagement tools open from 28 April 2025 to 24 May 2025<br>Have your say mapping tool<br>Join the conversation tool<br>Written submissions (emails and letters) | 150 comments<br>66 responses<br>3 submissions |
| <b>Community Drop In #1</b>     | Salamander Bay Shopping Centre Community Drop In<br>Monday 5 May 2025 to Friday 9 May 2025, 9am-1pm each day                                                           | 390 visited                                   |
| <b>Community Drop In #2</b>     | Tomaree Community Connect Day<br>Salamander Bay Shopping Centre<br>16 May 2025, 9:30am -2:30pm                                                                         | 30 visited                                    |
| <b>Workshop</b>                 | Structured deliberative workshop to allow for deeper exploration of local situation and exploration including ideas and solutions generation.<br>8 May 2025            | 16 participants                               |
| <b>Doorstep discussions</b>     | Doorstep discussion with local businesses                                                                                                                              | 7                                             |
| <b>Key Stakeholder Meetings</b> | Meeting with representatives from key local businesses                                                                                                                 | 5 meetings                                    |

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| ACTIVITY             | DESCRIPTION                                        | REACH |
|----------------------|----------------------------------------------------|-------|
| Phase 2              | Public Exhibition phase 23 July to 19 August 2025  |       |
| Information sessions | Drop in held Salamander Bay Shopping Centre:       |       |
|                      | Monday 4 August between 9am and 2pm                | 28    |
|                      | Thursday 7 August between 1pm and 7pm              | 29    |
| Submissions          | Online 'guided' submission surveys                 | 65    |
|                      | Formal public submissions                          | 19    |
|                      | Note: multiple submissions made by the same people |       |



## Key engagement findings

### Phase 0: Liveability Index survey

In late 2024 we partnered with Place Score to conduct our second Liveability Survey. This helps us focus on what matters most to our community, guiding our planning and decision making to have the greatest impact on community wellbeing. We were able to compare these findings with the results from our 2020 survey to see how priorities have shifted over time.

#### **The Liveability Index 2024 for Salamander Bay and Taylors Beach**

In 2024 there were 179 people from Salamander Bay and Taylors Beach completed the survey and told us what they value about their place and how it is performing.

Top five values:

1. Elements of the natural environment (natural features, views, vegetation, topography, water wildlife).
2. Local businesses that provide for daily needs (grocery stores, pharmacy, banks).
3. General condition of public open space (street trees, footpaths, parks)
4. Access to neighbourhood amenities (cafes, shops, health and wellness services etc.)
5. Locally owned and operated business.

High priorities:

1. General condition of public open space (streets, trees, footpaths, parks etc.)
2. Evidence of recent public investment (roads, parks, schools etc.)
3. Walking/jogging/bike paths that connect housing to communal amenity (shops, parks etc.)
4. Quality of public space (footpaths, verges, parks etc.)
5. Access and safety of walking, cycling and/or public transport (signage, paths, lighting etc.)

#### **The Liveability Index 2020 for Salamander Bay and Taylors Beach**

The Liveability Index 2020 for Salamander Bay and Taylors Beach was completed by 243 people and told us what they value about their place and how it is performing.

Top five values:

1. Elements of the natural environment (natural features, views, vegetation, topography, water wildlife).
2. General condition of public open space (street trees, footpaths, parks)
3. Protection of the natural environment
4. Local businesses that provide for daily needs (grocery stores, pharmacy, banks).
5. Walking/jogging/bike paths that connect housing to communal amenity (shops, parks etc.)

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High priorities:

1. Evidence of recent public investment (roads, parks, schools etc.)
2. Quality of public space (footpaths, verges, parks etc.)

While similar values emerged in the 2020 and 2024 survey results, participants in 2024 placed a higher value on local businesses.

Also, the 2024 results show public spaces and footpaths as higher priorities for residents.

For more detail, see **Appendix A**.

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Phase 1 provided three levels of engagement - inform, consult, and involve – and utilised multiple methods of engagement.

The themes which formed a part of the Phase 1 engagement were drawn from those used in other place plans and also from the Liveability Survey results for Salamander Bay from both 2020 and 2024. These themes included Community Wellbeing; Economy; Environment; Housing and Movement and Infrastructure.

The Salamander Bay Town Centre Place Plan communications and engagement approach was also significantly refined through the input of the Communications and Engagement Advisory Group in April 2025. This group provided input and direction into communication and engagement plan including suggesting the use of vacant shop fronts at Salamander Charter Hall Shopping Centre to help garner additional feedback from local people.

**Key Phase 1 early engagement findings**

A key component of Phase 1 engagement included a dedicated online have your say website page which featured two online engagement tools, 'Join the conversation; and 'Have your Say Mapping tool'. These tools were used to collate not only online feedback but also the feedback received from conversations undertaken at the Salamander Bay Shopping Centre drop ins. This feedback totalled over 220 individual responses. This together with the feedback from the community workshop (16 attendees) and also individually addressed letters (3) has been summarised as follows:

**Community wellbeing**

Feedback received revealed support for a more connected, inclusive and vibrant place. Respondents highlighted the need for improved community infrastructure, including health services, youth activities, and recreation space for all. A recurring opinion centre on a lack of character for the town centre together with a desire to revitalise it through improved design and social spaces.

**Economy**

Many comments received viewed that the local economy as underperforming with the current Charter Hall centre not at capacity. There was support for a more diverse retail and commercial precinct particularly for local unique businesses. There was support to modernise the current shopping centre and include a night time economy.

**Environment**

A primary concern was the environment especially with regard to the neighbouring Mambo Wetlands. Feedback received emphasised that any new development must be environmentally conscious, climate resilient and preserve natural assets.

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**Housing**

Feedback reflected support for affordable options for local residents alongside concern for holiday letting. Responders suggested integrating diverse multilevel development with mixed commercial use.

**Movement and infrastructure**

Many comments were focused on improving walkability, bike access, traffic flow and public transport. There was a clear desire to link the road around the current shopping precinct and to provide safe and accessible pathways for all.

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The following provides a more detailed breakdown of the various engagement tools and feedback for Phase 1

### Have Your Say Webpage – see Appendix B for full details

- Have Your Say Mapping Tool – 150 responses
- Join the Conversation - 66 responses
- Written submissions (emails, letters) – 3 responses

| Categories                  | Social Map | Join the conversation | Other (letters, emails etc) | Total     |
|-----------------------------|------------|-----------------------|-----------------------------|-----------|
| Community Wellbeing         | 21         | 22                    | 1                           | <b>44</b> |
| Economy                     | 16         | 23                    | 2                           | <b>41</b> |
| Environment                 | 27         | 26                    | 6                           | <b>59</b> |
| Housing                     | 15         | 19                    | 1                           | <b>35</b> |
| Infrastructure and Movement | 56         | 27                    | 2                           | <b>85</b> |
| Public Domain               | 16         | 19                    | 2                           | <b>37</b> |

**PLEASE NOTE**

These key findings were drawn from the engagements using data collected from the Salamander Bay Drop in Centre, along with direct contributions from the webpage through Join the Conversation comments and the Have Your Say mapping tool.

### Place Plan Key Themes

#### Community Wellbeing

1. Concerns
  - Lack of specific medical practices to support an ageing and growing population, with long travel times to alternatives
  - Lack of youth-specific activities
  - Perception the Town Centre is uninviting and sterile.
  - Absence of spaces for social gathering
  - Concerns about insufficient lighting and community safety in public areas
2. Supportive themes
  - Desire to support connected communities and use spaces to support young people, families, and seniors
  - Interest in a Community Centre or hub for shared activity
  - Support for an all-inclusive and culturally safe space
  - Support on incorporating nature into future space to support mental wellbeing
3. Suggestions
  - Incorporate outdoor recreation spaces, seating, gardens, small amphitheater and playgrounds, for intergenerational use.

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- Integrate services such as health care and community services in accessible locations. For example, a day surgery
- Include space for local events and markets
- Provide youth specific zones such as a skate park, sports courts for example basketball, indoor activities (e.g. pool/snooker, central movie theatre)

**Economy**

1. Concerns
  - The existing shopping centre is viewed by some participants as underachieving due to shop vacancies and an observation it is outdated.
  - Lack of variety in shops and café/restaurant options.
  - Limited employment opportunity for young people
2. Supportive themes
  - Desire for unique, local businesses and cafes
  - Support for uses that attract locals and visitors alike
3. Suggestions
  - Improving current shopping centre with suggestion to add multiple stories
  - Encouraging a night-time economy with well lit dining precincts
  - Desire to produce ground floor commercial such as cafes with upper level offices and units
  - Introduce incentives or grants for local businesses

**Environment**

1. Concerns
  - Opposition to any development that would reduce or encroach on green space, the Mambo Wetlands.
  - The wetlands provide critical ecosystem services like flood mitigation and wildlife habitat for koalas and other species.
  - The wetlands are an integral place for early learning for the Salamander Bay Childcare Centre.
  - Lack of shade
  - Climate change impacts
2. Supportive themes
  - The proposed area for development is adjacent to the wetlands.
  - Supportive comments for development are conditional on it being environmentally friendly and climate resilient.
  - Preference for urban design that is energy efficiency and water-sensitive
  - Emphasis on biodiversity preservation and native landscaping
3. Suggestions
  - Design new development to complement the surrounding natural landscape.
  - Protect existing vegetation and shaded areas

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- Incorporate green infrastructure such as rain gardens and green roofs
- Develop educational signage and trails along wetlands

**Housing**

1. Concerns
  - Mixed concern for high-rise especially located near wetlands.
  - Concern around flooding risks
  - Not to use for holiday letting restrict to residential
  - Concern that new residential area may not cater to diverse needs
2. Supportive themes
  - Affordable housing designed for local workers and young people
  - Densification within existing footprints by multilevel development to include commercial and residential
  - Interest in sustainable, climate resilient housing
  - Support for diverse and affordable housing for workers, young people, single families
3. Suggestions
  - Include affordable housing as part of development
  - Mix use housing above shops and cafes
  - Ensure new housing is flood resilient and accessible
  - Consider housing cooperative to maintain affordable and sustainable housing

**Infrastructure and Movement**

1. Concerns
  - Inadequate pedestrian and bike connections
  - Congestion and poor traffic flow around the shopping centre
  - Insufficient public transport connections and bus shelters
  - Insufficient parking
2. Supportive themes
  - Support for accessible pathways and safe roads
  - Desire for safe crossings around shops
  - Support for bike and walk pathways to reduce car dependency
3. Suggestions
  - Link road around current shopping centre
  - Improve and expand current footpaths and bike lanes and add seating and shade
  - Upgrade public infrastructures including bus shelters and timetables
  - Add wayfinding signage and mobility friendly infrastructure for people with disabilities



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As part of early engagement for the Salamander Bay Town Centre Place Plan, Council hosted a structured community workshop on Thursday, 8 May 2025, at the Tomaree Library. The workshop was designed to engage local residents and key stakeholders in a deeper conversation about the town centre's values, challenges, and opportunities.

The objectives of the workshop were to:

- Share background and vision for the Place Plan.
- Present Liveability Index findings and mapping results.
- Identify shared values and concerns across key themes.
- Co-develop ideas and actions to inform the draft Place Plan.

A total of **16 participants** attended the in-person session, representing a mix of residents, business operators, environmental stakeholders, and users of the existing town centre.

**Workshop Format**

The session included the following activities:

1. **Place Plan Introduction & Education** – including purpose, scope and project timeline.
2. **Immersion in Local Context** – Review of Liveability Index data
3. **World café focusing on SWOT analysis of the various themes** – Group discussions to refine ideas and test support for different directions.

**Place Plan Key Themes****Community Wellbeing**

- Strong desire for enhanced medical services, with specific mention of a day surgery or urgent care clinic.
- Recognition of the Tomaree Library and childcare centre as key social infrastructure. Calls for expansion and protection of these assets.
- Lack of dedicated youth spaces and activities was highlighted as a gap. Participants supported the idea of a youth hub, intergenerational public space, or small-scale amphitheatre for community events.

**Environment**

- Widespread concern about impacts to the Mambo Wetlands and local habitat, particularly for koalas and endangered frog species.
- Participants emphasised the educational and ecological value of the wetlands, especially for the adjacent childcare centre.

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- Environmental protection was viewed as a non-negotiable design principle, with suggestions to integrate green buffers, maintain trees, and design with climate resilience.

**Economy**

- Mixed views about current commercial offerings. Some participants expressed concern that the shopping centre felt tired and underutilised, with a high number of vacant stores.
- There was strong support for attracting local, independent businesses, including grocery options like Harris Farm, and suggestions to develop a night-time economy with restaurants and outdoor dining.
- Several participants called for multi-level mixed-use development, noting the opportunity to include retail, office, medical and residential uses in a compact footprint.

**Housing**

- Broad support for affordable and diverse housing, especially for local workers and young people.
- Concerns were raised about multi-storey residential buildings near sensitive ecological areas, including flooding risks and visual impacts.
- Suggestions included housing above commercial precincts, and controls to prevent holiday letting in affordable units.

**Infrastructure and Movement**

- Participants noted significant traffic congestion, particularly around Bagnall Beach Road and the Centre entry points.
- Suggestions included a loop road behind Kmart, reintroducing right-hand turns, and widening key thoroughfares to reduce choke points.
- Concerns about car dominance led to ideas for shared pedestrian and bike paths, better wayfinding, and safer crossings between the library, childcare centre and shopping areas.

**Public Domain**

- The Town Centre was frequently described as feeling “sterile” and lacking identity.
- Suggestions for placemaking included public art, green space activation, and multi-use public areas that support events, gathering and recreation.
- Support for introducing an urban design identity, possibly referencing the nearby wetlands or Tomaree Peninsula history.

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We received 3 separate emails and letters.

These are included in full in Appendix D.

**Submission 1: Email received 1 May 2025**

- Provision of examples of urban renewals

**Submission 2: Written materials from Salamander Child Care received in person at shop 5-7 May 2025.**

- Focussed on adverse environmental impact

**Submission 3: Email received from EcoNetwork 26 May 2025**

- Focussed on adverse environmental impact [note same content provided as part of the Join the conversation online tool]

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ENGAGEMENT REPORT.****Phase 2: Public Exhibition 23 July to 19 August 2024**

Following the early engagement phase some draft actions were amended and reworded for the draft document. The draft document was endorsed for public exhibition by Council on 22 July 2025. The communications and engagement approach for the public exhibition period was to have an active public exhibition period to help encourage submissions from the whole community. This included:

- Council website: <https://www.portstephens.nsw.gov.au/council/public...>
- Council's Administration Building, 116 Adelaide Street, Raymond Terrace (during normal business hours)
- Raymond Terrace Library, 18A Sturgeon Street Raymond Terrace
- Tomaree Library, 7 Community Close, Salamander Bay
- Undertaking two drop-in sessions to help promote the plan and to provide an opportunity for people to ask questions
- Using a guided survey process to help encourage submission responses as well as the standard public exhibition process

The public exhibition period ran from 23 July to 19 August 2025.

We received 19 formal submissions and 65 guided submissions surveys.

**Drop-ins**

Two community drop-in sessions were held at Salamander Bay Shopping Centre, on Monday 4 August 2025 (approximately 28 participants) and Thursday 7 August 2025 (approximately 29 participants), providing an opportunity for attendees to ask questions and learn more about the place plan.

**Written submissions**

The 19 formal written submissions have been included as part of the Council report as part of Council's standard public exhibition processes. A summary of the submissions received has been incorporated into the Council report and, therefore, is not replicated in this report.

**Guided submission survey**

The guided submission survey has proven to be particularly useful to help gather feedback on the whole draft place plan. The guided submission survey received 65 responses. Full details are available in Appendix E.

Q1 Majority of the responses were generally **supportive** of the draft Economy action items (Answered 65; Skipped 0). The exception as shown below was the draft action 'Unlocking new commercial, community and housing opportunities' which had lower level of support and higher levels of unsure and opposition.

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- Establish a Salamander Bay Town Centre Precinct group (42% supportive; 21% unsure; 37% opposed)
- Attracting local businesses to Salamander Bay Shopping Centre (60% supportive; 14% unsure; 26% opposed)
- Unlocking new commercial, community, and housing opportunities (15% supportive; 20% unsure; 55% opposed)
- Integrating health services into future development (40% supportive; 30% unsure; 30% opposed)
- Review and strengthen planning controls for the Town Centre (48% supportive; 27% unsure; 25% opposed)

Q2 Do you have any further comments about the draft Economy action items?  
(Answered 30; Skipped 35)

See Appendix E for full responses

Q3 Majority of responses were **opposed** to the draft Housing action items (Answered 59; Skipped 6)

- Increase housing diversity in the Tomaree (25% supportive; 22% unsure; 53% opposed)
- Investigate increased building heights in the Town Centre (24%; 12% unsure; 64% opposed)

Q4 Do you have any further comments about the draft Housing action items?  
(Answered 27; Skipped 38)

See Appendix E for full responses

Q5 Majority of responses were clearly **supportive** of the draft Environment action items (Answered 58; Skipped 7)

- Environmental education and sustainability (69% supportive; 16% unsure; 15% opposed)
- Connect with nature (72% supportive; 14% unsure; 14% opposed)
- A sustainable Town Centre (68% supportive; 18% unsure; 14% opposed)

Q6 Do you have any further comments about the draft Environment action items?  
(Answered 19; Skipped 46)

See Appendix D for full responses

Q7 Responses generally **supportive** of the Access action item (Answered 58; Skipped 7). The action item with lower level of support and equal level of unsure was 'Alternate options for staff parking'.

- Alternative options for staff parking (36% supportive; 36% unsure; 28% opposed)

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- Improving community connectivity and access (53% supportive; 24% unsure; 23% opposed)

Q8 Do you have any further comments about the draft Access action items?  
(Answered 15; Skipped 50)

See Appendix E for full responses

Q9 Majority of the responses were generally **supportive** of the Character action items (Answered 55; Skipped 10)

- Create a sense of identity (46% supportive; 38% unsure; 16% opposed)
- Make our Town Centre more beautiful together (57% supportive; 27% unsure; 16% opposed)

Q10 Do you have any further comments about the draft Character action items?  
(Answered 11; Skipped 54)

See Appendix E for full responses

Q11 Majority of responses were clearly **supportive** of the draft Community Wellbeing action items (Answered 54; Skipped 11)

- Improve connection to community services (68% supportive; 19% unsure; 13% opposed)
- Preparing for our library's future (67% supportive; 18% unsure; 15% opposed)
- An accessible Town Centre (68% supportive; 17% unsure; 15% opposed)
- Community Connect (66% supportive; 21% unsure; 13% opposed)

Q12 Do you have any further comments about the draft Community Wellbeing action items? (Answered 13; Skipped 52)

See Appendix E for full responses

Q13 The draft Salamander Bay Town Centre Place Plan provides a map of proposed future uses of the land including commercial and mixed-use development that could be undertaken to meet the evolving needs of the community. This can be viewed on page 15 to 20, as seen in the image below. View the plan to see this in full detail. Do you have any comments on the proposed future use of the land on page 15 of the draft plan? (Answered 32; Skipped 33)

See Appendix E for full responses

Q14 Do you have any further comments about the Salamander Bay Town Centre Place Plan? (Answered 20; Skipped 45)

See Appendix E for full responses

Q15 Contact information (Answered 36; Skipped 29)

**ITEM 4 - ATTACHMENT 4  
ENGAGEMENT REPORT.****SALAMANDER BAY TOWN CENTRE PLACE PLAN**

Q16 After the Salamander Bay Town Centre Place Plan is adopted, we'll be creating a Salamander Bay Town Precinct Group. A precinct group is a group of property owners and business operators who want to be involved in revitalising the Town Centre. If you are interested in joining the Salamander Bay Town Centre Precinct Group or even just learning about the process, please check the box below and we will keep in touch.(Answered 24; Skipped 41)

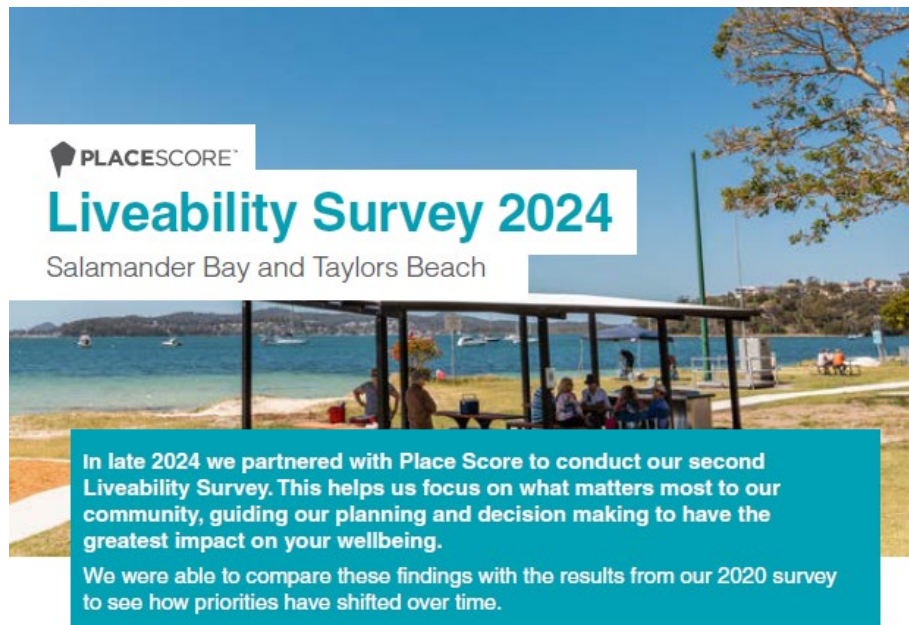
24 people expressed an interest in Salamander Bay Town Precinct Group.

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## SALAMANDER BAY TOWN CENTRE PLACE PLAN

## APPENDIX A

## Liveability Survey - 2024



## About you

**170**

responses from  
Salamander Bay &  
Taylors Beach in 2024  
243 in 2020

## Gender



## Age

|          |     |
|----------|-----|
| Under 25 | 5%  |
| 25-44    | 22% |
| 45-64    | 25% |
| 65+      | 48% |

## Our top 5 values for Salamander Bay &amp; Taylors Beach 2024

Percentage of people who ranked the attributes as important

|                                                                                                           | 2024 | 2020 |
|-----------------------------------------------------------------------------------------------------------|------|------|
| Elements of the natural environment<br>(natural features, views, vegetation, topography, water, wildlife) | 76%  | 76%  |
| Local businesses that provide for daily needs<br>(grocery stores, pharmacy, banks etc.)                   | 65%  | 61%  |
| General condition of public open space<br>(street trees, footpaths, parks etc.)                           | 65%  | 70%  |
| Access to neighbourhood amenities<br>(cafes, shops, health and wellness services etc.)                    | 61%  | 47%  |
| Locally owned and operated businesses                                                                     | 58%  | 56%  |

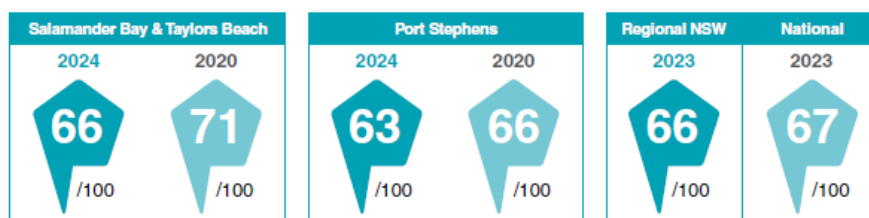


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## SALAMANDER BAY TOWN CENTRE PLACE PLAN

## Liveability score

In 2024 Salamander Bay and Taylors Beach liveability score decreased to 66 which is consistent with trends across Australia in the post COVID environment.



## Liveability Recommendations


**Nurture**

These are the things you care about most and say are performing well. We must continue to celebrate and protect these.

- Elements of natural environment (natural features, views, vegetation, topography, water, wildlife etc.)
- Local businesses that provide for daily needs (grocery shops, pharmacy, banks etc)
- Locally owned and operated businesses
- Access to neighbourhood amenities (cafes, shops, health and wellness services etc)
- Sense of neighbourhood safety (from crime, traffic, pollution etc.)
- Sense of belonging in the community
- Sense of personal safety (for all ages, genders, day or night)


**Manage**

These are things you care about that need improvement but aren't urgent. We must address them to prevent future challenges.

- Protection of the natural environment
- Landscaping and natural elements (street trees, planting, water features etc.)


**Prioritise**

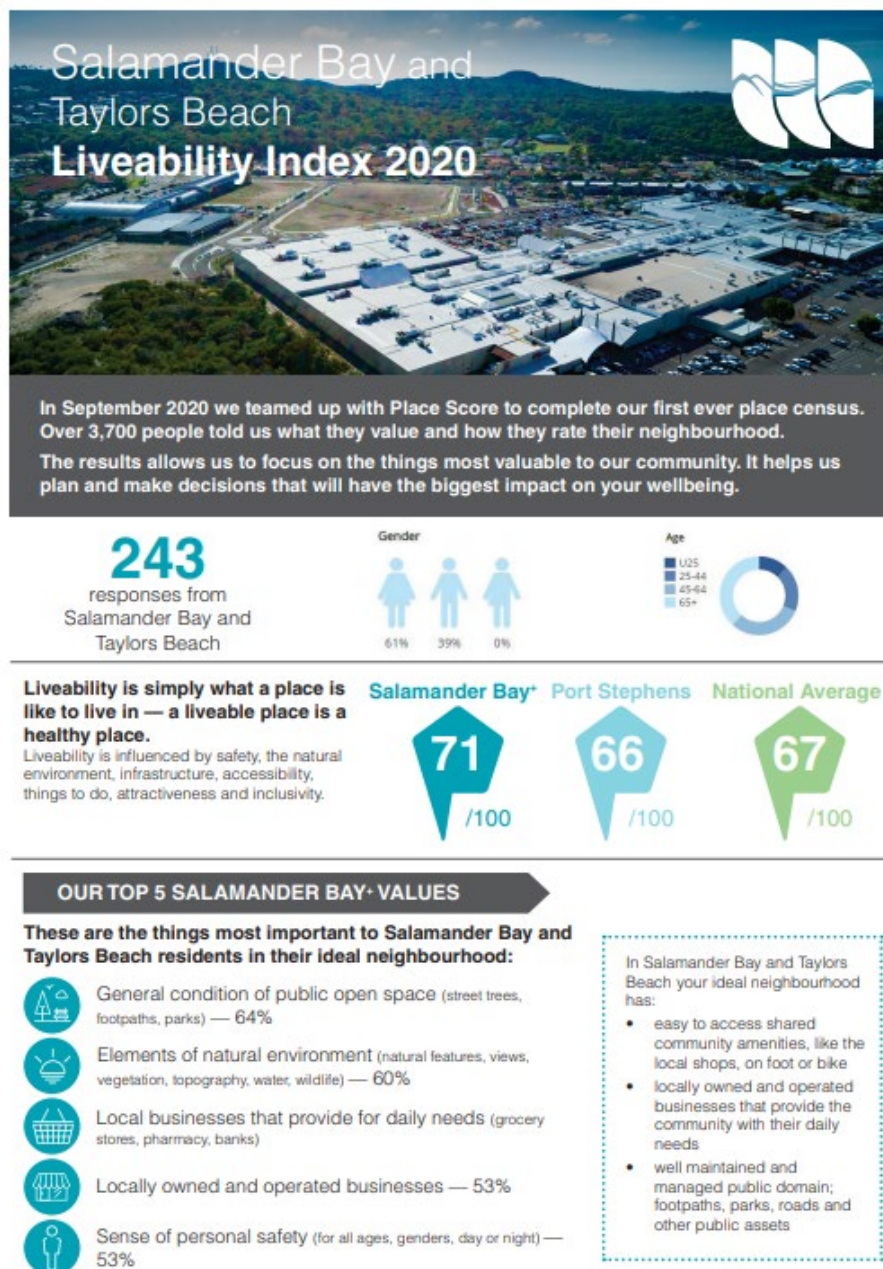
These are the things most important to you and are areas for us to focus on improving. We must prioritise these.

- General condition of public open space (streets, trees, footpaths, parks etc.)
- Evidence of recent public investment (roads, parks, schools etc.)
- Walking/jogging/bike paths that connect housing to communal amenity (shops, parks etc.)
- Quality of public space (footpaths, verges, parks etc.)
- Access and safety of walking, cycling and/or public transport (signage, paths, lighting etc.)

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ENGAGEMENT REPORT.

## SALAMANDER BAY TOWN CENTRE PLACE PLAN

## Liveability Survey - 2020



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SALAMANDER BAY TOWN CENTRE PLACE PLAN

OUR STRENGTHS

These are the things you care about most and say are performing well. We must continue to celebrate and protect these.

-  Sense of personal safety (for all ages, genders, day or night)
-  Access to neighbourhood amenities (cafes, shops, health and wellness services)
-  Local businesses that provide for daily needs (grocery stores, pharmacy, banks)
-  Elements of natural environment (natural features, views, vegetation, topography, water, wildlife)
-  Locally owned and operated businesses
-  Sense of neighbourhood safety (from crime, traffic, pollution)

OUR LIVEABILITY PRIORITIES

These are the things most important to you and are underperforming. We must work to improve these.

-  General condition of public open space (street trees, footpaths, parks)
-  Quality of public space (footpaths, verges, parks)
-  Walking/jogging/bike paths that connect housing to communal amenity (shops, parks)
-  Protection of the natural environment
-  Access and safety of walking, cycling and/or public transport (signage, paths, lighting)
-  Evidence of recent public investment (roads, parks, schools)
-  Sustainable urban design (water sensitive design, transport-oriented design, sustainable building design, density)
-  Things to do in the evening (bars, dining, cinema, live music)
-  Evidence of Council/government management (signage, street cleaners)
-  Local employment opportunities (within easy commute)
-  Sustainable behaviours in the community (water management, solar panels, recycling)
-  Landscaping and natural elements (street trees, planting, water features etc)
-  Amount of public space (footpaths, verges, parks)



For more information go to  
**PORTSTEPHENS.NSW.GOV.AU**  






## APPENDIX B – Online Engagement

### Engagement Activity – Community Mapping

Share your thoughts on the Salamander Bay Town Centre Place Plan

Social Map Markers – 29 April to 24 May 2025



### Social Map Contributions – 151

Note: some spelling and grammar changes have been made to ensure clarity of comment only

| # | Social Map Marker Comment                                                                                                                                  | Category            |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| 1 | Library and community spaces will require more space as community needs grow                                                                               | Community Wellbeing |
| 2 | This area is dated and neglected. Build a large medical centre, day surgery etc in this area either in lieu of existing shops or above the existing shops. | Community Wellbeing |
| 3 | Second storey on existing shopping complex for medical, day surgery, etc.                                                                                  | Community Wellbeing |

# ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

| #  | Social Map Marker Comment                                                                                                                                                                                                                                                                                                                                                                                                                                            | Category                         |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| 4  | Build a second story on the existing shopping complex dedicated to medical, day surgery, etc                                                                                                                                                                                                                                                                                                                                                                         | Community Wellbeing              |
| 5  | Youth Centre                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Community Wellbeing              |
| 6  | Better community activities for people with disability. Simple connections                                                                                                                                                                                                                                                                                                                                                                                           | Community Wellbeing              |
| 7  | Urgent care hospital (Medicare clinic), like one recently in Maitland                                                                                                                                                                                                                                                                                                                                                                                                | Community Wellbeing              |
| 8  | medical and day surgery                                                                                                                                                                                                                                                                                                                                                                                                                                              | Community Wellbeing              |
| 9  | Medical services and day surgery                                                                                                                                                                                                                                                                                                                                                                                                                                     | Community Wellbeing              |
| 10 | Day Surgery                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Community Wellbeing              |
| 11 | More facilities and services for older people                                                                                                                                                                                                                                                                                                                                                                                                                        | Community Wellbeing              |
| 12 | Specialist health options 'a hospital day surgery'                                                                                                                                                                                                                                                                                                                                                                                                                   | Community Wellbeing              |
| 13 | Love to see a day surgery                                                                                                                                                                                                                                                                                                                                                                                                                                            | Community Wellbeing              |
| 14 | Privacy concerns for childcare                                                                                                                                                                                                                                                                                                                                                                                                                                       | Community Wellbeing              |
| 15 | more medical services                                                                                                                                                                                                                                                                                                                                                                                                                                                | Community Wellbeing              |
| 16 | Tomaree Library is an amazing community asset. I would like to see it expanded to encompass more services and events.                                                                                                                                                                                                                                                                                                                                                | Community Wellbeing              |
| 17 | Would like to see a private hospital or Youth Centre                                                                                                                                                                                                                                                                                                                                                                                                                 | Community Wellbeing              |
| 18 | Risk of loss of privacy to our Centre                                                                                                                                                                                                                                                                                                                                                                                                                                | Community Wellbeing              |
| 19 | The Mambo wetlands is a unique outdoor classroom where the children from Salamander Early Education learn through exploration, play, and connection to nature since 1992. It supports their emotional and educational development in ways indoor settings cannot. As part of koala habitat and home to native wildlife, it also holds environmental value. Clearing it for housing would permanently destroy both a vital learning space and an important ecosystem. | Community Wellbeing, Environment |
| 20 | We need an independent green grocer such as Harris Farm to ensure that we can buy fruit, veg etc with minimum, especially plastic, packaging. It's difficult to find unpackaged fruit and veg at Coles-Worths, even Aldi...                                                                                                                                                                                                                                          | Economy                          |

**ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN  
ENGAGEMENT REPORT.**

| #  | Social Map Marker Comment                                                                                                                                                                                                                                                                                                                                                                                                              | Category                                 |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| 21 | I want more shops like Anaconda, Big W and Rebel Sports.<br>Bike paths to join all our smaller towns together.                                                                                                                                                                                                                                                                                                                         | Economy,<br>Infrastructure<br>& Movement |
| 22 | Why not invest more in Taylors Beach and the land council has on the other side of Horizons. Add more commercial to Taylors Beach to increase business there away from built up residential, and add housing on the other side of Horizons- greater use of more land to actually make a difference residentially rather than right on top of Wetlands, and next to a child care centre.                                                | Economy,<br>Housing,<br>Environment      |
| 23 | I think the shopping centre would do really well with a Grill'd                                                                                                                                                                                                                                                                                                                                                                        | Economy                                  |
| 24 | Big W                                                                                                                                                                                                                                                                                                                                                                                                                                  | Economy                                  |
| 25 | Harris Farms                                                                                                                                                                                                                                                                                                                                                                                                                           | Economy                                  |
| 26 | Officeworks                                                                                                                                                                                                                                                                                                                                                                                                                            | Economy                                  |
| 27 | Multi-level shops/offices with units above 5 levels. Walking tract with gardens to link up with other spaces.                                                                                                                                                                                                                                                                                                                          | Economy,<br>Infrastructure<br>& Movement |
| 28 | Look at Rouse Hill shopping centre for design                                                                                                                                                                                                                                                                                                                                                                                          | Economy                                  |
| 29 | More independent clothing shops                                                                                                                                                                                                                                                                                                                                                                                                        | Economy                                  |
| 30 | More shops in Salamander shopping and more carparks                                                                                                                                                                                                                                                                                                                                                                                    | Economy,<br>Infrastructure<br>& Movement |
| 31 | Look at 'The canopy at Lane Cove'. They built a shopping, food, district with a revenue stream back to council.<br><br>Can have long-term/short term storage underneath for hire                                                                                                                                                                                                                                                       | Economy                                  |
| 32 | Restaurants and outdoor dining areas                                                                                                                                                                                                                                                                                                                                                                                                   | Economy                                  |
| 33 | A few years ago I was involved in a research plan to expand and develop the whole Salamander Shopping Complex. Obviously all the participants' ideas went into the bin. It was a lot of work and some excellent projections were presented. Will this end up the same or will it be what a few politically minded people prefer?                                                                                                       | Economy                                  |
| 34 | Salamander shopping centre needs a much better mix of retailers. From my experience landlords would rather see shops empty rather than reduce rents to attract tenants to empty shops.<br><br>Perhaps other adjacent attractions would improve use of the centre. Such as playgrounds, skate park<br><br>A radical plan would be to put another level comprising a cinema/ performance space like at Rhodes shopping centre in Sydney! | Economy,<br>Public<br>Domain             |
| 35 | Expand the TAFE for continued education in more areas + creates more jobs.                                                                                                                                                                                                                                                                                                                                                             | Economy                                  |

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ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN  
ENGAGEMENT REPORT.

| #  | Social Map Marker Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Category                                           |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|
| 36 | This area needs to be preserved as bushland. It's too small to be useful as commercial and adds green space to both the daycare centre and the library which is key to both facilities. Libraries and children need green areas to flourish and the bush adds more value than a building in this space. There is plenty of room elsewhere in this proposal to build. ( <a href="#">Responses x 3</a> )                                                                                                                                        | Environment                                        |
| 37 | Beware Koala Habitat                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Environment                                        |
| 38 | <p>The Mambo wetlands should be kept as they are and not encroached upon. They are an important part of our local ecosystem and that of the bay itself. Not to mention the native wildlife that live there.</p> <p>I believe that the current vacant shops and commercial units need to be filled before making decisions to build more empty spaces.</p> <p>It is also time to consider the expansion of the Tomaree Polyclinic into a proper hospital for the future as you have already indicated that the population will be growing.</p> | Environment,<br>Economy,<br>Community<br>Wellbeing |
| 39 | Redevelop existing residential areas and leave the purple area for recreation / wildlife                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Environment,<br>Housing                            |
| 40 | Retain this bushland site! We have already lost so much of our natural bush here in Port Stephens! Find somewhere else to develop!                                                                                                                                                                                                                                                                                                                                                                                                            | Environment                                        |
| 41 | This land is visited regularly by our family for bush walks. The wildlife we see on these walks is vast, varied and abundant. This land is also a massive learning resource for the early education centre adjacent to this land. It needs to be protected and maintained                                                                                                                                                                                                                                                                     | Environment                                        |
| 42 | "The Councillors need to let the bush be. Just like the song, let it be, let it be. They need to just let it be." - Oliver, 4 years old                                                                                                                                                                                                                                                                                                                                                                                                       | Environment                                        |
| 43 | Endangered wildlife reserve needs to remain. Rezoning as a carpark or commercial/residential land is not the solution. Nelson Bay is visited for its beaches but also for the wildlife that has survived there. ( <a href="#">Responses x 2</a> )                                                                                                                                                                                                                                                                                             | Environment                                        |
| 44 | Wildlife, koalas, tawny frog, echidna                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Environment                                        |
| 45 | Save the earth fungi very rare                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Environment                                        |
| 46 | We love finding animals in the bush (4yr)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Environment                                        |
| 47 | We'd feel sad and cry if we didn't have bush to play (4yr)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Environment                                        |
| 48 | Green space for gatherings                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Environment                                        |
| 49 | Council should be sharing transparent data and analytics to show justification for how they have deemed this area of bushland of "high value" comparative to the areas they are proposing development on. Have environmental and conservation experts been consulted or included in this process? Crucial ecosystems and habitats extend far beyond a                                                                                                                                                                                         | Environment                                        |

ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN  
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| #  | Social Map Marker Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Category                                     |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
|    | koala count. The research conducted needs to be shared with the community. If it hasn't been done, then please share with us why.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                              |
| 50 | The Mambo Wetlands is integral to the learning that occurs at Salamander Early Education and has been since 1992.<br><br>Not to mention the abundance of native wildlife that lives in there, removing that environment which endanger species and effect conservation efforts dramatically. Build somewhere else.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Environment,<br>Community<br>Wellbeing       |
| 51 | Maintaining Mambo Wetland inhabit is vital                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Environment                                  |
| 52 | The mambo wetlands is home to the Wallum froglets which has been classed as vulnerable. The removal of their habitat can lead to their extinction.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Environment                                  |
| 53 | As the winner of Expedia 2025 Aussie town of the year and a Destination NSW location, I find the lack of Public EV chargers in the Salamander/ Nelson Bay area perplexing. Other council areas I have visited support the EV chargers. Grants are available from various sources. Let's move with the times.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Environment,<br>Infrastructure<br>& Movement |
| 54 | We want country back and we can have the beach with you                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Environment                                  |
| 55 | Don't take the bush away ( <a href="#">Response x 2</a> )                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Environment                                  |
| 56 | Please don't take our grass away and look after our trees                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Environment                                  |
| 57 | <p>This area to be left as treed as its current status to continue to support the native wild life with connection to the wetlands and to remain for the wild life corner required for isolation for creating and bringing up the young ones.</p> <p>In addition the area if changed imposes on a quiet residential area as we believe any commercial/residential space should be based on extending existing facilities into 2 stories including carparking so that the existing residential areas remain residential and not next to all sorts of noise and other pollution for extended periods beyond their current environment. We believe to change the current status to be highly abusive to existing residents which appears not to have been considered in the plan.</p> <p>If additional facilities are required it should added to existing areas that can easily accommodate them and not so our society loses the environment necessary for our current and existing wildlife to be cut short of the necessary and required spaces for life to continue properly and not crammed into ever reducing areas.</p> | Environment,<br>Economy                      |
| 58 | The area you see here is full of Koalas and birds. The Koala Preservation Society planted dozens of gum trees for food. All to be ripped down for another empty shop. A road will run down behind our houses now, just another race track like Bagnall Beach Road of a night time                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Environment                                  |



# ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

| #  | Social Map Marker Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Category                                     |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
| 59 | Absolutely inappropriate for bushland to be taken for commercial/residential. Consider other spaces in the region, not bushland surrounding an Early Learning Centre.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Environment, Community Wellbeing             |
| 60 | <p>There is sufficient room at Salamander Shopping Precinct area to expand for affordable housing, art gallery and theatre as well as medical services WITHOUT using the green space of Mambo.</p> <p>The library could be 4/5 storeys with underground parking and still accommodate the child care centre and a larger tenant base on the ground floor. A PLUS would be a community/emergency hub incorporated within the building.</p> <p>An art gallery/museum and theatre based on first floor with viewing windows over Mambo which would produce and income and then 2/3 floors above could be sold as offices/apartments.</p> <p>The vacant corner adjacent to the childcare centre (facing Shell garage) could be 4/5 storeys of apartments.</p> <p>There needs to be a park with seating areas incorporated in this build to cater for both residents and centre workers to enjoy.</p> <p>Any koala feed trees and koala corridors MUST be protected if you wish the local community to support further development at Salamander. It also needs to be controlled to ensure that affordable housing is purchased by locals and NOT purchased as holiday homes which are left empty most of the year. Affordable rental properties would be a plus should PSC wish to invest.</p> <p>Nobody wants to see a piece by piece attempted build of this area, it needs to be presented as a Master Plan and built in a timely fashion. DAs given in this area need to be tightly controlled and NOT the zombie DAs with and endless timeframe which PSC seem to favour.</p> | Environment, Housing, Economy, Public Domain |
| 61 | Absolutely no housing in this area. It is essential to maintain community connection to the wetlands. Residential units in this area will block public access. The wetlands should be made more accessible with boardwalks etc.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Housing, Public Domain, Environment          |
| 62 | Higher need accommodation housing provision                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Housing                                      |
| 63 | Mixed use commercial and residential                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Housing, Economy                             |
| 64 | Affordable units for young people. No holiday rentals!                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Housing                                      |
| 65 | Council plans seem to include potential four storey high complexes, built on wetlands and marshlands. Walk out there after a few days of rain and you will see the localised flooding areas and natural water pools that are constantly there. I highly recommend Council in favour of this familiarise themselves with Jordan Springs East in Sydney - built on backfilled marshlands and river ways where within years developers had to buy back single storey residential properties which were sinking and                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Housing, Environment, Economy                |

# ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

| #  | Social Map Marker Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Category                           |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
|    | <p>condemned, requiring demolition and a full compensation scheme.</p> <p>Council seem to struggle enough dealing with the ground settlement issues for roads, let alone potential multi-story development.</p> <p>Consider moving this commercial development into other areas of the region to develop a "sprawling" town beyond the Peninsula. Council member said there is not enough space needed for residential. Investing more in other areas of Port Stephens will in time provide other areas for residents live in with amenities that won't require them to drive to Salamander Bay each time they want to access shops.</p>                                                                                                                                                                                                                                                                                                                                                       |                                    |
| 66 | High rise to offices and housing look over wetlands                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Housing, Economy                   |
| 67 | "I wouldn't mind living here!"                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Housing                            |
| 68 | More affordable housing and road to link all around shops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Housing, Infrastructure & Movement |
| 69 | More high rise housing to get young people out of houses and in suitable sized housing (1-2 bedroom)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Housing                            |
| 70 | Don't want housing or noise                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Housing, Community Wellbeing       |
| 71 | Love the idea of apartments above cafes. Don't need more house blocks. Go up!!                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Housing                            |
| 72 | Affordable housing for workers                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Housing                            |
| 73 | Best location for multi-dwelling housing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Housing                            |
| 74 | <p>Council plans include potential four storey high complexes, built on wetlands and marshlands. I highly recommend Council in favour of this familiarise themselves with Jordan Springs East in Sydney - built on backfilled marshlands and river ways where within years developers had to buy back single storey residential properties which were sinking and condemned, requiring a full compensation scheme.</p> <p>Council seem to struggle enough dealing with the ground settlement issues for roads, let alone potential multi-story development.</p> <p>Consider moving this commercial development into other areas of the region to develop a "sprawling" town beyond the Peninsula. Council members have said there is not enough space needed for residential. Investing more in other areas of Port Stephens will in time provide other areas for residents live in with amenities that won't require them to drive to Salamander Bay each time they want to access shops.</p> | Housing, Economy, Environment      |
| 75 | Current walking and cycling connections are fragmented and could be improved:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Infrastructure & Movement          |

# ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

| #  | Social Map Marker Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Category                           |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
|    | - Dedicated cycleway entry to shopping centre carpark would enable safe access for cyclists as well as improved accessibility for people with mobility aids (electric scooters, etc)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                    |
| 76 | <p>Current walking and cycling connections are fragmented and unsafe:</p> <ul style="list-style-type: none"> <li>- Cycleway could have a concrete separator from the road and safer entry/exit from the current shopping centre carpark;</li> <li>- There is no dedicated pedestrian pathway connecting to community services (library to shopping centre and new town centre).</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Infrastructure & Movement          |
| 77 | <p>I think a road that goes behind KMart to connect with the rear car park is needed, as an alternate entry/exit for the centre. The roundabout between McDonald's and Aldi is a choke point in peak season because people aren't aware of the car park at the rear, this causes traffic to build up out on to Bagnall Beach Road. Additionally I think the entry on Salamander Way needs to be reopened to traffic travelling in both directions along this road. The closure of this entry has also added to the impact of the choke point at the roundabout. This reopening may require the installation of traffic lights or another round about.</p> <p>In addition to the above, a 2 tier parking structure would also be beneficial to accommodate increased traffic. I think this would only be needed on one side of the centre.</p> <p>I think the addition of more retail spaces needs to be reconsidered. There always seem to be vacant shopfronts in the centre, as well as in the shopping strips outside the centre.</p> | Infrastructure & Movement, Economy |
| 78 | Having only one entry to the Town/Shopping Centre Area has created a very inconvenient bottleneck. At busy times traffic turning left or right from Bagnall Beach Rd can't go very far into Terminus Ave before encountering a traffic jam. Better access is required.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Infrastructure & Movement          |
| 79 | Parking is not well planned, make 2/3 levels and make more healthy wellbeing community space for all age groups. Need shades as well.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Infrastructure & Movement          |
| 80 | Widen and rebuild Town Centre Circuit road as it's too narrow for wider vehicles and in poor repair due to water damage, regular flooding and great use by trucks, heavy cars etc.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Infrastructure & Movement          |
|    | Upgraded to pedestrian "crossing"...                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                    |
|    | Pedestrian refuge island. Many children, families, youth, elders and people with limited mobility use this access to library, community / childcare centre.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                    |
| 81 | Better signage "Shopping centre? Right turn HERE"                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Infrastructure & Movement          |
| 82 | Better line marking required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Infrastructure & Movement          |

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| #   | Social Map Marker Comment                                                                                                                                                                                                                        | Category                                       |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| 83  | The car park is certainly too small even out of holiday times. Our cars are getting damaged due to the small parking spaces. Isn't it time the carpark height was increased to make room for more cars to park a safe distance from one another. | Infrastructure & Movement                      |
| 84  | Centre is very car reliant                                                                                                                                                                                                                       | Infrastructure & Movement                      |
| 85  | Better wider pedestrian paths to access wetlands and nature                                                                                                                                                                                      | Infrastructure & Movement                      |
| 86  | Nobody does the right thing - turn right illegally                                                                                                                                                                                               | Infrastructure & Movement                      |
| 87  | Intersection improvement                                                                                                                                                                                                                         | Infrastructure & Movement                      |
| 88  | Narrow access needs improvement (near Coles back entry)                                                                                                                                                                                          | Infrastructure & Movement                      |
| 89  | Path behind Kmart where greenery is should be a path as people walk along there and it is dangerous. Someone will get hurt one day                                                                                                               | Infrastructure & Movement                      |
| 90  | Should be able to turn right out of medical to go straight to shops, otherwise you have to drive out and come back in                                                                                                                            | Infrastructure & Movement                      |
| 91  | Turn right out of Salamander carpark to Aldi, you should be able to turn right                                                                                                                                                                   | Infrastructure & Movement                      |
| 92  | Bus services could be improved                                                                                                                                                                                                                   | Infrastructure & Movement                      |
| 93  | Traffic congestion is too close to shopping areas. Put all traffic on the perimeter of buildings                                                                                                                                                 | Infrastructure & Movement                      |
| 94  | Pedestrian refuge to Aldi from bus stop                                                                                                                                                                                                          | Infrastructure & Movement                      |
| 95  | Need additional parking in peak periods                                                                                                                                                                                                          | Infrastructure & Movement                      |
| 96  | Disabled parking                                                                                                                                                                                                                                 | Infrastructure & Movement                      |
| 97  | Maybe shouldn't be an entry at all only an exit                                                                                                                                                                                                  | Infrastructure & Movement                      |
| 98  | Larger car spaces needed                                                                                                                                                                                                                         | Infrastructure & Movement                      |
| 99  | Old bus area for community buses                                                                                                                                                                                                                 | Infrastructure & Movement, Community Wellbeing |
| 100 | Public caravan dump point, charge small fee                                                                                                                                                                                                      | Infrastructure & Movement                      |
| 101 | Would prefer ring road and conserve another area around library                                                                                                                                                                                  | Infrastructure & Movement,                     |

# ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

| #   | Social Map Marker Comment                                                                                                                                                               | Category                   |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
|     |                                                                                                                                                                                         | Environment, Public Domain |
| 102 | Road too narrow all around town centre circuit                                                                                                                                          | Infrastructure & Movement  |
| 103 | Link roads                                                                                                                                                                              | Infrastructure & Movement  |
| 104 | Roundabout or right hand turn needed from Salamander Way Road into Community Way.                                                                                                       | Infrastructure & Movement  |
| 105 | Entry is too narrow next to X-Ray place                                                                                                                                                 | Infrastructure & Movement  |
| 106 | Roof top Carpark for Shopping Centre. Holiday session parking space is near impossible.                                                                                                 | Infrastructure & Movement  |
| 107 | Bus stop to Aldi needs pedestrian safety 'Island'                                                                                                                                       | Infrastructure & Movement  |
| 108 | Carpark space area too narrow need bigger car spaces                                                                                                                                    | Infrastructure & Movement  |
| 109 | Connect Rd behind Kmart end of shopping centre to help with flow of traffic to and from Bagnall Beach Rd.                                                                               | Infrastructure & Movement  |
| 110 | Noisy trucks at loading zone                                                                                                                                                            | Infrastructure & Movement  |
| 111 | Either remove driveway for entrance into Aldi or place a medium stripe so drivers cannot ignore the NO RIGHT HAND TURN sign.                                                            | Infrastructure & Movement  |
| 112 | Need addition more parking requirements during peak                                                                                                                                     | Infrastructure & Movement  |
| 113 | Right turn Aldi despite sign opposite Kmart driveway                                                                                                                                    | Infrastructure & Movement  |
| 114 | Road that goes around centre. Links to front of library                                                                                                                                 | Infrastructure & Movement  |
| 115 | Development controls to ensure high quality development                                                                                                                                 | Infrastructure & Movement  |
| 116 | Parking for childcare staff                                                                                                                                                             | Infrastructure & Movement  |
| 117 | Connect road, may need to use car park due to environmental value                                                                                                                       | Infrastructure & Movement  |
| 118 | Two story carpark. More Parking                                                                                                                                                         | Infrastructure & Movement  |
| 119 | Aldi entrance across double lines into marked 'no entry'                                                                                                                                | Infrastructure & Movement  |
| 120 | Unfortunately, there must be more room for parking as even now in mid May there is barely enough. Come holiday time it is always chaotic with many locals unable to find a space. Also, | Infrastructure & Movement  |

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| #   | Social Map Marker Comment                                                                                                                                                                                       | Category                                 |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
|     | the very big utes frequently cause damage to the smaller cars either side of them as the spaces are too narrow for today's traffic.                                                                             |                                          |
| 121 | Public EV charging                                                                                                                                                                                              | Infrastructure & Movement, Environment   |
| 122 | Blind spot, dangerous to exit. Unsafe for pedestrians                                                                                                                                                           | Infrastructure & Movement                |
| 123 | Congested access. Dangerous for pedestrians esp, wheelchair uses, better signs                                                                                                                                  | Infrastructure & Movement                |
| 124 | Concern with businesses access via main road                                                                                                                                                                    | Infrastructure & Movement                |
| 125 | Link road right around to carpark to ease traffic                                                                                                                                                               | Infrastructure & Movement                |
| 126 | The ring road needs to be completed behind this area to deal with poor traffic circulation and main road connections.<br>These designs are already done and need to be implemented as per previous master plan. | Infrastructure & Movement                |
| 127 | Car Parking or continue the road around to Compass Close.                                                                                                                                                       | Infrastructure & Movement                |
| 128 | Return the intersection for right turn into carpark                                                                                                                                                             | Infrastructure & Movement                |
| 129 | Raise building heights so this at grade car parking can be incorporated in the shopping centre building instead of clogging up public space.                                                                    | Infrastructure & Movement                |
| 130 | Provide parkland with amenities (seating, tables, chairs, etc) to connect nearby residents to the new town centre and create more recreational opportunities.                                                   | Public Domain                            |
| 131 | Create more open space opportunities and preserve the character of the wetlands with a boardwalk connecting to the new town centre, community services at the library and other pedestrian routes.              | Public Domain                            |
| 132 | Lights and pedestrian walk                                                                                                                                                                                      | Public Domain, Infrastructure & Movement |
| 133 | Coles shouldn't have a Woolworths sign. Should use other access.                                                                                                                                                | Public Domain                            |
| 134 | Outdoor designated smoke area outside so smokers have a place to go and are not walking around near door areas                                                                                                  | Public Domain, Community Wellbeing       |
| 135 | Sign for Tomaree Neighbourhood Centre                                                                                                                                                                           | Public Domain                            |

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| #   | Social Map Marker Comment                                                                                                                                                                                                                              | Category                           |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| 136 | Improve landscaping on roundabout                                                                                                                                                                                                                      | Public Domain                      |
| 137 | Recreation space, playground                                                                                                                                                                                                                           | Public Domain                      |
| 138 | Buffer zone needed visual impact and noise                                                                                                                                                                                                             | Public Domain, Community Wellbeing |
| 139 | Light and noise from gym a problem                                                                                                                                                                                                                     | Public Domain, Community Wellbeing |
| 140 | More public facilities                                                                                                                                                                                                                                 | Public Domain                      |
| 141 | Noise buffer for existing residential development x 2                                                                                                                                                                                                  | Public Domain, Community Wellbeing |
| 142 | Lights over BBQ areas                                                                                                                                                                                                                                  | Public Domain                      |
| 143 | Green space essential for play and gathering                                                                                                                                                                                                           | Public Domain                      |
| 144 | Some level of shade / covering would be great for when it is raining.                                                                                                                                                                                  | Public Domain                      |
| 145 | Please have the shopping centre fix or remove (or even just hide behind temporary walls) the apparently permanently closed playground! The pain of having to explain to a toddler that they can't go in every single time it is spotted is killing me. | Public Domain                      |
| 146 | No more jet skis                                                                                                                                                                                                                                       | Other                              |



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Join the Conversation Responses – 66

Note: some spelling and grammar changes have been made to ensure clarity of comment only

|   | Join the Conversation Response                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Categories                                                                          | Codes                                                     | Up<br>Vote | Down<br>Vote |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------|------------|--------------|
| 1 | Free underground and/or undercover parking                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Movement & Infrastructure                                                           | Parking                                                   | 1          |              |
| 2 | We need a large non-denominational hall/centre! If you do not want a religious funeral, there is nowhere to have the ceremony and nowhere for the wake unless you go to the bowling club or golf club. A multi-purpose hall with a catering contract would be ideal for so many functions.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Community Wellbeing                                                                 | Commercial, Community                                     |            |              |
| 3 | We desperately need undercover parking and parking spaces allocated for caravans, boats, motorhomes etc. we are a tourist town and currently visitors have nowhere to park near the shopping centre.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Movement & Infrastructure                                                           | Parking                                                   |            |              |
| 4 | Connect Central Ave to Purser St to divert traffic onto Sandy Point Rd. Would love to see a change in the food court where we have more fresh food options.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Movement & Infrastructure<br>Economy                                                | Roads, Commercial                                         |            |              |
| 5 | It would be nice to see the playground re opened, it's a disgrace that it has been closed off for over 12 months. The food court is also lacking any quality fresh food options and a comfortable spot to sit. The amount of junk pop up stores is disappointing for the centre. Management needs to start attracting some decent shops for our area!                                                                                                                                                                                                                                                                                                                                                                                                                     | Community Wellbeing, Public Domain, Economy                                         | Outdoors, Community, Youth                                | 2          |              |
| 6 | While I understand the need for more housing, I recommend that it be environmentally friendly with green walls and made from sustainable materials, facing north east and utilising the sun rather than creating a need for people to use more energy. Solar panels with a communal battery for those houses, green spaces and water features to create eco spaces and well living informed by other successful green developers. Communal garden spaces. A really good large undercover playground or playgrounds. Koala sensitive development. Undercover parking for elderly and parents with babies/children (the current parking is really hot and dangerously exposes babies to sun in summer). Cafes and pocket bars and restaurants with a Melbourne like vibe. A | Community Wellbeing, Housing, Environment, Public Domain, Movement & Infrastructure | Housing, Outdoors, Environment, Community, Youth, Parking | 3          |              |

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large indoor jungle gym like at Tuggerah for children and families.

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                    |                                                       |   |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|-------------------------------------------------------|---|
| 7  | Trees and gardens and much more<br>Pedestrian friendly                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Environment,<br>Movement &<br>Infrastructure<br>, Public<br>Domain | Outdoors,<br>Environmental,<br>Pathways &<br>Crossing | 2 |
| 8  | love to see the following addressed: Vehicle access around centre (as originally designed when built) Designated parking for trailers, motorhomes, oversized vehicles in peak periods More disabled parking, preferably undercover Shaded parking Pedestrian crossing from car park to library Full SAFE pedestrian egress around centre (eg does not exist from Woolies pickup to Woolies entry) Safe pedestrian entry to centre from Salamander Way including a footpath along Salamander Way McDonald's entry and drive thru to relocate to Bagnall Beach Rd Passive Outdoor seating/park adjacent to centre | Movement &<br>Infrastructure<br>, Public<br>Domain                 | Roads, Pathways<br>& Crossings,<br>Parking            |   |
| 9  | Would love to see something for children and teens (e.g. a skatepark, pump track, playground, pool/snooker/arcade hand out space)                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Community<br>Wellbeing                                             | Community,<br>Youth                                   | 1 |
| 10 | instead of taking away our bushland, build up, a second level on the shopping centre would work better and save our vital bushland Expanding the shopping centre is very much needed but our bushland is vital for our community                                                                                                                                                                                                                                                                                                                                                                                | Environment,<br>Economy                                            | Commercial,<br>Environmental                          | 1 |
| 11 | Keep this area commercial, not residential, and prioritise the expansion of retail and dining options. I think both residents and tourists alike would benefit from the inclusion of a greengrocer or speciality fresh food option, additional mainstream clothing brand stores and more dining venues that stay open beyond 5pm that are not fast food. This would be the perfect location.                                                                                                                                                                                                                    | Housing,<br>Economy                                                | Housing,<br>Commercial                                | 1 |
| 12 | (Reply to comment above)<br>I agree, residential can be elsewhere. Or adopt a model where residential is onto of the shopping centre.<br><br>Retain public areas for parks and recreation                                                                                                                                                                                                                                                                                                                                                                                                                       | Housing,<br>Economy                                                | Housing,<br>Commercial,<br>Outdoors                   |   |
| 13 | Salamander Way needs a decent footpath that runs the length from Port Stephens Drive to the shopping centre. The amount of people that walk, cycle and ride mobility devices along there has increased massively and the drivers along this stretch often behave in an                                                                                                                                                                                                                                                                                                                                          | Movement &<br>Infrastructure                                       | Roads, Pathways<br>& Crossings                        | 2 |

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|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                      |                                                                               |   |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|-------------------------------------------------------------------------------|---|
|    | unsafe manner and use the inside cycle lane to overtake other vehicles. Many children use this route getting to and from school and a lot of elderly unable to drive use it to access the shopping centre. If you are expanding the shopping centre then making it safe to get there is a MUST!                                                                                                                                                                                                                                                                                                                             |                                                                      |                                                                               |   |
| 14 | The beauty of our peninsula that nature prevails over concrete. Kids should have a bond with nature. They will have enough of concrete jungle when they go to University. People moving to the area like Port Stephen because they want to leave in the quite, green and beautiful place with the birds singing, with the nature view from the windows.                                                                                                                                                                                                                                                                     | Environment                                                          | Outdoors, Environment                                                         | 1 |
| 15 | (Reply to comment above)<br>Absolutely, I moved to PS because life was simpler and beautiful. It makes me sad to see parking meters come in and green space disappear.                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Environment                                                          | Outdoors, Environment                                                         |   |
| 16 | We don't need more native habitat loss for a quick buck - this is not what people move to Port Stephens for, nor what residents want. Urban sprawl is slowly but surely erasing our identity and community spirit. There is a very large space cleared, built on and currently vacant at Taylors Beach, most of the complex still sits empty... it's a 5 minute drive from Sally shops and requires no additional tax payer spending.... stop the madness. Instead: - more undercover parking in the existing                                                                                                               | Environment, Economy                                                 | Outdoors, Commercial, Environment, Community, Parking                         | 2 |
| 17 | (Reply to comment above)<br>100%                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Environment, Economy                                                 | Outdoors, Commercial, Environment, Community, Parking                         |   |
| 18 | Don't sell off our green spaces to developers. The shopping centre can be expanded without altering the footprint. Add another level to the existing structure, with parking above. Green spaces should be retained for public enjoyment. Dedicated parking for large vehicles is needed. More trolley bays are required in the western carpark. A proper pedestrian crossing between the Centre and the Library would increase safety for users. Decent footpaths surrounding the whole precinct will also increase safety. Please review parking near the exit of the Ampol service station, as lower vehicles often pull | Environment, Economy, Movement & Infrastructure, Community Wellbeing | Outdoors, Commercial, Environment, Pathways & Crossings, Community, Childcare | 1 |

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|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                   |                                                       |   |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-------------------------------------------------------|---|
|    | out in front of cars due to being unable to see oncoming traffic.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                   |                                                       |   |
| 19 | The Mambo Wetlands has been an important part of the learning environment for children at Salamander Early Education for many many years. This natural space has sparked many projects, inspired future eco warriors and taught all of us about the benefits of being in nature for wellbeing. It is vitally important that we protect these spaces for all of us.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Environment, Community Wellbeing, Public Domain                   | Outdoors, Environment, Community, Childcare           | 1 |
| 20 | I think that we should invest in more high care nursing homes in the area as there are lots of boomers racing toward a high care facility. Re a Private Hospital in the area, my thoughts are that it should be in an area that services the Tomaree Peninsula, Tilligerry Peninsula, Medowie and Raymond Terrace. There are several around Lake Macquarie, why not here? If I had to attend an emergency department I would head to Lake Macquarie Private, if time allows. If an ambulance is required Tomaree hospital would send you to either the Mater or John Hunter, not my first preference....Lake Macquarie Private is an amazing hospital and has a wonderful Emergency Department. Why couldn't you look around Salt Ash to Williamtown. As a baby boomer, these are my main priorities. [REDACTED]                                                                                                                                                                                                            | Community Wellbeing                                               | Health, Elderly Facilities                            |   |
| 21 | [REDACTED] The area shown as commercial/residential on the West side imposes additional noise and pollution to an existing quiet residential area for extended periods beyond the current environment. We would consider this to be highly abusive to those existing residents which it appears not to have been considered in the plan. The better solution, if the additional usage suggested is required in this location, is to utilise the existing areas by increasing their height for both the commercial and parking and allocate a location, if necessary for a residential component or perhaps review other locations which maybe more suitable and effective. The scheme appears to be driven by economics rather than considering the existing occupants and local residents. Have the current owners of the existing space been included in the suggested plan? If so why hasn't their input been expressed in the plan. The other consideration is the loss of critical space for existing native wild life | Housing, Environment, Economy, Public Domain, Community Wellbeing | Outdoors, Commercial, Environment, Community, Parking | 1 |

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that use this area for living in a special place to breed and live in this corner of the wetlands. A loss of more green space, which we believe is not necessary and possibly against the current world requirements of saving the planet, is an additional consideration. The comments made by others to improve access to existing accesses such as the library, additional playgrounds etc, surely needs to be front and centre of any modifications. No options in the plan suggests consideration of these modern and required issues appears to have been considered. Based on the above and all the comments we have heard, it appears to us that the plan should be withdrawn, the Council should encourage a full dialogue with all parties so that the community, existing users of the space and residents requirements are implemented, as after all they are the rate payers for the council and are therefore theoretically the eventual owners, before a sensible plan is reissued in consideration of the above comments, as well as all the other land options available around the area.

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                |                                               |   |   |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|-----------------------------------------------|---|---|
| 22 | So my first thought is originally community Close was supposed to be extended to Central Ave to form one road that was the plan. So that extension is gone and now that land will become housing with no existing road and also can't see how many blocks or Units and how many and how HIGH are there going to be???. Then blocks fronting Salamander Way or once again Units and how high not to mention the blocks/units behind Library. I think I know the answer and its plan to see on this webpage with your Links to NSW Government Low and Medium Housing Policy. Please inform us if I'm wrong because I would like to be but I don't think I am. Regards | Housing, Movement & Infrastructure             | Housing, Roads                                |   |   |
| 23 | Would like to see a day Centre for our increasing age population for small procedures. And a youth hub for kids to go to [JUPITOR] while family is shopping. Parking is hard there now maybe a multi-story car park now that we have increased the heights                                                                                                                                                                                                                                                                                                                                                                                                          | Community Wellbeing, Movement & Infrastructure | Community, Elderly facilities, Youth, Parking |   |   |
| 24 | As the Artistic Director of the Port Stephens Theatre Company, I recommend that the council consider building a permanent performance space for family entertainment on the weekends and during the school                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Community Wellbeing, Economy                   | Commercial, Community, Youth                  | 1 | 1 |

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holidays. This would be a great addition and attraction to the Salamander Bay Square shopping precinct.

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                   |                                                                                   |   |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-----------------------------------------------------------------------------------|---|
| 25 | On Monday at the drop in centre we were advised the mixed commercial/residential building is 4 storeys high. The drop.in centre is there all week at the shops.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Housing, Economy                                                  | Housing, Commercial                                                               |   |
| 26 | The wetlands are an integral component to our ecosystem. Lots of wild life also call this place home. It's a green space, especially for the childcare next door who seem like they utilise this space a lot. How about plan some better roads and curbed guttering in some of the areas of the bay you guys tend to neglect.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Community Wellbeing, Environment, Movement & Infrastructure       | Roads, Environment, Childcare                                                     | 1 |
| 27 | It seems that it will go ahead regardless of people's input. Please consider incorporating the thoughts and wishes of our community into the development and not just plonk down something ugly. I would love to see village/community/commercial like structures blended thoughtfully. Something we could be proud of and something that gives consideration to our current surrounds that we love.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Community Wellbeing, Housing, Environment, Public Domain, Economy | Housing, Outdoors, Commercial, Community                                          | 1 |
| 28 | It is refreshing to see Council looking at the use of its land around Salamander Centre. The current shopping centre and related developments have been motivated by ill-equipped Council staff looking only to sell off land that was zoned to get funds to fund council follies. The appropriate development would be for a combined retail, medical and high rise affordable development built around boulevards and pedestrian precincts. It works throughout the world with retail and commercial on bottom 2 floors and 1-2 bedroom apartments above to say 4-5 storeys with underground parking. It has been done at Rooty Hill so well and Green Park and in a proposal at Nelson Bay. Retail and clerical staff can't afford to live in the area and they are vital to attract to the area with apartments they can afford. It isn't for tourist accommodation! If the area is to be serviced we must be able to house young people to work in retail, hospitality and medical. Currently they can't afford to live here. This isn't redesigning the wheel as it works throughout Europe and parts of Asia. We need affordable retail for shops, showrooms and restaurants as the Charter Hall model built around Woolworths and Coles as key subsidised tenants doesn't | Community Wellbeing, Housing, Environment, Public Domain, Economy | Housing, Outdoors, Commercial, Pathways & Crossings, Community, Health, Childcare | 2 |

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service the community. Time to think outside the square. If the Childcare and Library have to be relocated so it may be.

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                   |                                                                                   |   |   |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-----------------------------------------------------------------------------------|---|---|
| 29 | (Reply to comment above)<br>Well said                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Community Wellbeing, Housing, Environment, Public Domain, Economy | Housing, Outdoors, Commercial, Pathways & Crossings, Community, Health, Childcare |   |   |
| 30 | Central Ave needs to join up to Community Close behind the shopping Centre, Kmart end, this will reduce traffic leaving the rear car park and traveling back through Town Centre Cct towards Maccas.                                                                                                                                                                                                                                                                                   | Movement & Infrastructure                                         | Roads                                                                             | 2 |   |
| 31 | Please do something about the NO RIGHT TURN into Aldi from Town Centre Circuit. Either mark it as No Entry or allow people to turn right. I have witnessed multiple times incidents involving pedestrians and vehicles as the "majority" of cars ignore the sign and zoom in.                                                                                                                                                                                                          | Movement & Infrastructure                                         | Roads, Pathways & Crossings, Signage                                              | 2 |   |
| 32 | Build a decent high rise tower with at least 50 storeys, making the lower five retail and commercial and the upper floors restaurants and dining with residential in between. Have caveats preventing their use as temporary / short term rentals. Ease the shortage of accommodation for workers and reduce pressure on clearing more natural bushland for housing and commercial development.                                                                                        | Housing, Environment, Economy                                     | Housing, Commercial, Environment                                                  | 1 | 1 |
| 33 | If you want to keep the koalas surviving around Wanda Wetlands, you really need to keep the vital habitat around the edges of the wetlands. There is fabulous habitat at the back of the library and preschool. We need more housing, so it makes sense to build upwards and keep our native bushland too. Do it well, and it would be awesome to enjoy watching koalas and other wildlife into the future behind the library and preschool.                                           | Community Wellbeing, Housing, Environment                         | Housing, Environment, Community, Childcare                                        | 3 |   |
| 34 | The thing that has surprises me is that for a tourist town, where we have a large explosion of tourists in the holiday season that we do not have a decent hospital within the bay. Heaven help someone who has a serious accident- transport over 1 hour to the Mater Hospital or John Hunter Hospital. We also have an ageing population and a growing community that would benefit from having a decent hospital. Build some foundations / infrastructure which would make living / | Community Wellbeing, Housing                                      | Health, Elderly                                                                   |   |   |

## ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                     |                                            |   |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|--------------------------------------------|---|
|    | moving / holidaying in the bay even more attractive.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                     |                                            |   |
| 35 | Recently travelled to Port Douglas on a road trip, and honestly our roads are \$?!?? Please do something about our roads all this discussion about the town centre and no discussion about road upgrades and repairs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Movement & Infrastructure           | Roads                                      |   |
| 36 | I think we need apartments for the low-income earners, that are not available for tourists. Make a bridge to lemon tree passage will allow workers to get to salamander square easier and provide a 2nd way out if something ever happens to Nelson Bay road.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Movement & Infrastructure , Housing | Housing, Roads                             | 1 |
| 37 | (Reply to comment above)<br>Good suggestions here.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Movement & Infrastructure , Housing | Housing, Roads                             |   |
| 38 | Please ensure the Library is protected and that there are no plans for its removal. Also ensure that the existing bushland and vital Wildlife corridors here are not totally removed and decimated.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Community Wellbeing, Environment    | Environment, Community                     | 2 |
| 39 | (Reply to comment above)<br>I agree fully with what you have to say [REDACTED]. The library is in a peaceful position with the bushland near it, surrounding its carpark. It is so convenient where it is and is the best library Internally I have seen. The bushland corridors for the Mambo Wetlands area for koalas must remain. We need to protect the bush we have within the towns. You don't know what you have till it's gone. All in the name of dollars, development and progress. The importance of the bush to Salamander Early Education is paramount as well. To expose young children to the bush and all critters within is such a wonderful thing as it educates them in nature which has a life time effect. I believe they found an endangered frog species in this bush just in from the Centre. | Environment, Community Wellbeing    | Environment, Community, Childcare, Parking | 2 |
| 40 | There needs to be a pedestrian foot path on the Kmart side of Town Centre CCT to the Central Ave round about. I often see people walking along the road at the edge of the guard rail and cars having to slow when they unexpectedly come across them. Also, get rid of all the silly No Right Turn signs. What is the difference between turning right into Aldi at Kmart or opposite PRD? Everyone does it, just look at how worn the double white lines                                                                                                                                                                                                                                                                                                                                                            | Movement & Infrastructure           | Roads, Signage, Pathways & Crossings       | 1 |



ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN  
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are near Kmart. Why is turning right from the PRD car park allowed but not from the Bay Medical car park? Once again, everyone does it. And why can't we enter the Ampol petrol station from Central Ave?

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                             |                                        |   |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|----------------------------------------|---|
| 41 | (Reply to comment above)<br><br>Good suggestions here [REDACTED]. Have tried to recommend all these to Council. Should now be reviewed and approved by the Local Traffic Committee.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Movement & Infrastructure                                                   | Roads, Signage, Pathways & Crossings   | 1 |
| 42 | I would like to see a Pier jutting out into Salamander Bay which locals and visitors alike could use to fish and swim off. It could have coffee carts, icecream vendors, markets, and family entertainment stalls. Also an area for local artisans to show their ware. Roundabouts, jazz bands, miniature train rides and a children's play area.                                                                                                                                                                                                                                                                                                                                                         | Community Wellbeing, Public Domain, Economy                                 | Outdoors, Commercial, Community, Youth | 1 |
| 43 | A good idea, time to start using this land, and definitely like the concept of business and housing together.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Housing, Environment, Economy                                               | Housing, Commercial, Environment       | 1 |
| 44 | I suggest the areas shown purple should be developed as medium density residential interdispersed with green areas.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Housing, Environment                                                        | Housing, Outdoors, Environment         | 1 |
| 45 | The large carpark on the southern side can do with shelter ( similar to the shelter on the northern carpark ). It is always better to manage to park your car under shelter not only during the hot weather but also if it's wet. I also would like to propose a monthly car boot sale in the car park during the morning between 7am and 1pm.                                                                                                                                                                                                                                                                                                                                                            | Community Wellbeing, Movement & Infrastructure                              | Roads, Community, Parking              | 1 |
| 46 | Our roads are disgraceful and we need to replace managers in the engineering department.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Movement & Infrastructure                                                   | Roads                                  |   |
| 47 | This submission is for input into the future land uses around the Salamander Central Shopping Centre I wish to advise that there are insufficient parking spaces already at the current centre. When they were being counted and assessed with the approval of Stage 3 the loading docks were counted as several parking spaces and since then the centre has reduced the size of these spaces and also allowed grocery pick-up stations, thus reducing even more parking spaces. The ring road around the current centre is in a disgraceful state and is in need of emergency hot-mix reconstruction. The early concept plans were for future buildings and the retention basin adjacent to the Tomaree | Movement & Infrastructure , Environment, Community Wellbeing, Public Domain | Roads, Community, Parking              | 3 |

# ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                    |                       |   |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|-----------------------|---|
|    | Library should be kept in its entirety as this basin collects all the litter and water runoff from the carparks and road links.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                    |                       |   |
| 48 | I think all the shopping trolleys should have \$2 refundable deposit on them that would tidy up the car park and stop damage to cars hop                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Economy                                                            | Outdoors, Other       |   |
| 49 | Dear Council Members, I have been a resident of Port Stephens (Corlette) now for 8 years, and for the past 2 years have been the owner of an electric vehicle and do most of my charging (slow) at home. Often on occasions it is not possible for me to charge my vehicle at home to 80% (owing to overcast weather etc., a sudden need to travel distance far beyond battery level charge etc.) which causes me to search locally for "fast" charging stations, with only one in the local area located at Soldiers Point. Alternately Heatherbrae (about 48 km away) or Karuah (about 58 km away), or Newcastle (60 km away), which of course is ridiculous if battery level is low, meaning distance travel to and then from those charging stations is doubled. In addition to the foregoing, I have on two occasions been approached at Salamander Bay Shopping Centre by EV drivers, (not local) and once in Nelson Bay Shopping Centre, they being aware that my vehicle is electric, seeking the location of a local fast charging station, only to be told there were none locally other than Soldiers Point (only 24kw). These people were all visitors to the area from elsewhere on holidays, and because they were unable to access a "fast" charger, perhaps not likely ever to return to the area again for holidays, which makes one consider just how many other holiday EV drivers have the same experience and opinion. Yes, there are a limited number of "slow" chargers locally, however these chargers are nearly all located at accommodation facilities for their paying guests with only one or two available for public use, which can each take up to 8 hours to charge to only 80%. Hardly satisfactory when in peak holiday season there may be dozens of vehicles requiring charging, particularly when the very limited number of public available of "slow" chargers are in use for such long periods of time. Also, it needs to be borne in mind that there are many hundreds of accommodation facilities that have absolutely no EV charging facilities at all. Council needs to consider the plight of the | Movement & Infrastructure<br>,<br>Environment,<br>Public<br>Domain | Outdoors, Environment | 2 |

# ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                             |                                                                           |   |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|---|
|    | many EV driver visitors to Port Stephens, whom have not been able to access local charging (either fast or slow) during their stays in the area, (and perhaps not likely to return with their \$\$\$\$), coupled with those residents whom have EV vehicles, and not unlike myself, have a need to be able to "fast" charge on several occasions each year, beyond their home "slow" charging facility. I do urge Council to take this issue up with the several "fast" charging facility companies, local business facilities, local accommodation facilities etc., not to mention the State Government, with the view of providing incentive/s to each should they agree and arrange for the installation of "fast" charging stations for the general public.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                             |                                                                           |   |
| 50 | I believe we need to retain the existing bushland areas that fringe the car park and Shopping Centre! The wildlife that use these sites for habitat will be impacted by any form of development! Extending the height of the existing centre could provide a better solution towards addressing our shortage of accommodation and car parking spaces.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Housing, Environment, Movement & Infrastructure, Economy                                    | Housing, Commercial, Environment, Parking                                 | 1 |
| 51 | It's great that council is planning for the future. My concern is that this plan is a little premature and doesn't capture all the future considerations. My observations are that car parking is already at max capacity during peak times and further development of the area without extra parking will not help the situation. The current Charter Hall shopping centre and Nelson Bay have many vacant shops. These areas should go multi-level before council sells off land for commercial reasons. If it is not commercially feasible to develop then I don't believe releasing more land to develop is the answer. Purple areas are key community areas. I would expect the need for more community areas will increase as population increases. I don't think this plan caters for this increased community demand in 2041 and it is not feasible to buy back the land. Additionally, I'd like to see sheltered play areas in the area. In comparison to other councils, PS Council is behind the ball with parks and play areas. Multistory (4) residential units adjacent to community daycare creates privacy issues for the children. In summary, redevelop the current area with more parking and shops (think Kotara). Maintain council land for future growth. Our library and community day care | Community Wellbeing, Environment, Movement & Infrastructure Public Domain, Economy, Housing | Housing, Outdoors, Commercial, Environment, Community, Childcare, Parking | 1 |

51 Port Stephens Council

ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN  
ENGAGEMENT REPORT.

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                  |                                                 |   |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|-------------------------------------------------|---|
|    | require further investment to meet growing needs of the community in 2041 (think Forster library). Thank you for allow me to share my thoughts.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                  |                                                 |   |
| 52 | Also, I just want to say that this plan wasn't well advertised. I would have expected details of the proposal available in the library community area and potentially in the shopping centre. I saw a random flyer attached to an empty shop front which didn't show the map or details.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                  |                                                 |   |
| 53 | Love the idea of a large indoor jungle gin.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Community Wellbeing                                              | Community, Youth                                |   |
| 54 | Umina have a fantastic skate park and playground near the NRMA caravan park. It would be fantastic if PS invested in something similar                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Community Wellbeing                                              | Outdoors, Community, Youth                      |   |
| 55 | I'd rather see existing residential land be rezoned than see off council land.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Housing                                                          | Housing                                         |   |
| 56 | These small areas of bush are essential for Koala & animal habitat. We have enough shops in the Salamander Bay shopping precinct... there are shop spaces empty in the Centre. This area is important for plant diversity as well. Landcare groups have worked and collected seeds from this area of bushland.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Environment, Economy                                             | Commercial, Environment                         | 1 |
| 57 | Existing shopping centre should be redeveloped and full utilised before expanding out into surrounding habitat, which is highly valued for both wildlife and amenity                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Environment, Economy                                             | Commercial, Environment                         |   |
| 58 | If Council had adhered a decade ago to State government request for a Masterplan then we wouldn't be in such a pickle now. Ad hoc planning hasn't and won't work. There are too many things wrong with the Centre to list here (has been done well in 6 pages from [REDACTED]). I support a high rise residential component being included on existing Council land next to Pre School. It doesn't impinge on anyone's views. It should be low cost and targeted to affordability. No holiday lets. Include shops or medical and potential for a couple of layers of carparking. This is one area where I support high rise! Be aware of 2 things from the past – the area next to the Library does provide for run off from carpark and also need to check with local Worimi people as that was an issue years ago. The slope on the northern side with | Community Wellbeing, Housing, Movement & Infrastructure, Economy | Housing, Commercial, Community, Health, Parking | 1 |

## ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

houses backing onto it could become unstabilised if disturbed. The "Big W" DA proposal of years ago identified this and should be taken into account in any proposal for a ring road (which is needed) The vegetation there now has only been there for 10 years.

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                   |                                          |   |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|------------------------------------------|---|
| 59 | I'm concerned that a shopping centre should be called a "town centre", the objective of this plan. My daughter has just done a HSC Design and Technology studies on this very subject, and leading studies say that best practices for town centres "serve as the vibrant core of these new communities, weaving together daily conveniences, public spaces, and places for connection." Where amongst the retailers are the vibrant community spaces to sit, connect and play? Or is this merely an extension of retail space to collect taxes and rent and call it a town centre?                                                                                                      | Community Wellbeing, Public Domain, Economy       | Outdoors, Commercial, Community, Signage | 1 |
| 60 | Yes, I'm also am EV owner and I've tried, in vain, to contact the shopping centre owners and their solar suppliers, suggesting that they could leverage around 900 kW of solar installed on the roof, as well as a large battery, to charge EVs. The owners of the solar are retailers and, whatever they don't sell to shopping centre users, they would have to sell at very low wholesale prices. They could price the EV charging at 40 to 50c per kWh and make a much bigger profit. The shops would also benefit. 50 kW DC chargers would be good or even 22 kW AC chargers (only 11 kW for most EVs). They're not interested in communication with the local community, it seems. | Environment, Economy                              | Environment, Other                       |   |
| 61 | Because it creates traffic chaos. The reason why people turn illegally is because there's no sign telling them that the entrance is around the corner.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Movement & Infrastructure                         | Roads, Signage                           |   |
| 62 | We need a bridge to LTP first. If this weather has done anything it shows how much this is needed. Developing the bushland around the shopping centre is ridiculous. Build the shopping up lower rent and get better shops in to support the community.                                                                                                                                                                                                                                                                                                                                                                                                                                  | Movement & Infrastructure<br>Environment, Economy | Commercial, Roads, Environment           |   |
| 63 | Thank you for the opportunity to provide comment. The Salamander Bay Town Centre is next to the Mambo Wanda Wetlands. These wetlands are a truly magnificent 188-hectare Port Stephens Council reserve. This                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Environment, Community Wellbeing                  | Environment, Community                   | 1 |

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ENGAGEMENT REPORT.

## SALAMANDER BAY TOWN CENTRE PLACE PLAN

area is being proposed as a RAMSAR site. The Ramsar Convention is an international agreement for the protection and conservation of wetlands under UNESCO. Construction of large buildings on the very edge of the site will compromise any possibility of achieving RAMSAR recognition. There should be no more encroachment into the green space at any point, no hardline edges to the site, and no construction to the edge of the site. These green areas should be preserved as buffer zones for the mambo wetlands and importantly for the existing shopping centre. Ultimately providing some protection to the shopping centre against future flooding events. Future developments should be compatible with nature. This may include interpretative and educational centres to inform visitors, locals and schools about the function and importance of wetlands. Establishing open seed stock nurseries for replanting mangrove and littoral forest areas could also be an optional use for the proposed development areas.

- 64 On behalf of TRRA I submit our support for:  
 30/4 [REDACTED] 1/5 [REDACTED] 2/5 [REDACTED] 4/5 [REDACTED]  
 and [REDACTED] 5/5 [REDACTED] (not para 5)  
 7/5 [REDACTED] 8/5 [REDACTED]  
 [REDACTED] 11/5 [REDACTED] 14/5 [REDACTED]  
 16/5 [REDACTED] x2 17/5 [REDACTED]  
 [REDACTED] 19/5 [REDACTED] 20/5 [REDACTED] 21/5 [REDACTED]  
 [REDACTED] 24/5 [REDACTED]

[Manually added to votes](#)

- |    |                                                               |                                                                                 |                                                                                 |   |
|----|---------------------------------------------------------------|---------------------------------------------------------------------------------|---------------------------------------------------------------------------------|---|
| 65 | Please see my submission attached ([REDACTED])<br>[See below] | Community Wellbeing, Movement & Infrastructure<br>Housing, Environment, Economy | Housing, Commercial, Roads, Signage, Environment, Pathways & Crossings, Parking | 2 |
| 66 | I have attached my submission ([REDACTED])<br>[See below]     | Community Wellbeing, Environment, Economy, Movement & Infrastructure            | Environment, Commercial,                                                        |   |

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Join the Conversation Comment #65

### Salamander Bay Town Centre Have your say...

May 2025

Firstly, thanks for the opportunity to share experiences, concerns & suggestions, rather than just making decisions and "doing things to us" without genuine consultation first.

I understand the need for increased housing supply, especially affordable housing, near existing services and transport hubs. The "way" increased medium-density development is planned, built and established needs to be done with great care, especially for the precious wetland area the shopping centre in surrounded by, with rare flora featuring **endangered fauna** like Koalas.

Other interests need to be considered as well including impacts on **existing residents / shop /service users** and considering the massive influx of **tourists** visiting our area. FYI while visitor numbers explode in warmer months there is an increasing number of midweek day-trippers and weekenders visiting year-round. My ideas and suggestions mostly concern the poor condition of the **Town Centre Circuit** roadway especially the safety of pedestrians and drivers. FYI I've lived in the area, on and off, for fifteen years so draw on a great deal of experience. Here's a summary.

- **INSTALL** Pedestrian Crossing  
To/from the *Bus Station and ALDI* as it's a dangerous area.
- **UPGRADE** pedestrian link to proper crossing  
Between *Library, Community / Childcare Centre* and shopping centre carpark.
- **Make Aldi Carpark ONE WAY exit**  
Close ENTRY to ALDI carpark (near Kmart). Make it EXIT only.
- **QUALITY of Road!!!**  
Town Centre Circuit is not fit for purpose...
- **PLACEMAKING WAY FINDING** to shopping centre  
Better signage needed on Salamander Way.
- **ROUNDAABOUT** Line-markings are worn.  
Bagnall Bch Rd and Salamander Way (near Churches)
- **PLACE NAMING; to reduce confusion**  
Locals know the difference between Salamander Bay shopping "centre" and shopping "village" at Wanda Beach but can be confusing for visitors.
- **UPGRADE IMPORTANT ACCESS ROAD**  
Port Stephens Drive is not fit for purpose
- **ENCOURAGE LOCALS**  
To use Wanda Beach shops
- **Complete the CIRCUIT in "Town Centre Circuit"**  
To alleviate the need to drive out of the precinct due to one-way entries etc.
- **Shopping Centre individual car-parking SPACES**  
Need widening
- **CONCLUSION**

h

**ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN  
ENGAGEMENT REPORT.**

Join the Conversation Comment #65 continued

**IN DETAIL...****- INSTALL Pedestrian Crossing**

To/from the *Bus Station and ALDI* as it's a dangerous area.

Especially when visitors who are driving in a hurry and don't look out for elders/ youth /people with prams/ disabled residents etc the same way most locals do.

**- UPGRADE pedestrian "link" to proper crossing**

Between *Library, Community / Childcare Centre* and shopping centre carpark.

Also ensure bushes are trimmed/ replaced with low shrubbery; so, there's visibility of both pedestrians (for drivers) and oncoming traffic (for pedestrians) to see.

NOTE This precinct attracts a LOT of elders, plus young people, parents with kids in strollers, plus people with mobility issues etc. During high (tourism) seasons it can be hard and dangerous to cross the road there. Currently the link has mobility hazards. A proper refuge island should also be considered.

**- Make Aldi Carpark ONE WAY exit**

Close ENTRY to ALDI carpark (near Kmart). Make it EXIT only.

It is an unsafe intersection (due to the number / vicinity of trucks plus cars leaving the main shopping centre carpark).

Unfortunately, most drivers simply ignore the NO RIGHT TURN sign. Again, it is especially dangerous in holiday times when people, who are not familiar with the area, can drive erratically. This should become "exit only". The other access on Central Ave (close to the Medical Centre & TAFE) could remain both an entry and an exit (or entry only) as there are not as many trucks, cars, buses and pedestrians using the area.

**- QUALITY of Road!!!**

Town Centre Circuit is not fit for purpose...

**WIDTH**

It's not wide enough to cater for the trucks, Motorhomes, 4WDs (many tradies live in the area) plus increasingly wide / oversized (dare I say fat or even obese) cars,

ie turning into/out of the car park entry / exit (near Salvos) is too narrow, plus the roadway itself too narrow, so cars often bank up trying to get in and out.

2



**ITEM 4 - ATTACHMENT 4      SALAMANDER BAY TOWN CENTRE PLACE PLAN  
ENGAGEMENT REPORT.**

Join the Conversation Comment #65 continued

**PAVEMENT SURFACE**

As the shopping centre is built next to a wetland, it is on permanently wet ground and the road simply forms deep potholes after most rains, and the surface literally crumbles. It is dangerous for drivers and causes damage to cars.

Local flooding is frequent and will increase with climate change, due to increased moisture in the air. The drainage is poor, and it is simply not built to withstand either the volume or increasing weight of traffic.

**- PLACEMAKING**

"Salamander Bay" signage (from Landcom days at big roundabout Nelson Bay Rd & Salamander Way) near Tomaree Ovals, fell over ages ago & not fixed / replaced.

Also, there is also no placemaking signage on Port Stephens Drive to let people know they've arrived in "Salamander Bay".

This access is used by people from Tilligerry Peninsular, some from the Anna Bay area and increasingly visitors use PS Drive as GPS offers them the "quickest route" to the shopping centre etc.

Where are the bilingual welcome signs in Worimi Guttung language and English to "Welcome to Salamander Bay".

**- WAY FINDING to shopping centre**

Better signage needed on Salamander Way.

Visitors coming from Nelson Bay Road (and Tomaree ovals etc), need to be warned earlier (before the schools) that THE ONLY shopping centre access is RIGHT TURN at Roundabout.

Too many people miss it, then end up making hazardous U-turns across double lines, down near Sandpiper Reserve. This only tends to happen in holiday time, but that's when the roads are busiest, so most dangerous.

**- ROUNDABOUT** Line-markings are worn.

Bagnall Beach Rd and Salamander Way (near Churches)

It's hard to see. Line markings need to be lengthened/ increased to guide traffic and make it easier for drivers waiting (to enter the roundabout) to see where other vehicles are heading.

3

**ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN  
ENGAGEMENT REPORT.**

Join the Conversation Comment #65 continued

- **PLACE NAMING; to reduce confusion**

Locals know the difference between Salamander Bay shopping "centre" and shopping "village" at Wanda Beach, but it can be confusing for visitors.

I suggest formally applying to change the name from Salamander Bay Village Shops to "Wanda Beach" shops like the pharmacy names itself.

Confusion can be caused to patients of *Bay Medical Group* as it has two centres: one on Central Ave near the shopping centre and the other at Wanda Beach shops.

The business ends up calling the latter their "Soldiers Point" clinic even though it's not technically at Soldiers Point. This can cause patients to attend the wrong clinic and lose their (often long awaited appt).

Locally the general area is known as "Sally Bay" so that could be an option.

If "Wanda Beach shops" is not accepted by locals perhaps "Original" would denote the neighbourhood shopping strip (as opposed to the newer, bigger shopping centre).

While some people use the term "old" Salamander Bay it is not ideal as there are so many elders living nearby, the second highest percentage in NSW.

Also, the term "village" can be confusing as there are now so many "Retirement and Lifestyle Villages" in the area, so some don't think of villages as places to shop but places to live.

Even the term "Little" Salamander Bay shops may confuse some people from out of town. While the shopping-centre might seem large to locals, to some city or overseas visitors it might seem small...

- **UPGRADE IMPORTANT ACCESS ROAD**

With increasing use of **Port Stephens Drive** by residents, workers and visitors, plus more trucks, lots of buses (with the Depot), caravans and heavy trailer boats many pulled by giant 4WDs going to the shopping centre and general area of West Tomaree Peninsular, the road is not fit for purpose.

Built within and on top of wetlands, in the Tilligerry Creek floodplain not constructed as a major thoroughfare. It's surface opens with major potholes and simply crumbles after rain. It is much more dangerous than roads closer to the shopping centre as it's an 80kph area.

4

**ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN  
ENGAGEMENT REPORT.**

Join the Conversation Comment #65 continued

NSW Govt needs to be lobbied to take over improvement, care and maintenance of the important road, especially with increasingly frequent events of "water over road" and "flooding" closing others, leading to major tourist area via Nelson Bay Rd & GanGan Rd.

It is essential the road is upgraded, especially for emergency access, in flooding, fire and other emergency events.

The speed should be reduced, to reflect the constant safety hazards, until the Port Stephens Drive has been rebuilt.

**- ENCOURAGE LOCALS**

To use Wanda Beach shops

To reduce competition for limited parking spots in busy tourism times at the shopping "centre" locals could be encouraged to visit Wanda Beach shops for small, regular items from the IGA associated "Friendly Grocer" store.

**ANGLED SURFACE**

However, the road doesn't appear to have proper drainage, so the angle of the road surface is rounded. This makes it hard for older, less able-bodied drivers & /or families to get out of their cars without the door falling back and hitting their leg.

**WIDEN ROAD**

It's almost impossible to get out of the drivers' side without nearly being hit by a bus, truck, wide (obese) car, trailer boat or fat-caravan. Soldiers Point Rd has wide footpaths on both sides, the mostly residential (west) side could have some of the width reduced to widen the road to make it safer for both pedestrians and drivers.

**CALM TRAFFIC**

Despite a road hump at the southern entry, roundabouts at both ends and reduced speed signage, many people nearing their holiday or fishing destination often ignore these rules / methods. More active traffic calming is required, especially if the road is widened, including specific hard architecture and landscaping.

**- Complete CIRCUIT in "Town Centre Circuit" name**

To alleviate need to leave the precinct, due to one-way entries, only to re-enter at a different spot etc.

5

ITEM 4 - ATTACHMENT 4  
ENGAGEMENT REPORT.

SALAMANDER BAY TOWN CENTRE PLACE PLAN

Join the Conversation Comment #65 continued

- **Shopping Centre car-parking spaces**  
**Need widening**

It seems that recently shopping centre management reconfigured and painted them, squeezing in more car parks by narrowing individual car park spaces. However as mentioned earlier more people drive increasingly wider cars, especially SUV and 4WDs.

There's a known larger percentage of older people in the Salamander Bay demographic (see ABS data). While it might seem like a stretch, I know someone who parked her little car recently but couldn't get out the passenger side. She climbed to the passenger side, politely asked the driver in the ute next to her if he could move his car across a bit. A verbal altercation ensued, and she ended up in hospital with a suspected heart attack.

- **CONCLUSION**

I've covered matters that are beyond the scope of this Salamander Bay Shopping Centre planning exercise, just think it's important to realise that other issues, in the general area, can impact the shopping centre, residents, workers and visitors alike.

Kind regards



ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN  
ENGAGEMENT REPORT.

Join the Conversation Comment #66

## COMMENTS ON SALAMANDER BAY TOWN CENTRE PLACE PLAN

We need a long-term vision and plan based on sustainable management of the natural assets that support the coastal community within the LGA. INCREDIBLE BY NATURE should be the guiding principle and not just green washing aimed at attracting tourists and more residents and urban development.

The unfortunate thing is that this marketing approach without a viable sustainable plan to accommodate more people is self-destructive. As the area becomes more developed often with inappropriate developments the very thing that attracts people to the area, pristine natural environment, is lost to short term thinking and planning.

What we need are long term plans that consider the environment and its role in supporting the community. We need to retain as much of the remaining green space as possible – it cannot be for sale for short term gains to the highest bidder or to address complex long term problems with simple short term solutions. This only results in the community losing the intrinsic values and interconnectivity provided by green spaces and faith in the Council to be able to look out for the community in favour of developers. It is recognised globally that well established “wealthy” areas always have a strong green theme, parks, mature trees etc. and is one of the key attractions to an area. If we want a healthy wealthy community we need to accommodate green space, and mature trees into the planning process. Not encourage barren suburban ghettos with concrete high rises.

This is a one road in one road out community and therefore vulnerable to extreme weather events – we were lucky the recent rain event concentrated to the north of us. Considering these recent events, it is crucial to plan for the climate crisis, accounting for more intense and frequent storms, associated flooding and coastal erosion. With a growing aging population, the consequences of being cut off could be devastating.

The potential for the Tomaree Peninsula becoming isolated by flooding for long periods of time is high. Incorporating ecosystem services and a more proactive environmental approach to managing the local assets would help to mitigate some of the worst impacts associated with the climate crisis.

**1. Do we need to develop the Salamander Bay Town Centre at all?**

Since when was this industrial retail waste land considered to be the Town Centre. There is no town centre – a series of overdeveloped housing estates spread over the area. Nelson Bay, Shoal Bay water front and the Wanda Beach shops are as close as we get to a town centres.

There is a definite need for some comprehensive planning around the Salamander Bay Shopping (Town) Centre. But what is being proposed is short sighted with little to commend it. Centralising and industrialising the retail experience in one concentrated area does nothing for community cohesion, they do not add to the community, if anything they detract from diverse shopping options that could be available and isolate people from their community and natural support networks.

## ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

Join the Conversation Comment #66 continued

Apart from Coles and Woolworths, the centre (Charterhouse) would appear to be already operating at capacity, demonstrated by the high turnover of leases and the number of empty shops. Before trying to develop new retail venues even with accommodation, perhaps it would be better to improve the existing structures, including the parking, and road network to and around the centre. This area is only fully utilised during a few holiday weeks of the year and even then it is hardly unmanageable when compared to shopping centres elsewhere.

What is needed is a long-term plan for the area, which this is not. It should consider climate change, long-term growth, and community needs before pursuing new development. This will not begin to solve the local housing crisis, as suggested. There are other ways to address that issue, but that is for another discussion. The only beneficiaries of this proposal will be the developers.

### 2. Is the place plan a quick fix?

It cannot be stressed strongly enough that there is no point in releasing and selling Council owned property to encourage development around an already degraded industrial retail centre. Selling off the remaining greenspace is not compatible with any long term contingency planning for this area and the surrounds. This area is essentially wetland. We know about the adage of not building on sand, the same applies for wetlands. Developing this site adjacent to the Mambo wetlands will leave the whole site vulnerable to future flooding and will impact on the integrity of the mambo wetlands.

Mambo wetlands will reach saturation point during some future weather event. This development will encroach into the green space that is a buffer zone between the existing centre and the Mambo Wetlands. Compromising this buffer zone will lead to potential flooding of the centre and adjacent structures. The idea of selling off this greenspace for development with no apparent or demonstrable supporting long term planning to support the proposed plan smacks of a quick fix.

### 3. Will it help develop community cohesion and support sustainable neighbourhoods?

Centralised shopping precincts have been shown globally to compromise community cohesion and sustainable neighbourhood developments. While they are convenient for shoppers, traders (transport access) and developers, they come at a cost, with little overall benefits to the community.

### 4. Is the necessary infrastructure in place to support this and other developments?

The short answer would have to be no. The poor state of the roads would indicate limited infrastructure planning and management, which is presumably reflected in other less obvious infrastructure required to support a community such as sewage, water, power, amenities etc. This place plan will cause havoc to traffic and will compromise access to the shops during the construction phase not to mention further damage to the roads that were never designed to carry the current weights and volume of traffic, which will only increase with this development.

**ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN  
ENGAGEMENT REPORT.**

Join the Conversation Comment #66 continued

**5. Do we need more people moving to the area without a plan to absorb them into the community?**

There are already insufficient doctors to serve the existing population, with long waiting times for appointments. This is not conducive to hosting an ever-aging population/community. There are long ambulance turnaround times, and the hospital is inadequate. And that is while there are no overarching climate emergencies. One major flood cutting off the Nelson Bay Road would be catastrophic for this area. It is only a matter of time.

**6. Can we afford to compromise the valuable ecosystem services, and ecology of the Mambo Wetlands?**

Although the Mambo Wetlands are small, they play a crucial role in managing water flow and run off in the area. They are the lowest point in the area and are the link between the higher surrounding lands and the sea/estuary. This entire shopping precinct has been built on what would have been wetlands. This is worrying, back fill can only last so long. We are told not to build on sand – the same applies to wetlands. The role of wetlands in accumulating and settling run off and vast quantities of water from the surrounding areas will eventually be compromised leading to catastrophic results if not managed appropriately! A combination of a king (or high) tide, heavy rain, strong northerly winds, will eventually lead to a major flooding event in this area.

**7. Do we really want a RAMSAR site and associated ecotourism opportunities?**

This area is being proposed as a RAMSAR site. Construction of large buildings on the very edge of the site will compromise any possibility of achieving RAMSAR recognition.

RAMSAR besides, we should be giving this site the recognition that it deserves locally and managing it accordingly, applying best practices by following the RAMSAR guidelines as a matter of course, as sustainable management practices. If the desire to have the Mambo Wanda wetlands (small though they are) recognised under the RAMSAR agreement, then appropriate management action must be applied now. This would include no more encroachment into the green spaces on the edge of the wetlands at any point, no hardline edges to the site by construction to the edge of the site. These green areas should be preserved as buffer zones for the mambo wetlands and importantly for the existing shopping centre. Ultimately providing some protection to the shopping centre against future flooding events.

While the green sites proposed for development are somewhat degraded wetland/littoral forest, they nonetheless provide habitat for a wide variety of species and contribute to wildlife corridor networks for koalas and other animals. Importantly, degraded land can always be restored with a little effort, but once it is concreted it is gone forever. It can be conjectured that most people that have apparently moved here for the "pristine" environment would rather see a restored and accessible littoral forest and wetland at this site than a massive concrete eyesore.



## ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

Join the Conversation Comment #66 continued

Any development should be compatible with nature. This may include an interpretative and educational centre to inform visitors, locals and schools about the function and importance of wetlands. Establishing open seed stock nurseries for replanting mangrove and littoral forest areas could also be an optional use for the proposed development areas.

**An area of ecological importance:** The areas that are being proposed for development surround what has been described as an area of ecological importance. It is not appropriate to have a small patch classified as ecologically important and then build all around it, cutting it off on 3 sides from the ecological support network. This type of development inevitably leads to hard lines that are ecologically incompatible.

These areas are too small to allow for a gradual buffer zone, grading across the development site and will therefore, if the proposed developments are to go ahead will result in hard line delineation. A more open, appropriate and sustainable approach on how to manage these few remaining green areas must be developed rather than just taking the easiest route.

### 8. Are we sure that this area can support this sort of development?

The existing shopping centre is low rise and of a relatively light construction. What is being proposed will require considerable piling and compounding to support new high-rise structure. There is a risk that this will release stored carbon and acid sulphate, currently trapped in the soils. The latter could pose a serious risk to the adjacent wetlands and ultimately the estuary. While any developer will be required to put in place protections for this, there is always the risk of failure of such protections, especially during severe weather events.

### 9. Is there a risk of contaminating the local ground water (aquifer)?

There is a shallow freshwater lens that runs across this entire area. Given the low elevation of this development area, this freshwater lens is likely to be close to the surface. Pile driving and drilling could rupture the coffee rock that seals the aquifer. If this were to happen, there would eventually be an ingress of acid sulphate or saline waters contaminating the aquifer. This would impact all those people that access the aquifer with spearpoints to water their gardens and, could lead to complicated ramifications for Council.

### Conclusion

The proposed Salamander Bay Town Centre Place Plan is not an appropriate development for this area. The Council should withdraw and develop a long-term vision for the development of this area incorporating plans to mitigate known impacts from climate change. Given the vulnerability of the community from climate driven emergencies, the council should reconsider its position as an area for growth, given the access to the area and the availability of suitable land for development.



## APPENDIX C

## Workshop Feedback May 2025

## Movement, traffic and access

| Strengths                                                                  | Weaknesses                                                                                                                                                 |
|----------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| We've got roads and existing infrastructure                                | Lots of accidents on Town Centre Circuit near 'blind' corner near oasis centre <sup>1</sup><br>Especially near Coles entrance as a pedestrian <sup>2</sup> |
| Existing walkway along back of housing is good/great (North)               | Community bus lack of parking                                                                                                                              |
| Existing bus interchange works well – services all areas                   | Road surface along Town Centre Circuit                                                                                                                     |
|                                                                            | People turning right into ALDI illegally is dangerous                                                                                                      |
|                                                                            | Kids having accidents near McDonalds esp.                                                                                                                  |
|                                                                            | Electronic scooter too fast, conflict with pedestrians                                                                                                     |
|                                                                            | No cycleways, so need to improve connection                                                                                                                |
|                                                                            | Pedestrian crossing from centre to ALDI is dangerous                                                                                                       |
|                                                                            | No connectivity between development to development – wall to wall shops, no thoroughfare from roads for pedestrians, walking through tavern carpark        |
| Opportunities                                                              | Threats                                                                                                                                                    |
| New community bus parking area                                             | Bus bays being used incorrectly                                                                                                                            |
| New intersection treatment at intersection near 'Shell' <sup>1 and 2</sup> |                                                                                                                                                            |

# ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

|                                                                                     |
|-------------------------------------------------------------------------------------|
| Shuttle bus to service centre, and encourage use of existing bus stops and services |
| Call up a bus service 'on demand'                                                   |
| Link coastal walk to bus services and car park                                      |
| Rumble strips near pedestrian crossings                                             |
| Improve signs                                                                       |
| Learn from mistakes to improve pedestrian connections when developing               |
| Improve connection to the Rigby centre – renovation at Super Strike?                |

<sup>1</sup> Enforce bus zones – signs and rangers

<sup>2</sup> Lights

ITEM 4 - ATTACHMENT 4  
ENGAGEMENT REPORT.

## SALAMANDER BAY TOWN CENTRE PLACE PLAN

## Economy and housing

| Strengths                                                                | Weaknesses                                                              |
|--------------------------------------------------------------------------|-------------------------------------------------------------------------|
| Centralised ability to access all retail and services in one area        | Charter Hall unwilling to expand                                        |
| Flat/accessible for walking (green)                                      | High lease costs                                                        |
| Access to daily needs                                                    | Vacancy of shops in mall                                                |
| Bushland nearby                                                          | Impact on bushland                                                      |
| Allows Nelson Bay to function better for tourism                         | Impact on neighbouring residents                                        |
| Lack of vacant shops surrounding centre                                  | Lack of space for workers to get out at lunch                           |
| Great location for multi-housing/mixed use                               | Business mix doesn't encourage youth participation/customers            |
| Business attracts more business                                          | Mix of food shops is limited                                            |
| Great views could be created for apartments                              | Oasis/Henry + McDonalds needs revamp – hard to get owners – poor access |
| Access to medical                                                        | Lack of specialists (medical)                                           |
|                                                                          | Lack of diversity                                                       |
|                                                                          | Lack of undercover carpark                                              |
|                                                                          | Quality of stores                                                       |
| Opportunities                                                            | Threats                                                                 |
| Parking better than Nelson Bay                                           | Cost of high rise development                                           |
| Multi-level carparking                                                   | High vacancy rates (in mall)                                            |
| Build multistorey on top of Charter Hall                                 | Business will leave if it's not developed                               |
| Housing in town centre – access to services & retail in walking distance | Greenfield development > impact on bushland                             |
| Police Station – near Fire and Ambulance Hub – Emergency Hub             | Staff inability to afford housing                                       |

**ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN  
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|                                                                             |                                                                       |
|-----------------------------------------------------------------------------|-----------------------------------------------------------------------|
| Tourist/visitor info/educational centre to understand wetlands and wildlife | World economy                                                         |
| Additional mixed use area on Salamander Way                                 | Online shopping                                                       |
| Private hospital                                                            | Apartments aren't designed for families – not enough storage          |
| Youth                                                                       | Removing green space                                                  |
| Late night shopping                                                         | Inability to control privately owned developments to increase density |
| Medical precinct                                                            |                                                                       |
| New commercial will be competition                                          |                                                                       |
| Opening up/improving Oasis/Henry Centre                                     |                                                                       |
| Density should be in existing spaces – e.g. over car parks                  |                                                                       |
| Make residential cat and dog free                                           |                                                                       |

ITEM 4 - ATTACHMENT 4  
ENGAGEMENT REPORT.

## SALAMANDER BAY TOWN CENTRE PLACE PLAN

## Public domain and wellbeing

| Strengths                                              | Weaknesses                                                                                                                                                             |
|--------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Library – all spaces (meeting areas, outdoor, kitchen) | Access to buses                                                                                                                                                        |
| Natural Areas. Variety of landscapes.                  | Lacks character                                                                                                                                                        |
| Service centre                                         | Lack of greenery + height/scale                                                                                                                                        |
|                                                        | Poor access to Mambo                                                                                                                                                   |
|                                                        | <u>Shade</u>                                                                                                                                                           |
|                                                        | Disuse of areas at night                                                                                                                                               |
|                                                        | Water capture                                                                                                                                                          |
|                                                        | View corridors                                                                                                                                                         |
|                                                        | Legibility + Signage                                                                                                                                                   |
|                                                        | Health services                                                                                                                                                        |
|                                                        | Safety issues – attacks at night <ul style="list-style-type: none"> <li>Lack of lighting. Particularly in front of Council buildings.</li> </ul>                       |
|                                                        | No cycleways                                                                                                                                                           |
|                                                        | Nowhere for workers to sit for lunch                                                                                                                                   |
|                                                        | Walkability <ul style="list-style-type: none"> <li>Can't walk to different spaces. Fences blocking access.</li> <li>Includes issues getting into the centre</li> </ul> |
|                                                        | There is no information or encouragement to get to Mambo                                                                                                               |
| Opportunities                                          | Threats                                                                                                                                                                |
| Solar generation into a community battery              | Getting here – Safe crossings + access <ul style="list-style-type: none"> <li>Sight lines at pedestrian crossing at ALDI</li> </ul>                                    |
| Better access for cyclists w/ end of trip facilities   | Pets into public open space – from housing                                                                                                                             |

ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN  
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|                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                    |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Make it greener – of some height                                                                                                                                                                                                                                       | Development diminishing greenery                                                                                                                                                                                                   |
| Viewing options for Mambo. <ul style="list-style-type: none"> <li>Viewing platforms</li> <li>Create links + access to the Mambo</li> <li>It's the character</li> </ul>                                                                                                 | Fines start beyond library                                                                                                                                                                                                         |
| Rooftop gardens <ul style="list-style-type: none"> <li>Community garden</li> <li>Native</li> <li>Densify Library space + Council Buildings <ul style="list-style-type: none"> <li>Green space "village green"</li> <li>Assist with homelessness</li> </ul> </li> </ul> | Lighting of public buildings                                                                                                                                                                                                       |
| Shading                                                                                                                                                                                                                                                                | Anti-social behaviour                                                                                                                                                                                                              |
| Walkability/Connectivity                                                                                                                                                                                                                                               | Common theming – signage, planting, seating                                                                                                                                                                                        |
| Increase public access to back of library                                                                                                                                                                                                                              | Green space to gather at lunch for workers <ul style="list-style-type: none"> <li>little parks for kids place to play</li> <li>Accessible</li> <li>Inviting + outside</li> <li>Seating + tables</li> <li>Natural plants</li> </ul> |
| Anchor activity in wetlands                                                                                                                                                                                                                                            | More people living here will create activity – increase safety                                                                                                                                                                     |
| Strong theming with the area around <ul style="list-style-type: none"> <li>Public art</li> <li>Art walks – to create an experience</li> </ul>                                                                                                                          | DA Conditions for new developments to include rooftop/greening                                                                                                                                                                     |
| Signage – digital (interpretative)                                                                                                                                                                                                                                     | Challenges with current homelessness issues                                                                                                                                                                                        |

ITEM 4 - ATTACHMENT 4  
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## SALAMANDER BAY TOWN CENTRE PLACE PLAN

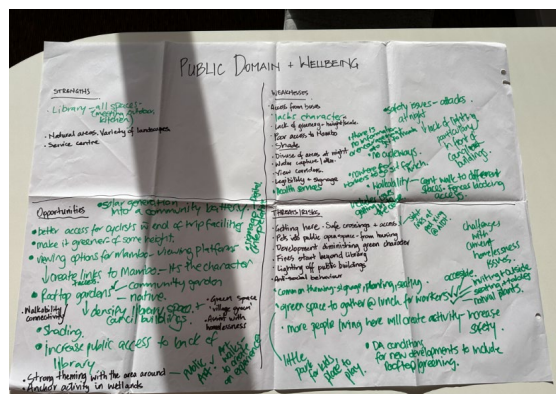
## Environment

| Strengths                                                                             | Weaknesses                                                                    |
|---------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| Beautification around the area                                                        | Concern around feasibility of environmental amenity (what can be sacrificed?) |
| Opportunities                                                                         | Threats                                                                       |
| Rooftop gardens with native low shrubs                                                | Concerns around developer's land banking if mixed use                         |
| Attracting birdwaters                                                                 | Concerns around maintenance of green spaces                                   |
| Meeting place with community batteries + emergency space                              | Balance – enviro + development                                                |
| Community garden on the top of building                                               | Walking through bushland areas                                                |
| Boardwalk to + through Mambo                                                          | Preference to go up (^) rather than spread housing / commercial more          |
| Rooftop solar where possible                                                          |                                                                               |
| Preserve existing bushland/environment                                                |                                                                               |
| Green space (park land) around buildings + shade                                      |                                                                               |
| Plant trees good for native environment/wildlife                                      |                                                                               |
| Coexisting wildlife with development                                                  |                                                                               |
| Environmental programs for younger generations in enviro space                        |                                                                               |
| Information area (exhibition space) + viewing platform on library to promote wetlands |                                                                               |
| Densify community space to retain as much environmental corridor as possible          |                                                                               |
| Greening corridor along Salamander Way + Community Lane                               |                                                                               |

**ITEM 4 - ATTACHMENT 4      SALAMANDER BAY TOWN CENTRE PLACE PLAN  
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|                                                                                                         |
|---------------------------------------------------------------------------------------------------------|
| Changing zoning above commercial on Salamander Way to mixed use (Could preserve some more enviro space) |
| Playgrounds on rooftop                                                                                  |
| APZ to be turned into walking tracks                                                                    |





## APPENDIX D –Letters and Emails x 3

### Email received 1 May 2025

I would like to see a bit of an urban hub.

Multi-level buildings with commercial shops and cafes/restaurants below.

Ground level for shops / restaurants.

Level 2-3 for commercial office space or community services hub

Level 4+ residential apartments for permanent rentals/ ownership (not for holiday letting).



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SALAMANDER BAY TOWN CENTRE PLACE PLAN



8 Lonsdale St

3 years ago · [See more dates](#) >

The other idea in the larger space is for more leisure activities (especially for winter/bad weather). Multilevel entertainment hub.

A cinema complex, time zone style arcade, indoor swimming pool and sports centre. Roller rink/ ice rink.

Sent from my iPhone



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SALAMANDER BAY TOWN CENTRE PLACE PLAN

From Salamander Bay Childcare Centre handed to staff 5-7 May 2025

██████ - age 4  
like to 'pick lilly pillies + getting leaves from the ground'  
Her message 'STOP, taking our bush away'



██████ - age 4  
likes 'to find fairy doors' in the bush  
Her message - 'stop, taking our bush away'

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SALAMANDER BAY TOWN CENTRE PLACE PLAN

- ██████ - I feel sad cause I saw tadpoles in there, owls and fungi  
 - The tractors might not see the camouflage owl. we could make our own signs - no tractors  
 no tractors or building here.  
 - "That's Worimi Land" - ██████ 5yr olds. "I'd be sad if I couldn't climb our tree." - ██████
- ██████ They will squish the plants ██████ and the animals and we'll be sad.  
 The koalas won't have anywhere to climb.
- ██████ - The frogs will get stuck and have no way to get out (4y)  
 ██████ - Read the sign and don't build here, not allowed "Tractors aren't allowed in bush, that's building on their habitat and were so sad about it."
- ██████ - This brush tail couldn't find his mum or Dad.  
 If we don't look after the wetlands, they won't be able to swim
- ██████ I won't vote for them cause they hurt nature  
 (3yr) - Stop doing that, read the sign, it makes me sad. ██████ - The fungi will get squished  
 and maybe never live on the  
 earth again
- ██████ In Patagonia the tractors took the bush away and it  
 made the Pumas go to the farms and too many guanaco.  
 They needed to take care of the bush for the  
 eco system. Just like Worimi Land. The Wallum  
 froglet is small and doesn't like tractors or people  
 or noise and trash. He will get scared because  
 the tractor took his ecosystem.
- the fungi does an important job



ITEM 4 - ATTACHMENT 4  
ENGAGEMENT REPORT.

SALAMANDER BAY TOWN CENTRE PLACE PLAN

Email received 26 May 2025



econetwork  
port stephens

Nelson Bay NSW 2315

[www.econetworkps.org](http://www.econetworkps.org)

All correspondence to

[secretary@econetworkps.org](mailto:secretary@econetworkps.org)

Date 24 / May / 2025

Port Stephens Council

Have Your Say

E: [haveyoursay@portstephens.nsw.gov.au](mailto:haveyoursay@portstephens.nsw.gov.au)

<https://haveyoursay.portstephens.nsw.gov.au/salamander-bay-town-centre-place-plan>

*Submission regarding: Help Shape the Future of Salamander Bay Centre*

#### About EcoNetwork Port Stephens

EcoNetwork Port Stephens is a not-for-profit, politically unaligned, 100% volunteer-run conservation organisation with a membership base of over 30 community groups and businesses as well as individual members and supporters. Our purpose is to support our members to advocate on environmental issues that impact Port Stephens communities. EcoNetwork Port Stephens has been undertaking advocacy, action and education for the environment since 1993.

#### Submission

We need a long-term vision and plan based on sustainable management of the natural assets that support the coastal community within the LGA. INCREDIBLE BY NATURE should be the guiding principle for Port Stephens, and not just green washing aimed at attracting tourists, more residents and urban development.

The unfortunate aspect of this marketing approach, without a viable sustainable plan to accommodate more people, is self-destructive. As the area becomes more developed often inappropriately, the very thing that attracts people to the area, pristine natural environment, is lost to short term thinking and planning.

We need long term plans that consider the environment and its role in supporting the community. We need to retain as much of the remaining green space as possible – it cannot be for sale for short term gains to the highest bidder or to address complex long term problems with simple short term solutions. This only results in the community losing the intrinsic values and interconnectivity provided by green spaces and faith in the Council to be able to look out for the community in favour of developers.

Well established “wealthy” areas are globally recognized as always having a strong green theme, parks, mature trees etc. and is one of the key attractions to an area. If Port Stephens wants a

---

EcoNetwork Port Stephens “fostering sustainable communities and conserving our natural and cultural heritage for today and future generations.”



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ENGAGEMENT REPORT.

## SALAMANDER BAY TOWN CENTRE PLACE PLAN

econetwork  
port stephens

3. Will it help develop community cohesion and support sustainable neighbourhoods?  
Centralised shopping precincts have been shown globally to compromise community cohesion and sustainable neighbourhood developments. While they are convenient for shoppers, traders (transport access) and developers, they come at a cost, with little overall benefits to the community.
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There are already insufficient doctors to serve the existing population, with long waiting times for appointments. This is not conducive to hosting an ever-aging population/community. There are long ambulance turnaround times, and the hospital is inadequate. And that is while there are no overarching climate emergencies. One major flood cutting off the Nelson Bay Road would be catastrophic for this area. It is only a matter of time.
5. Can we afford to compromise the valuable ecosystem services, and ecology of the Mambo Wetlands?  
Although the Mambo Wetlands are small, they play a crucial role in managing water flow and run off in the area. They are the lowest point in the area and are the link between the higher surrounding lands and the sea/estuary. This entire shopping precinct has been built on what would have been wetlands. This is worrying, back fill can only last so long.
- We are told not to build on sand – the same applies to wetlands. The role of wetlands in accumulating and settling run off and vast quantities of water from the surrounding areas will eventually be compromised leading to catastrophic results if not managed appropriately! A combination of a king (or high) tide, heavy rain, strong northerly winds, will eventually lead to a major flooding event in this area.
6. Do we want a RAMSAR site and associated ecotourism opportunities?  
Mambo Wetlands is being proposed as a RAMSAR site. Construction of large buildings on the very edge of the site will compromise any possibility of achieving RAMSAR recognition.

**Best practice wetland management**

Regardless of RAMSAR recognition, management of Mambo Wanda Wetlands should be best practice by following the RAMSAR guidelines, ensuring sustainable management practices.

Appropriate management action must be applied now, which is even more imperative if the desire is RAMSAR recognition. This would include no more encroachment into the green spaces on the edge of the wetlands at any point, no hardline edges to the site by construction to the edge of the site. These green areas should be preserved as buffer zones for the Mambo Wetlands, but also as important buffers for the existing shopping centre, ultimately providing some protection to the shopping centre against future flooding events.

Buffers are important. While the green sites proposed for development are somewhat degraded wetland/littoral forest, they nonetheless provide habitat for a wide variety of species and contribute to wildlife corridor networks for koalas and other animals. Importantly, degraded land can always be restored with a little effort, but once it is concreted it is gone forever.

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## SALAMANDER BAY TOWN CENTRE PLACE PLAN



We can reasonably conjecture that most people who have moved here, value the “pristine” natural environment and would rather see a restored and accessible littoral forest and wetland at this site than a massive concrete development.

Any development should be compatible with and showcase nature. This may include an interpretative and educational centre to inform visitors, locals and schools about the function and importance of the wetlands, such as a viewing area above the library. Establishing open seed stock nurseries for replanting mangrove and littoral forest areas could also be considered also.

An area of ecological importance needs its ecological support network. While the area of ecological importance is being retained, under the proposal it will be surrounded by development, cutting it off on 3 sides from its ecological support network. This is not appropriate for such a small but ecologically important patch. The proposed type of development inevitably leads to hard lines that are ecologically incompatible.

A more open, appropriate, and sustainable approach to managing these few remaining green areas must be established, rather than ignoring the development impacts.

7. Is the necessary infrastructure in place to support this and other developments?  
The short answer would have to be no. The poor state of the roads would indicate limited infrastructure planning and management, which is presumably reflected in other less obvious infrastructure required to support a community such as sewage, water, power, amenities etc. This place plan will cause havoc to traffic and will compromise access to the shops during the construction phase not to mention further damage to the roads that were never designed to carry the current weights and volume of traffic, which will only increase with this development.
8. Is the place plan compatible with the existing site constraints?  
It cannot be stressed strongly enough that there is no point in releasing and selling Council owned property to encourage development around an already degraded industrial retail centre. Selling off the remaining greenspace is not compatible with any integrated long term contingency planning for this area and the surrounds. This area is essentially wetland. Developing this site adjacent to the Mambo Wetlands will leave the whole site more vulnerable to future flooding and will impact the integrity of the Mambo Wetlands.  
  
Mambo Wetlands will reach saturation point during some future weather events. This development will encroach into the green space that is a buffer zone between the existing centre and the Mambo Wetlands. Compromising this buffer zone will contribute to potential flooding of the centre and adjacent structures. The idea of selling off this greenspace for development with no apparent or demonstrable supporting long term planning to support the proposal is a quick fix without due diligence to its constraints.
9. Are we sure that this area can support this proposed development?  
The existing shopping centre is low rise and of a relatively light construction. What is being proposed will require considerable piling and compounding to support new high-rise structure. There is a risk that this will release stored carbon and acid sulphate, currently trapped in the soils. The latter could pose a serious risk to the adjacent wetlands and ultimately the estuary. While any developer will be required to put in place protections for this, there is always the risk of failure of such protections, especially during severe weather events.

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10. Is there a risk of contaminating the local ground water (aquifer)?

There is a shallow freshwater lens that runs across this entire area. Given the low elevation of this development area, this freshwater lens is likely to be close to the surface. Pile driving and drilling could rupture the coffee rock that seals the aquifer. If this were to happen, there would eventually be an ingress of acid sulphate or saline waters contaminating the aquifer. This would impact all those people that access the aquifer with spearpoints to water their gardens and, could lead to complicated ramifications for Council.

11. Densifying existing spaces is more sustainable than using green spaces.

We contend that the proposed style of high rise development is not environmentally suitable, however, IF high rise were to proceed, this should preferentially occur by negotiating and incentivising existing landholders to densify, for instance, using existing carpark space and providing multi storeys rather than using green spaces.

Conclusion

The proposed Salamander Bay Town Centre Place Plan is not an appropriate development for this area. The Council should withdraw and develop a long-term vision for the development of this area incorporating plans to mitigate known impacts from climate change. Given the vulnerability of the community from climate driven emergencies, the council should reconsider its position of Tomaree Peninsula as an area for growth, given the access to the area and the unavailability of suitable land for development.

For your consideration



President, Econetwork Port Stephens

Please reply to:

[secretary@econetworkps.org](mailto:secretary@econetworkps.org)

phone 0448 227 422

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## SALAMANDER BAY TOWN CENTRE PLACE PLAN

Appendix E: Phase 2 – Public Exhibition 23 July  
to 19 August 2025

Full guided submission survey results from Public Exhibition Period 23 July to 19 August 2025

Q1 What do you think of each of the Economy action items?

Answered 65; Skipped 0

| Draft action                                                  | Very supportive | Supportive | Neutral /unsure/ need information | Opposed | Very opposed |
|---------------------------------------------------------------|-----------------|------------|-----------------------------------|---------|--------------|
| Establish a Salamander Bay Town Centre Precinct group         | 14              | 13         | 14                                | 7       | 17           |
| Attracting local businesses to Salamander Bay Shopping Centre | 20              | 19         | 9                                 | 8       | 9            |
| Unlocking new commercial, community and housing opportunities | 8               | 8          | 13                                | 8       | 27           |
| Integrating health services into future development           | 16              | 10         | 19                                | 6       | 13           |
| Review and strengthen planning controls for the Town Centre   | 12              | 18         | 17                                | 3       | 13           |

Q2 Do you have any further comments about the draft Economy action items?

Answered 30; Skipped 35

| # | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Numerous surveys and self evidence since 2019 show a marked decline in physical shopping centres and the forward trend in e-commerce. Many big name retail brands who were a force in the Australian market for the last 25+ years ( like Jeanswest, Rivers, Katie's, Rockmans, Country Road) have closed due to challenging retail conditions. This Salamander plan is a completely unnecessary over expansion of retail area, when all indicators prove this is not the future of Australian shopping trends. Council should be working smarter & with more imagination about public owned land and spaces. In addition, I am most strongly opposed to any further developments encroaching on our environmentally sensitive areas and public beach accesses in Port Stephens. Council seems bent on destroying the very thing that brings in the highest revenue to our area. Tourism. And why do you think the tourists flock here from all over the world? Our unique bushland, wildlife & pristine waterways, open spaces & easy access to those areas. Once again, Council needs to start thinking smarter and more creatively to create revenue from this tourism stream. |

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## SALAMANDER BAY TOWN CENTRE PLACE PLAN

| #  | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2  | Very opposed to the negative impacts this will have on the childcare centre. No windows of high rise could face the centre at all.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 3  | Hi there, I think it needs more consultation from the community prior to the plans being put in place of where the need lies. Eg it would be so beneficial to the community to have a hub of community services all together- for example OT, nurse, speech therapist right next door to the child care centre and community centre. The connections that already exist within that centre with allied health could have been drawn upon as a resource for planning, rather than the surroundings of that centre being dictated with no conversation. Economy growth is the goal, but consultation is key. There are concerns for the increase of traffic around the community centre and child care centre, which are both accessed by vulnerable population. Town centre circuit and community centre are already very busy roads with cars going very fast and a lack of pedestrian crossings.                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 4  | Please leave the bushland untouched around salamander child care!!                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 5  | The bushland is crucial to the community!                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 6  | Absolutely no development around the early learning centre. This is an incredible child protection and safety risk for children in our community, particularly knowing the significantly high child sexual abuse/predatory behaviour statistics in the Port Stephens area. This makes vulnerable children more vulnerable. - no development on or encroaching vital bushland housing vulnerable flora and fauna species, as well as vulnerable ecosystems/landscapes - put the development elsewhere in Port Stephens LGA where people outside of "the bay" can benefit and utilise the services. - no development at all around the perimeters of the early learning centre and the community centre - Mambo wetlands areas which are zoned for development are sacred birthing places for Worimi women and in Worimi culture, should not be developed on. - Perceived growth should not be in buildings. Growth for this community is preserving natural spaces, putting children and the land first, affording this generation of children the same hometown, smaller community feel with open natural spaces - the reason families move here and the reason families stay. Listen to the community, we don't want this development. Utilise what we already have better, not things that impact local businesses and the community from thriving in the ways we need. |
| 7  | Don't take out bush and surrounding area of our preschool                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 8  | DO NOT BUILD NEXT TO SALAMANDER CHILD CARE CENTRE. WHERE IS THE PRIVACY TO THE CHILDREN? ITS TOO CLOSE. CHILDREN USE THIS SPACE TO PLACE AND CONNECT WITH NATURE. ITS A SWAMP AREA, INFRASTRUCTURE WONT HOLD.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 9  | I would like the area to remain as it is .leave the land and environment,with all it vast wild life and fauna alone and stop destroying things                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 10 | I do. The bushland around this site is valuable and irreplaceable. Many measures and developments can be made that do not negatively impact the natural environment remnants in this area. There are always costs associated with development, but they should be carried by the private parties that will profit as a result, not simply socialised onto the community that will be paying those profits.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 11 | A Town Centre Precinct Group as described with predominantly be looking on at their bottom line/profit margin. This group should have representatives from all affected businesses and also independent review. New buildings overshadowing existing infrastructure, such as the library and Salamander Early Education and as the cost of removing existing bushland makes terrible economic sense and alternative locations should be considered.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

## ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

| #  | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12 | I think that collaborative consultation with existing community businesses that neighbour the proposed plan should occur.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 13 | I'm opposed to having housing close to daycares in which they can look into the yards of such.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 14 | I don't think the space warrants a 'precinct' type establishment - the space/capacity/infrastructure wouldn't work for that scope in my belief. Invest in other areas of Port Stephens to build capacity elsewhere, as well. Health services beyond that for elderly residences and businesses to rent the current shopping centre is very important.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 15 | Needs to be done so long term development issues for this area are addressed properly..                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 16 | This plan has a negative impact for the facilities that are currently in the area. Primarily the child care centre. There will be increased traffic, noise in addition to large building that will be looking into the children's spaces. This plan will ruin the bushland that is so full of native flora and fauna that is also very important to the adventures and learning of the daycare children. The shopping centre and surrounds are already known for the terrible amount of parking and this will increase this issue. There are also numerous schools in close proximity that will be negatively impacted by increased traffic making it less safe for children to commute to and from school in addition to the terrible flow of traffic that already creates havoc on a daily basis. The area proposed is not suitable for this development and will not have a positive impact on our small community |
| 17 | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 18 | Community facilities are being displaced or marginalised. The infrastructure is inadequate for what is already established                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 19 | Please do not destroy the beautiful wildlife and worimi land that surrounds the library and early education centre. Not only is it home to many native species it is an integral part of the early education centres daily activities. By destroying this beautiful piece of bushland to build apartments you will be taking away a safe place for children to explore in nature and putting extra risks to them by creating more traffic in such a small area. Not to mention you will have appartments looking down into the area in which children learn and play. Who would make sure these new tenants are appropriate people to have around this area?? Who would monitor who moves in to make sure these children always remain safe?? You would be creating a very real danger for small children if someone with horrible intentions were to be allowed to resign in these proposed new housing areas.       |
| 20 | It wasn't available for me to review. The article didn't link to it and the survey didn't link to it. Do I don't know what is in the draft. Unless you're referring to just the points listed above which are quite vague and could all be seen as positives?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 21 | Do not remove any native Forrest's and take care to ensure our local early education centre will not be impacted by this. No apartment buildings or native vegetation should be removed to destroy an incredible learning environment for our young children                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 22 | O NOT BUILD NEXT TO SALAMANDER CHILD CARE CENTRE. ITS A STUPID IDEA THAT WILL NOT BENEFIT ANYONE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 23 | 7 eleven                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 24 | There's not enough parking at the Centre and existing spaces are too narrow. Need to consider multi-story parking; I have lived here 28 years, the population in Port Stephens has tripled in that time, so that and more visitors to the area creates gridlock at Salamander Shops during peak times.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

## ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

| #  | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 25 | I'm opposed to having any type of housing around a shopping precinct. Having lived in communities where this is in place, I can assure you it causes chaos around the lack of infrastructure, parking, traffic flow & generally turns the area into 'Pitt Street'!                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 26 | The centre needs more clothes shops for the elderly population and also to reduce the rent for the shop owners so they can make a living and then more people will want to open at the centre. Also put more undercover parking around the back of the centre near the banks.                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 27 | Generally I have low confidence that whatever is created will be for the current residents. I'm sure it will be the developers that benefit most... and it annoys me (that I can't trust Council to have my interests at heart)                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 28 | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 29 | All the NEW planning groups cost rate payers more \$\$\$\$ , The TOWN planners need to do what they are paid to do plan , NOT to sublet it out as special projects or Specialist adversely Consultation . More miss used RATES , just like a new FORD 4X4 twin cab ute ,we the rate payers don't forget . What we need is transparency on FULL cost NOT just a guess , Time frame no guessing and A clear transparency in the Tendering for all the works with NO blowouts in cost or in time to the rate payer .We are in the middle of cost of living crisis and have to live within our budgets SO should them .So NO runovers or blowouts and stick to the quote or by by to contracts , ITS that easy |
| 30 | There are enough health services in this precinct already - in fact Oscar Wylde glasses closed due to the amount of competition. Local retailers would struggle with paying rent in non holiday periods. Bigger companies such as Priceline should be encouraged to provide competitive pricing and be able to withstand fluctuating customer numbers.                                                                                                                                                                                                                                                                                                                                                     |

Q3 What do you think of each Housing action items?

Answered 59; Skipped 6

| Draft action                                              | Very supportive | Supportive | Neutral /unsure/ need information | Opposed | Very opposed |
|-----------------------------------------------------------|-----------------|------------|-----------------------------------|---------|--------------|
| Increase housing diversity in the Tomaree                 | 7               | 8          | 13                                | 8       | 23           |
| Investigate increased building heights in the Town Centre | 8               | 6          | 7                                 | 7       | 31           |

Q4 Do you have any further comments about the draft Housing action items?

Answered 27; Skipped 38

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| #  | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | the location of the proposed residential housing would be a loss for the community. Encroaching on the mambo wetlands would impact our wildlife and outlook and overall Salamander would lose its charm especially with an increase in building heights                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 2  | See my previous comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 3  | No housing to have views in to childcare centre                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 4  | "In the Tomaree" is very open ended and un descriptive. In the Tomaree answer, versus right alongside a child care centre is very different. Eg conversations with Sarah at the council drop in revealed the plans for a 4 storey building with residential on top. I think this needed to be more visible to the community the exact plans. Apart from all the potential concerns this creates (increased traffic flow, development on a vulnerable piece of nature, and a sacred site for Worimi culture-place of womens business, how are you considering child protection for the children at the child care centre?                                                                                                      |
| 5  | Mambo Wetlands should NEVER be built on. This is a crazy idea. It is environmental vandalism. Port Stephens is very fortunate to have this ecosystem within our town. Don't go destroying the flora and fauna for greed or a so called need of a supposedly housing crisis. Find another area to build housing. Leave Mambo alone. Our community library is situated in the most peaceful location with the bushland right to its carpark and entrance. Leave it be. No more Mambo Wetlands to be destroyed. You don't know what you've got till its gone. Think of future generations. Nature cannot be destroyed anymore for people. No to building in Mambo Wetlands. No to the destruction of the precious nature within. |
| 6  | Absolutely no high rises - so unnecessary. Instead, stop investors using properties as air bnbs. Housing issues here where locals can't get homes are caused by people using properties as a business and revenue stream. Stop that from happening.                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 7  | HOUSING ARE YOU SERIOUS???? NEXT TO A PRESCHOOL??? WHO WOULD WANT TO LIVE NEXT TO SCREAMING CHILDREN ALL DAY???? STUPID COUNCIL. ALL YOU CARE ABOUT IS MONEY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 8  | My concern is how the council is going to ensure protection of the children that are enrolled at Salamander Early Education considering the proposed 4 - 5 storey buildings on 155 Salamander Way which will be able to see directly into the centre.                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 9  | We do not need any further housing,the area is already inendated with the amount of people living here now and not to mention the amount of tourists that come it's impossible to live here now                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 10 | Densification and brownfield developments should be the goal. Greenfield developments are not the way to go! Please look at unuseald areas like the "Anna Bay eyesore" before selling off our beloved wetlands to what will ultimately just turn into holiday apartments and not local housing                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 11 | Housing diversity, building heights and rezoning should be considered across the entire region - not just for publicly-owned land that can get flogged off to developers who will then make multiple times profit on the pennies they pay the community.                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 12 | Location of housing should be considered with existing infrastructure. New housing near schools and daycare centres need extra consideration.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 13 | There is a large vulnerable community in the current community centre with the elderly community and the early education centre. The influx of new people moving into the surrounding area poses risk particularly if low income housing is being proposed. There is a lot of media around strengthening child protection and safeguarding children within early education that this goes directly against especially with proposed high rise buildings.                                                                                                                                                                                                                                                                      |

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| #  | Comment                                                                                                                                                                                                                                                                                                                                                       |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 14 | Ensure they are done so no social issues develop due to smaller areas where people are living too close to each other...                                                                                                                                                                                                                                      |
| 15 | Affordable housing close to the shops for low-income families                                                                                                                                                                                                                                                                                                 |
| 16 | There are inadequate services and infrastructure for existing population. The over representation of housing for senior citizens is going to cripple access to health and key services.                                                                                                                                                                       |
| 17 | Why would you build housing around a child care centre! What about the safety of all the children who attend!!                                                                                                                                                                                                                                                |
| 18 | Please don't build tall buildings, it will mess with the whole area look and feel.                                                                                                                                                                                                                                                                            |
| 19 | Do not destroy any native vegetation and take care to ensure our children will be safe at the daycare                                                                                                                                                                                                                                                         |
| 20 | DO NOT BUILD NEXT TO SALAMANDER CHILD CARE CENTRE. THE PLAN WILL NOT WORK. IT IS NOT A WELL THOUGHT OUR AND CONSIDERED PLAN                                                                                                                                                                                                                                   |
| 21 | We don't need to be another Gold Coast...multi storey units everywhere.                                                                                                                                                                                                                                                                                       |
| 22 | NOT around a shopping precinct! From personal experience the 2 DO NOT go together.                                                                                                                                                                                                                                                                            |
| 23 | This is a nice area because it isn't like Sydney or Newcastle... we don't want to be Coffs Harbour or Manly or a highly developed beach suburb                                                                                                                                                                                                                |
| 24 | People come here for there Hols because it has NO HIGH RISE BUILDINGS . You will kill the Hol day feal of the sea side town .By by tourist \$\$\$\$\$\$ People need too think ,Tourist come here too relax swim enjoy our LITTLE town , Not 5 story shopping plaza with close high density flats .THIS is a no brainer look at what you are try too screw up. |
| 25 | I'd rather higher rise housing here than at Nelson Bay or other waterfronts                                                                                                                                                                                                                                                                                   |
| 26 | Affordable housing for single seniors and low income families should be a priority in this area.                                                                                                                                                                                                                                                              |
| 27 | Too many empty units already. Too many air bnb s and holiday units...how many more will we get with concrete towers? Don't want the place to look like a concrete jungle with high rise. Families do not want to live in high rise.                                                                                                                           |

Q5 What do you think of each of the Environment action items?

Answered 58; Skipped 7

| Draft action                               | Very supportive | Supportive | Neutral /unsure/ need information | Opposed | Very opposed |
|--------------------------------------------|-----------------|------------|-----------------------------------|---------|--------------|
| Environmental education and sustainability | 21              | 19         | 9                                 | 4       | 5            |
| Connect with nature                        | 25              | 16         | 8                                 | 4       | 4            |
| A sustainable Town Centre                  | 12              | 16         | 10                                | 3       | 5            |



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Q6 Do you have any further comments about the draft Environment action items?

Answered 19; Skipped 46

| # | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <p>As an Educator at Salamander Early Education who supports children (and us as Educators) to play, learn and grow on Worimi Land, I am saddened that the land around our centre has plans for development. Speaking to my colleagues and also speaking directly with children, this is a common feeling amongst our group. Our service is blessed to have the natural habitat of the Wetlands to learn and play in every day. The learning opportunities that this ecosystem and natural space offers are endless, unique and exciting in terms of children's authentic learning and development. The Mambo Wetlands behind our service are an important ecosystem. They are home for many species of plants and animals, a few of which are vulnerable and endangered. Building and developing on this land is of detriment to many of these species, destroying a healthy and important ecosystem. Alongside the children we have explored the area many times and paid particular attention to the signage at the Library end entrance to the trail. This sign completely contradicts the information we were given by a council member when we asked the question of how was this land able to be developed on when there are signs to say it's important and shouldn't be built on. These signs clearly state that the area is of ecological importance and documents the flora and fauna unique to this special place. It seems odd to us that this land can be proposed for development when the signs make clear that it's an important and vital ecosystem for our area. We were also told that this particular part of the wetlands had been surveyed and was of "less importance" and didn't hold as much value in terms of flora and fauna. We find this hard to believe, when we go out many times per week and see a variety of life and what appears to be a healthy and thriving ecosystem. Just last week we saw bodies of water full of tadpoles. The children know these will be soon tiny frogs, they wonder if these are Wollum Froglets and feel sad that if the bush is cut down they will have no where to go and could die. Along with the sign, we have read articles and it seems confusing and wasteful to have invested time, money and resources into restoring the Mambo Wetlands to then cut it down. We have also learnt, through respectful relationships and information sharing that the site behind our service in the Wetlands is of extreme cultural significance to our local Worimi people. The space was a Worimi Women's sacred site, and was used by Worimi women for birthing and burial purposes. I wonder if any Elders, local Worimi people or the AECG has been consulted in regards to the destruction of this land, a place that hold deep cultural significance. Another point I'd like to make is in relation to children's healthy development and how we can best support this. One of the best things for children is time spent in nature. Time spent with grass under foot, observing trees and animals, jumping in puddles and simply having a place to focus on the moment and be. Studies suggest that individuals who spent time in nature, particularly in childhood, may experience better overall health and well-being throughout their lives. Examples are: physical health (reduced obesity risk), stronger mental health and cognitive function, improved social and emotional development and fostering respect and appreciation for the environment. If we invest in our children's wellbeing now, we will have a healthier happier future. It baffles me that this space that is so supportive and important for our children's wellbeing and development could all be taken away. We really hope that the council will consider finding other land for the proposed development. The space behind our service, the beautiful wetlands is not the right space for buildings. It's important for us, our children and the many species that live there. Our children are advocates for this sacred space and we think it's important that they know their voices are heard and that they can fight for things and places that matter to them.</p> |

# ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

| #  | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2  | See my previous comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 3  | I think the idea of environmental education is saying all the right things but quite contradictory as you are sacrificing a bushland where you have worked with the NSW environmental trust to eradicate weeds and restore - eg planting trees for koalas. This site also holds vulnerable and endangered species. Sarah at the drop in said it wasn't "as environmentally valuable" as the bush that is staying beyond the library carpark. But how were these conclusions made and where is the access of these findings for the public. All the plans to destroy the bushland contradict the work done with the NSW Environmental trust and the signs that are placed right in front of the bush land that you plan to destroy. (yet justify through promising to create cohesive landscaping) |
| 4  | Please leave salamander child care bushland there !!!                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 5  | Don't develop on important bushland.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 6  | KEEP THE WHOLE ENVIRONMENT AS IS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 7  | The draft plan states the council will 'protect ecological systems', how are they going to do that? The area next to Tomaree Community Centre is known as a key area of environmental importance but there are plenty of other areas near the centre that don't hold that same significance. Why are they not being suggested for development?                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 8  | It's one thing to say it and another thing entirely to deliver it. The sensitivity of the surrounding environment and the receiving environment for run-off and waste from the town centre must be considered and protected. Water sensitive urban design, water quality and quantity controls, set backs, passive design, renewable energy, recycled materials etc must be part of the 'sustainable' town centre.                                                                                                                                                                                                                                                                                                                                                                                |
| 9  | Indeed I do. They are just lip service if the plan actually involves selling bushland public space for clearing and private development.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 10 | Removing native bushland behind the existing buildings and removing access to the trails does not benefit the environment or encourage environmental education or sustainability.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 11 | The mambo wetlands is heavily populated with native wildlife and endangered animals such as the wallum froglets. There needs to be further studies and investigations into the conservation and preservation of this space.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 12 | This plan will be totally destructive on the natural environment and completely unnecessary.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 13 | Requires consultation but must be done to address issues and further use of the area with constructive conversation around interaction with environment and development...                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 14 | The plan puts economic development ahead of the environmental impacts.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 15 | How about not destroying the environment by bulldozing it all down?? Do not destroy our native wildlife by building apartments.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 16 | I would love to see the Mambo wetland celebrated and supported and protected                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 17 | I read in the plan the proposed green area would have walking trails, etc. What a silly idea! There are already areas catering for this. This is not to be confused for these types of areas. It should be a community 'common-green'. This, we don't have. The area needs a place to sit & eat the lunch you have just bought from the centre, a place for staff to sit & eat their lunch. Grassed areas to lay on & read a book from the library. We don't need another unkempt & unsafe bush area that won't be used for maximum benefit. The proposed area, whilst having potential is also too far away from the centre. It would ideally                                                                                                                                                    |

# ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

| #  | Comment                                                                                                                                                                                                         |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | be much closer & an integral part of the centre, not an out of the way, under-utilised, token, waste area.                                                                                                      |
| 18 | LEAVE it alone ,the wet lands are working and DONT need some know it all stuff it up .NOT a good track record look at the bat prob at Raymond terrace wet lands not good .                                      |
| 19 | The Mambo wetlands have been secured for a number of years - the main issue around the wetlands area is sufficient drainage when there have been heavy rains. I don't believe this has been addressed properly. |

Q7 What do you think of each of the Access action items?

Answered 58; Skipped 7

| Draft action                                | Very supportive | Supportive | Neutral /unsure/ need information | Opposed | Very opposed |
|---------------------------------------------|-----------------|------------|-----------------------------------|---------|--------------|
| Alternate options for staff parking         | 10              | 11         | 21                                | 5       | 11           |
| Improving community connectivity and access | 19              | 11         | 14                                | 2       | 11           |

Q8 Do you have any further comments about the draft Access action items?

Answered 15; Skipped 50

| # | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | I feel like this is all about justifying the destruction of Worimi sacred sites and nature. This would be a given that you would have to do if you are going to go ahead with any of these plans                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 2 | As already identified the traffic around the current town centre is very busy, with little pedestrian options making it quite dangerous to move around. There is no planning that can be seen in the draft plan on how the council is going to address this issue. The current plan will add more traffic and pedestrians to the area with no plan of improvement outlined. This will be a nightmare to get around. The identified staff parking that is already in place is insufficient so therefore the staff have to use parking bays that are meant for customers. How is council going to change this? It is unfair to expect schools or other local businesses to be expected to have staff park on their premises and then for staff to have to walk a fair distance. Access needs to have an actual plan in place rather than just talking about how it might be addressed. Under the current draft proposal plan the staff of Salamander Early Education will have nowhere to park, considering the carpark of Salamander Shopping Centre is already insufficient in busy times. The families will also have very limited parking spots to drop off/pick up their children causing more congestion on the roads around the Salamander Town Centre, |
| 3 | Please limit any potential impacts on the library and child care centre. They are highly valued community assets.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

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## SALAMANDER BAY TOWN CENTRE PLACE PLAN

| #  | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4  | Provide options that do not encourage more driving/parking/private car use.                                                                                                                                                                                                                                                                                                                                                                                     |
| 5  | These questions all sound good but at what cost?                                                                                                                                                                                                                                                                                                                                                                                                                |
| 6  | The proposed road that will be mere metres away from the main building of Salamander Early Education is dangerous and ill thought out. There have been multiple situations all around Australia where car accidents have occurred where cars have gone into buildings. The proposed road also removes all existing parking for staff and family members of the centre. How will the families access the centre safely? how will staff access the centre safely? |
| 7  | A far better result must be achieved than past attempts with these issues as they are currently major concerns and must be addressed properly and not from a text book...                                                                                                                                                                                                                                                                                       |
| 8  | Often the parks closest to the shopping centre entrances are taken by 7am, which I assume must be staff.                                                                                                                                                                                                                                                                                                                                                        |
| 9  | Doubt they will work                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 10 | Do not destroy our wildlife!                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 11 | I love the library and would love to be able to walk there more easily                                                                                                                                                                                                                                                                                                                                                                                          |
| 12 | Traffic flow needs to be seriously and urgently considered, especially with holiday traffic in mind and effectively controlling inflow and outflow to reduce bottlenecks at the traffic lights.                                                                                                                                                                                                                                                                 |
| 13 | NEEDS more Disable parking wheel chair only !!!!                                                                                                                                                                                                                                                                                                                                                                                                                |
| 14 | The parking area around the town centre is heavily utilised during holiday periods, so some alternative parking is welcome. Additional security cameras are also required.                                                                                                                                                                                                                                                                                      |
| 15 | Circular road right around the centre needed                                                                                                                                                                                                                                                                                                                                                                                                                    |

Q9 What do you think of each of the Character action items?

Answered 55; Skipped 10

| Draft action                                 | Very supportive | Supportive | Neutral /unsure/ need information | Opposed | Very opposed |
|----------------------------------------------|-----------------|------------|-----------------------------------|---------|--------------|
| Create a sense of identity                   | 12              | 13         | 21                                | 0       | 9            |
| Make our Town Centre more beautiful together | 17              | 14         | 15                                | 0       | 9            |

Q10 Do you have any further comments about the draft Character action items?

Answered 11; Skipped 54

## ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

| #  | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | Making it more beautiful together - what do you mean by together, when all the plans have only come from council's ideas, not the community. No plans changed following the first opportunity to provide feedback                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 2  | Unsure what these "character" items mean. More specifics required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 3  | Surely the proposed landscaping and spaces for community gatherings & entertainment as well as outdoor space for employees will take more space from the current existing carparks that are insufficient already. No where on the current draft plan does it stipulate how this is going to be done or where.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 4  | Please limit any potential impacts on the library and child care centre. They are highly valued community assets.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 5  | Anything would be something, in this regard.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 6  | These things can occur in different ways without changing what the community already finds appealing about Salamander Bay.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 7  | This should not be a Salamander town centre but an Area town centre...to benefit all local PS areas...                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 8  | Focus more on bringing younger people into the picture of community when redeveloping the centre                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 9  | Needs more trees and shade. Baking hot in summer with no shade and no where to walk. Cars only                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 10 | Ensure that Council & business houses with adjoining gardens or grassed nature strips maintain these areas. We should provide these high-visibility & high-profile areas in a well-maintained, neat, tidy manner & indeed something to be proud of. Currently, there is grass growing around the Palms in the centre roundabout at the bus terminal, which is irregularly whipper-snipped down! Other gardens have plants that are generally dishevelled, dry-looking & starving. Buildings have brown, bore-water-stained walls, bone-dry grass full of weeds. This is embarrassing & shows just a lack of care, attention to detail, but more so just mediocrity. Show this centrepiece some TLC, show we care. Maintain the gardens continually to the degree the area deserves. Spray the weeds in the lawns, remove the grass from garden beds, repair the sprinklers, ensure water is efficient & regular, feed the plants, clean the bore-water from buildings, trim the shrubs, feed the lawns, and install some mulch. Care for the place! We have a Parks & Gardens Dept, get them onsite, do a daily sweep of the area. If something needs attention, fix it; if not, move on. As a horticulturist & turf manager for over 40 years, this means a lot to me. I cringe every time I go to the centre. |
| 11 | just more cost too the rate payers                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

Q11 What do you think of each of the Community Wellbeing action items?

Answered 54; Skipped 11

| Draft action                             | Very supportive | Supportive | Neutral /unsure/ need information | Opposed | Very opposed |
|------------------------------------------|-----------------|------------|-----------------------------------|---------|--------------|
| Improve connection to community services | 21              | 15         | 10                                | 2       | 5            |

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## SALAMANDER BAY TOWN CENTRE PLACE PLAN

|                                    |    |    |    |   |   |
|------------------------------------|----|----|----|---|---|
| Preparing for our library's future | 18 | 18 | 10 | 4 | 4 |
| An accessible Town Centre          | 17 | 20 | 9  | 2 | 6 |
| Community connect                  | 19 | 16 | 11 | 2 | 5 |

Q12 Do you have any further comments about the draft Community Wellbeing action items?

Answered 13; Skipped 52

| # | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Again, the idea of the above items I can support, but not the way the plans currently are trying to justify them. You say "wellbeing is achieved when individuals and communities feel healthy, happy, safe and connected." In isolation this quote is meaningful. When used to justify your plans of destroying natural space within our community, it doesn't quite fly. I think if you provided the opportunity the staff at the community centre, the tenants within that space, and the child care centre could collaborate and come up with some brilliant community initiatives and ideas to spark community wellbeing and create a vibrant, accessible, safe town centre.                                                                                                                      |
| 2 | As the draft plan states "wellbeing is achieved when individuals and communities feel healthy, happy, safe and connected", unfortunately with the proposal I do not believe that the children and staff of Salamander Early Education will feel happy & safe due to an increased traffic flow, their level of child protection reduced the volume of people that will be around their centre. The draft also states, 'easy access to the natural environment also contributes significantly to physical and mental wellbeing...'. This currently exists with the easy access to the Mambo Wetlands for the community as well as the children & educators at Salamander Early Education. With the draft plan proposal, the access will be reduced and so therefore this statement will not be the case. |
| 3 | Please limit any potential impacts from town centre developments on the library and child care centre. They are highly valued community assets.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 4 | No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 5 | The wellbeing options are good. I just don't agree with the location.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 6 | After reading the plan it doesn't appear like there has been consultation with the community groups this directly affects. It sounds like the decision has been made about what will happen and that after everything is set in stone you will seek input. This doesn't promote or foster community connectedness. It would be advantageous to create wraparound services such as allied professionals such as Psychologists, Occupational Therapists, Physiotherapists etc that can support the elderly and children.                                                                                                                                                                                                                                                                                 |
| 7 | The community use the area for exploration, learning about our natural environment and being comfortable in our natural environment. Destruction is not the answer.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 8 | The draft needs to consider future community requirements...maybe somethings need to be relocated to suitable spaces where access is not an issue...                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 9 | I very much support the establishment of a cultural performance centre and exhibition space, consistent with the above objectives relating to community inclusion and connection. The Tomaree Cultural Development Group has commissioned an economic                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

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## SALAMANDER BAY TOWN CENTRE PLACE PLAN

| #  | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | impact study and a concept plan relating to the development of a cultural centre, details of which are on their website <a href="https://tcdg.org.au/">https://tcdg.org.au/</a> . We note the advantages of establishing such a centre in a location where plentiful parking and public transport access is available, such as shopping centres, as other regional communities have done. Wherever a future cultural centre is established, its significance to the sense of identity and connection of the local community and opportunities for enrichment through hosting travelling shows and exhibitions, is undeniable. The economic benefits are significant and will become more so with the increased tourist visitation to Port Stephens in the future. |
| 10 | Include young people into your view                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 11 | I would love to be able to walk around the mall, right now it's unsafe because it's all built for cars and there's no much shade and no interconnect between shops with walkways                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 12 | Move the library close too the school ,Improve the walkways between the shops as some one in a wheel chair WILL get run OVER going through the car park its bad !!! .Shaded parking spots for disabled / baby parking spots as I have slipped over in the rain getting into my wheelchair more the twice not fun Tanilba bay has them ,. Some large sea side Murals would look great and if you get the school kids to help it wont get TAGED we need too lighten up the area so it feels safe and clean , fixing pot holes in the car park when they happen rather then leaving shopping trolly in it is sad .                                                                                                                                                   |
| 13 | The area needs to be accessible at all times, including prolonged wet weather. Some walkways and road entrances become virtually impassable when there has been sustained rain. Drainage improvements should be a priority.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

Q13 The draft Salamander Bay Town Centre Place Plan provides a map of proposed future uses of the land including commercial and mixed-use development that could be undertaken to meet the evolving needs of the community. This can be viewed on page 15 to 20, as seen in the image below. View the plan to see this in full detail. Do you have any comments on the proposed future use of the land on page 15 of the draft plan?



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SALAMANDER BAY TOWN CENTRE PLACE PLAN



Planning for  
the future of  
Salamander Bay  
Town Centre

Key

- 1 Commercial
- 2 Health/Commercial
- 3 Mixed use/housing
- 4 Environment
- 5 Community facilities
- 6 Existing commercial
- 7 New intersection control
- 8 Landscape buffer



Answered 32; Skipped 33

## ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

| #  | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | Removal of item (3) mixed use housing from behind our library and child care center. Protect our children and preserve our natural environment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 2  | As mentioned previously, I am opposed to the development on parts 1,3,4.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 3  | Worried about the proximity of the blue to the child care centre, the increased foot and vehicle access, the lack of parking, the proximity to children and families playing and accessing the child care centre, library and shops. Absolutely opposed and disgusted by the idea of developing over the Worimi sacred site - it was a place of womens business where they would go to birth. Have you consulted any Worimi elders or community???? Absolutely absurd to build over swamp land and diplace animals that are threatened and vulnerable. Irresponsible to say that plot of land is worth less environmentally when it has an array of flora and fauna that are endangered and threatened. Go build and expand Taylor's Beach if you are saying there is need for commercial - thats where it needs to go. We don't need housing that overlooks a community centre and child care centre. How are you protecting the children? It is the most longstanding COMMUNITY child care centres in the area. Have you truly consulted with them because I imagine they have a lot of knowledge you could draw upon. |
| 4  | Please don't do anything to the surrounding area of salamander child care centre!!!                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 5  | No development should happen around community centre, early learning centre or bushland. Utilise land you have already cleared better. Develop elsewhere in Port Stephens. Leave this area alone.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 6  | Don't take land around our preschool                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 7  | WASTE OF MONEY AND RESOURCES. WHY DONT YOU INVEST INTO THE EXISTING CHILDREN CARE THERE AND COMMUNITY CENTRE??                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 8  | Please see comments in the different sections above.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 9  | Leave things the way they are ,don't destroy what the children get from the wet lands .don't destroy the environment.dont destroy the wildlife that live there and don't destroy the fauna and fawna                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 10 | Zone 3 appears to be inappropriate for the site. With limited details, I would object to any housing or mixed use development directly behind the current child care centre and/or library. Please leave these community facilities adjoining the bushland and use this as an environmental buffer zone. Extend zone 1 along salamander way to remove the access handle to zone 3.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 11 | This area is not a town centre. This is where people drive and gather and shop. But there is no more housing needed as such. Densification can be achieved on existing developed land, cutting down bushland should not be acceptable at all                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 12 | The surrounding bushland is crucial to the identity of the childcare centre, library and community centre, and are a foundational part of the positive experiences had by the patrons and attendees of these facilities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 13 | The pink no 3 area would negatively impact on the existing childcare and community building. Removing the bush in an area where we value our bushland is an environmental concern. Will access to bush track be available on the other side of these buildings?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 14 | The plan to build directly on the current block where Salamander Early Education is ill thought out and dangerous. The road that will lead from the roundabout ill be metres from the centre entrance and the room that has children aged 0-1 years old. This provides no safe entry to the centre for staff, children and families. there is not enough of a buffer for safety barriers to be put in place. This will reduce parking spots for staff and families. The                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

## ITEM 4 - ATTACHMENT 4 SALAMANDER BAY TOWN CENTRE PLACE PLAN ENGAGEMENT REPORT.

| #  | Comment                                                                                                                                                                                                                                                                                                                                                                                 |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | proposed high rise building behind the centre poses safety risks with increased visibility into the centre. The service and the early education sector are strengthening safeguard protocols for increased child protection and this is directly opposed to it. We need to work with the council and the community to safeguard and protect children, not increase their vulnerability. |
| 15 | Children's safety with childcare centre being established and well run                                                                                                                                                                                                                                                                                                                  |
| 16 | Construction without destruction. The community live our natural environment and this would be completely ruining it for everybody.                                                                                                                                                                                                                                                     |
| 17 | Strongly opposed to the use of land around the childcare centre and current library facility. Potential high use industrial//residential land backing right up to these structures will put children in particular at risk of exposure to prying eyes, with loss of privacy a real issue. As well as increased risk of injury with high volumes of traffic in and around the centres    |
| 18 | Adding in housing will not only cause issues but disrupt the nature, bush land and the Salamander Early Education Centre where our little ones love exploring the nature, seeing wild life and being outdoors in general. It's a swap land anyways, why would you build on that?!                                                                                                       |
| 19 | Want to see higher density with more housing - would like to see increased environmental buffer from Mambo Wetland Reserve                                                                                                                                                                                                                                                              |
| 20 | This plan as it is does not address the major issue of traffic management and access...if it is a circuit then make it one with access and movements suitable for locals and tourist alike...                                                                                                                                                                                           |
| 21 | No                                                                                                                                                                                                                                                                                                                                                                                      |
| 22 | See previous comment                                                                                                                                                                                                                                                                                                                                                                    |
| 23 | No health or very little these can be implemented at the Local hospital not the shopping centre, turn. the space for housing into a couple apartments and more good shops                                                                                                                                                                                                               |
| 24 | Like I have already stated. It would be absolutely ridiculous if you destroyed our beautiful bushland, native wildlife and all those children who attend the early education centre in potential risk.                                                                                                                                                                                  |
| 25 | There is no link to the plan and I've been trying to find it. The article that led me here had no link to the planning and this survey has no link to the plan! There is no way anyone can comment on this plan if you don't link to it in the actual survey.                                                                                                                           |
| 26 | Any future building height limit increases must be developed in consultation with the local community, given the effect it may have on existing properties.                                                                                                                                                                                                                             |
| 27 | I am strongly opposed to section 3 as it will ruin access to nature for our young kids                                                                                                                                                                                                                                                                                                  |
| 28 | Imposes on children's accessibility to nature and also their safety. High rise next to early education services poses a privacy risk and limits the scope of what early education looks like in our area with the plan effecting a Centre that has been thriving for 25+ years.                                                                                                         |
| 29 | Use mambo wetlands reserve to expand shopping centre and other utilities                                                                                                                                                                                                                                                                                                                |
| 30 | Clean up what we have there , move the libr over to beside the school .THAT will make more room for the entrance / exist , re config the carpark that would solve a lot of problems , Keep the Dr and specialist rooms ex rays etc over to one side so you don't get people taking up parking out side the Drs / Ex rays going shopping .Leve the wet lands alone hands off             |
| 31 | I think it is very reasonable as long as rainwater drainage is addressed.                                                                                                                                                                                                                                                                                                               |

**ITEM 4 - ATTACHMENT 4  
ENGAGEMENT REPORT.****SALAMANDER BAY TOWN CENTRE PLACE PLAN**

| # | Comment |
|---|---------|
|---|---------|

- 32** Parking within the centre needs addressing as spaces too tight for our cars, resulting in damage. Not happy that many spaces have been sold off for grocery collection, a car wash, telsta tower etc . Solar panels over the car spaces would be a good idea

Q15 Contact information – please include at least your name and email (Answered 36; Skipped 29)

Information not included to protect participant's privacy

Q16 After the Salamander Bay Town Centre Place Plan is adopted, we'll be creating a Salamander Bay Town Precinct Group. A precinct group is a group of property owners and business operators who want to be involved in revitalising the Town Centre. If you are interested in joining the Salamander Bay Town Centre Precinct Group or even just learning about the process, please check the box below and we will keep in touch. (Answered 24; Skipped 41)

24 people interested in learning more about the Salamander Bay Town Centre Precinct Group.

ITEM 4 - ATTACHMENT 4  
ENGAGEMENT REPORT.

## SALAMANDER BAY TOWN CENTRE PLACE PLAN

## Appendix F: Collateral

## 1.1 Social Media

**Port Stephens Council**  
30 Apr, 15:15

Tell us what you want for the future of Salamander Bay Town Centre!

We're developing a Place Plan for Salamander Bay Town Centre - a plan to guide how we use land, improve traffic and roads, enhance the environment, attract investment, and boost community wellbeing.

Have your say in a way that suits you:

- 📍 Drop by our pop-up space each morning next week at Salamander Shopping Centre
- 🗓️ Join the community workshop at Tomaree Library on 8 May
- 👤 Visit us at the Tomaree Community Connect Day on 16 May
- 💻 Share your ideas online via our interactive mapping tool

Let's plan a better place together!

Feedback closes Sunday, 18 May.

Find out more <https://brnw.ch/21wSj6Z>

**in the planning for the future of Salamander Bay town centre!**



Promoted

👍 21 💬 48 ➦ 17

**Port Stephens Council**  
6 May, 16:30

Do you have thoughts on Salamander Bay Town Centre? Let's hear them! Now's your chance to help shape its future!

Join our community workshop this Thursday!

📅 Thursday 8 May  
🕒 5-7pm  
📍 Tomaree Library - Waratah Room

We'll be talking traffic and pedestrian flow, local business growth, and better access to community services - and we want your voice in the room!

Can't make it? No problem - have your say online <https://brnw.ch/21wSqYd>

**in the planning for the future of Salamander Bay town centre!**



👍 7 💬 11 ➦ 1

ITEM 4 - ATTACHMENT 4  
ENGAGEMENT REPORT.

SALAMANDER BAY TOWN CENTRE PLACE PLAN



[View Full Transcript](#)

basketball.

port stephens council is asking for public input on the future of salamander bay.

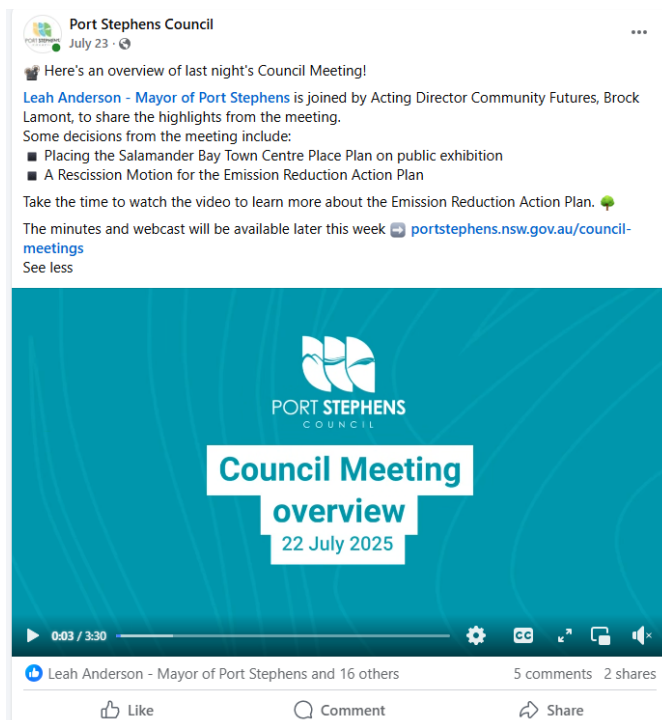
Council owns the last piece of vacant commercial land in the town centre and is seeking feedback on how it can be used.

It's also identified the area as a key location for additional housing.

locals can have their say at drop in sessions being held at salamander bay shopping centre this week, and the weather well and truly on the improve at the moment.

ITEM 4 - ATTACHMENT 4  
ENGAGEMENT REPORT.

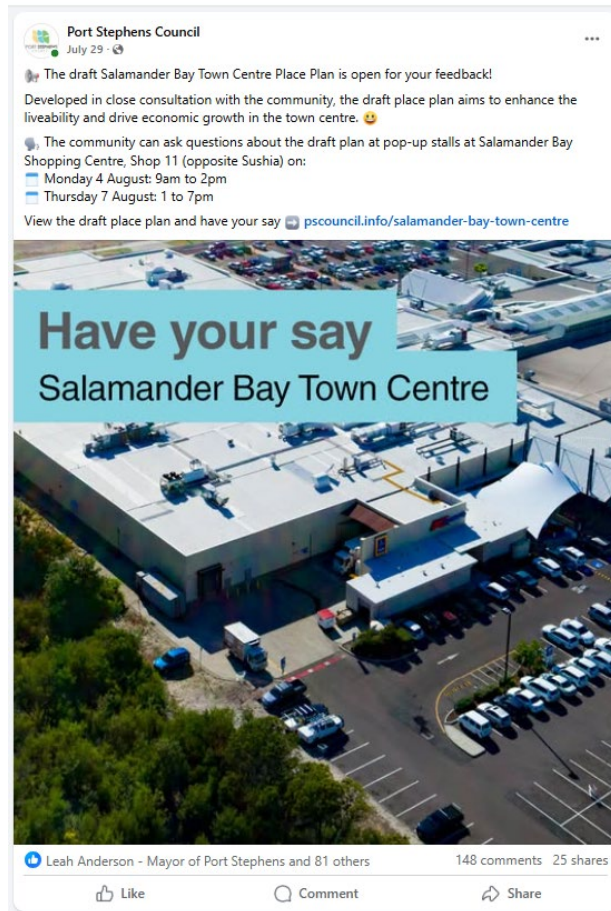
SALAMANDER BAY TOWN CENTRE PLACE PLAN





ITEM 4 - ATTACHMENT 4  
ENGAGEMENT REPORT.

SALAMANDER BAY TOWN CENTRE PLACE PLAN



ITEM 4 - ATTACHMENT 4  
ENGAGEMENT REPORT.

SALAMANDER BAY TOWN CENTRE PLACE PLAN



PORT STEPHENS  
COUNCIL

[council@portstephens.nsw.gov.au](mailto:council@portstephens.nsw.gov.au) | 02 4988 0255 | [portstephens.nsw.gov.au](https://portstephens.nsw.gov.au)    



**Port Stephens Council**

# **EMISSIONS REDUCTION ACTION PLAN**

**Final report**

**March 2024**

[www.100percentrenewables.com.au](http://www.100percentrenewables.com.au)



## Executive Summary

Port Stephens Council (Council) committed to the development of a Carbon Neutral Action Plan (CNAP) which outlines a strategy to achieve carbon neutrality for Council operations by 2025.

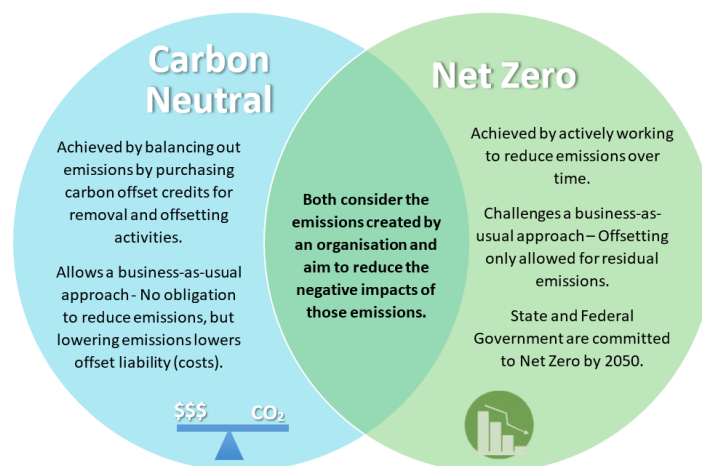
During the development of the Plan a decision was taken to rename the document to Port Stephen's Emissions Reduction Action Plan (ERAP), to accommodate a potential expansion of strategic objectives beyond carbon neutrality to include net zero principles and targets, in line with State and Federal Government policy positions.

The ERAP outlines the short, medium and long term actions to reduce or remove Greenhouse Gas Emissions. A carbon footprint baseline is included in the ERAP to measure the success of the actions taken.

## Background

Since Council's commitment in October 2021 to carbon neutrality for its operations by 2025, the Australian and NSW State Governments have legislated for a target of Net Zero emissions by 2050. In alignment with these legislative changes, and in addition to the shorter-term carbon neutrality actions, it is recommended Council also consider adopting longer-term Net Zero targets and associated emission reductions strategies.

Both Net Zero and carbon neutrality aim to achieve a balance between the amount of greenhouse gases emitted and the amount removed from the atmosphere, however, there is a subtle difference in approach. Carbon neutrality can be achieved immediately by purchasing carbon offset credits to balance an organisation's emissions with carbon removal or offsetting activities. Net Zero is achieved through a long term commitment to reducing emissions to the smallest amount possible, before purchasing offsets for any residual emissions that cannot be reduced. Carbon neutrality and Net Zero are objectives which can be pursued concurrently. Organisations can become carbon neutral in the short term while working towards a longer-term Net Zero target.



SIMILARITIES AND DIFFERENCES BETWEEN CARBON NEUTRAL AND NET ZERO PATHWAYS.



The research undertaken for this ERAP addresses Council's needs in regards to better understanding the options, costs and benefits associated with both pathways, identifies key strategic objectives and provides a comprehensive exploration of emission reduction opportunities across all areas of the organisation.

### Port Stephens Council Carbon Footprint

Council's carbon footprint for the 2022 financial year has been calculated to understand its potential offset obligations for the purposes of achieving carbon neutrality by 2025 and can be used as a baseline to measure the success of any future emission reduction actions. A total of 2,977 tonnes (scope 1 and 2) and 4,609 tonnes (scope 3) of carbon-dioxide equivalent was emitted by Council during the 2022 financial year, a 40% reduction on the previous financial year FIGURE 2.

While not mandatory for carbon neutrality, emissions and actions relating to scope 3 were also calculated for transparency and to provide Council with the option to transition to a Net Zero Strategy in line with the State and Federal Government commitments.

A full inventory of Council's emissions can be found in TABLE 10 and TABLE 11 and detailed breakdowns of emission sources and scopes can be found in SECTION 2. During FY 2022, the main contributors to Council's Scope 1 and 2 carbon footprint includes electricity and fleet fuel.

### Emissions Reduction Strategy

This ERAP translates measures outlined in the emissions reduction strategy provided in SECTION 4 to identify a total of 101 actions to reduce Council's emissions, which are detailed in SECTION 5. The recommended actions have been categorised into short (2024-2026), medium (2027-2030) and long-term (2030+) timelines.

Regarding emission reduction targets, Council has committed to achieving carbon neutrality for its operations by 2025.

Based on stakeholder engagement, assessment of emission reduction opportunities, and the potential for aligning with current legislation, it is recommended that Council consider the following additional renewable energy and emissions reduction targets as part of a long-term commitment to achieving Net Zero:

- **Renew PPA contract of purchasing 100% renewable electricity beyond 2026:**  
It is recommended that Council extends its PPA contract for its sites past 2026, to continually achieve substantial emissions reductions from purchased electricity.
- **Net Zero for Scope 1, 2 and 3 emission sources by FY 2050:**  
It is recommended that Council considers committing to aligning with the NSW State Government target of Net Zero emissions by FY 2050, or earlier. This would involve a comprehensive, ongoing program of emission reduction works and value chain decarbonisation initiatives, implemented in accordance with the identified optimal timing, thereby minimising final carbon offset liability while maximising overall benefits to Council.

Council may also wish to select an interim target in line with NSW State Government targets. This approach of setting interim targets is in line with the Science based Target initiative (SBTi) which emphasises the need for measuring progress against a steady downward trajectory. Both these options

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

would require establishment (through modelling or calculation of actual data) of a baseline carbon footprint year for 2005 or later. In the absence of any other established baseline year, FY 2022 (7,586 t CO<sub>2</sub>-e) may be used to provide an indicative idea of potential feasibility:

- **50% emissions reduction by FY 2030:** The 2030 emissions forecast in Figure 10 of 4,159 t CO<sub>2</sub>e, represents a 45% reduction on 2022 levels, just short of the NSW Government target.
- **70% emissions reduction by FY 2035:** The 2035 emissions forecast in Figure 10 of 2,393 t CO<sub>2</sub>e, represents a 67% reduction on 2022 levels, again just short of the NSW Government target.

Council may wish to undertake further analysis prior to future reviews of this Emissions Reduction Action Plan, to inform whether and which new targets should be adopted.





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Port Stephens Council  
Emissions Reduction Action Plan

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### Glossary of Key Terms and Abbreviations

| Term                                             | Definition                                                                                                                                                                                                                                                                                                                         |
|--------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Australian Carbon Credit Unit (ACCU)             | A financial instrument issued by the Clean Energy Regulator to eligible projects that reduce GHG emissions. One ACCU represents one tonne of carbon dioxide equivalent (t CO <sub>2</sub> -e) stored and that is not released into the atmosphere.                                                                                 |
| Baseline                                         | A reference against which a company's emissions are tracked over time.                                                                                                                                                                                                                                                             |
| Battery electric vehicle (BEV)                   | A type of electric vehicle that relies solely on an electric battery to power an electric motor and propel the vehicle. Unlike hybrid vehicles, BEVs operate entirely on electricity stored in high-capacity batteries.                                                                                                            |
| Battery energy storage system (BESS)             | A technology that stores electrical energy in batteries for later use.                                                                                                                                                                                                                                                             |
| Business-as-usual (BAU)                          | The standard and routine operations of an organisation without any significant changes or deviations from its usual practices.                                                                                                                                                                                                     |
| Carbon sequestration (or 'sequestration')        | The absorption of CO <sub>2</sub> and storage of carbon in biological sinks.                                                                                                                                                                                                                                                       |
| CO <sub>2</sub> -equivalent (CO <sub>2</sub> -e) | A standardised unit of measurement used to assess the climate impact of various greenhouse gases relative to carbon dioxide, expressed in terms of the GWP of unit of carbon dioxide, it provides a comparative basis for evaluating the emissions of different greenhouse gases in terms of their contribution to global warming. |
| Emission factor                                  | A representative value used to relate the estimated quantity of greenhouse gas emissions with available activity data (e.g. tons of fuel consumed, tons of product produced).                                                                                                                                                      |
| Emissions                                        | Release of GHG into the atmosphere.                                                                                                                                                                                                                                                                                                |
| Emissions boundary (or 'inventory boundary')     | The emissions boundary draws the line between activities that fall within an organisation's control and those that do not as set out by the GHG Protocol.                                                                                                                                                                          |
| Fugitive emissions                               | Emissions not directly controlled but arise from intentional or unintentional release of greenhouse gases (GHGs). These emissions typically stem from the production, processing, transmission, storage, and use of fuels and other chemicals, often through joints, seals, packing, gaskets, etc.                                 |
| Global Warming Potential (GWP)                   | A factor used to describe the radiative forcing impact (i.e. degree of harm to the atmosphere) of one unit of a given GHG relative to one unit of CO <sub>2</sub> .                                                                                                                                                                |
| Greenhouse gases (GHGs)                          | Gases that raise the Earth's surface temperature by trapping heat in the atmosphere. Main greenhouse gases are as follows: carbon dioxide (CO <sub>2</sub> ), methane (CH <sub>4</sub> ), nitrous oxide (N <sub>2</sub> O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), sulfur hexafluoride (SF <sub>6</sub> ).            |
| Indirect GHG emissions                           | Emissions resulting from the operations of the reporting entity, yet originating from sources owned or controlled by another entity.                                                                                                                                                                                               |



| Term                                             | Definition                                                                                                                                                                                                                                                         |
|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Intergovernmental Panel on Climate Change (IPCC) | An international body of the United Nations tasked with assessing relevant scientific, technical, and socio-economic information to understand the risks associated with human-induced climate change.                                                             |
| Large-scale Generation Certificate (LGC)         | A tradable certificate in Australia that represents the generation of one megawatt-hour of renewable energy. These certificates are part of Australia's Renewable Energy Target program.                                                                           |
| Liabilities (or 'offset liabilities')            | In the carbon context, offset liabilities refer to the commitments or obligations undertaken by entities to neutralise or compensate for their carbon emissions through initiatives such as purchasing carbon credits or investing in emission reduction projects. |
| Light Emitting Diode (LED)                       | A light bulb emits light when an electric current passes through it, serving as an energy-efficient and long-lasting lighting solution, suitable for various applications.                                                                                         |
| Power Purchase Agreement (PPA)                   | A contractual arrangement between a power generator (often a renewable energy project developer) and a power purchaser (typically a utility or large-scale consumer) outlining the terms of electricity sale.                                                      |
| Residual emissions                               | GHG emissions that remain after all reasonable efforts to reduce them have been implemented.                                                                                                                                                                       |
| Scope 1 emissions (S1)                           | Direct GHG emissions from fuel combustion, gas consumption and fugitive emissions from refrigerant gases in air-conditioning equipment.                                                                                                                            |
| Scope 2 emissions (S2)                           | Indirect GHG emissions associated with purchase of electricity generated at fossil fuel power plants.                                                                                                                                                              |
| Scope 3 emissions (S3)                           | Indirect GHG emissions resulting from upstream and downstream processes within an entity's supply chain.                                                                                                                                                           |
| Sequestration                                    | Refers to the capture and long-term storage of carbon dioxide or other greenhouse gases to prevent their release into the atmosphere, typically to mitigate climate change.                                                                                        |
| Small-Scale Technology Certificate (STC)         | A tradable certificate in Australia that represents the generation of one megawatt-hour of renewable energy. These certificates are part of Australia's Renewable Energy Target program, and apply to smaller sized systems less than 100 kW.                      |
| Variable Frequency (or Speed) Drive (VFD, VSD)   | An electronic device used in motor control applications to regulate the speed and force of an electric motor, enabling precise control over its speed and, consequently, efficiency.                                                                               |



Port Stephens Council  
Emissions Reduction Action Plan

### Document Control

| Document Name                                                              | Document Reference Number | Revision Provided to PSC | Date Provided to PSC | Author          |
|----------------------------------------------------------------------------|---------------------------|--------------------------|----------------------|-----------------|
| Port Stephens Council Carbon Neutral Action Plan ( <i>original title</i> ) | Draft 1a                  | V4                       | Nov 23               | 100% Renewables |
|                                                                            | Draft 1b                  | V9                       | Dec 23               | 100% Renewables |
|                                                                            | Draft 2                   | V12                      | Feb 24               | 100% Renewables |
| Port Stephens Council Emissions Reduction Action Plan                      | Draft 3                   | V1                       | Mar 24               | 100% Renewables |
|                                                                            | Final                     | Final                    | Apr 24               | 100% Renewables |



## 1 Introduction

100% Renewables was engaged by Port Stephens Council for the development of a Carbon Neutral Action Plan (CNAP) in response to Council's resolution on the 12 October 2021 to "Commit to the goal of achieving Carbon Neutrality for Council operations by 2025". A preliminary study conducted in 2022 established Council's baseline greenhouse gas (GHG) emissions and identified the need to develop an action plan to reduce Council's emissions over time. Those findings lead to a subsequent Council resolution on the 11 April 2023 endorsing funding for the "preparation of the Port Stephens Carbon Neutral Action Plan" which is the purpose of this report.

During the project a decision was taken to rename the document to Port Stephen's Emissions Reduction Action Plan (ERAP), to accommodate a potential expansion of strategic objectives beyond carbon neutrality to include net zero principles and targets, in line with State and Federal Government policy positions. Since the October 2021 Council resolution, the Australian Government has legislated Australia's GHG emissions target to reach Net Zero by 2050, with the New South Wales (NSW) State Government also introducing similar legislation to parliament in October 2023, which has since been passed into law. At the same time, the international standard organisation (ISO) released new unambiguous definitions for the terms Carbon Neutral and Net Zero. The research undertaken for this ERAP addresses Council's needs in regards to better understanding the options, costs and benefits associated with these goals.

Carbon neutrality is achieved by balancing out the carbon emissions an organisation produces by purchasing offsets. The Climate Active Organisation Standard is Australia's only voluntary standard for assessing carbon neutrality and can be used in a number of ways including:

- to better understand and manage the GHG emissions that occur as a result of the operations of an organisation.
- to provide a framework to credibly claim carbon neutrality; and
- as a pathway to be certified as Climate Active Carbon Neutral by the Australian Government.

The following emissions sources are deemed to be relevant to all organisations:

- Scope 1: All stationary energy and fuels used in buildings, equipment, machinery or vehicles in the organisation's control.
- Scope 2: All electricity consumed by buildings, equipment, machinery or vehicles in the organisation's control

In addition, the Standard also requires that all other direct and indirect emissions identified as arising as a consequence of an organisation's business activities must be assessed for relevance. The assessment of emissions relevance was undertaken during development of Council's carbon footprint, presented in Section 2.

While carbon neutrality simply requires emissions to be offset, Net Zero on the other hand is achieved by reducing emissions right across the organisation and its value chain (Scope 3) through a long term program of action before purchasing offsets for any residual emissions that cannot be reduced (see SECTION 4.2 for more information on offsets). In alignment with the legislative changes, and in addition to the shorter-term carbon neutrality actions, this report considers the case for adopting longer-term Net Zero targets and associated emission reduction strategies that are addressed in this ERAP.



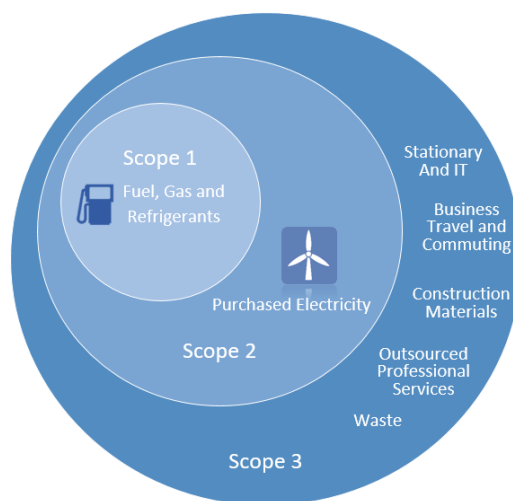


FIGURE 1: EMISSIONS SOURCES DIVIDED BY SCOPE SHOWING EXAMPLE SCOPE 3 VALUE CHAIN EMISSIONS RELEVANT TO PORT STEPHENS COUNCIL

Council has implemented numerous initiatives over recent years to reduce their operational GHG emissions such as the installation of solar photovoltaic (PV) panels, light emitting diodes (LEDs), water tanks, and solar pool preheating, utilising recycled materials, and signing up to a Power Purchasing Agreement (PPA) to secure 100% renewable energy from the grid. These initiatives have already greatly improved Council's position towards carbon neutrality, achieving a 40% reduction in GHG emissions since the 2021 Financial Year (the year prior to the resolution to be Carbon Neutral by 2025).

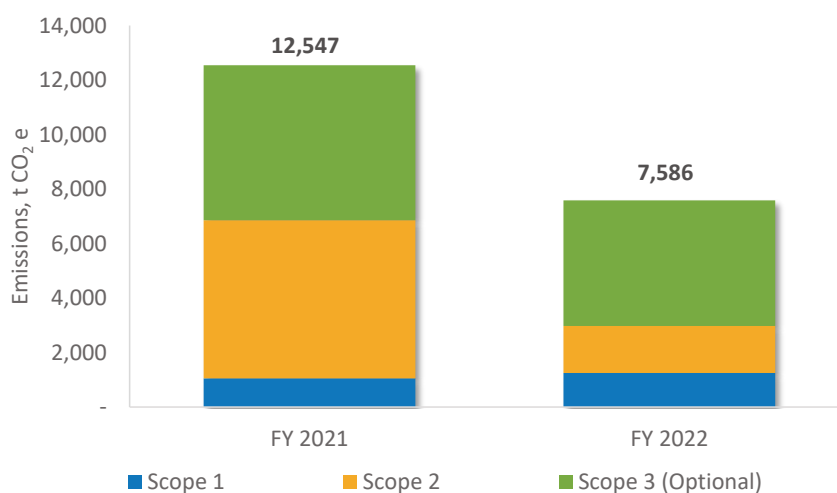


FIGURE 2: PORT STEPHENS COUNCIL EMISSIONS FROM FINANCIAL YEAR 2021 TO FINANCIAL YEAR 2022 INCLUDING OPTIONAL RELEVANT SCOPE 3 EMISSIONS



This ERAP identifies Council's operational emissions in detail in the carbon footprint (TABLE 10 and TABLE 11) calculated for the 2021-22 financial year and identifies feasible options for reducing these emissions, together with recommending appropriate timing of implementation across short, medium and long-term time horizons.

### 1.1 Background and strategic objectives

In 2022, a preliminary emissions study was conducted to collate and analyse Council's key emissions data and create a baseline carbon footprint. The study identified four key scope 1, 2 and 3 GHG emissions sources. These included scope 1 - machinery/fleet vehicles emissions (8.8%), scope 2 - electricity consumption (51%), and scope 3 - Council's operational waste to landfill (27%) and employee commuting (13.2%), and which combined gave a total of 12,547 tonnes of carbon dioxide equivalent (tCO<sub>2</sub>-e) emitted by Council during the 2021 financial year. The preliminary emissions study also included broad offsetting options and pathways for further emissions reduction.

Carbon neutrality is achieved when the amount of GHG emissions are balanced by the number of carbon offsets purchased. Offsets can be purchased from a wide range of projects, including "emissions reduction" projects, such as energy efficiency upgrades, as well as "removal based" projects that pull carbon dioxide (CO<sub>2</sub>) out of the air, such as tree planting and soil carbon sequestration. More information about these projects can be found in SECTION 4.2 and APPENDIX C on Offsetting/Insetting. Carbon Neutrality can be achieved relatively easily by any organisation at any stage, but it can come at considerable ongoing financial cost, especially where an organisation's emissions remain high or even increase over time, and is not necessarily reinvested into Council or the local economy.

Net Zero, on the other hand, is a commitment to a long-term decarbonisation pathway that first requires taking direct actions to reduce scope 1, 2 and 3 emissions to a minimum, and only then resorting to purchasing offsets to balance out the small amount of residual emissions. In accordance with ISO Net Zero Guidelines released at the end of 2022, residual emissions can only be offset by purchasing removal-based carbon offsets, as these types of offsets are considered to be the most reliable path to achieving additional emissions reductions and therefore considered to be of higher quality.



Port Stephens Council  
Emissions Reduction Action Plan

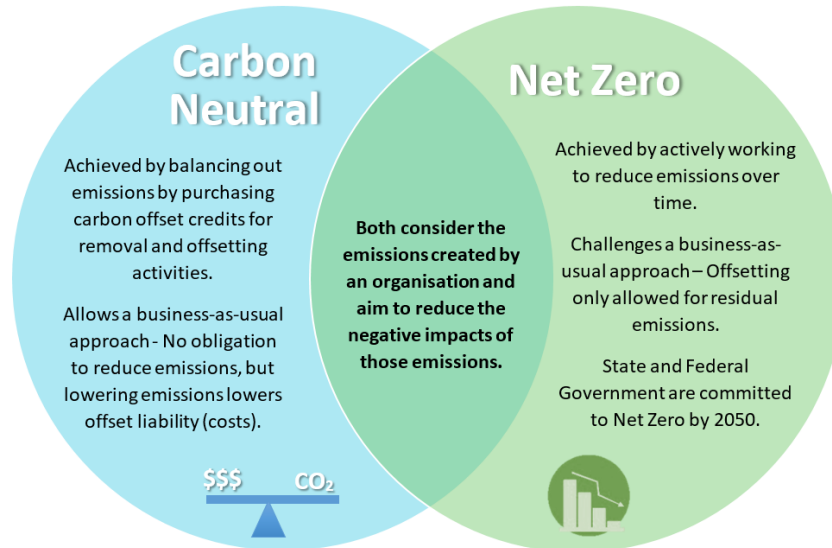


FIGURE 3: SIMILARITIES AND DIFFERENCES BETWEEN CARBON NEUTRAL AND NET ZERO PATHWAYS.

Carbon neutral and Net Zero are not mutually exclusive processes and can be pursued concurrently. Organisations can become carbon neutral in the short term while working towards a longer-term Net Zero target. The benefit of this approach is that the price required to offset emissions acts like an internal price on carbon which can make it easier to get business cases for practical emissions reduction projects over the line.

The ERAP details the actions Council can take to reduce its emissions and quantifies the carbon offset costs required to achieve various outcomes.



## 1.2 Project scope

The ERAP provides short, medium and long term actions that Council can undertake in order to reduce operational GHG emissions.

The scope of the ERAP includes the following actions:

TABLE 1: PORT STEPHENS COUNCIL EMISSIONS REDUCTION ACTION PLAN – PROJECT SCOPE

| Scope of work                                                                                                                                                                                                                      | Relevant Section            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| GHG boundary review to ensure alignment with Climate Active certification, inclusions and exclusions and comparison with market standards.                                                                                         | Section 2.2                 |
| Baseline emissions data review to identify any gaps within the Scope 1, 2 and 3 emissions and include processes to update baseline emissions data.                                                                                 | Section 2.3                 |
| Assessment of the costs and benefits of the current Carbon Neutral 2025 target and associated ERAP, including calculation of carbon offset costs.                                                                                  | Section 3.2                 |
| Assessment of the implications of the current PPA on the ERAP.                                                                                                                                                                     | Section 3.1.1               |
| Audit of 15 energy consuming sites to establish emission reduction strategies for those sites.                                                                                                                                     | Sections 4.5, 5.1, 5.2, & 0 |
| Modelling of representative sites to enable estimation of capital costs, benefits, payback period, and net present value.                                                                                                          | Appendix A                  |
| Assessment of Council's current operational initiatives and practices achieving carbon reduction outcomes, and identify opportunities to enhance their contribution to Carbon Neutrality.                                          | Section 4                   |
| Preparation of a ERAP for Council endorsement including: <ul style="list-style-type: none"> <li>Emission reduction strategies for Scope 1, 2 and 3 emissions;</li> <li>Prioritisation of emissions reduction strategies</li> </ul> | Section 5                   |
| Offset purchasing guidelines and an offset purchasing monitoring and reporting schedule/program.                                                                                                                                   | Section 5.4                 |
| An emissions reduction pathway to 2050.                                                                                                                                                                                            | Section 4.12                |
| Information on compliance with Climate Active certification, should it be required in future.                                                                                                                                      | Section 3.2.2               |



### 1.3 Global and National Context

#### 1.3.1 Global context

At a global level, the call to action for countries to act on climate change has been increasing for several years. According to the Intergovernmental Panel on Climate Change (IPCC) report, *Climate Change 2021: the Physical Science Basis* the global population has already emitted over 85% of all emissions, if to remaining within the 1.5°C of warming threshold. Key agreements and reports that underpin international consensus to act include:

1. Sustainable Development Goals (SDGs)<sup>1</sup>
2. Paris Agreement<sup>2</sup>
3. Special IPCC report on 1.5°C warming (SR15)<sup>3</sup>, and
4. IPCC Sixth Assessment Reporting cycle (AR6)<sup>4</sup>

To align with global Net Zero goals and principles Council would be required to:

1. Minimise GHG emissions from stationary fuel combustion such as diesel (Scope 1);
2. Minimise GHG emissions from transport fuel combustion (Scope 1);
3. Minimise GHG emissions from electricity consumption (Scope 2);
4. Address supply chain (eg waste) emissions (Scope 3); and
5. Remove or offset all remaining emissions.

#### 1.3.2 National, State, and local government policies

In Australia, the commitment to addressing climate change is becoming more uniform and aligned towards international goals across all levels of government. This includes the following ambitious efforts towards decarbonisation by 2050:

- The Federal Government legislated an emissions reduction target of 43% by 2030 (from 2005 levels) and is committed to Net Zero by 2050.
- Majority of Australia's states and territories are committed to additional emission reductions Targets.
- NSW Government legislated a target of 50% emissions reduction by 2030, a 70% emissions reduction by 2035, and Net Zero by 2050.

To reach these targets, NSW Councils are focussing on the following actions:

1. Increased focus and priority on reducing carbon emissions and promoting sustainability.
2. Development and implementation of a Climate Change Mitigation Plan or similar for both Council and community emissions.
3. Increased public engagement, education and literacy on climate change and opportunity.
4. Alignment with state and national climate goals and initiatives (FIGURE 4).
5. Potential for increased funding and support from state and federal governments for climate action.

<sup>1</sup> Sourced from <https://www.un.org/sustainabledevelopment/development-agenda/>

<sup>2</sup> Sourced from <https://www.un.org/sustainabledevelopment/climatechange/>

<sup>3</sup> Sourced from [https://www.ipcc.ch/site/assets/uploads/sites/2/2022/06/SR15\\_Full\\_Report\\_HR.pdf](https://www.ipcc.ch/site/assets/uploads/sites/2/2022/06/SR15_Full_Report_HR.pdf)

<sup>4</sup> Sourced from [https://www.ipcc.ch/report/ar6/wg3/downloads/report/IPCC\\_AR6\\_WGIII\\_SummaryForPolicymakers.pdf](https://www.ipcc.ch/report/ar6/wg3/downloads/report/IPCC_AR6_WGIII_SummaryForPolicymakers.pdf)

ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.

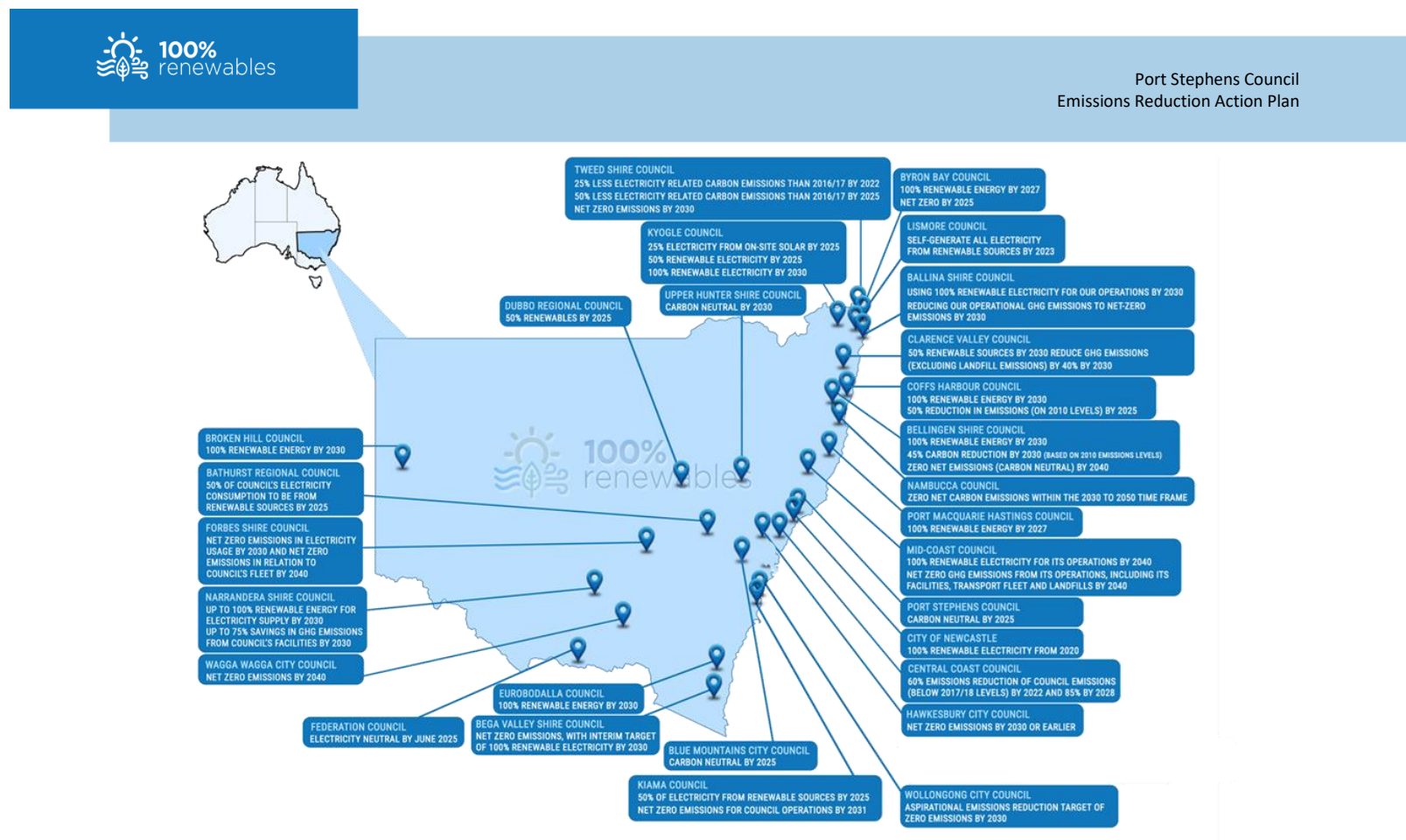


FIGURE 4: NSW LOCAL GOVERNMENTS EMISSIONS REDUCTION AMBITIONS, 2022



## 2 Port Stephens Council's Carbon Footprint

Council's carbon footprint was calculated using the methods laid out in the Climate Active Guidelines and GHG Protocol Corporate Accounting and Reporting Standard.

### 2.1 Overview of emissions scopes

To help differentiate between different greenhouse gas emission sources, emissions are classified into the following scopes according to the GHG Protocol<sup>5</sup> – Corporate Standard:

- **Scope 1 emissions** are direct emissions generated at Council operations through fuel combustion, gas consumption, and fugitive emissions from refrigerant gases in air-conditioning equipment.
- **Scope 2 emissions** are indirect emissions caused by consuming electricity. Such emissions are generated outside the organisation (i.e. fossil fuel power plants), but Council is indirectly responsible for them.
- **Scope 3 emissions** are also indirect emissions and happen upstream and downstream of Council's operations, these are also known as value chain emissions. Typical examples include staff commute, outsourced professional services and waste to landfill.

Council could declare carbon neutrality for Scope 1 and 2 emissions, however full accounting for Scope 3 emissions would be required when working towards a Carbon Neutral status in line with the Australian Government's Climate Active scheme and/or a Net Zero commitment.

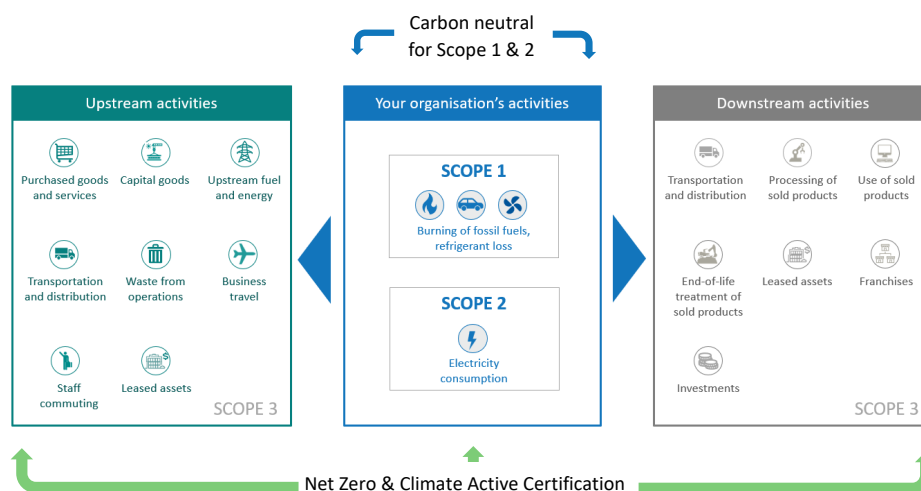


FIGURE 5: SCOPE 1, 2 AND SCOPE 3 EMISSIONS AND THEIR RELATIONSHIP WITH STRATEGIC OPTIONS.

<sup>5</sup> Sourced from <https://ghgprotocol.org/>





## 2.2 Scope of emissions assessed for Port Stephens Council

Council's carbon footprint consists of scope 1, scope 2 and relevant scope 3 emissions, as illustrated in the emissions boundary in FIGURE 6 below. Council's emissions boundary was established through a 'Relevance Test' that was conducted with key internal stakeholders to identify which emission sources are relevant to Council for inclusion in the boundary. The current emissions coverage is measured in accordance with the Australian Government's Climate Active standard, which provides a framework for measuring greenhouse gas emissions and attaining Carbon Neutrality aligned with the GHG Protocol. Included emissions are classified as quantified if data on the emissions was available during the data collection phase of this project and non-quantified if data was not available. The Climate Active standard also provides comprehensive guidance on how to measure, reduce, offset, validate and report emissions arising from an organisation's operations. Further insights into the Climate Active standard and the conducted Relevance Test for the development of Council's emissions boundary are available in APPENDIX B.

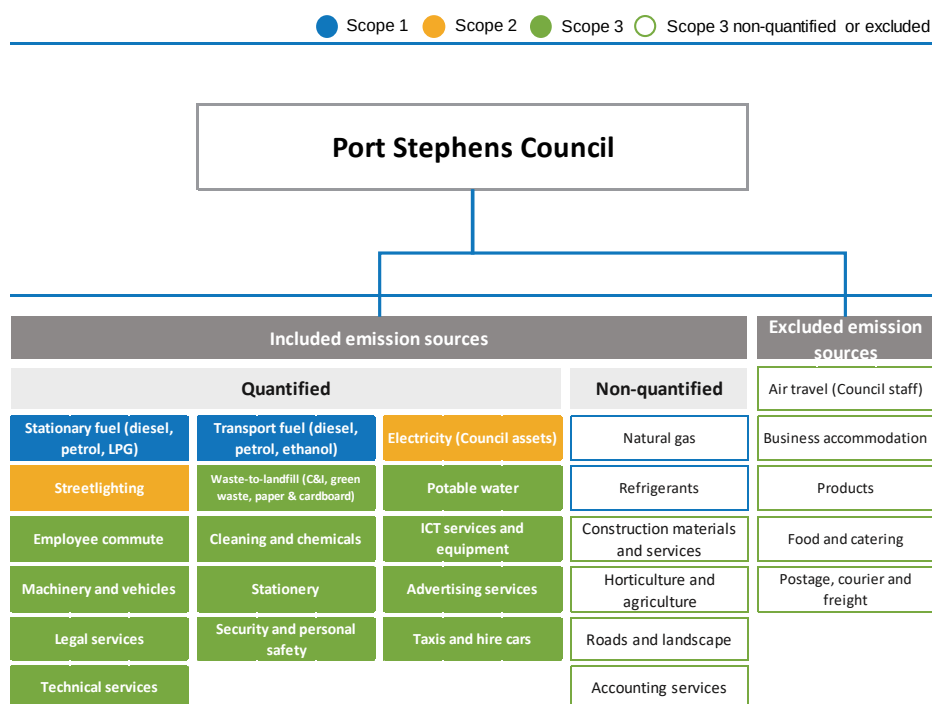


FIGURE 6: PORT STEPHENS COUNCIL EMISSIONS BOUNDARY SHOWING SCOPE 1 AND 2 EMISSION SOURCES AND RELEVANT OPTIONAL SCOPE 3 EMISSIONS



The carbon footprint developed for FY 2022 had a number of emission sources excluded through the relevance test process or classified as non-quantified based on the availability of data. In future, as the organisation changes or as data becomes available, Council's footprint may include additional emission sources, such as:

- Business travel and accommodation (e.g. flights)
- Embodied emissions in building, road, and bridge construction or alternation projects
- Food and catering expenses
- Office equipment, supplies and furniture expenses
- Postal and courier services
- Staff clothing expenses
- Extensive list of availed professional services (e.g. accounting, education, insurance, subscriptions & periodicals)

### 2.3 Council's Activity Data for FY 2022

The following subsections explain the GHG calculation results for Council's key emission sources for the financial year 2022 (FY 2022).

#### 2.3.1 Scope 1 – Direct Emissions produced by Council

##### 2.3.1.1 Fuel

##### 2.3.1.1.1 FUEL USE FOR TRANSPORTATION AND PLANT

Council purchases fuel for mobile or transportation-related purposes via fleet card accounts from multiple providers. Fuel consumption for FY 2022 was extracted from a summary report with granular information on unit brands & models, fuel and vehicle types, and purchased fuel amounts from each provider. Council fleet, inclusive of light commercial and heavy vehicles, trailers and plant (e.g. excavators, loaders, tractors, fire trucks and other 'red fleet' vehicles), consumes three types of fuel: diesel, petrol, and ethanol (as extracted from consumed E10 ULP). TABLE 2 presents a summary of Council's fleet fuel consumption.

TABLE 2: PORT STEPHENS COUNCIL – FLEET FUEL CONSUMPTION FOR FINANCIAL YEAR 2022

| Fuel type    | Fleet fuel consumption for Financial Year 2022 | Percentage    |
|--------------|------------------------------------------------|---------------|
| Diesel       | 374 kL                                         | 96.5%         |
| Petrol       | 13 kL                                          | 3.5%          |
| Ethanol      | 0.27 kL                                        | 0.1%          |
| <b>Total</b> | <b>387 kL</b>                                  | <b>100.0%</b> |

##### 2.3.1.1.2 FUEL USE FOR STATIONARY PLANT EQUIPMENT

Combustion of liquefied petroleum gas (LPG) for stationary energy purposes at Council assets represents about 2% of the total carbon footprint, representing a material but relatively minor source of emissions. This raises the question of LPG's importance as a policy target, which is addressed in section 4.4. To estimate bottled LPG consumption across Council assets for FY 2022, invoices spanning August 2021 to February 2022 for purchased bottled LPG at holiday parks were analysed to construct



a calculation model that correlates consumption with total expenditures. TABLE 3 provides a breakdown of estimated bottled LPG use per Council asset sub-type.

TABLE 3: PORT STEPHENS COUNCIL – ESTIMATED BOTTLED LPG CONSUMPTION FOR FINANCIAL YEAR 2022

| Council asset sub-type | Estimated LPG use for Financial Year 2022 | Percentage    |
|------------------------|-------------------------------------------|---------------|
| Holiday parks          | 76 kL                                     | 90.4%         |
| Depots                 | 4 kL                                      | 4.6%          |
| Emergency services     | 3 kL                                      | 3.1%          |
| Buildings              | 2 kL                                      | 1.8%          |
| <b>Total</b>           | <b>84 kL</b>                              | <b>100.0%</b> |

Council possesses a range of small plant that consists of smaller-scale machinery and equipment, such as blowers, brush cutters, and chainsaws. Emissions from fuel use for the some of the small plant equipment were not quantified for this project. All small plant is generally fuelled using the operators or team leaders purchase card, however some purchases of fuel are known to be completed using credit cards rather than a fuel card. These purchases are later reimbursed, but this data is not easily available. While the extent to which fuel purchases are being made with credit cards is likely to be relatively minor, Council may wish to quantify this in future to ensure that materiality can be assessed and emissions accounted for as appropriate.

#### 2.3.1.2 Refrigerants

Accounting for refrigerant gas leakages from air-conditioning and refrigeration systems is mandatory under the GHG Protocol. Due to a recent change of supplier, Council did not have access to relevant data (e.g. refrigerant charge top-up data) for estimating emissions from refrigerants for FY 2022, so an 'uplift factor' was applied to ensure an upward adjustment to the carbon inventory. Such adjustment accounts for emissions that could not be reasonably estimated or quantified. Based on work experience with various Councils and businesses, emissions from refrigerants typically comprise about 1-3% of a carbon footprint. For this inventory, a 1% uplift factor was applied.

### 2.3.2 Scope 2 – Indirect Emissions from Purchased Electricity

#### 2.3.2.1 Electricity

Prior to establishing renewable energy power purchase agreements (PPA) for use in streetlighting and operations at Council assets, purchased grid electricity is the top contributor to Council's carbon footprint, with combined emissions representing roughly 25% of the total. Grid electricity consumption for both streetlighting and Council assets was analysed using basic meter data, billed on both monthly and quarterly cycles.

Contracts involving PPA commenced in January 2022 and involved replacing electricity retailers. This switch led to variations in billing cycles and coverage periods for the first and second halves of the year, taken to be 184 days from June 1<sup>st</sup> to December 31<sup>st</sup> of 2021 for the first retailer and 181 days from January 1<sup>st</sup> to June 30<sup>th</sup> of 2022 for the second, for simplicity. For some accounts, the covered period was shorter than the full period under each retailer. Such accounts were normalised to either an 184-day or 181-day estimate, as applicable.



TABLE 4 and TABLE 5 below present summaries of Council's electricity usage by asset type and sub-type for FY 2022. As per the latest Climate Active Guidelines on accounting for electricity emissions<sup>6</sup>, under the market-based approach, grid electricity consumption under a PPA may only be claimed as zero emissions (i.e. assigned an emission factor of zero) through surrendering of large-scale generation certificates (LGCs). Based on the information provided by Council that generated LGCs through PPA were surrendered, only the usage for the first half of the year contributed emissions to Council's carbon footprint.

TABLE 4: PORT STEPHENS COUNCIL – ELECTRICITY USE DURING THE 2022 FINANCIAL YEAR BY COUNCIL ASSET TYPE

| Council Asset Type | Usage for Jul 1 – Dec 31, 2021 (without PPA) | Usage for Jan 1 – Jun 30, 2022 (under PPA) | Total usage for Financial Year 2022 | Percentage     |
|--------------------|----------------------------------------------|--------------------------------------------|-------------------------------------|----------------|
| Council assets     | 2,353,706 kWh                                | 2,897,508 kWh                              | 5,251,213 kWh                       | 76.2 %         |
| Streetlighting     | 864,767 kWh                                  | 778,537 kWh                                | 1,643,304 kWh                       | 23.8 %         |
| <b>Total</b>       | <b>3,218,473 kWh</b>                         | <b>3,676,045 kWh</b>                       | <b>6,894,518 kWh</b>                | <b>100.0 %</b> |

TABLE 5: PORT STEPHENS COUNCIL – ELECTRICITY USE DURING THE 2022 FINANCIAL YEAR BY COUNCIL ASSET SUB-TYPE

| Council Asset Sub-type                       | Usage for Jul 1 – Dec 31, 2021 (without PPA) | Usage for Jan 1 – Jun 30, 2022 (under PPA) | Total usage for Financial Year 2022 | Percentage    |
|----------------------------------------------|----------------------------------------------|--------------------------------------------|-------------------------------------|---------------|
| Sports, parks, public lighting and amenities | 960,250 kWh                                  | 1,321,757 kWh                              | 2,282,007 kWh                       | 33.1%         |
| Streetlighting                               | 864,767 kWh                                  | 778,537 kWh                                | 1,643,304 kWh                       | 23.8%         |
| Swimming pools                               | 681,603 kWh                                  | 749,400 kWh                                | 1,431,003 kWh                       | 20.8%         |
| Buildings                                    | 545,902 kWh                                  | 652,976 kWh                                | 1,198,879 kWh                       | 17.4%         |
| Depots                                       | 87,539 kWh                                   | 91,840 kWh                                 | 179,379 kWh                         | 2.6%          |
| Other                                        | 51,906 kWh                                   | 53,793 kWh                                 | 105,699 kWh                         | 1.5%          |
| Emergency services                           | 26,504 kWh                                   | 27,742 kWh                                 | 54,246 kWh                          | 0.8%          |
| <b>Total</b>                                 | <b>3,218,473 kWh</b>                         | <b>3,676,045 kWh</b>                       | <b>6,894,518 kWh</b>                | <b>100.0%</b> |

### 2.3.3 Scope 3 – Indirect Emissions from Council's Value Chain

#### 2.3.3.1 Employee commute

Emissions from combusted fuel in employee-owned vehicles and public transportation contribute about 22% of the total footprint. Such sources are part of Council's value chain, hence associated emissions are treated as indirect Scope 3 emissions in the emissions boundary. In extracting activity data for estimating emissions resulting from employee commute, it is ideal to conduct commuting

<sup>6</sup> Sourced from: [Climate Active – Electricity accounting](#)



surveys that capture labour classifications (i.e. full-time, part-time and temporary), number of annual work days, and average distances per commuting mode, among Council staff. Applying the same methodology employed in the FY 2021 carbon inventory, it is assumed that, on a daily basis, 98% of Council staff travel approximately 30 km to work by car, while a further 1% travel roughly 5 km by bus, and the remaining 1% walk to work for about 2 km.

TABLE 6 lists the proportions across transportation modes taken by Council staff and corresponding one-way distances per day. As the data suggests, most of the staff travel via personal cars. This information was applied in combination with the change in staff FTE to proportionally scale the number of employees and annual work days from FY 2021 to FY 2022, and eventually derive modelled data on annual distances, as shown in TABLE 7.

**TABLE 6: PORT STEPHENS COUNCIL – PROPORTIONS AND AVERAGE ONE-WAY DISTANCES PER COMMUTING MODE DURING THE 2022 FINANCIAL YEAR**

| Commute modes | Percentage of total | Average one-way distance per day |
|---------------|---------------------|----------------------------------|
| Car           | 98%                 | 30 km                            |
| Bus           | 1%                  | 5 km                             |
| Walking       | 1%                  | 2 km                             |

**TABLE 7: PORT STEPHENS COUNCIL – MODELLED EMPLOYEE COMMUTE DATA FOR FY 2022**

| Parameter                                         | Financial Year 2021 | Financial Year 2022 |
|---------------------------------------------------|---------------------|---------------------|
| Staff FTE                                         | 560                 | 547                 |
| Number of employees                               |                     |                     |
| Full-time                                         | 470                 | 459                 |
| Part-time                                         | 130                 | 127                 |
| Casual                                            | 49                  | 48                  |
| Average number of work days per week per employee |                     |                     |
| Full-time                                         | 5                   | 5                   |
| Part-time                                         | 2                   | 2                   |
| Casual                                            | 1                   | 1                   |
| Total number work days per year                   |                     |                     |
| Full-time                                         | 117,500             | 114,848             |
| Part-time                                         | 13,000              | 12,707              |
| Casual                                            | 2,450               | 2,395               |
| Annual distance per commute mode                  |                     |                     |
| Car                                               | 7,817,460 pax.km    | 7,641,028 pax.km    |
| Bus                                               | 13,295 pax.km       | 12,995 pax.km       |
| Walking                                           | 5,318 pax.km        | 5,198 pax.km        |



#### 2.3.3.2 Waste

Solid waste emissions resulting from waste disposed of through Council operations account for approximately 8% of the total carbon footprint. Since Council does not operate a landfill, emissions from residential waste, as gathered from kerbside bin collection at households, would only be accounted for in a Global Protocol for Community-Scale Greenhouse Gas Inventory (GPC). The waste contractor does not separate Council generated waste from community generated waste during collection. Considering Council's goal currently relates to operational emissions, an estimate of the waste Council generated through its operations was calculated as a proportion of total waste collected. TABLE 8 below lists waste collection data from skip bins, 120-litre and 240-litre bins, further processed and categorised by generation source (i.e. Council asset sub-type) and waste type.

TABLE 8: PORT STEPHENS COUNCIL – COUNCIL OPERATIONAL WASTE FOR FINANCIAL YEAR 2022

| Council asset sub-type               | Commercial & industrial (C&I) waste | Garden & green waste | Paper & cardboard waste |
|--------------------------------------|-------------------------------------|----------------------|-------------------------|
| Sports, holiday parks, and amenities | 313 t                               | 2.9 t                | 2.6 t                   |
| Other                                | 59 t                                | -                    | 3.3 t                   |
| Depots                               | 42 t                                | -                    | 0.4 t                   |
| Buildings                            | 7.8 t                               | -                    | 0.8 t                   |
| Swimming pools                       | 6.1 t                               | -                    | -                       |
| Emergency services                   | 0.1 t                               | -                    | -                       |
| <b>Total</b>                         | <b>427 t</b>                        | <b>3 t</b>           | <b>7 t</b>              |

#### 2.3.3.3 Water

Emissions related to the consumption of potable water at Council assets constitutes around 8% of Council's total carbon footprint. The consumption of water can create emissions because the processes involved in extracting, treating, and transporting water, often require energy, contributing to carbon emissions. Usage data was extracted from bulk meter data billed on a quarterly basis. In cases where accounts had coverage periods shorter than a full year, activity data was normalised to a 365-day estimate. Noting that a separate provider is responsible for management of water supply and wastewater treatment, emissions associated with such processes are not considered within Council's emissions boundary.

TABLE 9: PORT STEPHENS COUNCIL – WATER CONSUMPTION FOR FINANCIAL YEAR 2022

| Parameter         | Total for Financial Year 2022 |
|-------------------|-------------------------------|
| Water consumption | 613,912 kL                    |

#### 2.3.3.4 Other scope 3 emission sources

Upstream scope 3 emission sources identified in the Relevance Test have been incorporated into Council's emissions boundary. Council provided a general ledger extract of expenditure data categorised into cleaning and chemicals, ICT services and equipment, machinery and vehicles, and outsourced professional services.



## 2.4 Council's FY 2022 carbon footprint

Port Stephens Council's carbon footprint for the financial year 2021-22 (FY 2022) was estimated to be 7,586 tonnes of carbon dioxide-equivalent (t CO<sub>2</sub>-e), based on Council's established emissions boundary. The inventory tables in TABLE 10 and TABLE 11 list Scope 1 and 2 emission sources, and Scope 3 emission sources, respectively, with corresponding emissions in t CO<sub>2</sub>-e, and assessed percentage contributions to the subtotal footprint.

TABLE 10: PORT STEPHENS COUNCIL'S FY 2022 SCOPE 1 AND 2 EMISSIONS

| Emission source       | Activity data | Units | Scope 1<br>(t CO <sub>2</sub> -e) | Scope 2<br>(t CO <sub>2</sub> -e) | Subtotal<br>(Scope 1 & 2)  | %      |
|-----------------------|---------------|-------|-----------------------------------|-----------------------------------|----------------------------|--------|
| Stationary fuel – LPG | 84            | kL    | 131                               |                                   | 131 t CO <sub>2</sub> -e   | 4.4%   |
| Fleet fuel            |               |       |                                   |                                   |                            |        |
| Diesel                | 374           | kL    | 1,016                             |                                   | 1,016 t CO <sub>2</sub> -e | 34.1%  |
| Petrol                | 13            | kL    | 31                                |                                   | 31 t CO <sub>2</sub> -e    | 1.0%   |
| Ethanol               | 0.27          | kL    | 0.003                             |                                   | 0 t CO <sub>2</sub> -e     | 0.0%   |
| Electricity           | 5,251,213     | kWh   |                                   | 1,223                             | 1,223 t CO <sub>2</sub> -e | 41.1%  |
| Streetlighting        | 1,643,304     | kWh   |                                   | 502                               | 502 t CO <sub>2</sub> -e   | 16.8%  |
| Uplifts               |               |       |                                   |                                   |                            |        |
| Refrigerants          |               |       | 75                                |                                   | 75 t CO <sub>2</sub> -e    | 2.5%   |
| Subtotal              |               |       | 1,253                             | 1,724                             | 2,977 t CO <sub>2</sub> -e | 100.0% |



TABLE 11: PORT STEPHENS COUNCIL'S FY 2022 SCOPE 3 EMISSIONS<sup>7</sup>

| Emission source                                                                                 | Activity data | Units  | Scope 3 (t CO <sub>2</sub> -e) | Subtotal (Scope 3)         | %      |
|-------------------------------------------------------------------------------------------------|---------------|--------|--------------------------------|----------------------------|--------|
| Stationary fuel – LPG (Upstream activities)                                                     | 84            | kL     | 44                             | 44 t CO <sub>2</sub> -e    | 0.9%   |
| Fleet fuel – Upstream activities (e.g. fuel extraction, production, transportation)             |               |        |                                |                            |        |
| Diesel                                                                                          | 374           | kL     | 250                            | 250 t CO <sub>2</sub> -e   | 5.4%   |
| Petrol                                                                                          | 13            | kL     | 8                              | 8 t CO <sub>2</sub> -e     | 0.2%   |
| Ethanol                                                                                         | 0.27          | kL     | 0                              | -                          | -      |
| Waste                                                                                           |               |        |                                |                            |        |
| Commercial & industrial                                                                         | 427           | t      | 556                            | 556 t CO <sub>2</sub> -e   | 12.1%  |
| Green waste                                                                                     | 3             | t      | 4.63                           | 5 t CO <sub>2</sub> -e     | 0.1%   |
| Paper & cardboard                                                                               | 7             | t      | 23                             | 23 t CO <sub>2</sub> -e    | 0.5%   |
| Electricity – Upstream activities (e.g. fuel extraction, transmission & distribution losses)    | 5,251,213     | kWh    | 135                            | 135 t CO <sub>2</sub> -e   | 2.9%   |
| Streetlighting – Upstream activities (e.g. fuel extraction, transmission & distribution losses) | 1,643,304     | kWh    | 55                             | 55 t CO <sub>2</sub> -e    | 1.2%   |
| Water                                                                                           | 613,912       | kL     | 569                            | 569 t CO <sub>2</sub> -e   | 12.3%  |
| Stationery                                                                                      | 237,099       | \$     | 61                             | 61 t CO <sub>2</sub> -e    | 1.3%   |
| Employee commute                                                                                |               |        |                                |                            |        |
| Bus                                                                                             | 12,995        | pax.km | 1.58                           | 2 t CO <sub>2</sub> -e     | 0.0%   |
| Car                                                                                             | 7,641,028     | pax.km | 1,695                          | 1,695 t CO <sub>2</sub> -e | 36.8%  |
| Cleaning and chemicals                                                                          |               |        |                                |                            |        |
| Cleaning and janitorial equipment and supplies                                                  | 25,131        | \$     | 5.97                           | 6 t CO <sub>2</sub> -e     | 0.1%   |
| Cleaning                                                                                        | 30,080        | \$     | 3.30                           | 3 t CO <sub>2</sub> -e     | 0.1%   |
| ICT services and equipment                                                                      |               |        |                                |                            |        |
| IT equipment                                                                                    | 38,229        | \$     | 5.20                           | 5 t CO <sub>2</sub> -e     | 0.1%   |
| Internet                                                                                        | 207,895       | \$     | 29                             | 29 t CO <sub>2</sub> -e    | 0.6%   |
| Computer and technical services                                                                 | 1,464,213     | \$     | 203                            | 203 t CO <sub>2</sub> -e   | 4.4%   |
| Telecommunications                                                                              | 259,745       | \$     | 40                             | 40 t CO <sub>2</sub> -e    | 0.9%   |
| Machinery and vehicles                                                                          |               |        |                                |                            |        |
| Motor vehicle hire                                                                              | 3,831,579     | \$     | 677                            | 677 t CO <sub>2</sub> -e   | 14.7%  |
| Industrial machinery and equipment                                                              | 224,891       | \$     | 44                             | 44 t CO <sub>2</sub> -e    | 1.0%   |
| Motor vehicles                                                                                  | 111,315       | \$     | 37                             | 37 t CO <sub>2</sub> -e    | 0.8%   |
| Professional services                                                                           |               |        |                                |                            |        |
| Advertising services                                                                            | 347,762       | \$     | 42                             | 42 t CO <sub>2</sub> -e    | 0.9%   |
| Legal services                                                                                  | 344,723       | \$     | 45                             | 45 t CO <sub>2</sub> -e    | 1.0%   |
| Security and personal safety                                                                    | 219,026       | \$     | 51                             | 51 t CO <sub>2</sub> -e    | 1.1%   |
| Taxis and hire cars                                                                             | 1,344         | \$     | 0.89                           | 1 t CO <sub>2</sub> -e     | 0.0%   |
| Technical services                                                                              | 148,083       | \$     | 24                             | 24 t CO <sub>2</sub> -e    | 0.5%   |
| Subtotal                                                                                        |               |        | 4,609                          | 4,609 t CO <sub>2</sub> -e | 100.0% |

<sup>7</sup> Scope 3 emissions for fuel & electricity include upstream activities such as fuel extraction, production and transportation, infrastructure development, and specifically for electricity, transmission & distribution losses.





#### 2.4.1 Scope 1 & 2 Emissions

At Council, scope 1 emissions come from the direct use of liquefied petroleum gas (LPG), diesel, petrol, ethanol and refrigerants and scope 2 emissions come from purchased electricity. For FY 2022, the main contributors to Council's scope 1 and 2 emissions were from the combustion of diesel fuel for Council's own fleet, generating 1,016 t CO<sub>2</sub>-e of scope 1 emissions, and purchased electricity which generated 1,223 t CO<sub>2</sub>-e of scope 2 emissions (FIGURE 7). In January 2022 a renewable energy PPA was implemented for use in streetlighting and operations at Council assets, reducing emissions from purchased electricity to zero for approximately 6 months of the year. Emissions from scope 2 will remain at zero so long as Council continues to purchase 100% Renewable energy.

#### 2.4.2 Scope 3 Emissions

The included Scope 3 emissions are relevant under the Climate Active scheme and should also be considered if perusing Net Zero. Scope 3 emissions come from both up and down Council's value chain. The composition of these emissions is unique to Port Stephens Council as they come from indirect emissions created from all the specific products and services that Council uses or produces for the community. As expected, the broad nature of scope 3 emissions mean they contribute the largest proportion of Council's carbon footprint when combined (FIGURE 7). For FY 2022 the main contributors to Council's scope 3 emissions were from business travel, including employee commuting (1,697 t CO<sub>2</sub>-e) and motor vehicle hire (677 t CO<sub>2</sub>-e), emissions related to the supply of water to Council (569 t CO<sub>2</sub>-e) and waste produced through council activities, including commercial and industrial waste, green waste, paper and cardboard (584 t CO<sub>2</sub>-e).

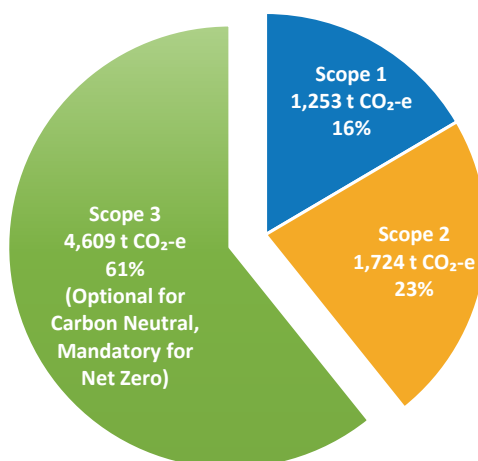


FIGURE 7: SPLIT OF PORT STEPHENS COUNCIL'S FY 2022 CARBON FOOTPRINT BY SCOPE SHOWING MANDATORY SCOPE 1 AND 2 EMISSIONS AND OPTIONAL SCOPE 3 EMISSIONS THAT WOULD BE REQUIRED UNDER A NET ZERO STRATEGY.



### 3 Achieving Carbon Neutrality in 2025

Port Stephens Council committed to a goal of being carbon neutral for operational emissions by 2025. This goal is achievable by purchasing carbon offset credits to balance out Council's emissions for FY 2025. To accurately calculate the number of carbon offset credits required Council will need to recalculate its carbon footprint in 2025. The forecast of Council's business-as-usual (BAU) emissions calculated below can give an estimation of Council's emissions over time without implementing any further emission reduction initiatives. The BAU forecast can then be used to estimate the number of offsets required depending on the emission reductions achieved at different points in time (FIGURE 9).

#### 3.1 Business-as-usual (BAU) forecast emissions

To provide a context for developing an optimal strategy to achieve carbon neutrality and/or Net Zero, it is crucial to establish both the baseline carbon footprint as well as projected future emissions, accounting for anticipated shifts in Council operations and external circumstances. In developing a high-level estimate of 'business-as-usual' or BAU emissions, the following factors are considered:

- Emissions reduction influenced by external factors (e.g. grid decarbonisation).
- Forecast population growth and accompanying impact on demand for Council services.
- Additions, divestments, and significant operational changes, considering their temporary, periodic or permanent nature.

BAU emissions have been estimated to FY 2050, providing a depiction of Council's emissions in the absence of any new actions beyond FY 2022 to reduce emissions.

##### 3.1.1 Summary of assumptions used for BAU forecast

The population in the Port Stephens Local Government Area (LGA) experienced remarkable growth between 2008 and 2018, ranking as the third fastest among LGAs in the Hunter Region. Over this period, the population increased from 64,316 people in 2008 to 72,695 in 2018<sup>8</sup> – an increase of 8,379 people, or approximately 13%.

Over the next twenty years to 2041 the population of Port Stephens is forecast to grow by in excess of 18,500 people. Such growth equates to an overall rise of 25% over two decades, translating to a 2.22% growth rate year-on-year. As the population grows, Council's service operations are likely to expand to meet the evolving needs of the community, and this rate of change is accounted for in the BAU forecasts.

The following outlines other modelling assumptions used to create the BAU forecast of Council's emissions:

- Emissions not related to electricity increase at 2.22% annually to 2050.
- Electricity demand for all Council assets and streetlighting rises at 2.22% per annum, but emissions intensity declines at a rate aligned with the Department of Industry, Science and Resources (DISR) and AEMO forecasts.
- Council's PPA contract for purchasing electricity from renewable sources remains in effect until 2026, entailing continuous surrender of LGCs.

<sup>8</sup> Australian Bureau of Statistics, Regional Population Growth, Australia, 2017-18, Cat. 3218.0 (released 27 March 2019)



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- Exported energy from the 200+-kW solar array at the Port Stephens Council Administration Building accounts for eligible emissions reductions via surrendered LGCs.

FIGURE 8 and FIGURE 9 illustrate business-as-usual forecasts for Council's energy demand and emissions over the next decades:

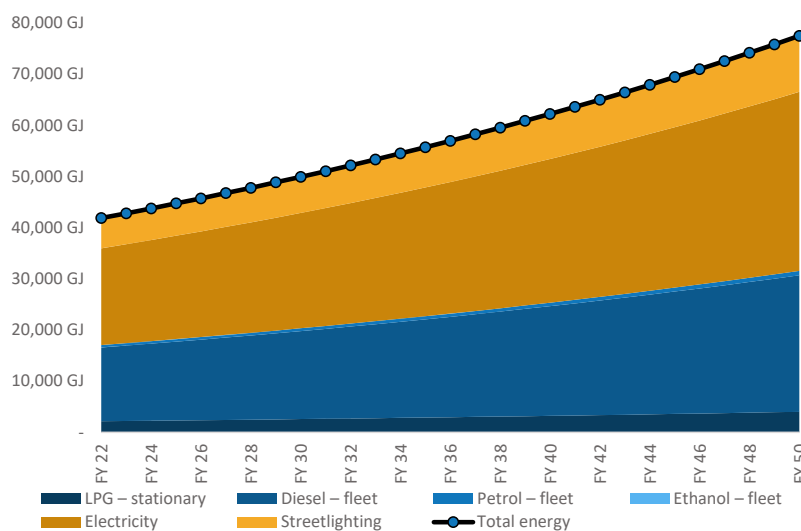


FIGURE 8: PORT STEPHENS COUNCIL – BUSINESS-AS-USUAL ENERGY DEMAND FORECAST

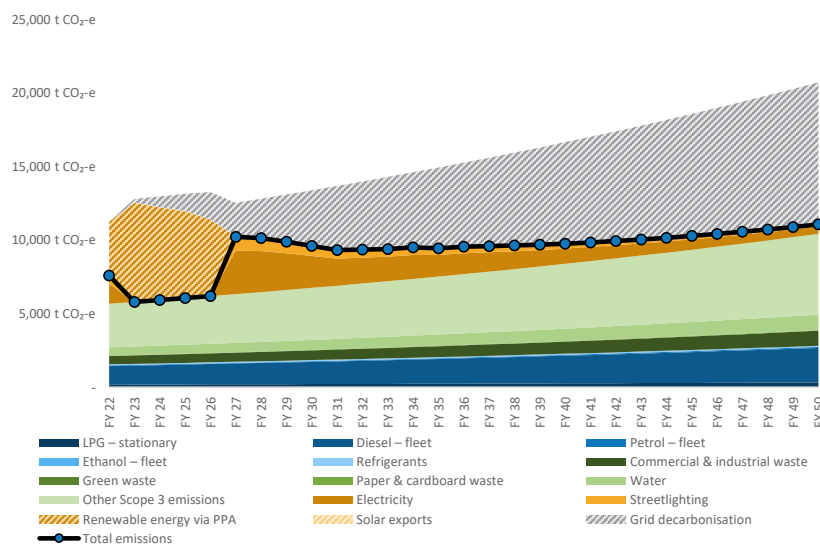


FIGURE 9: PORT STEPHENS COUNCIL – BUSINESS-AS-USUAL EMISSIONS FORECAST ASSUMING NO EXTENSION TO POWER PURCHASE AGREEMENT AT END OF CONTRACT IN 2026



### 3.2 Purchasing Carbon Offset Credits in 2025

The single most significant determinant of the overall cost of becoming carbon neutral will be the carbon offset credit price. There are several types of acceptable offsets, with prices (\$/tonne) varying depending on a project's location, type of activity, potential co-benefits, and the accreditation standard. Many different offsets are available in the market, resulting in a range of costs for Council to obtain Carbon Neutral status under Climate Active based on the projected carbon emissions in 2025 and as calculated in the BAU forecasts (action to reduce the carbon footprint would lower offset purchase requirements).

In order to retain its Carbon Neutral status past 2025, Council would be required to re-calculate its carbon footprint and purchase offsets for the emissions on an annual basis. These ongoing annual costs are difficult to predict as they are subject to the volatility of the carbon market.

#### 3.2.1 Climate Active Accreditation

As of February 2024, Climate Active is the only government-accredited carbon neutral certification scheme in Australia. Achieving Carbon Neutral under Climate Active incurs costs from the purchase of carbon offsets, third-party verification and program membership fees. There may also be fees associated with engaging a consultant to develop the organisation's emissions inventory.

Climate Active certification requires offsets be purchased for scope 1, 2 and all relevant scope 3 emissions. Certification increases the price of achieving Carbon Neutrality but also provides clarity surrounding the claim. The costs provided in the tables below have been calculated on this basis. In addition to financial costs, there will also be human resources required to manage the requirements of achieving certification.

Given the inherent volatility of the carbon market and fluctuations in credit availability, the costs per tonne of offset used in estimating options 1 to 3 are based on September 2023 carbon market prices and have not been projected for 2025.

Based on the prices incurred from licence fees, third party verification and carbon offsets, **offsetting emissions would most likely incur costs between \$53,000 and \$490,000 to become Carbon Neutral by FY 2025 under the Climate Active scheme.** The following tables detail subranges of costs associated with purchasing the cheapest available offsets, international offsets with social benefits, and Australian offsets, respectively.

TABLE 12: OPTION 1 – PROJECTED COSTS FOR PURCHASING CHEAPEST OFFSETS AVAILABLE

| Licence Fee<br>(ex GST) | Verification Fee<br>(ex GST) |          | Carbon offset cost<br>International |           | TOTAL ESTIMATED FEES (ex GST) |           |
|-------------------------|------------------------------|----------|-------------------------------------|-----------|-------------------------------|-----------|
|                         | Min                          | Max      | Min                                 | Max       | Min                           | Max       |
| \$7,818.18              | \$2,900                      | \$15,000 | \$41,841                            | \$159,355 | \$52,559                      | \$182,174 |

TABLE 13: OPTION 2 – PROJECTED COSTS FOR PURCHASING INTERNATIONAL OFFSETS WITH SOCIAL BENEFITS

| Licence Fee<br>(ex GST) | Verification Fee<br>(ex GST) |          | Carbon offset cost<br>International: REDD |           | TOTAL ESTIMATED FEES (ex GST) |           |
|-------------------------|------------------------------|----------|-------------------------------------------|-----------|-------------------------------|-----------|
|                         | Min                          | Max      | Min                                       | Max       | Min                           | Max       |
| \$7,818.18              | \$2,900                      | \$15,000 | \$90,078                                  | \$173,342 | \$100,796                     | \$188,342 |



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TABLE 14: OPTION 3 – PROJECTED COSTS FOR PURCHASING AUSTRALIAN OFFSETS

| Licence Fee<br>(ex GST) | Verification Fee<br>(ex GST) |          | Carbon offset cost<br>Australia |           | TOTAL ESTIMATED FEES (ex GST) |           |
|-------------------------|------------------------------|----------|---------------------------------|-----------|-------------------------------|-----------|
|                         | Min                          | Max      | Min                             | Max       | Min                           | Max       |
| \$7,818.18              | \$2,900                      | \$15,000 | \$251,047                       | \$466,231 | \$261,766                     | \$489,049 |

### 3.2.2 Carbon Neutrality for Scope 1 and 2 emissions

Climate Active is the only carbon neutral certification scheme recognised by the Australian Government. It is possible for Council to use the Climate Active Standard as a framework to achieve carbon neutrality for energy-related Scope 1 and 2 emissions for FY 2025, and not undergo certification. However, this approach does not grant Climate Active endorsement or trademark use for the designated year.

Noting that Council's Scope 2 emissions will be effectively zero by FY 2025 due to renewable energy purchase via PPA, Council will only need to offset direct Scope 1 emissions it generates from fuel, gas and refrigerants.

Based on September 2023 carbon market prices for costs per tonne of offset as used in Section 3.2.2, **offsetting independently reported Scope 1 emissions would most likely incur costs between \$12,000 and \$129,000 to declare as carbon neutral for Scope 1 and Scope 2 emissions for FY 2025.** TABLE 15 presents ranges of costs for purchasing cheapest available offsets, international offsets with social benefits, and Australian offsets.

TABLE 15: PROJECTED COSTS FOR PURCHASING OFFSETS FOR INDEPENDENT REPORTING OF \$1 EMISSIONS

| Options                                               | Carbon offset cost |            |
|-------------------------------------------------------|--------------------|------------|
|                                                       | Min                | Max        |
| Purchasing cheapest offsets available                 | \$ 11,587          | \$ 44,130  |
| Purchasing international offsets with social benefits | \$ 24,945          | \$ 48,003  |
| Purchasing Australian offsets                         | \$ 69,522          | \$ 129,112 |



## 4 Emission Reduction Strategy

### 4.1 Overview

In response to Council's requirements, this section identifies key strategic objectives and provides a comprehensive exploration of emission reduction opportunities across Scope 1, 2, and 3 to reduce liabilities related to purchasing offsets. Scope 3 emissions were considered to provide Council with an actionable roadmap to work towards Australian Government Climate Active certification of its Carbon Neutral status or to transition to a Net Zero strategy in line with the State and Federal Government commitments. This section specifies those objectives and articulates the business case for action in each of the main areas of opportunity.

The key actions undertaken in identifying and clarifying the objectives and opportunities for Council's emissions reduction included:

- **Site assessments (August 2023)**
  - Site assessments aimed to identify opportunities and gauge the feasibility of potential emission reduction strategies across Council operations.
- **Analysis of carbon footprint (August/ September 2023)**
  - Identified Council's main emission sources, or "hotspots", for focus on the areas of greatest impact.
- **Opportunities workshop (September 2023)**
  - Collaborative opportunities workshop convened various Council representatives, including operational and maintenance managers and aimed at:
    - Identifying diverse perspectives and insights.
    - Aligning key internal stakeholders on common goals and priorities.
    - Formulating a strategic vision for emissions reduction efforts.
- **Ongoing engagement with Council's Project Team**
  - Continuous collaboration with Council's Project Team was crucial to ensure that insights, progress, and challenges could be consistently communicated and addressed. This ongoing engagement ensures that the ERAP development remained responsive to evolving needs and priorities.
- **Technological research**
  - Research into relevant technologies through evaluating abatement potential and optimal timing, the ERAP well placed in the current technological landscape. This research is vital for steering Council towards solutions that align with both current and emerging best practices.

As a result of the actions above, the key objectives and areas of opportunity identified (TABLE 16) form the basis of Council's ERAP and are detailed in the following sections.



TABLE 16: KEY OBJECTIVES FOR COUNCIL'S EMISSIONS REDUCTION STRATEGY AND AREAS OF OPPORTUNITY ON WHICH COUNCIL CAN FOCUS TO ACHIEVE THE OBJECTIVES

| ERAP Key Objectives                                                                                                                                                                                                                  | Areas of Opportunity                                                                                                                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Scope 1 Emissions</b>                                                                                                                                                                                                             |                                                                                                                                          |
| <ul style="list-style-type: none"> <li>Reduce emissions from refrigerants.</li> <li>Reduce council gas consumption.</li> <li>Reduce emissions from council's fleet.</li> <li>Optimise charging infrastructure at Council.</li> </ul> | <ul style="list-style-type: none"> <li>Gas to electric technologies</li> <li>Sustainable transport</li> </ul>                            |
| <b>Scope 2 Emissions</b>                                                                                                                                                                                                             |                                                                                                                                          |
| <ul style="list-style-type: none"> <li>Maintain zero emissions from electricity.</li> <li>Reduce council reliance on grid electricity.</li> <li>Optimise council electricity consumption.</li> </ul>                                 | <ul style="list-style-type: none"> <li>Renewable energy purchases</li> <li>Behind the meter solar</li> <li>Energy efficiency</li> </ul>  |
| <b>Scope 3 Emissions</b>                                                                                                                                                                                                             |                                                                                                                                          |
| <ul style="list-style-type: none"> <li>Reduce emissions from employee commuting.</li> <li>Reduce emissions from waste.</li> <li>Consider emissions during procurement and project planning.</li> </ul>                               | <ul style="list-style-type: none"> <li>Waste</li> <li>Low carbon procurement</li> </ul>                                                  |
| <b>All Scopes</b>                                                                                                                                                                                                                    |                                                                                                                                          |
| <ul style="list-style-type: none"> <li>Identify funding for carbon reduction projects.</li> <li>Monitor changes to council emissions over time.</li> </ul>                                                                           | <ul style="list-style-type: none"> <li>Offsetting/ insetting</li> <li>Funding opportunities</li> <li>Improved data management</li> </ul> |

The development of opportunities for achieving these objectives adopts a holistic approach, going beyond reliance on a few key technologies to address a wide range of emission reduction opportunities across all scopes and emission sources. This ensures a thorough strategy that covers all relevant sources of Council's emissions, with the aim of reducing emissions while delivering long-term net cost savings wherever viable opportunities present.

Strategic considerations also support identification of opportunities for the ERAP, including the influence of policy and market trends and the evolving landscape of grid decarbonisation. Decarbonisation is expected to occur over the coming decade as coal-fired power stations in NSW and across Australia are phased-out and replaced with a transition to renewable energy generation technologies like solar, wind, pumped hydro and grid-scale batteries. Under the expected decarbonisation scenario, Australia's Energy Market Operator (AEMO) predicts<sup>9</sup> that the electricity grid will be approximately 90% decarbonised by 2030 and close to 100% by 2040.

The following sections break down the key elements of relevance to developing an emissions reduction strategy specific to Council's needs. The structure of sections 4.2 through 4.10 has been arranged follows:

<sup>9</sup> AEMO: <https://aemo.com.au/consultations/current-and-closed-consultations/2022-draft-isp-consultation>



- **Objective:** As specified in TABLE 16, the objective describes the overarching aim or purpose of the emissions reduction strategy for Council.
- **Description:** Provides a detailed overview and assessment of the current state of play in relation to each area of strategy.
- **Opportunities:** Identifies and explores potential benefits associated with implementing various emissions reduction initiatives, such as cost savings and operational benefits.
- **Rationale:** Explains the underlying reasons and justifications for pursuing the identified emissions reduction opportunities, tying them to broader goals and responsibilities.
- **Strategies:** Outlines the general actions and approaches that will be employed to support the kind of objectives outlined in the emissions reduction strategy, noting there is often considerable overlap between strategies and objectives, not necessarily a one-to-one match.





## 4.2 Offsetting / Insetting



### Objective

- Monitor changes to Council emissions (and liabilities) over time.



### Description

- To achieve a carbon neutral claim for Scope 1 and 2 emissions by 2025 Council will need to purchase carbon offsets to balance out 100% of scope 1 and 2 emissions.
- If Climate Active certification is desired, relevant Scope 3 emissions would also need to be offset.
- To achieve Net Zero emissions by or before 2050, Council needs to assess the role of carbon offsets, either through purchasing or creating its own via sequestration.
- Monitoring emissions changes and carbon credit costs over time is crucial for effective decision-making.
- The cost of offsetting can vary widely. For further information about potential costs specific to Council refer to SECTION 3.2.



### Opportunities

- Purchasing high-quality offsets from local and international abatement activities.
- Insetting projects such as carbon sequestration from tree planting. Climate Active developing guidelines for sequestration from the establishment of woody vegetation.



### Rationale

- An accepted and common strategy for organisations aiming for Net Zero or Carbon Neutrality.
- Many projects have multiple benefits, contributing to broader sustainability efforts.
- Emissions from transport and fleet are substantial and will take some time to reduce, thereby requiring consideration of offsets if short term Carbon Neutral goals are to be met.



### Strategy

- Minimise the need for offsets by first implementing all other feasible, cost-effective and beneficial opportunities.
- Analyse trends in emissions to determine any obligations relating to offsetting.
- Choose only high-quality offsets, such as
  - Australian Carbon Credit Units (ACCUs) from the Clean Energy Regulator
  - Certified Emissions Reductions (CERs) from Clean Development Mechanism (CDM) projects
  - Removal Units (RMUs) based on land use, land-use change, and forestry activities
  - Voluntary Emissions Reductions (VERs) from the Gold Standard
  - Verified Carbon Units (VCUs) from the Verified Carbon Standard (VCS)
- Optional (Short term carbon neutral Pathway): Purchase offsets for remaining scope 1, 2 and potentially scope 3 emissions from 2025.
- Optional (Net Zero Pathway): Purchase offsets for residual emissions (scope 1, 2 and 3) from 2050 or other target date.



### 4.3 Sustainable transport – Scope 1



#### Objective

- Reduce emissions from Council's fleet.
- Reduce emissions from employee commuting.
- Optimise charging infrastructure at Council.



#### Description

- Fleet emissions contribute 17% of the Council's carbon footprint.
- Employee commute contributes 22% of the Council's carbon footprint.
- Immediate reduction of utility vehicles challenging without compromising service delivery.
- Limited public transport options and significant distances between homes and workplaces.
- Current limitations to EVs include higher upfront costs and limited model availability for utility vehicles.



#### Opportunities

- Options include replacing internal combustion engine (ICE) vehicles with low or no emissions vehicles including hybrids or electric vehicles (EVs).
- Encouraging fuel-efficient driving practices.
- Implementing carbon offsets.
- Evaluate the current charging infrastructure at Council.
- Optimise infrastructure to support the increasing adoption of electric vehicles.
- Novated leasing arrangements offer benefits for reducing emissions from staff commute.
- Electric Vehicles expected to be the most cost-effective emissions reduction solution beyond 2027.
- Hybrid vehicles are a practical and cost-effective means to reduce emissions in the short term where EV model availability is not yet mature.
- By 2027, numerous high-quality electric alternatives for outdoor equipment types are expected.



#### Rationale

- Emission reduction and air quality improvement
  - Transitioning to low-emission vehicles directly reduces tailpipe emissions and improves air quality.
  - Improving air quality also enhances public health particularly through reductions in pollutants harmful to respiratory systems.
- Cost savings and efficiency
  - Low-emission vehicles, especially electric and hybrid models, generally have lower operational costs compared to traditional fuel-powered vehicles. This results in long-term savings for the council.
  - ICE vehicles are reaching limits in fuel efficiency improvement.
- Potential for incentives
  - Governments often provide incentives and grants for adopting low-emission vehicles, further reducing the financial burden.
- Renewable energy integration
  - Transitioning to low-emission vehicles aligns with a broader strategy of using renewable energy. Council's PPA for renewable energy would power the charging infrastructure for electric vehicles.



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#### Rationale

- Installing solar panels in parking lots can generate clean energy to directly power vehicles or contribute to the overall energy needs of the council, promoting sustainability.
- Leadership and public perception
  - Adopting low-emission vehicles showcases the Council's commitment to environmental stewardship, setting an example for the community and other organisations.
- Regulatory compliance and future-proofing
  - Global and possibly Australian plans to ban ICE vehicle sales by 2035.
  - Anticipating and proactively addressing future regulations on emissions, including potential bans on high-emission vehicles, positions the council to stay ahead of compliance requirements and avoid sudden disruption.



#### Strategy

- Prepare for a gradual transition to low emission vehicles including EVs, considering current limitations and anticipated advancements in technology.
- Synergise outdoor equipment transition and fleet transition as one process.



#### 4.4 Gas-to-electric technologies – Scope 1



##### Objective

- Reduce Council gas consumption.



##### Description

- Lakeside Leisure Centre is the only Council site connected to piped natural gas.
  - Natural Gas consumption data for this site was not available during the report preparation and has not been included in carbon footprint calculations.
- Widespread use of LPG bottles across Council, especially at tourist parks.
  - LPG represents at least 2% of Council's total emissions, signifying its material impact, though it does not constitute a sizeable proportion of overall emissions.



##### Opportunities

- Phase out smaller or less utilised gas equipment as it reaches the end of its useful life and requires replacement.
- Various electric technologies (e.g. heat pumps, hot water heaters, induction cooking, electric BBQs) can readily replace gas-operated technologies.
- Hot water can be provided by solar hot water or solar panels plus heat pump units.
- In theory, holiday parks could be converted to 100% electric and become largely energy independent through the extensive application of solar PV and battery energy storage solutions (BESS), along with solar and/or electric heat pump technologies.



##### Rationale

- Air quality improvement
  - Electric appliances produce no on-site emissions, contributing to better local air quality and public health.
- Reduced emissions
  - Electric power equipment often has fewer greenhouse gas emissions compared to burning fossil fuels like gas and LP, especially when paired with renewable energy.
- Renewable energy integration
  - Compatibility with renewable sources – transitioning to electric allows for easier integration of renewable energy sources, such as solar and wind power.
- Promoting sustainability
  - Supporting electric infrastructure aligns with sustainability goals and reduces dependence on finite fossil fuel resources.
- Energy efficiency
  - Electric appliances, especially those using advanced technologies, often exhibit higher energy efficiency compared to their gas counterparts.
- Smart grid integration



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#### Rationale

- Electric systems enable the implementation of smart grids, enhancing energy distribution, monitoring, and management.
- Resilience and security
  - Adopting electric systems can enhance energy resilience, reducing vulnerability to disruptions in gas supply chains.



#### Strategy

- Underpinning a gas transition strategy should be a commitment or policy by Council to transition to electric technologies powered by renewables over a reasonable timeframe.
- Long-term upgrade planning for Lakeside Leisure Centre, prioritising electric alternatives at the end of the equipment's life cycle.
- Conduct gas usage audits and capture consumption data.
- Explore spatial and fitness-for-purpose aspects of electric solutions for various applications.
- Consider technology-specific risks, such as proper sizing and performance factors when switching from gas-powered hot water heaters to heat pumps.



## 4.5 Energy efficiency – Scope 1 and 2



### Objectives

- Consider emissions during procurement and project planning.
- Optimise Council electricity consumption.
- Reduce emissions from refrigerants.



### Description

- Significant energy efficiency initiatives have been undertaken across various infrastructure facets:
  - Streetlighting: Upgrading conventional streetlights to energy-efficient LED lamps.
  - LED upgrades across various facilities and further under consideration.
  - Heating Ventilation and Air-Conditioning (HVAC) and other equipment upgrades undertaken during normal course of business.



### Opportunities

- Ongoing rollout of LED streetlamps, with potential for future efficiency enhancements through variable controls and smart controllers.
- Further LED upgrades in buildings and facilities including consideration of motion sensor systems.
- Greater use of high-efficiency heat pumps and solar hot water.
- Incorporation of low-carbon and environmentally sustainable design (ESD) principles in holiday park cabins.
- Implementation of variable speed drives and efficient fan systems.
- Upgrading of equipment using high-emission refrigerants to low-emission alternatives.



### Rationale

- Energy efficiency remains a cost-effective means of reducing energy consumption and managing greenhouse gas reductions. Energy efficiency can reduce required spend on PPA, delivering abatement more cheaply in the long run.
- Improving efficiency can offer a wide range of benefits, including reducing energy costs, minimising reliance on external energy sources, reducing load on electrical infrastructure, and improving service delivery.
- Minimal risks are associated with energy efficiency upgrades with robust business cases, specifications, and contractor management processes.



### Strategy

- Optimise efficiency of existing equipment, including through use of more advanced control systems.
- Ensuring energy efficiency is prioritised in new capital projects or upgrades.
- Implement a regular maintenance regime for efficient equipment operation.
- Emphasis on considering selecting high efficiency upgrades during equipment and system upgrades for long-term emission reduction.
- Implement policies to ensure procurement of low emissions refrigerants.
- Develop/refine sustainable design and sustainable procurement criteria.



## 4.6 Renewable energy purchases – Scope 2



### Objective

- Ensure ongoing reduction or elimination of electricity emissions through strategic renewable energy purchases.



### Description

- A PPA is the most popular approach to source renewable energy.
- Council transitioned to a 100% renewable Power Purchase Agreement (PPA) for electricity consumption in January 2022, significantly impacting the carbon footprint.
- Council recognises that purchasing renewable energy is the most significant opportunity for ongoing reduction or elimination of electricity emissions.
- While the current PPA is effective until December 2026 (with an option to extend until 2030), it is important to continue purchasing renewable electricity until the grid substantially decarbonises.



### Opportunities

- Ensure a new PPA is secured in time for the current contract expiry.
- Monitor opportunities for improved value for money in PPA contracts in preparation for current contract expiry.
- Consider investing in larger scale distributed electricity networks using solar PV and battery technology.
- Consider opportunities to minimise spend on PPA through providing for future electrical demand in alternative ways (e.g. via solar carports).



### Rationale

- The focus on maintaining zero emissions from grid electricity consumption aligns with the short-term goal of immediate carbon reduction and meeting 2025 Carbon Neutral target.
- Ensuring ongoing progress toward Net Zero emissions requires a commitment to renewable energy purchases, mitigating the environmental impact of electricity consumption.
- The PPA aligns with Council's commitment to sustainability, demonstrating leadership in environmental responsibility.
- By sourcing 100% renewable power, Council not only reduces its carbon footprint but also sets an example for the community and other entities.
- Ongoing commitment to the PPA ensures consistent emissions reductions and supports the development of a sustainable energy market.



### Strategies

- Periodically monitor trends in grid emissions intensity. Continuous monitoring allows Council to adapt and optimise strategies based on the evolving grid emissions landscape, ensuring responsiveness to changing conditions.
- Assess the cost implications of various PPA options based on the difference between bundled electricity/LGC pricing options and the forecast price for wholesale electricity over the contract term.
- Financial considerations should guide renewable energy purchase practices by evaluating cost-effectiveness over the contract period.
- Ensure robust risk assessment processes in decision-making.



#### 4.7 Behind-the-meter solar – Scope 2



##### Objective

- Reduce Council reliance on grid electricity



##### Description

- Numerous sites have already incorporated solar PV systems, showcasing a commitment to renewable energy.
- A large solar PV array exceeding 200 kW has been installed on the Raymond Terrace Administration Building's roof.
  - Council has voluntarily surrendered created LGCs from this system, indicating the accounting of exported electricity as emissions reductions.
- Council prefers PV projects with a payback period within 7 years.



##### Opportunities

- Increase PV capacity on major buildings where justified.
- Three potential new or expanded solar PV systems have been modelled and assessed for feasibility, detailed in APPENDIX A. Representative facilities for modelling include:
  - Raymond Terrace Works Depot
  - Fingal Bay Holiday Park
  - Shoal Bay Holiday Park
- Holiday parks may have potential for distributed solar and battery solutions.
  - Technical feasibility checks and shading assessments are needed for further consideration.
- Solar carparks to accommodate growing demand for EV charging



##### Rationale

- Modelling indicates that facility types can generally achieve payback on solar PV systems within 6-8 years.
- Behind-the-meter solar PV installations have the potential to:
  - Reduce energy demand and costs:
    - Well-designed PV systems generate positive cash flow, typically after about the 6th year from installation.
    - Positive cash flow can be directed to a revolving energy fund or similar for other projects or cost management while maintaining service delivery levels.
  - Improve grid resilience:
    - Reduce electricity demand on peak days, mitigating the risk of local voltage drops.
    - Potential to wire solar PV to battery storage systems for backup power during network outages.
  - Demonstrate commitment to sustainability:





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#### Rationale

- Showcase ongoing commitment to sustainability and contribute to building Australia's distributed renewable energy infrastructure.
- Facilitate full electrification:
  - Onsite PV supports potential full electrification, avoiding the need for electrical infrastructure upgrades.
  - Offers cost-effective solutions to current reliance on LPG tanks at holiday parks.
- Mitigate future electricity price increases:
  - Reduce the risk of future electricity price increases, both standard grid electricity prices and/or PPA prices.
- Consistency with Net Zero principles:
  - Align with Net Zero principles by reducing energy use and emissions through direct actions with multiple benefits.



#### Strategy

- Verify performance of existing solar PV systems.
- Proceed with planned PV installations.
- Consider implementing modelled projects and other opportunities wherever substantial energy savings and favourable payback can be demonstrated.
- In addition to solar PV, explore the incorporation of batteries for building-specific connections, and assess feasibility based on anticipated surplus solar energy available for export.
  - Undertake scoping and modelling of potential microgrid configurations.
- Plan for increased provision of solar carports over time.



#### 4.8 Waste – Scope 3: Optional



##### Objective

- Reduce emissions from waste.



##### Description

- No operating landfill sites in the Local Government Area (LGA).
- Waste transferred for disposal outside Council's jurisdiction, contributing to Scope 3 emissions.
- Current council initiatives include:
  - Investigation and development of waste management strategies, including exploring new waste streams like soft plastics.
  - Efforts towards setting waste reduction goals and action plans.
  - Establishment of bin labelling and colour standards, with performance tracking through bin auditing.
  - Development of a roadmap for sustainable waste management practices.



##### Opportunities

- Focus on reducing waste, improving recycling practices, and encouraging local composting solutions.
- Seek grant funding for large-scale emissions reduction initiatives.
- Enhance waste management education initiatives.



##### Rationale

- While waste is not a dominant source of Council's carbon footprint, it is still substantial.
- Future Climate Active standards may mandate inclusion of Scope 3 waste emissions for Carbon Neutral accreditation.
- Managing waste aligns with the State government's ambitious goals, contributing to overall sustainability objectives and demonstrating commitment to environmental responsibility.
- Emphasising waste management supports the transition to a circular economy by minimising resource depletion and promoting the efficient use of materials.



##### Strategy

- NSW Waste and Sustainable Materials Strategy 2041 has a specific focus on reducing emissions from waste in NSW, especially through diversion from landfill and FOGO (Food Organic and Garden Organic) collection for all NSW households and businesses.
- Aim to develop a comprehensive policy, framework, action plan, and roadmap for sustainable waste management practices.
- Local initiatives and regional collaboration will be essential.
- Joint Organisation (JO)-level procurement for region-wide services.



#### 4.9 Low carbon procurement – Scope 3: Optional



##### Objective

- Consider emissions during procurement and project planning.



##### Description

- Low carbon procurement, while not currently central to Council's emissions reduction efforts, is gaining importance as organisations face growing pressure to address Scope 3 emissions. This comprehensive strategy contributes to Net Zero goals and offers benefits beyond emissions reduction.
- The current Procurement Framework features a fundamental commitment to sustainability, emphasising responsible purchasing practices and promotion of local suppliers and Australian-made products.



##### Opportunities

- Inclusion of additional Sustainable Development Goals (SDGs) and emphasis on Net Zero targets.
- Consideration of Climate Active Carbon Neutral accreditation for suppliers.
- Focus on sustainable materials, energy efficiency, and environmentally friendly practices.
- Ongoing enhancement of specifications for low or Net Zero emissions, such as:
  - Road and pavement construction
  - Building design policies
  - Business services
  - Building and public/park lighting
  - HVAC
  - Power and appliances
  - Water, wastewater, and irrigation pumps
  - Sporting oval lighting



##### Rationale

- Carbon offset liabilities
  - Contributes to Net Zero carbon reduction capacity, potentially reducing the need for additional offset measures in the long run.
- Waste reduction
  - Prioritising sustainable products reduces waste generation.
  - Choosing products with minimal packaging supports waste reduction.
- Resource conservation
  - Selecting resource-efficient, durable products conserves natural resources.
- Financial savings
  - Initial higher costs often result in long-term financial savings.
  - Energy-efficient equipment reduces operational costs over its lifecycle.
- Meeting stakeholder expectations
  - Procuring from sustainable sources mitigates risks, including reputational risks.
  - Aligns with societal expectations, enhancing the organization's reputation.

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**Rationale**

- Innovation and market leadership
  - Encourages innovation and positions the organisation as a market leader in sustainability.



**Strategy**

- Development and adoption of a Low Carbon Procurement Policy for Council.
- Capacity building for capital works staff, procurement staff, and operational teams involved in various aspects of procurement.
- Facilitate a greater emphasis on suppliers' knowledge of their carbon footprint and Net Zero strategies.



#### 4.10 Funding opportunities



##### Objective

- Identify funding for carbon reduction projects.



##### Description

- Council already manages a dedicated Sustainability Reserve established in 2012. Key details include:
  - The reserve was initially seeded from various council budgets.
  - A cap of \$250,000 exists, with no additional funds added post full project reimbursement.
  - The reserve supported solar projects, contributing to Council's Carbon Neutrality initiative.
- Near-future evaluation
  - Intention to evaluate the reserve's guidelines and management.
  - Opportunity to implement report recommendations and establish clear directives for supported projects.



##### Opportunities

- Council's Sustainability Reserve :
  - Maintain, develop and capitalise Council's existing Sustainability Reserve to finance energy efficiency and renewable energy projects (similar to a Revolving Energy Fund).
  - Use savings generated from energy projects to replenish the reserve for future initiatives.
  - Leverage reserve for a continuous cycle of sustainable projects without additional strain on the council's budget.
- Australian Government Funding Programs
- Local Government Grants
- State Government Energy and Climate Change Funding Programs
- Renewable Energy Rebate or Grant Programs
- Climate Change and Adaptation Funds
- Public-Private Partnerships (PPPs)
- On-bill financing
- Community and Environmental Foundations
- Regional Development Funds
- Innovation Grants
- A Revolving Energy Fund or similar ensures a self-sustaining financial mechanism, where the returns generated from initial investments are continually reinvested, enabling the council to fund and implement a consistent stream of environmentally sustainable projects without solely relying on external sources.



##### Rationale

##### External funding:

- Scale and scope of projects
  - External funding allows Council to take on more extensive and impactful projects that might exceed the capacity of its internal revolving fund alone.
- Addressing comprehensive sustainability goals

**Rationale**

- Complementary external funds enable Council to address a broader range of sustainability objectives, contributing to comprehensive and integrated solutions.
- Risk mitigation
  - Relying solely on the internal Sustainability Reserve may expose the council to financial risks and limitations. External funds diversify the funding sources, reducing dependence on a single reservoir.
- Accelerating project timelines
  - External funding allows Council to expedite project implementation by providing additional financial resources.
- Meeting ambitious targets
  - Related to the above, external funding helps facilitate the realisation of ambitious environmental targets set by Council.
- Enhancing community impact
  - External funding allows for the implementation of projects with more substantial community impact, aligning with public expectations and demands.
- Demonstrating regional and national leadership
  - External funds support Council's participation in regional and national initiatives, reinforcing its commitment to broader sustainability and environmental agendas.

**Strategy**

- Align internal Sustainability Reserve with success factors observed in similar funds:
  - Develop realistic cash flow scenarios and seed funding requirements.
- Commit adequate internal Council resources to the pursuit of funding opportunities.
- Identify and act on short-term opportunities.



#### 4.11 Data management plan

To facilitate robust and accurate emissions reporting in the future, both for internal use and potential external reporting, it is recommended that Council establish a comprehensive tracking system that takes into account the sources of activity data, recording processes, emission factors applied, implementation of data quality improvement plans, and the identification and documentation of changes attributable to specific activities.

It is advisable for Council to establish a system for managing and tracking all greenhouse gas (GHG) emissions data, which are typically dispersed across the following reporting systems:

- Utility or resource data management platform (provided by a third party)
- Electricity data obtained from retailers
- Fuel card or bulk fuel records from diesel and petrol suppliers
- Water consumption data from supplier
- Internal tracking and records for electricity, natural gas, water, stationary and fleet fuel use
- Internal records of waste data from waste contractors
- Asset register of air-conditioning units (chillers, split-type and packaged units), including information on refrigerant gas used and recharge capacity
- Expenditure records from finance extract
- Tracking of yearly FTE numbers and annual employee surveys for staff commute information

The table below outlines the current tracking of reported emission sources and suggests improvements to enable the reporting of a comprehensive footprint across Council.

TABLE 17: PORT STEPHENS COUNCIL – ACTIVITY DATA SOURCES AND SUGGESTED IMPROVEMENTS IN DATA COLLECTION

| Emission source          | Activity data source            | Suggested improvement in data collection                                                                                                                                                                        |
|--------------------------|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Stationary fuel (LPG)    | Finance extract                 | •Develop an internal database of LPG consumption for all relevant Council facilities, for a more precise collection of activity data (in kL).                                                                   |
| Fleet fuel               | Internal reporting, fleet cards | •Incorporate the data collection of fuel consumption for diesel and petrol-powered machinery and equipment (e.g. generators, blowers, brush cutters & chainsaws) into Council's existing system for fleet fuel. |
| Natural gas              | None                            | •Consider using a utilities management portal to consolidate and streamline the collection of gas-related data.                                                                                                 |
| Refrigerants             | None                            | •Establish an asset register detailing the specific refrigerant type and corresponding charge (in kg) for all major refrigeration and air conditioning systems.                                                 |
| Grid electricity imports | Meter extract, bills, invoices  | •Investigate the potential for adopting an energy management system such as Azility or Envizi to harness enhanced features such as real-time                                                                    |

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| Emission source                                      | Activity data source              | Suggested improvement in data collection                                                                                                                                                                                                                                                         |
|------------------------------------------------------|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Streetlighting                                       | Bills, invoices                   | monitoring, dynamic data visualisation and reporting, as well as robust analytics and insights capabilities.                                                                                                                                                                                     |
| Self-consumed and exported electricity from solar PV | Solar PV monitoring portal export | <ul style="list-style-type: none"> <li>Implement a detailed monitoring system to capture interval data on self-consumption and exports from Council's solar PV systems, to better assess the systems' performance.</li> </ul>                                                                    |
| Waste                                                | Internal data reporting           | <ul style="list-style-type: none"> <li>Incorporate the data collection for generated waste from capital works into Council's existing system.</li> <li>Measure distribution across the different waste mix types or categories via audits to facilitate improved emissions estimates.</li> </ul> |
| Water                                                | Meter extract, bills, invoices    | <ul style="list-style-type: none"> <li>Nil.</li> </ul>                                                                                                                                                                                                                                           |
| Employee commute                                     | Commuting survey                  | <ul style="list-style-type: none"> <li>Consider conducting an employee commute survey annually to better estimate staff commute emissions.</li> </ul>                                                                                                                                            |
| Cleaning services, chemicals and equipment           | Finance extract                   | <ul style="list-style-type: none"> <li>Continue to monitor the annual expenditures relating to cleaning services and equipment procured by Council.</li> </ul>                                                                                                                                   |
| ICT services and equipment                           | Finance extract                   | <ul style="list-style-type: none"> <li>Continue to monitor the annual expenditures relating to ICT services and equipment procured by Council.</li> </ul>                                                                                                                                        |
| Industrial machinery and motor equipment             | Finance extract                   | <ul style="list-style-type: none"> <li>Continue to monitor the annual expenditures relating to machinery and motor equipment procured by Council.</li> </ul>                                                                                                                                     |
| Advertising services                                 | Finance extract                   | <ul style="list-style-type: none"> <li>Continue to monitor the annual expenditures relating to professional services procured by Council.</li> </ul>                                                                                                                                             |
| Legal services                                       | Finance extract                   |                                                                                                                                                                                                                                                                                                  |
| Security and personal safety                         | Finance extract                   |                                                                                                                                                                                                                                                                                                  |
| Taxis and hire cars                                  | Finance extract                   |                                                                                                                                                                                                                                                                                                  |
| Technical services                                   | Finance extract                   |                                                                                                                                                                                                                                                                                                  |





#### 4.12 Emissions reduction pathway to 2050

Following workshops conducted with key internal stakeholders and comprehensive analyses of data provided, an emissions reduction pathway was developed to assist Port Stephens Council to reduce emissions moving forward.

The pathway is based on initiatives like renewable energy PPAs, and abatement opportunities via onsite solar, energy efficiency, gas transition, as well as initiatives related to transportation, landfill emissions, and sustainable procurement, as detailed in Table 18. Implementation timelines and scale of each measure within the pathway may be adjusted in the future as circumstances evolve and further insights are gained.

TABLE 18: MODELLED ASSUMPTIONS FOR DEVELOPING PORT STEPHENS COUNCIL'S EMISSIONS REDUCTION PATHWAY TO NET ZERO

| Emission source                 | Scenario to reduce emissions                                                                                                                                                                                                                                                                                                                   | Timing                                     |
|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| Stationary fuel                 | Fully transition from bottled gas use to induction cooking and electrified heating from FY 2030 until FY 2050.                                                                                                                                                                                                                                 | FY 2030 → FY 2050                          |
| Transport fuel                  | Progressively transition Council's passenger fleet (light & heavy vehicles), as well as plant and outdoor equipment to low- or zero-emission vehicles by FY 2035.                                                                                                                                                                              | FY 2024 → FY 2035                          |
| Purchased electricity           | Extend PPA contracts and continue purchase of 100% renewable electricity beyond FY 2026. It is assumed that Council would continue procuring renewable power even after the initial contract expires, with this need potentially expiring when the grid is wholly or largely renewable.                                                        | FY 2022 → FY 2050                          |
| Electricity – on-site solar PV  | Install new solar PV systems in the medium-term to increase onsite solar capacity. Sizes of modelled solar PV systems are as follows:<br>1. Raymond Terrace Works Depot - 50 kW<br>2. Lakeside Leisure Centre - 74.8 kW<br>3. Fingal Bay Holiday Park - 59.7 kW<br>4. Shoal Bay Holiday Park - 38.7 kW                                         | FY 2028 → FY 2030                          |
| Electricity – energy efficiency | Implement energy efficiency measures to achieve year-on-year electricity demand reduction.<br><br>Based on the assumption that Council undertakes identified actions to improve energy efficiency across Council assets, reducing electricity consumption to a 10% reduction by FY 2035, and further progressing to a 25% reduction by FY 2050 | FY 2024 → FY 2035<br><br>FY 2035 → FY 2050 |



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| Emission source           | Scenario to reduce emissions                                                                                                                                                      | Timing            |
|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| Waste                     | Council will implement waste diversion measures from FY 2024 to achieve 90% average recovery rate across all waste streams by FY 2050.                                            | FY 2024 → FY 2050 |
| Employee commute          | Progressively transition to 100% purchases of low- or zero-emission vehicles among Council staff.                                                                                 | FY 2024 → FY 2035 |
| Sustainable procurement   | Council will integrate sustainable procurement within business and operational models. A linear progression to 50% emissions reduction by 2050 has been modelled for the pathway. | FY 2028 → FY 2050 |
| Purchasing carbon offsets | Council will purchase carbon offsets in 2050 to achieve Net Zero status across Scope 1, Scope 2, and Scope 3 emissions (based on developed emissions footprint).                  | FY 2050           |



#### 4.13 Setting emissions reduction targets

Council has committed to becoming a Carbon Neutral organisation for its operational emissions by 2025.

Based on stakeholder engagement, assessment of emission reduction opportunities, alignment with current legislation, it is recommended that Council consider the following renewable energy and emissions reduction targets as part of a long-term commitment to achieving Net Zero:

- Renew PPA contract of purchasing 100% renewable electricity beyond 2026:**  
 It is recommended that Council extends its PPA contract for its sites past 2026, to continually achieve substantial emissions reductions from purchased electricity.
- Net Zero for Scope 1, 2 and 3 emission sources by FY 2050:**  
 It is recommended that Council commits to aligning with the NSW State Government target of Net Zero emissions by FY 2050, or earlier. This would involve a comprehensive, ongoing program of emission reduction works and value chain decarbonisation initiatives, implemented in accordance with the identified optimal timing, thereby minimising final carbon offset liability while maximising overall benefits to Council.

The assumptions listed in TABLE 18 above in conjunction with the targets suggested above have been used to inform the emissions reduction forecast shown in FIGURE 10 below, representing an ambitious though feasible emissions reduction pathway for Council.

Council may also wish to select an interim target in line with NSW State Government targets. This approach of setting interim targets is in line with the Science based Target initiative (SBTi) which emphasises the need for a steady downward trajectory. Both these options would require establishment (through modelling or calculation of actual data) of a baseline carbon footprint year for 2005 or later. In the absence of any other established baseline year, FY 2022 (7,586 t CO<sub>2</sub>-e) may be used to provide an indicative idea of feasibility:

- 50% emissions reduction by FY 2030:** The 2030 emissions forecast in Figure 10 of 4,159 t CO<sub>2</sub>-e, represents a 47% reduction on 2022 levels, just short of the NSW Government target.
- 70% emissions reduction by FY 2035:** The 2035 emissions forecast in Figure 10 of 2,525 t CO<sub>2</sub>-e, represents a 68% reduction on 2022 levels, again just short of the NSW Government target.

Council may wish to undertake further analysis prior to future reviews of this ERAP, to inform whether and which new targets should be adopted.

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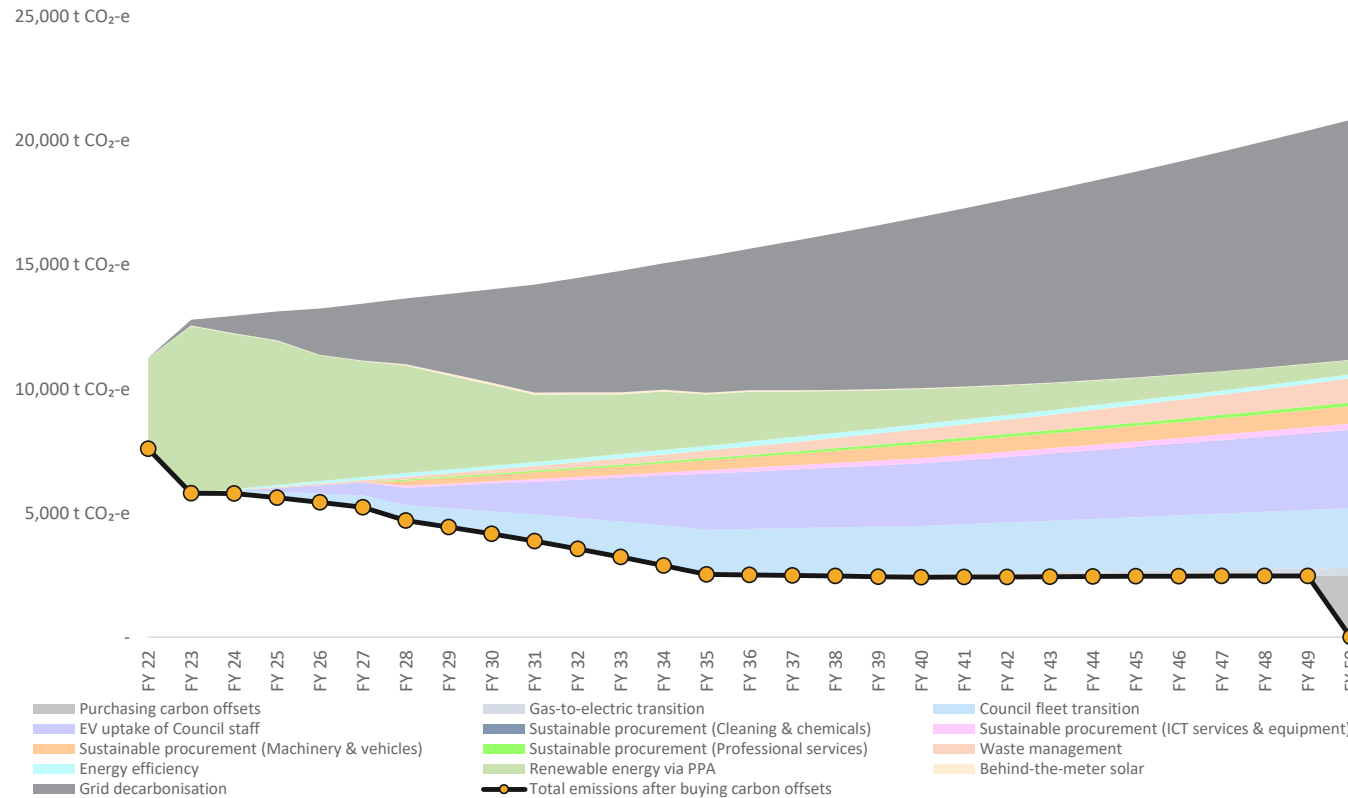


FIGURE 10: PORT STEPHENS COUNCIL'S EMISSIONS REDUCTION PATHWAY



## 5 Port Stephens Council Emissions Reduction Action Plan

This section translates the strategic considerations outlined in the previous section into clear, actionable and prioritised measures. These measures consider both impact and cost-effectiveness to ensure an efficient use of resources, focusing on initiatives that yield optimal returns in emissions reduction. The goal of the ERAP is to reduce emissions and in an alignment with Council's operational processes, financial context, and the broader trajectory of sustainable development.

To attain substantial reductions in energy consumption and carbon emissions, Port Stephens Council must allocate time, resources and financial support to a comprehensive multi-year program that will see the implementation of measures aimed at reducing emissions. A primary focus should be on investing in initiatives that not only contribute to emissions abatement, but also improve Council's bottom line. Such initiatives are categorised into short, medium and long-term timelines, prioritised based on the significance of the emission source in Council's inventory, with consideration of costs and maturity of the recommended technologies. The opportunities outlined in this section expand upon the broad measures outlined in the SECTION 4.

Some initiatives implemented in the short-term are expected to carry forward into the medium and long-term, whilst some are designed to be built upon by new measures during those timeframes. Some initiatives will not be available until the medium or long-term due to financial, technological or other constraints. It is expected that as the ERAP is implemented, new opportunities may arise that have not been outlined here while some that have been outlined may need to be altered or abandoned as new opportunities arise.

It is therefore recommended that this plan be reviewed by 2027 together with an updated carbon footprint. Revisions should prioritise refinement of medium-term actions and engagement of new Council members to ensure the plan remains dynamic and adaptable.

Within the tables that follow, actions identified with a \* are especially relevant to achieving Council's short term target, with a focus on Scope 1 and 2 emissions, those without are relevant to a more comprehensive, longer term Net Zero target.

### 5.1 Short-term (FY 2024-26) Action Plan

Following the evaluation of on-site measures, the existing electricity market, sustainable transport, behind-the-meter solar, energy efficiency, gas-to-electric transition, waste management, and sustainable procurement opportunities, a proposed short-term action plan for Council is outlined in TABLE 19 below. Short-term actions can reduce the costs of Carbon Neutral by reducing the number of offsets required in 2025 and reduce emissions towards Net Zero.

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TABLE 19: PORT STEPHENS COUNCIL – SHORT-TERM ACTION PLAN FOR COUNCIL OPERATIONS

| Action # | Objective                                                  | Action                                                                                  | Description                                                                                                                                                                                                                                                        | Category                | Sub-category         | Emissions Scope |
|----------|------------------------------------------------------------|-----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|----------------------|-----------------|
| 1.1*     | Consider emissions during procurement and project planning | Develop Sustainable Procurement Guidelines.                                             | Develop guidelines to support employees to consider emissions and sustainability during procurement and project planning.                                                                                                                                          | Business Improvement    | Sustainable Planning | All Scopes      |
| 1.2*     |                                                            | Adopt sustainability criteria within Council's project management framework             | Adopt sustainability criteria within Council's project management framework to ensure that emissions are considered during the project planning stage as risks, budget and resourcing are evaluated and integrated.                                                | Business Improvement    | Sustainable planning | All Scopes      |
| 1.3      |                                                            | Adopt sustainable events guidelines                                                     | Adopt sustainability criteria with regards to both internal Council events and external events held on Council land or held in partnership with Council.                                                                                                           | Business Improvement    | Sustainable events   | Scope 3         |
| 1.4      |                                                            | Investigate Council supplier Net Zero positions                                         | Conduct hotspot analysis and supplier segmentation on Council's value chain by FY 2025.                                                                                                                                                                            | Sustainable procurement | Procurement data     | Scope 3         |
| 1.5*     |                                                            | Investigate educational programs to increase awareness of sustainability across Council | Investigate introducing a series of ongoing education programs to improve sustainability literacy across Council. Topics could include the efficient use of electric tools, sustainable water practices, availability of EVs, embodied carbon awareness, and more. | Business Improvement    | Sustainable planning | All Scopes      |

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| Action # | Objective | Action                                                                   | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Category                | Sub-category                      | Emissions Scope |
|----------|-----------|--------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-----------------------------------|-----------------|
| 1.6*     |           | Optimise HVAC use in Council buildings                                   | Identify energy-efficient systems through Council's procurement with the aim of improving energy efficiency.                                                                                                                                                                                                                                                                                                                                                                         | Sustainable procurement | HVAC                              | Scopes 1 & 2    |
| 1.7*     |           | Update procurement Framework to include ESD and emissions considerations | Update Council's existing procurement framework to reflect greater consideration of emission reduction objectives                                                                                                                                                                                                                                                                                                                                                                    | Sustainable procurement | Services and equipment purchasing | All Scopes      |
| 1.8*     |           | Update tender documentation to include ESD and emissions considerations  | Revise tender documentation for holiday parks to incorporate environmentally sustainable design (ESD) principles, ensuring such factors are considered when evaluating options for cabins that are due for replacement. Explore energy-efficient solutions surpassing code requirements for insulation, glazing, appliances, and electrification. Explore the feasibility of incorporating optional solar heating, solar PV, and battery storage, especially in areas without shade. | Energy efficiency       | Sustainable design                | All Scopes      |
| 1.9*     |           | Upgrade to energy-efficient split systems at end-of-life.                | Identify energy-efficient systems through Council's procurement process for the replacement of AC units at end-of-life, aiming to improve the overall energy efficiency of the facility.                                                                                                                                                                                                                                                                                             | Energy efficiency       | HVAC                              | All Scopes      |

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective                                      | Action                                                    | Description                                                                                                                                                                                                  | Category                    | Sub-category            | Emissions Scope |
|----------|------------------------------------------------|-----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-------------------------|-----------------|
| 2.1*     | Identify funding for carbon reduction projects | Explore grant options                                     | Investigate the availability of grants to fund the implementation of actions outlined in the Emissions Reduction Action Plan and other sustainable projects across Council.                                  | Finance                     | Sustainability funding  | All Scopes      |
| 2.2*     |                                                | Review sustainability reserve                             | Review the requirements of Council's Sustainability Reserve to ensure that the fund can support the implementation of actions in the Emissions Reduction Action Plan and sustainable project across Council. | Sustainable procurement     | Sustainability funding  | All Scopes      |
| 3.1*     | Maintain zero emissions from electricity       | Monitor grid decarbonisation                              | Monitor trends in grid emissions intensity to optimise the leveraging of grid decarbonisation in line with the review of the PPA.                                                                            | Grid decarbonisation        | Electricity supply      | Scopes 2 & 3    |
| 3.2*     |                                                | Review PPA agreement and plan for end of contract in 2026 | Subject to an initial assessment of the feasibility of alternative market offers for purchasing renewable energy, review continuation of 100% renewable PPA past the expiry date in 2026.                    | Purchasing renewable energy | Electricity procurement | Scope 2         |
| 4.1      | Monitor changes to Council emissions over time | Collect data from capital works projects                  | Capture data on recycled and landfilled waste from capital works.                                                                                                                                            | Waste management            | Waste data              | Scope 3         |
| 4.2*     |                                                |                                                           | Capture data on material usage and liquid fuel consumption for capital works.                                                                                                                                | Sustainable procurement     | Procurement data        | Scopes 1 & 3    |



## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective | Action                                                  | Description                                                                                                                                                                                                        | Category                   | Sub-category    | Emissions Scope |
|----------|-----------|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-----------------|-----------------|
| 4.3      |           | Collect data on employee commuting                      | Administer a commuting survey among Council staff to capture data for assessing emissions from employee commute.                                                                                                   | Sustainable transport      | Staff commute   | Scope 3         |
| 4.4*     |           | Collect data on natural gas and LPG consumption         | Capture natural gas and LPG consumption data.                                                                                                                                                                      | Gas-to-electric transition | Gas heating     | Scopes 1 & 3    |
| 4.5*     |           | Collect data on fugitive emissions from refrigerants    | Capture data on refrigerant top-up charges for HVAC units across Council assets.                                                                                                                                   | Energy efficiency          | HVAC            | Scope 1         |
| 4.6*     |           | Explore emissions tracking software                     | Explore software options for capturing emissions data for long-term reporting and monitoring purposes.                                                                                                             | Business Improvement       | Data management | All Scopes      |
| 4.7*     |           | Maintain database of Council Scope 1, 2 and 3 emissions | Create a systematic procedure for collecting and managing the data required to calculate Council's carbon footprint, including setting up designated folders for staff to deposit data (e.g. refrigerant charges). | Emissions Monitoring       | Data management | All Scopes      |
| 4.8*     |           | Determine offsetting requirements.                      | Analyse the data regarding Council's progress towards reducing emissions to determine any obligations relating to offsetting and to ensure Council meets its targets.                                              | Emissions Monitoring       | Offsetting      | All scopes      |

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective                                | Action                                                           | Description                                                                                                                                                                                                                                            | Category               | Sub-category          | Emissions Scope |
|----------|------------------------------------------|------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------------------|-----------------|
| 5.1*     | Optimise Council electricity consumption | Investigate pool temperatures and review Winter closure periods  | Investigate potential to reduce operational hours at Council owned swimming pools and/or reduce pool heating temperatures.                                                                                                                             | Energy efficiency      | Sustainable planning  | Scope 2         |
| 5.2*     |                                          | Monitor efficiency and suitability of Council's solar PV systems | Continue to monitor current yield and export from the 211-kW solar array at the Raymond Terrace Administration Building, and assess its impact on peak demand to identify opportunities for energy demand optimisation and associated cost reductions. | Behind-the-meter solar | Solar PV - Roof - LGC | Scopes 2 & 3    |
| 5.3*     |                                          | Optimise HVAC use in Council buildings                           | Set up the central controller at the Raymond Terrace Works Depot to maximise the functionality of the split and VRV systems for energy-efficient operation.                                                                                            | Energy efficiency      | HVAC                  | All Scopes      |
| 5.4*     |                                          | Optimise lighting at Council buildings and facilities            | Ensure that the lighting at the Raymond Terrace Works Depot is turned off at night, and consider dimming / occupancy sensors for external night lights.                                                                                                | Energy efficiency      | Lighting              | Scopes 2 & 3    |
| 5.5*     |                                          |                                                                  | Investigate upgrading fluoro lighting to LED at Councils Buildings including approximately 60-70 36-W twin fluoro battens and 10 x CFL fittings with LEDs at the Medowie Community Centre and all remaining twin 36-W fluoro battens                   | Energy efficiency      | Lighting              | Scopes 2 & 3    |

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective | Action | Description                                                                                                                                                                                                                          | Category          | Sub-category           | Emissions Scope |
|----------|-----------|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|------------------------|-----------------|
|          |           |        | to LED at the Tomaree Library and Community Centre.                                                                                                                                                                                  |                   |                        |                 |
| 5.6*     |           |        | Continue to upgrade sports field lighting to LED.                                                                                                                                                                                    | Energy efficiency | Lighting               | Scopes 2 & 3    |
| 5.7*     |           |        | Investigate if LED technology can replace conventional fluorescent or mercury lights for UV disinfection control systems at the Lakeside Leisure Centre.                                                                             | Energy efficiency | UV disinfection system | Scopes 2 & 3    |
| 5.8*     |           |        | Assess the potential for installation of VSD control for the two 15-kW recirculating direct-on-line (DOL) pumps at the Tilligerry Aquatic Centre, as well as implementation of night mode, dynamic control, and fixed speed options. | Energy efficiency | Pumping                | Scopes 2 & 3    |
| 5.9*     |           |        | Confirm that three 15-kW pumps at the Tomaree Aquatic Centre are DOL-controlled and assess the scope for VSD control to reduce energy demand, including an assessment of fixed speed setting, night setback and dynamic control.     | Energy efficiency | Pumping                | Scopes 2 & 3    |

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective                                   | Action                                                          | Description                                                                                                                                                                                                                                                    | Category              | Sub-category          | Emissions Scope |
|----------|---------------------------------------------|-----------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------|-----------------|
| 5.10*    |                                             | Support Community User Groups to reduce electricity consumption | Develop an education program for Community User Groups aimed at promoting sustainable use of electricity for fridges, hot water and lighting across Council assets.                                                                                            | Energy efficiency     | Community User Groups | Scopes 2 & 3    |
| 5.11*    |                                             |                                                                 | Investigate the potential to offer a small grant program designed to increase the uptake of energy-efficient equipment (e.g. refrigerator upgrades) for Community User Groups.                                                                                 | Energy efficiency     | Community User Groups | Scopes 2 & 3    |
| 5.12*    |                                             | Upgrade heat pumps for water heating                            | Proceed with the planned replacement of the indoor Rheem heat pump at the Lakeside Leisure Centre within the next two years.                                                                                                                                   | Energy efficiency     | Water heating         | Scopes 2 & 3    |
| 6.1*     | Optimise charging infrastructure at Council | Increase charging infrastructure at Council                     | Integrate evaluation and strategic planning for EV charging infrastructure in the upcoming Council fleet plan, with the aim of a phased, medium-to-long term transition to battery electric vehicles (BEVs) for Council's passenger cars and utility vehicles. | Sustainable transport | Fleet transition      | Scopes 1 & 3    |

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective                                   | Action                                                            | Description                                                                                                                                                                                                                                                                                                                                                                         | Category                   | Sub-category     | Emissions Scope |
|----------|---------------------------------------------|-------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|------------------|-----------------|
| 6.2*     |                                             | Monitor suitability of charging infrastructure                    | Analyse the usage of the new charging stations at the Raymond Terrace Works Depot. Review a suitable timeframe for deploying additional chargers and explore short-term options for powering utes and other light commercial vehicles (LCVs). Ensure that the installed charging capacity at the depots is sufficient to meet future demands regarding battery-powered small plant. | Sustainable transport      | Fleet transition | Scopes 1 & 3    |
| 7.1*     | Reduce Council gas consumption              | Transition from gas heating and cooking to electric alternatives. | Explore alternatives to gas for cooking and heating at the Holiday Parks, beginning with cabins that are due for replacement in the coming years. Collaborate with industry suppliers to convey the potential shift towards fully electric cabins for water heating and induction cooking in the future.                                                                            | Gas-to-electric transition | Gas heating      | Scopes 1 & 3    |
| 8.1*     | Reduce Council reliance on grid electricity | Investigate BESS for sites with solar PV                          | Investigate the potential of a battery energy storage system (BESS) at the Raymond Terrace Administration Building to help reduce the site's peak demand and capacity based on current export levels and timing.                                                                                                                                                                    | Behind-the-meter solar     | BESS             | Scopes 2 & 3    |

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective                             | Action                                                            | Description                                                                                                                                                                                                       | Category               | Sub-category          | Emissions Scope |
|----------|---------------------------------------|-------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------------------|-----------------|
| 8.2*     |                                       |                                                                   | Investigate the feasibility of implementing a battery system at the Tomaree Library and Community Centre to enhance self-consumption of solar energy.                                                             | Behind-the-meter solar | BESS                  | Scopes 2 & 3    |
| 8.3*     |                                       | Rollout solar PV across Council buildings                         | Develop a rollout plan and explore potential funding sources to facilitate the implementation of solar opportunities identified at holiday parks.                                                                 | Behind-the-meter solar | Solar PV              | Scopes 2 & 3    |
| 8.4*     |                                       | Rollout solar PV across Council buildings                         | Complete planned 89kW expansion to solar at the Raymond Terrace Works Depot.                                                                                                                                      | Behind-the-meter solar | Solar PV - Roof - STC | Scopes 2 & 3    |
| 9.1*     | Reduce emissions from Council's fleet | Create an organisational position on home charging                | Develop an organisational position concerning the reimbursement of electricity consumption associated with charging EVs, particularly in the context of Council fleet vehicles (including commuter use vehicles). | Sustainable transport  | Fleet transition      | Scopes 1 & 3    |
| 9.2*     |                                       | Create a plan to transition fleet to low or no emission vehicles. | Create an EV Working Group tasked with implementing initiatives aimed at increasing EV uptake among Council staff and within Council fleet vehicles.                                                              | Sustainable transport  | Fleet transition      | Scopes 1 & 3    |

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective                                | Action                                                         | Description                                                                                                                                                                                                                                                                                                                                                                                                                           | Category              | Sub-category     | Emissions Scope |
|----------|------------------------------------------|----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|------------------|-----------------|
| 9.3*     | Reduce emissions from employee commuting |                                                                | Update Council's fleet & procurement policies to reflect a proactive strategy for supporting accelerated adoption of vehicles featuring advanced fuel-efficient & electric technologies (e.g. hybrid EVs, plug-in hybrid EVs).                                                                                                                                                                                                        | Sustainable transport | Fleet transition | Scopes 1 & 3    |
| 9.4*     |                                          | Optimise fuel efficiency in fleet vehicles                     | Investigate potential use of telematics data from Council's existing fleet to monitor driving behaviours and mileage, to facilitate informed decision-making, optimise operational efficiency, minimise fuel consumption, and promote sustainable driving practices.                                                                                                                                                                  | Sustainable transport | Fleet transition | Scopes 1 & 3    |
| 9.5*     |                                          | Transition fossil fuel-powered small plant to electric options | Explore the feasibility of transitioning to battery-powered small plant equipment.                                                                                                                                                                                                                                                                                                                                                    | Sustainable transport | Fleet transition | Scopes 1 & 3    |
| 10.1     |                                          | Increase EV uptake across Council                              | Investigate options for incentivising the adoption of personal electric vehicles among Council staff. For example, in a novated lease arrangement, Council assumes responsibility for lease payments deducted from an employee's pre-tax salary, leading to substantial savings due to fringe benefits tax (FBT) exemptions. Alternatively, Council may investigate offering 'free charging' options to employees via installation of | Sustainable transport | Staff commute    | Scope 3         |

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective                          | Action                                                              | Description                                                                                                                                                                                                                      | Category              | Sub-category  | Emissions Scope |
|----------|------------------------------------|---------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|---------------|-----------------|
|          |                                    |                                                                     | charging stations at solar carports in workplaces (e.g. Council depots).                                                                                                                                                         |                       |               |                 |
| 10.2*    |                                    | Optimise use of public transport and ridesharing                    | Explore options for encouraging increased use of public transport and ridesharing among Council staff.                                                                                                                           | Sustainable transport | Staff commute | Scope 3         |
| 10.3     |                                    | Reduce employee travel requirements                                 | Optimise employee work-from-home arrangements and use of video conferencing for meetings where possible.                                                                                                                         | Sustainable transport | Staff commute | Scope 3         |
| 11.1*    | Reduce emissions from refrigerants | Consider global warming potential (GWP) when upgrading HVAC systems | Create an asset upgrade plan for the Tomaree Library and Community Centre for transitioning R22 units to ones utilising lower GWP gases (e.g. R32), and achieve notably higher energy efficiency, targeting an EER of around 4+. | Energy efficiency     | HVAC          | Scope 1         |



## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective                   | Action                                     | Description                                                                                                                                                                                                                                                                   | Category         | Sub-category    | Emissions Scope |
|----------|-----------------------------|--------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-----------------|-----------------|
| 12.1     | Reduce emissions from waste | Educate staff on waste reduction           | Implement staff education & training as part of Council's Waste Minimisation Plan and as specified in the Waste Management Strategy 2021-2031.                                                                                                                                | Waste management | Waste reduction | Scope 3         |
| 12.2     |                             | Implement new waste streams where possible | Investigate feasibility of implementing new waste streams (e.g. soft plastics, textiles, food waste, business waste, core flutes and internal operational waste) and other measures to support separation of garden organics (GO) and food organics & garden organics (FOGO). | Waste management | Waste reduction | Scope 3         |
| 12.3     |                             | Implement Waste Management Strategy        | Implement short-term measures as specified in Council's Waste Management Strategy 2021-2031, with a key focus on meeting established waste diversion targets.                                                                                                                 | Waste management | Waste strategy  | Scope 3         |
| 12.4     |                             | Optimise litter bin placement              | Continue to develop Council's comprehensive litter-bin mapping with the aim of convenient litter bin placements.                                                                                                                                                              | Waste management | Waste reduction | Scope 3         |

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

## 5.2 Medium-term (FY 2027-30) Action Plan

Following the evaluation of on-site measures, the existing electricity market, sustainable transport, behind-the-meter solar, energy efficiency, gas-to-electric transition, waste management, and sustainable procurement opportunities, a proposed medium-term action plan for Council is outlined in TABLE 20 below. Medium-term actions can reduce the ongoing costs of Council retaining its carbon neutrality to 2030, or continue to reduce emissions towards Net Zero.

TABLE 20: PORT STEPHENS COUNCIL – MEDIUM-TERM ACTION PLAN FOR COUNCIL OPERATIONS

| Action # | Objective                                                  | Action                                              | Description                                                                                                                                                                                                                                                                      | Category                | Sub-category                      | Emission Scope |
|----------|------------------------------------------------------------|-----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------|
| 1.1*     | Consider emissions during procurement and project planning | Develop a sustainable procurement roadmap           | Develop a sustainable procurement roadmap that incorporates sustainability requirements (e.g. low-carbon components, high levels of recycled content, energy-efficient) in specifications and evaluation criteria for services, equipment and products in Council's procurement. | Sustainable procurement | Services and equipment purchasing | All Scopes     |
| 1.2*     |                                                            | Increase awareness of sustainability across Council | Establish and conduct internal engagement and training programs to promote the integration of sustainability criteria in all Council procurement decisions.                                                                                                                      | Sustainable procurement | Services and equipment purchasing | All Scopes     |

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective                                | Action                                                                            | Description                                                                                                                                                                                                                                                                                                                                                                                   | Category          | Sub-category       | Emission Scope |
|----------|------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------------------|----------------|
| 1.3*     |                                          | Upgrade holiday park cabins to low-carbon design options as they become available | As holiday park cabins undergo upgrades, consistently explore the market for innovative and low-carbon design options that can effectively lower emissions and operational costs for both Council and/or the park operator. Market testing can provide valuable insights into the size of the holiday cabin market in Australia and available leverage for promoting greater innovation.      | Energy efficiency | Sustainable design | All Scopes     |
| 2.1*     | Optimise Council electricity consumption | Continue with the LED lighting upgrades                                           | Continue with the LED lighting upgrades for the other facilities at the Tomaree Sports Complex and other sports fields in the LGA through Council funds, grants, and other available resources. Consider that cost-effectiveness tends to be poor with low utilisation or hours of use, so lighting replacements typically depend on planned upgrades and grant funding for community sports. | Energy efficiency | Lighting           | Scopes 2 & 3   |
| 2.2*     |                                          | Upgrade to more energy-efficient systems at Council Buildings                     | Gradually transition to electronically commutated (EC) fans at the Raymond Terrace Administration Building where feasibility and cost-effectiveness are demonstrated.                                                                                                                                                                                                                         | Energy efficiency | HVAC               | Scopes 2 & 3   |

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective                                   | Action                                                                                          | Description                                                                                                                                                                                                                                                                                                                                                                                                                                    | Category                   | Sub-category               | Emission Scope |
|----------|---------------------------------------------|-------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|----------------------------|----------------|
| 2.3*     |                                             |                                                                                                 | Gradually upgrade to more energy-efficient split systems at the Raymond Terrace Library through procurement as existing units fail or reach end-of-life status.                                                                                                                                                                                                                                                                                | Energy efficiency          | HVAC                       | Scopes 2 & 3   |
| 2.4*     |                                             |                                                                                                 | Gradually upgrade to more energy-efficient split systems at the Koala Sanctuary Holiday Park through procurement as existing units fail or reach end-of-life status.                                                                                                                                                                                                                                                                           | Energy efficiency          | HVAC                       | Scopes 2 & 3   |
| 3.1*     | Optimise charging infrastructure at Council | Upgrade power charging capacity as needed                                                       | Upgrade power charging capacity across Council as needed to support increasing demand for powering additional battery-powered equipment.                                                                                                                                                                                                                                                                                                       | Sustainable transport      | EV charging infrastructure | Scopes 1 & 3   |
| 4.1*     | Reduce Council gas consumption              | Transition holiday park cabins and amenities to electric solutions powered by renewable sources | Transition cabins and amenities at the Holiday Parks that are currently using gas (both bulk and bottled) to electric solutions powered by renewable sources progressively over time. Council may consider implementing a 'no new gas' policy and engaging stakeholders to streamline the electrification process as assets are replaced. Evaluate the spatial and fitness-for-purpose aspects of electric solutions for various applications. | Gas-to-electric transition | Gas heating                | Scopes 1 & 3   |

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Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective                                   | Action                                              | Description                                                                                                                                                                                                                                                                                                                                                                                   | Category               | Sub-category                           | Emission Scope |
|----------|---------------------------------------------|-----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|----------------------------------------|----------------|
| 5.1*     | Reduce Council reliance on grid electricity | Continue investigating BESS for sites with solar PV | Explore the potential for a distributed solar and battery solution at Fingal Bay Holiday Park. Beyond the suggested buildings, assess the feasibility of expanding solar to cabins, particularly those not nearing replacement age. Prioritise areas such as the 2-bed budget and 3-bed house & villa sections, which seem to have less shading compared to the 2-bed standard villa section. | Behind-the-meter solar | Solar PV - Roof - Distributed solution | Scopes 2 & 3   |
| 5.2*     |                                             |                                                     | Explore the potential for a distributed solar and battery solution at the Shoal Bay Holiday Park. In addition to the three main buildings, assess the feasibility of expanding solar to cabins, with a specific focus on S301 to S309, S201 to S209, and S401a to S420. An indicative estimate of 50 kW solar PV capacity may be installed.                                                   | Behind-the-meter solar | Solar PV – Roof - Distributed solution | Scopes 2 & 3   |

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective | Action                                                | Description                                                                                                                                                                                                                                                                                                                                                         | Category               | Sub-category                           | Emission Scope |
|----------|-----------|-------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|----------------------------------------|----------------|
| 5.3*     |           |                                                       | Explore the potential for a distributed solar and battery solution at Halifax Holiday Park. In addition to the two main buildings, assess the feasibility of expanding solar to cabins, with a specific focus on H401A, H701 to H718, H101, H202, H203, as well as the new villas H503 to H505. An indicative estimate of 75 kW solar PV capacity may be installed. | Behind-the-meter solar | Solar PV - Roof - Distributed solution | Scopes 2 & 3   |
| 5.4*     |           |                                                       | Explore the potential for a distributed solar and battery solution at Thou Walla Holiday Park. Assess the potential for expanding solar to cabins, with a focus on PV1 to PV6, B1 to B5, FV1 to FV5. An indicative estimate of 25 kW solar PV capacity may be installed.                                                                                            | Behind-the-meter solar | Solar PV - Roof - Distributed solution | Scopes 2 & 3   |
| 5.5*     |           | Continue to rollout solar PV across Council buildings | Consider expanding the 10-kW system on the new office building at the Raymond Terrace Works Depot with a 25-kW system to accommodate the remainder of the roof. Additionally, install a further 25-kW solar array on the roofs of the workshop/store buildings.                                                                                                     | Behind-the-meter solar | Solar PV - Roof - STC                  | Scopes 2 & 3   |

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective | Action | Description                                                                                                                                                                                                                                                           | Category               | Sub-category          | Emission Scope |
|----------|-----------|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------------------|----------------|
| 5.6*     |           |        | Install solar panels on the north-facing section of the building's roof at Medowie Community Centre. Alternatively, consider replacing the 5-kW system with a larger one that spans the entire awning, and upgrade to higher wattage panels for increased efficiency. | Behind-the-meter solar | Solar PV - Roof - STC | Scopes 2 & 3   |
| 5.7*     |           |        | Install a distributed solar PV system with cumulative capacity of 59.7 kW on the roofs of the reception, old and new amenities buildings to meet the buildings' daytime electricity demand at the Fingal Bay Holiday Park.                                            | Behind-the-meter solar | Solar PV - Roof - STC | Scopes 2 & 3   |
| 5.8*     |           |        | Assess the potential for the installation of a 38.7-kW solar PV array on the roofs of the reception, amenities, conference and entertainment buildings at the Shoal Bay Holiday Park.                                                                                 | Behind-the-meter solar | Solar PV - Roof - STC | Scopes 2 & 3   |
| 5.9*     |           |        | Assess the feasibility of installing solar PV on the roof of the amenities block and office building (H301) at Halifax Holiday Park. An estimated potential capacity of 20 kW may be installed.                                                                       | Behind-the-meter solar | Solar PV - Roof - STC | Scopes 2 & 3   |

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Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective                             | Action                                                           | Description                                                                                                                                                                                                                                                                                                                                                                                                                                              | Category               | Sub-category               | Emission Scope |
|----------|---------------------------------------|------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|----------------------------|----------------|
| 5.10*    |                                       |                                                                  | Evaluate the feasibility of installing solar PV on the roof of the amenities block at Thou Walla Holiday Park. An estimated potential capacity of 10 kW may be installed.                                                                                                                                                                                                                                                                                | Behind-the-meter solar | Solar PV - Roof - STC      | Scopes 2 & 3   |
| 5.11*    |                                       |                                                                  | Install a solar PV system with an estimated capacity of 50-75 kW on the roof of the main Admin Centre or café at the Koala Sanctuary Holiday Park.                                                                                                                                                                                                                                                                                                       | Behind-the-meter solar | Solar PV - Roof - STC      | Scopes 2 & 3   |
| 5.12*    |                                       |                                                                  | Evaluate the feasibility of an expanded solar array capable of meeting the majority of the site's electricity demands at the Nelson Bay Works Depot. An estimated additional capacity of 25-30kW PV can cover the site's existing needs, with the potential for a larger array in consideration of the gradual electrification of vehicles. Explore suitable locations such as the western roof of the workshop or the roof of the fabrication workshop. | Behind-the-meter solar | Solar PV - Roof - STC      | Scopes 2 & 3   |
| 6.1*     | Reduce emissions from Council's fleet | Increase uptake of low and zero-emission vehicles across Council | Agree on a strategy for the deployment of charging infrastructure and uptake of low and zero-emission vehicles among Council's fleet, inclusive of considerations for various charging infrastructure types and locations.                                                                                                                                                                                                                               | Sustainable transport  | EV charging infrastructure | Scopes 1 & 3   |



## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective                                | Action                                                           | Description                                                                                                                                                                                                                                                                                        | Category              | Sub-category                  | Emission Scope |
|----------|------------------------------------------|------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-------------------------------|----------------|
| 6.2*     |                                          |                                                                  | Facilitate Council's trial initiatives for low and zero-emission vehicles such as battery electric vehicles (BEVs) and plug-in hybrid electric vehicles (PHEVs), including heavy vehicles and outdoor equipment.                                                                                   | Sustainable transport | Electric vehicles and hybrids | Scopes 1 & 3   |
| 6.3*     |                                          | Upgrade power charging capacity as needed                        | Gradually deploy charging infrastructure at Council buildings to accommodate future needs for charging utes, other light commercial vehicles (LCVs), and eventually heavy vehicles (e.g. trucks), as aligned with the agreed overarching strategy and trial outcomes for Council fleet transition. | Sustainable transport | EV charging infrastructure    | Scopes 1 & 3   |
| 7.1      | Reduce emissions from employee commuting | Increase uptake of low and zero-emission vehicles across Council | Advance the rollout of initiatives (e.g. novated lease arrangements) to encourage adoption of personal electric vehicles among Council staff. Set procurement targets for the uptake of low and zero-emission vehicles by FY 2030.                                                                 | Sustainable transport | Staff commute                 | Scope 3        |

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

| Action # | Objective                   | Action                                                       | Description                                                                                                                                                                                                                  | Category         | Sub-category   | Emission Scope |
|----------|-----------------------------|--------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|----------------|----------------|
| 8.1      | Reduce emissions from waste | Implement new waste streams identified during previous phase | Subject to feasibility of identified measures in the short-term, proceed with implementing new waste streams and other initiatives to support separation of garden organics (GO) and food organics & garden organics (FOGO). | Waste management | Waste strategy | Scope 3        |
| 8.2      |                             | Progress Council's Waste Management Strategy                 | Maintain progress on actions to be implemented from Council's Waste Management Strategy 2021-2031. Assess impact of abatement measures on emissions.                                                                         | Waste management | Waste strategy | Scope 3        |

## ITEM 5 - ATTACHMENT 1 FINAL EMISSIONS REDUCTION ACTION PLAN.



Port Stephens Council  
Emissions Reduction Action Plan

### 5.3 Long-term (FY 2031+) Action Plan

Following the evaluation of on-site measures, the existing electricity market, sustainable transport, behind-the-meter solar, energy efficiency, gas-to-electric transition, waste management, and sustainable procurement opportunities, a proposed long-term action plan for Council is outlined in TABLE 21 below. Longer-term actions will continue to reduce the ongoing costs of Council retaining carbon neutrality by continuing to reduce emissions towards Net Zero.

TABLE 21: PORT STEPHENS COUNCIL – LONG-TERM ACTION PLAN FOR COUNCIL OPERATIONS

| Action # | Objective                                                  | Action                                                    | Description                                                                                                                                                                                                                                   | Category                   | Sub-category                      | Emission Scope |
|----------|------------------------------------------------------------|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-----------------------------------|----------------|
| 1.1*     | Consider emissions during procurement and project planning | Maintain awareness of sustainability across Council       | Continue to provide internal engagement and training programs for promoting the integration of sustainability criteria in all Council procurement decisions.                                                                                  | Sustainable procurement    | Services and equipment purchasing | All Scopes     |
| 1.2*     |                                                            | Maintain high level of focus on sustainability at Council | Continue to develop and refine specifications and evaluation criteria for services, equipment, and products in Council's value chain, ensuring inclusion of sustainability requirements.                                                      | Sustainable procurement    | Services and equipment purchasing | All Scopes     |
| 2.1*     | Reduce Council gas consumption                             | Continue to reduce usage of gas at Council                | Replace gas and water heating equipment with electric solutions (e.g. electric heat pumps) at Lakeside Leisure Centre.                                                                                                                        | Gas-to-electric transition | Gas and water heating             | Scopes 1 & 3   |
| 2.2*     |                                                            |                                                           | When upgrading or replacing hot water systems at the Koala Sanctuary Holiday Park, initially focusing on older accommodations followed by cabins in the longer term, explore electric hot water heating options to reduce emissions from gas. | Gas-to-electric transition | Water heating                     | Scope 1 & 2    |

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| Action # | Objective                                   | Action                                                                    | Description                                                                                                                                                                                                                                                                                                       | Category               | Sub-category              | Emission Scope |
|----------|---------------------------------------------|---------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|---------------------------|----------------|
| 3.1*     | Reduce Council reliance on grid electricity | Continue to evaluate feasibility of battery energy storage systems (BESS) | Explore the feasibility of BESS at Raymond Terrace Works Depot if further solar installations are planned in the future, and if the solar capacity exceeds the daytime demand from the grid.                                                                                                                      | Behind-the-meter solar | BESS                      | Scopes 2 & 3   |
| 3.2*     |                                             |                                                                           | Explore the feasibility of BESS at Raymond Terrace Administration building in conjunction with the assessment of solar carports and potential EV charging infrastructure for Council fleet.                                                                                                                       | Behind-the-meter solar | BESS                      | Scopes 2 & 3   |
| 3.3*     |                                             |                                                                           | Explore the feasibility of BESS at Raymond Terrace Library in conjunction with any future proposals for expanding solar capacity on the roof of the building.                                                                                                                                                     | Behind-the-meter solar | BESS                      | Scopes 2 & 3   |
| 3.4*     |                                             |                                                                           | Investigate the scope for a solar carport to augment the rooftop system, potentially incorporating BESS at Lakeside Leisure Centre. Implement solar carport with BESS where cost-effectiveness is demonstrated, and where the site's demand justifies it and can contribute to reducing peak demand and capacity. | Behind-the-meter solar | Solar PV - Carport & BESS | Scopes 2 & 3   |
| 3.5*     |                                             |                                                                           | Explore the feasibility of integrating BESS in conjunction with a larger array to meet most of the site's energy demands with solar at Medowie Community Centre.                                                                                                                                                  | Behind-the-meter solar | BESS                      | Scopes 2 & 3   |

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| Action # | Objective | Action                                        | Description                                                                                                                                                                                                                  | Category               | Sub-category       | Emission Scope |
|----------|-----------|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--------------------|----------------|
| 3.6*     |           |                                               | Explore the feasibility of integrating BESS at Koala Sanctuary Holiday Park into an expanded solar PV solution for meeting most of the site's energy demand through on-site solar, thereby mitigating peak capacity charges. | Behind-the-meter solar | BESS               | Scopes 2 & 3   |
| 3.7*     |           |                                               | Explore the feasibility of integrating BESS at Nelson Bay Works Depot in conjunction with the expanded solar array to maximise solar self-consumption.                                                                       | Behind-the-meter solar | BESS               | Scopes 2 & 3   |
| 3.8*     |           |                                               | Assess the potential for BESS at the Tomaree Library and Community Centre in conjunction with any proposed expansion of solar systems at the site.                                                                           | Behind-the-meter solar | BESS               | Scopes 2 & 3   |
| 3.9*     |           | Continue to rollout Solar PV at Council sites | Assess the feasibility of hosting a solar carport spanning the 24 parking spaces in the carpark area adjacent to the Administration Building at the Raymond Terrace Works Depot.                                             | Behind-the-meter solar | Solar PV - Carport | Scopes 2 & 3   |
| 3.10*    |           |                                               | Assess the potential for implementing solar carport at the Raymond Terrace Administration Building in the parking area adjacent to the Administration Building.                                                              | Behind-the-meter solar | Solar PV - Carport | Scopes 2 & 3   |
| 3.11*    |           |                                               | Assess and implement additional solar at the Tilligerry Aquatic Centre in the form of solar carport in the front carpark.                                                                                                    | Behind-the-meter solar | Solar PV - Carport | Scopes 2 & 3   |

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| Action # | Objective | Action | Description                                                                                                                                                                                                                                                                                                                                                         | Category               | Sub-category                    | Emission Scope |
|----------|-----------|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|---------------------------------|----------------|
| 3.12*    |           |        | If a feasible distributed solution is identified, formulate a business case, explore potential grant funding opportunities, and proceed with the development and implementation of a distributed solution at the Holiday Parks.                                                                                                                                     | Behind-the-meter solar | Solar PV - Distributed solution | Scopes 2 & 3   |
| 3.13*    |           |        | Assess the potential for expanding the solar capacity at the Koala Sanctuary Holiday Park, considering the available space on the Administration Centre roof, roofs of the two western-most motel accommodation blocks, and the site's parking areas. An estimated 130-150 kW of solar PV could generate the equivalent power to meet the site's grid requirements. | Behind-the-meter solar | Solar PV - Roof                 | Scopes 2 & 3   |
| 3.14*    |           |        | Evaluate and implement additional solar at the Tomaree Aquatic Centre in the form of a solar carport based on an assessment of future demand.                                                                                                                                                                                                                       | Behind-the-meter solar | Solar PV - Carport              | Scopes 2 & 3   |
| 3.15*    |           |        | Alongside the assessment for solar carport, explore the case of incorporating a battery storage system to optimise solar self-consumption and effectively manage peak demand and capacity at the Tomaree Aquatic Centre.                                                                                                                                            | Behind-the-meter solar | BESS                            | Scopes 2 & 3   |

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| Action # | Objective                             | Action                                                                                         | Description                                                                                                                                 | Category               | Sub-category                  | Emission Scope |
|----------|---------------------------------------|------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-------------------------------|----------------|
| 3.16*    |                                       |                                                                                                | Explore further opportunities for solar expansion, with an emphasis on solar carport solutions at the Tomaree Library and Community Centre. | Behind-the-meter solar | Solar PV - Carport            | Scopes 2 & 3   |
| 4.1*     | Reduce emissions from Council's fleet | Continue to transition Council's fleet & machinery to low and zero-emission vehicles and plant | Continue to upgrade the remainder of Council's fleet and machinery to low and zero-emission alternatives as they become available.          | Sustainable Transport  | Electric Vehicles and Hybrids | Scopes 1 & 3   |



#### 5.4 Monitoring and Review

Regularly updating Council's carbon footprint, at least bi-annually, is important for responsible progress-tracking on emission reduction targets, policies, and initiatives. Aligning Council's next update with the 2024-2025 financial year at the latest is crucial for timely monitoring and ensuring the specified 2025 targets are met.

This Emissions Reduction Action Plan should be reviewed by 2027 in conjunction with an up-to-date carbon footprint. The revision should include a focus on refining medium-term actions and garnering support from new council members, ensuring the plan remains dynamic and adaptable. In undertaking the review, an emphasis on fleet transition planning and the potential for emission reduction target adjustments and an expanded scope coverage, is recommended.





## Appendix A: Modelled solar PV opportunities at Council sites

### Fingal Bay Holiday Park

An opportunity identified for the medium term (FY 2026-2030) involves deploying a distributed solar PV system on several facilities at the Fingal Bay Holiday Park, with the aim of meeting most of the buildings' daytime energy demand.

FIGURE 11, FIGURE 12, FIGURE 13, and FIGURE 14 show aerial views of modelled solar PV (total capacity of 59.7 kW) layout configurations on the reception and amenities buildings at the park.

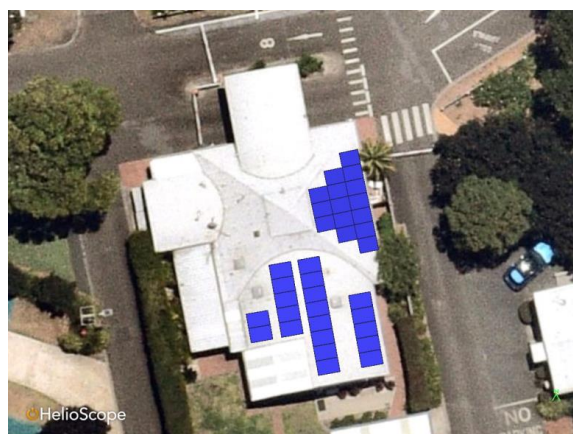


FIGURE 11: FINGAL BAY HOLIDAY PARK – RECEPTION



FIGURE 12: FINGAL BAY HOLIDAY PARK – AMENITIES (NEAR POOL)



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FIGURE 13: FINGAL BAY HOLIDAY PARK – AMENITIES (ALONG GOOYAH)



FIGURE 14: FINGAL BAY HOLIDAY PARK – AMENITIES (ALONG ORANA)

FIGURE 15 illustrates estimated grid electricity consumption before and after solar PV installation. To generate the site's average load profile, desktop research was undertaken to obtain load profiles specific to holiday parks. Such profiles were subsequently adjusted to align with the site's estimated annual demand. Note the observed lack of export arising from the theoretical load profile representing the holiday park's total demand, with the modelled solar arrays offsetting only a portion of the demand from select buildings. For more refined estimates, a comparison of building-specific load profiles against theoretical output from the installed solar PV on a per-building basis may be conducted.



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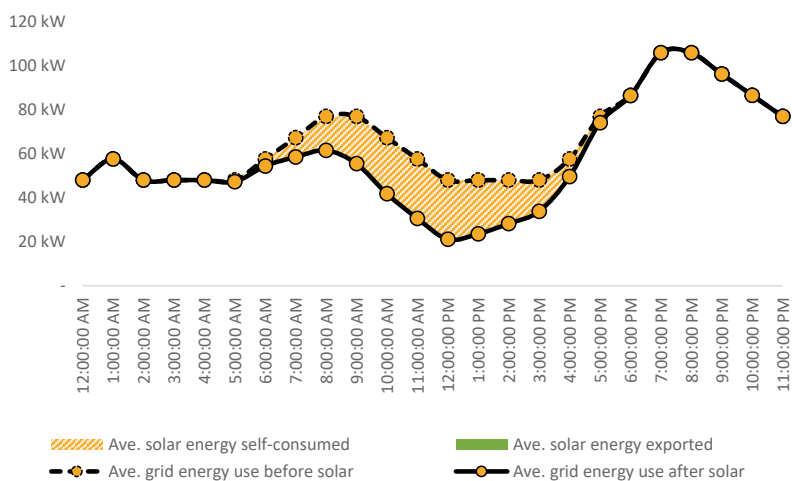


FIGURE 15: FINGAL BAY HOLIDAY PARK – MODELLED LOAD PROFILES BEFORE AND AFTER SOLAR PV

Considering the technical parameters obtained from the modelling, along with the following assumptions, a high-level cost-benefit analysis was conducted for the proposed system. TABLE 22 presents a summary of the assessment.

- Electricity rate of ~\$ 0.14 per kWh for estimating annual savings offset by the system is derived from mean electricity rates (excluding fixed costs like meter reading) from January to June 2022.
- Indicative feed-in tariff for solar exports is estimated at ~\$ 0.06 per kWh.
- Indicative year-1 operational maintenance costs is at ~\$ 15 per MWh of solar yield.
- Escalation rate for electricity charges is at ~6% per annum.
- Escalation rate for operational maintenance costs is at ~2.5% per annum.
- Degradation rate of solar PV performance estimated at ~1% per year.
- Discount rate of ~5% is applied for estimating the total net present value (NPV) of the system.

TABLE 22: FINGAL BAY HOLIDAY PARK – 59.7-kW SOLAR PV COST-BENEFIT ANALYSIS

| Description                     | Value      |
|---------------------------------|------------|
| System size                     | 59.7 kW    |
| Estimated capital cost          | \$ 71,604  |
| Estimated year-1 annual savings | \$ 8,878   |
| Internal rate of return         | 17%        |
| Payback period                  | 6.9 years  |
| Net present value (NPV)         | \$ 146,313 |
| Year-1 self-consumption         | 72 MWh pa  |



### Raymond Terrace Works Depot

A similar medium-term opportunity involving the expansion of the existing solar PV system at the Raymond Terrace Works Depot was identified. FIGURE 16 shows the aerial view of a modelled 50-kW solar PV array appended to the existing 10-kW system at the depot. Researched load profiles specific to commercial spaces were used as a reference and were adjusted to align with the site's estimated annual demand, resulting in the chart in FIGURE 17.



FIGURE 16: RAYMOND TERRACE WORKS DEPOT

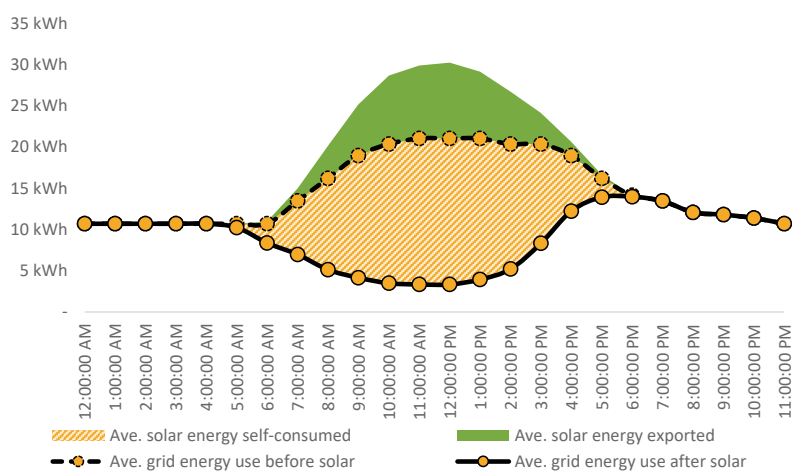


FIGURE 17: RAYMOND TERRACE WORKS DEPOT – MODELLED LOAD PROFILES BEFORE AND AFTER SOLAR PV



Together with the retrieved parameters from the modelling, the assumptions outlined for the proposed system at the Fingal Bay Holiday Park was re-applied to the depot, resulting in a high-level cost-benefit analysis summarised below:

**TABLE 23: RAYMOND TERRACE WORKS DEPOT – 50-KW SOLAR PV COST-BENEFIT ANALYSIS**

| Description                     | Value      |
|---------------------------------|------------|
| System size                     | 50.0 kW    |
| Estimated capital cost          | \$ 60,000  |
| Estimated year-1 annual savings | \$ 7,561   |
| Internal rate of return         | 16%        |
| Payback period                  | 6.9 years  |
| Net present value (NPV)         | \$ 112,980 |
| Year-1 self-consumption         | 51 MWh pa  |





### Shoal Bay Holiday Park

Following the outcomes of the assessment from the conducted site visits, it is recommended to investigate the implementation of a distributed solar PV system on the roofs of various facilities at the Shoal Bay Holiday Park, to meet the buildings' electricity requirements during daytime and reduce reliance on grid imports. FIGURE 18, FIGURE 19 and FIGURE 20 show aerial views of modelled solar PV (total capacity of 38.7 kW) layout configurations on select buildings at the Shoal Bay Holiday Park.



FIGURE 18: SHOAL BAY HOLIDAY PARK – RECEPTION



FIGURE 19: SHOAL BAY HOLIDAY PARK – AMENITIES BUILDING



FIGURE 20: SHOAL BAY HOLIDAY PARK – CONFERENCE AND ENTERTAINMENT BUILDINGS

FIGURE 21 illustrates estimated grid electricity consumption before and after solar PV installation. Similar to the process conducted for Fingal Bay Holiday Park, load profiles specific to holiday parks, which bear a resemblance to residential ones, were referenced and adjusted to align with the site's annual demand, helping to determine the estimated amount of solar energy available for self-consumption. As with Fingal Bay Holiday Park, refined estimates necessitate comparisons of building-specific load profiles against the theoretical output from the installed solar PV on a per-building basis.

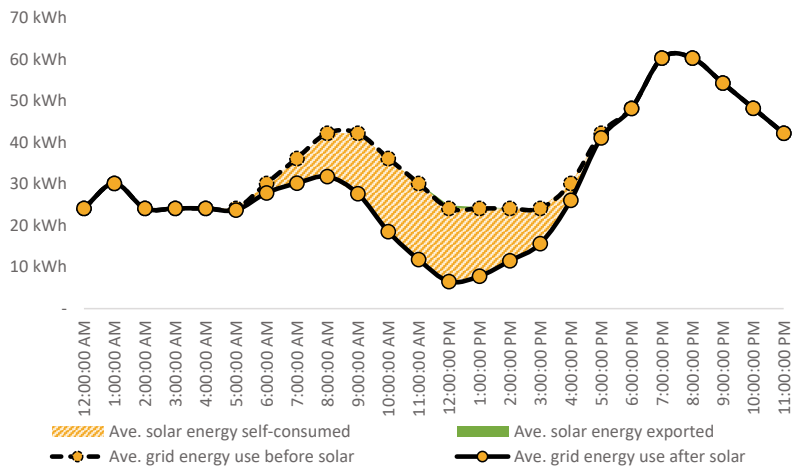


FIGURE 21: SHOAL BAY HOLIDAY PARK – MODELLED LOAD PROFILES BEFORE AND AFTER SOLAR PV



Applying the parameters generated from the modelling above, together with assumptions previously outlined for Fingal Bay Holiday Par and replicated for Shoal Bay Holiday Park, a high-level cost-benefit analysis may be developed as follows:

**TABLE 24: SHOAL BAY HOLIDAY PARK – 38.7-KW SOLAR PV COST-BENEFIT ANALYSIS**

| Description                     | Value     |
|---------------------------------|-----------|
| System size                     | 38.7 kW   |
| Estimated capital cost          | \$ 46,458 |
| Estimated year-1 annual savings | \$ 5,906  |
| Internal rate of return         | 17%       |
| Payback period                  | 6.7 years |
| Net present value (NPV)         | \$ 98,213 |
| Year-1 self-consumption         | 47 MWh pa |



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### Summary of modelled solar PV

The table below summarises the modelling outcomes for solar PV opportunities identified for the three representative facilities. Such opportunities are considered feasible and cost-effective, with favourable payback periods of less than seven years.

TABLE 25: PORT STEPHENS COUNCIL – MEDIUM-TERM SOLAR PV OPPORTUNITIES: REPRESENTATIVE EXAMPLES

| Site name                   | Description of potential opportunity                                                                                                                                                                                                                       | Solar PV size | Indicative costs (\$) | Year-1 cost savings (\$) | Payback (years) | IRR        | Est. energy savings (%) | Emissions abatement (t CO <sub>2</sub> -e) |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-----------------------|--------------------------|-----------------|------------|-------------------------|--------------------------------------------|
| Fingal Bay Holiday Park     | <i>Medium-term option:</i><br>Install a distributed solar PV system with cumulative capacity of 59.7 kW on the roofs of the reception, old and new amenities buildings to meet the buildings' daytime electricity demand.                                  | 59.7 kW       | 71,604                | 8,878                    | 6.9             | 17%        | 13%                     | 47.0                                       |
| Raymond Terrace Works Depot | <i>Medium-term option:</i><br>Consider expanding the 10-kW system on the new office building with a 25-kW system to accommodate the remainder of the roof. Additionally, install a further 25-kW solar array on the roofs of the workshop/store buildings. | 50.0 kW       | 60,000                | 7,561                    | 6.9             | 16%        | 40%                     | 33.4                                       |
| Shoal Bay Holiday Park      | <i>Medium-term option:</i><br>Assess the potential for the installation of a 38.7-kW solar PV array on the roofs of the reception, amenities, conference and entertainment buildings.                                                                      | 38.7 kW       | 46,458                | 5,906                    | 6.7             | 17%        | 15%                     | 30.8                                       |
| <b>Total</b>                |                                                                                                                                                                                                                                                            | <b>148 kW</b> | <b>178,062</b>        | <b>22,345</b>            | <b>6.9</b>      | <b>17%</b> | <b>22%</b>              | <b>111.3</b>                               |



## Appendix B: Establishing Council's emissions boundary

Defining the emissions boundary marks the first step in the carbon accounting process. The boundary denotes the coverage and extent of the carbon account, determined through a set of criteria designed to identify emission sources and decide which of the identified sources are to be included or excluded.

### Emission sources under the Climate Active standard

In consideration of the potential for Council to certify as Carbon Neutral under the Australian Government-accredited standard, Climate Active, the following emission sources – Scopes 1 and 2, as well as relevant Scope 3 emission sources – were assessed for inclusion or exclusion in Council's emissions boundary.

1. Stationary energy and fuel used in buildings, machinery or vehicles under Council's control (e.g. natural gas, fuel consumption for generators or vehicles)
2. Electricity consumption in buildings, machinery or vehicles under Council's control
3. All other emissions likely to be influenced by Council must be assessed for relevance

Broad categories of Scope 3 emission sources for consideration include:

1. Purchased goods and services.
2. Capital goods
3. Fuel- and energy-related activities (not included in Scope 1 or Scope 2)
4. Upstream transportation and distribution
5. Waste generated in operations
6. Business travel
7. Employee commuting
8. Upstream leased assets
9. Downstream transportation and distribution
10. Processing of sold products
11. Use of sold products
12. End-of-life treatment of sold products
13. Downstream leased assets
14. Franchises
15. Investments



### Relevance test

The 'relevance test' under Climate Active determines whether an emission source aside from stationary energy, fuel and electricity under the operational control of Council, should be included or excluded from the emissions boundary. The test established that an emission source can be excluded if fewer than two of the five relevance criteria shown in Figure 22 below are met.

| Criteria    | Description of Emission Source                                                                     |
|-------------|----------------------------------------------------------------------------------------------------|
| Size        | Emissions from this source are large compared to the organisations scope 1 and 2 emissions.        |
| Influence   | The organisation is able to influence or reduce these emissions.                                   |
| Stakeholder | Stakeholders (eg. the community) would consider these emissions critical.                          |
| Risk        | These emissions contribute to the organisations GHG risk exposure.                                 |
| Outsourcing | These emissions come from activities previously undertaken by the organisation but now outsourced. |

FIGURE 22: CRITERIA USED TO CONDUCT A RELEVANCE TEST UNDER CLIMATE ACTIVE

### Included and excluded emission sources

As per Climate Active guidelines, Council's carbon footprint must include stationary energy, fuel (scope 2 emissions) and electricity consumption (scope 2), as well as all other relevant scope 3 emission sources identified through the 'relevance test'. FIGURE 23 illustrates the procedure for determining whether a scope 3 emission source is included or excluded according to the Climate Active standard. As shown below, non-relevant emission sources can be excluded from the boundary. Relevant emission sources for which data is unavailable or calculated emissions are deemed immaterial can be non-quantified but must be included in the boundary.

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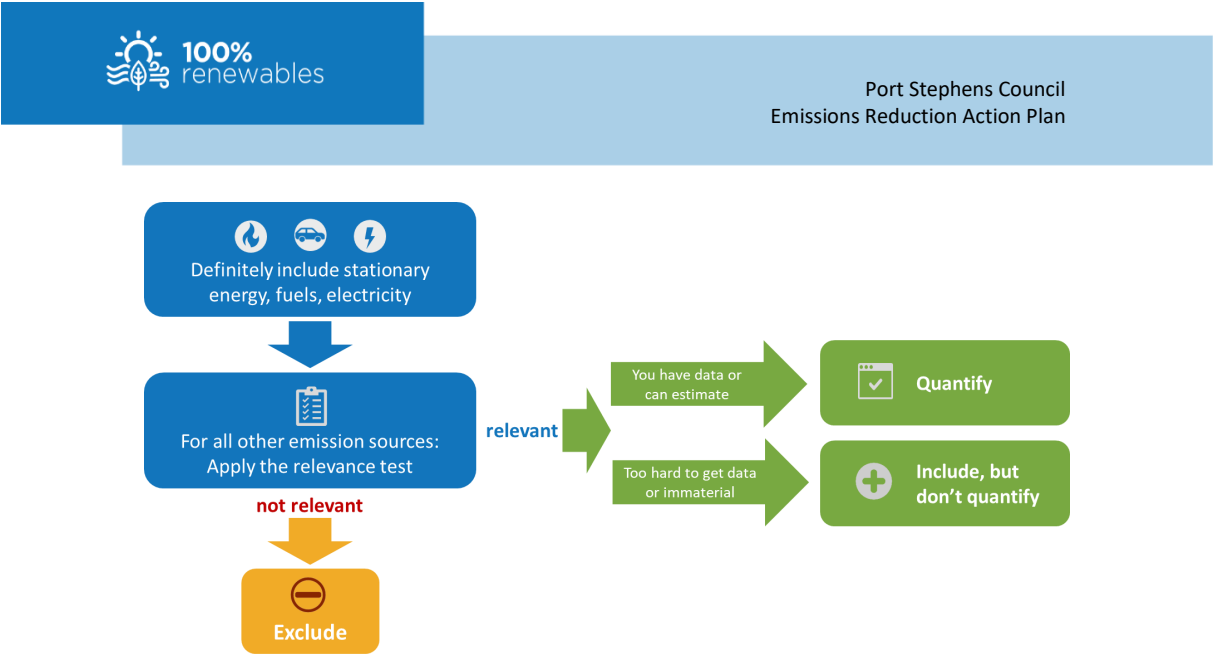


FIGURE 23: HOW TO IDENTIFY INCLUDED OR EXCLUDED EMISSIONS UNDER CLIMATE ACTIVE

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In consultation with Council and based on the boundary assessment, the following Scopes 1, 2 and 3 emission sources were established to constitute Council's Climate Active-compliant emissions boundary for FY 2022.

TABLE 26: PORT STEPHENS COUNCIL – SUMMARY OF EMISSION SOURCES BOUNDARY ASSESSMENT

| Emission source                       | Relevant? | Quantified? | Emission source component |         |         |
|---------------------------------------|-----------|-------------|---------------------------|---------|---------|
|                                       |           |             | Scope 1                   | Scope 2 | Scope 3 |
| Stationary fuel – LPG                 | Yes       | Yes         | ✓                         | -       | ✓       |
| Fleet fuel – diesel                   | Yes       | Yes         | ✓                         | -       | ✓       |
| Fleet fuel – petrol                   | Yes       | Yes         | ✓                         | -       | ✓       |
| Fleet fuel – ethanol                  | Yes       | Yes         | ✓                         | -       | ✓       |
| Electricity                           | Yes       | Yes         | -                         | ✓       | ✓       |
| Waste                                 | Yes       | Yes         | -                         | -       | ✓       |
| Potable water                         | Yes       | Yes         | -                         | -       | ✓       |
| Employee commute                      | Yes       | Yes         | -                         | -       | ✓       |
| Cleaning equipment and supplies       | Yes       | Yes         | -                         | -       | ✓       |
| Cleaning services                     | Yes       | Yes         | -                         | -       | ✓       |
| IT equipment                          | Yes       | Yes         | -                         | -       | ✓       |
| Internet                              | Yes       | Yes         | -                         | -       | ✓       |
| Computer and technical services       | Yes       | Yes         | -                         | -       | ✓       |
| Telecommunications                    | Yes       | Yes         | -                         | -       | ✓       |
| Motor vehicle hire                    | Yes       | Yes         | -                         | -       | ✓       |
| Industrial machinery and equipment    | Yes       | Yes         | -                         | -       | ✓       |
| Motor vehicles                        | Yes       | Yes         | -                         | -       | ✓       |
| Advertising services                  | Yes       | Yes         | -                         | -       | ✓       |
| Legal services                        | Yes       | Yes         | -                         | -       | ✓       |
| Security and personal safety services | Yes       | Yes         | -                         | -       | ✓       |
| Taxis and hire cars                   | Yes       | Yes         | -                         | -       | ✓       |
| Technical services                    | Yes       | Yes         | -                         | -       | ✓       |
| Natural gas                           | Yes       | No          | ✓                         | -       | ✓       |
| Refrigerants                          | Yes       | No          | ✓                         | -       | -       |
| Construction and material services    | Yes       | No          | -                         | -       | ✓       |
| Horticulture and agriculture          | Yes       | No          | -                         | -       | ✓       |
| Roads and landscape                   | Yes       | No          | -                         | -       | ✓       |
| Accounting services                   | Yes       | No          | -                         | -       | ✓       |
| Air travel (Council staff)            | No        | No          | -                         | -       | ✓       |
| Business accommodation                | No        | No          | -                         | -       | ✓       |
| Products                              | No        | No          | -                         | -       | ✓       |
| Food and catering                     | No        | No          | -                         | -       | ✓       |
| Postage, courier and freight          | No        | No          | -                         | -       | ✓       |



The information presented in TABLE 26 above is visually displayed in FIGURE 24 below to clearly show which emission sources were included and excluded from Council's boundary.

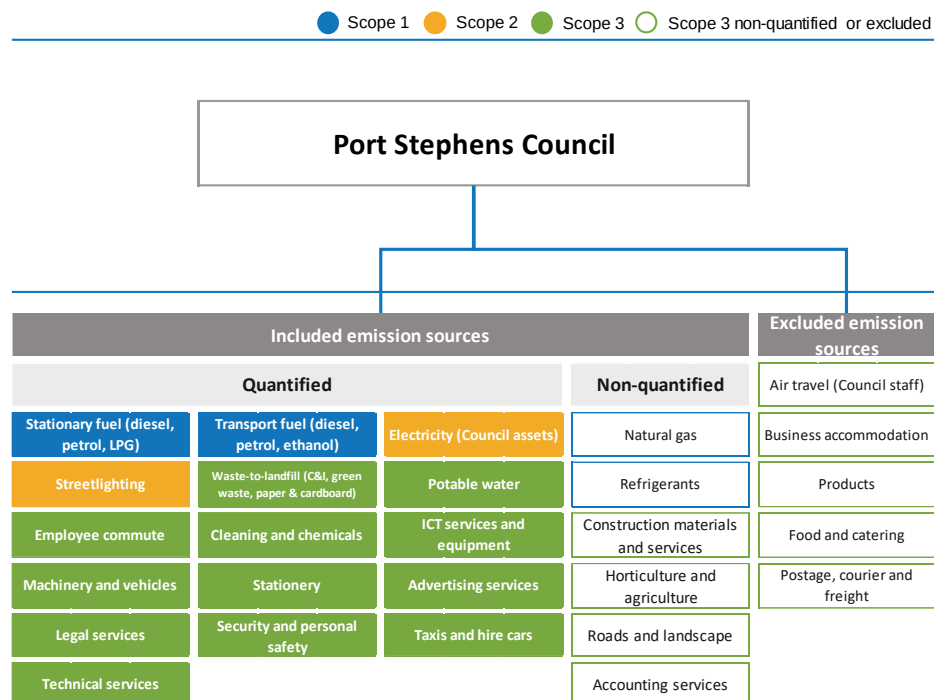


FIGURE 24: PORT STEPHENS COUNCIL – FY 2022 CARBON FOOTPRINT EMISSIONS BOUNDARY



## Appendix C: Climate Active requirements for sequestration insetting

### Draft Climate Active Guidelines

The guidelines for including carbon sequestration within a Climate Active carbon account are currently under development and expected to be finalised by the end of 2023. These guidelines are applicable to entities seeking to measure carbon sinks from trees and shrubs they have planted in addition to GHG emissions. The guidelines outline the five steps for achieving Climate Active Carbon Neutral certification: measure, reduce, offset, verify, and disclose.



FIGURE 25: STEPS TO ACHIEVING CLIMATE ACTIVE CARBON NEUTRAL CERTIFICATION

The guidelines are distinct from the Emission Reduction Fund (ERF) methods, which have specific rules for carbon offsets projects.

- While there are some similarities between the guidelines and ERF methods, the main differences lie in the starting and ending points of the processes.
- Unlike ERF methods, the guidelines do not require the plantings to be new and do not generate Australian Carbon Credit Units (ACCUs) or any other tradeable carbon credit unit.
- If the plantings are included in an ERF project generating ACCUs, the sequestration cannot be accounted for using the Climate Active guidelines. However, voluntary cancellation of ACCUs can be used to offset emissions.

### Eligibility requirements

The current draft eligibility requirements for inclusion of tree planting activities in carbon footprint calculations are summarised in Table 27:



TABLE 27: CLIMATE ACTIVE'S DRAFT ELIGIBILITY CRITERIA FOR CARBON ACCOUNTING FOR SEQUESTRATION ACTIVITIES

| Relevant eligibility criteria                                                                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The trees and shrubs must be planted in an area that falls under the operational control or supply chain of the entity;                                                                        |
| The planting event must have occurred in or after 1990;                                                                                                                                        |
| The practical minimum plot area is 0.2 ha;                                                                                                                                                     |
| This area must be located in Australia in an area where FullCAM (Full Carbon Accounting Model) coverage exists;                                                                                |
| The area must have been free of forest cover for at least 5 years before the trees are planted;                                                                                                |
| The area must not have been cleared over the 5 years prior to planting;                                                                                                                        |
| The entity must plant species of trees that has the potential to be at least 2 metres tall and reach a crown cover of at least 20% of the planting area, and either:                           |
| Consists of native species planted to match the structure and composition of local vegetation and is planted at a minimum of 200 stems per hectare (or higher if using specific calibrations); |
| Is a species-specific planting that matches the species, geometry and density conditions set out in the Emission Reduction Fund (ERF) environmental planting FullCAM guidelines.               |
| The planting must not be part of an ERF project or any other carbon offset program.                                                                                                            |

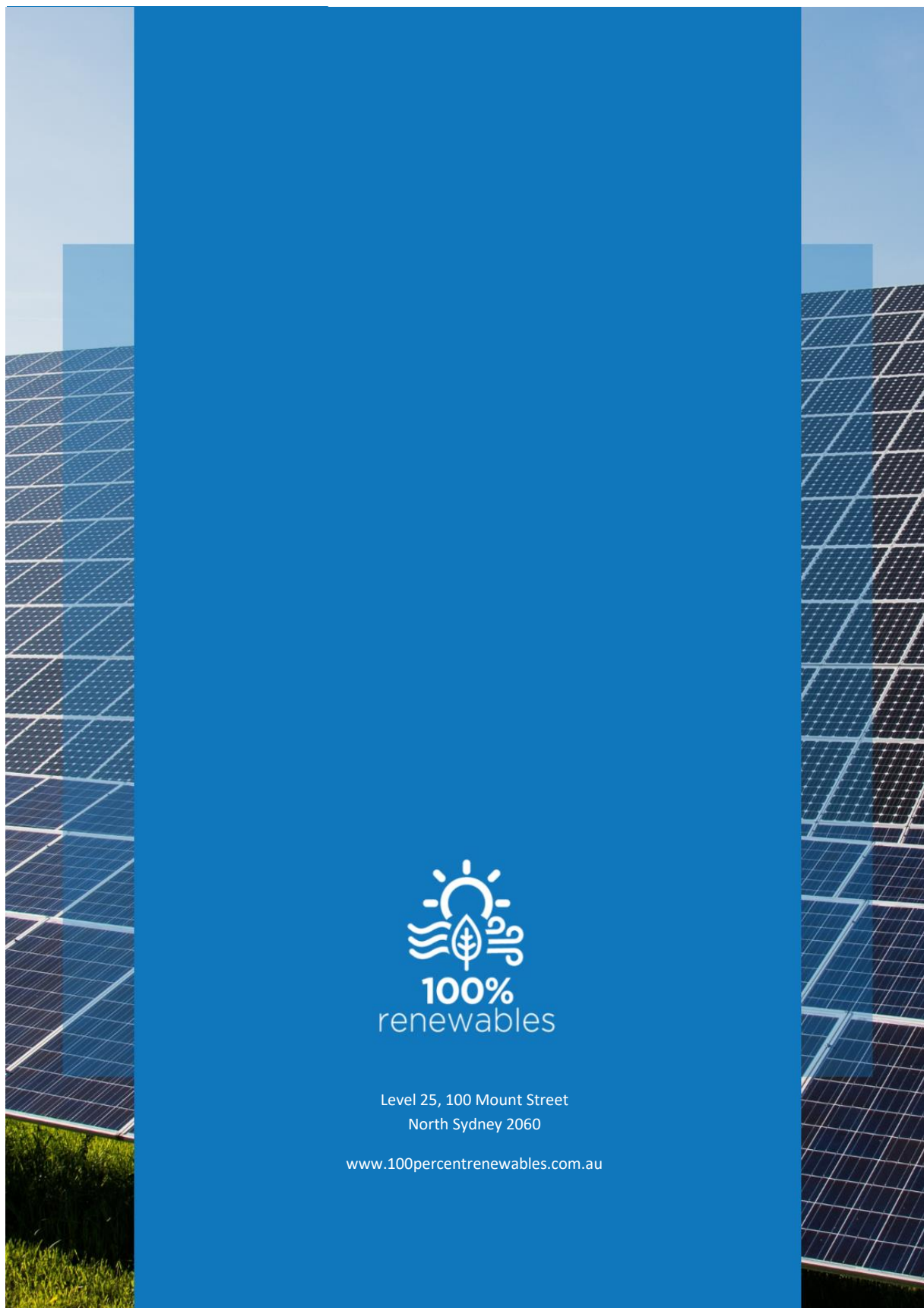
#### Method overview

In brief, Climate Active's tree planting accounting guidelines require that the net abatement amount from tree planting activities for a reporting period be determined by calculating the change in total carbon stock across all plots within the project areas, considering emissions from fire and clearing events.

For modelling abatement outcomes from tree planting activities, Climate Active requires use of CSIRO's FullCAM software to assess the Carbon Neutrality claims of entities seeking Climate Neutral certification. By requiring the use of FullCAM, Climate Active can ensure annual estimates of the carbon sequestration (removal) and emissions associated with land-use activities, such as afforestation, reforestation, and forest management, can be accurately and consistently calculated across a wide range of different environments and management regimes.

To account for observed trends in forest permanence and to ensure abatement from tree planting activities is not overestimated, Climate Active applies a 70% "conservative multiplier" to abatement estimates to allow for a "reversal buffer". A reversal buffer serves as a precautionary measure to address uncertainties and potential changes in the carbon storage capacity of the project area.









GUUDJI YIIGU  
(GOO-JEE IK-KOO)

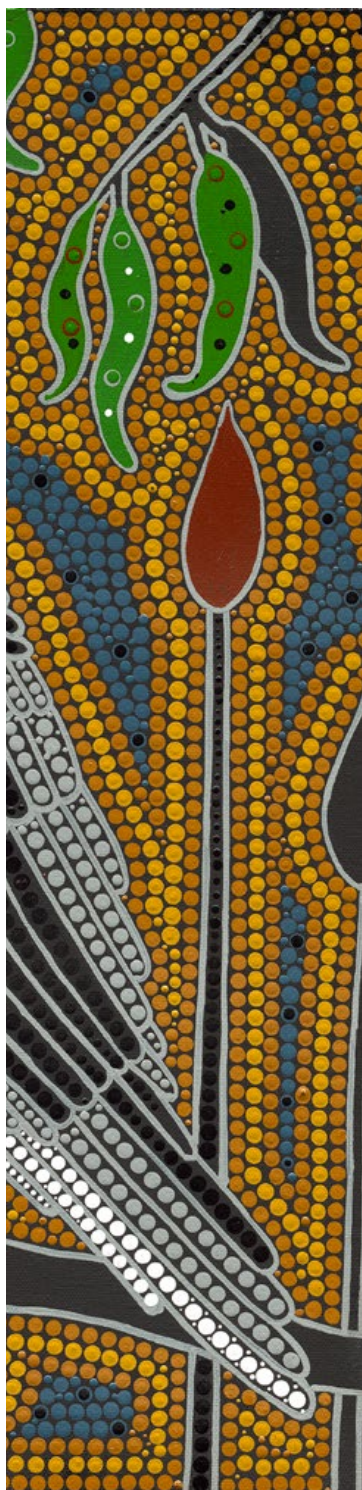
We welcome you to Port Stephens  
– part of the Worimi Aboriginal  
Nation. Port Stephens Council  
acknowledges the Worimi  
people as traditional owners  
and custodians of the lands and  
waterways on which we all live,  
learn, work and play.

We value and respect the Worimi  
people and the legacy 60,000 years  
of Aboriginal Nation traditions and  
culture brings with it. As part of  
Council's culture of acceptance,  
diversification and harmony  
we walk alongside the Worimi  
people on a journey of listening  
and learning.

Together we will strive to make  
this a better place for all people.  
As guardians of these lands, we  
ask that you tread lightly to help  
preserve the biodiversity and  
respect those who came before as  
well as those who will follow.

Artwork by Regan Lilley.





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## General Manager and Mayor's message

Over the past 12 months multiple natural disasters and severe weather events have posed significant challenges and disruptions and we thank the community for your patience as we work through these.

Despite these challenges, we've worked hard to support residents by coordinating clean-up efforts, providing extra waste services, setting up community hubs and advocating for financial assistance to aid recovery and rebuilding efforts.

We also welcomed a new Mayor and 9 Councillors, including 5 new elected members, following the September 2024 elections. Together, the new Council and our dedicated team have focused on setting clear priorities and working towards positive changes that will benefit our community now and into the future.

### Improving our roads

Compounded by multiple wet weather events, one of the community's key concerns has been the condition of our roads. Knowing roads are a top priority for our community, we launched the Roads Acceleration Program (RAP), committing a record \$20 million from existing funds, grants and the Special Rate Variation to repair and upgrade our local roads. We also committed a further \$9 million over three years through funding reallocated from our natural disasters reserve and proceeds from the sale of road reserves.

Despite this significant investment, ongoing natural disasters and severe weather have presented challenges, delaying progress and requiring continuous repairs. We know this has caused frustrations in the community, and we're actively advocating to the State and Federal Governments for additional support and funding to help us improve our roads.

### Housing opportunities for our community

Providing diverse and affordable housing options is a key priority for our growing community. Our Local Housing Strategy and Housing Supply Plan is working to increase housing supply, attract investment and streamline approval processes to make building homes faster and easier. We're also exploring new affordable housing opportunities on Council-owned land in partnership with Homes NSW and other agencies.

To promote growth and investment, we're continuing to hold some of the fastest Development Application (DA) approval times in the Lower Hunter region, and have undertaken a 3-month marketing campaign to attract investors to Raymond Terrace from across Sydney, Newcastle, the Central Coast and the Hunter.



## Involving our community in decision making

Engaging with our community remains a top priority. This year, we reviewed our Communication and Engagement Strategy with input from our Communication and Engagement Advisory Group. We also completed the new Liveability Survey, helping us understand what our community values and what they would like to see improved.

We engaged with our community on the Tilligerry Place Plan and Salamander Bay Place Plan, seeking input on the future of these places. We also introduced the Disability Inclusion and Access Advisory Group, ensuring our decisions reflects the needs of people with a disability.

Looking ahead, our focus remains on financial sustainability and meeting the community's needs, with a strong emphasis on roads. We will continue to advocate for policy and funding commitments from the State and Federal Governments to improve our roads, create more housing opportunities, enhance community facilities and ensure our community remains at the forefront of future planning.

We thank our Councillors and teams for their ongoing efforts and the roles they have played in delivering the projects and services that benefit our community. Together, we will continue working towards a better future for Port Stephens.



**Tim Crosdale**

General Manager of Port Stephens Council



**Leah Anderson**

Mayor of Port Stephens

# Scorecard

## Section 1

Our 6 key result measures underpin everything we do at Port Stephens Council.

7 | Scorecard

8 | Highlights



|  1. Service delivery | Target                                      | Result          | Measure                                                                             |
|-------------------------------------------------------------------------------------------------------|---------------------------------------------|-----------------|-------------------------------------------------------------------------------------|
|                                                                                                       | > 95%<br>Integrated Plans delivered on time | 98%<br>on track |  |

|  2. Community Satisfaction | Target                 | Result                 | Measure                                                                             |
|-------------------------------------------------------------------------------------------------------------|------------------------|------------------------|-------------------------------------------------------------------------------------|
|                                                                                                             | 2.94<br>out of 5 score | 3.01<br>out of 5 score |  |

Overall satisfaction with Council's services (Source: 2025 Community Satisfaction Survey)

|  3. Employee wellbeing | Target                       | Result          | Measure                                                                             |
|---------------------------------------------------------------------------------------------------------|------------------------------|-----------------|-------------------------------------------------------------------------------------|
|                                                                                                         | > 80%<br>employee engagement | 83%<br>on track |  |

(Source: 2024 Employee Engagement Survey)

|  4. Risk management | Target                                  | Result          | Measure                                                                              |
|-------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------|--------------------------------------------------------------------------------------|
|                                                                                                       | > 85%<br>risk management maturity score | 86%<br>on track |  |

(As at July 2024)

|  5. Financial sustainability | Target                                         | Result               | Measure                                                                               |
|-----------------------------------------------------------------------------------------------------------------|------------------------------------------------|----------------------|---------------------------------------------------------------------------------------|
|                                                                                                                 | Underlying financial result better than budget | \$1.550M<br>on track |  |

|  6. Asset management | Target                          | Result              | Measure                                                                               |
|---------------------------------------------------------------------------------------------------------|---------------------------------|---------------------|---------------------------------------------------------------------------------------|
|                                                                                                         | 100%<br>asset maintenance ratio | 108.24%<br>on track |  |

Aspirational measures

|                                                                                     |                                                               |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------|
|  | <b>On track</b><br>Target achieved or on track to be achieved |
|  | <b>Monitor</b><br>< 5% off the target                         |
|  | <b>Off track</b><br>> 5% off the target                       |



## Our Community highlights



# 43

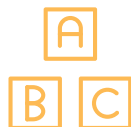
## IT'S ON! ACTIVATIONS



# 797

## LIBRARY PROGRAMS HELD

32,620 Library members, with 1,807 new members.



# 113,222

## CHILDCARE PLACES

Across OOSH, Mobile Preschool, Vacation and Family Day Care as part of our Thrive Kids children services.



# 1,040,189

## BEACH VISITS

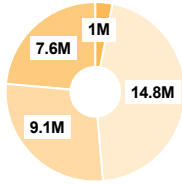
One Mile, Birubi and Fingal Bay.



Photo: Megann Evans  
Shoal Bay Food & Wine Festival

- **Community engagement remained a key priority**, highlighted by the successful launch of Mayor Meet Ups, which gave residents the chance to share ideas and concerns directly with the Mayor. Council's Advisory Groups for heritage, environment, communications and engagement, and homelessness also played a vital role in shaping Council's programs, projects, and services.
- **Successfully delivered a vibrant program of events** including Food & Wine Festival, Shoal Bay, Illuminate, Raymond Terrace, Australia Day, NAIDOC week celebrations and NYE Fireworks, encouraging participation in culture and events.
- **Recognised and celebrated the achievements of local community members** through the Port Stephens Annual Awards. We also provided financial support through the Community Funding Program and scholarships for International Women's Day and the Mayoral Academic Scholarships, highlighting community excellence and empowering local individuals and groups to improve community wellbeing.
- **Celebrated the 25th Anniversary of Tomaree Library and Community Centre (TLACC)** with a full day of events the community could enjoy, including presentations from local community groups, book sales, family crafts and more.
- **Commenced the Port Stephens Aboriginal Cultural Heritage Protocols** to inform decisions, actions and projects undertaken by Port Stephens Council that impact Aboriginal people and protect their cultural heritage.
- **Continued implementation of the Disability Inclusion Action Plan** by refurbishing Holiday Park cabins to be accessible, making events more inclusive, launching "Sensory Storytime" at our libraries for children overwhelmed by crowds and noise, and establishing the new Disability Inclusion and Access Advisory Group.

## Our Place highlights



APPROXIMATELY  
**\$32.5M**  
SPENT ON ROADS

**Funding sources:**

Australian Government 1.0M  
State Government 14.8M  
External reserves 9.1M  
Internal reserves 7.6M



**4.3M**

**SPENT ON FACILITIES**

Building or upgrading community parks, buildings and public spaces.



**37**

**CAPITAL INFRASTRUCTURE PROJECTS COMPLETED**



**629**

**DEVELOPMENT APPLICATIONS**

\$586M in investment value.



- **Diverted significant resources to response and recovery efforts** due to successive natural disaster events and on-going wet weather. Council's maintenance program was impacted with scheduled actions only being delivered when the high priority repairs are completed.
- **Launched the Roads Acceleration Program (RAP)**, committing a record \$20 million from our existing budget, Special Rate Variation, and state and federal grant funding into road upgrades and maintenance. We also committed an additional \$9 million over 3 years using a relocation from the Natural Disaster Reserve, and proceeds from the sale of surplus road reserves.
- **Rolled out a new smart parking permit portal** with over 20,000 registrations, with smart parking revenue raised funding works and activations such as the Birubi Bus Trial, new pathways and car park upgrades in local places.
- **Improved connections within communities** through completion of shared pathways along Nelson Bay Road, Fern Bay, shared boardwalk at Corlette Headland, Fingal Bay Foreshore Park, Tilligerry Boardwalk and Mungarra Reserve Boardwalk.
- **Focused on driving investment across Port Stephens** by continuing to hold some of the fastest Development Application (DA) timeframes for Lower Hunter Councils, streamlining DA processes and implementing a 3-month investment campaign to attract visitors and investors from Sydney, Newcastle, the Central Coast, and across the Hunter region.
- **Continued to develop Place Plans** by sharing the draft Tilligerry Place Plan with the community for feedback and engaging extensively with the community on the Salamander Bay Town Centre Place Plan which aims to guide future development including selling Council owned land to create new commercial opportunities, improve community facilities and support local housing needs.

## Our Environment highlights



**4,037**  
TREES PLANTED



**70**  
GREEN WASTE DROP  
OFF DAYS  
Collecting 1,400 tonnes of material.



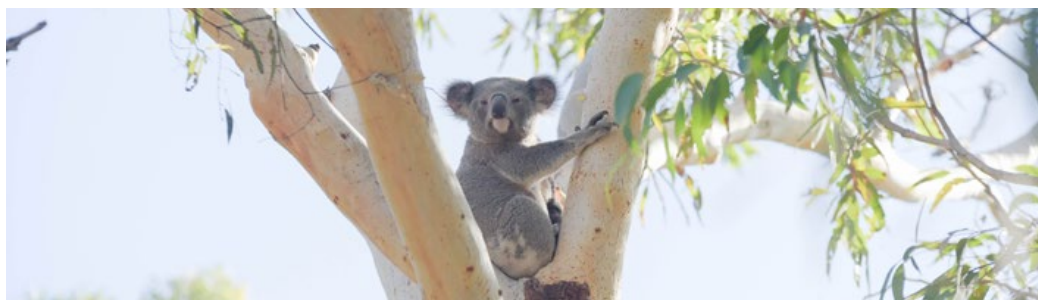
**319 ha**  
BUSH AREAS  
REGENERATED



**10,805 t**  
WASTE DIVERTED  
FROM LANDFILL



**6,430 t**  
GARDEN ORGANICS  
COLLECTED



- **Certification received and actions commenced for the Coastal Management Plan (CMP)** completing the first stage of sand nourishment at Shoal Bay\*.
- **Carried out three controlled cool burns** and hosted a public cool burn event and demonstration, helping to achieve environmental goals, foster a connection to Country, improve koala habitat and strengthen the relationship with the Worimi people – Walking together on Country.
- **Commenced mapping koala habitats** in partnership with the Council's Comprehensive Koala Plan of Management (CKPoM) committee and formed the Koala Habitat Project Advisory Group. Most landholders (90%) agreed to participate in the on-ground survey, making it a successful start.
- **Sniffer dogs Daisy and Henry were recruited** to assist with locating the problematic evasive weed, Chinese Violet. The initiative helps to map and manage the weed in key areas and supports our attempts to eradicate it.
- **Problem waste items such as tyres, mattresses, chemicals and textiles have been successfully diverted from landfill** through waste programs held across the year, such as "Give a sheet" drop off days and the Garage Sale Trail.
- **Our waste services in public places have been increased** over the holiday period in response to high demand including a trial of specialised hot coal bins.

\* Supported by Federal and State Government funding.

## Our Council highlights



7

COMMUNITY CATCH-UPS  
WITH THE MAYOR



117

NEW CITIZENS  
Conferred from 36 countries.



\$1.550M

FINANCIAL RESULT  
Underlying financial result better  
than budget.



7,662

HAVE YOUR SAY  
RESPONSES



\$40.834M

CONTRIBUTIONS AND  
GRANTS RECEIVED



321,074

WEBSITE VISITS



- **We welcomed our new Mayor and 9 Councillors**, including 5 new Councillors, following Council elections in September.
- **Continue to advocate for policy and funding commitments** from the State and Federal governments to improve our roads, housing opportunities, community facilities, and ensure our community is at the forefront of future planning.
- **Continued the Airport expansion** and introduction of international flights from late October 2025.
- **Implemented our Employee Value Proposition (EVP)**, to help our employees grow, ensure they are heard and drive positive change in their day to day work, resulting in consistently high levels of employee engagement, as well as completing the new Enterprise Agreement.
- **Improved community access to information** under the Government Information (Public Access) Act 2009 by processing 44 formal and 1828 informal requests for information.
- **Supported the community through 2 natural disasters** and several wet weather events by coordinating clean-up efforts, providing additional waste services, setting community hubs and advocating for financial assistance to aid rebuild and recovery.

# Our leadership

## Section 2

This section includes an overview of our leadership and organisation.

**13** | Our elected Council

**15** | Our Executive Team

**16** | Our organisation structure

**17** | Our governance

**18** | Our employees

**19** | Our volunteers



Mayor Leah Anderson



## Our elected Council



Leah Anderson  
**Mayor**



Councillor Roz Armstrong  
**East Ward**



Councillor Chris Doohan  
**Central Ward**



Councillor Giacomo Arnott  
**West Ward**



Councillor Nathan Errington  
**East Ward**



Councillor Ben Niland  
**Central Ward**



Councillor Peter Francis  
**West Ward**



Councillor Mark Watson  
**East Ward**



Councillor Jason Wells  
**Central Ward**



Councillor Paul Le Mottee  
**West Ward**

## Councillor attendance 1 July 2024 to 30 June 2025

Port Stephens Council is required to meet at least 10 times a year. These meetings are known as Ordinary Meetings and are presided over by the Mayor or in their absence, the Deputy Mayor.

Our Council meetings were held on the second and fourth Tuesday of the month at the Council Chambers in Raymond Terrace. Meetings are live-streamed online and the public is welcome to attend.

Two Way conversations are informal meetings held between the Mayor, Councillors and staff with specific subjects that the Mayor or Councillors wish to discuss. They form part of an elected members' ongoing professional development.

Port Stephens also has 17 community committees and a further 31 groups in which the Mayor and Councillors represent Council. These can be viewed on page 63.

### Councillor Attendance 1 July 2024 to 13 September 2024\*

|                           | Ordinary meeting | Extra ordinary meeting | All meetings combined | Two Way conversations |
|---------------------------|------------------|------------------------|-----------------------|-----------------------|
| <b>Number of meetings</b> | <b>2</b>         | <b>0</b>               | <b>2</b>              | <b>7</b>              |
| Councillor Anderson       | 2                | 0                      | 2                     | 7                     |
| Councillor Arnott         | 2                | 0                      | 2                     | 6                     |
| Councillor Bailey         | 2                | 0                      | 2                     | 0                     |
| Councillor Doohan         | 2                | 0                      | 2                     | 6                     |
| Councillor Dunkley        | 1                | 0                      | 1                     | 0                     |
| Councillor Francis        | 2                | 0                      | 2                     | 6                     |
| Councillor Kafer          | 2                | 0                      | 2                     | 1                     |
| Mayor Palmer              | 2                | 0                      | 2                     | 6                     |
| Councillor Tucker         | 2                | 0                      | 2                     | 7                     |
| Councillor Wells          | 2                | 0                      | 2                     | 7                     |

\*Local Government election was held on 14 September 2024.

### Councillor Attendance 22 October 2024 to 30 June 2025

|                           | Ordinary meeting | Extra ordinary meeting | All meetings combined | Two Way conversations |
|---------------------------|------------------|------------------------|-----------------------|-----------------------|
| <b>Number of meetings</b> | <b>12</b>        | <b>0</b>               | <b>12</b>             | <b>44</b>             |
| Mayor Anderson            | 12               | 0                      | 12                    | 42                    |
| Councillor Armstrong      | 12               | 0                      | 12                    | 44                    |
| Councillor Arnott         | 12               | 0                      | 12                    | 43                    |
| Councillor Doohan         | 7                | 0                      | 7                     | 23                    |
| Councillor Errington      | 11               | 0                      | 11                    | 39                    |
| Councillor Francis        | 10               | 0                      | 10                    | 42                    |
| Councillor Le Mottee      | 10               | 0                      | 10                    | 27                    |
| Councillor Niland         | 11               | 0                      | 11                    | 38                    |
| Councillor Watson         | 12               | 0                      | 12                    | 42                    |
| Councillor Wells          | 12               | 0                      | 12                    | 43                    |

\*Two Way conversations are informal meetings held between the Mayor, Councillors and staff with specific subjects that the Mayor/Councillors wish to discuss.

## Our Executive Team

Port Stephens Council is led by General Manager Tim Crosdale, who is supported by 3 Directors.



Tim Crosdale

### **General Manager**

Tim joined Port Stephens Council in 2018 following a successful career in senior and executive level management across private consulting and local government. Tim has a successful track record in business leadership, professional services provision, business and staff management with a passion for leading teams and delivering results.

Tim holds a Master of Business Administration with Distinction from the University of Newcastle, and a Bachelor of Natural Resources (Hons 1) and a Bachelor of Urban Planning from the University of New England. He is also a Graduate of the Australian Institute of Company Directors.

Tim is focused on working collaboratively with stakeholders to ensure the delivery of valued services to the Port Stephens community.



Greg Kable

### **Facilities and Infrastructure Director**

Greg joined Port Stephens Council in 2011 and soon became Section Manager Capital Works in 2013. He was appointed to the Group Manager Role in 2016.

With over 40 years experience in local government and 30 years managing large operational workforces, Greg enjoys leading and motivating multi-disciplinary teams to deliver building, engineering and maintenance programs.

He holds post graduate qualifications in Commerce, Engineering and Management.

Greg is passionate about the delivery of quality infrastructure and customer service to the people of Port Stephens.



Zoë Pattison

### **Corporate Strategy and Support Director**

With a tenure of over 25 years at Port Stephens Council, Zoe brings extensive experience within the Corporate Services Group. Throughout her career, Zoe has provided strategic Senior and Executive leadership across a variety of corporate functions including Finance, Human Resources, Information and Communication Technology Systems, Data Management, IP&R, Property Services and Business Improvement. This experience has spanned both public and private sector organisations in the UK and Australia and is supported by a number of graduate and postgraduate qualifications in Human Resources and a Master of Business Leadership.

Zoe is a Graduate Membership of the Australian Institute of Company Directors and holds two Board positions.



Steven Peart

### **Community Futures Director**

Steven joined Port Stephens Council as Strategy and Environment Section Manager in 2018.

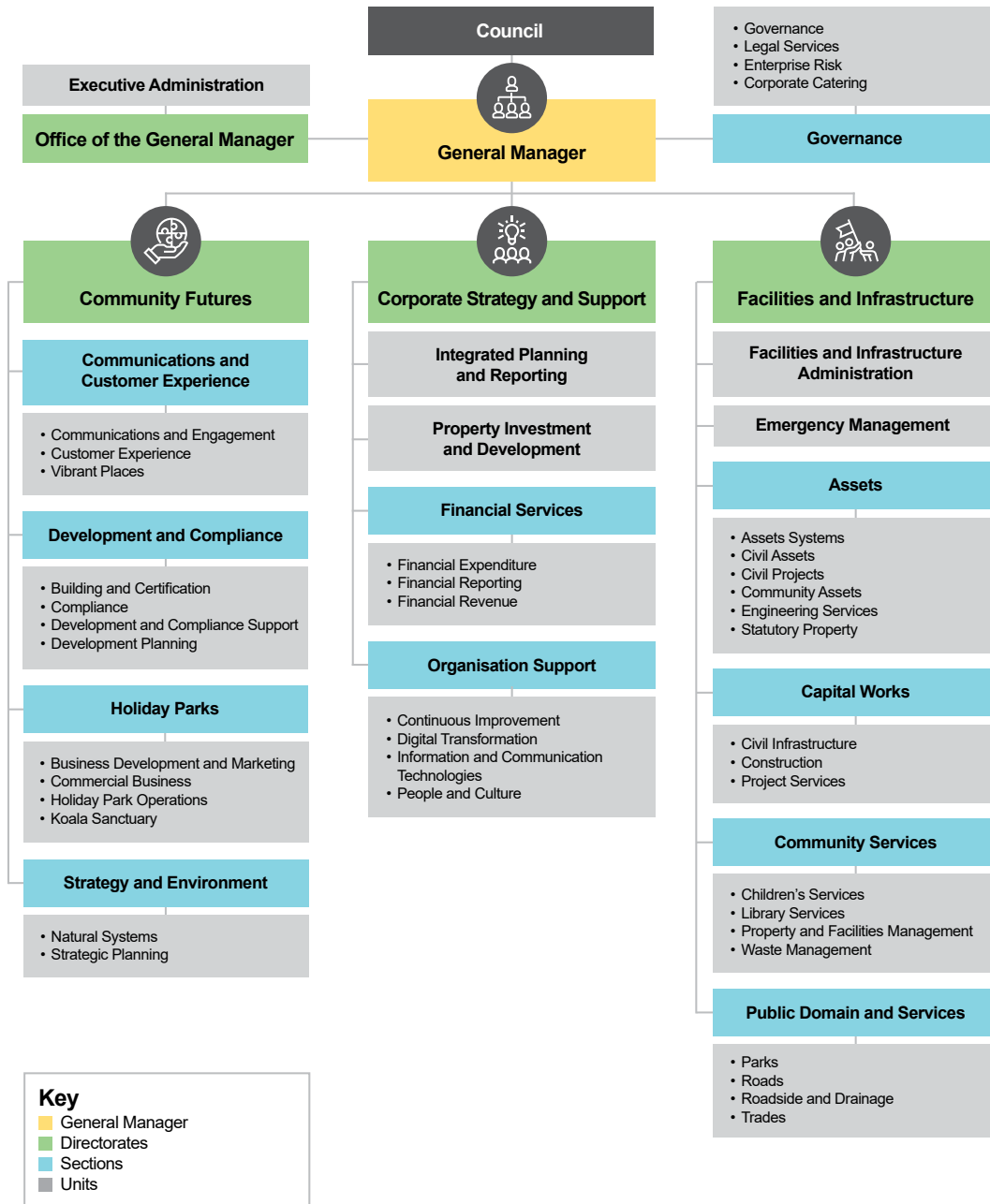
He was appointed Acting Development Services Group Manager in 2020 and after a competitive recruitment process, was made official in the role in May 2021.

Over the past 13 years, Steve has held senior leadership positions in local government, environmental and engineering consulting firms, and major mining companies. He holds a Bachelor of Environmental Science (Management) from the University of Newcastle.

Steve is focused on building a team culture of innovation and excellence to create the best outcomes for our customers while respecting our broader community and the environment.



## Our organisation structure



## Our governance

Port Stephens Council is a body politic under the Local Government Act 1993. The elected Council must abide by this Act and the associated State and Federal legislation. Our governance framework is based on the Australian Public Service Commission's principles of public sector governance – accountability, transparency, integrity, stewardship, efficiency and leadership.

### Code of Conduct

The overarching element of governance in council is the Code of Conduct. Training in the Code of Conduct is compulsory for all staff, Mayor, Councillors and volunteers. The code sets high standards for ethical behaviour and decision-making. It states Mayor/Councillors' roles and responsibilities and outlines the process for making and investigating allegations of breaches. During 2024 to 2025, there were 5 Code of Conduct complaints about Councillors and the General Manager. Of the 5 complaints, 5 were addressed by alternate means.

### Privacy and personal information

The Privacy Management Plan was reviewed and adopted by Council on 25 June 2025. There were 2 internal reviews under the Privacy and Personal Information Protection Act 1998 conducted by our Council this year. There were no other contraventions of any information protection principles, nor of privacy codes of practice or disclosure of personal information kept in a public register.

## Audit, Risk and Improvement Committee

Our Audit, Risk and Improvement Committee aims to enhance the corporate governance of our Council. It provides independent oversight, review and advice on our governance, risk, control and compliance framework. The Audit Committee comprises 3 independent external representatives and a non-voting Councillor representative:

- Deborah Goodyer – October 2023 to present
- Frank Cordingley – July 2023 to present
- Paul Dunn – February 2024 to present
- Councillor Jason Wells – October 2024 to present

The 2024 to 2025 Internal Audit program included 4 audits into:

- Review of processes to identify, rectify and prioritise infrastructure damage or failure
- Service Reviews
- Payroll Compliance
- Transport for NSW Drives24 compliance report.

## Our employees

We're committed to ensuring our workforce has the skills and experience to deliver valued services to our community. Our Workforce Management Strategy outlines how we'll achieve our community's vision while our Employer Value Proposition sets out our commitment to attract, engage and retain our employees. Supported by our Enterprise Agreement 2025-2028, our Employer Value Proposition has a people first approach and promotes employee health, fosters their wellbeing and supports their lifestyle. It's important that our Council's workforce reflects the community we serve.

### Equity, diversity and inclusion

We're committed to creating a workplace that values diversity and is fair, equitable and inclusive for all employees. Our Equity, Diversity and Inclusion (EDI) Committee highlights for 2024 to 2025:

- We promoted Pride month across Council where staff were asked to participate in a 'Wear the Rainbow Day' to celebrate and show their support.
- We promoted Harmony Week to employees in celebration of inclusiveness, respect and belonging for everyone. Staff came together over morning tea to connect and celebrate all things diversity.
- We celebrated NAIDOC Week with employees and our community, recognising the valuable contribution Aboriginal and Torres Strait Islander people make.
- We celebrated International Women's Day by supporting an event for scholarship applicants. These scholarships support our Council's efforts to create a community where women are safe, healthy, equally represented and valued for their contribution to society.

## Work health and safety

We're committed to providing a safe workplace that supports the wellbeing of our employees, their families and our community.

### Safety observations

Our safety observation program aims to proactively prevent injuries by positively reinforcing safe work behaviour and providing constructive feedback. All managers must conduct at least 2 safety observations per month. This year, managers completed 1,517 Safety Observations, identifying potential safety issues and promoting a safety culture with our workforce.

### Employee consultation

Our Health and Safety Committee and Health and Safety Representatives have an important role in consulting with employees on health and safety matters. The Committee (representing management and workers) met 4 times during the year to oversee workplace safety at Council.

### Workers compensation

Our workers compensation premium has trended down, reflecting Council's robust injury management program and improving three-year safety performance. We remain focused on injury prevention and wellness, channelled through our injury management, safety observation and employee wellness programs.



Raymond Terrace Community Working Bee

## Our volunteers

Our volunteers give their time and energy to make Port Stephens a better place. Without them, many of our services and programs wouldn't exist. They contribute to:

- Keeping our parks, reserves and cemeteries pristine
- Improving our natural bushland areas
- Participating in our sports councils and cultural committees
- Participating in our halls, libraries, Koala Sanctuary and Visitor Information Centre.

There is a volunteer opportunity for everyone at Port Stephens Council. We regularly encourage new volunteers to join us at [portstephens.nsw.gov.au/community/volunteers](https://portstephens.nsw.gov.au/community/volunteers)

## Supporting our volunteers

We know that giving back is just as beneficial for our volunteers as it is for our community. Volunteering gives people a sense of purpose, a strong social network and the chance to contribute to our community. Our volunteers also have access to a comprehensive learning and development program to improve their skills and knowledge. We're currently moving our induction program online to provide a better model of supporting our volunteers.



# Our performance

## Section 3

This section includes an overview of each of our Delivery Program Focus Areas.

- 21 | Our focus areas
- 22 | Our Community
- 24 | Our Place
- 28 | Our Environment
- 30 | Our Council



Raymond Terrace

## Overview: our focus areas

The Port Stephens **Council Community Strategic Plan 2022 to 2032** outlines our 4 main focus areas. Each goal is a key direction in our **Delivery Program 2022 to 2026**.



### Our Community

An accessible and welcoming community respecting diversity, heritage and culture.



### Our Place

A liveable and connected place supporting community wellbeing and local economic growth.



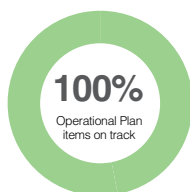
### Our Environment

Port Stephen's environment is clean, green, protected and enhanced.



### Our Council

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



## Our Community Performance

### Aspirational measures

-  **On track**  
Target achieved or on track to be achieved
-  **Monitor**  
< 5% off the target
-  **Off track**  
> 5% off the target

## C1 | Community wellbeing

Improved wellbeing for our diverse community supported by services and facilities.

| What we said we'd do                                                                                                             | How effective were we?                                                              | Target                  | 2024-2025 |                                                                                       |
|----------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------|-----------|---------------------------------------------------------------------------------------|
| C1.1.1.1 Implement the Community Wellbeing Strategy                                                                              | Progress implementing scheduled actions of the Community Wellbeing Strategy         | Delivered               | Delivered |    |
|                                                                                                                                  | Progress implementing scheduled actions of the Youth Strategy                       | Delivered               | Delivered |    |
|                                                                                                                                  | Progress implementing scheduled actions of the Disability Inclusion Action Plan     | Delivered               | Delivered |    |
| C1.1.2 Implement and develop the Disability Inclusion Action Plan to encourage Port Stephens to be inclusive and access friendly | Refer to C1.1.1                                                                     |                         |           |                                                                                       |
| C1.2.1.1 Deliver early education and care for children                                                                           | Customer satisfaction with Thrive Kids $\geq 90\%$                                  | $\geq 90\%$             | 100%      |  |
|                                                                                                                                  | Annual accreditation                                                                | Compliant               | Compliant |  |
| C1.3.1.1 Initiate and manage contracts with recreational, leisure and community services                                         | Community satisfaction score with Council Pools                                     | Better than baseline    | Delivered |  |
|                                                                                                                                  | Maintain a score above NSW 3-year average in the Royal Life Safety Assessment Audit | 88%<br>> 3-year average | 93%       |  |

## C2 | Recognised traditions and lifestyles

Our community supports the richness of its heritage and culture.

| What we said we'd do                                                    | How effective were we?                                                   | Target                     | 2024-2025                                                                                                  |
|-------------------------------------------------------------------------|--------------------------------------------------------------------------|----------------------------|------------------------------------------------------------------------------------------------------------|
| C2.1.1.1 Implement the Yabang Gumba-Gu Agreement                        | Progress implementing scheduled actions of the Yabang Gumba-Gu agreement | Completed as scheduled     | Completed as scheduled  |
|                                                                         | Award grants within the budgeted Aboriginal projects fund                | Award grants within budget | Delivered               |
|                                                                         | Endorsed reviewed Yabung Gumba Gu agreement for 2024-2026                | Completed as scheduled     | Completed as scheduled  |
| C2.2.1.1 Implement actions of Our Incredible Place Strategy             | Progress implementing scheduled actions of the Incredible Place Strategy | Delivered                  | Delivered               |
|                                                                         | Reconnecting Regional events major event held                            | Event Held                 | Delivered               |
|                                                                         | Major event sponsorship program delivered                                | Delivered                  | Delivered               |
|                                                                         | Australia Day and NAIDOC community events delivered                      | Delivered                  | Delivered               |
|                                                                         | Community funding program delivered                                      | Delivered                  | Delivered               |
| C2.3.1.1 Provide support for the preservation of Port Stephens heritage | Deliver the Heritage Advisory Group                                      | Terms of Reference         | Delivered               |
| C2.4.1.1 Deliver public library services, programs and resources        | Library satisfaction score                                               | ≥ 90%                      | Delivered             |
|                                                                         | Number of customer visits to Library branches                            | ≥ 155,000                  | 232,780               |
|                                                                         | Internet and Wi-Fi usage at Raymond Terrace and Tomaree Library branches | ≥ 20,500                   | 25,296                |
|                                                                         | Attendance at programs, activities and events                            | ≥ 5,500                    | 9,117                 |
|                                                                         | Use of library resources (collection items borrowed)                     | ≥ 245,000                  | 310,874               |

Our performance

3





## Our Place Performance

### Aspirational measures

- ✓ **On track**  
Target achieved or on track to be achieved
- ⊖ **Monitor**  
< 5% off the target
- ✗ **Off track**  
> 5% off the target

## P1 | Strong economy, vibrant local businesses, active investment

Our community has an adaptable, sustainable and diverse economy.

| What we said we'd do                                                          | How effective were we?                                                       | Target                 | 2024-2025                                                   |
|-------------------------------------------------------------------------------|------------------------------------------------------------------------------|------------------------|-------------------------------------------------------------|
| P1.1.1.1 Deliver Economic Development Strategy actions                        | Progress implementing scheduled actions of the Economic Development Strategy | Completed as scheduled | Completed as scheduled <span style="color: green;">✓</span> |
| P1.1.2.1 Provide strategic and financial support to Destination Port Stephens | Delivered requirements of strategic funding agreement                        | Delivered              | Delivered <span style="color: green;">✓</span>              |

## P2 | Infrastructure and facilities

Our community's infrastructure and facilities are safe, convenient, reliable and environmentally sustainable.

| What we said we'd do                                                                            | How effective were we?                                                                                                                                                                                                                     | Target | 2024-2025 |   |
|-------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|---|
| P2.1.1.1 Provide, manage and maintain community assets in accordance with the SAMP 2024 to 2034 | Progress, completion of civil, community and corporate asset program inspections                                                                                                                                                           | >90%   | Delivered | ✓ |
| P2.1.2.1 Provide asset and engineering services                                                 | Engineering development, flooding and drainage development application referrals are completed to the agreed service standards                                                                                                             | ≥ 90%  | Delivered | ✓ |
| P2.1.3.1 Implement Council's adopted annual capital works program                               | Projects completed on time and within budget                                                                                                                                                                                               | >95%   | Delivered | ✓ |
|                                                                                                 | Maintain average Transport for NSW contractor performance grading                                                                                                                                                                          | Good   | Good      | ✓ |
| P2.1.4.1 Maintain Council's civil and community infrastructure*                                 | High priority road defects fixed on time<br><b>Comment:</b> two natural disasters with continual rain severely affect the road condition increasing the volume of defects.                                                                 | 100%   | 85%       | ✗ |
|                                                                                                 | High priority roadside drainage and maintenance defects fixed on time<br><b>Comment:</b> two natural disasters with continual rain significantly increased the number of defects. The focus continues to be on road repairs.               | 100%   | 80%       | ✗ |
|                                                                                                 | High priority open spaces and foreshore maintenance defects fixed on time<br><b>Comment:</b> continual wet conditions have prevented machines mowing and repairing defects as scheduled.                                                   | 100%   | 90%       | ✗ |
|                                                                                                 | High priority actions for Building Trades fixed within the required time frame<br><b>Comment:</b> the majority of defects were completed within timeframe and budget. Outstanding defects are awaiting parts and materials from suppliers. | 100%   | 95%       | ⊖ |
|                                                                                                 | Mechanical services carried out in line with the manufacturer's specifications<br><b>Comment:</b> All services carried out within timeframes and specifications. All outstanding issues are awaiting parts and materials from suppliers    | 100%   | 98%       | ⊖ |
|                                                                                                 |                                                                                                                                                                                                                                            |        |           |   |

\* Due to successive natural disaster events and on-going wet weather, significant resources have been diverted to response and recovery efforts. Council's maintenance program is impacted with scheduled actions only being delivered when the high priority repairs are completed.

## P3 | Thriving and safe place to live

Our community supports a healthy, happy and safe place.

| What we said we'd do                                                   | How effective were we?                                                                      | Target                            | 2024-2025              |   |
|------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-----------------------------------|------------------------|---|
| P3.1.1.1 Develop, implement and monitor land use plans and strategies  | Revised LSPS on Public Exhibition                                                           | Public Exhibition commenced       | On hold*               | ✓ |
|                                                                        | Implement the actions for the LHS                                                           | Commence implementation           | Completed as scheduled | ✓ |
|                                                                        | Planning Proposals assessed within timeframes as per DPE LEP Making Guideline (Sept 2022)   | 100% Compliant                    | Compliant              | ✓ |
|                                                                        | Commence review of the LIC                                                                  | Commenced                         | Completed as scheduled | ✓ |
|                                                                        | No more than 10% overdue planning certificates                                              | Certificates issued within 7 days | 100% Compliant         | ✓ |
|                                                                        | LIC referrals completed within the agreed timeframes                                        | 90%                               | 100 % Compliant        | ✓ |
|                                                                        | DCAT meetings                                                                               | 6 annually                        | Completed as scheduled | ✓ |
| P3.2.1.1 Provide development services                                  | Median net determination time for Development Applications                                  | ≤ 40 days                         | 18 Days                | ✓ |
|                                                                        | Maintain certification market share                                                         | 40%                               | 37%                    | — |
|                                                                        | Number of statements received of registered premises                                        | ≥ 70%                             | 70%                    | ✓ |
| P3.2.1.2 Provide development compliance services                       | Development compliance customer requests closed as a proportion of number received          | ≥ 95%                             | 100%                   | ✓ |
| P3.2.1.3 Provide ranger services                                       | Ranger customer requests closed as a proportion of the number received                      | ≥ 95%                             | 100%                   | ✓ |
|                                                                        | Rangers Programs completed                                                                  | 95%                               | 100%                   | ✓ |
| P3.2.1.4 Provide environmental health services                         | Environmental health customer requests closed as a proportion of the number received        | ≥ 95%                             | 100%                   | ✓ |
|                                                                        | Environmental health programs completed                                                     | 95%                               | 100%                   | ✓ |
| P3.3.1.1 Coordinate delivery of endorsed Place Plan actions            | Progress implementing scheduled actions in our Place Plans                                  | Completed as scheduled            | Completed as scheduled | ✓ |
| P3.3.2.1 Provide financial assistance for the community                | Provide an annual community financial assistance program                                    | Provided                          | Delivered              | ✓ |
| P3.4.1.1 Deliver emergency management services, programs and resources | APZ Contractor's performance against the agreed program                                     | Compliant                         | 100%                   | ✓ |
|                                                                        | Completion of annual objectives identified in the Emergency Management Strategic Objectives | 100%                              | 100%                   | ✓ |

\*The NSW government commenced a review of the LSPS revision process.







## Aspirational measures

- On track**  
Target achieved or on track to be achieved
- Monitor**  
< 5% off the target
- Off track**  
> 5% off the target

## E1 | Ecosystem function

Our community has healthy and dynamic environmental systems that support biodiversity conservation.

| What we said we'd do                                                                                                                  | How effective were we?                                                                                                                                   | Target           | 2024-2025   |  |
|---------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------|--|
| E1.1.1.1 Develop and monitor environmental policies and strategies                                                                    | Completed stage 2 of revised koala habitat mapping (vegetation mapping)                                                                                  | Stage 2 Complete | Delivered   |  |
|                                                                                                                                       | Commenced strategy to deal with environmental matters                                                                                                    | Commenced        | Delivered   |  |
| E1.1.1.2 Provide environmental impact assessment services and a range of nature conservation, biosecurity and rehabilitation programs | Ecological and environmental planning referrals completed within 21 days                                                                                 | ≥ 75%            | Delivered   |  |
|                                                                                                                                       | Median determination time for tree assessment ≤ 15 days                                                                                                  | ≤ 15 days        | Delivered   |  |
|                                                                                                                                       | Commenced Environmental Volunteer Action Plans:<br>• Sunset Park<br>• Mambo Wanda<br>• Raymond Terrace<br>• Shoal Bay<br>• Nelson Bay West<br>• Corlette | Completed        | Delivered   |  |
|                                                                                                                                       | Commenced Environmental Volunteer Action Plans:<br>• Fingal Bay<br>• Anna Bay<br>• Fly Point<br>• Boat Harbour<br>• Lemon Tree Passage                   | Commenced        | Delivered   |  |
|                                                                                                                                       | Natural Assets at Category 1 to 3 (Satisfactory Level)                                                                                                   | >75%             | 77%         |  |
|                                                                                                                                       | Sites inspected in accordance with DPI MoU                                                                                                               | 1,847            | 2,306       |  |
|                                                                                                                                       | Biosecurity customer requests closed as a proportion of number received                                                                                  | ≥ 95%            | Delivered   |  |
|                                                                                                                                       | Weed treatments                                                                                                                                          | 1,041 hours      | 1,779 hours |  |



## E2 | Environmental sustainability

Our community uses resources sustainably, efficiently and equitably.

| What we said we'd do                                       | How effective were we?                                                                                                                                                       | Target               | 2024-2025                                                                                                   |
|------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-------------------------------------------------------------------------------------------------------------|
| E2.1.1.1 Adopt and implement a Carbon Neutral Action Plan  | Commenced short term Emissions Reduction Action Plan (ERAP) actions                                                                                                          | Commenced            | Delivered                |
| E2.2.1.1 Implement the Waste Management Strategy 2021-2031 | Community satisfaction score <ul style="list-style-type: none"> <li>Domestic waste and recycling collection</li> <li>Access to waste transfer stations and depots</li> </ul> | Better than baseline | Within 5% of baseline   |
|                                                            | Waste diverted from landfill                                                                                                                                                 | ≥ 40%                | 40%                    |
|                                                            | Community satisfaction score <ul style="list-style-type: none"> <li>Maintenance and cleaning of town centres</li> <li>Clean and safe public spaces</li> </ul>                | Better than baseline | Within 5% of baseline  |

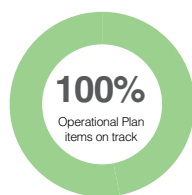
Our performance

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## E3 | Environmental resilience

Our community is resilient to environmental risks, natural hazards and climate change.

| What we said we'd do                                                                                                    | How effective were we?                                                                                    | Target                     | 2024-2025                                                                                       |
|-------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|----------------------------|-------------------------------------------------------------------------------------------------|
| E3.1.1.1 Staged implementation of the Port Stephens Coastal Management Program (CMP) incorporating climate change risks | Endorsed by Council and submission to the Department of Climate Change, Energy, the Environment and Water | Endorsed by Council        | Delivered  |
|                                                                                                                         | Port Stephens CMP year 1 actions implemented                                                              | Year 1 actions implemented | Delivered  |



## Our Council Performance

### Aspirational measures

|   |                                                               |
|---|---------------------------------------------------------------|
| ✓ | <b>On track</b><br>Target achieved or on track to be achieved |
| ⚠ | <b>Monitor</b><br>< 5% off the target                         |
| ✗ | <b>Off track</b><br>> 5% off the target                       |

## L1 | Governance

Our Council's leadership is based on trust and values of Respect, Integrity, Teamwork, Excellence and Safety (RITES).

| What we said we'd do                                                                                 | How effective were we?                                                                         | Target                                                 | 2024-2025              |   |
|------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------------------------------------------|------------------------|---|
| L1.1.1.1 Implement the Workforce Management Strategy                                                 | Progress implementing scheduled actions of the Workforce Management Strategy                   | Completed as scheduled                                 | Completed as scheduled | ✓ |
| L1.2.1.1 Coordinate and deliver Councillor and executive support services                            | Delivering Councillor Business Papers on time                                                  | Delivered on time                                      | Delivered              | ✓ |
| L1.2.1.2 Conduct citizenship ceremonies                                                              | Citizens conferred                                                                             | Citizens conferred                                     | 117                    | ✓ |
| L1.2.1.3 Advocate for community priorities and work with other levels of government and stakeholders | Participation in consultation/ advocacy activities with other levels of government or agencies | Maintain Participation                                 | Delivered              | ✓ |
| L1.2.1.4 Develop shareholder value through an effective partnership with Newcastle Airport           | Participation in NAPL/GNAPL Board meetings                                                     | Maintain Participation                                 | Delivered              | ✓ |
| L1.2.1.5 Work with Hunter Councils to enhance the Hunter Region                                      | Participation in Hunter Joint Organisation meetings                                            | Maintain Participation                                 | Delivered              | ✓ |
| L1.3.1.1 Deliver governance and legal services and enterprise risk management                        | Governance Health Check                                                                        | >95%                                                   | Achieved               | ✓ |
|                                                                                                      | Risk Maturity Score                                                                            | ≥ 85%                                                  | 86%                    | ✓ |
|                                                                                                      | Variation from peer group Workers Compensation Premium Rate                                    | < Peer cohort Premium Rate, as reported by the insurer | 22% below Peer Group   | ✓ |



| What we said we'd do                                                                                                        | How effective were we?                                                             | Target                 | 2024-2025              |   |
|-----------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|------------------------|------------------------|---|
| L1.3.1.2 Implement and coordinate the Audit Risk and Improvement Committee (ARIC) requirements and internal audit processes | Percentage of Audit-identified issues resolved within the expected timeframe       | 100%                   | Achieved               | ✓ |
| L1.3.2.1 Undertake a community satisfaction survey                                                                          | Community Satisfaction Survey undertaken                                           | Survey completed       | Delivered              | ✓ |
| L1.3.2.2 Implement the legislative requirements of the Integrated Planning and Reporting Framework                          | Integrated Plans delivered on time                                                 | ≥ 95%                  | 98%                    | ✓ |
| L1.3.3.1 Implement the annual service review program                                                                        | Commencement of service reviews as per our annual program                          | Commenced              | Commenced              | ✓ |
| L1.3.4.1 Implement annual actions of the Corporate Systems and Data Management Strategy                                     | Maintain system uptime                                                             | ≥ 99.99%               | Achieved               | ✓ |
| L1.3.5.1 Deliver the Business Excellence program of work                                                                    | Progress implementing scheduled actions of the Business Excellence program of work | Completed as scheduled | Completed as scheduled | ✓ |





## L2 | Financial Management

Our Council is financially sustainable to meet community needs.

| What we said we'd do                                                                                                                                            | How effective were we?                                                                                         | Target                                            | 2024-2025              |   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|---------------------------------------------------|------------------------|---|
| L2.1.1.1 Manage implementation of Council's Long-Term Financial Plan 2024 to 2034 and Annual Budget for 2024 to 2025 including Financial Sustainability Roadmap | Underlying financial result is better than the budget                                                          | \$844k                                            | \$1.550M               | ✓ |
| L2.1.1.2 Provide statutory reporting to the community and other government organisations                                                                        | Statutory Reporting                                                                                            | 100% on time                                      | Achieved               | ✓ |
|                                                                                                                                                                 | Annual Financial Statements                                                                                    | Unqualified                                       | Achieved               | ✓ |
| L2.1.1.3 Administer rates and charges in accordance with legislative requirements while also incorporating rates assistance provision for the community         | Rates and annual charges outstanding                                                                           | <10%                                              | 2.5%                   | ✓ |
| L2.1.2.1 Manage the property portfolio in accordance with the Strategic Property program of work                                                                | Maintain yield on the commercial investment portfolio at or above the Australian All Property Index (AAPi)     | ≥ the Australian All Property Index (AAPi) – 4.8% | 7.3%                   | ✓ |
|                                                                                                                                                                 | Maintain property vacancy rate                                                                                 | < the Newcastle industry standards – 14.9%        | 10.14%                 | ✓ |
|                                                                                                                                                                 | Progress implementing scheduled projects in accordance with the Property Investment Strategy                   | Completed as scheduled                            | Completed as scheduled | ✓ |
| L2.1.3.1 Implement the annual actions of the Beachside Holiday Parks and Koala Sanctuary Operational Plan                                                       | Maintain Net Promoter Score (NPS) for Council's Beachside Holiday Parks and Koala Sanctuary                    | ≥ 65%                                             | Achieved               | ✓ |
|                                                                                                                                                                 | Progress implementing scheduled actions under the Beachside Holiday Parks and Koala Sanctuary Operational Plan | Completed as scheduled                            | Completed as scheduled | ✓ |

Our performance

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## L3 | Communication and engagement

Our Council is committed to enabling an engaged and informed community.

| What we said we'd do                                                                          | How effective were we?                                                                      | Target                 | 2024-2025              |   |
|-----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|------------------------|------------------------|---|
| L3.1.1.1 Develop, implement and monitor Council's Customer Experience Roadmap and Action Plan | Progress implementing scheduled actions of the Customer Experience Road Map and Action Plan | Completed as scheduled | Completed as scheduled | ✓ |
| L3.2.1.1 Manage Council's communications and community engagement strategy                    | Progress implementing scheduled actions of the Communications and Engagement Strategy       | Completed as scheduled | Completed as scheduled | ✓ |

# Statutory Statements

## Section 4

The following information is required by such instruments as Local Government (General) Regulation 2021 and other NSW government acts. The relevant section or clause is highlighted beside each report.



# Statutory information

Our Council is committed to open and transparent reporting. The information in this section is legislated and supplements the information provided elsewhere in the report.

Our general reporting requirements are set out in section 428 of the Local Government Act 1993 (the Act) and section 217 of the Local Government (General) Regulation 2021 (the Regulations). To access copies of the Act and Regulations, visit [legislation.nsw.gov.au](https://legislation.nsw.gov.au)

## Community Strategic Plan 2022 to 2032 Implemented

Section 428(2) the Act

Our Port Stephens 2021 to 2024 Report is contained within Volume 3 of Annual Report 2023-2024.

## Delivery Program 2022 to 2026 Implemented

Section 428(1) the Act

Achievements in implementing the Delivery program is contained within this Report.

## Financial Reports

Section 428(4)(a) the Act

The Audited Financial Reports for 2024-2025 are contained in Volume 2 of this Report.

## Capital Expenditure Guidelines

Section 12 Division of Local Government Department of Premier and Cabinet

A summary of capital works in progress as of 30 June 2025.

| Name of project                                       | Progress    | Budget as at 30 June 2025 (ex GST) | Previous Financial Years Expenditure (ex GST) | Expenditure 2024 to 2025 (ex GST) |
|-------------------------------------------------------|-------------|------------------------------------|-----------------------------------------------|-----------------------------------|
| Brandy Hill Drive - Pathway Construction              | In progress | \$3.88M                            | \$0.07M                                       | \$3.52M                           |
| Bucketts Way, Twelve Mile Creek - Safer Roads Program | In progress | \$4.73M                            | \$0.28M                                       | \$4.44M                           |
| East Seaham Road                                      | In progress | \$5.32M                            | \$0.34M                                       | \$0.67M                           |
| Fairlands Road                                        | In progress | \$2.18M                            | N/A                                           | \$1.63M                           |

## Carers Recognition Act 2010

### Section 8(2)

Councils considered to be 'human service agencies' under the Carers Recognition Act 2010 must report on compliance with the Act for the reporting period.

Council did not provide the service.

## Child Safe

To ensure ongoing compliance, Council has developed a Child Safe Roadmap aligning to related child protection legislation. The Child Safe Roadmap includes reviewing and updating relevant policies and procedures as well as the development and delivery of staff training.

## Coastal Protection

### Section 217(1) (e1) the Regulations

Council did not levy an annual charge for coastal protection services.

## Code of Conduct

Section 11.1, Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW

Our Council is required to report complaints relating to the Mayor, Councillors and the General Manager in the year to September. In addition to this, we provide the below details for 2024 to 2025.

| Model Code of Conduct statistics from 1 July 2024 to 30 June 2025 |                                                                                                                                                                                                                  |         |
|-------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| a)                                                                | The total number of Code of Conduct complaints made about councillors and the General Manager under the Code of Conduct in the year                                                                              | 5       |
| b)                                                                | The number of Code of Conduct complaints referred to a conduct reviewer during the reporting period                                                                                                              | 0       |
| c)                                                                | The number of Code of Conduct complaints finalised by a conduct reviewer at the preliminary assessment stage during the reporting period and the outcome of those complaints                                     | 0       |
| d)                                                                | The number of Code of Conduct complaints investigated by a conduct reviewer during the reporting period                                                                                                          | 0       |
| e)                                                                | Without identifying particular matters, the outcome of investigations completed under these procedures during the reporting period                                                                               | Nil     |
| f)                                                                | The number of matters reviewed by the Office of Local Government during the reporting period and without identifying particular matters, the outcome of the reviews.<br>- Matters were referred back to Council. | 3       |
| g)                                                                | The total cost of dealing with Code of Conduct complaints made about councillors and the General Manager during the reporting period, including staff costs                                                      | \$3,263 |





Point Stephens Lighthouse, Fingal Island

## Companion Animals

Section 217(1)(f) Companion Animals Act 1998, Companion Animals Regulation 2008

Our Council provides an annual return to the Office of Local Government on activities to enforce and ensure compliance with the Companion Animals Act 1998 and Companion Animals Regulation 2018, including lodgement of pound data collection returns. We also report information on an incident-by-incident basis in relation to dog attacks.

Our Council provides the full suite of companion animal functions. This year, the Companion Animals Register has collected the following information:

- 214 reported dog attacks – 48 dog attack incident reports entered into the Companion Animals Register, up 2 on last year.
- 506 companion animals were impounded and/or surrendered.

Of the companion animals impounded:

- 167 were either collected by their owner or returned to their owner before being transported to the pound.
- 223 were sold to new owners or released to rescue organisations.

### Companion Animal Management and Activities

For the year 2024-2025, Council spent \$375,881 related to companion animal management and activities (excluding Ranger salaries and vehicle costs). Of this, \$4,128 was spent on community education programs, personal protective equipment, tools and training.

- We conducted a restricted, dangerous and menacing dog project this year. We conducted 2 rounds of inspections (37 total) of all declared dangerous, restricted or menacing dogs listed in the LGA. This helps ensure owners are complying with all mandatory control requirements for owning an animal subject to an order.

- Rangers attended annual Ranger workshop – this workshop covers all things Companion Animals, including; presentations from subject matter experts including; the Office of Local Government regarding updates to the Companion Animal Register, RSPCA about animal welfare and Dog behaviouralists in relation to safe dog handling and managing powerful and aggressive dogs.

### Desexing Initiatives

We promote the services of Hunter Animal Watch and the National Desexing Network, which carry out subsidised desexing of animals in Port Stephens.

### Alternatives

We do our best to return animals to their owners before taking them to the pound. We also promote the sale of suitable unclaimed cats and dogs from our pound online and through partnerships with registered rescue organisations. The Council Animal Refuge have done a great job in reducing euthanasia rates. This year we enhanced the visibility of the animals available for rehoming by creating a new web page and links to the Council Website.

### Off-leash Areas

We continue to promote, improve and enforce the rules in our off-leash areas in Port Stephens.

### Managing and Controlling Companion Animals

Council collected \$66,496 in registration fees and forwarded to the Office of Local Government. We received \$65 for the hire of cat traps and produced total income amount of \$94,884 from the percentage return for registration fees (in our LGA) from the Office of Local Government. This number also includes fees and charges received from impound activities. This was put towards Companion Animal Register administration, impound facility functions, tools and equipment and other initiatives undertaken over the reporting period.

## Contracts Awarded greater than \$150,000

Section 217(1) (a2) the Regulations

| Name of contractor                      | Contract details and purpose                                   | Number               | Contract value \$ |
|-----------------------------------------|----------------------------------------------------------------|----------------------|-------------------|
| Accurate Asphalt & Road Repairs Pty Ltd | The Bucketts Way, Twelve Mile Creek - Stabilisation            | RFQ075-2024          | \$374,883         |
| Accurate Asphalt & Road Repairs Pty Ltd | Medowie Road Seg 40, 50 & 60 Pavement Rehabilitation           | RFQ090-2024          | \$323,622         |
| Accurate Asphalt & Road Repairs Pty Ltd | Pavement Rehabilitation on The Bucketts Way, Twelve Mile Creek | RFQ147-2025          | \$214,358         |
| All Hills Fencing                       | Brandy Hill Shared Path - Fencing                              | RFQ061-2024          | \$178,442         |
| ANA Asphalt                             | Spray Sealing Services 2024-2025                               | RFQ026-2024-1        | \$295,369         |
| ANA Asphalt                             | Brandy Hill Shared Path - Asphalt Leveraging                   | RFQ074-2024/LGP213   | \$428,721         |
| ANA Asphalt                             | Maintenance Granular Patching                                  | RFQ092-2024/LGP213   | \$238,333         |
| ANA Asphalt                             | Asphalt Cul-de-sac Resurfacing                                 | RFQ130-2025/LGP213   | \$315,011         |
| ANA Asphalt                             | Salamander Way Asphalt Patching                                | RFQ148-2025/LGP213   | \$152,248         |
| ASV Sales & Service Pty Ltd             | Supply & Deliver 1x Centre Mount Backhoe Loader                | RFQ103-2024/LGP419   | \$287,727         |
| Blue Apache Pty Ltd                     | Lvl 2 Network Role                                             | N/A                  | \$204,564         |
| Bolte Civil Pty Limited                 | East Seaham Road - Road Reconstruction                         | T119-2025            | \$5,030,998       |
| Boral Construction Materials Group Ltd  | Spray Sealing Services 2024-2025                               | RFQ026-2024-2        | \$377,225         |
| Boral Construction Materials Group Ltd  | TfNSW State Roads Reseals                                      | RFQ070-2024-LGP213-2 | \$412,497         |
| Boral Road Services                     | PSC TfNSW State Roads Reseals                                  | RFQ070-2024          | \$866,549         |
| Byrne Pipe and Civil Pty Limited        | Fairlands Road Medowie, Pavement Widening & Rehabilitation     | T099-2024            | \$3,353,720       |
| Civica Pty Limited                      | Authority Altitude Annual License                              | N/A                  | \$533,390         |
| Civica Pty Limited                      | Authority 7.1 Annual License                                   | N/A                  | \$413,266         |
| Coastal Evergreen Services Pty Ltd      | Halifax Holiday Park Artificial Grass                          | RFQ055-2024          | \$234,567         |
| Colas New South Wales Pty Ltd           | Sprayed Bituminous Surfacing Asphalt Rejuvenation              | RFQ066-2024/LGP213-2 | \$201,489         |
| Daimler Truck Milperra                  | 1x FUSO E918 Electric Truck Including Body Fit                 | RFQ079-2024/NPN123   | \$318,813         |
| Data#3 Limited                          | Microsoft Enterprises Licensing Agreement                      | RFQ086-2024/LGP108-4 | \$1,256,299       |





| Name of contractor                  | Contract details and purpose                        | Number             | Contract value \$ |
|-------------------------------------|-----------------------------------------------------|--------------------|-------------------|
| Downer Edi Works Pty Ltd            | TfNSW State Roads - Asphalt Resurfacing MR 108      | RFQ102-2024/LGP213 | \$676,699         |
| Eire Constructions Pty Ltd          | Tomaree Sports Complex Drainage Upgrade             | T098-2025          | \$491,700         |
| Esri Australia                      | Geographic Information System Software & Services   | T093-2024          | \$921,710         |
| Esri Australia                      | Geographic Information System Software & Services   | T093-2024          | \$460,855         |
| Fenworx Pty Ltd                     | Janet Parade Salt Ash Seg 10 Mill & Fill            | RFQ062-2024/LGP213 | \$323,745         |
| Fenworx Pty Ltd                     | TfNSW State Roads Reseal Prep Heavy Patching        | RFQ069-2024/LGP213 | \$324,362         |
| Fulton Hogan Industries Pty Ltd     | Spray Sealing Services 2024-2025                    | RFQ026-2024-5      | \$341,264         |
| Grosvenor Engineering Group Pty Ltd | Tomaree Library & Community Centre Air Conditioning | T106-2024          | \$348,190         |
| Guardrail Infrastructure Pty Ltd    | The Bucketts Way, Twelve Mile Creek - Guardrail     | T089-2024          | \$254,329         |
| Humes Concrete Products             | East Seaham Road - Precast Drainage                 | RFQ129-2025-1      | \$254,730         |
| Iza Bren Furbabys Pty Ltd           | Animal Impoundment Services                         | T033-2024          | \$834,000         |
| Kentan Machinery Pty Ltd            | Supply & Delivery of 1x 5.5t-6.5t Excavator         | RFQ072-2024/LGP419 | \$256,176         |
| Killalea Construction Pty Ltd       | Fingal Bay - Roofing Replacement & Repairs          | RFQ048-2024        | \$222,728         |
| Killalea Construction Pty Ltd       | Fingal Bay - Roofing Replacement & Repairs          | RFQ048-2024        | \$219,450         |
| Killalea Construction Pty Ltd       | Halifax Holiday Park Amenities & Waterproofing      | RFQ037-2024        | \$239,965         |
| Killalea Construction Pty Ltd       | Halifax Holiday Park Amenities & Waterproofing      | RFQ037-2024        | \$265,058         |



| Name of contractor                                  | Contract details and purpose                         | Number      | Contract value \$ |
|-----------------------------------------------------|------------------------------------------------------|-------------|-------------------|
| Landmark Engineering & Design Pty Ltd               | Supply of Prefabricated Amenities Building B         | T097-2024-2 | \$191,225         |
| Landmark Products Pty Ltd                           | Supply of Prefabricated Amenities Building A         | T097-2024-1 | \$225,038         |
| Manning Valley Motor Holdings Pty Ltd               | Supply & Delivery of 2x 4WD Utes & Body Fitment      | RFQ043-2024 | \$303,495         |
| Mat Brown Building Pty Limited                      | Fingal Bay North & Henderson Amenities Redevelopment | T040-2024   | \$637,443         |
| Moduplay Group Pty Ltd                              | Shoal Bay Holiday Park Playground                    | RFQ050-2024 | \$188,403         |
| Nextrend Furniture                                  | Holiday Park Furniture                               | RFQ051-2024 | \$203,613         |
| Park Agility Pty Ltd                                | Birubi Beach Vehicle Guidance Management System      | T054-2024   | \$566,467         |
| Park Agility Pty Ltd                                | Birubi Beach Vehicle Guidance Management System      | T054-2024   | \$197,351         |
| RDO Equipment Pty Ltd                               | Supply & Delivery of 2x Motor Graders                | RFQ092-2024 | \$3,088,800       |
| Rees Electrical                                     | King Park LED Upgrades - Field 4                     | T107-2025   | \$231,000         |
| Software One Australia Pty Limited                  | Veritas Enterprise Vault Email Archive               | N/A         | \$253,355         |
| Stabilcorp Pty Ltd                                  | Stabilisation Pre-Patching for Resurfacing           | RFQ094-2024 | \$371,073         |
| Synthetic Grass & Rubber Surfaces Australia Pty Ltd | Shoal Bay Sites D & E Artificial Grass               | RFQ058-2024 | \$189,275         |
| Talyama Projects                                    | Grant Whitbourne - Project Management                | N/A         | \$200,200         |
| VVG Services NSW Pty Ltd                            | Supply of 1x Truck Cab Chassis & HiDrive             | RFQ125-2023 | \$320,304         |
| VVG Services NNS Pty Ltd                            | 1x Tipping Truck & 3x Axle Dog                       | RFQ084-2024 | \$491,953         |

## Developer Contributions and Levies

Environmental Planning and Assessment Regulation 2021 (EPA Reg)

Section 218 (1), 218(A) (2) (a-g) the Regulations

| Contributions Plan                                    | Project number / ID | Project description                                                                 |
|-------------------------------------------------------|---------------------|-------------------------------------------------------------------------------------|
| Port Stephens Local Infrastructure Contributions Plan | RW46                | One Mile Beach Reserve 2, One Mile                                                  |
| Port Stephens Local Infrastructure Contributions Plan | OSF33               | Spencer Park, Soldiers Point - playground and park furniture                        |
| Port Stephens Local Infrastructure Contributions Plan | OSF62               | Fingal Bay Foreshore - Furniture Replacement and Amenities                          |
| Port Stephens Local Infrastructure Contributions Plan | SRF10               | Mallabula Sports Complex, Mallabula – floodlighting and power upgrade               |
| Port Stephens Local Infrastructure Contributions Plan | SRF17               | King Park Sports Complex, Raymond Terrace – Implementation of Masterplan            |
| Port Stephens Local Infrastructure Contributions Plan | SRF22               | Yulong Oval, Medowie – multipurpose amenities upgrades                              |
| Port Stephens Local Infrastructure Contributions Plan | SP36                | Cook Parade, Lemon Tree Passage – shared path from Morton Avenue to Meredith Avenue |
| Port Stephens Local Infrastructure Contributions Plan | TCU3                | Nelson Bay Town Centre Upgrades - Wayfinding Signage                                |
| Port Stephens Local Infrastructure Contributions Plan | CAF3                | Council Admin Building Upgrade, Raymond Terrace – Phase 1                           |
| Port Stephens Local Infrastructure Contributions Plan | OSF76               | Aliceton Reserve upgrades, Karuah                                                   |
| Port Stephens Local Infrastructure Contributions Plan | CCF2                | Library Resources                                                                   |

Total value of all developer contributions received for financial year 2025 \$5,842,729

Total value of all developer contributions expended for financial year 2025 \$1,944,850

**Note:** No new borrowings have been expended for another purpose under the same or another Contributions Plan

|  | Location                        | Purpose                                | FY23/24<br>Actual<br>Dev Cont<br>Expenditure | Contribution<br>expended<br>to date | Project<br>status | Percentage of<br>costs funded<br>by Developer<br>Contributions |
|--|---------------------------------|----------------------------------------|----------------------------------------------|-------------------------------------|-------------------|----------------------------------------------------------------|
|  | Tomaree                         | Roadworks                              | \$103,859                                    | \$300,000                           | Complete          | 67%                                                            |
|  | Tomaree                         | Public Open Space,<br>Parks & Reserves | \$9,382                                      | \$42,355                            | Underway          | NA                                                             |
|  | Tomaree                         | Public Open Space,<br>Parks & Reserves | \$177,000                                    | \$177,000                           | Complete          | 46%                                                            |
|  | Central Growth Corridor         | Sports & Leisure<br>Facilities         | \$72,490                                     | \$72,490                            | Underway          | NA                                                             |
|  | All catchment areas             | Sports & Leisure<br>Facilities         | \$150,000                                    | \$300,000                           | Underway          | NA                                                             |
|  | Central Growth Corridor         | Sports & Leisure<br>Facilities         | \$284,632                                    | \$400,000                           | Complete          | 15%                                                            |
|  | Central Growth Corridor         | Shared Paths                           | \$10,223                                     | \$338,200                           | Complete          | 34%                                                            |
|  | Tomaree                         | Town Centre Upgrades                   | \$12,591                                     | \$369,314                           | Underway          | NA                                                             |
|  | 7.12                            | 7.12                                   | \$844,824                                    | \$1,694,824                         | Underway          | NA                                                             |
|  | Central Growth Corridor         | Public Open Space,<br>Parks & Reserves | \$29,849                                     | \$29,849                            | Underway          | NA                                                             |
|  | All catchment areas and<br>7.12 | Community & Cultural<br>and 7.12       | \$250,000                                    | \$1,244,090                         | Complete          | 100%                                                           |

## Disability Inclusion Act 2014

### Section 13(1)

The Disability Inclusion Access Advisory Group (DIAAG) and Terms of Reference was endorsed by Council. This initiative is a critical step in successfully delivering Council's Community Wellbeing Strategy and Disability Inclusion Action Plan (DIAP), fostering a more inclusive and accessible Port Stephens. The group will provide advice on key Council projects and insights on current issues, community concerns, and opportunities relevant to people with disability. Members will receive training and mentoring, learn Council processes, build advocacy and meeting skills, and collaborate to ensure diverse voices are heard. The opportunity is about directly influencing change at Council. Experienced advocates and emerging leaders will work alongside Council staff gaining new skills and experience.

Staff training, including integrating disability and access awareness into staff induction is developed and earmarked to be rolled out in 2025 and reviewed annually.

Council's administration building is undergoing refurbishment with the addition of lowered customer experience front counters for accessible communication between community members and staff.

Improved communication and engagement with the community is also highlighted in the development and distribution of the Easy Read version of Council's Community Strategic Plan.

Port Stephens Business and Tourism sector were positively engaged in an Access and Inclusion Business Leaders workshop. Participants heard from people with lived experience and industry experts on what makes an inclusive business, market expansion, growth of business and reputation and unlocking a new workforce. Council continues to actively collaborate to implement these practical steps with further resources and support.

The integration of Social Stories, pre-event Touch Tour and Inclusion Spaces into Council's major events, including Australia Day, Shoal Bay Food and Wine and Illuminate Festivals had many tangible outcomes. The Inclusion space was run in collaboration with a local Primary Prevention health business and people with disabilities are now able to experience what the events are going to be like to prepare for and enjoy the experiences on offer.

## Environmental Planning and Assessment Act 1979

### Section 7.5(5)

There were 0 Voluntary Planning Agreements (VPA's) executed in the reporting period and 2 remained in force.

## Environmental Upgrade Agreements

### Section 54P (1) Local Government Act 1993

Council did not levy any charges to repay advances under an environmental upgrade agreement.

## Equity, Diversity and Inclusion

### Reg s 217(1) (a9)

Statement of activities undertaken to implement Equal Employment Opportunities (EEO) management plan – refer to page 18.

## External bodies that exercised functions delegated by Council

Section 217(1) (a6) the Regulations

There were no external bodies exercising the functions of our Council.

## External bodies of which Council has controlling interests

Section 217(1) (a7) the Regulations

Our Council must report on all corporations, partnerships, trusts, joint ventures, syndicates or other bodies (whether or not incorporated) in which we (whether alone or in conjunction with other councils) held a controlling interest during the reporting period.

- Newcastle Airport Partnership Company 3 Pty Ltd
- Newcastle Airport Partnership Company 4 Pty Ltd

Following the corporate restructure of the Newcastle Airport Ltd on 9 October 2013, there are 4 partners of the Newcastle Airport Partnership. City of Newcastle owns Newcastle Airport Partnership Company 1 Pty Ltd (as trustee for Newcastle Airport Partnership Trust 1) and Newcastle Airport Partnership Company 2 (as trustee for Newcastle Airport Partnership Trust 2). Port Stephens Council owns Newcastle Airport Partnership Company 3 Pty Ltd (as trustee for Newcastle Airport Partnership Trust 3) and Newcastle Airport Partnership Company 4 Pty Ltd (as trustee for Newcastle Airport Partnership Trust 4).

Following the incorporation of the Greater Newcastle Aerotropolis Pty Ltd on 20 December 2018, there are 4 partners of the Greater Newcastle Aerotropolis Partnership. City of Newcastle owns Newcastle Airport Partnership Company 1 Pty Ltd (as trustee for Newcastle

Airport Partnership Trust 1) and Newcastle Airport Partnership Company 2 (as trustee for Newcastle Airport Partnership Trust 2).

Port Stephens Council owns Newcastle Airport Partnership Company 3 Pty Ltd (as trustee for Newcastle Airport Partnership Trust 3) and Newcastle Airport Partnership Company 4 Pty Ltd (as trustee for Newcastle Airport Partnership Trust 4).

Port Stephens Council holds 100% interest in Newcastle Airport Partnership Company 3 Pty Ltd and Newcastle Airport Partnership Company 4 Pty Ltd.

## External bodies of which Council has participated

Section 217(1) (a8) the Regulations

Our Council must report on all corporations, partnerships, trusts, joint ventures, syndicates or other bodies (whether or not incorporated) in which we participated during that year. These include:

- Newcastle Airport Pty Ltd (NAPL)
- Newcastle Airport Partnership (NAP)
- Greater Newcastle Aerotropolis Pty Ltd (GNAPL)
- Greater Newcastle Aerotropolis Partnership (GNAP)

Newcastle Airport Pty Ltd operates the Newcastle Airport as agent for the Newcastle Airport Partnership. Greater Newcastle Aerotropolis Pty Ltd manages the development of Astra Aerolab on behalf of the Greater Newcastle Aerotropolis Partnership. Port Stephens Council has a 50% interest in NAPL, NAP, GNAPL and GNAP and the City of Newcastle has an interest in the remaining 50%.





**Corporate Entities of the Hunter Councils**  
For over 70 years, local government in the Hunter has found significant benefit in working together through positive cooperation and resource sharing.

The ten Hunter councils include: Cessnock City Council, Dungog Shire Council, Lake Macquarie City Council, Maitland City Council, MidCoast Council, Muswellbrook Shire Council, City of Newcastle, Port Stephens Council, Singleton Council, and Upper Hunter Shire Council.

Arising from this collaboration, the ten Hunter councils collectively own and manage the following corporate entities:

#### Hunter Joint Organisation (JO)

A statutory body under the Local Government Act 1993, established in 2018 to identify, advocate for and collaborate on regional strategic priorities for the Hunter. The Hunter Joint Organisation's statutory mandate includes identifying key regional strategic priorities, advocating for these priorities, and building collaborations around these priorities with other levels of government, industry and the community.

#### Arrow Collaborative Services Limited

Arrow Collaborative Services Limited (and its wholly owned subsidiary Hunter Councils Legal Services Limited) – companies limited by guarantee under the Corporations Act 2001 and established to improve the quality and efficiency of services provided by Hunter councils and local government more broadly across NSW. The services provided focus on specialised planning

and environmental law, and regional purchasing and procurement. Arrow also provides direct administration and corporate support to the operations of the Hunter Joint Organisation.

#### Hunter Councils Incorporated

An incorporated association under the Associations Incorporation Act 2009 that holds property assets for the Hunter Joint Organisation and Arrow Collaborative Services.

We have representation on each entity's board, and share ownership and governance of the entities with the other nine councils of the Hunter Region.

#### NSW Local Government Mutual Liability Scheme (Statewide)

Our Council is a member of the NSW Local Government Mutual Liability Scheme, known as Statewide. It started in 1993 as a joint venture forming a 'self-insurance mutual' covering public liability and professional indemnity insurance. Membership includes 117-member councils across NSW.

#### StateCover Mutual

Our Council is a member of StateCover Mutual. This body was established as a not-for-profit workers compensation insurer to partner with the NSW local government in the management of workplace risk.

StateCover Mutual provides an integrated injury prevention and injury management service model to minimise the overall cost of members' workplace risk.

Government Information  
(Public Access) (GIPA)  
Act 2009

Accessing Information

The GIPA Act 2009 has a number of mechanisms to access information – mandatory, proactive, informal and formal release.

This year, our Council processed 1828 informal access for information requests, removing the need to make a formal application in most cases.

The following is our annual report as required under section 125 of the GIPA Act:

Review of proactive release program – clause 7(a)

Agencies must review their programs for the release of government information at least once every 12 months to identify the kinds of information that can be made publicly available. Our program for the proactive release of information involves:

- reviewing all formal applications and informal requests to determine if the information sought should be released proactively in future
- aligning our Electronic Records Management systems categories to the GIPA Act and determining if any further records should be released proactively in future
- monitoring matters raised by employees and determining if the information should be released proactively in the future.

This year, we reviewed this program by ensuring there is an ongoing monitoring program of all applications/requests for information – formal, informal or other. The program also includes information from Council officers with respect to the information they are producing. As a result of this review, we have released some additional documents relating to Council owned or operated leases/licences.

Government Information  
(Public Access) (GIPA)  
Regulation 2018

Clause 8, Schedule 2

Review of proactive release program – clause 8(a)

Details of the review carried out by the agency under section 7(3) of the Act during the reporting year and the details of any information made publicly available by the agency as a result of the review.

| Reviews carried out by the agency | Information made publicly available by the agency |
|-----------------------------------|---------------------------------------------------|
| Yes                               | Yes                                               |

Number of access applications received – clause 8(b)

The total number of access applications received by the agency during the reporting year (including withdrawn applications but not including invalid applications).

Total number of applications received – 40

Number of refused applications for Schedule 1 information – clause 8(c)

The total number of access applications received by the agency during the reporting year that the agency refused either wholly or partly because the application was for the disclosure of information referred to in Schedule 1 of the Act (information for which there is a conclusive presumption of overriding public interest against disclosure).

| Number of Applications Refused | Wholly | Partly | Total |
|--------------------------------|--------|--------|-------|
|                                | 0      | 1      | 1     |
| % of total                     | 0      | 100%   | 100   |



**Access application statistics – section 8(d) and schedule 2**

Table A: Number of applications by type of applicant and outcome\*

|                                                  | Access granted in full | Access granted in part | Access refused in full | Information not held | Information already available | Refuse to deal with an application | Refuse to confirm or deny whether the information is held | Application withdrawn | Total     |
|--------------------------------------------------|------------------------|------------------------|------------------------|----------------------|-------------------------------|------------------------------------|-----------------------------------------------------------|-----------------------|-----------|
| Media                                            | 0                      | 0                      | 0                      | 0                    | 0                             | 0                                  | 0                                                         | 0                     | 0         |
| Members of Parliament                            | 0                      | 0                      | 0                      | 0                    | 0                             | 0                                  | 0                                                         | 0                     | 0         |
| Private sector business                          | 2                      | 1                      | 0                      | 0                    | 0                             | 0                                  | 0                                                         | 14                    | 17        |
| Not for profit organisations or community groups | 0                      | 2                      | 0                      | 0                    | 1                             | 0                                  | 0                                                         | 1                     | 4         |
| Members of the public (by legal representative)  | 1                      | 4                      | 0                      | 1                    | 0                             | 0                                  | 0                                                         | 1                     | 7         |
| Members of the public (other)                    | 0                      | 1                      | 0                      | 0                    | 0                             | 0                                  | 0                                                         | 15                    | 16        |
| <b>Total</b>                                     | <b>3</b>               | <b>8</b>               | <b>0</b>               | <b>1</b>             | <b>1</b>                      | <b>0</b>                           | <b>0</b>                                                  | <b>31</b>             | <b>44</b> |
| Percentage of total                              | 7%                     | 19%                    | 0%                     | 2%                   | 2%                            | 0%                                 | 0%                                                        | 70%                   |           |

\*More than one decision can be made in respect to a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

Table B: Number of applications by type of application and outcome\*

|                                                                                        | Access granted in full | Access granted in part | Access refused in full | Information not held | Information already available | Refuse to deal with an application | Refuse to confirm or deny whether the information is held | Application withdrawn | Total     |
|----------------------------------------------------------------------------------------|------------------------|------------------------|------------------------|----------------------|-------------------------------|------------------------------------|-----------------------------------------------------------|-----------------------|-----------|
| Personal information applications**                                                    | 0                      | 0                      | 0                      | 0                    | 0                             | 0                                  | 0                                                         | 0                     | 0         |
| Access applications (other than personal information applications)                     | 3                      | 8                      | 0                      | 1                    | 1                             | 0                                  | 0                                                         | 31                    | 44        |
| Access applications that are partly personal information applications and partly other | 0                      | 0                      | 0                      | 0                    | 0                             | 0                                  | 0                                                         | 0                     | 0         |
| <b>Total</b>                                                                           | <b>3</b>               | <b>8</b>               | <b>0</b>               | <b>1</b>             | <b>1</b>                      | <b>0</b>                           | <b>0</b>                                                  | <b>31</b>             | <b>44</b> |
| Percentage of total                                                                    | 7%                     | 19%                    | 0%                     | 2%                   | 2%                            | 0%                                 | 0%                                                        | 70%                   |           |

\*\*A personal information application is an access application for personal information (as defined in section 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

Table C: Invalid applications

| Reason for invalidity                                                         | Number of applications | Percentage of total |
|-------------------------------------------------------------------------------|------------------------|---------------------|
| Application does not comply with formal requirements (section 41 of the Act)  | 0                      | 0                   |
| Application is for excluded information of the agency (section 43 of the Act) | 0                      | 0                   |
| Application contravenes restraint order (section 110 of the Act)              | 0                      | 0                   |
| <b>Total number of invalid applications received</b>                          | <b>0</b>               | <b>0</b>            |
| Invalid applications that subsequently became valid applications              | 0                      | 0                   |
| <b>Total</b>                                                                  | <b>0</b>               | <b>0</b>            |

Table D: Conclusive presumption of overriding public interest against disclosure – matters listed in Schedule 1 of Act

| Reason for invalidity                                            | Times consideration used* | Percentage of total |
|------------------------------------------------------------------|---------------------------|---------------------|
| Overriding secrecy laws                                          | 0                         | 0%                  |
| Cabinet information                                              | 0                         | 0%                  |
| Executive Council information                                    | 0                         | 0%                  |
| Contempt                                                         | 0                         | 0%                  |
| Legal professional privilege                                     | 1                         | 100%                |
| Excluded information                                             | 0                         | 0%                  |
| Documents affecting law enforcement and public safety            | 0                         | 0%                  |
| Transport safety                                                 | 0                         | 0%                  |
| Adoption                                                         | 0                         | 0%                  |
| Care and protection of children                                  | 0                         | 0%                  |
| Ministerial code of conduct                                      | 0                         | 0%                  |
| Aboriginal and environmental heritage                            | 0                         | 0%                  |
| Privilege generally - Sch 1(5A)                                  | 0                         | 0%                  |
| Information provided to High Risk Offenders Assessment Committee | 0                         | 0%                  |
| <b>Total</b>                                                     | <b>1</b>                  | <b>100%</b>         |

Statutory Statements

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Table E: Other public interest considerations against disclosure – matters listed in table to section 14 of the Act

| Reason for invalidity                                                | Times consideration used* | Percentage of total |
|----------------------------------------------------------------------|---------------------------|---------------------|
| Responsible and effective government                                 | 5                         | 24%                 |
| Law enforcement and security                                         | 0                         | 0%                  |
| Individual rights, judicial processes and natural justice            | 7                         | 33%                 |
| Business interests of agencies and other persons                     | 8                         | 38%                 |
| Environment, culture, economy and general matters                    | 1                         | 5%                  |
| Secrecy provisions                                                   | 0                         | 0%                  |
| Exempt documents under interstate Freedom of Information legislation | 0                         | 0%                  |
| <b>Total</b>                                                         | <b>21</b>                 | <b>100</b>          |

\*More than one public interest consideration may apply in relation to a particular access application and if so, each such consideration is to be recorded (but only once per application).

Table F: Timeliness

| Reason for invalidity                                                | Number of applications | Percentage of total |
|----------------------------------------------------------------------|------------------------|---------------------|
| Decided within the statutory timeframe (20 days plus any extensions) | 12                     | 100%                |
| Decided after 35 days (by agreement with applicant)                  | 0                      | 0%                  |
| Not decided within time (deemed refusal)                             | 0                      | 0%                  |
| <b>Total</b>                                                         | <b>12</b>              | <b>100%</b>         |

Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)

|                                                                  | Decision varied | Decision upheld | Total    | Percentage of total |
|------------------------------------------------------------------|-----------------|-----------------|----------|---------------------|
| Internal review                                                  | 1               | 0               | 1        | 20%                 |
| Review by Information Commissioner*                              | 2               | 2               | 4        | 80%                 |
| Internal review following recommendation under section 93 of Act | 0               | 0               | 0        | 0%                  |
| Review by NCAT                                                   | 0               | 0               | 0        | 0%                  |
| <b>Total</b>                                                     | <b>3</b>        | <b>2</b>        | <b>5</b> | <b>100%</b>         |
| Percentage of total                                              | 60%             | 40%             | 100      | 100%                |

\*The Information Commissioner does not have the authority to vary decisions but can make recommendations to the original decision-maker. The data, in this case, indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

Table H: Applications for review under Part 5 of the Act (by type of applicant)

|                                                                                                                   | Number of applications for review | Percentage of total |
|-------------------------------------------------------------------------------------------------------------------|-----------------------------------|---------------------|
| Applications by access applicants                                                                                 | 4                                 | 80%                 |
| Applications by persons to whom the information the subject of access application relates (section 54 of the Act) | 1                                 | 20%                 |
| <b>Total</b>                                                                                                      | <b>5</b>                          | <b>100%</b>         |

Table I: Applications transferred to other agencies

|                               | Number of applications for review | Percentage of total |
|-------------------------------|-----------------------------------|---------------------|
| Agency-initiated transfers    | 0                                 | 0%                  |
| Applicant-initiated transfers | 0                                 | 0%                  |
| <b>Total</b>                  | <b>0</b>                          | <b>0%</b>           |



Wallalong

## Financial Assistance

217(1) (a5) the Regulations

Hardship rate relief and rate donations

Council provided \$19,877.62 in hardship rate relief and rate donations under sections 601 and 356 of the Act in 2024 to 2025 consisting of \$16,794.71 under the Rates Assistance Program and \$3,082.91 under the Waste Assistance Program of the Debt Recovery and Hardship Policy.

Waste Services

Under our Financial Assistance for the Disposal of Waste in Port Stephens Policy, \$28,634.00 was provided to the following organisations:

| Organisation                              | Amount  | Organisation                                  | Amount  |
|-------------------------------------------|---------|-----------------------------------------------|---------|
| 1st Anna Bay Cubs and Scouts              | \$1,907 | Rotary Club of Raymond Terrace                | \$356   |
| Clean4shore NSW                           | \$403   | RTM Op Shop Raymond Terrace                   | \$21    |
| Dog Rescue Newcastle                      | \$69    | Salamander Bay Recycling                      | \$6,326 |
| Hunter Horse Haven Inc.                   | \$228   | Salamander Men Shed                           | \$2,816 |
| Lemon Tree Passage Rural Fire Service     | \$280   | Salvation Army Raymond Terrace                | \$33    |
| Lifeline Direct Limited                   | \$161   | Scope Home Access Hunter Region               | \$2,371 |
| Medowie Assembly of God Fellowship        | \$629   | St Vincent De Paul Anna Bay                   | \$839   |
| NSW Marine Rescue - Port Stephens Unit    | \$57    | St Vincent De Paul Raymond Terrace            | \$37    |
| Port Stephens Community Woodworkers       | \$1,097 | St Vincent De Paul Society Nelson Bay         | \$3,205 |
| Port Stephens Koalas                      | \$6,332 | State Emergency Services – Port Stephens Unit | \$70    |
| Raymond Terrace Early Education Centre    | \$505   | The Cove Men's Shed                           | \$3     |
| Raymond Terrace Men's Shed                | \$426   | Tilligerry Habitat Association                | \$440   |
| Riding for the Disabled Association (NSW) | \$22    |                                               |         |

## Community Grants

Each year, our Council provides financial assistance to community and cultural groups in Port Stephens in accordance with section 356 of the Act.

| Category                 | Amount   | Category               | Amount           |
|--------------------------|----------|------------------------|------------------|
| Mayoral funds            | \$45,880 | Community Support Fund | \$70,000         |
| Ward funds               | \$26,985 | Environmental Projects | \$10,000         |
| Aboriginal Projects Fund | \$29,762 | <b>Total</b>           | <b>\$226,248</b> |

Sponsorship

Council also provides funds as part of its sponsorship policy. These funds provide multiple benefits to Council and the community through promotion of tourism through to the activation of public space.

Sponsored events brought approximately 45,000 visitors to the area and delivered approximately \$15 million economic impact to Port Stephens (data based on Council REMPLAN economy report).

| Category                  | Amount   | Category                         | Amount    |
|---------------------------|----------|----------------------------------|-----------|
| Major Event Sponsorship   | \$93,493 | Community Event Development Fund | \$59,027  |
| My Incredible Micro Grant | \$3,306  | Vibrant Spaces Fund              | \$50,000  |
|                           |          | Total                            | \$243,507 |

The Major Event Sponsorship fund attracts and support events that create economic benefit, primarily in the off-peak season. Below are the events held in 2024-25 who were recipients of Major Event Sponsorship.

| Major Events Sponsorship Recipients                |                                                              |
|----------------------------------------------------|--------------------------------------------------------------|
| 2024 Port Stephens Winter Car Show                 | 2024 King of the Box (Surfing)                               |
| 2024 TREX Multisport Festival                      | 2025 Peter Wilson Memorial Touch Championship                |
| 2024 Raymond Terrace Powerboat Spectacular         | 2025 NSWGFA Interclub State Championships (Fishing)          |
| 2024 Port Stephens Veteran Golfers Association     | 2025 Garmin Billfish Shootout (Fishing)                      |
| 2024 Sprint Series Adventure Race                  | 2025 NSW State Titles Marathon Outrigger Canoe Championships |
| 2024 Newcastle Hunter Rugby League Finals          | 2025 NSW Senior Amateur Championship (Golf)                  |
| 2024 The David Matthews Senior Tournament (Tennis) | 2025 Sail Port Stephens (3 weekends)                         |
| 2024 Elite Energy Run & Swim                       | 2025 Fisiocreame Triathlon                                   |

Community Event Development Fund supports events that reflect our values, our history, our sense of place and provide a platform for our community to connect and come together. Below are the events held in 2024-25 who were recipients of Community Event Development Fund.

| Community Event Development Fund Recipients |                                                           |
|---------------------------------------------|-----------------------------------------------------------|
| Where's Your Head At? Raymond Terrace       | Medowie Parkrun                                           |
| 2024 Human Whale                            | Snak N Rap Spring                                         |
| 2024 Clans on the Coast                     | 2024 Medowie Christmas Carnival                           |
| Peninsula Garden Ramble                     | 2024 Nelson Bay Fly Point Carols                          |
| 2024 Tilligerry Community Fair              | 2024 Karuah Christmas Carols                              |
| 2024 Karuah Oyster and Timber Festival      | 2024 Port Stephens End of Year Celebration – Hume Housing |
| Adaptive Lawn Bowls Festival                | 2024 Seaham Carols                                        |
| 2024 Bullarama                              | 16th Port Stephens Art Prize                              |

## Fisheries Management Act 1994

### Section 220ZT (2)

Our Council operates in accordance with and gives consideration to Fisheries Management Act related Threat and Recovery Abatement plans.

In this period, we sought 3 Fisheries Permit and 4 Marine Parks Permits.

#### Tomaree Foreshore sand nourishment and replenishment

- Marine Park Permit – MEAA24/307
- Fisheries Permit – PN24/559

#### Shoal Bay Beach access staircase

- Marine Park Permit – MEAA25/31

#### Tomaree foreshore sand removal and replenishment

- Fisheries Permit - PN21/573
- Marine Park Permit - MEAA21/370

#### Conroy Park Sand Bagging

- Fisheries Permit - PN25/252
- Marine Park Permit - MEAA25/136

## Induction, Training and Ongoing Professional Development of Mayor and Councillors

### Section 186 the Regulations

Our Councillor Induction and Professional Development Policy requires an annual report on all councillor induction programs, ongoing professional development and training sessions.

The following professional development opportunities were provided to all elected

members. The table shows those who participated.

There was a councillor induction program conducted during this period following the Local Government election in September 2024.

| Professional development                 | Attendees                                                                                                                   |
|------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| AICD Course                              | Cr Errington, Cr Le Mottee & Cr Watson                                                                                      |
| AICD Membership                          | Mayor Anderson, Cr Errington, Cr Le Mottee, Cr Watson & Cr Wells                                                            |
| AICD Event, Newcastle                    | Mayor Anderson & Cr Wells                                                                                                   |
| AIM – Applying Strategic Thinking Course | Mayor Anderson                                                                                                              |
| ALGA National General Assembly           | Mayor Anderson, Cr Errington, Cr Le Mottee & Cr Niland                                                                      |
| ALGWA Conference                         | Mayor Anderson                                                                                                              |
| Councillors' Strategic Workshops         | Mayor Anderson, Cr Armstrong, Cr Arnott, Cr Doohan, Cr Errington, Cr Francis, Cr Le Mottee, Cr Niland, Cr Watson & Cr Wells |
| IPWEA Local Roads Congress               | Mayor Anderson & Cr Niland                                                                                                  |
| IPWEA Asset Management Course            | Mayor Anderson                                                                                                              |
| LGNSW – Visitor & Economy Conference     | Mayor Anderson & Cr Errington                                                                                               |
| Women in Leadership event                | Mayor Anderson                                                                                                              |





## Labour statistics

Section 217(1)(d)(i)-(v) The Regulations

Clause 217 of the Local Government (General) Regulation 2021 (the Regulation) requires Council to publish labour force data in the annual reports. This is designed to allow greater scrutiny of councils' employment practices by their governing bodies, their communities, and key stakeholders such as the unions.

Increased transparency around Council's employment practices will promote better compliance with the Act and the Local Government (State) Award, encourage a more strategic approach to workforce planning and allow better-informed decision making by councils in relation to the management of their workforces.

The Deputy Secretary, Office of Local Government will fix the relevant day for reporting purposes after the end of each year.

For the financial year 2024-2025, our council is required to report the total number of persons who performed paid work on Wednesday, 4 December 2024, including:

- Number of persons directly employed by the council:
  - on a permanent full-time basis 410
  - on a permanent part-time basis 107
  - on a casual basis 70
  - under a fixed-term contract 49
- The number of persons employed by the council who are senior staff\* for the purposes of the Local Government Act 1993: 4 (1 General Manager and 3 Directors).
- The number of persons engaged by the council, under a contract or other arrangement with the person's employer, that is wholly or principally for the labour of the person: 32 Labour hire/contractors/agency staff.
- The number of persons supplied to the council, under a contract or other arrangement with the person's employer, as an apprentice or trainee: 15 (apprentice, trainees and cadets directly employed through PSC).

\*In September 2024 the Local Government Amendment (Employment Arrangements) Act 2024 eliminated the option for Council to continue to employ staff on "senior staff contracts" (excluding the General Manager). From this date, staff employed under contracts of this nature will commence the transition process to an award or enterprise agreement.

## Legal proceedings

Section 217(1) (a3) the Regulations

A summary of the amounts incurred in relation to legal proceedings taken by and or against Council from 1 July 2024 to 30 June 2025.

Workers compensation and other employment matters, public liability and professional indemnity claims are not included. Our Council recovered \$23,269 in legal costs.

| Legal matter                                 | Details                                                                                                                                                                                                                          | Status    | Cost             |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------------|
| <b>Land and Environment Court</b>            |                                                                                                                                                                                                                                  |           |                  |
| Kingshill Development No 1 and 2 Pty Ltd     | Appeal against Court refusal to grant consent to residential subdivision concept development application. Appeal dismissed.                                                                                                      | Completed | \$848            |
| Connect Global Limited                       | Appeal against Development Control Order (DCO) and Council refusal to grant development consent regarding use of premises as a transitional group home. Two-year development consent granted, modified DCO approved.             | Completed | \$6,799          |
| Mims Love Pty Ltd                            | Appeal against Council refusal to grant development consent for a residential flat building. Appeal upheld, consent granted.                                                                                                     | Completed | \$16,620         |
| AB Rise Pty Ltd                              | Appeal against deemed refusal of development application for subdivision of existing lots into 43 residential lots including internal access roads, ancillary earthworks and bioretention basin. Appeal upheld, consent granted. | Completed | \$28,952         |
| Clippers Anchorage Pty Ltd                   | Appeal against deemed refusal of development application for alterations and additions to existing marina, landscaping and site preparation works.                                                                               | Ongoing   | \$9,010          |
| Vollmer                                      | Appeal against deemed refusal of development application for boundary adjustment. Appeal dismissed, development application determined by way of refusal.                                                                        | Completed | \$16,487         |
| Park and Shop Pty Ltd                        | Appeal against deemed refusal of development application for a residential flat building.                                                                                                                                        | Ongoing   | \$0              |
| <b>Local Court</b>                           |                                                                                                                                                                                                                                  |           |                  |
| Raphael-Robertson                            | Appeal against Dangerous Dog Declarations. Control Orders made by consent. Prosecution for various companion animal offences. Fines issued for some offences, remaining offences withdrawn by consent.                           | Completed | \$7,727          |
| Redicrete Pty Ltd                            | Prosecution for pollute waters.                                                                                                                                                                                                  | Ongoing   | \$913            |
| Van Der Mast                                 | Prosecution for dog not under effective control in public place. Matter withdrawn by consent.                                                                                                                                    | Completed | \$522            |
| Rigas                                        | Prosecution for transport waste. Matter withdrawn by consent.                                                                                                                                                                    | Completed | \$391            |
| <b>NSW Civil and Administrative Tribunal</b> |                                                                                                                                                                                                                                  |           |                  |
| FHH & FTU                                    | Appeal of Tribunal decision. Appeal dismissed. Council costs recovery.                                                                                                                                                           | Completed | \$5,927          |
| FHH & FTU                                    | Appeal of Appeal Panel decision regarding costs. Appeal dismissed as incompetent.                                                                                                                                                | Completed | \$4,202          |
| Webb                                         | Application for administrative review. Council decision affirmed by Tribunal.                                                                                                                                                    | Completed | \$10,678         |
| Webb, DraftCom Pty Ltd & McEwan              | Proceedings seeking order to restrain unmeritorious applications under Government Information (Public Access) Act.                                                                                                               | Ongoing   | \$1,412          |
| FHH                                          | Application seeking review under privacy legislation.                                                                                                                                                                            | Ongoing   | \$4,220          |
| <b>Total</b>                                 |                                                                                                                                                                                                                                  |           | <b>\$114,708</b> |

Council incurred \$122,003 in legal costs for debt recovery legal proceedings:

|                                                  |            |                                                     |            |
|--------------------------------------------------|------------|-----------------------------------------------------|------------|
| No. proceedings continued from prior year        | 48         | Less no. finalised proceedings – paid in full       | -64        |
| No. proceedings commenced                        | 119        | Less no. finalised proceedings – debt unrecoverable | -1         |
| <b>Total no. debt recovery legal proceedings</b> | <b>167</b> | <b>No. proceedings in progress</b>                  | <b>102</b> |

## Mayor and Councillors fees and provision of facilities

Section 217(1) (a1) the Regulations

A summary of the expenses incurred in performing the functions of Mayor and Councillors and associated allowances.

Our policy recognises the Mayor and Councillors, in performing their civic functions, are entitled to be provided with certain facilities and be reimbursed for certain expenses. The policy was adopted on 11 February 2025 and will be reviewed again in September 2028.

Mayor and Councillor allowances

| Allowances                        | Amount    | Allowances              | Amount           |
|-----------------------------------|-----------|-------------------------|------------------|
| Mayoral allowance                 | \$86,286  | Cost of catering        | \$45,200         |
| Councillors' fees and allowances  | \$231,555 | Cost of Mayoral vehicle | \$50,872         |
| Councillors' superannuation       | \$33,855  | <b>Total</b>            | <b>\$592,427</b> |
| Councillors' expenses (see below) | \$144,659 |                         |                  |

Mayor and Councillor expenses

| Expenses                 | Amount   | Expenses                 | Amount           |
|--------------------------|----------|--------------------------|------------------|
| Mobile phone calls       | \$2,034  | Awards and ceremonies    | \$3,065          |
| Internet                 | \$1,834  | Carer expenses           | \$420            |
| Intrastate travel        | \$13,859 | Communications bundle    | \$1,607          |
| Intrastate accommodation | \$16,454 | Councillors uniforms     | \$18             |
| Conferences              | \$16,017 | Professional development | \$63,831         |
| Computers                | \$24,751 | <b>Total</b>             | <b>\$144,659</b> |
| Stationery               | \$769    |                          |                  |

## Modern Slavery

Section 428(4)(c) & (d) the Act

This statement outlines Port Stephens Council's commitment to combatting modern slavery and the measures we have implemented during this reporting period to reduce the risk of our procurement activities impacting on human rights.

Port Stephens Council procures goods and services in accordance with our corporate and procurement policies, processes and procedures. The following objectives represent the principles that are applied to procurement activities undertaken by Council:

- Establish a procurement framework for Port Stephens Council (Council) to achieve value for money and continuous improvement in the provision of services for the community.
- Ensure that Council resources are used efficiently and effectively.
- Achieve compliance with relevant legislative requirements achieving high standards of probity, transparency, accountability, and risk management.
- Eliminate unnecessary purchases, maximise the re-use and recycling of productions, minimise waste and purchase fewer goods with negative environmental impact.
- Increase purchaser awareness regarding 'sustainability advantage' of alternative products.
- Deliver Council's commitments in relation to ecologically sustainable development (ESD), environmental management and social wellbeing objectives.

- Where practical, Council will collaborate with other Councils to take advantage of economies of scale.
- Give preference to procurements which provide community and social benefits.
- Aim to eliminate practices of modern slavery or hidden labour exploitation including illegal wages and employment practices, discrimination and harassment, where identified.
- Provide opportunities for local business to act as a supplier to Council.

Council's procurement procedures set out how we plan, source, and manage contracts and suppliers throughout the procurement lifecycle. Procurement activities range from purchase orders and purchasing cards for low-risk purchases to formal Request for Quotation (RFQ) and Request for Tender (RFT) processes for high risk and high spend projects.

Port Stephens Council have adopted a hybrid centre-led procurement structure, where strategic vision is managed by Procurement, tenders and quotations over \$50,000 are centralised through Procurement. Low value quotations are decentralised and managed throughout the Organisation. We recognise the importance of taking steps to ensure that goods and services procured by and for our Council are not the product of modern slavery.

Reasonable steps being taken by Port Stephens Council to ensure goods and services procured are not a product of modern slavery include the following:

| Activity                           | Description                                                                                                                                                                     | Actioned | Partially Actioned | Future Action |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--------------------|---------------|
| Staff Awareness and Training       | Staff awareness of modern slavery and Council's policy and expectations                                                                                                         | ✓        |                    |               |
|                                    | Staff Training                                                                                                                                                                  | ✓        |                    |               |
| Supplier Engagement                | Awareness of Council's policy and expectations                                                                                                                                  |          | ✓                  |               |
|                                    | Supplier Training                                                                                                                                                               |          |                    | ✓             |
|                                    | Supplier self-assessment questionnaire (SAQ)                                                                                                                                    | ✓        |                    |               |
|                                    | High risk supplier engagement                                                                                                                                                   |          | ✓                  |               |
| Risk Assessment                    | Inherent risk assessment at a category level                                                                                                                                    | ✓        |                    |               |
|                                    | Pre-purchase checklist to identify higher risk procurements                                                                                                                     | ✓        |                    |               |
|                                    | Supplier risk assessment – existing suppliers                                                                                                                                   | ✓        |                    |               |
|                                    | Supplier risk assessment – new and potential suppliers                                                                                                                          | ✓        |                    |               |
| Tendering and Contracting          | Modern slavery tender criteria                                                                                                                                                  | ✓        |                    |               |
|                                    | Procurement process/procedure includes the requirement to assess that the tendered price allows for at least the minimum level of wages and other entitlements required by law  | ✓        |                    |               |
|                                    | Modern slavery contract clauses                                                                                                                                                 | ✓        |                    |               |
|                                    | Supplier Code of Conduct                                                                                                                                                        | ✓        |                    |               |
| Reporting and Grievance Mechanisms | Confidential reporting mechanism/process for staff, contractors, community to report concerns related to modern slavery                                                         | ✓        |                    |               |
| Response and Remedy Framework      | Response and remedy framework involving actions, such as facilitation of access to health, legal or psychosocial services, financial compensation and prevention of future harm |          |                    | ✓             |
| Monitoring and Review              | Monitoring and review of the effectiveness of modern slavery related processes                                                                                                  |          | ✓                  |               |

## Overseas Travel undertaken by Mayor, Councillors and Staff

Section 217(1)(a) the Regulations

There was no overseas travel undertaken during the financial year.

## Private Works Resolutions

Section 217(1) (a4) the Regulations

No works were carried out on private land requiring a resolution under section 67 of the Act.

## Rates and charges written off during 2024 to 2025

Section 132 the Regulations

| Type                    | Amount      | Type                              | Amount             |
|-------------------------|-------------|-----------------------------------|--------------------|
| Pensioner concessions   | \$1,529,899 | Uneconomical to recover           | \$2,459            |
| Postponed rates         | \$3,826     | Ratepayer's hardship rate relief* | \$19,878           |
| Small debts             | \$1,901     | Not legally recoverable           | \$220              |
| Conservation agreements | \$3,312     | <b>Total</b>                      | <b>\$1,561,495</b> |

## Service Reviews

Section 428(3) the Act, 428(4) (b) the Act

Since 2011 we've been reviewing all of our business and our services at Council. Completing a full review of all of our service packages (60+ Service Packages) every 4 years, with a mid-point review every 2 years. Refer to our Operational Plan 2024 to 2025 for more background of what this process involves.

The following scheduled reviews were undertaken over the 2024-2025 financial year:

### Full Service Reviews – 7 Service Packages (SP)

- Strategy & Environment – November 2024 (4 SP)
- Organisation Support (Part 2) – October 2024 (3 SP)

### Midpoint Reviews – 12 Service Packages (SP)

- Capital Works – January 2025 (5 SP)
- Communications & Customer Experience – November 2024 (4 SP)
- Corporate Strategy & Support Directorate Office – August 2024 (3 SP)

The following reviews were postponed to align with resourcing and objectives of the business:

- Development & Compliance Service Review – Postponed to September 2025 (progressing)
- Holiday Parks Service Review – Postponed to commence January 2026

## Outcomes

None of the reviews completed resulted in a negative change to the service delivery to our community. The reviews provided process improvements, strengthening collaboration, system improvements, strategic planning improvements, resourcing improvements, increased service delivery, re-alignment of roles and responsibilities and operational savings. We continue to improve and mature our service review program and processes. This includes the introduction of the Service Delivery Business Plan and more detailed data analytics to strengthen our understanding of trends and community expectations.

## Senior Staff Remuneration

Section 217(1)(b)(i),(c) The Regulations

Our Council's senior staff consists of the General Manager and 3 Directors. All senior staff are employed under standard contracts.

- General Manager \$393,764.00
- Senior staff\* (excluding the General Manager) \$1,031,577.70\*\*

\*In September 2024 the Local Government Amendment (Employment Arrangements) Act 2024 eliminated the option for Council to continue to employ staff on "senior staff contracts" (excluding the General Manager). From this date, staff employed under contracts of this nature will commence the transition process to an award or enterprise agreement.

\*\*In accordance with the Total Remuneration Package (TRP) outlined in their senior staff contract.

## Special Rate Variation

The 2024-2025 financial year is the second year of Council's three-year special rate variation which was approved by the Independent Pricing and Regulatory Tribunal (IPART) in June 2023.

Consistent with the community consultation process undertaken during the application process, additional funds generated during the second financial year were used by Council to improve the road network and maintain baseline services for the community across all areas. This has assisted in avoiding operational deficits during a period of high inflation, in an approach aimed at securing Councils long term financial sustainability.

The third year of the special rate variation will provide even more to the enhanced services in key areas of community priority and continue to maintain existing services to a growing population. The enhanced services program will see funds being spent on road rehabilitation and resurfacing, recreational facilities, waterways and protecting our natural environment.

A key condition of IPART's approval is providing information to the Community outlining how funds have been spent. This will be undertaken annually as part of the Annual Report presented to the Community.

Special rate variation income and expenditure for 2024-2025

| Priority Area                              | Unspent Balance Brought Forward | Allocation 2024/2025 | Total Funding Available | Actual Expenditure 2024/2025 | Unspent Closing Balance |
|--------------------------------------------|---------------------------------|----------------------|-------------------------|------------------------------|-------------------------|
| Maintaining existing service levels        | -                               | \$4,770,684          | \$4,770,684             | \$4,770,684                  | -                       |
| Fixing our roads                           | -                               | \$1,421,385          | \$1,421,385             | \$609,467                    | \$811,918               |
| Protecting our natural environment         | -                               | -                    | -                       | -                            | -                       |
| Looking after our waterways and foreshores | -                               | -                    | -                       | -                            | -                       |
| Looking after our public spaces            | -                               | -                    | -                       | -                            | -                       |
| <b>Total</b>                               | -                               | <b>\$6,192,069</b>   | <b>\$6,192,069</b>      | <b>\$5,380,151</b>           | <b>\$811,918</b>        |

Statutory Statements

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## Stormwater Management Services

Section 217(1) the Regulations

Council did not levy an annual charge for stormwater management services as it received a special variation to general income in 1997-1998 for stormwater management activities.

## Swimming Pool Inspections

Swimming Pools Act 1992 section 22F (2),  
Swimming Pools Regulation 2018 clause 18(b)(c)

|                                                                                                         |     |
|---------------------------------------------------------------------------------------------------------|-----|
| Total number of inspections of visitor and tours accommodation and a premise with more than 2 dwellings | 39  |
| Number of inspections that resulted in the issuance of a Compliance Certificate                         | 243 |
| Number of inspections that resulted in the issuance of a Non-Compliance Certificate                     | 59  |



# Appendix

## Section 6

- 63 | Election of representatives on Council, committees, regional committees and groups
- 68 | Capital works projects
- 74 | Internal Audit and Risk Management Attestation Statement for the 2024 to 2025 financial year for Port Stephens Council
- 77 | Glossary



# Election of representatives on Council, committees, regional committees and groups

## 355C Committees and Regional Committees and Groups

| Ref | Committee name                                                                   | Purpose of Committee                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Delegates                                                                             |
|-----|----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| 1   | Aboriginal Strategic Committee                                                   | To exchange information between the Aboriginal community and Council on issues affecting Aboriginal people.<br>To promote mutual awareness and respect for the cultures of both Aboriginal and non- Aboriginal communities.                                                                                                                                                                                                                                                   | Mayor Anderson<br>Cr Francis                                                          |
| 2   | Audit, Risk and Improvement Committee (ARIC)<br><br>Formerly the Audit Committee | The ARIC is an advisory committee of Council comprising of 1 non-voting Councillor representative and three independent external representatives.<br>The objective of the Audit Committee is to enhance the corporate governance of Council through the provision of independent oversight, review and advice. The Committee will assist Council by providing independent assurance and assistance on the organisation's governance, risk, control and compliance frameworks. | Cr Wells<br>(OLG guidelines preclude the Mayor from being a member of the Committee). |
| 3   | Hinton School of Arts Committee                                                  | To assist Council in the management of Hinton School of Arts.                                                                                                                                                                                                                                                                                                                                                                                                                 | Cr Arnott<br>Cr Francis<br>Cr Le Mottee                                               |
| 4   | Karuah Community Hall Committee                                                  | To assist Council in the management of Karuah Community Hall.                                                                                                                                                                                                                                                                                                                                                                                                                 | Cr Doohan<br>Cr Niland<br>Cr Wells                                                    |
| 5   | Lemon Tree Passage Old School Centre Committee                                   | To assist Council in the management of Lemon Tree Passage Old School Centre and surrounds.                                                                                                                                                                                                                                                                                                                                                                                    | Cr Doohan<br>Cr Niland<br>Cr Wells                                                    |
| 6   | Medowie Sports Council                                                           | To facilitate communication between the sporting public and Council in order to ensure that the existing and future needs and requirements of those persons participating and administering sports are accurately identified and brought to the attention of Council.                                                                                                                                                                                                         | Cr Doohan<br>Cr Niland<br>Cr Wells                                                    |
| 7   | Nelson Bay Community Hall Committee                                              | To assist Council in the management of Nelson Bay Community Hall.                                                                                                                                                                                                                                                                                                                                                                                                             | Cr Armstrong<br>Cr Errington<br>Cr Watson                                             |
| 8   | Port Stephens Australia Day Committee                                            | To coordinate the annual celebration of Australia Day in Port Stephens in line with recommendations from the Australia Day Council.                                                                                                                                                                                                                                                                                                                                           | Mayor Anderson<br>Cr Arnott<br>Cr Errington<br>Cr Francis                             |
| 9   | Port Stephens Sister Cities Committee                                            | To promote and have ongoing relationships between international communities providing opportunities for cultural exchange.                                                                                                                                                                                                                                                                                                                                                    | Mayor Anderson<br>Cr Armstrong<br>Cr Francis<br>Cr Wells                              |

| Ref | Committee name                                              | Purpose of Committee                                                                                                                                                                                                                                                  | Delegates                                                                                                                     |
|-----|-------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 10  | Raymond Terrace Senior Citizens Hall Management Committee   | To assist Council in the management of the Raymond Terrace Senior Citizens Hall.                                                                                                                                                                                      | Cr Arnott<br>Cr Francis<br>Cr Le Mottee                                                                                       |
| 11  | Salt Ash Community Hall                                     | To assist Council in the management of Salt Ash Community Hall.                                                                                                                                                                                                       | Cr Doohan<br>Cr Niland<br>Cr Wells                                                                                            |
| 12  | Salt Ash Sports Ground Committee                            | To assist Council in the management, maintenance and improvements to Salt Ash Sports Ground.                                                                                                                                                                          | Cr Doohan<br>Cr Niland<br>Cr Wells                                                                                            |
| 13  | Strategic Arts Committee                                    | To provide input into Port Stephens Council strategic policy, plans and programs relating to culture and the arts.<br>To assist Council identify the existing and future requirements for arts and cultural facilities across Port Stephens.                          | Mayor Anderson<br>Cr Armstrong<br>Cr Francis<br>Cr Wells                                                                      |
| 14  | Tanilba Foreshore Hall Committee                            | To assist Council in the management of Tanilba Bay Foreshore Hall.                                                                                                                                                                                                    | Cr Doohan<br>Cr Niland<br>Cr Wells                                                                                            |
| 15  | Tilligerry Sports Council                                   | To facilitate communication between the sporting public and Council in order to ensure that the existing and future needs and requirements of those persons participating and administering sports are accurately identified and brought to the attention of Council. | Cr Doohan<br>Cr Niland<br>Cr Wells                                                                                            |
| 16  | Tomaree Sports Council                                      | To facilitate communication between the sporting public and Council in order to ensure that the existing and future needs and requirements of those persons participating and administering sports are accurately identified and brought to the attention of Council. | Cr Armstrong<br>Cr Errington<br>Cr Watson                                                                                     |
| 17  | West Ward Sports Council                                    | To facilitate communication between the sporting public and Council in order to ensure that the existing and future needs and requirements of those persons participating and administering sports are accurately identified and brought to the attention of Council. | Cr Arnott<br>Cr Errington<br>Cr Francis<br>Cr Le Mottee                                                                       |
| 18  | AGL Newcastle Gas Storage Facility Community Dialogue Group | The purpose of a Community Consultative Committee is to provide a forum for discussion between a proponent and representatives of the community, stakeholder groups and the local council on issues directly relating to a specific State significant project.        | Mayor Anderson                                                                                                                |
| 19  | Birubi Point Cultural Heritage Advisory Panel               | To advise Port Stephens Council on the management plan required to protect the Worimi cultural and spiritual heritage and enhance the environment of the Birubi Point Crown Reserve and Birubi Point Aboriginal Place.                                                | Cr Wells<br><b>Alternate</b><br>Cr Doohan                                                                                     |
| 20  | Brandy Hill Quarry Community Consultative Committee         | The purpose of a Community Consultative Committee is to provide a forum for discussion between a proponent and representatives of the community, stakeholder groups and the local council on issues directly relating to a specific State significant project.        | Cr Francis<br><b>Alternate</b><br>Cr Arnott<br><b>Alternate, as required</b><br>Assets/Strategy & Environment Section Manager |
| 21  | Cabbage Tree Road Community Consultative Committee          | The purpose of the committee is to provide an advisory forum of community representatives to meet requirements of the development consent.                                                                                                                            | Cr Arnott<br><b>Alternate</b><br>Cr Francis                                                                                   |

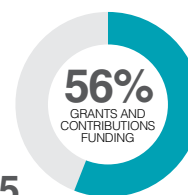
| Ref | Committee name                                                   | Purpose of Committee                                                                                                                                                                                                                                                                                                                                                                                                                                               | Delegates                                                                                                                                        |
|-----|------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| 22  | Comprehensive Koala Plan of Management Implementation Committee  | Responsible for overseeing the implementation of the Port Stephens Council Comprehensive Koala Plan of Management.                                                                                                                                                                                                                                                                                                                                                 | Mayor Anderson<br><b>Alternate</b><br>Cr Armstrong                                                                                               |
| 23  | Communication and Engagement Advisory Panel                      | The purpose is the delivery of transparent communications and meaningful community engagement.<br>To provide information, advice and guidance on development and delivery of Council communications and engagement programs to ensure a diversity of voices participates in decision making for their place.                                                                                                                                                       | Mayor Anderson<br>Cr Armstrong<br>Cr Francis<br>Cr Niland<br>Cr Watson<br>Cr Wells                                                               |
| 24  | Community Support Fund<br><br>Formerly Community Funding Program | To make recommendations to Council on applications received through the Grants process.                                                                                                                                                                                                                                                                                                                                                                            | Mayor Anderson<br>Cr Armstrong<br>Cr Errington<br>Cr Francis<br>Cr Niland<br><b>Alternate</b><br>Cr Arnott<br>Cr Doohan<br>Cr Watson<br>Cr Wells |
| 25  | Disability Inclusion and Access Advisory Group                   | The purpose of the Disability Inclusion and Access Advisory Group is to provide expert advice and community perspectives to identify and address barriers to access and participation.                                                                                                                                                                                                                                                                             | Cr Wells (co-chair)<br>Cr Armstrong                                                                                                              |
| 26  | Environment Advisory Panel                                       | To provide community representation for consultation, advice and advocacy on environmental matters in Port Stephens.                                                                                                                                                                                                                                                                                                                                               | Mayor Anderson (chair)<br>Cr Armstrong<br><b>Alternate</b><br>Cr Doohan                                                                          |
| 27  | General Manager Performance Review Panel                         | To conduct evaluation of the performance of the General Manager.                                                                                                                                                                                                                                                                                                                                                                                                   | Mayor Anderson<br>Cr Arnott<br>Plus a Councillor nominated at the time by the General Manager                                                    |
| 28  | Heritage Advisory Panel                                          | To provide community representation for consultation, advice and advocacy of heritage matters in Port Stephens.                                                                                                                                                                                                                                                                                                                                                    | Cr Wells (chair)<br><b>Alternate</b><br>Cr Armstrong                                                                                             |
| 29  | Homelessness Stakeholder Advocacy Group                          | To provide Council with strategic advice on homelessness and related issues that can be dealt with at a Local Government level                                                                                                                                                                                                                                                                                                                                     | Mayor Anderson<br>Cr Armstrong<br>Cr Errington<br>Cr Le Mottee                                                                                   |
| 30  | Hunter Joint Organisation                                        | The Hunter Joint Organisation is a collaborative body that brings together the 10 councils in the region to provide a united and local voice for our communities. As the hub for local intergovernmental collaboration, the organisation's statutory mandate includes identifying key regional strategic priorities, advocating for these priorities, and building collaborations around these priorities with other levels of government, industry and community. | Mayor Anderson                                                                                                                                   |

| Ref | Committee name                                                                                                                                                                                                                           | Purpose of Committee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Delegates                                                                                                                             |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| 31  | International Women's Day Scholarship Panel                                                                                                                                                                                              | This panel assesses the applications for the International Women's Day scholarship.                                                                                                                                                                                                                                                                                                                                                                                                                        | Mayor Anderson<br>Cr Armstrong<br>Cr Doohan<br>Cr Francis<br>Cr Wells                                                                 |
| 32  | Customer and Community Advisory Group (CCAG)                                                                                                                                                                                             | This committee is an advisory committee to Hunter Water Corporation.                                                                                                                                                                                                                                                                                                                                                                                                                                       | Cr Francis<br><b>Alternate</b><br>Cr Le Mottee                                                                                        |
| 33  | Hunter and Central Coast Regional Planning Panel                                                                                                                                                                                         | To consider development applications referred to the Panel under the legislation for development applications for the Port Stephens Local Government area.<br>The Panel comprises of 3 State members and 2 Councillors. The term is for 3 years for each Panel member.                                                                                                                                                                                                                                     | Mayor Anderson<br>Cr Arnott<br><b>Alternates</b><br>Cr Errington<br>Cr Francis<br>Cr Niland<br>Strategy & Environment Section Manager |
| 34  | Local Government Community Safety & Crime Prevention Network NSW<br>Note: This is a Committee of the Port Stephens Local Area Command.<br>Membership is by invitation from the Local Area Commander.<br>Council's delegate is the Mayor. | To provide a forum for local community members, service providers, businesses and the police to discuss issues and appropriate strategies relating to crime and community safety.<br>**Attendees will be by invitation only; one representative will be invited by the Police from each peak body / organisation e.g. Hunter Water / Housing NSW). Council will hold two positions, one will be Community Engagement Officer, and the other will be the Mayor or their representative if unable to attend. | Mayor Anderson                                                                                                                        |
| 35  | Local Traffic Committee                                                                                                                                                                                                                  | This is a Service NSW based committee which allows Council to have delegated authority to install or remove regulatory sign posting on public roads.                                                                                                                                                                                                                                                                                                                                                       | Mayor Anderson<br>Cr Niland<br><b>Alternate</b><br>Cr Errington                                                                       |
| 36  | Lower Hunter Bushfire Management Committee                                                                                                                                                                                               | The committee is a legislative requirement and is to discuss direction across local government areas and across agencies in regard to bushfire management.                                                                                                                                                                                                                                                                                                                                                 | Cr Arnott<br>Cr Watson<br><b>Alternate</b><br>Mayor Anderson                                                                          |
| 37  | Lower Hunter Community Advisory Group                                                                                                                                                                                                    | The Group is managed by Hunter Local Land Services (HLLS). The purpose is to provide an opportunity the HLLS to engage with stakeholders on a range matters, including strategic direction and programs.                                                                                                                                                                                                                                                                                                   | Cr Francis<br><b>Alternate</b><br>Cr Le Mottee                                                                                        |
| 38  | Marine Parks Advisory Panel<br>Ministerial Appointment                                                                                                                                                                                   | Community Consultative Committee regarding the proposed Marine Park in Port Stephens.                                                                                                                                                                                                                                                                                                                                                                                                                      | Mayor Anderson<br><b>Alternate</b><br>Cr Armstrong<br>Cr Watson                                                                       |
| 39  | NSW Public Libraries Association (Central East Zone)                                                                                                                                                                                     | The purpose of the Association is to champion the public library cause, strengthen the public library network, advocate effectively, foster cooperation and collaboration, build trust and support, initiate partnerships and share relevant information.                                                                                                                                                                                                                                                  | Cr Wells<br><b>Alternate</b><br>Cr Armstrong                                                                                          |

| Ref | Committee name                                                                                          | Purpose of Committee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Delegates                                                   |
|-----|---------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| 40  | Port Stephens Floodplain Advisory Panel                                                                 | To provide advice on flood/floodplain management studies/plans                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Cr Francis<br><b>Alternate</b><br>Cr Arnott<br>Cr Errington |
| 41  | Port Stephens Local Heath Committee                                                                     | To provide leadership in the community to: <ul style="list-style-type: none"> <li>• Ensure health services meet local community health needs.</li> <li>• Promote health services and initiatives.</li> <li>• Enhance the health of the community.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                             | Cr Armstrong<br><b>Alternate</b><br>Mayor Anderson          |
| 42  | Port Stephens/ Myall Lakes Estuary and Coastal Zone Management Committee                                | This Committee includes representatives from Great Lakes Council and is responsible for long term planning for the estuary and the coastline.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Cr Armstrong<br><b>Alternate</b><br>Mayor Anderson          |
| 43  | RFS District Liaison Committee                                                                          | To review the progress of the service level agreement between Port Stephens Council and NSW Rural Fire Service in the local government area.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Cr Arnott<br><b>Alternate</b><br>Cr Watson                  |
| 44  | Salt Ash Sand Project Community Consultative Committee                                                  | The purpose of a Community Consultative Committee is to provide a forum for discussion between a proponent and representatives of the community, stakeholder groups and the local council on issues directly relating to a specific State significant project.                                                                                                                                                                                                                                                                                                                                                                                                                           | Cr Doohan<br><b>Alternate</b><br>Cr Wells                   |
| 45  | Stone Ridge Community Consultative Committee                                                            | The purpose of the committee is to provide an advisory forum of community representatives to meet requirements of the development consent.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Cr Francis<br><b>Alternate</b><br>Cr Arnott<br>Cr Le Mottee |
| 46  | Tomaree Lodge Community Engagement Committee<br>Note: The Mayor has been asked to Chair this Committee. | The purpose of the Community Engagement Committee is to: <ul style="list-style-type: none"> <li>• Act as a community "sounding board" in Stage 1 planning for the site.</li> <li>• Provide feedback, advice and guidance to DCJ on proposed amenity improvements.</li> <li>• Assist DCJ and other NSW Government agencies in developing strategies or approaches to promote the appropriate short-term use of the site while protecting the site's heritage, environmental and culturally significant artefacts, and history.</li> <li>• Act as a key stakeholder in Stage 2 planning to ensure a diversity of voices participate in decision making for this important site.</li> </ul> | Mayor Anderson                                              |
| 47  | Williamtown Consultative Committee Forum                                                                | To provide a forum for the residents of Williamtown area to discuss relevant issues with Federal, State and Local Government elected members and agencies.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Mayor Anderson<br>(General Manager)                         |
| 48  | Worimi Conservation Lands Board of Management<br>Ministerial Appointment                                | To oversee the management of the lands owned by the Aboriginal owners and leased back to the NSW Government.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Cr Francis<br><b>Alternate</b><br>Mayor Anderson            |



## Capital works projects



### Capital works project expenditure in 2024 to 2025

\* Grant funds contributed to this project

| Classification                             | Job description                                                  | Cost \$   |
|--------------------------------------------|------------------------------------------------------------------|-----------|
| Aquatic Structures and Waterways           | Shoal Bay Wharf Deck Refurbishment                               | 34,325    |
| Aquatic Structures and Waterways           | Teramby Road Dive Site*                                          | 39,922    |
| Bridges                                    | Replacement of Notts Creek Bridge - Glen Oak                     | 11,253    |
| Buildings                                  | Hinton School of Arts External Renovation                        | 40,154    |
| Buildings                                  | Tomaree Library and Community Centre Air Conditioners*           | 223,683   |
| Buildings                                  | Admin Building Internal Refurbishment                            | 844,824   |
| Buildings                                  | Seaham School of Arts Upgrades                                   | 40,447    |
| Buildings                                  | Depot Relocation                                                 | 45,678    |
| Buildings                                  | Guppa Aboriginal Men's Shed Relocation                           | 61,448    |
| Buildings                                  | Tomaree Library & Community Centre Auto Door Replacement         | 18,900    |
| Buildings                                  | Tomaree Aquatic Centre Waterslide                                | 32,047    |
| Buildings                                  | Aliceton Reserve Amenities - Remove Amenities from Memorial Park | 29,849    |
| Buildings                                  | Fingal Bay North Amenities*                                      | 292,262   |
| Buildings                                  | Henderson Park Amenities*                                        | 333,495   |
| Buildings                                  | Neil Carroll Amenities                                           | 42,316    |
| Buildings                                  | Shoal Bay East Amenities*                                        | 44,107    |
| Buildings                                  | Stuart Park Kiosk Stormwater                                     | 21,430    |
| Buildings                                  | Yulong Oval Amenities                                            | 372,662   |
| Buildings                                  | Birubi Surf Lifesaving Club*                                     | 31,419    |
| Buildings                                  | Fingal Bay Surf Club                                             | 9,091     |
| Carparks                                   | Birubi Point Aboriginal Place Tourism Interchange*               | 118,178   |
| Carparks                                   | Carpark - Shoal Bay                                              | 340,712   |
| Carparks                                   | Inner Light Carpark Retaining Wall*                              | 94,443    |
| Commercial Investment and admin Operations | 11 Laverick Avenue Tomago                                        | 70,712    |
| Commercial Investment and admin Operations | 57-59 Port Stephens St Raymond Terrace*                          | 124,017   |
| Corporate Systems and Business Improvement | Authority Improvements                                           | 8,543     |
| Dedicated Assets                           | Dedicated Subdivision - Crown Land*                              | 1,040,000 |
| Digital Civil Assets                       | Installation of Wayfinding Signage and Controls - Birubi         | 236,412   |



| Classification          | Job description                                                                        | Cost \$   |
|-------------------------|----------------------------------------------------------------------------------------|-----------|
| Digital Civil Assets    | Installation of Wayfinding Signage and Controls - Nelson Bay Town Centre and Foreshore | 12,591    |
| Digital Civil Assets    | Smart Parking Project                                                                  | 112,379   |
| Footpaths and cycleways | Brandy Hill Dr - Pathway Construction*                                                 | 3,518,720 |
| Footpaths and cycleways | Cycleway, Paths & Bus Shelter Construction                                             | 11,008    |
| Footpaths and cycleways | Pathway - Marine Drive - Footpath Extension                                            | 13,892    |
| Footpaths and cycleways | Shared Path - Nelson Bay Rd Fern Bay                                                   | 553,419   |
| Footpaths and cycleways | Shared Pathway - Lemon Tree Passage                                                    | 10,223    |
| Footpaths and cycleways | Shared Pathway - Shiraz to Shore*                                                      | 309,880   |
| Footpaths and cycleways | Campbell Ave Anna Bay                                                                  | 73,767    |
| Footpaths and cycleways | President Wilson Walk Tanilba Bay                                                      | 73,440    |
| Footpaths and cycleways | Shoal Bay Rd, Shoal Bay - Footpath Continuation                                        | 17,353    |
| Footpaths and cycleways | Strathmore Rd Mallabula                                                                | 88,320    |
| Footpaths and cycleways | Tarean Rd Karuah Pedestrian Crossing                                                   | 188,170   |
| Footpaths and cycleways | Teramby Road - Landslip and Pathway*                                                   | 848,067   |
| Holiday Parks           | Fingal Bay - Tennis Court Upgrades - Lighting                                          | 16,075    |
| Holiday Parks           | Koala Sanctuary - Electric Vehicle Charging Stations                                   | 15,174    |
| Holiday Parks           | Halifax - Amenities Rectifications                                                     | 452,989   |
| Holiday Parks           | Fingal Bay - Cabin Refurbishment                                                       | 111,138   |
| Holiday Parks           | Fingal Bay - Standard & Superior Villa & House Roof Replacement                        | 211,107   |
| Holiday Parks           | Fingal Bay - Synthetic Turf                                                            | 182,183   |
| Holiday Parks           | Halifax - Cabin Rectification                                                          | 134,517   |
| Holiday Parks           | Halifax - Cabin Refurbishment                                                          | 159,001   |
| Holiday Parks           | Koala Sanctuary - Room Refurbishment                                                   | 25,817    |
| Holiday Parks           | Shoal Bay - Cabin Refurbishment                                                        | 51,121    |
| Holiday Parks           | Shoal Bay - Synthetic Turf                                                             | 355,474   |
| Holiday Parks           | Thou Walla - Cabin Refurbishment                                                       | 5,631     |
| Holiday Parks           | Thou Walla - Cabin Refurbishment                                                       | 262,875   |
| Holiday Parks           | Fingal Bay - Replace Pool Foot Valve                                                   | 8,430     |
| Holiday Parks           | Halifax - Air Conditioning                                                             | 13,399    |
| Holiday Parks           | Halifax - Lengthen Slabs Motorhome Precinct                                            | 88,052    |
| Holiday Parks           | Halifax - Synthetic Turf                                                               | 252,733   |
| Holiday Parks           | Koala Sanctuary - Washer/Dryer Replacement                                             | 8,243     |
| Holiday Parks           | Shoal Bay - Electrical Audit Works                                                     | 6,449     |
| Holiday Parks           | Shoal Bay - Entertainment Precinct                                                     | 1,009,407 |
| Holiday Parks           | Thou Walla - Chemical Injector System for Pool                                         | 8,062     |
| Holiday Parks           | Thou Walla - Replacement of Water / Backflow Valves                                    | 10,053    |

| Classification                       | Job description                                               | Cost \$ |
|--------------------------------------|---------------------------------------------------------------|---------|
| Information Communication Technology | Desktop Infrastructure Rollover                               | 261,331 |
| Information Communication Technology | ICT Capital Projects                                          | 128,185 |
| Land Acquisition and Development     | 100 Salamander Way Salamander Bay Reclassification & Rezoning | 113,184 |
| Land Acquisition and Development     | 240 Tarean Road Karuah                                        | 53,366  |
| Land Acquisition and Development     | 3 Industrial Road Medowie                                     | 36,093  |
| Land Acquisition and Development     | 155 Salamander Way Salamander Bay                             | 87,478  |
| Land Acquisition and Development     | 20 Enterprise Drive Tomago                                    | 13,000  |
| Land Acquisition and Development     | Medowie Town Centre Development Site                          | 56,464  |
| Libraries                            | Mobile Library                                                | 50,396  |
| Libraries                            | Raymond Terrace Library                                       | 102,727 |
| Libraries                            | Tomaree Library                                               | 101,884 |
| Open Space                           | Corlette Headland Boardwalk                                   | 63,537  |
| Open Space                           | Dunmore Reserve Playground - Replace Existing Playground      | 77,258  |
| Open Space                           | Elkin Avenue Playground*                                      | 148,920 |
| Open Space                           | Fingal Bay - Foreshore Upgrades*                              | 386,252 |
| Open Space                           | Fingal Bay Foreshore Access Points                            | 21,235  |
| Open Space                           | Hinton Bridge Boat Ramp Upgrade                               | 10,499  |
| Open Space                           | Hinton Foreshore Pathway                                      | 7,447   |
| Open Space                           | Karuah RV Parking Facilities*                                 | 70,426  |
| Open Space                           | Karuah Wetlands Boardwalk*                                    | 36,758  |
| Open Space                           | Knitting Circle Memorial*                                     | 22,084  |
| Open Space                           | Mungarra Reserve Boardwalk Upgrade                            | 104,666 |
| Open Space                           | Riverside Park Barriers                                       | 16,375  |
| Open Space                           | Shoal Bay Beach Access & Landscaping Works                    | 15,426  |
| Open Space                           | Spencer Park Soldiers Point Playground and Amenities          | 9,382   |
| Open Space                           | Don Waring Oval Expansion*                                    | 58,967  |
| Open Space                           | King Park Irrigation Upgrade Stage 1                          | 150,000 |
| Open Space                           | King Park Sports Complex Field Lighting*                      | 7,900   |
| Open Space                           | Lionel Morten Oval Drainage*                                  | 44,640  |
| Open Space                           | Mallabula Sports Complex Field Lighting*                      | 132,490 |
| Open Space                           | Salamander Sports Complex Field One Drainage                  | 18,007  |
| Open Space                           | Tomaree Netball Court                                         | 41,913  |

| Classification  | Job description                                  | Cost \$   |
|-----------------|--------------------------------------------------|-----------|
| Open Space      | Tomaree Sport Complex - Field Lighting           | 19,844    |
| Open Space      | Tomaree Sports Complex Drainage*                 | 230,232   |
| Plant and Fleet | Light Trucks, Vans and Utes                      | 1,754,280 |
| Plant and Fleet | Plant                                            | 1,360,787 |
| Plant and Fleet | Excavator                                        | 139,404   |
| Roads           | Road Closed Signage                              | 38,303    |
| Roads           | Alton Close - Local Roads Reseal Program         | 15,767    |
| Roads           | Armidale Avenue - Local Roads Reseal Program     | 29,747    |
| Roads           | Auberge Close - Local Roads Reseal Program*      | 37,470    |
| Roads           | Bayview Street - Local Roads Reseal Program      | 5,106     |
| Roads           | Bounty Place - Local Roads Reseal Program        | 7,470     |
| Roads           | Castaway Close - Local Roads Reseal Program      | 7,913     |
| Roads           | Catalina Close - Local Roads Reseal Program      | 11,716    |
| Roads           | Clyde Court - Local Roads Reseal Program         | 15,954    |
| Roads           | Columbia Close - Local Roads Reseal Program      | 11,301    |
| Roads           | Compass Close - Local Roads Reseal Program       | 6,430     |
| Roads           | County Close - Local Roads Reseal Program*       | 23,674    |
| Roads           | David Drive - Local Roads Reseal Program         | 29,771    |
| Roads           | Diemars Road - Local Roads Reseal Program        | 24,770    |
| Roads           | George Street - Local Roads Reseal Program       | 10,478    |
| Roads           | Glenelg Street - Local Roads Reseal Program      | 48,683    |
| Roads           | Gordon Close - Local Roads Reseal Program        | 52,910    |
| Roads           | Graham Street - Local Roads Reseal Program       | 21,261    |
| Roads           | Gretel Close - Local Roads Reseal Program        | 17,335    |
| Roads           | Hastings Drive - Local Roads Reseal Program*     | 78,125    |
| Roads           | Holwell Court - Local Roads Reseal Program*      | 69,965    |
| Roads           | Irrawang Street - Local Roads Reseal Program     | 5,221     |
| Roads           | Local Roads East - Local Roads Reseal Program    | 200,000   |
| Roads           | Morna Point Road - Local Roads Reseal Program*   | 73,034    |
| Roads           | Nelson Street - Local Roads Reseal Program       | 10,445    |
| Roads           | Newline Road - Local Roads Reseal Program*       | 155,772   |
| Roads           | Northview Court - Local Roads Reseal Program*    | 45,875    |
| Roads           | Ocean Street - Local Roads Reseal Program        | 28,108    |
| Roads           | Pacific Avenue - Local Roads Reseal Program      | 10,886    |
| Roads           | Pacific Street - Local Roads Reseal Program      | 29,362    |
| Roads           | Parkes Street - Local Roads Reseal Program*      | 24,000    |
| Roads           | Port Stephens Drive - Local Roads Reseal Program | 9,331     |

| Classification | Job description                                      | Cost \$   |
|----------------|------------------------------------------------------|-----------|
| Roads          | Sandy Point Road - Local Roads Reseal Program        | 29,081    |
| Roads          | Settlers Close - Local Roads Reseal Program          | 7,614     |
| Roads          | Sir Henry Parkes Avenue - Local Roads Reseal Program | 20,481    |
| Roads          | Swan Bay Road - Local Roads Reseal Program*          | 81,686    |
| Roads          | Sylvan Avenue - Local Roads Reseal Program           | 64,782    |
| Roads          | Tareebin Road - Local Roads Reseal Program           | 15,701    |
| Roads          | Tathra Street - Local Roads Reseal Program*          | 89,650    |
| Roads          | The Peninsula - Local Roads Reseal Program           | 8,546     |
| Roads          | Troman Parade - Local Roads Reseal Program*          | 80,505    |
| Roads          | Uffington Road - Local Roads Reseal Program          | 21,261    |
| Roads          | Wahgunyah Road - Local Roads Reseal Program          | 21,577    |
| Roads          | Wallawa Road - Local Roads Reseal Program            | 6,617     |
| Roads          | Willow Close - Local Roads Reseal Program            | 10,471    |
| Roads          | Wiveliscombe Close - Local Roads Reseal Program      | 27,369    |
| Roads          | Woodlands Way - Local Roads Reseal Program           | 12,131    |
| Roads          | Wychewood Avenue - Local Roads Reseal Program*       | 75,063    |
| Roads          | Bucketts Way, Twelve Mile Creek*                     | 4,453,557 |
| Roads          | Clarence town Rd Glen Oak Seg 200 & 290*             | 61,514    |
| Roads          | Clarence town Road - Seaham                          | 42,074    |
| Roads          | Lemon Tree Passage Rd, Oyster Cove                   | 14,465    |
| Roads          | Medowie Rd Seg 215                                   | 697,409   |
| Roads          | Medowie Road, Campvale. Seg 100 and 110              | 96,461    |
| Roads          | Avenue of The Allies - Tanilba Bay Widening          | 23,996    |
| Roads          | Beach Rd, Nelson Bay*                                | 133,896   |
| Roads          | Beach Road/Victoria Parade                           | 154,041   |
| Roads          | Bus Stop Upgrades - Brandy Hill Rd                   | 171,335   |
| Roads          | Clarence town Rd Seg 140-150*                        | 1,986,643 |
| Roads          | East Seaham Rd, East Seaham*                         | 672,166   |
| Roads          | Fairlands Rd, Medowie*                               | 1,634,849 |
| Roads          | Hannah Pde - One Mile - Rehabilitation               | 103,859   |
| Roads          | Italia Rd, East Seaham*                              | 37,209    |
| Roads          | Italia Road Upgrade - Seg 30 & 40                    | 11,052    |
| Roads          | Italia Road, East Seaham - Seg 140*                  | 166,891   |
| Roads          | Janet Pde - Rehab                                    | 200,000   |
| Roads          | Kindlebark Dr, Medowie                               | 58,300    |
| Roads          | Lewis Drive, Medowie. Seg 10                         | 170,787   |
| Roads          | Newline Road Raymond Terrace                         | 35,686    |



| Classification      | Job description                                                                   | Cost \$ |
|---------------------|-----------------------------------------------------------------------------------|---------|
| Roads               | Phillip Street, Raymond Terrace. Seg 20                                           | 440,598 |
| Roads               | Port Stephens Dr Taylors Beach Seg 40-50*                                         | 63,791  |
| Roads               | Road Upgrade – Mustons Road, Karuah                                               | 98,504  |
| Roads               | Soldiers Point Road South of Diemars Road - Traffic Committee Road Safety Project | 71,223  |
| Roads               | Swan Bay Road Seg 590 - 160                                                       | 10,600  |
| Roads               | Taylors Beach Road - Taylors Beach                                                | 19,679  |
| Roads               | Town Centre Improvements William Street, Raymond Terrace Stage 1                  | 18,748  |
| Roads               | Trevally St, Nelson Bay*                                                          | 608,490 |
| Roads               | William St Raymond Terrace Clock                                                  | 11,631  |
| Stormwater Drainage | Rehabilitation / Reconstruction of Existing Drainage Infrastructure               | 26,231  |
| Stormwater Drainage | 12 Indigo Drainage                                                                | 62,175  |
| Stormwater Drainage | John Pde - New Drainage System                                                    | 78,166  |
| Stormwater Drainage | Kangaroo St - Flood Pump                                                          | 7,345   |
| Stormwater Drainage | Seabreeze Estate Drainage Pump Station                                            | 40,516  |
| Stormwater Drainage | Seabreeze Estate Drainage                                                         | 527,599 |

# Internal audit and risk management attestation statement for the 2024 to 2025 financial year for Port Stephens Council

I am of the opinion that Port Stephens Council has an audit, risk and improvement committee, risk management framework and internal audit function that operate in compliance with the following requirements except as may be otherwise provided below:

## Audit, risk and improvement committee

|    | Requirement                                                                                                                                                                                                                                                                                                                                                                                                                                       | Compliance                                                                               |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| 1. | Port Stephens Council has appointed an audit, risk and improvement committee that comprises of an independent chairperson and at least two independent members (section 428A of the <i>Local Government Act 1993</i> , section 216C of the <i>Local Government (General) Regulation 2021</i> ).                                                                                                                                                   | COMPLIANT                                                                                |
| 2. | The chairperson and all members of Port Stephens Council audit, risk and improvement committee meet the relevant independence and eligibility criteria prescribed under the <i>Local Government (General) Regulation 2021</i> and have not exceeded the membership term limits prescribed under the Regulation (sections 216D, 216E, 216F, 216G of the <i>Local Government (General) Regulation 2021</i> ).                                       | COMPLIANT                                                                                |
| 3. | Port Stephens Council has adopted terms of reference for its audit, risk and improvement committee that are informed by the model terms of reference approved by the Departmental Chief Executive of the Office of Local Government and the committee operates in accordance with the terms of reference (section 216K of the <i>Local Government (General) Regulation 2021</i> ).                                                                | COMPLIANT                                                                                |
| 4. | Port Stephens Council provides the audit, risk and improvement committee with direct and unrestricted access to the General Manager and other senior management and the information and resources necessary to exercise its functions (section 216L of the <i>Local Government (General) Regulation 2021</i> ).                                                                                                                                   | COMPLIANT                                                                                |
| 5. | Port Stephens Council audit, risk and improvement committee exercises its functions in accordance with a four-year strategic work plan that has been endorsed by the governing body and an annual work plan that has been developed in consultation with the governing body and senior management (Core requirement 1 of the Office of Local Government's <i>Guidelines for Risk Management and Internal Audit for Local Government in NSW</i> ). | COMPLIANT                                                                                |
| 6. | Port Stephens Council audit, risk and improvement committee provides the governing body with an annual assessment each year, and a strategic assessment each council term of the matters listed in section 428A of the <i>Local Government Act 1993</i> reviewed during that term (Core requirement 1 of the Office of Local Government's <i>Guidelines for Risk Management and Internal Audit for Local Government in NSW</i> ).                 | COMPLIANT<br>Last reported<br>26 November<br>2024<br>Strategic<br>assessment<br>due 2028 |
| 7. | The governing body of Port Stephens Council reviews the effectiveness of the audit, risk and improvement committee at least once each council term (Core requirement 1 of the Office of Local Government's <i>Guidelines for Risk Management and Internal Audit for Local Government in NSW</i> ).                                                                                                                                                | Not yet due –<br>Due 2028                                                                |



### Membership

The chairperson and membership of the audit, risk and improvement committee are:

|                           |                  |                  |                  |
|---------------------------|------------------|------------------|------------------|
| <b>Chairperson</b>        | Deborah Goodyer  | 1 October 2023   | 1 October 2027   |
| <b>Independent member</b> | Frank Cordingley | 27 February 2024 | 27 February 2026 |
| <b>Independent member</b> | Paul Dunn        | 27 February 2024 | 27 February 2028 |
| <b>Councillor member</b>  | Cr Jason Wells   | 22 October 2024  | 8 September 2028 |

## Risk Management

|    | Requirement                                                                                                                                                                                                                                                                                          | Compliance             |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| 8. | Port Stephens Council has adopted a risk management framework that is consistent with current Australian risk management standard and that is appropriate for the Port Stephens Council risks (section 216S of the <i>Local Government (General) Regulation 2021</i> ).                              | COMPLIANT              |
| 9. | Port Stephens Council's audit, risk and improvement committee reviews the implementation of its risk management framework and provides a strategic assessment of its effectiveness to the governing body each council term (section 216S of the <i>Local Government (General) Regulation 2021</i> ). | Not yet due – Due 2028 |

## Internal Audit

|     | Requirement                                                                                                                                                                                                                                                                                                                                       | Compliance |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| 10. | Port Stephens Council has an internal audit function that reviews the Council's operations and risk management and control activities (section 216O of the <i>Local Government (General) Regulation 2021</i> ).                                                                                                                                   | COMPLIANT  |
| 11. | Port Stephens Council's internal audit function reports to the audit, risk and improvement committee on internal audit matters (sections 216M, 216P and 216R of the <i>Local Government (General) Regulation 2021</i> ).                                                                                                                          | COMPLIANT  |
| 12. | Port Stephens Council's internal audit function is independent and internal audit activities are not subject to direction by the Port Stephens Council (section 216P of the <i>Local Government (General) Regulation 2021</i> ).                                                                                                                  | COMPLIANT  |
| 13. | Port Stephens Council has adopted an internal audit charter that is informed by the model internal audit charter approved by the Departmental Chief Executive of the Office of Local Government and the internal audit function operates in accordance with the charter (section 216O of the <i>Local Government (General) Regulation 2021</i> ). | COMPLIANT  |
| 14. | Port Stephens Council has appointed a member of staff to direct and coordinate internal audit activities (section 216P of the <i>Local Government (General) Regulation 2021</i> ).                                                                                                                                                                | COMPLIANT  |
| 15. | Internal audit activities are conducted in accordance with the International Professional Practices Framework (Core requirement 3 of the Office of Local Government's Guidelines for <i>Risk Management and Internal Audit for Local Government in NSW</i> ).                                                                                     | COMPLIANT  |
| 16. | Port Stephens Council provides the internal audit function with direct and unrestricted access to staff, the audit, risk and improvement committee, and the information and resources necessary to undertake internal audit activities (section 216P of the <i>Local Government (General) Regulation 2021</i> ).                                  | COMPLIANT  |



|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                        |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| 17. | Port Stephens Council's internal audit function undertakes internal audit activities in accordance with a four-year strategic work plan that has been endorsed by the governing body and an annual work plan that has been developed in consultation with the governing body and senior management (Core requirement 3 of the Office of Local Government's Guidelines for <i>Risk Management and Internal Audit for Local Government in NSW</i> ). | COMPLIANT              |
| 18. | Port Stephens Council's audit, risk and improvement committee reviews the effectiveness of the internal audit function and reports the outcome of the review to the governing body each council term (section 216R of the <i>Local Government (General) Regulation 2021</i> ).                                                                                                                                                                     | Not yet due – Due 2028 |

### Non-compliance with the *Local Government (General) Regulation 2021*

I advise that Port Stephens Council has complied with its requirements prescribed under the *Local Government (General) Regulation 2021* with respect to the operation of its Audit, risk and Improvement Committee, risk management and internal audit processes.

Tim Crosdale

**General Manager**

Date: 21 August 2025

## Glossary of terms and acronyms

**Advocacy:** The act of speaking or arguing in favour of something like a cause or idea.

**Biodiversity:** The variety of all living things – including plants, animals, microorganisms, their genes, and the ecosystems they form.

**Capital works:** Major projects undertaken to either renew, upgrade or construct assets owned by Port Stephens Council.

**CKPoM:** Comprehensive Koala Plan of Management is the plan of management helping Council manage community development and the conservation of Koalas in Port Stephens.

**CMP:** Coastal Management Program.

**CSP:** A Community Strategic Plan is a strategic document, with a minimum 10-year outlook, which outlines our community's long term vision and priorities.

**DA:** Development application.

**Delivery Program:** A document with a minimum 4-year outlook, which outlines our Council's objectives in achieving the Community Strategic Plan.

**Disability Inclusion Action Plan (DIAP):** A plan outlining the actions we'll take to remove barriers for people with disability.

**DRIVES24:** Transport for NSW's electronic system for vehicle registrations and driver licences.

**Financial year:** The financial year we are reporting on in this report is from 1 July 2024 to 30 June 2025.

**IP&R:** The Integrated Planning and Reporting Framework is used by NSW councils to report on progress in meeting the community's vision and objectives. It incorporates the Community Strategic Plan, Delivery Program, Operational Plan, Long Term Financial Plan, Strategic Asset Management Plan and Workforce Management Strategy.

**IPART:** Independent Pricing and Regulatory Tribunal.

**LGA:** Local government area.

**Long Term Financial Plan:** A plan for how we'll fund the objectives and strategies in the Community Strategic Plan.

**MOU:** A Memorandum of Understanding is a written agreement between two or more parties that defines the working relationship, expectations and responsibilities.

**NCAT:** NSW Civil and Administrative Tribunal

**OLG:** Office of Local Government NSW.

**OOSH:** Out of School Hours Care.

**Operational Plan:** An annual action plan for how we'll implement the Delivery Program plus budgets, fees and charges.

**Risk management:** Coordinated activities to direct and control Council with regard to risk.

**RSPCA:** Royal Society for the Prevention of Cruelty to Animals is a not-for-profit organisation that treats, protects, and rehomes animals.

**SAMP:** The Strategic Asset Management Plan is a 10-year framework for managing our Council's assets so appropriate services are effectively delivered to the community.

**TfNSW:** Transport for NSW

**Two Way Conversations:** Informal meetings between the Mayor, Councillors and staff with specific subjects for discussion.

**VPA:** Voluntary Planning Agreements are arrangements between developers and planning authorities (such as councils) where the developer agrees to make public contributions towards a public purpose or objective.

**Worimi:** Our Council acknowledges the Worimi people as the traditional owners of the Port Stephens local government area.

**Workforce Management Strategy:** A plan to ensure we have the right people and skills to deliver Community Strategic Plan objectives.

**Yabang Gumba-Gu (road to tomorrow):** A 3-year action plan/agreement between Council, the Worimi and Karuah Aboriginal Land Councils.





# Port Stephens Council Annual Report

2024 to 2025

Volume **two**





## Port Stephens Council

GENERAL PURPOSE FINANCIAL STATEMENTS  
for the year ended 30 June 2025

1 Port Stephens Council

General Purpose Financial Statements  
for the year ended 30 June 2025

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Overview

Port Stephens Council is constituted under the Local Government Act 1993 (NSW) and has its principal place of business at:

116 Adelaide Street  
Raymond Terrace NSW 2324

Through the use of the internet, we have ensured that our reporting is timely, complete and available at minimum cost. All press releases, financial statements and other information are publicly available on our website: [www.portstephens.nsw.gov.au](http://www.portstephens.nsw.gov.au).

## Port Stephens Council

### General Purpose Financial Statements

for the year ended 30 June 2025

Statement by Councillors and Management

Statement by Councillors and Management made pursuant to Section 413 (2c) of the *Local Government Act 1993* (NSW)

The attached general purpose financial statements have been prepared in accordance with:

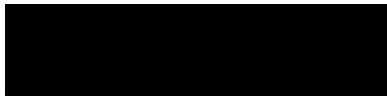
- the *Local Government Act 1993* and the regulations made thereunder,
- the Australian Accounting Standards issued by the Australian Accounting Standards Board
- the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these statements:

- present fairly the Council's operating result and financial position for the year
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

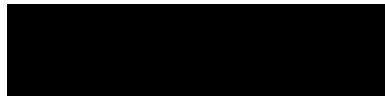
Signed in accordance with a resolution of Council made on 23 September 2025.



Leah Anderson

Mayor

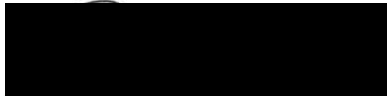
23 September 2025



Jason Wells

Councillor

23 September 2025



Tim Crosdale

General Manager

23 September 2025



Glen Peterkin

Responsible Accounting Officer

23 September 2025



### Income Statement

for the year ended 30 June 2025

| Original<br>unaudited<br>budget<br>2025                                                                | \$ '000                                                                                                                        | Notes | Actual<br>2025 | Actual<br>2024 |
|--------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|-------|----------------|----------------|
| <b>Income from continuing operations</b>                                                               |                                                                                                                                |       |                |                |
| 82,377                                                                                                 | Rates and annual charges                                                                                                       | B2-1  | <b>81,803</b>  | 75,064         |
| 62,594                                                                                                 | User charges and fees                                                                                                          | B2-2  | <b>58,983</b>  | 57,143         |
| 5,196                                                                                                  | Other revenues                                                                                                                 | B2-3  | <b>6,088</b>   | 5,384          |
| 13,407                                                                                                 | Grants and contributions provided for operating purposes                                                                       | B2-4  | <b>13,059</b>  | 17,992         |
| 29,279                                                                                                 | Grants and contributions provided for capital purposes                                                                         | B2-4  | <b>37,414</b>  | 40,780         |
| 2,649                                                                                                  | Interest and investment income                                                                                                 | B2-5  | <b>4,496</b>   | 4,780          |
| 3,807                                                                                                  | Other income                                                                                                                   | B2-6  | <b>2,989</b>   | 5,347          |
| 250                                                                                                    | Net gain from the disposal of assets                                                                                           | B4-1  | <b>391</b>     | —              |
| 199,559                                                                                                | <b>Total income from continuing operations</b>                                                                                 |       | <b>205,223</b> | 206,490        |
| <b>Expenses from continuing operations</b>                                                             |                                                                                                                                |       |                |                |
| 64,598                                                                                                 | Employee benefits and on-costs                                                                                                 | B3-1  | <b>66,113</b>  | 61,489         |
| 65,511                                                                                                 | Materials and services                                                                                                         | B3-2  | <b>68,530</b>  | 62,802         |
| 3,421                                                                                                  | Borrowing costs                                                                                                                | B3-3  | <b>2,616</b>   | 2,942          |
| 8,209                                                                                                  | Other expenses                                                                                                                 | B3-5  | <b>9,534</b>   | 7,343          |
| —                                                                                                      | Net loss from the disposal of assets                                                                                           | B4-1  | <b>—</b>       | 3,879          |
| 141,739                                                                                                | <b>Total expenses from continuing operations excluding depreciation, amortisation and impairment of non-financial assets</b>   |       | <b>146,793</b> | 138,455        |
| 57,820                                                                                                 | <b>Operating result from continuing operations excluding depreciation, amortisation and impairment of non-financial assets</b> |       | <b>58,430</b>  | 68,035         |
| 21,792                                                                                                 | Depreciation, amortisation and impairment of non-financial assets                                                              | B3-4  | <b>22,076</b>  | 21,107         |
| 36,028                                                                                                 | <b>Operating result from continuing operations</b>                                                                             |       | <b>36,354</b>  | 46,928         |
| 36,028                                                                                                 | <b>Net operating result for the year attributable to Council</b>                                                               |       | <b>36,354</b>  | 46,928         |
| <b>Net operating result for the year before grants and contributions provided for capital purposes</b> |                                                                                                                                |       |                |                |
| 6,748                                                                                                  |                                                                                                                                |       | <b>(1,060)</b> | 6,148          |

The above Income Statement should be read in conjunction with the accompanying notes.

Statement of Comprehensive Income  
for the year ended 30 June 2025

| \$ '000                                                                                                       | Notes | 2025           | 2024    |
|---------------------------------------------------------------------------------------------------------------|-------|----------------|---------|
| <b>Net operating result for the year – from Income Statement</b>                                              |       | <b>36,354</b>  | 46,928  |
| <b>Other comprehensive income:</b>                                                                            |       |                |         |
| Amounts which will not be reclassified subsequent to operating result                                         |       |                |         |
| Gain (loss) on revaluation of infrastructure, property, plant and equipment                                   | C1-8  | <b>171,646</b> | 73,764  |
| Gain (loss) on revaluation of intangible assets                                                               |       | <b>–</b>       | 2,732   |
| <b>Total items which will not be reclassified subsequent to operating result</b>                              |       | <b>171,646</b> | 76,496  |
| Amounts which will be reclassified subsequent to operating result when specific conditions are met            |       |                |         |
| Gain (loss) on hedging instruments                                                                            | C3-5  | <b>(1,482)</b> | (122)   |
| <b>Total items which will be reclassified subsequent to operating result when specific conditions are met</b> |       | <b>(1,482)</b> | (122)   |
| <b>Total other comprehensive income for the year</b>                                                          |       | <b>170,164</b> | 76,374  |
| <b>Total comprehensive income for the year attributable to Council</b>                                        |       | <b>206,518</b> | 123,302 |

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

## Statement of Financial Position

as at 30 June 2025

| \$ '000                                              | Notes | 2025             | 2024             |
|------------------------------------------------------|-------|------------------|------------------|
| <b>ASSETS</b>                                        |       |                  |                  |
| <b>Current assets</b>                                |       |                  |                  |
| Cash and cash equivalents                            | C1-1  | 8,007            | 24,980           |
| Investments                                          | C1-2  | 59,000           | 42,000           |
| Receivables                                          | C1-4  | 14,070           | 11,665           |
| Inventories                                          | C1-5  | 218              | 277              |
| Contract assets and contract cost assets             | C1-6  | 5,532            | 7,929            |
| Non-current assets classified as held for sale       | C1-7  | 7,186            | —                |
| Other                                                |       | 2,221            | 1,448            |
| <b>Total current assets</b>                          |       | <b>96,234</b>    | <b>88,299</b>    |
| <b>Non-current assets</b>                            |       |                  |                  |
| Investments                                          | C1-2  | 16,639           | 19,160           |
| Receivables                                          | C1-4  | 123              | 142              |
| Inventories                                          | C1-5  | 10,311           | 10,097           |
| Infrastructure, property, plant and equipment (IPPE) | C1-8  | 1,731,980        | 1,493,020        |
| Investment property                                  | C1-9  | 42,640           | 44,315           |
| Intangible assets                                    | C1-10 | 7,133            | 6,566            |
| Right of use assets                                  | C2-1  | 1,541            | 2,316            |
| Derivative financial instruments                     | C3-5  | —                | 893              |
| Other                                                |       | 131              | 5                |
| <b>Total non-current assets</b>                      |       | <b>1,810,498</b> | <b>1,576,514</b> |
| <b>Total assets</b>                                  |       | <b>1,906,732</b> | <b>1,664,813</b> |
| <b>LIABILITIES</b>                                   |       |                  |                  |
| <b>Current liabilities</b>                           |       |                  |                  |
| Payables                                             | C3-1  | 25,034           | 18,890           |
| Contract liabilities                                 | C3-2  | 8,675            | 8,110            |
| Lease liabilities                                    | C2-1  | 926              | 958              |
| Borrowings                                           | C3-3  | 2,083            | 2,163            |
| Employee benefit provisions                          | C3-4  | 16,048           | 16,106           |
| Derivative financial instruments                     | C3-5  | 53               | —                |
| <b>Total current liabilities</b>                     |       | <b>52,819</b>    | <b>46,227</b>    |
| <b>Non-current liabilities</b>                       |       |                  |                  |
| Payables                                             | C3-1  | 1,283            | 1,571            |
| Lease liabilities                                    | C2-1  | 761              | 1,621            |
| Borrowings                                           | C3-3  | 90,939           | 61,607           |
| Employee benefit provisions                          | C3-4  | 934              | 970              |
| Derivative financial instruments                     | C3-5  | 661              | —                |
| <b>Total non-current liabilities</b>                 |       | <b>94,578</b>    | <b>65,769</b>    |
| <b>Total liabilities</b>                             |       | <b>147,397</b>   | <b>111,996</b>   |
| <b>Net assets</b>                                    |       | <b>1,759,335</b> | <b>1,552,817</b> |
| <b>EQUITY</b>                                        |       |                  |                  |
| Accumulated surplus                                  |       | 847,836          | 808,758          |
| IPPE revaluation surplus                             | C4-1  | 912,107          | 743,185          |
| Hedging reserve                                      | C4-1  | (608)            | 874              |
| <b>Total equity</b>                                  |       | <b>1,759,335</b> | <b>1,552,817</b> |

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

## Port Stephens Council

### Statement of Changes in Equity for the year ended 30 June 2025

|                                                                             | Notes | 2025                |                          |                 |                  | 2024                |                          |                 |                  |
|-----------------------------------------------------------------------------|-------|---------------------|--------------------------|-----------------|------------------|---------------------|--------------------------|-----------------|------------------|
|                                                                             |       | Accumulated surplus | IPPE revaluation surplus | Hedging reserve | Total equity     | Accumulated surplus | IPPE revaluation surplus | Hedging reserve | Total equity     |
| <b>\$ '000</b>                                                              |       |                     |                          |                 |                  |                     |                          |                 |                  |
| Opening balance at 1 July                                                   |       | 808,758             | 743,185                  | 874             | 1,552,817        | 759,907             | 668,612                  | 996             | 1,429,515        |
| Net operating result for the year                                           |       | 36,354              | -                        | -               | 36,354           | 46,928              | -                        | -               | 46,928           |
| Other comprehensive income                                                  |       |                     |                          |                 |                  |                     |                          |                 |                  |
| Gain (loss) on revaluation of infrastructure, property, plant and equipment | C1-8  | -                   | 171,646                  | -               | 171,646          | -                   | 73,764                   | -               | 73,764           |
| Gain (loss) on revaluation of intangible assets                             |       | -                   | -                        | -               | -                | -                   | 2,732                    | -               | 2,732            |
| Gain (loss) on hedging instruments                                          | C3-5  | -                   | -                        | (1,482)         | (1,482)          | -                   | -                        | (122)           | (122)            |
| <b>Other comprehensive income</b>                                           |       | <b>-</b>            | <b>171,646</b>           | <b>(1,482)</b>  | <b>170,164</b>   | <b>-</b>            | <b>76,496</b>            | <b>(122)</b>    | <b>76,374</b>    |
| <b>Total comprehensive income</b>                                           |       | <b>36,354</b>       | <b>171,646</b>           | <b>(1,482)</b>  | <b>206,518</b>   | <b>46,928</b>       | <b>76,496</b>            | <b>(122)</b>    | <b>123,302</b>   |
| Transfers between equity items                                              |       | 2,724               | (2,724)                  | -               | -                | 1,923               | (1,923)                  | -               | -                |
| <b>Closing balance at 30 June</b>                                           |       | <b>847,836</b>      | <b>912,107</b>           | <b>(608)</b>    | <b>1,759,335</b> | <b>808,758</b>      | <b>743,185</b>           | <b>874</b>      | <b>1,552,817</b> |

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

**Statement of Cash Flows**  
for the year ended 30 June 2025

| Original<br>unaudited<br>budget<br>2025     | \$ '000                                         | Notes | Actual<br>2025   | Actual<br>2024  |
|---------------------------------------------|-------------------------------------------------|-------|------------------|-----------------|
| <b>Cash flows from operating activities</b> |                                                 |       |                  |                 |
| <i>Receipts:</i>                            |                                                 |       |                  |                 |
| 81,585                                      | Rates and annual charges                        |       | 81,169           | 74,740          |
| 62,594                                      | User charges and fees                           |       | 62,524           | 59,790          |
| 2,649                                       | Interest received                               |       | 3,547            | 4,079           |
| 42,686                                      | Grants and contributions                        |       | 44,774           | 48,459          |
| —                                           | Bonds, deposits and retentions received         |       | 427              | —               |
| 8,100                                       | Other                                           |       | 13,342           | 15,234          |
| <i>Payments:</i>                            |                                                 |       |                  |                 |
| (65,726)                                    | Payments to employees                           |       | (66,886)         | (63,528)        |
| (68,908)                                    | Payments for materials and services             |       | (70,697)         | (69,852)        |
| (3,421)                                     | Borrowing costs                                 |       | (2,616)          | (2,942)         |
| —                                           | Bonds, deposits and retentions refunded         |       | —                | (225)           |
| (4,226)                                     | Other                                           |       | (7,089)          | (8,320)         |
| 55,333                                      | <b>Net cash flows from operating activities</b> | G1-1  | <b>58,495</b>    | <b>57,435</b>   |
| <b>Cash flows from investing activities</b> |                                                 |       |                  |                 |
| <i>Receipts:</i>                            |                                                 |       |                  |                 |
| —                                           | Sale of investments                             |       | 44,003           | 115,379         |
| 250                                         | Proceeds from sale of IPPE                      |       | 1,987            | 626             |
| —                                           | Sale of intangible assets                       |       | 40               | —               |
| <i>Payments:</i>                            |                                                 |       |                  |                 |
| —                                           | Purchase of investments                         |       | (59,964)         | (93,725)        |
| —                                           | Purchase of investment property                 |       | (194)            | (13,655)        |
| (96,903)                                    | Payments for IPPE                               |       | (88,620)         | (69,059)        |
| (1,000)                                     | Purchase of real estate assets                  |       | (214)            | (148)           |
| (400)                                       | Purchase of intangible assets                   |       | (804)            | (10)            |
| (98,053)                                    | <b>Net cash flows from investing activities</b> |       | <b>(103,766)</b> | <b>(60,592)</b> |
| <b>Cash flows from financing activities</b> |                                                 |       |                  |                 |
| <i>Receipts:</i>                            |                                                 |       |                  |                 |
| 55,425                                      | Proceeds from borrowings                        |       | 31,750           | 14,500          |
| <i>Payments:</i>                            |                                                 |       |                  |                 |
| (1,202)                                     | Repayment of borrowings                         |       | (2,498)          | (2,223)         |
| (627)                                       | Principal component of lease payments           |       | (954)            | (938)           |
| 53,596                                      | <b>Net cash flows from financing activities</b> |       | <b>28,298</b>    | <b>11,339</b>   |
| 10,876                                      | <b>Net change in cash and cash equivalents</b>  |       | <b>(16,973)</b>  | <b>8,182</b>    |
| 7,321                                       | Cash and cash equivalents at beginning of year  |       | 24,980           | 16,798          |
| 18,197                                      | <b>Cash and cash equivalents at end of year</b> | C1-1  | <b>8,007</b>     | <b>24,980</b>   |

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

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## A About Council and these financial statements

### A1-1 Basis of preparation

These financial statements were authorised for issue by Council on 23 September 2025. Council has the power to amend and reissue these financial statements in cases where critical information is received from public submissions or where the OLG directs Council to amend the financial statements.

The material accounting policy information related to these consolidated financial statements are set out below. Accounting policies have been consistently applied to all the years presented, unless otherwise stated.

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the *Local Government Act 1993* (Act) and *Local Government (General) Regulation 2021* (Regulation), and the Local Government Code of Accounting Practice and Financial Reporting. Council is a not-for-profit entity. The financial statements are presented in Australian dollars and are rounded to the nearest thousand dollars.

#### **Historical cost convention**

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of infrastructure, property, plant and equipment, investment property, derivatives and biobanking credits.

#### **Significant accounting estimates and judgements**

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Council's accounting policies. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the Council and that are believed to be reasonable under the circumstances.

#### **Critical accounting estimates and assumptions**

Council makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include:

- i. estimated fair values of investment property – refer Note C1-9
- ii. estimated fair values of infrastructure, property, plant and equipment – refer Note C1-8
- iii. employee benefit provisions – refer Note C3-4.

#### **Significant judgements in applying the Council's accounting policies**

- i. Impairment of receivables – refer Note C1-4.
- ii. Determination of whether performance obligations are sufficiently specific and whether the contract is within the scope of AASB 15 *Revenue from Contracts with Customers* and / or AASB 1058 *Income of Not-for-Profit Entities* – refer to Notes B2-2 – B2-4.
- iii. Determination of the lease term, discount rate (when not implicit in the lease) and whether an arrangement contains a lease – refer to Note C2-1.

#### **Monies and other assets received by Council**

##### **The Consolidated Fund**

In accordance with the provisions of Section 409(1) of the Local Government Act 1993 (NSW), all money and property received by Council is held in the Council's Consolidated Fund. Council does not have any money or property that is required to be held in a Trust Fund. The Consolidated Fund has been included in the financial statements of the Council. Cash and other assets relating to the following activities have been included as part of the Consolidated Fund:

- general purpose operations
- domestic waste service
- tourism facilities
- community halls
- libraries

## A1-1 Basis of preparation (continued)

**Volunteer services**

Council has volunteers working in various areas. These volunteer services have not been recognised as income as per AASB 1058.18. This is because the fair value of such services cannot be reliably measured and it would not have been purchased if they were not donated.

**New accounting standards and interpretations issued but not yet effective**

Certain new accounting standards and interpretations have been published that are not mandatory for the 30 June 2025 reporting period. Council has not applied any pronouncements before its operative date in the annual reporting period beginning 1 July 2024.

Council's assessment of the impact of the new standards, and interpretations relevant to them, is set out below:

**AASB 18 Presentation and Disclosure in Financial Statements**

This Standard replaces AASB 101 *Presentation of Financial Statements* and sets out the requirements for the structure of the financial statements, including the application of fundamental concepts such as materiality.

AASB 18 introduces additional subtotals into the Statement of Profit or Loss as well as restructuring the statement into operating, investing and financing elements. Management performance measures are also required to be disclosed.

Once effective, the presentation of Council's primary financial statements will be changed along with some additional disclosures, however there will be no effect on Council's reported position or performance.

The standard applies to annual reporting periods beginning on or after 1 January 2028, i.e. council financial statements for the year ended 30 June 2029.

**AASB 2024-2 Amendments to Australian Accounting Standards - Classification and Measurement of Financial Instruments [AASB 7 and AASB 9]**

This standard amends AASB 7 and AASB 9 in response to the feedback from the 2022 Post-implementation Review of the classification and measurement requirements in AASB 9 and related requirements in AASB 7 and the subsequent 2023 Exposure Draft.

This standard amends requirements related to:

- a. settling financial liabilities using an electronic payment system; and
- b. assessing contractual cash flow characteristics of financial assets with environmental, social and corporate governance (ESG) and similar features.

This standard also amends disclosure requirements relating to investments in equity instruments designated at fair value through other comprehensive income and adds disclosure requirements for financial instruments with contingent features that do not relate directly to basic lending risks and costs.

Once effective, some additional disclosures may be required, however it is unlikely that there will be a material financial impact on Council's financial position.

The standard applies to annual reporting periods beginning on or after 1 January 2026, i.e. council financial statements for the year ended 30 June 2027.

**AASB 2024-3 Amendments to Australian Accounting Standards – Annual Improvements Volume 11 [AASB 1, AASB 7, AASB 9, AASB 10 and AASB 107]**

This Standard amends:

- a. AASB 1 to improve consistency between paragraphs B5–B6 of AASB 1 and the requirements for hedge accounting in AASB 9 and improve the understandability of AASB 1;
- b. AASB 7 to:
  - i. replace a cross-reference in paragraph B38 of AASB 7 to a deleted AASB 7 paragraph with a reference to AASB 13 Fair Value Measurement; and
  - ii. improve consistency in the language used in AASB 7 with the language used in AASB 13;
- c. AASB 9 to:
  - i. clarify how a lessee accounts for the derecognition of a lease liability when it is extinguished; and

**A1-1 Basis of preparation (continued)**

- ii. address an inconsistency between paragraph 5.1.3 of AASB 9 and the requirements in AASB 15 Revenue from Contracts with Customers in relation to the term 'transaction price';
- d. AASB 10 to amend paragraph B74 in relation to determining de facto agents of an entity; and
- e. AASB 107 to replace the term 'cost method' with 'at cost' as the term is no longer defined in Australian Accounting Standards

There is unlikely to be any significant impact to Councils on adoption of this standard.

The standard applies to annual reporting periods beginning on or after 1 January 2026, i.e. council financial statements for the year ended 30 June 2027.

**New accounting standards adopted during the year**

The following new standards are effective for the first time at 30 June 2025:

- **AASB 2020-1 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current**
- **AASB 2020-6 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current – Deferral of Effective Date**
- **AASB 2022-6 Amendments to Australian Accounting Standards – Non-current Liabilities with Covenants**
- **AASB 2022-10 Amendments to Australian Accounting Standards – Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities**

Council has reviewed the current accounting policies and confirmed that they are consistent with the above amendments.

**B Financial Performance****B1 Functions or activities****B1-1 Functions or activities – income, expenses and assets**

Income, expenses and assets have been directly attributed to the following functions or activities. Details of those functions or activities are provided in Note B1-2.

| \$ '000                               | Income         |                | Expenses       |                | Operating result |               | Grants and contributions |               | Carrying amount of assets |                  |
|---------------------------------------|----------------|----------------|----------------|----------------|------------------|---------------|--------------------------|---------------|---------------------------|------------------|
|                                       | 2025           | 2024           | 2025           | 2024           | 2025             | 2024          | 2025                     | 2024          | 2025                      | 2024             |
| <b>Functions or activities</b>        |                |                |                |                |                  |               |                          |               |                           |                  |
| Our Community                         | 10,019         | 8,194          | 15,132         | 12,608         | (5,113)          | (4,414)       | 775                      | 855           | 287,825                   | 249,870          |
| Our Council                           | 122,054        | 125,714        | 64,773         | 61,491         | 57,281           | 64,223        | 14,040                   | 23,205        | 517,353                   | 459,209          |
| Our Environment                       | 27,421         | 25,843         | 25,142         | 24,149         | 2,279            | 1,694         | 548                      | 457           | 6,331                     | 6,028            |
| Our Place                             | 45,729         | 46,739         | 63,822         | 61,314         | (18,093)         | (14,575)      | 35,110                   | 34,255        | 1,095,223                 | 949,706          |
| <b>Total functions and activities</b> | <b>205,223</b> | <b>206,490</b> | <b>168,869</b> | <b>159,562</b> | <b>36,354</b>    | <b>46,928</b> | <b>50,473</b>            | <b>58,772</b> | <b>1,906,732</b>          | <b>1,664,813</b> |

## **B1-2 Components of functions or activities**

Details relating to the Council's functions or activities as reported in B1-1 are as follows:

### **Our Community**

#### **Port Stephens is a thriving and strong community respecting diversity and heritage**

Children's Services; Community Services; Contract and Services; Library Services.

Community Development and Engagement; Economic Development and Tourism; Strategic Planning; Volunteer Management; Delivery of Council's Financial Assistance Programs.

Management of Aboriginal Places in Port Stephens.

### **Our Place**

#### **Port Stephens is a liveable place supporting local economic growth**

Asset Systems; Building and Developer Relations; Building Trades; Civil Assets Planning; Civil Contracts; Civil Projects; Community and Recreation; Community Development and Engagement; Construction; Contract and Services; Design; Emergency Management; Engineering Services; Environmental Health and Compliance; Mechanical and Maintenance Stores; Parks; Planning and Developer Relations; Roads; Roadside and Drainage; Strategic Planning; Survey and Land Information.

Economic Development and Tourism; Development, construction and maintenance of Koala Sanctuary, Hospital and Tourism Facility.

### **Our Environment**

#### **Port Stephens' environment is clean, green, protected and enhanced**

Tree Assessment Services; Tree Permit System; Community and Recreation; Rehabilitate, monitor and manage decommissioned landfill sites; Waste Management.

Coastal Management; Community support and advocacy; Deliver Environmental Education and Grant Programs; Develop and implement projects to protect and enhance the local environment; Ecological and Environmental Planning Services; Management and Regulation of Biosecurity Risks; Strategic guidance, current knowledge and best practice advice.

### **Our Council**

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

Business Excellence; Citizenship Ceremonies; Commercial Investments; Community Development and Engagement; Corporate Reporting; Corporate Systems and Business Improvement; Customer Relations; Digital and Website; Environmental Management; Facilities Management; Finance; Governance; Holiday Parks; Human Resources; Information and Communication Technologies; Information Services; Liaison with other government agencies; Manage strategic and operational matters; Marketing and Promotions; Public Relations and Marketing; Risk Management; Statutory Property; Support commercial aviation services; Support services for the Mayor, Councillors and senior executive officers; Work Health and Safety.

## B2-1 Rates and annual charges

| \$ '000                                                             | Timing | 2025          | 2024          |
|---------------------------------------------------------------------|--------|---------------|---------------|
| <b>Ordinary rates</b>                                               |        |               |               |
| Residential                                                         | 2      | 45,306        | 41,282        |
| Farmland                                                            | 2      | 1,176         | 1,078         |
| Business                                                            | 2      | 11,449        | 10,258        |
| Less: pensioner rebates (mandatory)                                 |        | (1,000)       | (973)         |
| <b>Rates levied to ratepayers</b>                                   |        | <b>56,931</b> | <b>51,645</b> |
| Pensioner rate subsidies received                                   | 2      | 595           | 586           |
| <b>Total ordinary rates</b>                                         |        | <b>57,526</b> | <b>52,231</b> |
| <b>Annual charges (pursuant to s496, 496A, 496B, 501 &amp; 611)</b> |        |               |               |
| Domestic waste management services                                  | 2      | 19,033        | 17,911        |
| Waste management services (non-domestic)                            | 2      | 5,525         | 5,204         |
| Section 611 charges                                                 | 2      | 10            | 10            |
| Less: pensioner rebates (mandatory)                                 |        | (530)         | (541)         |
| <b>Annual charges levied</b>                                        |        | <b>24,038</b> | <b>22,584</b> |
| <b>Pensioner annual charges subsidies received:</b>                 |        |               |               |
| – Domestic waste management                                         | 2      | 239           | 249           |
| <b>Total annual charges</b>                                         |        | <b>24,277</b> | <b>22,833</b> |
| <b>Total rates and annual charges</b>                               |        | <b>81,803</b> | <b>75,064</b> |
| <b>Timing of revenue recognition for rates and annual charges</b>   |        |               |               |
| Rates and annual charges recognised over time (1)                   |        | –             | –             |
| Rates and annual charges recognised at a point in time (2)          |        | 81,803        | 75,064        |
| <b>Total rates and annual charges</b>                               |        | <b>81,803</b> | <b>75,064</b> |

Council has used 1 July 2022 valuations provided by the NSW Valuer General in calculating its rates.

**Material accounting policy information**

Rates and annual charges are recognised as revenue at the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.

Pensioner rebates relate to reductions in rates and certain annual charges for eligible pensioners' place of residence in the local government council area.

Pensioner rate subsidies are received from the NSW Government to provide a contribution towards the pensioner rebates and are recognised within the underlying revenue item based on their substance.

## B2-2 User charges and fees

| \$ '000                                                                      | Timing | 2025          | 2024          |
|------------------------------------------------------------------------------|--------|---------------|---------------|
| <b>Specific user charges (per s502 - specific 'actual use' charges)</b>      |        |               |               |
| Waste management services (non-domestic)                                     | 2      | 1,768         | 1,691         |
| <b>Total specific user charges</b>                                           |        | <b>1,768</b>  | <b>1,691</b>  |
| <b>Other user charges and fees</b>                                           |        |               |               |
| <b>(i) Fees and charges – statutory and regulatory functions (per s608)</b>  |        |               |               |
| Private works – section 67                                                   | 2      | 76            | 62            |
| Section 10.7 certificates (EP&A Act)                                         | 2      | 240           | 214           |
| Section 603 certificates                                                     | 2      | 179           | 156           |
| Building inspection fees                                                     | 2      | 215           | 218           |
| Building services                                                            | 2      | 1,141         | 1,423         |
| Shop inspection fees                                                         | 2      | 316           | 301           |
| Subdivision fees                                                             | 2      | 211           | 457           |
| <b>Total fees and charges – statutory/regulatory</b>                         |        | <b>2,378</b>  | <b>2,831</b>  |
| <b>(ii) Fees and charges – other (incl. general user charges (per s608))</b> |        |               |               |
| Animal control                                                               | 2      | 25            | 9             |
| Cemeteries                                                                   | 2      | 227           | 229           |
| Child care                                                                   | 1      | 3,836         | 3,738         |
| Holiday parks                                                                | 2      | 15,859        | 15,946        |
| Leisure centre                                                               | 2      | 2,836         | 2,596         |
| Library                                                                      | 2      | 104           | 96            |
| Newcastle Airport                                                            | 2      | 23,083        | 20,805        |
| Waste disposal tipping fees                                                  | 2      | 458           | 426           |
| Transport for NSW works (state roads not controlled by Council)              | 2      | 3,388         | 4,371         |
| Parking meters                                                               | 2      | 1,771         | 1,326         |
| Sewerage management fees                                                     | 1      | 737           | 744           |
| Other                                                                        | 2      | 1,931         | 1,707         |
| Rental income - other Council properties                                     | 2      | 582           | 628           |
| <b>Total fees and charges – other</b>                                        |        | <b>54,837</b> | <b>52,621</b> |
| <b>Total other user charges and fees</b>                                     |        | <b>57,215</b> | <b>55,452</b> |
| <b>Total user charges and fees</b>                                           |        | <b>58,983</b> | <b>57,143</b> |
| <b>Timing of revenue recognition for user charges and fees</b>               |        |               |               |
| User charges and fees recognised over time (1)                               |        | 4,574         | 4,482         |
| User charges and fees recognised at a point in time (2)                      |        | 54,409        | 52,661        |
| <b>Total user charges and fees</b>                                           |        | <b>58,983</b> | <b>57,143</b> |

**Material accounting policy information**

Revenue arising from user charges and fees is recognised when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases such as holiday parks, the customer is required to pay on arrival or a deposit in advance. There is no material obligation for Council in relation to refunds or returns.

Where an upfront fee is charged such as joining fees for the leisure centre the fee is recognised on a straight-line basis over the expected life of the membership.

Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than over the term of the licence.



## B2-3 Other revenues

| \$ '000                                                 | Timing | 2025         | 2024         |
|---------------------------------------------------------|--------|--------------|--------------|
| Ex gratia rates                                         | 2      | 106          | 97           |
| Fines – parking                                         | 2      | 705          | 549          |
| Fines – other                                           | 2      | 210          | 194          |
| Legal fees recovery – rates and charges (extra charges) | 2      | 132          | 106          |
| Legal fees recovery – other                             | 2      | 44           | 36           |
| Commissions and agency fees                             | 1      | 170          | 216          |
| Wage subsidies and incentives                           | 2      | 31           | 121          |
| Insurance claims recoveries                             | 2      | 152          | 263          |
| Sales – general                                         | 1      | 371          | 285          |
| Events and promotions                                   | 2      | 110          | 112          |
| Private works                                           | 1      | 233          | 206          |
| Royalties - sand extraction                             | 2      | 2,498        | 2,576        |
| Other revenue - Newcastle Airport                       | 2      | 100          | 39           |
| Make good compensation                                  | 2      | 650          | –            |
| Other                                                   | 2      | 576          | 584          |
| <b>Total other revenue</b>                              |        | <b>6,088</b> | <b>5,384</b> |
| <b>Timing of revenue recognition for other revenue</b>  |        |              |              |
| Other revenue recognised over time (1)                  |        | 774          | 709          |
| Other revenue recognised at a point in time (2)         |        | 5,314        | 4,675        |
| <b>Total other revenue</b>                              |        | <b>6,088</b> | <b>5,384</b> |

**Material accounting policy information for other revenue**

Where the revenue is earned for the provision of specified goods / services under an enforceable contract, revenue is recognised when or as the obligations are satisfied.

Statutory fees and fines are recognised as revenue when the service has been provided, the payment is received or when the penalty has been applied, whichever occurs first.

Other revenue is recorded when the payment is due, the value of the payment is notified, or the payment is received, whichever occurs first.

## B2-4 Grants and contributions

| \$ '000                                                                              | Timing | Operating<br>2025 | Operating<br>2024 | Capital<br>2025 | Capital<br>2024 |
|--------------------------------------------------------------------------------------|--------|-------------------|-------------------|-----------------|-----------------|
| <b>General purpose grants and non-developer contributions (untied)</b>               |        |                   |                   |                 |                 |
| <b>Current year allocation</b>                                                       |        |                   |                   |                 |                 |
| Financial assistance                                                                 | 2      | 1,268             | 332               | —               | —               |
| <b>Payment in advance - future year allocation</b>                                   |        |                   |                   |                 |                 |
| Financial assistance                                                                 | 2      | 4,322             | 6,995             | —               | —               |
| <b>Amount recognised as income during current year</b>                               |        | <b>5,590</b>      | <b>7,327</b>      | <b>—</b>        | <b>—</b>        |
| <b>Special purpose grants and non-developer contributions (tied)</b>                 |        |                   |                   |                 |                 |
| <b>Cash contributions</b>                                                            |        |                   |                   |                 |                 |
| Bushfire and emergency services                                                      | 2      | 1,224             | 1,303             | —               | —               |
| Child care                                                                           | 1      | 491               | 493               | —               | —               |
| Environmental programs                                                               | 1      | 557               | 449               | —               | —               |
| Floodplain management                                                                | 2      | 62                | 105               | —               | —               |
| Heritage and cultural                                                                | 1      | 26                | 112               | —               | —               |
| Library                                                                              | 2      | 284               | 280               | 141             | 14              |
| LIRS subsidy                                                                         | 2      | —                 | 5                 | —               | —               |
| Recreation and culture                                                               | 1      | 30                | 220               | 2,404           | 5,600           |
| Newcastle Airport                                                                    | 1      | —                 | —                 | 9,639           | 16,737          |
| Youth development                                                                    | 1      | 5                 | 83                | —               | —               |
| Street lighting                                                                      | 2      | 80                | 78                | —               | —               |
| Transport (roads to recovery)                                                        | 1      | 1,015             | 481               | —               | —               |
| Transport (other roads, bridges and drainage funding)                                | 1      | —                 | 3,099             | 8,669           | 7,218           |
| Other specific grants                                                                | 1      | 775               | 476               | 124             | 846             |
| Kerb and gutter                                                                      | 2      | —                 | —                 | —               | 36              |
| Natural disaster funding contributions                                               | 2      | 203               | 1,000             | 995             | 1,542           |
| Recreation and culture                                                               | 2      | —                 | —                 | 7               | 52              |
| Transport for NSW contributions (regional roads, block grant)                        | 2      | 1,130             | 1,134             | —               | —               |
| Other contributions                                                                  | 2      | 174               | 80                | 130             | 25              |
| Risk management                                                                      | 2      | 115               | 78                | —               | —               |
| <b>Total special purpose grants and non-developer contributions – cash</b>           |        | <b>6,171</b>      | <b>9,476</b>      | <b>22,109</b>   | <b>32,070</b>   |
| <b>Non-cash contributions</b>                                                        |        |                   |                   |                 |                 |
| Bushfire services                                                                    | 2      | —                 | —                 | 1,153           | 218             |
| Dedications – subdivisions (other than by s7.4 and s7.11 – EP&A Act, s64 of the LGA) | 2      | —                 | —                 | 7,265           | 2,766           |
| <b>Total other contributions – non-cash</b>                                          |        | <b>—</b>          | <b>—</b>          | <b>8,418</b>    | <b>2,984</b>    |
| <b>Total special purpose grants and non-developer contributions (tied)</b>           |        | <b>6,171</b>      | <b>9,476</b>      | <b>30,527</b>   | <b>35,054</b>   |
| <b>Total grants and non-developer contributions</b>                                  |        | <b>11,761</b>     | <b>16,803</b>     | <b>30,527</b>   | <b>35,054</b>   |

## B2-4 Grants and contributions (continued)

| \$ '000                | Timing | Operating<br>2025 | Operating<br>2024 | Capital<br>2025 | Capital<br>2024 |
|------------------------|--------|-------------------|-------------------|-----------------|-----------------|
| <b>Comprising:</b>     |        |                   |                   |                 |                 |
| – Commonwealth funding |        | 7,084             | 9,165             | 11,628          | 17,382          |
| – State funding        |        | 4,613             | 7,537             | 10,345          | 14,676          |
| – Other funding        |        | 64                | 101               | 8,554           | 2,996           |
|                        |        | <b>11,761</b>     | <b>16,803</b>     | <b>30,527</b>   | <b>35,054</b>   |

## Developer contributions

| \$ '000                                                    | Notes | Timing | Operating<br>2025 | Operating<br>2024 | Capital<br>2025 | Capital<br>2024 |
|------------------------------------------------------------|-------|--------|-------------------|-------------------|-----------------|-----------------|
| <b>Developer contributions:</b>                            |       |        |                   |                   |                 |                 |
| <b>(s7.4 &amp; s7.11 - EP&amp;A Act, s64 of the LGA):</b>  |       |        |                   |                   |                 |                 |
| <b>Cash contributions</b>                                  |       |        |                   |                   |                 |                 |
| S 7.4 – contributions using planning agreements            |       | 2      | –                 | –                 | 1,250           | 1,250           |
| S 7.11 – contributions towards amenities/services          |       | 2      | 138               | 132               | 3,971           | 3,090           |
| S 7.12 – fixed development consent levies                  |       | 2      | –                 | –                 | 1,666           | 1,386           |
| Haulage                                                    |       | 2      | 1,060             | 1,032             | –               | –               |
| <b>Total developer contributions – cash</b>                |       |        | <b>1,198</b>      | <b>1,164</b>      | <b>6,887</b>    | <b>5,726</b>    |
| <b>Non-cash contributions</b>                              |       |        |                   |                   |                 |                 |
| S 7.11 – contributions towards amenities/services          |       | 2      | 100               | 25                | –               | –               |
| <b>Total developer contributions non-cash</b>              |       |        | <b>100</b>        | <b>25</b>         | <b>–</b>        | <b>–</b>        |
| <b>Total grants and contributions</b>                      |       |        | <b>13,059</b>     | <b>17,992</b>     | <b>37,414</b>   | <b>40,780</b>   |
| <b>Timing of revenue recognition</b>                       |       |        |                   |                   |                 |                 |
| Grants and contributions recognised over time (1)          |       |        | 2,899             | 5,411             | 20,836          | 30,501          |
| Grants and contributions recognised at a point in time (2) |       |        | 10,160            | 12,581            | 16,578          | 10,279          |
| <b>Total grants and contributions</b>                      |       |        | <b>13,059</b>     | <b>17,992</b>     | <b>37,414</b>   | <b>40,780</b>   |

## B2-4 Grants and contributions (continued)

## Unspent grants and contributions

Certain grants and contributions are obtained by Council on the condition they be spent in a specified manner or in a future period but which are not yet spent in accordance with those conditions are as follows:

| \$ '000                                                                                                                   | Operating<br>2025 | Operating<br>2024 | Capital<br>2025 | Capital<br>2024 |
|---------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|-----------------|-----------------|
| <b>Unspent grants and contributions</b>                                                                                   |                   |                   |                 |                 |
| Unspent funds at 1 July                                                                                                   | 4,391             | 2,839             | 4,468           | 7,860           |
| <b>Add:</b> Funds recognised as revenue in the reporting year but not yet spent in accordance with the conditions         | –                 | 1,304             | –               | –               |
| <b>Add:</b> Capital grants received for the provision of goods and services in a future period                            | 3,242             | 3,087             | 4,554           | 4,467           |
| <b>Less:</b> Funds received in prior year but revenue recognised and funds spent in current year                          | (4,391)           | (2,839)           | (4,467)         | (7,859)         |
| <b>Unspent funds at 30 June</b>                                                                                           | <b>3,242</b>      | <b>4,391</b>      | <b>4,555</b>    | <b>4,468</b>    |
| <b>Contributions</b>                                                                                                      |                   |                   |                 |                 |
| Unspent contributions at 1 July                                                                                           | 1,712             | 2,835             | 20,895          | 19,253          |
| <b>Add:</b> Contributions recognised as revenue in the reporting year but not yet spent in accordance with the conditions | 1,198             | 1,164             | 6,955           | 4,476           |
| <b>Add:</b> Contributions received and not recognised as revenue in the current year                                      | 14                | 13                | –               | 5               |
| <b>Add:</b> Interest                                                                                                      | –                 | 120               | 820             | 813             |
| <b>Less:</b> Contributions recognised as revenue in previous years that have been spent during the reporting year         | (1,663)           | (2,420)           | (4,385)         | (4,841)         |
| <b>Unspent contributions at 30 June</b>                                                                                   | <b>1,261</b>      | <b>1,712</b>      | <b>24,285</b>   | <b>19,706</b>   |

## Material accounting policy information

## Grants and contributions – enforceable agreement with sufficiently specific performance obligations

Grant and contribution revenue from an agreement which is enforceable and contains sufficiently specific performance obligations is recognised as or when control of each performance obligations is transferred.

The performance obligations vary according to the agreement. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Performance obligations may be satisfied either at a point in time or over time and this is reflected in the revenue recognition pattern. Point in time recognition occurs when the beneficiary obtains control of the goods / services at a single time (e.g. completion of the project when a report / outcome is provided), whereas over time recognition is where the control of the services is ongoing throughout the project (e.g. provision of community health services through the year).

Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

## Capital grants

Capital grants received by Council under an enforceable contract for the acquisition or construction of infrastructure, property, plant and equipment to identified specifications which will be under Council's control on completion are recognised as revenue as and when the obligation to construct or purchase is completed.

**B2-4 Grants and contributions (continued)**

For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project.

For acquisitions of assets, the revenue is recognised when the asset is acquired and controlled by the Council.

**Developer contributions**

Council has obligations to provide facilities from contribution revenues levied on developers under the provisions of sections 7.4, 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

While Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon receipt by Council, due to the possibility that individual development consents may not be acted upon by the applicant and, accordingly, would not be payable to Council.

Developer contributions may only be expended for the purposes for which the contributions were required, but Council may apply contributions according to the priorities established in work schedules for the contribution plan.

**Other grants and contributions**

Assets, including cash, received from other grants and contributions are recognised at fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard.

Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received.

**B2-5 Interest and investment income**

| \$ '000                                                          | 2025         | 2024         |
|------------------------------------------------------------------|--------------|--------------|
| <b>Interest on financial assets</b>                              |              |              |
| – Overdue rates and annual charges (incl. special purpose rates) | 337          | 270          |
| – Cash and investments                                           | 3,874        | 4,002        |
| – Newcastle Airport                                              | 285          | 508          |
| <b>Total interest and investment income (losses)</b>             | <b>4,496</b> | <b>4,780</b> |

## B2-6 Other income

| \$ '000                                                                              | Notes | 2025         | 2024         |
|--------------------------------------------------------------------------------------|-------|--------------|--------------|
| <b>Fair value increment on investment properties</b>                                 |       |              |              |
| Fair value increment on investment properties                                        |       | –            | 2,660        |
| <b>Total fair value increment on investment properties</b>                           | C1-9  | <b>–</b>     | <b>2,660</b> |
| <b>Rental income</b>                                                                 |       |              |              |
| <b>Investment properties and PPE</b>                                                 |       |              |              |
| Lease income (excluding variable lease payments not dependent on an index or rate)   |       | <b>2,785</b> | 2,513        |
| Lease income relating to variable lease payments not dependent on an index or a rate |       | <b>204</b>   | 174          |
| <b>Total investment properties</b>                                                   |       | <b>2,989</b> | <b>2,687</b> |
| <b>Total rental income</b>                                                           | C2-2  | <b>2,989</b> | <b>2,687</b> |
| <b>Total other income</b>                                                            |       | <b>2,989</b> | <b>5,347</b> |

## B3 Costs of providing services

## B3-1 Employee benefits and on-costs

| \$ '000                                     | 2025           | 2024          |
|---------------------------------------------|----------------|---------------|
| Salaries and wages                          | <b>45,424</b>  | 42,762        |
| Salaries and wages – Newcastle Airport      | <b>7,540</b>   | 6,883         |
| Travel and other allowances                 | <b>3,900</b>   | 3,746         |
| Employee leave entitlements (ELE)           | <b>10,975</b>  | 9,933         |
| Superannuation                              | <b>6,465</b>   | 5,868         |
| Workers' compensation insurance             | <b>1,390</b>   | 1,347         |
| Fringe Benefits Tax (FBT)                   | <b>11</b>      | 14            |
| Other                                       | <b>286</b>     | 191           |
| <b>Total employee costs</b>                 | <b>75,991</b>  | <b>70,744</b> |
| Less: capitalised costs                     | <b>(8,374)</b> | (8,068)       |
| Less: capitalised costs - Newcastle Airport | <b>(1,504)</b> | (1,187)       |
| <b>Total employee costs expensed</b>        | <b>66,113</b>  | <b>61,489</b> |

**Material accounting policy information**

All employees of the Council are entitled to benefits on retirement, disability or death. Council contributes to various defined benefit plans and defined contribution plans on behalf of its employees.

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

Council participates in a defined benefit plan under the Local Government Superannuation Scheme, however, sufficient information to account for the plan as a defined benefit is not available and therefore Council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans, i.e. as an expense when it becomes payable – refer to Note E3-1 for more information.

## B3-2 Materials and services

| \$ '000                                                     | Notes | 2025          | 2024          |
|-------------------------------------------------------------|-------|---------------|---------------|
| Raw materials and consumables                               |       | 9,455         | 9,354         |
| Waste disposal contract                                     |       | 6,234         | 5,506         |
| Other contractor and consultancy costs                      |       | 26,110        | 22,474        |
| Audit Fees                                                  | F2-1  | 248           | 177           |
| Councillor and Mayoral fees and associated expenses         | F1-2  | 496           | 414           |
| Bank charges                                                |       | 574           | 534           |
| Electricity and heating                                     |       | 1,325         | 1,456         |
| Insurance                                                   |       | 2,795         | 2,533         |
| Street lighting                                             |       | 1,149         | 1,206         |
| Telephone and communications                                |       | 259           | 231           |
| Training costs (other than salaries and wages)              |       | 457           | 429           |
| Memberships                                                 |       | 218           | 221           |
| Newcastle Airport                                           |       | 9,677         | 8,646         |
| Legal expenses                                              |       | 376           | 465           |
| Expenses from short-term leases                             |       | —             | 10            |
| Expenses from leases of low value assets                    |       | 2             | 8             |
| Expenses from Peppercorn leases                             |       | 1             | 1             |
| Variable lease expense relating to usage - waste operations |       | 7,702         | 7,219         |
| Variable lease expense relating to usage - other            |       | 745           | 963           |
| Other                                                       |       | 707           | 955           |
| <b>Total materials and services</b>                         |       | <b>68,530</b> | <b>62,802</b> |

## B3-3 Borrowing costs

## (i) Interest bearing liability costs

|                                                        |              |              |
|--------------------------------------------------------|--------------|--------------|
| Interest on leases                                     | 61           | 107          |
| Interest on overdraft                                  | 4            | 4            |
| Interest on loans                                      | 538          | 582          |
| Interest - Newcastle Airport                           | 3,854        | 3,533        |
| <b>Total interest bearing liability costs</b>          | <b>4,457</b> | <b>4,226</b> |
| Less: capitalised costs - Newcastle Airport            | (1,841)      | (1,284)      |
| <b>Total interest bearing liability costs expensed</b> | <b>2,616</b> | <b>2,942</b> |
| <b>Total borrowing costs expensed</b>                  | <b>2,616</b> | <b>2,942</b> |

## Material accounting policy information

Borrowing costs incurred for the construction of any qualifying asset are capitalised during the period of time that is required to complete and prepare the asset for its intended use or sale. Other borrowing costs are expensed as incurred.



## B3-4 Depreciation, amortisation and impairment of non-financial assets

| \$ '000                                                                         | Notes | 2025          | 2024          |
|---------------------------------------------------------------------------------|-------|---------------|---------------|
| <b>Depreciation and amortisation</b>                                            |       |               |               |
| Plant and equipment                                                             |       | 1,757         | 1,586         |
| Office equipment                                                                |       | 275           | 311           |
| Furniture and fittings                                                          |       | 55            | 30            |
| Land improvements (depreciable)                                                 |       | 95            | 95            |
| <b>Infrastructure:</b>                                                          | C1-8  |               |               |
| – Buildings                                                                     |       | 3,853         | 3,649         |
| – Other structures                                                              |       | 564           | 582           |
| – Roads                                                                         |       | 6,235         | 5,776         |
| – Bridges                                                                       |       | 70            | 70            |
| – Footpaths                                                                     |       | 470           | 492           |
| – Car parks                                                                     |       | 170           | 143           |
| – Stormwater drainage                                                           |       | 759           | 759           |
| – Swimming pools                                                                |       | 113           | 113           |
| – Other open space                                                              |       | 1,996         | 1,905         |
| – Other infrastructure                                                          |       | 679           | 678           |
| Right of use assets                                                             | C2-1  | 837           | 938           |
| <b>Other assets:</b>                                                            |       |               |               |
| – Heritage collections                                                          |       | 2             | 2             |
| – Library books                                                                 |       | 334           | 319           |
| – Newcastle Airport                                                             |       | 3,615         | 3,455         |
| Intangible assets                                                               | C1-10 | 197           | 204           |
| <b>Total depreciation, amortisation and impairment for non-financial assets</b> |       | <b>22,076</b> | <b>21,107</b> |

**Material accounting policy information****Depreciation and amortisation**

Depreciation and amortisation are calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives. For civil infrastructure assets depreciation is calculated using the estimated useful life and then adjusted periodically by taking into consideration the condition and the level of remaining service potential of the individual asset.

**Impairment of non-financial assets**

Council assets held at fair value that are not held primarily for their ability to generate net cash flow, and that are deemed to be specialised, are no longer required to be tested for impairment under AASB 136. This is because these assets are assessed on an annual basis to ensure that the carrying amount is not materially different from fair value and therefore an impairment loss would be captured during this assessment.

Intangible assets that have an indefinite useful life, or are not yet available for use, are tested annually for impairment, or more frequently if events or changes in circumstances indicate that they might be impaired. Other assets that do not meet the criteria above are tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

For the purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash inflows that are largely independent of the cash inflows from other assets or groups of assets (cash-generating units). Non-financial assets that suffered an impairment are reviewed for possible reversal of the impairment at each reporting date.

Impairment losses for revalued assets are firstly offset against the amount in the revaluation surplus for the class of asset, with only the excess to be recognised in the Income Statement.

## B3-5 Other expenses

| \$ '000                                                                      | Notes | 2025         | 2024         |
|------------------------------------------------------------------------------|-------|--------------|--------------|
| <b>Impairment of receivables</b>                                             |       |              |              |
| Other                                                                        |       | 17           | 137          |
| Total impairment of receivables                                              | C1-4  | 17           | 137          |
| <b>Fair value decrement on investment properties</b>                         |       |              |              |
| Fair value decrement on investment properties                                |       | 1,869        | –            |
| Total fair value decrement on investment properties                          | C1-9  | 1,869        | –            |
| <b>Other</b>                                                                 |       |              |              |
| Contributions/levies to other levels of government                           |       |              |              |
| – Emergency services levy                                                    |       | 1,231        | 1,299        |
| – Lands department levy (holiday parks)                                      |       | 517          | 529          |
| – Waste levy                                                                 |       | 5,013        | 4,553        |
| Donations, contributions and assistance to other organisations (Section 356) |       | 887          | 825          |
| Total other                                                                  |       | 7,648        | 7,206        |
| <b>Total other expenses</b>                                                  |       | <b>9,534</b> | <b>7,343</b> |

## B4 Gains or losses

## B4-1 Gain or loss from the disposal, replacement and de-recognition of assets

| \$ '000                                                                                        | Notes     | 2025         | 2024           |
|------------------------------------------------------------------------------------------------|-----------|--------------|----------------|
| <b>Disposal of Infrastructure, Property, Plant &amp; Equipment (excl. investment property)</b> |           |              |                |
| Proceeds from disposal – IPPE                                                                  | C1-8      | 1,987        | 626            |
| Less: carrying amount of property assets sold/written off                                      |           | (1,197)      | (1,663)        |
| <b>Gain (or loss) on disposal</b>                                                              |           | <b>790</b>   | <b>(1,037)</b> |
| <b>Newcastle Airport</b>                                                                       |           |              |                |
| Less: carrying amount of infrastructure assets sold/written off                                | C1-8      | (399)        | (2,870)        |
| <b>Gain (or loss) on disposal</b>                                                              |           | <b>(399)</b> | <b>(2,870)</b> |
| <b>Gain (or loss) on disposal of cash and investments</b>                                      |           |              |                |
| Proceeds from disposal/redemptions/maturities – cash and investments                           | C1-1,C1-2 | 44,003       | 115,379        |
| Less: carrying amount of cash and investments sold/redeemed                                    |           | (44,003)     | (115,351)      |
| <b>Gain (or loss) on disposal</b>                                                              |           | <b>–</b>     | <b>28</b>      |
| <b>Gain (or loss) on disposal of intangible assets</b>                                         |           |              |                |
| Proceeds from disposal – intangible assets                                                     | C1-10     | 40           | –              |
| Less: carrying amount of intangible assets sold/written off                                    |           | (40)         | –              |
| <b>Gain (or loss) on disposal</b>                                                              |           | <b>–</b>     | <b>–</b>       |
| <b>Net gain (or loss) from disposal of assets</b>                                              |           | <b>391</b>   | <b>(3,879)</b> |

**B5 Performance against budget****B5-1 Material budget variations**

Council's original budget was adopted by the Council on 11 June 2024 and is not required to be audited. The original projections on which the budget was based have been affected by a number of factors. These include state and federal government decisions, including new grant programs, changing economic activity, environmental factors, and by decisions made by Council.

While these General Purpose Financial Statements include the original budget adopted by Council, the Act requires Council to review its financial budget on a quarterly basis, so it is able to manage the variation between actuals and budget that invariably occur during the year.

**Material variations of more than 10%** between original budget and actual results or where the variance is considered material by nature are explained below.

**Variation Key:** **F** = Favourable budget variation, **U** = Unfavourable budget variation.

| \$ '000                                                                                                                                                                                                                                                                                                                                                                                          | 2025<br>Budget | 2025<br>Actual | 2025<br>----- Variance ----- |                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------|------------------------------|----------------|
| <b>Revenues</b>                                                                                                                                                                                                                                                                                                                                                                                  |                |                |                              |                |
| Rates and annual charges                                                                                                                                                                                                                                                                                                                                                                         | 82,377         | 81,803         | (574)                        | (1)% <b>U</b>  |
| User charges and fees                                                                                                                                                                                                                                                                                                                                                                            | 62,594         | 58,983         | (3,611)                      | (6)% <b>U</b>  |
| Other revenues                                                                                                                                                                                                                                                                                                                                                                                   | 5,196          | 6,088          | 892                          | 17% <b>F</b>   |
| Other revenues exceeded the original budget due to the receipt of compensation for make good of a leased investment property as well as increased fines from compliance activities.                                                                                                                                                                                                              |                |                |                              |                |
| Operating grants and contributions                                                                                                                                                                                                                                                                                                                                                               | 13,407         | 13,059         | (348)                        | (3)% <b>U</b>  |
| Operating grants and contributions were impacted by a shortfall in the advance payment of the Financial Assistance Grant. This shortfall was offset by new grants and contributions received during the year. The advance payment received in the current financial year was \$2.673 million less than budgeted and had a significant negative impact on the operating result and cash position. |                |                |                              |                |
| Capital grants and contributions                                                                                                                                                                                                                                                                                                                                                                 | 29,279         | 37,414         | 8,135                        | 28% <b>F</b>   |
| Council budgets for capital grants and contributions once they are confirmed. During the year Council received confirmation of new grants and contributions relating to roads and sporting facilities. The new grants and contributions are reflected in subsequent quarterly budget revisions.                                                                                                  |                |                |                              |                |
| Interest and investment revenue                                                                                                                                                                                                                                                                                                                                                                  | 2,649          | 4,496          | 1,847                        | 70% <b>F</b>   |
| Original budget assumed that the Reserve Bank of Australia would decrease the official cash rate early in the year. However, there were extended delays in the rate reduction, resulting in interest and investment revenue exceeding original budget.                                                                                                                                           |                |                |                              |                |
| Net gains from disposal of assets                                                                                                                                                                                                                                                                                                                                                                | 250            | 391            | 141                          | 56% <b>F</b>   |
| Net gains from disposal of assets exceeded budget due to the profitable sale of IPPE (refer note B4-1).                                                                                                                                                                                                                                                                                          |                |                |                              |                |
| Other income                                                                                                                                                                                                                                                                                                                                                                                     | 3,807          | 2,989          | (818)                        | (21)% <b>U</b> |
| Original budget assumed fair value gains on investment properties which were not realised due to market conditions and vacancies.                                                                                                                                                                                                                                                                |                |                |                              |                |
| <b>Expenses</b>                                                                                                                                                                                                                                                                                                                                                                                  |                |                |                              |                |
| Employee benefits and on-costs                                                                                                                                                                                                                                                                                                                                                                   | 64,598         | 66,113         | (1,515)                      | (2)% <b>U</b>  |
| Materials and services                                                                                                                                                                                                                                                                                                                                                                           | 65,511         | 68,530         | (3,019)                      | (5)% <b>U</b>  |
| Council observed an increase in materials and services resulting from emergency and reconstruction works in response to the declared Natural Disaster events in January and May 2025. Natural Disaster costs totalled                                                                                                                                                                            |                |                |                              |                |

## B5-1 Material budget variations (continued)

| \$ '000                                                                                                            | 2025<br>Budget  | 2025<br>Actual   | 2025<br>----- Variance ----- |                |
|--------------------------------------------------------------------------------------------------------------------|-----------------|------------------|------------------------------|----------------|
| \$3.695 million and have had a significant negative impact on Council's operating result and cash position.        |                 |                  |                              |                |
| <b>Borrowing costs</b>                                                                                             | <b>3,421</b>    | <b>2,616</b>     | <b>805</b>                   | <b>24% F</b>   |
| The draw down on loans was lower than forecasted due to delays in construction funded through external borrowings. |                 |                  |                              |                |
| <b>Depreciation, amortisation and impairment of non-financial assets</b>                                           | <b>21,792</b>   | <b>22,076</b>    | <b>(284)</b>                 | <b>(1)% U</b>  |
| <b>Other expenses</b>                                                                                              | <b>8,209</b>    | <b>9,534</b>     | <b>(1,325)</b>               | <b>(16)% U</b> |
| Unbudgeted fair value decrease incurred on investment properties due to market conditions and vacancies.           |                 |                  |                              |                |
| <b>Net losses from disposal of assets</b>                                                                          | <b>–</b>        | <b>–</b>         | <b>–</b>                     | <b>∞ F</b>     |
| <b>Statement of cash flows</b>                                                                                     |                 |                  |                              |                |
| <b>Cash flows from operating activities</b>                                                                        | <b>55,333</b>   | <b>58,495</b>    | <b>3,162</b>                 | <b>6% F</b>    |
| <b>Cash flows from investing activities</b>                                                                        | <b>(98,053)</b> | <b>(103,766)</b> | <b>(5,713)</b>               | <b>6% U</b>    |
| <b>Cash flows from financing activities</b>                                                                        | <b>53,596</b>   | <b>28,298</b>    | <b>(25,298)</b>              | <b>(47)% U</b> |
| The draw down on loans was lower than forecasted due to delays in construction funded through external borrowings. |                 |                  |                              |                |

**C Financial position****C1 Assets we manage****C1-1 Cash and cash equivalents**

| \$ '000                                | 2025         | 2024          |
|----------------------------------------|--------------|---------------|
| <b>Cash assets</b>                     |              |               |
| Cash on hand and at bank               | 8,007        | 24,980        |
| <b>Total cash and cash equivalents</b> | <b>8,007</b> | <b>24,980</b> |

**C1-2 Financial investments**

| \$ '000                                                    | 2025<br>Current | 2025<br>Non-current | 2024<br>Current | 2024<br>Non-current |
|------------------------------------------------------------|-----------------|---------------------|-----------------|---------------------|
| <b>Financial assets at amortised cost</b>                  |                 |                     |                 |                     |
| Long term deposits                                         | 59,000          | 16,639              | 42,000          | 19,160              |
| <b>Total</b>                                               | <b>59,000</b>   | <b>16,639</b>       | <b>42,000</b>   | <b>19,160</b>       |
| <b>Total financial investments</b>                         | <b>59,000</b>   | <b>16,639</b>       | <b>42,000</b>   | <b>19,160</b>       |
| <b>Total cash assets, cash equivalents and investments</b> | <b>67,007</b>   | <b>16,639</b>       | <b>66,980</b>   | <b>19,160</b>       |

**Accounting policy - financial Investments**

Financial instruments are recognised initially on the date that the Council becomes party to the contractual provisions of the instrument. On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

**Financial assets**

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

**Classification**

On initial recognition, Council classifies its financial assets into the following categories – those measured at:

- amortised cost
- fair value through profit and loss (FVTPL)
- fair value through other comprehensive income – equity instrument (FVOCI-equity)

Financial assets are not reclassified subsequent to their initial recognition.

**Amortised cost**

Assets measured at amortised cost are financial assets where:

- the business model is to hold assets to collect contractual cash flows, and
- the contractual terms give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Council's financial assets measured at amortised cost comprise trade and other receivables, term deposits and cash and cash equivalents in the Statement of Financial Position. Term deposits with an initial term of more than 3 months are classified as investments rather than cash and cash equivalents.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, impairment and gains or loss on de-recognition are recognised in profit or loss.

## C1-3 Restricted and allocated cash, cash equivalents and investments

| \$ '000                                                                            | 2025          | 2024     |
|------------------------------------------------------------------------------------|---------------|----------|
| (a) Externally restricted cash, cash equivalents and investments                   |               |          |
| <b>Total cash, cash equivalents and investments</b>                                | <b>83,646</b> | 86,140   |
| Less: Externally restricted cash, cash equivalents and investments                 | (45,153)      | (43,046) |
| <b>Cash, cash equivalents and investments not subject to external restrictions</b> | <b>38,493</b> | 43,094   |

**External restrictions****External restrictions – included in liabilities**

External restrictions included in cash, cash equivalents and investments above comprise:

|                                                                      |              |       |
|----------------------------------------------------------------------|--------------|-------|
| Unclaimed money                                                      | 538          | –     |
| Specific purpose unexpended grants - AASB 1058 (exception & AASB 15) | 6,270        | 5,890 |
| <b>External restrictions – included in liabilities</b>               | <b>6,808</b> | 5,890 |

**External restrictions – other**

External restrictions included in cash, cash equivalents and investments above comprise:

|                                                                           |               |        |
|---------------------------------------------------------------------------|---------------|--------|
| Developer contributions – general                                         | 25,549        | 22,610 |
| Specific purpose unexpended grants (recognised as revenue) – general fund | 1,527         | 2,969  |
| Domestic waste management                                                 | 7,725         | 6,450  |
| Crown reserve                                                             | 3,544         | 5,127  |
| <b>External restrictions – other</b>                                      | <b>38,345</b> | 37,156 |
| <b>Total external restrictions</b>                                        | <b>45,153</b> | 43,046 |

Cash, cash equivalents and investments subject to external restrictions are those which are only available for specific use by Council due to a restriction placed by legislation or third-party contractual agreement.

| \$ '000 | 2025 | 2024 |
|---------|------|------|
|---------|------|------|

## (b) Internal allocations

**Internal allocations**

At 30 June, Council has internally allocated funds to the following:

|                                      |       |        |
|--------------------------------------|-------|--------|
| Asset rehabilitation                 | 4,274 | 1,624  |
| Commercial properties                | 5,134 | 3,305  |
| Community halls                      | 127   | 79     |
| Deposits, retentions and bonds       | 1,631 | 1,204  |
| Drainage                             | 1,653 | 1,072  |
| Federal Assistance Grant in advance  | 4,322 | 4,026  |
| Fleet                                | 346   | 1,168  |
| Newcastle Airport                    | 4,112 | 14,406 |
| Parking meters                       | 1,188 | 621    |
| Section 355C committees              | 664   | 647    |
| IT Reserve                           | 1,782 | 1,715  |
| Emergency & Natural Disaster reserve | 4,509 | 4,868  |
| Repealed funds                       | 1,396 | 1,783  |
| Transport and Environment Reserve    | 620   | 221    |
| Administration building reserve      | 92    | 172    |
| Enhanced services focus area         | 766   | –      |
| Grants co-contribution               | 528   | 1,432  |

C1-3 Restricted and allocated cash, cash equivalents and investments (continued)

| \$ '000                           | 2025          | 2024          |
|-----------------------------------|---------------|---------------|
| Ward funds                        | 28            | 25            |
| Resilience fund                   | 3,500         | 3,000         |
| Election                          | –             | 500           |
| Employee leave entitlements       | 1,000         | 1,000         |
| Sustainable energy and water      | 52            | 26            |
| Community loans                   | 200           | 200           |
| <b>Total internal allocations</b> | <b>37,924</b> | <b>43,094</b> |

Cash, cash equivalents and investments not subject to external restrictions may be internally allocated by resolution or policy of the elected Council.

C1-4 Receivables

| \$ '000                                             | 2025<br>Current | 2025<br>Non-current | 2024<br>Current | 2024<br>Non-current |
|-----------------------------------------------------|-----------------|---------------------|-----------------|---------------------|
| Rates and annual charges                            | 3,781           | –                   | 3,147           | –                   |
| Interest and extra charges                          | 388             | –                   | 345             | –                   |
| User charges and fees                               | 415             | –                   | 497             | –                   |
| Miscellaneous debtors                               | 667             | –                   | 563             | –                   |
| Contributions to works                              | 10              | –                   | 33              | –                   |
| Accrued revenues                                    |                 |                     |                 |                     |
| – Interest on investments                           | 2,666           | –                   | 1,760           | –                   |
| – Other income accruals                             | 1,034           | –                   | 2,320           | –                   |
| Government grants and subsidies                     | 10              | –                   | 52              | –                   |
| Net GST receivable                                  | 790             | –                   | 770             | –                   |
| Newcastle Airport                                   | 4,327           | –                   | 2,304           | –                   |
| Other debtors                                       | –               | 123                 | –               | 142                 |
| <b>Total</b>                                        | <b>14,088</b>   | <b>123</b>          | <b>11,791</b>   | <b>142</b>          |
| <b>Less: provision for impairment</b>               |                 |                     |                 |                     |
| User charges and fees                               | (18)            | –                   | (16)            | –                   |
| Newcastle Airport debtors                           | –               | –                   | (110)           | –                   |
| <b>Total provision for impairment – receivables</b> | <b>(18)</b>     | <b>–</b>            | <b>(126)</b>    | <b>–</b>            |
| <b>Total net receivables</b>                        | <b>14,070</b>   | <b>123</b>          | <b>11,665</b>   | <b>142</b>          |



## C1-4 Receivables (continued)

| \$ '000                                                    | 2025      | 2024       |
|------------------------------------------------------------|-----------|------------|
| <b>Movement in provision for impairment of receivables</b> |           |            |
| Balance at the beginning of the year                       | 126       | 3          |
| + new provisions recognised during the year                | 7         | 137        |
| – amounts provided for this year and written off this year | (5)       | (14)       |
| – amounts provided for but recovered during the year       | (110)     | –          |
| <b>Balance at the end of the year</b>                      | <b>18</b> | <b>126</b> |

**Material accounting policy information**

Receivables are included in current assets, except for those with maturities greater than 12 months after the reporting date which are classified as non-current assets.

Receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less provision for impairment. Receivables are generally due for settlement within 30 days.

**Impairment**

Impairment of financial assets measured at amortised cost is recognised on an expected credit loss (ECL) basis.

When estimating ECL, Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on Council's historical experience and informed credit assessment, and including forward-looking information.

Council uses the simplified approach for trade receivables where the expected lifetime credit losses are recognised on day 1.

When considering the ECL for rates debtors, Council takes into account that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold. For non-rates debtors, Council uses the presumption that an asset which is more than 30 days past due has seen a significant increase in credit risk.

When considering the ECL for rates and annual charges debtors, Council takes into account that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold.

Credit losses are measured as the present value of the difference between the cash flows due to the entity in accordance with the contract, and the cash flows expected to be received. This is applied using a probability weighted approach.

The Council writes off a trade receivable when there is information indicating that the debtor is in severe financial difficulty and there is no realistic prospect of recovery, e.g. when the debtor has been placed under liquidation or has entered into bankruptcy proceedings, or when the receivables are deemed uncollectable, whichever occurs first. None of the receivables that have been written off are subject to enforcement activity.

Where the Council renegotiates the terms of receivables due from certain customers, the new expected cash flows are discounted at the original effective interest rate and any resulting difference to the carrying value is recognised in profit or loss.

## C1-5 Inventories

| \$ '000                                        | 2025<br>Current | 2025<br>Non-current | 2024<br>Current | 2024<br>Non-current |
|------------------------------------------------|-----------------|---------------------|-----------------|---------------------|
| <b>At cost</b>                                 |                 |                     |                 |                     |
| Real estate development - land held for resale | –               | 10,311              | –               | 10,097              |
| Stores and materials                           | 218             | –                   | 277             | –                   |
| <b>Total inventories at cost</b>               | <b>218</b>      | <b>10,311</b>       | <b>277</b>      | <b>10,097</b>       |
| <b>Total inventories</b>                       | <b>218</b>      | <b>10,311</b>       | <b>277</b>      | <b>10,097</b>       |

| \$ '000                                                     | 2025<br>Current | 2025<br>Non-current | 2024<br>Current | 2024<br>Non-current |
|-------------------------------------------------------------|-----------------|---------------------|-----------------|---------------------|
| <b>Real estate development - land held for resale</b>       |                 |                     |                 |                     |
| Residential                                                 | –               | 2,510               | –               | 2,419               |
| Industrial/commercial                                       | –               | 7,801               | –               | 7,678               |
| <b>Total real estate development - land held for resale</b> | <b>–</b>        | <b>10,311</b>       | <b>–</b>        | <b>10,097</b>       |

## Material accounting policy information

## Raw materials and stores, work in progress and finished goods

Raw materials and stores are classified as inventories held for distribution and are stated at cost, adjusted when applicable for any loss of service potential. Work in progress and finished goods are stated at the lower of cost and net realisable value. Costs are assigned to individual items of inventory on the basis of weighted average costs. Costs of purchased inventory are determined after deducting rebates and discounts. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

## Land held for resale

Land held for resale is stated at the lower of cost and net realisable value. Cost is assigned by specific identification and includes the cost of acquisition, and development and borrowing costs during development. When development is completed, borrowing costs and other holding charges are expensed as incurred.

Borrowing costs included in the cost of land held for resale are those costs that would have been avoided if the expenditure on the acquisition and development of the land had not been made. Borrowing costs incurred while active development is interrupted for extended periods are recognised as expenses.

## C1-6 Contract assets and Contract cost assets

| \$ '000                                               | 2025<br>Current | 2025<br>Non-current | 2024<br>Current | 2024<br>Non-current |
|-------------------------------------------------------|-----------------|---------------------|-----------------|---------------------|
| Contract assets                                       | 5,532           | –                   | 7,929           | –                   |
| <b>Total contract assets and contract cost assets</b> | <b>5,532</b>    | <b>–</b>            | <b>7,929</b>    | <b>–</b>            |

## Contract assets

|                                                            |              |          |              |          |
|------------------------------------------------------------|--------------|----------|--------------|----------|
| Work relating to infrastructure grants                     | 1,782        | –        | 1,568        | –        |
| Work relating to infrastructure grants - Newcastle Airport | 3,750        | –        | 6,361        | –        |
| <b>Total contract assets</b>                               | <b>5,532</b> | <b>–</b> | <b>7,929</b> | <b>–</b> |

C1-7 Non-current assets classified as held for sale

| \$ '000                                       | 2025<br>Current | 2025<br>Non-current | 2024<br>Current | 2024<br>Non-current |
|-----------------------------------------------|-----------------|---------------------|-----------------|---------------------|
| <b>Non-current assets held for sale</b>       |                 |                     |                 |                     |
| Land                                          | 806             | –                   | –               | –                   |
| Buildings                                     | 6,380           | –                   | –               | –                   |
| <b>Total non-current assets held for sale</b> | <b>7,186</b>    | <b>–</b>            | <b>–</b>        | <b>–</b>            |

Council has transferred a building and portion of land from IPPE to non-current assets held for sale. These assets are recorded at their carrying amounts. It is expected that the sale of the properties will be completed within 12 months of balance date.

## C1-8 Infrastructure, property, plant and equipment

| By aggregated asset class                           | At 1 July 2024        |                                         |                     |  | Asset movements during the reporting period |                      |                             |                      |           | At 30 June 2025                           |                                              |                       |                                         |                     |
|-----------------------------------------------------|-----------------------|-----------------------------------------|---------------------|--|---------------------------------------------|----------------------|-----------------------------|----------------------|-----------|-------------------------------------------|----------------------------------------------|-----------------------|-----------------------------------------|---------------------|
|                                                     | Gross carrying amount | Accumulated depreciation and impairment | Net carrying amount |  | Additions renewals                          | Additions new assets | Carrying value of disposals | Depreciation expense | Transfers | Tfirs from/(to) C1-7 assets held for sale | Reval increments/(decrement) to equity (ARR) | Gross carrying amount | Accumulated depreciation and impairment | Net carrying amount |
| \$ '000                                             |                       |                                         |                     |  |                                             |                      |                             |                      |           |                                           |                                              |                       |                                         |                     |
| Capital work in progress                            | 28,126                | –                                       | 28,126              |  | 11,520                                      | 7,141                | (177)                       | –                    | (14,288)  | –                                         | –                                            | 32,322                | –                                       | 32,322              |
| Plant and equipment                                 | 30,244                | (19,020)                                | 11,224              |  | 178                                         | 4,527                | (424)                       | (1,757)              | 4         | –                                         | –                                            | 33,250                | (19,497)                                | 13,753              |
| Office equipment                                    | 5,192                 | (3,543)                                 | 1,649               |  | 448                                         | –                    | –                           | (275)                | –         | –                                         | –                                            | 5,640                 | (3,818)                                 | 1,822               |
| Furniture and fittings                              | 1,764                 | (1,237)                                 | 527                 |  | 418                                         | –                    | –                           | (55)                 | –         | –                                         | –                                            | 2,181                 | (1,292)                                 | 889                 |
| Land:                                               |                       |                                         |                     |  |                                             |                      |                             |                      |           |                                           |                                              |                       |                                         |                     |
| – Operational land                                  | 77,661                | (271)                                   | 77,390              |  | –                                           | 53                   | (354)                       | –                    | –         | (800)                                     | 10,977                                       | 87,537                | (271)                                   | 87,266              |
| – Community land                                    | 48,498                | –                                       | 48,498              |  | –                                           | –                    | –                           | –                    | –         | (6)                                       | 27,064                                       | 75,556                | –                                       | 75,556              |
| – Crown land                                        | 31,337                | –                                       | 31,337              |  | 16                                          | 1,040                | –                           | –                    | –         | –                                         | 15,099                                       | 47,493                | –                                       | 47,493              |
| – Land under roads (post 1/7/08)                    | 5,057                 | –                                       | 5,057               |  | –                                           | 128                  | –                           | –                    | –         | –                                         | 27                                           | 5,213                 | –                                       | 5,213               |
| – Newcastle Airport                                 | 93,000                | –                                       | 93,000              |  | –                                           | –                    | –                           | –                    | 353       | –                                         | (10,853)                                     | 82,500                | –                                       | 82,500              |
| Land improvements – depreciable                     | 10,739                | (2,848)                                 | 7,891               |  | –                                           | –                    | –                           | (95)                 | –         | –                                         | –                                            | 10,739                | (2,943)                                 | 7,796               |
| Infrastructure:                                     |                       |                                         |                     |  |                                             |                      |                             |                      |           |                                           |                                              |                       |                                         |                     |
| – Buildings                                         | 248,972               | (69,392)                                | 179,580             |  | 1,977                                       | 134                  | (220)                       | (3,853)              | 2,450     | (6,380)                                   | 6,703                                        | 255,176               | (74,785)                                | 180,391             |
| – Other structures                                  | 15,105                | (7,200)                                 | 7,905               |  | 55                                          | 5                    | –                           | (564)                | –         | –                                         | –                                            | 15,158                | (7,757)                                 | 7,401               |
| – Roads                                             | 562,289               | (108,427)                               | 453,862             |  | 3,958                                       | 3,361                | (11)                        | (6,235)              | 7,691     | –                                         | 109,753                                      | 701,968               | (129,590)                               | 572,378             |
| – Bridges                                           | 22,484                | (2,186)                                 | 20,298              |  | 12                                          | –                    | –                           | (70)                 | –         | –                                         | 531                                          | 23,087                | (2,315)                                 | 20,772              |
| – Footpaths                                         | 93,083                | (14,798)                                | 78,285              |  | –                                           | 1,654                | (11)                        | (470)                | 3,067     | –                                         | (13,950)                                     | 79,644                | (11,069)                                | 68,575              |
| – Car parks                                         | 20,925                | (3,240)                                 | 17,685              |  | 27                                          | –                    | –                           | (170)                | 203       | –                                         | 7,017                                        | 27,965                | (3,203)                                 | 24,762              |
| – Stormwater drainage                               | 309,155               | (26,811)                                | 282,344             |  | 1,346                                       | 699                  | –                           | (759)                | 756       | –                                         | 13,804                                       | 328,654               | (30,463)                                | 298,191             |
| – Swimming pools                                    | 4,972                 | (1,487)                                 | 3,485               |  | –                                           | –                    | –                           | (113)                | –         | –                                         | 190                                          | 5,253                 | (1,691)                                 | 3,562               |
| – Other open space                                  | 50,678                | (16,551)                                | 34,127              |  | 2,631                                       | –                    | –                           | (1,996)              | 117       | –                                         | 1,967                                        | 56,282                | (19,436)                                | 36,846              |
| – Other infrastructure                              | 22,084                | (9,204)                                 | 12,880              |  | 35                                          | –                    | –                           | (679)                | –         | –                                         | –                                            | 22,119                | (9,883)                                 | 12,236              |
| Other assets:                                       |                       |                                         |                     |  |                                             |                      |                             |                      |           |                                           |                                              |                       |                                         |                     |
| – Heritage collections                              | 237                   | (86)                                    | 151                 |  | –                                           | –                    | –                           | (2)                  | –         | –                                         | –                                            | 237                   | (89)                                    | 148                 |
| – Library books                                     | 6,678                 | (5,003)                                 | 1,675               |  | –                                           | 268                  | –                           | (334)                | –         | –                                         | –                                            | 6,945                 | (5,338)                                 | 1,607               |
| – Newcastle Airport                                 | 118,132               | (22,088)                                | 96,044              |  | –                                           | 55,507               | (399)                       | (3,615)              | (353)     | –                                         | 3,317                                        | 177,014               | (26,513)                                | 150,501             |
| Total infrastructure, property, plant and equipment | 1,806,412             | (313,392)                               | 1,493,020           |  | 22,621                                      | 74,517               | (1,596)                     | (21,042)             | –         | (7,186)                                   | 171,646                                      | 2,081,933             | (349,953)                               | 1,731,980           |

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

## C1-8 Infrastructure, property, plant and equipment (continued)

| By aggregated asset class                           | At 1 July 2023        |                                         |                     |                                 |                      |                             |                      | Asset movements during the reporting period |                                               |                       |                                         |                   | At 30 June 2024 |  |
|-----------------------------------------------------|-----------------------|-----------------------------------------|---------------------|---------------------------------|----------------------|-----------------------------|----------------------|---------------------------------------------|-----------------------------------------------|-----------------------|-----------------------------------------|-------------------|-----------------|--|
|                                                     | Gross carrying amount | Accumulated depreciation and impairment | Net carrying amount | Additions renewals <sup>1</sup> | Additions new assets | Carrying value of disposals | Depreciation expense | Transfers                                   | Reval increments/ (decrement) to equity (ARR) | Gross carrying amount | Accumulated depreciation and impairment | N carrying amount |                 |  |
| \$ '000                                             |                       |                                         |                     |                                 |                      |                             |                      |                                             |                                               |                       |                                         |                   |                 |  |
| Capital work in progress                            | 31,025                | –                                       | 31,025              | 15,684                          | 2,010                | (182)                       | –                    | (20,412)                                    | –                                             | 28,126                | –                                       | 28,12             |                 |  |
| Plant and equipment                                 | 27,939                | (18,434)                                | 9,505               | 195                             | 3,037                | (456)                       | (1,586)              | 529                                         | –                                             | 30,244                | (19,020)                                | 11,22             |                 |  |
| Office equipment                                    | 3,959                 | (3,233)                                 | 726                 | 1,115                           | 118                  | –                           | (311)                | –                                           | –                                             | 5,192                 | (3,543)                                 | 1,64              |                 |  |
| Furniture and fittings                              | 1,712                 | (1,208)                                 | 504                 | 53                              | –                    | –                           | (30)                 | –                                           | –                                             | 1,764                 | (1,237)                                 | 52                |                 |  |
| Land:                                               |                       |                                         |                     |                                 |                      |                             |                      |                                             |                                               |                       |                                         |                   |                 |  |
| – Operational land                                  | 77,170                | (271)                                   | 76,899              | 3                               | 1,061                | (573)                       | –                    | –                                           | –                                             | 77,661                | (271)                                   | 77,39             |                 |  |
| – Community land                                    | 48,498                | –                                       | 48,498              | –                               | –                    | –                           | –                    | –                                           | –                                             | 48,498                | –                                       | 48,49             |                 |  |
| – Crown land                                        | 31,337                | –                                       | 31,337              | –                               | –                    | –                           | –                    | –                                           | –                                             | 31,337                | –                                       | 31,33             |                 |  |
| – Land under roads (post 1/7/08)                    | 4,810                 | –                                       | 4,810               | –                               | 207                  | –                           | –                    | –                                           | 40                                            | 5,057                 | –                                       | 5,05              |                 |  |
| – Newcastle Airport                                 | 82,500                | –                                       | 82,500              | –                               | –                    | –                           | –                    | 129                                         | 10,371                                        | 93,000                | –                                       | 93,00             |                 |  |
| Land improvements – depreciable                     | 10,739                | (2,753)                                 | 7,986               | –                               | –                    | –                           | (95)                 | –                                           | –                                             | 10,739                | (2,848)                                 | 7,89              |                 |  |
| Infrastructure:                                     |                       |                                         |                     |                                 |                      |                             |                      |                                             |                                               |                       |                                         |                   |                 |  |
| – Buildings                                         | 232,641               | (65,743)                                | 166,898             | 2,027                           | 3,488                | –                           | (3,649)              | 10,816                                      | –                                             | 248,972               | (69,392)                                | 179,58            |                 |  |
| – Other structures                                  | 14,553                | (6,618)                                 | 7,935               | 357                             | 193                  | –                           | (582)                | 2                                           | –                                             | 15,105                | (7,200)                                 | 7,90              |                 |  |
| – Roads                                             | 518,131               | (82,551)                                | 435,580             | 6,380                           | 5,595                | (107)                       | (5,776)              | 7,825                                       | 4,365                                         | 562,289               | (108,427)                               | 453,86            |                 |  |
| – Bridges                                           | 18,418                | (2,570)                                 | 15,848              | 558                             | –                    | –                           | (70)                 | –                                           | 3,962                                         | 22,484                | (2,186)                                 | 20,28             |                 |  |
| – Footpaths                                         | 87,177                | (13,400)                                | 73,777              | 274                             | 10                   | (21)                        | (492)                | 277                                         | 4,459                                         | 93,083                | (14,798)                                | 78,28             |                 |  |
| – Car parks                                         | 19,860                | (2,912)                                 | 16,948              | 21                              | –                    | –                           | (143)                | –                                           | 861                                           | 20,925                | (3,240)                                 | 17,68             |                 |  |
| – Stormwater drainage                               | 280,431               | (33,260)                                | 247,171             | 315                             | 842                  | –                           | (759)                | 893                                         | 33,882                                        | 309,155               | (26,811)                                | 282,34            |                 |  |
| – Swimming pools                                    | 4,949                 | (1,374)                                 | 3,575               | –                               | 23                   | –                           | (113)                | –                                           | –                                             | 4,972                 | (1,487)                                 | 3,48              |                 |  |
| – Other open space                                  | 40,133                | (17,412)                                | 22,721              | 2,489                           | –                    | (322)                       | (1,905)              | 70                                          | 11,074                                        | 50,678                | (16,551)                                | 34,12             |                 |  |
| – Other infrastructure                              | 22,001                | (8,526)                                 | 13,475              | 83                              | –                    | –                           | (678)                | –                                           | –                                             | 22,084                | (9,204)                                 | 12,88             |                 |  |
| Other assets:                                       |                       |                                         |                     |                                 |                      |                             |                      |                                             |                                               |                       |                                         |                   |                 |  |
| – Heritage collections                              | 237                   | (84)                                    | 153                 | –                               | –                    | –                           | (2)                  | –                                           | –                                             | 237                   | (86)                                    | 15                |                 |  |
| – Library books                                     | 6,446                 | (4,685)                                 | 1,761               | –                               | 233                  | –                           | (319)                | –                                           | –                                             | 6,678                 | (5,003)                                 | 1,67              |                 |  |
| – Newcastle Airport                                 | 90,802                | (18,747)                                | 72,055              | –                               | 25,688               | (2,870)                     | (3,455)              | (129)                                       | 4,750                                         | 118,132               | (22,088)                                | 96,04             |                 |  |
| Total infrastructure, property, plant and equipment | 1,655,468             | (283,781)                               | 1,371,687           | 29,554                          | 42,505               | (4,531)                     | (19,965)             | –                                           | 73,764                                        | 1,806,412             | (313,392)                               | 1,493,02          |                 |  |

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

## C1-8 Infrastructure, property, plant and equipment (continued)

**Material accounting policy information****Initial recognition of infrastructure, property, plant and equipment (IPPE)**

IPPE is measured initially at cost. Cost includes the fair value of the consideration given to acquire the asset (net of discounts and rebates) and any directly attributable cost of bringing the asset to working condition for its intended use (inclusive of import duties and taxes).

When infrastructure, property, plant and equipment is acquired by Council at significantly below fair value, the assets are initially recognised at their fair value at acquisition date.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the Income Statement during the financial period in which they are incurred.

**Useful lives of IPPE**

Land is not depreciated. Depreciation on other assets is calculated using the straight-line method to allocate their cost, net of their residual values, over their estimated useful lives. For civil infrastructure assets depreciation is calculated using the estimated useful life and then adjusted periodically by taking into consideration the condition and the level of remaining service potential of the individual asset. The useful lives are as follows:

| <b>Plant and equipment</b>        | <b>Years</b> | <b>Other equipment</b>               | <b>Years</b> |
|-----------------------------------|--------------|--------------------------------------|--------------|
| Office equipment                  | 5 to 10      | Playground equipment                 | 20           |
| Office furniture                  | 10 to 20     | Benches, seats etc.                  | 25           |
| Computer equipment                | 4            |                                      |              |
| Vehicles                          | 5 to 8       | <b>Buildings</b>                     |              |
| Heavy plant/road making equipment | 5 to 8       | Buildings                            | 10 to 145    |
| Other plant and equipment         | 5 to 15      |                                      |              |
|                                   |              | <b>Stormwater assets</b>             |              |
| <b>Transportation assets</b>      |              | Drains                               | 80 to 100    |
| Sealed roads                      |              | Culverts                             | 50 to 80     |
| - Base                            | 50           | Flood control structures             | 80 to 100    |
| - Seal                            | 15 to 25     |                                      |              |
| - Sub-base                        | 100          | <b>Other infrastructure assets</b>   |              |
| Unsealed roads                    | 100          | Swimming pools                       | 50           |
| Bridge concrete                   | 100          | Other open space/recreational assets | 20           |
| Bridge other                      | 60 to 100    | Other infrastructure                 | 20           |
| Kerb, gutter and footpaths        | 80           | Airport apron                        | 60           |

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

**Revaluation model**

Infrastructure, property, plant and equipment are held at fair value. Comprehensive valuations are performed at least every five years, valuations include taking into consideration the physical condition of assets, however the carrying amount of assets is assessed by Council at each reporting date to confirm that it is not materially different from current fair value.

Increases in the carrying amounts arising on revaluation are credited to the IPPE revaluation reserve. To the extent that the increase reverses a decrease previously recognising profit or loss relating to that asset class, the increase is first recognised as profit or loss. Decreases that reverse previous increases of assets in the same class are first charged against IPPE revaluation reserve to the extent of the remaining reserve attributable to the class; all other decreases are charged to the Income Statement.

**C1-8 Infrastructure, property, plant and equipment (continued)****Land under roads**

Land under roads is land under roadways and road reserves including land under footpaths, nature strips and median strips.

Council has elected not to recognise land under roads acquired before 1 July 2008 in accordance with AASB 1051 Land Under Roads.

**Crown reserves**

Crown reserves under Council's care and control are recognised as assets of the Council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated.

Improvements on Crown reserves are also recorded as assets, while maintenance costs incurred by Council and revenues relating to the reserves are recognised within Council's Income Statement.

**Rural Fire Service assets**

Under Section 119 of the *Rural Fire Services Act 1997 (NSW)*, "all firefighting equipment purchased or constructed wholly or from money to the credit of the Fund is to be vested in the council of the area for or on behalf of which the firefighting equipment has been purchased or constructed".

These Rural Fire Service assets are recognised as assets of the Council in these financial statements.

**C1-9 Investment properties**

| \$ '000                                     | 2025          | 2024          |
|---------------------------------------------|---------------|---------------|
| <b>Owned investment property</b>            |               |               |
| Investment property on hand at fair value   | 42,640        | 44,315        |
| <b>Total owned investment property</b>      | <b>42,640</b> | <b>44,315</b> |
| <b>Owned investment property</b>            |               |               |
| <b>At fair value</b>                        |               |               |
| Opening balance at 1 July                   | 44,315        | 28,000        |
| Acquisitions                                | 194           | 13,655        |
| Net gain/(loss) from fair value adjustments | (1,869)       | 2,660         |
| <b>Closing balance at 30 June</b>           | <b>42,640</b> | <b>44,315</b> |

**Material accounting policy information**

Investment property, principally comprising freehold office buildings, is held for long-term rental yields and is not occupied by the Council.



## C1-10 Intangible assets

Intangible assets are as follows:

| \$ '000                                          | 2025         | 2024         |
|--------------------------------------------------|--------------|--------------|
| <b>Software</b>                                  |              |              |
| <b>Opening values at 1 July</b>                  |              |              |
| Gross book value                                 | 3,788        | 3,778        |
| Accumulated amortisation                         | (3,665)      | (3,577)      |
| <b>Net book value – opening balance</b>          | <b>123</b>   | <b>201</b>   |
| <b>Movements for the year</b>                    |              |              |
| Purchases                                        | 10           | 10           |
| Other movements                                  | (1)          | –            |
| Amortisation charges                             | (63)         | (88)         |
| <b>Closing values at 30 June</b>                 |              |              |
| Gross book value                                 | 3,797        | 3,788        |
| Accumulated amortisation                         | (3,728)      | (3,665)      |
| <b>Total Intangibles– net book value</b>         | <b>69</b>    | <b>123</b>   |
| <b>Right to Operate</b>                          |              |              |
| <b>Opening values at 1 July</b>                  |              |              |
| Gross book value                                 | 2,117        | 2,117        |
| Accumulated amortisation                         | (648)        | (533)        |
| <b>Net book value – opening balance</b>          | <b>1,469</b> | <b>1,584</b> |
| <b>Movements for the year</b>                    |              |              |
| Purchases                                        | 795          | –            |
| Amortisation Charges                             | (134)        | (115)        |
| <b>Closing values at 30 June</b>                 |              |              |
| Gross book value                                 | 2,912        | 2,117        |
| Accumulated amortisation                         | (782)        | (648)        |
| <b>Total Right to Operate – net book value</b>   | <b>2,130</b> | <b>1,469</b> |
| <b>Bio Banking Credits</b>                       |              |              |
| <b>Opening values at 1 July</b>                  |              |              |
| Gross book value                                 | 4,974        | 2,243        |
| <b>Net book value – opening balance</b>          | <b>4,974</b> | <b>2,243</b> |
| <b>Movements for the year</b>                    |              |              |
| Revaluation                                      | –            | 2,731        |
| Disposals                                        | (40)         | –            |
| <b>Closing values at 30 June</b>                 |              |              |
| Gross book value                                 | 4,934        | 4,974        |
| <b>Total BioBanking Credits – net book value</b> | <b>4,934</b> | <b>4,974</b> |
| <b>Total intangible assets – net book value</b>  | <b>7,133</b> | <b>6,566</b> |

C1-10 Intangible assets (continued)

Material accounting policy information

IT development and software

Amortisation is calculated on a straight-line basis over periods generally ranging from three to five years.

Right to Operate

Fit out costs incurred for the international processing area within the terminal required by the Department of Home Affairs for border security activities required for international flights represents Newcastle Airport's contractual / legal right to operate international airport services, and is recognised at cost as an intangible asset.

Bio Banking Credits

Bio banking credits are held at fair value. The carrying amount of assets is assessed by Council at each reporting date to confirm that it is not materially different from current fair value.

Increases in the carrying amounts arising on revaluation are credited to the revaluation reserve. Decreases that reverse previous increases of assets in the same class are first charged against revaluation reserves directly in equity to the extent of the remaining reserve attributable to the class; all other decreases are charged to the Income Statement.

Bio Banking credits are not depreciated as they are deemed to have indefinite useful life as there is no foreseeable limit to the period over which the asset is expected to generate net cash inflows for the Council. They will exist in perpetuity.

**C2 Leasing activities****C2-1 Council as a lessee**

---

Council has leases over a range of assets including land, vehicles, carpark and IT equipment. Information relating to the leases in place and associated balances and transactions is provided below.

**Terms and conditions of leases:****Plant and equipment**

Council leases vehicles and equipment with lease terms varying from 5 to 10 years and include a renewal option to allow Council to renew for another year at their discretion. The lease contains an annual pricing mechanism based on either fixed increases or CPI movements at each anniversary of the lease inception.

**Office and IT equipment**

Leases for office and IT equipment are generally for low value assets, except for significant items such as photocopiers. The leases are for between 2 and 3 years with a renewal option of another 3 years, the payments are fixed, however some of the leases include variable payments based on usage.

**Other assets - Other**

Council leases car parks with lease term of 3 years and include an option to allow Council to renew for another two years at their discretion. The lease contains an annual pricing mechanism based on either fixed increases or CPI movements at each anniversary of the lease inception.

**Land**

Newcastle Airport leases land with a lease term of 80 years and includes 3 renewal options to allow the Airport to renew for another 30 years at their discretion. There are fixed lease payments as well as variable lease payments, the fixed payments increase by CPI at each anniversary of the lease inception and the variable payment is based on a percentage of revenue.

**Extension options**

Council includes options in some of the leases to provide flexibility and certainty to operations and reduce costs of moving premises; and the extension options are at Council's discretion.

At commencement date and each subsequent reporting date, Council assesses where it is reasonably certain that the extension options will be exercised.

## C2-1 Council as a lessee (continued)

## (a) Right of use assets

| \$ '000                                                    | Plant & Equipment | Newcastle Airport | Office equipment | Other assets - Other | Land - Operational Land | Total        |
|------------------------------------------------------------|-------------------|-------------------|------------------|----------------------|-------------------------|--------------|
| <b>2025</b>                                                |                   |                   |                  |                      |                         |              |
| Opening balance at 1 July                                  | 1,054             | 366               | 154              | 304                  | 438                     | 2,316        |
| Additions to right-of-use assets                           | –                 | –                 | 492              | –                    | –                       | 492          |
| Adjustments to right-of-use assets due to lease variations | –                 | 14                | –                | (4)                  | (438)                   | (428)        |
| Depreciation charge                                        | (528)             | (5)               | (195)            | (109)                | –                       | (837)        |
| <b>Balance at 30 June</b>                                  | <b>526</b>        | <b>375</b>        | <b>449</b>       | <b>191</b>           | <b>–</b>                | <b>1,541</b> |
| <b>2024</b>                                                |                   |                   |                  |                      |                         |              |
| Opening balance at 1 July                                  | 1,583             | 347               | 345              | 453                  | 371                     | 3,099        |
| Additions to right-of-use assets                           | –                 | –                 | –                | –                    | –                       | –            |
| Adjustments to right-of-use assets due to lease variations | –                 | 24                | –                | (30)                 | 162                     | 156          |
| Depreciation charge                                        | (529)             | (4)               | (191)            | (119)                | (95)                    | (938)        |
| <b>Balance at 30 June</b>                                  | <b>1,054</b>      | <b>366</b>        | <b>154</b>       | <b>304</b>           | <b>438</b>              | <b>2,316</b> |

## (b) Lease liabilities

| \$ '000                               | 2025 Current | 2025 Non-current | 2024 Current | 2024 Non-current |
|---------------------------------------|--------------|------------------|--------------|------------------|
| Lease liabilities                     | 909          | 372              | 943          | 1,243            |
| Lease liabilities - Newcastle Airport | 17           | 389              | 15           | 378              |
| <b>Total lease liabilities</b>        | <b>926</b>   | <b>761</b>       | <b>958</b>   | <b>1,621</b>     |

## (c) (i) The maturity analysis

The maturity analysis of lease liabilities based on contractual undiscounted cash flows and therefore the amounts will not be the same as the recognised lease liability in the statement of Financial Position:

| \$ '000     | < 1 year | 1 – 5 years | > 5 years | Total | Total per Statement of Financial Position |
|-------------|----------|-------------|-----------|-------|-------------------------------------------|
| <b>2025</b> |          |             |           |       |                                           |
| Cash flows  | 957      | 449         | 1,291     | 2,697 | 1,687                                     |
| <b>2024</b> |          |             |           |       |                                           |
| Cash flows  | 1,018    | 1,365       | 1,261     | 3,644 | 2,579                                     |

## C2-1 Council as a lessee (continued)

## (d) Income Statement

The amounts recognised in the Income Statement relating to leases where Council is a lessee are shown below:

| \$ '000                                                                                                        | 2025         | 2024         |
|----------------------------------------------------------------------------------------------------------------|--------------|--------------|
| Interest on lease liabilities                                                                                  | 61           | 107          |
| Variable lease payments based on usage not included in the measurement of lease liabilities - other            | –            | 1            |
| Variable lease payments based on usage not included in the measurement of lease liabilities - waste operations | 7,702        | 7,218        |
| Depreciation of right of use assets                                                                            | 837          | 938          |
| Expenses relating to short-term leases                                                                         | –            | 10           |
| Expenses relating to leases of low-value assets                                                                | 2            | 8            |
| Expenses relating to peppercorn leases                                                                         | 1            | 1            |
|                                                                                                                | <b>8,604</b> | <b>8,284</b> |

## (e) Statement of Cash Flows

|                               |              |              |
|-------------------------------|--------------|--------------|
| Total cash outflow for leases | <b>9,402</b> | 9,245        |
|                               | <b>9,402</b> | <b>9,245</b> |

## (f) Leases at significantly below market value – concessionary / peppercorn leases

Council has a lease at significantly below market for land and buildings which is used to provide emergency facilities.

The lease is for 5 years that require payment of \$1,000 per year and include a renewal option to allow Council to renew for up to twice the non-cancellable lease term at their discretion. The lease contains an annual pricing mechanism based on CPI movements at each anniversary of the lease inception. The use of the right-to-use asset is restricted by the lessors to specified community services which Council must provide, these services are detailed in the leases.

Council does not believe that the lease in place is material from a statement of financial position or performance perspective.

**Material accounting policy information**

Council has elected not to separate non-lease components from lease components for any class of asset and has accounted for payments as a single component.

The right-of-use asset is measured using the cost model where cost on initial recognition comprises: the lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration, less any lease incentives received. The right-of-use is depreciated over the lease term on a straight-line basis and assessed for impairment in accordance with the impairment of asset accounting policy.

**Exceptions to lease accounting**

Council has applied the exceptions to lease accounting for both short-term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. Council recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.

**Leases at significantly below market value / concessionary leases**

Council has elected to measure the right of use asset arising from the concessionary leases at cost which is based on the associated lease liability at initial recognition.

## C2-2 Council as a lessor

## Operating leases

Council leases out a number of properties to community groups; these leases have been classified as operating leases for financial reporting purposes and the assets are included in the Statement of Financial Position as:

- investment property – where the asset is held predominantly for rental or capital growth purposes (refer note C1-8)
- property, plant and equipment – where the rental is incidental, or the asset is held to meet Councils service delivery objective (refer note C1-7).

|                |             |      |
|----------------|-------------|------|
| <b>\$ '000</b> | <b>2025</b> | 2024 |
|----------------|-------------|------|

**(i) Assets held as investment property**

Investment property operating leases relate to the assets held predominately for rental purposes.

The amounts recognised in the Income Statement relating to operating leases where Council is a lessor are shown below

|                                                                                      |              |              |
|--------------------------------------------------------------------------------------|--------------|--------------|
| Lease income (excluding variable lease payments not dependent on an index or rate)   | 2,418        | 2,135        |
| Lease income relating to variable lease payments not dependent on an index or a rate | 204          | 174          |
| <b>Total income relating to operating leases for investment property assets</b>      | <b>2,622</b> | <b>2,309</b> |
| <b>Operating lease expenses</b>                                                      |              |              |
| Direct operating expenses that generated rental income                               | 512          | 349          |
| <b>Total expenses relating to operating leases</b>                                   | <b>512</b>   | <b>349</b>   |
| <b>Repairs and maintenance: investment property</b>                                  |              |              |
| Contractual obligations for future repairs and maintenance                           | 1            | 143          |
| <b>Total repairs and maintenance: investment property</b>                            | <b>1</b>     | <b>143</b>   |

## C2-2 Council as a lessor (continued)

| \$ '000 | 2025 | 2024 |
|---------|------|------|
|---------|------|------|

**(ii) Assets held as property, plant and equipment**

Council provides operating leases on Council buildings for the purpose of service delivery objectives, the table below relates to operating leases on assets disclosed in C1-7.

Lease income (excluding variable lease payments not dependent on an index or rate)

|  |     |     |
|--|-----|-----|
|  | 367 | 378 |
|--|-----|-----|

|                                                                     |            |            |
|---------------------------------------------------------------------|------------|------------|
| <b>Total income relating to operating leases for Council assets</b> | <b>367</b> | <b>378</b> |
|---------------------------------------------------------------------|------------|------------|

**Amount of IPPE leased out by Council under operating leases**

|                                                                          |               |               |
|--------------------------------------------------------------------------|---------------|---------------|
| Buildings                                                                | 2,952         | 10,460        |
| Furniture and Fittings                                                   | 7             | 19            |
| Land - Council Land                                                      | 10,392        | 8,803         |
| Newcastle Airport                                                        | 1,872         | 1,526         |
| Open Space Other                                                         | 229           | 241           |
| Other Assets - Carparks                                                  | 184           | 184           |
| Other Structures                                                         | 27            | 27            |
| <b>Total amount of IPPE leased out by Council under operating leases</b> | <b>15,663</b> | <b>21,260</b> |

**(iii) Maturity analysis of undiscounted lease payments to be received after reporting date for all operating leases:**

Maturity analysis of future lease income receivable showing the undiscounted lease payments to be received after reporting date for operating leases:

|                                                         |               |               |
|---------------------------------------------------------|---------------|---------------|
| < 1 year                                                | 2,855         | 2,602         |
| 1–2 years                                               | 2,243         | 2,041         |
| 2–3 years                                               | 1,914         | 1,716         |
| 3–4 years                                               | 1,770         | 1,533         |
| 4–5 years                                               | 1,784         | 1,429         |
| > 5 years                                               | 16,957        | 17,201        |
| <b>Total undiscounted lease payments to be received</b> | <b>27,523</b> | <b>26,522</b> |

## C3 Liabilities of Council

## C3-1 Payables

| \$ '000                                 | 2025<br>Current | 2025<br>Non-current | 2024<br>Current | 2024<br>Non-current |
|-----------------------------------------|-----------------|---------------------|-----------------|---------------------|
| Goods and services                      | 9,488           | –                   | 4,863           | –                   |
| Goods and Services - Newcastle Airport  | 7,010           | 1,283               | 7,507           | 1,571               |
| Accrued expenses:                       |                 |                     |                 |                     |
| – Other expenditure accruals            | 4,260           | –                   | 3,270           | –                   |
| Security bonds, deposits and retentions | 1,631           | –                   | 1,204           | –                   |
| Unclaimed monies                        | 549             | –                   | 3               | –                   |
| Rates in advance                        | 1,943           | –                   | 1,910           | –                   |
| Government departments and agencies     | 45              | –                   | 70              | –                   |
| Other                                   | 108             | –                   | 63              | –                   |
| <b>Total payables</b>                   | <b>25,034</b>   | <b>1,283</b>        | <b>18,890</b>   | <b>1,571</b>        |

**Current payables not anticipated to be settled within the next twelve months**

| \$ '000                                                                                                             | 2025       | 2024       |
|---------------------------------------------------------------------------------------------------------------------|------------|------------|
| The following liabilities, even though classified as current, are not expected to be settled in the next 12 months. |            |            |
| Payables – security bonds, deposits and retentions                                                                  | 408        | 396        |
| <b>Total payables</b>                                                                                               | <b>408</b> | <b>396</b> |

**Payables**

These amounts represent liabilities for goods and services provided to the council prior to the end of financial year that are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.



## C3-2 Contract Liabilities

| \$ '000                                                                                                  | Notes | 2025<br>Current | 2025<br>Non-current | 2024<br>Current | 2024<br>Non-current |
|----------------------------------------------------------------------------------------------------------|-------|-----------------|---------------------|-----------------|---------------------|
| <b>Grants and contributions received in advance:</b>                                                     |       |                 |                     |                 |                     |
| Unexpended capital grants and contributions (to construct Council controlled assets)                     | (i)   | 4,554           | —                   | 4,467           | —                   |
| Unexpended operating grants and contributions (received prior to performance obligation being satisfied) | (ii)  | 1,715           | —                   | 1,422           | —                   |
| <b>Total grants received in advance</b>                                                                  |       | <b>6,269</b>    | <b>—</b>            | <b>5,889</b>    | <b>—</b>            |
| <b>User fees and charges received in advance:</b>                                                        |       |                 |                     |                 |                     |
| Fees - Holiday Park Deposits                                                                             | (iii) | 1,837           | —                   | 1,850           | —                   |
| Fees - Newcastle Airport                                                                                 | (iii) | 569             | —                   | 371             | —                   |
| <b>Total user fees and charges received in advance</b>                                                   |       | <b>2,406</b>    | <b>—</b>            | <b>2,221</b>    | <b>—</b>            |
| <b>Total contract liabilities</b>                                                                        |       | <b>8,675</b>    | <b>—</b>            | <b>8,110</b>    | <b>—</b>            |

**Notes**

(i) Council has received funding to construct assets including transport infrastructure, recreation and cultural facilities and other infrastructure. The funds received are under an enforceable contract which require Council to construct an identified asset which will be under Council's control on completion. The revenue is recognised as Council constructs the asset and the contract liability reflects the funding received which cannot yet be recognised as revenue. The revenue is expected to be recognised in the next 12 months.

(ii) The contract liability relates to grants, mostly environmental protection and child care that were received prior to the revenue recognition criteria in AASB 15 being satisfied since the performance obligations are ongoing.

(iii) Fees paid in advance do not meet the definition of a performance obligation and therefore the funds received in advance for holiday park fees and Newcastle Airport fees are recorded as a contract liability on receipt and recognised as revenue once the service has been fully delivered.

**Revenue recognised that was included in the contract liability balance at the beginning of the period**

| \$ '000                                                                                                            | 2025         | 2024         |
|--------------------------------------------------------------------------------------------------------------------|--------------|--------------|
| <b>Grants and contributions received in advance:</b>                                                               |              |              |
| Capital grants (to construct Council controlled assets)                                                            | 2,556        | 4,533        |
| Operating grants (received prior to performance obligation being satisfied)                                        | 874          | 738          |
| <b>User fees and charges received in advance:</b>                                                                  |              |              |
| Fees - Holiday Park Deposits                                                                                       | 1,850        | 1,948        |
| Fees - Newcastle Airport                                                                                           | 371          | 522          |
| <b>Total revenue recognised that was included in the contract liability balance at the beginning of the period</b> | <b>5,651</b> | <b>7,741</b> |

## C3-3 Borrowings

|                                     | 2025         | 2025          | 2024         | 2024          |
|-------------------------------------|--------------|---------------|--------------|---------------|
| \$ '000                             | Current      | Non-current   | Current      | Non-current   |
| Loans – secured                     | 2,083        | 10,189        | 2,163        | 12,607        |
| Loans – secured - Newcastle Airport | –            | 80,750        | –            | 49,000        |
| <b>Total borrowings</b>             | <b>2,083</b> | <b>90,939</b> | <b>2,163</b> | <b>61,607</b> |

## (a) Changes in liabilities arising from financing activities

|                                                    | 2024            |               | 2025            |
|----------------------------------------------------|-----------------|---------------|-----------------|
| \$ '000                                            | Opening Balance | Cash flows    | Closing balance |
| Loans – secured                                    | 14,770          | (2,498)       | 12,272          |
| Lease liability (Note C2-1)                        | 2,579           | (892)         | 1,687           |
| Loans – secured - Newcastle Airport                | 49,000          | 31,750        | 80,750          |
| <b>Total liabilities from financing activities</b> | <b>66,349</b>   | <b>28,360</b> | <b>94,709</b>   |

|                                                    | 2023            |               | 2024            |
|----------------------------------------------------|-----------------|---------------|-----------------|
| \$ '000                                            | Opening Balance | Cash flows    | Closing balance |
| Loans – secured                                    | 16,993          | (2,223)       | 14,770          |
| Lease liability (Note C2-1)                        | 3,362           | (783)         | 2,579           |
| Loans – secured - Newcastle Airport                | 34,500          | 14,500        | 49,000          |
| <b>Total liabilities from financing activities</b> | <b>54,855</b>   | <b>11,494</b> | <b>66,349</b>   |

## (b) Financing arrangements

| \$ '000                                               | 2025           | 2024           |
|-------------------------------------------------------|----------------|----------------|
| <b>Total facilities</b>                               |                |                |
| Total financing facilities at the reporting date are: |                |                |
| – Bank overdraft facilities <sup>1</sup>              | 2,500          | 2,500          |
| – Credit cards/purchase cards                         | 1,000          | 1,000          |
| – Bank loan facilities - Newcastle Airport            | 117,500        | 117,500        |
| <b>Total financing arrangements</b>                   | <b>121,000</b> | <b>121,000</b> |

**Drawn facilities**

Financing facilities drawn down at the reporting date are:

|                                            |               |               |
|--------------------------------------------|---------------|---------------|
| – Credit cards/purchase cards              | 372           | 425           |
| – Bank loan facilities - Newcastle Airport | 80,750        | 49,000        |
| <b>Total drawn financing arrangements</b>  | <b>81,122</b> | <b>49,425</b> |

**Undrawn facilities**

Undrawn financing facilities at the reporting date are:

|                                             |               |               |
|---------------------------------------------|---------------|---------------|
| – Bank overdraft facilities                 | 2,500         | 2,500         |
| – Credit cards/purchase cards               | 628           | 575           |
| – Bank loan facilities - Newcastle Airport  | 36,750        | 68,500        |
| <b>Total undrawn financing arrangements</b> | <b>39,878</b> | <b>71,575</b> |

**C3-3 Borrowings (continued)**

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**Financial Covenants**

Newcastle Airport is required to comply with covenants under its bank loan facility that include a Gearing Ratio and Interest Cover Ratio. Non-compliance may lead to a review event or in some instances a default.

**Breaches and defaults**

During the current and prior year, there were no defaults or breaches on any of Council or Newcastle Airport's loans. Consistent with previous years, management have performed sensitivity analysis of Council and Newcastle Airport business plans and expect that they will be able to meet all contractual obligations from borrowings over the next 12 months.

**Security over loans**

Council loans are secured by the general rating income of Council.

Newcastle Airport loans are secured by the assets of Newcastle Airport and Council is not a guarantor in respect of the Newcastle Airport loans.

<sup>(1)</sup> The bank overdraft facility may be drawn at any time and may be terminated by the bank if any events of default specified in the contract occur.

## C3-4 Employee benefit provisions

|                                          | 2025          | 2025        | 2024          | 2024        |
|------------------------------------------|---------------|-------------|---------------|-------------|
| \$ '000                                  | Current       | Non-current | Current       | Non-current |
| Annual leave                             | 4,810         | –           | 4,803         | –           |
| Sick leave                               | 1,496         | –           | 1,816         | –           |
| Long service leave                       | 9,202         | 934         | 8,955         | 970         |
| Flexi time / RDO leave                   | 540           | –           | 532           | –           |
| <b>Total employee benefit provisions</b> | <b>16,048</b> | <b>934</b>  | <b>16,106</b> | <b>970</b>  |

## Current employee benefit provisions not anticipated to be settled within the next twelve months

| \$ '000                                                                                                            | 2025         | 2024         |
|--------------------------------------------------------------------------------------------------------------------|--------------|--------------|
| The following provisions, even though classified as current, are not expected to be settled in the next 12 months. |              |              |
| Provisions – employee benefits                                                                                     | 8,806        | 9,046        |
|                                                                                                                    | <b>8,806</b> | <b>9,046</b> |

## Material accounting policy information

## Long-term employee benefit obligations

The liability for annual leave, sick leave and long-service leave that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

## C3-5 Derivative financial instruments

## Derivative financial instruments - Liabilities

|                                                             | 2025      | 2025        | 2024     | 2024        |
|-------------------------------------------------------------|-----------|-------------|----------|-------------|
| \$ '000                                                     | Current   | Non-current | Current  | Non-current |
| Derivatives - Newcastle Airport Partnership                 | 53        | 661         | –        | –           |
| <b>Total derivative financial instruments - Liabilities</b> | <b>53</b> | <b>661</b>  | <b>–</b> | <b>–</b>    |

## Derivative financial instruments - Assets

|                                                        |          |          |          |            |
|--------------------------------------------------------|----------|----------|----------|------------|
| Derivatives - Newcastle Airport Partnership            | –        | –        | –        | 893        |
| <b>Total derivative financial instruments - Assets</b> | <b>–</b> | <b>–</b> | <b>–</b> | <b>893</b> |

Newcastle Airport Partnership holds derivative financial instruments in the form of interest rate swaps. These interest rate swaps are designated to be in a 100% hedge relationship against Newcastle Airport's exposure to increases in interest rates for borrowings.

**C4 Reserves****C4-1 Nature and purpose of reserves**

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**IPPE Revaluation Surplus**

The infrastructure, property, plant and equipment (IPPE) revaluation reserve is used to record increments and decrements in the revaluation of infrastructure, property, plant and equipment.

**Hedging reserve**

The hedging reserve is used to record gains or losses on a hedging instrument in a cash flow hedge that are recognised in other comprehensive income. Amounts are recognised in profit and loss when the associated hedged transaction affects profit and loss.

**D Council structure****D1 Interests in other entities****D1-1 Interests in joint arrangements****(i) Joint operations****(a) Council is involved in the following joint operations (JO's)**

|                                                                                     | Principal activity | Place of business | Interest in ownership |      | Interest in voting |      |
|-------------------------------------------------------------------------------------|--------------------|-------------------|-----------------------|------|--------------------|------|
|                                                                                     |                    |                   | 2025                  | 2024 | 2025               | 2024 |
| Newcastle Airport Partnership and Newcastle Airport Pty Ltd                         | Airport Operation  | Williamtown       | 50%                   | 50%  | 50%                | 50%  |
| Greater Newcastle Aerotropolis Partnership & Greater Newcastle Aerotropolis Pty Ltd | Airport Operation  | Williamtown       | 50%                   | 50%  | 50%                | 50%  |

**Council assets employed in the joint operations**

| \$ '000                                                            | 2025           | 2024           |
|--------------------------------------------------------------------|----------------|----------------|
| <b>Council's share of assets jointly owned with other partners</b> |                |                |
| Current assets                                                     | 12,438         | 23,279         |
| Current liabilities                                                | (8,413)        | (8,774)        |
| Non current assets                                                 | 235,513        | 191,783        |
| Non-current liabilities                                            | (83,113)       | (51,040)       |
| <b>Total net assets employed – Council's share</b>                 | <b>156,425</b> | <b>155,248</b> |

The percentage ownership interest held is equivalent to the percentage voting rights for all joint arrangements. All joint arrangements have the same year end as Council.

Council has entered into two joint arrangements; Newcastle Airport Partnership, and Greater Newcastle Aerotropolis Partnership. Both entities have a principal place of business of Williamtown, NSW. Under these arrangements, the partners hold rights to their share of assets and liabilities of the entities, and their unanimous consent is required for decisions regarding the relevant activities of the entities. Council has therefore classified these arrangements as joint operations and has included its interests in the assets, liabilities, revenue and expenses of the partnerships in the appropriate line items of the Statement of Financial Position and Income Statement respectively.

There is a Syndicated Facility Agreement in place which restricts the payment of distributions to partners, including a clause preventing payment of distributions until the terminal expansion has reached practical completion and a completion certificate has been issued under the construction contract.

**Material accounting policy information**

Council has determined that it has only joint operations.

**Joint operations**

In relation to its joint operations, where Council has the rights to the individual assets and obligations arising from the arrangement, Council has recognised:

- its assets, including its share of any assets held jointly
- its liabilities, including its share of any liabilities incurred jointly
- its share of the revenue from the sale of the output by the joint operation
- its expenses, including its share of any expenses incurred jointly

These figures are incorporated into the relevant line item in the primary statements.

## E Risks and accounting uncertainties

### E1-1 Risks relating to financial instruments held

Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Council's objective is to maximise its return on cash and investments while maintaining an adequate level of liquidity and preserving capital. The finance team manages the cash and investments portfolio. Council has an investment policy which complies with the s 625 of the Act and the Ministerial Investment Order. The policy is regularly reviewed by Council and a monthly investment report is provided to Council setting out the make-up performance of the portfolio as required by local government regulations.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by Council's finance section under policies approved by the Council.

A comparison by category of the carrying amounts and fair values of Council's financial assets and financial liabilities recognised in the financial statements is presented below.

| \$ '000                                              | Carrying value<br>2025 | Carrying value<br>2024 | Fair value<br>2025 | Fair value<br>2024 |
|------------------------------------------------------|------------------------|------------------------|--------------------|--------------------|
| <b>Financial assets</b>                              |                        |                        |                    |                    |
| <b>Measured at amortised cost</b>                    |                        |                        |                    |                    |
| Cash and cash equivalents                            | 8,007                  | 24,980                 | 8,007              | 24,980             |
| Receivables                                          | 14,193                 | 11,807                 | 14,193             | 11,807             |
| Investments                                          |                        |                        |                    |                    |
| – Debt securities at amortised cost                  | 75,639                 | 61,160                 | 76,862             | 62,141             |
| <b>Fair value through other comprehensive income</b> |                        |                        |                    |                    |
| Derivative financial instruments                     | –                      | 893                    | –                  | 893                |
| <b>Total financial assets</b>                        | <b>97,839</b>          | <b>98,840</b>          | <b>99,062</b>      | <b>99,821</b>      |
| <b>Financial liabilities</b>                         |                        |                        |                    |                    |
| Payables                                             | 26,317                 | 20,461                 | 26,317             | 20,461             |
| Borrowings                                           | 93,022                 | 63,770                 | 93,022             | 63,770             |
| Derivative financial instruments                     | 714                    | –                      | 714                | –                  |
| <b>Total financial liabilities</b>                   | <b>120,053</b>         | <b>84,231</b>          | <b>120,053</b>     | <b>84,231</b>      |

The risks associated with the financial instruments held are:

- Market risk – interest rate risk – the risk that movements in interest rates could affect returns
- Price risk - the risk that the capital value of investments may fluctuate due to changes in market prices, whether their changes are caused by factors specific to individual financial instruments or their issuers or are caused by factors affecting similar instruments traded in a market.
- Liquidity risk – the risk that Council will not be able to pay its debts as and when they fall due.
- Credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument, resulting in a financial loss to the Council.

Council manages these risks by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees.

## E1-1 Risks relating to financial instruments held (continued)

## (a) Market risk – interest rate and price risk

| \$ '000                                                                  | 2025 | 2024 |
|--------------------------------------------------------------------------|------|------|
| Impact of a 1% movement in interest rates<br>– Equity / Income Statement | 861  | 996  |

Newcastle Airport's interest rate risk arises primarily from interest bearing liabilities with variable interest rates where interest rate movements can impact Newcastle Airport's cash flows.

Newcastle Airport uses interest rate swap contracts to mitigate interest rate risk. Newcastle Airport's policy is to maintain hedging arrangements in accordance with the bands below:

Year 1-3 50%-100%  
Year 4-7 25%-75%

By entering into interest rate swap (IRS) contracts, Newcastle Airport agrees to exchange the net difference between fixed and floating interest rate amounts (based on Australian BBSY) calculated by reference to agreed notional principal amounts.

All floating for fixed IRS are designated as cash flow hedges. The IRS and the interest payments on the related loan occur simultaneously and the amount deferred in equity is recognised in profit or loss over the loan period.

The fair value of IRS contracts at reporting date are determined by discounting the related future cash flows using the cash and swap curves at the reporting date and credit risk inherent in the contract.

## (b) Credit risk

Council's major receivables comprise (i) rates and annual charges and (ii) Newcastle Airport debtors.

Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery procedures. Council also encourages ratepayers to pay their rates by the due date through incentives.

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

There are no significant concentrations of credit risk other than Council has significant credit risk exposures in its local area given the nature of Council activities.

The level of outstanding receivables is reported to Council monthly, and benchmarks are set and monitored for acceptable collection performance. The balances of receivables that remain within initial trade terms (as detailed in the table) are considered to be of high credit quality.

The maximum exposure to credit risk at the reporting date is the carrying amount of each class of receivable in the financial statements.

There are no material receivables that have been subjected to a re-negotiation of repayment terms.



## E1-1 Risks relating to financial instruments held (continued)

## Credit risk profile

## Receivables - rates and annual charges

Council's major receivables comprise rates, annual charges, user charges and fees.

Council manages the credit risk of these receivables by monitoring outstanding debt and employing stringent debt recovery procedures. Credit risk on rates and annual charges is minimised by the ability of Council to secure a charge over the land relating to the debts – that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates which further encourages the payment of debt.

The credit risk for liquid funds and other short-term financial assets is considered negligible since the counterparties are reputable banks with high quality external credit ratings.

There are no significant concentrations of credit risk other than Council has significant credit risk exposures in its local area given the nature of Council activities.

The level of outstanding receivables is reported to Council monthly, and benchmarks are set and monitored for acceptable collection performance. The balances of receivables that remain within initial trade terms (as detailed in the table) are considered to be of high credit quality.

The maximum exposure to credit risk at the reporting date is the carrying amount of each class of receivable in the financial statements.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

| \$ '000               | Not yet<br>overdue | overdue rates and annual charges<br>< 5 years | ≥ 5 years | Total |
|-----------------------|--------------------|-----------------------------------------------|-----------|-------|
| <b>2025</b>           |                    |                                               |           |       |
| Gross carrying amount | –                  | 3,730                                         | 51        | 3,781 |
| <b>2024</b>           |                    |                                               |           |       |
| Gross carrying amount | –                  | 3,041                                         | 106       | 3,147 |

## Receivables - non-rates and annual charges and contract assets

Council applies the simplified approach for non-rates and annual charges debtors and contract assets to provide for expected credit losses, which permits the use of the lifetime expected loss provision at inception. To measure the expected credit losses, non-rates and annual charges debtors and contract assets have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision is determined as follows. The expected credit losses incorporate forward-looking information.

| \$ '000                | Not yet<br>overdue | Overdue debts<br>0 - 30 days | 31 - 60 days | 61 - 90 days | > 91 days | Total  |
|------------------------|--------------------|------------------------------|--------------|--------------|-----------|--------|
| <b>2025</b>            |                    |                              |              |              |           |        |
| Gross carrying amount  | 14,882             | 82                           | 196          | 40           | 762       | 15,962 |
| Expected loss rate (%) | 0.01%              | 0.07%                        | 0.32%        | 0.37%        | 0.87%     | 0.06%  |
| ECL provision          | 1                  | –                            | 1            | –            | 7         | 9      |
| <b>2024</b>            |                    |                              |              |              |           |        |
| Gross carrying amount  | 14,733             | 298                          | 239          | 88           | 1,357     | 16,715 |
| Expected loss rate (%) | 0.01%              | 0.04%                        | 0.14%        | 0.49%        | 0.26%     | 0.04%  |
| ECL provision          | 1                  | –                            | –            | –            | 4         | 5      |

## E1-1 Risks relating to financial instruments held (continued)

## (c) Liquidity risk

Payables, lease liabilities and borrowings are subject to liquidity risk – the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due.

Council manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer.

Payment terms can (in extenuating circumstances) also be extended and overdraft facilities utilised as required.

Borrowings are also subject to interest rate risk – the risk that movements in interest rates could adversely affect funding costs and debt servicing requirements. Council manages this risk through diversification of borrowing types, maturities and interest rate structures. The finance team regularly reviews interest rate movements to determine if it would be advantageous to refinance or renegotiate part or all of the loan portfolio.

The timing of cash flows presented in the table below to settle financial liabilities reflects the earliest contractual settlement dates. The timing of expected outflows is not expected to be materially different from contracted cashflows.

The amounts disclosed in the table are the undiscounted contracted cash flows for non-lease liabilities (i.e. principal and interest) and therefore the balances in the table may not equal the balances in the statement of financial position due to the effect of discounting.

| \$ '000                            | Weighted<br>average<br>interest<br>rate | Subject<br>to no<br>maturity | ≤ 1 Year      | payable in:<br>1 - 5<br>Years | > 5 Years    | Total cash<br>outflows | Actual<br>carrying<br>values |
|------------------------------------|-----------------------------------------|------------------------------|---------------|-------------------------------|--------------|------------------------|------------------------------|
| <b>2025</b>                        |                                         |                              |               |                               |              |                        |                              |
| Payables                           | 0.00%                                   | 1,631                        | 23,403        | 1,283                         | –            | 26,317                 | 26,317                       |
| Borrowings                         | 5.71%                                   | –                            | 7,369         | 99,807                        | 2,115        | 109,291                | 93,022                       |
| Lease liabilities                  | 3.98%                                   | –                            | 957           | 49                            | 1,291        | 2,297                  | 1,687                        |
| <b>Total financial liabilities</b> |                                         | <b>1,631</b>                 | <b>31,729</b> | <b>101,139</b>                | <b>3,406</b> | <b>137,905</b>         | <b>121,026</b>               |
| <b>2024</b>                        |                                         |                              |               |                               |              |                        |                              |
| Payables                           | 0.00%                                   | 1,204                        | 17,686        | 1,571                         | –            | 20,461                 | 20,461                       |
| Borrowings                         | 6.17%                                   | –                            | 6,071         | 70,725                        | 2,676        | 79,472                 | 63,770                       |
| Lease liabilities                  | 3.26%                                   | –                            | 1,018         | 1,365                         | 1,261        | 3,644                  | 2,579                        |
| <b>Total financial liabilities</b> |                                         | <b>1,204</b>                 | <b>24,775</b> | <b>73,661</b>                 | <b>3,937</b> | <b>103,577</b>         | <b>86,810</b>                |

## **E2-1 Fair value measurement**

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Council measures the following asset and liability classes at fair value on a recurring basis:

- Derivatives
- Investment property
- Infrastructure, property, plant and equipment
- Intangible assets - bio banking credits

The fair value of assets and liabilities must be estimated in accordance with various accounting standards for either recognition and measurement requirements or for disclosure purposes.

AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a 'level' in the fair value hierarchy as follows:

**Level 1:** Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.

**Level 2:** Inputs other than quoted prices included within level 1 that are observable for the asset or liability, either directly or indirectly.

**Level 3:** Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

## E2-1 Fair value measurement (continued)

|                                                                   | Notes | Fair value measurement hierarchy                 |                                                  |                                                    |                                                    |                  |
|-------------------------------------------------------------------|-------|--------------------------------------------------|--------------------------------------------------|----------------------------------------------------|----------------------------------------------------|------------------|
|                                                                   |       | Level 2 Significant<br>observable inputs<br>2025 | Level 2 Significant<br>observable inputs<br>2024 | Level 3 Significant<br>unobservable inputs<br>2025 | Level 3 Significant<br>unobservable inputs<br>2024 | Total<br>2025    |
|                                                                   |       |                                                  |                                                  |                                                    |                                                    | 2024             |
| <b>\$ '000</b>                                                    |       |                                                  |                                                  |                                                    |                                                    |                  |
| <b>Recurring fair value measurements</b>                          |       |                                                  |                                                  |                                                    |                                                    |                  |
| <b>Derivatives</b>                                                | C3-5  |                                                  |                                                  |                                                    |                                                    |                  |
| Interest rate swap contract - cash flow hedge - Newcastle Airport |       | (714)                                            | 893                                              | -                                                  | -                                                  | 893              |
| <b>Total derivatives</b>                                          |       | <b>(714)</b>                                     | <b>893</b>                                       | <b>-</b>                                           | <b>-</b>                                           | <b>893</b>       |
| <b>Investment property</b>                                        | C1-9  |                                                  |                                                  |                                                    |                                                    |                  |
| Investment properties held                                        |       | 42,640                                           | 44,315                                           | -                                                  | -                                                  | 44,315           |
| <b>Total investment property</b>                                  |       | <b>42,640</b>                                    | <b>44,315</b>                                    | <b>-</b>                                           | <b>-</b>                                           | <b>44,315</b>    |
| <b>Infrastructure, property, plant and equipment</b>              | C1-8  |                                                  |                                                  |                                                    |                                                    |                  |
| Plant and equipment                                               |       | -                                                | -                                                | 13,753                                             | 11,224                                             | 11,224           |
| Office equipment                                                  |       | -                                                | -                                                | 1,822                                              | 1,649                                              | 1,649            |
| Furniture and fittings                                            |       | -                                                | -                                                | 889                                                | 527                                                | 527              |
| Land - operational land                                           |       | 87,266                                           | 77,390                                           | -                                                  | -                                                  | 77,390           |
| Land - community land                                             |       | -                                                | -                                                | 75,556                                             | 48,498                                             | 48,498           |
| Land - crown land                                                 |       | -                                                | -                                                | 47,493                                             | 31,337                                             | 31,337           |
| Land - land under roads (post 1/07/2008)                          |       | -                                                | -                                                | 5,213                                              | 5,057                                              | 5,057            |
| Land - Newcastle Airport                                          |       | 82,500                                           | 93,000                                           | -                                                  | -                                                  | 93,000           |
| Land - land improvements - depreciable                            |       | -                                                | -                                                | 7,796                                              | 7,891                                              | 7,891            |
| Infrastructure - buildings                                        |       | -                                                | -                                                | 180,391                                            | 179,580                                            | 179,580          |
| Infrastructure - other structures                                 |       | -                                                | -                                                | 7,401                                              | 7,905                                              | 7,905            |
| Infrastructure - roads                                            |       | -                                                | -                                                | 572,378                                            | 453,862                                            | 453,862          |
| Infrastructure - bridges                                          |       | -                                                | -                                                | 20,772                                             | 20,298                                             | 20,298           |
| Infrastructure - footpaths                                        |       | -                                                | -                                                | 68,575                                             | 78,285                                             | 78,285           |
| Infrastructure - car parks                                        |       | -                                                | -                                                | 24,762                                             | 17,685                                             | 17,685           |
| Infrastructure - stormwater drainage                              |       | -                                                | -                                                | 298,191                                            | 282,344                                            | 282,344          |
| Infrastructure - swimming pools                                   |       | -                                                | -                                                | 3,562                                              | 3,485                                              | 3,485            |
| Infrastructure - other open space                                 |       | -                                                | -                                                | 36,846                                             | 34,127                                             | 34,127           |
| Infrastructure - other infrastructure                             |       | -                                                | -                                                | 12,236                                             | 12,880                                             | 12,880           |
| Other assets                                                      |       | -                                                | -                                                | 152,256                                            | 97,870                                             | 97,870           |
| <b>Total infrastructure, property, plant and equipment</b>        |       | <b>169,766</b>                                   | <b>170,390</b>                                   | <b>1,529,892</b>                                   | <b>1,294,504</b>                                   | <b>1,484,894</b> |
| <b>Intangible assets</b>                                          |       |                                                  |                                                  |                                                    |                                                    |                  |
| Bio banking credits                                               |       | 4,934                                            | 4,974                                            | -                                                  | -                                                  | 4,974            |
| <b>Total intangible assets</b>                                    |       | <b>4,934</b>                                     | <b>4,974</b>                                     | <b>-</b>                                           | <b>-</b>                                           | <b>4,974</b>     |

## E2-1 Fair value measurement (continued)

## Valuation techniques

Where Council is unable to derive fair valuations using quoted market prices of identical assets (ie. level 1 inputs) Council instead utilises a spread of both observable inputs (level 2 inputs) and unobservable inputs (level 3 inputs).

The fair valuation techniques Council has employed while utilising level 2 and level 3 inputs are as follows:

**Derivatives**

The fair value of interest rate swap contracts at reporting date are determined by discounting the related future cash flows using the cash and swap curves at the reporting date and credit risk inherent in the contract, these are level 2 inputs.

**Investment property**

Council obtains valuations of its investment properties every year or when there are indicators of a change in the carrying value of the asset.

The best evidence of fair value is the current price in an active market for similar assets. The following information is used where necessary:

The investment property held by Council has been valued by the valuer using valuation techniques that are appropriate and for which sufficient data was available to measure fair value, maximising the use of observable inputs namely level 2 inputs (based on per square metres). The income approach is used to value the investment properties and has not changed from prior years.

**Infrastructure, property, plant and equipment (IPPE)****Plant and Equipment, Office Equipment, Furniture and Fittings**

Plant and equipment, office equipment and furniture & fittings are valued at cost but are disclosed at fair value in the notes. The carrying amount of these assets is assumed to approximate fair value due to the nature of the items. Examples of assets within these classes are as follows:

- Plant and equipment - Graders, trucks, rollers, tractors and motor vehicles.
- Office equipment - Computers, photocopiers, calculators etc.
- Furniture and fittings - Chairs, desks and display boards.

**Land**

The main components of land include community land, operational land, Crown land, Newcastle Airport land and land under roads.

Community land is based on either the land value provided by the Valuer-General or an average unit rate based on the land value for similar properties where the Valuer-General did not provide a land value having regard to the highest and best use for the land.

Operational land and Newcastle Airport land has been valued at market value, having regard to the "highest and best use", after identifying all elements that would be taken into account by buyers and sellers in settling the price, including but not limited to:

- 1.The land's description and/or dimensions;
- 2.Planning and other constraints on development; and
- 3.The potential for alternative use.

Sale prices of comparable land parcels in close proximity were adjusted for differences in key attributes such as size and configuration. The most significant inputs into this valuation approach are price per square metre. Since extensive professional judgements were required to determine the inputs these assets were classified as having been valued using level 2 valuation inputs.

Land under roads were valued in accordance with the Australian Accounting Standard AASB 116 Property, Plant and Equipment, and the Local Government Code of Accounting Practice and Financial Reporting. Values were

**E2-1 Fair value measurement (continued)**

determined by applying the average rate per unit of land to the total size of Council's land under roads. This asset class is classified as level 3 asset as significant inputs used in this methodology are unobservable. There has been no change to the valuation process during the reporting period.

Between comprehensive valuations, Council reviews the carrying value of land assets and where necessary applies an appropriate index to align carrying values with approximate fair values.

**Infrastructure**

The main components of infrastructure include buildings, other structures, roads, bridges, footpaths, car parks, stormwater drainage, swimming pools, other open space and other infrastructure.

The valuation approach used for buildings and other structures estimated the replacement cost of each building by componentising of significant parts with different useful lives and taking into account a range of factors. The unit rates could be supported by market evidence (level 2 inputs), other inputs (such as estimates of residual value, useful life and asset condition) required extensive professional judgement and impacted significantly on the final determination of fair value. As such, these assets have been valued using level 3 inputs. There has been no change to the valuation process during the reporting period. The valuation increment resulted from the use of updated interest rates.

Roads, bridges, footpaths and car parks are valued using the cost replacement approach. Valuations for these asset classes were undertaken in-house based on actual costs and assumptions from Council's engineering department. No market based evidence (level 2) inputs are available therefore level 3 valuation inputs were used for this asset class. There has been no change to the valuation process during the reporting period. The valuation increment resulted from the use of updated interest rates.

Stormwater drainage assets have been valued using the cost approach. Assets within this class comprise pits, pipes, open channels, headwalls and various types of water quality devices. The cost approach estimated the replacement cost for each asset by componentising the assets into significant parts with different useful lives and taking into account a range of factors. While the unit rates based on linear metres of certain diameter pipes and prices per pit or similar could be supported from market evidence (level 2) other inputs (such as estimates of pattern of consumption, residual value, asset condition and useful life) required extensive professional judgement and impacted significantly on the final determination of fair value. Additionally due to limitations in the historical records of very long lived assets there is uncertainty regarding the actual design, specifications and dimensions of some assets. There has been no change to the valuation process during the reporting period.

Council's swimming pools, other open space, and other infrastructure have been valued in house by experienced engineering and asset management staff using the cost approach. The approach estimates the replacement cost for each pool by componentising its significant parts.

Between comprehensive valuations, Council reviews the carrying value of infrastructure assets and where necessary applies an appropriate index to align carrying values with approximate fair values.

**Other Assets**

Other assets include heritage collections, library books, and Newcastle Airport infrastructure, plant and equipment. All other asset classes have also been recorded at replacement cost. While some elements of gross replacement values could be supported from market evidence (level 2 input) other inputs (such as estimates of pattern of consumption, residual value, asset condition and useful life) required extensive professional judgement and impacted significantly on the final determination of fair value. Therefore, level 3 is best suited. There has been no change to the valuation process during the reporting period.

**Intangible assets**

Council obtains valuations of its bio banking credits every year or when there are indicators of a change in the carrying value of the asset.

The best evidence of fair value is the current price in an active market for similar assets. The bio banking credits held by Council has been valued by the valuer using valuation techniques that are appropriate and for which sufficient data was available to measure fair value, maximising the use of observable inputs namely level 2 inputs (based on trading of similar ecosystem and species credits).

## E2-1 Fair value measurement (continued)

## Fair value measurements using significant unobservable inputs (level 3)

## Significant unobservable valuation inputs used (for level 3 asset classes) and their relationship to fair value.

The following table summarises the quantitative information relating to the significant unobservable inputs used in deriving the various level 3 asset class fair values.

|                                                      | Valuation technique/s                                              | Unobservable inputs                                                                                   |
|------------------------------------------------------|--------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| <b>Infrastructure, property, plant and equipment</b> |                                                                    |                                                                                                       |
| Plant & Office Equipment                             | Cost approach                                                      | Current replacement cost of modern equivalent asset, asset condition, useful life and residual value. |
| Furniture & Fittings                                 | Cost approach                                                      | Current replacement cost of modern equivalent asset, asset condition, useful life and residual value. |
| Land & Land Improvements                             | Market approach: land values obtained from the NSW Valuer General. | Land value, land area, level of restriction (for example zoning restrictions).                        |
| Buildings                                            | Cost approach                                                      | Current replacement cost of modern equivalent asset, asset condition, useful life and residual value. |
| Other Structures                                     | Cost approach                                                      | Current replacement cost of modern equivalent asset, asset condition and useful life.                 |
| Infrastructure                                       | Cost approach                                                      | Current replacement cost of modern equivalent asset, asset condition and useful life.                 |
| Other Assets                                         | Cost approach                                                      | Current replacement cost of modern equivalent asset, asset condition and useful life.                 |

## E2-1 Fair value measurement (continued)

A reconciliation of the movements in recurring fair value measurements allocated to Level 3 of the hierarchy by class of assets is provided below:

|                                         | Plant and office equipment |               | Furniture and fittings |            | Land and land improvements |               | Buildings      |                |
|-----------------------------------------|----------------------------|---------------|------------------------|------------|----------------------------|---------------|----------------|----------------|
| \$ '000                                 | 2025                       | 2024          | 2025                   | 2024       | 2025                       | 2024          | 2025           | 2024           |
| <b>Opening balance</b>                  | 12,873                     | 10,231        | 527                    | 504        | 92,783                     | 92,631        | 179,580        | 166,898        |
| Transfers from/(to) another asset class | 4                          | 529           | -                      | -          | -                          | -             | 2,450          | 10,816         |
| Purchases                               | 5,153                      | 4,466         | 418                    | 53         | 1,184                      | 207           | 2,111          | 5,515          |
| Disposals                               | (424)                      | (456)         | -                      | -          | -                          | -             | (220)          | -              |
| Depreciation and impairment             | (2,032)                    | (1,897)       | (55)                   | (30)       | (95)                       | (95)          | (3,853)        | (3,649)        |
| Revaluation increments/decrements       | -                          | -             | -                      | -          | 42,190                     | 40            | 6,703          | -              |
| Transfers from/(to) Note C1-7           | -                          | -             | -                      | -          | (6)                        | -             | (6,380)        | -              |
| <b>Closing balance</b>                  | <b>15,574</b>              | <b>12,873</b> | <b>890</b>             | <b>527</b> | <b>136,056</b>             | <b>92,783</b> | <b>180,391</b> | <b>179,580</b> |

|                                         | Other structures |              | Infrastructure   |                | Other assets   |               | Total            |                  |
|-----------------------------------------|------------------|--------------|------------------|----------------|----------------|---------------|------------------|------------------|
| \$ '000                                 | 2025             | 2024         | 2025             | 2024           | 2025           | 2024          | 2025             | 2024             |
| <b>Opening balance</b>                  | 7,905            | 7,935        | 902,966          | 829,095        | 97,870         | 73,969        | 1,294,504        | 1,181,263        |
| Transfers from/(to) another asset class | -                | 2            | 11,834           | 9,064          | (353)          | (129)         | 13,935           | 20,282           |
| Purchases                               | 60               | 550          | 13,723           | 16,590         | 55,775         | 25,922        | 78,424           | 53,303           |
| Disposals                               | -                | -            | (22)             | (450)          | (399)          | (2,870)       | (1,065)          | (3,776)          |
| Depreciation and impairment             | (564)            | (582)        | (10,492)         | (9,936)        | (3,951)        | (3,772)       | (21,042)         | (19,961)         |
| Revaluation increments/decrements       | -                | -            | 119,312          | 58,603         | 3,317          | 4,750         | 171,522          | 63,393           |
| Transfers from/(to) Note C1-7           | -                | -            | -                | -              | -              | -             | (6,386)          | -                |
| <b>Closing balance</b>                  | <b>7,401</b>     | <b>7,905</b> | <b>1,037,321</b> | <b>902,966</b> | <b>152,259</b> | <b>97,870</b> | <b>1,529,892</b> | <b>1,294,504</b> |

## Highest and best use

All of Council's non-financial assets are considered as being utilised for their highest and best use.



## E3-1 Contingencies

The following assets and liabilities do not qualify for recognition in the Statement of Financial Position, but their knowledge and disclosure is considered relevant to the users of Council's financial report.

**LIABILITIES NOT RECOGNISED****1. Guarantees****(i) Defined benefit superannuation contribution plans**

Council is party to an Industry Defined Benefit Plan under Vision Super - Pool B (the Scheme), which is a defined benefit plan that has been deemed to be a 'multi-employer fund' for purposes of AASB 119 *Employee Benefits* for the following reasons:

- Assets are not segregated within the sub-group according to the employees of each sponsoring employer.
- The contribution rates have been the same for all sponsoring employers. That is, contribution rates have not varied for each sponsoring employer according to the experience relating to the employees of that sponsoring employer.
- Benefits for employees of all sponsoring employers are determined according to the same formula and without regard to the sponsoring employer.
- The same actuarial assumptions are currently used in respect of the employees of each sponsoring employer.

Given the factors above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers, and hence shares in the associated gains and losses (to the extent that they are not borne by members).

*Description of the funding arrangements.*

Pooled Employers are required to pay future service employer contributions and past service employer contributions to the Fund.

The future service employer contributions were determined using the new entrant rate method under which a contribution rate sufficient to fund the total benefits over the working life-time of a typical new entrant is calculated. The current future service employer contribution rates are:

|            |                                                                                         |
|------------|-----------------------------------------------------------------------------------------|
| Division B | 1.9 times member contributions for non-180 Point Members;<br>Nil for 180 Point Members* |
| Division C | 2.5% salaries                                                                           |
| Division D | 1.64 times member contributions                                                         |

\* For 180 Point Members, Employers are required to contribute 9.5% from 1 July 2025 of salaries to these members' accumulation accounts in line with current level of Superannuation Guarantee contributions, which are paid in addition to members' defined benefits.

The past service contribution for each Pooled Employer is a share of the total past service contributions of \$20.0 million per annum for 1 January 2022 to 31 December 2024, apportioned according to each employer's share of the accrued liabilities as at 30 June. Given the funding position of the Fund as at 30 June 2024, it was recommended to cease these past service contributions effective 1 January 2025.

The adequacy of contributions is assessed at each triennial actuarial investigation which will be conducted annually, the next of which is due effective 30 June 2025.

*Description of the extent to which Council can be liable to the plan for other Council's obligations under the terms and conditions of the multi-employer plan*

As stated above, each sponsoring employer (Council) is exposed to the actuarial risks associated with current and former employees of other sponsoring employers and hence shares in the associated gains and losses.

However, there is no relief under the Fund's trust deed for employers to walk away from their defined benefit obligations. Under limited circumstances, an employer may withdraw from the plan when there are no active members, on full payment of outstanding additional contributions. There is no provision for allocation of any surplus which may be present at the date of withdrawal of the Council.

**E3-1 Contingencies (continued)***Description of any agreed allocation of a deficit or surplus*

There are no specific provisions under the Fund's trust deed dealing with deficits or surplus on wind-up. There is no provision for allocation of any surplus which may be present at the date of withdrawal of an employer.

The amount of Council employer contributions to the defined benefit section of the Local Government Superannuation Scheme and recognised as an expense for the year ending 30 June 2025 was \$335,545.

Council's expected contribution to the plan for the next annual reporting period is \$79,811.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2025 is:

| Employer reserves only * | \$ millions | Asset Coverage |
|--------------------------|-------------|----------------|
| Assets                   | 2,197.6     |                |
| Past Service Liabilities | 2,092.0     | 105.0%         |
| Vested Benefits          | 2,130.4     | 103.2%         |

\* excluding member accounts and reserves in both assets and liabilities.

The share of any funding surplus or deficit that can be attributed to Council is 0.86%.

Council's share of that deficiency cannot be accurately calculated as the Scheme is a mutual arrangement where assets and liabilities are pooled together for all member councils. For this reason, no liability for the deficiency has been recognised in Council's accounts. Council has a possible obligation that may arise should the Scheme require immediate payment to correct the deficiency.

The key economic assumptions used to calculate the present value of accrued benefits are:

|                   |                |
|-------------------|----------------|
| Investment return | 6.0% per annum |
| Salary inflation  | 3.5% per annum |
| Increase in CPI   | 2.5% per annum |

The contribution requirements may vary from the current rates if the overall sub-group experience is not in line with the actuarial assumptions in determining the funding program; however, any adjustment to the funding program would be the same for all sponsoring employers in the Pooled Employers group. Please note that the estimated employer reserves financial position above is a preliminary calculation, and once all the relevant information has been received by the Funds Actuary, the final end of year review will be completed by December 2025.

**(ii) Statewide Limited**

Council is a member of Statewide Mutual, a mutual pool scheme providing liability insurance to local government. Membership includes the potential to share in either the net assets or liabilities of the fund depending on its past performance. Council's share of the net assets or liabilities reflects Council's contributions to the pool and the result of insurance claims within each of the fund years.

The future realisation and finalisation of claims incurred but not reported to 30 June this year may result in future liabilities or benefits as a result of past events that Council will be required to fund or share in respectively.

**(iii) StateCover Limited**

Council is a member of StateCover Mutual Limited and holds a partly paid share in the entity. StateCover is a company providing workers compensation insurance cover to the NSW local government industry and specifically Council.

Council has a contingent liability to contribute further equity in the event of the erosion of the company's capital base as a result of the company's past performance and/or claims experience or as a result of any increased prudential requirements from APRA.

These future equity contributions would be required to maintain the company's minimum level of net assets in accordance with its licence requirements.

## F People and relationships

## F1 Related party disclosures

## F1-1 Key management personnel (KMP)

Key management personnel (KMP) of the council are those persons having the authority and responsibility for planning, directing and controlling the activities of the council, directly or indirectly.

The aggregate amount of KMP compensation included in the Income Statement is:

| \$ '000                  | 2025         | 2024         |
|--------------------------|--------------|--------------|
| <b>Compensation:</b>     |              |              |
| Short-term benefits      | 4,425        | 4,349        |
| Post-employment benefits | 460          | 423          |
| Termination benefits     | 96           | —            |
| <b>Total</b>             | <b>4,981</b> | <b>4,772</b> |

## Other transactions with KMP and their related parties

| Nature of the transaction                                   | Ref | Transactions during the year | Outstanding balances including commitments |
|-------------------------------------------------------------|-----|------------------------------|--------------------------------------------|
| <b>\$ '000</b>                                              |     |                              |                                            |
| <b>2025</b>                                                 |     |                              |                                            |
| Director remuneration                                       | 1   | 106                          | —                                          |
| Director remuneration                                       | 2   | 45                           | —                                          |
| Payment of contributions, annual membership and advertising | 3   | 466                          | —                                          |
| Legal services                                              | 4   | 122                          | 5                                          |
| Tourism services and annual subscription                    | 5   | 102                          | —                                          |
| Development fees & contributions                            | 6   | 81                           | —                                          |
| Development fees & contributions                            | 7   | 254                          | —                                          |
| Operating subsidy                                           | 8   | 226                          | 1                                          |
| <b>2024</b>                                                 |     |                              |                                            |
| Director remuneration                                       | 1   | 107                          | —                                          |
| Director remuneration                                       | 2   | 46                           | —                                          |
| Payment of contributions, annual membership and advertising | 3   | 453                          | —                                          |
| Legal services                                              | 4   | 136                          | 14                                         |
| Tourism services and annual subscription                    | 5   | 99                           | —                                          |
| Development fees & contributions                            | 6   | 91                           | —                                          |
| Development fees & contributions                            | 7   | 297                          | 30                                         |
| Operating subsidy                                           | 8   | 199                          | —                                          |

- Members of Council's KMP is remunerated for the provision of board member services by Newcastle Airport Pty Ltd which Port Stephens Council has a 50% shareholding in.
- Members of Council's KMP is remunerated for the provision of board member services by Greater Newcastle Aerotropolis Pty Ltd which Port Stephens Council has a 50% shareholding in.
- A member of Council's KMP is a board member of Destination Port Stephens (a non profit organisation) which receives an annual contribution from Council towards generating economic activity within the LGA, payments were also made for annual membership and advertising services. The KMP member is not remunerated by Destination Port Stephens for their Directorship.

## F1-1 Key management personnel (KMP) (continued)

- 4 Port Stephens Council paid for legal services from Local Government Legal (a division of Arrow Collaborative Services Ltd) which is a joint operation between 11 Hunter Councils. A member of Council's KMP is a Director of Arrow Collaborative Services Ltd and is not remunerated for their Directorship.
- 5 Port Stephens Council paid for tourism promotion services from Screen Hunter (a division of Arrow Collaborative Services Ltd) which is a joint operation between 11 Hunter Councils and an annual subscription to core funding. A member of Council's KMP is a Director of Arrow Collaborative Services Ltd and is not remunerated for their Directorship.
- 6 Port Stephens Council received development fees and contributions from Newcastle Airport Pty Ltd in relation to the terminal expansion. Council has members of its KMP which are directors of Newcastle Airport Pty Ltd. The amounts received were under normal terms and conditions.
- 7 Port Stephens Council received development fees, development contributions and rates from Greater Newcastle Aerotropolis Pty Ltd in relation to Aero Astra lab expansion. Council has members of its KMP which are directors of Greater Newcastle Aerotropolis Pty Ltd. The amounts received were under normal terms and conditions.
- 8 Port Stephens Council paid a contribution towards the operating costs of Port Stephens Koala and Wildlife Preservation Society Limited which has 2 members of Council's KMP as a director.

## F1-2 Councillor and Mayoral fees and associated expenses

| \$ '000                                                                                                                                              | 2025       | 2024       |
|------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------|
| The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are: |            |            |
| Mayoral fee                                                                                                                                          | 86         | 90         |
| Councillors' fees                                                                                                                                    | 265        | 260        |
| Other Councillors' expenses (including Mayor)                                                                                                        | 145        | 64         |
| <b>Total</b>                                                                                                                                         | <b>496</b> | <b>414</b> |

## F2 Other relationships

## F2-1 Audit fees

| \$ '000 | 2025 | 2024 |
|---------|------|------|
|---------|------|------|

During the year, the following fees were incurred for services provided by the auditor of Council, related practices and non-related audit firms

**Auditors of the Council - NSW Auditor-General:****(i) Audit and other assurance services**

Audit of financial statements

|     |     |
|-----|-----|
| 130 | 106 |
|-----|-----|

**Total fees paid or payable to the Auditor-General**

|     |     |
|-----|-----|
| 130 | 106 |
|-----|-----|

**Non NSW Auditor-General audit firms****(i) Audit and other assurance services**

Audit of financial statements - Newcastle Airport

|     |    |
|-----|----|
| 118 | 71 |
|-----|----|

**Total fees paid or payable to non NSW Auditor-General audit firms**

|     |    |
|-----|----|
| 118 | 71 |
|-----|----|

**Total audit fees**

|     |     |
|-----|-----|
| 248 | 177 |
|-----|-----|

**G Other matters****G1-1 Statement of Cash Flows information****(a) Reconciliation of Operating Result**

| \$ '000                                                                    | 2025          | 2024          |
|----------------------------------------------------------------------------|---------------|---------------|
| <b>Net operating result from Income Statement</b>                          | <b>36,354</b> | 46,928        |
| <b>Add / (less) non-cash items:</b>                                        |               |               |
| Depreciation and amortisation                                              | 22,076        | 21,107        |
| (Gain) / loss on disposal of assets                                        | (391)         | 3,879         |
| Non-cash capital grants and contributions                                  | (8,518)       | (3,009)       |
| Losses/(gains) recognised on fair value re-measurements through the P&L:   |               |               |
| – Investment property                                                      | 1,869         | (2,660)       |
| <b>Movements in operating assets and liabilities and other cash items:</b> |               |               |
| (Increase) / decrease of receivables                                       | (2,278)       | (423)         |
| Increase / (decrease) in provision for impairment of receivables           | (108)         | 123           |
| (Increase) / decrease of inventories                                       | 59            | (109)         |
| (Increase) / decrease of other assets                                      | (6)           | 161           |
| (Increase) / decrease of contract asset                                    | 2,397         | (4,382)       |
| Increase / (decrease) in payables                                          | 4,625         | (664)         |
| Increase / (decrease) in other accrued expenses payable                    | 990           | (1,987)       |
| Increase / (decrease) in other liabilities                                 | 955           | 1,221         |
| Increase / (decrease) in contract liabilities                              | 565           | (3,348)       |
| Increase / (decrease) in employee benefit provision                        | (94)          | 598           |
| <b>Net cash flows from operating activities</b>                            | <b>58,495</b> | <b>57,435</b> |

**(b) Non-cash investing activities**

|                                                          |              |              |
|----------------------------------------------------------|--------------|--------------|
| Non cash developer contributions                         | 100          | 25           |
| Dedicated subdivisions                                   | 7,265        | 2,766        |
| RFS assets                                               | 1,153        | 218          |
| <b>Total non-cash investing and financing activities</b> | <b>8,518</b> | <b>3,009</b> |

## G2-1 Commitments

## Capital commitments (exclusive of GST)

| \$ '000 | 2025 | 2024 |
|---------|------|------|
|---------|------|------|

Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:

**Property, plant and equipment**

|                               |               |               |
|-------------------------------|---------------|---------------|
| Buildings                     | 1,822         | 1,173         |
| Plant and equipment           | 2,333         | 1,410         |
| Road and Civil Infrastructure | 7,602         | 2,019         |
| Newcastle Airport             | 7,903         | 31,972        |
| Aquatic Structures            | 137           | –             |
| Open Space Infrastructure     | 123           | 96            |
| Other                         | 129           | 99            |
| <b>Total commitments</b>      | <b>20,049</b> | <b>36,769</b> |

**These expenditures are payable as follows:**

|                      |               |               |
|----------------------|---------------|---------------|
| Within the next year | 20,049        | 36,769        |
| <b>Total payable</b> | <b>20,049</b> | <b>36,769</b> |

**Details of capital commitments**

The majority of councils capital commitments relate to the Newcastle Airport upgrades, the acquisition of new fleet and road upgrades.

## G3-1 Events occurring after the reporting date

Subsequent to the reporting date, the Newcastle Airport borrowing facility limit was increased to provide funding for the construction of income-producing facilities arising from the execution of lease agreements for those facilities. As this event relates to conditions that arose after the reporting period, no adjustment has been made to the financial statements. The financial effects of this agreement will be recognised in subsequent reporting periods.

## G4 Statement of developer contributions

G4-1 Summary of developer contributions <sup>1</sup>

| \$'000                                           | Opening balance at 1 July 2024 | Contributions received during the year |               | Non-cash Other | Interest and investment income earned | Amounts expended | Internal borrowings | Held as restricted asset at 30 June 2025 | Cumulative balance of internal borrowings (to)/from |
|--------------------------------------------------|--------------------------------|----------------------------------------|---------------|----------------|---------------------------------------|------------------|---------------------|------------------------------------------|-----------------------------------------------------|
|                                                  |                                | Cash                                   | Non-cash Land |                |                                       |                  |                     |                                          |                                                     |
| Civic Administration                             | (25)                           | 138                                    | -             | 3              | -                                     | (288)            | -                   | (175)                                    | -                                                   |
| Civic Administration - Works Depot               | 13                             | 239                                    | -             | 7              | -                                     | -                | -                   | 252                                      | -                                                   |
| Public Open Space, Parks and Reserves            | 1,797                          | 436                                    | -             | 4              | 75                                    | (216)            | (43)                | 2,049                                    | -                                                   |
| Sports and Leisure Facilities                    | 8,596                          | 668                                    | -             | 9              | 358                                   | (507)            | 43                  | 9,158                                    | -                                                   |
| Town Centre Upgrades                             | 601                            | 609                                    | -             | 17             | 25                                    | (13)             | -                   | 1,222                                    | -                                                   |
| Community and Cultural Facilities                | 2,248                          | 222                                    | -             | 2              | 94                                    | (188)            | -                   | 2,376                                    | -                                                   |
| Road Works                                       | 2,049                          | 723                                    | -             | 29             | 85                                    | (104)            | -                   | 2,753                                    | -                                                   |
| Medowie, Traffic and Transport                   | 1,756                          | 327                                    | -             | -              | 73                                    | -                | 5                   | 2,161                                    | -                                                   |
| Shared Paths                                     | 353                            | 362                                    | -             | 21             | 15                                    | (10)             | (5)                 | 715                                      | -                                                   |
| Bus Facilities                                   | 37                             | 9                                      | -             | -              | 1                                     | -                | -                   | 47                                       | -                                                   |
| Fire and Emergency                               | 189                            | 17                                     | -             | -              | 7                                     | -                | -                   | 193                                      | -                                                   |
| Flood and Drainage Works                         | 743                            | 291                                    | -             | 4              | 31                                    | -                | -                   | 1,065                                    | -                                                   |
| Haulage                                          | 1,737                          | 1,074                                  | -             | -              | -                                     | (1,375)          | -                   | 1,436                                    | -                                                   |
| Kings Hill Urban Release Area                    | 118                            | 68                                     | -             | 4              | 5                                     | -                | -                   | 191                                      | -                                                   |
| <b>S7.11 contributions – under a plan</b>        | <b>20,192</b>                  | <b>5,183</b>                           | <b>-</b>      | <b>100</b>     | <b>769</b>                            | <b>(2,701)</b>   | <b>-</b>            | <b>23,443</b>                            | <b>-</b>                                            |
| <b>S7.12 levies – under a plan</b>               | <b>1,228</b>                   | <b>1,734</b>                           | <b>-</b>      | <b>-</b>       | <b>51</b>                             | <b>(907)</b>     | <b>-</b>            | <b>2,106</b>                             | <b>-</b>                                            |
| <b>Total S7.11 and S7.12 revenue under plans</b> | <b>21,420</b>                  | <b>6,917</b>                           | <b>-</b>      | <b>100</b>     | <b>820</b>                            | <b>(3,608)</b>   | <b>-</b>            | <b>25,549</b>                            | <b>-</b>                                            |
| S7.4 planning agreements                         | 1,190                          | 1,250                                  | -             | -              | -                                     | (2,440)          | -                   | -                                        | -                                                   |
| <b>Total contributions</b>                       | <b>22,610</b>                  | <b>8,167</b>                           | <b>-</b>      | <b>100</b>     | <b>820</b>                            | <b>(6,048)</b>   | <b>-</b>            | <b>25,549</b>                            | <b>-</b>                                            |

(1) Interest is earned according to the opening balance for the year

Under the *Environmental Planning and Assessment Act 1979*, local infrastructure contributions, also known as developer contributions, are charged by councils when new development occurs. They help fund infrastructure like parks, community facilities, local roads, footpaths, stormwater drainage and traffic management. It is possible that the funds contributed may be less than the cost of this infrastructure, requiring Council to borrow or use general revenue to fund the difference.



## G4-2 Developer contributions by plan

| \$ '000                                                               | Opening<br>balance at<br>1 July 2024 | Contributions received during the year |               | Non-cash<br>Other | Interest and<br>investment<br>income earned | Amounts<br>expended | Internal<br>borrowings | Held as<br>restricted<br>asset at 30 June 2025 | Cumulative<br>balance of internal<br>borrowings<br>(to)/from |
|-----------------------------------------------------------------------|--------------------------------------|----------------------------------------|---------------|-------------------|---------------------------------------------|---------------------|------------------------|------------------------------------------------|--------------------------------------------------------------|
|                                                                       |                                      | Cash                                   | Non-cash Land |                   |                                             |                     |                        |                                                |                                                              |
| <b>S7.11 contributions – under a plan</b>                             |                                      |                                        |               |                   |                                             |                     |                        |                                                |                                                              |
| <b>CATCHMENT DISTRICT –<br/>RAYMOND TERRACE -<br/>RURAL</b>           |                                      |                                        |               |                   |                                             |                     |                        |                                                |                                                              |
| Town Centre Upgrades                                                  | 145                                  | 105                                    | -             | 17                | 6                                           | -                   | -                      | 256                                            | -                                                            |
| Public Open Space, Parks and<br>Reserves                              | 595                                  | 26                                     | -             | 4                 | 25                                          | -                   | -                      | 646                                            | -                                                            |
| Sports and Leisure Facilities<br>Community and Cultural<br>Facilities | 1,683                                | 57                                     | -             | 9                 | 70                                          | (37)                | -                      | 1,773                                          | -                                                            |
| Road Works                                                            | 116                                  | 13                                     | -             | 2                 | 5                                           | (63)                | -                      | 71                                             | -                                                            |
| Shared Paths                                                          | 588                                  | 171                                    | -             | 29                | 24                                          | -                   | -                      | 783                                            | -                                                            |
| Bus Facilities                                                        | 212                                  | 124                                    | -             | 21                | 9                                           | -                   | -                      | 345                                            | -                                                            |
| Fire and Emergency                                                    | 2                                    | -                                      | -             | -                 | -                                           | -                   | -                      | 2                                              | -                                                            |
| Flood and Drainage Works                                              | 56                                   | 1                                      | -             | -                 | 2                                           | -                   | -                      | 59                                             | -                                                            |
| Kings Hill Urban Release Area                                         | 73                                   | 22                                     | -             | 4                 | 3                                           | -                   | -                      | 98                                             | -                                                            |
| Total                                                                 | 60                                   | 22                                     | -             | 4                 | 3                                           | -                   | -                      | 85                                             | -                                                            |
|                                                                       | 3,530                                | 541                                    | -             | 90                | 147                                         | (100)               | -                      | 4,118                                          | -                                                            |
| <b>CATCHMENT DISTRICT – CENTRAL GROWTH CORRIDOR</b>                   |                                      |                                        |               |                   |                                             |                     |                        |                                                |                                                              |
| Town Centre Upgrades                                                  | 197                                  | 304                                    | -             | -                 | 8                                           | -                   | -                      | 509                                            | -                                                            |
| Public Open Space, Parks and<br>Reserves                              | 233                                  | 256                                    | -             | -                 | 10                                          | (30)                | (43)                   | 426                                            | -                                                            |
| Sports and Leisure Facilities<br>Community and Cultural<br>Facilities | 4,273                                | 397                                    | -             | -                 | 178                                         | (395)               | 43                     | 4,496                                          | -                                                            |
| Road Works                                                            | 1,198                                | 91                                     | -             | -                 | 50                                          | (62)                | -                      | 1,277                                          | -                                                            |
| Medowies, Traffic and<br>Transport                                    | 736                                  | 322                                    | -             | -                 | 31                                          | -                   | -                      | 1,089                                          | -                                                            |
| Shared Paths                                                          | 1,756                                | 327                                    | -             | -                 | 73                                          | -                   | 5                      | 2,161                                          | -                                                            |
| Bus Facilities                                                        | -                                    | 46                                     | -             | -                 | -                                           | (10)                | (5)                    | 31                                             | -                                                            |
| Flood and Drainage Works                                              | 4                                    | 3                                      | -             | -                 | -                                           | -                   | -                      | 7                                              | -                                                            |
| Kings Hill Urban Release Area                                         | 395                                  | 164                                    | -             | -                 | 16                                          | -                   | -                      | 575                                            | -                                                            |
| Total                                                                 | 27                                   | 27                                     | -             | -                 | 1                                           | -                   | -                      | 55                                             | -                                                            |
|                                                                       | 8,819                                | 1,937                                  | -             | -                 | 367                                         | (497)               | -                      | 10,626                                         | -                                                            |
| <b>CATCHMENT DISTRICT – TOMAREE</b>                                   |                                      |                                        |               |                   |                                             |                     |                        |                                                |                                                              |
| Town Centre Upgrades                                                  | 254                                  | 184                                    | -             | -                 | 11                                          | (13)                | -                      | 436                                            | -                                                            |
| Public Open Space, Parks and<br>Reserves                              | 844                                  | 153                                    | -             | -                 | 35                                          | (186)               | -                      | 846                                            | -                                                            |
| Sports and Leisure Facilities                                         | 2,279                                | 208                                    | -             | -                 | 95                                          | (38)                | -                      | 2,544                                          | -                                                            |

## G4-2 Developer contributions by plan (continued)

| \$ '000                                | Opening balance at 1 July 2024 | Contributions received during the year |               | Non-cash Other | Interest and investment income earned | Amounts expended | Internal borrowings | Held as restricted asset at 30 June 2025 | Cumulative balance of internal borrowings (to)/from |
|----------------------------------------|--------------------------------|----------------------------------------|---------------|----------------|---------------------------------------|------------------|---------------------|------------------------------------------|-----------------------------------------------------|
|                                        |                                | Cash                                   | Non-cash Land |                |                                       |                  |                     |                                          |                                                     |
| Community and Cultural Facilities      | 932                            | 116                                    | -             | -              | 39                                    | (63)             | -                   | 1,024                                    | -                                                   |
| Road Works                             | 702                            | 215                                    | -             | -              | 29                                    | (104)            | -                   | 842                                      | -                                                   |
| Shared Paths                           | 104                            | 178                                    | -             | -              | 4                                     | -                | -                   | 286                                      | -                                                   |
| Bus Facilities                         | 1                              | -                                      | -             | -              | -                                     | -                | -                   | 1                                        | -                                                   |
| Fire and Emergency                     | 113                            | 16                                     | -             | -              | 5                                     | -                | -                   | 134                                      | -                                                   |
| Flood and Drainage Works               | 275                            | 105                                    | -             | -              | 12                                    | -                | -                   | 392                                      | -                                                   |
| Kings Hill Urban Release Area          | 29                             | 16                                     | -             | -              | 1                                     | -                | -                   | 46                                       | -                                                   |
| <b>Total</b>                           | <b>5,533</b>                   | <b>1,191</b>                           | <b>-</b>      | <b>-</b>       | <b>231</b>                            | <b>(404)</b>     | <b>-</b>            | <b>6,551</b>                             | <b>-</b>                                            |
| <b>CATCHMENT DISTRICT – FERN BAY</b>   |                                |                                        |               |                |                                       |                  |                     |                                          |                                                     |
| Town Centre Upgrades                   | 5                              | 16                                     | -             | -              | -                                     | -                | -                   | 21                                       | -                                                   |
| Public Open Space, Parks and Reserves  | 125                            | 1                                      | -             | -              | 5                                     | -                | -                   | 131                                      | -                                                   |
| Sports and Leisure Facilities          | 361                            | 6                                      | -             | -              | 15                                    | (37)             | -                   | 345                                      | -                                                   |
| Community and Cultural Facilities      | 2                              | 2                                      | -             | -              | -                                     | -                | -                   | 4                                        | -                                                   |
| Shared Paths                           | 37                             | 14                                     | -             | -              | 2                                     | -                | -                   | 53                                       | -                                                   |
| Road Works                             | 23                             | 15                                     | -             | -              | 1                                     | -                | -                   | 39                                       | -                                                   |
| Bus Facilities                         | 30                             | 6                                      | -             | -              | 1                                     | -                | -                   | 37                                       | -                                                   |
| Kings Hill Urban Release Area          | 2                              | 3                                      | -             | -              | -                                     | -                | -                   | 5                                        | -                                                   |
| <b>Total</b>                           | <b>585</b>                     | <b>63</b>                              | <b>-</b>      | <b>-</b>       | <b>24</b>                             | <b>(37)</b>      | <b>-</b>            | <b>635</b>                               | <b>-</b>                                            |
| <b>CATCHMENT DISTRICT – SHIRE WIDE</b> |                                |                                        |               |                |                                       |                  |                     |                                          |                                                     |
| Haulage                                | 1,737                          | 1,074                                  | -             | -              | -                                     | (1,375)          | -                   | 1,436                                    | -                                                   |
| Civic Administration                   | (25)                           | 138                                    | -             | 3              | -                                     | (288)            | -                   | (175)                                    | -                                                   |
| Civic Administration - Works Depot     | 13                             | 239                                    | -             | 7              | -                                     | -                | -                   | 252                                      | -                                                   |
| <b>Total</b>                           | <b>1,725</b>                   | <b>1,451</b>                           | <b>-</b>      | <b>10</b>      | <b>-</b>                              | <b>(1,663)</b>   | <b>-</b>            | <b>1,513</b>                             | <b>-</b>                                            |

## G4-2 Developer contributions by plan (continued)

## S7.12 Levies – under a plan

| \$'000                             | Opening<br>balance at<br>1 July 2024 | Contributions received during the year |               | Non-cash<br>Other | Interest and<br>investment<br>income earned | Amounts<br>expended | Internal<br>borrowings | Held as<br>restricted<br>asset at 30 June 2025 | Cumulative<br>balance of internal<br>borrowings<br>(to)/from |
|------------------------------------|--------------------------------------|----------------------------------------|---------------|-------------------|---------------------------------------------|---------------------|------------------------|------------------------------------------------|--------------------------------------------------------------|
|                                    |                                      | Cash                                   | Non-cash Land |                   |                                             |                     |                        |                                                |                                                              |
| <b>S7.12 LEVIES – UNDER A PLAN</b> |                                      |                                        |               |                   |                                             |                     |                        |                                                |                                                              |
| Section 7.12                       | 1,228                                | 1,734                                  | -             | -                 | 51                                          | (907)               | -                      | 2,106                                          | -                                                            |
| Total                              | 1,228                                | 1,734                                  | -             | -                 | 51                                          | (907)               | -                      | 2,106                                          | -                                                            |

## G4-3 S7.4 planning agreements

|                            |       |       |   |   |   |         |   |   |   |
|----------------------------|-------|-------|---|---|---|---------|---|---|---|
| Brandy Hill Shared Pathway | 1,190 | 1,250 | - | - | - | (2,440) | - | - | - |
| Total                      | 1,190 | 1,250 | - | - | - | (2,440) | - | - | - |

End of the audited financial statements



## INDEPENDENT AUDITOR'S REPORT

### Report on the general purpose financial statements

#### Port Stephens Council

To the Councillors of Port Stephens Council

#### Opinion

I have audited the accompanying financial statements of Port Stephens Council (the Council), which comprise the Statement by Councillors and Management, the Income Statement and Statement of Comprehensive Income for the year ended 30 June 2025, the Statement of Financial Position as at 30 June 2025, the Statement of Changes in Equity and Statement of Cash Flows for the year then ended, and notes to the financial statements, including material accounting policy information and other explanatory information.

In my opinion:

- the Council's accounting records have been kept in accordance with the requirements of the *Local Government Act 1993*, Chapter 13, Part 3, Division 2 (the Division)
- the financial statements:
  - have been prepared, in all material respects, in accordance with the requirements of the Division
  - are, in all material respects, consistent with the Council's accounting records
  - present fairly, in all material respects, the financial position of the Council as at 30 June 2025, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- all information relevant to the conduct of the audit has been obtained
- no material deficiencies in the accounting records or financial statements have come to light during the audit.

My opinion should be read in conjunction with the rest of this report.

#### Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

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Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

### Other Information

The Council's annual report for the year ended 30 June 2025 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the Special Schedule - Permissible income for general rates.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

### The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the *Local Government Act 1993*, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

### Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

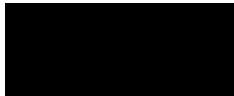
- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: [www.auasb.gov.au/media/apzlw0y/ar3\\_2024.pdf](http://www.auasb.gov.au/media/apzlw0y/ar3_2024.pdf). The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- on the Original Budget information included in the Income Statement, Statement of Cash Flows, and Note B5-1 'Material budget variations'
- on the Special Schedules. A separate opinion has been provided on Special Schedule - Permissible income for general rates
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Nicky Rajani  
Delegate of the Auditor-General for New South Wales

23 October 2025  
SYDNEY



Cr Leah Anderson  
Mayor  
Port Stephens Council  
PO Box 42  
Raymond Terrace NSW 2324

Contact: Nicky Rajani  
Phone no: 9275 7292  
Our ref: [R008-1981756498-6340](#)

23 October 2025

Dear Mayor

**Report on the Conduct of the Audit**  
**for the year ended 30 June 2025**  
**Port Stephens Council**

I have audited the general purpose financial statements (GPFS) of Port Stephens Council (the Council) for the year ended 30 June 2025 as required by section 415 of the *Local Government Act 1993* (the Act).

I expressed an unmodified opinion on the Council's GPFS.

My audit procedures did not identify any instances of material non-compliance with the financial reporting requirements in Chapter 13, Part 3, Division 2 of the LG Act and the associated regulation or a material deficiency in the Council's accounting records or financial statements. The Council's:

- accounting records were maintained in a manner and form to allow the GPFS to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2025 is issued in accordance with section 417 of the Act. The Report:

- must address the specific matters outlined in the Local Government Code of Accounting Practice and Financial Reporting 2024-25
- may include statements, comments and recommendations that I consider to be appropriate based on the conduct of the audit of the GPFS.

This Report should be read in conjunction with my audit opinion on the GPFS issued under section 417(2) of the Act.



## INCOME STATEMENT

## Financial performance

|                                                                                                 | 2025  | 2024 | Variance |
|-------------------------------------------------------------------------------------------------|-------|------|----------|
|                                                                                                 | \$m   | \$m  | %        |
| Rates and annual charges revenue                                                                | 81.8  | 75.1 | 9.0      |
| Grants and contributions provided for operating purposes revenue                                | 13.1  | 18.0 | 27.4     |
| Grants and contributions provided for capital purposes revenue                                  | 37.4  | 40.8 | 8.3      |
| Operating result from continuing operations                                                     | 36.4  | 46.9 | 22.5     |
| Net Operating result for the year before grants and contributions provided for capital purposes | (1.1) | 6.1  | 117.2    |

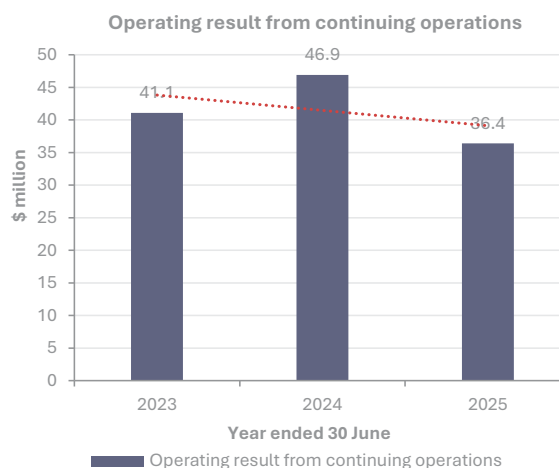
## Operating result from continuing operations

This graph shows the operating result from continuing operations for the current and prior two financial years.

Council's operating result from continuing operations for the year was \$10.6 million lower than the 2023–24 result.

In 2024-25:

- Council's grants and contributions (\$50.5 million) decreased by \$8.3 million. Refer to 'Council revenue excluding grants and contributions' below for details
- Council's grants and contributions revenue (\$154.8 million) increased by \$7.0 million. Refer to 'Grants and contributions revenue' below for details
- Materials and services (\$68.5 million) increased by \$5.7 million (9.1 per cent) primarily due to an increase in costs incurred for emergency and reconstruction works of \$3.7 million in response to the declared Natural Disaster events in January and May 2025



and an increase of \$1.1 million in Newcastle Airport expenses.

- Employee benefits and on-costs (\$66.1 million) increased by \$4.6 million (7.5 per cent) mainly due to the annual award increase of 4 per cent as well as increase in the superannuation guarantee of 0.5 per cent
- Depreciation, amortisation and impairment of non-financial assets expense (\$22.1 million) increased by \$1 million (4.6 per cent) mainly from an increase in depreciation charges for infrastructure assets such as roads, open space/recreational assets and buildings

The net operating result for the year before grants and contributions provided for capital purposes was a loss of \$1.1 million. Refer to 'Grants and contributions revenue' below for details.

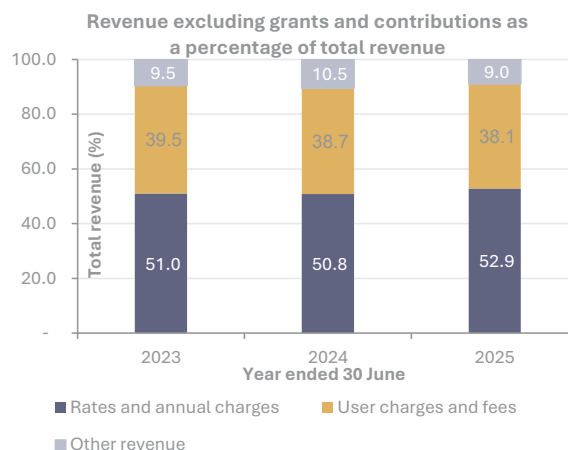
## Income

### Council revenue excluding grants and contributions

This graph shows the percentage of Council's revenue recognised from sources other than grants and contributions for the current and prior two financial years.

Council revenue excluding grants and contributions (\$154.8 million) increased by \$7.0 million (4.8 per cent) in 2024–25 due to:

- Rates and annual charges (\$81.8 million) which increased by \$6.7 million (9.0 per cent) due to the IPART-approved special rate variation of 9.5%
- Other income (\$3.0 million) which decreased by \$2.4 million (44.1 per cent) due to the prior year fair value increment on investment properties that did not reoccur.

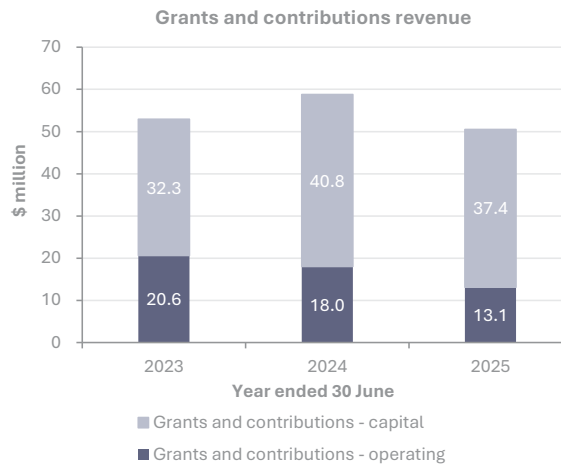


**Grants and contributions revenue**

This graph shows the amount of grants and contributions revenue recognised for the current and prior two financial years.

Grants and contributions revenue (\$50.5 million) decreased by \$8.3 million (14.1 per cent) in 2024-25 primarily due to:

- receiving 50 per cent of the financial assistance grants for 2025-26 in advance (85 per cent for 2024-25)
- operating grants from transport (other roads, bridges and drainage funding) in the prior year (\$3.1 million) that were not received in 2024-25
- capital grants relating to the Newcastle Airport (\$9.6 million) which decreased by \$7.1 million (42.4 per cent).

**CASH FLOWS****Statement of cash flows**

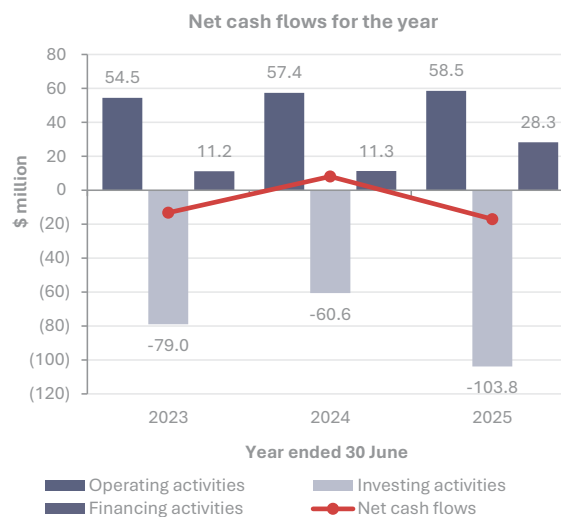
The Statement of Cash Flows details the Council's inflows and outflows of cash over a specific period. It helps in assessing the Council's ability to generate cash to fund its operations, pay off debts, and support future projects. It also aids in identifying any pressures or issues in the Council operating in a financially sustainable manner.

This graph shows the net cash flows for the current and prior two financial years.

The net cash flows for the year were negative \$17.0 million (positive \$8.2 million in 2023-24).

In 2024-25 the net cash flows:

- from operating activities increased by \$1.1 million, mainly due to an increase in rates and annual charges
- used in investing activities increased by \$43.2 million, mainly due to the net purchase of investments and purchases for infrastructure, property, plant and equipment
- from financing activities increased by \$17.0 million, mainly due to additional proceeds from borrowings, primarily associated with Newcastle Airport.



## FINANCIAL POSITION

### Cash, cash equivalents and investments

This section of the Report provides details of the amount of cash, cash equivalents and investments recorded by the Council at 30 June 2025.

Externally restricted funds are the cash, cash equivalents and investments that can only be used for specific purposes due to legal or contractual restrictions.

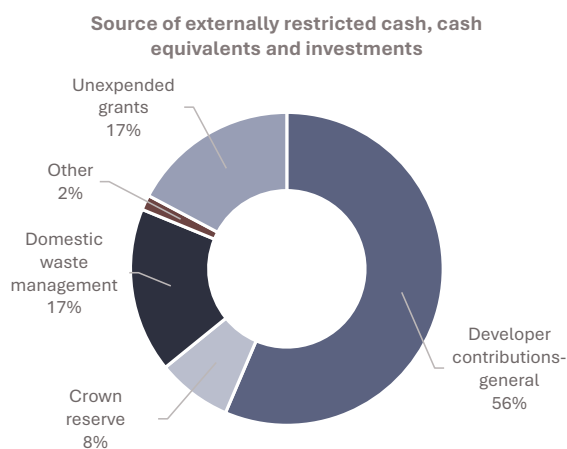
Cash, cash equivalents, and investments without external restrictions can be allocated internally by the elected Council's resolution or policy. These allocations are matters of Council policy and can be changed or removed by a Council resolution.

| Cash, cash equivalents and investments                           | 2025        | 2024        | Percentage of total cash and investments 2025 | Commentary                                                                                                                                                                                                                                          |
|------------------------------------------------------------------|-------------|-------------|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                  | \$m         | \$m         | %                                             |                                                                                                                                                                                                                                                     |
| <b>Total cash, cash equivalents and investments</b>              | <b>83.6</b> | <b>86.1</b> |                                               | Externally restricted balances are those which are only available for specific use due to a restriction placed by legislation or third-party contract. A breakdown of the sources of externally restricted balances is included in the graph below. |
| Restricted and allocated cash, cash equivalents and investments: |             |             |                                               | Internal allocations are determined by Council policies or decisions, which are subject to change.                                                                                                                                                  |
| • External restrictions                                          | 45.1        | 43.0        | 54%                                           | The reduction in internal allocations primarily relates to the Council's share of the reduced cash balances of the Newcastle Airport.                                                                                                               |
| • Internal allocations                                           | 37.9        | 43.1        | 45%                                           |                                                                                                                                                                                                                                                     |

This graph shows the sources of externally restricted cash, cash equivalents and investments.

As at 30 June 2025, the Council's main sources of externally restricted cash, cash equivalents and investments include:

- developer contributions of \$25.5 million which increased by \$2.9 million
- domestic waste management charges of \$7.7 million which increased by \$1.3 million
- specific purpose unexpended grants of 7.8 million which decreased by \$1.1 million
- crown reserve of \$3.5 million which decreased by \$1.6 million.



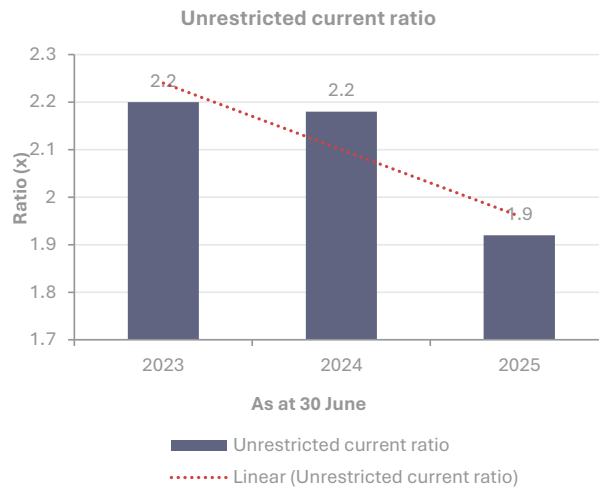
### Council liquidity

This graph shows the Council's unrestricted current ratio for the current and prior two financial years.

The unrestricted current ratio is specific to local government and represents Council's ability to meet its short-term obligations as they fall due. The ratio measures the ratio of unrestricted current assets relative to specific purpose liabilities.

As at 30 June 2024, the unrestricted current ratio was an average of 3.1 for regional councils.

As at 30 June 2025, the Council's unrestricted current ratio of 1.9 was lower than the average unrestricted current ratio for regional councils. This ratio has decreased primarily as a result of increase in current payable balances.

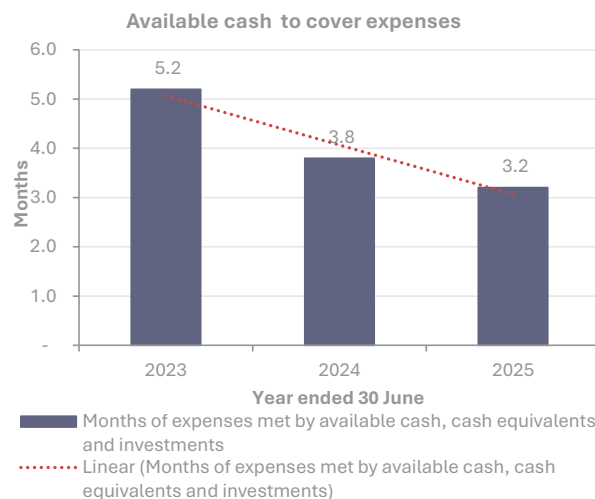


This graph shows the number of months of general fund expenses (excluding depreciation and borrowing costs) Council can fund from its available cash, cash equivalents and investments (not subject to external restrictions).

Further details on cash, cash equivalents and investments including the sources of external restrictions are included in the section above.

In 2023–24, the available cash to cover expenses was an average of seven (7) months for regional councils.

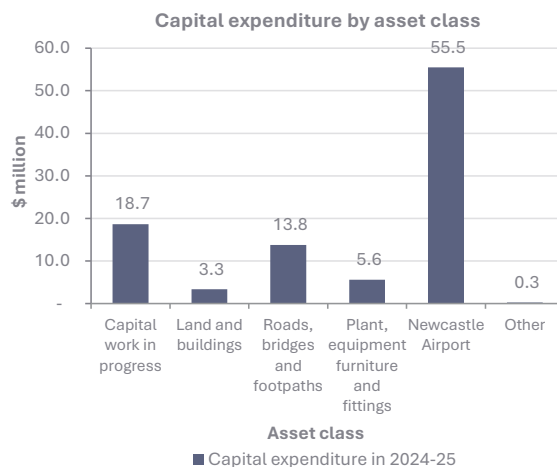
During the year, the Council's available cash to cover expenses being three (3) months was below the average available cash to cover expenses for regional councils. This ratio has decreased over the last two years primarily due to reduction in the Council's unrestricted cash and investment balances coupled with increase in expenses.



### Infrastructure, property, plant and equipment

This graph shows how much the Council spent on renewing and purchasing assets in 2024-25.

Council renewed \$22.6 million of infrastructure, property, plant and equipment during the 2024-25 financial year. This was mainly spent on capital work in progress, roads, open spaces and buildings. A further \$74.5 million was spent on new assets primarily relating to the Newcastle Airport.



### Debt

The table below provides an overview of the Council's loans and committed borrowing facilities. Committed borrowing facilities are an element of liquidity management and include bank overdrafts, and credit cards.

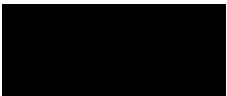
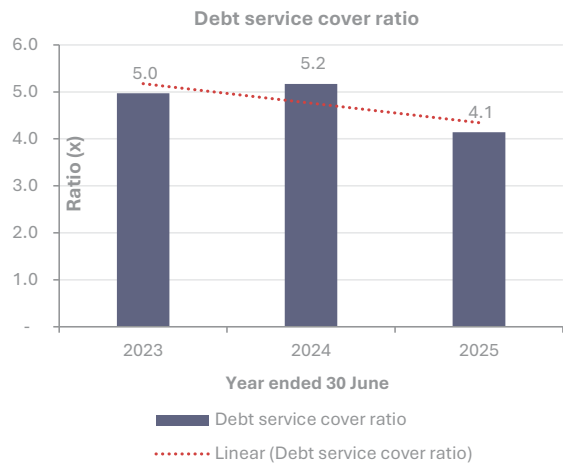
| Debt  | 2025 | 2024 | Commentary                                                                                                                                                                                                                     |
|-------|------|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       | \$m  | \$m  |                                                                                                                                                                                                                                |
| Loans | 93.0 | 63.8 | The increase in borrowings represents the draw-down of finance facilities by the Newcastle Airport which have been partially offset by principal repayments made throughout the year in line with the loan repayment schedule. |

Debt service cover

This graph shows the Council's debt service cover ratio for the current and prior two financial years.

The debt service cover ratio measures the operating cash to service debt including interest, principal and lease payments.

The ratio decreased during the year due to the reduction in the Council's operating result.



Nicky Rajani  
Director- Financial Audit

Delegate of the Auditor-General for New South Wales



# Port Stephens Council

SPECIAL SCHEDULES  
for the year ended 30 June 2025

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**Special Schedules**  
for the year ended 30 June 2025

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|----------------------------------------------------|-------------|
| <b>Special Schedules:</b>                          |             |
| Permissible income for general rates               | 88          |
| Report on infrastructure assets as at 30 June 2025 | 92          |

## Permissible income for general rates

| \$ '000                                                 | Notes           | Calculation<br>2024/25 | Calculation<br>2025/26 |
|---------------------------------------------------------|-----------------|------------------------|------------------------|
| <b>Notional general income calculation <sup>1</sup></b> |                 |                        |                        |
| Last year notional general income yield                 | a               | 52,917                 | 58,071                 |
| Plus or minus adjustments <sup>2</sup>                  | b               | 191                    | 539                    |
| <b>Notional general income</b>                          | c = a + b       | <b>53,108</b>          | <b>58,610</b>          |
| <b>Permissible income calculation</b>                   |                 |                        |                        |
| Percentage increase                                     | d               | 9.50%                  | 9.50%                  |
| Plus percentage increase amount <sup>3</sup>            | f = d x (c + e) | 5,045                  | 5,568                  |
| <b>Sub-total</b>                                        | g = (c + e + f) | <b>58,153</b>          | <b>64,178</b>          |
| Plus (or minus) last year's carry forward total         | h               | 49                     | 131                    |
| <b>Sub-total</b>                                        | j = (h + i)     | <b>49</b>              | <b>131</b>             |
| <b>Total permissible income</b>                         | k = g + j       | <b>58,202</b>          | <b>64,309</b>          |
| Less notional general income yield                      | l               | 58,071                 | 64,272                 |
| <b>Catch-up or (excess) result</b>                      | m = k - l       | <b>131</b>             | <b>38</b>              |
| <b>Carry forward to next year <sup>4</sup></b>          | p = m + n + o   | <b>131</b>             | <b>38</b>              |

## Notes

- (1) The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.
- (2) Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called 'supplementary valuations' as defined in the *Valuation of Land Act 1916 (NSW)*.
- (3) The 'percentage increase' is inclusive of the rate-peg percentage, and/or special variation and/or Crown land adjustment (where applicable).
- (4) Carry-forward amounts which are in excess (an amount that exceeds the permissible income) require Ministerial approval by order published in the NSW Government Gazette in accordance with section 512 of the Act. The OLG will extract these amounts from Council's Permissible income for general rates Statement in the financial data return (FDR) to administer this process.



## INDEPENDENT AUDITOR'S REPORT

### Special Schedule – Permissible income for general rates

#### Port Stephens Council

To the Councillors of Port Stephens Council

#### Opinion

I have audited the accompanying Special Schedule – Permissible income for general rates (the Schedule) of Port Stephens Council (the Council) for the year ending 30 June 2026.

In my opinion, the Schedule is prepared, in all material respects in accordance with the requirements of the Local Government Code of Accounting Practice and Financial Reporting 2024–25 (LG Code) and is in accordance with the books and records of the Council.

My opinion should be read in conjunction with the rest of this report.

#### Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Schedule' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

#### Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the special purpose framework used to prepare the Schedule. The Schedule has been prepared for the purpose of fulfilling the Council's reporting obligations under the LG Code. As a result, the Schedule may not be suitable for another purpose.

Level 19, Darling Park Tower 2, 201 Sussex Street, Sydney NSW 2000  
GPO Box 12, Sydney NSW 2001 | t 02 9275 7101 | mail@audit.nsw.gov.au | audit.nsw.gov.au

**Other Information**

The Council's annual report for the year ended 30 June 2025 includes other information in addition to the Schedule and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements and Special Schedule 'Report on infrastructure assets as at 30 June 2025'.

My opinion on the Schedule does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements.

In connection with my audit of the Schedule, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the Schedule or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

**The Councillors' Responsibilities for the Schedule**

The Councillors are responsible for the preparation of the Schedule in accordance with the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation of the Schedule that is free from material misstatement, whether due to fraud or error.

In preparing the Schedule, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

**Auditor's Responsibilities for the Audit of the Schedule**

My objectives are to:

- obtain reasonable assurance whether the Schedule as a whole is free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the Schedule.

A description of my responsibilities for the audit of the Schedule is located at the Auditing and Assurance Standards Board website at: [www.auasb.gov.au/auditors\\_responsibilities/ar8.pdf](http://www.auasb.gov.au/auditors_responsibilities/ar8.pdf). The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited Schedule on any website where it may be presented
- about any other information which may have been hyperlinked to/from the Schedule.



Nicky Rajani  
Delegate of the Auditor-General for New South Wales

23 October 2025  
SYDNEY

## Report on infrastructure assets as at 30 June 2025

| Asset Class                             | Asset Category                             | Estimated cost to bring to the satisfactory standard |                | Estimated cost to bring to the agreed level of service set by Council maintenance <sup>a</sup> |               | 2024/25 Actual maintenance \$ '000 | Net carrying amount \$ '000 | Gross replacement cost (GRC) \$ '000 | Assets in condition as a percentage of gross replacement cost |              |              |             |             |
|-----------------------------------------|--------------------------------------------|------------------------------------------------------|----------------|------------------------------------------------------------------------------------------------|---------------|------------------------------------|-----------------------------|--------------------------------------|---------------------------------------------------------------|--------------|--------------|-------------|-------------|
|                                         |                                            | \$ '000                                              | \$ '000        | \$ '000                                                                                        | \$ '000       |                                    |                             |                                      | 1                                                             | 2            | 3            | 4           | 5           |
| <b>Buildings</b>                        | Buildings                                  | 989                                                  | 3,201          | 3,018                                                                                          | 3,032         | 180,391                            | 255,176                     |                                      | 12.8%                                                         | 29.8%        | 49.8%        | 6.9%        | 0.7%        |
|                                         | <b>Sub-total</b>                           | <b>989</b>                                           | <b>3,201</b>   | <b>3,018</b>                                                                                   | <b>3,032</b>  | <b>180,391</b>                     | <b>255,176</b>              |                                      | <b>12.8%</b>                                                  | <b>29.8%</b> | <b>49.8%</b> | <b>6.9%</b> | <b>0.7%</b> |
| <b>Other structures</b>                 | Other structures                           | –                                                    | –              | 271                                                                                            | 248           | 7,401                              | 23,290                      |                                      | 17.0%                                                         | 44.1%        | 38.5%        | 0.2%        | 0.2%        |
|                                         | <b>Sub-total</b>                           | <b>–</b>                                             | <b>–</b>       | <b>271</b>                                                                                     | <b>248</b>    | <b>7,401</b>                       | <b>23,290</b>               |                                      | <b>17.0%</b>                                                  | <b>44.1%</b> | <b>38.5%</b> | <b>0.2%</b> | <b>0.2%</b> |
| <b>Roads</b>                            | Sealed roads                               | 38,761                                               | 94,422         | 7,763                                                                                          | 9,266         | 481,592                            | 596,809                     |                                      | 45.6%                                                         | 22.9%        | 14.2%        | 11.1%       | 6.2%        |
|                                         | Unsealed roads                             | –                                                    | –              | 790                                                                                            | 676           | 15,764                             | 17,530                      |                                      | 7.1%                                                          | 43.9%        | 41.7%        | 7.2%        | 0.1%        |
|                                         | Bridges                                    | –                                                    | –              | –                                                                                              | –             | 20,772                             | 23,087                      |                                      | 51.9%                                                         | 48.1%        | 0.0%         | 0.0%        | 0.0%        |
|                                         | Footpaths                                  | 295                                                  | 4,391          | 587                                                                                            | 327           | 70,349                             | 79,591                      |                                      | 25.3%                                                         | 19.1%        | 49.5%        | 6.0%        | 0.1%        |
|                                         | Other road assets (incl. bulk earth works) | 475                                                  | 1,699          | 2,683                                                                                          | 2,784         | 98,008                             | 111,328                     |                                      | 25.4%                                                         | 54.2%        | 17.6%        | 2.6%        | 0.2%        |
|                                         | <b>Sub-total</b>                           | <b>39,531</b>                                        | <b>100,512</b> | <b>11,823</b>                                                                                  | <b>13,053</b> | <b>686,485</b>                     | <b>828,345</b>              |                                      | <b>40.3%</b>                                                  | <b>27.9%</b> | <b>18.2%</b> | <b>9.1%</b> | <b>4.5%</b> |
| <b>Stormwater drainage</b>              | Stormwater drainage                        | 108                                                  | 2,287          | 1,538                                                                                          | 1,843         | 298,191                            | 328,654                     |                                      | 24.1%                                                         | 65.8%        | 8.9%         | 1.1%        | 0.1%        |
|                                         | <b>Sub-total</b>                           | <b>108</b>                                           | <b>2,287</b>   | <b>1,538</b>                                                                                   | <b>1,843</b>  | <b>298,191</b>                     | <b>328,654</b>              |                                      | <b>24.1%</b>                                                  | <b>65.8%</b> | <b>8.9%</b>  | <b>1.1%</b> | <b>0.1%</b> |
| <b>Open space / recreational assets</b> | Swimming pools                             | –                                                    | –              | 336                                                                                            | 346           | 3,562                              | 11,337                      |                                      | 1.0%                                                          | 61.0%        | 32.0%        | 6.0%        | 0.0%        |
|                                         | Open space                                 | 216                                                  | 1,842          | 4,030                                                                                          | 4,257         | 36,846                             | 48,255                      |                                      | 8.1%                                                          | 46.5%        | 38.1%        | 7.3%        | 0.0%        |
|                                         | <b>Sub-total</b>                           | <b>216</b>                                           | <b>1,842</b>   | <b>4,366</b>                                                                                   | <b>4,603</b>  | <b>40,408</b>                      | <b>59,592</b>               |                                      | <b>6.7%</b>                                                   | <b>49.3%</b> | <b>36.9%</b> | <b>7.1%</b> | <b>0.0%</b> |
| <b>Other infrastructure assets</b>      | Other                                      | 1,021                                                | 2,120          | 418                                                                                            | 421           | 12,236                             | 18,054                      |                                      | 1.0%                                                          | 61.0%        | 32.0%        | 6.0%        | 0.0%        |
|                                         | <b>Sub-total</b>                           | <b>1,021</b>                                         | <b>2,120</b>   | <b>418</b>                                                                                     | <b>421</b>    | <b>12,236</b>                      | <b>18,054</b>               |                                      | <b>1.0%</b>                                                   | <b>61.0%</b> | <b>32.0%</b> | <b>6.0%</b> | <b>0.0%</b> |
|                                         | <b>Total – all assets</b>                  | <b>41,865</b>                                        | <b>109,962</b> | <b>21,434</b>                                                                                  | <b>23,200</b> | <b>1,225,112</b>                   | <b>1,513,111</b>            |                                      | <b>30.0%</b>                                                  | <b>37.9%</b> | <b>22.7%</b> | <b>6.7%</b> | <b>2.7%</b> |

(a) Required maintenance is the amount identified in Council's asset management plans.

## Infrastructure asset condition assessment 'key'

| # | Condition           | Integrated planning and reporting (IP&R) description |
|---|---------------------|------------------------------------------------------|
| 1 | Excellent/very good | No work required (normal maintenance)                |

Report on infrastructure assets as at 30 June 2025 (continued)

|   |              |                                      |
|---|--------------|--------------------------------------|
| 2 | Good         | Only minor maintenance work required |
| 3 | Satisfactory | Maintenance work required            |
| 4 | Poor         | Renewal required                     |
| 5 | Very poor    | Urgent renewal/upgrading required    |

## Report on infrastructure assets as at 30 June 2025

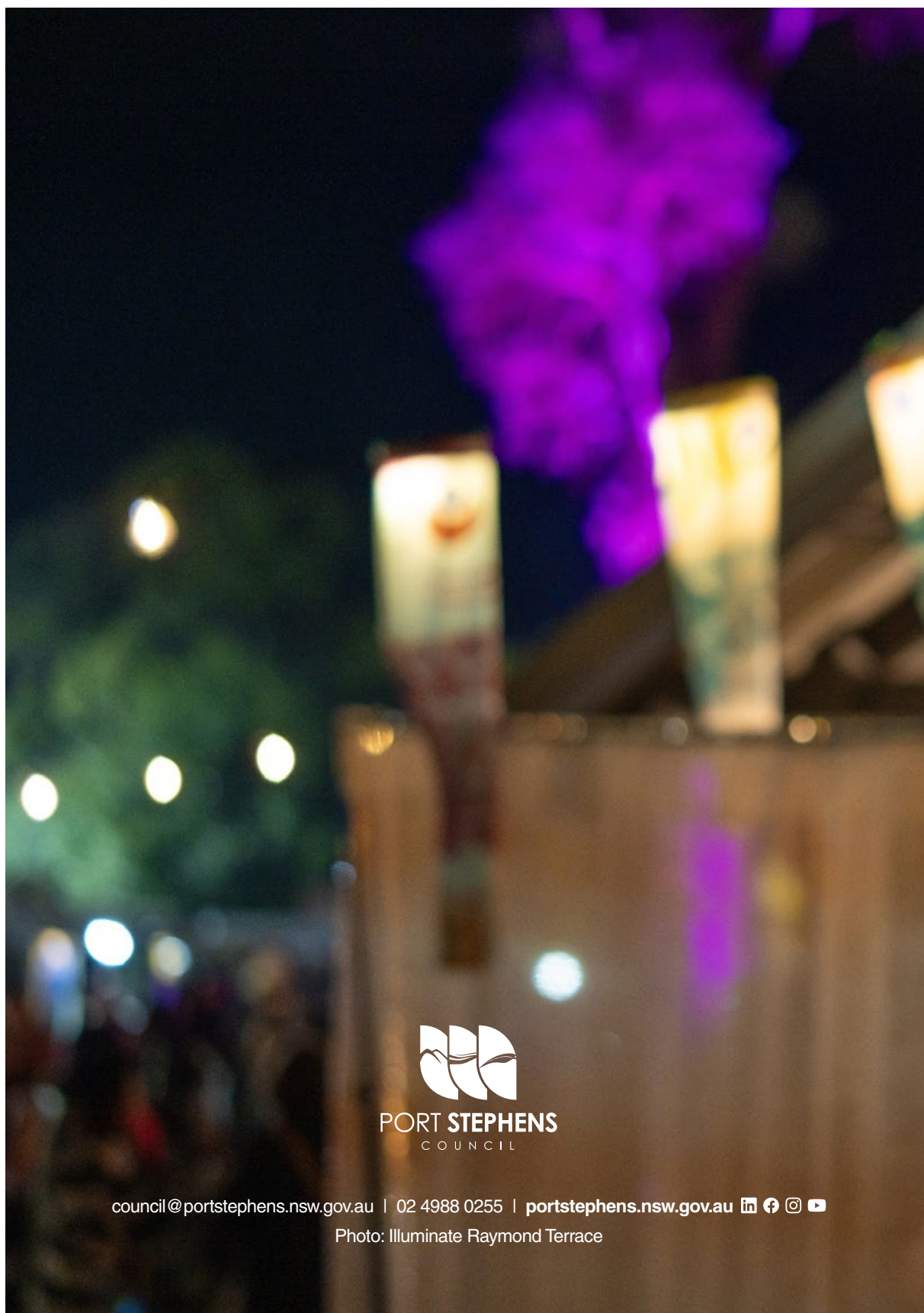
## Infrastructure asset performance indicators (consolidated) \*

| \$ '000                                                                  | Amounts<br>2025  | Indicator<br>2025 | Indicators<br>2024 | Indicators<br>2023 | Benchmark |
|--------------------------------------------------------------------------|------------------|-------------------|--------------------|--------------------|-----------|
| <b>Buildings and infrastructure renewals ratio</b>                       |                  |                   |                    |                    |           |
| Asset renewals <sup>1</sup>                                              | <b>21,559</b>    |                   |                    |                    |           |
| Depreciation, amortisation and impairment                                | <b>14,908</b>    | <b>144.61%</b>    | 199.00%            | 198.80%            | > 100.00% |
| <b>Infrastructure backlog ratio</b>                                      |                  |                   |                    |                    |           |
| Estimated cost to bring assets to a satisfactory standard                | <b>41,865</b>    |                   |                    |                    |           |
| Net carrying amount of infrastructure assets                             | <b>1,257,436</b> | <b>3.33%</b>      | 2.85%              | 2.28%              | < 2.00%   |
| <b>Asset maintenance ratio</b>                                           |                  |                   |                    |                    |           |
| Actual asset maintenance                                                 | <b>23,200</b>    |                   |                    |                    |           |
| Required asset maintenance                                               | <b>21,434</b>    | <b>108.24%</b>    | 105.47%            | 105.58%            | > 100.00% |
| <b>Cost to bring assets to agreed service level</b>                      |                  |                   |                    |                    |           |
| Estimated cost to bring assets to an agreed service level set by Council | <b>109,962</b>   |                   |                    |                    |           |
| Gross replacement cost                                                   | <b>1,513,111</b> | <b>7.27%</b>      | 3.76%              | 3.66%              |           |

(\*) All asset performance indicators are calculated using classes identified in the previous table.

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.





[council@portstephens.nsw.gov.au](mailto:council@portstephens.nsw.gov.au) | 02 4988 0255 | [portstephens.nsw.gov.au](http://portstephens.nsw.gov.au)    

Photo: Illuminate Raymond Terrace